

## Checklist for Successful Proposals

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Please use the following checklist to make sure you have provided all the requested information in your application.

- 1) **Register in our portal and contact a Networking Partner for support.** Past experience indicates that proposals with engagement before submission are more likely to succeed. Each applicant should contact a networking partner as soon as possible for guidance and register in our portal.
- 2) **Does your planned work fit with the call for proposals?** Check that your proposal does indeed address the topic in this open call.
- 3) **Does your proposal address the industrial platforms, advanced technologies or testbeds offered by FED4SAE?** Check that your proposed work does indeed comply with the requirements on the usage of the offered technologies, platforms and testbeds.
- 4) **Is your proposal eligible?** The eligibility criteria are given in chapter 3 of the guide for applicants. Make sure that you satisfy the formal participation requirements (eligible country, written in English)
- 5) **Readability:** Check that your proposal printable and all information (especially in charts, figures etc.) is readable.
- 6) **Budgetary limits:** Check that you comply with the budgetary limits.
- 7) **Did you use the current template?** All proposals have to be based on the current proposal template available on the website.
- 8) **Is your proposal complete?** Have you completed all mandatory questions?
- 9) **Does your proposal answer all requests/comments?** Proposals should be precise, concise and should answer to requested questions. Omitting requested information will almost certainly lead to lower scores in the evaluation.
- 10) **Did you maximize your chances?** The FED4SAE consortium members can give valuable feedback during the creation of your proposal that can significantly increase the quality of a proposal
- 11) **Have you submitted your proposal before the deadline?** It is strongly recommended not to wait until the last minute to submit the proposal. **The deadline is March 5<sup>th</sup>, 2019 at 5 p.m. Brussels time.**