

Excellent proposals: what are we looking for?

LIFE CET



LIFE EU Info Days, LIFE CET Session

20 May 2022

Excellent proposals support the mission of the programme



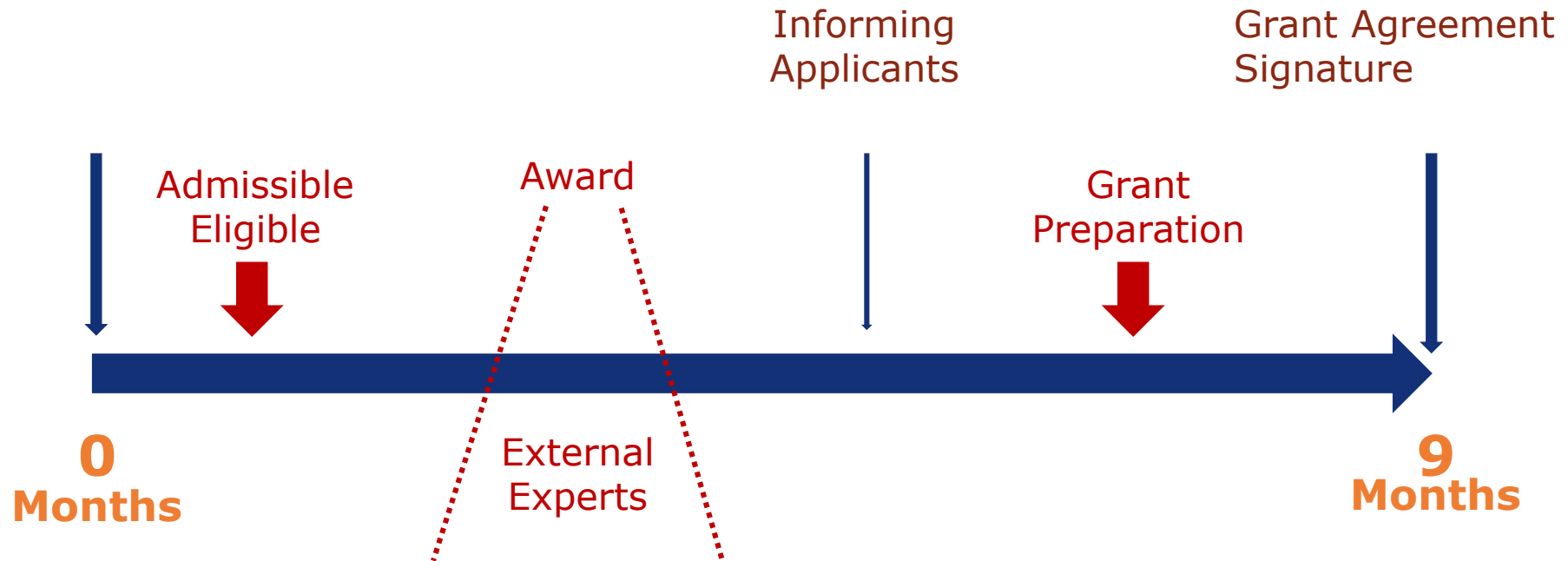
- break market barriers that hamper the socio-economic transition to clean energy
- address the shifting needs and barriers for the uptake of energy efficiency and renewable energy
- ensure that EU funding makes a real impact on the ground
- support directly the uptake and implementation of EU legislation, targets and initiatives

THE EVALUATION PROCESS

5 THINGS TO REMEMBER



1. The process



2. How does Funding & Tenders Portal work?

The screenshot shows the European Commission's Funding & tender opportunities portal (SEDIA). The page is in English and features a navigation bar with links to 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The main heading is 'Programme for the Environment and Climate Action (LIFE)'. On the left, there is a search filter panel with a keyword search bar, a 'Match whole words only' checkbox, and buttons for 'GRANTS' and 'TENDERS'. Below these are 'Submission status' filters: 'Forthcoming', 'Open for submission (1)', and 'Closed (38)'. The main content area displays 'Funding and tenders (39)' with a 'Need help?' button, a calendar icon, a RSS icon, and a 'Sort by: Submission status' dropdown. A specific funding opportunity is highlighted: 'LIFE 2021 Capacity Building' (LIFE-2021-TA-CAP). It includes buttons for 'Call for proposal' and 'Grant'. A table provides details: Programme (Programme for Environment and Climate Action (LIFE)), Type of action (LIFE Project Grants), Opening date (16 December 2021), Status (Open for submission), Deadline model (multiple cut-off), and Next deadline (16 June 2022 17:00:00 Brussels time).

European Commission | Funding & tender opportunities | Single Electronic Data Interchange Area (SEDIA)

English EN

Register Login

SEARCH FUNDING & TENDERS HOW TO PARTICIPATE PROJECTS & RESULTS WORK AS AN EXPERT SUPPORT

Programme for the Environment and Climate Action (LIFE) clear filter

Type your Keywords... Q

☒ Match whole words only

☒ GRANTS ☒ TENDERS

Submission status

Forthcoming Open for submission (1) Closed (38)

Funding and tenders (39)

Need help? Sort by: Submission status

LIFE 2021 Capacity Building (LIFE-2021-TA-CAP)

Call for proposal Grant

Programme	Programme for Environment and Climate Action (LIFE)	Status	Open for submission
Type of action	LIFE Project Grants	Deadline model	multiple cut-off
Opening date	16 December 2021	Next deadline	16 June 2022 17:00:00 Brussels time



3. What is the structure of the proposal?

TABLE OF CONTENTS

ADMINISTRATIVE FORMS (PART A)	
TECHNICAL DESCRIPTION (PART B)	
COVER PAGE	
PROJECT SUMMARY	
1. RELEVANCE	
1.1 Background and general project objectives	
1.2 Specific project objectives	
1.3 Compliance with LIFE programme objectives and call topic	
1.4 Concept and methodology	
1.5 Upscaling results of other EU funded projects (<i>n/a for concept note</i>)	
1.6 Complementarity with other actions (<i>n/a for concept note</i>)	
1.7 Synergies and co-benefits with other LIFE sub-programmes (<i>n/a for concept note</i>)	
1.8 Synergies and co-benefits with other EU policy areas (<i>n/a for concept note</i>)	
2. IMPACT	
2.1 Ambition of the impacts	
2.2 Credibility of the impacts	
2.3 Sustainability of project results	
2.4 Exploitation of project results (<i>n/a for concept note</i>)	
2.5 Catalytic potential: Replication and upscaling	
3. IMPLEMENTATION	
3.1 Work plan	
3.2 Work packages and activities (<i>n/a for concept note</i>)	
<i>Work Package 1</i>	
<i>Work Package</i>	
<i>Timetable (n/a for concept note)</i>	
3.3 Stakeholder engagement	
3.4 Impact monitoring and reporting (<i>n/a for concept note</i>)	
3.5 Communication, dissemination and visibility (<i>n/a for concept note</i>)	
4. RESOURCES	
4.1 Consortium set-up	
4.2 Project management (<i>n/a for concept note</i>)	
4.3 Green management (<i>n/a for concept note</i>)	

4.4 Budget (<i>n/a for concept note</i>)	
4.5 Risk management (<i>n/a for concept note</i>)	
5. OTHER	
5.1 Ethics	
5.2 Security	
6. DECLARATIONS	
ANNEXES	



4. How to pass the eligibility check?

Admissibility

- ☐ Submitted before deadline & electronically
- ☐ Complete & using the forms/templates provided
- ☐ Readable (no smaller than **Arial 10**) printable (A4)
- ☐ Max **65 pages** (including the instructions)



Eligibility

- ☐ Eligible participants
- ☐ Consortium composition
- ☐ Eligible activities
- ☐ Geographic location



5. What are the award criteria?

- Relevance
- Impact
- Quality
- Resources



Impact – The logical conclusion of your activities

- **Topic specific indicators** e.g.
 - “Reduction of time for renovation works on the building site compared with standard practice”
 - “Increased rate of transformation of energy audits into concrete measure implementation”
 - “Number of policies/plans/strategies established through the action”
- **Programme related indicators** i.e. energy savings/renewable energy and investments in sustainable energy triggered



LIFE CET KPIs – Part C

- Part C is mandatory to fill in
- Common LIFE KPIs and 11 common CET KPIs
- Ensure consistency of part C with the impact section of part B!
- Part B should have more project specific KPIs and justifications
- Part C will become part of the GA
- Selected projects will be required to report their impact in the LIFE KPI database (using the same KPIs as part C).



7 TIPS TO SUCCEED



1. Start early ... start now!

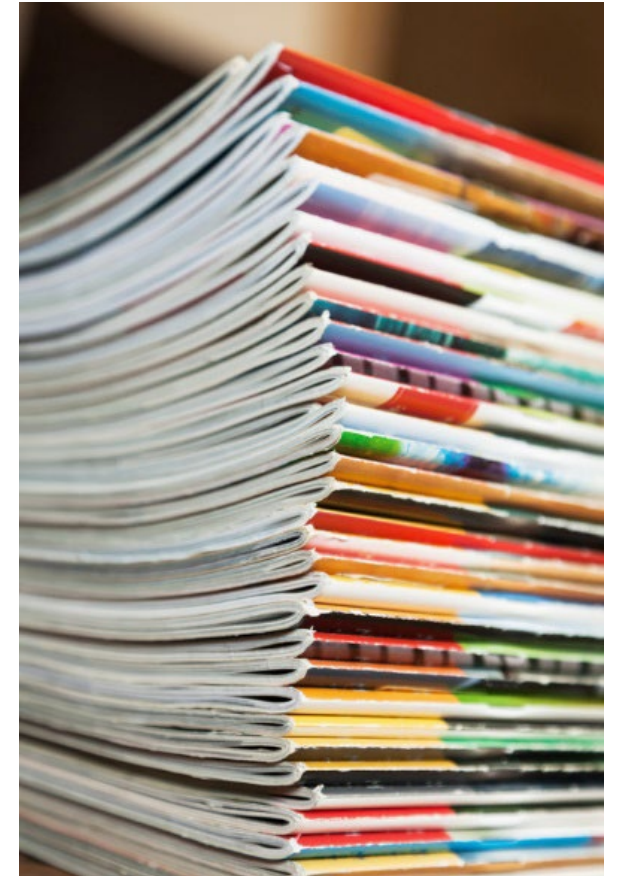
Call opening: 17 May

First submission deadline: 16 November



2. Read the relevant information

- **LIFE Clean Energy Transition Call for Proposals, LIFE-2022-CET**, Section 2, Topic description
- **LIFE Clean Energy Transition Call for Proposals, LIFE-2022-CET**, Section 5-9: list of countries, eligibility and admissibility conditions, evaluation criteria and procedure, scoring and thresholds, etc.
- **Submission forms and templates:** essential forms and guides to draw up and submit your proposal
- **Portal Online Manual** (for processes)
- **Portal FAQ for your topic of interest**
- **Portal FAQ** (for general questions)



3. Choose your idea, structure it well & stick to it!

Ask yourself if you have:

- a clear project **objective**?
- a clear **understanding** of the current (research or market) situation and your starting point
- a clear (set of) **target group(s)**?
- a clear set of **partners** – are they the voice of the market?
- a clear path to **make a difference** – what impact do you want to have?



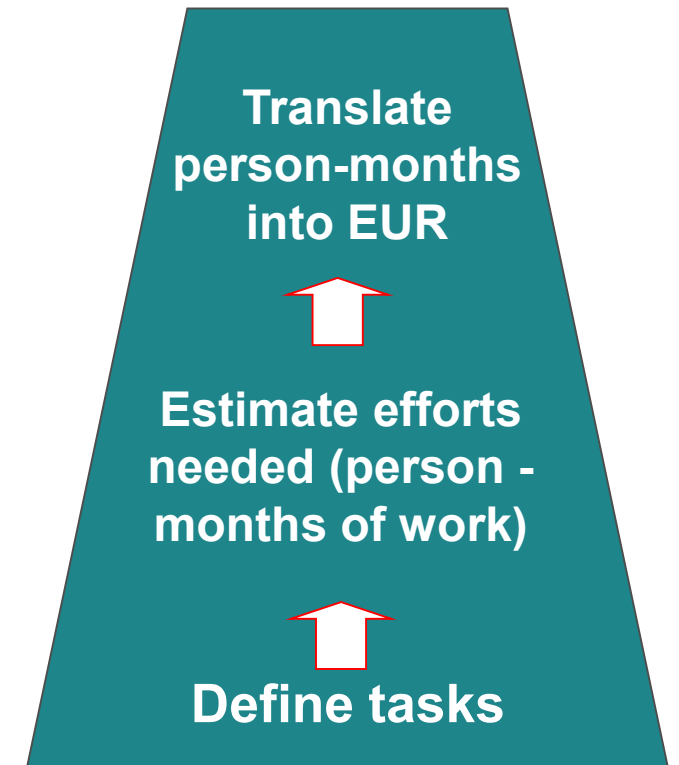
4. Build a good consortium

- Be **consistent** – remain relevant to your objective & target group
- Be **adaptable** - be ready to renounce a country if you do not secure the right partner
- **Choose well your partners** – with diverse competences
- **Involve partners** in the preparation – avoid surprises after submission
- **Keep consortium motivated** - agree a working method for the proposal phase, make a plan for their input
- **! Do not cover the EU map artificially**



5. Create a budget

- Define your budget 'bottom-up'
- First describe the tasks – then define the budget
- Check consistency regularly while advancing on with your Work Plan:
 - share of resources;
 - appropriate levels between partners;
 - appropriate weight of person-months between major work steps



6. Write your proposal

- **Fine-tune** your objectives and your target group
- Take your time to decide the best **methodology** to be applied – can it deliver? Think **impact!**
- Define your **main working steps**
- Follow the guidance in the **application forms & proposal template**
- Keep strictly within the **number of pages**
- **Communication & dissemination:** what, for whom, how, how often, for what purpose you do it?

Communication
promoting the action
itself and its results

Dissemination
public disclosure of
the results

Exploitation
utilisation of results
... in research.
... in creating/offering
a product, process or
service.
... in standardisation
activities.



7. Final polishing

- Check the completeness of the proposal
- Check consistency of your description of activities and budget
- Ask an 'informed outsider' for critical reading and feedback
- If you have the chance, have a native speaker check the English



Some lessons learnt

- Requirements in call topic text to be carefully taken into account (also in terms of stakeholders to be engaged)
- Clear focus, not trying to address too many issues/areas of work
- Proposed activities need to credibly lead to concrete achievements and impacts
- More details needed on concrete activities proposed (e.g. pilots), avoiding repetitions in different parts of the proposal (mindful of page limit)
- Clear and targeted stakeholder engagement strategies are essential
- You will find a list of indicators per topic, but not all of them may be relevant; you may propose relevant project-specific performance indicators to illustrate the potential impact of your proposal



PROJECT EXAMPLES





DECARB CITY PIPES 2050

- Transition roadmaps to phase out fossil fuels from residential heating by 2050
- Bilbao, Bratislava, Dublin, Munich, Rotterdam, Vienna and Winterthur



DecarbCityPipes 2050: main features



- Partnership
- Concept / Idea
- Methodology
- Impacts
- Implementation
- Dissemination
- Stakeholders

- 7 cities + 2 universities + 1 network
- Roadmaps to decarbonise urban H/C
- Cities learning from cities (local WGs)
- 220+ public officers, 50+ policies
- Excellent structured workplan
- Outreach 500+ cities, replicate 80+
- Key stakeholders + advisory board



Information sources and support

← → ↻ 🏠 🔒 <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/support>

European Commission | Funding & tender opportunities
Single Electronic Data Interchange Area (SEDIA)

🏠 SEARCH FUNDING & TENDERS ▾ HOW TO PARTICIPATE ▾ PROJECTS & RESULTS WORK AS AN EXPERT **SUPPORT ▾**

Programme for the Environment and Climate Action (LIFE)

Support overview

Support overview

Guidance & Manuals

FAQs

Helpdesk & Support Services

Popular support topics

Grants Tenders

Online manual EU Login FAQ

How to change the EU Login account details? FAQ

What is a LEAR (Legal Entity)

as well as...

- **LIFE Info Days!**
- **LIFE CET mailbox:** CINEA-LIFE-CET@ec.europa.eu

Project databases

- CORDIS for H2020
- **Information portals:** BUILD UP, ManagEnergy
- **CINEA Clean Energy newsletter** (Register for updates and success stories)



Keep in touch with us

Any questions on CET call topics? Email us on:
CINEA-LIFE-CET@ec.europa.eu



30 years of bringing green ideas to LIFE



https://cinea.ec.europa.eu/life_en



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[Clean Energy Newsletter](#)



Thank you



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