



## **INSTRUCTIONS FOR DRAFTING YOUR PRE-PROPOSAL**

Pre-Proposals in this call must be submitted electronically, using the electronic submission service accessible from the call page. The Pre-Proposal is submitted by the Consortium Coordinator.

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## How to complete Part B

Part B of the proposal contains the details of the proposed research and collaborative efforts. At the pre-proposal stage, the practical arrangements planned to implement them will not be evaluated by the independent experts. We would advise you to address each of the award criteria as outlined in the following sections. Please note that the explanatory notes below serve to explain the evaluation criteria without being exhaustive.

**Applicants must structure their proposal according to the headings indicated in the Part B pre-proposal template below.**

Applicants must ensure that their pre-proposals conform to the layout and to the instructions given on this page. The **maximum total length of sections 1 to 3 of Part B of the proposal is 5 pages**. Taken into consideration that the overall document will have one page for the cover and one page for the table of contents, the overall page count must be 7 at maximum.

There is no page limit per each section of Part B. **Within the five-page limit**, applicants are therefore free to decide on the length dedicated to each section.

Please remember that it is your responsibility to comply with the page limit and all other formal eligibility criteria. Proposals not meeting all these criteria will be declined without further review.

The page size is **A4**, and all **margins** (top, bottom, left, right) should be at least **15 mm** (not including any footers or headers). This document has the correct format and font. Use this as your starting document and delete where appropriate. **Use the same font and style for the whole proposal (Times New Roman, 11 pt, single spacing).**

**Literature references should be listed in footnotes, font size 9. However, regardless of the format used, all footnotes will count towards the page limit.**

Please make sure that the **Part B of your proposal carries as a header to each page the proposal acronym**. All pages should be numbered in a single series on the footer of the page to prevent errors during handling. It is recommended that the numbering format "**Page X of Y**" is used.

**Part B – Template Document**  
**(Delete as appropriate)**

**WATER JOINT PROGRAMMING INITIATIVE**  
*WATER CHALLENGES FOR A CHANGING WORLD*  
**WATERWORKS 2014 COFUNDED CALL**

**“PROPOSAL FULL TITLE”**

**“PROPOSAL ACRONYM”**

## **Table of Contents**

**In drafting PART B of the proposal, applicants must follow the structure outlined below. (Delete as appropriate)**

### **START PAGE COUNT**

- 1. SUMMARY**
- 2. EXCELLENCE**
- 3. IMPACT**

### **STOP PAGE COUNT**

## **IMPORTANT:**

**Applicants must ensure that sections 1-3 do not exceed the limit of 5 pages**

## **START PAGE COUNT**

### **1. PROJECT SUMMARY**

Please provide a short summary of the proposal, which can be the same as the publishable abstract, built around the research/innovation project.

### **2. EXCELLENCE**

This section is intended to evaluate the quality, innovative aspects and credibility of the research, including inter/multidisciplinary aspects. The following subtopics should be included:

- **Introduction**
- **State-of-the-art**
- **Objectives and overview of the action**
- **Work package description (including research methodology and approach, highlighting the type of research and innovation activities proposed)**
- **Originality and innovative aspects of the research (explain the contribution that the project is expected to make to advancements, including novel concepts, approaches or methods employed)**

### **3. IMPACT (topics to be included are described below):**

This section is intended to evaluate the impact of the research project. The following subtopics should be included:

- **Expected Outcomes and impact of the research**
- **Exploitation (All applicants should ensure that the results of their project are disseminated and exploited, e.g. communicated, transferred into other research/innovation settings or, if appropriate, commercialised).**
- **Added-value of the partnership to Water RDI**

## **END PAGE COUNT**