

EN A 2 FP5RTD

FOR COMMISSION USE ONLY

For guidelines see in relevant "Guide for Proposers"

**Proposal submission forms for financial support from the EC for shared-cost RTD actions: research and technological development projects, demonstration projects, and combined projects**

If possible, these forms should be prepared using the Proposal Preparation Tool (ProTool), which is available via the Commission Internet site <http://www.cordis.lu/fp5/protool> or on CD-ROM. Use of the Proposal Preparation Tool is preferred by the Commission. However applicants may also use the forms in the Guide for Proposers. Using the ProTool, forms may be submitted electronically, or printed out and returned on paper.

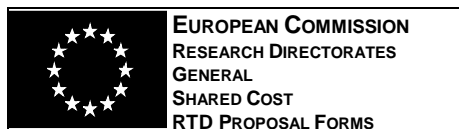
Information on the Proposal <sup>1</sup>				
Proposal Full Name				
Proposal Acronym <sup>5</sup>		Proposal No <sup>6</sup>		
Call Identifier <sup>3</sup>				
Research Programme(s) <sup>2</sup>				
Thematic priorities <sup>2</sup>				

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Post stamp   /   /

Reception date   /   /

Shared Cost RTD Proposal Form – Form A1



EN B 2 FP5RTD	<input type="text"/>	<input type="text"/>
FOR COMMISSION USE ONLY	<input type="text"/>	<input type="text"/>

Proposal Acronym <sup>5</sup>	<input type="text"/>	Proposal No <sup>6</sup>	<input type="text"/>
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**A1. Proposal Administrative Overview <sup>1</sup>**

Thematic priorities <sup>2</sup>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Type of Action <sup>4</sup>	<input type="text"/>
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Proposal Full Name	<input type="text"/>
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**Contact person for the proposal(s) <sup>7</sup>**

Title (Dr, Prof., ...)	<input type="text"/>	Gender <sup>8</sup>	F	<input type="checkbox"/>	M	<input type="checkbox"/>
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Family Name	<input type="text"/>
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First Name	<input type="text"/>
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Organisation Legal Name <sup>9</sup>	<input type="text"/>
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Department / Institute Name <sup>10</sup>	<input type="text"/>
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PO Box <sup>11</sup>	<input type="text"/>
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Street Name and Number	<input type="text"/>
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Post Code <sup>12</sup>	<input type="text"/>	Cedex <sup>13</sup>	<input type="text"/>
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Town/City	<input type="text"/>
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Country Code <sup>14</sup>	<input type="text"/>	Country Name <sup>14</sup>	<input type="text"/>
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Telephone No <sup>15</sup>	<input type="text"/>	Fax No <sup>15</sup>	<input type="text"/>
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E-mail	<input type="text"/>
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**Proposal abstract (maximum 1000 characters) <sup>16</sup>**

<input type="text"/>
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Duration (in Months) <sup>17</sup>	<input type="text"/>	Total Eligible Cost (in euro) <sup>18</sup>	<input type="text"/>	EC Contribution requested (in euro) <sup>19</sup>	<input type="text"/>
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Keywords <sup>20</sup>	<input type="text"/>
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Have you or any of your partners, previously or currently, submitted this proposal or one similar in content to any Community Programme? If yes, please give details of the proposal <sup>21</sup>	Y	<input type="checkbox"/>	N	<input type="checkbox"/>
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Programme Name	<input type="text"/>	Year	<input type="text"/>	Proposal No	<input type="text"/>
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**Duly authorised by the consortium partners to send this proposal to the Commission, I certify that the description of this proposal and the information on forms A1, A2, A3 and A4 is accurate and agreed to by the consortium partners and that the consortium collectively agrees to carry out a project as described herein.**

Date (DD/MM/YYYY)	<input type="text"/>
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Signature of person authorised to submit a proposal in the co-ordinating organisation	<input type="text"/>
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EUROPEAN COMMISSION  
RESEARCH DIRECTORATES  
GENERAL  
SHARED COST  
RTD PROPOSAL FORMS

EN C 2 FP5RTD

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Proposal Acronym <sup>5</sup>

Proposal No <sup>6</sup>

**A2.**

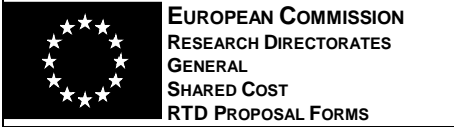
**Proposal Summary <sup>22</sup>**

**Objectives (maximum 1000 characters)**

**Description of the work (maximum 2000 characters)**

**Milestones and expected results (maximum 500 characters)**

Shared Cost RTD Proposal Form – Form A3



EN D 2 FP5RTD	<input type="text"/>	<input type="text"/>
FOR COMMISSION USE ONLY	<input type="text"/>	<input type="text"/>

Proposal Acronym <sup>5</sup>	<input type="text"/>	Proposal No <sup>6</sup>	<input type="text"/>
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**A3. Participant Profile/Information (1 form per participant) <sup>23</sup>**

**Legal information on the participating organisation**

Participant Role <sup>24</sup>	<input type="text"/>	Participant No <sup>25</sup>	<input type="text"/>	Assistant to Contractor No <sup>26</sup>	<input type="text"/>
Registration No with the European Commission's Research Programmes <sup>27</sup>					
Organisation Legal Name <sup>28</sup>	<input type="text"/>				
Short Name <sup>29</sup>	<input type="text"/>	Legal Registration No <sup>30</sup>	<input type="text"/>		
Activity Type <sup>31</sup>	<input type="text"/>	Legal Status <sup>32</sup>	<input type="text"/>	If 'PRC', Specify <sup>33</sup>	<input type="text"/>
Business Area <sup>34</sup> (NACE)	<input type="text"/>	User/Supplier <sup>35</sup> (U/S)	<input type="text"/>	Cost Basis <sup>36</sup> (FC / FF / AC)	<input type="text"/>

**Organisation details <sup>37</sup>**

Annual turnover <sup>38</sup>	<input type="text"/>	Annual Balance Sheet Total <sup>39</sup>	<input type="text"/>	Number of employees <sup>40</sup>	<input type="text"/>	
Is Your Organisation independent <sup>41</sup> ?					Y <input type="checkbox"/>	N <input type="checkbox"/>
If No, please indicate legal name(s) of owner(s) who own 25 % or more <sup>42</sup>	<input type="text"/>					
<input type="text"/>						
<input type="text"/>						

Is Your Organisation affiliated to any other participant(s) in the proposal <sup>43</sup> ?					Y <input type="checkbox"/>	N <input type="checkbox"/>
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If Yes, please indicate Participant No, Short Name(s) and character of affiliations(s) (D / I) <sup>44</sup>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>				
<input type="text"/>				

**Address of the main department carrying out the work <sup>45</sup>**

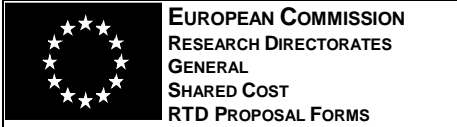
Department/ Institute Name <sup>10</sup>	<input type="text"/>				
PO Box <sup>11</sup>	<input type="text"/>				
Street Name and Number	<input type="text"/>				
Post Code <sup>12</sup>	<input type="text"/>	Cedex <sup>13</sup>	<input type="text"/>		
Town/City	<input type="text"/>				
Country Code <sup>14</sup>	<input type="text"/>	Country Name <sup>14</sup>	<input type="text"/>		

**Authorised person <sup>46</sup>**

Title (Dr, Prof., ...)	<input type="text"/>	Gender <sup>8</sup>	F <input type="checkbox"/>	M <input type="checkbox"/>
Family Name	<input type="text"/>			
First Name	<input type="text"/>			
Telephone No <sup>15</sup>	<input type="text"/>	Fax No <sup>15</sup>	<input type="text"/>	
E-mail	<input type="text"/>			

I certify that the above information is accurate and that my organisation has agreed to participate in this proposal.				
Date (DD/MM/YYYY)	<input type="text"/>	<input type="text"/>		
Signature of authorised person	<input type="text"/>			

Shared Cost RTD Proposal Form – Form A4 (1/2)



EN E 2 FP5RTD

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Proposal Acronym <sup>5</sup>

Proposal No <sup>6</sup>

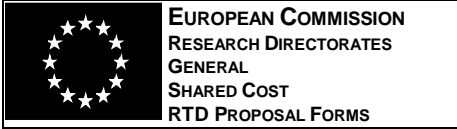
**A4.**

**Cost Summary in euro <sup>47</sup> (part 1/2)**

Participant Role <sup>24</sup>	Participant No <sup>25</sup>	Assistant to Contractor No <sup>26</sup>	Participant Short Name <sup>51</sup>	Number of person/months <sup>52</sup>	Personnel Costs <sup>53</sup>	Durable Equipment <sup>54</sup>	Consumables <sup>55</sup>	Travel and Subsistence <sup>56</sup>	Computing <sup>57</sup>	Subcontracting <sup>58</sup>	Subtotal part 1/2 <sup>59</sup>
CO	1	<sup>48</sup>									
CO	1	<sup>49</sup>	Co-ordination								
CO	1	<sup>50</sup>	Total co-ordinator costs								
<b>TOTAL <sup>66</sup></b>											

YOU MAY DUPLICATE THIS PAGE IF NECESSARY

Shared Cost RTD Proposal Form – Form A4 (2/2)



EN F 2 FP5RTD

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Proposal Acronym <sup>5</sup>

Proposal No <sup>6</sup>

**A4. Cost Summary in euro <sup>47</sup> (part 2/2)**

Participant Role <sup>24</sup>	Participant No <sup>25</sup>	Assistant to Contractor No <sup>26</sup>	Participant Short Name <sup>51</sup>	Subtotal of part 1/2 <sup>59</sup>	Other Specific project Costs <sup>60</sup>	Protection of knowledge <sup>61</sup>	Overhead Costs <sup>62</sup>	Total Costs <sup>63</sup>	Costs Basis : FC/FF/AC <sup>37</sup>	% Requested from the Community <sup>64</sup>	Requested Contribution from the Community <sup>65</sup>
CO	1	<sup>48</sup>									
CO	1	<sup>49</sup>	Co-ordination								
CO	1	<sup>50</sup>	Total co-ordinator costs								
			<b>TOTAL <sup>66</sup></b>								

EN F 2 FP5RTD