

29 April 2014

**Additional information
for the submission of a**

Full Proposal

for transnational research in organic food and farming systems launched by CORE
Organic Plus with co-funding from the European Union

Closing date for full proposals: 1 July 2014 at 13.00 CET



CORE Organic Plus is an ERA-NET funded by the European Commission's 7th Framework Programme. Contract no. 618107

1 GENERAL INFORMATION

This document gives additional information for the submission of a full proposal in the framework of the CORE Organic Plus call. It does not replace, but supplement the information provided by the “Guideline for applicants” published on the CORE Organic Plus website: www.coreorganic.org, direct [link](#).

All participants of a project consortium shall moreover be in line with their national regulations and in case of uncertainties contact their National Contact Points before submitting the full proposal.

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The National Contact Points can be found in Annex A in the Guideline for applicants.

The applicants should be aware that the overall objective of the CORE Organic Plus project is to efficiently fund transnational research addressing major potentials and challenges for the development of organic food and farming to contribute to solving important societal challenges.

2 INVITATION LETTER

Invitation letters to submit a full proposal have been sent to 24 project consortia, which represent 2.3 times the available funding. The letter might have conditions and/or recommendations. The conditions are essential and have to be fulfilled in the full proposal. Recommendations should be seen as advices from the funding bodies to improve the proposal and the likelihood of it being selected for funding. The conditions and recommendations will be shared with and taken into consideration by the experts during their evaluation of the proposals. In addition, some of the letters encourage the consortia to consider addition of a partner from certain countries.

3 SUBMISSION OF FULL PROPOSALS

3.1 General

The project consortia, which received an invitation letter can submit a full proposal. The proposal should be submitted by the project coordinator on behalf of the project consortium.

Submission is via the call submission website <http://eracall.eu> with

the deadline **1 July 2014 at 13 CET**

Technical instructions regarding format and on-line tool can be found in the annex to this guideline.

Applications which are not completed, or contrary to any other formal requirement, will not be considered in

the evaluation process.

The CORE Organic consortium provides the following general information for all the full proposals:

- Dissemination in all partner countries to national end-users is necessary
- The deliverables should be aligned with the reporting and dissemination requirement described in the Guideline for Applicants
- Feasibility of the project in terms of time should be carefully considered, since a no-cost extension of the project can maximum be granted for a few months
- The funding bodies expect that the consortia carefully takes into account the EC organic regulations (Reg (EC) 834/2007, and if relevant Reg (EC) 889/2008). If any aspects of the research planned are not allowed according to the current organic rules, it has to be justified in the proposal.

A dissemination web site will be prepared by CORE Organic for each funded project (see www.coreorganic2.org under Research projects for examples), as described in the Guideline for Applicants.

3.2 Changes compared to the pre-proposal

The full proposal should not differ fundamentally from the pre-proposal with regard to consortium composition, project objectives and budget, unless such changes have been conditioned or recommended in the invitation letter. If further fundamental changes are needed they have to be approved by the Call Secretariat.

Any changes shall be mentioned with detailed justification in the full proposal application.

3.3 Coordination costs

As outlined in the Guideline for applicants for the CORE Organic Plus call, the coordination costs of a research project have to be specified as eligible costs in the proposal and should be covered by the respective funding body of the coordinator. For further information please contact the coordinator's National Contact Point.

Three CORE Organic events for project coordinators are foreseen for the projects with a duration of 3 years, and two for the projects with a duration of 2 years, during the projects execution. These travels have to be covered by the coordinators travel budget.

3.4 Feedback from the Call Secretariat

Successful submission of a full proposal will be confirmed automatically via the online tool. Submitted proposals can be edited and resubmitted until the submission deadline.

4 EVALUATION OF FULL PROPOSALS

Ethics, national- and CORE Organic eligibility criteria have been assessed for the pre-proposals; if any changes or improvements are required they have been outlined in the invitation letter. In case of doubts, please contact the Call Secretariat or your National Contact Point.

External, international experts will be appointed by the CORE Organic consortium. Conflict of interests will be avoided and confidentiality will be respected. The experts have to sign an impartiality and confidentiality agreement before they get access to the proposals.

Each proposal will be evaluated by at least 3 scientific experts, based on the following evaluation criteria:

Scientific and/or technological excellence - Quality of the transnational project (Threshold 3/5)

- Sound concept, and quality of objectives
- Progress beyond the state-of-the-art
- Quality and effectiveness of the scientific and technological methodology and associated work plan

Quality and efficiency of the implementation and the management (Threshold 3/5)

- Appropriateness of the management structure and procedures
- Quality and relevant experience of the individual participants
- Quality of the consortium as a whole (including complementarity, balance)
- Appropriate allocation and justification of the resources to be committed (budget, time, staff, equipment)

Potential impact (Threshold 3/5)

- Contribution, at the European level, to the societal challenges of organic agriculture and food production, in connection to the call text
- Appropriateness of measures for the dissemination and/or exploitation of transnational projects results, and management of intellectual property

The scientific experts will distribute 0-5 points for each criterion. The interpretation of the numeric scores is the following:

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

The result of the first part of the evaluation is compilation of the scores and comments from the min. three scientific experts, including the overall evaluation and funding recommendation.

To be selected, scores of the proposals must be equal to or above the threshold for each criterion (score 3 or above). Neither national interests nor principles of geographical return shall influence the evaluation process.

In addition, sector experts with a broad overview of the organic sector and its needs, will provide a comment on the potential of the proposals for solving the societal challenges of the organic sector. They will take part in the Expert Panel meeting (see below) and comment on: the relevance for the European organic sector, the potential impact, and the potential for the results to reach the end-users. The sector experts will not score the proposals.

The next step is an Expert Panel meeting. The Expert Panel will consist of a member of the CORE Organic Plus consortium chairing each thematic area (without evaluating role), scientific experts for each thematic research area, and the sector experts. In addition, an observer from the European Commission will be present. The Expert Panel will discuss all applications and agree on a selection list, ranking the proposals.

5 FUNDING DECISION

The CORE Organic Plus Consortium will make the final funding decision based on the ranking list from the Expert Panel. The consortium has made sure in their framework to the Expert Panel, that proposals from all four thematic research areas will be funded.

The Call Secretariat will send notification letters to all project coordinators to inform them of the result of the funding decision.

Each National Contact Point will enter the contracting process directly with the national researchers of selected project consortia.

ANNEX: THE FULL PROPOSAL APPLICATION

The application form consists of three parts:

- (1) **Part A** is web-based and has to be filled in directly on the call submission website, your data from the pre-proposal are stored in the system;
- (2) **Part B**, a project description form, submitted to the call submission website;
- (3) **Part C** is the financial plan to be filled in via the call submission website.

The proposal has to be in English, and the Part B form has to be submitted as an unprotected Adobe PDF file (Within the pdf file: Edit / Properties / Security: Security Method: "No Security").

(Character limits include spaces and punctuation, page limits refer to Times New Roman font at 12 pt with lines single spaced.)

The data from Part A that have already been submitted with the pre-proposals are kept and will appear after log-in at the call submission website. These parts are listed in *Italics* below. The already submitted text can still be edited.

Part A, predefined boxes on the call submission website

Proposal identification number

- A1. *Project title (max. 200 characters)*
- A2. *Project acronym (max. 20 characters)*
- A3. *Thematic research area: (1) Plant/soil, 2) Biodiversity, 3) Livestock, and 4) Processing*
- A4. *Keywords (project specific - max 100 characters)*
- A5. *Duration of the proposed research project (max 36 months - a harmonization of starting and end dates of the Project Consortium is required)*
- A6. *Contact details for each project partner*
- A7. *Description of all project partners, their role in the project and related ongoing projects:*
 - a) *The role of each project partner in the project (max. 1500 characters)*
 - b) *A description of the partner (max. 1500 characters)*
 - c) *For coordinator and work package leaders:
A short description of ongoing projects related to the present topic indicating project name, funding source and amounts, and potential overlap or link with the current proposal (max. 1500 characters)*
 - d) *A brief CV (max 1 page) containing at minimum: present employment, graduation including*

PhD, research experience; recent publications relevant to the topic experience in national and international projects

A8. Any supplementary information relevant to the submission of the proposal (max ½ page)

Part B, template to be downloaded from the call submission website

- B1 Project acronym
- B2 Project summary (approx. 1/2 page) suitable for web publishing.
- B3 Background and „State of the Art“in the field (approx. 1 1/2 page).
- B4 Description of the project: (max. 8 pages in total)
- a) Aim, objectives and hypotheses
 - b) Scientific description of methods & work plan, including work packages, description of deliverables, milestones and timetable (with responsible work package/partner and deliverables, optionally in a Gantt chart)
 - c) Expected results and their impact/application
 - d) Description of novelty in methods or development opportunities
 - e) If relevant: Justification of any planned research which is not allowed according to the current organic rules
 - f) Dissemination plan and/or exploitation of results across all participating countries
 - g) Description and definition of potential risk to the implementation and success of the project (e.g. in research methods, farm studies, stakeholders involvement), describe how the chances for success are maximised, and include a contingency plan.
- B5 Statement describing how the proposal fits the call topic (max. 1 page) including identification of the added value/complementarity of the proposed research to previous or ongoing projects
- B6 Statement describing how/why the proposal has a clear added value of being carried out on a transnational basis (European added value, transnational impact of the proposed project, including added value for participating countries and cross border problems, description of the specific integration of participants in the transnational consortium structure), max. ½ page
- B7 Statement describing training opportunities (description of training/exchange activities foreseen within the project, if applicable) (max. ½ page)
- B8 Statement describing the societal and ethical aspects (aspects of the project such as environmental, human or animal welfare, intellectual or cultural development, that could cause societal or ethical concerns or contribute to progress in these areas), max. ½ page
- B9 References used for the project description; please use a format containing the following information: Surname, A., Surname, B., Surname, C. (Year): Title of paper, Journal, Volume,

Pages; max. 30 references

B10 Statement describing amendments in regard to the pre-proposal.

Part C, predefined boxes on the call submission website

- C1 Financial plan with budget for each project partner (as requested in the pre-proposal), taking into account the conditions indicated in the invitation for the full proposal; each partner can contact the National Contact Point for specific questions on the eligibility costs and the correspondance between cost declared in the online form and national rules.
- C2 Comments to the requested resources (person months, salaries, animals, equipment, subcontracting, travel, overhead and other additional costs to be specified), approx. 1 page