

ICT-AGRI Call 2015

Guidelines for full proposals

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Content

1 Purpose of this document	2
2 Background and general conditions for the call.....	2
3 Preparation and submission of pre-proposals	2
3.1 Consortium	2
3.2 Project info	2
3.3 Partner info.....	2
3.4 Partner budget.....	2
3.5 Description of work	3
3.6 Submission of pre-proposals	3

1 Purpose of this document

The purpose of this document is to provide an overview of the online preparation and submission of pre-proposals. Detailed guidelines are given within the appropriate context in the online system.

2 Background, content and general conditions for the call

The background and motivation for this call are given in the **ICT-AGRI 2015 Action Plan**. The themes, topics and general conditions are given in the document **ICT-AGRI Call 2015 - Enabling Precision Farming**. Both documents are available in the ICT-AGRI website.

3 Preparation and submission of full proposals

Full proposal applications are prepared and submitted online in the ICT-AGRI website's Calls section. The pre-proposal application is available for editing for a full proposal. Only consortia invited for a full proposal have access.

The application consists of five parts:

3.1 Consortium

An application is started when a registered user in the ICT-AGRI website creates a user group (a closed room in the website securing confidentiality). This user becomes automatically project coordinator and can thereafter assign other registered users to the group and to the proposal consortium. The consortium members are thus persons assumed to represent organisations or companies joining the proposal.

Information about the consortium is taken automatically from the user accounts and profiles of the users in the consortium.

3.2 Project info

The Project info template must be filled in by the project coordinator and contains the following fields:

- Project title
- Project acronym
- Duration (months)
- Summary
- Topics (select boxes)
- Additional information

3.3 Partner info

The Partner info template must be filled by each partner. The coordinator can create and edit Partner info. The template contains the following fields:

- Role in project
- Organisation information
- Experience

3.4 Partner budget

The Partner budget template must be filled by each partner. The coordinator can create and edit Partner budgets.

The Partner budget templates are tailored to the conditions of the Funding Agencies participating in the call. The creation of a Partner budget is in four steps:

1. Selection of the appropriate Funding agency from a drop down box showing Funding Agencies from the partner's country
2. Selection of the appropriate funding scheme (usually according to type of organisation) from a drop down box
3. Fill in budget figures for given cost items within 3 categories (Applied research; Development; Innovation) as made available by the Funding agency. Budget figures include total budget and requested budget.
4. Provide additional information in a text field or as an uploaded file, if required.

3.5 Description of work

The Description of work (DOW) template is a MS Word document to be filled in and uploaded as a pdf file to the submission system by the coordinator.

There are separate full proposal DOW templates for the themes of the call. Further details concerning the expected content are given in the templates:

Theme 1: Methodologies for transnational Precision Farming solutions

1. Proposed methodology for transnational Precision Farming solutions
2. Transnational implementation
3. Work plan
4. Compatibility and standardisation
5. Industry and organisation involvement
6. Adoption
7. Exploitation
8. Dissemination
9. Researcher mobility and career

Theme 2: Implementation of transnational Precision Farming solutions

1. Proposed Precision Farming solution
2. Transnational implementation
3. Work plan
4. TRL (Technology Readiness Level) at start of project
5. TRL (Technology Readiness Level) at end of project
6. Compatibility and standardisation
7. Industry and organisation involvement
8. Adoption
9. Exploitation
10. Dissemination
11. Researcher mobility and career

3.6 Submission of full proposals

The coordinator is required to submit the pre-proposal before the submission deadline. Only submitted pre-proposals will be considered for selection. The coordinator will receive an email confirmation of the submission and of a possible un-submission.