

THCS Guidance for applicants

“HEALTHCARE OF THE FUTURE”

Purpose of this document

This document is there to inform applicants on the aspects of the submission process. In this guidance you find a couple of documents:

- The *How to apply to THCS call 2023* provides a brief overview of all the important steps in the process of applying for funding. Read this to inform yourself about the important steps in the application process.
- The *Intent to apply template* provides insight in which information requested in the intent to apply. It has to be filled in by the project coordinator via the online submission tool.
- The *proposal template* provides in insight on all the elements that need to be answered in the application. It has to be filled in by the project coordinator via the online submission tool.
- The *Checklist for interventional studies* is only relevant in case you are planning to perform an interventional study. In the checklist you find an overview of important elements that you need to consider when writing a proposal for such a study.

Table of contents

Purpose of this document	1
How to apply to THCS Call 2023?	3
Template of the Intent to Apply form	5
Important notice.....	6
A. General Information	7
B. Project coordinator.....	8
C. Project partners.....	9
D. Project Collaborators.....	10
Finalising the Intent to Apply	11
Full proposal application form	12
Important notice.....	13
A. General Information	13
B. Project coordinator.....	14
C. Project partners.....	15
D. Project Collaborators.....	17
E. Researchers involved in the proposal	19
F. Project description – Excellence.....	20
G. Project description – Impact	21
H. Project description – Work plan.....	23
I. Project description – Implementation.....	24
J. Financial Plan – Partners	25
K. Financial plan – Collaborators	27
L. Financial plan – Total budget.....	29
M. Ethics.....	30
N. Checklist for the Coordinator	32
O. Additional Annexes.....	33
Finalising the Full Proposal	36
Checklist for intervention studies	37

How to apply to THCS Call 2023?

1. Read the call text.

In the call text all the ins and outs of this call for proposals are described. Amongst others you find the information on the following aspects:

- Aim of the call
- The expected outcomes
- Scope of the call
- General conditions for participation
- What other countries and funding organisations take part in the call
- How to apply and how the proposals will be evaluated.
- A timeline

2. Find your project partners.

In order to find project partners you can make use of the Partner search tool. Go to the tool: [Click here](#)

3. Read the national or regional eligibility criteria.

Make sure that project partners meet their national or regional eligibility criteria. These criteria can be found in the call text (Annex I).

In case you have any questions about the national/regional eligibility criteria, please contact your national contact person. Contact details can be found in Annex I of the call text.

4. Submit the Intent to Apply

Each consortium has to express their interest in this call. Submitting the Intent to Apply form is mandatory. The project coordinator must submit the Intent to Apply in the online submission tool on the THCS website. Without the Intent to Apply, submitting a proposal is not possible. To see what the Intent to Apply form contains, please check section 2 in this guidance for applicants.

The deadline for submitting the Intent to Apply form is **May 23rd, 2023, 14.00 CET.**

5. Write your proposal and submit it in time.

In the online submission platform on the THCS website you can fill the different elements of the proposal template, it can be saved in between. We advise you to start early. All submissions need to be written in English. To see what the proposal form contains, please check section 3 in this guidance for applicants.

The deadline for submitting your proposal is Tuesday **June 13, 2023, 14.00 CET.**

6. Evaluation procedure

Over the summer period different reviewers will evaluate the proposals based on the evaluation criteria. Each proposal will be reviewed by three reviewers, they will score and write comments utilising the evaluation criteria as shared in the call text.

7. Rebuttal stage

Between **29 August – 6 September, 2023** the project leader must be available to respond to possible questions and comments of the reviewers. Project coordinators will receive an email from the THCS Call secretariat if their proposal scores above the threshold. Project coordinators get one week to send in a response.

8. Nomination for funding

Based on the assessments a ranking list will be established at the panel meeting. The result of the meeting is expected in October 2023 and will be communicated with the project coordinators by email.

9. Start of project

Funded projects are expected to start late 2023 or early 2024.

TEMPLATE

Transforming Health and Care Systems Partnership

Joint Transnational Call 2023

“HEALTHCARE OF THE FUTURE”

Template of the Intent to Apply form

Submission deadline for obligatory “Intent to Apply”: 23 May 2023, 14:00 CET.

Submission deadline for proposals: 13 June 2023, 14:00 CET.

For further information, visit our website:

<http://www.thcspartnership.eu>

or contact the

THCS Joint Call Secretariat:

THCS@zonmw.nl

Important notice

- The Intent to Apply is restricted for the needs of the Joint Call Secretariat and involved funding agencies only.
- The Intent to Apply aims to provide the Joint Call Secretariat with information on potential proposals that will be submitted. These details will allow the Joint Call Secretariat to adjust the composition of the peer-review panel responsible for the evaluation, ensuring proposals receive a proper and adequate expertise.
- The Joint Call Secretariat may provide guidance to the coordinator on the composition of the consortium. However, the Joint Call Secretariat will not provide feedbacks on the content of the Intent to Apply.
- The Intent to Apply is mandatory but will not be evaluated and will not be taken into consideration for establishing the final ranking list and the selection decision.
- The Intent to Apply must be completed in the online submission system. All fields must be completed.
- The Intent to Apply must be submitted via the online submission system.

TEMPLATE

A. General Information

Acronym (maximum 15 characters, including spaces)

Project title (maximum 255 characters, including spaces)

Project duration (months, max. 36)

Keywords

Please indicate five to seven keywords that represent the content and the methodological approach.

Keyword 1:	Keyword 5:
Keyword 2:	Keyword 6:
Keyword 3:	Keyword 7:
Keyword 4:	

Aim of the call addressed by the proposal

Please select the appropriate box to specify which of the two aims of the call for proposals your application is addressing

Aim 1: to provide the necessary knowledge to build the health and care of the future.

Aim 2: to support the implementation of innovative solutions on a larger scale.

Aim of the call addressed by the proposal
Please select the appropriate box to specify which of the two aims of the call for proposals your application is addressing

Aim 1: to provide the necessary knowledge to build the health and care of the future

Aim 2: to support the implementation of innovative solutions on a larger scale

Research areas addressed by the proposal

Please tick the appropriate box(es) to specify which of the research areas relevant to the call your application is addressing.

- Health Policy and Systems Research (HPSR)
- Health Technology Research (HTR)
- Social and economic research

Contribution of the proposal to the expected outcomes of the call

Please tick the appropriate box(es) to specify which of the expected outcomes of the call your application is contributing.

- Citizens and patients are better informed and engaged and have access to more distributed, community-based health and care facilities that better support their needs. This will include new/adapted sustainable concepts of care, prevention models, personalised approaches in prevention and care on different intervention areas to be translated in different contexts.
- Primary care and community-based health and care services are better equipped with integrated and cost-effective intervention tools to help prevent, monitor and manage age-related diseases, conditions and disabilities, while promoting healthy lifestyles.

- Health and care providers and professionals are engaged and have access to validated customized and largely adopted solutions for health and care delivery supporting continuity of care and integration of the different settings.
- Health and care authorities and policy makers and other stakeholders involved in the decision-making processes have access to evidence-based strategies and learn from good practices supporting the transformation towards people-centred services and the optimisation the delivery of health and care services across different settings.

Proposal classification

Please select the appropriate boxes to specify the category of your application. E.g. if your category is applied research tick Research - Applied.

- Research - Basic
- Research - Translational
- Research - Applied
- Research - Implementation
- Demonstrator Projects - Proof of concept
- Demonstrator Project - Validation of concept

Project abstract (maximum 4,000 characters including spaces)

Please give a comprehensive and readable summary of the primary aims and methods of the project (why the research is being suggested, what you aim to achieve, how this may impact on the rest of the research community and society).

B. Project coordinator

Project coordinator is partner number 1. Please note that organisations which label themselves as end-user organisations must fit into the definition as provided by the THCS program (see the Call Text). Later on in the full proposal this has to be reflected in the description of the partner, in the work plan and in the dissemination activities.

Organisation

Legal name	
Short Name	
Type of partner	<p>Please select from the drop-down list:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Academia (research teams working in universities, other higher education institutions or research institutes) <input type="checkbox"/> Healthcare and/or social welfare service provider <input type="checkbox"/> Large companies <input type="checkbox"/> Non-profit private partner (for instance NGO's) <input type="checkbox"/> Patient organisations <input type="checkbox"/> Other <input type="checkbox"/> Small or medium enterprises

If other, please specify:	
Address	
Postal Code	
City	
Country	
Website	
Envisaged Funding agency/organisation	<i>Please select from the drop-down list</i>

Principal investigator (main contact)

Last Name	
First Name	
Gender	<i>Please select from the drop-down list:</i> <input type="checkbox"/> F (Female) <input type="checkbox"/> M (Male) <input type="checkbox"/> X (Non-binary)
Title	
E-mail	

C. Project partners

Project partners applying for funding

- *Min 3 and max. 9 in total, including coordinator*
- *Project partner 1 is the project coordinator*
- *Please note that organisations which label themselves as end-user organisations must fit into the definition as provided by the THCS program (see the Call Text). Later on in the full proposal this has to be reflected in the description of the partner, in the work plan and in the dissemination activities.*

Organisation

Legal name	
Short Name	
Type of partner	<i>Please select from the drop-down list:</i> <input type="checkbox"/> Academia (research teams working in universities, other higher education institutions or research institutes) <input type="checkbox"/> Healthcare and/or social welfare service provider <input type="checkbox"/> Large companies

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If other, please specify:	
Address	
Postal Code	
City	
Country	
Website	
Envisaged Funding agency/organisation	<i>Please select from the drop-down list</i>

After filling the concerned partner information, click on “Save and Continue” to filling other partners information

For adding an extra partner, click on “Select to add another card for this section” then “Save and Continue”

For removing a partner, click on “Remove card” in the top right-hand corner

D. Project Collaborators

Not applying for funding (max 2 collaborators in total)

Please remember that each collaborator will have to precisely describe the resources that he/she will dedicate to the project (personnel, material, in kind/in cash, ...) and the origin of these resources in the full proposal.

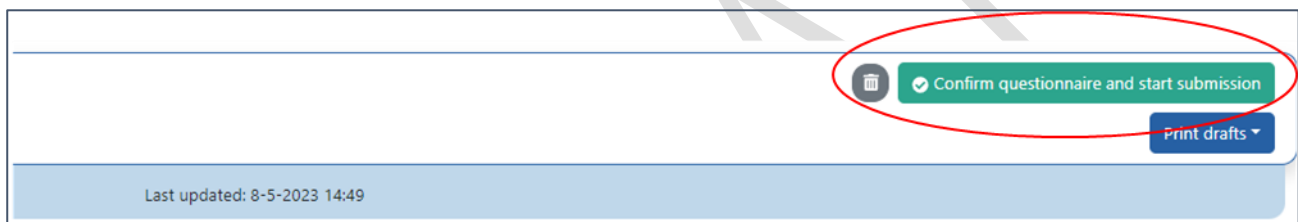
Legal name	
Short Name	
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If other, please specify:	

Address	
Postal Code	
City	
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Website	

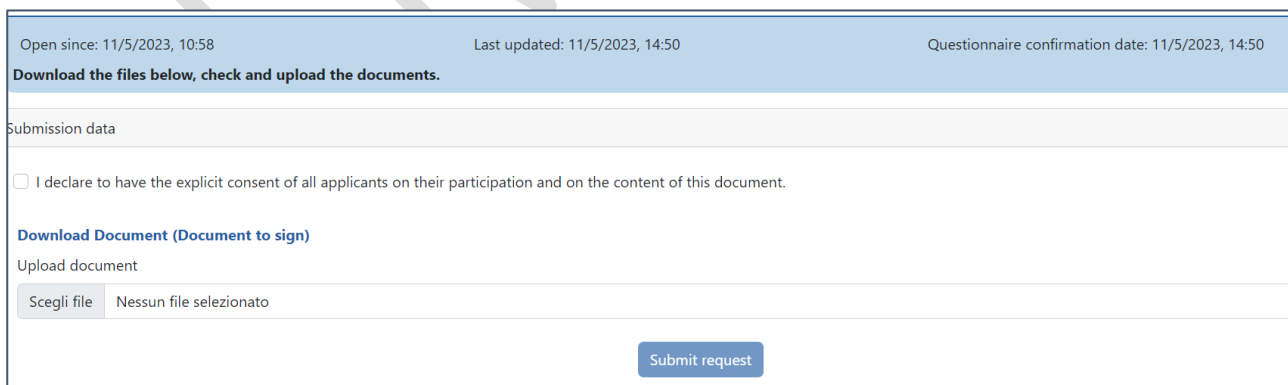
For adding an extra collaborator, click on “Select to add another card for this section” then “Save and Continue”

Finalising the Intent to Apply

- Click on: *Confirm questionnaire and start submission*



- Select the box: *I declare to have the explicit consent of all applicants on their participation and on the content of this document.*
- Click on “Download document (Document to sign), check carefully the information included in the pdf
- If information are correct, upload the pdf through the function “Upload document” **(no signature is needed)**



- If information are not correct or you want to modify them, click on “Back to compilation” in the top-right corner, then on “Interrupt submission and continue editing”. Confirm the request and, once you are in the screen with the information inserted, refresh the page to start editing.

Transforming Health and Care Systems Partnership

Joint Transnational Call 2023 “HEALTHCARE OF THE FUTURE”

Full proposal application form

Submission deadline for obligatory “Intent to Apply”: 23 May 2023, 14:00 CET.
Submission deadline for proposals: 13 June 2023, 14:00 CET.

Electronic proposal submission

For further information, visit our website:

<http://www.thcspartnership.eu>

or contact the

THCS Joint Call Secretariat:

THCS@zonmw.nl

Important notice

- All fields must be completed.
- The Proposal must be submitted via the online submission system.

A. General Information

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Automatically filled in from the Intent to Apply and cannot be changed

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Project abstract (maximum 4,000 characters including spaces)

Please give a comprehensive and readable summary of the primary aims and methods of the project (why the research is being suggested, what you aim to achieve, how this may impact on the rest of the research community and society).

B. Project coordinator

Project coordinator = Partner 1

Please note that organisations which label themselves as end-user organisations must fit into the definition as provided by the THCS program (see the Call Text). This will have to be reflected in the description of the partner, in the work plan and in the dissemination activities.

Organisation

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Short Name	<i>Automatically filled in from the Intent to Apply and cannot be changed</i>
Type of partner	<i>Automatically filled in from the Intent to Apply and cannot be changed</i>
If other, please specify:	<i>Automatically filled in from the Intent to Apply and cannot be changed</i>
Address	<i>Automatically filled in from the Intent to Apply and cannot be changed</i>
Postal Code	<i>Automatically filled in from the Intent to Apply and cannot be changed</i>
City	<i>Automatically filled in from the Intent to Apply and cannot be changed</i>
Country	<i>Automatically filled in from the Intent to Apply and cannot be changed</i>
Website	<i>Automatically filled in from the Intent to Apply and cannot be changed</i>
Envisaged Funding agency/organisation	<i>Automatically filled in from the Intent to Apply and cannot be changed</i>
VAT number	If no VAT number is available, insert main registration number

PIC number	If you want to participate in a project proposal, your organisation need to be registered and have a 9-digit Participant Identification Code (PIC). Please find details below: https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register
NACE code	Please find details here https://nacev2.com/en

Principal investigator (main contact)

Last Name	
First Name	
Gender	<i>Please select from the drop-down list:</i> <input type="checkbox"/> F (Female) <input type="checkbox"/> M (Male) <input type="checkbox"/> X (Non-binary)
Title	<i>Please select from the drop-down list:</i> <input type="checkbox"/> Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Prof.
E-mail	

Department

Full name	If not applicable, write "Not applicable" and insert the address information of the organisation)
Address	
Postal Code	
City	
Country	

C. Project partners

Project partners applying for funding, min. 3 - max. 9 in total, including coordinator.

Please note that organizations which label themselves as end-user organizations must fit into the definition as provided by the THCS program (see the Call Text). Later on in the full proposal this has to be reflected in the description of the partner, in the work plan and in the dissemination activities.

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VAT number	If no VAT number is available, insert main registration number
PIC number	<p>If you want to participate in a project proposal, your organisation need to be registered and have a 9-digit Participant Identification Code (PIC). Please find details below:</p> <p>https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register</p>
NACE code	<p>Please find details here</p> <p>https://nacev2.com/en</p>

Principal investigator (main contact)

Last Name	
First Name	
Gender	<p><i>Please select from the drop-down list</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> F (Female) <input type="checkbox"/> M (Male) <input type="checkbox"/> X (Non-binary)
Title	<p><i>Please select from the drop-down list:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Prof.

E-mail	
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Department

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D. Project Collaborators

Project Collaborators - not applying for funding (max. 2 collaborators in total)

Please remember that each collaborator will have to precisely describe in the proposal the resources that he/she will dedicate to the project (personnel, material, in kind/in cash, ...) and the origin of these resources.

Legal name	
Short Name	
Type of partner	<p>Please select from the drop-down list:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Academia (research teams working in universities, other higher education institutions or research institutes) <input type="checkbox"/> Healthcare and/or social welfare service provider <input type="checkbox"/> Large companies <input type="checkbox"/> Non-profit private partner (for instance NGO's) <input type="checkbox"/> Patient organisations <input type="checkbox"/> Other <input type="checkbox"/> Small or medium enterprises
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Website	
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NACE code	Please find details here https://nacev2.com/en

Principal investigator (main contact)

Last Name	
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Title	<i>Please select from the drop-down list:</i> <input type="checkbox"/> Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Prof.
E-mail	

Department

Full name	If not applicable, write "Not applicable" and insert the address information of the organisation)
Address	
Postal Code	
City	
Country	

For adding an extra collaborator, click on "Select to add another card for this section" then "Save and Continue"

E. Researchers involved in the proposal

Organisation	
Title	<p><i>Please select from the drop-down list:</i></p> <p> <input type="checkbox"/> Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Prof. </p>
First name	
Last name	
Gender	<p><i>Please select from the drop-down list:</i></p> <p> <input type="checkbox"/> F (Female) <input type="checkbox"/> M (Male) <input type="checkbox"/> X (Non-binary) </p>
Nationality	
Email	
Career stage (as defined in Frascati 2015 Manual):	<ul style="list-style-type: none"> • <u>Category A</u> Top grade officer/researcher: the single highest grade/post at which management/research is normally conducted. Example: Director/Head of Unit/Full professor or Director of research. • <u>Category B</u> Senior officer/researcher: Managers/Researchers working in positions not as senior as top position but more senior than newly qualified doctoral graduates (IsCED level 8). Examples: Programme Managers, associate professor or senior researcher or principal investigator. • <u>Category C</u> Recognised officer/researcher: the first grade/post into which a newly qualified doctoral graduate would normally be recruited. Examples: Project Manager, assistant professor, investigator or post-doctoral fellow. • <u>Category D</u> First stage officer/researcher: Either training contracts or doctoral students at the IsCED level 8 who are engaged as junior project managers, researchers, or researchers working in posts that do not normally require a doctorate degree. Examples: junior training contracts, PhD students or junior researchers (without a PhD).
Contribution in the project	<p><i>Please select from the drop-down list:</i></p> <p> <input type="checkbox"/> High <input type="checkbox"/> Low <input type="checkbox"/> Medium </p>
Role in the project	<p><i>Please select from the drop-down list:</i></p> <p> <input type="checkbox"/> Principal investigator <input type="checkbox"/> Ph.D Candidate <input type="checkbox"/> Collaborator </p>
Contract duration	<p><i>Please select from the drop-down list:</i></p> <p> <input type="checkbox"/> Long <input type="checkbox"/> Short </p>

Type of identifier	<i>Please select from the drop-down list:</i> <ul style="list-style-type: none"> <input type="checkbox"/> Other (please specify) <input type="checkbox"/> Google Scholar <input type="checkbox"/> ORCID <input type="checkbox"/> Researcher ID <input type="checkbox"/> Scopus ID
If other, please specify	
Reference identifier	

If Principal Investigator, upload a brief CV (mandatory).

- *Brief CV of each principal investigator (maximum 4,000 characters including spaces, equivalent to about 1 A4 page, for each CV*
- *Each partner should be represented by a single Principal Investigator (co-PI are not accepted). Proposals with extra-CVs will be rejected The project coordinator and each principal investigator shall include a description of their main domain of research and a list of the five most relevant publications within the last five years, demonstrating the competence to carry out the project.*

For adding an extra researcher involved, click on “Select to add another card for this section” then “Save and Continue”

F. Project description – Excellence

1.1 Relevance and scope

Describe how and why the proposed project is relevant to the aims and scope of the call (maximum characters 2000, including spaces)

1.2 Background, current state-of-the-art in the research field, knowledge needs and preliminary results obtained by the consortium members (In total for these questions, maximum characters: 8000 including spaces).

- Describe the need for your project. Which challenge(s) are you going to tackle with your project?

- Summarise the state of the art of the research and innovation area/field the project aims to contribute to and describe the knowledge needs and challenges that justify the initiation of this project.

- Describe the Health and Care systems necessity(ies) covered by the project.

- Describe the preliminary results obtained by the consortium members.

1.3 Project objectives

State the overall project objectives and aims in the context of the state of the art and knowledge needs. (Maximum 3000 characters including spaces.)

1.4 Research and innovation questions.

Describe in more detail the research and/or innovation questions and/or hypotheses. (Maximum 3000 characters including spaces.)

1.5 Methodology and approach (In total for these questions, maximum characters: 8000 including spaces).

Make sure that the theoretical approach and/or choice of methods is well accounted for and described in detail, and that it is clear how the methods are adequate for addressing the research and/or innovation questions, hypotheses, and project objectives.

- Describe thoroughly the approach chosen to address the project objectives, research questions/innovation idea(s). In particular, describe how relevant stakeholders/users are integrated in to the project and, if relevant, specify why an interdisciplinary approach has been chosen.

- Describe thoroughly the methodology chosen to address the project objectives, research questions/innovation idea(s). In particular indicate the methods of data collection (Indicate the data that will be collected, the tools used), the statistic plan (calculation of statistical data), the statistical analysis and the timing of data analysis.

- Describe how gender perspectives will be taken into account in the research and/or innovation content.

- Describe the role of social sciences and humanities in the project or provide a justification if you consider that these disciplines are not relevant to your proposed project.

G. Project description – Impact

2.1 Significance and innovation

Make sure you clearly highlight the added value of transnational collaboration and the project's relevance in relation to the impact on the transformation of health and care systems. (In total for these questions, maximum characters: 8000 including spaces).

- Describe how the proposed project contributes to the objectives of THCS partnership.

- Describe the translational relevance of the proposal, and in particular what is already known about this topic and what the proposed research would add.

- Describe the novelty of the proposal in translating innovation into health and care systems.

2.2 Expected impacts of the proposed research and/or innovation

The description of the potential impact should be project specific and related to the planned research and/ or innovation. General elaborations on the benefits of research and/or innovation in a wider context should be avoided. (In total for these questions, maximum characters: 8000 including spaces).

- Building on the description of knowledge needs and challenges in section 1, describe why and how the project outcomes, if successful, have the potential to meet the challenge(s) described in the call text.

- Building on the description of project objectives and novelty in chapter 1, describe clearly why and how the project outcomes may address important present and/or future (scientific) challenges and have an impact on the research and/or innovation area/field, if successful.

- Describe the expected impacts of your project (For example: societal, economic, scientific, policy, etc).

- Describe why and how the project output will create value for the public sector and/or civil society and/or the industry. Describe how your project will affect people's health and/or care in practice.

- Describe how new knowledge and project outputs have the potential to address one or more of the UN sustainable development goals. (<https://www.un.org/sustainabledevelopment/>)

- When do you expect the results of this projects to be ready for use in daily practice? Please explain.

2.3 Measures for impact maximisation

a. Stakeholder Involvement (In total for these questions, maximum characters: 8000 including spaces).

- Describe the role and contribution of operational stakeholders (e.g. citizens and/or citizen representatives, local communities, hospitals, municipalities, local/national NGOs, consumer organisations)

- Describe the level of involvement of stakeholders for each stage of the project (maximum characters 1000, including spaces)

- Explain reasoning behind involving/not involving certain stakeholders (maximum characters 1000, including spaces)

- Describe the impact of your project on the different involved stakeholders (maximum characters 1000, including spaces)

b. Open Science, data management and data sharing

Develop a data management strategy. Take into account the FAIR data management principles. Include a description of how the data gathered through the project will be available to the wider research community and the sustainability of the research results within the wider research community. (maximum characters 3000, including spaces)

c. Exploitation and dissemination of expected results (In total for these questions, maximum characters: 8000 including spaces).

- Describe the target audience and stakeholders/users of the project outputs
- Describe the measures of the consortium to exploit, disseminate and communicate the expected project results.
- Outline the scope and plan for dissemination, communication and engagement activities
- Describe how the stakeholders/users are involved in the dissemination and utilisation of the project results;
- Describe pathways of transfer into practice, e.g. translation of the results into policy recommendations or actions;
- Describe arrangements between participating partners regarding IPR, if applicable.

H. Project description – Work plan

Overall structure

- Work Package Title
- Lead partner
- Partner Short name
- Person months
- Start month
- End month
- Work Package Activities (Maximum characters 2000, including spaces)

For adding an extra Work Package, click on “Select to add another card for this section” then “Save and Continue”

I. Project description – Implementation

Timeline and milestones (maximum 2,000 characters, including spaces)

This section should describe the project timeline and milestones and include a graphic representation of the project time plan and the milestones (Gantt chart). The Gantt chart has to be uploaded with the Pert Diagram (see following section)

Diagram which compiles the work plan, the contribution of the partners to each work package and their interactions (Pert diagram).

Please note that Pert diagram and Gantt chart (see previous section) must be assembled and uploaded in a single PDF document.

Describe the organisation and management structure, i.e. the project governance. (Maximum characters 2000, including spaces)

Added value of the collaboration in the proposed transnational project

This section should describe the quality of the transnational research consortium (maximum characters 4000, including spaces) and in particular

- a. *the level of expertise of the project coordinator and the individual partner research teams in the field(s) of the proposal (team scientific track record, publications, patents, etc.) to complement the information in the CVs.*
- b. *the quality of the collaboration among the research teams and added value of the research consortium with respect to the individual teams. In particular, describe the consortium, the partners (including collaborating organisations), their role and complementarity in the context of the proposed project. If partners cover their own costs- please indicate that.*
- c. *the expected added value of collaboration on scientific and transnational level – sharing of resources, data, know-how etc.*

Outside resources, if applicable

If you do not have all skills/resources in-house, describe the reasons and how you intend to get them (contributions of members, partner organisations, subcontracting, etc.). If there is subcontracting, please also complete the information in section Detailed financial plan per partner. Please note that core tasks of the Project cannot be subcontracted. (maximum characters 2000, including spaces)

Critical risks for implementation

Describe possible risks that might endanger achieving the objectives by indicating for each of them the level of likelihood and severity. Describe how these risks will be managed and in particular the proposed risk mitigation measures. (maximum characters 4000, including spaces)

J. Financial Plan – Partners

Important notice.

- All categories of the costs may not be eligible for all countries (it will be handled according to national regulations (see call text Annex 1 and/or contact the relevant regional/national funding organisation). Please ensure you adhere to any specific national rules.
- In addition, specification of co-funding from other sources necessary for the project as well as secured funding of additional collaborators of the consortium should be explained here, if applicable.
- Thousand separators and whole numbers should be used only (e.g. 200.000).
- Travel and subsistence costs: travel expenses should include the participation of the coordinators and/or national partner leaders at an intermediate and/or a final status symposium to present the results of their projects.
- Other direct costs: please note that e.g. subcontracting, provisions, licensing fees; may not be eligible costs in all countries (will be handled according to legal framework and funding body regulations). Check at the respective national funding organisations.
- Indirect costs (Overhead): funded according to national legal framework and funding body regulations. Check at the respective national funding organisations in Annex 1 of the call text.

Financial Plan – Partners

Partner

Partner Short name

Each partner who requests funding as well as each collaborator has to fill in the following budgetary table. Please justify each of the budget items with a short description.

Personnel

Requested Amount (€)

Own contribution in-kind (€ - if applicable)

Details and justification

Consumables

Requested Amount (€)

Own contribution in-kind (€ - if applicable)

Details and justification

Equipment

Requested Amount (€)

Own contribution in-kind (€ - if applicable)

Details and justification

Travel and subsistence

Requested Amount (€)

Own contribution in-kind (€ - if applicable)

Details and justification

Other direct costs

Requested Amount (€)

Own contribution in-kind (€ - if applicable)

Details and justification

Total direct costs

Requested Amount (€)

Own contribution in-kind (€ - if applicable)

Details and justification

Indirect costs (Overhead)

Requested Amount (€)

Own contribution in-kind (€ - if applicable)

Details and justification

Total requested budget (€)

Requested Amount (€)

Total costs (€)

Total costs (€)

For adding an extra partner, click on “Select to add another card for this section” then “Save and Continue”

For removing a partner, click on “Remove card” in the top right-hand corner

K. Financial plan – Collaborators

Please note that:

- *Each partner who requests funding as well as each collaborator has to fill in the following budgetary table. Please justify each of the budget items with a short description in the right column. You can use the examples and instructions that are given in purple.*
- *Travel and subsistence costs: travel expenses should include the participation of the coordinators and/or national partner leaders at an intermediate and/or a final status symposium to present the results of their projects.*
- *Other direct costs: please note that e.g. subcontracting, provisions, licensing fees; may not be eligible costs in all countries (will be handled according to legal framework and funding body regulations). Check at the respective national funding organisations.*
- *Indirect costs (Overhead): funded according to national legal framework and funding body regulations. Check at the respective national funding organisations in Annex 1 of the call text.*

Each partner who requests funding as well as each collaborator has to fill in the following budgetary table. Please justify each of the budget items with a short description.

Personnel

Own contribution in-kind (€)

Details and justification

Consumables

Own contribution in-kind (€)

Details and justification



Equipment

Own contribution in-kind (€)

Details and justification

Travel and subsistence

Own contribution in-kind (€)

Details and justification

Other direct costs

Own contribution in-kind (€)

Details and justification

Total direct costs

Own contribution in-kind (€)

Details and justification

Indirect costs (Overhead)

Own contribution in-kind (€)

Details and justification

Total costs (€)

Total costs (€)

Details and justification

For adding an extra partner, click on "Select to add another card for this section" then "Save and Continue"

L. Financial plan – Total budget

If there is no budget foreseen for one or more cost categories please insert 0 (zero) as requested amount.

Personnel

Requested Amount (€)

Own contribution in-kind (€ - if applicable)

Consumables

Requested Amount (€)

Own contribution in-kind (€ - if applicable)

Equipment

Requested Amount (€)

Own contribution in-kind (€ - if applicable)

Travel and subsistence

Requested Amount (€)

Own contribution in-kind (€ - if applicable)

Other direct costs

Requested Amount (€)

Own contribution in-kind (€ - if applicable)

Total direct costs

Requested Amount (€)

Own contribution in-kind (€ - if applicable)

Indirect costs (Overhead)

Requested Amount (€)

Own contribution in-kind (€ - if applicable)

Total requested budget (€)

Total costs (€)

Overview of the project financial plan

Please upload the template of the project financial plan (mandatory field)

Download the template at:

[https://s3.eu-south-](https://s3.eu-south-1.amazonaws.com/documenti.cbim.it/THCS_OverviewProjectFinancialPlan.xlsx)

[1.amazonaws.com/documenti.cbim.it/THCS_OverviewProjectFinancialPlan.xlsx](https://s3.eu-south-1.amazonaws.com/documenti.cbim.it/THCS_OverviewProjectFinancialPlan.xlsx)

M. Ethics

1. HUMAN EMBRYOS/FOETUSES

Does your research involve Human Embryonic Stem Cells (hESCs)?

Does your research involve the use of human embryos?

Does your research involve the use of human foetal tissues / cells?

2. HUMANS

Does your research involve human participants?

Does your research involve physical interventions on the study participants?

3. HUMAN CELLS / TISSUES

Does your research involve human cells or tissues (other than from Human Embryos/ Foetuses)?

4. PERSONAL DATA

Does your research involve personal data collection and/or processing?

Yes/ No

Does your research involve further processing of previously collected personal data (secondary use)?

Yes/ No

Is it planned to export personal data from the EU to non-EU countries? Specify the type of personal data and countries involved

Yes/ No

If you selected "Yes" to one of the questions, please provide a short description of the activities foreseen.

Is it planned to import personal data from non-EU countries into the EU or from a non-EU country to another non-EU country? Specify the type of personal data and countries involved

Yes/ No

If you selected "Yes" to one of the questions, please provide a short description of the activities foreseen.

5. ANIMALS

Does your research involve animals?

Yes/ No

6. NON EU-COUNTRIES

Will some of the activities be carried out in non-EU countries?

Yes/ No

If you selected "Yes" to one of the questions, please provide a short description of the activities foreseen.

7. ARTIFICIAL INTELLIGENCE

Does this activity involve the development, deployment and/or use of Artificial Intelligence? (if yes, detail in the self-assessment whether that could raise ethical concerns related to human rights and values and detail how this will be addressed).

Yes/ No

8. OTHER ETHICS ISSUES

Are there any other ethics issues that should be taken into consideration? Please specify

Yes/ No

If you selected "Yes" to one of the questions, please provide a short description of the activities foreseen.

I confirm that I have taken into account all ethics issues described above and that, if any ethics issues apply, I will complete the ethics self-assessment and attach the required documents

Yes/ No

N. Checklist for the Coordinator

In order to make sure that your proposal will be eligible for this call, please collect the information required to tick all sections below. Please consult the call text for further details. All boxes must be ticked to allow the submission of the proposal.

General conditions:

- All applicants provided their consent on their participation in the project proposal and on its contents.
- The project proposal do not
- aim at human cloning for reproductive purposes;
- intend to modify the genetic heritage of human beings which could make such changes heritable (with the exception of research relating to cancer treatment of the gonads, which may be financed), or
- intend to create human embryos solely for the purpose of research or for the purpose of stem cell procurement, including by means of somatic cell nuclear transfer.
- lead to the destruction of human embryos (for example, for obtaining stem cells)
- These activities are excluded from funding.

Composition of the consortium:

- At least 3 eligible partners from at least 3 different countries from which funding agencies are participating in the call.
- Maximum number of 9 eligible partners.
- Maximum amount of 3 eligible partners from the same country. Please note that for some countries, only 1 eligible partner from this country is allowed (see annex I of the call text).
- Maximum amount of 2 collaborators
- The coordinator and all partners in the consortium are eligible partners (not collaborators).

Eligibility of project partners:

- Each project partner involved in the proposal has checked its eligibility to receive funding from its funding organisation (see annex I of the call text).

- Each project partner involved has read carefully and followed the instructions and rules given by the national/regional funding organisation in annex I of the call text, e.g. to submit additional documents to the respective funding organisation if required
- All partners declare they did not receive other public funding to perform the described tasks.

O. Additional Annexes

The following Annexes must be uploaded in the submission system a separate pdf files.

Bibliography (maximum 6,000 characters including spaces, equivalent to about one and half A4 page).

The Annex should provide detailed citations for sources you reference in the proposal.

Relevant Research Projects

Past and ongoing most relevant research projects of each participating group related to the present topic. Please note that maximum 5 projects per Partner can be indicated by using the following table.

Partner Short name	Project reference No and Title, Funding programme	Period (start and end date)	Role (COO, BEN, OTHER)	Amount (EUR)	Website (if any)
[name]					
[name]					

Signatures

Digital signatures or scanned signatures are accepted. These signatures should be from the principal investigators listed in part 2. An official signature of the respective institutions is not necessary.

Please use the following template.

Template for signatures

General Data Protection Regulation

By submitting and signing this application, the applicants consent to the use, processing and retention of their personal data , in accordance with article 6.1 (e) and (c) of the General Data Protection Regulation (GDPR) (2016/679) and for the purposes of:

- processing and evaluating the application where processing shall be lawful only if and to the extent that processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller;
- administering any subsequent funding award;
- managing the Funding Organisations relationship with them;
- analysing and evaluating the call;
- providing aggregate data to national and European surveys and analyses on the funded projects;
- and complying with audits that may be initiated by the Funding Organisations and the European Commission (or its agencies).

The members of the Call Steering Committee (CSC), i.e. representatives of the funding organisations that fund this JTC, may share applicant’s data with third parties (some of which may be based outside the European Economic Area) in relation to the above activities including evaluators, auditors and the European Commission (or its agencies).

The members of the CSC may link the data that funding recipients provide in the application with national, bibliographic or external research funding data which are available through public subscription-based databases (e.g. Scopus, Web of Science, etc.) or other national / open datasets.

In addition, the applicants declare their willingness to participate in the research consortium and that they did not receive other public funds to accomplish any tasks described in the project proposal.

Coordinator	Stamp and Signature
Last Name:	
First Name:	
Date:	
Institution:	

The project partners below have checked their regional/national regulations. They are informed about the content of this joint application.

Signature Partner 1: _____



Signature Partner 2: _____

Signature Partner 3: _____

Signature Partner 4: _____

Signature Partner 5: _____

Signature Partner 6: _____

Signature Partner 7: _____

Signature Partner 8: _____

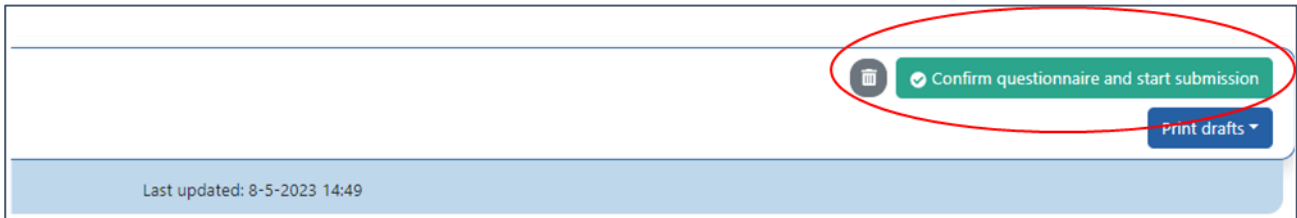
Signature Partner 9: _____

Please add further signature positions, if needed.

TEMPLATE

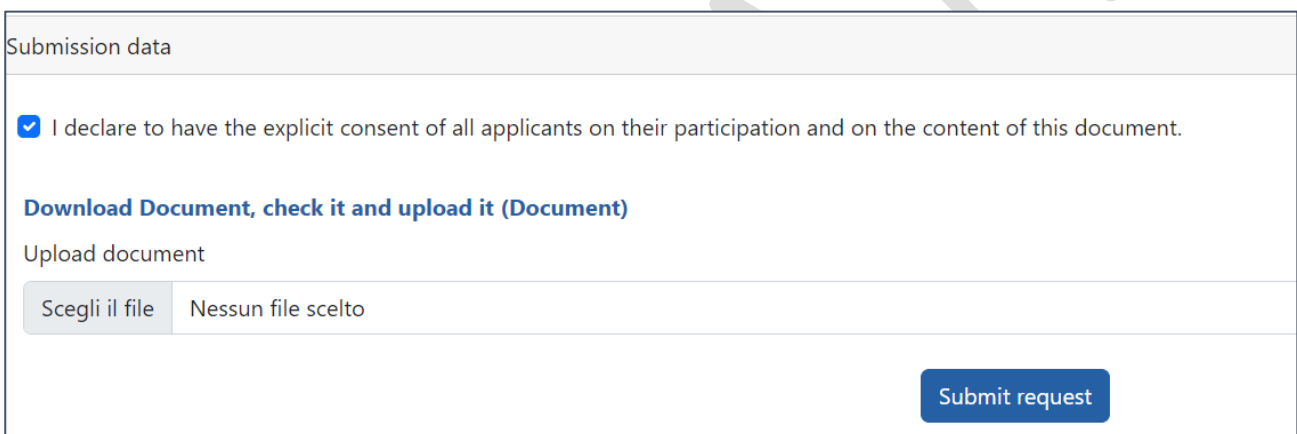
Finalising the Full Proposal

- Click on: *Confirm questionnaire and start submission*



The screenshot shows a submission interface. At the top right, there is a green button with a checkmark icon and the text "Confirm questionnaire and start submission". To its right is a blue button with a dropdown arrow and the text "Print drafts". A red circle highlights the green button. At the bottom left, there is a status bar that says "Last updated: 8-5-2023 14:49".

- Select the box: *I declare to have the explicit consent of all applicants on their participation and on the content of this document.*
- Click on "Download document, check it and upload it (Document)", check carefully the information included in the pdf
- If information are correct, upload the pdf through the function "Upload document"



The screenshot shows the "Submission data" form. At the top, it says "Submission data". Below that, there is a checkbox with a checkmark and the text "I declare to have the explicit consent of all applicants on their participation and on the content of this document." Below this, there is a blue link that says "Download Document, check it and upload it (Document)". Underneath, it says "Upload document". There is a file selection area with a button that says "Scegli il file" and the text "Nessun file scelto". At the bottom right, there is a blue button that says "Submit request".

- Click on: *Submit request*
- If information are not correct or you want to modify them, click on "Back to compilation" in the top-right corner, then on "Interrupt submission and continue editing". Confirm the request and, once you are in the screen with the information inserted, refresh the page to start editing.

Checklist for intervention studies

Make use of this checklist in case you plan an intervention study

Please note: this list is only meant to double-check if you have included all relevant information on your interventional study in the proposal.

General:

- The need for the study
- What is the problem to be addressed?
- What is/are the principal research question(s) to be addressed?
- Is there a robust evidence-based rationale/coherent hypothesis for the study
- What outcome are you aiming for and how might this bring about change?
- Describe any risks to the safety of participants involved in the intervention

The Proposed Study

- Describe the planned intervention. Fully describe the intervention in PICO terms (Population/Patient group, Intervention, Comparison group/Control, Outcomes)
- Has any pilot or feasibility work been conducted to be confident that the intervention can be implemented as intended?
- What are the proposed practical arrangements for allocating participants to study groups?
- What are the proposed methods for protecting against sources of bias? e.g. Blinding or masking.
- What are the planned inclusion/exclusion criteria?
- What is the proposed sample size and what is the justification for the assumptions underlying the power calculations? Include for both control and intervention groups, a brief description of the power calculations detailing the outcome measures on which these have been based, and give event rates, means and medians etc. as appropriate.
- What is the planned recruitment rate (overall and per site if relevant)? What evidence is there that the planned recruitment rate is achievable over a given timeframe
- What are the planned Stopping criteria?
- Are you planning to include health economics and/or quality of life measures? If yes, provide full details regarding the type of analysis to be undertaken, the rationale of the design proposed, the personnel who will conduct analysis, power calculations and inclusion/exclusion criteria.
- Have you considered compliance issues, acceptability testing, user involvement, any local or other contextual issues?

Data Collection and Management

- Describe arrangements for day-to-day management and monitoring of the trial e.g. randomisation, data handling, and coordination.
- Will the design chosen really enable you to draw conclusions about effectiveness?