SUNDANSE Open Call #1

**Annex 2 – Proposal Technical Template**

SUNDANSE – Proposal Technical Template

Open Call “Sediment Matters – The Danube Call”

**Proposal Template Instructions**

**Read carefully before preparing your proposal:**

**Please delete this page when submitting the proposal.** Delete the guidance/ information text in yellow in each section and any footnotes.

Please use this template to prepare your proposal. It has been organised to ensure that the important aspects of your planned work are measurable with respect to the evaluation criteria. Sections 1 to 5 of this template each correspond to an evaluation criterion (**see Guide for Applicants for details**).

The structure of this template must be followed when preparing your proposal. Applicants using another template/ document structure will be automatically disqualified. Only those proposals that successfully address all the required aspects included in the template will have the opportunity to be funded.

On the cover page, please include the following:

Title and acronym of your proposal

Full legal name of the applicant organization and country

The page limit for the proposal (Sections 1-5) is **12 pages (i.e., this limit excludes the cover, instructions, and summary of the project pages). Consider the limits indicated below the title of each section (in yellow) as guidance to keep within the 11-page limit.** Tables, figures, pictures, and maps are allowed and must be included within this page limit. The minimum font size allowed is 11 points (note: tables can use font size 10 points). The page size is A4, and all margins (top, bottom, left, right) should not be changed from their current setting. Paragraph spacing should be a minimum 0pt before/ after, and 1pt line spacing. Calibri must be used as the font style (or Arial, if Calibri is incompatible with your system) and black as the font colour to facilitate readability. Each **section presents a recommended page limit, so that the proposal is concise and focused, please comply with it. The proposal must be uploaded in .PDF format.**

Please delete this page when submitting the proposal. Delete the guidance/ information text in yellow in each section and any footnotes.

# Cover Page – Basic Information

|  |  |
| --- | --- |
| Proposal Information | |
| Acronym |  |
| Title |  |
| Proposal topic(s) addressed | ☐ Flow monitoring  ☐ Sediment quantity monitoring  ☐ Sediment quality assessment (including the identification of pollution sources of the river(s))  ☐ Actions to improve awareness raising on sediment flow alterations |
| Replication Activities related to your project (presented in Annex 2: Replication Activities Catalogue) | ☐ **A1:** Baseline assessment of the target area  ☐ **A2:** Flow monitoring  ☐ **A3:** Mapping the target area  ☐ **A4:** Sediment quantity monitoring  ☐ **A5:** Granulometric characterization of suspended and/or benthic sediments  ☐ **A6:** Microplastic contamination assessment in suspended and/or benthic sediments  ☐ **A7:** Analysis of microorganic pollutants (PAHs, PCBs, pesticides, tire additives) in sediment samples  ☐ **A8:** Toxic metal contamination assessment in sediment samples (Pb, Cu, Cd, Zn, etc.)  ☐ **A9:** Toxicity evaluation of suspended sediment samples  ☐ **A10:** Numerical modelling of sediment transport dynamics  ☐ **A11:** Development of normative frameworks for real-time data utilization in pollution management  ☐ **A12:** Assessment of inland waterway transport impact on sediment dynamics |

|  |  |
| --- | --- |
| Entity name (Full legal name) Country | |
|  |  |

**NOTE: Sections 3, 4, 5 have the same weight in the evaluation process. Each has a weight of 1/3 in the total evaluation.**

# Project’s description

*(Maximum length: 1 to 3 pages)*

## Project overview

*Provide a concise summary of your project, including its goal, main objectives, target outcomes, and the problem or need it addresses. Explain the overall purpose and expected impact.*

## Technical description of the project

*Describe the technical approach, methods, and technologies that will be used in your project. Include details about key activities, tools, processes, and any innovative aspects.*

## How is the project complying with the core activities of SUNDANSE

*Explain how your project aligns with and contributes to the core objectives and activities of SUNDANSE. Highlight the synergies, added value, and relevance to the programme’s goals.*

## Replication to be performed in the project

*Indicate which replication activity or model your project will implement based on the provided topics and Activities (Annex 2 – Replication Activities Catalogue). Describe how and where replication will occur and the expected outcomes of this process.*

# EXCELLENCE

*(Maximum length: 1 to 3 pages)*

*Applicants must demonstrate the ambition, relevance, and soundness of their proposed project by addressing:*

## Ambition:

*How does your project contribute to the scope of the SUNDANSE Open Call, show a European dimension and contribute to restoring our Ocean & Waters by 2030? How will it foster the take-up of SUNDANSE solutions through reuse, demonstration, or replication?*

## Problem description and motivation:

*What problem or regional need justifies applying one or more SUNDANSE solutions?*

## Approach and methodology:

*What methodology will you apply, and why is it credible and feasible for achieving your objectives?*

*Clearly state your objectives and show how they align with the goals of SUNDANSE, linking regional needs with the proposed solutions and expected outcomes.*

# IMPACT

*(Maximum length: 1 to 3 pages)*

*Applicants must demonstrate the expected impact of their project by addressing:*

## Environmental and social impact:

*How will your project contribute to environmental, social, and economic sustainability?*

## EU relevance

*How does it align with the European Green Deal, the Mission Ocean & Waters goals, Water Framework Directive (WFD), and other relevant European policies?*

*Clearly describe the positive changes your project will generate and how these contribute to long-term sustainable development.*

# IMPLEMENTATION

*(Maximum length: 1 to 3 pages)*

*Applicants must demonstrate the quality and feasibility of their implementation plan by addressing:*

## Approach:

*What strategy will you follow to implement the project and ensure objectives are achieved? How does your project demonstrate capacity, attractiveness, and potential for replication?*

## Resources:

*What resources (human, technical, financial) will be allocated, and how will they ensure the quality and effectiveness of the proposed activities and deliverables?*

*Provide a clear and realistic plan that shows how your project will be successfully carried out.*

## WORK PLAN

*Describe the activities that will take place in your proposal by breaking down your work-to-work packages and tasks and provide timing of the different activities and components. This section should answer the question “how are we going to implement the proposal to reach the replication objectives?”.*

*Please fill in Table 1 with the phases, activities, deliverables, and KPIs/milestones.*

Table 1: Proposal Deliverbables & KPIs.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Deliverable/Report No | Activities Description | Milestone/KPIs description | Means of Verification | Deadline (per phase) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

*\*add lines as required*

Please consult the SUNDANSE Open Call Guidelines for Applicants and verify the evaluation process per each phase and which milestones/KPIs you need to deliver.

Please fill in Table 2 with the risks that may affect your work-plan and compromise the sub-project (pilot) execution.

## Potential Risks and mitigation actions

*In this section, applicants should identify potential technical, financial, or operational risks that could affect the successful implementation of the project and describe the measures or strategies they will put in place to mitigate or manage these risks.*

Table 2: Sub-project (pilot) risks and mitigation actions.

|  |  |
| --- | --- |
| Description of risk (Indicate the level of likelihood1, and severity2: low/medium/high) | Proposed risk mitigation measures |
|  |  |
|  |  |
|  |  |
|  |  |

*\*add lines as required*

## BUDGET

*Please present the budget for your sub-project (pilot), detailing the budget per applicant, and for the whole sub-project (pilot).*

*Please fill in Table 3 accordingly.*

Table 3: Estimated cost of the project proposal

|  |  |  |  |
| --- | --- | --- | --- |
| Partner | Total Person Months Cost (A)3 | Total Other Direct Cost (B)4 | Total project budget (C)6 |
| Partner 1 name |  |  |  |

1The likelihood is the estimated probability that the risk will materialize even after taking account of the mitigation measures put in place. Level of likelihood to occur: Low/Medium/High.   
2The severity is the relative seriousness of the risk and the significance of its effect. Level of severity: Low/Medium/High.  
3 [1] A should be consistent with the person months provided in Table 3.  
4 [2] B should be consistent with the Total Other Direct Costs in Table 3.  
6 [4] Total project budget (C) = A + B. TOTAL costs of the project must not exceed 100.000 EUR.

*Please present the budget for your sub-project (pilot) per project phase and Project cost ( Detailed in the Guidelines of Applicants)*

*Please fill in Table 4 accordingly.*

Table : TABLE 3: ESTIMATED COST per project Phase and Project costs

|  |  |  |  |
| --- | --- | --- | --- |
| Project costs | Project Definition | Project Implementation | Project Evaluation |
| Fixed Lump Sum (100%) | **17,000.00€** | **58,000.00€** | **25,000.00€** |
| Personnel Cost (Up to 65%) |  |  |  |
| Mobility Cost (Up to 5.5%) |  |  |  |
| Consumable/Depreciation Cost (Up to 4.50%) |  |  |  |
| Subcontracting Cost (Up to 4.50%) |  |  |  |
| Overhead (25%) |  |  |  |

## Team (As part of Excellence criteria)

*NOTE: MAXIMUM 2 pages*

*Please provide a short summary of the relevant experience of each team member. Describe how the members complement one another and cover the expertise to match the sub-project’s objectives. In what way does each of them contribute to the project? Show that each has a valid role, and adequate resources in the project to fulfil that role.*

*Explain the capacity of the sub-project (pilot) team or sub-project (pilot) consortia team based on proven experience to deliver the proposed solution and to commercialize it. Show how the partners will have access to critical infrastructure needed to carry out the project activities.*

*In case of a consortium application, please provide a brief description of each organization and highlight the cross-sectoral dimension of the Consortium.*

*Please fill in Table 5 with the key people assigned to implement the sub-project (pilot).*

Table 5 : Team´s expertise of the project

|  |  |  |  |
| --- | --- | --- | --- |
| Name of person | Gender | Role | LinkedIn (or similar) & Key Expertise Area or short CV |
| Person 1 |  |  |  |
| Person 2 |  |  |  |
| Person 3 |  |  |  |
| *Add as many rows as needed* |  |  |  |
|  |  |  |  |

# Permits

OUTSIDE PAGE LIMIT

*In this section, applicants should provide information about the permits required to carry out their project activities in the proposed area. They should indicate whether any environmental, construction, or operational permits are needed, specify which ones have already been obtained, and detail their current status. If permits are still pending, applicants must provide an estimation of the time needed to secure them, considering that the project must be implemented within nine months.*

# ETHICS and SECURITY

NOTE: PLEASE FILL OUT THE ETHICS/ SECURITY ANNEX ON THE FOLLOWING PAGE.

NO PAGE LIMIT

This table should be completed as an essential part of your proposal. Please go through the table and indicate which elements concern your proposal by answering ‘Yes’ or ‘No’. If you answer ‘Yes’ to any of the questions,

* Provide additional information on that ethics issue in the Ethics Self-Assessment section.

For more information on each of the ethics issues and how to address them, including detailed legal references, see the guidelines ‘How to Complete your Ethics Self-Assessment’.

## Ethics Issues

|  |  |  |  |
| --- | --- | --- | --- |
| 1. HUMAN EMBRYONIC STEM CELLS AND HUMAN EMBRYOS | | | |
| Does this activity involve Human Embryonic Stem Cells (hESCs)? | | | YES/NO |
| If YES: | Will they be directly derived from embryos within this project? | | YES/NO |
| Are they previously established cells lines? | | YES/NO |
| Are the cell lines registered in the European registry for human embryonic stem cell lines? | | YES/NO |
| Does this activity involve the use of human embryos? | | | YES/NO |
| If YES: | Will the activity lead to their destruction? | | YES/NO |
| 2. HUMANS | | | |
| Does this activity involve human participants? | | | YES/NO |
| If YES: | Are they volunteers for nonmedical studies (e.g. social or human sciences research)? | | YES/NO |
| Are they healthy volunteers for medical studies? | | YES/NO |
| Are they patients for medical studies? | | YES/NO |
| Are they potentially vulnerable individuals or groups? | | YES/NO |
| Are they children/minors? | | YES/NO |
| Are the other persons unable to give informed consent? | | YES/NO |
| Does this activity involve interventions (physical also including imaging technology, behavioral treatments, etc.) on the study participants? | | | YES/NO |
| If YES: | Does it involve invasive techniques? | | YES/NO |
| Does it involve collection of biological samples? | | YES/NO |
| Does this activity involve conducting a clinical study as defined by the Clinical Trial [Regulation (EU 536/2014)? (using pharma](https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A32014R0536)ceuticals, biologicals, radiopharmaceuticals, or advanced therapy medicinal products) | | | YES/NO |
| If YES: | Is it a clinical trial? | | YES/NO |
|  | Is it a low-intervention clinical trial? | | YES/NO |
| 3. HUMAN CELLS / TISSUES (not covered by section 1) | | | |
| Does this activity involve the use of human cells or tissues? | | | YES/NO |
| If YES: | Are they human embryonic or fetal cells or tissues? | | YES/NO |
| Are they available commercially? | | YES/NO |
| Are they obtained within this project? | | YES/NO |
| Are they obtained from another project, laboratory, or institution? | | YES/NO |
| Are they obtained from a biobank? | | YES/NO |
| 4. PERSONAL DATA | | | |
| Does this activity involve processing of personal data? | | | YES/NO |
| If YES: | Does it involve the processing of special categories of personal data (e.g.: sexual lifestyle, ethnicity, genetic, biometric and health data, political opinion, religious or philosophical beliefs)? | | YES/NO |
| If YES: | Does it involve processing of genetic, biometric or health data? | YES/NO |
| Does it involve profiling, systematic monitoring of individuals, or processing of large scale of special categories of data or intrusive methods of data processing (such as, surveillance, geolocation tracking etc.)? | | YES/NO |
| Does this activity involve further processing of previously collected personal data (including use of preexisting data sets or sources, merging existing data sets)? | | | YES/NO |
| Is it planned to export personal data from the EU to non-EU countries? | | | YES/NO |
| If YES: | Specify the type of personal data and countries involved: | |  |
| Is it planned to import personal data from non-EU countries into the EU or from a non-EU country to another non-EU country? | | | YES/NO |
| If YES: | Specify the type of personal data and countries involved | |  |
| Does this activity involve the processing of personal data related to criminal convictions or offences? | | | YES/NO |
| 5. ANIMALS | | | |
| Does this activity involve animals? | | | YES/NO |
| If YES: | Are they vertebrates? | | YES/NO |
| Are they non-human primates (NHP)? | | YES/NO |
| Are they genetically modified? | | YES/NO |
| Are they cloned farm animals? | | YES/NO |
| Are they endangered species? | | YES/NO |
| 6. NON-EU COUNTRIES | | | |
| Will some of the activities be carried out in non-EU countries? | | | YES/NO |
| If YES: | Specify the countries: | |  |
| In case non-EU countries are involved, do the activities undertaken in these countries raise potential ethics issues? | | | YES/NO |
| If YES: | Specify the countries: | |  |
| Is it planned to import any material (other than data) from non-EU countries into the EU or from a non-EU country to another non-EU country? For data imports, see section 4. | | | YES/NO |
| If YES: | Specify material and countries involved: | |  |
| Is it planned to export any material (other than data) from the EU to non-EU countries? For data exports, see section 4. | | | YES/NO |
| If YES: | Specify material and countries involved: | |  |
| Does this activity involve [low and/or lower-middle income countries](https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/guidance/programme-guide_horizon_en.pdf)? (if yes, detail the benefit-sharing actions planned in the self-assessment) | | | YES/NO |
| Could the situation in the country put the individuals taking part in the activity at risk? | | |  |
| 7. ENVIRONMENT, HEALTH, and SAFETY | | | |
| Does this activity involve the use of substances or processes that may cause harm to the environment, to animals or plants (during the implementation of the activity or further to the use of the results, as a possible impact)? | | | YES/NO |
| Does this activity deal with endangered fauna and/or flora / protected areas? | | | YES/NO |
| Does this activity involve the use of substances or processes that may cause harm to humans, including those performing the activity (during the implementation of the activity or further to the use of the results, as a possible impact)? | | | YES/NO |
| 8. ARTIFICIAL INTELLIGENCE | | | |
| Does this activity involve the development, deployment and/or use of Artificial Intelligence based systems? (if yes, detail in the self-assessment whether that could raise ethical concerns related to human rights and values and detail how this will be addressed). | | | YES/NO |
| 9. OTHER ETHICS ISSUES | | | |
| Are there any other ethics issues that should be taken into consideration? | | | YES/NO |
| Please specify: | | | |

Ethics Self Assessment

*If you have entered any issues in the ethics issue table, you must perform an ethics self-assessment in accordance with the guidelines "How to Complete your Ethics Self-Assessment” and complete the sections below.*

## Ethical dimension of the objectives, methodology and likely impact

*Explain in detail the identified issues in relation to:*

* *objectives of the activities (e.g. study of vulnerable populations, etc.)*
* *methodology (e.g. clinical trials, involvement of children, protection of personal data, etc.)*
* *the potential impact of the activities (e.g. environmental damage, stigmatization of particular social groups, political or financial adverse consequences, misuse, etc.)*

## Compliance with ethical principles and relevant legislations

*Describe how the issue(s) identified in the ethics issues table above will be addressed in order to adhere to the ethical principles and what will be done to ensure that the activities are compliant with the EU/national legal and ethical requirements of the country or countries where the tasks are to be carried out. It is reminded that for activities performed in a non-EU country, they should also be allowed in at least one EU Member State.*

Security Issues

*Please go through the table and indicate which elements concern your proposal by answering YES or NO.*

*If you answer YES to any of the questions:*

* *provide additional information on this security issue in the Security self-assessment section below.*

*For more information on potential security issues and how to address them, see the guidance How to handle security-sensitive projects and the programme-specific guidelines Classification of information in Horizon Europe projects.*

|  |  |  |
| --- | --- | --- |
| **1. EU classified information (EUCI)** | | |
| Does this activity involve information and/or materials requiring protection against unauthorized disclosure (EUCI)? | | YES/NO |
| If YES: | Is the activity going to use classified information as background information? | YES/NO |
|  | Is the activity going to generate EU classified foreground information as results? | YES/NO |
| Does this activity involve participants from non-EU countries which need to have access to EUCI? | | YES/NO |
| If YES: | Do the non-EU countries concerned have a security of information agreement with the EU? | YES/NO |
| **2. MISUSE** | | |
| Does this activity have the potential for misuse of results? | | YES/NO |
| If YES: | Does the activity provide knowledge, materials and technologies that could be channelled into crime and/or terrorism? | YES/NO |
| Could the activity result in the development of chemical, biological, radiological, or nuclear (CBRN) weapons and the means for their delivery? | YES/NO |
| **3. OTHER SECURITY ISSUES** | | |
| Does this activity involve information and/or materials subject to national security restrictions? | | YES/NO |
| If yes, please specify: | | |
| Are there any other security issues that should be taken into consideration? | | YES/NO |
| If yes, please specify: | | |

Security Self Assessment

*If you have answered YES to one or more of the questions indicated above, describe the measures you intend to take to solve/avoid them. For more information, see the guidelines Classification of information in Horizon Europe projects, Classification of information in Digital Europe projects, Classification of information in EDF projects.*