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HOW TO APPLY





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Three "Bibles"

→ Rules on submission & evaluation

- The common reference for FP7
- Consistency vs flexibility!
- Plus internal standards & guidelines

For all FP7

→ Guide for applicants

- How the rules will be applied for a certain call

→ The Work Programme 2011

- The topics and criteria against which the proposals will be judged

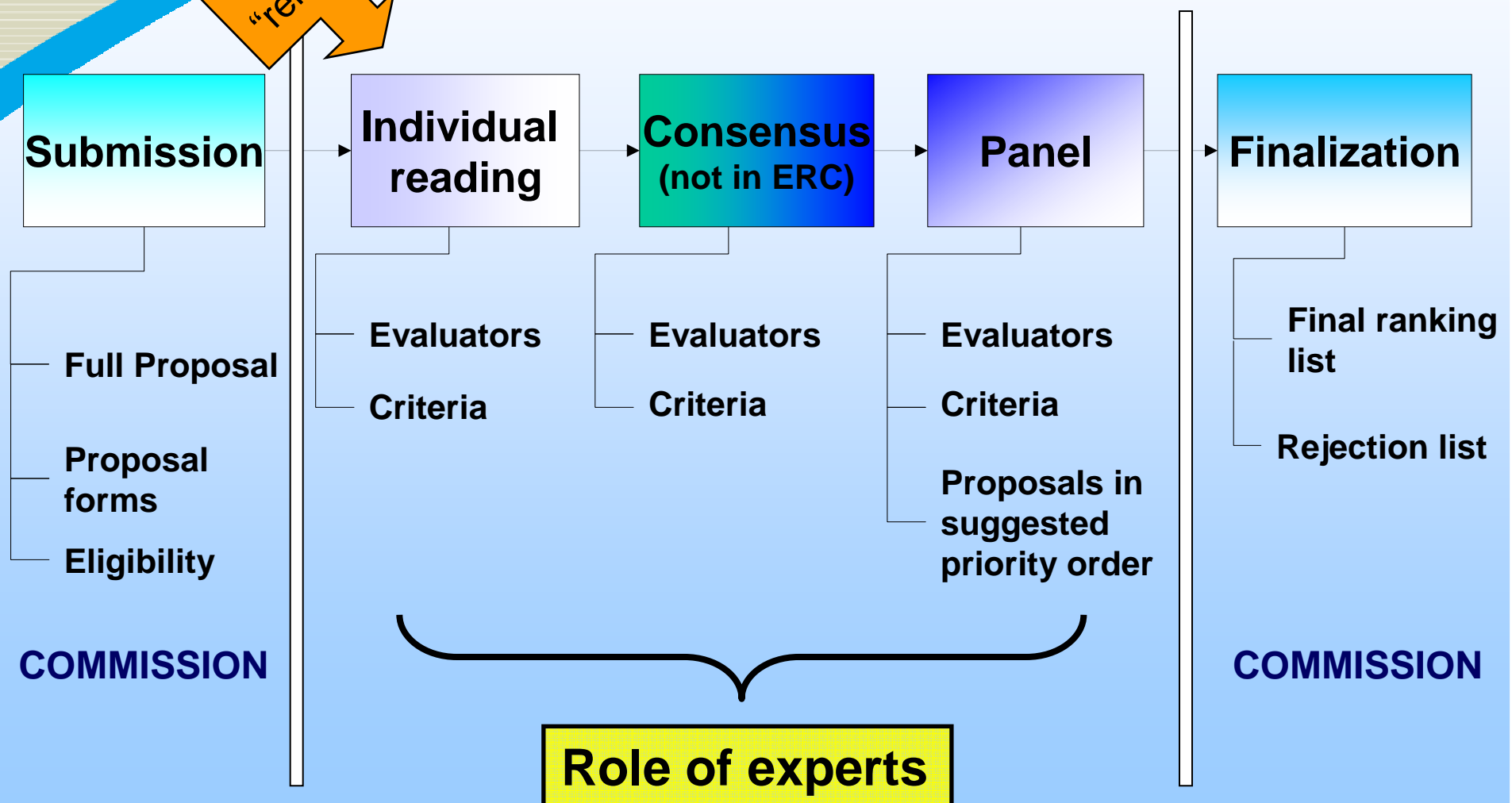
Per call



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Overview of the Evaluation process





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Submission

- All **applications** must be electronic via **EPSS**
- All **call information** is on "**Cordis**" call pages:
<http://cordis.europa.eu/fp7/dc/index.cfm>
- **Transport** is part of "**Cooperation**" programme
- Key documents:
 - **Call fiches**
 - **Guides for applicants**
 - **Work Programme 2011**



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Unique Registration Facility (URF) & Participant Identification Code (PIC)

URF?

- Allows organizations to register their details & status once and for all
- Obviates the need to provide the same information with each submission

PIC?

- A unique 9 digit number, allowing organizations to identify themselves in all transactions related to FP7

It is recommended to register your organization at the time of application. If you have a PIC: use it !

Ref.: Guide for Applicants



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Submission Eligibility

- ➔ **Date & time** of receipt of proposal on or before **deadline** for receipt
 - **Firm deadlines**
- ➔ **Minimum number of eligible independent partners**
 - **As set out in Work Programme & calls**
- ➔ **Completeness of proposal**
 - **Presence of all requested forms**
- ➔ **“Out of scope”**
- ➔ **Other: budget limits, ICPC partners for SICA...**



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Individual
reading

Consensus
(not in ERC)

Panel

Expert selection

→ Based on:

- A high level of expertise
- An appropriate range of competences

→ If the above conditions can be satisfied, then also:

- Balance academic/industrial
- Gender
- Geography
- Rotation

→ But also, of course, constrained by:

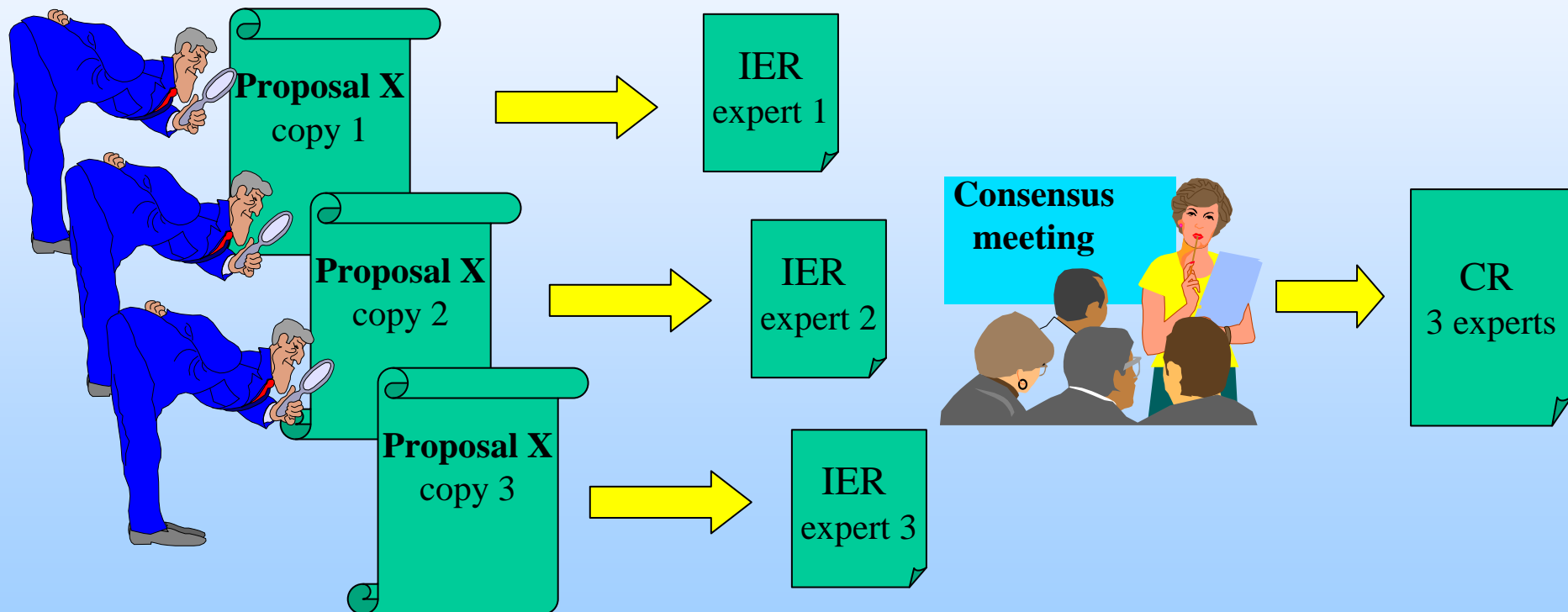
- avoidance of conflicts of interest

For each proposal:

Individual
reading

Consensus
(not in ERC)

May be "remote"



Note: There may be more than 3 evaluators
IER=Individual Evaluation Report
CR=Consensus Report



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Panel

The Criteria

→ Criteria adapted to each funding scheme

- specified in the work programme

→ Three main criteria:

- **S&T Quality** (relevant to the topic of the call)
 - *Concept, objective, progress beyond state-of-art & work-plan*
- **Implementation**
 - *Management*
 - *Individual participants & consortium as a whole*
 - *Allocation of resources*
- **Impact**
 - *Contribution to expected impacts listed in Work Programme*
 - *Plans for dissemination & exploitation*



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reading

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Panel

Interpretation of the Scores

- ➔ **0** - *The **proposal fails to address** the criterion under examination or cannot be judged due to missing or incomplete information*
- ➔ **1 - Poor.** *The criterion is addressed in an inadequate manner, or there are serious inherent weaknesses*
- ➔ **2 - Fair.** *While the proposal broadly addresses the criterion, there are significant weaknesses*
- ➔ **3 - Good.** *The proposal addresses the criterion well, although improvements would be necessary*
- ➔ **4 - Very Good.** *The proposal addresses the criterion very well, although certain improvements are still possible*
- ➔ **5 - Excellent.** *The proposal successfully addresses all relevant aspects of the criterion in question. Any shortcomings are minor*



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The Final Panel

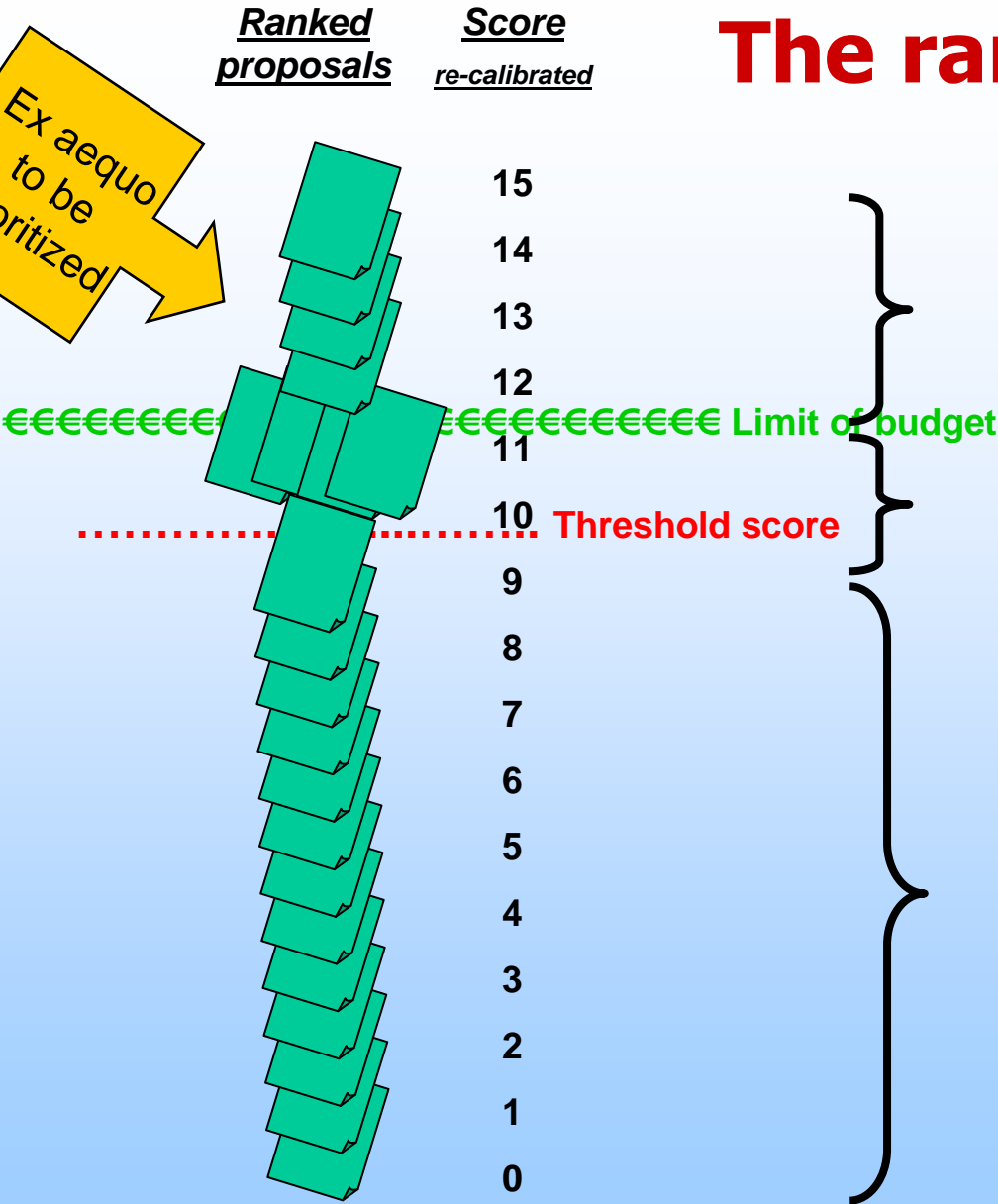
- Key function is to ensure **consistency**
- **Final marks & comments for each proposal**
 - Evaluation Summary Reports (ESR)
 - Any new scores (if necessary)
 - Guidance for contract negotiation
- **Ranking proposals with identical consensus scores:**
Approach is spelled out in WP and GFA
- **Resolve cases** if a minority view was recorded in consensus stage
- [*Exceptionally*] **recommendations for combining proposals**
- **List of proposals for priority order**
- **Hearings (if applicable)**

The ranked list

Panel

Finalization

Ex aequo
to be
prioritized



Funded

Rejected*

Rejected

*unless selected via a reserve list



Tips & advice (1/2)

- **FP is highly competitive:** average success rate is 21%. ***But it is not a lottery!***
- **Read the documentation** (work programme, call fiche, guides for applicants). ***No hidden agenda!***
- **Prepare yourself in good time**
- **Check the eligibility criteria**
- **You must align your proposal with the work programme**
 - “Shoe-horning” a marginally relevant proposal into call never works!
 - Do not forget the ‘expected impact’
- **Follow the structure in the “Guide for applicants”**
 - Make sure you properly address all criteria



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Tips & advice (2/2)

- Put yourself in the mind of the experts
- Ask a disinterested colleague look at your proposal, using the Commission criteria
- Be clear & concise, and **obey the page limits, font, etc.**
- Submit early, submit often!
 - **Revise your proposal once it is uploaded in EPPS**

The experts evaluation is based on the content of the proposal. So be clear & logical concerning progress beyond state of the art, impacts, methodology, resources, consortia & work planning.

RTD Surface Transport Team



FP7-SST-2011-RTD1

Get connected with Surface Transport!

Contact:

Efficient Rail Services: peter.crawley@ec.europa.eu

Maritime Eco Innovation:

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Green Cars: maurizio.maggiore@ec.europa.eu

Other topics for call: joost.de-bock@ec.europa.eu





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PARA MÁS INFORMACIÓN

→ **CORDIS**

<http://cordis.europa.eu/fp7/dc/index.cfm>

→ **Transport web site**

- RTD: http://ec.europa.eu/research/transport/index_en.html
- TREN: http://ec.europa.eu/transport/index_en.html

→ **Helpdesk**

http://ec.europa.eu/research/new_hp/index.cfm?pg=enquiries

→ **Call for experts (evaluators & reviewers)**

<http://cordis.europa.eu/emmfp7>



¡GRACIAS POR SU ATENCIÓN!

