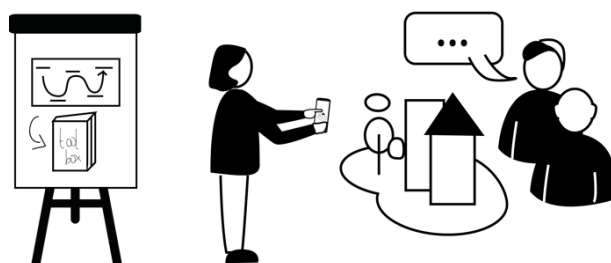# Name of your project (working title) –

at a glance

1. Funding: *Title of the call or name of the project contractor*

Project duration (in months):

Pre-proposal submission deadline (if applicable):

Full proposal submission deadline:

Funding decisions announced:

Description of the call or funding scheme: *Insert the name of the call or the public/private funding scheme that could serve as financial basis for the project. Describe briefly the overall aim of this call or scheme and its main topic(s). Insert a link to the website of the call or scheme for more information.*

2. Lead Applicant:

Provide details about the coordinating organisation of the project.

Name, Country, Type of organisation:

Address:

Contact(s):

3. Consortium:

Describe the type of your consortium (e.g. cross-sectoral, transdisciplinary) and provide a list of your project partners including their names, their fields of expertise and the types of their organisations.

Example from Syncity:

Partner	Type of organisation	Role in project	Expertise	Contact person
OIKODROM	NGO	Coordinator	Urban sustainability	XXX
ULB-IGEAT	University	Co-applicant	Territorial development	YYY
Abattoir SA	Enterprise	Co-applicant	Stakeholder integration	ZZZ

OIKODROM
the Vienna Institute
for Urban Sustainability

This project has received funding in the framework of the Joint Programming Initiative Urban Europe.

URBAN EUROPE   innoviris .brussels   Bundesministerium
Klimaschutz, Umwelt,
Energie, Mobilität,
Innovation und Technologie

4. Short project description:

Keywords:

Give a detailed description of your project and the way it addresses the chosen topic(s) of the call, including:

- **Challenge** *(social, economic, environmental etc.) that the project addresses*
- **Key objective(s)** *of the project*
- **Implementation:** *The approach(es) that the project uses for achieving its goals*
- **Expected results** *and innovative aspects of the project*
- **Impact:** *Who (which target group(s)) will benefit from the project?*

Example from Syncity:

Project proposal submission timeline

	1-Mar	6-Mar	11-Mar	16-Mar	21-Mar	26-Mar	31-Mar	5-Apr
Develop project partnership								
Create the project's consortium								
Develop project content (objectives, impact,…)								
Final review of the proposal (members of the…)								
Project proposal submission date								