Contracting Authority:
Delegation of the European Commission in Egypt

Call for Proposals 2009-01-22
LOCAL CULTURAL ACTIVITIES

Grant Application Form

Budget line: BGUE-19080101-C1-AIDCO

Reference: EuropeAid/1 28030/L/ACT/EG

Deadline for submission of concept notes and applications:
1 April at 12:00 h (Cairo time)

For economical and ecological reasons, we strongly recommend that you submit your files on paper-based materials (no plastic folder or divider). We also suggest you use double-sided print-outs as much as possible

Title of the action:	**CULTURAL HERITAGE - Cairo 2009** – 4th International Congress on: "Science And Technology for the Safeguard of Cultural Heritage of the Mediterranean Basin"
Number and title of lot	
Location(s) of the action:	*Location: CAIRO, EGYPT* *Benefit: The whole Countries facing the Mediterranean Sea*
Name of the applicant	"***Investing in Culture"***, ***AIC***, a non profit Association
Nationality of the applicant[1]	Italy

Dossier No

[1] The statutes must make it possible to ascertain that the organisation was set up by an act governed by the national law of the country concerned. In this respect, any legal entity whose statutes have been established in another country cannot be considered an eligible local organisation.

EuropeAid ID[2]	TI	
Legal status[3]	Non profit Association	
Partner(s)[4]	*See Associates to this Action*	
Total eligible cost of the action (A)	**Amount requested from the Contracting Authority (B)**	**% of total eligible cost of action (B/Ax100)**
EUR 120,000.00	EUR 48,000.00	40 %
Total duration of the action:	*Ten months*	

Contact details for the purpose of this action:	
Postal address:	Via Statilia 7 0085 Roma, Italy
Telephone number: Country code + city code + number	
Fax number: Country code + city code + number	
Contact person for this action:	Prof. Angelo Guarino
Contact person's email address:	
Website of the Organisation	Cairocongress.com

Any change in the addresses, phone numbers, fax numbers and in particular e-mail, must be notified in writing to the Contracting Authority. The Contracting Authority will not be held responsible in case it cannot contact an applicant.

2 To be inserted if the organisation is registered in PADOR. This number is allocated to an organisation which registers its data in PADOR. For more information and to register, please visit http://ec.europa.eu/europeaid/onlineservices/pador

3 E.g. non profit making, governmental body, international organisation

4 Add as many rows as partners

PART B. FULL APPLICATION FORM

I. THE ACTION

To be submitted by all applicants

For economical and ecological reasons, we strongly recommend that you submit your files on paper-based materials. We also suggest you use double-sided print-outs as much as possible

Reference of the Call for Proposals	*Enter EuropeAid reference for the Call for Proposals* *TI*
Title of the Call for Proposals	*Call for Proposals 2009* *LOCAL CULTURAL ACTIVITIES*
Name of the applicant	"Investing in Culture", AIC
N° of the proposal[5]	*Number/not applicable (open procedures)*
N° of the Lot	

1. DESCRIPTION

1.1. *Title CULTURAL HERITAGE – CAIRO 2009 4th International Congress on "Science and technology for the Safeguard of Cultural Heritage of the Mediterranean Basin"*

1.2. Location(s): Cairo, Egypt

1.3. Cost of the action and amount requested from the Contracting Authority

Total cost of the action (A)	Amount requested from the Contracting Authority (B)	% of total eligible cost of action (B/Ax100)
EUR 120,000.00	EUR 48,000.00	40 %

5 For restricted procedures only; the proposal number as allocated by the Contracting Authority and notified to the applicant at the time of the Concept Note opening and administrative check.

1.4. Summary (max 1 page)

1.5 – Objectives

Dialogue and exchange between cultures

This program deals with the safeguard of Cultural Heritage in countries of the Mediterranean Basin.
In order to realize the program a large interaction will be developed among scientists from these countries in order to prepare a common draft on the "Actions" concerning Science and Technology applied to Cultural Heritage.
The common draft will be discussed and approved during an International Congress to be held in Cairo next December. The final project will be then submitted to national Authorities in order to be included among the Actions of the next European Commission Framework Program.
The present document answering to the Call for Proposals should be taken as the mere "seed" to be launched through a specific web site www.cairocongress.com in order to start a strong discussion among scientists proposing different suggestions to prepare in the next ten months a preliminary text to be submitted to the participants to the Cairo Congress of next December 2009.
It seems useful at this stage to start with an apparently odd question: what is Cultural Heritage?

The usual answer is: ***"Every object of historical and artistic interest".***

However such an answer is a rather limited definition: it stresses in particular our Heritage in art objects like paintings, statues and historical buildings but ignores other significant matters like our biological Heritage.

A better definition is: ***"Every material evidence of civilisation".***

The earlier definition would scarcely have given dignity of Cultural Heritage to studies on a human skeleton: however these studies are crucial to give answers in epidemiological researches: for instance: does cancer depend on environmental pollution?

But once we have correctly defined Cultural Heritage another question arises: why should we bother safeguarding this Heritage? In other words: why should we spend significant human and financial resources to solve these problems subtracting resources necessary to face other major problems like poverty and unemployment?

There are people who strongly believe that it is a moral duty for the whole mankind, a "kategorische Imperativ" to use the words of Kant, with no interest whatsoever except leaving our Cultural Heritage to future generations.

There are other people who believe that safeguarding Cultural Heritage has to be done just for the pleasure of enjoying life: this belief is probably at the roots of tourism.

At last, there are other people who believe that Cultural Heritage is just a good business. In fact, tourism may help to generate new jobs in Europe, Africa and Middle East where millions of unemployed persons generated by the present world crisis are for sure a heavy burden for many Governments. Tourism is certainly a powerful engine for developing new infrastructures like roads, hotels, houses, in general services all over Europe, Africa and Middle East.

All these opinions are probably right and represent different sides of the same truth: the safeguard of our Cultural Heritage is a "must" for our society.

But, once this fact is unanimously assessed, it remains a fundamental question: which is the role of science?

The commitment of scientists is crucial: for the protection, the restoration and the exploitation of Cultural Heritage; either by transferring to this field technologies developed in different areas, or by developing new scientific tools suitable for specific domains in Cultural Heritage.

However, up to now, any scientific approach to this problem has been rather random, ephemeral, often consequent to natural catastrophes like earthquakes which are so frequent throughout the Mediterranean Basin, or consequent to accidents and disasters provoked by men.

As a matter of fact, no well organised, scientifically conceived project has been prepared and put in action under strict scientific control and with the direct involvement of Public Administrations all over the Mediterranean Basin.

A preliminary successful attempt was carried out in Italy between 1997 and 2005 with a Special Project on "Cultural Heritage" by the National Research Council of Italy (CNR) which invested in

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A preliminary successful attempt was carried out in Italy between 1997 and 2005 with a Special Project on “Cultural Heritage” by the National Research Council of Italy (CNR) which invested in coordinated research of Italian scientists more than 30 million euros.

Let us consider the Italian Special Project a “starting point” of a European Project which will take into account every national contribution, according to a specific philosophy:

1. Preparation of a **Euro-Mediterranean Project** respecting the Cultural Identities of all the Partners.
2. No single Research Groups but common Target Groups will be financed; these Targets should have National Public Authorities approval and these Authorities should take the responsibility of the use of the "products" obtained by the Targets.

This point is of crucial importance to avoid the usual procedures which unfortunately has been the weak side of all the Call for proposals from the European Commission projects financed inside the various Framework Programs: very many projects financed according to their “excellence” by small research groups on very many single subjects with no common point, carried out inside countries chosen only on the base of partners found randomly, with scarce or no impact on public utility: how many local Authorities in our countries during the last twenty years really exploited the “results” of these researches with a cost to our citizens of many million euros?

In other words, the money spent was certainly useful for the advancement of science and technology but has had a scarce impact on the major objective: the safeguard of Cultural

Heritage which basically remains on the shoulders of the Public Administrations.

1.6 - Relevance of the action

Visibility of the Euro-Mediterranean partnership

The proposed project to be discussed and approved during the Cairo Congress of December 2009 should give the maximum possible visibility to the Euro-Mediterranean Partnership: Cairo is one of the major Centers of the Mediterranean civilization and contains some of the major Cultural Heritage of the world, not only of the past but also of the Islamic art and it seems the right place to put together experiences and results coming from different Countries in Europe, in Africa and in Middle East on a crucial problem concerning the future of our common civilization. Another good reason to launch this Project from a cultural centre like Egypt is to avoid the usual conflicts of primacy among the EU Members.
The priorities of this Project should fulfil all the requests of this "Call for Proposals":
1 - It will encourage the partnership among Egyptian cultural institutions and EU Member States organizations.
2 - It will support joint cultural initiatives.
3 - It will suggest the awareness of the importance of innovation in a field particularly sensible to populations like their own Cultural Patrimony.
4 - It will certainly foster artistic activities.
5 - It will certainly facilitate transmission of knowledge and promote cultural diversities.
6 - It will promote the link between cultural activities and industries involved in Heritage.
7 - It will certainly strongly support networking among the various Targets and the local Pubilc Authorities.

The frame of this Euro – Mediterranean Project

The contents of the Project should be considered like the pieces of a mosaic inside a general frame with internal consistency.
If we imagine the Project as a multistep route, the first step should be devoted to archaeology and to Geographical Information Systems (GIS) which are necessary to safeguard ancient resources constantly in danger for environmental and human aggression. Every year, acres of archaeological ruins disappear all over the Mediterranean Basin under illegal buildings.

The second step should be devoted to:
1. Development of new scientific and technological methodologies for researches on the state of conservation of art objects, from paintings to bronze statues, from vases to historical buildings.

2. Development of new materials and procedures to restore and save these "art objects".
3. Development of new technical and legal procedures to prevent the impoverishment of Cultural Heritage of our Countries under continuous robbery.

The third step should be devoted to:

1. Studies on paper decay under the action of biological and physico-chemical agents.
2. Studies on new materials and procedures to restore damaged books and archive documents.
3. Studies on restoration of photographic plates, films and computer magnetic tapes.

The fourth step should be devoted to:

1. Biological diversity: studies on ancient and modern DNA, biological origin, genetic and pathological characteristics of human populations in our Countries.
2. Preparation of archives and storing of germoplasms of vegetal and animal origin belonging to species which are constantly disappearing.

The fifth step should be devoted to:

1- Innovative methodologies devoted to a better organisation and management of different typologies of museums.
2 - Exploitation of multimedia technologies with reference to different typologies of museums.
3 - Interaction between museum exploitation and tourism.

This multistep route should be strictly monitored by the final public beneficiaries to avoid a largely diffused “way of thinking” of many distinguished scientists who simply state:”Give me the money and trust me: I will realize products of excellence anyway!”

1.7 Description of the actions and its effectiveness

A - SURVEY OF THE TERRITORY AND OF MANUFACTURES

The Targets

Remote sensing

Acquisition and processing of images taken from an orbital or aerial platform in an area that is physically and historically defined.

By “pre-existence” is meant every trace that can be referred to human activity, the properties and forms of which are derived from the nature of the subsoil, and the characteristics

of the surface. Methods of remote sensing can be very useful in order to identify pre-existences.

Development and optimisation of innovative methods for the photogrammetric plotting of remote-sensing images.

Having taken into account the always greater resolution of the images and of their ever-growing importance in the acquisition of information on physical and human pre-existences, even to a rather large scale. The line of research must identify and define the most efficient methodology for geo-referencing the remotely-sensed imagery.

Acquisition and processing of multi-temporal and multi-spectral images shot from low and very low altitudes.

The research must deal with a large-scale detailed study of the data collected by means of the images derived from orbital or aerial platforms. For this purpose are necessary the multi-spectral images taken from low or very low altitudes (between 300 and 50 m), so as to correlate the interpretation of the thermograms with the photogrammetric plotting at large and very large scales. The first objective is to optimize the filming platform (aeroplane and gondola, raised by balloon and cable-driven from the ground); then, to define suitable equipment and study processing and interpretation programs oriented towards this type of imagery.

Optimisation of the use of satellite positioners for the survey of cultural resources.

The research will have to develop, and orient towards the specific objective, the methodologies that are operative in the field for the specific requirements of the cultural heritage, and study programs for recording and graphically display while respecting the greatest accuracy of the survey.

Special methodologies of photogrammetric plotting of the near and very near wavelengths. Here, it is necessary to define the applications of photogrammetry in order to document particular operations carried out on cultural resources, such as microphotography, as well as to initiate

the correct use of "quick" photogrammetry and of electronic photogrammetry with the use of solid-state, high-resolution television cameras.

Topography and cartography

Development and processing of urban and territorial, historical-archaeological cartography based on the direct recognition and precise definition of archaeological sites and monuments by means of the application of innovative techniques and methodologies implying codification and simplification of the procedures.

To the traditional research methods which start from literature sources, specific bibliography, archive research, and continue with the direct prospecting of the ground with relative computerised indexing, will be added the support of the aerial-photographic survey, of

photogrammetry and of remote sensing. Of these latter techniques, the procedures that are most adequate for the analysis and interpretation of the archaeological substratum will be identified and experimented also by means of the application of image-improvement treatments and the emphasising of the information contained in the digital datum.

The detection, by means of the point co-ordinates of through total stations and the precise definition on SPOT space-maps, obtained from pre-processed images at the maximum level of cartographic accuracy, will be flanked by a positioning on traditional cartographic bases.

For archaeological purposes, the combination between digital elevation models of the ground and SPOT images for the tridimensional visualisation of the areas, complexes and archaeological situations and the consequent implicit applications of a change of point of view and projection levels, will be experimented.

Excavation computerised systems

The aim of the research is to develop processing methods for archaeological data, or more precisely:

a) graphic data, such as the archaeological cartography to different scales produced through data processed according to the above lines of research, the excavation maps and sections obtained also with the aid of automated procedures by means of television cameras, detailed maps of single structures or monumental complexes, the photogrammetric surveys of near and distant objects;

b) raster images, such as aerial photographs, remote-sensing images, photos of materials, etc.;

c) alphanumeric data, derived from the indexing and catalogue of monuments and findings.

The system must provide not only for the perfect integration among the three types of data and the possibility of autonomous treatment of the graphics, but also, in particular, for observation of the excavation data by means of the system of stratigraphical units with the related materials.

As regards the alphanumeric data bank, the reference codes and vocabulary for cataloguing the data, to be activated in the entry phase for validation of information, will have to be previously defined. The indexing must in any case be compatible with ICCD regulations.

Furthermore, the system will be characterised not only by the possibility of recovering complex and heterogeneous information, with the analysis of graphic and alphanumeric data, but also of high-level statistical processing of the spatial-temporal distribution of the structures and materials concerning both the entire site and the environmental context.

Sensors and environmental photographic conditions

In managing the artistic and cultural heritage, the acquisition of data is considered essential for any sort of operation and benefit; furthermore, the characteristics and properties of

the procedures involved in the operation depend on the peculiarity of these.

By giving specific attention to the images in the visible wavelength, the typology of the information requested involves aspects relative to the photographic conditions of the scene: specifically, therefore, the photometric, geometrical-dimensional and conversion aspects.

Since the sphere of cultural resources is extremely varied - it can range from a small painting to a large fresco, from small manufactures (e.g. jewels, furnishings) to statues, monuments, and to archaeological sites - this poses problems of accessibility and protection. Therefore, the sensoristics for acquisition systems and the environmental conditions must verify a series of elements that are essential reference parameters for the validity of the data acquired.

The subjects of research to be developed in this line will involve the problems related to the following parameters:

1. Fidelity. The acquisition of a datum must be as independent as possible from the context, and be linked therefore solely to the physical characteristics of the object and not to the photographic conditions; as such it must be repeatable in time and space;
2. Completeness. The data acquired must contain a quantity of information greater than or equal to the human perceptive capability, and the photometric datum must be associated with the dimensional datum.
3. Passivity. It must not act physically on the source and on its environmental conditions.

As far as the acquisition systems and relative sensors are concerned, there already exist sensors on the market that are prototypes or instruments such as photographic cameras or scanners with digital output and ultra-high resolution level. What is lacking and will, therefore, have to be the subject of study is the product area that satisfies the union between the specificity of the application, the operative environment and the cost/performance ratio. From this aspect, within the sphere of sensor technology, the role of special applications is important both in the spectral wavelength and in the resolution domain.

As far as environmental conditions are concerned, the research will have to cover lighting aspects, both as geometry and as wavelength for the sources, and the problems relative to the repeatability of the observation as an unchanging dimension in time and in space. The latter requirements are fundamental for applications such as monitoring, preservation (maintenance), support to restoration.

Conversion systems

The “digitalisation” process of a multi-dimensional signal is one of the key points in digital analogical conversion systems. It consists of two phases: sampling and quantization.

Sampling is conditioned by the spectral characteristics of the signal and is controlled by the Nyquist theorem, while quantization converts the size of the continuous wavelength (domain) to the discrete one, by introducing a distortion in the representation of the said size which is

called a “quantization error”.

If not carried out correctly, respecting therefore the statistical/spectral properties of the signal to be “digitalized”, both of these operations introduce into the conversion system a noise that, once introduced, can no longer be eliminated. It can thus be understood how important and fundamental this process is and how it is conditioned by the characteristics of the source and of the applications requested.

The aim of this research therefore is to identify, in accordance with the characteristics of the signal to be converted, the parameters of the process, having taken into account the electronic performance of the available devices or those that will be made available over the space of coming years.

In particular, in cases in which the signal-generating system is a shot from a television camera or from a sensor in the not-visible wavelength, the part of the signal processing in the analogical domain will have to be studied by orienting attention on the electromagnetic and electronic compatibility of the same compared to the digital one.

The line of research thus provides for a study phase of the methods and an analysis of the technological characteristics of the micro-electronic devices to be used with a subsequent design phase which will lead to the realisation of demonstrator prototypes of conversion systems, both autonomous and aboard photographic sensors.

Expected results

The methodologies of remote sensing must be considered as one of the main instruments of general application for studying the territory and for systematically identifying cultural resources, contributing in this way to an enrichment of the process of decisions concerning cultural resources.

Of particular relevance within the sphere of remote sensing will be the acquisition, processing and interpretation of images derived from low and very low altitudes, from which the most extreme resolutions are obtained.

Topographical plotting with the innovative methods of satellite positioners and with those of the total stations based on wavy distance-measuring devices is fundamental, and must be rendered applicable to the current requirements of remote sensing, such as the use of photogrammetry with symmetrical cameras and of electronic photogrammetry.

Experimentation and optimisation of the coupling procedures from archaeological cartography to remote sensing are aimed at making possible its continuous contextualization from the point of view of territorial planning and protection. Archaeological cartography will be connected to a data bank, with an organisation of the information that will make possible the most extensive production of specific thematic maps.

The surveying and cataloguing of excavation data, carried out according to innovative

computer methodologies, will contribute to the formation of graphic, raster and alphanumeric data banks; contemporaneously, always more refined procedures will be experimented as far as the level of interrogation and exploitation of the data banks is concerned, in accordance with the needs of the research carried out at the various Centres (university and non-university) and of the different activities of the Authorities made responsible for the protection and preservation of cultural resources.

With regard to the acquisition systems, in addition to defining specific methodologies and protocols to be submitted for ICCD validation and that of specialised operators in the sector, the development is foreseen of a demonstrator capable of operating as a stereoscopic photography system with geometric and dimensional references, capable of guaranteeing an adequate cost/performance ratio.

In the technological sphere, the development of one or more sensors optimised for specific applications of particular technical-scientific interest, can be hypothesised.

B - ANALYSIS,DIAGNOSIS AND RESTORATION

1 - New diagnostic systems for the characterization of the state of conservation of works of art on mobile support.

The Targets

Causes of material decay

This line studies alteration affecting different constituent materials: paintings (wall-painting, oil and tempera painting on wood, canvas and other supports); metal, stone and marble statues; glass, ceramics, mosaic, tapestry, ivory, leather and wooden artifacts. First of all, it is necessary to characterize the original materials, those introduced later with restoration as well as the alteration products. The investigations must identify the chemical and physical conditions which favour endogenous and/or exogenous processes of decay. Special attention must be given to the examination of surfaces and interfaces as primary sites of decay.

Identification of parameters for each specific material in order to express the kind and degree of decay

This line must be approached first because any further line depends on its results. Normally, some specific physico-chemical parameters related to the state of conservation are indirectly used. It will therefore be necessary to verify, over a wider range of materials and situations, if

these parameters (and relevant techniques of measurement) are suitable for the evaluation of the general state of decay.

Development of techniques of artificial ageing of different materials at different degrees

It is very important to know the behavior of the constituent materials of the artifact and of those used during conservation, over time, and whether polluting agents are present or absent. This study will also allow acquisition of knowledge of decay processes and the choice of the most appropriate materials and methods of conservation. For this purpose, it will be important to compare old materials of known origin and age with recent materials artificially aged in special climatic chambers.

Expected results

The investigations about the causes of decay must be significant and useful for the present diagnostic practice in the conservation of works of art. The real causes of decay must be discovered through the study of the morphology of alterations and through specific experimented analyses; these causes, in fact, are the primary factors to be removed or reduced, when applying specific methods of intervention. Another important result will be the univocal assessment of the state of conservation for each type of support in different situations. Great expectation lies in the possibility to develop new, easy - to - use equipment which permits the authorities to constantly monitor the actual state of conservation of the artifacts.

2 - The state of preservation of buildings: new diagnostic methods.

The Targets

Historical knowledge of the building

Using the method devised for the investigations performed in Subproject 1, the research must identify all the parameters required in order to determine the building's construction characteristics and forms of decay, leading to the formulation of hypotheses, programmes and proposals for intervention.
The objective of the research line should be to establish a checklist as a standard procedure prior to drawing up a project for the architectural restoration of a building.
Another important objective is to set up an information system capable of managing the acquired

data in order to rationalize the research procedure.

Numeric and physical model

The use of model studies plays a prominent role in numerous disciplines and generally tends to distinguish between the actual object of the study and the surrounding environment, which must be defined on the basis of a number of parameters.

The advantage offered by model studies are numerous. For example, they are used to:

1. Obtain information on processes that could otherwise not be observed : for instance, when it is physically impossible to take measurements or when the act of measuring itself is invasive ;
2. Obtain an extension in time because simulated time can be as long as the user chooses, thus making it possible to analyze individual phases which otherwise could not be recorded with a rapid evolution of the system ; time can also be compressed so as to forecast the evolution of the situation over a very long period ;
3. Obtain information on the spatial distribution of dimensions which could only be achieved using innumerable instruments, whereas models are usually general and the act of measuring is mostly very specific.

Taking the above considerations into account, we can decide to use modeling for the following uses :Devising a system for processing high-definition three-dimensional images, operating at great speed, for diagnostic purposes as well for the design of restoration measures

The system must provide a series of utilities to facilitate the implementation of patching and painting of buildings. It will rely on a database that can be accessed from the screen and capable of indicating the treatment required point by point.

a) Finalizing a specific low-cost system to study degradation and to manage systems of partial derivative equations with variable boundary conditions and complex geometry. The system will do simultaneous computations and have all the functions required for simulating degradation processes.

Inspections and monitoring.

The identification of degradation and/or impairment processes, which are generally irreversible conditions, and the measurements of their evolution make enables to determine their causes. This is an essential step towards the conservation of a building.

Up to some time ago, however, it was fairly difficult to identify the causes because there was no reliable system for acquiring data on the causes of degradation or on its effects on buildings.

Today we can use a versatile instrument that can be adapted case by case using the appropriate translators according to the dimensions to be measured.

We therefore suggest the following steps :

a) Devise a system, preferably portable, to monitor exposure and environmental conditions, as well as the stress and strain to the building.
b) Perfect a system to monitor heat and humidity conditions in rooms and buildings.
c) Devise a portable digital system to acquire images for the purpose of visualizing and evaluating the extent of decay and impairment and their localization.

Expected results

This article focuses on the investigations meant to assure the systematic collection of data leading to the choice of appropriate restoration measures. The historical checklist, modeling and assessment of the durability of the materials used will provide the basic framework, to be completed with specific information required for remedial measures. The overall results of the research will make it possible to establish a plan of action to solve problems of impairment and decay and therefore make the best possible use of the building.
The investigation must also establish the nature of the soils on site, and the building materials and techniques adopted at the time of construction, so as to provide a reliable assessment of the consequences of the restoration measures in relation to the original characteristics of the building.

3 - New methodologies for the treatment and protection of artifacts

The Targets

Development of new technologies and products for clearing operations

The research will be developed by teams working on different typologies of artifacts (mobili, immobili), components and support materials of the Cultural Heritage. The teams, after the characterization of the products unrelated with the substrate, will set up new techniques of treatments (in line with the principle of the conservation and of the growing simplicity and economy of the operations, especially those to be carried out in the yard) and products for clearing. Also the working procedures as, for instance, the use of techniques and products capable to accelerate the operations, will be evaluated.

Design and development of materials for the consolidation,

aggregation and gluing

The design and the development of materials exhibiting these three functions, but not necessarily efficient on all the supports, is scheduled : this requires the development of specific products or the modification of already available products. The effectiveness of traditional products already employed in the past is also to be verified.
A specific investigation will be devoted to a careful control of the durability properties of the existing supports in order to guarantee calibrated and limited interventions.

Design and development of physical methods for the protection.

In order to protect the restored patrimony a great deal of attention will be devoted both to the efficiency and economicity of physical barriers for the protection of monuments (for instance a film of air or similar systems) and to passive defense methods (roofing, canalization of water, partial filling up, etc.), especially in the architectural field.

Design and development of protectives

Suitable products will be prepared for an effective protective action against decay agents. These products will be developed by taking into account the supports they have to cover. The possibility to use traditional materials, already used in the past, will be carefully evaluated.

Development of applicative techniques and control procedures of products used in the interventions

The aim of this research is to formulate, on the basis of illustrative inventories, procedures of general value, integrable and adaptable for a restoration project, where in addition to the representation of the scientific basis the related operations and the technical sequences are justified and described. Experiments in the field, also for a long period of time, will be of interest to verify the natural and/or non-natural modes of ageing.

Sources of light and photosensitivity of the artifact surfaces

Photophysical and photochemical studies will be devoted to establish the possible decay effects on the artifacts and on the surface protectives in consequence of the frequency of the incident radiation light. In the architectural field, modes and effects of the color change of paintings and decorations will be investigated.

Biotic damage : characterization, treatment and protection

Particular attention will be devoted to autotrophic (algae, lichens, musk, bacteria, weeds, etc.) and heterotrophic organisms (fungi, insects, etc.). The different species and their danger will be

established together with adequate methodologies of protection against the risk, and, in case of attack, the best way of treatment which, taking into account the nature of the assets, must be respectful both of them by not causing further damages and also of the people who will benefit from the work of art.

Expected results

Design, development (achievement) and use of easy transferable technologies and of specific products for restoration (operations). In particular synthetic products will be designed and developed for the gluing, aggregation, consolidation and protection of Cultural Heritage.
The efficiency of products already used in the past will be checked in order to evaluate their possible reuse, also after a modification of their physico-chemical properties and/or of the application techniques.
Research and development of specific instruments and technologies for evaluating the effectiveness of the products in the causes of time, by natural or artificial ageing processes.
Indication of techniques, methods, materials and protectives to be used in the conservation and in the scheduled clearing treatments to be executed on artifacts, after the intervention, also taking into account the environmental variations.
Development of guide methodologies for the preliminary analysis of the buildings, for the design and for the intervention of architectural restoration.
Preparation of stable protectives against sun or artificial-light. Setting up of a protocol for the conditions of lighting, aimed at reducing the photodecay action, with an acceptable availability of the work of art.
List of the main biodeteriogenic organisms for the different classes of goods and for the related danger, with the indication of the degree of possible damage, of the threshold of the intervention and of the more appropriate fighting for every typology.

C - PAPER HERITAGE: ANALYSIS, DIAGNOSIS AND RESTORATION

1 - Research on the composition, preservation and use of paper material: restoration methodology on books and documents

The Targets

The accelerated ageing of modern paper media

A study on artificially accelerating the age of paper in order to assess the quality and the chemical stability of modern paper that would be the physical medium for cultural treasure.

Optimizing deacidification techniques for mass preservation

A study on optimizing deacidification techniques for large preservation projects.

Definition and employment of reinforcement and consolidating agents

Definition and/or employment on a large scale basis reinforcing agents which, will not affect the cellulose material nor that which has been deposited on it (inks, writings, drawings, etc.); these agents will make the paper, even controlled use paper, resistant to bending and twisting, which cannot be entirely avoided. The aim is to stop the paper media from turning into powder, as sometimes happens after deacidification or even during the deacidifying process itself.

Compositional alterations caused by de-infesting chemical agents

The study of alterations of media caused by use of de-infesting chemicals and possible alternate technique.

Definition of methods for a concerted campaign against insects

The study and definition of chemical substances for a concerted campaign against insects which feed on paper, wood etc., at least in some phases of their development (as for ex. larvas); these insects are one of the main causes of

degeneration for cultural treasures that is more difficult to fight.

Similar studies are meant to be carried out against degeneration caused by every sort of biological agent.

Electronic restoration and retrieval of information on documents

Electronic restoration for the retrieval of information contained in documents and its display for proper use.

The reproduction of documents and volumes that acts as a substitute for the original text; reproduction (microfilms, videodisks, optical disks) to preserve the original documents. The study will particularly look for a solution to the problems concerning acquisition and definition of these reproductions (number of picture elements per mm.) and their own preservation.

Protection and reinforcement of inks and pictorial films

Systems of protection and reinforcement of inks and pictorial films.

Expected results

- To define on a national and international level the physical and chemical characteristics of "permanent" (or non acidic) paper destined to be the medium of cultural treasure.
- To define deacidification techniques that are not hazardous to material and to operators' health.
- To define suitable methodologies and preservation techniques of documents and book material on paper relating to environmental conditions, substitution reproduction techniques, electronic restoration, ink and pictorial films reinforcement.
- To define adequate de-infesting methods.

Preservation of documents on non paper media: parchment, papyrus and other organic materials: films, photographic positives and negatives, etc.

The Targets

Historical research on preservation conditions of audiovisuals and magnetic media.

Research on the most favorable preservation and dumping procedures and on media more lasting than audiovisuals.

Expected results

- A historical survey on preservation conditions and methodologies of audiovisuals and magnetic media up to the present day.
- To define a correct methodology and preservation techniques for audiovisuals relating to environmental conditions, their restoration and transferring (digitizing) on more lasting media.

D - BIOLOGICAL ARCHIVES

1 - Analysis and preservation of biological diversity

The Targets

Research on the above described domains will links strictly to the development of methodologies and technologies; as consequence it may be foreseen that both chosen materials and methodological approaches vary quickly in order to keep up with technology.
It must be stressed also that distinction of the "biological archive" in botanical, zoological and anthropological is mainly formal, as the three topics are strongly connected over all at the basic organizational levels. Research wideness, even restricted into specific chronological periods, will be enlarged in order to cover times going from prehistory until nowadays in spite of lacking of historical documents.

Archaeo surfaces and Natural Environments.

Researches include several multidisciplinary studies aiming to characterize and reconstruct life conditions and nutritional status, domestic and wild plants and animals exploitation and environmental modifications and cultural patterns due to human settlements. Trace elements determination and paleotoxicological analysis are a necessary support for all the researches in this context. Environmental traits and their modifications will be settled by advanced methods in palinology, micology, lichenology and dendrocronology;meantime fauna

and flora reconstruction, both of environmental and economic interest,may help to settle the history of natural resources affected by continuous or seasonal drawing in connection of human living activities.
Furthermore in some specific places these studies could be basic to elaborate peopling models, traditionally based on paleontology, paleogeography and paleoclimatology bein these models to be considered a valuable "reading key" for peopling processes of geographical areas which suffered complexes paleoclimatic events, as the Mediterranean area.
All these researches will be enriched by specific studies dealing with recovering and storing animal and vegetal genomes of species threatened by extinction due to the rash man pressure and un replaceable parts of the earth ecosystem.

Man and Populations

This research line mainly deals with the application of a variety of instrumental diagnosis on bones and dental remains in order to reconstruct the biological events lost with the end of life. Among them paleogenetics,paleoserology and paleopathology shall be stressed as well as paleophisiology and paleoaepidemiology and their relationships with environmental, nutritional and working stresses.
Furthermore, taking into account that classical archaeology offen give ambiguous answers and can not pursue true typing of ancient human remains,the development of molecular bioarchaeology will be pursued in order to contribute to clarify controversial questions. On this respect, amplification and analysis of DNA obtained from ancient bones plays a preminent role. By these technologies data on migrations of prehistoric populations can be depicted whic represent the basic background to understand the biological history of present populations.
The studies on the DNA of ancient populations could play also a preminent role in clarifying the origin of some diseases widely distributed in present populations among which developed as earth problems of social value, i.e.: haemoglobinopathies and enzyme's deficit in the Mediterranean area, This studies will be performed on samples showing morphological evidence of pathology and belonging to well defined habitats. As a whole these researches aim to contribute to clarify the evolutionary dynamics of human populations and their interactions with the environment.
From the methodological and technological point of view, the following should be stressed: statistical biometric analysis of intra and interpopulational variation, multivariate statistics, discriminant analysis, “bootstrapping" techniques, biologic and genetic distances among populations; morphometric and allometrics image analysis, non cartographic photogrammetry, iconography. .Identification and standardization of techniques in "molecular bioar- chaeology" useful to obtain, amplifying and analyzing ancient DNA from prehistorical human remains. Sperimentation of new technologies for recovering, restoration and conservation of the remains

of the biological archive; taxonomic investigations on the reconstruction of pre and post depositional skeletal and dental remains.

Expected result

2 - Studies and methodologies to classifying and inter pretating ethno anthropological testimonies and their territorial contexts.

The Targets

Documenting and Analyzing Productive Cycles and Traditional Ritual Forms by Graphic and Audiovisual Technologies.

This is the application field of visual anthropology which during last decades experienced wide development both at national and international level. Graphic and audiovisual documenting techniques became more and more necessary as they are extraordinarily effective in giving back documents as well as in making easer the fruition of the scientific results. They are also valuable euristic tools in order to better understand the deep meaning of the observed phenomena.

Documenting and Analizyng the Material Culture

Since long times, Italian demiology widely disregarded and neglected material culture. Recently, however, research opened new fields of valuable interest. These studies basically move in two directions: acquiring wider and deeper knowledge on the traditional technologies; and understanding the landscape's organizations in function of human activities (industrial and agrarian archaeology). This research line interjoins with the subproject devoted to the scientific museography as well as with the researches on the recovery of the traditional technologies in the conservation and restoration of the architectonic and artistic heritage.

Techniques in Cataloguing and Processing Representations (linguistic, hiconic, musical, choreutic, etc)

Ethno anthropological subjects, to be catalogued and properly represented, need the application of specific and diversified techniques. An ethno anthropological archive, or museum, deals with subjects whom structure and function are extremely heterogeneous: from the

agricultural tool to the traditional singing, from the ritual practices to the productive techniques and to the forms of
association, etc. As consequence in this field, the collection, classification and elaboration of the data, require to settle models and methodologies more and more advanced but oriented to a formalization which avoid to eliminate the complexity and the variability of the cultural reality.

Thematic Automatized Cartography for the Interpretation of the Material Culture and the Forms of the Territorial Organization

Thematic automatized cartography already shown interesting applications in the domain of Cultural and Environmental Heritage offering a variety of opportunities to students of the material culture to deepen their researches. The techniques and the subjects which fall into this field in fact, can be satisfactorily studied only if correctly contextualized. Reading of the interpretation of the relationships between the material culture and the social economic and socioterritorial contexts represents the natural development of all the ethno anthropological studies oriented to the documentation and to the analysis of the productive and festive cycles.

Characterization and definition of regions, places and territorial contexts. The institution of an ethno anthropological and linguistic regional atlas need preliminarily the definition and the characterization of social environments as well as territorial contexts with special historical and cultural mean. This study appear to be very difficult as imply the application of field research oriented to single out places significant for the historical memory and the cultural identity of the settled human communities. Interactive and multimedia models of regional archives. Often, the application of the automatic cartography to Cultural Heritage had been limited to show the geographic distribution of the observed phenomena; in spite important, this application can be seen reductive and greatly below the potentialities offered by modern computing systems. Building and experimenting models of regional archives is mainly oriented to explore the potentialities of new technologies in give interactive and multimedia representation of the cultural systems stratified along the national territory.

Monitoring and controlling territorial contexts and environ mental systems of special ethno anthropological value. In a steady changing society, establishment of regional archives is mainly oriented to make stronger the historical memory but also to improve monitoring and control of cultural parameters and territorial realities that human activities and changing environments expose to wasting and extinction risk. In this field also, when localities and environments of special interest are recognized, it's necessary to settle proper evaluation methods on the environmental impact as well as the deriving action for protection and safeguard.

Expected results

Analytical models and returning techniques for the ethno anthropological information as a

tool aimed to improve knowledge on the research experience developed in Italy during next decades.

Application of innovative scientific and techniques methodologies to the study and preservation of a cultural heritage greatly variable at a regional level and exposed to a fast wasting risk due to a society oriented to a continuous changing of values and cultural models.

Processing and testing models and techniques in settling ethnoanthropological and linguistic atlas based on regional interactive and multimedia archives. Settling up and testing monitoring and checking systems in localities and territorial contexts of special ethno anthropological context.

E - MUSEUMS: PROJECTS AND BENEFITS

1 - Museum cultural projects.

The Targets

Archeological finds

The peculiar nature of archeological finds and their frequent state of entropy require adequate methodologies to be studied by research-units specializing in various aspects of archeology: prehistory - classical archeology - Oriental archeology - Italian archeology - late ancient and medieval archeology etc.

Archeological sites

The peculiar nature of this subject requires specific programmes to be studied to illustrate and present individual monuments or relatively defined areas as well as very large and important sites ,such as Villa Adriana or Pompei, that pose a number of different problems. The research work will analyse and study models which should in turn provide basic indications, rules and procedures. This research area can also include studies on industrial archeology.

It is also envisaged to study the original vegetation context of archeological sites by means of historical, palynologic investigations etc. as well as to restore the original vegetation of such sites.

Sciences of man and material culture

These museums present ethno-anthropological findings as well as items illustrating the evolution of man and helping to understand man's living conditions in the past. An important aspect is constituted by man's activities such as farming and manufacturing handicrafts and tools: apparently humble yet essential documents to recreate the complete picture of man's presence in the past, something we usually term as material culture.

Natural sciences: collections.

These are the many public and private collections existing in our country which can increasingly play an important socio-cultural role, one that is strongly related to the knowledge of the natural environment and therefore to its management. The basic concept in planning and improving this typology of museums is that of effectively illustrating the natural environment and its formation and evolution in time.

Museums belonging to this category, with their wealth of historical collections, must get over the stage of mere collections and become systems documenting the past and therefore playing a crucial role for present knowledge; they must be research and training centres where present knowledge and modern technical aids are utilized with scientific exactitude to properly illustrate the evolution and modifications of the environment due to natural causes and those induced by man, as well as the evolution of its mechanisms.

Priority will be given to studies : a) aiming at the recovery, conservation and promotion of collections with special didactic or naturalistic value or rare ones as they were made by means of ancient and no longer known techniques which therefore deserve special attention; b) allowing for extensive and articulated didactic interactive relations between museum's "users" and nature, observed and interpreted through the analysis of past and present environments, of the structure, functions and evolutionary "history" of living beings.

Historical gardens, botanical gardens, natural history.

One of the primary objectives of this research is to achieve complete and in-depth knowledge of historical gardens and botanical gardens existing over the whole Italian peninsula; this will be possible by combining a number of skills and competences, including botanic and vegetational notions as well as architectural, artistic and archeological ones. The study of botanic-vegetational aspects will aim at preparing a number of cards to set up an electronic archive , including data on vegetable, tree ,shrub and fruit species, present in the sites under study.

Through this stage of investigation and understanding the next objectives will be achieved , i.e. the safeguarding and improvement of historical gardens and botanical gardens.

As to their safeguard the presence and amount of air and water pollution and its impact on vegetation will be studied as well as pedologic and physical-chemical characteristics of the soil and state of health of trees and shrubs; an electronic archive will be created to collect computerized surveying cards.
The project should also produce a multimedia information system containing data on the legal status of gardens, historical parks and botanical gardens.

History of sciences, science and technique

We intend to develop models to meet the requirements of a lively and in-depth presentation of original material showing the historical evolution of sciences and techniques, avoiding an exclusive focus on universally known personalities and theories. It should be attempted to relate the history of sciences and techniques to culture at large.
On the other hand the principle inspiring the design of city-museums of sciences and techniques or their enhancement is that of providing a critical and continuously updated rather than vaunting vision of the problems of contemporary scientific research and its applications. Furthermore we should try to relate the present state of the art with previous historical stages.

Collections, Galleries and Picture-galleries.

This research line will tackle the specific need of those “museum-like” places which are closer to permanent exhibitions aiming to illustrate periods of time and their main personalities as well as cultural and methodological subjects.
It is also necessary to consider the specific requirements of small and often monothematic or, conversely, excessively polythematic collections which, despite their cultural significance, have never been fully highlighted.
Architectural works , still in use or belonging to museums , require suitable projects and specific programmes for their architectural and historical significance to be fully perceived and appreciated by the public.
This research line will also cover the restoration and conservation of music instruments belonging to the cultural heritage.

Analysis of models of economic management

Such analyses, utilized by several European museums, must be further developed , both by examining existing research works and by carrying out ad hoc ones. An analysis should also be made to assess the professional skills of museum-staff at various levels.
Attention will also be devoted to Italian monuments and archeological parks; models will be developed for the organization of functions and staff and for the supply of facilities, taking into account the different typologies of museums and their sizes ,in relation to public attendance.

Finally a special survey will be made to investigate the management problems of those containers that are not specifically or mainly intended for the public to have access to them (in particular churches and historical residences); suitable interventions will be sought for their management, including fiscal measures.

Expected results

The creation of museum projects that will promote the generalized application of methodologies , procedures and organizational patterns, providing a fundamental contribution to the conservation and promotion of our cultural heritage. The museum project is in fact the scientifically creative element that justifies the structures built and organized to become places producing culture rather than mere containers for conservation and storage as most museums, rather ineffectively, tend to be today.
In the case of technical-scientific museums of historical interest and considering the backwardness of this sector, some preliminary research work will be carried out to acquire the information needed to organize such museums: biographies of instrument manufacturers, bibliographies of scientific findings of particular historical significance, systematic reconstruction of the relations of theories with experimental equipment, of scientific principles with historical subjects of vulgarization and of the transformation of application techniques with the renovation of manufacturing plants.
Gardens and botanical gardens represent the privileged subject for different experiences and competences to meet as their study involves researchers and professionals such as agronomists, botanists, architects, historians, archeologists, chemists and legislators. The result expected from this research line, through the collaboration of all these disciplines, is the definition of innovative methodologies, (surveys, graphical representations etc.), to study historical gardens and botanical gardens.

2 - Museography: systems and management models.

The Targets

Systems

The problem of systems operating in museums presents many difficult aspects especially when museums are part of monumental sites. Therefore the suggested solutions must be functional and flexible and at the same time safeguard the whole monumental site. This researh line

should identify and develop lighting systems as well as systems to optimize the use of natural light, electrical systems, fire-prevention systems and security systems against theft and vandalism.

Microclimatic conditions

This research line will deal with the characteristics of microclimate and their impact on the cultural heritage in different exhibition situations. Physical-chemical parameters and their variability in time and space will be considered in order to develop effective models to assess and possibly foresee risk situations.

Air-conditioning systems.

Their purpose is to guarantee optimal conservation conditions for exhibits as well as comfort for visitors and staff members particularly at times of very high public attendance. Different devices and procedures can be adopted to meet these two kinds of requirements: a number of functional sectors can be identified according to the nature of exhibits and of museum premises.

Sensor-systems to monitor museum microclimate.

In order to study the museum microclimate and introduce adequate regulating systems, as described above, permanent monitoring is required of the physical and chemical parameters in exhibition premises. Such a system will monitor temperature, relative humidity, light intensity and, in particular, it will record the presence of harmful radiations and polluting agents, such as ozone, sulphur and nitrogen oxides, carbon dioxide and organic vapors.
Special sensors will be designed for this purpose (piezoelectric , optical fiber, semiconductor sensors etc.) to minimize their esthetic impact on the environment. It should be recommended that the design of sensors or groups of sensors should allow for the simultaneous monitoring of various parameters within the network and for their connection to a central control unit for emergency intervention in case of critical situations.

Expected results

Definition of procedures to “map” the distribution of microclimatic conditions in time and space in order to acquire information about the required characteristics of air-conditioning systems. The latter should be designed to guarantee optimal conservation conditions for the exhibits as well as maximum comfort for visitors and staff members.
Proposals for the realization of electrical, lighting and security systems, tailored to the specific characteristics of premises.

Creation of sensor networks connected to “feedback” devices, allowing for corrective measures in the event of critical situations.

1.9 - Duration and

The action plan will be drawn up using the following format:

Activity	Month 1	2	3	4	5	6	7	8	9	10		Implementing bodies
Preparation of the Congress												Association **“Investing in Culture**” plus Associates in Italy
Execution of the Congress												The previous bodies plus the Egyptian Associate: **Supreme Council of Antiquities**

IV. ASSOCIATES OF THE APPLICANT PARTICIPATING IN THE ACTION

This section must be completed for each associated organisation within the meaning of section 2.1.2 of the Guidelines for Applicants. You must make as many copies of this table as necessary to create entries for more associates.

	Associate 1
Full legal name	
EuropeAid ID number[25]	
Country of Registration	
Legal status[26]	
Official address	
Contact person	
Telephone number: country code + city code + number	
Fax number: country code + city code + number	
E-mail address	
Number of employees	
Other relevant resources	

[20] This number is available to an organisation which registers its data in PADOR. For more information and to register, please visit http://ec.europa.eu/work/europeaid/onlineservices/pador/index_en.htm

[21] E.g. non profit making, governmental body, international organisation

[22] If not in one of the countries listed in section 2.1.1 of the Guidelines, please justify its location

[23] For organisations

[24] For individuals

EUROPEAID/128030/L/ACT/EG / LOCAL CULTURAL ACTIVITIES / BUDGET LINE BGUE-19080101-C1-AIDCO

ADMINISTRATIVE DATA	To be filled in by the applicant
Name of the Applicant	
EuropeAid ID number	
Nationality [27] /Country [28] and date of registration	
Legal Entity File number[29]	
Legal status[30]	
Partner 1	Name/EuropeAid II) number: Nationality/Country of registration: Legal status:
Partner 2 **NB:** Add as many rows as partners	Name/EuropeAid II) number: Nationality/Country of registration: Legal status:

27 For individuals

28 For organisations

29 If the applicant has already signed a contract with the European Commission

30 E.g. non profit making, governmental body, international organisation...

BEFORE SENDING YOUR PROPOSAL, PLEASE CHECK THAT EACH OF THE FOLLOWING COMPONENTS IS COMPLETE AND RESPECTS THE FOLLOWING CRITERIA:	**To be filled in by the applicant**	
Title of the Proposal:	**Yes**	**No**
PART 1 (ADMINISTRATIVE) **1. The correct grant application form, published for this call for proposals, has been used**		
2. The Declaration by the applicant has been filled in and has been signed		
3. The proposal is typed and is in English		
4. One original and 3 copies are included		
5. An electronic version of the proposal (CD-Rom) is enclosed		
6. Each partner has completed and signed a partnership statement and the statements are included. Please indicate "Not applicable" (NA) if you have no partner		
7. The budget is presented in the format requested, is expressed in € and is enclosed		
8. The logical framework has been completed and is enclosed (Optional)		
PART 2 (ELIGIBILITY) **9. The duration of the action is equal to or lower than 12 months (the maximum allowed)**		
10. The requested contribution is equal to or higher than 25.000 EURO (the minimum allowed)		
11. The requested contribution is equal to or lower than 50.000 EURO (the maximum allowed)		
12. The requested contribution is equal to or higher than 25 % of the total eligible costs (minimum percentage required)		
13. The requested contribution is equal to or lower than 80 % of the total eligible costs (maximum percentage allowed)		

VI. DECLARATION BY THE APPLICANT

The applicant, represented by the undersigned, being the authorised signatory of the applicant, in the context of the present call for proposals, representing any partners in the proposed action, hereby declares that

- the applicant has the sources of financing and professional competence and qualifications specified in section 2 of the Guidelines for Applicants;
- the applicant undertakes to comply with the obligations foreseen in the partnership statement of the grant application form and with the principles of good partnership practice;
- the applicant is directly responsible for the preparation, management and implementation of the action with its partners, if any, and is not acting as an intermediary;
- the applicant and its partners are not in any of the situations excluding them from participating in contracts which are listed in Section 2.3.3 of the Practical Guide to contract procedures for EC external actions (available from the following Internet address: http://ec.europa.eu/europeaid/work/procedures/implementation/index_en.htm. Furthermore, it is recognised and accepted that if we participate in spite of being in any of these situations, we may be excluded from other procedures in accordance with section 2.3.5 of the Practical Guide;
- the applicant and each partner (if any) is in a position to deliver immediately, upon request, the supporting documents stipulated under section 2.4 of the Guidelines for Applicants.;
- the applicant and each partner (if any) are eligible in accordance with the criteria set out under sections 2.1.1 and 2.1.2 of the Guidelines for Applicants;
- if recommended to be awarded a grant, the applicant accepts the contractual conditions as laid down in the Standard Contract annexed to the Guidelines for Applicants (annex F);
- the applicant and its partners are aware that, for the purposes of safeguarding the financial interests of the Communities, their personal data may be transferred to internal audit services, to the European Court of Auditors, to the Financial Irregularities Panel or to the European Anti-Fraud Office.

The following grant applications have been submitted (or are about to be submitted) to the European Institutions, the European Development Fund and the EU Member States in the last 12 months:

- <list only actions in the same field as this proposal>

The applicant is fully aware of the obligation to inform without delay the Contracting Authority to which this application is submitted if the same application for funding made to other European Commission departments or Community institutions has been approved by them after the submission of this grant application.

VII. ASSESSMENT GRID
(TO BE USED BY THE CONTRACTING AUTHORITY)

	YES	NO
STEP 1: OPENING SESSION AND ADMINISTRATIVE CHECK		
1. The submission deadline has been respected		
2. The Application form satisfied all the criteria specified in part 1 of the Checklist (Section V of Part B of the Grant application form).		
The administrative verification has been conducted by: Date:		
DECISION 1:		
The Committee has recommended the Concept Note for Evaluation after having passed the Administrative check.		
STEP 2 : EVALUATION OF THE CONCEPT NOTE		
DECISION 2:		
The Committee has approved the Concept Note and decided to proceed with the evaluation of the full proposal after having pre-selected the best Concept Notes.		
The evaluation of the Concept Note has been conducted by: Date:		
STEP 3: EVALUATION OF THE FULL APPLICATION FORM		
DECISION 3:		
A. The Committee has recommended the proposal for Eligibility verification after having been provisionally selected within the top ranked scored proposals within the available financial envelope.		
B. The Committee has recommended the proposal for Eligibility verification after having been put on the reserve list according to the top ranked scored proposals		
The verification of the proposal has been conducted by: Date:		
STEP 4: ELIGIBILITY VERIFICATION		
3. The Application form satisfied all the criteria specified in part 2 of the Checklist (Section V of Part B of the Grant application form).		
4. The supporting documents listed hereunder, submitted according to the Guidelines (Section 2.4), satisfied all the eligibility criteria of the applicant and its partner(s) (if any)		
a. The applicant's statutes		
b. The statutes or articles of association of all partners		
c. The applicant's external audit report (if applicable)		
<to be inserted when the Contracting Authority is the European Commission> d. The Legal Entity File (see annex D of the Guidelines for Applicants) is duly completed and signed by the applicant and is accompanied by the justifying documents requested.		
<to be inserted when the Contracting Authority is the European Commission> e. A Financial Identification form (see annex E of the Guidelines for Applicants).		
f. Copy of the applicant's latest accounts.		
The assessment of the eligibility has been conducted by: Date:		
DECISION 4:		
The Committee has selected the proposal for funding after having verified its eligibility according to the criteria stipulated in the Guidelines.		