



INSPIRE

Innovative Solutions for Plastic Free European Rivers

Deliverable 5.2

Open call documents kit & third-party financing rules Version 3.2

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Joydeep Dutta¹, Ana Isabel Catarino², Gert Everaert², Mariana N. Miranda²

¹ KTH Royal Institute of Technology (KTH), Sweden

² Flanders Marine Institute - Vlaams Instituut voor de Zee (VLIZ), Belgium



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¹ Dissemination level: **PU:** Public, **SEN:** Sensitive, **CL:** EU Classified, information as referred to in European Commission Decision 2015/844

² Type of deliverable: **R:** Document, Report, **DEM:** Demonstration, pilot, prototype, **DEC:** Website, patent filing videos, **DMP:** Data Management Plan, **Ethics:** Ethics deliverable



Executive Summary

This document describes the open call documents kit and third-party financing rules developed within INSPIRE under Task 5.3. We define potential beneficiaries, the application process, related timeline, funding and eligibility rules, admissibility, evaluation procedure, contact details, frequently asked questions (FAQs) and the suggested application template.



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1. Introduction

The main objective of INSPIRE is to drastically reduce the amount of macro and microplastics in European rivers, being one of the 2030 targets of the EU Mission "Restore our Ocean and Waters". To do so, the INSPIRE project brings together 20 technologies and actions in a holistic manner for detection, collection and prevention (DCP concept). A modular Master Plan (MaP) to further combat the plastic and litter pollution in Europe will be produced and communicated to relevant stakeholders.

INSPIRE seeks to boost the deployment of technologies and actions for detection, collection and prevention (DCP concept) of litter, including macro- and microplastics, in European rivers. For that, INSPIRE is seeking to select local and public stakeholders from Associated Regions (AR) and manage the Financial Support to Third Parties (FSTP) for scaling up, replication and exploitation of the lessons learnt from the project use cases.

To find ARs that apply to the FSTP, in this deliverable we describe the open call & tender for an effective, transparent, objective and fair procedure in selecting the local stakeholders from AR and managing the Financial Support to Third Parties (FSTP). To do so, in this deliverable we define potential beneficiaries, the application process, related timeline, funding and eligibility rules, admissibility, evaluation procedure, contact details, FAQs and the application template. This deliverable is based on T5.3.

2. Guide for applicants description



3. General information on the INSPIRE project

INSPIRE, or "Innovative Solutions for Plastic Free European Rivers," is a four-year project funded by Horizon Europe with the goal of significantly reducing litter, macro, and microplastics in European rivers. To ensure a scaling, replication and exploitation of the lessons learned from the use cases, INSPIRE aims to establish an effective, transparent, objective and fair procedure in selecting the local stakeholders from Associated Regions (AR) and managing the Financial Support to Third Parties (FSTP) open call. The objective of the open call is to showcase the feasibility, replicability and scale up of the solutions developed within INSPIRE in ARs.

The **overall objective** of INSPIRE is to develop, implement, test and validate a set of solutions to fight against the increasing pollution of rivers in a holistic approach, including detection and collection of litter, plastics and microplastics and preventing those from entering into rivers, with strong engagement of the society

Through a **holistic approach**, INSPIRE brings together 20 technologies and actions under the **DCP concept**:

- Detection: Identifying pollution in river waterways and along riverbanks.
- Collection: Retrieving litter and macroplastics from riverbanks, as well as litter, macro-, and microplastics from riverine waters.
- Prevention: Implementing strategies to prevent litter, macro-, and microplastics from entering inland waters. This involves a) collecting waste from its streams before it reaches the river, and b) developing biodegradable alternatives for currently non-degradable polluting products to discourage their use and entry into the river as litter.

Overall, the main objective of INSPIRE is to drastically reduce the amount of macro and microplastics in European rivers, being one of the 2030 targets of the EU Mission "Restore our Ocean and Waters". To do so, the INSPIRE project brings together 20 technologies and actions in a holistic manner for detection, collection and prevention (DCP concept). The solutions will be developed, implemented, tested and validated in 6 river use cases (Danube (RO), Douro (PT), Po (IT), Rhine (NL), Kamnik Bistrica (Sava, SLO), Scheldt (BE). A modular Master Plan (MaP) to further combat the plastic and litter pollution in Europe will be produced and communicated to relevant stakeholders.

A **description of the solutions** embedded in INSPIRE is available at the project website: <https://inspire-europe.org/solutions>



4. Open call objective

INSPIRE is seeking to select local and regional authorities from Associated Regions (AR) for scaling up, replication and exploitation of the lessons learnt from the project use cases. The project will use the Financial Support to Third Parties (FSTP) mechanism for this aim with a total budget of € 500.000.

ARs are expected to team-up with the INSPIRE partners to adopt and replicate the project's innovative solutions. Once granted, the insights gained from the awarded project will be integrated in the modular Master Plan of INSPIRE.

This call has a clear European dimension and INSPIRE will adhere to EU standards of transparency, equal treatment, conflict of interest and confidentiality in the process of launching and managing the call.

5. Beneficiaries

Financial support to third parties can only be awarded to local and regional authorities from an associated region, i.e., INSPIRE defines these as public entities that manage, regulate and supervise public welfare at local or regional level (e.g. city council, regional council, municipality, etc.). Eligible beneficiaries of this call are local and regional authorities from European Union Member States, or Horizon Europe associated countries³ ([Association to Horizon Europe - European Commission](#)). Please note that applicants from the following countries where a project partner of INSPIRE is located are ineligible for this call (i.e., Austria, Belgium, Croatia, France, Germany, Greece, Italy, Netherlands, Portugal, Romania, Serbia, Slovenia, Spain, and Sweden are excluded from the list of potential beneficiaries). UK is eligible for the FSTP. The INSPIRE project can be contacted for further clarification about eligibility.⁴ EU restrictive measures are also applicable for financial support to third parties⁵.

All official communications within INSPIRE are carried out in English, and thus it is expected that all applicants should have a good command of the language. Applicants must ensure eligibility for their participation in the EC Horizon Europe Framework Programme.⁶ The successful proposers will have to comply with provisions of Article 9.4 of the general Grant Agreement⁷, i.e., Articles 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping) and ensure that the bodies mentioned in Article 25 (e.g. granting authority, European Anti-Fraud Office (OLAF), Court of Auditors (ECA), etc.) can exercise their rights also towards the recipients.

The selected beneficiaries commit to carrying out the following activities in their role as part of an

³https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation_horizon-euratom_en.pdf

⁴No universities nor private companies are eligible even if they receive public funding or are considered public entities. They can however participate as sub-contractors.

⁵ <https://www.sanctionsmap.eu/#/main>.

⁶https://research-and-innovation.ec.europa.eu/funding/funding-opportunities/funding-programmes-and-open-calls/horizon-europe_en#

⁷ https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/aga_en.pdf



associated region to the INSPIRE project:

- Participation in workshops and meetings for knowledge transfer during the INSPIRE implementation.
- Participation in developing blueprints and business roadmaps for the replication sites.

6. Application Process

Call opening date: June 17, 2024

Call closing date: November 29, 2024, 17h00 Brussels time

Single stage submission: through the INSPIRE website: <https://inspire-europe.org/>

English language should be used for the proposal write-up

The call will be published on the Funding & Tenders Portal, as well as on the INSPIRE's website. If submission deadlines change, this will immediately be announced and registered applicants will be informed of the changes.

Budgets should be in EURO. Applicants established in countries outside the Euro zone must use the conversion rates published in the C series of the Official Journal of the European Union (OJ)⁸

Each applicant can only submit one single application. Five to eight projects are being envisaged to be funded in this call.

7. Timeline

Evaluation and selection: December 2024 – January, 2025

Granting completed: February 2025

Project implementation (18 months): From 1st March 2025 – 31st August 2026

Project reporting period (6 months): 1st September 2026 – 28th February 2027

Project end: 28th February 2027

Duration: 24 months

INSPIRE will publish the outcome of the calls without delay, including a description of third-party projects, the date of the award, the duration, and the legal name and country.

8. Funding & Eligibility

The maximum grant amount that each applicant from an Associated Region can apply is €100,000, and the minimum grant amount to be requested is €60,000. The FSTP (Financial Support to Third Parties) must include justifications of costs and resources. The total grant requested by the third party will represent up to 100 % of the total costs of the project. The amount of the financial support will be calculated based on estimated costs. Each project must include an implementation plan including milestones and deliverables, and a cost estimate justifying the costs and resources in relation to the

⁸ <https://eur-lex.europa.eu/oj/daily-view/C-series/default.html>



implementation plan. Third parties will receive funding upon the execution of specific activities/deliverables:

- 50 % of the total INSPIRE contribution at the start of the project
- 25 % of the total INSPIRE contribution after the evaluation of the first annual report, to be submitted at the end of the first 12 months of the project
- 25 % of the total INSPIRE contribution after 18 months, upon reaching all milestones set up to month 18 of the project

Eligible costs must meet the **following general eligibility conditions**:

1. be incurred by the beneficiary throughout the duration of project;
2. be indicated in the estimated overall budget of the project;
3. be necessary for the implementation of the project which is the subject of the grant;
4. be identifiable and verifiable, in particular being recorded in the accounting records of the beneficiary and determined according to the applicable accounting standards of the country where the beneficiary is/are established and according to the usual cost accounting practices of the beneficiary;
5. comply with the requirements of applicable tax and social legislations;
6. be reasonable, justified and comply with the principle of sound financial management, in particular regarding economy and efficiency;
7. be declared under one of the budget categories set out in paragraph 'eligible direct costs' and 'eligible indirect costs'.

The successful applicant/s must avoid any unnecessary or unnecessarily high expenditure.

Eligible direct costs

Grant applications must include a detailed estimated budget presented in euros. The eligible direct costs for the project are those costs which, provided that they satisfy the criteria of eligibility set out above, are identifiable as specific costs directly linked to the performance of the project and which can therefore be attributed to it directly. In particular, the following categories of direct costs may be considered eligible:

- **Staff costs**

The costs of personnel working under an employment contract with the beneficiary or an equivalent appointing act and assigned to the action, provided that these costs are in line with the beneficiary's usual policy on remuneration. They must be limited to salaries (including net payments during parental leave), social security contributions, taxes and other costs linked to the remuneration, if they arise from national law or the employment contracts calculated on the basis of the costs actually incurred, in accordance with the following method:

{daily rate for the person multiplied by number of day-equivalents worked on the action (rounded up or down to the nearest half-day)}.

The daily rate must be calculated as: {annual personnel costs for the person divided by 215}

The number of day-equivalents declared for a person must be identifiable and verifiable.



- **Subcontracting costs**

Subcontracting costs for the action (including related duties, taxes and charges, such as non-deductible or non-refundable value added tax (VAT)) are eligible, if they are calculated on the basis of the costs actually incurred, fulfil the general eligibility conditions and are awarded using the beneficiary's usual purchasing practices — provided these ensure subcontracts with best value for money (or if appropriate, the lowest price) and that there is no conflict of interests.

- **Costs of services**

The implementation of a project may require the buying of goods or services in order to carry out specialised tasks that beneficiaries cannot do themselves. This does not involve externalisation of parts of the action directly related to the main objectives of the action.

- **Investment and equipment**

Depreciation for purchase of equipment: the purchase cost of equipment or other assets (new or second-hand) is eligible provided that it is written off in accordance with the international accounting standards and the beneficiary's usual accounting practices and has been purchased in accordance with the procurement rules.

Eligible indirect costs

Indirect costs are costs that cannot be identified as specific costs directly linked to the project but are necessary to run, manage and administrate the beneficiary's organisation. They are limited to a flat-rate of 15% of the total eligible direct costs for the action.

We encourage using the call template available in the call page of the INSPIRE project to facilitate the evaluation of the proposal.

9. Admissibility and Eligibility check

Submission system

All proposals need to be submitted through the Open Call announcement in <https://inspire-europe.org>. Proposals submitted by any other means, will not be admissible for consideration.

Deadline

Proposals need to be submitted before November 29, 2024, 17h00 Brussels time. Applications must be submitted by the closing time and date of the open call. The time recorded by the submission Platform, will be considered as the official submission time of the proposal. Late proposals will not be considered for evaluation.

Language

English is the official language for the open call and it is mandatory that the proposals are written in English in all its parts to be considered a valid submission.



The eligibility criteria are checked against the self-declarations included in the application form. Later on, during the evaluation process, the above criteria will be verified, and if an applicant is not compliant to any of them, the application will be excluded.

10. Evaluation

Proposals received will be checked against the Eligibility Check Criteria:

- Country other than consortium partner countries (as described above);
- The proposal is submitted by a local or regional authority;

To facilitate the evaluation process, we recommend the use of the application template. Each proposal will be evaluated by at least two (2) project internal experts involved in the INSPIRE consortium, who will have no direct connections nor any conflicting interests with the applicants. The experts will be individuals having a technological background or sufficient expertise within the field. The selected experts will sign a declaration of confidentiality concerning the contents of the proposals they read. The form which they use in the evaluation also carries a declaration of freedom from conflict of interest which they agree to by signing.

The call will be carried out in alignment with the same basic principles which govern the Commission call, namely:

- i. Excellence:** The proposal(s) selected for funding must demonstrate a high quality in the context of the topics and criteria such as relevance, fit with EU principles, resources available, networks of the organization, and expected impact of the actions as set out in the call;
- ii. Transparency:** Funding decisions are based on clearly described rules and procedures, and all applicants should receive adequate feedback on the outcome of the evaluation of their proposals;
- iii. Fairness and impartiality:** All proposals submitted to a call are treated equally. They are evaluated impartially on their merits, irrespective of their origin or the identity of the applicants;
- iv. Confidentiality:** All proposals and related data, knowledge and documents are treated in confidence

The experts will evaluate the excellence of the proposals by using the following guidelines, of which each has a 25% weight in the total evaluation:

1. CONCEPT AND INNOVATION
2. EXPERTISE AND EXCELLENCE OF THE PROPOSED TEAM
3. ALIGNMENT AND PROJECT PLANNING
4. IMPACT AND SUSTAINABILITY

1. **CONCEPT AND INNOVATION:** considers the project plan of the applicants to use the INSPIRE solutions in the respective replication areas.
2. **EXPERTISE AND EXCELLENCE OF THE PROPOSED TEAM:** evaluation of the applicants' purposes to use the INSPIRE solutions in the respective replication areas. The proposal(s) selected for funding must



demonstrate a high quality.

3. **ALIGNMENT AND PROJECT PLANNING:** consider the plans for interaction with the INSPIRE consortium, knowledge-sharing, and participation in the upscaling of the suggested methods and technology. The probability of successfully scaling up in the specified region will also take into account the applicants' discussion of local obstacles and proposed solutions for overcoming them.
4. **IMPACT AND SUSTAINABILITY:** overall expected impact of upscaling of technology measures in the given region in the short and long term.

The highest scoring proposals for the call will be selected, using the scores given on the consensus forms from the evaluators. However, the consortium is not obliged to select the highest scoring proposal where it has objective grounds for any participant's ineligibility if, for example, commercial competition issues or strategic issues become apparent during the evaluation process. In this case, the choice may pass to the next- ranked proposal awarded applicants will be made publicly available through the INSPIRE website and the call platform. The Royal Institute of Technology (KTH) will coordinate and finalize contracts with the selected projects.

Pitch

Shortlisted teams will be invited to the pitch presentation based on the evaluation of the submitted written proposals. The pitch will provide a chance to shape understanding of the projects and we expect applicants to strategically highlight important contents. The pitch presentation will be maximum 10 minutes long and will be followed by 10 minutes follow-up questions.

Please see the FAQ for Applicants for more information about the application process.

Personal data will be collected, processed and published in accordance with Regulation (EU) 2016/679, also known as GDPR (General Data Protection Regulation).



11. FAQ of the INSPIRE FSTP open call

1. What type of organization is eligible for this application?

Local and regional authorities from an associated region, that are not based in INSPIRE partner countries. In all cases, the projects must be submitted by a local or regional authority (other type of entities might be subcontracted). In case of doubt, INSPIRE may request the applicant to provide a proof that the entity is a local or regional authority.

2. Can I submit my application if my organization is not yet established?

No, you cannot. To be eligible, your organization should be legally established in one of the MS or associated countries mentioned in the Guide for Applicants, at the date you submit an application.

3. Who can apply?

Eligible beneficiaries of this call are local and regional authorities from different European Member States, (including the EU Outermost Regions) or Horizon Europe associated countries ([Association to Horizon Europe - European Commission](#)). Please note that applicants from the following countries, where a project partner of INSPIRE is located, are ineligible for this call (i.e., Austria, Belgium, Croatia, France, Germany, Greece, Italy, Netherlands, Portugal, Romania, Serbia, Slovenia, Spain, and Sweden). UK is eligible for this FSTP.

Applicants must be eligible for participation in the EC Horizon Europe Framework Programme and must ensure the following obligations of the Grant Agreement, namely Articles 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping).

4. Can I apply together with other organizations?

Yes, but all applicants must be local and regional authorities to be eligible to receive the grant (other type of entities might be subcontracted).

5. Where do I apply for the funding?

Applications to the open call must be submitted through the INSPIRE website: <https://inspire-europe.org/open-call/>. Applications submitted by any other means will not be considered for funding (will be rejected). We recommend using the application template and provide descriptions as guided.

6. What happens if I do not submit my application within the deadline?

Applications submitted after the deadline (i.e. November 29, 2024, 17h00 Brussels time) will be rejected. We strongly encourage you not to wait until the last minute to submit your proposal. Failure of meeting the submission deadline for any reason, including extenuating circumstances, will result in the rejection of the proposal.

7. Can any legal entity submit two project ideas?

No, you cannot. In the case of more than one application being submitted from the same applicant, only the one submitted first will be considered and any others will be rejected.

8. What costs are eligible?

The *costs of personnel* working under an employment contract with the beneficiary or an equivalent appointing act and assigned to the action:

{daily rate for the person multiplied by number of day-equivalents worked on the action (rounded up or down to the nearest half-day)}.

The daily rate must be calculated as: {annual personnel costs for the person divided by 215}



Subcontracting costs for the action (including related duties, taxes and charges, such as non-deductible or non-refundable value added tax (VAT)) are eligible.

Goods or services to carry out specialised tasks that beneficiaries cannot do themselves are eligible for supporting the main activities.

Purchase cost of equipment or other assets (new or second-hand) is eligible but will entail depreciation rules.

Indirect costs are costs are limited to a flat-rate of 15% of the total eligible direct costs for the action.

9. What are the excellence criteria to assess the proposals?

The experts will evaluate the proposals by using the following excellence criteria:

The following sections of the proposal will have the same weight in the evaluation process. Each has a weight of 25% in the total evaluation

1. **CONCEPT AND INNOVATION:** considers the project plan of the applicants to use the INSPIRE solutions in the respective replication areas.
2. **EXPERTISE AND EXCELLENCE OF THE PROPOSED TEAM:** evaluation of the applicants' purposes to use the INSPIRE solutions in the respective replication areas. The proposal(s) selected for funding must demonstrate a high quality.
3. **ALIGNMENT AND PROJECT PLANNING:** consider the plans for interaction with the INSPIRE consortium, knowledge-sharing, and participation in the upscaling of the suggested methods and technology. The probability of successfully scaling up in the specified region will also take into account the applicants' discussion of local obstacles and proposed solutions for overcoming them.
4. **IMPACT AND SUSTAINABILITY:** overall expected impact of upscaling of technology measures in the given region in the short and long term.

10. What is the PITCH moment?

- Shortlisted applicants will be invited to the pitch presentation based on the evaluation of the submitted written proposals. The pitch will provide a chance to shape understanding of your project and we expect you to strategically highlight important contents. The pitch presentation will be maximum 10 minutes long, and will be followed by 10 minutes follow-up questions. Be prepared: You could consider pitching to your team
- Timing matters: Remember that the reviewers have already read your written proposal, so they are familiar with it from a high level. The pitch is a chance to shape their understanding of your project by strategically highlighting important content.

11. What will I get if my application is selected?

You will receive 60,000-100,000 Euro to cover the costs of developing the roadmaps and strategies to scale up restoration actions in the replication sites (associated regions selected within this call). You will also receive technical mentorship and support from the INSPIRE consortium.

- 50 % of the total INSPIRE contribution at the start of the project
- 25 % of the total INSPIRE contribution after the evaluation of the first annual report, to be submitted at the end of the first 12 months of the project
- 25 % of the total INSPIRE contribution after 18 months, upon reaching the milestones set up to month 18 of the project

12. What is a PIC number?

PIC stands for Participant Identification Code.

This code serves as a unique identifier of an organisation in the Commission's organisation register (Participant Register).



12. Application template

About INSPIRE

The main objective of INSPIRE is to drastically reduce the amount of macro and microplastics in European rivers, being one of the 2030 targets of the EU Mission "Restore our Ocean and Waters". To do so, the INSPIRE project brings together 20 technologies and actions in a holistic manner for detection, collection and prevention (DCP concept). A modular Master Plan (MaP) to further combat the plastic and litter pollution in Europe will be produced and communicated to relevant stakeholders. INSPIRE seeks to boost the deployment of technology and actions for detection, collection and prevention (DCP concept) of litter, including macro- and microplastics, in European rivers. For that, INSPIRE is seeking to select local and public stakeholders from Associated Regions (AR) and managing the Financial Support to Third Parties (FSTP) for scaling up, replication and exploitation of the lessons learnt from the project use cases.

Please delete this page when submitting the proposal.

Delete the guidance/information text in yellow in each section and any footnotes.

Prelude

We recommend that project proposals are submitted in this template to facilitate the evaluation process. The excellence of the proposals is evaluated by using the following guidelines, of which each has a 25% weight in the total evaluation:

1. CONCEPT AND INNOVATION
2. EXPERTISE AND EXCELLENCE OF THE PROPOSED TEAM
3. ALIGNMENT AND PROJECT PLANNING
4. IMPACT AND SUSTAINABILITY

Sections 2 to 5 of this template each correspond to an excellence evaluation criterion. More information in the **see Guide for Applicants**.

Cover page

- Acronym of your proposal (Arial size 36)
- Proposal title (Arial size 24)
- Full legal name of the applicant organisation and country (Arial size 11)

All the text in the cover page should be centre justified

Main Proposal

The proposal (Sections 1-5) should be limited to **10 pages (i.e., excludes the cover, instructions and summary of the project pages)**. Guidelines are provided in each section (in yellow) for limiting the proposal to 10-pages. Figures and tables are allowed and should be included within this page limit. Please use ARIAL font (size 11 points) (note: figure captions, table captions can use font size 10 points). The page size is A4, and all margins (minimum 2 cm margin in top, bottom, left, right). Please use black as the font colour to facilitate readability. Each **section presents a recommended page limit, so that the proposal is concise and focused. The proposal should be uploaded in *.PDF format, and submitted via the INSPIRE website FSTP call page.**

Please delete this page when submitting the proposal. Delete the guidance/ information text in yellow in each section and any footnotes.

Please delete this page when submitting the proposal.



COVER PAGE

- Acronym of your proposal (Arial font size 36)
- Proposal title (Arial font size 24)
- Full legal name of the applicant organisation and country (Arial font size 11)

Proposal Information	
Acronym	
Title	



Applicant name (Full legal name)	Country	PIC Number ⁹

NOTE: Sections 2, 3, 4 and 5 have the same weight in the excellence evaluation process. Each has a weight of 25% in the total evaluation.

1. SUMMARY OF THE PROJECT PROPOSAL

Note: Maximum 1 page

Provide a public summary of the project that can be published if the project is funded.

2. CONCEPT AND INNOVATION

Note: Maximum 1 page

Keywords (maximum 6)			
Objectives			
Project scope			
Expected Outputs			
Strategic Innovation justification			

3. EXPERTISE AND EXCELLENCE OF THE PROPOSED TEAM

Note: Maximum 2 pages

Expertise

Applicants should provide credible evidence that the project team is committed and has the necessary skills, competence, and expertise to deliver the project.

⁹ https://www.europarl.europa.eu/tenders/2018/dgfin/20181119/18_pic_management_quick_guide-en.pdf



3.1. Project team

Please indicate the number of person-months (full-time equivalent) of the people involved in the project in the table below

Table 1. Person-months allocated to the project

Name of person	Role in the organization	% Employment	Person months Person months (PMs ¹⁰)
Person 1			
Person 2			
Person 3			

Note: Add rows if necessary.

Provide a description and justification of the expected costs and the requested total grant, using the table below.

Table 2. Estimated cost of the project proposal

Cost category	Total	Description and justification
[A] Direct personnel costs ¹¹		
[B] Travel costs ¹²		
[C] Equipment costs ¹³		
[D] Other direct costs (apart from the ones mentioned)		
[E] Subcontracting costs ¹⁴		
TOTAL¹⁵		

Subcontracting should normally cover only up to 30 % of the project budget that must be performed by third parties (not by the applicant) and justified with a clear explanation. The applicant needs to justify with the objectives of the proposed actions and how it will bring value to expected impact and

¹⁰ Involvement in this project. Note that a PM is a metric for expressing the effort of a person dedicated full time in one month.

¹¹ Costs for remuneration of the persons implementing the project.

¹² Travel costs should include at least one promotion/dissemination event.

¹³ Only depreciation costs of equipment's are accepted.

¹⁴ The value of this category should not be higher than 30% of the total grant provided, unless it is justified in the application. Check the Sub-section 4.2 of the Guide for Applicants in this regard.

¹⁵ TOTAL costs of the Project must not exceed €100,000



sustainability in the Associated Region, complementing the actions implemented by the local or regional authority.

4. ALIGNMENT AND PROJECT PLANNING

Note: Maximum 2 pages

Alignment of the activities with the open call goals and the project vision including deliverables, milestones and means of verification. Appropriateness of expected costs and resources assigned to the project.

4.1. Work Plan

Describe the proposed work plan to be implemented for achieving the objectives/ results. Include also:

- The specific activities planned to be implemented, the time required, and expected outputs.
- Relevant milestones to measure achievement.
- External barriers/risks that may affect the work plan and compromise the project.

Table 3. Description of activities

Activity name	Description	Planned duration (months)	Expected output	Risks
Activity 1				
Activity 2				
Activity 3				

Note: Add rows (for activities) if necessary.

Table 4. Suggested table for description of milestones

Activity name	Milestone description	Delivery month	Deliverable
Activity 1			
Activity 2			
Activity 3			

Note: Add rows (for activities) if necessary.

5. IMPACT AND SUSTAINABILITY

Note: Maximum 2 pages

Applicants should define their ambition and a clear set of expectations aligned with the objectives of the Call. Proposals should demonstrate the overall impact of the project and its contribution. The ambition underlines the potential extent and overall impact and replicability of the project actions. Among others, focus on:

- Contribution of the proposal to the INSPIRE overall objectives.
- Contribution of the project to drastically reduce the amount of macro and microplastics in European rivers
- Planned activities / measures to promote the project for exploitation and dissemination of the results.

5.1. Strong points



*Name 3 characteristics that define the strong points of your project and one-line justification per each.
Example: Impactful: as it foresees to change the connection between services and achieve a more effective implementation of litter monitoring.*

13. Contact

INSPIRE website: [Inspire Europe \(inspire-europe.org\)](https://inspire-europe.org)

INSPIRE administration team email: inspire-project@vliz.be

Personal data will be collected, processed and published in accordance with Regulation (EU) 2016/679, also known as GDPR (General Data Protection Regulation).





INSPIRE

Innovative Solutions for Plastic Free European Rivers

Project Coordinator

Gert Everaert | gert.everaert@vliz.be

Project Managers

Ana Isabel Catarino | ana.catarino@vliz.be

Mariana Miranda | mariana.miranda@vliz.be

Press and Communications

Website: www.inspire-europe.org

X: @INSPIRE_EUROPE

Instagram: [inspire_eu](https://www.instagram.com/inspire_eu)

Facebook: Inspire Europe

LinkedIn: Inspire Europe



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