

## Flow for the procedure of application for FP7

1. Find a suitable call which covers your research field / project idea  
Read relevant topic description carefully

Download relevant documents :

- \* Call fiche
- \* Guide for Applicants
- \* Work Programme
- \* Electronic Proposal Submission System Manuel

2. Check details in “ Guide for Applicants“ :

deadline, any special conditions, required documents etc., which are regulated strictly !!!

Note : only the application submitted by EPSS (Electric Proposal Submission System) is acceptable.

\* register EPSS to get ID and password

\* submission forms consist of :

- Part A : general information of project, consortium and rough budget
- Part B (PDF) : project itself, including project management, detailed time, cost plan and expected results

consortium set up  
proposal writing

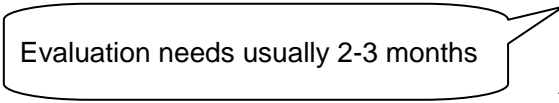
3. Before submission let the documents check by RCP and / or NCP, so you can get more efficient advice.

Keep the deadline strictly !!!

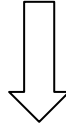
preparation for consortium agreement

4. Submit by EPSS

Evaluation needs usually 2-3 months



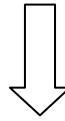
5. Only coordinator will be informed about results.



6. In case of positive result coordinator will be invited to negotiate the Grant Agreement with the EU to sign it.

Note : \* Your proposal could be on the waiting list. In this case it takes more months to get some decision from the EU.

\* Consortium Agreement should be completed before signing the Grant Agreement.



Launch the project !