

Partnership FutureFoodS

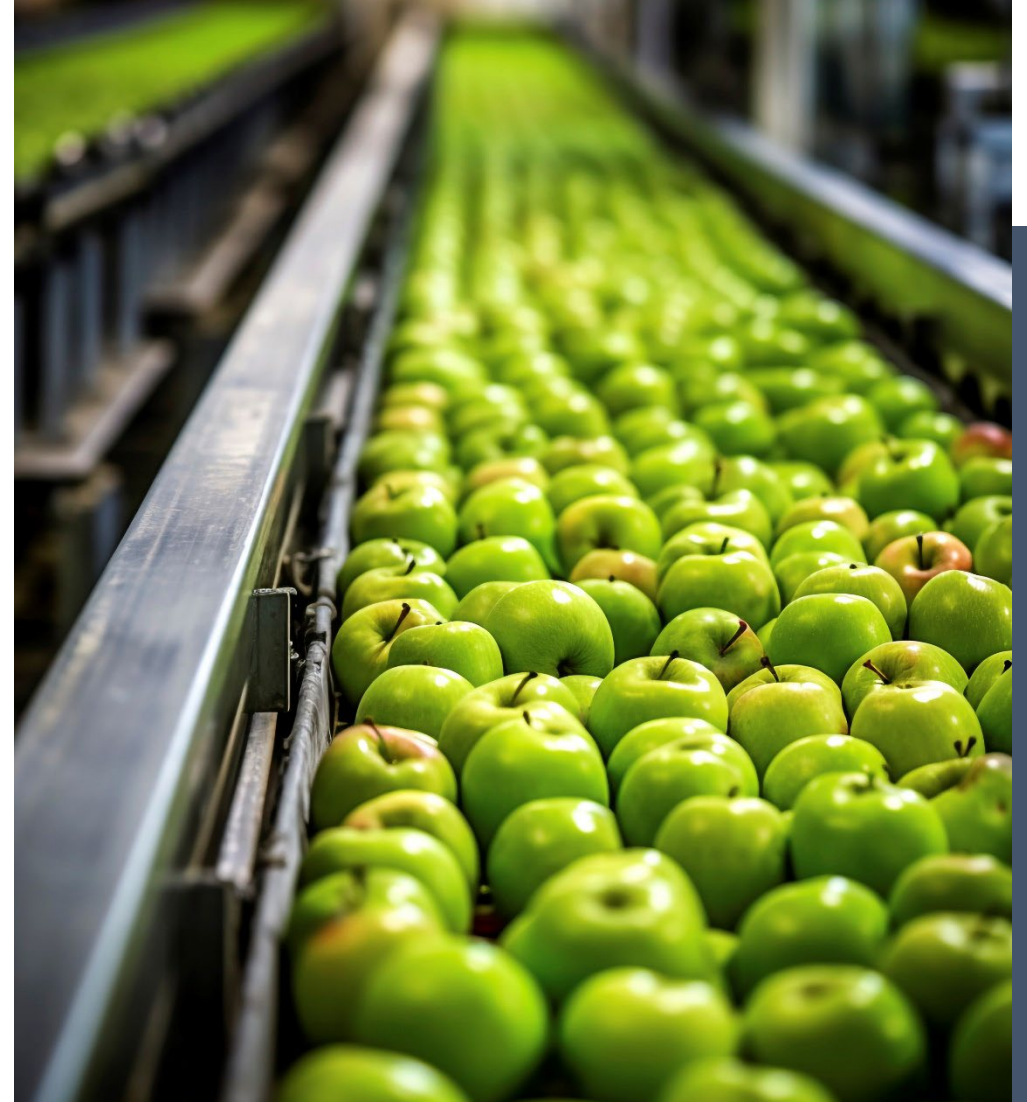
2. Call

WEBINAR

for Full-Proposal

Applicants

11th June 2026; 11:00-12:00 (CEST)



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Welcome on behalf of FutureFoodS



Your service point:

Call Office

ptj-futurefoods@ptj.de

ptj projektträger
jülich

Nikola Hassan
n.hassan@ptj.de

Frank Hensgen
f.hensgen@ptj.de

Emilie Gätje
e.gaetje@ptj.de

First of all: Congratulations !!!



**Strong Response to
Second Call of the
FutureFoodS Partnership:
224 Pre-Proposals
Submitted**

<https://www.futurefoodpartnership.eu/news/>

Agenda

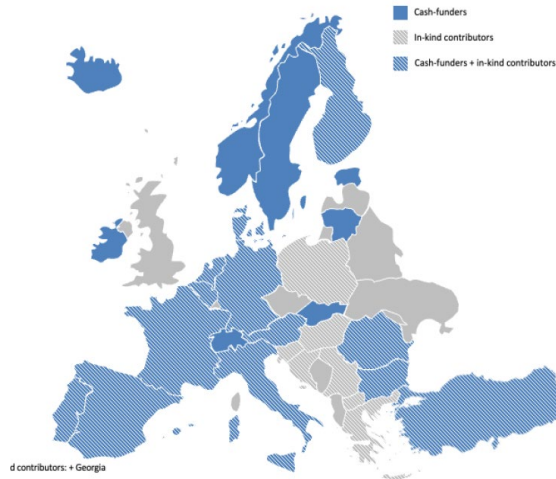


Item	Agenda	Speaker
1	Introduction to FutureFoodS Partnership and the co-funded call	Nikola Hassan (FZJ, Call Office)
2	The Food Systems Approach and Project Description	Nikola Hassan (FZJ, Call Office)
3	Overview of the call process and requirements	Nikola Hassan (FZJ, Call Office)
	Widening Option	Nikola Hassan (FZJ, Call Office)
5	Submission platform: Whats new in the Full proposal phase	Frank Hensgen (FZJ, Call Office)
6	Q&A	All

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

FutureFoodS 2nd Call in a nutshell

Accelerating Food Sustainability - through Household Dietary Shifts, Trust and Transparency, and Innovations in Circular Food Processing Systems



- 33 Funding Organisations from 20 countries
- ~39 Mio Euro

3 TOPICS

RESEARCH

1. Domestic food practices enhancing sustainable and healthy diets

2. Towards diverse, sustainable and circular food processing systems

3. Trust and transparency in sustainable food systems

INNOVATION

2 Project types

Guiding elements for FutureFoodS projects (Food Systems Approach)

- ✓ transformative perspective
- ✓ Inter- and transdisciplinarity
- ✓ Multi-stakeholder engagement
- ✓ Sustainability

Impact Plan Approach
(theory of change)

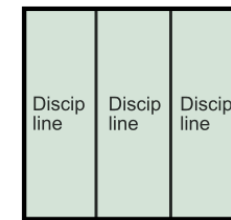


2. The Food Systems Approach

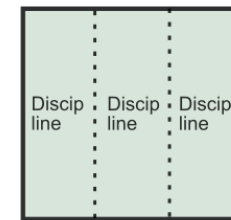
→ What does this mean in practice for your proposal?

Guiding elements for FutureFoodS projects

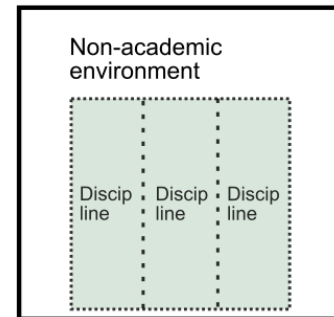
- ✓ **transformative perspective**
(solution- and impact-driven R&I; context setting, theory of change)
- ✓ **Inter- and transdisciplinarity**
(various disciplines and fields, project specific)
- ✓ **Multi-stakeholder engagement**
(diversity, relevance/ applicability, quadruple helix)
- ✓ **Sustainability**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



multi



inter



trans



2. The Food Systems 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 D**)

ANNEX A

ANNEX D



2. 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.)

2. Project description (following an impact plan)

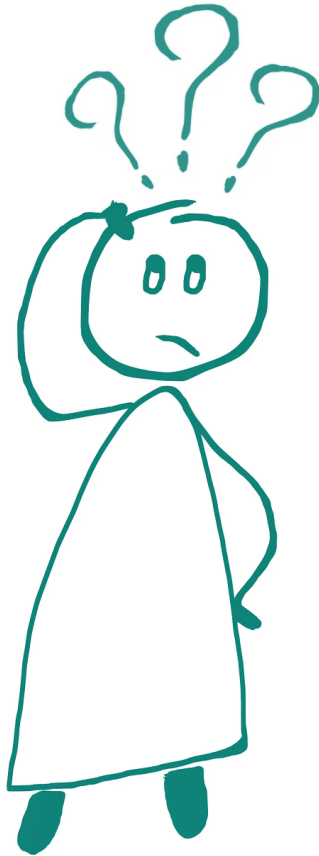


2. Impact Plan

Full-proposal!

- **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:** Use strategic activity planning to provide information about who produces knowledge and how. 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

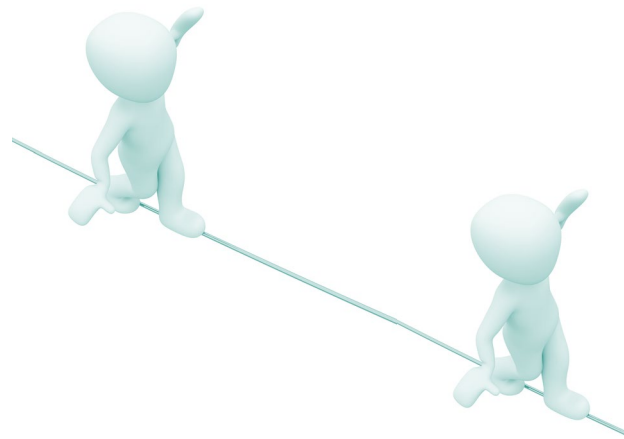
Q&A





3. Overview of the call process and requirements

- Brief overview of Call Docs (Announcement + Annexes)
- Process and timeline → Step2 Full Proposal
- Changes between pre- and full-proposal
- Widening option
- Reminder: General eligibility criteria
- Reminder: Evaluation criteria



Call Documents - Call Announcement



European partnership for a sustainable Future of Food Systems

Second Joint Transnational Co-funded Call



FutureFoodS Call 2025

*Accelerating Food Sustainability - through
Household Dietary Shifts, Trust and Transparency,
and Innovations in Circular Food Processing
Systems*

Version 01, 27 November 2025

Call launch: 03 December 2025

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

Webinar for applicants: 11 December 2025, 11:00-13:00 CET

Deadline for pre-proposals: 11 February 2026, 13:00:00 CET

Deadline for full-proposals: 27 July 2026, 13:00:00 CEST



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Via Submission platform

<https://futurefoods.ptj.de/call2-fp>

Via FutureFoodS Homepage → Opportunities
& projects → Funding opportunities

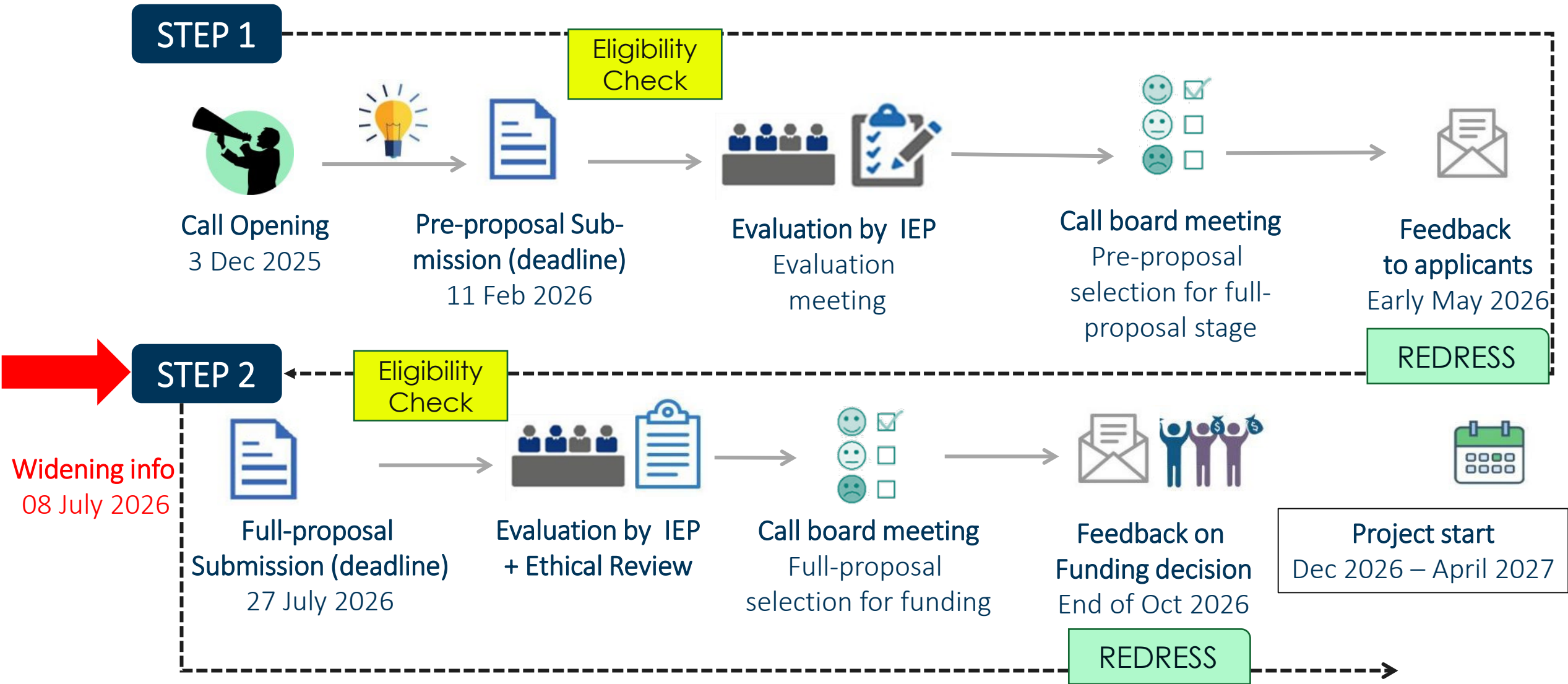
<https://www.futurefoodspartnership.eu/funding-opportunities>



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)
5. Annex E → Letter of commitment template (full-proposal)
6. Annex F → Data Management Plan (full-proposal)
7. Annex G → Dissemination, Exploitation and Communication Plan (full-proposal)
8. Annex H → List of FutureFoodS partners allowed to participate in co-funded projects
9. Annex I → National/ Regional regulations

Call process and timeline



Changes between pre- and full proposal



- The information given in the pre-proposals is binding
- **no changes are allowed**, unless in case of force majeure or explicitly requested by the IEP, a FO or the CB. However, all changes **must comply with the requirements** of the call and the respective FOs.
- The following changes between the pre- and full-proposal stage might be possible, but always require **prior endorsement by the respective FOs of the proposal and the CO!**

Changes between pre- and full proposal



- **Change of budget** can be allowed by the relevant FO. The NCP/ RCP of a FO can decide according to its own rules whether a justification is needed.
- **Changes in the consortium composition:** A change of project Coordinator or partner (person and organisation in charge) can exceptionally be allowed in case of force majeure. In this case, a request to change the Coordinator must be submitted to the CO and to all of the FOs from whom the partners in the consortium have requested funding. The deadline for any such request is 8th of July 2026 (13:00:00 CEST)
 - Inform the CO and your respective FO
 - Describe any major change in the „history of changes“ section
 - eligibility criteria, both general and national/regional criteria must be respected

Widening option



Please carefully read Section 7.2.2 of the Call Announcement !

A widening option is offered to **all proposals** entering the full-proposal phase due to undersubscription of several funding organisations. Consortia are allowed to include **one additional partner** requesting funding by the following funding organisations:

Belgium – funded by FIO/ VLAIO

Estonia – funded by ETAG

Lithuania – funded by ZUM

Slovakia – funded by MARD

Spain – funded by CDTI

The Netherlands – funded by SIA*

Türkiye – funded by TAGEM

Information about a potential additional partner must be given **to the Call Office and respective Funding Organisations by 8th of July 2026**.

→ The new partner must fulfill all eligibility rules!

**SIA: Researchers from Dutch Universities of Applied Sciences who want to join an existing consortium can contact SIA by e-mail (Marcus.vanleeuwen@regieorgaan-sia.nl). This needs to be done before 22nd of June; a budget needs to be sent to SIA before the 6th of July.*

Funder	Contact person(s)	Email	Topics			Supported project type		Deadline for request
			1	2	3	Res.	Innov.	
FIO/VLAIO (BE)	Marianne Claessens; Jef Willems	Marianne.claessens@vlaio.be ; Jef.willems@vlaio.be	X	X	X	X	X	08th of July 2026 (13:00:00 CEST)
ETAG (EE)	Laura Peri; Margit Suuroja	Laura.peri@etag.ee ; margit.suuroja@etag.ee	X	X	X	X		08th of July 2026 (13:00:00 CEST)
ZUM (LT)	Simona Bieliauskaite	simona.bieliauskaite@zum.lt	X	X	X	X	X	08th of July 2026 (13:00:00 CEST)
MARD (SK)	Jana Hreňová	jana.hrenova@land.gov.sk	X	X	X	X		08th of July 2026 (13:00:00 CEST)
CDTI (ES)	Cristina Gracia	cristinateresa.gracia@cdti.es ; cristinateresa.gracia@cdti.es	X	X	X	X	X	08th of July 2026 (13:00:00 CEST)
SIA (NL)	Marcus van Leeuwen; Thijs Simons	Marcus.vanleeuwen@regieorgaan-sia.nl ; thijs.simons@regieorgaan-sia.nl	X	X	X	X	X	before 22nd of June 2026; a budget needs to be sent to SIA before the 6 th of July 2026
TAGEM (TR)	Ahmet Budaklier	ahmet.budaklier@tarimormann.gov.tr	X	X	X	X	X	08th of July 2026 (13:00:00 CEST)

Following partners are eligible for funding

	Universities	Universities of applied sciences	Research institutes	Non-profit legal entities	SMEs	Large enterprises	Public bodies	Other : high schools
FIO/VLAIO	Yes as a subcontractor or project partner	Yes as a subcontractor or project partner/ Yes if industrial engineer (TETRA)	Yes as a subcontractor or project partner	No	Yes	Yes	No	Yes (TETRA)
ETAG	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
ZUM	Yes	Yes	Yes	No	No	No	No	No
MARD			Yes					
CDTI	No	No	No	No	Yes	Yes	No	
SIA	Yes, as co-operation partner	Yes, as main applicant	Yes, as co-operation partner	Yes, as co-operation partner	Yes, as co-operation partner	No	Yes, as co-operation partner	Yes, as co-operation partner
TAGEM	No	No	Yes	No	No	No	No	29 No

2nd Step Eligibility Check - general eligibility criteria



Criteria are the same as for the Pre-proposal:

- Proposals must be **complete and respect limits** (e.g. page limits, character limits)
- 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** must be from an **eligible** organisation applying for funding



Eligibility Check - general eligibility criteria II



- **Consortia need to be balanced:** A single country shall not exceed **60%** (or more) of the total number of person months allocated to the project. → **WIDENING**, be careful!
- 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** → **ANNEX E: letter of commitment** (full proposal)

ANNEX E

Evaluation of proposals



Evaluation by three independent experts per proposal

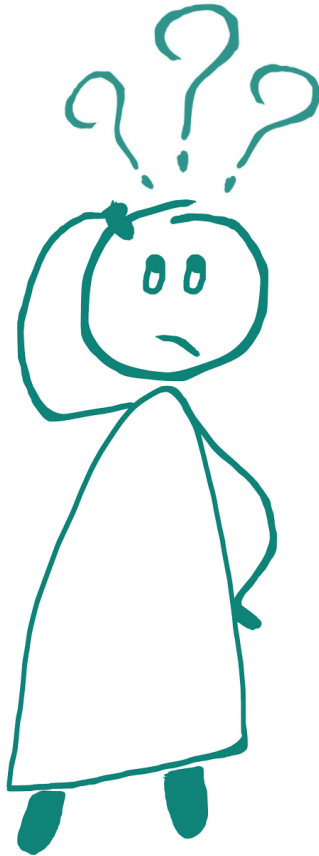
CRITERIA

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

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 main criteria or an overall score lower than 10 (full-proposal) will not be considered for funding.

Q&A



5. Submission platform: Introduction

Partnering Tool !!!



<https://futurefoods.ptj.de/call2-fp>

Ptj Submission Platform

PARTNERINGCALL2 FULLPROPOSAL



FUTUREFOODS
CALL2 - FULL-PROPOSAL

Need help?
Contact us →

CONTACT

Dr. Frank Hensgen

+49 2461 61 85443

ptj-futurefoods@ptj.de

→

Emilie Gätje

+49 2461 61 96367

ptj-futurefoods@ptj.de

→

Dr. Nikola Hassan

+49 2461 61 96787

ptj-futurefoods@ptj.de

Registration
and Login →

SUBMISSION PLATFORM

COORDINATOR LOGIN >

PARTNER LOGIN >

Looking for Call
documents? →

CALL DOCUMENTS

Call Announcement

Annex A - Impact Plan

WELCOME

Welcome Text
and info

The FutureFoodS 2nd call is now open for full-proposal submission!

Welcome back...to the submission platform. The FutureFoodS Call Office would like to thank all research consortia for submitting their pre-proposals in response to the second FutureFoodS call.

We received a total number of 224 pre-proposals. The eligible proposals were evaluated by international peer-review. Based on this expert evaluation, the FutureFoodS Call Board decided to invite 46 project consortia to submit a full-proposal.

Proposals must be submitted electronically via the online submission tool by 27th of July 2026 (13:00 CEST).

Applicants who have been invited to submit a full proposal may use their previous login data to enter the full proposal submission tool.

Please have a close look at the call documents (download under call documents on the submission platform) and especially the new Annexes D, E, F, G!

The CALL ANNOUNCEMENT is still valid and, together with the above mentioned documents, builds the basis for any proposal. Please also consider your national regulations (to be found in the updated Annex I).

A webinar will be offered to all invited research consortia and potential widening partners by the Call Office. The webinar will take place on 11th June at 11:00 (CEST).

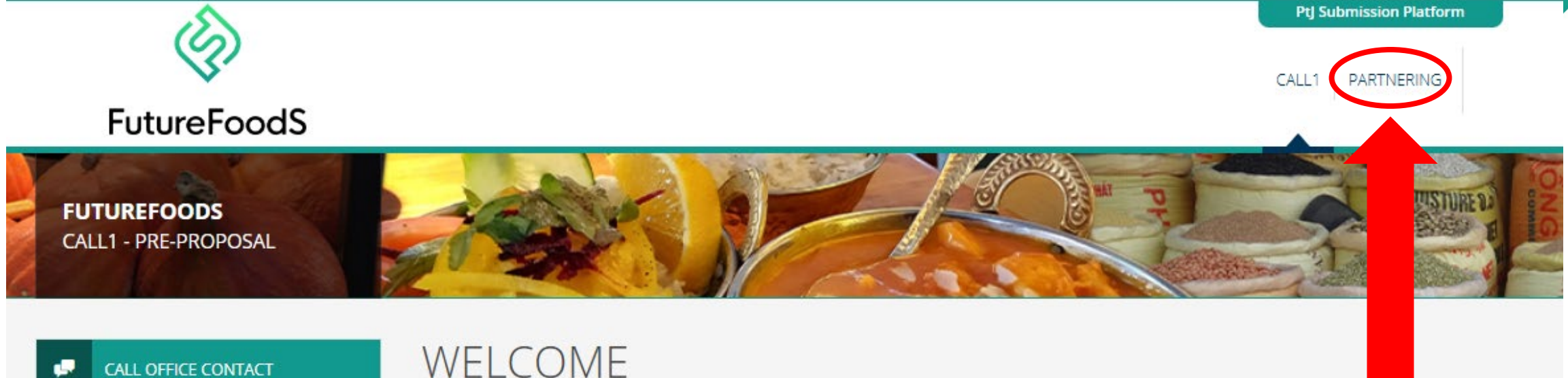
To participate follow this link:

<https://ptj-fzj.webex.com/ptj-fzj-en/j.php?MTID=mb9f97d6a739019874a45a414748831bb>

Widening offer: it is possible to add a new additional partner to existing consortia via the widening option until 8th of July 2026! The following funding organisations have a widening offer (see Call Announcement section 7.2.2):

35

5. Submission platform: Partnering Tool



Partnering Tool:

You are looking for a partner for Widening? You can search for one here!

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



Go to „Coordinator Login“, enter your loginname and chosen password and press „login“ (same as in pre-proposal)

Forgotten your password? Click on „forgotten your password? Please click here“)

The screenshot shows the 'COORDINATOR LOGIN' interface. On the left is a 'CALL OFFICE CONTACT' sidebar with contact information for Dr. Nikola Hassan, Dr. Frank Hensgen, and Emilie Gätje. The main area contains a login form with two input fields: 'Login name' and 'Password'. Below the 'Login name' field is a teal 'Login' button. Below the 'Password' field is a link that says 'Forgotten your password? Please click here.' Four teal arrows are overlaid on the image: one points to the 'Login' button, one points to the 'Login name' input field, one points to the 'Password' input field, and one points to the 'Forgotten your password?' link.

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 navigationbar, I would advise to start at the top and move downwards. Several points are already pre-filled from your pre-proposal.

Finally, at the end, please do not forget to validate and **to submit via „submission“**.

SUBMISSION PLATFORM	
WELCOME	>
ACCOUNT	>
COORDINATOR	>
PARTNERS	>
PROJECT DATA	>
FUNDING ORGANISATION	>
RESOURCES	>
KEYWORDS	>
CHANGES FROM PRE- TO FULL-PROPOSAL	>
STATEMENT FOOD SYSTEMS APPROACH	>
PROJECT SUMMARY	>
PROJECT DESCRIPTION SECTION: "PROBLEM AND CONTEXT ANALYSIS"	>
PROJECT DESCRIPTION SECTION: "IMPACT PATHWAY"	>
PROJECT DESCRIPTION SECTION: "CONSORTIUM AND INTERACTIONS"	>

PROJECT DESCRIPTION SECTION: "CONSORTIUM AND INTERACTIONS"	>
WP MODULE	>
FINANCES	>
FINANCE COMMENTS	>
LETTERS OF COMMITMENT	>
DATA MANAGEMENT PLAN	>
DISSEMINATION, EXPLOITATION AND COMMUNICATION PLAN	>
ETHICAL ASSESSMENT	>
ADDITIONAL LITERATURE REFERENCES	>
FIGURES	>
DOWNLOAD PROPOSAL	>
VALIDATION	>
SUBMISSION	>

CALL DOCUMENTS	
Call Announcement	
Annex A - Impact Plan	

5. Submission platform



Coordinator Profile:
Partly pre-filled, partly locked. In case you think you need to enter something in a locked area, contact us!

✓ Save

* is required for submission

Contact data

Title	Email address
Dr.	ptj-futurefoods@fz-juelich.de
First name	Family name
First Name (Coordinator)	Family Name (Coordinator)
Status of organisation	Website Max. 150 characters
University	https://www.website.de
Organisation/Institution/Company	Department
Organisation (Coordinator)	Department (optional)
Country	
Austria	
5. Submission platform	P.O. box (if applicable)
Street 111	P.O. box (if applicable)
Zip/postal code	Town/city
111111	City

5. Submission platform: How to submit a proposal?



Partners:
For widening: you need to
Contact the Call Office!
We will enter the new
Partner for you.

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 >

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:

Description of changes from pre- to full-proposal: **NEW**

In case you make any changes: Please describe and explain here! **Please read Call Announcement 7.2.1. before making any changes!**



CHANGES FROM PRE- TO FULL-PROPOSAL

In case changes were requested by the Call Office or Funding Organisation, please give a brief description of the changes you made.

- This information is required for submission.

✓ Save

Max. 2000 characters

↶ ↷ **B** *I* U ~~ABC~~ x^2 x_2 [List Icons]

Please use this text box with a maximum of 2000 characters to describe the changes you made. Please read carefully and follow the rules outlined in the Call Announcement regarding changes between pre- and full-proposals.

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).

New: 3500 characters

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). Max. 3500 characters incl. spaces, figure(s) can be included here, see menu FIGURES for details.

- This information is required for submission.

✓ Save

Max. 3500 characters

← → **B** *I* U ~~ABC~~ x² x₂ [List Icons]

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. 3500 characters incl. spaces, figure(s) can be included here, see menu FIGURES for details.



5. Submission platform: How to submit a proposal?

Project Description: Partly

NEW

Three Pages, dont forget to
fill all three!

How to?

ANNEX A

☐	PROJECT SUMMARY	>
☒	PROJECT DESCRIPTION SECTION: "PROBLEM AND CONTEXT ANALYSIS"	>
☐	PROJECT DESCRIPTION SECTION: "IMPACT PATHWAY"	>
☐	PROJECT DESCRIPTION SECTION: "CONSORTIUM AND INTERACTIONS"	>



5. Submission platform: How to submit a proposal?



NEW: Workpackage Module!

It is interactive! It opens new pages once you add new Workpackages, Tasks, Deliverables, Milestones...

There is no given number of WPs, Tasks, Milestones, Deliverables. You are free to adapt as it fits to your project!

At the end or in between you can click on „Show GANTT Chart“ to see your Project proposal in a GANTT Chart

1. Add new WP +

WORK PACKAGES

LIST OF WORK PACKAGES

+ Add a new work package

Show gantt chart

Work package: 1 - WP 1 - Title			
Tasks		+	
1.1	Example Task 1.1		
1.2	Example Task 2.1		
Milestones		+	
1.1	Title Milestone 1.1		
1.2	Title Milestone 1.2		
Deliverables		+	
1.1	Title of Deliverable		

Work package: 2 - WP 2 - Title			
Tasks		+	
2.1	Example Task 2.1		
Milestones		+	

2. Describe new WP (pencil)

3. Add new Task (+)

4. Describe new Task (pencil)

5-.... X. And so on for all WPs, Task, Milestones, Deliverables

5. Submission platform: How to submit a proposal?



Finances:

Pre-filled from Pre-Proposal BUT
ATTENTION!!!

We asked you to fill this in kilo €; So if you want to receive 100 000€ funding you have to type 100, because 1k€ = 1000 €. Simply divide your funding by 1000.

• The finances are required for submission.

✓ Save

REQUESTED FUNDING

Please insert the finance information for all of the partners in the consortium into the appropriate columns on the submission platform. There are two tables, the first for the requested funding, the second for possible own (if applicable). The table automatically sums up the entries. Take into account that the category "Overhead" is depending on regulations, please fill accordingly. Please be aware that only the Coordinator can fill in the financial plan on behalf of the consortium. The units used are 0.00 k€ (kilo Euro); k€ (1k€ = 1000 €).

Organisation name	Personnel	Travel	Consumables / Equipment	Subcontracts	Other	Requested Funding		
Organisation (Coordinator)	100	20	20	10	0.00	167.00	20.00	
Overhead	10	2	2	3	0.00			
Organisation (Partner 1)	100	10	10	10	10.00	145.00	0.00	145.00
Overhead	1	1	1	1	1.00			
Organisation (Partner 2)	20	2	2	2	2.00	28.00	10.00	38.00
Overhead								

1k€ = 1000€;
Please use k€, as requested! Do **not** enter 100000, unless you really want to ask for 100 Million € of funding

5. Submission platform: How to submit a proposal?



NEW Letter(s) of Commitment:
Annex E
One per associated partner.

Download Annex E, fill it out and upload it. In case of more than one LOC, put them all in one pdf for upload ! If succesful it should look like the page at the right. You can always download your pdf or delete it. Upload of a new one replaces the old one.

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SUBMISSION PLATFORM

- WELCOME
- ACCOUNT
- COORDINATOR
- PARTNERS
- PROJECT DATA

LETTER(S) OF COMMITMENT

For each of associated partner, a letter of commitment must be uploaded via the upload field of the submission platform, using the template provided (Annex E). All letters of commitment must be compiled into one pdf file.

Please do not upload any other letter types unless required by your national/regional Funding Organisation regulations. Additional uploaded documents will not be considered.

Allowed file formats: pdf | Max allowed file size: 5 MB | Max allowed pdf pages: 10

Choose

A document has been uploaded.

UPLOADED PDF DOCUMENT:

Name:	letter_of_commitment.pdf	
Size:	156.43 KB	Download file
Last change:	13.05.2026	Delete file

Save

5. Submission platform: How to submit a proposal?



NEW Data Management Plan: Annex F

Download Annex F, read the description, prepare the plan and upload it. If succesful it should look like the page at the right. You can always download your pdf or delete it. Upload of a new one replaces the old one.

DATA MANAGEMENT PLAN

Please upload your Data Management Plan (DMP) as a pdf document. Consider the recommendations and checklist of questions provided in Annex F when preparing your plan.

- This document is required for submission.

Allowed file formats: pdf | Max allowed file size: 1 MB | Max allowed pdf pages: 1

Choose

A document has been uploaded.

UPLOADED PDF DOCUMENT:

Name:	data_management_plan.pdf	
Size:	60.68 KB	Download file
Last change:	01.06.2026	Delete file

✓ Save

5. Submission platform: How to submit a proposal?



NEW Dissemination, Exploitation and Communication Plan: Annex G

Download Annex G, read the description, prepare the plan and upload it. If successful it should look like the page at the right. You can always download your pdf or delete it. Upload of a new one replaces the old one.

2 Pages max!

DISSEMINATION, EXPLOITATION AND COMMUNICATION PLAN

Please upload the Dissemination, Exploitation and Communication (DEC) Plan as a pdf document. Consider the recommendations and guiding information provided in Annex G when preparing your plan.

- This document is required for submission.

Max allowed file size: 1 MB

[Choose](#)

A document has been uploaded.

UPLOADED PDF DOCUMENT:

Name:	dissemination_exploitation_plan.pdf	
Size:	216.98 KB	Download file
Last change:	06.05.2025	Delete file

[Save](#)

5. Submission platform: How to submit a proposal?

Ethics

Pre-filled, Additional Info can be added

●	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?



Additional Literature References

Pre-filled from pre-proposal

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

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SUBMISSION PLATFORM

WELCOME

ACCOUNT

COORDINATOR

PARTNERS

ADDITIONAL LITERATURE REFERENCES

If needed, you can upload a pdf document containing additional general references. Max. 2 pages, max. 1MB.

Max allowed file size: 1 MB

Choose

No document has been uploaded.

Save

5. Submission platform: How to submit a proposal?



Figures (from pre-proposal)

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

WELCOME

ACCOUNT

COORDINATOR

PARTNERS

PROJECT DATA

KEYWORDS

STATEMENT FOOD SYSTEMS APPROACH

PROJECT SUMMARY

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.

Save

Figure 1:

Choose

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

Figure 2:

Choose

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

Figure 3:

Choose

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

Figure 4:

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”

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SUBMISSION PLATFORM

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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

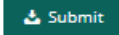
✓ SUBMISSION READY

- 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 down to a green box containing the message: "The proposal has been successfully submitted." Below this, a large green arrow points right to a box labeled "SUBMISSION READY" with a green checkmark. Inside this box, there is a "DECLARATION" section with two paragraphs of text and a checkbox labeled "Confirm this declaration". A "Submit" button is located at the bottom of this section. Below the "SUBMISSION READY" box, there is a section titled "DOWNLOAD PROPOSAL". This section contains two entries: "WORK VERSION" (THE CURRENT STATE OF YOUR ENTERED DATA.) and "FINALIZED VERSION (20.11.2024 11:01:56)" (THE STATE OF YOUR ENTERED DATA FROM YOUR LAST SUBMISSION.). Each entry has a "Download the proposal PDF format" link with a document icon. A large green arrow points left from the "FINALIZED VERSION" entry.

5. Submission platform: Partner?



There are only some small things each partner has to do:

py-futurefloods@py.de

	SUBMISSION PLATFORM
	WELCOME >
	ACCOUNT >
	PROFILE DATA >
	FUNDING ORGANISATION >
	DOWNLOAD PROPOSAL >

Link/DOI

Declaration

National regulations *

☒ I am aware of the national funding regulations (see guidelines for applicants).

Privacy Policy *

☒ I have read the notes on [privacy](#) and accept them.

Additional fields

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

Please enter the PIC



FUNDING ORGANISATION

Please select your funding organisation:

* is required for submission

Funding organisation *

Q&A





6. Wrap up

- All slides and recording will be shared and available after the webinar
- Please contact in case of questions:
 - ptj-futurefoods@ptj.de



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



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