## Template for proposal preparation

The applicant will find the template on line on the Funding Box tools and need to fill it in all its parts.

**Here we report in bold the template chapters or paragraphs that need to be kept in the proposal**, *in italic the explanations on how to fill the chapters, to be removed in the proposal text.*

**The maximum length of section 1 + section 2 + section 3 is 10 pages (minimum font 11)**

**Section 4 (maximum 1 page for each partner description)**

**Acronym**

**Title of Proposal**

**Type of Proposal** *(Feasibility Study, Prototyping or Demonstration/Pilot)*

**Industrial sector (**specify the vertical sector to which the proposal refers to – list of vertical sectors : electronics, nanotechnologies, automotive, mechanicals, aerospace, defence, medical & pharmaceutical, construction, energy & utilities, marine (naval industries), metal working, chemicals, food & beverage, logistics, print, textile, luxury, cosmetics, wood, paper, furniture, consumer products, other).

**List of participants**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Participant No | Participant organisation name | Country | Region NUTS1*(if applicable)* | SME/Large Enterprise/RTO |
| 1 (Coordinator) |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |

#### Excellence

##### Objectives

* *Describe the specific objectives for the project, which should be clear, measurable, realistic and achievable within the duration of the project.*
* *Explain the industrial/economic/social problem to overcome, or the business opportunity to be taken advantage of, that has not yet been solved/offered and can be solved/offered through your project; Explain how your solution solves the stated problem or avails of the business opportunity;*
* *Indicate how your project addresses the scope of the call, in particular the application of IoT technology.*
* *Describe the expected results of your project and provide a set of (technical) KPIs to measure them.* ***These KPIs are very important because they will be checked in the end of project execution (if funded) to approve the project results.***

##### Technical Approach

* *Explain the current stage of development of the project and the key milestones that have led to it (e.g. proof of concept completed, early field trials under way), or similar indications of results and describe the positioning of the business innovation project, e.g. where it is situated in the spectrum from ‘idea to application’, or from ‘lab to market’. Refer to Technology Readiness Levels where relevant.*<https://ec.europa.eu/research/participants/portal/desktop/en/support/faqs/faq-2890.html>
* *Describe and explain the concept and the activities that you will implement during this project (e.g. feasibility study, demonstration, testing, prototyping, pilot lines, scale-up studies, miniaturisation, design, performance verification, market replication encouraging the involvement of end users and potential clients, research etc.). Pay attention to the coherence with the type of proposal you are applying for.*
* *Describe which technologies, architectures, processes and methodologies you will use to obtain the results and how you will use them according to the objectives.*

##### Innovation

* *Explain the innovations of your project compared to the current situation in the considered vertical sector (e.g. automotive) at SME level.*
* *Describe the expected key market application(s) of the results of your project, which differentiates it from competitors and provides the highest added value for potential customers.*

#### Impact

##### Industrial and Individual relevance

1. **Industrial relevance**
	* *Explain which industrial needs have been identified and will be met upon completion of the project.*
	* *Describe the main economic benefits for manufacturing SMEs and for technology providers.*
	* *Describe the type of market (e.g. a niche market or high volume market) addressed by the proposed solution. What is the estimation of total available market size and growth rate? What are the market trends? Describe if and how your project addresses European and/or global markets.*
	* *Describe the targeted users of the final solution. In which market segment/geographical areas do you see these potential users, and how do you intend to reach them?*
2. **Individual relevance**
	* *Describe the relevance, rationale and alignment of the innovation business project with regard to the business strategy of the participating SME(s).*
	* *Estimate the potential funding requirements to reach the commercialisation stage. Envisaged financial mix: percentage or relevance of own funds, other external funding.*
3. **KPIs for impact measurement**
	* *Identify a set of (economic/social) KPI to measure your impact and potential targets.*

##### Exploitation Strategy

* *Describe the dissemination material you will provide to the IoT4Industry partners for promoting the product or service during the period of the grant (pictures, presentations, not confidential descriptions of the project and its results).*
* *Provide exploitation intentions for the project results by each partner.*

##### Intellectual Property, knowledge protection and regulatory issues

* *Outline the strategy for knowledge management and protection as well as current IPstatus.*
* *Explain the regulatory and/or standard requirements to be fulfilled for the exploitation of the technology/product/solution or concept: how they are to be met.*

#### Implementation

##### Work plan – Work packages, deliverables and milestones

*In order to keep the project with a lean structure, a single workpackage will be described in several tasks according to the following table:*

**1) Timing of the different tasks (Gantt chart or similar)**

|  |
| --- |
| **Work Plan** |

|  |
| --- |
| **Objectives:** Describe the objectives that will be achieved from the following activities |

|  |
| --- |
| **Description of work** *(where appropriate, broken down into tasks), lead partner and role of participants***Task 1.1 Management -Duration: - Lead Participant: - Other participants:Description:Role of participants:****Task 1.2…x** *Technical/Demonstration/Feasibility Study/Validation tasks* **-Duration: - Lead Participant: - Other participants:Description:Role of participants:****Task 1.y Dissemination/exploitation -Duration -Lead Participant: -Other participants:Description:Role of participants:** |

|  |
| --- |
| **Deliverables** *(brief description and month of delivery)***1.1 Intermediate report****1.2 Final report****1.3 Feasibility study/Prototype/Demonstrator***1.4 Additional deliverables can be added if necessary* |

##### Consortium as a whole and international dimension

 *The individual members of the consortium are described in a separate Section 4: Description of the Consortium. There is no need to repeat that information here.*

* *Describe the consortium. How will it match the project’s objectives and bring together the necessary expertise? How do the members complement one another (and cover the value chain, where appropriate)? 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. Indicate also how subcontractors will be used*
* *Describe how the consortium has an international approach to the development or exploitation of the results*

##### Budget Allocation

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  | Budget (in EUR) |
| Participant No[[1]](#footnote-1) | **Participant organisation name** | Type of organisation (SME, Large Enteprise, RTO) | Personnel | Subcontracting | Equipment | Travels | Other | **Total Lump Sum** |
| 1 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

#### Description of the Consortium (maximum 1 page per partner)

*Provide for each partner of the Consortium:*

* *A description of the proposing organisations (no more than 1 page)*
* *A CV or description of the profile of the persons who will be primarily responsible for carrying out the proposed activities. (no more than 10 lines per CV)*
* *A brief description of relevant products, services (including widely used datasets or software) or other achievements (which may also include previous projects or activities connected to the subject of the proposal).*

*A description of any significant infrastructure and/or any major items of technical equipment relevan*

1. Only SMEs can claim for a Lump Sum, Large Enterprises and RTOs should write N.A.. [↑](#footnote-ref-1)