



Innovation Takes Off

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Clean Sky 2

Information Day dedicated to the 4th Call for Proposals (CFP04)

How to apply and prepare your proposal?

Toulouse, 9 septembre 2016

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Mechanics and Procedure for Applying

- **Explanation of forms required**
- **Concepts such as the Participant Portal, ECAS ID and PIC**
- **Demonstration of Submission system**

Participant Portal

- **Single On-Line system for all H2020 involvement – Participant Portal**
 - Funding / Call Searches
 - Proposal Submission
 - Project Management
 - Evaluator Activities
 - Single User Experience
 - Generic system, some compromises

Mechanics and Procedure for Applying

- **Access to the PP via ECAS ID**
- **European Commission Authentication System**
- **Unique Identifier is your e-mail address so be consistent in using it.**

Mechanics and Procedure for Applying

- **PIC – Participant Identity Code**
- **Unique per Legal Entity – Avoid duplicates**
- **Temporary versus validated PIC**

Mechanics and Procedure for Applying

- **On-line Submission of Proposals only**
- **No other method, e-mail, etc.**
- **Deadline is absolute (Brussels Time)**

Mechanics and Procedure for Applying

- **All Call Documents on web site**
- **Lot of information but needs to be read**
- **All information can be downloaded including static versions of on-line forms for preparatory information gathering**

Mechanics and Procedure for Applying

- **On-line forms and uploaded documents**
- **Form “A” and Forms “B.I”, “B.II” C (optional) etc.**
- **Respect size and page limits. Do not use tiny fonts or links to unofficial annexes**
- **Validate formats as you progress – not at the last minute**
- **Can save / submit and revise many times**

Links

**There now follows a live demonstration
of the PP & Submission System using
the links below**

- www.cleansky.eu (Navigate to the “Calls” page)

<http://ec.europa.eu/research/participants/portal/desktop/en/home.html>

- Use the link below to request a PIC if needed.
- <http://ec.europa.eu/research/participants/portal/desktop/en/organisations/register.html>

Any questions?

Info-Call-CFP-2016-02@cleansky.eu

Last deadline to submit your questions:
16th August 2016, 17:00 (Brussels time)

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Thank You

