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**Call for Proposals**

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Publication link :

<https://www.univ-amu.fr/fr/public/transfert>

May 2021

**Instructions for preparing and submitting the application**

For information on the different application procedures, applicants will refer to the framework text of the call for proposals. All questions relating to this call for proposals should be sent by e-mail to Antoine Parrot, Project Manager for Transfer with the Socio-Economic and Cultural World: [antoine.parrot@univ-amu.fr](mailto:antoine.parrot@univ-amu.fr)

The drafting of your application must allow its evaluation according to the evaluation criteria and sub-criteria defined in the framework text.

The application form **must** include the following documents:

* The application form below (without modification of the framework)
* The provisional budget (see attached Excel table)
* A letter of support from the director of the research unit of the project leader attesting to the capacity of his or her research unit to take on the administrative management of the project and specifying how this application is in line with the strategy of the research unit.
* A letter of support from of each other partner (Academic and non-academic partners)

Other documents in support of the project may be attached to this model in FR or EN (letters of support, other funding applications/grants, etc.).

How to fill in the following form:

* The template of this Word document must not be modified
* Font size: 11 minimum (excluding annexes)
* Page size: A4
* Maximum page limit, excluding annexes: 10 pages
* The file must be provided in Word or PDF, not scanned, without any protection
* Appendices must be provided in a single, unprotected, unscanned PDF file
* The elements of the application file must be completed in English (the summary of the project will also be requested in French)
* The project presentation file must follow the structure defined in this document.

**Application form**

1. **General information**

|  |  |  |
| --- | --- | --- |
| **Title of the project submitted to A\*Midex**  *It can be different from the title of the European project that will be submitted later* |  | |
| **Acronym** |  | |
| **Key words (10 max)** |  | |
| **Planned dates of the project (start and end)** |  |  |

**Academic coordinator**

|  |  |
| --- | --- |
| **Name** |  |
| **First name** |  |
| **Position** |  |
| **Contact** (E-mail + Tel) |  |
| **Research unit**(Name + Acronym)  *Unit to which the applicant is attached* |  |
| **Research team** (Name + Acronym)  *Name of the team within the unit to which the applicant is attached* |  |
| **Department** (Name + Acronym)  *For teacher-researcher applicants: AMU department or other institution to which the applicant is attached*  *For researcher applicants: main AMU department to which their research unit is attached* |  |

**Implementing partner(s)**

*Add as many partners as necessary, depending in particular on the requirements of the framework text*

|  |  |  |
| --- | --- | --- |
| **Partner n°1** | **Type of partner** | 🞎 AMU Research unit  🞎 AMU department  🞎 AMU other organization (Institutes, Doctoral Schools, …)  🞎 Organization outside AMU |
| **Full name (+ acronym)** |  |
| *If organization outside AMU :* | |
| **Type of organization** | 🞎 Association  🞎 Company  🞎 Cultural organization  🞎 Foundation  🞎 Reasearch organization  🞎 University / Higher education schools  🞎 Other |
| **Country** |  |
| **Specialisation** |  |
| **Project leader**  Name  First name  Contact (E-mail + Tel) |  |

|  |  |
| --- | --- |
| **Project within the scope of an AMU Institute?** | 🞎 Yes 🞎 No |
| **If yes, please specify which one(s) (names + acronyms)** |  |
| **A\*MIDEX**  **Priority(s)** | 🞎 Humanities  🞎 Energy  🞎 Environment  🞎 Advanced Sciences & Technologies  🞎 Health & Life Sciences |

|  |  |
| --- | --- |
| **European call for proposals**  (Specify the full title of the call for proposals)  **Expected date of submission** | \_  \_ |
| **Has your project idea already been discussed with your Europe Support Unit? If yes, on which date** |  |
| **Competitiveness Clusters in the *Région Sud*** | For information, does the project have, or may it have, a link with a Competitiveness Cluster in the *Région Sud* (This is not a selection criteria):  🞎 Yes 🞎 No  If yes, which one(s): ... |

**Budget**

|  |  |
| --- | --- |
| **Full cost of the project (€)** |  |
| **Grant requested from A\*Midex (€)** |  |
| **Co-financing** (name of funder and amount in €) |  |

**Special confidentiality requirements**

|  |  |
| --- | --- |
| **Special confidentiality requirements** | 🞎 Yes 🞎 No |
| If yes, reason and details of requirements |  |

1. **Summary**

This non-confidential summary may be submitted as part of the selection process for the search for experts

*It is recommended that particular care be taken in writing the statement of purpose of the project in order to:*

*- To encourage acceptance of the expertise of the persons called upon and to allow for a proper evaluation of your proposal.*

*- If the project is accepted, to be able to publish it for communication and mediation purposes, for the attention of audiences whose scope goes beyond the disciplinary field of the project. This text should therefore be as clear as possible, indicating the societal and/or technical issues at stake.*

*English version*

|  |
| --- |
| Maximum 1000 characters |

*French version*

|  |
| --- |
| Maximum 1000 characters |

1. **(Pre)Consortium**

*Present the provisional list of partners involved in the future European project. The list will include the partners identified in the "general information" section of this application. This list can take the form of a table specifying at least the following information*

* *Name, first name of the main collaborator*
* *Function*
* *Organisation*
* *Country*
* *City or town*

*For information purposes only (this is not a selection criteria), please also specify whether partners of the CIVIS European University are involved or associated.* [*https://civis.eu*](https://civis.eu)

1. **Background and objectives**

**4.1. Context of the project to respond to a European call for projects:**

*Briefly present the general context and the issues at stake in the application to A\*Midex in view of submitting and obtaining European funding, in scientific, technological, industrial, socio-economic and/or cultural terms.*

**4.2. Concept and objectives of the European project:**

*Present globally the objectives of the European project for which you wish to obtain European funding (recall the exact name of the targeted European call for projects), describe the innovative character in relation to the state of the art and/or scientific or technological advances in the field.*

**4.3. Presentation of the academic project leader:**

*Briefly present the project leader (coordinator of the proposal), the laboratory and the teacher(s)/researcher(s)/key scientific and support staff involved. Explain how the academic sponsor is able to coordinate a European project.*

**4.4. Positioning of the project in the scientific strategy of the academic coordinator:**

*Specify how the future European proposal fits into the strategy of the academic coordinator, both in scientific terms, in terms of valorisation and in terms of partnership with the socio-economic world.*

1. **Implementation**

**5.1. Action plan:**

*Present the planned activities for which support is requested under the "PAA 4 Engineering and setting up of European projects", in line with the targeted European call for projects. Specify how the planned actions should improve the chances of success in this European call for proposals.*

**5.2. Steering and administrative management:**

*Specify which resources will be mobilised within the administrative team of the research unit/component, after consultation with the management, both in terms of 1) administrative steering and 2) financial management.*

Head of administrative management

Surname, First name: XXX

Position: XXX

Contact (Mail + Tel): XXX

Estimated level of experience in research project management:

🞎 Beginner 🞎 intermediate 🞎 advanced

Financial manager

Surname, First name: XXX

SIFAC clearance level: 🞎 Versatile 🞎 SIFAC Web 🞎 SIFAC qualified

Contact (Mail + Tel): XXX

Estimated level of experience in managing research projects:

🞎 beginner 🞎 intermediate🞎 advanced

Experience of the research unit/component in project management (Europe, A\*Midex, ANR, etc.) :

**5.3. Scientific and strategic management of the project and the partnership:**

*Describe the coordination, organisational principles and resources dedicated to ensure the follow-up and implementation of the project.*

**5.4. Communication and dissemination**

*Describe the communication and dissemination plan, in particular the actions aimed at improving the visibility of the project at the relevant scales (agenda, communication supports, networking, etc.).*

|  |
| --- |
|  |

1. **Impact**

*Describe the foreseen impact from the preparation phase to the submission and obtaining of European funding.*

*Describe the prospects for scientific, technical, industrial, economic and societal spin-offs of the European project; the potential for innovation or valorisation; the potential spin-offs for the site in terms of visibility and attractiveness; the leverage effect on new funding (national and European) for*

*- The academic coordinator*

*- The academic partner(s) (if applicable)*

*- The partner(s) from the socio-economic and cultural world*

*- The Aix-Marseille site*

1. **Budget**

**7.1. Table**

*Complete the Excel document in Annex 1. This document must be completed and attached to the application file, and absolutely requires the assistance of the financial manager chosen to follow the project if it is selected or of an administrative officer of the department: indeed, it will help the applicant to link an expense to a broader category of expenses. The 'Other' section of the table should only be filled in if it is not possible to match an expense to a category. Otherwise, it will make the assessment of the project very difficult.*

**7.2. Construction of the budget**

*Provide, in addition to the table, any overall comments to justify the use of the financial resources envisaged and the link between A\*Midex funding and other sources of funding.*

1. **Annexes**

**Annex 1 (compulsory): Budget**