


**SUSTAINABLE ON-SITE AND INNOVATIVE TECHNOLOGIES FOR ADVANCED TRANSPORT
BIOFUELS FROM MICROALGAE**



FueIGAE
Proyecto HE
Lump Sum

CONSEJO SUPERIOR DE INVESTIGACIONES CIENTÍFICAS (CSIC)
Instituto de Catálisis y Petroleoquímica
Grupo de Energía y Química Sostenibles

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FuelGAE

Kick-off Meeting

19 & 20 October 2023
Madrid, Spain



CERTH
CENTRE FOR
RESEARCH & TECHNOLOGY
HELLAS



UNIVERSITY
OF OULU

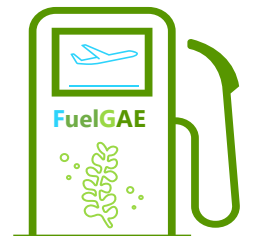
ANALISIS-DSC
DYNAMIC & SECURITY COMPUTATIONS



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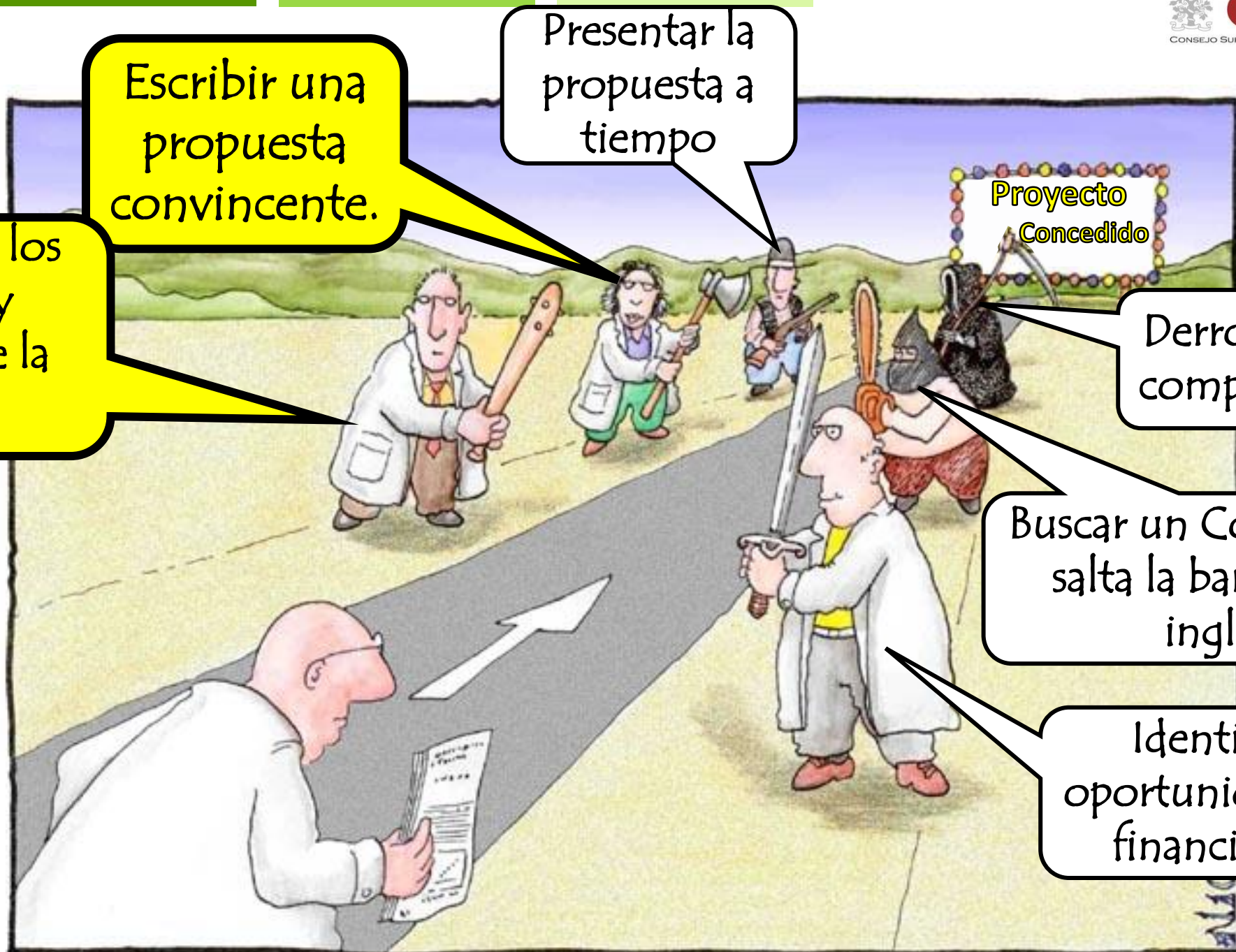
Funded by
the European Union





IDEA

ESCRITURA



Comprender los objetivos y requisitos de la **CALL**

Escribir una propuesta convincente.

Presentar la propuesta a tiempo

Derrotar a la competencia

Buscar un Consorcio y salta la barrera del ingles

Identificar oportunidades de financiación

Coordinación de una propuesta

Programa de trabajo:
Topic

Expected Outcome and Scope

Esquema técnico

Búsqueda de socios

Resumen de tu idea

- *Introduction*
- *Destination*

- *Valor diferencial*

HORIZON-CL5-2022-D3-03-07: Development of algal and renewable fuels of non-biological origin

Specific conditions	
Expected EU	The Commission estimates that an EU contribution of around EUR 5.00

*Horizon Europe - Work Programme 2021-2022
Climate, Energy and Mobility*

transforming the energy system on a fossil-free basis by 2050, in particular for hard to electrify sectors like aviation, while supporting the EU goals for energy independence.

Programme Horizon Europe Framework Programme (HORIZON)	€ Budget overview
Call Sustainable, secure and competitive energy supply (HORIZON-CL5-2022-D3-03)	
Type of action HORIZON-RIA HORIZON Research and Innovation Actions	Type of MGA HORIZON Lump Sum Grant [HORIZON-AG-LS]
Deadline model single-stage	Opening date 06 September 2022
	Dead 10 Jan

SIN INFORMACIÓN CONFIDENCIAL
NO DISCLOSE AGREEMENT (NDA)

Readiness Level	see General Annex B.
Procedure	The procedure is described in General Annex F. The following exceptions apply: At least one algal fuel project, the highest scored from the above threshold proposals will be funded, provided that it passes all threshold.

Expected Outcome: Renewable fuels of the future will be also based on algae and non-biological feedstock for sectors that depend on and operate with dense fuels. Improving the technologies will contribute to advance the European scientific basis and global technological leadership in the area of renewable fuels, increase their technology competitiveness and role in

Scope: Proposals will develop and improve algal and/or non-biological renewable fuel technologies (other than for hydrogen as a final product), through developing synthetic pathways including biological, biochemical, thermochemical, electrochemical processes or combinations of them. Improving the performance of the conversion process by increasing the efficiency, reducing the cost and decreasing the GHG emissions from the production should be addressed beyond the current state of the art. Implementing and improving circularity for energy and material use should be considered, also as means to enhance sustainability and economic feasibility of the proposed concepts. Proposals should also address systemic constraints and opportunities for scaling-up algal and non-biological renewable fuel technologies.

Coordinación de una propuesta

- *Introduction*
- *Destination*

Programa de trabajo:
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Resumen de tu idea

Escritura de la propuesta

- Template (instrucciones)
 - Excel presupuesto (Lump Sum)



1. Excellence

¿Qué y por qué?



2. Impact

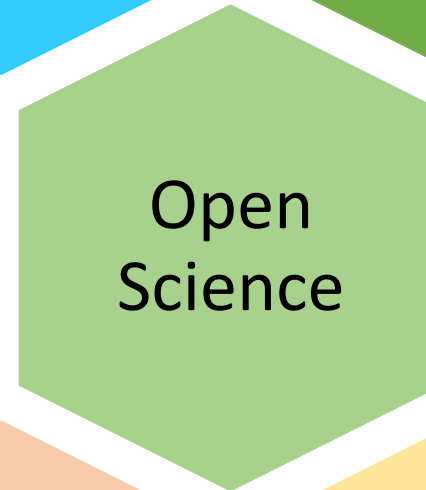
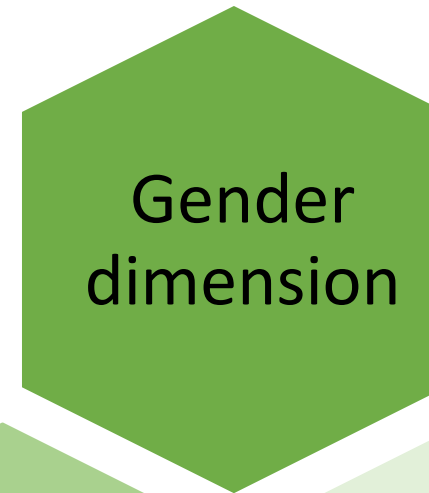
¿Para qué es buena, para qué sirve?



3. Quality and efficiency of the implementation

¿Cómo?

Lump Sum project



Estructura de una propuesta de proyecto (Sección 3)

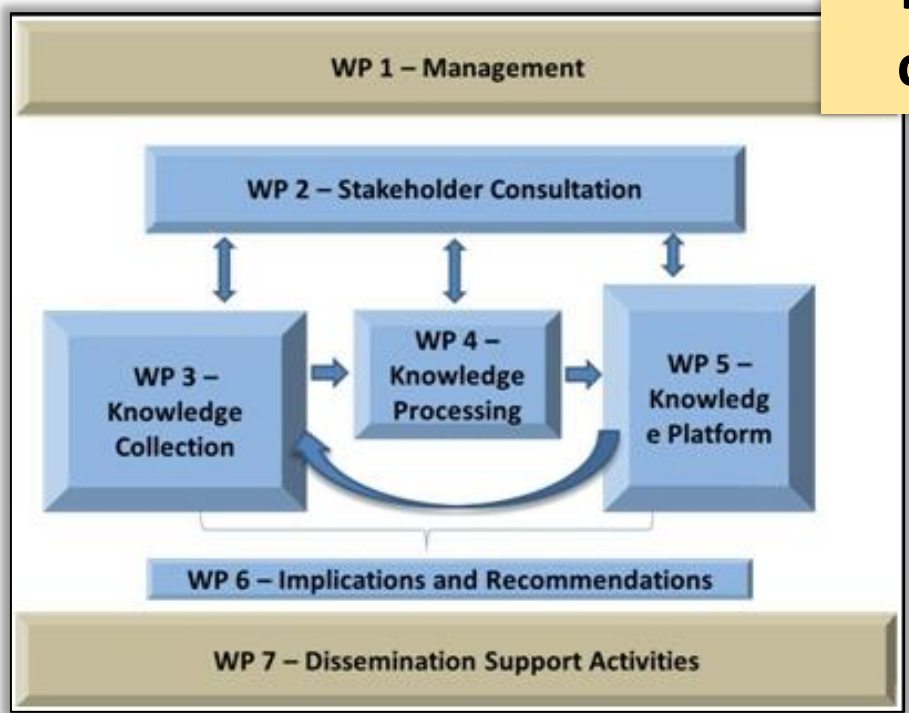
3. Quality and efficiency of the implementation

3.1 Work plan and resources



Standard HE project

- Lista de WP



PERT chart

- Tareas y subtareas

GANTT chart

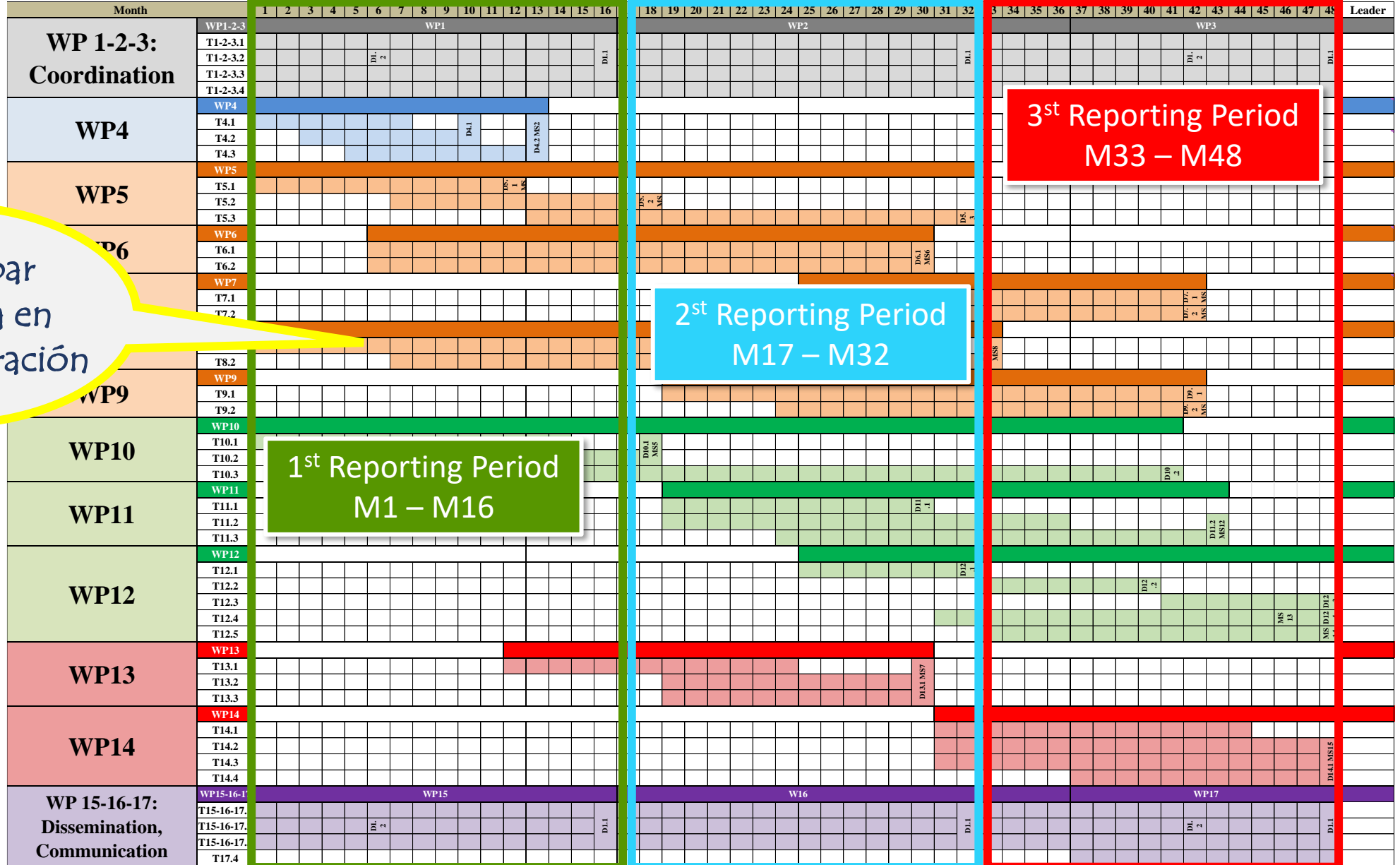
Work Package / Task	Lead partner	Year 1												Year 2												Year 3											
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36
WP1 First Work Package	Partner 1	[Gantt bar]																																			
T1.1		[Gantt bar]																																			
T1.2		[Gantt bar]																																			
T1.3		[Gantt bar]																																			
T1.4		[Gantt bar]																																			
WP2 Second Work Package	Partner 1	[Gantt bar]																																			
T2.1		[Gantt bar]																																			
T2.2		[Gantt bar]																																			
T2.3		[Gantt bar]																																			
T2.4		[Gantt bar]																																			
WP3 Third WP	Partner 2	[Gantt bar]																																			
T3.1		[Gantt bar]																																			
T3.2		[Gantt bar]																																			
T3.3		[Gantt bar]																																			
WP4 Fourth WP	Partner 3	[Gantt bar]																																			
T4.1		[Gantt bar]																																			
T4.2		[Gantt bar]																																			
T4.3		[Gantt bar]																																			

Gantt

WP1: M1 – M16

WP2: M17 – M32

WP3: M33 – M48




Comprobar coherencia en tiempo y duración

1st Reporting Period M1 – M16

2nd Reporting Period M17 – M32

3rd Reporting Period M33 – M48

	<p>EUROPEAN COMMISSION DIRECTORATE-GENERAL FOR RESEARCH & INNOVATION</p> <p>Annex: detailed estimation of costs for Lump Sum funding</p>
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Instructions

Go to Beneficiaries and Affiliated Entities list

Go to Work packages list

GENERAL INSTRUCTIONS	<p>This workbook enables you to present the detailed estimation of costs of your lump sum project and to calculate the lump sum breakdown per work package and per category. It must be uploaded as an additional document at "Fill in proposal" step of proposal submission. This is mandatory. Please note that if you do not upload the Excel workbook, the proposal submission will be blocked.</p>
	<p>According to the lump sum scheme, the lump sum share for a Work Package (WP) will be paid only when the entire Work Package has been completed. Please take it into consideration while structuring your proposal. Work Packages should be designed in a way that enables to clearly identify whether the action has been completed.</p>
	<p>We recommend using Excel 2010 or more recent.</p>
	<p>The only currency used in this workbook is EURO.</p>
	<p>Enter only round numbers in this workbook.</p>
	<p>You have to fill in only the following sheets: 'BE list' – 'WP list' – 'BEX' (one sheet for each Beneficiary) – 'Depreciation costs' (if any) and the column D 'requested grant amount' of the 'Budget for proposal sheet'.</p> <p>The appropriate number of individual Beneficiary sheets ('BEX') will be automatically generated with data from the 'BE list' and 'WP list' sheets.</p>
	<p>You will have to fill in the 'Budget for the proposal' table in the Part A form of the proposal submission tool, entering the requested EU contribution for each participant. We advise you to fill this Part A budget table column using the totals in the beneficiaries columns of the "Lump sum breakdown" table in this Excel workbook.</p>
BE LIST	<p>The format of this Excel workbook is .xlsm because it uses macros to generate automatically some data. Always save it as .xlsm. However, this format cannot be uploaded to the submission system for security reasons.</p> <p>So please also save a copy as an .xlsx or .xls document (and not as .xlsm) and upload it to the proposal submission tool, at Step 5 of the submission process. Always keep a copy of the original .xlsm file.</p>
	<p>To save the workbook as .xlsx document, in Excel click on "File" and then "Save as"; in the "Save as" dialog box, choose ".xlsx" or ".xls" from the "Save as type" dropdown list.</p>
	<p>In the 'BE list', you can add as many Beneficiaries and as many Affiliated Entities as you need. To add Beneficiaries, click on the "Add BE" button; to add an Affiliated Entities, click on the "Add AE" button next to the Beneficiary the Affiliated Entity is linked with.</p> <p>For each Beneficiary and each Affiliated Entity, you must choose the appropriate country and funding rate in the drop-down menus. For RIA and CSA topics, the funding rate is always 100%. For IA topics, the funding rate is 70% (except for non-profit legal entities, where a rate of up to 100% applies). For more information on the funding rate, please refer to your topic description on the Funding & Tenders Portal. The funding rate is automatically applied where needed (i.e. in the sheet 'BE-WP Overview' but not in the individual 'BEX' sheets).</p> <p>Once you have completed the 'BE list' sheet, you must click the "Apply changes" button to generate the related sheets in the Excel workbook.</p> <p>You can delete a Beneficiary or Affiliated Entity by simply removing the content of the line and leaving it blank. Once your changes are done, you have to click the "Apply changes" button. Be aware that you cannot delete the first Beneficiary of the list</p>

Presupuesto

Lump Sum project

Presupuesto

Lump Sum project

List of beneficiaries and affiliated entities				
BE/AE nr	BE/AE name	Acronym	Country	Funding rate
BE1	Beneficiario 1	B1	ES	100%
BE2	Beneficiario 2	B2	ES	100%
BE3	Beneficiario 3	B3	ES	100%
BE4	Beneficiario 4	B4	EL	100%
BE5	Beneficiario 5	B5	FI	100%
BE6	Beneficiario 6	B6	FI	100%

List of Work Packages		
WP-number	WP-name	WP-description
WP1	Coordination and Project Management I	Description of Work Package 1
WP2	Coordination and Project Management II	
WP3	Coordination and Project Management III	
WP4	WP4	
WP5	WP5	
WP6	WP6	
WP7	WP7	
WP8	WP8	
WP9	WP9	
WP10	WP10	
WP11	WP11	
WP12	WP12	
WP13	WP13	
WP14	WP14	
WP15	Dissemination, Communication, IPR, and Exploitation I	
WP16	Dissemination, Communication, IPR, and Exploitation II	
WP17	Dissemination, Communication, IPR, Exploitation and Standardization	

Beneficiarios

1	BE2	BE3	BE4	BE5	BE6	BE7	BE8	BE9	BE10	BE11	BE-WP
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Presupuesto

Lump Sum project

Beneficiario: BE1

1 BENEFICIARY CALCULATION SHEET		Beneficiario: BE1		
2	summary			
3	COST CATEGORY	UNITS	COST PER UNIT	BE TOTAL COSTS
5	COSTS WORK PACKAGE 1: Coordination and Project Management I			
7	A. DIRECT PERSONNEL COSTS			
8	A.1 Employees (or equivalent)			
9	SENIOR SCIENTISTS (or equivalent in the private sector)	0.00	0.00	0.00
10	JUNIOR SCIENTISTS (or equivalent in the private sector)	0.50	4367.90	2,183.95
11	TECHNICAL PERSONNEL (or equivalent in the private sector)	15.60	4344.59	67,775.60
12	ADMINISTRATIVE PERSONNEL (or equivalent in the private sector)			0.00
13	OTHERS			0.00
14	A.2 Natural Persons under direct contract			0.00
15	A.3 Seconded Persons			0.00
16	A.4 SME owners and natural person beneficiaries		4,638.04	0.00
17	B. DIRECT SUBCONTRACTING COSTS			
18				0.00
19	C. DIRECT PURCHASE COSTS			
20	C.1 Travel and subsistence	3.00	1500.00	4,500.00
21	C.2 Equipment (complete 'Depreciation costs' sheet)			
22	Equipment			0.00
23	Infrastructure			0.00
24	Other assets			0.00
25	C.3 Other goods, works and services			
26	Consumables			0.00
27	Services for meetings, seminars			0.00
28	Services for dissemination activities (including website)			0.00
29	Publication fees			0.00
30	Other (shipment, insurance, translation, etc.)			0.00
31	D. OTHER COST CATEGORIES			
32	D.1 Financial support to third parties (if applicable in the topic specific conditions)			0.00
33	D.2 Internally invoiced goods and services			0.00
34	D.3 Transnational access to research infrastructure unit costs (if mentioned as eligible in the topic specific conditions)			0.00
35	D.4 Virtual access to research infrastructure unit costs (if mentioned as eligible in the topic specific conditions)			0.00
36	D.5 PCP/PPI procurement costs (if mentioned as eligible in the topic specific conditions)			0.00
37				
38	TOTAL DIRECT PERSONNEL COSTS AND PURCHASE COSTS (A+C)			74,459.55
39	TOTAL DIRECT COSTS (A+B+C+D)			74,459.55
40				
41	E. INDIRECT COSTS (25% * (A+C))			18,614.89
42				
43	F. TOTAL COSTS (A+B+C+D+E)			93,074.44

Presupuesto

Lump Sum project

Beneficiario: BE1

702 SUMMARY			
704	A. DIRECT PERSONNEL COSTS		
705	A.1 Employees (or equivalent)		
706	SENIOR SCIENTISTS (or equivalent in the private sector)	4.80	31,423.54
707	JUNIOR SCIENTISTS (or equivalent in the private sector)	7.00	30,575.30
708	TECHNICAL PERSONNEL (or equivalent in the private sector)	11.80	51,541.22
709	ADMINISTRATIVE PERSONNEL (or equivalent in the private sector)	0.00	0.00
710	OTHERS	15.60	67,775.60
711	A.2 Natural Persons under direct contract	121.20	432,641.99
712	A.3 Seconded Persons	0.00	0.00
713	A.4 SME owners and natural person beneficiaries	0.00	0.00
714	B. DIRECT SUBCONTRACTING COSTS		
715		0.00	0.00
716	C. DIRECT PURCHASE COSTS		
717	C.1 Travel and subsistence	11.00	16,500.00
718	C.2 Equipment (complete 'Depreciation costs' sheet)		
719	Equipment	3.00	27,000.00
720	Infrastructure	0.00	0.00
721	Other assets	0.00	0.00
722	C.3 Other goods, works and services		
723	Consumables	3.00	18,000.00
724	Services for meetings, seminars	0.00	0.00
725	Services for dissemination activities (including website)	0.00	0.00
726	Publication fees	3.00	4,500.00
727	Other (shipment, insurance, translation, etc.)	0.00	0.00
728	D. OTHER COST CATEGORIES		
729	D.1 Financial support to third parties (if applicable in the topic specific conditions)	0.00	0.00
730	D.2 Internally invoiced goods and services	0.00	0.00
731	D.3 Transnational access to research infrastructure unit costs (if mentioned as eligible in the topic specific conditions)	0.00	0.00
732	D.4 Virtual access to research infrastructure unit costs (if mentioned as eligible in the topic specific conditions)	0.00	0.00
733	D.5 PCP/PPI procurement costs (if mentioned as eligible in the topic specific conditions)	0.00	0.00
734			
735	TOTAL DIRECT PERSONNEL COSTS AND PURCHASE COSTS (A+C)		679,957.65
736	TOTAL DIRECT COSTS (A+B+C+D)		679,957.65
737			
738	E. INDIRECT COSTS (25% * (A+C))		169,989.41
739			
740	F. TOTAL COSTS (A+B+C+D+E)		849,947.06

Presupuesto

Lump Sum prject

TOTAL PERSON/MONTHS FOR ALL BENEFICIARIES (INCLUDING AFFILIATED ENTITIES) PER WP

BENEFICIARIOS									
WPs	16.1	1.0	2.0	1.0	2.0	1.0	0.5		
	18.5	1.0	2.0	1.0	2.0	0.5	0.5		
	12.5	1.0	2.0	1.0	2.0	0.5	1.0		
	3.0	1.0	4.0	3.0	3.0	0.0	0.0		
	0.0	0.0	0.0	22.0	6.0	0.0	0.0		
	40.8	0.0	0.0	3.0	0.0	0.0	0.0		
	6.3	0.0	20.0	10.0	0.0	0.0	0.0		
	38.0	0.0	0.0	22.0	0.0	0.0	0.0		
	1.9	0.0	0.0	36.0	0.0	0.0	0.0		
	0.0	20.0	0.0	2.0	13.0	21.0	0.0		
	0.0	16.0	0.0	2.0	16.0	11.5	0.0		
	16.5	13.0	0.0	28.0	5.0	8.0	0.0		
	1.5	0.0	10.0	2.0	0.0	6.0	0.0		
	1.5	0.0	17.0	2.0	0.0	6.0	0.0		
	1.0	5.0	1.0	1.0	1.0	0.5	12.0		
	1.4	5.0	1.0	1.0	1.0	0.5	12.0		
1.4	5.0	1.0	1.0	1.0	0.5	10.0			
160.4	68.0	60.0	138.0	52.0	56.0	36.0			
Percentage	23.2%	9.8%	8.7%	19.9%	7.5%	8.1%	5.2%		

Presupuesto

Lump Sum prject

ESTIMATED BREAKDOWN OF THE LUMP SUM PER WORK PACKAGE AND PER BENEFICIARY

BENEFICIARIES	WPs									Totals	Pct
Beneficiarios	93,074.44	42,498.47	175,505.74	8,530.73	0.00	0.00	74,091.19	12,483.16	14,358.16	849,947.06	17.0%
	7,500.00	0.00	0.00	0.00	109,375.00	91,250.00	65,312.50	27,250.00	27,250.00	377,062.50	7.6%
	20,553.13	159,837.50	0.00	0.00	0.00	0.00	0.00	13,553.13	13,553.13	466,400.00	9.3%
	10,250.00	37,500.00	107,500.00	57,500.00	7,500.00	7,500.00	223,250.00	11,250.00	11,250.00	650,000.00	13.0%
	31,941.25	0.00	0.00	0.00	145,518.75	185,127.25	60,262.50	17,338.75	18,588.75	698,825.50	14.0%
	14,077.50	0.00	0.00	0.00	127,773.75	76,900.63	42,630.00	2,664.38	2,664.38	393,632.50	7.9%
	4,906.25	0.00	0.00	0.00	0.00	0.00	0.00	136,500.00	133,125.00	427,000.00	8.6%
	5,381.25	0.00	0.00	0.00	0.00	0.00	0.00	33,750.00	118,750.00	202,393.75	4.1%
	2,450.00	480.00	480.00	480.00	1,200.00	1,200.00	143,730.00	480.00	480.00	163,800.00	3.3%
	10,475.00	2,425.00	2,425.00	2,425.00	2,425.00	2,425.00	4,850.00	2,425.00	2,425.00	63,500.00	1.3%
	9,937.50	116,875.00	0.00	0.00	4,812.50	4,812.50	159,937.50	4,250.00	6,750.00	366,625.00	7.3%
	4,062.50	0.00	0.00	0.00	0.00	0.00	0.00	5,937.50	157,812.50	186,250.00	3.7%
6,562.50	0.00	0.00	105,312.50	0.00	0.00	0.00	5,625.00	9,375.00	144,687.50	2.9%	
Totals:	221,171.32	359,615.97	285,910.74	174,248.23	398,605.00	369,215.38	774,063.69	273,506.91	516,381.91	4,990,123.81	100.0%
Pct:	4.4%	7.2%	5.7%	3.5%	8.0%	7.4%	15.5%	5.5%	10.3%	100.0%	

Consejos para que tu propuesta sea financiada

Propuesta fácil de leer, **no solo texto**, con gráficos, imágenes, esquemas aclaratorios que se lean bien



Cuidado con **el inglés** y en utilizar **palabras de moda**

No escribir todas las partes por separado

Releer lo que escribió ayer

No prometer grandes cosas si no vas a dar detalles

No te olvides de los **KPIs**

No copiar y pegar de otra propuesta porque esta sección es muy aburrida.

No poner que todas las **tareas** se ejecuten **desde el principio hasta el final** del proyecto

No distribuir la duración de la **tarea de forma aleatoria**

Revisiones externas



Consortium Agreement for *Lump-Sum* projects HE DESCA model (coming soon)

“Consejos” para la preparación de CA (LS):

- ? Definir **responsabilidades** por la ejecución incorrecta de los WP. Dependencias entre Partes (de los mismos y/o diferentes WP), requisitos previos del DoA, etc.
- ? Quién supervisa la ejecución de los WP, etc.
- ? ¿Quién decide el **porcentaje de finalización de los WP** para la presentación de informes?
- ? **Calendario de pagos ajustado** con respecto a los informes técnicos internos a corto plazo
- ? **Terminación** → Cómo tratar con las partes que abandonan el consorcio, a quién se le pagará, cuándo, quién será responsable si no se puede completar un WP, etc.



Periodic reports in a ~~...~~ project

Lump Sum project

Technical Report

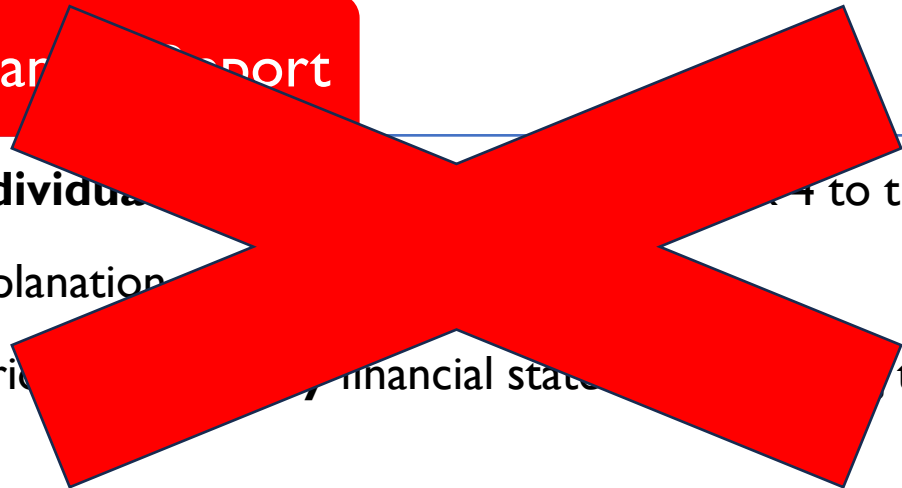
in 2 parts

- **Part A**, structures tables from the **SyGMA (Continuous reporting)**. Automatically generated from information in the Participant Portal.
- **Part B**, narrative report, free text (**Periodic report**).



Financial Report

- **Individual** (to the GA)
- Explanation
- Periodic financial statements the request for payment



Periodic reports (*Lump-Sum*)

Technical Periodic Report

- Standard [reporting template](#)
- Paquetes de Trabajo declarados como [Completados](#) o [No Completados](#) (debidamente justificados)
- Un WP incompleto se puede completar y pagar en un período de informe posterior
- Una Parte podría completar un WP no completado por otra Parte y luego recibir su respectiva contribución LS.
- Final reporting period → posibilidad de declarar WP [“parcialmente completados”](#)



Gracias por vuestra atención



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