**Project Proposal**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Subprogram: | INTER-COST |  | Project identification code: *to be completed by the provider* | LTC20 |

|  |
| --- |
| Project name |
|  |

|  |  |
| --- | --- |
| Project duration:  | *dd.mm.yyyy – dd.mm.yyyy* |

|  |  |
| --- | --- |
| Applicant | Stamp: |
|  |
| Organization name: |  |
| Name of the investigator: |  |
| Statutory representatives: | Date: Signatures: \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ Name/s a function/s of statutory. body/ies |
| Incentive effect: | *The statutory representative of the aforementioned entity further declares that the relevant R & D & I activities in the project (with the exception of the feasibility study) have not been initiated before the submission of the project proposal (aid application). The statutory representative also agrees that the data contained in the project documentation will be subject to evaluation according to chap. 4 of the tender documentation* |

|  |  |
| --- | --- |
| Co-applicant 1 | Stamp: |
|  |
| Organization name: |  |
| Name of co- investigator 1: |  |
| Statutory representatives: | Date: Signatures: \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ Name/s a function/s of statutory. body/ies |
| Incentive effect: | *The statutory representative of the aforementioned entity further declares that the relevant R & D & I activities in the project (with the exception of the feasibility study) have not been initiated before the submission of the project proposal (aid application). The statutory representative also agrees that the data contained in the project documentation will be subject to evaluation according to chap. 4 of the tender documentation* |

|  |  |
| --- | --- |
| Co-applicant 2 | Stamp: |
|  |
| Organization name: |  |
| Name of co- investigator 2: |  |
| Statutory representatives: | Date: Signatures: \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ Name/s a function/s of statutory. body/ies |
| Incentive effect: | The statutory representative of the aforementioned entity further declares that the relevant R & D & I activities in the project (with the exception of the feasibility study) have not been initiated before the submission of the project proposal (aid application). The statutory representative also agrees that the data contained in the project documentation will be subject to evaluation according to chap. 4 of the tender documentation |

|  |  |
| --- | --- |
| Co-applicant 3 | Stamp: |
|  |
| Organization name: |  |
| Name of co-investigator 3: |  |
| Statutory representatives: | Date Signatures: \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ Name/s a function/s of statutory. body/ies |
| Incentive effect: | The statutory representative of the aforementioned entity further declares that the relevant R & D & I activities in the project (with the exception of the feasibility study) have not been initiated before the submission of the project proposal (aid application). The statutory representative also agrees that the data contained in the project documentation will be subject to evaluation according to chap. 4 of the tender documentation |

1. Identification Data
	1. Project name

…

* 1. Project annotation

…

* 1. Call

VES20COST

* 1. Program

INTER-EXCELLENCE

* 1. Subprogram

INTER-COST

* 1. Major categories of research

**1.7**  **COST Action**

**1.7.1 Code**

**1.7.2 Name**

**1.7.3 Action duration (DD-MM-YYYY to DD-MM-YYYY)**

1. Project Introduction
	1. Presentation of the project (basic description of the project including its international dimension, max. 1 page A4)

…

* 1. Anticipated cooperation within COST Action (max. 3 pages A4)
		1. **Names and addresses of foreign partner institutions and their web addresses**
		2. **The role of foreign partners in the project and justification of the need for cooperation**
		3. **Consistency between COST objectives and project goals**
		4. **How the project involves existing and new foreign partners**
		5. **Contribution of international cooperation for the Applicant(s)**
		6. **Contribution of the Applicant for foreign partners and COST Action**
		7. **Added value of European cooperation to the project**

…

1. Project Framework
	1. Purpose of the project
		1. **Meeting objectives of the program / sub-program** (how the project contributes to the objectives of the INTER-EXCELLENCE program, the INTER-COST sub-program).

…

* + 1. **Benefit and timeliness of the project** (description of the solved problem, state-of-the-art, innovativeness and benefit of the proposed research, including methodology and expected scientific and socio-economic impact).

…

* + 1. **Application potential of project results** (including their scientific, technical and socioeconomic impacts).

…

* + 1. **Target users of the project results**

…

* + 1. **Expected short-term benefits of the project**

|  |
| --- |
|  Benefits of the project (define and quantify below): |
|  | number |  Impacted journal in which publication of results is expected  | Impact factor of the journal |
| All publications in impacted journals with Jimp code or Scopus database with Jsc code c |  |  |  |
| publication results in impacted journals with Jimp code or Scopus database with Jsc code co-authored by a foreign author |  |  |  |
|  |  | Description/characterization |
| Other results of applied research code P, F, G, R or Z.  |  |  |
| ……………………….. |  |  |
| ……………………….. |  |  |
| ……………………….. |  |  |

* + 1. **Rationale of expected benefits, including risk mitigation strategy**

…

* + 1. **Expected long-term benefits of the project, their description and including respective risk mitigation strategy**

…

* 1. Description of project objectives

…

* 1. Project Stages and Results (Stages can be one-year or multi-year; there must be at least two for the project duration. Stages can be shorter than 12 months in the first and the last year of project).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Stage | Result | Duration of the stage | Name of the stage | Result description |
| E001  | **V001** |  MM-YYYY |  |  |
| **…** |  |
| **…** |  |
| E002 | **…** |  |  |  |
| **…** |  |
| **…** |  |
| E003 | **…** |  |  |  |
| **…** |  |
| **…** |  |
| E004 | **…** |  |  |  |
| **…** |  |
| **…** |  |
| E005 | **…** |  |  |  |
| **…** |  |
| **…** |  |

**Stage S001**

* + 1. **Stage identification number** S001
		2. **Name of Stage**

…

* + 1. **Description of Stage**

…

* + 1. **Duration of Stage**
* From: **MM/YYYY**
* To: **MM/YYYY**
	+ 1. **Stage goals, results, their names and descriptions (min. ½ A4)**

…

* + 1. **Types of results according to the structure of the RIV database in Stage S001** *(identification of the results in view of the objectives of the INTER-EXCELLENCE program (Chapter 9)*

|  |  |  |  |
| --- | --- | --- | --- |
| Type of RIV result | Expected number | Date of achievement | Date of accomplishment |
|  |  |  |  |
|  |  |  |  |

**Stage solution S002**

* + 1. **Stage identification number** S002
		2. **Name of Stage**

…

* + 1. **Description of Stage**

…

* + 1. **Duration of Stage**
* From: **MM/YYYY**
* To: **MM/YYYY**
	+ 1. **Stage goals, results, their names and descriptions**
		2. **Types of results according to the structure of the RIV database in Stage S002**

 *(Identification of results in view of the objectives of the INTER-EXCELLENCE program - chapter 9 - )*

|  |  |  |  |
| --- | --- | --- | --- |
| Type of RIV result | Expected number | Date of achievement | Date of accomplishment |
|  |  |  |  |
|  |  |  |  |

**Stage solution S003**

* + 1. **Stage identification number** S003
		2. **Name of Stage**

…

* + 1. **Description of Stage**

…

* + 1. **Duration of Stage**
* from: **MM/YYYY**
* to: **MM/YYYY**
	+ 1. **Stage goals, results, their names and descriptions**

…

* + 1. **Types of results according to the structure of the RIV database in solution stage S003** *(identification of results in view of the objectives of the INTER-EXCELLENCE program - chapter 9)*

|  |  |  |  |
| --- | --- | --- | --- |
| Type of RIV result | Expected number | Date of achievement | Date of accomplishment |
|  |  |  |  |
|  |  |  |  |

**Stage solution S004**

…

**Stage solution S005**

…

1. Project Strategy and Methodology

…

* 1. Contingency plan for achieving project results

**4.2 Measures to maximize the benefits of the project** (describe the effectiveness of the proposed allocated resources and capacities in relation to the expected results)

…

1. Project and Research Team
	1. Introducing the team
		1. **Team description**

…

* + 1. **Demonstrating the competence to solve the Project**

…

* 1. Project team – project participants

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Role | Trade name | Organization identification number IČO | Type of organization | The organization acts in the project as (delete as appropriate) |
| Applicant |  |  |  | VAT Payer/nonpayer |
| Co-applicant 1 |  |  |  | VAT Payer/nonpayer |
| Co-applicant 2 |  |  |  | VAT Payer/nonpayer |

* + 1. **Identification of the participant – „……………… Applicant name …………………“**

|  |  |
| --- | --- |
| Participant role in the project | Applicant |
| Tax identification number - DIČ |  |
| Organization identification number - IČO |  |
| Trade name |  |
| Legal form of the subject | see help  |
| Type of organization  |  |
| Registered address |
| Street, house number / orientation  |  |
| Town |  |
| Zip code |  |
| State |  |
| Phone number |  |
| Bank details |
| Name of the bank |  |
| Account number for receiving the support  |  |
| Abbreviation of organization name  |  |
| WWW address |  |
| Entry in the register / Authorized organizational unit (e.g. faculty at universities) |  |

* + 1. **Statutory body of the participant – „………………Applicant name…………………“**

|  |  |  |  |
| --- | --- | --- | --- |
| Name, surname, titles  | Function in the organization | Phone number | e-mail |
|  |  |  |  |

* + 1. **Identification of the participant – „………………name of co-applicant1…………………“**

|  |  |
| --- | --- |
| Participant role in the project  | co-applicant 1 |
| Tax identification number - DIČ |  |
| Organization identification number - IČO |  |
| Trade name |  |
| Legal form of the subject | see help |
| Type of organization |  |
| Registered address |
| Street, house number / orientation  |  |
| Town |  |
| Zip code |  |
| State |  |
| Phone number |  |
| Abbreviation of organization name  |  |
| WWW address |  |
| Entry in the register / Authorized organizational unit (e.g. faculty at universities) |  |

* + 1. **Statutory body of the participant – „………………name of co-applicant 2…………………“**

|  |  |  |  |
| --- | --- | --- | --- |
| Name, surname, titles  | Function in the organization | Phone number | e- mail |
|  |  |  |  |

* + 1. **Identification of the participant – „………………name of co-applicant 2…………………“**

…

…

…

* 1. Research team

*Applicant name::* **…**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Name, surname, titles | Phone number | e-mail |
| Investigator | … | … | … |
| Member of the research team | … | … | … |
| Member of the research team | … | … | … |
| Member of the research team | … | … | … |
| Member of the research team | … | … | … |

*Name of co-applicant 1:* **…**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Name, surname, titles | Phone number | e-mail |
| Co-investigator | … | … | … |
| Member of the research team | … | … | … |

*Name of co-applicant 2:* **…**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Name, surname, titles | Phone number | e- mail |
| Co-investigator 2 | … | … | … |
| Member of the research team | … | … | … |

* + 1. **Members of the research team – …** *(applicant name)*

|  |  |
| --- | --- |
| The role of the person in the project | Investigator |
| Name, surname, titles |  |
| Year of birth |  |
| Nationality |  |
| Organization, workplace |  |
| Telephone |  |
| E-mail |  |

**Main activities performed within the project**

…

**Demonstration of professional competence (5 best results achieved)**

…

**Professional curriculum vitae**

…

* + 1. **Members of the applicant's research team**

|  |  |
| --- | --- |
| The role of the person in the project | Member of the research team |
| Name, surname, titles |  |
| Year of birth |  |
| Nationality |  |
| Organization, workplace |  |
| Telephone |  |
| E-mail |  |

**Main activities performed within the project**

…

**Demonstration of professional competence (5 best results achieved)**

* + 1. **Members of the applicant's research team**

|  |  |
| --- | --- |
| The role of the person in the project | Member of the research team |
| Name, surname, titles |  |
| Year of birth |  |
| Nationality |  |
| Organization, workplace |  |
| Telephone |  |
| E-mail |  |

**Main activities performed within the project**

…

**Demonstration of professional competence (5 best results achieved)**

* + 1. **Persons of the research team - …** *( Co-applicant1 name)*

|  |  |
| --- | --- |
| The role of the person in the project | Co-applicant 1 |
| Name, surname, titles |  |
| Year of birth |  |
| Nationality |  |
| Organization, workplace |  |
| Telephone |  |
| E-mail |  |

**Main activities performed within the project**

…

**Demonstration of professional competence (5 best results achieved**

**Demonstration of professional competence – Professional curriculum vitae**

…

* + 1. **Members of the co-applicant´s 1 research team**

|  |  |
| --- | --- |
| The role of the person in the project | Member of research team |
| Name, surname, titles |  |
| Year of birth |  |
| Nationality |  |
| Organization, workplace |  |
| Telephone |  |
| E-mail |  |

**Main activities performed in the project**

…

**Demonstration of professional competence (5 best results achieved)**

* + 1. **Persons of the research team - …** *(Co-Applicant 2 name )*

|  |  |
| --- | --- |
| The role of the person in the project | Co-applicant 2 |
| Name, surname, titles |  |
| Year of birth |  |
| Nationality |  |
| Organization, workplace |  |
| Telephone |  |
| E-mail |  |

**Main activities performed in the project**

…

**Demonstration of professional competence (5 best results achieved)**

**Demonstration of professional competence – Professional curriculum vitae**

…

* + 1. **Members of the co-applicant 2 research team**

|  |  |
| --- | --- |
| The role of the person in the project | Member of research team |
| Name, surname, titles |  |
| Year of birth |  |
| Nationality |  |
| Organization, workplace |  |
| Telephone |  |
| E-mail |  |

**Main activities performed in the project**

…

**Demonstration of professional competence (5 best results achieved )**

1. Project Costs

Proportions of the applicant's research categories (applicant name)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| PROPORTION OF RESEARCH CATEGORIES | 2020 | 2021 | 2022 | 2023 |
| BR | **Basic research** | …% | …% | …% | …% |
| IR | **Industrial research** | …% | …% | …% | …% |
| ED | **Experimental development** | …% | …% | …% | …% |

 Proportions of the co-applicant´s 1 research categories of … (co-applicant 1 name

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| PROPORTION OF RESEARCH CATEGORIES | 2020 | 2021 | 2022 | 2023 |
| BR | **Basic research** | …% | …% | …% | …% |
| IR | **Industrial research** | …% | …% | …% | …% |
| ED | **Experimental development** | …% | …% | …% | …% |

 Proportions of the co-applicant´s 2 research categories … (co-applicant 2 name)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  PROPORTION OF RESEARCH CATEGORIES | 2020 | 2021 | 2022 | 2023 |
| BR | **Basic research** | …% | …% | …% | …% |
| IR | **Industrial research** | …% | …% | …% | …% |
| ED | **Experimental development** | …% | …% | …% | …% |

**6.1. Applicants’ budget structure:**

Describe the required costs of the project in the "Table of eligible costs for the project" (file.xlsx) and **specify the justification of the individual items in its annex: "Table of eligible costs for the project: Justification of the proposed budget."**

**7. Additional information**

* 1. Keywords in Czech

…

* 1. Keywords in English

…

7.3 Classification of the main field of the project - see help

Select from the document of the classification fields

7.4 Classification of the secondary field of the project - see help

 Select from the document of the classification fields

7.5 Classification of the next secondary field of the project - see help

 Select from the document of the classification fields

7.6 Level of confidentiality

|  |  |
| --- | --- |
| C | The contents of the project is subject to trade secret (Sections 17 to 20 of the Commercial Code), but the project name, project annotation and, for completed or terminated projects, the evaluation of the project results submitted to CEP are modified to be publicly available. |
| S | Complete and accurate information on the project is not subject to protection under special legislation. |
| U | The contents of the project is classified information according to special legal regulations or its publication could endanger the activities of intelligence services. Project data are modified to be publicly available. |

7.7 NACE code

<http://ec.europa.eu/competition/mergers/cases/index/nace_all.html>

1. Seznam příloh
	1. Povinné přílohy za navrhovaného příjemce a každého navrhovaného účastníka projektu
		1. **Doklady prokazující oprávnění k činnosti**

Dokument prokazující, že předmětem činnosti uchazeče/dalšího účastníka projektu je výzkum/vývoj/inovace s tím, že tato činnost je uvedena ve zřizovací nebo zakládací listině, společenské smlouvě, stanovách nebo jiném zakladatelském dokumentu uchazeče/dalšího účastníka projektu vyžadovaném zákonem nebo je stanovena zvláštním zákonem, pokud je jím uchazeč/další účastník zřízen. (netýká se VVI a VVŠ)

* + 1. **Čestné prohlášení o způsobilosti k řešení projektu**

Čestné prohlášení musí obsahovat razítko a podpisy všech členů statutárního orgánu uchazeče/dalšího účastníka projektu.

* + 1. **Návrh smlouvy o účasti na řešení projektu**

Pokud se na řešení projektu účastní více subjektů na české straně, tak součástí návrhu projektu musí být návrh smlouvy o spolupráci mezi příjemcem a dalším účastníkem, který mj. řeší úpravu vlastnických vztahů k poznatkům a výsledkům projektu a práv na jejich využití.

* + 1. **Souhlas se zpracováním osobních údajů**

Týká se řešitele, dalších řešitelů a všech členů/osob řešitelského týmu.

* + 1. **Doklad o vyjádření řídícího výboru k návrhu projektu/ navrhovatele akce (pokud není ještě ustanoven řídící výbor)**
		2. **Anotace pro oponenta**

Zde obecně popište Váš projekt. Tato část bude zasílána možným oponentům, aby se vyjádřili, zda jsou schopni a ochotni projekt oponovat. Anotace bude zaslána možným oponentům, kteří se ještě nezavázali mlčenlivostí, proto zvažte, jaké informace v této části uvedete.

Doporučený rozsah ½ - 1 strana A4

* + 1. **Životopis hlavního řešitele a klíčových osob**

…

* + 1. **Vyplněný soubor .xslx finanční tabulky návrhu projektu**
		2. **Slovní zdůvodnění jednotlivých položek nákladů na řešení projektu (soubor .xslx)**
		3. **Další povinné přílohy**

kopie plné moci/vnitřní předpis, podepisuje-li na jejím základě pověřená osoba dokument, ze kterého jasně vyplývá podpisová pravomoc (viz Zadávací dokumentace)

* 1. Ostatní přílohy

V případě potřeby přiložte další dokumenty, které považujete za podstatné.

1. Help
	1. Legal form of the subject

<http://www.vyzkum.cz/FrontClanek.aspx?idsekce=1376>

* 1. Nationality

<http://www.vyzkum.cz/FrontClanek.aspx?idsekce=1371>

* 1. Classification of the main field of the project

<http://www.vyzkum.cz/FrontClanek.aspx?idsekce=1374>

* 1. Classification of the secondary field of the project

<http://www.vyzkum.cz/FrontClanek.aspx?idsekce=1374>

* 1. Classification of the next secondary field of the project

<http://www.vyzkum.cz/FrontClanek.aspx?idsekce=1374>

* 1. NACE code

<http://ec.europa.eu/competition/mergers/cases/index/nace_all.html>