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**Call for Proposals**

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Publication link :

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

May 2021

Updated on January 2023

**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 Hugo Loeches De la Fuente, Project Manager for Transfer with the Socio-Economic and Cultural World: hugo.loeches@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 ([download template here](https://www.univ-amu.fr/fr/media/20852))
* 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 : 15 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 grant** *It can be different from the title of the European project that will be submitted later*  |  |
| **Acronym** |  |
| **Key words (10 max)** |  |

**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 of the “component”)*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*  |  |

|  |  |
| --- | --- |
| **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 |

**Budget**

|  |  |
| --- | --- |
| **Full cost of the European project (€)** |  |
| **Grant requested from A\*Midex (€)** |  |
| **Co-financing** (name of funder and amount in €) |  |
| **Head of administrative management** (DAF or RAF of your lab) | Surname, First name: XXXPosition: XXXContact (Mail + Tel): XXX |
| **Financial officer** | Surname, First name: XXXSIFAC clearance level: 🞎 Versatile 🞎 SIFAC Web 🞎 SIFAC qualified Contact (Mail + Tel): XXX |

**Special confidentiality requirements**

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

1. **European project**

|  |  |
| --- | --- |
| **Name of the targeted European call for proposals** (Specify the full title of the call for proposals)**Expected date of submission**  | \_ \_ |
| **Duration of the European project (in months)** |  |
| **Has your project idea already been discussed with your Europe Support Unit? If yes, on which date?** |  |
| **Has your project idea already been discussed with the National Contact Point of the targeted European programme? If yes, on which date?** |  |

**2.1. Summary of the European project:**

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 |

**2.2. (Pre)Consortium of the European project :**

*Present the provisional list of partners involved in the future European project.*

*Important - Please mention here the partners required to respond to the A\*Midex call for application:*

* *At least one non-French partner, based in a European country or an "associated" country, in accordance with the eligibility rules of the targeted European call for projects.*

*AND*

* *At least one non-French partner, based in a European country or an "associated" country, in accordance with the eligibility rules of the targeted European call for projects.*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| *Name of the Organisation* | *Type of organisation (University, industry, cultural organization, NGO, etc.)* | *Name, first name of the main collaborator* | *Country* | *City or town* | *Specialization* | *Function (Within the project)* | *Confirmed partner (Specify YES/NO)* |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

1. **Objectives and innovative dimension of the European project**

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

*Present globally the objectives and sub-objectives of the European project. Describe the innovative character in relation to the state of the art and/or scientific or technological advances in the field.*

Maximum 800 characters

**3.2. Innovative dimension of the European project:**

*Describe the innovative character in relation to the state of the art and/or scientific or technological advances in the field.*

Maximum 800 characters

1. **Implementation**

**4.1. Action plan of the European Project :**

*Present the work plan, list of work packages, main milestones, deliverables and risks of your project. These information are only estimates and may evolve in the preparatory phase of your European project application.*

Maximum 800 characters

**4.2. Action plan of the activities funded by the A\*Midex grant:**

*Present the planned activities that you which to have thanks to the A\*Midex grant.*

Maximum 800 characters

1. **Impact of the European project**

*In this section you should show how your project could contribute to the outcomes and impacts described in the work programme (scientific, technical, economic and societal), the likely scale and significance of this contribution, and the measures to maximise these impacts. If relevant, describe the leverage effect on new funding (national and European).*

Maximum 800 characters

1. **Budget**

**6.1. 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.*

1. **Annexes**

**Annex 1 (compulsory): Budget table (**[**download here**](https://www.univ-amu.fr/fr/media/20852)**)**