



COST ACTION

PROPOSAL TEMPLATE

TECHNICAL ANNEX

Note: Please be aware that this is a draft document. The definitive Word template for the TECHNICAL ANNEX of a COST ACTION PROPOSAL will be available as from the 31st January 2015 at: http://www.cost.eu/participate/open_call and at the e-COST OPEN CALL TOOL.

Please follow the structure of this template when preparing the Technical Annex of your proposal. You will be able to download the final Word template from the e-COST OPEN CALL TOOL. After completing the Word document you will need to upload the Technical Annex in the e-COST OPEN CALL TOOL as a single PDF document.

Page limit: The length of the Technical Annex should not exceed 15 pages.

Working with the document styles

- The document provides you with several styles for different sections when it comes to content formatting.
- The standard content of the template is styled to Arial 11. To use this style, select the text and choose “COST_Normal” style option from the ribbon styles gallery above.
- If you wish to type a bullet list, select the text and choose “COST_Bullets” style option from the ribbon styles gallery above.
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- Please refrain from using any other font colours in this template other than the ones provided.



TECHNICAL ANNEX

1. S&T EXCELLENCE

1.1. Challenge

1.1.1. Description of the Challenge (Main Aim)

Text

1.1.2. Relevance and timeliness

Text

1.2. Objectives

1.2.1. Research Coordination Objectives

Text

1.2.2. Capacity-building Objectives

Text

1.3. Progress beyond the state-of-the-art and Innovation Potential

1.3.1. Description of the state-of-the-art

Text

1.3.2. Progress beyond the state-of-the-art

Text

1.3.3. Innovation in tackling the challenge

Text

1.4. Added value of networking

1.4.1. In relation to the Challenge

Text

1.4.2. In relation to existing efforts at European and/or international level

Text

2. IMPACT

3.1. Expected Impact

3.1.1. Short-term and long-term scientific, technological, and/or socioeconomic impacts

Text

3.2. Measures to Maximise Impact

3.2.1. Plan for involving the most relevant stakeholders

Text

3.2.2. Dissemination and/or Exploitation Plan

Text

3.3. Potential for Innovation versus Risk Level

3.3.1. Potential for scientific, technological and/or socioeconomic innovation breakthroughs

Text

3. IMPLEMENTATION

3.4. Description of the Work Plan

3.4.1. Description of Working Groups – Provide for each WG the Objectives, Tasks, Milestones and Deliverables

Text

3.4.2. GANTT Diagram

3.4.3. PERT (optional)

3.4.4. Risk and Contingency Plans

Text

3.5. Management structures and procedures

Text

3.6. Network as a whole

Text

DRAFT