**4. References**

**5. Participating organisations**

**Note that:**

* *Any inter-relationship between different participating institutions or individuals (e.g. shared premises or facilities, joint ownership, financial interest, overlapping staff or directors, family-ties, etc.) must be declared and justified in this part of the proposal;*
* *The information must be based on current data, not projections;*
* *The data provided relating to the capacity of the participating institutions will be subject to verification during the grant preparation phase.*

**Table B4: Data for non-academic beneficiaries**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name** | **Location of research premises**  **(city/country)** | **Type of R&I activities** | **No. of full - time employees** | **No. of employees in R&I** | **Web site** | **Annual turnover (approx., in Euro)** |
|  |  |  |  |  |  |  |

* The information in the above table must be based on current data, not projections;
* The capacity of institutions participating in successful proposals will be subject to verification during the grant preparation phase.

All organisations (whether beneficiaries or partner organisation) must complete the appropriate table below. Complete one table of maximum one page per beneficiary and half a page per partner organisation. The experts will be instructed to disregard content above this limit (Min font size: 9).

**Table B5: Organisations (beneficiaries and partners) data**

|  |  |
| --- | --- |
| **Beneficiary (Organisations in EU MS/AC) Legal Name** | |
| **General Description** | Include HR Excellence in Research logo here if applicable |
| **Role and Profile of key people** | Include names, qualifications of the person(s) supervising the project. |
| **Key Research Facilities, Infrastructure and Equipment** | Demonstrate that the team has sufficient resources to offer a suitable environment to seconded staff and to significantly contribute to the research/innovation activities proposed. |
| **Independent research premises?** | Please explain the status of the beneficiary's research facilities – i.e. are they owned by the beneficiary or rented by it? Are its research premises wholly independent from other beneficiaries and/or partner organisations in the consortium? |
| **Previous Involvement in Research and innovation projects** | Describe relevant research/ innovation projects in which the organisation took part |
| **Current involvement in Research and Innovation projects** | Describe relevant research/ innovation projects in which the organisation is currently participating |
| **Publications and/or research/innovation products** | Max 5 |

|  |  |
| --- | --- |
| **Partner (Organisations in TC) Legal Name** | |
| **General Description** |  |
| **Role and Profile of key people** | As above |
| **Key Research Facilities, Infrastructure and Equipment** | As above |
| **Do you have independent research premises?** | As above |
| **Previous Involvement in Research and innovation projects** | As above |
| **Current involvement in Research and Innovation projects** | As above |
| **Relevant publications and/or research/innovation products** | Max 3 |

**6. Ethics Issues**

All research activities in Horizon 2020 should respect fundamental ethics principles, including those reflected in the Charter of Fundamental Rights of the European Union[[1]](#footnote-1). These principles include the need to ensure the freedom of research and the need to protect the physical and moral integrity of individuals and the welfare of animals.

**Research ethics is of crucial importance for all scientific domains**. Informed consent and confidentiality are as important for a sociological study as they are for clinical research.

**All proposals considered for funding will be submitted to an Ethics Review**. The Ethics Review is the core of the H2020 Ethics Appraisal scheme, which concerns all proposals and projects, and also includes the Ethics Checks and Ethics Audit that can be initiated during the project implementation.

In this context, please be aware that it is the applicants’ responsibility to identify any potential ethics issues, to handle the ethics aspects of their proposal, and to detail how they plan to address them.

If you have entered any ethics issues in the ethics issues table in Part A of the proposal, you must submit an ethics self-assessment in Part B section 6. For more details on how to correctly address the ethics issues of your proposal, please refer to the Ethics Self-Assessment Guidelines under Horizon 2020[[2]](#footnote-2).

Your self-assessment must:

**1) Describe how the proposal meets the national legal and ethics requirements of the country or countries where the tasks raising ethics issues are to be carried out.**

Should your proposal be selected for funding, you will be required to provide the following documents, if they are already in your possession:

* The ethics committee opinion required under national law;
* The document that is mandatory under national law notifying activities raising ethics issues or authorising such activities.

*If these documents are not in English, you must also submit an English summary of them (containing, if available, the conclusions of the committee or authority concerned).*

*If these documents are specifically requested for the project, they must include an explicit reference to the project title and each beneficiary concerned must confirm that the respective document(s) covers the tasks described for the project.*

**2) Explain in detail how you intend to address the issues mentioned in the ethics issues table, in particular as regards:**

* Research **objectives** (e.g. study of vulnerable populations, dual use, etc.);
* Research **methodology** (e.g. clinical trials, involvement of children and related consent procedures, protection of any data collected, etc);
* The potential **impact** of the research (e.g. dual use issues, environmental damage, stigmatisation of particular social groups, political or financial retaliation, benefit-sharing, malevolent use, etc.).

Make sure to follow the guidance provided in the ethics self-assessment guidelines when addressing the different issues of your proposal and keep in mind that all proposals selected for funding will undergo an ethics evaluation that will check this section in detail.

**7. Letters of Commitment of Third Country partner organisations**

Please use this section to insert scanned copies of signed letters of commitment from TC partner organisations (see Annex 4, point 2 of this Guide).

**ENDPAGE**

MARIE Skłodowska-CURIE ACTIONS

**Research and Innovation Staff Exchange (RISE)**

**Call:** **H2020-MSCA-RISE-2016**

PART B

“PROPOSAL ACRONYM”

1. Charter of Fundamental Rights of the European Union, 2000/C 364/01. See also <http://www.europarl.europa.eu/charter/default_en.htm> [↑](#footnote-ref-1)
2. <http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/ethics/h2020_hi_ethics-self-assess_en.pdf> [↑](#footnote-ref-2)