

2017 JOINT CALL

Water Challenges for a Changing World



**Water Resource Management in support of the
United Nations Sustainable Development Goals**

ELECTRONIC SUBMISSION PLATFORM

GUIDELINES FOR APPLICANTS

I. IMPORTANT INFORMATION

IMPORTANT: This online platform corresponds to an adaptation of the French National Research Agency (ANR) electronic submission tool. In accordance, you will find some fields that are blocked because they are needed for French Applicants to the national call. These blocked fields are considered irrelevant to this International Joint Call, please disregard these aspects when filling in the data of your pre-proposal.

IMPORTANT – PROJECT ACRONYM: Please, verify the acronym of your project in order to avoid any Intellectual Property Rights (IPR) issues and therefore ensure a correct project implementation. **DO NOT USE** any acronym which is identical or similar to a registered trade mark, and/or applied for identical or similar goods and/or services. This is extremely important if you plan to commercially exploit and market potential results under the acronym of the project, since such use may lead to trade mark infringement procedures. It is also worthwhile you think about registering your acronym as a trademark in case you want to carry out a commercial activity using this acronym. You can find more information on this issues here : https://www.iprhelphdesk.eu/sites/default/files/documents/EU_IPR_IP-Guide.pdf

Please follow these *Guidelines for the Electronic Submission Platform*, in order to make sure you do not miss any important information you should provide and consult the document on the FAQ available on the [2017 Joint Call Webpage](#).

NOTE: You can choose the language of your screen (French or English) by clicking on the flag at the top of the screen (right side).

Consortium Composition

Reminder: Each Consortium is composed by a project Coordinator and Prtners represented by a Principal Investigator (PI). If required, the Consortium Composition may be modified in the Tab “Partnership and tasks”.

The Coordinator can modify the information of the project during the 2nd **STEP** of the evaluation. Partners can check the information provided by the Coordinator and modify the information concerning their administrative and financial data if necessary.

Each modified page in the submission platform must be saved before going to another page.

2. HOW TO CONNECT

1. Go

to:

https://aap.agencerecherche.fr/_layouts/15/SIM/Pages/SIMNouveauProjet.aspx?idAAP=1315

2. Open the link in your browser, and the following screen will be displayed:

The screenshot shows the 'Authentication Page' with the following elements:

- Email address:** A text input field containing 'nuria.ruiz@agencerecherche.f'.
- Password:** A text input field with masked characters (dots).
- Validate:** A button below the password field.
- Forgotten password / Generate a new password:** A link below the password field.
- Annotations:**
 - A blue arrow points from the text 'Insert the Email Address used for the 1st STEP' to the email input field.
 - A blue arrow points from the text 'Insert the Password (1st STEP)' to the password input field.
 - A yellow arrow points from the text 'In case you forget your password...' to the 'Forgotten password / Generate a new password' link.
- Additional text on the page:**
 - Flags of France and the United Kingdom.
 - 'To submit a new proposal, please go to the Call page on the [ANR website](#).'
 - 'For any information, please contact the person in charge of the Call: [Contacts](#)'.
 - Remarks:**
 - This website is designed for a 1024x768 screen resolution (Full Screen)
 - The application is optimized for Internet Explorer (up to IE10) and Firefox.
 - Cookies and JavaScript must be enabled.
 - We advise you to allow popups from your browser settings.
 - Message to experts and committee members**
 - 'If you already have an account (as proposal coordinator, partner...), you must use the same login/password.'
 - 'If you have not received or if you have lost your password, you can generate a new one via the link "Forgotten password" located on the login page.'

If you request a new password, you must provide your e-mail address on the following screen (the same e-mail address provided before):

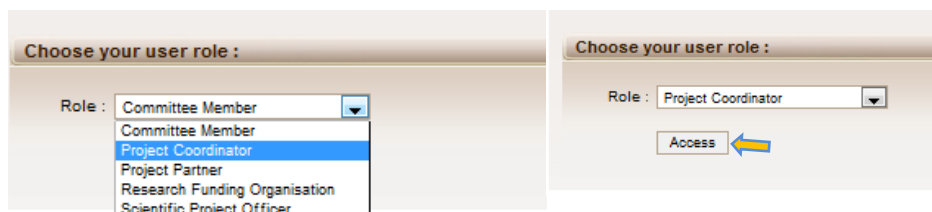
An e-mail will automatically be sent to your INBOX (verify your **spam box** if you did not receive the mail).

The screenshot shows the 'Mot de passe oublié / Forgotten password' screen with the following elements:

- Adresse de messagerie / Email adress :** A text input field with a red asterisk (*) indicating it is required.
- Valider:** A button below the email address field.
- Revenir à la page d'authentification / Back to the authentication page:** A link at the bottom of the form.

3. After validation, you will get a new screen asking you to choose your user profile: Project Coordinator or Project Partner. Please click on **"Project Coordinator"** and then **"Access"** (once

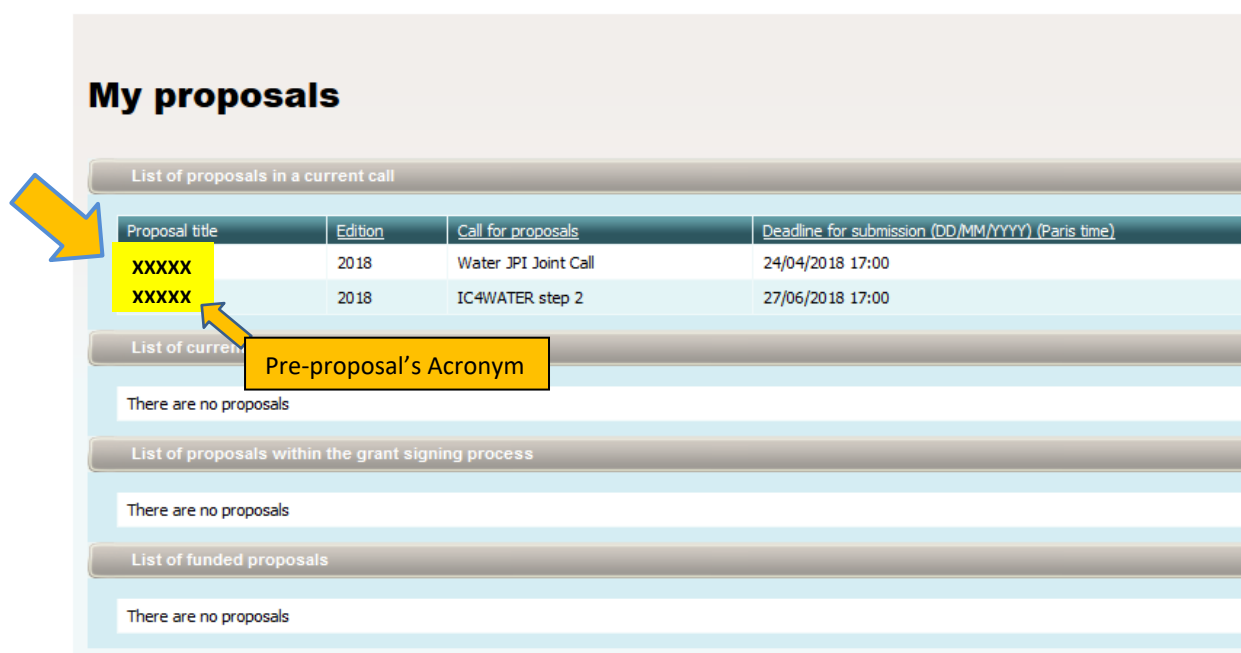
the coordinator has invited his/her partners for the project, the project partners will have to log in the same way but selecting “Project Partner”).



3. HOW TO ACCESS YOUR PROPOSAL

1. After accessing the platform, you will be presented the following screen:

AAP: None - Edition: None - Proposal: None



My proposals

List of proposals in a current call

Proposal title	Edition	Call for proposals	Deadline for submission (DD/MM/YYYY) (Paris time)
XXXXX	2018	Water JPI Joint Call	24/04/2018 17:00
XXXXX	2018	IC4WATER step 2	27/06/2018 17:00

List of current proposals

There are no proposals

List of proposals within the grant signing process

There are no proposals

List of funded proposals

There are no proposals

2. Click on your pre-proposal acronym, which will direct you to the “**Identification of the project**” pages:

Partnership and tasks | Partners/Organisations files | **Identity of the project** | Scientific abstracts | Scientific document | Summary tables | Submission of the project

This online platform corresponds to an adaptation of the French National Research Agency electronic submission tool. In accordance, you will find some fields that are blocked because they are needed for French Applicants to the national call. These blocked fields are considered irrelevant to this International Joint Call, please disregard these aspects when filling in the data of your pre-proposal. Please consult the [Guidelines for the Electronic Submission Platform](#) and the [FAQ](#), available [here](#).

IMPORTANT – PROJECT ACRONYM
Please, select carefully the acronym for your project in order to avoid any Intellectual Property Rights (IPR) issues and therefore ensure a correct registered trade mark, and/or applied for identical or similar goods and/or services. This is extremely important if you plan to commercially exploit to trade mark infringement procedures. It is also worthwhile you think about registering your acronym as a trademark in case you want to carry out a commercial activity using this acronym. You can find more information on this issues here : https://www.iprhelpdesk.eu/sites/default/files/documents/EU_IPR_IP-Guide.pdf

* Mandatory informations to validate form

General information

Project Acronym: TEST PAM

Project French title: Isiemms

Project English title: Isleimqei

Duration in months: 24 *

Financial instrument: PRCI-CE - Projets de recherche collaborative - International dans un cadre Commission Européenne *

Primary societal challenge: DS01 - Gestion sobre des ressources et adaptation au changement climatique *

From there, you can easily move to other tabs depending on your needs.

REMINDER - IMPORTANT – PROJECT ACRONYM: Please, verify carefully the acronym for your project in order to avoid any Intellectual Property Rights (IPR) issues and therefore ensure a correct project implementation. **DO NOT USE** any acronym which is identical or similar to a registered trade mark, and/or applied for identical or similar goods and/or services. This is extremely important if you plan to commercially exploit and market potential results under the acronym of the project, since such use may lead to trade mark infringement procedures. It is also worthwhile you think about registering your acronym as a trademark in case you want to carry out a commercial activity using this acronym. You can find more information on this issues here : https://www.iprhelpdesk.eu/sites/default/files/documents/EU_IPR_IP-Guide.pdf

4. HOW TO REMOVE OR MODIFY INFORMATIONS ABOUT PARTNERS

I. The **Partnership and tasks** TAB allows the coordinator to remove the partners of the consortium or modify the information provided for a given Partner.

The project coordinator specifies each partner and the principal investigator (PI) of each partner.

Any PI indicated in the table below has access to the project, his/her login being the registered email address. If necessary, he/she can generate a new password from the home page.

Note that users with only the scientific team member role do not have an account to log into the application.

At each change made, the PIs of the concerned partners are informed by e-mail.

Display: By country

	Partner/Organisation's name	Partner acronym	Category	Requested funding (€)	Civ.	First name	Last name	Email address (*: change in progress)	Role	Coord.	Research Funding Organisation
France (3)											
	Agence Nationale de la Recherche	ANR	Public Laboratory	275,000.00	Ms	Nuria	RUIZ	nuria.ruiz@agencerecherche.fr	PI	<input checked="" type="checkbox"/>	ANR
						Juliette	Arabi	juliette.arabi@agencerecherche.fr	Sci. Team Mbr		
						Jacilio	CYRIL	jacilio.cyril@agencerecherche.fr	PI	<input type="checkbox"/>	ANR
						Ms	Susana	ruiz.ruiz.camacho@gmx.fr	PI	<input type="checkbox"/>	ANR
Brazil (1)											
	Confederacao brasileira	BBAP	Other Public	0.00	Mr	Richard	TAVARES	Richard.TAVARES@agencerecherche.fr	PI	<input type="checkbox"/>	FAPESP

To modify the information provided in STEP 1, move to the three horizontal points beside the partner you want to remove and then click on **"Modify partner/organisation"**

A pop-up window will appear:

Modify a partner

Principal Investigator/Scientific manager of the partner

Change the scientific manager

Civility: Madam

First name: Nuria

Last name: RUIZ

Email: nuria.ruiz@agencerecherche.fr

Title: Researcher

Project coordinator: ☒

Research organisation of the partner

Country: France

Name: Agence Nationale de la Recherche

Partner acronym: ANR

Research Funding Organisation: ANR - The French National Research Agency

Comment (regarding the chosen Research Funding Organisation):

Back Save

The Coordinator can change the information provided in the first step. Do not forget to Save your changes.

2. To Remove a partner you need to select him first by ticking the box placed on the left side of the concerned partner:

Partnership

The project coordinator specifies each partner and the principal investigator (PI) of each partner.

Any PI indicated in the table below has access to the project, his/her login being the registered email address. If necessary, he/she can generate a new password from the home page.

Note that users with only the scientific team member role do not have an account to log into the application.

At each change made, the PIs of the concerned partners are informed by e-mail.

	Partner/Organisation's name	Partner acronym	Category	Requested funding (€)	Civ.	First name	Last name	Email address (* : change in progress)	Role	Coord	Research Funding Organisation
Delete selected partners/organisations				450,000.00							
<input type="checkbox"/>	Agence Nationale de la Recherche	ANR	Public Laboratory	275,000.00	Ms	Nuria	RUIZ	nuria.ruiz@agencerecherche.fr	PI	<input checked="" type="checkbox"/>	ANR
<input type="checkbox"/>	fndf	fndf	Public Laboratory	175,000.00	Mr	Jacilio	CYRIL	jacilio.cyril@agencerecherche.fr	PI	<input type="checkbox"/>	ANR
<input type="checkbox"/>	GON		Other private	0.00	Ms	Susana	Ruiz	nuria.ruiz.camacho@gmx.fr	PI	<input type="checkbox"/>	ANR
<input type="checkbox"/>	Brazil (1)			0.00							
<input type="checkbox"/>	Confederacao brasileira	BBAP	Other Public	0.00	Mr	Richard	TAVARES	Richard.TAVARES@agencerecherche.fr	PI	<input type="checkbox"/>	FAPESP

Move to the three vertical points on the top of the table (left side) and then click on **"Delete selected partners/organisations"**

A pop-up window asking for confirmation will appear:

Are you sure you want to remove this (these) partner(s) ? Rights changes will be made

The partner will be removed at the moment you will click on OK.

When a partner is deleted he/she gets out of the project and his/her rights to access to the submission platform are removed. He/she and the declared members of his/her team will receive an e-mail notifying they are no longer part of the project:

If you do not read French, please go to the second part of this message:

Bonjour,

À la demande de **Monsieur/Madame XXXX**, vous n'êtes plus partenaire du projet "**XXXXXXX**". Vous n'avez donc plus accès à ce projet.

Si vous pensez qu'il s'agit d'une erreur, nous vous remercions de prendre contact avec **Monsieur/Madame XXXX** (xxxxx@xxx.fr).

Cordialement,
L'Agence Nationale de la Recherche

Dear Madam, Dear Sir,

Following the request from **Mr/Ms XXXX**, you are no longer a partner of the proposal "**XXXXXXX**". You don't have access to this project anymore.

If you think that this a mistake, please contact **Mr/Ms XXXXXX** (xxxxx@xxx.fr).

Yours sincerely,
The French National Research Agency

5. HOW TO EDIT PARTNERS ORGANISATION

I. Move to the **Partners/Organisations files** Tab. Here the Coordinator can select a given partner and modify his/her administrative and financial data. Partners can also modify the information provided in these tabs.

AAP: IC4WATER - Edition: 2017 - Proposal: TEST PAM

⌚ Time remaining before closing of the call for proposals:
66 days 6 hours

Partnership and tasks **Partners/Organisations files** Identity of the project Scientific abstracts Scientific document Summary tables Submission of the project

Consortium

Display By country

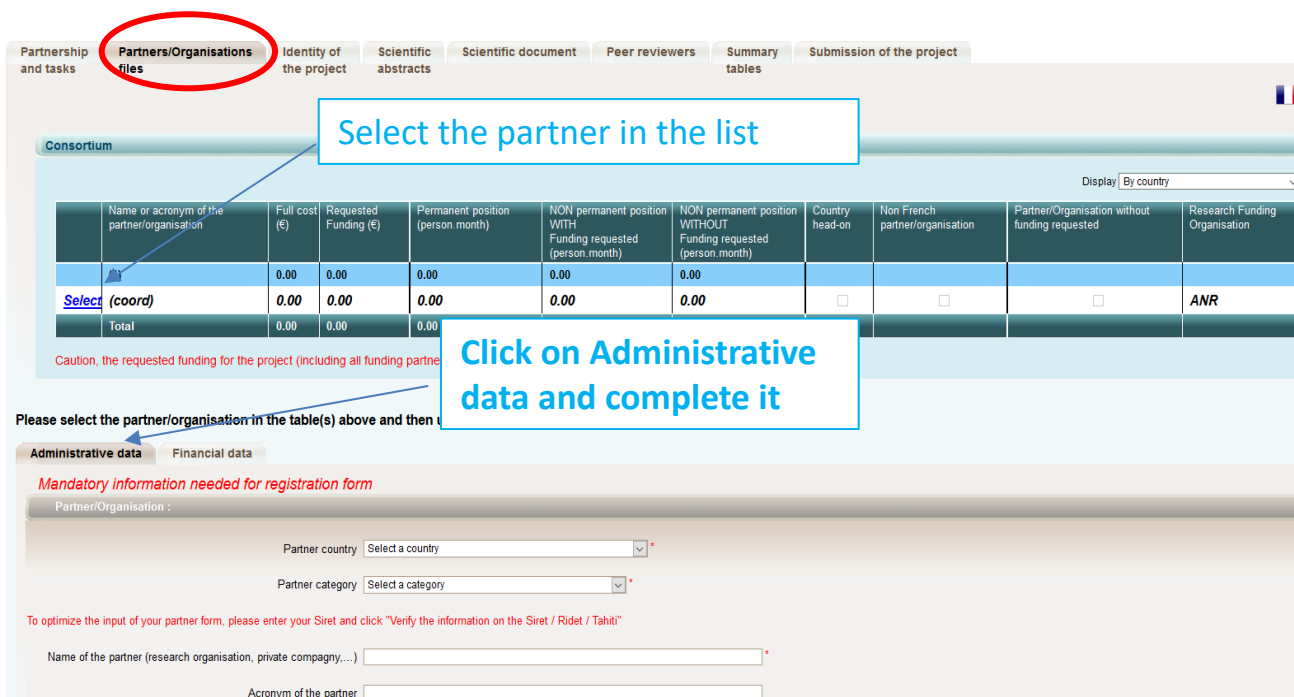
	Name or acronym of the partner/organisation	Full cost (€)	Requested Funding (€)	Permanent position (person.month)	NON permanent position WITH Funding requested (person month)	NON permanent position WITHOUT Funding requested (person month)	Country head-on	Research Funding Organisation
	France (2)	0.00	0.00	0.00	0.00	0.00		
Select	ANR (coord)	0.00	0.00	0.00	0.00	0.00	<input type="checkbox"/>	ANR
Select	ANR	0.00	0.00	0.00	0.00	0.00	<input type="checkbox"/>	ANR
	Total	0.00	0.00	0.00	0.00	0.00		

Please select the partner/organisation in the table(s) above and then update its administrative and financial data below.

NEW AND MANDATORY:

- 1) You must choose the “Calculation basis for grant base”**
- 2) You must enter the composition of your scientific team.**

2. Go to the first part of the **Administrative Data** tab called **“Partner/Organisation”**. A text in red font will give you the information needed to choose between Full or Marginal Cost. A drop down menu will allow you to choose the relevant cost.



Partners/Organisations

Select the partner in the list

Name or acronym of the partner/organisation	Full cost (€)	Requested Funding (€)	Permanent position (person month)	NON permanent position WITH Funding requested (person month)	NON permanent position WITHOUT Funding requested (person month)	Country head-on	Non French partner/organisation	Partner/Organisation without funding requested	Research Funding Organisation
(coord)	0.00	0.00	0.00	0.00	0.00				ANR
Total	0.00	0.00	0.00						

Click on Administrative data and complete it

Administrative data

Mandatory information needed for registration form

Partner/Organisation :

Partner country *

Partner category *

To optimize the input of your partner form, please enter your Siret and click "Verify the information on the Siret / Ridet / Tahiti"

Name of the partner (research organisation, private company,...)

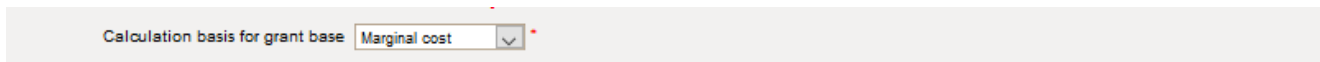
Acronym of the partner

For French organisations:

Calculation basis of the grant base: marginal cost for public organisation; full cost for private organization

For organisations beyond France:

Does the funding agency to which you are requesting funds allow the payment of permanent staff? If **YES** please choose **FULL COST**; if **NO** choose **MARGINAL COST**



Calculation basis for grant base *

Principal Investigator/Scientific manager

Civility of the scientific manager: Madam *

First name of the scientific manager: Nuria

Last name of the scientific manager: RUIZ *

Birth date (jj/mm/aaaa): 07/10/1971 *

Title of the scientific manager: Researcher *

ORCID Number: - - - -

Phone of the scientific manager:

Mobile phone of the scientific manager:

Mail of the scientific manager: nuria.ruiz@agencerecherche.fr *

Not mandatory

3. Go to the third part of the Tab **Administrative Data** called “**Scientific team partner’s member**”

Scientific team partner's member

	Civility	First name	Last name	Title	Email	Country	ORCID Number
<input type="checkbox"/>		Juliette	Arabi		juliette.arabi@agencerecherche.fr		

Note that users with only the scientific team member role do not have an account to log into the application.

Add new member Delete selected members

Place of the scientific works

Legal representative of the administrative control

Person in charge of the administrative and financial follow-up

Other financial supports

Other

Select an item

By submitting this proposal to ANR i undertake moral commitment to provide scientific evaluations of proposals submitted in other ANR calls for which i could be requested

Key words of your area of expertise (key words must be separated by a semicolon)

Irrelevant to this Call

Save Cancel

DO NOT FORGET TO SAVE REGULARLY

The Partnership table will be automatically updated.

6. HOW TO FILL IN THE FINANCIAL INFORMATION

THE DETAILS OF YOUR BUDGET (personal cost, travels and subsistence, consumables....) MUST BE PROVIDED IN THE EXCEL FILE AND MUST BE UPLOADED AS AN ANNEX (see Section 8).

The template is available on :

http://www.wateripi.eu/index.php?option=com_content&view=article&id=583&Itemid=1097

Please entitled your budget annex as : "ACRONYM.Financial data.xls".

ON THE SUBMISSION PLATFORM you just have to indicate for each partner the FULL COST OF THE PROJECT AND THE REQUESTED AMOUNT TO THE 2017 JOINT CALL.

For information Full cost = Amount requested to 2017 Joint Call + your own funding (for example: permanent staff salaries)

Partnership and tasks **Partners/Organisations files** Identity of the project Scientific abstracts Scientific document Peer reviewers Summary tables

Consortium

Select the partner in the list

	Name or acronym of the partner/organisation	Full cost (€)	Requested Funding (€)	Permanent position (person.month)	NON permanent position WITH Funding requested (person.month)	NON permanent position WITHOUT Funding request (person.month)
	France (1)	340000.00	190000.00	0.00	0.00	0.00
Select	test blabla pour arimnet (coord)	340000.00	190000.00	0.00	0.00	0.00
	Total	340000.00	190000.00	0.00	0.00	0.00

Do not pay attention to these columns, the detailed budget will be presented in Annex

Click on Financial data and complete it

Please select the partner/organisation in the table(s) above and then update its administrative and financial data below.

Administrative data **Financial data**

Detailed entry

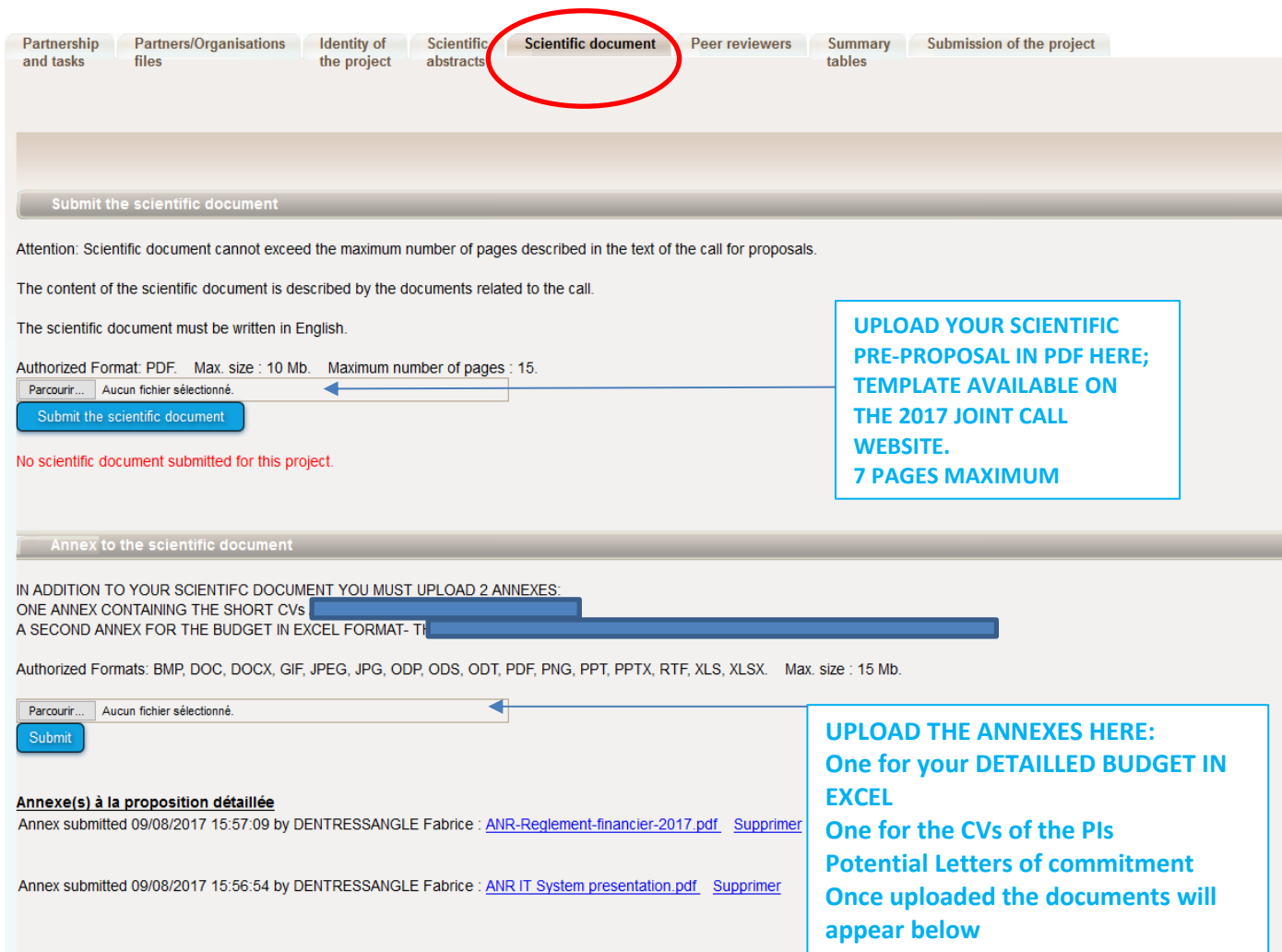
Full cost (€) 340,000.00 Requested Funding (€) 190,000.00

Save Cancel

YOU JUST HAVE TO FILL THESE 2 BOXES

7. UPLOAD SCIENTIFIC DOCUMENT and ANNEXES

To upload the scientific document (**Full Proposal form converted in PDF format**) and the Annexes you must go to the **Tab Scientific Document**. This tab allows you to upload the annexes to the Scientific document: Financial Data, CV for each PI and the letters of commitment or support from Stakeholders or Collaborators):



The screenshot shows the 'Scientific document' tab selected in the top navigation bar. Below the navigation bar, there is a section titled 'Submit the scientific document'. It contains instructions: 'Attention: Scientific document cannot exceed the maximum number of pages described in the text of the call for proposals.', 'The content of the scientific document is described by the documents related to the call.', and 'The scientific document must be written in English.' It also specifies 'Authorized Format: PDF. Max. size : 10 Mb. Maximum number of pages : 15.' There is a file selection button 'Parcourir...' and a 'Submit the scientific document' button. A red message states 'No scientific document submitted for this project.'

Below this is the 'Annex to the scientific document' section. It states: 'IN ADDITION TO YOUR SCIENTIFIC DOCUMENT YOU MUST UPLOAD 2 ANNEXES: ONE ANNEX CONTAINING THE SHORT CVs' and 'A SECOND ANNEX FOR THE BUDGET IN EXCEL FORMAT- T'. It lists 'Authorized Formats: BMP, DOC, DOCX, GIF, JPEG, JPG, ODP, ODS, ODT, PDF, PNG, PPT, PPTX, RTF, XLS, XLSX. Max. size : 15 Mb.' There is another file selection button 'Parcourir...' and a 'Submit' button.

At the bottom, there is a list of submitted annexes under the heading 'Annexe(s) à la proposition détaillée'. Two entries are shown, both submitted by 'DENTRESSANGLE Fabrice' on 09/08/2017 at 15:57:09 and 15:56:54 respectively. The first entry is 'ANR-Reglement-financier-2017.pdf' and the second is 'ANR IT System presentation.pdf'. Both have a 'Supprimer' link next to them.

Two blue callout boxes provide additional instructions:

- UPLOAD YOUR SCIENTIFIC PRE-PROPOSAL IN PDF HERE; TEMPLATE AVAILABLE ON THE 2017 JOINT CALL WEBSITE. 7 PAGES MAXIMUM**
- UPLOAD THE ANNEXES HERE: One for your DETAILED BUDGET IN EXCEL One for the CVs of the PIs Potential Letters of commitment Once uploaded the documents will appear below**

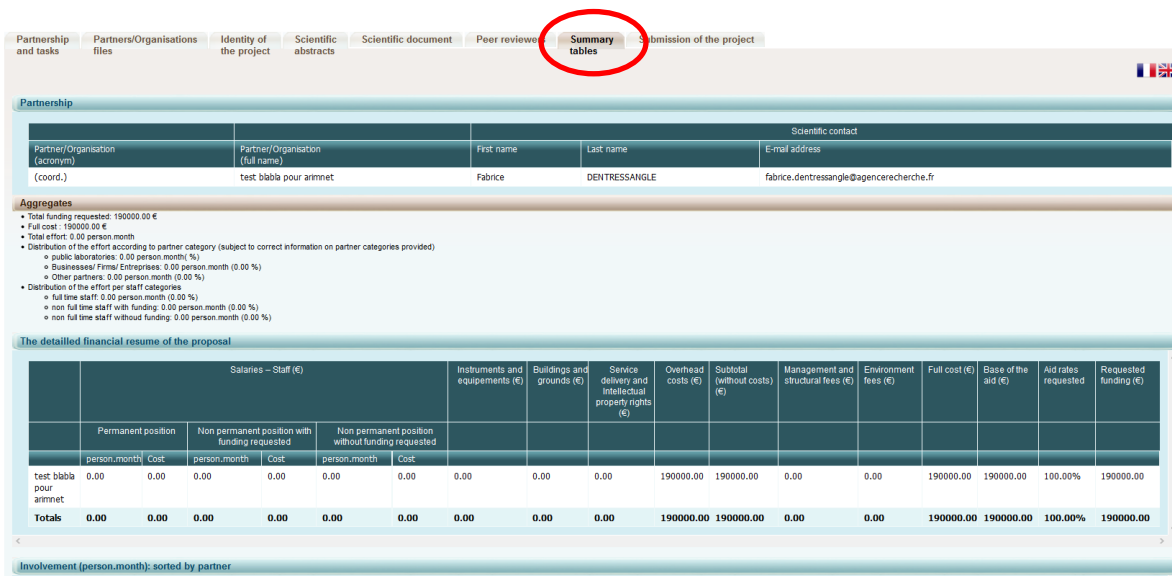
10. HOW TO HAVE AN OVERVIEW OF YOUR PROJECT

The last two tabs “**Summary tables**” and “**Submission of the project**” provide synthetic information about the project data. You can use them to verify the consistency of the provided information.

The **Tab Summary Tables** gathers different synthetic tables:

- the project partnership
- the detailed financial resume of the proposal
- the involvement by partner and task (person.month)
- the full costs by partner and task

These tables are automatically filled in using the data provided in the partner forms. Please note that the table person.month will be empty but could not be removed. There was no possibility to list tasks in the electronic submission platform for the second step of this Call, this is the reason why the last table will present just one column called Task. Since you will provide the detailed work program in the scientific document, please disregard this.



Partnership

Partner/Organisation (acronym)	Partner/Organisation (full name)	First name	Last name	Scientific contact E-mail address
(coord.)	test blabla pour annmet	Fabrice	DENTRESSANGLE	fabrice.dentressangle@agencerecherche.fr

Aggregates

- Total funding requested: 190000.00 €
- Full cost: 190000.00 €
- Total effort: 0.00 person month
- Distribution of the effort according to partner category (subject to correct information on partner categories provided)
 - public laboratories: 0.00 person month (0.00 %)
 - Businesses/ Firms/ Entreprises: 0.00 person month (0.00 %)
 - Other partners: 0.00 person month (0.00 %)
- Distribution of the effort per staff categories
 - full time staff: 0.00 person month (0.00 %)
 - non full time staff with funding: 0.00 person month (0.00 %)
 - non full time staff without funding: 0.00 person month (0.00 %)

The detailed financial resume of the proposal

	Salaries – Staff (€)						Instruments and equipments (€)	Buildings and grounds (€)	Service delivery and intellectual property rights (€)	Overhead costs (€)	Subtotal (without costs) (€)	Management and structural fees (€)	Environment fees (€)	Full cost (€)	Base of the aid (€)	Aid rates requested	Requested funding (€)
	Permanent position		Non permanent position with funding requested		Non permanent position without funding requested												
	person.month	Cost	person.month	Cost	person.month	Cost											
test blabla pour annmet	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	190000.00	190000.00	0.00	0.00	190000.00	190000.00	100.00%	190000.00
Totals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	190000.00	190000.00	0.00	0.00	190000.00	190000.00	100.00%	190000.00

Involvement (person.month); sorted by partner

Involvement (person.month): sorted by partner

Partner/Organisation (acronym)	Partner/Organisation (full name)	Totals
ANR	Agence Nationale de la Recherche	0.00
ANR	Agence Nationale de la Recherche	0.00
fnrfr	fnr	0.00
	GON	0.00
	Totals	0.00

Full cost sorted by partner

Partner/Organisation (acronym)	Partner/Organisation (full name)	Totals
ANR	Agence Nationale de la Recherche	0.00
ANR	Agence Nationale de la Recherche	0.00
fnrfr	fnr	0.00
	GON	0.00
	Totals	0.00

Download a full summary of the project in Excel format

In the bottom of the page you can click on a button to download a full summary of the project in Excel format.

II. HOW TO VERIFY AND SUBMIT YOUR PROPOSAL

The **Tab Submission of the project** allows you to submit your proposal:

The aim of this tab is to check that all the required information has been completed.

Partnership and tasks | Partners/Organisations files | Identity of the project | Scientific abstracts | Scientific document | Peer reviewers | Summary tables | **Submission of the project**

The closing date for call for proposals is 14/09/2017 until 17:00 (DD/MM/YYYY; Current local time in Paris, France)

Project status : Submitting

Your application will automatically be considered submitted if all the following conditions are met :

- the scientific document has been submitted

Only information entered on the submission website by the call for proposals closing date will be considered.

An electronic confirmation will be sent to the coordinator on the call for proposals closing date.

Coordinators are asked to lock their projects by the closing date.
The project may be unlocked by the coordinator prior to the closing date if additional changes are necessary.

Lock proposal

Checking fields

Please note that the submission platform is unable to check that the information you have entered matches the eligibility criteria laid out in the text of the call for proposals.

Please be aware of the following alerts:

- In red : This condition must be fulfilled for your proposition to be complete
- In orange : Information about the project or partner that should be filled or corrected

Proposal :

- No scientific document has been uploaded
- The abstract in French is empty
- The abstract in English is empty

Administrative and financial document of the project

Download document

YOU CAN LOCK / UNLOCK THE PROPOSAL BY CLICKING HERE. WHEN LOCKED, ALL THE PARTNERS CAN READ THE INFORMATION BUT NOT MODIFY IT THE PROPOSAL IS AUTOMATICALLY SUBMITTED BY THE DEADLINE WITH THE INFORMATION PROVIDED.

CHECK CAREFULLY THIS PART AS IT PROVIDE YOU INFORMATION ABOUT POSSIBLE MISSING DATA

Please note that when the proposal is locked, it can be unlocked later on if necessary by clicking on the **Unlock** button:

The project is automatically submitted at the closing date (if the scientific document is uploaded and the requested funding is different from 0).

NOTE : Please note that as project Coordinator, you cannot delete a proposal you have created. If you want to delete a proposal, you must send a request to ic4watersecretariat@agencerecherche.fr