



**FIT-4-NMP**

Strategic and targeted support  
to incentivise talented newcomers  
to NMP projects under Horizon Europe

# How to get started & how to structure the overall proposal

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# Horizon Europe Programme



**Training focused on proposals for Research and Innovation Actions (RIA) and Innovation Actions (IA) under Pillar II Cluster 4 (Digital, Industry and Space) and Cluster 5 (Climate, Energy and Mobility)**





# Essential Documents



EN

**Horizon Europe**

**Work Programme 2021-2022**

*7. Digital, Industry and Space*

*(European Commission Decision C(2022)2975 of 10 May 2022)*

**Print out the  
relevant pages and  
read repeatedly!**

**Check online to see  
if EC has run an  
info-day webinar  
about the call!**



**Horizon Europe Programme**  
**Standard Application Form (HE RIA, IA)**

Application form (Part A)  
Project proposal – Technical description (Part B)

Version 4.0  
21 January 2022

**Work programme 2021-2022  
(in this case Pillar II Cluster 4)**

**Standard application form for  
RIA (Research and Innovation Actions)  
and IA (Innovations Actions)**



# Example Call Text



HORIZON-CL4-2022-DIGITAL-EMERGING-02-05: AI, Data & Robotics for Industry optimisation (including production & services) (AI, Data & Robotics)

## 1. Specific Conditions

- Expected EU contribution per project, Indicative budget, Type of action (RIA or IA), Technology readiness level (TRL), Procedure, legal and financial set-up of the grant agreements

## 2. Expected Outcome

- Typically, several bullet points identifying the expected outcomes the proposal is expected to contribute to.

## 3. Scope

- Typically, extensive text describing the scope of the call.



# Part B for an RIA/IA proposal



## 1. Excellence

1.1 Objectives and ambition [EC recommended length: 4 pages]

1.2 Methodology [EC recommended length: 14 pages]

## 2. Impact

2.1 Project's pathways towards impact [EC recommended length: 4 pages]

2.2 Measures to maximise impact - Dissemination, exploitation and communication

2.3 Summary [EC recommended length: 5 pages for Sections 2.2 and 2.3]

## 3. Quality and efficiency of the implementation

3.1 Work plan and resources [EC recommended length: 14 pages – including tables]

3.2 Capacity of participants and consortium as a whole [EC recommended length: 3 pages]

**Total length:  
45 pages  
(including cover  
page)**

- **Don't deviate more than 1 page from the recommended limits!**

- **Consider starting Section 1.1 on the proposal cover page!**

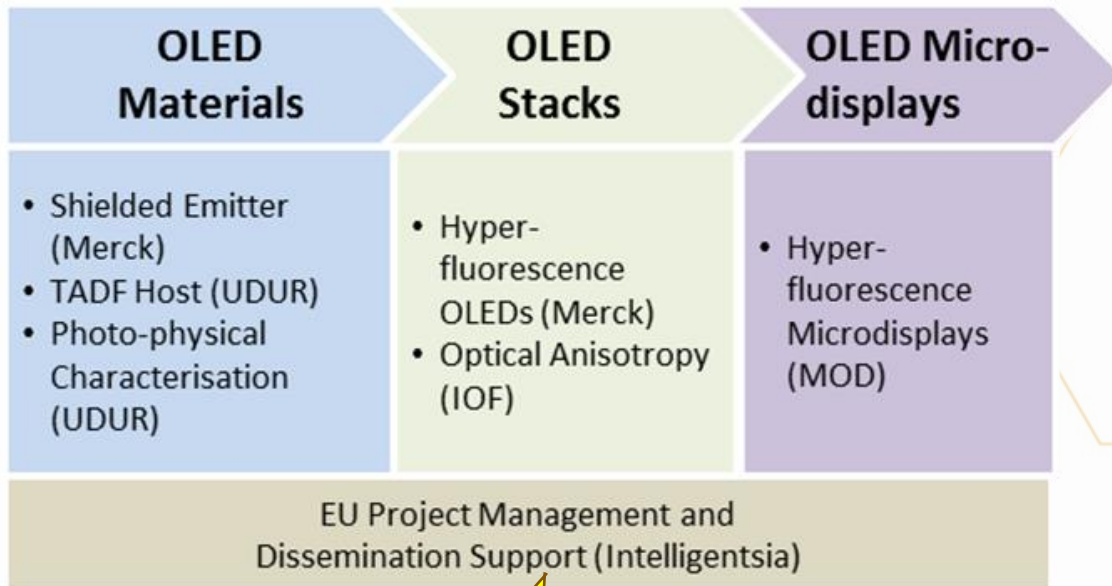
# Consortium Building (1 of 3)



- Check carefully the call text to identify the minimum consortium requirements (e.g. at least three independent legal entities from three different Member States or Associated Countries).
- Typically, 5-10 partners in an RIA and IA with a €3-6m budget.
- Identify an initial “critical mass” of partners e.g. 5+ partners.
- Identify who will be the proposal coordinator and who will be the lead proposal writer (not necessarily the same person!)
- Organise meeting(s) with the “critical mass” to structure the proposal
  - Ideally, face-to-face with a white board
  - Alternatively, online with one person good at editing MS Powerpoint



# Consortium Building: Examples (2 of 3)



**Important to include companies across value chain!**

**Important to have a "nice" geographical spread!**

# Consortium Building: Examples (3 of 3)



Participant no.	Participant organisation name	Part. short name	Country
1 (co-ordinator)	Merck KGaA	Merck	Germany
2	MICROOLED S.A.S	MOD	France
3	Fraunhofer Institute for Applied Optics and Precision Engineering	IOF	Germany
4	Durham University	UDUR	UK
5	Intelligentsia Consultants Sarl	Intelligentsia	Luxembourg

Participant no.	Participant organisation name	Part. short name	Country
1 (co-ordinator)	MZ Denmark GmbH	MOZ	Germany
2	Ericsson AB	ERI	Sweden
3	F-Secure Oyj	FSEC	Finland
4	Intel Deutschland GmbH	INT	Germany
5	Intelligentsia Consultants Sarl	IC	Luxembourg
6	Luminem SRLs	LUM	Italy
7	Mind SRL	MIND	Italy
8	Riots Global Oy	RIO	Finland
9	Sensative AB	SEN	Sweden
10	Consiglio Nazionale delle Ricerche	CNR	Italy
11	RISE Research Institutes of Sweden AB	RISE	Sweden
12	Centria Ammattikorkeakoulu Oy	CEN	Finland
13	Politecnico di Torino	POL	Italy

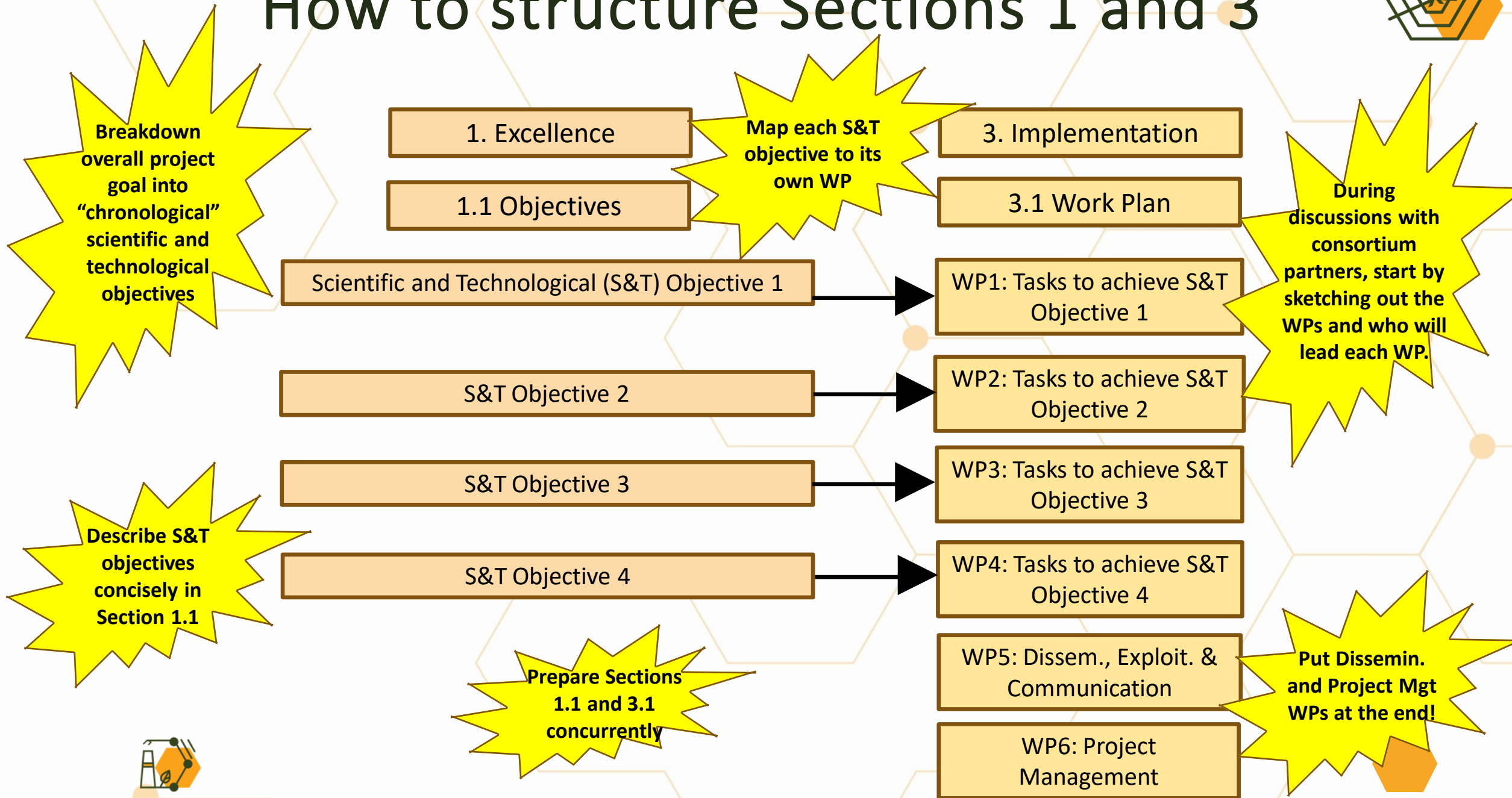
Participant no.	Participant organisation name	Part. short name	Country
1 (co-ordinator)	Technische Universiteit Delft	TUD	Netherlands
2	Technische Universiteit Eindhoven	TUE	Netherlands
3	Rheinisch-Westfälische Technische Hochschule Aachen	RWTH	Germany
4	Institut National de Recherche en Informatique et en Automatique	INRIA	France
5	Eidgenössische Technische Hochschule Zürich	ETHZ	Switzerland
6	Stichting IMEC Nederland	IMEC	Netherlands
7	ARM Limited	ARM	UK
8	IBM Research GmbH	IBM	Switzerland
9	Intelligentsia Consultants Sarl	INT	Luxembourg

Participant no.	Participant organisation name	Part. short name	Country
1 (co-ordinator)	Intelligentsia Consultants Sarl	Intelligentsia	Luxembourg
2	Novald GmbH	Novald	Germany
3	Astron Fiamm Safety Sarl	Astron-FIAMM	France
4	University of Durham	UDUR	UK
5	Technische Universität Dresden	TUD	Germany
6	Kauno Technologijos Universitetas	KTU	Lithuania





# How to structure Sections 1 and 3



# Structuring Sections 1 & 3: Example



1. Excellence

1.1 Objectives

3. Implementation

3.1 Work Plan

S&T Objective 1: Screen potential ICT-TADF and Exciplex-TADF compounds with theoretical models

S&T Objective 2: Synthesise the most promising ICT-TADF and Exciplex-TADF model compounds

S&T Objective 3: Characterise and select the best ICT-TADF and Exciplex-TADF synthesised compounds

S&T Objective 4: Design white stack units employing the selected TADF based emitter and block materials

S&T Objective 5: Design close-to-production OLED lighting panel demonstrators

WP1: Modelling

WP2: Synthesis

WP3: Characterisation

WP4: Emitter Layer Design and Stack Integration

WP5: OLED Lighting Panel Demonstrators

WP6: Dissem., Exploit. & Communication

WP7: Project Management

