

FEDERAL SCIENCE POLICY

RESEARCH PROGRAMME FOR EARTH OBSERVATION STEREO III

(Support to Exploitation and Research in Earth Observation)

permanent call for proposals – development of applications

**Submission file**

|  |
| --- |
| Proposal’s title (maximum 12 words): |
| Proposal’s acronym: |
| Proposal’s coordinator: |
| prOposal's duration (months): |
| PROPOSAL’S STEREO BUDGET: |
| Proposal’s total budget: |

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GENERAL INFORMATION

Before completing this form, please read the information document of the call

Proposals must be submitted in English.

Please only use the forms designed for this call. No annexes to the proposal will be taken into consideration during the evaluation and selection procedure.

The proposals must be formulated concisely, while avoiding abbreviations.

The forms should be filled in using font Calibri size 12 and single line spacing.

**Please delete the empty forms.**

## **Section I**

Administrative Information

Form 1

### Form 1

##### Partnership (1)

*Coordinator (Partner 1)\*:*

|  |  |
| --- | --- |
| Name: |       |
| Tel. and e-mail: |       |
| Name of organisation: |       |
| Type of organization: |       |
| URL organisation: |       |
| Short description of organisation: |       |
| Address: |       |
| Date + Signature: |  |

\*: The coordinator is a member of the non-financed organisation

*Partners:*

Partner 2:

|  |  |
| --- | --- |
| Name: |       |
| Tel and e-mail: |       |
| Name of organisation: |       |
| Type of organization: |       |
| URL organisation: |       |
| Short description of organisation: |       |
| Address: |       |
| Date + Signature: |  |

 **(duplicate for additional partners)**

(1) The persons listed are those in charge of the operational aspects of the project and not the names of the heads of the organisations/departments.

## **Section II**

Description of the proposal

Forms 2 - 13

### Form 2

##### Summary of the proposal

**(maximum 1 page)**

|  |
| --- |
|       |

### Form 3

##### Research Topic

**max. 1 page –** Describe the research topic and position it relative to the current state of knowledge. List the research gaps that need to be addressed, in terms of science, technology and implementation. Literature references might be added on a separate page.

|  |
| --- |
|       |

### Form 4

##### USER NEEDS AND POTENTIAL COST SAVINGS

**maximum 1 page –** Describe why the application is needed in respect to current practices within the user organisation. Give an estimate of potential cost savings for the organisation.

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| --- |
|       |

### Form 5

##### Planned implementation of the results (business or implementation plan)

**max. 1 page –** How will the application be implemented within the user organisation? What is the type of product that will be developed? What is the business model (if applicable)?

|  |
| --- |
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### Form 6

##### Objectives

**max 2 pages** - What are the objectives, what are the expected outcomes and deliverables of the proposal and what will be the final product or service?

|  |
| --- |
|       |

### Form 7

##### Methodology

**max 3 pages** - Outline the proposed methodological approaches. Highlight what is innovative.

|  |
| --- |
|       |

### Form 8

##### Overview of work packages

|  |
| --- |
| *Drawing of connections between work packages* |
|  |

|  |  |
| --- | --- |
| *Work package*  | [Number] |
| Title |       |
| Description |       |
| Link with other WPs |       |
| Objectives (if applicable) |       |
| Methodology (if applicable) |       |
| Approximative budget + justification |       |
| Deliverable(s) + date |       |
| Duration (relative to start date) | [Month 1-8] |
| Partner(s)  |       |

**(copy for each work package - if several partners are involved, underline partner coordinating the work package)**

**A specific work package must be dedicated to the valorisation and dissemination of results**

### Form 9

##### SWOT analysis of proposal

**max 1 page** - List strengths, weaknesses, opportunities and threats (including back-up plans).

|  |
| --- |
|       |

### Form 10

##### Complementarity of research teams

-**max 1 page** - Describe the complementarity of the research teams **(if applicable)**

|  |
| --- |
|  |

### Form 11

##### Test site(s) and data requirement

Location of test site(s) (a map may be inserted):

Remote sensing data requirement:

The cost of satellite and APEX data is not part of the project's budget but can be charged separately to the programme after approval by the programme managers. The data requested should be fully justified and indispensable to the project. The cost of UAV data, however, should be borne by the project.

*Satellite data:*

|  |  |  |  |
| --- | --- | --- | --- |
| Type\* | Area | Acquisition period | Amount |
|       |       |       |       |
|       |       |       |       |

\*: indicate product level and need for STEREO couple

*Airborne data (including UAV data which are not chargeable to the programme)*

|  |  |  |  |
| --- | --- | --- | --- |
| Type\* | Area | Acquisition period | Amount |
|       |       |       |       |

Estimation of total cost of remote sensing data:

### Form 12

##### Budget breakdown\*

(Form to be copied and completed by each financed partner)

|  |  |
| --- | --- |
| Total STEREO budget of the proposal: | **€**  |
| Budget of the applicant: | **€**  |

**\*: This form only concerns the financial support requested from the STEREO programme**

Name of the applicant:

|  |
| --- |
|       |

|  |  |
| --- | --- |
|  | *Budget in EURO* |
| Staff (1) |  |
| Operation (2) |  |
| Specific operations (3) |  |
| Equipment (4) |  |
| Subcontracting (5) |  |
| Overheads (6) |  |
| **TOTAL** |  |

(1) Staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Personnel’s profile (e.g. PhD in economics, 6 years experience) | M/M to be financed | Cost per M/M | Total Costs | M/M not financed |
|  |  |  |  |  |
|  |  |  |  |  |

(2) Operation

The overall total of these operations expenses is fixed as a flat rate, on the basis of a percentage of the personnel cost. The percentage is limited to 15% for the coordinator and 10% for the other partners.

(3) Specific operations

This includes all specific operations costs linked to the execution of the project like costs for analysis, workshops organization, maintenance and repair of equipment acquired chargeable to the PROJECT

It's recommended to plan specific operations costs when the upper limit fixed for the Operation costs has been reached.

(4) Equipment

|  |  |
| --- | --- |
| Description of the equipment | budget estimation |
|  |  |

(5) Subcontracting

Subcontracting costs represent the costs incurred by a third party for execution of tasks or the provision of services calling for specific scientific or technical skills outside the normal framework of the activities of the PROMOTOR. The budget reserved for financing subcontracting may not exceed 25% of the amount allocated to the PROMOTER concerned.

|  |
| --- |
| Name:      Address:       |
| Description of tasks: | Estimated cost: |
|       |       |

(6) Overheads

Amount covering, on a flat rate basis, the administration, telephone, post, maintenance, heating, lighting, electricity, rent, equipment depreciation or insurance costs. The total of this entry may not exceed 5% of the total of accepted personnel and functioning costs.

### Form 13

##### Financial contribution of THE NON-FINANCED partner

This contribution is in kind and must amount to 25% of the total budget requested from STEREO

Name of the partner:

|  |
| --- |
|  |

|  |  |
| --- | --- |
|  | Equivalent value in money(1000 €) |
| Personnel |  |
| Operations |  |
| Equipment |  |
| Other (specify):  |  |
| Other (specify): |  |
|  |  |
| **Total** |  |

## **Section III**

Qualifications and expertise of applicant(s)

Forms 14 – 16

### Form 14

##### Description of NON-FINANCED APPLICANT (USER ORGANISATION)

Name of the applicant:

Core business, size, …expertise *(max. 15 lines)*:

|  |
| --- |
|       |

### Form 15

##### Description of research unit/organisation

**(form to be copied and completed by each applicant eligible for stereo financing in case of partnership)**

Name of the applicant:

Main expertise *(max. 15 lines)*:

|  |
| --- |
|       |

Relevant ongoing or recently finished projects (title, duration and financing source):

|  |
| --- |
|       |

|  |  |
| --- | --- |
| Staff | Number |
| Scientific staff |       |
| Other |       |

|  |
| --- |
| Names of scientific staff participating in the project and whose name. appears in publication list (form 13) |
|       |

### Form 16

##### Publications

**(form to be copied and completed by each applicant eligible for stereo financing in case of partnership)**

List five to ten most recent and important publications (peer reviewed and other) in direct relation to the project\*.

Name of applicant:

|  |
| --- |
| 1.
 |
| 1.
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| 1.
 |
| 1.
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| 1.
 |
| 1.
 |
| 1.
 |
| 1.
 |
| 1.
 |
| 1.
 |

\*: indicate type of publication: peer reviewed, conference paper, ....

## **Section IV**

Declaration of intent of NON-FINANCED APPLICANT

Form 17

### Form 17

##### Declaration of intent for the co-financing of NON-FINANCED applicant and its organisation

Name of the organisation:

|  |
| --- |
|       |

Name of contractor for the organisation(1):

|  |
| --- |
|       |

Name and title of the applicant:

|       |
| --- |

We the undersigned, hereby declare our interest in participating in the proposed project as non-financed user member of the partnership, and to co-fund our participation in-kind to the tune of 25 % of the STEREO budget.

Date:       Signature of the applicant:

 Signature of the contractor:

(1) Person who can contractually bind an organisation, e.g. the rector in case of a university