







How-to-write workshop and LIFE Programme and 26 years Celebration

Priority area: Environment and Resource Efficiency

Nisiforou Olympia

onisiforou@environment.moa.gov.cy

The Classic Hotel, 16th May, 2018, Nicosia











Overview

- 1. 2 Stages Procedure
- 2. Important Dates
- 3. General Guidance to Applicants
- 4. Preparation of the Proposal
- 5. Priority area Environment and Resource Efficiency
- 6. Concept Note
- 7. Eligibility and award criteria









Multiannual 2018-2020

Procedure in two stages:

Stage 1: Concept note

Stage 2: Full proposal

Project submission:

- ➤ Between the concept note and comprehensive proposal → limited flexibility with regard to actions, partnership and budget.
- > The budget may deviate from that provided in the CN at 10% maximum.









Important Dates

Applicants must submit their CN via eProposal before <u>12/06/2018</u>, <u>16:00 Brussels</u> <u>local time</u> (Env and Res Eff) and before <u>14/06/2018</u>, <u>16:00 Brussels local time</u> (En Governance and Info).

- The best ranked concept notes will be invited (10/2018) to submit a full proposal using the web tool eProposal via the LIFE web page by January (submission deadline will be confirmed with Stage 2 invitation letter).
- The individual grant agreements are expected to be signed by the Contracting\Authority starting from July 2019 (for an indicative timetable, see Annex 1).
- The earliest possible starting date for projects is **1 July 2019**.









- All the forms in the Concept Note must be completed in English.
- Focus on the **key elements** of your project.
- No attachments can be uploaded in eProposal during the CN.
 - > CN can be modified, validated and (re)submitted as many times as needed until 12/06/2018, 16:00 Brussels local time.
 - > Submit your draft(s) regularly during the entire submission period to avoid last minutes issues.
 - Each subsequent submission overwrites the previously submitted version.











- Any legal person registered in the European Union may submit a proposal -three types of beneficiaries: (1) public bodies, (2) private commercial organisations and (3) private noncommercial organisations (including NGOs).
- No fixed minimum size for project budgets.
- Maximum EU co-financing rate for "traditional" LIFE projects is 55% of the total eligible project costs.
- Exception for "traditional" LIFE projects in the priority area Nature and Biodiversity EU co-funding rate can go up to 60%, or 75% in specific cases.









- The **coordinating beneficiary** and any **associated beneficiaries provide** a reasonable financial contribution to the project budget- **as a proof of commitment.**
- A very low financial contribution absence or lack of commitment.
- Strongly advised that each project has a full-time project manager.
- LIFE project take place in the territory of the European Union Member State.
- Outsourcing of project activities share of the project budget allocated to external assistance < 35%.









- Limited research
- Projects for the <u>construction of large infrastructure are not eligible.</u> Construction of large infrastructure assume the actual cost of a "single item of infrastructure" <u>exceeds € 500,000.</u>
- Complementarity with other EU funding programmes in accordance with rule 8/rules of LIFE ensure the existence of coherence and synergies avoid overlaps with other funding programmes.
- Projects that show <u>synergies with EU policies</u> different than those covered by the LIFE programme and with other EU funding mechanisms, will receive bonus points (AW6) i.e. a project aimed at improving waste management that simultaneously increases social integration.
- Financing "close-to-market"- C2M projects











Preparation of the Proposal

Important documents

- Life Regulations
- Multiannual work programme 2018-2020
- Frequent Ask questions on LIFE's website
- Application package
- Evaluation guides











Preparation of the Proposal

Proposal is based on solving an environmental problem!!

- Design appropriately for all phases of the project
- Predict enough time and resources
- Prefer simplicity
- Predict potential problems !!
- Define the current situation
- Initial situation (quantified) actions of the project /and also the ending of the project(quantified)
- Local area/region characteristics
- Legal framework











Environment and Resource Efficiency

The priority area Environment and Resource Efficiency focuses on:

- developing, testing and demonstrating policy or management approaches, best **practices and solutions** to environmental challenges,
- support of resource efficiency-related policy and legislation, including the Roadmap to a Resource Efficient Europe,
- improving the knowledge base for the development, implementation, assessment, monitoring and evaluation of Union environmental policy and legislation/update,
- integration of the environment into other policies, thereby contributing to sustainable development,
- assessment and monitoring of the factors, pressures and responses that impact on the environment within and outside the Union.
- bridging the gap between research, policy and development and widespread implementation,
- allocation to proposals in terms of innovative solutions/ improve innovative solutions.











Environment and Resource EfficiencyThematic priorities

- I. Water, including the marine environment
- II. Waste
- III. Resource Efficiency, including soil and forests, and green and circular economy
- IV. Environment and Health, including chemicals and noise
- V. Air quality and emissions, including urban environment

Annex III of the LIFE Regulation











Stage 1: Concept Note

Concept notes submitted in the online tool eProposal, via the LIFE web page.

The application tool contains:

Administrative forms (A forms)

- Form A1 General project information
- Form A2 Coordinating beneficiary

Project outline (B forms)

- Form B1 Summary description of the project
- Form B2 (abbreviated in comparison with stage 2) General character of the project
- Form B3 (abbreviated in comparison with stage 2) EU added value

Financial application forms

■ Form R1 – Project budget





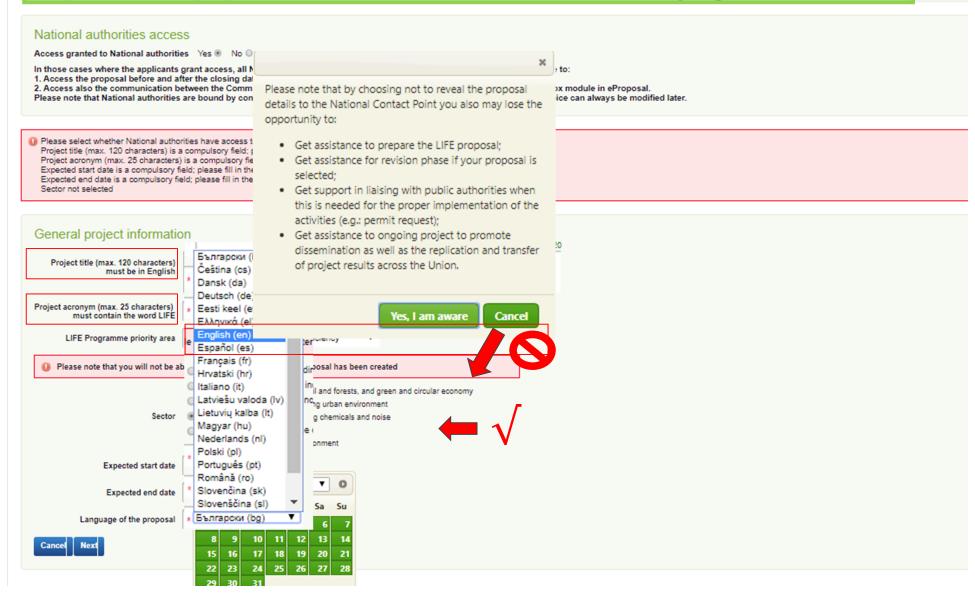




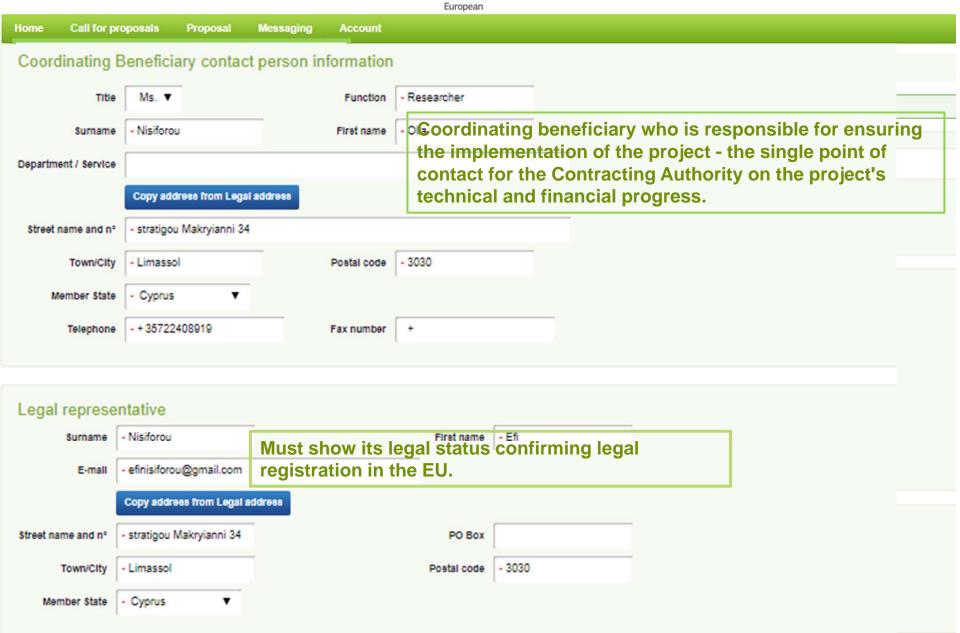


Proposals / New proposal / Administrative forms / A1 - General project information

Proposals / New proposal / Administrative forms / A1 - General project information









Administrative forms / A2 - Coordinating Beneficiary

Coordinating Beneficiary details (max 2000 characters)

Website

http://

Brief description of the Coordinating Beneficiary's activities and experience in the area of the proposal:

Maximum characters 28 / 2000

CUT is a state University in Cyprus with a strategic target to design and develop research activities both within the University and in cooperation with other research Institutes in Cyprus and abroad. CUT has already signed the Charter & Code and it's in the procedure to get the "HR Excellence in Research" label. CUT will be primarily in charge of the management activities.

CUT will be the lead partner of WP1 and WP5 and will be actively involved in the other WPs. (SEL) and the laboratory of "Waste Treatment and Disposal" is fully equipped for the performance of the activities required for the successful implementation of the present project, as described in the present proposal. The labs, and their personnel are currently participating in four (4) projects funded by the Research Promotion Foundation (RPF) of Cyprus, two (2) LIFE+ projects and one (1) INTERREG project, all related to the above fields. State-of-the-art equipment include: (a) specialized, custom-designed gas flow panels for the performance of catalytic and transient experiments, (b) Specialized device for conducting experiments in three phases (gas, liquid, solid) (c) Gas Chromatography with Flame Ionisation Detector (GC-FID) (d) Gas Chromatograph-Mass Spectrometer (GC-MS) etc.











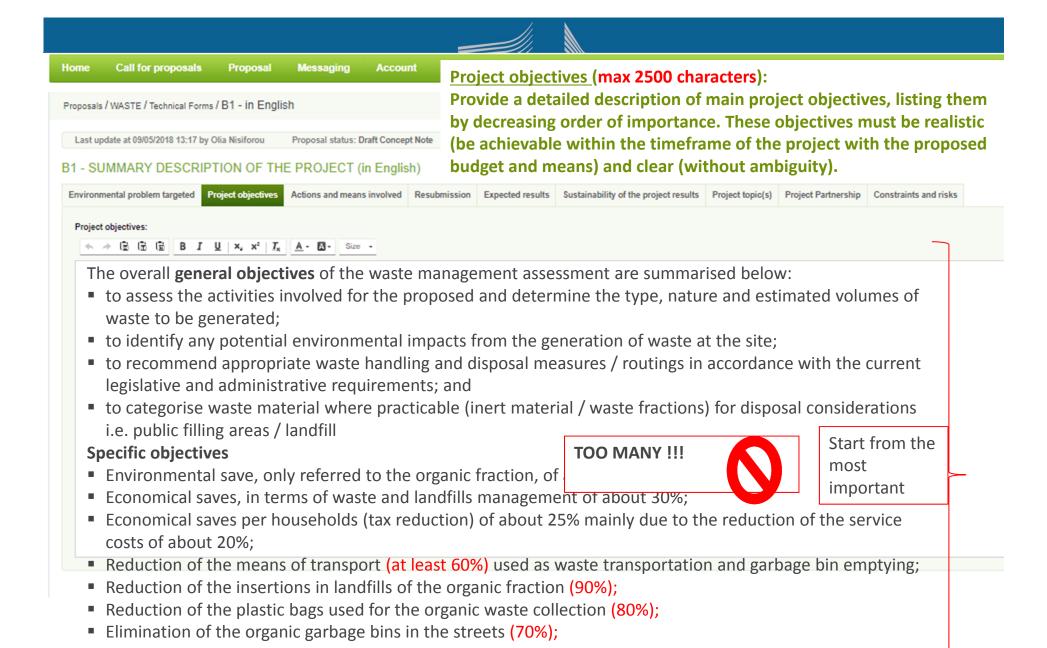


Waste is not only an environmental problem, but also an economic loss. On average Europeans produce 481 kilogrammes of municipal waste per year. An increasing share of this is recycled or composted, and less is sent to landfill. A need to change the way we produce and consume so as to produce less and less waste, while using all waste as a resource.



















- Name of the action Brief and reflects the objective of the action.
- Necessity of the action sufficiently reasoned, in the context of the objectives of the project.
- Beneficiary who is responsible for the coordination and the implementation of the action (more than one if necessary but refer to who is responsible for what part of the action.
- Description as accurate as possible.
- Limit the number of actions grouped in homogeneous activities.
- Clarify a logical succession through individual actions.
- Ensure the long-term sustainability of the investment.
- All actions must indicate clearly the relation with other actions and how it contributes to the overall objectives of the project (in quantitative terms).
- Consistency between the technical description of the action and the financial resources available.
- Actions are not deliverables.
- Accompanied by maps, diagrams etc. identifying the location of operations, supporting graphs, tables or images, which will be included on the forms (stage 2).

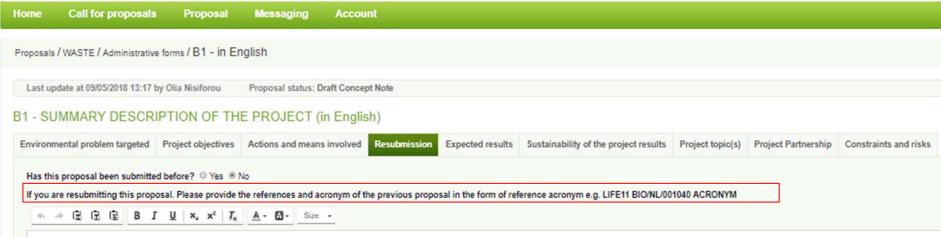












- Resubmission updated of improvements compared to the previous submission.
- Update EU for any funding they have received from the EU, as well as related current funding requests - no update might mean rejection of the proposal.
- Continuation of a previous LIFE project description and the need for this extra stage and how this will complement the results obtained with the previous project.











Home Call for proposals Proposal Messaging Account Proposals / WASTE / Technical Forms / B1 - in English Expected results (max 3000 characters): List the main results and impacts (environmental benefits) expected at the end of the project. Last update at 09/05/2018 13:17 by Olia Nisiforou Proposal status: Draft Concep The expected results must be concrete, realistic and quantified as far as B1 - SUMMARY DESCRIPTION OF THE PROJECT (in Englis possible. Environmental problem targeted Project objectives Actions and means involved Resubmission Expected results Sustainability of the project results Project topic(s) Project Partnership Constraints and risks Expected results (outputs and quantified achievements):

- Main outcomes expected at the completion of the project.
- <u>Directly related</u> to environmental problems under consideration and with the objectives of the project.
- The final achievements of the project will be judged on the basis of expected results.
- Clearly defined and properly quantified.
- The expected results are not the same as the project's objectives.
- Coherence among environmental benefits described, and make sure /crosscheck the values that will be listed in the table with the performance Indicators (a must in 2 Stage !!!)
- Climate-related project-Link with climate issues .
- Biodiversity-related project.
 - i.e > Reducing the pressure on primary raw materials and help preserving the environment and reducing pollution (10%)
 - Reduce the amount of waste per capital (5%) /landfill
 - Fostering the use of secondary raw material (10%)
 - > Increasing the role of SMEs as end users or developers of green technologies (5),
 - Opening opportunities for new start-ups and markets (5)

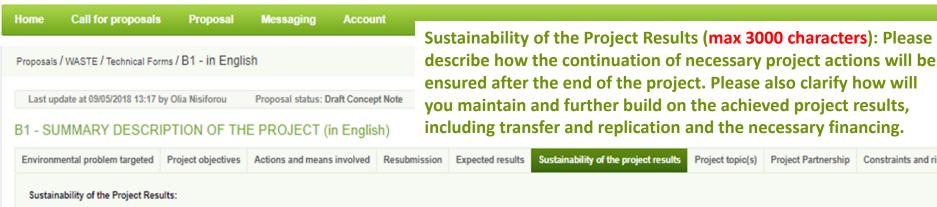












Continuation, Sustainability – Replication/Transfer:

♠ ♠ ☑ ☑ ☑ B I U | x, x² | Ix A - M - Size -

 Include a clear strategy for maintaining continuation, developed and made use of or replicated/transferred, during or after the end of the project.

Sustainability of the project results

Project topic(s) Project Partnership

- Go beyond transfer of knowledge and networking, put the solutions developed and/or applied in the project into practice beyond the project period, elsewhere or for a different purpose.
- Contrary to what foreseen in previous LIFE programmes the possible generation of revenues and the inclusion of close to market activities are welcome and considered as a strong indicator of project sustainability.
- Clear and sound plan supported by project activities that would allow market replication/transfer to other sectors.
- Launch of the proposed solution in a geographical market different than the one being the main focus of the project, its extension to a different industrial/commercial application or its transfer to other companies through licensing or other types of agreements.











- whether and why their proposal falls under the selected project topics.
- Only compliance with topics indicated by the applicant will be examined. By not choosing a project topic, the applicant declares that the proposal does not fulfil any of the project topics and acknowledges that no points can be awarded to the project under criterion 5.
- Does not exclude the possibility of submitting proposals addressing issues that are not covered by project topics or thematic priorities, in accordance with Annex III of the LIFE Regulation. High quality projects that fulfil the applicable eligibility and selection criteria may still be awarded funding.











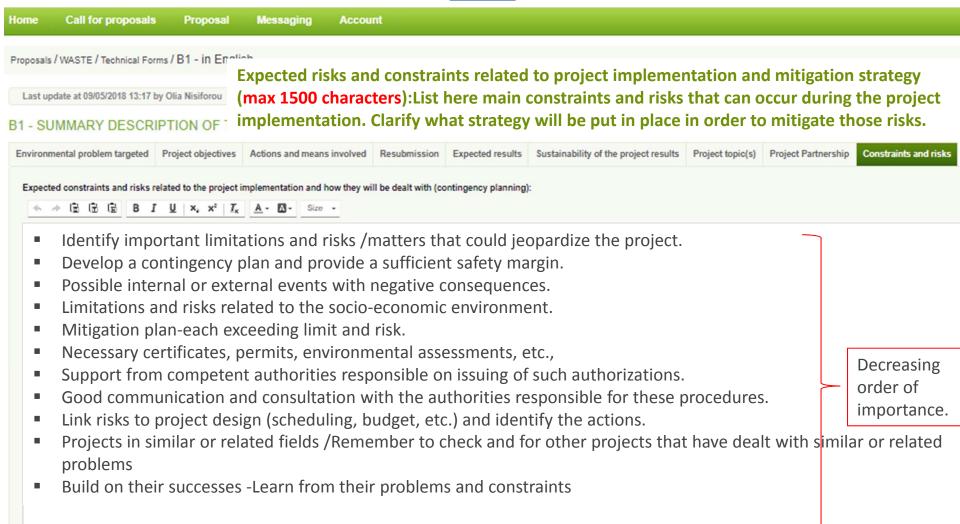
Proposals / WASTE / Technical Forms / B1 - in English Last update at 09/05/2018 13:17 by Olia Nisiforou Proposal status: Draft Co

Project partnership (max 3000 characters): Describe in this form project partnership structure. If any associated beneficiaries, please list key partners; explain their role in the project and expertise as well as actions B1 - SUMMARY DESCRIPTION OF THE PROJECT (in En that will be implemented by them.



- Lead partner- Project management role (mandatory involvement)
- Solvency and ability to coordinate (documentation of previous experience in coordinating and managing experience in LIFE).
- Identify and differentiate the partners, the stakeholders, your target audience etc.
- Overall the partnership should be coherent in terms of the objective which it intends to fulfil /Clear methodological approach in decision-making model between partners.
- Evaluate obstacles or restrictions around their participation clear out their role in the project (financial, technical, managerial and administrative responsibilities) Objectives and/or impossible actions under the proposed timetable or budget.
- No pre-defined number of associated beneficiaries to be involved in a LIFE proposal- A proposal without any participant other than the coordinating beneficiary itself is eligible.
- Relevance of each partner's experience with the role that intends to undertake-Specify clear obligations, tasks and roles of each partner.
- Capacity and know how of the partner for the implementation of individual activities in achieving the results.
- Adequate infrastructure and equipment for the implementation of the actions.
- Available sufficient and experienced staff.





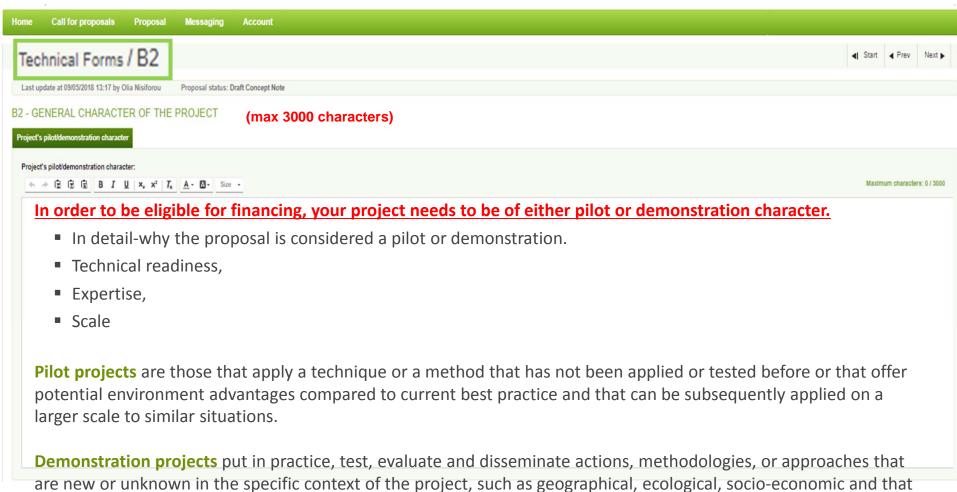
















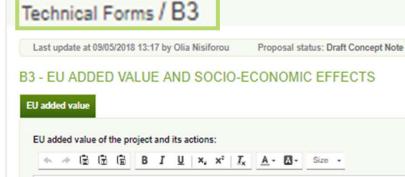


could be applied elsewhere in similar circumstances.





Home Call for proposals Proposal Messaging Account



EU added value of the project and its actions (max 3000 characters): Please clarify how the project contributes to one or several of the specific objectives of the priority areas of the LIFE sub-programme for Environment. These are set out in Articles 10, 11 and 12 of the LIFE Regulation. Please also clarify how the project will contribute to the implementation, updating and development of European Union environmental policy and legislation.

- Quantification of environmental benefits during the project, as well as 3-5 years after the completion of the project.
- Synergies with the objectives of other EU policies without undermining the objectives of the LIFE Regulation.
- Mechanisms to implement multiple purpose specific activities that allow the integration of specific environmental objectives into other EU policies beyond those are the key focus of the proposals.
- Transnational dimension, green procurement, utilization of Transnational approach added value for the EU for implementing green procurement using the results in research projects funded by the EU.
- Impact population/ Employment and development
- Knowledge of the market (current and potential market size, the characteristics etc and the economic feasibility of the proposed solution/ cost, price or other financial investment components (e.g. payback period, net present value, etc.)
- Efforts for reducing the "carbon footprint" project's, ensure that the carbon footprint of the project as low as reasonably achievable as well as for lifetime of the project.











∢| Start ∢ Pr Proposals / WASTE / Reports / R1 - Budget Last update at 09/05/2018 13:17 by Olia Nisiforou Proposal status: Draft Concept Note Budget breakdown cost categories Total cost in € Eligible cost in € % of total eligible costs 1. Personnel 2. Travel and subsistence 3. External assistance 4. Durable goods Prototype 0 6. Consumables 7. Other costs 8. Overheads 0.00% Total 0 100% Contribution breakdown % of total % of total eligible costs In€ EU contribution requested 0.00% Coordinating Beneficiary's contribution 0.00% Associated Beneficiaries' contribution 0.00% Co-financers contribution 0.00%

100.00%



Total









Eligibility and award criteria

All the concept notes have to obtain at least a passing score for the following concept note award criteria to be considered for ranking

Concept Note Award Criteria	Minimum pass score	Minimum Score
1. Overall quality of the proposal	5	20
2 Overall EU added value	10	30
Overall (pass) scores	15	50

Overall quality of the proposal:

- Technical coherence and quality
- Financial coherence and quality
- Relevance thematic priority and thematic project
- Feasibility -Technical readiness, previous research and development and previous tests, flowcharts, mass and energy balance.
- Innovation -a lot of kinds (e.g. technological, geographical, sectoral)

- Maturity -approvals and permits, clear analysis of the current situation (quantified).
- Environmental benefits Clear, necessary, ambitious and reliable measurable results / Prediction for complete LCA approach
- ☐ Understanding of the topic strict on the exploration of relativity of the selected topic with the proposal











<u>Indicators – Stage 2!</u>

At the end of the project						
Objective	Indicators		Estimated Impact (absolute values)	Estimated Impact (in %)*	Please comment and give brief explainations of assumptions used for the calculation	
Change expected (in %) of this is normally directly in				used to set the in	itial situation.	
	Reduction of greenhouse gas emissions (GHG)	CO2	tons / year	% change		
		Methane	tons / year	% change		
		Other GHG (please specify)	tons / year	% change		
	Air quality and emissions	Air Pollutants (please specify: NOx, PM, etc)	in ppm	% change		
Improved Environmental						
and Climate Performance						
(including resilience to climate change)	Reduction / substitution of dangerous substances	Irritant / Corrosive / Toxic	(gr/kg/tons) / year	% change		
		Mutagenic/ Carcinogenic	(gr/kg/tons) / year	% change		
		Persistent / Bioaccumulative	(gr/kg/tons) / year	% change		
		Waste Reduction	tons / year	% change	Please specify origin: Prevention, reuse, recycling, etc.	
	Waste	Waste Reduction	tons / year	% Change	Prease specify origin. Prevention, reuse, recycling, etc.	
	management					
	Water	Improved resilience to flooding	inhabitants (improved conditions)	% change		
			hectars (improved conditions)	% change		
		Improved Water Quality	m3/year	% change		
	Reduced resource	Raw materials	tons / year	% change		
	consumption (excluding energy)					
Better use of natural	Water	Reduced water consumption	m3 / year	% change		
resources		222				















Thank you for your attention

Dr. Olympia Nisiforou

onisiforou@environment.moa.gov.cy

How to Write a Life Proposal Workshop

16th May, 2018, Nicosia





