**Sustainable Urbanisation in the Context of Economic Transformation and Climate Change: Sustainable and Liveable Cities and Urban Areas**

**Europe-China Joint Call for Proposals**

**Full Proposal: Consortium, General and Financial Information**

**1. Project Overview**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Project Short Title/Acronym: | | | | | | | |
| Project Full Title: | | | | | | | |
| Project Coordinator/Main Applicant: | | | | | | | |
| Topics: (tick the relevant topic(s))  Topic 1. Climate change and new urban economies  Topic 2. Transformation of energy systems and strengthen urban circular economies  Topic 3. Urban public administration and services innovation  Topic 4. Integrated urban data management | | | | | | | |
| Keywords (max. 5): | | | | | | | |
| Overall project type: (mark the relevant category/categories with X [for weaker dominance] or XX [for higher dominance]) | | | | | | | |
|  |  | |  | |  |  | |
|  | Fundamental research | | Applied research | | Innovation and implementation |  | |
| Total Project Costs in EUR: | |  | | Requested funds in EUR: | | |  |
| Duration of the Project in months (max. 36): | |  | | Expected start: | | | [MM.YYYY] |
| Total Effort in Person Months: | |  | | Expected end: | | | [MM.YYYY] |

**2. Abstract**

*Short presentation of project content and goals (max. 200 words). The abstract should make clear the project’s goals.*

*N.B.: Questions and comments in blue may be overwritten or deleted. Please stick to the following formatting requirements: font size: 10 pt, line spacing: 1.15. Both formatting requirements as well as the maximum number of pages (specified in the respective chapters) help the Expert Panel members to read and compare the proposals.* ***Please note that you will be asked by the Call Secretariat to shorten your proposal after submission if the intended page limit is exceeded.***

**3. Summary for the general public**

*Give a brief summary (maximum of 100 words) of your application for the general public. Please use simple and understandable language. If your application is successful, this summary may be used for publicity purposes.*

**4. Project Consortium**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Organisation | Type of organisation[[1]](#footnote-1) | Country | Coordinator Europe / China[[2]](#footnote-2) | Contact Person (first name and family name) |
| Project Coordinator/Main Applicant |  |  |  |  |  |
| Project Partner 2 |  |  |  |  |  |
| Project Partner 3 |  |  |  |  |  |
| Project Partner 4 |  |  |  |  |  |
| Project Partner 5 |  |  |  |  |  |

*Please insert additional rows if necessary: place cursor in last row and select “Table 🡪 insert 🡪 row below” from the menu bar.*

**5. Quality of Work, Project Objectives and Targets (max. 4 pages including table 5.1)**

**5.1 Project objectives and targets**

*Give a detailed description of the project goals and planned results based on the description of the initial situation and the societal, social, economic, environmental, or technological problems and challenges related to the call topic(s) and to be solved in the project. Clearly point out the innovative aspect in your approach taking into account the state of the art/knowledge (improvements from existing solutions/conditions, originality of approach, degree of novelty, technological leap). Comprehensibly describe the conceptual (scientific and/or technical) approaches you intend to use to achieve the defined goals and expected results.*

**5.2 Overall project type**

*Please describe the main reasons for the selected overall project type (cf. front page). Show to which range of research types from fundamental research to innovation you are referring to in your proposal.*

**5.3 Results from other projects**

*Please explain the differences to max. 5 other projects carried out by the consortium partners in the past three years. Include in particular all ongoing and completed projects of thematic relevance. Special focus should be placed on the results you intend to use for your project and potential synergies. Use the description to underline that you have the expertise and experience to carry out the proposed project (supplementary to Chapter 11, Project consortium and management).*

*Use the following table to provide the relevant information:*

Table 5.1: Existing results and deliverables obtained from publicly funded projects which provide the basis of or feed into the proposed project

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Funding provider** | **Project number** | **Title** | **Description of results already obtained and relevant deliverables (verifiable results / products of R&D work) in terms of the basis for / differentiation from the proposed project** | **Location and type of documentation**  **(e.g. link to homepage, publication, conference proceedings, interim report, final report, …)** |
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**6. Key activities (work programme)**

*A detailed work plan should be presented, broken down into work packages[[3]](#footnote-3) (WPs) which should follow the logical phases of the implementation of the project, and include consortium management and assessment of progress and results (please note that your overall approach to management will be described later, in section 11.1).*

*Please present your plans as follows:*

*i) Describe the overall strategy of the work plan (max. 1 page)*

*ii) Show the timing of the different WPs and their components (Gantt chart or similar)*

*iii) Provide a detailed work description broken down into work packages:*

* + - *Work package list (please use table 6.1)*
    - *Deliverables list (please use table 6.2)*
    - *List of milestones (please use table 6.3)*
    - *Description of each work package (please use table 6.4, max. 1 page per work package)*

*iv) Describe any significant risks, and associated contingency plans (max. 1 page)*

***Note****:*

* + - *The number of work packages used must be appropriate to the complexity of the work and the overall value of the proposed project. The planning should be sufficiently detailed to justify the proposed effort and allow progress monitoring.*

**Table 6.1: Work package list**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Work package No**[[4]](#footnote-4) | **Work package title** | **Lead  project partner No**[[5]](#footnote-5) | **Lead project partner short name** | **Person-months**[[6]](#footnote-6) | **Start month**[[7]](#footnote-7) | **End month** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  | TOTAL | |  |  |  |

**Table 6.2: Deliverables List**

|  |  |  |  |
| --- | --- | --- | --- |
| **Del. no.**[[8]](#footnote-8) | **Deliverable name** | **WP no.** | **Delivery date**[[9]](#footnote-9) |
|  |  |  |  |
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**Table 6.3: List of milestones**

*Milestones are control points where decisions are needed with regard to the next stage of the project. For example, a milestone may occur when a major result has been achieved, if its successful attainment is required for the next phase of work.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Milestone number** | **Milestone name** | **Work package(s) involved** | **Expected date [[10]](#footnote-10)** |
|  |  |  |  |
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**Table 6.4: Work package description (max. 1 page per work package)**

*For each work package:*

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Work package number** |  | | **Start date or starting event:** | | | |  | | |
| **Work package title** |  | | | | | | | | |
| **Project partner number** |  |  | |  |  |  | |  |  |
| **Project partner short name** |  |  | |  |  |  | |  |  |
| **Person-months per applicant:** |  |  | |  |  |  | |  |  |

|  |
| --- |
| **Objectives** |

|  |
| --- |
| **Description of work** (possibly broken down into tasks) and role of applicants |

|  |
| --- |
| **Deliverables** (brief description and month of delivery) |

**7. Ethical and regulatory considerations (max. ½ page)**

*If relevant, please describe possible ethical and/or regulatory issues and considerations including authorisation requirements (scientific ethics, data security and use of laboratory animals or other) and handling of health, environmental or ethical issues associated with the project. If relevant, you can refer to (or elaborate in) the data management section.*

**8. Added value of international co-operation (max. 1 page)**

*Describe the added value of the planned Sino-European co-operation with regard to the objectives of your project.*

**9. Relevance – Contribution of the project to the goals of the call (max. 1 page)**

*Describe how and to what extent the project addresses the chosen call topic(s). Furthermore, describe how the project contributes to the objectives of the call.*

**10. Impact of the project (max. 2 pages)**

**10.1 Expected impacts**

*Describe the extent to which the project is likely to be a value to potential user communities (e.g. governmental or non-governmental organisations, private companies, citizens, end users, other relevant stakeholders). How do you estimate the potential market for the project results? Where this is of relevance to the (research) project and its implementation: Will the project have an impact with broader geographical spread over the globe?*

**10.2 Dissemination and/or exploitation of project results, and management of intellectual property**

*Describe the measures you propose for the dissemination and/or exploitation of project results, and how these will increase the impact of the project. In designing these measures, you should take into account a variety of communication means and target groups as appropriate (e.g. policy-makers, interest groups, media and the public at large).   
Describe also your plans for the management of knowledge (intellectual property) acquired in the course of the project. You can refer to (or elaborate in) the data management section.*

**11. Project consortium and management, multi-actor and trans-disciplinary collaboration, co-creation**

**11.1 Management structure and procedures (max. 1 page)**

*Describe the organisational structure and decision-making mechanisms of the project. Show how they are matched to the complexity and scale of the project.*

**11.2 Individual project partners**

*For each partner in the proposed project, provide a brief description of the legal entity, the main tasks they have been attributed, and the previous experience relevant to those tasks (including brief CV and main publications). Provide also a short profile of the staff members who will be undertaking the work.*

*(Maximum length for Section 11.2: one page per project partner. However, where two or more departments within an organisation have quite distinct roles within the proposal, one page per department is acceptable.  
The maximum length applying to a legal entity composed of several members, each of which is a separate legal entity, is one page per member, provided that the members have quite distinct roles within the proposal.)*

**11.3 Consortium as a whole (max. 1 page)**

*Describe how the project partners collectively constitute a consortium capable of achieving the project objectives, and how they are suited and are committed to the tasks assigned to them. Show the complementarity between project partners. Explain how the composition of the consortium is well-balanced in relation to the objectives of the project. Describe the approach of your proposal according to multi-actor and trans-disciplinary collaboration (including the integration across the natural sciences [including engineering], arts and humanities, and social sciences) and co-creation.*

*If appropriate, describe the industrial/commercial/societal involvement to ensure exploitation of the results, and how the opportunity of involving SMEs has been addressed.*

*Sub-contracting: If any part of the work is to be sub-contracted by the applicants responsible for it, describe the work involved and explain why a sub-contract approach has been chosen for it.*

*Letters of intent can be attached to the application to stress the support of the stakeholders.*

**12. Data management (max. 2 pages)**

*Please address the following questions:*

1. *What data sets of* ***long-term value*** *do you expect that the project will produce? “Long-term” means those data sets that, over time, will or may be of value to others within your research community and/or the wider research and innovation community. Data of long-term value should meet the FAIR principles; i.e. they should be findable, accessible, interoperable and reusable.*
2. *How do you intend to* ***manage these data*** *during the life of the project to ensure their long-term value is protected? For example, where will the data be held during the project, who will have access, and will a specialised data manager be part of the project team?*
3. *How will the data be* ***managed after the end of the project*** *to ensure their long-term availability? For example, will the data be published with a Digital Object Identifier (DOI) and/or placed in a recognised long-term repository or data centre, and when will this take place?*
4. *What* ***supporting documentation and other information*** *do you plan to make available to support this longer-term re-use of the data by others?*
5. *Do you envisage there being any* ***restrictions*** *on how the data can be accessed or reused? JPI Urban Europe’s policy is that the data should be as open as possible, though with restricted or closed access/reuse where appropriate and necessary, for example if there are sensitive data involving human subjects, if the rules on protecting personal data are followed or if commercial or industrial exploitation is foreseen (e.g. patent application).*
6. *Will there be* ***other types of material*** *(e.g., samples, physical collections, software, curriculum materials) of long-term value produced? If so, what are your plans for ensuring these are also available for the long-term?*

*How have you accounted for the* ***costs*** *required to manage the data and other materials to ensure long-term availability? Please note that some funding agencies request applicants to include these costs in the budget request.*

**13. Projected Costs**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Organisation | Country | Project type of partner contribution[[11]](#footnote-11) | Costs (EUR; *including overhead costs according to the  applicable funding agency’s rules*) [[12]](#footnote-12) | | | | | | Cost share per partner (in %) | Total effort in person months per partner | Partner contribution in EUR | Requested funding in EUR | Funding rate requested (in %) |
| *Personnel* | *R&D infra-structure use* | *Costs of materials* | *Third-party costs* | *Travel costs* | Total |
| *[Project Coordinator/ Main Applicant:]* |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *[Project Partner 2:]* |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *[Project Partner 3:]* |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *[Project Partner 4:]* |  |  |  |  |  |  |  |  |  |  |  |  |  |
| *[Project Partner 5:]* |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **TOTAL** | | |  |  |  |  |  |  |  |  |  |  |  |

*Please insert additional rows if necessary: place cursor in respective row and select “Table 🡪 insert 🡪 row below” from the menu bar.*

**14. Justification of resources (max. 1 ½ pages)**

*Please motivate the projected costs as indicated in the budget table.*

**15. References (max. 2 pages)**

*Add relevant references.*

1. Type of organisations: SE = small enterprise; ME = medium-sized enterprise; LE = large enterprise; RO = research organisation, OTH = other type of organization. With regard to the size of companies, the current definitions of SMEs given in the EU competition law are applied (definition of small and medium-sized enterprises and of independent businesses in accordance with recommendation 2003/361/EC of the Commission dated 6 May 2003, [ABl. L 124 of 20.5.2003, pp. 36-41]; cf. <http://ec.europa.eu/DocsRoom/documents/15582>). [↑](#footnote-ref-1)
2. Mark the respective organisation with X. [↑](#footnote-ref-2)
3. A work package is a major sub-division of the proposed project with a verifiable end-point – normally a deliverable or a milestone in the overall project. [↑](#footnote-ref-3)
4. Work package number: WP 1 - WP n. [↑](#footnote-ref-4)
5. Number of the project partner leading the work in this work package. [↑](#footnote-ref-5)
6. The total number of person-months allocated to each work package. [↑](#footnote-ref-6)
7. Measured in months from the project start date (month 1). [↑](#footnote-ref-7)
8. Deliverable numbers in order of delivery dates. Please use the numbering convention <WP number>.<number of deliverable within that WP>. For example, deliverable 4.2 would be the second deliverable from work package 4. [↑](#footnote-ref-8)
9. Measured in months from the project start date (month 1). [↑](#footnote-ref-9)
10. Measured in months from the project start date (month 1) [↑](#footnote-ref-10)
11. I: Innovation / implementation; A: Applied research; F: Fundamental research; I-A: Innovation / implementation and applied research; I-A-F: Innovation / implementation, applied and fundamental research; I-F: Innovation / implementation and fundamental research; A-F: Applied and fundamental research [↑](#footnote-ref-11)
12. For further information on the different cost categories see: 🡪 http://jpi-urbaneurope.eu/calls/sustainable-urbanisation-china-europe [↑](#footnote-ref-12)