SUBMISSION OF NEW PROPOSAL AT A GLANCE
25 SEPTEMBER 2019 – 9 SEPTEMBER 2020
INFODAY – DEADLINE FOR SUBMISSION

OCTOBER 2021 – NOVEMBER 2021
ROADMAP 2021 LAUNCH
WHERE WE ARE
25 SEPTEMBER 2019 – 9 SEPTEMBER 2020

PROPOSAL SUBMISSION
ESFRI Delegation ➔ EIROforum Member
ELECTRONIC SUBMISSION THROUGH MoS
NEW PROPOSAL SUBMISSION AT A GLANCE

1. **READ GUIDE & QUESTIONNAIRE**
   - Read carefully the Roadmap Guide 2021 and the Questionnaire

2. **CHECK ELIGIBILITY CRITERIA**
   - Check national procedure and deadline to fulfill the Eligibility Criteria

3. **FILL ONLINE QUESTIONNAIRE**
   - Prepare online proposal

4. **INTERACTION WITH ESFRI DELEGATION**
   - Interact with the LEAD ESFRI Delegation or EIROforum Member

5. **NATIONAL DEADLINES**

6. **CHECK MINIMAL KEY REQUIREMENTS**
   - Check compliance with MKRs for the Preparation Phase

7. **FINALISATION & SUBMISSION**
   - MOS - Preliminary proposal
   - Consolidated proposal

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**SEPTEMBER 2019**

**SEPTEMBER 2020**

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**DOCUMENTS**
- Guide
- Questionnaire
available at www.esfr.eu

**PROOF**
- EoS
- EoC
- MoU

**ESFRI ROADMAP 2021**

Strategy Report on Research Infrastructures

**ESFRI**

Funded by EU Horizon 2020
Grant Agreement N. 824771
WHAT WE HAVE TO DO
STEPS TOWARDS 9 SEPTEMBER 2020

READ THE GUIDE & THE QUESTIONNAIRE & RELATIVE INFORMATIONS

CONTACT LEAD COUNTRY/EIROforum MEMBER DELEGATES

COLLECT PROOFS OF ELIGIBILITY

FULFILL MINIMAL KEY REQUIREMENTS

PREPARE YOUR ANSWERS TO THE QUESTIONNAIRE OFFLINE

FILL IN THE QUESTIONNAIRE ONLINE (MoS)
ESFRI DELEGATES

NATIONAL PROCEDURES

INTERACTION WITH LEAD COUNTRY/EIROforum MEMBER DELEGATES AT DIFFERENT STEPS TO SET UP THE TIMELINE FOR SUBMISSION

✧ Collect proofs of eligibility
✧ Consolidate the proposal
✧ Finalise the proposal
✧ Submit the proposal

*ESFRI OFFERS A TABLE WITH CONTACT PERSONS AND DEADLINES FOR NATIONAL PROCEDURES AT https://www.esfri.eu/roadmap-2021-national-processes
ELIGIBILITY CRITERIA
COLLECT PROOFS

TO BE ELIGIBLE FOR EVALUATION, A PROPOSAL MUST PROVIDE

✧ Proof of Political Support by LEAD COUNTRY/EIROforum MEMBER and PROSPECTIVE MEMBERS COUNTRIES/EIROforum MEMBERS*

✧ Proof of Financial Commitment by LEAD COUNTRY/EIROforum MEMBER**

✧ Proof of an inter-institutional and multi-lateral agreement by CORE PARTNERS***

*letter signed by the national ministries of MS/AC responsible for the RI or a Council Resolution in case of EIROforum Member

**letter signed by an authority from the lead country or a Council Resolution in case of EIROforum Member

***MoU signed by the Core Partners
POLITICAL SUPPORT

PROOF OF EXPRESSION OF EoS

PROOF OF EXPRESSION OF POLITICAL SUPPORT (EoS)* BY AT LEAST THREE MEMBER STATES OR ASSOCIATED COUNTRIES OR EIROforum Members

✧ Lead Country/EIROforum Member

✧ At least two additional MS/AC or EIROforum Members

*LETTERS SIGNED BY THE NATIONAL MINISTRIES OF MS/AC RESPONSIBLE FOR THE RI OR A COUNCIL RESOLUTION IN CASE OF EIROforum MEMBER
FINANCIAL COMMITMENT

PROOF OF EXPRESSION OF FINANCIAL COMMITMENT (EoC)* BY THE LEAD MEMBER STATE OR ASSOCIATED COUNTRY OR EIROforum Member

*LETTER SIGNED BY AN AUTHORITY** FROM THE LEAD COUNTRY OR A COUNCIL RESOLUTION IN CASE OF EIROforum

*Any legal entity from a MS, AC or third country that can take binding decisions to financially support the RI can submit an EoC. It may concern a regional or national government (agency), an umbrella organisation negotiating and redistributing funding on behalf of its members, a Research Funding Organisation (RFO) or a Research Performing Organisation (RPO).
RI CONSORTIUM
PROOF OF MoU

PROOF OF AN INTER-INSTITUTIONAL AND MULTI-LATERAL-AGREEMENT (MoU)* BY THE CORE PARTNERS OF THE RI CONSORTIUM

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MoU SIGNED BY THE CORE PARTNERS**

* Research institutions and other entities which are partners of the RI Consortium
MINIMAL KEY REQUIREMENTS
PRELIMINARY CHECK

FILL IN THE QUESTIONNAIRE HAVING IN MIND THE MINIMAL KEY REQUIREMENTS FOR THE PREPARATION PHASE ALONG FIVE DIMENSIONS OF THE SCIENTIFIC CASE

- Scientific excellence
- Pan-European relevance
- Socio-economic impact
- User strategy and access policy
- E-needs
MINIMAL KEY REQUIREMENTS
PRELIMINARY CHECK

FILL IN THE QUESTIONNAIRE HAVING IN MIND THE MINIMAL KEY REQUIREMENTS FOR THE PREPARATION PHASE ALONG FIVE DIMENSIONS OF THE IMPLEMENTATION CASE

- Stakeholder commitment
- Preparatory work & planning
- Governance, management & human resources
- Finances
- Risks
ONLINE QUESTIONNAIRE
ESFRI MONITORING SYSTEM

FILL IN THE ONLINE QUESTIONNAIRE THROUGH MoS* FROM JANUARY 2020

✦ PART A: GENERAL INFORMATION is used for the eligibility check by the EB, for the overall evaluation of structure and support to the New Proposal and – if selected – for the public description of the Project in the Roadmap 2021.

✦ PART B: SCIENTIFIC CASE is used by the SWG(s) to evaluate the SCIENTIFIC CASE of the New Proposal.

✦ PART C: IMPLEMENTATION CASE is used by the IG to evaluate the IMPLEMENTATION CASE of the New Proposal.

DEADLINE: 9 SEPTEMBER 2020

*MoS login at https://mos.esfri.eu
Possibility to stop and resume
FILL IN THE ONLINE QUESTIONNAIRE THROUGH MoS* FROM JANUARY 2020

✦ LEAD ESFRI/EIROforum Delegates request a New Proposal Account
✦ LEAD ESFRI/EIROforum Delegates and the Proposal Coordinator internally agree on informal deadline until which the Proposal Coordinator can fill in the online Questionnaire

✦ Proposal Coordinator fill in the online Questionnaire*
✦ LEAD ESFRI/EIROforum Delegates finalise the submission

DEADLINE: 9 SEPTEMBER 2020

*MoS login at https://mos.esfri.eu
Possibility to stop and resume