**Proposal Submission Form**

**1. General information**

|  |  |
| --- | --- |
| **Call** |  |
| **Proposal full title** |  |
| **Proposal acronym** |  |
| **Research Infrastructure** |  |
| **Re-submission** | YES  NO |
| **Contacted the Research Infrastructure during preparation of the proposal?** | YES  NO |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Country** | **Similar RI?[[1]](#footnote-1)** | **N° of Users** |
| **Lead User Institution** |  | *Yes (name, URL)/No* |  |
| **User Institution 1** |  | *Yes (name, URL)/No* |  |
| **User Institution 2** |  | *Yes (name, URL)/No* |  |

*(Repeat for each User Institution)*

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **Total N° of Users** |  |

*The proposal must be signed by the legal representative of the Lead User Institution (a PDF scanned copy is of the proposal is sufficient):*

Full Name of Legal Representative:

Place and date:

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By submitting this proposal the Lead User Institution accepts the conditions set out in the "Framework of Access to the Joint Research Centre Physical Research Infrastructures for the Purposes of Training Capacity Building for Enlargement and Integration Countries" and in the call for proposals and commits to comply with the relevant provisions.

**2. Administrative data of participating organisations**

**Lead User Institution**

|  |  |
| --- | --- |
| **Organisation name** |  |
| **Type of institution[[2]](#footnote-2)** |  |
| **Organisation address** |  |
| **Organisation web site** |  |
| **Country** |  |

**Lead User**

|  |  |
| --- | --- |
| **Name SURNAME** |  |
| **Nationality** |  |
| **Position** |  |
| **Phone number** |  |
| **E-mail** |  |

**Other Users from the Lead User Institution**

|  |  |
| --- | --- |
| **Name Surname** |  |
| **Nationality** |  |
| **Position[[3]](#footnote-3)** |  |
| **E-mail** |  |

*(Repeat for all users from the Lead User Institution)*

**User Institution 1**

|  |  |
| --- | --- |
| **Organization name** |  |
| **Type of institution** |  |
| **Organization address** |  |
| **Organization web site** |  |
| **Country** |  |

**User from User Institution 1**

|  |  |
| --- | --- |
| **Name SURNAME** |  |
| **Nationality** |  |
| **Position** |  |
| **E-mail** |  |

*(Repeat for all users from User Institution 1, User Institution 2, etc. – if relevant)*

**3. Rationale of the Training and Capacity Building request**

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| --- |
| **a. Field of application and Topic of the Training and Capacity Building project** |
| *Describe the field of application (1 paragraph) and identify the topic(s) of training as announced in the call for proposals by answering Yes/No to the list below.*  Training and Capacity Building topics:  **Topic 1**: *Yes/No (if Yes, please give the title of the Topic)*  **Topic 2**: *Yes/No (if Yes, please give the title of the Topic)*  **Topic 3**: *Yes/No (if Yes, please give the title of the Topic)*  **Topic 4**: *Yes/No (if Yes, please give the title of the Topic)*  …  **Topic n**: *Yes/No (if Yes, please give the title of the Topic)*  *You may also specify below your training request(s) if different from the proposed topics (you are encouraged to contact the research infrastructure when formulating your training requests):*  Other Training and Capacity Building Requests:  **Training request 1**:  **Training request 2**:  …  **Training request n**: |

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| **b. Justification** |
| *Please justify your request, by describing for example the problem to solve and any scientific gaps within your institution / consortium / regions / countries, etc. You should also explain why this training should take place at the JRC.* |

|  |
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| **c. Synergy with ongoing research and future plans** |
| *Synergy with ongoing research (regional, national, H2020) and description of future plans of the participating institution / consortium / regions / countries.* |

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| **d. Added value** |
| *Added value for your institution / consortium / regions / countries, and relevance to integration and enlargement EU policy*. |

**4. CVs of Users**

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| --- |
| **Lead User: <Name SURNAME>** |
| *The CV should not exceed one page for each User.* |

|  |
| --- |
| **User: <Name SURNAME>** |
|  |

*Repeat for each User*

*The proposal must be mailed to* [*JRC-RI-TRAINING-CB@ec.europa.eu*](mailto:JRC-RI-TRAINING-CB@ec.europa.eu) *by the call closing date.*

1. Indicate if the User Institution possesses, or is planning to build or upgrade a research infrastructure similar or complementary to the research infrastructure offering Training and Capacity Building at the JRC. If yes, provide name and website address. [↑](#footnote-ref-1)
2. University, Research Organisation, Public Institution, Industry, SME, Other [↑](#footnote-ref-2)
3. PhD student, Researcher, Professor, Technician, Other [↑](#footnote-ref-3)