

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

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Outline



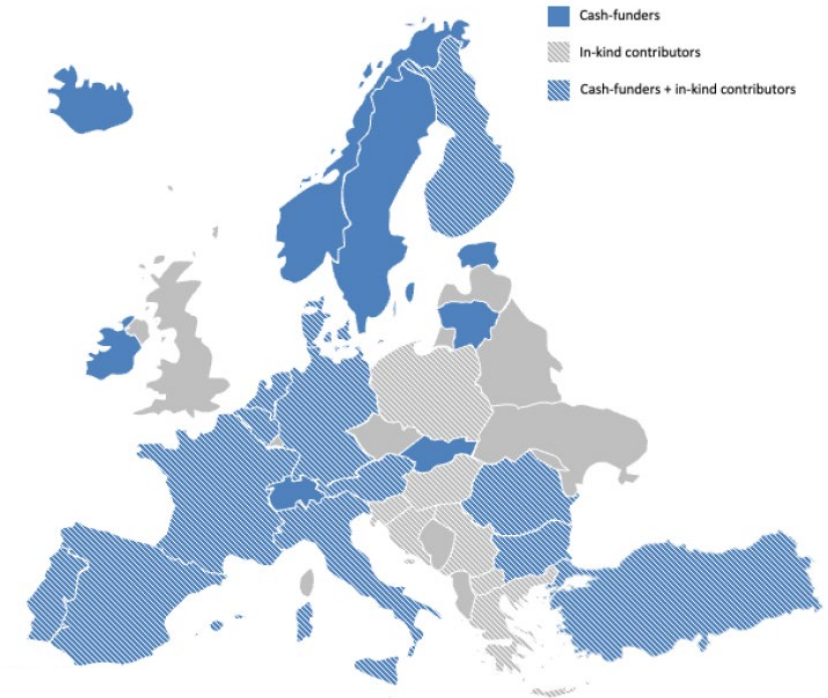
ITEM	AGENDA	SPEAKER
1	Introduction to FutureFoodS Partnership and the co-funded calls	Nikola Hassan (FZJ, Call Office)
2	The Food System Approach	Nikola Hassan (FZJ, Call Office)
3	Scope and topics	Alex Dubois (FORMAS, Call team)
4	Overview of the call process	Emilie Gätje (FZJ, Call Office)
5	Submission 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

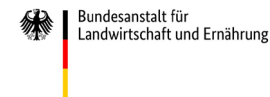


- FutureFoodS - European partnership for a sustainable Future of Food Systems
<https://www.futurefoodspartnership.eu/>
 - 86 partners from 29 countries
(funding organisations, research performers)
 - Envisioned runtime mid 2024-2034
 - Variety of activities
- 6 Co-funded calls planned



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



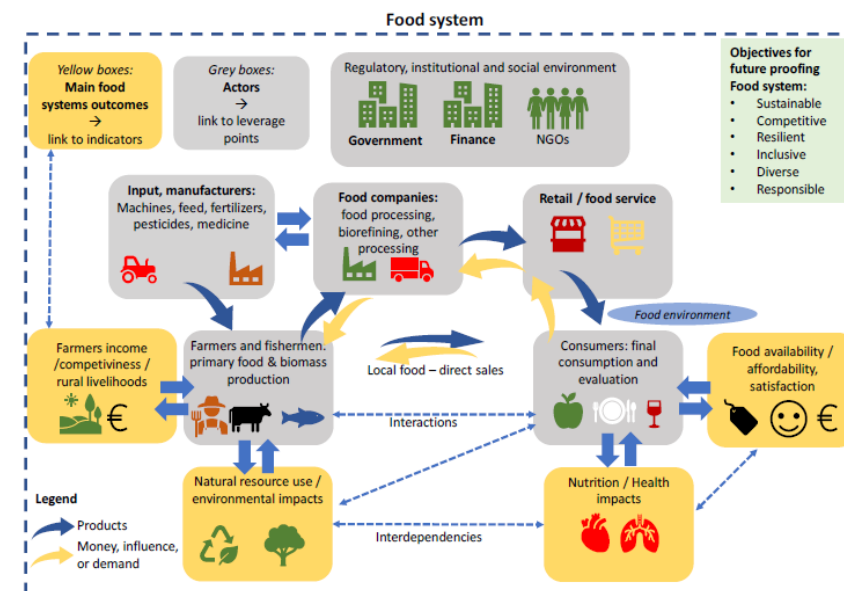


2. The Food System Approach

- 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

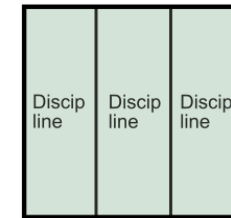


2. The Food System Approach

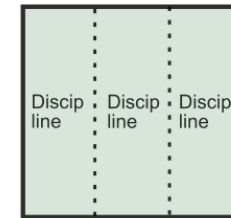
→ What does this mean in practice for your proposal?

Guiding elements for FutureFoodS projects

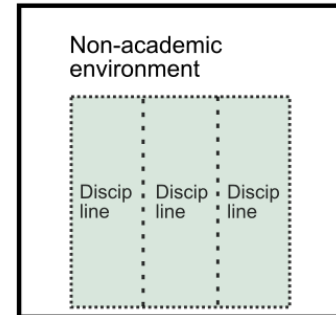
- ✓ **transformative perspective**
(solution- and impact-driven R&I; context setting, theory of change)
- ✓ **Inter- and transdisciplinarity**
(various disciplines and fields, project specific)
- ✓ **Multi-stakeholder engagement**
(diversity, relevance/ applicability, quadruple helix)
- ✓ **Sustainability**
(3 dimensions, project specific, towards sustainable Food Systems)



multi



inter



trans



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 proposal structure

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 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 (following the project 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 nutrition and 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 be addressed 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				
Topic 2 New foods				
Topic 3 Empowering sustainable food choices				

Integration for the design of the 1st Call

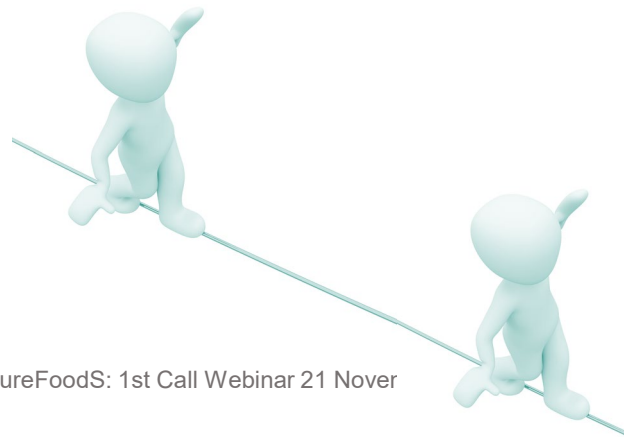


- Broad 1st call in order to mobilise the European R&I community
- Topics 1 and 2 aligned with the focus on 'process and supply'
 - Topic 1 focuses on circularity, waste, security
 - Topic 2 proposes a more targeted platform for R&I on 'new foods' and the challenges for food design, processing, distribution, 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

STEP 1



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

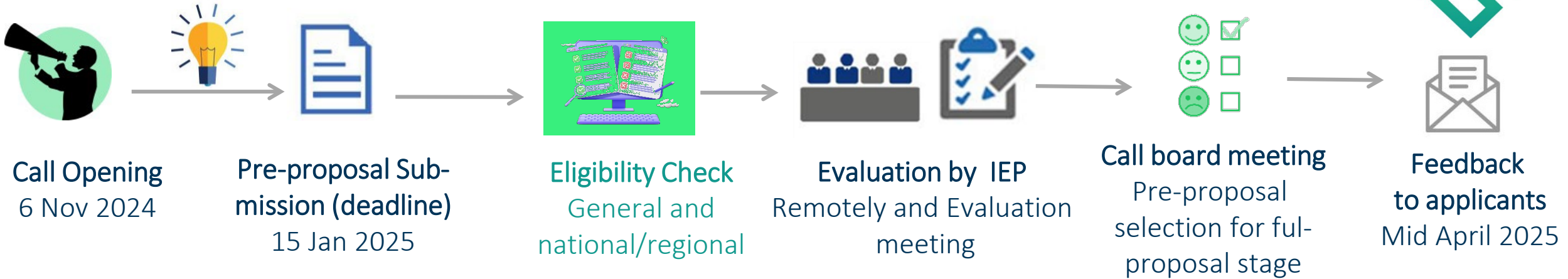


Feedback on
Funding decision
End of Oct 2025



Project start
Nov 2025 – Mar 2026

Eligibility Check - general eligibility criteria



- 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

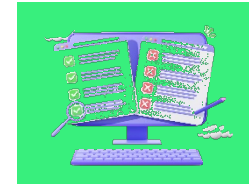
Eligibility Check - general eligibility criteria II



- 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



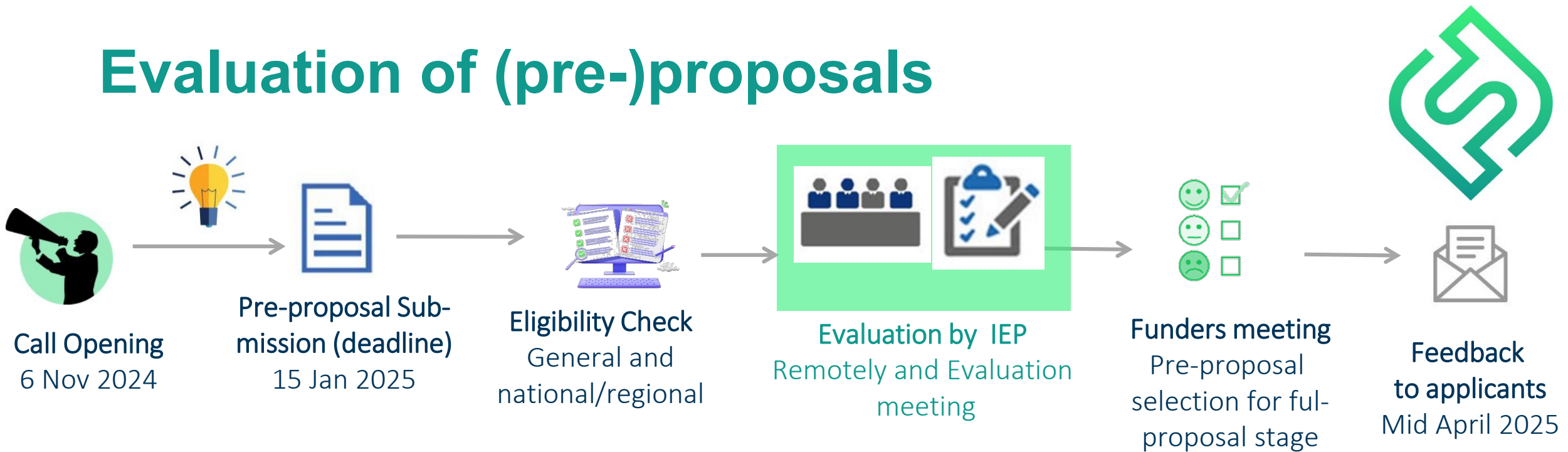
Which funding organisation can fund what? Annex I

- 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



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

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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



FutureFoodS

<https://futurefoods.ptj.de/call1>

Ptj Submission Platform

CALL1

PARTNERING

Partnering Tool !!!



FUTUREFOODS
CALL1 - PRE-PROPOSAL

Need help?
Contact us →



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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.

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.

Welcome Text
and info

5. Submission platform: Partnering Tool

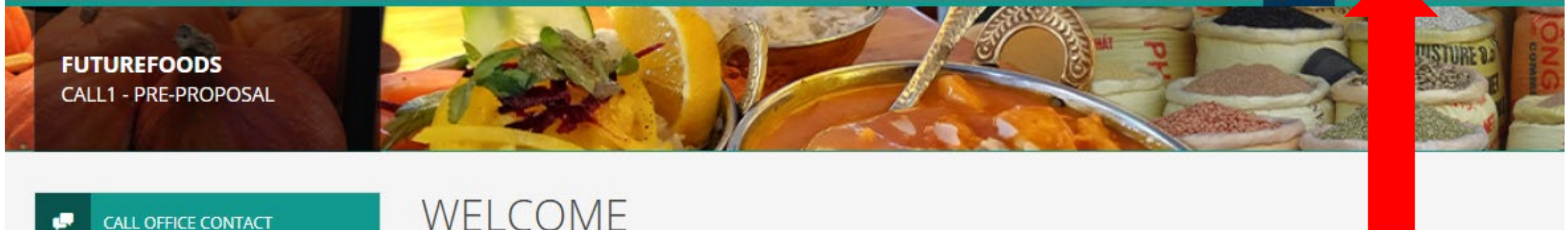


FutureFoodS

<https://futurefoods.ptj.de/call1>

Ptj Submission Platform

CALL1 PARTNERING



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



FutureFoodS

Ptj Submission Platform

CALL1 PARTNERING



FUTUREFOODS
CALL1 - PP

- PARTNERING
- POST AN OFFER/REQUEST >
- LIST OF OFFERS/REQUESTS >

PARTNERING PLATFORM

This partnering tool helps you to find cooperation possibilities within the FutureFoodS calls. It is based on the following information:

- 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 words of 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:

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

Type of Organisation:

Phone Number:

Project Data

Topic:

Keywords:

Please specify your cooperation interest

5. Submission platform: Partnering Tool



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

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

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

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“

Unable to save your data. Please check your input.

Type of Post:

Post an Offer

Post a Request

Contact data

Contact Name

Email Address:

Please fill in this field.

Please enter a valid e-mail address.

Name of Organisation/Institution/Company

Country

please select...

Please fill in this field.

Please fill in this field.

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:
Projekträger 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 down 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“



FUTUREFOODS
CALL1 - PRE-PROPOSAL

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SUBMISSION PLATFORM

- COORDINATOR REGISTRATION >
- COORDINATOR LOGIN >
- PARTNER LOGIN >

WELCOME

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Non-coordinating partners of a project will be invited by the r the automatically generated project fact sheet, which contain

If you have questions or any technical problems with your log

5. Submission platform: How to submit a proposal?



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

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SUBMISSION PLATFORM

- COORDINATOR REGISTRATION >
- COORDINATOR LOGIN >
- PARTNER LOGIN >

CALL DOCUMENTS

- Call Announcement
- Annex A_Impact Plan

COORDINATOR REGISTRATION

Please register with your name, e-mail address and choose a login name.

First name

Last name

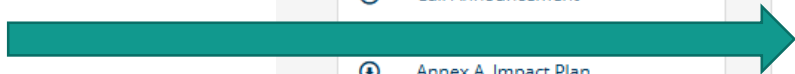
Email

Login name

Password Repeat password

Passwords must contain an uppercase character, a lowercase character, a base digit (0 through 9) and a nonalphanumeric character ([-.,:;%?#@="<>|!+*/]).

[Next step →](#)



5. Submission platform: How to submit a proposal?



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



COORDINATOR REGISTRATION

Please check your data and click on „Register“, if all entered data is correct.

Name Frankforwebinar forwebinar

Email **f.hensgen@ptj.de**

Login name frankweb

Register

Edit registration data

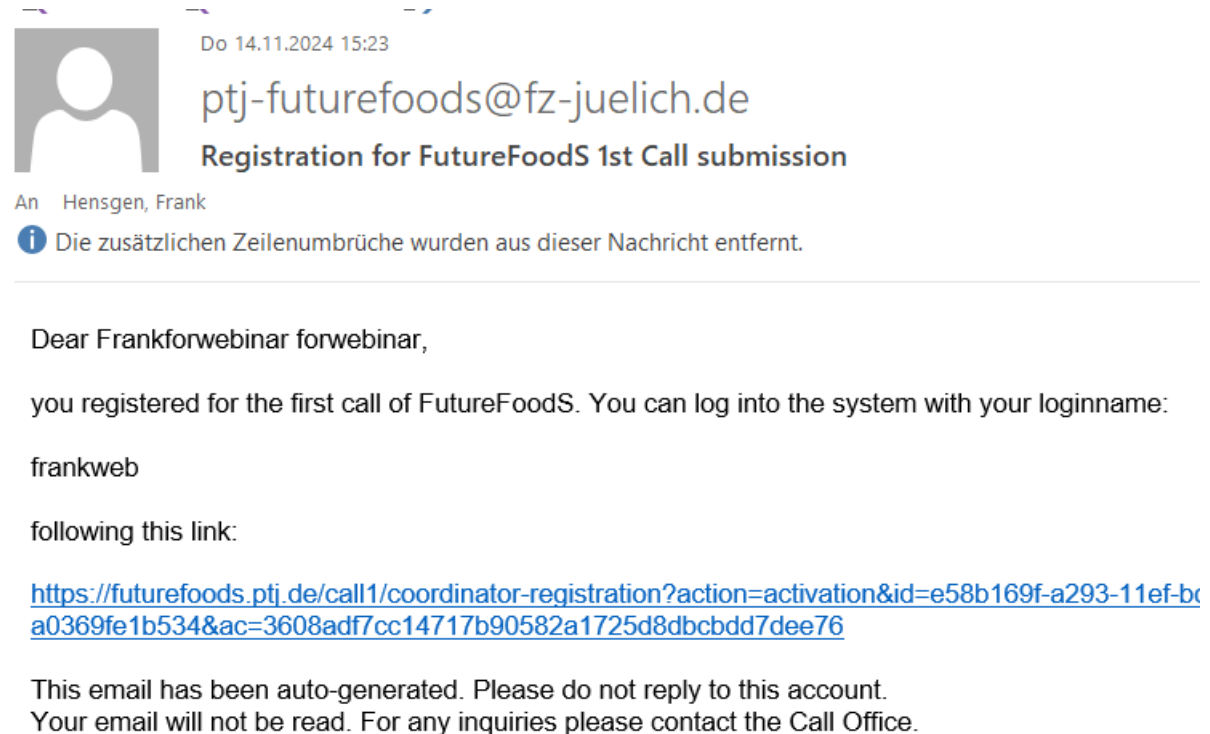


5. Submission platform: How to submit a proposal?



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!



5. Submission platform: How to submit a proposal?



CALL1 | PARTNERING

FutureFoodS

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

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SUBMISSION PLATFORM

- COORDINATOR REGISTRATION >
- COORDINATOR LOGIN >**
- PARTNER LOGIN >

COORDINATOR LOGIN

Login name

Password

[Forgotten your password? Please click here.](#)

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.



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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!

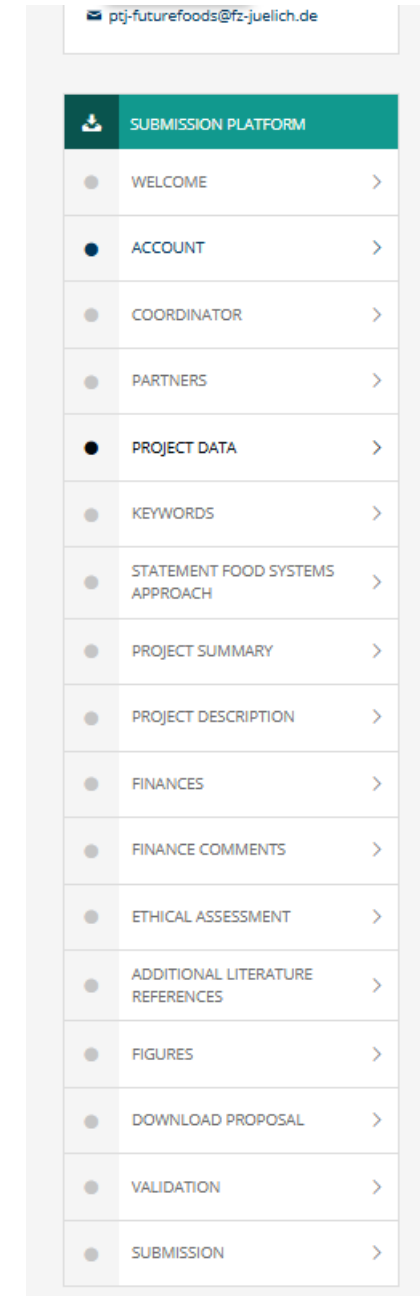
We wish you success for your application!

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“.



5. Submission platform: How to submit a proposal?



Account:

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

Only 1 account per Partner is possible.

The screenshot shows a web browser window with several tabs open: "E-Akte Bund 'Home...", "Cisco Webex Meeti...", "Green Era Hub - Int...", "FOODPathS - Home", "phi eu", "Startseite - Förderb...", and "FutureFoodS". The main content area is titled "ACCOUNT" and is divided into two sections. The left section, "CALL OFFICE CONTACT", lists three contacts: Dr. Nikola Hassan (+49 2461 6196787), Dr. Frank Hensgen (+49 2461 6185443), and Emilie Gätje (+49 2461 6196367), all with email addresses at fz-juelich.de. The right section, "SUBMISSION PLATFORM", contains a form for account management. The form has a "Save" button at the top left and a note "* is required for submission". It includes fields for "Login name *", "Email address *", "Password", and "Confirm password". Below the password fields, a note specifies password requirements: "Passwords must contain an uppercase character, a lowercase character, a base digit (0 through 9) and a nonalphanumeric character ([!-.,:;%?#@='<>()!+*]).". A second "Save" button is located at the bottom of the form. A sidebar on the left of the account page lists navigation options: WELCOME, ACCOUNT (selected), COORDINATOR, PARTNERS, PROJECT DATA, KEYWORDS, and STATEMENT FOOD SYSTEMS APPROACH.

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!

CALL OFFICE CONTACT

Dr. Nikola Hassan
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ptj-futurefoods@fz-juelich.de

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ptj-futurefoods@fz-juelich.de

Emilie Gätje
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SUBMISSION PLATFORM

- WELCOME
- ACCOUNT
- COORDINATOR**
- PARTNERS
- PROJECT DATA
- KEYWORDS
- STATEMENT FOOD SYSTEMS APPROACH
- PROJECT SUMMARY
- PROJECT DESCRIPTION
- FINANCES
- FINANCE COMMENTS
- ETHICAL ASSESSMENT

COORDINATOR PROFILE

* is required for submission

Contact data

Title * Email address

First name * Max. 150 characters Family name * Max. 150 characters

Status of organisation * Website Max. 150 characters

Organisation/Institution/Company * Max. 150 characters Department Max. 150 characters

Country *

Please choose the country you live in and in case of several funding organisations from your country the funding organisation you are requesting funding from.

Street, no. * Max. 150 characters P.O. box (if applicable) Max. 150 characters

Zip/postal code * Max. 150 characters Town/city * Max. 150 characters

Phone number [Country profile]Number1 * Mobile phone number [Country profile]Number2

Country *

- Please choose
- Austria
- Belgium - F.R.S.-FNRS**
- Belgium - FWO
- Belgium - SPW
- Belgium - FIO/VLAIO
- Bulgaria
- Denmark
- Estonia
- Finland
- France
- Germany - BMEL
- Germany - BMBF
- Iceland
- Ireland-DAFM
- Ireland-Teagasc
- Ireland-DAFM+Teagasc
- Italy - MASAF
- Italy - MUR
- Italy - Bozen



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)

The screenshot shows a web interface for submitting a proposal. On the left is a sidebar menu with the following items: 'DOWNLOAD PROPOSAL', 'VALIDATION', 'SUBMISSION', 'CALL DOCUMENTS' (highlighted in green), 'Call Announcement', 'Annex A_Impact Plan', 'Annex B_NCR_RCP contacts', 'Annex C_Pre-proposal template', 'Annex H_List of FutureFood5 beneficiaries allowed to apply', 'Annex I_Nat_Reg_Regulations', and 'Example_pre-proposal'. The main content area is titled 'Teammember' and includes a 'Set country code' button with a tooltip: 'The country code of your selected country will be automatically set.' Below this is a section for adding up to 5 team members, with tabs for 'Mem 1' through 'Mem 5'. The 'Mem 1' tab is active, showing fields for 'Title' (a dropdown menu with 'Please choose'), 'Email address', 'First name', 'Family name', 'Phone number', and 'Function'. Below the team member section is a 'Tasks' section with a text area for 'Task(s) *' and a note: 'Please describe your task(s) in this project. This field is required. The maximal length is 2000 characters.' At the bottom is an 'Upload curriculum vitae' section with a 'Choose' button and a note: 'Please upload your curriculum vitae (max. 1 MB, PDF file format, max. 1 page). *' and 'You have not uploaded a CV yet.'

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>

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!

CALL OFFICE CONTACT

Dr. Nikola Hassan
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SUBMISSION PLATFORM

- WELCOME >
- ACCOUNT >
- COORDINATOR >
- PARTNERS >**
- PROJECT DATA >
- KEYWORDS >
- STATEMENT FOOD SYSTEMS APPROACH >
- PROJECT SUMMARY >
- PROJECT DESCRIPTION >

PARTNER LIST

Please add the partners of your project consortium. Please be aware that in order to be eligible consortium composition has to follow the rules outlined in the Section 5.2.1 of the Call Announcement "Project consortia must be comprised of a minimum of three partners from at least three Member States or Associated Countries participating in the call and must be eligible to request funding from the FOs participating in this call and providing funding for the selected topic. There is no rule for setting out the maximum number of partners that may participate in a consortium. The number should be appropriate to meet the project goals and should remain manageable (experience from past calls indicates a range of 4-8 partners per project)". Optionally, you can also add associated partners. Those associated partners are not requesting funding.

LIST OF PARTNERS, INCLUDING THE PROJECT COORDINATOR:

Organisation	Contact name	Organisation type	Nat. reg.	Country
	Frankforwebinar forwebinar		✘	

+ Add a new partner ←

• After you have added a new partner, activate him/her by pressing the "activate" button (little envelope) in the table. Your 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 ←

• After you have added a new associated partner, activate him/her by pressing the "activate" button in the table. Your associated partner will receive a notification email.

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		✘	

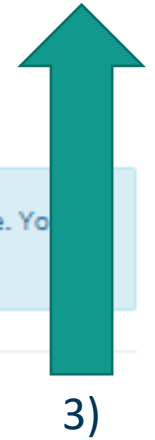
+ Add a new partner ← 1)

• After you have added a new partner, activate him/her by pressing the "activate" button (little envelope) in the table. Your 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)



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. Your partner will receive a notification email.

LIST OF ASSOCIATED PARTNERS:

No further associated partners found. You can add associated partners by clicking [back to partner list](#) 4)

[+ Add a new associated partner](#) 1)

PARTNER LIST

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

Level 1: Basic principles observed and reported

5. Submission platform: How to submit a proposal?



Keywords:

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

FUTUREFOODS
CALL1 - PRE-PROPOSAL

CALL OFFICE CONTACT

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ptj-futurefoods@fz-juelich.de

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SUBMISSION PLATFORM

- WELCOME >
- ACCOUNT >
- COORDINATOR >
- PARTNERS >
- PROJECT DATA >
- KEYWORDS >**

KEYWORDS

✓ Save * is required for submission

Supplementary keywords *

Maximum 5 keywords related to your project, separated by comma.

✓ Save

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).

The screenshot displays a web interface for a submission platform. On the left, there is a sidebar with a 'CALL OFFICE CONTACT' section listing three individuals: Dr. Nikola Hassan (+49 2461 6196787), Dr. Frank Hensgen (+49 2461 6185443), and Emilie Gätje (+49 2461 6196367), all with the email ptj-futurefoods@fz-juelich.de. Below this is a 'SUBMISSION PLATFORM' menu with options: WELCOME, ACCOUNT, COORDINATOR, PARTNERS, PROJECT DATA, KEYWORDS, STATEMENT FOOD SYSTEMS APPROACH (selected), and PROJECT SUMMARY.

The main content area is titled 'STATEMENT FOOD SYSTEMS APPROACH'. It contains a text box with the instruction: '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). Max. 2000 characters incl. spaces, figure(s) can be included here, see menu FIGURES for details.' Below the text box is a blue notification bar stating 'This information is required for submission.' and a green 'Save' button. A character count 'Max. 2000 characters' is shown above a rich text editor toolbar with icons for undo, redo, bold, italic, underline, link, unlink, bulleted list, numbered list, and indent.

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.

The screenshot displays a web interface for a submission platform. On the left, there is a sidebar menu under the heading 'SUBMISSION PLATFORM' with the following items: WELCOME, ACCOUNT, COORDINATOR (highlighted with a black dot), PARTNERS, PROJECT DATA, KEYWORDS, STATEMENT FOOD SYSTEMS APPROACH, PROJECT SUMMARY (highlighted with a blue dot), PROJECT DESCRIPTION, FINANCES, and FINANCE COMMENTS. Above the menu is a 'CALL OFFICE CONTACT' section listing three individuals: Dr. Nikola Hassan (+49 2461 6196787), Dr. Frank Hensgen (+49 2461 6185443), and Emilie Gätje (+49 2461 6196367), all with the email ptj-futurefoods@fz-juelich.de. The main content area is titled 'PROJECT SUMMARY' and contains a text box for the summary. Above the text box is a blue notification bar stating 'This information is required for submission.' Below the text box is a 'Save' button. The text box has a character count of 0 and a maximum limit of 3500 characters. A rich text editor toolbar is visible above the text box, including icons for undo, redo, bold, italic, underline, link, unlink, list, and indent.

5. Submission platform: How to submit a proposal?



Project Description:

Please provide your project description,

How to?

ANNEX A

CALL OFFICE CONTACT

Dr. Nikola Hassan
+49 2461 6196787
pj-futurefoods@fz-juelich.de

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SUBMISSION PLATFORM

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

PROJECT DESCRIPTION

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

Rich text editor toolbar: Undo, Redo, Bold, Italic, Underline, Strikethrough, Bulleted list, Numbered list, Indent, Outdent.

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 €)

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SUBMISSION PLATFORM

- WELCOME >
- ACCOUNT >
- COORDINATOR >
- PARTNERS >
- PROJECT DATA >
- KEYWORDS >
- STATEMENT FOOD SYSTEMS APPROACH >

FINANCES

- The finances are required for submission.

Save

REQUESTED FUNDING

Please be aware that there a 2 finance tables. The first one is asking for the requested funding, the second one below is for the own contribution. For associated partners only the second table can be filled, because they are not requesting funding. Insert the requested budget / own contribution for all of the partners in the consortium into the appropriate columns. Be aware that the category "Overhead" is depending on national/regional regulations, please fill accordingly. Please be aware that only the Coordinator can fill in the financial plan on behalf of the whole consortium. The units used are 0.00 k€ (kilo Euro; k€ (1k€ = 1000 €).

Organisation name	Personnel	Travel	Consumables / Equipment	Subcontracts	Other	Requested Funding	Total Own Contribution	Total Costs
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.00	0.00	0.00
<i>Overhead</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>			
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.00	0.00	0.00
<i>Overhead</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>			
TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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

The screenshot displays the submission platform interface. On the left, there is a sidebar with a 'CALL OFFICE CONTACT' section listing three individuals: Dr. Nikola Hassan (+49 2461 6196787), Dr. Frank Hensgen (+49 2461 6185443), and Emilie Gätje (+49 2461 6196367), all with the email ptj-futurefoods@fz-juelich.de. Below this is a 'SUBMISSION PLATFORM' menu with items: WELCOME, ACCOUNT, COORDINATOR, PARTNERS, PROJECT DATA, KEYWORDS, STATEMENT FOOD SYSTEMS APPROACH, PROJECT SUMMARY, PROJECT DESCRIPTION, FINANCES, and FINANCE COMMENTS (which is currently selected).

The main content area is titled 'FINANCE COMMENTS'. It features a blue notification box stating 'The finance comments are required for submission.' and a 'Save' button. Below this is the 'BRIEF DESCRIPTION' section, which includes a sub-header with tabs for 'Personnel', 'Travel', 'Consumables / Equipment', 'Subcontracts', and 'Other'. A text box labeled 'Brief Description (max. 1000 characters)' is provided for input, followed by another empty text box. A 'Save' button is located at the bottom of this section.

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 activity (e.g. study of vulnerable populations)
- Methodology (e.g. clinical trials 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

SECURITY SELF-ASSESSMENT

QUESTIONS * is required
** is conditional required

Security self-assessment

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

Comment * Max. 5000 characters

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.

The screenshot displays a web interface for a submission platform. On the left, there are two sidebar panels. The top panel, titled 'CALL OFFICE CONTACT', lists three individuals: Dr. Nikola Hassan (+49 2461 6196787), Dr. Frank Hensgen (+49 2461 6185443), and Emilie Gätje (+49 2461 6196367), all with the email address ptj-futurefoods@fz-juelich.de. The bottom panel, titled 'SUBMISSION PLATFORM', shows a navigation menu with 'WELCOME', 'ACCOUNT', 'COORDINATOR' (selected), and 'PARTNERS'. The main content area is titled 'ADDITIONAL LITERATURE REFERENCES'. It contains a text box with the instruction: 'If needed, you can upload a pdf document containing additional general references. Max. 2 pages, max. 1MB.' Below this is a file upload area with a 'Choose' button and a note: 'Max allowed file size: 1 MB'. A 'Save' button is located at the bottom of the upload area.

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”)

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SUBMISSION PLATFORM

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- PROJECT DESCRIPTION >
- FINANCES >
- FINANCE COMMENTS >

FIGURES

You have the opportunity to upload up to 6 images. To insert them, you enter the place marker "[[figureX]]" into your text (where the image should appear). By replacing the X with the number of the image you create the link to the image.

For example [[figure2]] for the 2nd image.

Max file size: 600px x 600px, 2MByte
Allowed formats are jpg, png or gif

Example:
Description of work:
Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. At vero eos et accusam et justo duo dolores et ea rebum. [[figure1]] Stet clita kasd gubergren, (figure 1) no sea takimata sanctus est Lorem ipsum dolor sit amet. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. At vero eos et accusam et justo duo dolores et ea rebum. Stet clita kasd gubergren, no sea takimata sanctus est Lorem ipsum dolor sit amet.

The term [[figure1]] tells the system to place the file uploaded in slot 1 of the figure menu exactly there. The term (figure 1) is no command and does nothing but just refer the reader to the first figure.

Figure 1:

No image uploaded, allowed formats are jpg, png or gif.

Figure 2:

No image uploaded, allowed formats are jpg, png or gif.

Figure 3:

No image uploaded, allowed formats are jpg, png or gif.

Figure 4:

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

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	>

DOWNLOAD PROPOSAL

WORK VERSION
THE CURRENT STATE OF YOUR ENTERED DATA.

 [Download the proposal](#)
PDF format

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”

CALL OFFICE CONTACT

Dr. Nikola Hassan
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Dr. Frank Hensgen
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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 >

VALIDATION

VALIDATION FAILED, REQUIRED DATA MISSING

- PARTNERS**
 - Partners
 - At least 3 partners are required.
 - The partners must come from at least 3 different countries.
- PARTNER 1 (COORDINATOR)**
 - Title**
 - Please select a value from the list.
 - Status of organisation**
 - Please select a value from the list.
 - Country**
 - Please select a value from the list.
 - Privacy Policy**
 - The acceptance of the privacy policy must be confirmed.
 - Organisation/Institution/Company**
 - Please enter a value in this field.
 - Street, no.**
 - Please enter a value in this field.
 - Zip/postal code**
 - Please enter a value in this field.
 - Town/city**
 - Please enter a value in this field.

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 fulfill 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

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 finalized version under “download proposal”

The screenshot displays the submission platform interface. At the top, a green arrow points to a notification box that says "The proposal has been successfully submitted." Below this, a large green arrow points to the "SUBMISSION READY" section. This section contains a "DECLARATION" box with text stating that the project applicants declare the research is unique and does not duplicate existing research. Below the declaration is a checkbox labeled "Confirm this declaration" and a "Submit" button. At the bottom of the screenshot, a section titled "DOWNLOAD PROPOSAL" is visible, containing two options: "WORK VERSION" (the current state of entered data) and "FINALIZED VERSION (20.11.2024 11:01:56)" (the state of entered data from the last submission). Each option has a "Download the proposal PDF format" link. A large green arrow points to the "FINALIZED VERSION" link.

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)

The screenshot displays the 'PARTNER LOGIN' interface. On the left, there are two sections: 'CALL OFFICE CONTACT' and 'SUBMISSION PLATFORM'. The 'CALL OFFICE CONTACT' section lists three individuals: Dr. Nikola Hassan (+49 2461 6196787), Dr. Frank Hensgen (+49 2461 6185443), and Emilie Gätje (+49 2461 6196367), all with the email ptj-futurefoods@fz-juelich.de. The 'SUBMISSION PLATFORM' section has three menu items: 'COORDINATOR REGISTRATION', 'COORDINATOR LOGIN', and 'PARTNER LOGIN'. A large green arrow points to the 'PARTNER LOGIN' option. The main area on the right is titled 'PARTNER LOGIN' and contains a login form with fields for 'Login name' and 'Password', a 'Login' button, and a link for 'Forgotten your password? Please click here.'

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!

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 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 submit 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 * 5. Submission platform: How to s
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)

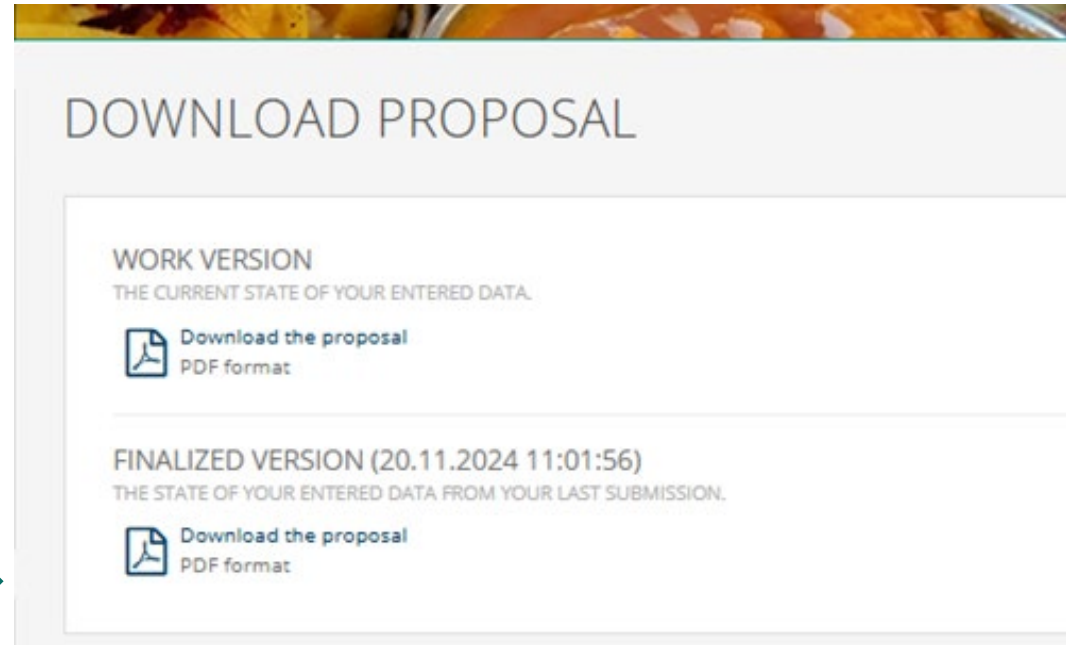
5. Submission platform: How to submit a proposal?



Partner Download Proposal:

Identical to
Coordinator:

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





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!!!**



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