



LIFE Call 2023



Standard Action Projects

Application process and selection of proposals

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Login



Topic selection



Create proposal



Participants



Proposal forms



Submit

Create proposal

Deadline

21 September 2023 17:00:00 Brussels Local Time

153 days left until closure

Call data

Call: LIFE-2023-SAP-CLIMA

Topic: LIFE-2023-SAP-CLIMA-CCA

Type of action: LIFE-PJG

Type of MGA: LIFE-AG



Topic and type of action can only be changed by creating a new proposal.

Download Part B templates



Download part B templates

Support & Helpdesk

Online Manual

IT How To

IT Helpdesk

FAQ

Service Desk:



EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu



+32 2 29 92222



Please submit your proposal at the latest **48 hours before the deadline** (to avoid system congestion or system incompatibility issues). Late proposals will not be accepted. Don't wait until the end and be worried about confidentiality – we will not open the proposals before the deadline. You can submit the proposal as many times as you wish up until the deadline. Each new submitted version will replace the previous one.

Find your organisation

PIC *

Short name *

Search

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

PIC: 956444445

Baird Consulting SCS

Vieille rue du Moulin-Rouge 20
Uccle, BE

Your role

Please indicate your role in this proposal *

- Main contact
 Contact person

Your proposal

It will appear also in the "General Information" section of the Application Form Part A and can also be updated there.

Acronym *

Enter value

Short Summary *

Enter value

Structure of the proposal

Structure

- **Part A:** Administrative Forms > generated from your information in the Portal Submission System
- **Part B:** Technical Description > uploaded as pdf (+annexes) in Submission System
- **Part C:** Key Performance Indicators



Application form - Part A

Part A: Administrative Forms > generated from your information in the Portal Submission System

1. General information
 - Acronym, title, keywords, priority
 - **Abstract (project summary)**
2. Participants
 - List of participants, organisation data,
 - Staff effort
 - List of critical risks
3. Budget



Application form - Part B

- **Structure of Part B (*.docx)**

Cover page

Table of contents

Project Summary (from Part A)

Watch out:

- **character and page limits!**
- **DO NOT REMOVE INSTRUCTIONS!**



Proposal Part B (2)

1. Relevance

- Background and general objectives
- Specific objectives
- Compliance LIFE and call topic
- Concept and methodology
- Upscaling of other EU projects
- Complementarity with other actions
- Synergies and co-benefits with other LIFE; and other policies

Award criterion 1: Relevance (0-20)

- Relevance of the contribution to one or several of the specific objectives of the LIFE programme and the targeted sub-programme;
- Extent to which the project is in line with the description included in the call for proposals, including, where relevant, its specific priorities;
- Soundness of the overall intervention logic;
- Extent to which the project offers co-benefits and promotes synergies with other policy areas relevant for achieving environment and climate policy objectives.



Proposal Part B (3)

2. Impact

- Ambition of the impacts
- Credibility of the impacts
- Sustainability of results
- Exploitation of results
- Catalytic potential – replication and upscaling

Award criterion 2: Impact (0-20, weighting factor 1.5)

- Ambition and credibility of impacts expected during and/or after the project due to the proposed activities, including potential negative impacts on the other specific objectives of the LIFE programme, including ensuring that no substantial harm is done to those objectives.
- Sustainability of the project results after the end of the project.
- Potential for the project results to be replicated in the same or other sectors or places, or to be up-scaled by public or private actors or through mobilising larger investments or financial resources (catalytic potential).
- Quality of the measures for the exploitation of project results.



Proposal Part B (4)

3. Implementation

- Workplan
- Work packages and activities
 - Objectives and results
 - Activities and tasks
 - Milestones and deliverables
- Stakeholder engagement
- Impact monitoring and reporting
- Communication, dissemination and visibility

Award criterion 3: Quality (0-20)

- Clarity, relevance and feasibility of the work plan;
- Appropriate geographic focus of the activities;
- Quality of the plan to monitor and report impacts;
- Identification and mobilisation of the relevant stakeholders;
- Appropriateness and quality of the proposed measures to communicate and disseminate the project and its results to different target groups.



Proposal Part B (5)

4. Resources

- Consortium set-up
- Project management
- Green management
- Budget
- Risk management

Award criterion 4: Resources (0-20)

- Composition of the project team - of a consortium or of a sole beneficiary - in terms of expertise, skills and responsibilities and appropriateness of the management structure.
- Appropriateness of the budget and resources and their consistency with the proposed work plan.
- Transparency of the budget, i.e. the cost items should be sufficiently described.
- Extent to which the project environmental impact is considered and mitigated, including through the use of green procurement.. The use of recognised methods for the calculation of the project environmental footprint (e.g. PEF or OEF methods or similar ones) or environmental management systems (e.g. EMAS) would be an asset;
- Value-for-money of the proposed project.



Proposal Part B (6)

5. Other

- Ethics
- Security

6. **Declarations** (funding rate, double funding, third parties)

Annexes

- Detailed budget table
- Annual activity reports (optional for some calls)
- List of previous projects
- other



Annex: Detailed budget table

1. Staff costs
2. Subcontracting
3. Other direct costs
 - Travel & subsistence
 - Equipment (incl. infrastructure)
 - Other goods, works and services
 - Support to third parties
 - Land purchase



Detailed Budget Table									
[proposal acronym]									
Staff effort allocation									
Fill in the effort per work package and Beneficiary/Affiliated Entity. Please indicate the number of person-months over the whole duration of the planned work. Adapt the columns to the number of work packages in your proposal. Identify the work-package leader for each work package by showing the relevant person-month figure in bold.									
Participant Number/Short Name	WP1	WP2	WP3	WP4	WP5	WP6	WPx...	Total	
1.								0	
2.								0	
Total person-months	0	0	0	0	0	0	0	0	0
Personnel costs									
Present your estimated "Personnel costs" split into 3 categories as per the table below. If you do not have any personnel costs falling under "A.4 SME owners and natural person beneficiaries" or "A.5 Volunteers", all personnel costs should be budgeted under "A1. Employees (or equivalent); A2. Natural persons under direct contract and A3. Seconded Persons".									
Participant Number/Short Name	Country	Number of person months (staff effort per beneficiary)	Average monthly salary rate	A1. Employees (or equivalent); A2. Natural persons under direct contract and A3. Seconded Persons (costs)	A.4 SME owners and natural person (sole trader) beneficiaries (Unit costs in €)	Subtotal personnel costs without volunteers (A1+A2+A3+A4) must be the same as in part A section 3	A.5 Volunteers (Unit costs) must be the same as in part A section 3	Total Personnel costs	
1.		0	#DIV/0!			0 €		0 €	
2.		0	#DIV/0!			0 €		0 €	
Total		0 €		0 €	0 €	0 €	0 €	0 €	0 €
Subcontracting									
Give details on subcontracted action tasks (if any) and explain the reasons why (as opposed to direct implementation by the participants). Subcontracting — Subcontracting means the implementation of action tasks, i.e. specific tasks which are part of the action and are described in Annex 1 of the Grant Agreement.									
Participant Number/Short Name	Subcontract Description	Cost (€)	WP	Justification (Why is subcontracting necessary?)					
	Total estimated costs	0 €							
If subcontracting for the entire project goes beyond 30% of the total eligible costs, give specific reasons.		Insert text							
Other direct costs									
Please complete the table below for each participant. If required add further tables at the end of this work sheet (one per participant). Please ensure that the information provided is sufficient to assess the relevance of the costs in relation to the activities proposed. For major cost items add lines below, in order to provide a detailed breakdown within one cost category.									
Participant Number/Short Name (1)	Cost (€)	Justification							
Travel & subsistence									
Equipment (incl. infrastructure)									
Other goods, works and services									
Financial support to third parties									
Land purchase									
Total	0 €								

Passing admissibility and eligibility checks

Admissibility

- Submitted before deadline & electronically
- Complete & using the forms/templates provided
- Readable (no smaller than Arial 10) printable (A4)
- Max 120 pages (including the instructions)



Eligibility

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



Award criteria SAP

1. Relevance =

Policy+Project macro approach

2. Impact =

Impact+Sustainability, Exploitation & Replication

3. Quality =

Clarity+Feasibility+Appropriateness few specific aspects

4. Resources =

Project team+Budget+Project env. footprint

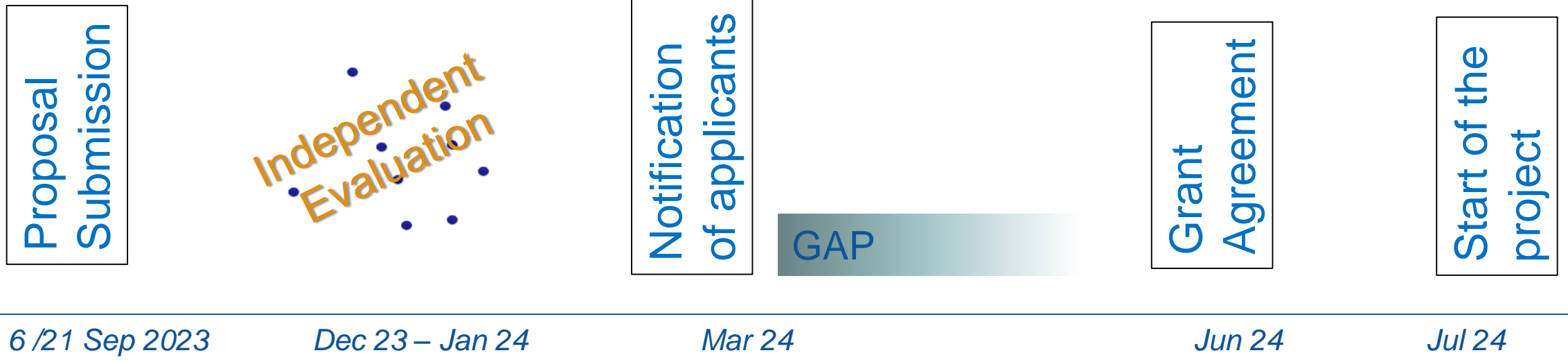
5. Bonus points (0 or 2) =

LIFE synergies+Outermost Regions+Result of EU projects+Catalytic potential+Transnationality



Award criteria	Minimum pass score	Maximum score	Weighting
Relevance	10	20	1
Impact	10	20	1.5
Quality	10	20	1
Resources	10	20	1
Overall weighted (pass) score (without bonus)	55	90	N/A
Bonus 1	N/A	2	1
Bonus 2	N/A	2	1
Bonus 3	N/A	2	1
Bonus 4	N/A	2	1
Bonus 5	N/A	2	1
Overall weighted (pass) scores (with bonus)	55	90 to 100	N/A

LIFE SAP Call 2023: tentative evaluation phase



Recommendations

- Start early ... **start now!**
- Read the relevant **information** and consult your National Contact Point
- Focus your **objectives** and build a credible intervention logic
- Build a relevant **consortium**
- Link the **budget** to activities – check value for money
- Follow the template and instructions when **writing proposal**
- Final polish and **submit multiple times**



Thank you



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