



European Defence Industrial Development Programme (EDIDP)

Submission form template for EDIDP proposals

Call identifier: EDIDP-xxx-2020

Topic identifier: EDIDP-xxx-(yyy)-2020

Proposal acronym: ZZZZ

Activities covered by the proposal:

Put a X in front of covered activities

studies	
design	
prototyping	
testing	
qualification	
certification	
life-cycle technologies	

HISTORY OF CHANGES

Version	Publication Date	Change	Page
1.0	April 2019		
2.0	March 2020	New version for 2020 calls taking into account feedbacks from 2019	all

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Part A – Administrative form

1. General information and declarations

Guidance in italic can be removed in the submitted proposal.

1.1. General information

Acronym of the proposal:

Title of the proposal: *max 200 characters (with spaces). Must be understandable for non-specialists in your field.*

Duration in months:

In case the proposed action lasts longer than 48 months, please provide a justification as to the reasons why.

Abstract:

Short summary (max. 2,000 characters, including spaces) to clearly explain:

- *The objectives of the action proposed for funding*
- *How they will be achieved*
- *Their relevance to the call.*

Do not include any confidential information.

Use plain typed text, avoiding formulae and other special characters.

If the proposal is written in a language other than English, please include an English version of this abstract.

Free keywords:

Enter any words you think give extra detail of the scope of your proposal (max 200 characters including spaces).

Has this proposal (or a very similar one) or a part of it been submitted in the past 5 years in response to a call for proposals under EDIDP 2019 or any other EU programme(s)? **YES/NO**

If **YES**, in which programme/call/year and under what name?

1.2. Declarations

While the following declarations should only be signed by the coordinator, the declarations on honour (see Annexe 3) should be signed by each applicant and each linked third party.

1. The coordinator declares to have the explicit consent of all applicants on their participation and on the content of this proposal.
2. The coordinator declares that the information contained in this proposal is correct and complete.
3. The coordinator confirms:
 - the information concerning the legal status, the financial capacity (financial statements for the last two financial years for which the accounts were closed) and, where relevant, the SME status, in the Participant register for me/my organisation is correct, complete and up-to-date.
Where the result was “weak” or “insufficient”, the coordinator confirms being aware of the measures that may be imposed;or
 - to be exempted from the financial capacity check being a public body including international organisations, higher or secondary education establishment or a legal entity, whose viability is guaranteed by a Member State or associated country.
4. The coordinator hereby declares that each applicant:
 - has checked the eligibility criteria set out in the specific call for proposals;
 - has checked the criteria on the financial and operational capacity to carry out the proposed action;and
 - is fully aware of and complies with applicable national and Union law relating to activities in the domain of defence.
5. In respect of security aspects, the coordinator acknowledges that should the execution of the proposal involve the processing of classified information, the provisions of Commission Decision (EU) 2019/513 on the security framework for the European Defence Industrial Development Programme¹ will apply. In particular, regarding EU classified information (EUCI), the coordinator acknowledges that:
 - this EUCI will not be higher than SECRET;

¹ Commission Decision (EU) 2019/513 of 26 March 2019 on the security framework for the European Defence Industrial Development Programme (OJ L 85, 27.3.2019, p. 43)

- the beneficiaries' and subcontractor's personnel, who under the provisions of this grant will have access to these EUCI, must hold a valid Personnel Security Clearance (PSC) issued by the competent national security authority;
- the beneficiaries' facilities and, as the case may be, its subcontractors, which under the provisions of this grant will be involved in handling and storing EUCI, must hold a valid Facility Security Clearance issued by the competent national security authority.

The coordinator is only responsible for the correctness of the information relating to its own organisation. Each applicant remains responsible for the correctness of the information related to it and declared above. If the proposal is retained for EU funding, the coordinator and each applicant will be required to present a formal declaration in this respect.

According to Articles 136, 138 and 141 of Regulation (EU, Euratom) 2018/1046 on the financial rules applicable to the general budget of the Union (Financial Regulation)², applicants found guilty of misrepresentation may, under certain conditions, be subject to administrative and financial penalties and the application to which they are party of be subject to rejection.

Personal data protection

If processing your reply to the call for proposals involves the recording and processing of personal data (such as your name, address and CV), such data will be processed pursuant to Regulation (EU) 2018/1725 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data³. Unless indicated otherwise, any personal data requested are required to evaluate your application in accordance with the call for proposals and will be processed solely for that purpose by the Commission. Details concerning the processing of your personal data are available on the privacy statement at:

https://ec.europa.eu/info/system/files/privacy-statement-public-procurement-en_0.pdf.

Your personal data may be registered in the Early Detection and Exclusion System (EDES) if you are in one of the situations mentioned in Article 136 of the Financial Regulation. For more information, see the Privacy Statement on:

http://ec.europa.eu/budget/library/explained/management/protecting/privacy_statement_edes_en.pdf

SIGNATURE

² Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012, OJ L 193, 30.07.2018, p. 1.

³ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC, OJ L 295, 21.11.2018, p. 39–98.

For the coordinator:
function/forename/surname

Signature
Date stamp

Done in English only

2. Identification of the applicants, linked third parties, subcontractors involved in the action, associated partners and non-SME partners.

In the following tables:

- **‘size of the organisation’** refers to SME, mid-cap or large company, according to the European Commission’s definitions.
To know if you are an SME according to the European Commission’s definition⁴, you must perform a self-assessment online on the [Funding and Tenders portal](#)⁵ using data of the last financial year for which the accounts were closed.
To know if you are a mid-cap according to the EDIDP Regulation’s definition⁶, you must perform a self-assessment based on Annexe 8 to the submission form using data of the last financial year for which the accounts were closed.
Be aware that your organisation will not be considered an SME nor a mid-cap if 25 % or more of the capital or voting rights are directly or indirectly controlled, jointly or individually, by one or more public bodies. In such a case, please indicate N/A in the relevant cells in the tables below. For exceptions, please refer to paragraph 2, second subparagraph of Article 3 of the [Annex to Recommendation 2003/361/EC](#).
A validation of the status of your organisation (SME, mid-cap) may be performed by the Research Executive Agency (REA Validation Services) who may request you to provide supporting documents.
- **‘type of organisation’** refers to private or public body, non-profit organisation, international organisation, international organisation of European interest, research organisation, secondary or higher education establishment, other categories. They can be cumulative. Please indicate those that are relevant for your organisation. Please refer to the relevant section of the guide for applicants for more information.

⁴ SMEs means small and medium-sized enterprises as defined in Article 2 of the [Annex to Commission Recommendation 2003/361/EC](#) of 6 May 2003 concerning the definition of micro, small and medium-sized enterprises (OJ L 124, 20.5.2003, p. 36)

⁵ All SMEs must perform the SME self-assessment in the Funding & Tenders portal using the data applying to the headcount of staff and the financial amounts that are those relating to the latest approved accounting period and calculated on an annual basis.

⁶ ‘middle-capitalisation company’ or ‘mid-cap’ means an enterprise that is not a SME and that has up to 3 000 employees, where the staff headcount is calculated in accordance with Articles 3 to 6 of the Annex to Recommendation 2003/361/EC.

2.1. Applicants

Applicants refers to the members of the consortium.

Numbering	Legal name	PIC number	Country of establishment	Size of the organisation	Type of organisation
1.x					
1.y					
...					

Indicate the foreseen coordinator of the consortium in the first row.

For more information, please refer to the relevant section of the guide for applicants.

2.2. Linked third parties

For the definition of linked third party, please refer to the relevant section of the guide for applicants.

Numbering	Legal name	PIC number	Country of establishment	Applicant to which it is linked	Size of the organisation	Type of organisation
2.x						
2.y						
...						

2.3. Subcontractors involved in the action

‘Subcontractors involved in the action’ refer to subcontractors with a direct contractual relationship to a member of the consortium, other subcontractors to which at least 10% of the total eligible cost of the action is allocated, as well as subcontractors which may require access to classified information in order to carry out the contract. Please refer to the relevant section of the guide for applicants for more information.

Numbering	Legal name	PIC number	Country of establishment	Applicant, linked third party or subcontractor involved in the action to which it is subcontracted	Size of the organisation	Type of organisation
3.x						
3.y						
...						

2.4. Associated partners

Associated partners refer to undertakings established outside the territory of a Member States or controlled by a third country or a third country entity with whom beneficiaries or subcontractors involved in the action cooperate for the action. Please refer to the relevant section of the guide for applicants for more information.

Numbering	Legal name	National registration number	Country of establishment	Applicant or subcontractor involved in the action to which it is associated	Size of the organisation	Type of organisation
4.x						
4.y						
...						

2.5. Only for the SME call (EDIDP-SME-2020): non-SME partners of members of the SME consortium

Non-SME partners of members of the SME consortium refer to large companies or mid-caps associated to the action (responsible for a work package) and which are not associated partners nor subcontractors neither suppliers. Please refer to the relevant section of the guide for applicants for more information.

Numbering	Legal name	PIC number	Country of establishment	Applicant or subcontractor involved in the action to which it is associated	Size of the organisation	Type of organisation
5.x						
5.y						
...						

2.6. Administrative data

Unless otherwise specified, the following information has to be provided for each applicant, linked third party, subcontractor involved in the action, associated partner and non-SME partners (referred below as the “Participants”).

PIC (participant identification code): *(not needed for associated partners)*

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register>

Legal name:

Short name:

Has your legal entity already applied to 2019 EDIDP calls for proposals? YES/NO
If YES, in which call?

Address of the organisation:

Country:

Town:

Postcode:

Street:

Number:

Webpage:

Department(s) carrying out the proposed work:

Department name: *(name of the department/institute carrying out the work).*

Address: *(if different from the organisation address)*

Relations of control with other participants in the proposal: *(only for applicants and linked third parties)*

Nature of the relation of control <i>(direct or indirect control by the same entity or control each other)</i>	Participant

Person in charge of the proposal:

First name:

Last name:

E-Mail:

Position in the organisation:

Department:

Address: *(if different from the organisation address)*

Website: *(if different from the organisation website)*

Phone: +xxx xxxxxxxxx

Phone 2: +xxx xxxxxxxxx

Fax: +xxx xxxxxxxxx

2.7. Project manager

Have the Member States supporting your project appointed a project manager? **YES/NO**

If **YES**, please provide the name and contact details of the appointed project manager.

Please refer to the relevant section of the guide for applicants for guidance.

3. Eligibility

Applicants must provide all relevant information and supporting documents that are necessary for the assessment of the eligibility criteria as stated in Articles 6 and 7 of Regulation (EU) 2018/1092 establishing the European Defence Industrial Development Programme (EDIDP Regulation)⁷. The information and supporting documents must be provided for each applicant, linked third party, associated partners, non-SME partner and for each subcontractor involved in the action (as defined in Article 7(8) of the EDIDP Regulation).

References to supporting documents (i.e. name of separate files and page number where the relevant information can be found) should be clearly indicated.

Please refer to relevant section of the guide for applicants for more details.

*Where you have to answer to **YES/NO** or to **I CONFIRM/I DON'T CONFIRM** questions, please keep the relevant answer and delete the irrelevant one.*

⁷ Regulation (EU) 2018/1092 of the European Parliament and of the Council of 18 July 2018 establishing the European Defence Industrial Development Programme aiming at supporting the competitiveness and innovation capacity of the Union's defence industry, OJ L 200 of 7.8.2018, p. 30.

3.1. Applicants, linked third parties, subcontractors involved in the action and non-SME partners in the SME call

Same numbering as in the tables of section 2	Legal name	Applicant OR linked third party OR subcontractor involved in the action OR non-SME partner	a) Are you a public or private undertaking? (YES/NO)	a) Country of establishment	a) Are your executive management structures established in the Union? (YES/NO)	b) Are the infrastructure, facilities, assets and resources used for the purpose of the action located in the territory of the Union? (YES/NO)	c) Are you controlled by a third country or by a third country entity? (YES/NO)

- a) Are the beneficiaries, linked third parties, subcontractors involved in the action and non-SME partners, public or private undertakings⁸ established in the Union? **YES/NO**

Are the executive management structures⁹ of the beneficiaries, linked third parties, subcontractors involved in the action and non-SME partners established in the Union? **YES/NO.**

If **YES** to these two questions, please provide here for each beneficiary, linked third party, subcontractor involved in the action and non-SME partner:

- a description of your economic activity (good and services offered on the market); and
- a justification (rationale) that the executive management structures are established in the Union (you can support your justification with reference to supporting documents).

For more information, please refer to the relevant section of the guide for applicants.

If the answer is NO to any of these questions, your proposal is not eligible under this Programme.

- b) Are the infrastructure, facilities, assets and resources of the applicants, linked third parties, subcontractors involved in the action and non-SME partners, which are used for the purposes of the actions funded under the Programme, located on the territory of the Union for the entire duration of the action? **YES/NO**

Whatever is your answer, the description of infrastructure, facilities, assets and resources used for the purpose of the action (see Annexe 7) has to be duly completed and provided by each applicant, linked third party, subcontractor involved in the action and non-SME partner.

- c) Is any of the applicants, linked third parties, subcontractors involved in the action or non-SME partners controlled by a third country or by a third-country entity¹⁰? **YES/NO**

Whatever is your answer, the Declaration of Ownership and Control (see Annexe 6) has to be duly completed, signed and provided by each applicant, linked third party, subcontractor involved in the action and non-SME partner.

For more information, please refer to the relevant section of the guide for applicants.

If **YES**, please provide **guarantees** that the involvement of this undertaking in the action will not contravene the security and defence interests of the Union and its Member States nor the objectives set out in Article 3 of the EDIDP Regulation. Those guarantees must be approved by the Member State in which the undertaking is established, in accordance with its national procedures and with Article 7(4) of the EDIDP Regulation. In particular, please provide also

⁸ Pursuant to Article 2(4) of Regulation (EU) 2018/1092, ‘undertakings’ means an entity, regardless of its legal status or the way in which it is financed, which is engaged in an economic activity, and which is established in the Member State in which it is incorporated, in accordance with the national law of that Member State;

⁹ Pursuant to Article 2(5) of Regulation (EU) 2018/1092, ‘executive management structure’ means a body of an undertaking appointed in accordance with national law, and, where applicable, reporting to the chief executive officer, which is empowered to establish the undertaking's strategy, objectives and overall direction, and which oversees and monitors management decision-making.

¹⁰ Pursuant to Article 2(7) of Regulation (EU) 2018/1092, ‘control’ means the ability to exercise a decisive influence on an undertaking, directly, or indirectly through one or more intermediate undertakings.

any relevant information about the measures put in place to comply with the following conditions:

- control over your undertaking is not exercised in a manner that restrains or restricts your ability to carry out the action and to deliver results, that imposes restrictions concerning your infrastructure, facilities, assets, resources, intellectual property or know-how needed for the purpose of the action, or that undermines your capabilities and standards necessary to carry out the action;
- access by a third country or by a third-country entity (including the controlling third-country entity) to sensitive information relating to the action is prevented and the employees or other persons involved in the action have national security clearances, where appropriate;
- ownership of the intellectual property arising from, and the results of, the action remain within your undertaking during and after completion of the action, are not subject to control or restriction by a third country or by a third-country entity, and are not exported outside the Union nor is access to them from outside the Union granted without the approval of the Member State in which your undertaking is established and in accordance with the objectives set out in Article 3 of the EDIDP Regulation.

For more information and examples of supporting documents, please refer to the relevant section of the guide for applicants.

3.2. Associated partners

- d) Justify that the cooperation in question does not contravene the security and defence interests of the Union and its Member States.
- e) Justify that the cooperation in question is consistent with Article 3 and fully in line with Article 12 of the Regulation (EU) 2018/1092.
- f) What are the means in place to ensure that a third country or another third-country entity will not have an unauthorised access to classified information relating to the carrying out of the action?
- g) What are the means in place to avoid potential negative effects over security of supply of inputs critical to the action?

For more information and supporting documents, please refer to the relevant section of the guide for applicants.

3.3. Consortium

- h) Is the consortium composed by at least three eligible entities, which are established in at least three different Member States? **YES/NO**
- i) Are at least three of those eligible entities established in at least two different Member States not controlled, directly or indirectly, by the same entity or not controlling each other? **YES/NO**

If **YES**, provide evidence that the entities are not controlled, directly or indirectly, by the same entity or do not control each other. *Please refer to the relevant section of the guide for applicants for guidance and supporting documents.*

If **NO to any of these questions**, the consortium is not eligible under this Programme.

3.4. Action

- j) Is the total cost of the action covered by Union support? **YES/NO**

If **NO**, please explain briefly which costs are to be covered and indicate, for those which are not covered, the other sources of funding (e.g. contributions of Member States). *Please refer to the relevant section of the guide for applicants for more details.*

- k) Does the action cover the development of products and technologies, the use, development or production of which is prohibited by international law? **YES/NO**

If **YES**, your proposal is not eligible for funding under this Programme.

- l) Does your proposal relate to the design of a defence product, tangible or intangible, component or technology as well as the technical specifications on which such design has been developed, including partial tests for risk reduction in an industrial or representative environment? **YES/NO**

If **YES** and **if the common requirements jointly agreed by at least two Member States are not a deliverable of the action**, provide evidence that the action is based on common requirements jointly agreed by at least two Member States. *Please refer to the relevant section of the guide for applicants for guidance and supporting documents.*

- m) Does your proposal relate to the following actions:

- the system prototyping of a defence product, tangible or intangible component or technology? **YES/NO**
- the testing of a defence product, tangible or intangible component or technology? **YES/NO**
- the qualification of a defence product, tangible or intangible component or technology? **YES/NO**
- the certification of a defence product, tangible or intangible component or technology? **YES/NO**

- the development of technologies or assets increasing efficiency across the life cycle of defence products and technologies? **YES/NO**

If you answer **YES** to any of the above questions, provide evidence that:

- the action is based on common technical specifications jointly agreed by the Member States that are to co-finance or that intend to jointly procure the final product or to jointly use the technology (**only if the common technical specifications jointly agreed by the Member States are not a deliverable of the action**); and
- at least two Member States intend to procure the final product or use the technology in a coordinated way, including through joint procurement where applicable.

Please refer to the relevant section of the guide for applicants for guidance on the supporting documents.

- n) Does your proposal cover the upgrade of an existing product or technology? **YES/NO**

If **YES**, please confirm that the use of pre-existing information (background information) needed to carry out the action is not subject to a restriction by a third country or by a third-country entity, directly, or indirectly through one or more intermediary undertakings. **I CONFIRM/I DON'T CONFIRM**

- o) Please confirm that the results of the action, which receives funding under this Programme will not be subject to control or restriction by a third country or by a third country entity, directly, or indirectly through one or more intermediate undertakings, including in terms of technology transfer. **I CONFIRM/I DON'T CONFIRM**

Please fill in Annexe 4 to the submission form.

Please refer to the relevant section of the guide for applicants for guidance.

4. Bonuses and proportion of the overall budget allocated to SMEs

This section is designed to provide a synthetic view of the information related to the increase in the funding rate (bonus) and to the overall budget allocated to SMEs.

Please fill in Annexe 1. You will need to report some values from Annexe 1 to complete sections 4.2 and 4.3.

4.1. Permanent Structured Cooperation

Is the action developed in the context of Permanent Structured Cooperation? **YES/NO**

If **YES**, provide a reference to one of the PESCO projects included in the list adopted by the Council at the time of the submission of your proposal and a justification that this action is developed in the context of that PESCO project.

4.2. Applicable increase in the funding rate (bonus) per activity

For each activity covered by your proposal, please report in the table below the applicable bonus as calculated in Section 2 of each “activity” sheet of Annexe 1. Delete irrelevant rows (activities not covered by your proposal).

This information must be fully consistent (recopy values) with the one provided at the bottom of each activity sheet of Annexe 1.

Activity	Total bonus for the activity (%)
Studies	
Design	
Prototyping	
Testing	
Qualification	
Certification	
Life-cycle technologies	

You will need to report these values also in Annexe 2 (column J of the sheet “Summary per activity”), where they will be used to calculate the applicable funding rate for each activity covered by your proposal.

4.3. Share of all eligible costs (all activities included) dedicated to SMEs and in particular to cross-border SMEs

Please report in the table below the values as calculated in the sheet “Summary participation of SME” of Annexe 1.

This information must be fully consistent with the one provided in the sheet “Summary participation of SME” of Annexe 1: it will be used to assess your proposal against the award criterion 5 (cf. section 7.5 of the submission form).

	Total value (EUR)	Corresponding proportion of total eligible costs (%)
Total eligible costs allocated to non-cross-border SMEs (relevant for the purpose of award)		
Total eligible costs allocated to cross-border SMEs (relevant for the purpose of award)		
Total eligible costs allocated to SMEs (relevant for the purpose of award)		

5. Budget

This section is designed to provide a synthetic view of the financial information related to your project.

Please fill in Annexe 2 to the submission form. You will need to report some values from Annexe 2 to complete sections 5.1 to 5.4.

5.1. Eligible costs, funding rate and requested contribution per activity (all applicants together)

Please fill in the blue cells in the table below using the values in the sheet “Summary per activity” of Annexe 2.

This information must be fully consistent with the one provided in Annexe 2.

Activity	Total eligible costs (EUR)	Maximum requestable funding rate* (%)	Maximum requestable EU contribution (EUR)	Requested EU contribution** (EUR)	Requested funding rate*** (%)
Studies					
Design					
Prototyping					
Testing					
Qualification					
Certification					
Life-cycle technologies					
Total for the action					

* keep in mind that values cannot exceed 100%.

** keep in mind that values cannot exceed the ones in Maximum requestable EU contribution and that the total cannot exceed the budget indicated in the call.

*** provided for information only.

5.2. Eligible costs, funding rate and requested contribution per applicant (all activities together)

Please fill in the blue cells in the table below using the values in the sheet “Summary per applicant” of Annexe 2. Add as many rows as necessary.

This information must be fully consistent with the one provided in Annexe 2.

Applicant	Total eligible costs (EUR)	Maximum requestable funding rate* (%)	Maximum requestable EU contribution (EUR)	Requested EU contribution (EUR)	Requested EU funding rate** (%)
1 [short name beneficiary]					
[short name linked third party]					
2 [short name beneficiary]					
[short name linked third party]					
Total for the action					

* keep in mind that values cannot exceed 100%.

** keep in mind that values cannot exceed the ones in Maximum requestable EU contribution and that the total cannot exceed the budget indicated in the call.

*** provided for information only.

5.3. Percentage of subcontracting per applicant

Please fill in the blue cells in the table below using the values in the sheet “Summary per applicant” of Annexe 2. Add as many rows as necessary.

Please keep in mind that for the SME call the subcontracting limit of 30% is strict.

This information must be fully consistent with the one provided in Annexe 2.

Applicant	Percentage of subcontracting per applicant (%)	Justification if percentage of subcontracting is > 30%
1 [short name beneficiary] [short name linked third party]		
2 [short name beneficiary] [short name linked third party]		
Total for the action		

5.4. Direct costs related to travel, equipment and other goods and services (ODC)

Please fill in the blue cells in the table below for each beneficiary if the total of the costs for 'travel', 'equipment', and 'goods and services' exceeds 15% of the personnel costs for that beneficiary. Use the values in the sheet "Summary per applicant" of Annexe 2. Add as many tables as necessary.

This information must be fully consistent with the one provided in Annexe 2.

PIC Short Name	Cost (EUR)	Justification
Travel		
Equipment		
Other goods and services		
Total		

Part B – Description of the action

Notice

The structure of this template must be followed when preparing your proposal. It has been designed to ensure that the important aspects of your planned work are presented in a way that will enable the Commission, assisted by independent experts, to make an effective assessment against the award criteria. Each of the sections from 7.1 to 7.6 correspond to an award criterion.

Please be aware that proposals will be evaluated as they were submitted, rather than on their potential if certain changes were to be made. This means that only proposals that successfully address all the required aspects will have a chance of being funded. There will be no possibility for significant changes to content, budget and consortium composition during grant preparation.

Page limit: sections 6 and 7 should altogether not be longer than 60 pages. All tables, figures, references and any other element pertaining to these sections must be included as an integral part of these sections and are thus counted against this page limit.

Tables for the description of the work packages have to be listed in section 8 and will therefore not be taken into account in the page limit. However, each table should be limited to two pages (landscape orientation) per work package.

Please, do not consider the page limit as a target! It is in your interest to keep your text as concise as possible, since experts rarely view unnecessarily long proposals in a positive light.

Guidance in italic can be removed in the submitted proposal.

The following formatting conditions apply:

The reference font for the body text of the proposals is Times New Roman (Windows platforms), Times/Times New Roman (Apple platforms) or Nimbus Roman No. 9 L (Linux distributions).

The use of a different font for the body text is not advised and is subject to the cumulative conditions that the font is legible and that its use does not significantly shorten the representation of the proposal in number of pages compared to using the reference font (for example with a view to bypass the page limit).

The minimum font size allowed is 11 points. Standard character spacing and a minimum of single line spacing is to be used.

Text elements other than the body text, such as headers, foot/end notes, captions, formula's, may deviate, but must be legible.

The page size is A4, and all margins (top, bottom, left, right) should be at least 15 mm (not including any footers or headers).

TITLE OF THE PROPOSAL

6. Project presentation

*Please provide here an executive summary (maximum 3 pages) and a detailed presentation of your project. **Both will be crucial for the evaluation.***

The executive summary must provide evaluators with an overview of the content of your presentation, helping them to enter into the matter.

The presentation must include the necessary details in order to provide, in combination with the information of sections 7 and 8, the best understanding possible of the proposed work. Please declare whether there are any in-kind contributors to your project, such as end-users from ministries of defence, and name them in your presentation. To support your presentation, you must fill in all tables provided below.

List of work packages

Work package number	Work package title	Lead participant number ¹¹	Lead participant short name	Person-months	Start month	End month
				Total person-months		

List of deliverables

Deliverable number	Deliverable name	Work package number	Short name of lead participant	Type	Dissemination level (public/ limited/ classified)	Proposed classification level ¹²	Delivery date (in months)

¹¹ Same as numbering used in Part A section 2.

¹² If classified and if an agreed security classification guide already exists.

Deliverable number	Deliverable name	Work package number	Short name of lead participant	Type	Dissemination level (public/ limited/ classified)	Proposed classification level ¹²	Delivery date (in months)

The guidance below can be removed in the submitted proposal.

KEY

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.

Type:

Use one of the following codes:

R: Document, report (excluding the periodic and final reports)

DEM: Demonstrator, pilot

DES: Design

PROT: Prototype

TEST: Testing results

CERT: Certificates

DEC: Websites, patents filing, press & media actions, videos, etc.

OTHER: Software, technical diagram, etc.

Dissemination level:

Use one of the following codes:

PU = Public, fully open, e.g. web

CO = Confidential, restricted under conditions set out in the model grant agreement

CI = Classified information, as referred to in Commission Decision (EU, Euratom) 2015/444/EU.

Delivery date

Measured in months from the project start date (month 1)

List of milestones

Milestone number	Milestone name	Related work package(s)	Due date (in month)	Means of verification

The guidance below can be removed in the submitted proposal.

KEY

Due date

Measured in months from the project start date (month 1)

Means of verification

Show how you will confirm that the milestone has been achieved. Refer to indicators if appropriate.

For example: a laboratory prototype that is ‘up and running’; software released and validated by a user group; field survey complete and data quality validated.

Critical risks for implementation

Description of risk (indicate level of likelihood: Low/Medium/High)	Work package(s) involved	Proposed risk-mitigation measures

Description of risk (indicate level of likelihood: Low/Medium/High)	Work package(s) involved	Proposed risk-mitigation measures

The guidance below can be removed in the submitted proposal.

KEY

Definition of critical risk:

A critical risk is a plausible event or issue that could have a high adverse impact on the ability of the project to achieve its objectives.

Level of likelihood to occur:

The likelihood is the estimated probability that the risk will materialise even after taking account of the mitigating measures put in place.

Summary of staff effort

Please indicate the number of person/months over the whole duration of the planned work, for each work package, for each participant. Identify the work-package leader for each WP by showing the relevant person-month figure in bold.

		WPn	WPn+1	WPn+2	Total person-months per participant
Participant number:					
Short name:					
Participant number:					
Short name:					
Participant number:					

		WPn	WPn+1	WPn+2	Total person-months per participant
Short name:					
Total Person Months per work package					

7. Focus on award criteria

This section is designed to help you focus on the parts of your project that address the award criteria against which your proposal will be assessed. You can refer accurately (e.g. page, sub-section, paragraph) to section 6.

7.1. Contribution to excellence in particular by showing that the proposed action presents significant advantages over existing defence products or technologies

Keep in mind that this award criterion (7.1), containing two equally important subcriteria (7.1.1 and 7.1.2), will count double compared to each criterion 7.2, 7.3 and 7.5.

7.1.1. Quality of the proposed solution

- Describe the overall concept underpinning the project including the main ideas and technologies.
- Explain how your proposal addresses the specific challenge, scope, targeted activities, main high-level requirements and expected impact of that topic as set out in the call for proposals.
- Describe and explain how the expected outcome of the action differs from and represents (or will represent in combination with other technologies) an advantage at strategic and/or technological, and/or defence operational level over existing defence products or technologies.
- If relevant for this criterion, explain how the proposed solution will provide an improvement in terms of the efficiency across the lifecycle in comparison to existing solutions, for example, by lower production, operational, maintenance, repair and overhaul or disposal costs as well as due to increased cost-effectiveness and the potential for synergies in the procurement and maintenance process.

7.1.2. Excellence in regards to the quality of the implementation, organisation and resources

- Describe the objectives of the proposal, which should be clear, measurable, realistic and achievable within the proposed duration. Describe the key milestones and deliverables of the project.
- Develop the schedule and resource management of the proposed activities. If needed, justify the allocation of time and resources.
- Provide a presentation of the overall structure of the work plan (work breakdown structure) with the timing and inter-relations of the different work packages and their components (Gantt chart, Pert chart or similar).
- Describe and explain the management processes, the organisational structure and the decision-making mechanisms, and their appropriateness to the complexity and scale of the project.
- Identify and assess project specific critical risks, which could compromise the achievement of the stated project's objectives and detail proposed risk treatments (e.g. mitigation measures).
- Describe the way each of the consortium members contributes to the project, how they complement one another (and cover the value chain, where appropriate) and how the work share contributes to high levels of effectiveness and efficiency.

- If applicable, describe why third parties are involved in the action and in what way they contribute to the project.

7.2. Contribution to innovation, in particular by showing that the proposed action includes ground-breaking or novel concepts and approaches, new promising future technological improvements or the application of technologies or concepts previously not applied in the defence sector

- Describe the key innovative aspects of the project and explain to what extent the proposal contains ground-breaking or novel concepts and approaches, and/or new promising future technological improvements previously not applied in the defence sector. In the assessment, include an analysis of the Union's internal market and the global market place.
- Explain how and to what extent the innovations/technologies developed under this proposal (with an exception to those contributing to increasing the efficiency across the lifecycle) could spin-off to other defence capabilities and if any patents are expected to be deposited under the project.
- If relevant, describe and explain how the innovative solution proposed in the project will contribute to increasing efficiency across the lifecycle (*e.g.* by lower production, operational, maintenance, repair and overhaul or disposal costs) when applied to other defence capabilities. In the assessment, consider an increase in the cost-effectiveness and the potential for synergies in the procurement and maintenance process.

7.3. Contribution to the competitiveness and growth of defence undertakings throughout the Union, in particular by creating new market opportunities

- Explain how the project will contribute to the improvement of the competitiveness of the European Defence Technological Industrial Base (EDTIB). Explain foreseen competitive advantage of the product/technology/solution vis-a-vis existing or planned products/technologies/solutions both within and outside of the Union.
- Show the viability of the project by indicating the size and the growth potential of the market it addresses as well as expected volumes of sales both within and outside of the Union. Explain the impact that the project will have on the employment, turnover and investments in the EDTIB.
- If relevant, describe and explain how the solution proposed in the project contributing to increasing efficiency across the lifecycle (*e.g.* by lower production, operational, maintenance, repair and overhaul or disposal costs) will create new market opportunities.

7.4. Contribution to the industrial autonomy of the European defence industry and to the security and defence interests of the Union by enhancing defence products or technologies in line with defence capability priorities agreed by Member States within the framework of the Common Foreign and Security Policy, particularly in the context of the Capability Development Plan, and, where appropriate, regional and international priorities provided that they serve the Union's security and defence interests and do not exclude the possibility of participation of any Member State

Keep in mind that this award criterion (7.4) will count double compared to each criterion 7.2, 7.3 and 7.5.

- Explain how and to what extent the proposed action will contribute to the Union strategic autonomy by decreasing the Union's industrial and technological dependence from third countries regarding the targeted technology/capability.
- Describe the impact that the proposed activities will have on the European security of supply.
- Describe how and to which extent the project outcome will contribute to the defence capability priorities agreed by Member States within the framework of the Common Foreign and Security Policy, particularly in the context of the Capability Development Plan.

In order to verify the priorities spelled out in the Capability Development Plan, refer to the version releasable to the industry, which is available for the national defence associations or to the version available at:

<https://www.eda.europa.eu/info-hub/publications/publication-details/pub/the-eu-capability-development-priorities>.

- Describe, if applicable, to what extent the proposal does address a regional and/or an international priority that contributes to the Union's security and defence interests and does not exclude the possibility of participation of any Member State.

7.5. The proportion of the overall budget of the action to be allocated to the participation of SMEs established in the Union bringing industrial or technological added value, as members of the consortium, as subcontractors or as other undertakings in the supply chain, and in particular the proportion of the overall budget of the action to be allocated to SMEs which are established in Member States other than those where the undertakings in the consortium which are not SMEs are established

Keep in mind that for this award criterion, evaluators will consider the figures provided in section 4.3 and the list of SMEs declared in section 1 of each sheet of Annexe 1 to the submission form.

- Justify the level of the allocation of the costs to the SMEs by explaining the specificity of the market and the features of the submitted proposal.
- Describe and explain the industrial or technological added value brought by each of the SMEs established in the Union that has been listed in section 1 of Annexe 1 to the submission form.

7.6. For actions covering:

- (c) the system prototyping of a defence product, tangible or intangible component or technology, or;
- (d) the testing of a defence product, tangible or intangible component or technology, or;
- (e) the qualification of a defence product, tangible or intangible component or technology, or;
- (f) the certification of a defence product, tangible or intangible component or technology;

contribution to the further integration of the European defence industry through the demonstration by the beneficiaries that Member States have committed to jointly use, own or maintain the final product or technology.

Keep in mind that this award criterion (7.6) will count double compared to each criterion 7.2, 7.3 and 7.5.

This criterion must not be taken into account for actions covering only studies, design and/or life-cycle technologies.

- In case the proposal covers activities referred to in points (c) to (f), provide supporting documents demonstrating how many Member States have committed to jointly use, own or maintain the final product or technology.
- Describe and explain how the above-mentioned commitments by Member States contribute to the integration of the EU market and increase the cooperation potential between Member States.

8. Work packages description

To be provided for each work package, maximum two pages each (duplicate the tables as many times as necessary).

Work package number				Activity ¹³ covered by the work package			
Work package title							
List of participants (put the lead participant first)	Short name of the participant	<u>Participant A</u>	Participant B				
	Person months for the participant (PM)	xx PM	yy PM				
Duration (months)		Start month				End month	

Objectives of the work package
Description of the work (where appropriate, broken down into tasks) and role of each participant

Deliverables (brief description and month of delivery)
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¹³ Study, design, prototyping, testing, qualification, certification or life-cycle technologies. Maximum one activity per work package. You don't need to fill in this cell for Work package 1 (general management and coordination of the project).

Statistical information

The Commission is gathering statistical information on the defence industry in order to assess the programme's performance. All applicants, linked third parties, and subcontractors with a direct contractual relationship with an applicant for the purpose of the action, are therefore kindly invited to provide the information requested in Annexe 5. This information is without prejudice to the information requested for the evaluation of the submitted proposal and will therefore not be taken into account for the evaluation of the proposal.

Annexes

Annexe 1 – Eligible costs allocated to SMEs and mid-caps

Annexe 2 – Budget table – Actual costs

Annexe 3 – Declaration on honour for applicants and linked third parties

Annexe 4 – Pre-existing information (background information) linked to third countries or third-country entities

Annexe 5 – Statistical information on applicants, linked third parties and subcontractors having a direct contractual relationship with an applicant

Annexe 6 – Declaration of Ownership and Control

Annexe 7 – Description of infrastructure, facilities, assets and resources used for the purpose of the action – Operational capacity

Annexe 8 – Mid-cap self-assessment form