



European  
Commission



# **MARIE SKŁODOWSKA-CURIE ACTIONS**

## **How to Submit Proposal (SEP)**

**Co-funding of Regional, National and International Programmes (COFUND)**

**David G. Pina**

**Web-streaming  
10 June 2014**



## Main documents to be consulted:

- Work Programme H2020-MSCA
- COFUND Guide for Applicants
- SEP user guide

Available on the Participant Portal under Call documents

ECAS login is necessary

# Participant Portal



European Commission

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## RESEARCH & INNOVATION

### Participant Portal

European Commission > Research & Innovation > Participant Portal > Home

HOME **FUNDING OPPORTUNITIES** HOW TO PARTICIPATE EXPERTS SUPPORT



On this site you can find and secure **funding** for research & innovation projects under the following EU programmes:

- **2014-2020** Horizon 2020 - research and innovation framework programme
- **2007-2013** 7th research framework programme (FP7) and Competitiveness & Innovation Programme (CIP)

#### Non-registered users

- search for funding
- read the H2020 Online Manual & download the legal documents
- check if an organisation is already registered
- contact our support services or check our FAQs

#### Registered users

- submit your proposal
- sign the grant
- manage your project throughout its lifecycle



WHAT'S NEW?



FUNDING OPPORTUNITIES



HOW TO PARTICIPATE



WORK AS AN EXPERT



MY PERSONAL AREA



INFORMATION AND SUPPORT



## EUROPEAN COMMISSION AUTHENTICATION SERVICE (ECAS)

European Commission

IntraComm > Authentication Service > Login

[Login](#) [New password](#) [Sign Up](#) [Help](#)



( authenticates your identity on European Commission websites )

**Participants Portal**  
requires you to authenticate

Login [Not registered yet](#)

Is the selected domain correct?  
**European Commission** [Change it](#)

Username or e-mail address \*

Password \*

▶ [More options...](#)

[Login!](#) [Lost your password?](#)

\* Required fields

# Funding Opportunities



## RESEARCH & INNOVATION

### Participant Portal

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HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE EXPERTS SUPPORT

LOGIN REGISTER

#### Horizon 2020

- Search Topics
- Calls
- Call Updates

#### Other EU Programmes 2014-2020

- Research Fund for Coal & Steel
- COSME
- 3rd Health Programme
- Consumer Programme

#### FP7 & CIP Programmes 2007-2013

- Calls
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Other Funding Opportunities



### Funding Opportunities

H2020 ONLINE MANUAL

Find the European Union funding opportunities and search for new or closed calls, grouped by the following programmes:

- **Horizon 2020 - EU research funding from 2014**
- **Seventh Framework Programme (FP7)**
- **Competitiveness and Innovation Framework Programme (CIP)**
- **other research and innovation programmes**

#### Horizon 2020



Horizon 2020 is the new EU funding programme for research and innovation running from 2014 to 2020 with a €80 billion budget. The first calls for proposals for Horizon 2020 were published on **11 December 2013**. Its simplified rules and submission and grant management tools should facilitate participants' tasks. For practical guidance, see the [H2020 online manual](#).

H2020 supports **SMEs** with a new **instrument** that runs throughout various funded research and innovation fields, so it should be easy for SMEs to find opportunities in many calls.

H2020 also aims to enhance EU **international research cooperation** so there are more opportunities for Third Country participation.

#### COSME

Programme for the Competitiveness of Enterprises and SMEs (COSME) will run from 2014 to 2020, with a planned budget of €2.3bn. It will facilitate SME access to finance, create supportive environment for business creation, help small businesses operate outside their home countries and improve their access to markets.

#### 3rd HEALTH PROGRAMME

The **Third Health Programme** will run from 2014 to 2020, with a planned budget of 449 million EUR. It will support actions that complement, support and add value to the policies of the Member States to improve the health of EU citizens and reduce health inequalities by promoting health, encouraging innovation in health, increasing the sustainability of health systems and protecting Union citizens from serious cross-border health threats.

#### CONSUMER PROGRAMME

The **Multiannual Consumer Programme 2014-2020** has a planned budget of 188 million EUR. It will support actions that ensure a high level of consumer protection, that empower consumers and that place the consumer at the heart of the internal market.

# Find a Call



RESEARCH & INNOVATION Participant Portal

European Commission > Research & Innovation > Participant Portal > Calls

HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE EXPERTS SUPPORT LOGIN REGISTER

### Horizon 2020

Search Topics

**Calls**

Call Updates

### Horizon 2020

**Excellent Science**

- European Research Council
- Future and Emerging Technologies
- Marie Skłodowska-Curie actions
- Research infrastructures

**Industrial Leadership**

- Leadership in enabling and industrial technologies(LEIT)
- Access to risk finance
- Innovation in SMEs

FILTER

Filters only programme and call titles and IDs, for extended search go to the [Search Topics page](#).

Sort by:  Title  Call Id  Publication Date  Deadline Date

Programme	Call Title	Deadlines	Pub.Date
Excellent Science	COFUND - Co-funding of Regional, National and International Programmes	02/10/2014	10/04/2014
Excellent Science	Individual Fellowships (IF)	11/09/2014	12/03/2014

In addition to the search facilities, the full list of H2020 Calls can be found [here](#).

### Other EU Programmes 2014-2020

- Research Fund for Coal & Steel
- COSME
- 3rd Health Programme
- Consumer Programme

### FP7 & CIP Programmes 2007-2013

Calls

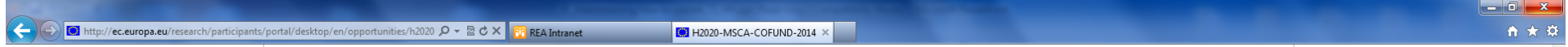
Call Updates

Other Funding Opportunities

# COFUND Call Page



European Commission



### Horizon 2020

Search Topics

Calls

Call Updates

### Other EU Programmes 2014-2020

Research Fund for Coal & Steel

COSME

3rd Health Programme

Consumer Programme

### FP7 & CIP Programmes 2007-2013

Calls

Call Updates

Other Funding Opportunities

## COFUND - CO-FUNDING OF REGIONAL, NATIONAL AND INTERNATIONAL PROGRAMMES

H2020-MSCA-COFUND-2014

<b>Publication date</b>	2014-04-10	<b>Deadline Date</b>	2014-10-02 +17:00:00 (Brussels local time)
<b>Budget</b>	€80,000,000	<b>Main Pillar</b>	Excellent Science
<b>Status</b>	<span style="background-color: green; color: white; padding: 2px;">Open</span>	<b>OJ reference</b>	<a href="#">OJ C361 of 11 December 2013</a>

Call description   [Call documents](#)   [Get support](#)   [Subscribe to Notifications](#)

### Call summary

**Objective:**

The COFUND scheme aims at stimulating regional, national or international programmes to foster excellence in researchers' training, mobility and career development, spreading the best practices of Marie Skłodowska-Curie actions.

This will be achieved by co-funding new or existing regional, national, and international programmes to open up to, and provide for, international, intersectoral and interdisciplinary research training, as well as transnational and cross-sectoral mobility of researchers at all stages of their career.

**Scope:**

Each proposal funded under the COFUND scheme shall have a sole participant that will be responsible for the availability of the necessary matching funds to execute the proposal.

Participants submit multi-annual proposals for new or existing doctoral programmes or fellowship programmes that may be run at regional, national or international level. The evaluation is organised in two different panels: A) Doctoral programmes and B) Fellowship programmes. Support cannot be awarded to researchers who are already permanently employed at the host organisation.

**Expected impact:**

The COFUND scheme will on a voluntary basis exploit synergies between European Union actions and those at regional and national level, as well as with other actions at international level. The scheme will have a leverage effect on regional,



# COFUND Call Page

## Submission Links



national or international funding programmes for early-stage researchers and experienced researchers. This impact is expected to extend to:

1. enabling the relevant regional, national and international actors to contribute significantly to the development within their own setting of high quality human resources, by introducing and/or further developing the trans-national dimension of their offers;
2. increasing the numerical and/or qualitative impact, in terms of supported researchers or working/employment conditions;
3. combating fragmentation in terms of objectives, evaluation methods and working conditions of regional, national or international offers in this area.

Call updates

- 2014-04-25 16:53:47

The submission session is now available for: MSCA-COFUND-2014-DP(MSCA-COFUND-DP), MSCA-COFUND-2014-FP(MSCA-COFUND-FP)

- 2014-04-10 11:53:06

**IMPORTANT: The link for the submission of proposals for each topic will be made available as soon as possible.**

Topics and submission service

- [MSCA-COFUND-2014-DP: Marie Skłodowska-Curie Co-funding of regional, national and international programmes \(COFUND-DP\)](#)
- [MSCA-COFUND-2014-FP: Marie Skłodowska-Curie Co-funding of regional, national and international programmes \(COFUND-FP\)](#)

HORIZON 2020 RESEARCH ON EUROPA CORDIS OLAF

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FR 08:03 4/06/2014



# COFUND Main Page





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### Participant Portal

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HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE EXPERTS SUPPORT

#### Horizon 2020

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Research Fund for Coal & Steel

COSME

3rd Health Programme

Consumer Programme

#### FP7 & CIP Programmes 2007-2013

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### COFUND - Co-funding of Regional, National and International Programmes

H2020-MSCA-COFUND-2014

<b>Publication date</b>	2014-04-10	<b>Deadline Date</b>	2014-10-02 17:00:00 (Brussels local time)
<b>Total Call Budget</b>	€80,000,000	<b>Main Pillar</b>	Excellent Science
<b>Status</b>	Open	<b>OJ reference</b>	OJ C361 of 11 December 2013

**Topic: Marie Skłodowska-Curie Co-funding of regional, national and international programmes (COFUND-DP) MSCA-COFUND-2014-DP**

Topic Description | **Topic Conditions & Documents** | **Submission Service**

**Scope:**

Doctoral programmes address the development and broadening of the research competencies of early-stage researchers. The training follows the EU Principles on Innovative Doctoral Training ([http://ec.europa.eu/euraxess/pdf/research\\_policies/Principles\\_for\\_Innovative\\_Doctoral\\_Training.pdf](http://ec.europa.eu/euraxess/pdf/research_policies/Principles_for_Innovative_Doctoral_Training.pdf)). Collaboration with a wider set of partners, including from the non-academic sector, which may provide hosting or secondment opportunities or training in research or transferable skills, as well as innovative elements of the proposed programme, will be positively taken into account during the evaluations. Each researcher must be enrolled in a doctoral programme. Attention is paid to the quality of supervision and mentoring arrangements as well as career guidance.

Limitations regarding the researchers' origin and destination should be avoided. Researchers supported under this scheme should comply with the mobility rules of the Marie Skłodowska-Curie actions (i.e. compulsory trans-national mobility). Existing programmes can deviate from this rule if duly justified in the proposal by the applicant.

HORIZON 2020 RESEARCH ON EUROPA CORDIS OLAF





European Commission

**Horizon 2020**

- Search Topics
- Calls
- Call Updates

**Other EU Programmes 2014-2020**

- Research Fund for Coal & Steel
- COSME
- 3rd Health Programme
- Consumer Programme

**FP7 & CIP Programmes 2007-2013**

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- Call Updates

Other Funding Opportunities

### COFUND - Co-funding of Regional, National and International Programmes

H2020-MSCA-COFUND-2014

<b>Publication date</b>	2014-04-10	<b>Deadline Date</b>	2014-10-02 17:00:00 (Brussels local time)
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**Topic: Marie Skłodowska-Curie Co-funding of regional, national and international programmes (COFUND-DP)**    **MSCA-COFUND-2014-DP**

[Topic Description](#)   [Topic Conditions & Documents](#)   [Submission Service](#)

To access the Electronic Submission Service of the call, please select the **type of action** that is most relevant to your proposal from the list below. You will then be linked to the correct entry point.

To access existing draft proposals for this call, please login to the Participant Portal and select the My Proposals page of the My Area section

Doctoral programmes [MSCA] **START SUBMISSION**

# Create a Draft Proposal



### Step 3

#### Create a Draft Proposal

**H2020-MSCA-COFUND-2014**

David Pina

MSCA-COFUND-2014-DP

MSCA-COFUND-DP

THU 02 October 2014 17:00:00 Brussels Local Time

120 days left until closure

**Configuration OK** ✓

You're using Explorer 9 on Windows. **Adobe Reader** (version 11,0,0,0) is installed.

For more information, please consult the [User Guide](#).

### Create a Draft Proposal

Please enter the following information to create a draft proposal. Please note that fields marked with a star (\*) are mandatory.

#### Your organisation

PIC\*  Short name\*

Organisations you have been previously associated with. Click to select.

PIC: 997826391 UNIVERSIDADE DE COIMBRA PACO DAS ESCOLAS COIMBRA, PT VAT: PT501617582	PIC: 999846610 UNIVERSIDAD DE SALAMANCA CALLE PATIO DE ESCUELAS 1 SALAMANCA, ES VAT: ESQ3718001E
--	--

Search for your organisation PIC

#### Your Role

Please indicate your role in this proposal

Main contact

Contact person

#### Your Proposal

Please choose an acronym for your proposal. It will appear also in the "General Information" section of the submission form Part A and can also be updated there.

Acronym\*  Please restrict acronym to latin characters only

# Create a Draft Proposal



Submission of Proposals - Windows Internet Explorer

LOGIN FUNDING SCHEME CREATE DRAFT PARTIES EDIT PROPOSAL SUBMIT

## Step 4

### Manage Your Related Parties

**H2020-MSCA-COFUND-2014**

#### Parties

In this step you as coordinator should manage and review the participants of your proposal. Only you as coordinator can edit the elements on this screen.

Note: Your changes will be applied only after you click the "Save changes" button.


**Draft proposal test created**

Dear David Pina,

You have successfully created draft proposal **test** for the call **H2020-MSCA-COFUND-2014**.

You can continue editing your proposal now or access it at a later time (before the deadline **2014-10-02 17:00:00 Brussels Local Time**) from Participant Portal by accessing the My Proposals tab (<https://ec.europa.eu/research/participants/portal/desktop/en/proposals/index.html>).

An email containing this information has been sent to the email address *David.PINA@ec.europa.eu* (which is associated with your ECAS account *goncada*).

[Continue with this proposal](#)  [Go to My Proposals](#)

Configuration OK

You're using Explorer 9 on Windows. **Adobe Reader** (version 11,0,0,0) is **installed**.

For more information, please consult the [User Guide](#).

next >

Version: 20140523-1205 - Service Desk: DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu (+32 (2) 29 92222)

## Step 4

### Manage Your Related Parties

#### H2020-MSCA-COFUND-2014

David Pina

MSCA-COFUND-2014-DP

MSCA-COFUND-DP

THU 02 October 2014 17:00:00  
Brussels Local Time

120 days left until closure

Acronym ID PIC Contact

Acronym  
test

#### Configuration OK

You're using Explorer 9 on Windows. **Adobe Reader** (version 11,0,0,0) is installed.

For more information, please consult the [User Guide](#).

### Parties

In this step you as coordinator should manage and review the participants of your proposal. Only you as coordinator can edit the elements on this screen.

Note: Your changes will be applied only after you click the "Save changes" button.

Number of participants: 1

1 **Coordinator** **Contact**

**UNIVERSIDADE DE COIMBRA**

UNIVERSIDADE DE COIMBRA  
PACO DAS ESCOLAS, 3001 451 COIMBRA, PT  
PIC: 997826391

David Pina - Main contact  
Email david.pina@ec.europa.eu  
Access Coordinator contact (full access)

Save Changes next >

done

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# Edit Proposal



European Commission

Submission of Proposals - Windows Internet Explorer

LOGIN   FUNDING SCHEME   CREATE DRAFT   PARTIES   **EDIT PROPOSAL**   SUBMIT

## Step 5

### Edit Proposal

**H2020-MSCA-COFUND-2014**

David Pina

MSCA-COFUND-2014-DP

MSCA-COFUND-DP

THU 02 October 2014 17:00:00  
Brussels Local Time

120 days left until closure

Acronym ID PIC Contact

Acronym  
test

**Configuration OK** ✓

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For more information, please consult the [User Guide](#).

### Edit Proposals' Forms

In this step you can edit the administrative forms and upload the proposal itself. ?

**WARNING:** This proposal contains changes that have not yet been submitted...

#### Administrative Forms

Edit will open the forms in Adobe Reader. ?

[edit forms](#)   [view history](#)   [print preview](#)

#### Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. ?

[download templates](#)

Part B   [upload](#)   ✕ ?

<< Step 4 - Parties   [validate](#)   [submit](#)

done ✕   Version: 20140523-1205 - Service Desk: DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu (+32 (2) 29 92222)



FR   08:44   4/06/2014

# Edit Part A



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Submission of Proposals - Windows Internet Explorer

## Forms

1 / 11 106% Sign Comment

Please fill out the following form. You cannot save data typed into this form.  
Please print your completed form if you would like a copy for your records. Highlight Existing Fields

Proposal Submission Forms [Validate Form](#) [Save And Close](#)

Horizon 2020  
Call: H2020-MSCA-COFUND-2014  
Topic: MSCA-COFUND-2014-DP  
Type of action: MSCA-COFUND-DP  
Proposal number: SEP-210178529  
Proposal acronym: test

### Table of contents

Section	Title	Action
1	General information	<a href="#">Show</a>
2	Participants & contacts	<a href="#">Show</a>
3	Budget	<a href="#">Show</a>
4	Ethics	<a href="#">Show</a>
5	Call-specific questions	<a href="#">Show</a>

# Edit Part A



European Commission

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Forms

Please fill out the following form. You cannot save data typed into this form.  
Please print your completed form if you would like a copy for your records.

Sign Comment

Highlight Existing Fields

European Commission - Research - Participants  
Proposal Submission Forms

Table Of Contents Validate Form Save And Close

Proposal ID SEP-210178529 Acronym test Go to

### 3 - Budget for the proposal

Type of contract	Number of person/month	Researcher Unit Cost (person/month)	Institutional unit cost (person/month)	EU contribution/€	Total budget of the programme (including own budget)/€	Requested EU contribution/€
Employment, or equivalent		1 855	325			
Fixed-amount fellowship		927,5	325			
Total				0	0	0

H2020-MSCA-COFUND.pdf - Ver1.12 20140423 Page 7 of 11 Last saved 04/06/2014 at 08:49



# Edit Part A



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Submission of Proposals - Windows Internet Explorer

European Commission - Research - Participants  
**Proposal Submission Forms**

[Table Of Contents](#) [Validate Form](#) [Save And Close](#)

Proposal ID **SEP-210178529**    Acronym **test**    Go to

## 5 - Call specific questions ?

Is this a proposal to continue (even after a break) an existing similar COFUND programme?     Yes     No

Has your institution submitted another application to the same call?     Yes     No

### Information on partner organisations

Partner Organisation number	PIC <a href="#">Search PIC</a>	Organisation legal name	Country	Academic Sector	<a href="#">Add</a>
1			<input type="text"/>	<input type="text"/>	<a href="#">Remove</a>

# Edit Part A Validation



Submission of Proposals - Windows Internet Explorer

Forms

Sign Comment

Please fill out the following form. You cannot save data typed into this form.  
Please print your completed form if you would like a copy for your records.

Highlight Existing Fields

European Commission - Research - Participants  
Proposal Submission Forms

Table Of Contents Validate Form Save And Close

Proposal ID SEP-210178529 Acronym test Go to

### Validation result

There are no validation errors.

FR 10:20 4/06/2014

# Download Part B word template



Submission of Proposals - Windows Internet Explorer

LOGIN FUNDING SCHEME CREATE DRAFT PARTIES EDIT PROPOSAL SUBMIT

## Step 5

### Edit Proposal

**H2020-MSCA-COFUND-2014**

David Pina  
MSCA-COFUND-2014-DP  
MSCA-COFUND-DP

THU 02 October 2014, 17:00:00  
Brussels Local Time

120 days left until closure

Acronym ID PIC Contact  
Acronym  
test

**Configuration OK** ✓

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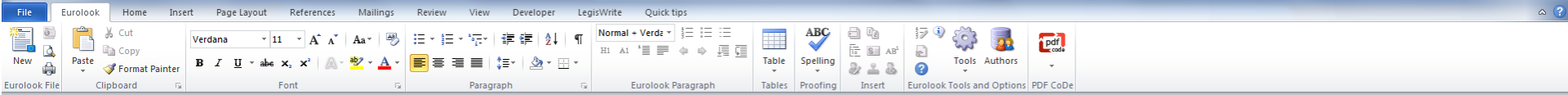


FR 08:44  
4/06/2014



European  
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MSCA COFUND Part B template.doc [Read-Only] [Compatibility Mode] - Microsoft Word



*Acronym*

**START PAGE**

**MARIE SKŁODOWSKA-CURIE ACTIONS**

**Co-funding of regional, national and international programmes (COFUND)**

**Call: H2020-MSCA-COFUND-2014**

**PART B**

**"PROPOSAL ACRONYM"**

**This proposal is to be evaluated as:**

**[DP][FP]  
[delete as appropriate]**

*Acronym*

## **Table of Contents**

**In drafting PART B of the proposal, applicants must follow the structure outlined below.**

**LIST OF PARTICIPANTS**

**START PAGE COUNT**

**1. EXCELLENCE**

**2. IMPACT**

**3. IMPLEMENTATION**

**STOP PAGE COUNT**

**4. ETHICAL ASPECTS**

**5. LETTERS OF COMMITMENT**

***NB: Applicants must ensure that sections 1 - 3 do not exceed the limit of 30 pages.***

*Please note that the principles of the European Charter for Researchers and Code of Conduct for the Recruitment of Researchers promoting open recruitment and attractive working conditions are recommended to be endorsed and applied by all the funded participants in the MSCA.*



# Edit Proposal



European Commission

Submission of Proposals - Windows Internet Explorer

LOGIN   FUNDING SCHEME   CREATE DRAFT   PARTIES   **EDIT PROPOSAL**   SUBMIT

## Step 5

### Edit Proposal

**H2020-MSCA-COFUND-2014**

David Pina

MSCA-COFUND-2014-DP

MSCA-COFUND-DP

THU 02 October 2014, 17:00:00  
Brussels Local Time

120 days left until closure

Acronym   ID   PIC   Contact

Acronym  
test

Configuration OK ✓

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For more information, please consult the [User Guide](#).

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# Submit Proposal



Submission of Proposals - Windows Internet Explorer

LOGIN   FUNDING SCHEME   CREATE DRAFT   PARTIES   EDIT PROPOSAL   SUBMIT

## Step 6

Submit

**H2020-MSCA-COFUND-2014**

David Pina

MSCA-COFUND-2014-DP

MSCA-COFUND-DP

THU 02 October 2014 17:00:00 Brussels Local Time

120 days left until closure

Acronym	ID	PIC	Contact
test			

**Configuration OK** ✓

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done   Version: 20140523-1205 - Service Desk: [DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu](mailto:DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu) (+32 (2) 29 92222)

Your proposal has been successfully submitted

Your proposal was submitted on: **04 June 2014 at 10:23:11 (Brussels Local Time)** as part of the **H2020-MSCA-COFUND-2014** call, before the deadline of **02 October 2014 at 17:00:00 (Brussels Local Time)**. Your project ID is **649638**. This number is important and will be used as future reference during the evaluation process.

### Revisit your Proposal

You may edit your proposal and re-submit at any time before the deadline of **02 October 2014 at 17:00:00 (Brussels Local Time)** by clicking the "re-edit proposal" button.

[re-edit proposal](#)

A digitally signed and time-stamped version of your submitted proposal can be viewed/down-loaded. Note: this can take from a few seconds to several hours depending upon system load.

[download](#)

You may withdraw the proposal at any time prior to call closure. In doing so it will not be passed to the evaluation stage.

[withdraw proposal](#)

<< back



Submit your proposal early

Don't wait until final clean version is ready

Every new submission overwrites the previous one

Good Luck!