

FEDERAL SCIENCE POLICY

PROGRAMME FOR EARTH OBSERVATION TERRASCOPE II

**Submission file**

**Please send to** [**vdab@belspo.be**](mailto:vdab@belspo.be)

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| --- |
| **SUMMARY INFORMATION OF PROPOSAL:** |
| title (maximum 12 words): |
| acronym: |
| PRODUCTS and services: |
| coordinator: |
| PARTNER(S): |
| duration (months): |
| BUDGET:   |  |  |  |  | | --- | --- | --- | --- | | ***Partner*** | ***TERRASCOPE budget requested*** | ***non-STEREO financial contribution (optional*** | ***Total budget*** | | Coordinator | 0 |  |  | | Partner 2 |  |  |  | | **TOTAL** |  |  |  | |

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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. A Gantt chart with the planning of the work packages can be submitted separately.

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.**

## Summary of the proposal

(maximum 1 page – context and user needs, description, application domain, potential users)

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## **Section I**

Applicant Information

Forms 1 - 2

### Form 1

##### Partnership

*Coordinator (Partner 1):*

|  |  |
| --- | --- |
| Name: |  |
| Tel. and e-mail: |  |
| Name of organisation: |  |
| Address organisation: |  |
| URL organisation: |  |
| URL link to publications (Researchgate, Google scholar, …): |  |
| Short description of research unit and relevant expertise: |  |
| Number and type of staff: |  |
| Short description of organisation: |  |
|  | I declare that my hierarchical authority agrees with the submission of this proposal |
|  | I declare that all persons involved in this proposal agree that their personal data can be processed by BELSPO in the framework of the evaluation and that the proposal can be transferred to external experts to be evaluated |
| Date + Signature: |  |

*Partners* (optional – only ESFsqualify) *:*

Partner 2:

|  |  |
| --- | --- |
| Name: |  |
| Tel. and e-mail: |  |
| Name of organisation: |  |
| Name of research unit: |  |
| Address organisation: |  |
| URL research unit: |  |
| URL link to publications (Researchgate, Google scholar, …): |  |
| Short description of research unit and relevant expertise: |  |
| Number and type of staff: |  |
|  | I declare that my hierarchical authority agrees with the submission of this proposal |
|  | I declare that all persons involved in this proposal agree that their personal data can be processed by BELSPO in the framework of the evaluation and that the proposal can be transferred to foreign experts to be evaluated |
| Date + Signature: |  |

### Form 2

##### Complementarity of the partners (optional)

**max 1 page** - Describe the complementarity of the teams

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## **Section II**

Description of the proposal

Forms 3 - 10

### Form 3

##### DeScription of PRODUCTS AND SERVICES

**max. 3 pages –** Describe the product of service that you want to integrate on Terrascope, the satellite data it is derived from, its methodology and validation, and its level of maturity. Describe how the product or service compared to currently available products or services. Describe the additional work that needs to be done on your part to get the product or service operational on Terrascope. Describe the basic satellite data and any ancillary data that is required to produce your product or service (including a retention period if applicable). Literature references describing or applying the products and services can be added on a separate page.

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### Form 4

##### USERs and user NEEDS

**maximum 1 page –** Describe why the products and services are needed. Give a description of the targeted user community.

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### Form 5

##### Planned Exploitation activities

**max. 2 pages –** How will the user be supported? How will uptake of the products and services be promoted within the user community by the applicant in addition to using the Terrascope channels[[1]](#footnote-1) available?

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### Form 6

##### Methodology

**max 3 pages** - Detail the methodological approaches that were used for the products and services to be integrated on Terrascope. Provide workflow scheme for integration (inputs – processing steps outputs)

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### Form 7

##### Overview of work packages

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| Attach Gantt chart or other graph with duration of work packages, promotor responsible and timing of deliverables |

|  |  |
| --- | --- |
| *Work package* | [Number] |
| Title |  |
| Description |  |
| Objectives (if applicable) |  |
| Methodology (if applicable) |  |
| Deliverable(s) |  |
| Partner(s) [[2]](#footnote-2) |  |

(copy for each work package)

Specific work packages must be dedicated to user support and promotional and dissemination activities

### Form 8

##### data

*Satellite data to be used (Name, type and source* (Copernicus Data Space Ecosystem, Terrascope, other open data portals accessible via openEO, other open data portals from which data must be downloaded)*)*

*Auxiliary data to be used: (Name, type* (static, quasi-static and dynamic) *and volume in GB)*

### Form 9

##### Budget breakdown

**Overall budget**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Partner*** | ***STEREO budget requested*** | ***non-STEREO financial contribution (optional-*** | ***Total budget*** |
| Coordinator | 0 |  |  |
| Partner 2 (optional) |  |  |  |
| **Total budget:** |  |  |  |

**Budget breakdown\***

(Form to be copied and completed by each partner requesting stereo budget)

Name of the applicant:

|  |
| --- |
|  |

|  |  |
| --- | --- |
|  | *Budget in EURO* |
| Staff (1) |  |
| Direct operating costs (2) |  |
| Overheads (3) |  |
| **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) Direct operating costs

The costs of goods and services invoiced internally, when they are necessary for the implementation of the action, are eligible. These may include access to platforms, the use of specialised equipment or specific tests. These costs are calculated according to the usual accounting method applied within the beneficiary institution and will exclude any element attributable to indirect costs or ineligible costs.

Mission costs, where they are necessary for the implementation of the project, are eligible in the form of expense claims with supporting documents, in accordance with the internal rules in force within the beneficiary institution. Missionaries must be clearly identified as being involved in the project and the purpose of the mission must be clearly established.

Other goods and services covered by direct costs. These expenses include, for example, consumables and specific supplies (see indirect costs), analysis costs, survey costs, dissemination costs, costs of protecting results, translation costs, costs of publishing in open, costs of organising or registering for a conference, workshop or other project-related event, costs of compensation for experimental subjects, etc.

(3) Overheads

Amount covering, on a flat rate basis, the administration, telephone, post, maintenance, heating, lighting, electricity, rent, equipment depreciation or insurance costs. Overheads are tentatively set at 15% of the total staff and operating costs of the project. The overhead % may be modified prior to the start of the contract.

### Form 10

##### SWOT analysis of proposal

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

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## **Section III**

EVALUATION of the proposal

Form 11

### Form 11

##### Potential reviewers

List 5 potential foreign and independent reviewers. Optionally, you can also provide a list of 2 reviewers you would prefer not to have and the justification thereof.

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1. Social media, email newsletter, news items on Terrascope, use cases, EOplaza [↑](#footnote-ref-1)
2. If several partners involved, underline partner in charge of coordinating the work package [↑](#footnote-ref-2)