Partnership FutureFoodS
1. Co-funded Call 2024

WEBINAR for Applicants

Co-funded by
the European Union

Welcome on behalf of FutureFoodS

Your service point:

Call Office
ptj-futurefoods@fz-juelich.de

Emilie Gätje
e.gaetje@ptj.de

Frank Hensgen
f.hensgen@ptj.de

Nikola Hassan
n.hassan@ptj.de

Outline

ITEM	AGENDA	SPEAKER
1	**Introduction to FutureFoodS Partnership and the co-funded calls**	Nikola Hassan (FZJ, Call Office)
2	**The Food System Approach**	Nikola Hassan (FZJ, Call Office)
3	**Scope and topics**	Alex Dubois (FORMAS, Call team)
4	**Overview of the call process**	Emilie Gätje (FZJ, Call Office)
5	**Submission platform: how to use it**	Frank Hensgen (FZJ, Call Office)
6	**Wrap up**	Nikola Hassan (FZJ, Call Office)

We will leave time for Q&A after each session! Please use the chat!

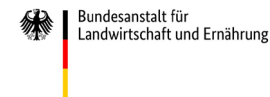# 1. Introduction to FutureFoodS Partnership and the co-funded calls

- FutureFoodS - European partnership for a sustainable Future of Food Systems
  https://www.futurefoodspartnership.eu/

- 86 partners from 29 countries
  (funding organisations, research performers)

- Envisioned runtime mid 2024-2034

- Variety of activities

→ 6 Co-funded calls planned

Cash-funders
In-kind contributors
Cash-funders + in-kind contributors
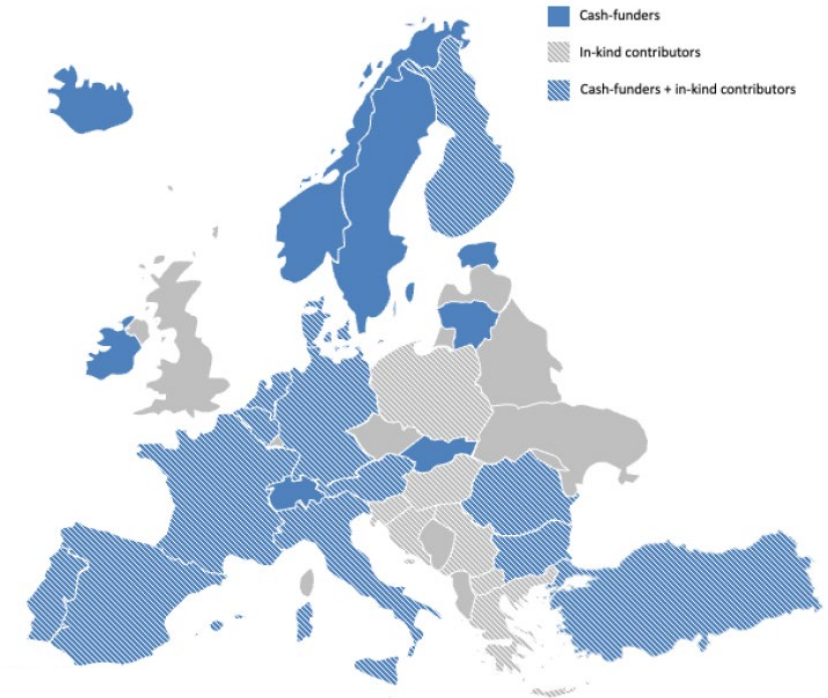
Coord: ANR, the French National Research Agency

Co-coord: BLE, the German Federal Office for Agriculture and Food

Co-funded by
the European Union

1. Introduction to FutureFoodS Partnership and the co-funded calls

- Joint transnational funding scheme, co-funded by the European Commission

European Commission

FutureFoodS Partnership

Project consortia

funds

FutureFoodS

36 Funding Organisations

Fund on national/regional basis

2. The Food System Approach

- ## What is the Food System and why?

"a system that *embraces all elements and activities* that relate to production, processing, distribution and marketing, preparation and consumption of food, and acknowledges the *interactions* between natural resources/ecosystems services, primary food, food processing, packaging, logistics, marketing, retail, food services, consumption and waste management/recycling and the *many feedback loops* between them, which together defines the degree of complexity"

- ## A systems approach offers a holistic view on complex problems and acknowledges interdependencies within the systems
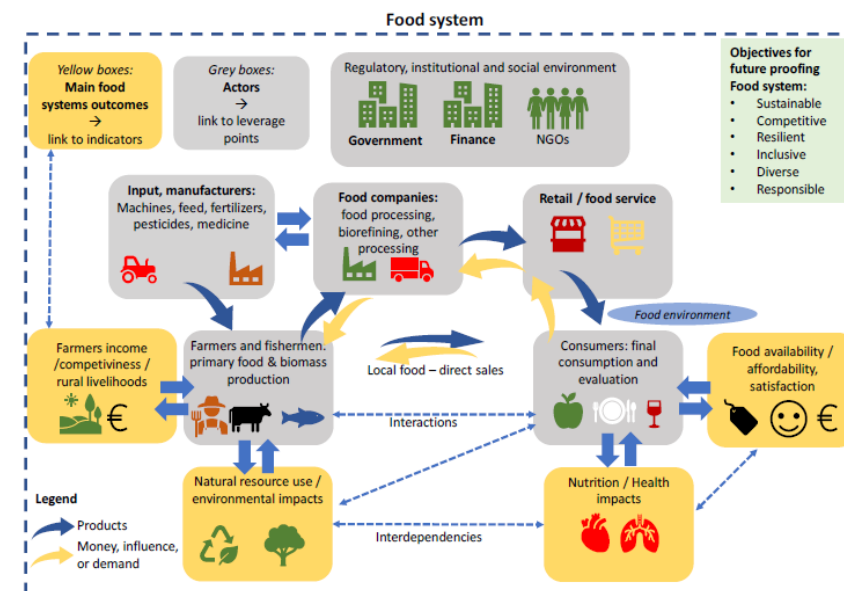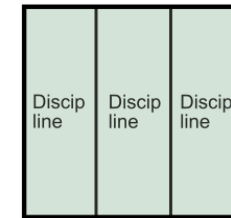

Halberg, Westhoek, 2019
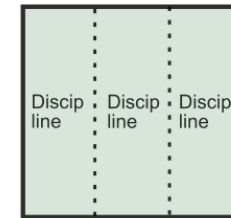
2. The Food System Approach

→ What does this mean in practice for your proposal?

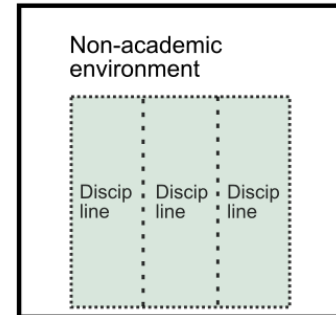**Guiding elements** for FutureFoodS projects

✓ transformative perspective
(solution- and impact-driven R&I; context setting, theory of change)

✓ Inter- and transdisciplinarity
(various disciplines and fields, project specific)

✓ Multi-stakeholder engagement
(diversity, relevance/ applicability, quadruple helix)

✓ Sustainability
(3 dimensions, project specific, towards sustainable Food Systems)

multi   inter   trans

Non-academic environment

Discip line   Discip line   Discip line

Figure: Broerse, 2018 (modified)

2. The Food System Approach

The guiding elements:

- affect the composition of consortia and the R&I content
- will be evaluated
- will be followed-up in the runtime of the projects
- direct implications on the <u>proposal structure</u>

Please consider in your proposal:

Statement Food System Approach

Project description > Impact Plan (based on Theory of Change)

2. The Food System Approach

Project description > Impact Plan (based on Theory of Change)

ANNEX A

- Annex A provides background information (impact plan approach)

- Impact plan has 2 parts:
    1. Problem and context analysis *(pre-proposal)*
    2. Impact Plan: including impact pathway, strategic planning with regard to consortium and interactions *(full-proposal)*

- Structure of the Impact Plan is proposed in the Proposal templates with pre-given subheadings (Annex C and D)

Project description (following an impact plan)

1. Problem and context analysis:

this part shall reflect on the impact-driven achievements that are relevant and necessary to address the underlying causes and close existing knowledge gaps. The following subheadings are not mandatory but recommended:

– Problem analysis (main aim, underlying causes and challenges, stakeholders, actors and factors determining the context, knowledge gaps)

– Assumptions (underlying hypothesis in relation to the state-of-the art and novelty)

– Relevance (relation to the theme and aims of the call, transnational added value)

– Intended Impact (ambitions, societal, environmental, industrial, policy impact etc.)

Project description (follow... t plan)

Full-proposal only!

2. Impact Plan

Impact pathway: is the visualisation of the change process and should specify the expected project outcomes, outputs and subsequent assumptions. The following subheadings are not mandatory but recommended:

- Outcomes (changes in behaviour, relationships, actions and activities of stakeholders resulting from the exchange of knowledge; who, what, where, when)

- Output (knowledge and insights resulting directly from the research/ expected results and which are necessary to deliver the outcomes described earlier)

- Assumptions in Impact pathway

Consortium and interactions: provide information about who will produce knowledge and how using a strategic activity planning. Take care not to repeat the work package description as this is provided separately under Research Plan (see below). The following subheadings are not mandatory but recommended:

- Consortium (description of the collaboration in the consortium, co-design and co-creation, previous activities, complementarity and roles)

- Interactions (which productive interactions, such as stakeholder engagement, communication, monitoring, capacity strengthening etc. will lead to knowledge development and validation in line with the impact pathway)

- Project governance and management (including also communication and monitoring)

- Risk management and contingency planning

Find more info and guidance:

- https://www.nwo.nl/en/impact-plan-approach

- Free online workshop for applicants:
  https://impact.nwo.nl/en/working-with-an-impact-plan

3. Scope of the call

Objectives of the Partnership

- Fund transnational teams that develop new knowledge and innovative solutions, unlocking Food Systems transformation across Europe by 2050
  - environmentally friendly,
  - socially secure and fair,
  - economically viable,
  - healthy and safe food.

FutureFoodS 1. Call – 3 Topics

1. The way towards sustainable and resilient food systems

New approaches for reshaping food system interactions, e.g. through novel market-based arrangements, business models, policy actions and experimental practices. The call topic seeks to promote food system sustainability in all its dimensions

2. New foods – Fostering innovations in food design, processing and supply via demand and supply reorientation

New systemic approaches to food design, processing and supply to propose a greater variety of healthy, sustainable and minimally processed food alternatives. The call topic also includes questions about consumer acceptance, food safety and roles of different food actors

3. Empowering sustainable food choices – Enabling environments and dietary shifts

Overarching system approaches to address challenges in the adoption of sustainable food practices across Europe. Central to the call topic is the role of food environments to support consumption shifts towards safe, healthy, nutritious, affordable, accessible, equitable and culturally acceptable and tasteful foods

Scope – Some key limitations

- **Projects within the Partnership shall focus on post-harvest/production**

- Primary production (on land and sea/water), such as growing food, agricultural production and other specific aspects related to it, as well as diseases related to nutritionand lifestyle are not in focus in this partnership.

- These aspects are covered in other Horizon Europe partnerships.

- However, dependencies and impacts related to these aspects may adressed within the scope of the call, if embracing a food systems approach.

How much of the original SRIA R&I Areas are covered in these topics?

	none
	weak
	medium
	strong

	„Change the way we eat"	„Change the way we process and supply"	„Change the way we connect"	„Change the way we govern"
Topic 1 The way towards sustainable and resilient food systems	weak	strong	strong	medium
Topic 2 New foods	weak	strong	medium	medium
Topic 3 Empowering sustainable food choices	medium	weak	strong	medium

Integration for the design of the 1st Call

- Broad 1st call in order to mobilise the European R&I community

- Topics 1 and 2 aligned with the focus on 'process and supply"
  - Topic 1 focuses on circularity, waste, security
  - Topic 2 proposes a more targeted platform for R&I on 'new foods' and the challenges for food design, processing, distribution, safety etc

- Topic 3 focuses on consumption and sustainable healthy diets with aspects from citizen engagement and governance
  - Food environment
  - Food policies/practices in different contexts

- Key aspects about digitalisation and climate change have been integrated in all 3 topics

4. Overview of the call process

- Participating countries/ Fundign Organisations

- Process and timeline

- General eligibility criteria

- National requirements

- Evaluation criteria

- Brief overview of Call Docs (Announcement + Annexes)
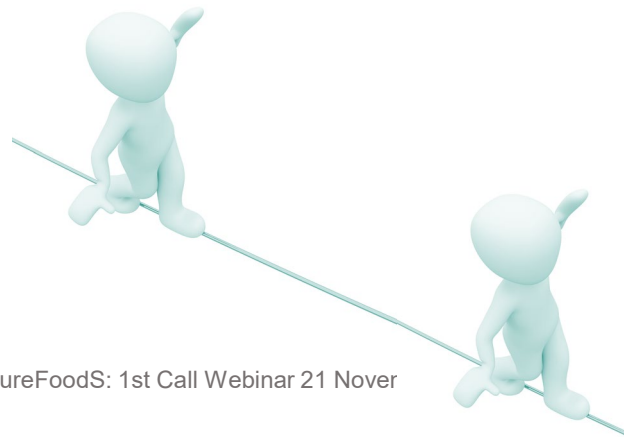
Participating countries/Funding Organisations

- This call brings together 36 funding organisations (FO) from 19 countries and the European Commission, jointly committing up to 40 million Euros to support innovative research and development projects focused on creating a sustainable food future.

- The Funding Organisations participating in the co-funded call are listed in **Table 3 and Annex B** of Call Announcement.

Process and timeline

Call Opening
6 Nov 2024

Pre-proposal Sub-mission (deadline)
15 Jan 2025

Evaluation by IEP
Evaluation meeting

Call board meeting
Pre-proposal selection for full-proposal stage

Feedback to applicants
Mid April 2025

STEP 2

Full-proposal Submission (deadline)
9 July 2025

Evaluation by IEP
Evalua-tion meeting

Call board meeting
Full-proposal selection for funding

Feedback on Funding decision
End of Oct 2025

Project start
Nov 2025 – Mar 2026

Eligibility Check - general eligibility criteria

Call Opening
6 Nov 2024

Pre-proposal Submission (deadline)
15 Jan 2025

Eligibility Check
General and national/regional

Evaluation by IEP
Remotely and Evaluation meeting

Call board meeting
Pre-proposal selection for ful-proposal stage

Feedback to applicants
Mid April 2025
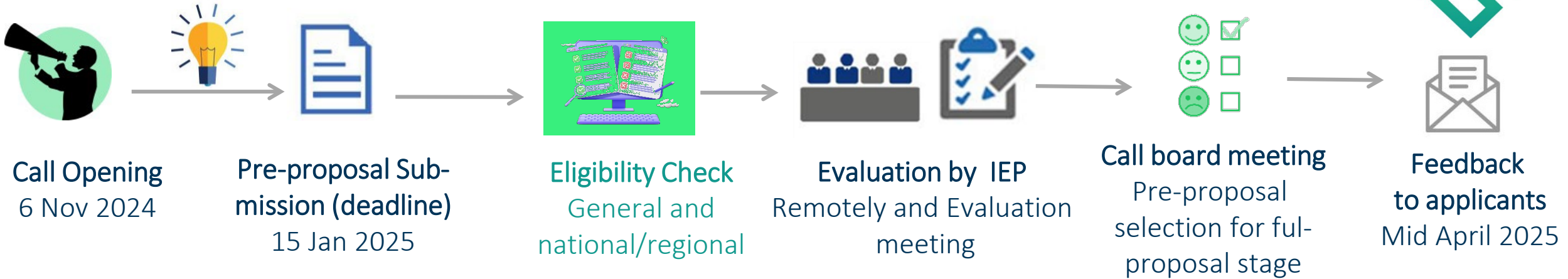
- Proposals must be complete;
- Proposals must be written in English;
- Proposals must be submitted by the deadline via the FutureFoodS submission website;
- The project duration must not exceed 36 months.
- Consortia must include at least three eligible partners requesting funding from three different FutureFoodS member countries who contribute funds to the Call.
- Project Coordinator from eligible organisation and applying for funding

Eligibility Check - general eligibility criteria II

- Consortia need to be balanced: A single country shall not exceed 60% of the total number of person months allocated to the project.
- An individual affiliated to several organisations cannot request funding from more than one FO in one proposal.
- The prior submission of a pre-proposal is a requirement for the submission of a full-proposal.
- Applicants must complete an ethics self-assessment as part of the application;
- Self-funding: partners can join project consortia with their own resources and/ or can bring their own funding (e.g. in the case eligibility to receive funding is not met or due to other reasons). Self-funded partners will not be subject to national/regional eligibility assessments → letter of commitment (full proposal)

Conditions and requirements
National/Regional Rules
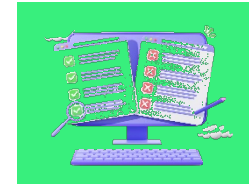
Which funding organisation can fund what? Annex I

- What topics?

- What budget per project?

- Who can apply for funding (research institutions, SMEs...)?

- Are there additional national/regional regulations?

- Any exceptions for the funding of the research topics?

IMPORTANT

- **Consult your National/Regional Contact Point:**
  Details are settled by each funding organisation

- **Note: In case one partner is not eligible → The entire proposal will be rejected**

Evaluation of (pre-)proposals

Call Opening
6 Nov 2024

Pre-proposal Sub-mission (deadline)
15 Jan 2025

Eligibility Check
General and national/regional

Evaluation by IEP
Remotely and Evaluation meeting

Funders meeting
Pre-proposal selection for ful-proposal stage

Feedback to applicants
Mid April 2025
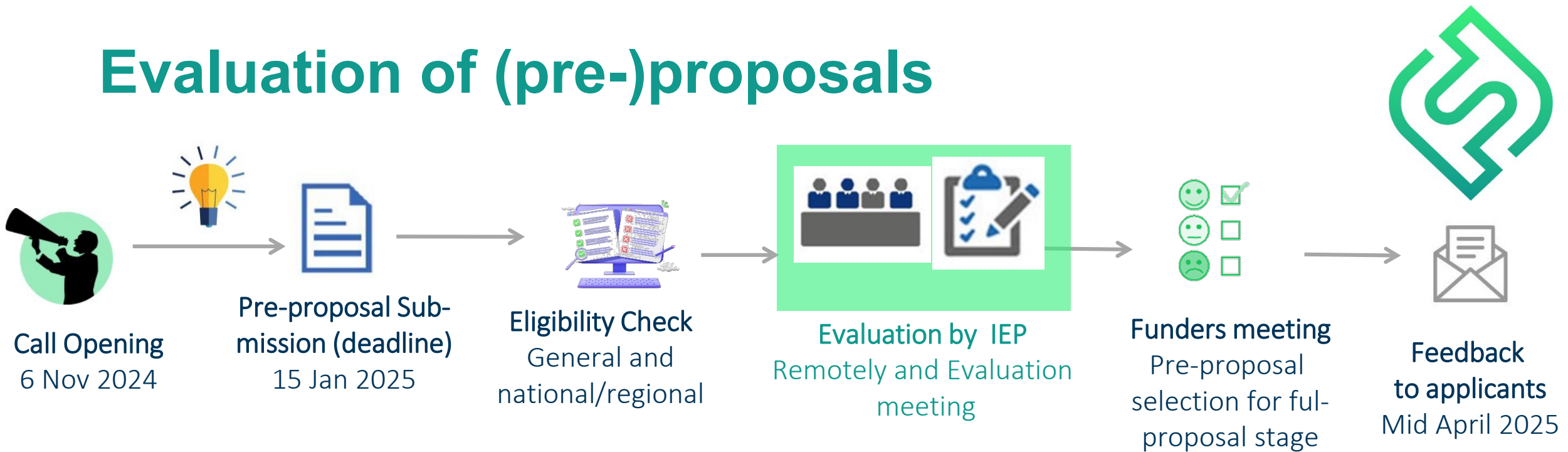
Evaluation by three independent experts per proposal

CRITERIA

- Excellence
- Impact
- Quality and efficiency of the implementation (full-proposal only)

For both pre- and full-proposal evaluation, each criterion will be scored out of five (no half marks allowed). The threshold for each criterion is three out of five.
Any project with a lower score for one of the criteria or an overall score lower than 10 at Step 2 (full-proposal) will not be considered for funding.

Call Documents - Call Announcement

European partnership for a sustainable Future of Food Systems

First Joint Transnational Co-funded Call

FutureFoodS Call 2024

Transforming Food Systems - reshaping food system interactions, fostering food innovations and empowering sustainable food choices

Version 03, 14 November 2024

Call launch: 6 November 2024

Submission platform: https://futurefoods.ptj.de

Webinar for applicants: 21 November 2024, 11:00-13:00 CET

Deadline for pre-proposals: 15 January 2025, 13:00 CET

Deadline for full-proposals: 09 July 2025, 13:00 CEST

Co-funded by the European Union

Co-funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or European Research Executive Agency (REA). Neither the European Union nor the granting authority can be held responsible for them.

Page 1 of 33

Via Submission platform
https://futurefoods.ptj.de/call1

Via FutureFoodS Homepage
→ Funding opportunities
https://www.futurefoodspartnership.eu/

Brief overview of Call Docs (Annexes)

1. Annex A → Impact Plan
2. Annex B → Overview of National Contact Points/ Regional Contact Points (NCP/RCP)
3. Annex C → Pre-proposal template
4. Annex D → Full-proposal template (full-proposal only)
5. Annex E → Letter of commitment template (full-proposal only)
6. Annex F → Data Management Plan (full-proposal only)
7. Annex G → Dissemination, Exploitation and Communication Plan (full-proposal only)
8. Annex H → List of FutureFoodS partners allowed to participate in co-funded projects
9. Annex I → National/ Regional regulations

5. Submission platform

- Introduction to the submission platform *(see slide 29)*

- Partnering tool

- How to get started: How to submit a proposal
    1.) Register as Coordinator *(see slide 39 ff)*
    2.) Fill out the basic project data *(see slide 44ff)*
    3.) Invite your Partners *(see slide 50)*
    4.) Partners fill out their own data *(see slide 69ff)*

- Tasks for coordinators and partners

5. Submission platform: Introduction

First, the address of our submission platform:

https://futurefoods.ptj.de/call1

You can use the platform for:
- Finding partner(s)
- Submit proposal(s)

5. Submission platform: Introduction

https://futurefoods.ptj.de/call1

PtJ Submission Platform

CALL1 PARTNERING

Partnering Tool !!!

FutureFoodS

FUTUREFOODS
CALL1 - PRE-PROPOSAL

Need help?
Contact us →

CALL OFFICE CONTACT

Dr. Nikola Hassan
📞 +49 2461 6196787
✉ ptj-futurefoods@fz-juelich.de

Dr. Frank Hensgen
📞 +49 2461 6185443
✉ ptj-futurefoods@fz-juelich.de
→

Emilie Gätje
📞 +49 2461 6196367
✉ ptj-futurefoods@fz-juelich.de
→

Registration
and Login →

SUBMISSION PLATFORM

○ COORDINATOR REGISTRATION >

○ COORDINATOR LOGIN >

○ PARTNER LOGIN >

Looking for Call
documents? →

CALL DOCUMENTS

Call Announcement

WELCOME

Welcome...to the submission platform of the 1st FutureFoodS call for transnational research projects.

Welcome Text
and info

Applications for funding within this call can only be submitted through this platform.

If you want to register as a coordinator for a transnational research project, please read the **Call Announcement** thoroughly (available for download in the "Call Documents" area). It will ascertain that your planned project fits to the aim of this call. Please note that some topics may not be fundable by some funding organisations. Therefore, please take a close look at the document and its annexes.

Non-coordinating partners of a project will be invited by the respective coordinator to enter their profile data and get access to the automatically generated project fact sheet, which contains the full information about the proposal.

If you have questions or any technical problems with your login or the platform, please don´t hesitate to contact the Call Office.

30

5. Submission platform: Partnering Tool

https://futurefoods.ptj.de/call1

Partnering Tool:

You are looking for partners for a proposal or you want to become a partner in a proposal? → Use the Partnering Tool!

Click on „Partnering" in the upper right corner!

5. Submission platform: Partnering Tool

PtJ Submission Platform

CALL1   PARTNERING

FutureFoodS

FUTUREFOODS
CALL1 - PP

PARTNERING

POST AN OFFER/REQUEST   >

LIST OF OFFERS/REQUESTS   >

PARTNERING PLATFORM

This partnering tool helps you to find cooperation possibilities withi~ ~~the FutureFoodS call~~

- Post a Partner Offer/Request   ← **You can post an offer/ request**

Please post an entry in the partnering tool, if you are looking for collaboration opportunities in project consortia and would like to offer your expertise. You are also welcome to make a post, if you already have a project idea and are looking for further partners that would like to join you/your consortium. Next to providing your contact details, you should give a brief description of your organization. It is important that you provide some key wor~ ~~your interest and the experience, expertise and know-how~~ topics of FutureFoodS.

- Search List of Partner Offers/Requests posted by others   ← **Or search the existing offers/requests**

The database can be searched by call topics, keywords and all the other information provided by its users.

Please note:

32

5. Submission platform: Partnering Tool

You can post an partner offer or request:
Please fill out the form.
Choose country, type of organisation and topic (only 1, if interested in all 3 you need to post 3 offers)
Please also use keywords, this helps to find fitting partners.
The better your description, the better the fit!

POST AN OFFER OR REQUEST

Type of Post:
- ● Post an Offer
- ○ Post a Request

Contact data

Contact Name

Email Address:

Name of Organisation/Institution/Company

Country

please select...

Type of Organisation:

please choose ...

Phone Number:

Project Data

Topic:

please choose ...

Keywords:

Please specify your cooperation interest

5. Submission platform: Partnering Tool

You can post an partner offer or request:
Please fill out the form.

Once you are finished, click on „Next step" at the bottom left of the page

POST AN OFFER OR REQUEST

Type of Post:
- ⦿ Post an Offer
- ◯ Post a Request

Contact data

Contact Name

Email Address:

Name of Organisation/Institution/Company

Country

please select...

Description of your organisation

test

Next Step

5. Submission platform: Partnering Tool

You can post an partner offer or request:

Once you are finished, click on „Next step" at the bottom left of the page

If you have done a mistake, → error messages occur, read them and correct the mistakes, press again „next step"

5. Submission platform: Partnering Tool

If you have done everything right, a confirmation occurs: please read it. It summarises all your data input.

You can choose to go "back to editing", if something needs to be edited.

Please confirm the checkbox below, confirming you are ok with us publishing your data.

Please click on „Send publication request" once you are ready.

The call office will get an email and check and publish your entry. This might take a few hours! Don't submit multiple times, please be patient ☺

CONFIRMATION

Please confirm your publication request. Please note that you will not be able to edit your request once it is saved in the system.

Contact Name:
Test

Country:
Afghanistan

Name of Organisation/Institution/Company:
Projektträger Jülich

Type of Organisation:
University

Email Address:
f.hensgen@fz-juelich.de

Phone Number:
12345667

Keywords:
test

Topic:
Topic 1: The way towards sustainable and resilient food systems

Please specify your cooperation interest:
test

Description of your organisation:
test

☐ I hereby confirm that all entered data (see above) will be published on this site.

Back to editing   Send publication request

5. Submission platform: Partnering Tool

You can also search the already existing Partnering Tool entries:
There are filtering options, and free search options to narrow done your search and find the perfect partner!

LIST OF PARTNER OFFERS/REQUESTS

Choose your filteroptions

Filter:

| Show offers and requests ▾ |

Country:

| All countries ▾ |

Topic:

| All topics ▾ |

Organisationtype:

| All types of organisations ▾ |

free search in Keywords and Description:

| | search |

Search Results

5. Submission platform

How to get started: How to submit a proposal?

Go to https://futurefoods.ptj.de/call1

1.) Register as Coordinator (see slide 39 ff)

2.) Fill out the basic project data (see slide 44ff)

3.) Invite your Partners (see slide 50)

4.) Partners fill out their own data (see slide 69ff)

5. Submission platform: How to submit a proposal?

The coordinator registration:
Click on „coordinator registration"

5. Submission platform: How to submit a proposal?

The coordinator registration:
Fill out all the data and set a password, click on „next step"

5. Submission platform: How to submit a proposal?

The coordinator registration:
If everything worked well, a confirmation should appear:
Press „Register"

5. Submission platform: How to submit a proposal?

The coordinator registration:
After registration you receive an e-mail from our „ptj-futurefoods@fz-juelich.de" email adress with a link to finalise the process:
Follow the link!

Do 14.11.2024 15:23

ptj-futurefoods@fz-juelich.de

Registration for FutureFoodS 1st Call submission

An Hensgen, Frank

ℹ️ Die zusätzlichen Zeilenumbrüche wurden aus dieser Nachricht entfernt.

Dear Frankforwebinar forwebinar,

you registered for the first call of FutureFoodS. You can log into the system with your loginname:

frankweb

following this link:

https://futurefoods.ptj.de/call1/coordinator-registration?action=activation&id=e58b169f-a293-11ef-b0 a0369fe1b534&ac=3608adf7cc14717b90582a1725d8dbcbdd7dee76

This email has been auto-generated. Please do not reply to this account.
Your email will not be read. For any inquiries please contact the Call Office.

5. Submission platform: How to submit a proposal?

After registration:
Go to „Coordinator Login", enter your loginname and password and press „Login"

5. Submission platform: How to submit a proposal?

Welcome Coordinator: After Login, read the welcome text.

At the left side you find the different pages of the submission tool listed on after the other. In order to submit a proposal you need to go through all of them.

CALL OFFICE CONTACT

Dr. Nikola Hassan
☎ +49 2461 6196787
✉ ptj-futurefoods@fz-juelich.de

Dr. Frank Hensgen
☎ +49 2461 6185443
✉ ptj-futurefoods@fz-juelich.de

Emilie Gätje
☎ +49 2461 6196367
✉ ptj-futurefoods@fz-juelich.de

SUBMISSION PLATFORM

● WELCOME ＞
○ ACCOUNT ＞
○ COORDINATOR ＞
○ PARTNERS ＞
○ PROJECT DATA ＞
○ KEYWORDS ＞
○ STATEMENT FOOD SYSTEMS APPROACH ＞
○ PROJECT SUMMARY ＞

WELCOME

Welcome Coordinator

You are logged in as a coordinator! Please enter the information about your proposal. If you are logged in without actively working on the tool you will be logged out automatically after 24 minutes. In this case your last entered information will not get lost if you login once more by using the popup window which appears. Otherwise your last entered and not saved information will get lost!

After submitting your proposal you can always re-enter and change it until the deadline. The older version of your proposal will be replaced by submitting a new one. Only the latest version will be saved within the database!

Please note for character number limitation of text fields: The character count of MS-WORD (or similar) cannot be translated directly into the character count of this HTML-based tool!

Pre-proposals must be submitted electronically via the online submission tool by 15th of January 2024 (13:00 CET). You, as the project coordinator, should make sure to submit the proposal on time, as a strict call deadline is applied. After this deadline, the submission tool is closed.

You will be able to submit your data once all required information is provided. In your own interest: Please don´t wait until "the last minute" for your submission! And please make sure you really submit the proposal and do not forget to press the submit button!

We wish you success for your application!

5. Submission platform: How to submit a proposal?

At the left side you find the different pages of the submission tool, listed one after the other. In order to submit a proposal you need to go through all of them.

This is the complete navigation bar, I would advise to start at the top and move downwards. You can invite your project partners via „Partners".

At the end, please do not forget to submit via „submission".

✉ ptj-futurefoods@fz-juelich.de

⬇	SUBMISSION PLATFORM
●	WELCOME >
●	ACCOUNT >
●	COORDINATOR >
●	PARTNERS >
●	PROJECT DATA >
●	KEYWORDS >
●	STATEMENT FOOD SYSTEMS APPROACH >
●	PROJECT SUMMARY >
●	PROJECT DESCRIPTION >
●	FINANCES >
●	FINANCE COMMENTS >
●	ETHICAL ASSESSMENT >
●	ADDITIONAL LITERATURE REFERENCES >
●	FIGURES >
●	DOWNLOAD PROPOSAL >
●	VALIDATION >
●	SUBMISSION >
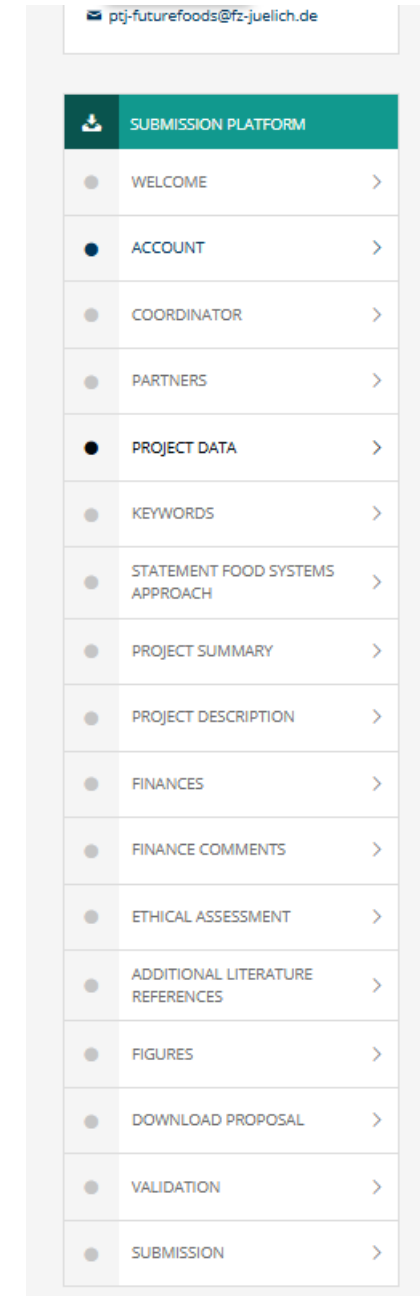
5. Submission platform: How to submit a proposal?

Account:

Here you can change your password, login name or email adress

Only 1 account per Partner is possible.

5. Submission platform: How to submit a proposal?

Coordinator Profile:
Please enter all data;
Country. Choose your country and in case more than one funder per country also your funder!

5. Submission platform: How to submit a proposal?

Coordinator profile:

Please enter all data; Teammember: From your team at your organisation!
1 CV: From the „Coordinator" (Person)

5. Submission platform: How to submit a proposal?

Coordinator Profile:

Literature References: your own publications, only the important ones for this project!

Check Declarations! (Also Partners!)

PM: The total PM from your organisation!

PIC: Please indicate the right PIC.
It has 9 Numbers and can be found:
https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register-search

You have not uploaded a CV yet.

Literature references

Optionally, you may enter up to 5 additional references. These should be references from your organisation and working group in the context of the topic of your project

| Ref 1 | Ref 2 | Ref 3 | Ref 4 | Ref 5 |

Author(s)

Title

Journal

Volume / Year / Page

Link/DOI

Declaration

National/Regional regulations *

☐ I am aware of the national/regional funding regulations (see Call Announcement, Annex I).

Privacy Policy *

☐ I have read the notes on privacy and accept them.

Additional fields

Total Person Month of your organisation within the project *   Max. 20 characters

Please provide the total number of your organisations person months allocated to the project, Max. 20 Characters

Participant Identification Code (PIC) number of the Organisation *   Max. 999999999

Please enter the PIC (9 numbers)

✔ Save

5. Submission platform: How to submit a proposal?

Partners:

Here you can add the partners of your consortium.

You can add partners (requesting funding) or associated partners (not requesting funding)

Please have a close look at the call announcement regarding the rules for consortium composition!

5. Submission platform: How to submit a proposal?

Partners:

1) Add new (associated) partner via „+ Add a new (associated) Partner"

2) After you have added the partner it appears in the list.

3) Click on the little envelope sign !

LIST OF PARTNERS, INCLUDING THE PROJECT COORDINATOR:

Organisation	Contact name	Organisation type	Nat. reg.	Country
	Frankforwebinar forwebinar		❌	
2)	Frank Webinartest		❌	

+ Add a new partner   1)

- After you have added a new partner, activate him/her by pressing the "activate" button (little envelope) in the table. Yo... partner will receive a notification email.

LIST OF ASSOCIATED PARTNERS:

No further associated partners found. You can add associated partners by clicking "Add a new associated partner" below:

+ Add a new associated partner   1)
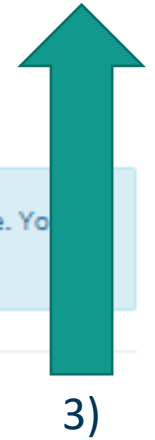
3)

5. Submission platform: How to submit a proposal?

Partners:

1) Add new (associated) partner via „+ Add a new (associated) Partner"

2)After you have added the partner it appears in the list.

3) Click on the little envelope sign !

4) An information occurs, go back to list

5) Little envelope is light neon green

LIST OF PARTNERS, INCLUDING THE PROJECT COORDINATOR:

Organisation	Contact name	Organisation type	Nat. reg.	Country
	Frankforwebinar forwebinar		✖	
2)	Frank Webinartest		✖	5)

+ Add a new partner ← 1)

- After you have added a new partner, activate him/her by pressing the "activate" button (little envelope) in the table. You partner will receive a notification email.

3)

LIST OF ASSOCIATED PARTNERS:

No further associated partners found. You can add associated partners by clicking

+ Add a new associated partner ← 1)

PARTNER LIST

← back to partner list   4)

An activation/reminder email has been successfully sent.

5. Submission platform: How to submit a proposal?

Project Data:

- Project title
- Acronym
- Start and End date
- Topic (choose one, be careful, not every funder can fund every topic)
- Scientific disciplines
- TRL Level (multiple choices)

PROJECT DATA

✓ Save

* is required for submission

Project title *   Max. 150 characters

Project acronym *   Max. 25 characters

Start date *   End date *

Project duration *

Please enter the project Start date and End date. Project duration will be calculated automatically. The maximum Project duration is 36.

Topic *

Please specify which topic your project most suitably relates to.

○ Topic 1: The way towards sustainable and resilient food systems
○ Topic 2: New foods – Fostering innovations in food design, processing and supply via demand-and-supply reorientation
○ Topic 3: Empowering sustainable food choices – Enabling environments and dietary shifts

Please list the scientific disciplines present in your consortium, relevant to the project proposal. *   Max. 200 characters

Please state the envisaged TRL of your project (for the whole project) according to the following classification: *

☐ Level 1
☐ Level 2
☐ Level 3
☐ Level 4
☐ Level 5
☐ Level 6
☐ Level 7
☐ Level 8
☐ Level 9

5. Submission platform: How to submit a proposal?

Keywords:

- Max. 5 keywords related to your proposal, separated by comma (,)

5. Submission platform: How to submit a proposal?

Statement Food Systems Approach:

Please describe how your project will contribute to the transformation towards Sustainable Food Systems (in line with FutureFoodS Ambition and guiding elements of a Food Systems Approach (FSA), see Call Announcement section 2).

5. Submission platform: How to submit a proposal?

Project Summary:

Please provide your project summary. This summary might be used for communication and dissemination activities in case your project is selected for funding. Make sure that it is publishable.

5. Submission platform: How to submit a proposal?

Project Description:

Please provide your project description,

How to?

ANNEX A

PROJECT DESCRIPTION

CALL OFFICE CONTACT

Dr. Nikola Hassan
📞 +49 2461 6196787
✉ ptj-futurefoods@fz-juelich.de

Dr. Frank Hensgen
📞 +49 2461 6185443
✉ ptj-futurefoods@fz-juelich.de

Emilie Gätje
📞 +49 2461 6196367
✉ ptj-futurefoods@fz-juelich.de

SUBMISSION PLATFORM

WELCOME	›
ACCOUNT	›
COORDINATOR	›
PARTNERS	›
PROJECT DATA	›
KEYWORDS	›
STATEMENT FOOD SYSTEMS APPROACH	›
PROJECT SUMMARY	›
● PROJECT DESCRIPTION	›
FINANCES	›
FINANCE COMMENTS	›

Please provide your project description following an Impact Plan Approach based on Theory of Change as described in Annex A. In the Pre-proposal, you are asked to perform a problem analysis.

In the Full proposal, you will need to provide a complete impact plan, including an impact pathway, productive interactions and strategic activity planning. The budget should take into account activities necessary to complete the outlined impact plan. Problem and context analysis: this part shall reflect on the impact-driven achievements that are relevant and necessary to address the underlying causes and close existing knowledge gaps. The following subheadings are not mandatory but recommended:

• Problem analysis (main aim, underlying causes and challenges, actors and factors determining the context, knowledge gaps)
• Assumptions (underlying hypothesis in relation to the state-of-the art and novelty)
• Relevance (relation to the theme and aims of the call, transnational added value)
• Intended impact (ambitions, societal, environmental, industrial, policy impact etc.)

The project should be in line with the requirements stated in the call text.

Max. 8,000 characters including spaces. Figure(s) can be included here, see menu FIGURES for details

• This information is required for submission.

✓ Save

Max. 8000 characters

5. Submission platform: How to submit a proposal?

Finances:

There are 2 Tables; to be filled by the Coordinator Table 1 requested FUNDING

Table 2: Own Contribution

The units used are 0.00 k€ (kilo Euro) (1k€ = 1000 €)

5. Submission platform: How to submit a proposal?

Finance Comments:

Coordinator has to fill finance comments for all Partners, 1 box per Partner and Category

5. Submission platform: How to submit a proposal?

Ethics

The Ethical Assessment consists of **4 parts**. Each part has to be filled and has a dedicated sub-page.

The 4 parts are:

- Ethics Issues Table
- Security Issues Table
- Ethics Self-Assessment
- Security Self-Assessment

Please start by answering the questions in the Ethics Issues Table and the Security Issues Table, after this proceed to the Self-Assessment.

Please fill in the Ethics Self-Assessment and address potential concerns/issues. Proposals may be rejected for funding on ethical grounds if they do not comply with European and/or national/regional legislation.

Please also visit https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/how-to-complete-your-ethics-self-assessment_en.pdf for ethics self-assessment.

● ETHICAL ASSESSMENT	⌄
› Ethics Issues Table	
› Security Issues Table	
› Ethics Self-Assessment	
› Security Self-Assessment	
● ADDITIONAL LITERATURE REFERENCES	›
● FIGURES	›
● DOWNLOAD PROPOSAL	›
● VALIDATION	›
● SUBMISSION	›

5. Submission platform: How to submit a proposal?

Ethics

Please fill the questionnaires for Ethics and Security Issues

ETHICS ISSUES TABLE

QUESTIONS

* is required
** is conditional required

1. Human Embryonic Stem Cells and Human Embryos

Does this activity involve Human Embryonic Stem Cells (hESCs)?

○ Yes
○ No

Does this activity involve the use of human embryos?

○ Yes
○ No

2. Humans

Does this activity involve human participants?

○ Yes
○ No

Does this activity involve interventions (physical also including imaging technology, behavioural treatments, etc.) on the study participants?

○ Yes
○ No

Does this activity involve conducting a clinical study as defined by the Clinical Trial Regulation (EU 536/2014)? (using pharmaceuticals, biologicals, radiopharmaceuticals, or advanced therapy medicinal products)

○ Yes
○ No

3. Human Cells / Tissues (not covered by section 1)

Does this activity involve the use of human cells or tissues?

○ Yes
○ No

SECURITY ISSUES TABLE

QUESTIONS

* is required
** is conditional required

1. EU Classified Information (EUCI)

Does this activity involve information and/or materials requiring protection against unauthorised disclosure (EUCI)?
European Union classified information (EUCI) means any information or material designated by an EU security classification, the unauthorised disclosure of which could cause varying degrees of prejudice to the interests of the European Union or of one or more of the Member States.

○ Yes
○ No

Does this activity involve non-EU countries which need to have access to EUCI?

○ Yes
○ No

2. Misuse

Does this activity have the potential for misuse of results?

○ Yes
○ No

3. Other Security Issues

Does this activity involve information and/or materials subject to national security restrictions?
If yes, please specify: (Maximum number of characters allowed: 1000)

○ Yes
○ No

Comment **

Max. 1000 characters

5. Submission platform: How to submit a proposal?

Ethics

After filling the Ethics and Security Issues Table and if you have identified any Issues,
Please fill Ethics and Security Self-Assessment.

ETHICS SELF-ASSESSMENT

QUESTIONS

* is required
** is conditional required

Ethical dimension of the objectives, methodology and likely impact

Identified ethical issues in questionnaire "Ethics Issue Table", please explain in detail the identified issues in relation to:

- Objectives of the actitivity (e.g. study of vulnerable populations)
- Methology (e.g. clinical trialsm involvement children, protection of personal data, etc.)
- The potential impact of the activities (e.g. environmental damage stigmatisation of particular social groups, political or financial adverse consequences, misuse, etc.)

Comment *

Max. 5000 characters

Compliance with ethical principles and relevant legislations

In case you have identified ethical issues in questionnaire "Ethics Issue Table", please describe how those issue(s) will be addressed in order to adhere to the ethical principles and what will be done to ensure that the activities are compliant with the EU/national legal and ethical requirements of the country or countries where the tasks are to be carried out. It is reminded that for activities performed in non-EU countries, they should be also allowed in at least one EU MS

Comment *

Max. 5000 characters

✓ Save

SECURITY SELF-ASSESSMENT

QUESTIONS

* is required
** is conditional required

Security self-assessment

Please specify: (Maximum number of characters allowed: 5000)

Comment *

Max. 5000 characters

✓ Save

5. Submission platform: How to submit a proposal?

Additional Literature References

In case you want to cite Literature, you are free to upload literature references here, max. 2 Pages.

5. Submission platform: How to submit a proposal?

Figures

You have the opportunity to upload up to 6 figures. Please do it early enough!

Please double check if the figures are readable in your pdf! (see "download proposal")

5. Submission platform: How to submit a proposal?

Download Proposal

It is always possible to download the proposal in its current work (or finalized after submission) version, to see how it looks like or check for example the quality of the uploaded figures

5. Submission platform: How to submit a proposal?

Validation

Before submission, use the validation button!

If something is missing or incorrectly filled, red error messages will appear.

If everything is green,
Please do not forget to go on with "submission"

5. Submission platform: How to submit a proposal?

Submission:

As long as validation is not green and error messages occur:

SUBMISSION

🚩 **UNABLE TO SUBMIT**

- **SUBMISSION NOT POSSIBLE**

Please click 'Validation' in the left side navigation, to get further information about what is missing for submission.

If validation is green:
Ready for submission,
Read and confirm declaration

SUBMIT !!!

SUBMISSION

✓ **SUBMISSION READY**

- **DECLARATION**

The project applicants hereby declare, that to the best of their knowledge the research outlined in this proposal is unique in character and does not duplicate research already funded at national, regional or EU level, within national, regional, international or EU calls.

The applicants confirm that they are aware that failure to fullfil this condition will result in the withdrawal of this proposal from the application process or the withdrawal of funding from approved projects.

☐ **Confirm this declaration**

⬇ Submit

67

5. Submission platform: How to submit a proposal?

After successful submission:

- You can always re-submit until the closing date
- Your proposal partner receive an email every time you submit!
- Please check, if you have really submitted!
- If you have submitted, you find the <u>finalized</u> version under "download proposal"

ℹ The proposal has been successfully submitted.

✓ SUBMISSION READY

● DECLARATION

The project applicants hereby declare, that to the best of their knowledge the research outlined in this proposal is unique in character and does not duplicate research already funded at national, regional or EU level, within national, regional, international or EU calls.

The applicants confirm that they are aware that failure to fullfil this condition will result in the withdrawal of this proposal from the application process or the withdrawal of funding from approved projects.

☐ **Confirm this declaration**

⬇ Submit

DOWNLOAD PROPOSAL

WORK VERSION
THE CURRENT STATE OF YOUR ENTERED DATA.

📄 Download the proposal
PDF format

FINALIZED VERSION (20.11.2024 11:01:56)
THE STATE OF YOUR ENTERED DATA FROM YOUR LAST SUBMISSION.

📄 Download the proposal
PDF format

5. Submission platform: How to submit a proposal?

Partner Login:

-After you have been invited by your coordinator, received an email and followed the link!

You can login via „Partner Login"

With your Login name (see email) and self chosen password)

CALL OFFICE CONTACT

Dr. Nikola Hassan
☎ +49 2461 6196787
✉ ptj-futurefoods@fz-juelich.de

Dr. Frank Hensgen
☎ +49 2461 6185443
✉ ptj-futurefoods@fz-juelich.de

Emilie Gätje
☎ +49 2461 6196367
✉ ptj-futurefoods@fz-juelich.de

SUBMISSION PLATFORM

● COORDINATOR REGISTRATION　>

● COORDINATOR LOGIN　>

● PARTNER LOGIN　>

PARTNER LOGIN

Login name

Password

Forgotten your password? Please click here.

⊡ Login

# 5. Submission platform: How to submit a proposal?

Partner Welcome:

-Like the Coordinator
you have a welcome
page
and a navigation
menu,
But the menu is
much shorter!

Dr. Nikola Hassan
☏ +49 2461 6196787
✉ ptj-futurefoods@fz-juelich.de

Dr. Frank Hensgen
☏ +49 2461 6185443
✉ ptj-futurefoods@fz-juelich.de

Emilie Gätje
☏ +49 2461 6196367
✉ ptj-futurefoods@fz-juelich.de

SUBMISSION PLATFORM

● WELCOME   ›

● ACCOUNT   ›

● PROFILE DATA   ›

● DOWNLOAD PROPOSAL   ›

CALL DOCUMENTS

⊕ Call Announcement

Welcome,

You are logged in as a partner! Please enter the requested information about your proposal. If you are logged in without actively working on the tool you will be logged out automatically after 24 minutes. In this case your last entered information will not get lost if you login once more by using the popup window which appears. Otherwise your last entered and not saved information will get lost!

Please do not forget to submitt your pre-proposal! It is not enough to save all the data in the tool, you need to actively submit the pre-proposal! Pre-proposals can only be submitted by the coordinator. Every Partner will get an automatic notification as soon as the proposal is submitted. After submission it is possible to re-enter and make changes until the deadline. The older version of the proposal will be replaced by submitting a new one. Only the latest version will be saved within the database!

Pre-proposals must be submitted electronically via the online submission tool by 15th of January 2024 (13:00 CET). In your own interest: Please don´t wait until "the last minute" for your submission!

We wish you success for your application!

5. Submission platform: How to submit a proposal?

Partner Profile Data:

-Profile Data identical to Coordinator:

Important to tick the check Boxes under "Declaration!"

Otherwise your coordinator cannot submit!

Volume / Year / Page

Link/DOI

Declaration

National/Regional regulations *

☑ I am aware of the national/regional funding regulations (see Call Announcement, Annex I).

Privacy Policy *

☑ I have read the notes on privacy and accept them.

Additional fields

Total Person Month of your organisation within the project *

Max. 20 characters

Please provide the total number of your organisations person months allocated to the project, Max. 20 Characters

Participant Identification Code (PIC) number of the Organisation *
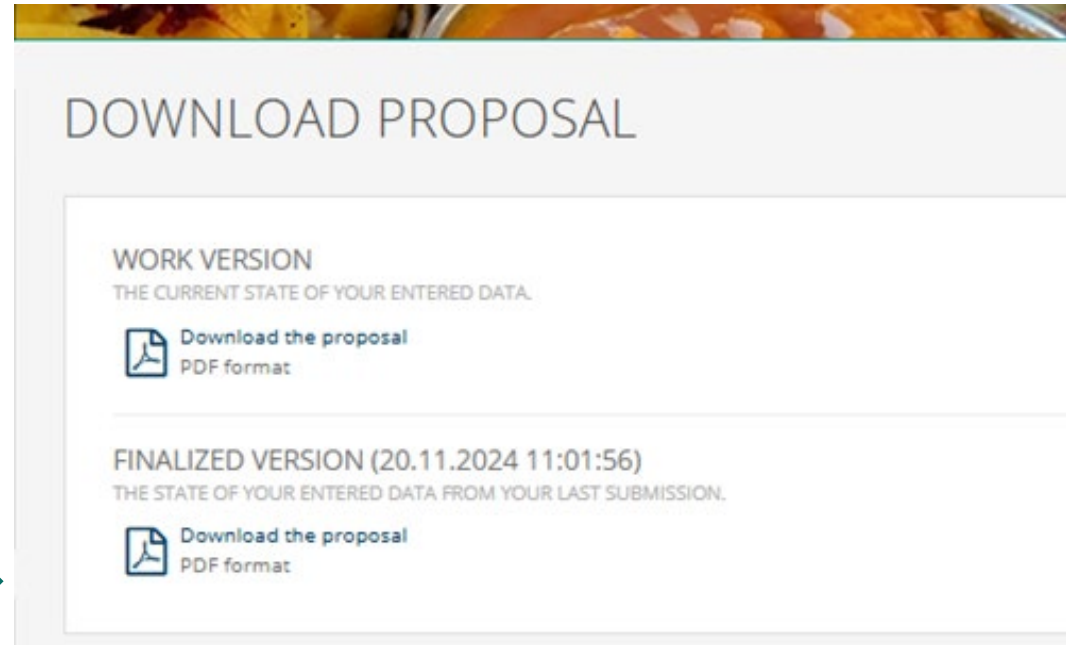
Max. 999999999

Please enter the PIC (9 numbers)

✓ Save

5. Submission platform: How to submit a proposal?

Partner Download Proposal:

Identical to Coordinator:

You can always download the proposal in ist current work or (if submitted) finalized version!

DOWNLOAD PROPOSAL

WORK VERSION
THE CURRENT STATE OF YOUR ENTERED DATA.

Download the proposal
PDF format

FINALIZED VERSION (20.11.2024 11:01:56)
THE STATE OF YOUR ENTERED DATA FROM YOUR LAST SUBMISSION.

Download the proposal
PDF format

6. Wrap up

Please contact in case of questions:

ptj-futurefoods@fz-juelich.de

Thank you for your attention and good luck with your proposal!!!