



# Digital Europe Programme (DIGITAL)

## Application Form

Administrative Forms (Part A)  
Technical Description (Part B)

(Digital Europe FPA)

Version 2.0  
01 June 2022

### Disclaimer

This document is aimed at informing applicants for EU funding. It serves only as an example. The actual web forms and templates are provided in the Funding & Tenders Portal Submission System (and may contain certain differences). The applications (including annexes and supporting documents) must be prepared and submitted online via the Portal.



## IMPORTANT NOTICE

### What is the Application Form?

The Application Form is the template for EU grants applications; it must be submitted via the EU Funding & Tenders Portal before the call deadline.

The Form consists of 2 parts:

- Part A contains structured administrative information
- Part B is a narrative technical description of the project.

Part A is generated by the IT system. It is based on the information that you enter into the Portal Submission System screens.

Part B needs to be uploaded as PDF (+ annexes) in the Submission System. The templates to use are available there.


### How to prepare and submit it?


The Application Form must be prepared by the consortium and submitted by a representative. Once submitted, you will receive a confirmation.


#### Character and page limits:

- page limit normally **70** pages (unless otherwise provided in the Call document)
- supporting documents can be provided as an annex and do not count towards the page limit
- minimum font size — Arial **9** points
- page size: A4
- margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are NOT a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your application.

 If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. For applications that are not shortened, the excess pages will be made invisible and thus disregarded by the evaluators.

 **Please do NOT delete any instructions in the document. The overall page limit has been raised to ensure equal treatment of all applicants.**

 **This document is tagged. Be careful not to delete the tags; they are needed for the processing.**

## **ADMINISTRATIVE FORMS (PART A)**

*Part A of the Application Form must be filled out directly in the Portal Submission System screens.*

Example, not to complete

**Call:**

()

**Topic:**

**Type of Action:**

()

**Proposal number:**

**Proposal acronym:**

**Type of Model Grant Agreement:**

## Table of contents

---

Section	Title	Action
1	General information	
2	Participants	
3	Budget	
4	Other questions	

### How to fill in the forms

The forms must be filled in for each proposal using the templates available in the submission system. Some data fields in the forms are pre-filled based on the steps in the submission wizard.

Application forms

Proposal ID

Acronym

1 - General information

Field(s) marked \* are mandatory to fill.

Topic	Type of Action
Call	Type of Model Grant Agreement
Structured Proposal Reference	

Acronym

Proposal title *Max 200 characters (with spaces). Must be understandable for non-specialists in your field.*

Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &

Duration in months *Estimated duration of the project in full months.*

Fixed keyword 1

Free keywords *Enter any words you think give extra detail of the scope of your proposal (max 200 characters with spaces).*

Abstract

Remaining characters

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under any EU programme, including the current call?

☐ Yes ☐ No

Please give the proposal reference or contract number.

*Previously submitted proposals should be with either 6 or 9 digits.*

# Application forms

Proposal ID

Acronym

## Declarations

Field(s) marked \* are mandatory to fill.

1) We declare to have the explicit consent of all applicants on their participation and on the content of this proposal. \* ☐

2) We confirm that the information contained in this proposal is correct and complete and that none of the project activities have started before the proposal was submitted (unless explicitly authorised in the call conditions). ☐

3) We declare:

- to be fully compliant with the eligibility criteria set out in the call
- not to be subject to any exclusion grounds under the [EU Financial Regulation 2018/1046](#)
- to have the financial and operational capacity to carry out the proposed project.

☐

4) We acknowledge that all communication will be made through the Funding & Tenders Portal electronic exchange system and that access and use of this system is subject to the [Funding & Tenders Portal Terms and Conditions](#). ☐

5) We have read, understood and accepted the [Funding & Tenders Portal Terms & Conditions](#) and [Privacy Statement](#) that set out the conditions of use of the Portal and the scope, purposes, retention periods, etc. for the processing of personal data of all data subjects whose data we communicate for the purpose of the application, evaluation, award and subsequent management of our grant, prizes and contracts (including financial transactions and audits). ☐

The coordinator is only responsible for the information relating to their own organisation. Each applicant remains responsible for the information declared for their organisation. If the proposal is retained for EU funding, they will all be required to sign a declaration of honour.

**False statements** or incorrect information may lead to administrative sanctions under the EU Financial Regulation.

Application forms

Proposal ID

Acronym

2 - Participants

List of participating organisations

#	Participating Organisation Legal Name	Country	Role	Action
1				

Example, not to complete

## Application forms

Proposal ID

Acronym

Short name

## Organisation data

PIC	Legal name
-----	------------

Short name:

Address

Street

Town

Postcode

Country

Webpage

### Specific Legal Statuses

Legal person ..... unknown

Public body ..... unknown

Non-profit ..... unknown

International organisation ..... unknown

Secondary or Higher education establishment ..... unknown

Research organisation ..... unknown

### SME Data

Based on the below details from the Participant Registry the organisation is unknown (small- and medium-sized enterprise) for the call.

SME self-declared status..... unknown

SME self-assessment ..... unknown

SME validation sme ..... unknown



# Application forms

Proposal ID  
Acronym  
Short name

## Departments carrying out the proposed work

### Department 1

Department name

Name of the department/institute carrying out the work.

☐ not applicable

☐ Same as proposing organisation's address

Street

Please enter street name and number.

Town

Please enter the name of the town.

Postcode

Area code.

Country

Please select a country

Example, not to complete

## Application forms

Proposal ID

Acronym

Short name

### Main contact person

The name and e-mail of contact persons are read-only in the administrative form, only additional details can be edited here. To give access rights and basic contact details of contact persons, please go back to step - Manage your related parties of the submission wizard and save the changes.

Title \_\_\_\_\_

Gender ☐ Woman ☐ Man ☐ Non Binary

First name

Last name

E-Mail

Position in org. Please indicate the position of the person.

Department *Name of the department/institute carrying out the work.*

☐

Same as  
organisation name

☐ Same as proposing organisation's address

Street *Please enter street name and number.*

Town *Please enter the name of the town.*

Post code *Area code.*

Country *Please select a country*

Website *Please enter website*

Phone *+XXX XXXXXXXXXX*

Phone 2 *+XXX XXXXXXXXXX*

Application forms

Proposal ID

Acronym

3 - Budget

No.	Name of beneficiary	Country	Role	Personnel costs - without volunteers/ EUR	Personnel costs – volunteers/ EUR	Personnel costs – ESS Personnel costs based on time/ EUR	Personnel costs – ESS Personnel costs based on deliverables/ EUR	Max grant amount/ EUR	Income generated by the project/ EUR	In kind contributions/ EUR	Financial contributions/ EUR	Own resources/ EUR	Total estimated project income/ EUR
1								0.00					0.00
	Total												

No	Name of Beneficiary	Country	Requested grant amount
1			0.00
	Total		0.00

No.	Name of beneficiary	Country	Contributions for scholarships	Institutional contributions	Contributions for special needs	Total estimated EU contributions	Requested grant amount	Income generated by the action	In kind contributions	Financial contributions	Own resources	Total estimated project income
1			0	0	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total											

# Application forms

Proposal ID

Acronym

## 4 - Other questions

### Ethics Issues Table

1. Human embryonic stem cells and human embryos		Page
Does this activity involve human embryonic stem cells (hESCs)?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Does this activity involve the use of human embryos?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
2. Humans		Page
Does this activity involve human participants?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Does this activity involve interventions (physical also including imaging technology, behavioural treatments, tracking and tracing etc.) on the study participants?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Does this activity involve conducting a clinical study as defined by the Clinical Trial <a href="#">Regulation (EU 536/2014)</a> ? (using pharmaceuticals, biologicals, radiopharmaceuticals, or advanced therapy medicinal products)	<input type="radio"/> Yes <input checked="" type="radio"/> No	
3. Human cells / tissues		Page
Does this activity involve the use of human cells or tissues (not covered by section 1)?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
4. Personal data		Page
Does this activity involve processing of personal data?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Does this activity involve further processing of previously collected personal data (including use of preexisting data sets or sources, merging existing data sets)?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Is it planned to export personal data from the EU to non-EU countries?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Is it planned to import personal data from non-EU countries into the EU or from a non-EU country to another non-EU country?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Does this activity involve the processing of personal data related to criminal convictions or offences?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
5. Animals		Page
Does this activity involve animals?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
6. Non-EU countries		Page
Will some of the activities be carried out in non-EU countries?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
In case non-EU countries are involved, do the activities undertaken in these countries raise potential ethics issues?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Is it planned to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Is it planned to import any material (other than data) from non-EU countries into the EU or from a non-EU country to another non-EU country? <i>For data imports, see section 4.</i>	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Is it planned to export any material (other than data) from the EU to non-EU countries? <i>For data exports, see section 4.</i>	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Does this activity involve <a href="#">low and/or lower middle income countries</a> , (if yes, detail the benefit-sharing actions planned in the self-assessment)	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Could the situation in the country put the individuals taking part in the activity at risk?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
7. Environment, health and safety		Page

# Application forms

Proposal ID

Acronym

Does this activity involve the use of substances or processes that may cause harm to the environment, to animals or plants (during the implementation of the activity or further to the use of the results, as a possible impact)?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
--	---	--

Does this activity deal with endangered fauna and/or flora / protected areas?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
---	---	--

Does this activity involve the use of substances or processes that may cause harm to humans, including those performing the activity (during the implementation of the activity or further to the use of the results, as a possible impact)?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
--	---	--

8. Artificial intelligence	Page
----------------------------	------

Does this activity involve the development, deployment and/or use of Artificial Intelligence-based systems?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
---	---	--

<i>if yes, detail in the self-assessment whether that could raise ethical concerns related to human rights and values and detail how this will be addressed.</i>	
--	--

9. Other ethics issues	Page
------------------------	------

Are there any other ethics issues that should be taken into consideration?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
--	---	--

I confirm that I have taken into account all ethics issues above and that, if any ethics issues apply, I will complete the ethics self-assessment as described in the guidelines [How to Complete your Ethics Self-Assessment](#) ☐

# Application forms

Proposal ID

Acronym

## Ethics Self-Assessment

### Ethical dimension of the objectives, methodology and likely impact

*Explain in detail the identified issues in relation to:*

- objectives of the activities (e.g. study of vulnerable populations, etc.)
- methodology (e.g. clinical trials, involvement of children, protection of personal data, etc.)
- the potential impact of the activities (e.g. environmental damage, stigmatisation of particular social groups, political or financial adverse consequences, misuse, etc.)

Remaining characters

5000

### Compliance with ethical principles and relevant legislation

*Describe how the issue(s) identified in the ethics issues table above will be addressed in order to adhere to the ethical principles and what will be done to ensure that the activities are compliant with the EU/national legal and ethical requirements of the country or countries where the tasks are to be carried out. It is reminded that for activities performed in a non-EU country, they should also be allowed in at least one EU Member State.*

Remaining characters

5000

# Application forms

Proposal ID  
Acronym

## Security issues table

1. EU Classified Information (EUCI) <sup>2</sup>		Page
Does this activity involve information and/or materials requiring protection against unauthorised disclosure (EUCI)?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Does this activity involve non-EU countries which need to have access to EUCI?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
2. Misuse		Page
Does this activity have the potential for misuse of results?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
3. Other Security Issues		Page
Does this activity involve information and/or materials subject to national security restrictions? If yes, please specify: (Maximum number of characters allowed: 1000)	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Are there any other security issues that should be taken into consideration? If yes, please specify: (Maximum number of characters allowed: 1000)	<input type="radio"/> Yes <input checked="" type="radio"/> No	

## Security self-assessment

Please specify: (Maximum number of characters allowed: 5000)

Remaining characters 5000

<sup>2</sup>According to the Commission Decision (EU, Euratom) 2015/444 of 13 March 2015 on the security rules for protecting EU classified information, "European Union classified information (EUCI) means any information or material designated by an EU security classification, the unauthorised disclosure of which could cause varying degrees of prejudice to the interests of the European Union or of one or more of the Member States".

<sup>3</sup>Classified background information is information that is already classified by a country and/or international organisation and/or the EU and is going to be used by the project. In this case, the project must have in advance the authorisation from the originator of the classified information, which is the entity (EU institution, EU Member State, third state or international organisation) under whose authority the classified information has been generated.

<sup>4</sup>EU classified foreground information is information (documents/deliverables/materials) planned to be generated by the project and that needs to be protected from unauthorised disclosure. The originator of the EUCI generated by the project is the European Commission.

# Validation result

Show Error

The red 'Show Error' button indicates an error due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will be blocked** unless that specific field is corrected!

Show Warning

The yellow 'Show Warning' button indicates a warning due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will not be blocked** (proposal will be submitted with the missing or incorrect value).

Section

Description

The form has not yet been validated, click "Validate Form" to do so!

Example, not to complete



**TECHNICAL DESCRIPTION (PART B)****COVER PAGE**

Part B of the Application Form must be downloaded from the Portal Submission System, completed and then assembled and re-uploaded as PDF in the system. Page 1 with the grey IMPORTANT NOTICE box should be deleted before uploading.

**Note:** Please read carefully the conditions set out in the Call document (for open calls: published on the Portal). Pay particular attention to the award criteria; they explain how the application will be evaluated.

PROJECT	
Project name:	[project title]
Project acronym:	[acronym]
Coordinator contact:	[name NAME], [organisation name]

**TABLE OF CONTENTS**

ADMINISTRATIVE FORMS (PART A).....	3
TECHNICAL DESCRIPTION (PART B) .....	4
COVER PAGE .....	4
PROJECT SUMMARY .....	5
1. RELEVANCE .....	5
1.1 Objectives and activities.....	5
1.2 Contribution to long-term policy objectives, policies and strategies — Synergies .....	5
1.3 Digital technology supply chain .....	5
1.4 Financial obstacles .....	5
2. IMPLEMENTATION .....	6
2.1 Maturity .....	6
2.2 Implementation plan and efficient use of resources .....	6
2.3 Capacity to carry out the proposed work .....	7
3. IMPACT .....	8
3.1 Expected outcomes and deliverables — Dissemination and communication .....	8
3.2 Competitiveness and benefits for society .....	8
3.3 Environmental sustainability and contribution to European Green Deal goals .....	8
4. MULTI-ANNUAL ACTION PLAN .....	10
5. OTHER .....	12
5.1 Ethics.....	12
5.2 Security.....	12
6. DECLARATIONS.....	12
ANNEXES.....	13

#@APP-FORM-DEPFPA@#

#@PRJ-SUM-PS@# [This document is tagged. Do not delete the tags; they are needed for the processing.]

## PROJECT SUMMARY

### Project summary

See Abstract (Application Form Part A).

#\$PRJ-SUM-PS\$# #@REL-EVA-RE@# #@PRJ-OBJ-PO@#

## 1. RELEVANCE

### 1.1 Objectives and activities

#### Objectives and activities

Describe how the action plan is aligned with the objectives and activities as described in the Call document.  
How does it address the general objectives and themes and priorities of the call? What is the contribution to the overall Digital Europe Programme objectives?

Insert text

#@COM-PL-CP@#

### 1.2 Contribution to long-term policy objectives, policies and strategies — Synergies

#### Contribution to long-term policy objectives, policies and strategies — Synergies

Describe how the action plan contributes to long-term policy objectives of the call's domain/area and to the relevant policies and strategies, and how it is based on a sound needs analysis in line with the activities at European and national level.

What challenge does it aim to address?

The objectives should be specific, measurable, achievable, relevant and time-bound within the duration of the framework partnership.

Insert text

#\$COM-PL-CP\$#

### 1.3 Digital technology supply chain

#### Digital technology supply chain

Explain to what extent the action plan would reinforce and secure the digital technology supply chain in the EU.

⚠ This criterion might not be applicable to all topics — for details refer to the Call document.

Insert text

### 1.4 Financial obstacles

#### Financial obstacles

Describe to what extent the action plan can overcome financial obstacles such as the lack of market finance.

⚠ This criterion might not be applicable to all topics — for details refer to the Call document.

Insert text

#\$PRJ-OBJ-POS# #SREL-EVA-RES# #@QUA-LIT-QL@# #@MAT-URI-MU@#

## 2. IMPLEMENTATION

### 2.1 Maturity

#### Maturity

*Explain the maturity of the action plan, i.e. the state of preparation and the readiness to start the implementation of the proposed activities.*

Insert text

#\$MAT-URI-MU\$# #@CON-MET-CM@# #@PRJ-MGT-PM@# #@FIN-MGT-FM@# #@RSK-MGT-RM@#

### 2.2 Implementation plan and efficient use of resources

#### Implementation plan

*Show that the implementation work plan is sound by explaining the rationale behind the proposed activities and how they contribute to achieve the objectives of the action plan.*

*Explain the coherence between the objectives, activities, planned resources and project management processes.*

*Show how the action plan integrates, builds on and follows up on any pre-existing work or EU funded projects. Provide details (including architecture and deliverables) about pre-existing technical solutions.*

Insert text

#### Project management, quality assurance and monitoring and evaluation strategy

*Describe the measures planned to ensure that the action plan implementation is of high quality and completed in time.*

*Describe the methods to ensure good quality of monitoring, planning and control activities.*

*Describe the evaluation methods and indicators (quantitative and qualitative) to monitor and verify the outreach and coverage of the activities and results. The indicators proposed to measure progress should be specific, measurable, achievable, relevant and time-bound.*

Insert text

#### Cost effectiveness and financial management

*Describe the measures adopted to ensure that the proposed results and objectives will be achieved in the most cost-effective way.*

*Indicate the arrangements adopted for the financial management and, in particular, how the financial resources will be allocated and managed within the consortium.*

Insert text

**Critical risks and risk management strategy**

Describe critical risks, uncertainties or difficulties related to the implementation of your action plan, and your measures/strategy for addressing them.

Indicate for each risk (in the description) the impact and the likelihood that the risk will materialise (high, medium, low), even after taking into account the mitigating measures.

**Note:** Uncertainties and unexpected events occur in all organisations, even if very well-run. The risk analysis will help you to predict issues that could delay or hinder project activities. A good risk management strategy is essential for good project management.

Risk No	Description	Work package No	Proposed risk-mitigation measures

#\$CON-MET-CM\$# #SPRJ-MGT-PM\$# #FIN-MGT-FM\$# #RSK-MGT-RM\$# #CON-SOR-CS@#

**2.3 Capacity to carry out the proposed work****Consortium cooperation and division of roles (if applicable)**

Describe the participants (Beneficiaries, Affiliated Entities and Associated Partners, if any) and explain how they will work together to implement the action plan. How will they bring together the necessary expertise? How will they complement each other?

In what way does each of the participants contribute? Show that each has a valid role and adequate resources to fulfil that role.

**Note:** When building your consortium you should think of organisations that can help you reach objectives and solve problems.

Insert text

**Project teams and staff**

Describe the project teams and how they will work together to implement the action plan.

List the staff by function/profile (e.g. project manager, senior expert/advisor/researcher, junior expert/advisor/researcher, trainers/teachers, technical personnel, administrative personnel etc. and describe briefly their tasks.

Name and function	Organisation	Role/tasks/professional profile and expertise

**Outside resources (subcontracting, seconded staff, etc)**

If you do not have all skills/resources in-house, describe how you intend to get them (contributions of members, partner organisations, subcontracting, etc.) and for which role/tasks/professional profile/expertise

Insert text

**Consortium management and decision-making (if applicable)**

*Explain the management structures and decision-making mechanisms within the consortium. Describe how decisions will be taken and how regular and effective communication will be ensured. Describe methods to ensure planning and control.*

**Note:** The concept (including organisational structure and decision-making mechanisms) must be adapted to the complexity and scale of the activities.

Insert text

#\$CON-SOR-CS\$# #SQUA-LIT-QL\$# #IMP-ACT-IA@# #COM-DIS-VIS-CDV@#

**3. IMPACT****3.1 Expected outcomes and deliverables — Dissemination and communication****Expected outcomes and deliverables**

*Define and explain the extent to which the action plan will achieve the expected impacts listed in Call document.*

Insert text

**Dissemination and communication of the project and its results**

*If relevant, describe the communication and dissemination activities, activities (target groups, main messages, tools, and channels ) which are planned in order to promote the activities/results and maximise the impact. The aim is to inform and reach out to society and show the activities performed, and the use and the benefits the project will have for citizens*

*Clarify how you will reach the target groups, relevant stakeholders, policymakers and the general public and explain the choice of the dissemination channels.*

*Describe how the visibility of EU funding will be ensured.*

Insert text

#\$COM-DIS-VIS-CDV\$#

**3.2 Competitiveness and benefits for society****Competitiveness and benefits for the society**

*Describe the extent to which the action plan will strengthen competitiveness and bring important benefits for society*

Insert text

**3.3 Environmental sustainability and contribution to European Green Deal goals****Environmental sustainability and contribution to European Green Deal goals**

*Describe the extent to which the action plan will contribute to environmental sustainability and in particular to European Green Deal goals*

⚠️ *This might not be applicable to all topics — for details refer to the Call document.*

Insert text

#§IMP-ACT-IA§#

Example, not to complete

#@WRK-PLA-WP@#

**4. MULTI-ANNUAL ACTION PLAN****Multi-annual action plan**

*This section concerns the overview of the activities you are planning for the years covered by the EU framework partnership and how they will be implemented.*

**Milestones** are control points in the project that help to chart progress. Use them only for major outputs in complicated projects. Otherwise leave the section on milestones empty.

**Deliverables** are project outputs which are submitted to show project progress (any format). Refer only to major outputs. Do not include minor sub-items, internal working papers, meeting minutes, etc. Limit the number of deliverables to max 10-15 for the entire project. You may be asked to further reduce the number before signature of the Framework Partnership Agreement.

Group your activities into standard activities (which you repeat each year) and ad hoc activities (which will be implemented only in certain years).

⚠ Include only the part of your activities which is eligible under the framework partnership.

**Activities**

Year	Activity	Description	Objective	Target Groups	How will it be implemented? (concept & methodology)	Milestones and Deliverables	Lead Beneficiary

**Multi-annual budget estimate (all years)**

*Give a rough estimate of the overall costs of the action plan for the duration of the EU framework partnership.*

Participant	Costs							
	A. Personnel	B. Subcontracting	C.1 Travel and subsistence	C.2 Equipment	C.3 Other goods, works and services	D.1 Financial support to third parties	E. Indirect costs	Total costs

[name]	X EUR	X EUR	X EUR	X EUR	X EUR	X EUR	X EUR	X EUR
[name]	X EUR	X EUR	X EUR	X EUR	X EUR	X EUR	X EUR	X EUR
Total								

#\$WRK-PLA-WP\$#

Example, not to complete



#@ETH-ICS-EI@#

## 5. OTHER

### 5.1 Ethics

#### Ethics

If the Call document contains a section on ethics, the ethics issues and measures you intend to take to solve/avoid them must be described in Part A.

See Application Form Part A.

#§ETH-ICS-EI\$# #@SEC-URI-SU@#

### 5.2 Security

#### Security

The security issues and the measures you intend to take to solve/avoid them must be described in Part A.

**Note:** Beneficiaries must ensure that their projects are not subject to national/third country security requirements that could affect the implementation or put into question the award of the grant (e.g. technology restrictions, national security classification, etc).

See Application Form Part A.

#§SEC-URI-SU\$# #@DEC-LAR-DL@#

## 6. DECLARATIONS

#### Double funding

##### Information concerning other EU grants for this project

 Please note that there is a strict prohibition of double funding from the EU budget (except under EU Synergies actions).

YES/NO

We confirm that to our best knowledge neither the action plan as a whole nor any parts of it have benefitted from any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. EU Regional Funds, EU Agricultural Funds, etc). If NO, explain and provide details.

We confirm that to our best knowledge neither the action plan as a whole nor any parts of it are (nor will be) submitted for any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. EU Regional Funds, EU Agricultural Funds, etc). If NO, explain and provide details.

#### Financial support to third parties (if applicable) (n/a for FPA)

Not applicable.

#§DEC-LAR-DL\$#

## ANNEXES

### LIST OF ANNEXES

#### Standard

Detailed budget table/Calculator (annex 1 to Part B) — *not applicable*

CVs (annex 2 to Part B) — *not applicable*

Annual activity reports (annex 3 to Part B) — *not applicable*

List of previous projects (annex 4 to Part B) — *mandatory, if required in the Call document*

#### Special

Other annexes (annex 5 to Part B) — *mandatory, if required in the Call document*

Example, not to complete

**LIST OF PREVIOUS PROJECTS**

List of previous projects					
Please provide a list of your previous projects for the last 4 years.					
Participant	Project Reference No and Title, Funding programme	Period (start and end date)	Role (COO, BEN, AE, OTHER)	Amount (EUR)	Website (if any)
[name]					
[name]					

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	01.11.2021	Initial version (new MF).
2.0	01.06.2022	Consolidation, formatting and layout changes. Tags added.