



GUIDE FOR APPLICANTS

ENIAC Joint Undertaking

First Call for proposals

ENIAC-2008-1

*Further copies of this Guide, together with all information related to this Call for Proposals, can be downloaded from
<http://www.eniac.eu>*

About this Guide

This is version number 1 of the Guide for Applicants, applying to the ENIAC Joint Undertaking first call for proposals (ENIAC Call 2008)

Please note: This Guide is based on the rules and conditions contained in the legal documents applicable to the ENIAC Joint Undertaking and the national funding schemes of the ENIAC member States. The Guide does not in itself have legal value, and thus does not supersede these documents.

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1. The ENIAC Joint Undertaking

The ENIAC Joint Undertaking (JU) was created in February 2008 in order to implement a Joint Technology Initiative (JTI) in Nanoelectronics; the main component of this JTI is a research programme to enhance the further integration and miniaturisation of devices, and increasing their functionalities. The ENIAC JU is set up as a public-private partnership, bringing together the European Commission and about 17 European countries with AENEAS, which is an association representing the R&D actors in the area of nanoelectronics (companies, research centres, universities). The operational costs of running the JU are financed by the ENIAC Industrial Association (AENEAS¹) paying between 20-30 M€ and the European Commission paying up to 10 M€. The research budget of the JU is financed by the European Commission.

The ENIAC JU will support **R&D projects** through open and competitive **calls for proposals**. The technological content of calls for proposals is described in detail in the ENIAC Annual Work Programme. A longer term strategy is described in the ENIAC Multi-Annual Strategic Plan (MASP).

Funding decisions under the ENIAC JU Annual Work Programme are made on the basis of proposals submitted in response to a call. Proposals should describe planned research activities, information on who will carry them out, and how much they will cost. The ENIAC JU evaluates all eligible proposals in order to identify those whose quality is sufficiently high for possible funding. This **evaluation** is a peer-review carried out by independent experts.

Following the evaluation, the Public Authorities Board² of the ENIAC JU decides on the selection of proposals and the allocation of public funding (ENIAC JU and national funding). The ENIAC Joint Undertaking then **negotiates** with selected proposals taking into account the maximum public funding allocated and the potential recommendations for changes.

If negotiations are successfully concluded, grant agreements providing for a **JU financial contribution** (JU grant agreements) are established with the participants. Participants from ENIAC member States must also conclude national grant agreements with their own **national funding authorities** as they normally also receive a **national financial contribution**. Each project participant established in an ENIAC member State thus receives two streams of funding: one from the JU (which comes from the EU budget) and one from the ENIAC member State. If the participant comes from an EU Member State or a country associated to the Framework Programme that is *not* an ENIAC member State then he receives only the JU financial contribution. The remaining support needed to cover the costs of the proposed work comes from the participants' own resources.

ENIAC member States are:

Austria, Belgium, Czech Republic, Estonia, France, Germany, Greece, Hungary, Ireland, Italy, Netherlands, Norway, Poland, Portugal, Spain, Sweden, United Kingdom.

This Guide for Applicants contains the essential information to guide you through the process of preparing and submitting a proposal.

¹ Note that AENEAS has a system of variable membership fees for its members that depend on the costs of their participation in JU projects. For more information see: <http://www.eniac.eu>

² The Public Authorities Board is a body of the ENIAC JU composed of the public authorities (ENIAC member States and the European Commission)

2. ENIAC research projects

Purpose

ENIAC research projects are industry-driven projects in the field of nanoelectronics, which aim at generating new and improved technologies and in applying them in products, processes or services; in order to strengthen the competitiveness of European industry, improve sustainability, and facilitate the emergence of new markets and applications that respond to societal needs.

The projects should have clearly defined and sharply focused objectives and approach. All projects should have a proper balance of application focus vs. generic technology development. The description of work and the composition of the consortium are normally fixed for the duration of the project.

Size and resources

The consortium must be composed of at least three 'legal entities' established in at least three different ENIAC member States. The entities must be independent of each other.

The size, scope and internal organisation of projects can vary. Normally we expect projects to involve between 6 and 15 participants. The ENIAC JU promotes the involvement of SMEs in its activities. More specific guidance may be given in the ENIAC Annual Work Programme.

Duration

Projects are expected to last typically two to three years. However, there is no formal minimum or maximum duration. More specific guidance for particular research objectives may be given in the ENIAC Annual Work Programme or call text.

Activities

The activities to be carried out in the context of a project can include:

- research and technological development activities, reflecting the core activities of the project; these should aim at a significant advance beyond the established state-of-the-art
- demonstration or experimental development activities, designed to prove the viability of new technologies that offer a potential economic advantage, but which cannot be commercialised directly (e.g. testing of product-like prototypes)
- management activities linking together all the project components and maintaining communications with the ENIAC JU
- other activities including dissemination, exploitation and market watch

Financial Regime

Support to projects is implemented through a co-funding scheme. The projects will be supported both by public funding (the financial contributions from the ENIAC Joint Undertaking and from the ENIAC member States to reimburse part of the eligible costs) as well as by contributions in kind from the project participants. Public funding will be provided at a percentage of the total eligible costs incurred by participants to implement the projects. The total public financial contribution to a participant shall not give rise to a profit (i.e. it will not exceed its eligible costs).

The **financial contribution of the ENIAC Joint Undertaking** is published in the Call. For the ENIAC Call 2008 it will be 16.7% of eligible costs incurred by a participant to implement a project up to a total JU budget of €32 million for all participants funded under the 2008 Call.

A JU financial contribution may be given to any legal entity established in any EU Member State or FP7 Associated country (including the European Commission's Joint Research Centre). These are presently:

Albania, Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Israel, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, FYR Macedonia, Malta, Montenegro, Netherlands, Norway, Poland, Portugal, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, United Kingdom.

Further countries are currently negotiating FP7 association; please check: http://cordis.europa.eu/fp7/who_en.html for the latest information.

The **financial contribution of the ENIAC member States** will be a certain percentage of eligible costs incurred by a participant to implement a project, which may vary according to the type of participant and the type of R&D activity as specified by each member State (see Annex 4). The list of ENIAC member States and the maximum total financial contribution of each are specified in each Call.

Eligible costs are defined in the following way:

- For participants established in ENIAC member States, eligible costs are defined by the respective funding authorities issuing the national grant agreements (see Annex 4).
- For participants established in EU Member States or Associated Countries to the Seventh Framework Programme that are *not* ENIAC member States, eligible costs are defined by the ENIAC Joint Undertaking (see Annex 4).

Project Agreement

Participants to ENIAC JU projects need to jointly sign a 'Project Agreement' before entering into the ENIAC JU Grant agreement. A Project Agreement means an agreement between Project participants setting forth all or part of the terms and conditions that apply between them regarding a specific Project. The Project agreement should cover:

- the internal organisation of the consortium including the decision making procedures;
- rules on dissemination and use, and access rights;
- the settlement of internal disputes, including cases of abuse of power;
- liability, indemnification and confidentiality arrangements between the beneficiaries.

Templates for Project Agreements can be found at the ENIAC and CORDIS websites (see Annex 1)

Project monitoring and review

The JU will set up procedures for the supervision and control of the R&D activities of projects which are underway. The aim of a technical audit or review shall be to assess the work carried out under the Project over a certain period, *inter alia*, by evaluating the Project reports and deliverables relevant to the period in question. Such audits and reviews may cover scientific, technological and other aspects relating to the proper execution of the Project and the grant agreement.

3. Proposal preparation

The work you set out in your proposal must correspond to one or more of the topics as indicated in this call for proposals. Refer to the ENIAC Annual Work Programme. Refer also to the **evaluation criteria** (see Annex 2) against which your proposal will be assessed. Keep these in mind as you develop your proposal.

Participation

In principle, a legal entity may participate in a proposal no matter where it is established. A legal entity can be a so-called "natural person" (e.g. Mme Dupont) or a "legal person" (e.g. National Institute for Research).

However, there are certain minimum conditions that have to be met relating to participation and to the submission of the proposal (**eligibility criteria for proposals**) that can be found in the "eligibility criteria" document attached to the Call text.

Funding

In order to receive public funding (from the ENIAC JU and ENIAC member States), participants must satisfy the **eligibility criteria for funding** that can be found in the "eligibility criteria" document attached to the Call text.

Note that if you are a participant from an ENIAC member State and if your project is selected by the ENIAC JU, **concluding a national grant agreement** with your national funding authority is a **prerequisite for receiving funding from the ENIAC JU**. This is true even if you do not receive any national funding – e.g. your country did not commit national funding to the Call, its funding runs out before your project was reached in the selection process, or if you are not eligible for national funding.

Cooperation with other countries

Provided the necessary minimum of three different ENIAC member States are represented, then additional participants from any other country in the world may be included. However, participants located outside the EU Member States or FP7 Associated countries will not receive a financial contribution from the JU nor from the ENIAC member States.

National Funding Authorities

You are highly recommended to get in touch with your National Funding Authority at an early stage of the proposal preparation (see Annex 1 of this Guide).

National Contact Points

The ICT Theme of the Seventh Framework programme has established a network of National Contact Points (NCPs) to provide advice and support to organisations which are preparing proposals. This network may also be used by potential participants in JU projects.

Please note that the JU will provide the NCPs with statistics and information on the outcome of the call (in particular, details of participants, but not proposal abstracts or funding details) and the outcome of the evaluation and selection process for each proposal. This information is supplied to support the NCPs in their service role, and is given under strict conditions of confidentiality.

Other sources of help

Annex 1 of this Guide gives references to these further sources of help for this call. In particular:

- The ENIAC help desk
- A dedicated help desk has been set up to deal with technical questions related to the ENIAC Proposal Service (EPS)
- The IPR help desk providing assistance on intellectual property matters

- Other services, including partner search facilities

Presenting your proposal

A proposal has three parts. **Part A** contains the administrative information about the proposal and the participants. **Part B** is a Word document that contains a description of the proposed research. **Part C** is a number of PDF or ZIP files that contain additional national information about participants from the countries France, Germany, Hungary and Italy.

Part A will contain the administrative information about the proposal and the participants. The information requested includes a brief description of the work, contact details and characteristics of the participants, and information related to the funding requested (see Annex 3 of this Guide). This information will be encoded in a structured database for further computer processing to produce, for example, statistics and evaluation reports. This information will also support the experts and ENIAC staff during the evaluation process.

The information in Part A is entered through a set of on-line forms in the ENIAC Proposal Service which is described in the next section.

Part B is a "template", or list of headings, rather than an administrative form (see Annex 4 of this Guide). You should follow this structure when presenting the scientific and technical content of your proposal. The template is designed to highlight those aspects that will be assessed against the **evaluation criteria**. It covers, among other things, the nature of the proposed work, the participants and their roles in the proposed project, and the impacts that might be expected to arise from the proposed work.

Part B also contains a **Funding calculation form annex (Annex A)**. The proposal should include for each participant with the calculation of his costs and his requested public funding. There are 2 different forms. One form for participants from ENIAC member States and one form for participants from other EU Member States and FP7 Associated Countries which are not ENIAC member States.

In addition to these forms participants from ENIAC member States should also in Annex A give any additional information that national authorities will use to verify the national eligibility criteria for funding.

Part B of the proposal is uploaded by the applicant into the ENIAC Proposal Service.

Only black and white copies of Part B are used for evaluation and you are strongly recommended therefore not to use colour in your document. Do not insert hypertext links, only the text of your Part B will be read, not any documents linked to it.

A maximum length may be specified for the different sections of Part B, or for Part B as a whole (see annex 4 of this Guide). You must keep your proposal within these limits. Even where no page limits are given, or where limits are only recommended, it is in your interest to keep your text concise since over-long proposals are rarely viewed in a positive light by the evaluating experts.

Part C is a number of PDF or ZIP files. For each participant from France, Germany, Hungary and Italy you need to submit a PDF or ZIP file according to the guidelines given in Annex 4 under respectively France, Germany, Hungary and Italy.

4. Proposal submission

About the EPS

Proposals must be submitted electronically, using the **ENIAC Proposal Service (EPS)**. Proposals arriving by any other means are regarded as 'not submitted', and will not be evaluated.

All the data that you upload is securely stored on a server to which only you and the other participants in the proposal have access until the deadline.

You can access the EPS from the call page on <http://www.eniac.eu/>. The EPS system has a built-in help function. The most important points are explained below.

Use of the system by the proposal coordinator

As a coordinator you can:

- register as interested in submitting a proposal
- set up (and modify) your consortium by inviting/removing participants
- complete all of Part A of the proposal, pertaining to the proposal in general, and to your own administrative details
- download the document template for writing Part B of the proposal and, when it is completed, upload the finished Part B
- submit the complete proposal Part A, Part B (one PDF file) and Part C (as several PDF or ZIP files).

Use of the system by the other participants

Other participants can:

- complete their own sections A2 (participant details)
- download the document template for writing Part B of the proposal, in order to assist the coordinator in preparing it (however, only the coordinator can upload the finished version)
- view the whole proposal
- for participants from France, Germany, Hungary or Italy, upload the relevant PDF or ZIP file according to the guidelines given in Annex 4.

Submitting the proposal

Only the coordinator is authorised to submit the proposal.

Completing the Part A forms in the EPS and uploading a Part B and Part Cs (if applicable) does not yet mean that your proposal is submitted. **You must press the button "SUBMIT PROPOSAL"**.

The EPS then performs an automatic validation of the proposal for such problems as missing data, viruses, wrong file format or excessive file size. Submission is blocked until these problems are corrected. Only when these are corrected may the proposal be submitted.

Therefore "SUBMIT PROPOSAL" starts the final steps for submission; it does not in itself cause the proposal to be submitted.

When successfully submitted, the coordinator sees a message that indicates that the proposal has been received. This automatic message is not the official acknowledgement of receipt (see Section 6). The coordinator may continue to modify the proposal and submit revised versions overwriting the previous one right up until the deadline. The sequence above must be repeated each time.

For the proposal Part B you must use exclusively PDF (“portable document format”, compatible with Adobe version 3 or higher, with embedded fonts). Other file formats will not be accepted by the system. Irrespective of any page limits specified in annex 4 to this Guide, there is an overall limit of 20 MBytes to the size of proposal file Part B. There are also restrictions to the name you give to the Part B file. You should only use alphanumeric characters, special characters and spaces must be avoided.

You are advised to clean your document before converting it to PDF (e.g. accept all tracked changes, delete notes).

Check that your conversion software has successfully converted all the pages of your original document (e.g. there is no problem with page limits).

Check that your conversion software has not cut down landscape pages to fit them into portrait format. Check that captions and labels have not been lost from your diagrams

Please note that your proposal will be printed in black and white on plain A4 paper for the evaluation.

About the deadline

Call deadlines are absolutely firm and are strictly enforced.

The EPS will be closed for this call at the call deadline. After this moment, access to the EPS for this call will be impossible. Do not wait until the last moment before submitting your proposal!

Please note that you may submit successive drafts of your proposal through the EPS. Each successive submission overwrites the previous version. It is a good idea to **submit a draft well before the deadline**.

Leaving your first submission attempt to the last few minutes of the call will give you no time to overcome even the smallest technical difficulties, proposal verification problems or communications delays which may arise. Such events are never accepted as extenuating circumstances; your proposal will be regarded as not having been submitted.

Submission is deemed to occur at the moment when the proposal coordinator completes the submission sequence described above. It is not the point at which you start the upload. If you wait until too near to the close of the call to start uploading your proposal, there is a serious risk that you will not be able to submit in time.

*The submission of a proposal requires some knowledge of the EPS system, a detailed knowledge of the contents of the proposal and the authority to make last-minute decisions on behalf of the consortium if problems arise. **You are advised not to delegate the job of submitting your proposal!***

Correcting or revising your proposal

Errors discovered in proposals submitted to the EPS can be rectified by simply submitting a corrected version. So long as the call has not yet closed, the new submission will overwrite the old one.

Once the deadline has passed, however, the JU can accept no further additions, corrections or re-submissions. The last eligible version of your proposal received before the deadline is the one which will be evaluated, and no later material can be submitted.

Ancillary material

Only a single PDF file comprising the complete Part B and a number of specific participants Part C PDF or ZIP files can be uploaded. Unless specified in the call, any hyperlinks to other documents, embedded material, and any other documents (company brochures, supporting documentation, reports, audio, video, multimedia etc.) sent electronically or by post, will be disregarded.

Withdrawing a proposal

You may withdraw a proposal before the call deadline by submitting a revised version with a Part B section containing only the following text:

"The applicants wish to withdraw this proposal. It should not be evaluated".

You may also withdraw a proposal after the deadline. Contact the EPS help desk.

5. Check list

Preparing your proposal

- **Does your planned work fit with the call for proposals?** Check that your proposed work does indeed address the topics open in this call.
- **Is your proposal eligible?** The eligibility criteria for proposals can be found in the "eligibility criteria" document attached to the Call text. Any proposal not meeting the eligibility requirements will be considered ineligible and will not be evaluated.
- **Is your proposal complete?** Proposals must comprise a Part A, containing the administrative information including participant and project cost details on standard forms; and a Part B containing the scientific and technical description of your proposal and Funding calculation form annex as described in chapter 3 of this Guide. A proposal that does not contain both parts will be considered ineligible and will not be evaluated. Participants that do not include the appropriate information on the corresponding funding calculation forms may not be eligible for allocation of public funding. If you have partners from Germany, France, Hungary and Italy you need to upload one Part C (PDF or ZIP File) for each participant from these countries.
- **Does your proposal follow the required structure?** Proposals should be precise and concise, and must follow exactly the proposal structure described in this document (see annex 4 of this Guide), which is designed to correspond to the evaluation criteria which will be applied. Omitting requested information will almost certainly lead to lower scores and possible rejection.
- **Have you maximised your chances?** There may be strong competition. Therefore, edit your proposal tightly, strengthen or eliminate weak points. Put yourself in the place of an expert evaluator; refer to the evaluation criteria given in annex 2 of this Guide. Arrange for your draft to be evaluated by experienced colleagues; use their advice to improve it before submission.
- **Do you need further advice and support?** You are advised to inform your National Contact Point of your intention to submit a proposal (see contact information in Annex 1 of this Guide). Remember also the other support services listed in Annex 1 of this Guide.

Final checks before submission

- Do you have the agreement of all the members of the consortium to submit this proposal on their behalf?

- Is your Part B in portable document format (PDF), including no material in other formats?
- Is your Part B filename made up only of the letters A to Z and numbers 0 to 9 without special characters or spaces?
- Have you printed out your Part B, to check that it really is the file you intend to submit, and that it is complete, printable and readable? After the call deadline it will not be possible to replace your Part B file.
- Is your Part B file within the size limit of 20 MBytes?
- Is the individual Part C files within the size limit of 10MBytes each?
- Have you virus-checked your computer? The EPS will automatically block the submission of any file containing a virus.

The deadline: very important!

- Have you made yourself familiar with the EPS in good time?
- Have you allowed time to submit a draft version of your proposal well in advance of the deadline (at least several days before), and then continued to improve it with regular resubmissions?
- Have you completed the EPS submission process for your final version?

6. What happens next

Shortly after the call deadline, the ENIAC JU will send an **Acknowledgement of receipt** to the e-mail address of the proposal coordinator given in the submitted proposal. This is assumed to be the individual named as “person in charge” on the A2 form of participant no. 1. Please note that the brief electronic message given by the EPS system after each submission is not the official Acknowledgement of receipt.

The sending of an acknowledgement of receipt does not imply that a proposal has been accepted as eligible for evaluation.

If you have not received an Acknowledgement of receipt within 12 working days after the call deadline, you should contact the ENIAC Help desk. However, first please check that you are the person named in the proposal as contact person for partner no. 1, check the email address which you gave for yourself, and check the junk mail box of your email system for a few days following the close of the call.

The ENIAC JU will check the eligibility criteria for proposals. All eligible proposals will be evaluated by independent experts. The evaluation criteria and procedure are described in Annex 2 of this Guide.

Soon after the completion of the evaluation and selection process, the results will be finalised and all coordinators will receive a letter containing initial information on the results of the evaluation, including the **Evaluation Report** (ER) giving the opinion of the experts on their proposal and any other information decided by the Public Authorities Board of the ENIAC JU. However, even if the experts viewed your proposal favourably, the ENIAC JU cannot at this stage indicate if there is a possibility of funding.

If you have not received your ER by the date referred to in Annex 1 of this Guide, please contact the ENIAC Help desk.

Based on the results of the evaluation by experts and on checks against the pre-defined JU and national¹ eligibility criteria for funding, the Public Authorities Board of the ENIAC JU draws up the final list of selected proposals for possible funding, taking account of the available budgets.

Official letters are then sent to the applicants. If your proposal has been successful, this letter will mark the beginning of a negotiation phase. Due to budget or other constraints, it is possible that not all participants in a project are allocated national and/or JU funding. It is also possible that, due to budget constraints, your proposal will be placed on a reserve list. In this case, negotiations will only begin if funds become available. In other cases, the letter will explain the reasons why the proposal cannot be funded in this occasion.

7. Project negotiations

Negotiation procedure

Negotiations between the applicants and the ENIAC JU aim to conclude a grant agreement which provides for JU funding of the proposed work and, where appropriate², a corresponding national grant agreement providing for additional national funding of the work. The negotiations follow a negotiation mandate decided by the Public Authorities Board of the ENIAC JU that covers both the scientific/technological and the administrative and financial aspects of the project. The staff conducting these negotiations on behalf of the ENIAC JU will be working within a predetermined budget envelope. They will refer to any recommendations which the experts or the Public Authorities Board may have made concerning modifications to the work presented in the proposal. The ENIAC JU may be assisted by experts during the negotiation.

In addition to any points raised in the ER, the applicants may receive requests for further administrative, legal, technical and financial information necessary for the preparation of the JU grant agreement. The ENIAC JU may request changes, possibly including modifications to the budget, in line with the negotiation mandate given by the Public Authorities Board of the JU. The ENIAC JU will justify all requested changes, but substantial changes of proposals not foreseen in the mandate will need approval by the Public Authorities Board.

Negotiations are carried out between the JU and the project coordinator who represents all the partners in a consortium. Negotiation of managerial and technical aspects would address, in particular, requested revisions to the proposed work. Negotiation of legal aspects would cover, in particular, the verification of the existence and legal status of the participants, review of any special clauses in the grant agreements, or conditions required for the project, and any other aspects relating to the development of the final grant agreements (including date of start of project, timing of reports and other legal requirements). The financial aspects could cover the establishment of the JU contribution, or the assessment of the financial capacity of project participants.

In accordance with the financial rules of the ENIAC JU, grants may not be awarded to potential participants who are, at the time of a grant award procedure, in one of the situations referred to in section 2.2 of the eligibility criteria document (relating, for example, to bankruptcy, convictions, grave professional misconduct, social security obligations, other illegal activities, previous break of contract, conflicts of interest, misrepresentation).

Any potential participant who has committed an irregularity in the implementation of any other action under a Community Programme may be excluded from the selection procedure at any time, with due regard given to the principle of proportionality. Any proposal which does not fulfil the

¹ In the case of participants from ENIAC member States. The checks of compliance with the national eligibility criteria shall be based on the verifications carried out by the respective national funding authorities.

² In the case of participants coming from ENIAC member States, the previous conclusion of national grant agreements is necessary for the establishment of the JU grant agreement

conditions set out in the Call for Proposals or in the eligibility criteria document attached to the call shall not be selected.

If it proves impossible to reach agreement with a coordinator, acting on behalf of the consortium, within a reasonable deadline that the JU may impose on any matter covered during the negotiation stage, negotiations may be terminated and the proposal rejected by the ENIAC JU.

The ENIAC JU may terminate negotiations if the coordinator proposes to modify the project in terms of its objectives, content, consortium composition or other aspects, to the extent that it becomes significantly different from the proposal that was evaluated, or in a manner that it is not in line with the negotiation mandate.

Negotiation of proposals from the reserve list may begin once it is clear that sufficient budget has become available to fund one or more of these projects. Subject to budget availability, negotiations should begin with the proposals at the top of the reserve list and should continue in the order of the final ranking.

The ENIAC JU will publish Negotiation guidelines for further information on the negotiation procedure.

Award of a grant

If negotiations are successful and no further decision from the Public Authorities Board is needed (i.e. in cases of substantial changes outside the negotiation mandate), the ENIAC JU shall transmit to the coordinators of the selected consortia the JU grant agreement and the accession forms for signature.

At the same time, in the case of participants from ENIAC member States, the ENIAC JU shall transmit to the respective national funding authorities the results of the negotiations and all relevant documentation in order for them to proceed with the establishment of the corresponding national grant agreements with the said participants according to national eligibility criteria and any other national financial and legal requirements¹.

Where national grant agreements are to be concluded, the signature of, or accession to, the JU grant agreement will only take place after the signature of the corresponding national grant agreement.

¹ The final approved "Technical Annex" resulting from the evaluation and negotiation process carried out by the ENIAC JU will be the same (except for translations if necessary) for establishing the corresponding national grant agreement in all participating ENIAC member States.

Annexes

- Annex 1 Timetable and specific information for this call
- Annex 2 Evaluation criteria and procedure
- Annex 3 Instructions for completing Part A of the proposal
- Annex 4 Instructions for drafting Part B of the proposal

Annex 1: Timetable and specific information for this call

- **Indicative timetable for ENIAC Call 1**

Publication of call	8th May 2008
Deadline for submission of proposals	3 rd September 2008 <i>17h00 Brussels time</i>
Evaluation of proposals	<i>Commencing September 2008</i>
Evaluation Reports sent to all proposal coordinators	<i>Late October/Early November 2008</i>
Invitation letter to successful applicants to launch negotiations with JU services	<i>November 2008</i>
Letters to unsuccessful applicants	<i>From December 2008</i>
Signature of first grant agreements	<i>December 2008</i>

- **Further information and help**

The CORDIS call page contains links to other sources that you may find useful in preparing and submitting your proposal. Direct links are also given where applicable.

General sources of help

ENIAC JU Help desk

email: ict@ec.europa.eu

Tel: +32 2 296 8596

Fax: +32 2 296 8388

EPS Help desk (IT Tool)

email: helpdesk@eniac.eu

Tel: + 31 88 0036 181

Fax: + 31 88 0036 180

National Funding Authorities

Contact list

<http://www.eniac.eu>

ENIAC JU

<http://www.eniac.eu>

AENEAS

http://www.eniac.eu/web/aeneas/aeneas_ex.php

ICT National Contact Points

http://cordis.europa.eu/fp7/ncp_en.html

FP7 Enquiry service

<http://ec.europa.eu/research/enquiries>

Support projects

Idealist partner search project

<http://www.ideal-ist.net/>

IPR helpdesk

<http://www.ipr-helpdesk.org/index.html>

Legal documents generally applicable

Council Regulation (EC) No 72/2008 setting up the ENIAC Joint Undertaking to implement a Joint Technology Initiative on Nanoelectronics

ENIAC Call 2008

ENIAC JU financial rules

Decision of the Public Authorities Board of the ENIAC Joint Undertaking on the evaluation and selection procedures related to calls for proposals – ENIAC-PAB-4-08

All the above at

<http://www.eniac.eu/>

Contractual information (to be published)

Negotiation guidelines
Model grant agreement
Guide to financial issues

Other useful information

Project agreement (AENEAS) http://www.eniac.eu/web/aeneas/aeneas_ex.php
Consortium agreement checklist (FP7)
ftp://ftp.cordis.europa.eu/pub/fp7/docs/checklist_en.pdf

National ENIAC Contact Points

Country	Name	First name	Tel	E-mail
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Czech Republic	Kadlec	Jiri	+ 420 2 66052216	kadlec@utia.cas.cz
Estonia	Raim	Toivo	+ 32 2 227 43 08	toivo.raim@mfa.ee
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	Velasco	Paloma	+34 91 5815562	PVG@cdti.es
Sweden	Vasquez	Ciro	46 8 473 3130	ciro.vasquez@vinnova.se
United Kingdom	Walters	Peter	+44 1932 251 260	pwalters@tuvnel.com

Annex 2: Evaluation criteria and procedures to be applied to proposals in this call

1. General

All eligible proposals will be evaluated by independent experts.

Experts perform evaluations on a personal basis, not as representatives of their employer, their country or any other entity. They are expected to be independent, impartial and objective and to behave throughout in a professional manner. All experts will sign a declaration of confidentiality and no conflict of interest before beginning their work. Confidentiality rules must be adhered to at all times, before, during and after the evaluation.

In addition, an independent expert or experts may be appointed to observe the evaluation process from the point of view of its working and execution. The role of the observer(s) is to give independent advice to the JU on the conduct and fairness of the evaluation sessions, on the way in which the experts apply the evaluation criteria and on ways in which the procedures could be improved. The observer(s) will not express views on the proposals under examination or the experts' opinions on the proposals.

2. Before the evaluation

On receipt by the ENIAC JU, proposals are registered and acknowledged and their contents entered into a database to support the evaluation process. Eligibility criteria for proposals listed in section 3 are also checked by ENIAC JU staff before the evaluation begins. Proposals which do not fulfil these criteria will not be included in the evaluation.

The ENIAC JU establishes a list of experts capable of evaluating the proposals that have been received. The list is drawn up to ensure:

- A high level of expertise;
- An appropriate balance between academic and industrial expertise as well as between providers and users;
- A reasonable distribution of geographical origins.

The Executive Director of the ENIAC JU allocates four experts (two evaluators from the experts suggested by the Industry and Research Committee and two from experts suggested by the Public Authorities Board) to individual proposals, taking account of the fields of expertise of the experts, and avoiding conflicts of interest.

3. Evaluation of proposals

At the beginning of the evaluation, experts will be briefed on the evaluation procedure, the experts' responsibilities, the issues involved in the particular area/objective, and other relevant material.

The proposal will be evaluated against the following pre-determined evaluation criteria:

1. Relevance and contributions to the content and objectives of the Call
 - o Relevance will be considered in relation to the work programme open in a given call
- 2 R&D innovation and technical excellence
 - o Soundness of the concept and quality of the scientific and technological objectives
 - o Progress beyond the state-of-the-art
- 3 S&T approach and work plan
 - o Quality and effectiveness of the S&T methodology and associated work plan

- 4 Market innovation and impact
 - o Contribution, at the European and/or international level, to the expected impacts listed in the work programme under the relevant sub-programme and to the general ENIAC targets
 - o Appropriateness of measures for the dissemination and exploitation of project results
 - o Contribution to standards
 - o Management of intellectual property
- 5 Quality of consortium and management
 - o Appropriateness of the management structure and procedures
 - o Quality and relevant experience of the individual participants
 - o Quality of the consortium as a whole including complementarities, balance and involvement of SMEs
 - o Appropriateness of the allocation and justification of the resources to be committed (budget, staff, equipment)

Evaluation scores will be awarded for each of the five criteria, and not for the sub-criteria. Each criterion will be scored out of 10. No weightings will apply. The threshold for the individual criteria (1), (2), (3), (4) will be 6. There is no threshold for the individual criterion (5). The overall threshold, applying to the sum of the five individual scores, will be 35.

4. Individual evaluation

The individual evaluation will be carried out on the premises of the experts concerned ("remotely").

Each proposal will first be assessed independently by the four experts chosen by the Executive Director of the ENIAC JU. At this first step the experts are acting individually; they do not discuss the proposal with each other, nor with any third party. The experts record their individual opinions in an **Individual Evaluation Report (IER)** giving scores and also comments against the evaluation criteria.

When scoring proposals, experts must only apply the above evaluation criteria.

Experts will assess and mark the proposals exactly as it is described and presented. They do not make any assumptions or interpretations about the project in addition to what is in the proposal.

Concise but explicit justification will be given for each score. Recommendations for improvements to be discussed as part of a possible negotiation phase will be given, if needed.

Signature of the IER also entails a declaration that the expert has no conflict of interest in evaluating a particular proposal.

Scope of the call: It is possible that a proposal is found to be out of scope of the call during the course of the individual evaluation, and therefore not relevant. If an expert suspects that this may be the case, an ENIAC JU staff member will be informed immediately and the views of the other experts will be sought. If the general view is that the main part of the proposal is not relevant to the topics of the call, the proposal will be withdrawn from the evaluation and it will be deemed ineligible.

5. Panel session

Once all the experts to whom a proposal has been assigned have completed their IER, the Executive Director of the JU organises the panel session. The Executive Director assigns the evaluators that will participate in the panel.

The panel session is chaired by the Executive Director or by his/her appointed staff of the JU. In this session, evaluators synthesise and consolidate the individual evaluators' scores, remarks and recommendations for each proposal. These recommendations will address, if appropriate, adjustments to the total costs and the technical content of the proposal, and will identify key partners and activities necessary for the success of the project if selected. The outcome of the panel session is the Evaluation Report for each proposal.

Two lists of proposals are established by the panel: "above threshold" and "below threshold". Proposals with a score below threshold in any of the individual criteria (1), (2), (3) or (4) or below the minimum total threshold are included in the "below threshold" list. The "above threshold" list is ordered according to the total score of the proposals.

6. Verification of eligibility criteria for funding

Before the selection of proposals, the Executive Director will verify participants against the JU and national eligibility criteria for funding (as described in the "eligibility criteria" document attached to the Call text). These verifications will be done on the basis of verifications made by national funding authorities of their national participants in proposals against national eligibility criteria for funding, and by the Commission of all participants against the JU eligibility criteria for funding.

7. Selection of proposals

The Executive Director presents to the Public Authorities Board (PAB) of the JU the "above threshold" list, and on this basis the PAB decides on the final ranking of proposals. Any change to this relative order of proposals is decided by the PAB taking into account the proposals' synergy with EU and national R&D and innovation¹ policies and activities as well as the overall coverage of the objectives of the Call. The justifications for such changes are recorded and communicated by the Executive Director to the applicants.

Following this decision and on the basis of the final ranking of proposals, the PAB decides on the selection of proposals and the allocation of public funding, taking into account the budgets available and the verifications of national and JU eligibility criteria for funding made in the previous step. The PAB will also decide which proposals are not viable in the light of the public funding available.

The PAB may decide to create a reserve list of proposals that could proceed to the negotiation step if sufficient funding becomes available (e.g. following failure of negotiations).

The coordinators of proposals will receive the **Evaluation Report** and any other information decided by the Public Authorities Board of the ENIAC JU. For selected proposals, an invitation will be sent by the ENIAC JU to start the negotiations (taking into account the public funding allocated by the PAB and the potential recommendations for changes).

¹ Only R&D policies that are applied by the Community and national governments at the time of the Call and that have been made widely and publicly available can be taken into account

Annex 3: Instructions for completing Part A of the proposal

Proposals in this call must be submitted electronically, using the ENIAC Proposal System (EPS) The procedure is summarised in section 4 of this Guide.


In Part A you will be asked for certain administrative details that will be used in the evaluation and further processing of your proposal. Part A forms an integral part of your proposal. Details of the work you intend to carry out will be described in Part B (annex 4).


Section A1 gives a snapshot of your proposal, section A2 concerns the participants in the consortium.

Please make sure that:

- *Numbers are always rounded to the nearest whole number*
- *You have inserted zeros ("0") where there are no costs or funding figures. Leaving cells empty will block the submission of your proposal*
- *All costs are given in Euros (not thousands of Euros)*
- *You do not include Value Added Tax*

The following notes are for information only. They should assist you in completing the A-part of your proposal. On-line guidance will also be available. The precise questions and options in EPS are presented in a different layout than the forms you see underneath. However, when you have filled in all the necessary information you can print Part A for your own verification of the data.

Proposal Submission Forms				
	ENIAC Joint Undertaking	Full Project Proposal	A1 Summary	
Proposal Number		Proposal Acronym		
GENERAL INFORMATION				
Proposal Title				
Call identifier				
Topic code				
<i>Abstract (max. 2000 char.)</i>				
Person in charge for the coordinator of the Consortium				
Family name		First name(s)		
Legal name of organisation ¹				
Title ²		Sex (Female – F / Male – M) ³		
Position in the organisation				
Department/Faculty/Institute/Lab name				
<i>Address (if different from the legal address in form A2)</i>				
Street name		Number		
Town				
Postal Code / Cedex				
Country ⁴				
Phone 1 ⁵		Phone 2		
E-mail		Fax		
Costs and funding				
Participant n°	Country	Total eligible costs (in €)	Requested ENIAC JU contribution (in €)	National requested contribution (in €)
1				
2				
3				
4				
5				
	Total			

Proposal Submission Forms			
	ENIAC Joint Undertaking	Full Project Proposal	A2 Participants
<i>One form A2 per participant</i>			
Proposal Number		Proposal Acronym	[filled in from A1] Participant number ^{x1}
If registered for FP7, enter your Participant Identity Code (PIC) ^{x4}			
Information on the organisation			
Legal name ^{x5}			
Organisation short name ^{x6}			
Legal Address			
Street name		Number	
Town			
Postal Code / Cedex			
Country ^{x7}			
Internet homepage			
Leading researcher in charge of this proposal			
Family name		First name(s)	
Title ^{x8}		Sex (Female – F / Male – M) ^{x9}	
Position in the organisation			
Department/Faculty/Institute/Lab name			
Phone 1 ^{x10}		Phone 2	
E-mail		Fax	
Status of your organisation			
Please tick the relevant box(es) to characterise your organisation as completely as possible.			
<input type="checkbox"/>	Natural person ^{x11}		
<input type="checkbox"/>	Legal Person ^{x12}		
<input type="checkbox"/>	Non-profit		
<input type="checkbox"/>	Non-profit research organisation ^{x13}		
<input type="checkbox"/>	Public body ^{x14}		
<input type="checkbox"/>	International organisation ^{x15}		
<input type="checkbox"/>	Secondary and higher education establishment ^{x16}		
<input type="checkbox"/>	Enterprise ^{x17}		
<input type="checkbox"/>	SME ^{x18}		
<input type="checkbox"/>	None of the above	Please specify	
Previously submitted similar proposals or signed contracts? ^{x19} (YES / NO)			
If yes, programme name(s) and year			
If yes, proposal or contract number(s)			
Transfer of contact details to AENEAS			
<input type="checkbox"/>			
Please tick this box if you agree that the ENIAC Joint Undertaking provides your contact details to the AENEAS association, which acts as a representative of R&D actors in the field of nanoelectronics in Europe. The AENEAS association would then be entitled to use your contact details only for sending you information about its services and membership conditions via e-mail, telephone or post. AENEAS would not further transfer this information to third parties. Ticking or not ticking this box has no influence on the evaluation of your proposal by the ENIAC JU.			

i Organisation Legal Name

It is the official name of your organisation. If applicable, enter the name under which your organisation is registered in the official trade registers.

ii Title

Please choose one of the following: Prof, Dr, Mr, Mrs, Ms.

iii Sex

This information is required for mailing and for statistical purpose. Please indicate with an F for female or an M for male as appropriate.

iv Country

Insert the name of the country as commonly used.

v Phone and fax numbers

Please insert the full numbers including country and city/area code. Example: +32-2-2991111.

vi Participant number

The number allocated by the consortium to the participant for this proposal. The co-ordinator of a proposal is always number one.

vii Participant Identity Code

If your organisation has participated to at least one FP7 indirect action (project), you have received a Participant Identity Code (PIC). If a valid PIC is entered, all the fields of part ④ will be automatically pre-filled by stored data. Please make the modifications, if relevant.

viii Organisation Legal Name

It is the official name of your organisation. If applicable, enter the name under which your organisation is registered in the official trade registers.

ix Organisation Short Name

Choose an abbreviation of your Organisation Legal Name, only for use in this proposal. This should not be more than 4 characters and the same should be used for the participant in all documents relating to the proposal.

x Country

Insert the name of the country as commonly used.

xi Title

Please choose one of the following: Prof, Dr, Mr, Mrs, Ms.

xii Sex

This information is required for mailing and for statistical purpose. Please indicate with an F for female or an M for male as appropriate.

xiii Phone and fax numbers

Please insert the full numbers including country and city/area code. Example: +32-2-2991111.

xiv Legal person or Natural person

Legal entities can be either legal persons or natural persons. A legal person is an entity created under national law of its place of establishment, or under Community law or international law, which has legal personality and which may, acting in its own name, exercise rights and be subject to obligations. Natural person refers to a physical person. The place of establishment refers in this case to the habitual residence of the person.

xv Research organisation

Research organisation means a legal entity established as a non-profit organisation that carries out research or technological development as one of its main objectives.

xvi Public body

Public body means any legal entity established as such by national law.

xvii International organisation

International organisation means an intergovernmental organisation other than the Community which has legal personality under international public law, as well as any specialised agency set up by such an international organisation.

xviii Secondary and higher education establishment

Organisations that deliver diplomas recognised by a country (typically universities).

xix Enterprise

Any entity engaged in an economic activity, irrespective of its legal form.

xx SME

SME means micro, small and medium sized enterprise within the meaning of Recommendation 2003/361/EC in the version of 6 May 2003

(see http://ec.europa.eu/enterprise/enterprise_policy/sme_definition/index_en.htm).

An enterprise is considered as an SME, taking into account its partner enterprises and/or linked enterprises (please see the above mentioned recommendation for an explanation of these notions and their impact on the definition), if it:

- employs fewer than 250 persons
- has an annual turnover not exceeding EUR 50 million, and/or
- an annual balance sheet total not exceeding EUR 43 million
- is autonomous

Please note that some additional requirements have to be fulfilled (see http://ec.europa.eu/enterprise/enterprise_policy/sme_definition/index_en.htm).

The headcount corresponds to the number of annual work units (AWU), i.e. the number of persons who worked full-time within the enterprise in question or on its behalf during the entire reference year under consideration. The work of persons who have not worked the full year, the work of those who have worked part-time, regardless of duration, and the work of seasonal workers are counted as fractions of AWU. The staff consists of:

- (a) employees;
- (b) persons working for the enterprise being subordinated to it and deemed to be employees under national law;
- (c) owner-managers;
- (d) partners engaging in a regular activity in the enterprise and benefiting from financial advantages from the enterprise.

ATTENTION: Apprentices or students engaged in vocational training with an apprenticeship or vocational training contract can not be included as staff. The duration of maternity or parental leaves is also not counted.

The data to apply to the financial amounts (e.g. turnover and balance sheet), as well as to the headcount of staff, are those relating to the latest approved accounting period and calculated on an annual basis. They are taken into account from the date of closure of the accounts. The amount selected for the turnover is calculated excluding value added tax (VAT) and other indirect taxes.

In the case of newly-established enterprises whose accounts have not yet been approved, the data to apply is to be derived from a bona fide estimate made in the course of the financial year. These organisations must insert "N/A" for the two questions relating to the duration and the closing date of their last approved accounting period.

xxi Previously submitted similar proposals or signed contracts

If one or several of the participants have submitted or are in the process of submitting the same or a similar proposal to other public funding programmes insert YES, or else NO. If yes, give the programme name, year of submission and proposal number or contract number.

Annex 4: Instructions for drafting Part B of the proposal

Cover Page

Proposal full title

Proposal acronym

Sub-programme addressed (see Annual Work Programme 2008 section 3.2)

Industrial Priority addressed see Annual Work Programme 2008 section 3.1)

(if more than one, indicate their order of importance to the project)

Name of the coordinating person

List of participants:

Participant no. *	Participant organisation name	Part. short name	Country	ENIAC member State (Y/N)	EU Member State/Assoc. country (Y/N)
1 (Coordinator)					
2					
3					

** Please use the same participant numbering as that used in Proposal submission forms A2*

Proposal abstract
(copied from Part A)

Table of Contents

Part B Section 1 - Relevance and contributions to the content and objectives of the Call

Relevance

Show the relevance of your proposal in relation to at least one or more of the Industrial Priorities (see section 3.1 in Annual Work Programme 2008) and one or more of the sub-programmes (section 3.2 in Annual Work Programme 2008)
(Recommended length 2 pages)

Part B Section 2 - R&D innovation and technical excellence

Concept and objectives

Explain the concept of your project. What are the main ideas that led you to propose this work?

Describe in detail the overall objectives as well as the underpinning S&T objectives. The objectives should be those to be achieved within the project, not through subsequent development. They should be stated in a measurable and verifiable form.

Progress beyond the state-of-the-art

Describe the state-of-the-art in the area concerned, and the advance that the proposed project would bring about. Explain the main technological or scientific innovations you aim to achieve and why they would be important.

(Recommended length for the whole of Section 2 –5 pages)

Part B Section 3 - S&T approach and work plan

Quality and effectiveness of the S&T methodology and associated work plan

A detailed work plan should be presented, broken down into work packages¹ (WPs) which should follow the logical phases of the implementation of the project, and include consortium management and assessment of progress and results.

Please present your plans as follows:

- i) Describe the overall strategy of the work plan (*Maximum length – one 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 3a);
 - Deliverables list (please use table 3b);
 - List of milestones (please use table 3c)
 - Description of each work package (please use table 3d)
 - Summary effort table (3e)
- iv) Provide a graphical presentation of the components showing their interdependencies (Pert diagram or similar)
- v) Describe any significant risks, and associated contingency plans

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.

(Recommended length for the whole of Section3 –15 pages not including the Gantt chart, Pert diagram or tables 1.3a-e)

¹ 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.

Table 3 b: Template - Deliverables List

List of Deliverables

Del. no. ¹	Deliverable name	WP no.	Nature ²	Dissemination level ³	Delivery date ⁴ (proj. month)

¹ 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.

² Please indicate the nature of the deliverable using one of the following codes:

R = Report, **P** = Prototype, **D** = Demonstrator, **O** = Other

³ Please indicate the dissemination level using one of the following codes:

PU = Public

PP = Restricted to other programme participants (including the JU).

RE = Restricted to a group specified by the consortium (including the JU).

CO = Confidential, only for members of the consortium (including the JU).

⁴ Measured in months from the project start date (month 1).

Table 3c Template - List of milestones

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 a required for the next phase of work. Another example would be a point when the consortium must decide which of several technologies to adopt for further development.

Milestone number	Milestone name	Work package(s) involved	Expected date ¹	Means of verification ²

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

² Show how you will confirm that the milestone has been attained. Refer to indicators if appropriate. For example: a laboratory prototype completed and running flawlessly; software released and validated by a user group; field survey complete and data quality validated.

Table 3 d: Template - Work package description

Work package description

Work package number		Start date or starting event:					
Work package title							
Participant number							
Participant short name							
Person-months per participant							

Objectives

Description of work (possibly broken down into tasks) and role of partners

Deliverables (brief description) and month of delivery

Table 3e Summary of effort

Summary of effort

A summary of the effort is useful for the evaluators. Please indicate in the table number of person months over the whole duration of the planned work, for each work package by each participant.

Identify the work-package leader for each WP by showing the relevant person-month figure in **bold**.

Partic. no.	Partic. short name	WP1	WP2	WP3	...	Total person months
1						
2						
3						
etc						
Total						

Part B Section 4 - Market innovation and impact

Impact

Describe the contribution, at the European and/or international level, to the expected impacts listed in the work programme under the relevant sub-programme and to the general ENIAC targets. Also describe any additional contributions to the broader ENIAC goals of industrial competitiveness, sustainability (environmental, energy, use of raw materials etc.), and helping the emergence of new markets or of applications that address societal challenges.

Dissemination and exploitation

Describe the plans and measures for the dissemination and exploitation of project results. Show how the project results would be used to produce innovative products, processes or services that have a significant market potential.

Contribution to standards and regulations

Describe any contributions to standards which may arise from the proposed project and explain their importance as requested in section 4.6 of the Annual Work Programme 2008.

Management of intellectual property

Describe the arrangements made by the consortium for the management of intellectual property brought to the project by the participating partners, and arising from the joint work within the project.

(Recommended length for the whole of Section 4 – 10-15 pages)

Part B Section 5 - Quality of consortium and management

Management structure and procedures

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

(Recommended length 5 pages)

Individual participants

For each participant 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. Provide also CVs of the individuals who will be undertaking the work.

(Recommended length: one page per participant + CVs)

Consortium as a whole

Describe how the participants collectively constitute a consortium capable of achieving the project objectives, and how they are suited and committed to the tasks assigned to them. Show the complementarity between participants. Explain how the composition of the consortium is well-balanced in relation to the objectives of the project and in order to ensure exploitation of the results and to achieve the desired impacts. Show how the opportunity of involving SMEs has been addressed.

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

(No recommended length for this section – depends on the size and complexity of the consortium)

Resources to be committed

Describe how the necessary resources will be mobilised. Show how the overall financial plan for the project is adequate.

In addition to the personnel costs/effort indicated elsewhere in the proposal, please identify any other major costs (e.g. equipment).

(Recommended length – 2 pages)

Part B Annex A – Funding calculation forms

Annex A.1 (for partners established in ENIAC member States)

For each participant from an ENIAC member State please fill in the standard form underneath and include it in your part B of the proposal. Furthermore transfer the totals to the Form A1 in the ENIAC Proposal Service system. In order to calculate your national contributions please see details under each country.

Partner x	Total eligible costs according to national rules (in €)	National Contribution requested (in €)
Fundamental/Basic Research		
Industrial/Applied Research		
Experimental development		
Total		
Total requested from the JU (16.7% of total above)		

Example (start)

In order to help you understand what information is needed in Annex A an example is given here of a consortium with six partners:

- Partner 1: Belgian SME doing 50% industrial research and 50% experimental development
- Partner 2: French large enterprise doing 70% industrial research and 30% experimental development
- Partner 3: Swedish medium enterprise doing only industrial research
- Partner 4: German SME doing 50% industrial research and 50% experimental development
- Partner 5: Maltese university doing 100% industrial research
- Partner 6: UK university doing 100% industrial research

Each partner first needs to calculate its total cost according to national rules. In each national section underneath please find a link to web-pages explaining how to do this. For our example we now assume that each partner has done this calculation and here is the result:

- Partner 1: Total cost: 1.000.000 €
- Partner 2: Total cost: 1.500.000 €
- Partner 3: Total cost: 800.000 €
- Partner 4: Total cost: 1.500.000 €
- Partner 5: Total direct cost: 300.000 € + overheads 20%=360.000 €
- Partner 6: Total cost: 400.000 €

The 6 forms that have to be included in Annex A in the proposal will then look like this:

Partner 1 Belgian SME	Total eligible costs according to national rules (in €)	National Contribution requested (in €)
Fundamental/Basic Research	0	0
Industrial/Applied Research	500 000	216 500
Experimental development	500 000	91 500
Total	1 000 000	308 000
Total requested from the JU (16.7% of total above)	167 000	

Please include this form in Part B (Annex A) of your proposal

For Belgian SMEs the national contribution for industrial research is (33.3 + 10)%:
 $500\,000 \times 43.3\% = 216\,500$

For Belgian SMEs the national contribution for experimental development is (8.3 + 10)%:
 $500\,000 \times 18.3\% = 91\,500$

The JU contribution is 16.7% of 1 000 000 = 167 000

The 3 totals (1 000 000, 308 000, 167 000) are then transferred to Form A1 in the EPS system.

Partner 2 French Large enterprise	Total eligible costs according to national rules (in €)	National Contribution requested (in €)
Fundamental/Basic Research	0	0
Industrial/Applied Research	1 050 000	139 650
Experimental development	450 000	59 850
Total	1 500 000	199 500
Total requested from the JU (16.7% of total above)	250 500	

Please include this form in Part B (Annex A) of your proposal

For French Large enterprises the national contribution for industrial research is 13.3%:
 $1\,050\,000 \times 13.3\% = 139\,650$

For French Large enterprises the national contribution for experimental development is 13.3%:
 $450\,000 \times 13.3\% = 59\,850$

The JU contribution is 16.7% of 1 500 000 = 250 500

The 3 totals (1 500 000, 199 500, 250 500) are then transferred to Form A1 in the EPS system.

Partner 3 Swedish Medium Enterprise	Total eligible costs according to national rules (in €)	National Contribution requested (in €)
Fundamental/Basic Research	0	0
Industrial/Applied Research	800 000	346 400
Experimental development	0	0
Total	800 000	346 400
Total requested from the JU (16.7% of total above)	133 600	

Please include this form in Part B (Annex A) of your proposal

For Swedish universities the national contribution for industrial research is 43.3%:
 $800\,000 \times 43.3\% = 346\,400$

The JU contribution is 16.7% of 800 000 = 133 600

The 3 totals (800 000, 346 400, 133 600) are then transferred to Form A1 in the EPS system.

Partner 4 German SME	Total eligible costs according to national rules (in €)	National Contribution requested (in €)
Fundamental/Basic Research	0	0
Industrial/Applied Research	750 000	249 750
Experimental development	750 000	62 250
Total	1 500 000	312 000
Total requested from the JU (16.7% of total above)	250 500	

Please include this form in Part B (Annex A) of your proposal

For German SMEs the national contribution for industrial research is 33.3%:
 $750\,000 \times 33.3\% = 249\,750$

For German SMEs the national contribution for experimental development is 8.3%:
 $750\,000 \times 8.3\% = 62\,250$

The JU contribution is 16.7% of 1 500 000 = 250 500

The 3 totals (1 500 000, 312 000, 250 500) are then transferred to Form A1 in the EPS system.

Partner 5 Maltese university	Total eligible costs (in €)
Direct costs (in €)	300 000
Indirect costs 20% (in €)	60 000
Total	360 000
Total requested from the JU (16.7% of total above)	60 120

Please include this form in Part B (Annex A) of your proposal

The JU contribution is 16.7% of 360 000=60 120

The 2 totals (360 000, 60 120) are then transferred to Form A1 in the EPS system.

Partner 6 UK University	Total eligible costs according to national rules (in €)	National Contribution requested (in €)
Fundamental/Basic Research	0	0
Industrial/Applied Research	400 000	0
Experimental development	0	0
Total	400 000	0
Total requested from the JU (16.7% of total above)	66 800	

Please include this form in Part B (Annex A) of your proposal

UK is an ENIAC member State but UK has decided in the ENIAC 2008 Call not to allocate any national funding. However, UK participants should calculate their total cost according to the national UK rules.

The JU contribution is 16.7% of 400 000=66 800

The 3 totals (400 000, 0, 66 800) are then transferred to Form A1 in the EPS system.

This is part of the corresponding A1 form that has to be submitted through the ENIAC Proposal System.

Costs and funding				
Participant n°	Country	Total eligible costs (in €)	Requested ENIAC JU contribution (in €)	National requested contribution (in €)
1	BE	1 000 000	167 000	308 000
2	FR	1 500 000	250 500	199 500
3	SE	800 000	133 600	346 400
4	DE	1 500 000	250 500	312 000
5	MT	360 000	60 120	0
6	UK	400 000	66 800	0
	Total	5 560 000	928 520	1 165 900

Example (end)

A.1.1 Austria

For the national funding authority: http://www.ffg.at/eniac				
Type of Organisation Type of activity	Percentage of the national subsidy to the beneficiaries			
	Large Enterprises, Groups and Associations of Enterprises	Medium Enterprises	Small Enterprises	Public Research Institutes and Universities
Fundamental/Basic Research	25%	35%	45%	59%
Industrial/Applied Research projects	25%	35%	45%	59%
Experimental development projects	25%	35%	45%	59%

A.1.2 Belgium

For the national funding authority: <http://www.iwt.be>; For further information please contact **Anne Van den Bosch** (avb@iwt.be) or **Carine Lucas** (cl@iwt.be).

Type of Organisation Type of activity	Percentage of the national subsidy to the beneficiaries (1)			
	Large Enterprises, Groups and Associations of Enterprises	Medium Enterprises (2)	Small Enterprises (3)	Public Research Institutes and Universities (4)
Fundamental/Basic Research	0%	0%	0%	0%
Industrial/Applied Research projects	33,3%	33,3%	33,3%	0%
Experimental development projects	8,3%	8,3%	8,3%	0%

Notes:

(1) These percentages are given under the constraints that the project proposal fulfills the ENIAC eligibility criteria and that no participant in the ENIAC project holds more than 70% of the total ENIAC project budget.

(2) SME's could receive 10% extra.

(3) Small enterprises could receive 20% extra.

(4) Can act as subcontractor in the legal sense.

Additional:

10% extra can be given to projects fulfilling specific political goals such as contributing to sustainable development or cooperation with research institutes.

A.1.3 Czech Republic

Principal legal rules and regulations and documents on research and development in the Czech Republic:

<http://www.vyzkum.cz/FrontClanek.aspx?idsekce=15607>

<http://www.vyzkum.cz/FrontClanek.aspx?idsekce=858>

<http://www.mvcr.cz/sbirka/2008/sb025-08.pdf>

Type of Organisation Type of activity	Maximum percentage of the national subsidy to the beneficiaries			
	Large Enterprises, Groups and Associations of Enterprises	Medium Enterprises	Small Enterprises	Public Research Institutes and Universities
Fundamental/Basic Research	83,3%	83,3%	83,3%	83,3%
Industrial/Applied Research projects	33,3%	33,3%	33,3%	83,3%
Experimental development projects	8,3%	8,3%	8,3%	83,3%

Additional:

For private enterprises total public funding (national + ENIAC JU) can be provided up to 80 % of the eligible costs.

The limit 80% for the industrial participants is related to the requirement that the CZ industrial partners will be asked to plan mix of:

Fundamental/Basic research
Industrial/Applied research
Experimental development

The maximal limit of 80% = 63,3 + 16,7 means, that companies can have their Fundamental/Basic research funded at 100% = 83,3 + 16,7 but they have to complement it with other 2 types of activities funded at 50% = 33,3 + 16,7 and 25%= 8,3 + 16,7 to reach the max public funding limit 80% = 63,3 + 16,7.

Detailed specifications for funding are governed by Government Regulation No. 83/2008 Coll.
<http://www.mvcr.cz/sbirka/2008/sb025-08.pdf>

A.1.4 Estonia

No national funding will be available for this call.

A.1.5 France

Reference website where partners can calculate what their eligible cost are according to national rules: <http://www.telecom.gouv.fr/eniac>

Type of Organisation Type of activity	Percentage of the national subsidy to the beneficiaries			
	Large Enterprises, Groups and Associations of Enterprises (1)	Medium Enterprises (1)	Small Enterprises (1)	Public Research Institutes and Universities (2)
Fundamental/Basic Research	0%	0%	0%	0%
Industrial/Applied Research projects	13,3%	13,3%	13,3%	83,3%
Experimental development projects	13,3%	13,3%	13,3%	83,3%

Notes:

(1) The basis for eligible costs is total costs.

(2) The general basis for eligible costs is the marginal costs. For more details, see the reference website.

Preparation of Part C:

Application forms, guidelines, information required (including regulations), instructions and auxiliary terms and conditions can be downloaded from the website: <http://www.telecom.gouv.fr/eniac>

A.1.6 Germany

Basic principles of R&D-funding by BMBF are described in „Staatliche Beihilfe Nr. N 375/2007 – DEUTSCHLAND, IKT 2020 - Forschung für Innovationen (Änderung der bestehenden Beihilferegelung N 602/2003 ‚Mikrosysteme‘)“: http://ec.europa.eu/community_law/state_aids/comp-2007/n375-07.pdf
German ENIAC website: <http://www.pt-it.pt-dlr.de/de/eniac.php>

Type of Organisation Type of activity	Percentage of costs covered by national funding (1)			
	Large Enterprises, Groups and Associations of Enterprises	Medium Enterprises (2)	Small Enterprises (2)	Public Research Institutes and Universities (3)
Fundamental/Basic Research	83,3%	83,3%	83,3%	83,3%
Industrial/Applied Research projects	33,3%	33,3%	33,3%	33,3%
Experimental development projects	8,3%	8,3%	8,3%	8,3%

Notes:

(1) The amounts reported in the table are upper limits which may not be exceeded. Funding rates need to be justified within the limits of the aide intensity – also taking into account national funding politics and budgetary considerations – and might be therefore below the reported rates on an individual case basis.

(2) An additional bonus of 10% may be awarded to SME's according to the European Commission's SME definition.

(3) The basis for calculating the grants for universities, research establishments and similar institutions is the eligible project-related expenditure (in the case of Helmholtz centres and the Fraunhofer Gesellschaft (FhG) the eligible project-related costs), which can be funded up to a maximum of 100% - JU%.

Preparation of Part C:

Please note that for each German participant you need to create a ZIP file with administrative information requested by the German authorities and upload this in the ENIAC Proposal Submission system as **Part C** (one file for each participant). Specific information on the content and how to create this ZIP file can be found at: <http://www.kp.dlr.de/profi/easy/formular.html>

A.1.7 Greece

Reference website where partners can calculate what their eligible cost are according to national rules: <http://www.gsrt.gr>

Type of Organisation Type of activity	Percentage of costs covered by national funding			
	Large Enterprises, Groups and Associations of Enterprises	Medium Enterprises	Small Enterprises	Public Research Institutes and Universities
Fundamental/Basic Research	33.3%	33.3%	33.3%	83.3%
Industrial/Applied Research projects	33.3%	33.3%	33.3%	83.3%
Experimental development projects	18.3%	28.3%	28.3%	83.3%

A.1.8 Hungary

The reference web link where partners can calculate what their eligible cost are according to national rules is: <http://www.nkth.gov.hu/eniac>

Type of Organisation Type of activity	Percentage of costs covered by national funding*			
	Large Enterprises, Groups and Associations of Enterprises	Medium Enterprises	Small Enterprises	Public Research Institutes and Universities
Fundamental/Basic Research	83.3%	83.3%	83.3%	83.3%
Industrial/Applied Research projects	33.3%	43.3% (1)	53.3% (2)	83.3%
Experimental development projects	8.3%	18.3% (1)	28.3% (2)	83.3%

*Please read the "Additional rules" carefully!

Notes:

(1) Might be increased by 10%

(2) Might be increased by 20%

Additional:

Funding intensity may be increased by a further 15% up to a maximum of 80%.

(This means the whole public funding (national Hungarian funding + JU funding))

a) for industrial research and experimental development if the project is implemented through an actual cooperation of at least two independent enterprises under the following conditions:

aa) none of the participating enterprises covers more than 70% of total eligible project costs, and

ab) the project brings about cooperation with at least one SME or results in cross-border cooperation (i.e. R&D activities are carried out in at least two member countries);

b) for industrial research and experimental development if the project is implemented through an actual cooperation of an enterprise and a research organization under the following conditions:

ba) the research organization covers at least 10% of eligible costs, and

bb) the research organization is entitled to publish the results of the research project if those stem from its own research activity;

c) exclusively for industrial research if project results are disseminated to a wide audience at technical and scientific conferences, or are published in scientific and technology periodicals, or made available in freely accessible databases (databanks, where anyone can have access to the raw research data), or by means of open source-code and free software.

For the purposes of points a) and b), subcontracting shall not qualify as actual cooperation.

For a given activity type, consortium members may receive a 15% increase in funding intensity only once and with observing the maximum funding intensity of 80%. (This means the whole public funding (national Hungarian funding + JU funding))

If conditions described under point a) or b) or c) are met under a project,

- in the case of industrial research maximum funding intensity shall be 80% for small sized enterprises, 75% for medium sized enterprises and 65% for large enterprises,

- in the case of experimental development maximum funding intensity shall be 60% for small sized enterprises, 50% for medium sized enterprises and 40% for large enterprises.

If the tasks of a given consortium member under a project include different stages of R&D activities, applicable funding intensity - calculated based on the incurred eligible costs - shall be established by calculating the weighted average of the relevant funding intensity figures. **Priority shall be given to projects which are implemented using significant own financial resources.**

Research organizations are organizations, e.g. universities or research units - regardless of their legal form (whether they are regulated by public law or common law) and form of financing -, whose primary objective is to carry out basic research, industrial research and experimental development and the dissemination of the results thereof by means of education, publications or technology transfer; all their profit is reinvested in such activities, dissemination of their results or education; those enterprises which may have influence upon these organizations, like shareholders or members, do not have preferential access to the research capacities of these institutions or to their research results.

Preparation of Part C:

Please note that for each Hungarian participant you need to create a ZIP file with administrative information requested by the Hungarian authorities and upload this in the ENIAC Proposal Submission system as **Part C** (one file for each participant). Specific information on the content and how to create this ZIP file can be found at: <http://www.nkth.gov.hu/eniac>

Also please visit the reference website for additional information and for the prevailing Hungarian law!

A.1.9 Ireland

http://www.enterprise-ireland.com/JTIs				
Type of Organisation	Percentage of costs covered by national funding			
	Large Enterprises	Medium Enterprises	Small Enterprises	Public Research Institutes and Universities (1)
	30%	50%	50%	83.3%

Note:

(1) Third level research performing organisations.

A.1.10 Italy

The Italian laws applicable to ENIAC projects:

- Decreto Legislativo n. 297 of 27/07/1999
- Decreto Ministeriale n. 593 of 8/08/2000
- Decreto del Ministro dell'Economia e delle Finanze n.90402 del 10 ottobre 2003 d'intesa con il Ministro dell'Istruzione dell'Università e della Ricerca

The only version legally valid is the Italian text published on the Italian Official Journal. These laws can be found on the web site:
http://www.miur.it/0003Ricerca/0139FAR - /index_cf3.htm

Type of Organisation Type of activity	Percentage of costs covered by national funding			
	Large Enterprises, Groups and Associations of Enterprises	Medium Enterprises	Small Enterprises	Public Research Institutes and Universities
Fundamental/Basic Research	0%	0%	0%	0%
Industrial/Applied Research projects	20% Grant ⁽¹⁾ + 75% Loan - JU%	30% Grant ⁽²⁾ + 65% Loan - JU%	30% Grant ⁽²⁾ + 65% Loan - JU%	50% - JU% = 33.3%
Experimental development projects	10% Grant + 70% Loan - JU%	20% Grant + 60% Loan - JU%	20% Grant + 60% Loan - JU%	25% - JU% = 8.3%

Notes:

(1) 25% when at least 75% of the Italian activities are located in the following regions: Abruzzo, Molise, Campania, Puglia, Basilicata, Calabria, Sicilia and Sardegna.

(2) 35% when at least 75% of the Italian activities are located in the following regions: Abruzzo, Molise, Campania, Puglia, Basilicata, Calabria, Sicilia and Sardegna.

Additional:

For any of the above mentioned cases, on top of the percentages mentioned, the following additional contribution can be granted. This additional contribution is given as a grant but with a corresponding reduction of the loan part. The total additional contribution, including the possible 10% additional contribution for SME, can never exceed 25%.

- a. + 10% for the activities performed in the underdeveloped areas of the Country as defined by art. 83.3.a of the Amsterdam Treaty.
- b. + 5% for the activities performed in the underdeveloped areas of the Country as defined by art. 83.3.c of the Amsterdam Treaty.
- c. +10% if at least one of the following conditions is fulfilled.
 - There is a cooperation with at least one organisation from another Country of the European Union.
 - There is cooperation with an Italian university or public research institute. In this case the share of the Universities or research institutes must be greater than 10%.

Preparation of Part C:

Please note that for each Italian participant you need to create a ZIP (or PDF) file with administrative information requested by the Italian authorities and upload this in the ENIAC

Proposal Submission system as **Part C** (one file for each participant). For specific information on the content and how to create this document please contact the Italian ENIAC Contact person Dr. Aldo Covello.

A.1.11 The Netherlands

For information see on the website: http://www.senternovem.nl/pointone				
Type of Organisation Type of activity	Percentage of costs covered by national funding			
	Large Enterprises, Groups and Associations of Enterprises	Medium Enterprises	Small Enterprises	Public Research Institutes and Universities
Fundamental/Basic Research	0%	0%	0%	0%
Industrial/Applied Research projects	18.3%	28.3%	28.3%	33.3%
Experimental development projects	8.3%	18.3%	18.3%	8.3%

Notes:

The maximum national funding per project amounts to: € 7,5 million.
This amount is subject to change per call/per year.

A.1.12 Norway

For guidelines on calculation of eligible cost and further information on national funding, Norwegian partners should consult the following website:
<http://www.forskningsradet.no/ictjti>

Type of Organisation	Percentage of costs covered by national funding			
	Large Enterprises, Groups and Associations of Enterprises	Medium Enterprises	Small Enterprises	Public Research Institutes and Universities
	33,3%	33,3%	33,3%	50%

Additional:

The above percentage rates are indicative maximum figures. However, for SMEs, according to the SME definition of the European Commission, the national funding percentage may be increased up to maximum 50 % based on specific considerations.

In the case there are several Norwegian partners in a project, only one national funding contract will be issued. It will then be up to the consortium of Norwegian project partners to decide how the funding is allocated among them, within the mentioned limits for the individual partners.

A.1.13 Poland

For information see on the website: http://www.ncbir.gov.pl/jueniac				
Type of Organisation Type of activity	Percentage of the national subsidy to the beneficiaries			
	Large Enterprises, Groups and Associations of Enterprises	Medium Enterprises	Small Enterprises	Public Research Institutes and Universities
Fundamental/Basic Research	0%	83,3 %	83,3 %	83,3%
Industrial/Applied Research projects	0%	58,3%	58,3%	83,3%
Experimental development projects	0%	33,3%	33,3%	83,3%

A.1.14 Portugal

http://alfa.fct.mctes.pt/jti/eniac/				
Type of Organisation Type of activity	Percentage of costs covered by national funding			
	Large Enterprises, Groups and Associations of Enterprises (1)	Medium Enterprises (1)	Small Enterprises (1)	Public Research Institutes and Universities
Fundamental/Basic Research	33,3%	33,3%	33,3%	83,3%
Industrial/Applied Research projects	33,3%	33,3%	33,3%	83,3%
Experimental development projects	33,3%	33,3%	33,3%	83,3%

Note:

(1) During the execution of the project the Companies should present to FCT (Fundação para a Ciência e a Tecnologia), the documents related to the total expenses made, either financed by FCT or by themselves.

A.1.15 Spain

Information and documents related to this call for Spanish applicants can be found at:
<http://www.mec.es/planidi/eniac>

Type of Organisation Type of activity	Percentage of the national subsidy to the beneficiaries			
	Large Enterprises, Groups and Associations of Enterprises	Medium Enterprises	Small Enterprises	Public Research Institutes and Universities
Fundamental/Basic Research	83,3%	83,3%	83,3%	83,3%
Industrial/Applied Research projects	33,3%	43,3%	53,3%	83,3%
Experimental development projects	8,3%	18,3%	28,3%	83,3%

A.1.16 Sweden

For the national funding authority: Please insert HERE the Reference weblink where partners can calculate what are their eligible cost according to national rules : <http://www.vinnova.se/finansiering>

Type of Organisation Type of activity	Percentage of costs covered by national funding (1)			
	Large Enterprises, Groups and Associations of Enterprises	Medium Enterprises	Small Enterprises	Public Research Institutes and Universities
Fundamental/Basic Research	18,3%	43,3%	43,3%	63,3%
Industrial/Applied Research projects	18,3%	43,3%	43,3%	63,3%
Experimental development projects	18,3%	43,3%	43,3%	63,3%

Note:

(1) Funding is limited to 50% of the total cost.

A.1.17 United Kingdom

No national funding will be available for this call.

Annex A.2 (for partners established in other EU Member States and Associated Countries (Albania, Bulgaria, Croatia, Cyprus, Denmark, Finland, Iceland, Israel, Latvia, Liechtenstein, Lithuania, Luxembourg, FYR Macedonia, Malta, Montenegro, Romania, Serbia, Slovakia, Slovenia, Switzerland, Turkey), the JRC¹ and international organisations² (i. e. ESA) having a seat in EU Member States or Associated Countries to the Seventh Framework Programme.

For each participant from the above countries, for JRC or for each international organisation, fill in the standard form underneath and include it in your part B of the proposal. Furthermore transfer the totals to the Form A1 in the ENIAC Proposal Service system. In order to calculate your costs please see explanation of eligible costs below.

Partner x	Total eligible costs (in €)
Direct costs (in €)	
Indirect costs 20% (in €)	
Total	
Total requested from the JU (16.7% of total above)	

Eligible costs

The ENIAC JU financial contribution must not give rise to a profit. Receipts shall be taken into consideration for the payment of the grant.

In order to be considered eligible, costs incurred in the implementation of a project must meet the following conditions:

- (a) they must be actual;
- (b) they must have been incurred during the duration of the project, with the exception of final reports where provided for in the grant agreement;
- (c) they must have been determined in accordance with the usual accounting and management principles and practices of the participant and used for the sole purpose of achieving the objectives of the project and its expected results, in a manner consistent with the principles of economy, efficiency and effectiveness;
- (d) they must be recorded in the accounts of the participant and, in the case of any contribution from third parties, they must be recorded in the accounts of the third parties;
- (e) they must be exclusive of non-eligible costs, in particular identifiable indirect taxes including value added tax, duties, interest owed, provisions for possible future losses or charges, exchange

¹ Unless the JRC applies in the proposal for national funding from an ENIAC member State. In that case, the Annex A.1 should be used.

² Unless the international organisation applies in the proposal for national funding from an ENIAC member State. In that case, the Annex A.1 should be used.

losses, costs related to return on capital, costs declared, incurred or reimbursed in respect of another project funded by the Joint Undertaking or by the European Communities, debt and debt service charges, excessive or reckless expenditure, and any other costs that do not meet the conditions laid down in points (a) to (d).

The reimbursement of the Joint Undertaking's financial contribution shall be based on the reported costs of each participant.

Eligible costs shall be composed of costs attributable directly to the action ("direct eligible costs") and of costs which are not attributable directly to the action, but which have been incurred in direct relationship with the direct eligible costs attributed to the action ("indirect eligible costs").

Indirect costs shall represent 20% of the participant's total direct eligible costs, excluding its direct eligible costs for subcontracting and the costs of resources made available by third parties which are not used on the premises of the participant.

Subcontracting

Any subcontract, the costs of which are to be claimed as an eligible cost, must be awarded according to the principles of best value for money (best price-quality ratio), transparency and equal treatment. Subcontracts concluded on the basis of framework contracts entered into between a participant and a subcontractor, prior to the beginning of the Project in accordance with the beneficiary's usual management principles, may also be accepted

Further information on subcontracting is given in the "Guide to financial issues".

Annex A.3 (for partners established in other countries not included in Annex A.1 and A.2)

Partners from countries other than EU Member States and Associated Countries to FP7 are not eligible for funding, but they have to calculate their total costs and include them in form A.1 of the ENIAC Proposal Submission system.