



HELLENIC REPUBLIC  
MINISTRY OF DEVELOPMENT AND INVESTMENT  
GENERAL SECRETARIAT FOR RESEARCH AND INNOVATION  
**HELLENIC FOUNDATION FOR RESEARCH AND INNOVATION**

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**Greece 2.0**  
**Basic Research Financing Action**  
**(Horizontal support of all Sciences)**  
**Sub-action 2**  
**Funding Projects in Leading-Edge Sectors**

**Template (PART B)**

Version 1.0

## HISTORY OF DOCUMENT CHANGES

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<b>Version</b>	<b>Issue Date</b>	
1.0	23.08.2022	<b>Initial Version</b>

## INSTRUCTIONS FOR COMPLETING PART B

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Please use the following templates to write your proposal. The templates are mandatory. However, you can modify them according to the needs of your research proposal e.g., you may omit sections if not applicable, change the order of the different sections etc. You may also remove the guidelines in italics. Please include the indicative fields in your proposal.

Save each section (i.e. B1, B2.1 etc.) as a separate pdf document and upload it on the platform in the respective field. It is likely the formatting is affected when you download the document. Please ensure that the document still complies with the formatting specifications defined in the Call ([link](#)) and make the appropriate corrections.

It is important to note that any information presented beyond the page limits as defined in the Call ([link](#)) will not be taken into consideration during the evaluation process.

- ❗ Part B must be written in **English**.
- ❗ Upload documents as separate **PDF** files.
- ❗ Please follow the template below (it may be amended if necessary).
- ❗ Please comply with the formatting specifications of Table A.

### Part B1.1 PI CV and achievements

- ❗ Page limit: max. **ten (10) pages**, including cover page.
- ❗ Document size: max. **3MB**.

### Part B1.2 Leader's CV's and achievements

- ❗ Page limit: max. **three (3) pages** per Collaborating Organization leader, including cover page.
- ❗ Document size: max. **3MB**.

### Part B2.1 – Research proposal

- ❗ Page limit: max. **sixteen (16) pages** including cover page and references.
- ❗ Document size: max. **5MB**.

### Part B2.2. Research Team Members' CVs

- ❗ Part B2.2 has to be submitted as **a single file**.
- ❗ The document must include the CVs of all the Research Team Members.
- ❗ Page limit: max. **one (1) page per team member**.
- ❗ Document size: max. **3MB**.

## **FORMATTING SPECIFICATIONS**

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Each page should contain a header presenting the PI's name, the acronym and a reference to the respective part of the proposal (Part B1, Part B2, etc.) and a footer with reference to the respective Thematic Area (ThA1, ThA2, etc.) and the page number.

The following Table (Table A) lists the Formatting Specifications that should be followed for the layout. Please follow the page limits strictly. Only information presented within the page limits will be evaluated!

*Table A. Formatting Specifications*

<b>Page Size</b>	<b>Fonts</b>	<b>Font Size</b>	<b>Line Spacing</b>	<b>Margins</b>
A4	Times New Roman, Arial, Calibri, Cambria	11 pt (at least)	Single (at least)	Top-Bottom: 1,5 cm Left-Right: 2 cm

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**PART B1.1**

## PART B 1.1 PI CURRICULUM VITAE & SCIENTIFIC ACHIEVEMENTS

*(max. 10 pages including the cover page)*

**Proposal Title**  
**Proposal Acronym**

- **Principal Investigator** (Name/Surname):
- Thematic Area:
- Topic of scientific, technological and social/financial interest (*please see Call Appendix*):
- Subfield (*if applicable*)
- Project Duration (in months):
- Total Budget (€):
- Host Institution:
- Co-operating Organization(s): (*if applicable*)

### 1 PI CURRICULUM VITAE

#### PERSONAL INFORMATION

<b>SURNAME</b>	
<b>NAME</b>	
<b>e-mail</b>	
<b>TEL.</b>	

#### CURRENT POSITION(S)

<b>yyyy -yyyy</b>	<b>Current position</b> Name of Faculty/Department, Name of University/Institution/Company, Country
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#### PREVIOUS POSITION(S)

*Please add previous research position(s)/experience starting with the most recent.*

<b>yyyy -yyyy</b>	<b>Position</b> Name of Faculty/Department, Name of University/Institution/Company, Country
<b>yyyy -yyyy</b>	<b>Position</b> Name of Faculty/Department, Name of University/Institution/Company, Country

**EDUCATION**

Please add separate sections for each degree starting with the most recent.

yyyy -yyyy	Name of Faculty/Department, Name of University/Institution, Country, Thesis title, Degree
yyyy -yyyy	Name of Faculty/Department, Name of University/Institution, Country, Thesis title, Degree

**PUBLICATIONS**

Please add the most important publications and highlight those related to the subject of the proposed research project (if any).

▪	Title, Author(s), Journal, Volume, Pages, Year, DOI (Number and Link)
▪	<i>Insert row below to add information</i>

**CONFERENCES/WORKSHOPS/etc**

National, international scientific conferences, workshops, summer schools, educational seminars, etc. in chronological order, starting with the most recent.

▪	Conference Name, Title, Date, Location
▪	<i>Insert row below to add information</i>
▪	..

**MEMBERSHIPS & REVIEWING ACTIVITIES (if applicable)**

yyyy - yyyy	Evaluator, Name of University/Institution/Country
yyyy – yyyy	Member, Name of Research Network, etc.
yyyy - yyyy	<i>Insert row below to add information</i>

**TEACHING ACTIVITIES (if applicable)**

yyyy - yyyy	Teaching position – Topic, Name of University/Institution/Country
yyyy - yyyy	<i>Insert row below to add information</i>

**SUPERVISION OF GRADUATE STUDENTS & POSTDOCTORAL FELLOWS (if applicable)**

yyyy - yyyy	Number of Postdocs/PhD/Master Students
yyyy - yyyy	Name of University/Institution/Country
yyyy - yyyy	<i>Insert row below to add information</i>

**FELLOWSHIPS and AWARDS** *(If applicable)*

<b>yyyy - yyyy</b>	Scholarship, Name of Faculty/Department/Centre, Name of University/Institution/Country
<b>yyyy - yyyy</b>	Award, Name of Institution/Country
	<i>Insert row below to add information</i>

**RESEARCH GRANTS** *(If applicable)*

*Please add indicative research projects (international or national) in which you have participated or participated (in any role).*

<b>Project Title</b>	<b>Funding source</b>	<b>Period</b>	<b>Role of the PI</b>

**GRANT APPLICATIONS OF RELATED PROJECTS** *(if applicable)*

*Please add other Research Proposals/Projects related to the proposed research project in which you are involved in any role.*

<b>Project Title</b>	<b>Funding source</b>	<b>Submission date</b>	<b>Role of the PI</b>

**2 PI SCIENTIFIC ACHIEVEMENTS**

*The PI should list his/her activity regarding (if applicable):*

- 1. Up to ten (10) representative publications, from the last ten (10) years, as main author*
- 2. Research monographs*
- 3. Granted patents*
- 4. Invited presentations to international conferences and/or advanced schools*
- 5. Organization of international conferences*
- 6. Prizes/Awards/Academy memberships*
- 7. Major contributions to the early careers of excellent researchers*

*Please write your text here*

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**PART B1.2**

*IMPORTANT! This part is only completed for collaborative projects (see paragraph 9.4 of the Call)*

## **PART B 1.2 LEADER CURRICULUM VITAE**

*(max. 3 pages per leader including the cover page)*

**Proposal Title**  
**Proposal Acronym**

- **Principal Investigator** (Name/Surname):
- Thematic Area:
- Scientific Field:
- Subfield:
- Project Duration (in months):
- Total Budget (€):
- Host Institution:
- Cooperating Organization(s): *(if applicable)*

### **1 LEADER 1 CURRICULUM VITAE**

*Please add up to 3 pages for each project leader. Feel free to add or delete sections.*

#### **PERSONAL INFORMATION**

<b>SURNAME</b>	
<b>NAME</b>	
<b>e-mail</b>	
<b>TEL.</b>	

#### **CURRENT POSITION(S)**

<b>yyyy -yyyy</b>	<b>Current position</b> Name of Faculty/Department, Name of University/Institution/Company, Country
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#### **PUBLICATIONS**

*Please add the most important publications and highlight those related to the subject of the proposed research project (if any).*

- Title, Author(s), Journal, Volume, Pages, Year, DOI (Number and Link)
- *Insert row below to add information*

**CONFERENCES/WORKSHOPS/etc.**

*National, international scientific conferences, workshops, summer schools, educational seminars, etc. in chronological order, starting with the most recent.*

- Conference Name, Title, Date, Location
- *Insert row below to add information*
- ..

**MEMBERSHIPS & REVIEWING ACTIVITIES** *(if applicable)*

<i>yyyy - yyyy</i>	<i>Evaluator, Name of University/Institution/Country</i>
<i>yyyy – yyyy</i>	<i>Member, Name of Research Network, etc.</i>
<i>yyyy - yyyy</i>	<i>Insert row below to add information</i>

**RESEARCH GRANTS** *(if applicable)*

*Please add indicative research projects (international or national) in which Leader 1 has participated or participated (in any role).*

<i>Project Title</i>	<i>Funding source</i>	<i>Period</i>	<i>Role of the PI</i>

**OTHER** *(if applicable)*

*Please provide any additional information you consider relevant and are not included above*

*Please write your text here*

**2 LEADER 2 CURICULLUM VITAE**

*Please add information by coping the tables above for each Collaborating Organization leader (if applicable)*

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**PART B2.1**

## **PART B 2.1 RESEARCH PROPOSAL**

*(max. 16 pages including cover page and references)*

**Proposal Title**  
**Proposal Acronym**

- **Principal Investigator** (Name/Surname):
- Thematic Area:
- Scientific Field:
- Subfield:
- Project Duration (in months):
- Total Budget (€):
- Host Institution:
- Cooperating Organization(s): *(if applicable)*

### **1 EXCELLENCE, STATE-OF-THE-ART AND OBJECTIVES**

*Indicative fields should include:*

- *Relevance with the Thematic Area*
- *Proposal objectives and necessity/challenges*
- *State-of-the-art & Innovation*
- *Scientific and/or social impact*

*Please write your text here*

### **2 METHODOLOGY AND IMPLEMENTATION**

*Indicative fields should include:*

- *Research Methodology*
- *Work Plan*
- *Research Team*

#### **2.1 Research Methodology**

*Please write you text here...*

#### **2.2 Work Plan (Work Packages, Gantt Chart, Deliverables and Milestones Table, Table of Risks and Contingency Plan}**

*Please include the following:*

- *Brief outline of the overall work plan.*
- *Description of each Work Package (WPs).*
- *Tables of Deliverables and Milestones.*
- *Table of Risks and Contingency Plan.*
- *Timeline/timetable of the different work packages and their components (Gantt Chart).*

### 2.2.1 Brief outline of the overall work plan

Please write your text here...

### 2.2.2 Description of each Work Package (WPs)

Indicative Table for the description of each Work Package.

[**Important:** Please include a Project Management and a Dissemination and Communication Management Work Package]

WP Number:	WP Title:	
Starting Month:	Ending Month:	Person Months (PMs):
Objectives		
Description of Work		
Tasks		
Deliverables		
Milestones		

Copy table below to add information

### 2.2.3 Deliverables

Indicative deliverables: technical reports, research results, databases, new studies, interactive tools, e-learning tools, dissemination reports [peer-reviewed journals, publications in conference proceedings, books/chapters in books, lectures/conferences/workshops presentations), posters, patents etc.]

Deliverable Number	Deliverable Name	Related WP	Type <sup>1</sup>	Dissemination Level <sup>2</sup>	Due Date (in months) <sup>3</sup>

Copy table below to add information

### 2.2.4 Milestones

Milestone Number	Milestone Name	Related WP	Due Date (in months)	Means of Verification

Copy table below to add information

### 2.2.5 Risks and Contingency Plan

Description of risk (indicate level of likelihood: Low/Medium/High)	WPs involved	Proposed risk – Mitigation measures
<i>Insert row below to add information</i>		

<sup>1</sup> Please add one of the following types:

**R** = Report (document, including interim and final report)

**DEM** = Demonstrator (prototype, plan, etc.)

**DEC** = Publications, patents, etc.

**Other**

<sup>2</sup> Please add one of the following types:

**PU** = PUBLIC (public available)

**CO** = CONFIDENTIAL (available only to the research team and H.F.R.I.)

<sup>3</sup> Please add the respective Project's delivery month.

### 2.2.6 Timeline/timetable of the different work packages and their components (Gantt Chart).

Insert Gantt Chart here

### 2.3 Research Team

Describe the specific roles of the Research Team members in the implementation of the project. The involvement of all members of the Research Team, as well as the involvement of the Collaborating Organizations (if applicable) has to be fully justified, with emphasis on the scientific added value they bring to the project.

## 3 BUDGET

### 3.1 Host Institution budget and justification

Please complete/modify the following table(s) to include all costs of the proposed project for the Host Institution and for each Collaborating Organization – H.F.R.I. Beneficiary (if applicable). In addition, justify the proposed costs per category.

Cost Category	Restrictions
<b>DIRECT COSTS</b>	
<b>Personnel costs<sup>1</sup> (PI and Research Team members)</b>	<b>≥ 50% of HI budget</b>
<b>Consumables</b>	-
<b>Dissemination and Travel</b>	-
<b>Equipment (Depreciation value)</b>	-
<b>Other costs</b>	-
<b>Subcontracting costs</b>	<b>≤ 10% of HI budget</b>
<b>INDIRECT COSTS</b>	<b>≤15% of personnel costs</b>
<b>Total HI Budget</b>	<b>€</b>

<sup>1</sup>For personnel costs please refer to the terms described in Table 4 of the call

### Budget justification

Please justify the proposed costs per category here

### 3.2 Collaborating Organization budget and justification

Add a table followed by a budget justification section for each Collaborating Organization – H.F.R.I. Beneficiary

Collaborating Organization [Name] Budget

Cost Category	Restrictions
<b>DIRECT COSTS</b>	
<b>Personnel costs<sup>1</sup> (Leader and Research Team members)</b>	<b>≥ 50% of Organization budget</b>
<b>Consumables</b>	-
<b>Dissemination and Travel</b>	-
<b>Equipment (Depreciation value)</b>	-
<b>Other costs</b>	-
<b>Subcontracting costs</b>	<b>≤ 10% of Organization budget</b>

<b>INDIRECT COSTS</b>	<b>≤15% of personnel costs</b>
<b>(please write the name of the Collaborating Organization here) Total Budget</b>	<b>€</b>

<sup>1</sup>For personnel costs please refer to the terms described in Table 4 of the call

**Budget justification**

*Please justify the proposed costs per category here*

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**PART B2.2**

**PART B 2.2 RESEARCH TEAM MEMBERS' CVS**

*(max: 1 page/member)*

**Proposal Title**  
**Proposal Acronym**

- **Principal Investigator** (Name/Surname):
- Thematic Area:
- Scientific Field (*please see Call Appendix*)::
- Subfield:
- Project Duration (in months):
- Total Budget (€):
- Host Institution:
- Cooperating Organization(s): (*if applicable*)

Number	Name	Affiliation (Host Institution or Collaborating organization)	Brief Role in the Project

**Member Name:**

*It is completed for each Research Team Member (1 page per TM)*

*Copy table below to add more Research Team Member*

## **COLLABORATING ORGANIZATION “LETTER OF INTENT” INSTRUCTIONS**

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Letters of intent are submitted only if relevant collaborations are described in the proposed research project. A “letter of Intent” must be submitted for each one of the Collaborating Organizations.

In order for the “Letter of Intent” to be considered as valid, the official info of the organization should be included (i.e. logo, address) and also it should bear the signature and stamp (if applicable) of the **Legal Representative** of the Organization.

Additionally, in the text the following information must be included:

- The intention of the organization to collaborate with the Principal Investigator and the Host Institution for the implementation **of the specific project** (if funded) (reference to the title and the acronym of the Proposal, the PI and the Host Institution) under the framework of the “Basic Research Financing Action (Horizontal support of all Sciences)”
- Description of the type and the nature of the collaboration, including the persons of the Collaborating Organization involved.
- Reference of the equipment, infrastructures and/or other resources that will be used for the implementation of the project.