

BRAIN-be

Belgian Research Action through Interdisciplinary Networks

**Call for proposals 2013**

**Axis 1 - Ecosystems, biodiversity, evolution**

**Axis 4 - Federal public strategies**

**Axis 6 - Management of collections**

***Proposal submission file***

**Closing date: 30th April 2013 at 12:00**

|  |
| --- |
| Proposal’s title (maximum 12 words): |
| Proposal’s acronym: |

Research area (tick where appropriate):

|  |  |
| --- | --- |
| *2. Thematic axis 1: Ecosystems, biodiversity, evolution* |  |
| 2.1 Understanding biodiversity and ecosystem evolution |  |
| 2.2 Pressures on biodiversity and ecosystems and impacts |  |
| 2.3 Towards a sustainable use of biodiversity and ecosystems |  |
| *3. Thematic axis 4: Federal public strategies* |  |
| 3.1 Federal public policies as response to societal transitions |  |
| - Socio-demographic development, socio-professional trajectories and social protection |  |
| - Evolution of the transport system and mobility |  |
| 3.2. Endogenous transition of the Federal governmental apparatus |  |
| - Transition of the labour market in the public service organisation: age, qualifications and competencies |  |
| - Digital transition |  |
| 3.3 Federal public policies in transition |  |
| - Transitions in the safety policies |  |
| *4. Thematic axis 6: Management of collections* |  |
| 4.1. Collections of physical objects: preventive conservation and methods for sustainable conservation and storage |  |
| 4.2. Quality management of information collections: from composition to interoperability |  |
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# General Information

Before completing this submission file, please read carefully these instructions as well as the text of the call and the budgetary guidelines (points 14 of this file and 3.2 of the information file).

The proposal is introduced by a network according to the instructions given in the information file.

No annexes to the proposal will be taken into consideration during the evaluation and selection procedure.

The proposals are written in English and must be formulated concisely, while avoiding abbreviations.

This submission file should be filled in using font Arial, font size 11 and single line spacing.

Please delete the empty non applicable pages.

The proposal must be sent in **electronic version (word and pdf) only** by mail with **subject "Axis [X]\_[Acronym of the proposal]"** and **renamed** in the format **"[Acronym of the proposal]\_[name of the coordinator]\_[institution of the coordinator].docx/pdf"** to:

**BRAIN\_call2013@belspo.be**

|  |
| --- |
| The proposals must reach BELSPO **by 12:00, 30th April 2013** at the latest. |

# Section I: Administrative information

# 1. Network composition(max 6 partners incl. international partner)

*See point 5.1 of the information file*

|  |  |
| --- | --- |
| Coordinator (partner 1): | *Name and Institution* |
| Partner 2: | *Name and Institution* |
| Partner 3: | *Name and Institution* |
| Partner 4: | *Name and Institution* |
| Partner 5: | *Name and Institution* |
| Partner 6: | *Name and Institution* |
| International Partner(s): | *Name and Institution* |

# 2. Coordinates of the partners

## 2.1 Network coordinator (Partner 1):

|  |  |
| --- | --- |
| First name and Last name: |  |

|  |  |
| --- | --- |
| Institution and unit: |  |

|  |  |
| --- | --- |
| Address: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Tel: |  | Fax: |  | Email: |  |

|  |  |
| --- | --- |
| Website: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Gender: | Male |  | Female |  |

|  |
| --- |
| Name and title of the person who will sign the contract for the institution (e.g. the Rector in case of a university): |
|  |

|  |  |  |
| --- | --- | --- |
| Type of institution: |  |  |
|  |  | University/ University College |
|  |  |  |
|  |  | Public scientific institution |
|  |  |  |
|  |  | Non-profit research centre |
|  |  |  |

|  |
| --- |
| Date:  *Signature of the coordinator or Director-general in case of Federal Scientific Institution* |

## 2.2 Belgian Network partners:

## Partner 2:

|  |  |
| --- | --- |
| First name and Last name: |  |

|  |  |
| --- | --- |
| Institution and unit: |  |

|  |  |
| --- | --- |
| Address: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Tel: |  | Fax: |  | Email: |  |

|  |  |
| --- | --- |
| Website: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Gender: | Male |  | Female |  |

|  |
| --- |
| Name and title of the person who will sign the contract for the institution (e.g. the Rector in case of a university): |
|  |

|  |  |  |
| --- | --- | --- |
| Type of institution: |  |  |
|  |  | University/ University College |
|  |  |  |
|  |  | Public scientific institution |
|  |  |  |
|  |  | Non-profit research centre |
|  |  |  |

|  |
| --- |
| Date:  *Signature of the partner or Director-general in case of Federal Scientific Institution* |

## Partner 3:

|  |  |
| --- | --- |
| First name and Last name: |  |

|  |  |
| --- | --- |
| Institution and unit: |  |

|  |  |
| --- | --- |
| Address: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Tel: |  | Fax: |  | Email: |  |

|  |  |
| --- | --- |
| Website: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Gender: | Male |  | Female |  |

|  |
| --- |
| Name and title of the person who will sign the contract for the institution (e.g. the Rector in case of a university): |
|  |

|  |  |  |
| --- | --- | --- |
| Type of institution: |  |  |
|  |  | University/ University College |
|  |  |  |
|  |  | Public scientific institution |
|  |  |  |
|  |  | Non-profit research centre |
|  |  |  |

|  |
| --- |
| Date:  *Signature of the partner or Director-general in case of Federal Scientific Institution* |

## Partner 4:

|  |  |
| --- | --- |
| First name and Last name: |  |

|  |  |
| --- | --- |
| Institution and unit: |  |

|  |  |
| --- | --- |
| Address: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Tel: |  | Fax: |  | Email: |  |

|  |  |
| --- | --- |
| Website: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Gender: | Male |  | Female |  |

|  |
| --- |
| Name and title of the person who will sign the contract for the institution (e.g. the Rector in case of a university): |
|  |

|  |  |  |
| --- | --- | --- |
| Type of institution: |  |  |
|  |  | University/ University College |
|  |  |  |
|  |  | Public scientific institution |
|  |  |  |
|  |  | Non-profit research centre |
|  |  |  |

|  |
| --- |
| Date:  *Signature of the partner or Director-general in case of Federal Scientific Institution* |

## Partner 5:

|  |  |
| --- | --- |
| First name and Last name: |  |

|  |  |
| --- | --- |
| Institution and unit: |  |

|  |  |
| --- | --- |
| Address: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Tel: |  | Fax: |  | Email: |  |

|  |  |
| --- | --- |
| Website: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Gender: | Male |  | Female |  |

|  |
| --- |
| Name and title of the person who will sign the contract for the institution (e.g. the Rector in case of a university): |
|  |

|  |  |  |
| --- | --- | --- |
| Type of institution: |  |  |
|  |  | University/ University College |
|  |  |  |
|  |  | Public scientific institution |
|  |  |  |
|  |  | Non-profit research centre |
|  |  |  |

|  |
| --- |
| Date:  *Signature of the partner or Director-general in case of Federal Scientific Institution* |

## Partner 6:

|  |  |
| --- | --- |
| First name and Last name: |  |

|  |  |
| --- | --- |
| Institution and unit: |  |

|  |  |
| --- | --- |
| Address: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Tel: |  | Fax: |  | Email: |  |

|  |  |
| --- | --- |
| Website: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Gender: | Male |  | Female |  |

|  |
| --- |
| Name and title of the person who will sign the contract for the institution (e.g. the Rector in case of a university): |
|  |

|  |  |  |
| --- | --- | --- |
| Type of institution: |  |  |
|  |  | University/ University College |
|  |  |  |
|  |  | Public scientific institution |
|  |  |  |
|  |  | Non-profit research centre |
|  |  |  |

|  |
| --- |
| Date:  *Signature of the partner or Director-general in case of Federal Scientific Institution* |

## 2.3 international partner (if applicable, duplicate if necessary)

|  |  |
| --- | --- |
| First name and Last name: |  |

|  |  |
| --- | --- |
| Institution and unit: |  |

|  |  |
| --- | --- |
| Address: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Tel: |  | Fax: |  | Email: |  |

|  |  |
| --- | --- |
| Website: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Gender: | Male |  | Female |  |

|  |
| --- |
| Name and title of the person who will sign the contract for the institution (e.g. the Rector in case of a university): |
|  |

|  |  |  |
| --- | --- | --- |
| Type of institution: |  |  |
|  |  | University |
|  |  |  |
|  |  | Public scientific institution |
|  |  |  |

Please specify the type, content and source(s) of the co-financing:

|  |
| --- |
| ... |

We the undersigned, hereby declare our interest in participating in the proposed project as international member of the network, and to co-fund at least 50 % of our participation.

|  |
| --- |
| Date:  *Signature of the partner* *Signature of the contractor (for agreement)* |

# Section II: Technical, scientific, organisational and financial description of the proposal

# 3. Proposal summary (1 - 2 pg max)

*Include also 5 keywords*

|  |
| --- |
| *... 1-2 pg max* |

# 4. Proposal summary in the language of the Coordinator (1 - 2 pg max)

*Include also 5 keywords*

|  |
| --- |
| *... 1-2 pg max* |

# 5. Detailed description of the proposal (10 - 15 pg max)

|  |
| --- |
| ***1. Subject and objectives*** *(define the subject and the objectives of the proposal, justify the project’s strategic importance with respect to the objectives of this call)*  *…*  ***2. Relevance to society*** (*explain the potential contribution of the research for the scientific community, the society in general and the policy makers in particular )*  ...  ***3. Methodology*** *(describe and justify the methods and the proposed approaches in relation to the state of the art; describe and justify how the contribution of the different partners will be integrated, ...)*  *…*  ***4. Complementarity and added value of the proposal with respect to international activities and initiatives (existing or in preparation) and opportunities for new international collaboration***  *…*  ***5. Detailed description of the tasks*** *(numbering, name, description of and responsible for the tasks in accordance with point 13; the international partner should also include the description of tasks covered by the co-financing by a third party)*  ...  *10-15 pg max* |

# 6. Expected research results (max 1 pg)

*See points 5.3 and 6.4.4 of the information file*

|  |
| --- |
| *... max 1 pg* |

# 7. Added value of the collaboration with the international partner ( max 1 pg) (if applicable)

*Justify the added value for the project and for the development of Belgian expertise of the collaboration with an international research institution taking into account the existing knowledge/expertise in Belgium.*

*See point 5.1.1 of the information file.*

|  |
| --- |
| *... max 1 pg* |

# 8. Data (max 1 pg)

*Describe the kind, the scope, the availability and cost of the data-sets needed for the project.*

*In case of gathering new data, describe and justify its necessity, added value and methodology.*

*See points 5.3.3 and 6.4.4 of the information file*

|  |
| --- |
| ... *max 1 pg* |

# 9. Network Management (max 1 pg)

*Describe the means, tools, procedures… : for the integration of the contributions of the different partners for the overall organisation, timing, coordination, … of the project*

*See points 5.1.1 and 5.1.2 of the information file*

|  |
| --- |
| ... *max 1 pg* |

# 10. Valorisation (max 1 pg)

*Specify concrete proposals for valorising the research.. The target groups of these valorisation proposals must be explicitly described. The valorisation activities should be mentioned in the description of the tasks.*

*See point 5.3.2 of the information file.*

|  |
| --- |
| .... *max 1 pg* |

# 11.Follow-up committee (max 1 pg)

*Describe how the follow-up committee will function (type of cooperation / collaboration, frequency and organisation of meetings, way of information transfer, ...) and its specific objectives as well as the role and profile of its members.*

*See point 5.3.1 of the information file*

|  |
| --- |
| ... *max 1 pg* |

# 12. gender and ethics (max 1 pg)

*Describe how the project itself (network composition ...) and its research take into account or include gender and ethical issues such as sustainability, animal welfare, environmental respect, informed consent of the studied population ...*

*If for methodological, budgetary or other reasons those aspects are not taken into consideration a justification is required.*

|  |
| --- |
| ... *max 1 pg* |

# 13. Timetable

*Elaborate and fill in in accordance with the detailed description of the tasks in point 5 (example point 13 bis)*

*Include the possible subcontractors, the meetings of the follow-up committee and valorisation activities.*

*For the international partner include also the tasks covered by the co-financing by a third party.*

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **Year 1** | | **Year 2** | | **Year 3** | | **Year 4** | | **Total Man-months (1)** |
|  | **Semester** | **1** | **2** | **1** | **2** | **1** | **2** | **1** | **2** |  |
| **Work Package 1: Title** | | | | | | | | | |  |
| **Task 1.1 Specific title** | | | | | | | | | |  |
| **Task 1.1.1:**  **Key-word** | **C(2)** |  |  |  |  |  |  |  |  |  |
| **P2(2)** |  |  |  |  |  |  |  |  |  |
| **P3(2)** |  |  |  |  |  |  |  |  |  |
| **P4(2)** |  |  |  |  |  |  |  |  |  |
| **P5(2)** |  |  |  |  |  |  |  |  |  |
| **P6(2)** |  |  |  |  |  |  |  |  |  |
| **SC1(2)** |  |  |  |  |  |  |  |  |  |
| **Task 1.1.2:**  **Key-word** | **C(2)** |  |  |  |  |  |  |  |  |  |
| **P2(2)** |  |  |  |  |  |  |  |  |  |
| **P3(2)** |  |  |  |  |  |  |  |  |  |
| **P4(2)** |  |  |  |  |  |  |  |  |  |
| **P5(2)** |  |  |  |  |  |  |  |  |  |
| **P6(2)** |  |  |  |  |  |  |  |  |  |
| **SC1(2)** |  |  |  |  |  |  |  |  |  |
| **Task 1.2 Specific title** | | | | | | | | | |  |
| **Task 1.2.1:**  **Key-word** | **C(2)** |  |  |  |  |  |  |  |  |  |
| **P2(2)** |  |  |  |  |  |  |  |  |  |
| **P3(2)** |  |  |  |  |  |  |  |  |  |
| **P4(2)** |  |  |  |  |  |  |  |  |  |
| **P5(2)** |  |  |  |  |  |  |  |  |  |
| **P6(2)** |  |  |  |  |  |  |  |  |  |
| **SC1(2)** |  |  |  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| **Total Man-months (1)** |  |
| **C(2)** |  |
| **P2(2)** |  |
| **P3(2)** |  |
| **P4(2)** |  |
| **P5(2)** |  |
| **P6(2)** |  |
| **IP(2)** |  |
| **SC1(2)** |  |

(1) Only for persons for whom funding is requested

(2) C = Coordinator, P = Partner, IP=International Partner SC = Subcontractor . Use the same order as in point 1.

# 13 bis. Timetable Example

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **Year 1** | | **Year 2** | | **Year 3** | | **Year 4** | | **Total Man-months (1)** |
|  | **Semester** | **1** | **2** | **1** | **2** | **1** | **2** | **1** | **2** |  |
| **Work Package 1: Title** | | | | | | | | | |  |
| **Task 1.1 Specific title** | | | | | | | | | |  |
| **Task 1.1.1:**  **Key-word** | **C(2)** |  |  |  |  |  |  |  |  | **13** |
| **P2(2)** |  |  |  |  |  |  |  |  | **13** |
| **P3(2)** |  |  |  |  |  |  |  |  | **7** |
| **SC1(2)** |  |  |  |  |  |  |  |  | **4** |
| **SC2(2)** |  |  |  |  |  |  |  |  | **/** |
| **Task 1.1.2:**  **Key-word** | **C(2)** |  |  |  |  |  |  |  |  | **7** |
| **P2(2)** |  |  |  |  |  |  |  |  | **4** |
| **P3(2)** |  |  |  |  |  |  |  |  | **2** |
| **SC1(2)** |  |  |  |  |  |  |  |  | **/** |
| **SC2(2)** |  |  |  |  |  |  |  |  | **3** |
|  | | | | | | | | | |  |
| **Task 1.2.1:**  **Workshops** | **C(2)** |  |  |  |  |  |  |  |  | 4 |
| **P2(2)** |  |  |  |  |  |  |  |  | 2 |
| **P3(2)** |  |  |  |  |  |  |  |  | 2 |
| **SC1(2)** |  |  |  |  |  |  |  |  | 6 |
| **SC2(2)** |  |  |  |  |  |  |  |  |  |
| **Task 1.2.1:**  **interaction with follow-up committee** | **C(2)** |  |  |  |  |  |  |  |  | 2,5 |
| **P2(2)** |  |  |  |  |  |  |  |  | 2,5 |
| **P3(2)** |  |  |  |  |  |  |  |  | 2,5 |
| **SC1(2)** |  |  |  |  |  |  |  |  | 2,5 |
| **SC2(2)** |  |  |  |  |  |  |  |  | 6 |

|  |  |
| --- | --- |
| Total Man-months (1) |  |
| C(2) | 29 |
| P2(2) | 21.5 |
| P3(2) | 13.5 |
| SC1(2) | 12.5 |
| SC2(2) | 7.5 |

(1) Only for persons for whom funding is requested

(2) C = Coordinator, P = Partner , SC = Subcontractor

# 14. Annual financial breakdown

## Total budget of the proposal:

|  |
| --- |
| ... EURO |

## Budget of the coordinator (partner 1)

*Double mouse click on table to open the excel sheet*



## Budget of Partner 2

*Double mouse click on table to open the excel sheet*



## Budget of Partner 3

*Double mouse click on table to open the excel sheet*



## Budget of Partner 4

*Double mouse click on table to open the excel sheet*



## Budget of Partner 5

*Double mouse click on table to open the excel sheet*



## Budget of Partner 6

*Double mouse click on table to open the excel sheet*



## Budget of the international Partner(8, duplicate if necessary)

*Double mouse click on table to open the excel sheet*



## Budgetary guidelines

(1) **Staff**: Pre-tax wages tied to cost of living increases, employers’ social security and statutory insurance contributions, as well as any other compensation or allowance due by law and secondary to the salary itself and tax free scholarships. Tax-free scholarships, means a grant subject to a tax exemption under the tax laws. BELSPO prefers that staff is recruited under a labour contract.

**Minimum 60% of the total proposal's budget is devoted to staff.**

(2) **General Operation cost**: it includes all current expenditures related to the project implementation such as usual supplies and products for the laboratory, workshop and office, documentation, travel and accommodation, use of computational facility, software... The total amount of these operation costs is set at a flat rate of maximum 15% of the staff budget for the coordinator and maximum 10% of the staff budget for the other partners.

(3) **Specific Operation cost** (invoices will be required): it includes all specific operating costs directly linked to the execution of the project such as costs for analysis, organisation of workshops, maintenance and repair of specific equipment purchased by the project, survey ...

(4) **Equipment** (***only for the Belgian partners***): Purchase and installation of scientific and technical apparatus and instruments, including computer hardware. Equipment needs to be purchased in the first half of the project.

(5) **Overheads** (***only for the Belgian partners***): Institutions’ general overheads that cover, in one lump sum, administration, telephone, postal, maintenance, heating, lighting, electricity, rent, machine depreciation, and insurance costs. The total amount of this item may not exceed 5% of the total, staff and operation costs.

(6) **Subcontracting** (***only for the Belgian partners***): Expenses incurred by a third party to carry out tasks or provide services that require special scientific or technical competences outside the institution’s normal area of activity. The amount may not exceed 25% of the total budget allocated to the concerned Belgian partner.

(7) The **budget** of the different **Belgian partners** of the network is between **15 and 60 % of the total proposal's budget**.

(8) The total requested budget for the **international partners** may **not exceed 20% of the total proposal’s budget** and only covers staff and operation costs.

# 14 bis. Annual financial breakdown for Antarctica campaigns (if applicable)

In addition to the financing of the project, BELSPO will take care of the real expenses of the **researchers of Belgian Institutions borne by the project** for taking part in field work campaigns in Antarctica.

These campaigns must not be budgeted in the overall budget tables of the proposal (point 14).

Expenses which are reimbursed by the State within the context of these campaigns cover: (i) travelling costs and stay and (ii) transportation and insurance of their scientific equipment. All other costs should be included in the overall project budget (point 14) and justified in point 15. The campaigns should be explained in points 5 and 13.

## Campaign budget for the Coordinator (partner 1):

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **EURO** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **TOTAL** |
| Expected number of campaigns |  |  |  |  |  |
| Estimated budget |  |  |  |  |  |

Detailed information for every campaign (*duplicate if necessary*):

|  |
| --- |
| Destination:  Number of participants:  Period:  Duration:  Estimated costs:  Transport participants: €  Transport equipment: €  Stay: € |

## Campaign budget for partner 2:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **EURO** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **TOTAL** |
| Expected number of campaigns |  |  |  |  |  |
| Estimated budget |  |  |  |  |  |

Detailed information for every campaign (*duplicate if necessary*):

|  |
| --- |
| Destination:  Number of participants:  Period:  Duration:  Estimated costs:  Transport participants: €  Transport equipment: €  Stay: € |

## Campaign budget for partner 3:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **EURO** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **TOTAL** |
| Expected number of campaigns |  |  |  |  |  |
| Estimated budget |  |  |  |  |  |

Detailed information for every campaign (*duplicate if necessary*):

|  |
| --- |
| Destination:  Number of participants:  Period:  Duration:  Estimated costs:  Transport participants: €  Transport equipment: €  Stay: € |

## Campaign budget for partner 4:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **EURO** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **TOTAL** |
| Expected number of campaigns |  |  |  |  |  |
| Estimated budget |  |  |  |  |  |

Detailed information for every campaign (*duplicate if necessary*):

|  |
| --- |
| Destination:  Number of participants:  Period:  Duration:  Estimated costs:  Transport participants: €  Transport equipment: €  Stay: € |

## Campaign budget for partner 5:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **EURO** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **TOTAL** |
| Expected number of campaigns |  |  |  |  |  |
| Estimated budget |  |  |  |  |  |

Detailed information for every campaign (*duplicate if necessary*):

|  |
| --- |
| Destination:  Number of participants:  Period:  Duration:  Estimated costs:  Transport participants: €  Transport equipment: €  Stay: € |

## Campaign budget for partner 6:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **EURO** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **TOTAL** |
| Expected number of campaigns |  |  |  |  |  |
| Estimated budget |  |  |  |  |  |

Detailed information for every campaign (*duplicate if necessary*):

|  |
| --- |
| Destination:  Number of participants:  Period:  Duration:  Estimated costs:  Transport participants: €  Transport equipment: €  Stay: € |

# 15. Justification of the requested budget

*Man-Months (M/M) and costs must correspond with the figures given in points 13 and 14.*

## budget justification for the Coordinator (partner 1)

Staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Personnel’s profile  (e.g. PhD in economics, 6 years experience) | M/M  to be financed | Estimated full time monthly cost | Total Cost | M/M  not financed |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **TOTAL** |  |  |  |  |

Specific Operation

|  |  |
| --- | --- |
| Description: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Equipment

|  |  |
| --- | --- |
| Description: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Subcontracting

|  |  |
| --- | --- |
| Name:  Address: | |
| Description of tasks: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

## budget justification for Partner 2

Staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Personnel’s profile  (e.g. PhD in economics, 6 years experience) | M/M  to be financed | Estimated full time monthly cost | Total Cost | M/M  not financed |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **TOTAL** |  |  |  |  |

Specific Operation

|  |  |
| --- | --- |
| Description: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Equipment

|  |  |
| --- | --- |
| Description: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Subcontracting

|  |  |
| --- | --- |
| Name:  Address: | |
| Description of tasks: | Cost (3) |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

## budget justification for Partner 3

Staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Personnel’s profile  (e.g. PhD in economics, 6 years experience) | M/M  to be financed | Estimated full time monthly cost | Total Cost | M/M  not financed |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **TOTAL** |  |  |  |  |

Specific Operation

|  |  |
| --- | --- |
| Description: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Equipment

|  |  |
| --- | --- |
| Description: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Subcontracting

|  |  |
| --- | --- |
| Name:  Address: | |
| Description of tasks: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

## budget justification for Partner 4

Staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Personnel’s profile  (e.g. PhD in economics, 6 years experience) | M/M  to be financed | Estimated full time monthly cost | Total Cost | M/M  not financed |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **TOTAL** |  |  |  |  |

Specific Operation

|  |  |
| --- | --- |
| Description: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Equipment

|  |  |
| --- | --- |
| Description: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Subcontracting

|  |  |
| --- | --- |
| Name:  Address: | |
| Description of tasks: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

## budget justification for Partner 5

Staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Personnel’s profile  (e.g. PhD in economics, 6 years experience) | M/M  to be financed | Estimated full time monthly cost | Total Cost | M/M  not financed |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **TOTAL** |  |  |  |  |

Specific Operation

|  |  |
| --- | --- |
| Description: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Equipment

|  |  |
| --- | --- |
| Description: | Cos |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Subcontracting

|  |  |
| --- | --- |
| Name:  Address: | |
| Description of tasks: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

## budget justification for Partner 6

Staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Personnel’s profile  (e.g. PhD in economics, 6 years experience) | M/M  to be financed | Estimated full time monthly cost | Total Cost | M/M  not financed |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **TOTAL** |  |  |  |  |

Specific Operation

|  |  |
| --- | --- |
| Description: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Equipment

|  |  |
| --- | --- |
| Description: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Subcontracting

|  |  |
| --- | --- |
| Name:  Address: | |
| Description of tasks: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

## budget justification for the international Partner (duplicate if neccessary)

Staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Personnel’s profile  (e.g. PhD in economics, 6 years experience) | M/M  to be financed | Estimated full time monthly cost | Total Cost | M/M  not financed |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **TOTAL** |  |  |  |  |

Specific Operation

|  |  |
| --- | --- |
| Description: | Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
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|  |  |

# Section III Partner’s qualifications and experience

# 16. The project partner’s expertise in the concerned area(s) (max. 2 pages)

*Each financed project partner (including the coordinator and if applicable the international partner) must provide the following, in a clear and precise manner:*

*A list of their major publications (for the past five years) that concern the subjects covered in the proposal (indicate clearly the publications accepted by international peer reviewed journals).*

*A list of the research projects carried out over the past five years in the field under consideration or related areas (specify the duration of the work and funding source).*

*A list of their international contacts and the international networks to which he/she belongs within the context of the proposal.*

## Expertise of the Coordinator (partner 1):

|  |
| --- |
| ... *max 2 pgs* |

## Expertise of Partner 2:

|  |
| --- |
| ... *max 2 pgs* |

## Expertise of Partner 3:

|  |
| --- |
| ... *max 2 pgs* |

## Expertise of Partner 4:

|  |
| --- |
| ... *max 2 pgs* |

## Expertise of Partner 5:

|  |
| --- |
| ... *max 2 pgs* |

## Expertise of Partner 6:

|  |
| --- |
| ... *max 2 pgs* |

## Expertise of the International Partner:

|  |
| --- |
| ... *max 2 pgs* |

# Section IV: Experts

# 17. Experts

*Propose 5 foreign (European) scientific experts capable of evaluating the proposal.*

*The experts must meet the following criteria:*

* *be outstanding and internationally well recognized in their research field*
* *be foreign (European) experts not working or living in Belgium*
* *not belong to the same institution as the foreign partner*
* *have no direct link with the network*
* *have no co-publications with any of the partners within the last 5 years*

## PROPOSED EXPERT 1

|  |  |
| --- | --- |
| First name and Last name: |  |

|  |  |
| --- | --- |
| Institution and unit: |  |

|  |  |
| --- | --- |
| Address: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Tel: |  | Fax: |  | Email: |  |

|  |  |
| --- | --- |
| Website: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Gender: | Male |  | Female |  |

|  |
| --- |
| Expertise: |
| *max 10 lines* |

|  |
| --- |
| Motivation of the choice: |
| *max 10 lines* |

## PROPOSED EXPERT 2

|  |  |
| --- | --- |
| First name and Last name: |  |

|  |  |
| --- | --- |
| Institution and unit: |  |

|  |  |
| --- | --- |
| Address: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Tel: |  | Fax: |  | Email: |  |

|  |  |
| --- | --- |
| Website: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Gender: | Male |  | Female |  |

|  |
| --- |
| Expertise: |
| *max 10 lines* |

|  |
| --- |
| Motivation of the choice: |
| *max 10 lines* |

## PROPOSED EXPERT 3

|  |  |
| --- | --- |
| First name and Last name: |  |

|  |  |
| --- | --- |
| Institution and unit: |  |

|  |  |
| --- | --- |
| Address: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Tel: |  | Fax: |  | Email: |  |

|  |  |
| --- | --- |
| Website: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Gender: | Male |  | Female |  |

|  |
| --- |
| Expertise: |
| *max 10 lines* |

|  |
| --- |
| Motivation of the choice: |
| *max 10 lines* |

## PROPOSED EXPERT 4

|  |  |
| --- | --- |
| First name and Last name: |  |

|  |  |
| --- | --- |
| Institution and unit: |  |

|  |  |
| --- | --- |
| Address: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Tel: |  | Fax: |  | Email: |  |

|  |  |
| --- | --- |
| Website: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Gender: | Male |  | Female |  |

|  |
| --- |
| Expertise: |
| *max 10 lines* |

|  |
| --- |
| Motivation of the choice: |
| *max 10 lines* |

## PROPOSED EXPERT 5

|  |  |
| --- | --- |
| First name and Last name: |  |

|  |  |
| --- | --- |
| Institution and unit: |  |

|  |  |
| --- | --- |
| Address: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Tel: |  | Fax: |  | Email: |  |

|  |  |
| --- | --- |
| Website: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Gender: | Male |  | Female |  |

|  |
| --- |
| Expertise: |
| *max 10 lines* |

|  |
| --- |
| Motivation of the choice: |
| *max 10 lines* |