

**Информативни дан:**

**Припрема пројектних пријава за програме Хоризонт Европа и Еразмус плус**

Универзитет у Приштини са привременим седиштем у Косовској Митровици,

15.06.2022.

# **Програм Хоризонт Европа: Припрема пројектног предлога и документације**

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**1**



**Проналажење  
одговарајућег позива**

# Проналажење одговарајућег позива

- Све позиве које финансира Европска комисија (ЕАСЕА) објављују се на једном месту - порталу [Funding & tender opportunities](#) у секцији [Search funding and tenders](#).

The screenshot shows the 'Funding & tender opportunities' portal. At the top, there is a search bar with the text 'Find calls for proposals and tenders' and a search button. Below the search bar is a grid of EU programmes. The 'Horizon Europe (HORIZON)' programme is highlighted with a red box. To the right of the grid is a 'News' section with several articles, and an 'Events' section with several events. At the bottom of the grid, there is a 'Show all' link.

EU Programmes					
Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Instrument (BMVI)	Customs Control Equipment Instrument (CCEI)	Connecting Europe Facility (CEF)	Citizens, Equality, Rights and Values Programme (CERV)	Creative Europe (CREA)
Customs Programme (CUST)	Digital Europe Programme (DIGITAL)	Europe Direct (ED)	European Defence Fund (EDF)	European Parliament (EP)	EU Anti-fraud Programme (EUFAP)
European Solidarity Corps (ESC)	Erasmus+ Programme (ERASMUS)	EU4Health Programme (EU4H)	European Social Fund + (ESF)	European Maritime, Fisheries and Aquaculture Fund (EMFAF)	Euratom Research and Training Programme (EURATOM)
Fiscalis Programme (FISC)	Innovation Fund (INNOVFUND)	Internal Security Fund (ISF)	<b>Horizon Europe (HORIZON)</b>	Single Market Programme (SMP)	Social Prerogative and Specific Competencies Lines (SOCPL)
EU External Action (RELEX)	Interregional Innovation Investments (I3)	Justice Programme (JUST)	Protection of the Euro against Counterfeiting Programme (PERICLES)	Pilot Projects and Preparatory Actions (PPPA)	Programme for the Environment and Climate Action (LIFE)
Promotion of Agricultural Products (AGRIP)	Research Fund for Coal & Steel (RFC)	Union Civil Protection Mechanism (UCPM)	Information Measures for the EU Cohesion policy (IMREG)		

News

20 May, 2022  
**The amendment to the Horizon Europe Work Programme 2021-2022 was adopted**  
The Commission adopted this amendment on 10 May 2022. Please read the related Press Release. The updates to calls for proposals and topics are available under t...

18 May, 2022  
**We need your feedback to improve the Portal services**  
The team behind the Portal wants to know your opinion. In this short survey you are invited to share your experience. Let us shape a better service together!

17 May, 2022  
**From June onwards, EU Login 2-factor verification will be mandatory to access e-Calls PADOR and e-Calls PROSPECT**  
[EN] Dear Applicants and External Assessors, Please take important note that from the 1st of June 2022, all applicants and external assessors will require an ...

Events

**Avoiding errors in declaring personnel costs in Horizon 2020 grants**  
22 Jun 2022 10:00

**Horizon Europe Coordinators' Day: Grant Agreement Preparation**  
15 Jun 2022 10:30

**Info session on Horizon Results Booster – steering research towards a strong societal impact**  
25 May 2022 10:00

Портал Funding & tender opportunities.

# Проналажење одговарајућег позива

- Могуће је започети претрагу са почетне странице уношењем различитих кључних речи које најбоље карактеришу ваше поље интересовања, а затим прецизирати резултате уз помоћ даљих филтера.
- Могуће започети претрагу тако што ћете изабрати један од програма финансирања ЕУ наведених на почетној страници, а затим се кретати путем брзих веза до позива за подношење предлога одређеног програма.
- Позиви су подељени на теме, реализоване различитим врстама акција.

Претрага  
позива.

The screenshot displays the 'Funding and tenders (283)' page. On the left, there is a search bar with the placeholder 'Type your Keywords...' and a search icon. Below it are filters for 'Match whole words only' and 'GRANTS' (checked) vs 'TENDERS'. Further down are 'Submission status' filters: 'Forthcoming (98)', 'Open for submission (185)', and 'Closed'. Below that is the 'Programming period' filter set to '2021 - 2027 (283)'. The 'Programme part' dropdown is set to 'Horizon Europe (HORIZON)'. Below this are filters for 'Mission' and 'Destination'. At the bottom, there is a 'Quick search on specific priorities' filter.

The main content area shows a list of funding opportunities. The first one is 'ERC PROOF OF CONCEPT GRANTS2' (ERC-2022-POC2) with a status of 'Open for submission'. The second is 'Hop On Facility' (HORIZON-WIDERA-2022-ACCESS-07-01) with a status of 'Open for submission'. The third is 'ERC Transition Challenge: RNA-based therapies and diagnostics for complex or rare genetic diseases' (HORIZON-EIC-2022-TRANSITIONCHALLENGES-03) with a status of 'Open for submission'. The fourth is 'EIC Transition Open 2022' (HORIZON-EIC-2022-TRANSITIONOPEN-01) with a status of 'Open for submission'.

On the right side, there is a 'Programming period' dropdown set to '2021 - 2027 (283)'. Below it is a 'Horizon Europe (HORIZON)' dropdown menu. Underneath is a 'Programme part' dropdown menu set to 'Select a Programme part...'. A list of programme parts is visible, including 'Excellent Science', 'European Research Council (ERC)', 'Marie Skłodowska-Curie Actions (MSCA)', 'Research infrastructures', 'Global Challenges and European Industrial Competitiveness', 'Health', 'Culture, creativity and inclusive society', 'Civil Security for Society', 'Digital, Industry and Space', 'Climate, Energy and Mobility', 'Food, Bioeconomy Natural Resources, Agriculture and Environ...', 'Innovative Europe', 'The European Innovation Council (EIC)', 'European innovation ecosystems', 'The European Institute of Innovation and Technology (EIT)', and 'Widening Participation and Strengthening the European Research...'.

# Проналажење одговарајућег позива

- Избором одређеног позива отвара се [страница позива](#) где се могу видети детаљне информације: информације о роковима, опис позива, циљеви, услови и правила учешћа, документа у вези позива и др.

Fostering balanced brain circulation – ERA Fellowships

TOPIC ID: HORIZON-WIDERA-2022-TALENTS-04-01

Grant

## General information

Topic description


Destination

Conditions and documents

Submission service

Topic related FAQ

Get support

 Go back

## General information

Programme

**Horizon Europe Framework Programme (HORIZON)**

Call

**[Fostering balanced brain circulation – ERA Fellowships \(HORIZON-WIDERA-2022-TALENTS-04\)](#)**

 See budget overview

Type of action

**HORIZON-TMA-MSCA-PF-EF HORIZON TMA MSCA Postdoctoral Fellowships - European Fellowships**

Type of MGA

**HORIZON Unit Grant [HORIZON-AG-UN]**

Open for submission

Deadline model

**single-stage**

Opening date

**12 May 2022**

Deadline date

**14 September 2022 17:00:00 Brussels time**

## Topic description

ExpectedOutcome:

This action will build on the MSCA Postdoctoral Fellowships 2022 action (HORIZON-MSCA-PF-2022). The target group are host organisations located in Widening Countries.

Детаљне информације о изабраном позиву.



# Проналажење одговарајућег позива

- Могуће је преузети **формуларе са инструкцијама** у PDF формату који се попуњавају за дати позив.
- Ово нису коначни формулари за подношење већ служе апликантима да сагледају шта им је потребно од података за припрему документације.
- **Коначни формулари (DOC формат)** се преузимају након регистрације пројектног предлога на порталу за пријаву пројеката.

Детаљне информације о изабраном позиву.

## Specific conditions

7. **Specific conditions:** described in the [specific topic of the Work Programme]

## Documents

### Call documents:

Standard application form – call-specific application form is available in the Submission System

**Standard application form (HE MSCA PF)**

Standard evaluation form – will be used with the necessary adaptations

Standard evaluation form (HE MSCA)

MGA

HE Unit MGA v1.0

Call-specific instructions

Essential Information for Clinical Studies

### Additional documents:

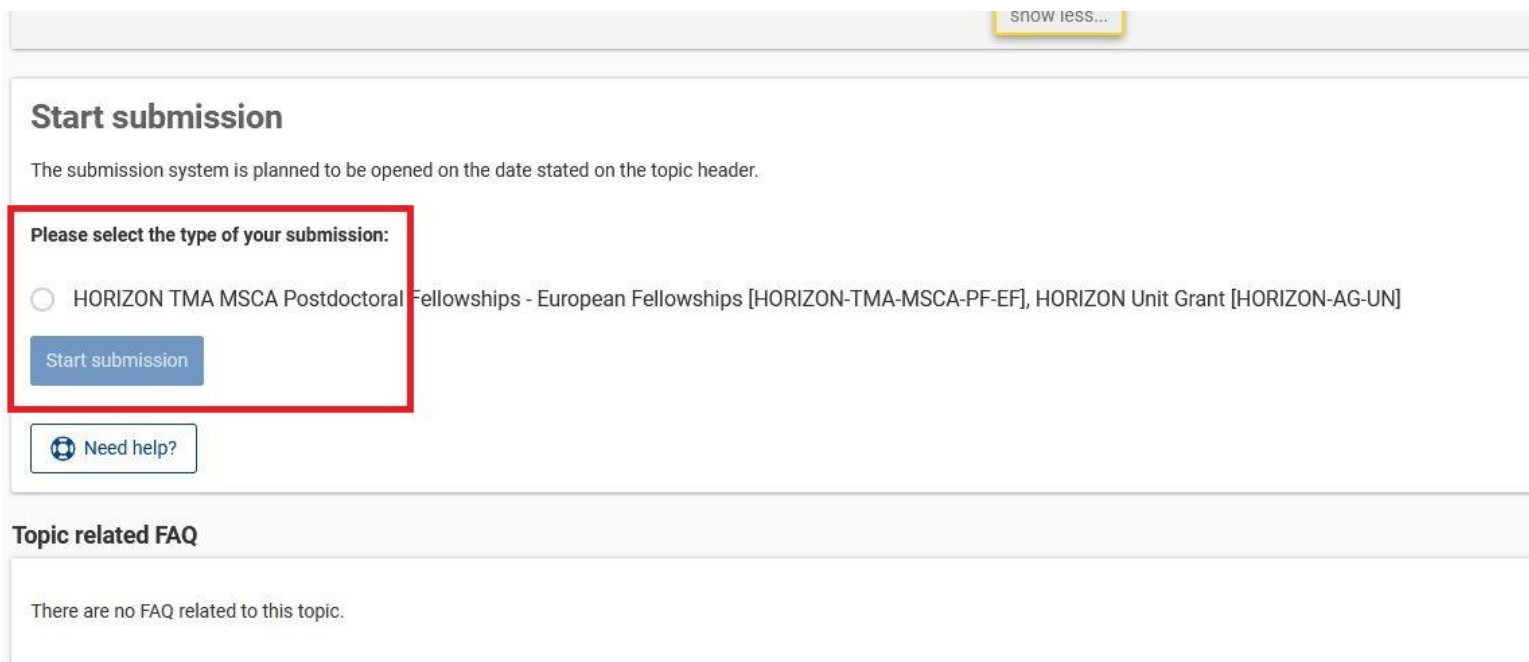
HE Main Work Programme 2021–2022 – 1. General Introduction

HE Main Work Programme 2021–2022 – 2. Marie Skłodowska-Curie Actions



# Проналажење одговарајућег позива

- На крају странице позива се налази [линк ка аплицирању пројекта](#).



show less...

## Start submission

The submission system is planned to be opened on the date stated on the topic header.

**Please select the type of your submission:**

HORIZON TMA MSCA Postdoctoral Fellowships - European Fellowships [HORIZON-TMA-MSCA-PF-EF], HORIZON Unit Grant [HORIZON-AG-UN]

Start submission

Need help?

## Topic related FAQ

There are no FAQ related to this topic.

Секција за пријаву пројектног предлога доступна на страници позива.



# Проналажење одговарајућег позива

- Уколико позив још није отворен, документација за исти може се преузети и са портала [Funding & tender opportunities](#) у секцији [Reference Documents](#).

The screenshot displays the 'Funding & tender opportunities' portal. The top navigation bar includes 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The 'HOW TO PARTICIPATE' menu is expanded, with 'Reference documents' highlighted. The main content area is titled 'Reference Documents' and includes sections for 'Grants' and 'Procurement'. A filter sidebar on the left shows 'Programming period' set to '2021-2027' and 'Horizon Europe (HORIZON)' selected. A search filter dropdown is open, listing categories such as 'Legislation', 'Work programme & call documents', 'Grant agreements and contracts', 'Simplified cost decisions', 'Guidance', 'Templates & forms', and 'Funding & Tenders Portal'. Red arrows point to the 'Reference documents' menu item, the '2021-2027' filter, the 'Horizon Europe (HORIZON)' filter, and the search filter dropdown.

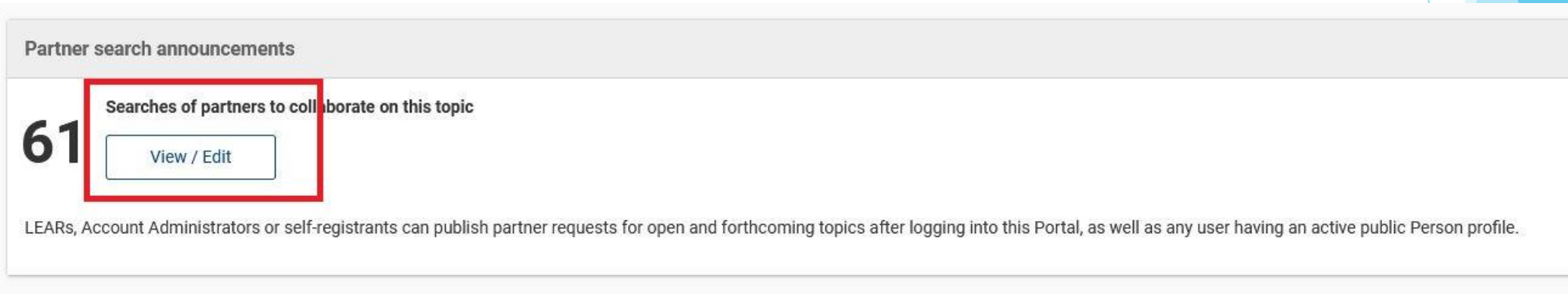
Reference Documents окружење.

**2.**

**Проналажење  
партнера**

# Проналажење партнера

- Прочитати детаљно услове учешћа на позиву и на основу тога дефинисати број и профил партнерских институција.
- 1. **Partner search request or offer** - омогућава институцијама/појединцима да поставе информацију о тражењу одговарајућег партнера или да своју институцију понуди апликантима који траже partnере.
- Информације о партнерима су доступне на конкретној страници позива.



Partner search announcements

61 Searches of partners to collaborate on this topic

[View / Edit](#)

LEARs, Account Administrators or self-registrants can publish partner requests for open and forthcoming topics after logging into this Portal, as well as any user having an active public Person profile.

Секција за претрагу партнера на страници позива.

# Проналажење партнера

Search by name, description...  Expertise request, Expertise offer

58 items found  Sort by

**AEONX AI**

AEONX AI is specialized in AI, Federated Homomorphic ML Training, End-To-End encryption, and Commercial software development. We are winners of several EU grants in AI applications in material engineering (high entropy alloys & ceramics), data security, and homomorphic ML infrastructure. We are a team of Physicists, Mathematicians, Data Scientists, Cryptographers, and Software Developers.

<b>Organisation type</b>	Small or medium-size enterprise	<b>Type of request</b>	Expertise offer
<b>Country</b>	France	<b>Request date</b>	23 May 2022
<b>Status</b>	Published		

**FEDERACIÓN EXTREMEÑA DE ASOCIACIONES DE MUJERES RURALES**

Spanish Regional association representing thousands of rural women and businesswomen within the single convergency region in Spain, this is Extremadura Autonomous Community and which and strongly connected to Portugal borders and culture, is interested in developing EU initiatives to boost economic, innovation and social development of the territory based on the women vector. Please, for more information contact at conceptto.proyecto@gmail.com

<b>Organisation type</b>	Other	<b>Type of request</b>	Expertise offer
<b>Country</b>	Spain	<b>Request date</b>	21 May 2022
<b>Status</b>	Published		

**ORGANIZACIÓN DE PROFESIONALES, AUTÓNOMOS Y EMPRENDEDORES DE EXTREMADURA**

Non-governmental organizations devoted to safeguarding of the interest of thousands of professionals, entrepreneurs and self-employees within the region of Extremadura - the single objective 1 region in Spain - is interested in developing EU initiatives around training, social-economic development, entrepreneurship and R&D&i projects. Please, for more information contact at conceptto.proyecto@gmail.com

<b>Organisation type</b>	Public organisation	<b>Type of request</b>	Expertise offer
<b>Country</b>	Spain	<b>Request date</b>	21 May 2022
<b>Status</b>	Published		

**Federación de Comercio, Servicios e Industria de la Provincia de Badajoz**

Пример листе доступних партнера на једној страници позива.

# Проналажење партнера

- 2. **Partner search** - омогућава претрагу партнера понуђену на сајту ЕАСЕА где је могуће изабрати организацију на основу њеног профила или претходног учешћа на пројектима.

Search by keyword, name... **Search**

Organisations  Persons [Advanced search ^](#)

**Programme / Topic**

Programme: Select a Programme...

Topic: Select a Topic...

**Location**

Country: Select a Country...

City **i**: Type a City...

**Organisation**

Organisation type: Select an Organisation type...

**Person profile**

Professional profile: Select a Professional profile...

Profiles with published Partner search announcements (8750)

[Partner search](#) сајт у оквиру ЕАСЕА портала

# Проналажење партнера

- 3. Директан контакт путем мејла - контактирање наставника/истраживача или канцеларије за међународну сарадњу иностране институције на основу претходне анализа институције користећи доступне информације на њиховом сајту.
- Приликом контакта потенцијалном партнеру доставити основне информације о пројектном предлогу (највише 3 странице текста).

УНИВЕРЗИТЕТ У ПРИШТИНИ  
ФАКУЛТЕТ ТЕХНИЧКИХ НАУКА  
КОСОВСКА МИТРОВИЦА



UNIVERSITY OF PRISTINA  
FACULTY OF TECHNICAL SCIENCES  
KOSOVSKA MITROVICA

Knjaza Miloša Street, No. 7, 38220 Kosovska Mitrovica  
phone: (381-28) 425-320, fax: 425-322, e-mail: office@ftn.pr.ac.rs

**Programme:** Horizon Europe Framework Programme (HORIZON)  
**Call:** Twinning Western Balkans (HORIZON-WIDERA-2021-ACCESS-01)  
**Type of action:** HORIZON-CSA HORIZON Coordination and Support Actions

**Project title:** Improving scientific research in the field of artificial intelligence through networking of scientific-research institutions - AINET

**Consortium:** University of Pristina in Kosovska Mitrovica - UPKM (applicant), 3 HEIc from EU (partnerc)

**Duration:** 3 years (2022-2025)

**Budget:** 800,000 euros (according to the rules of the call, 70% of the budget for scientific research activities belongs to the institution from the WB)

**Reasons:**

.....

**Reasons:**

.....

**Objectives / Results:**

.....

**Impact:**

.....

**Activities through work packages (WP) - proposal<sup>1</sup>:**

.....

**The role of EU partner institutions:**

.....

**Detailed information:**

Link: .....|

<sup>1</sup> We will define the values of measurable indicators (number of scientific publications, study visits,...) in agreement with EU partner institutions.

Пример садржаја образложења пројектног предлога.

**3**



**Регистрација  
пројектног предлога**



# Регистрација пројектног предлога

- Регистрација и пријава пројеката се обавља на порталу Funding & tender opportunities.
- Уколико корисник нема ЕАСЕА налог потребно је извршити регистрацију на порталу.
- Први корак у регистрацији - на страници позива у оквиру којег желите да конкуришете покренути **Start submission**.

## Start submission

The submission system is planned to be opened on the date stated on the topic header.

Please select the type of your submission:

HORIZON TMA MSCA Postdoctoral Fellowships - European Fellowships [HORIZON-TMA-MSCA-PF-EF], HORIZON Unit Grant [HORIZON-AG-UN]

Start submission

 Need help?


Секција за пријаву пројектног предлога доступна на страници позива.

Please confirm your choice

You selected this topic: **Fostering balanced brain circulation – ERA Fellowships - HORIZON-WIDERA-2022-TALENTS-04-01**

You selected this type of action and model grant agreement: **HORIZON TMA MSCA Postdoctoral Fellowships - European Fellowships [HORIZON-TMA-MSCA-PF-EF], HORIZON Unit Grant [HORIZON-AG-UN]**

Related Call: **Fostering balanced brain circulation – ERA Fellowships**

 Your selection cannot be changed subsequently in the submission system.

all provisions below before the preparation of your application.

# Регистрација пројектног предлога

- Претходном потврдом отвара се окружење за регистрацију пројекта.
- Доступне су основне информације о позиву.
- Сада је могуће преузети оригиналне формуларе за пројектну документацију (Part B).
- Потребно је унети податке о матичној установи (PIC број).

Окружење за регистрацију пројектног предлога.

Progress bar: Login (✓), Topic selection (✓), Create proposal (📍), Participants (○), Proposal forms (○), Submit (○)

### Create proposal

**Deadline**  
14 September 2022 17:00:00 Brussels Local Time  
114 days left until closure

**Call data:**  
Call: **HORIZON-MSCA-2022-PF-01**  
Topic: **HORIZON-MSCA-2022-PF-01-01**  
Type of action: **HORIZON-TMA-MSCA-PF-EF**  
Type of MGA: **HORIZON-AG-UN**

**Warning:** Topic and type of action can only be changed by creating a new proposal.

**Download Part B templates**

**Find your organisation**

PIC: 951280553 Short name: UNIVERSITY OF MITROVICA 227 **Search**

Organisations you have been previously associated with. (Click to select)

**PIC: 951280553** ✓  
UNIVERSITY OF MITROVICA  
FILIPA VISNJICA BB  
KOSOVSKA MITROVICA,XK  
VAT: RS102076316

**Your role**

# Регистрација пројектног предлога

- Потребно је дефинисати једну од понуђених улога коју ћете имати у припреми пројектног предлога (могуће је касније променити):
  - **Main contact person** - има потпуну контролу над апликацијом (пун приступ) и може касније да додељује Contact person.
  - **Contact person** - нема пун приступ апликацији али може да едитује податке у обрасцу **Part A** која се односи на његову институцију.
- Такође, уносе се и основни подаци о пројектном предлогу.

Окружење за регистрацију пројектног предлога - наставак.

**Download Part B templates**

Download part B templates

**Support & Helpdesk**

Online Manual IT How To

IT Helpdesk FAQ

**Service Desk:**

EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu

+32 2 29 92222

**Your role**

Please indicate your role in this proposal

Supervisor (Main contact person)

Researcher

Contact person

**Your proposal**

It will appear also in the "General Information" section of the Application Form Part A and can also be updated there.

Acronym TEST 16

Short Summary TEST 1996

Scientific Panel ENG Information Science and Engineering (ENG)

SAVE AND GO TO NEXT STEP

# Регистрација пројектног предлога

- Након снимања основних информација систем води на потврђивање услова за подношење апликације.

### Terms and Conditions for the Submission of Applications

Please read and accept this disclaimer to proceed with the creation of your draft proposal:

**Proposal data**

**1. Confidentiality:** Applications (and any additional information provided for the award) will be considered confidential and treated according to the same principles as those set out in the grant agreement. We may in particular have to share applications with other EU institutions and bodies in order to perform the pre-award checks required by the EU Financial Regulation. Please also be aware that we may have to publish the information contained in the Abstract/Short Summary in Part A. Please avoid adding any confidential information in that section.

**2. Access to pre-registration data:** Please be aware that certain information from the draft proposals will be accessed by us before the call deadline, in order to plan the evaluation. This concerns call ID, topic ID, type of action ID, participant identification code (PIC), project acronym, abstract, panel and keywords.

I agree that the pre-registration data becomes available to the European Commission services prior to call closure.

I wish that the pre-registration data does not become available to the European Commission services prior to call closure. (Applicants are advised to use this option only in well justified cases, as it hinders the planning of the evaluation process and the timely processing of proposals).

**Technical requirements**

**3. Part B file format:** Part B of the Application Form (Technical Description) must be uploaded as PDF (equivalent to Adobe Acrobat v5 or higher, with embedded fonts).

**4. Part B page limits:** Applications are subject to the page limits set out in the call conditions. Excess pages will be made invisible and not available to the evaluators. Mandatory annexes and supporting documents do not count towards the page limit.

**5. Time constraints:** Preparation and uploading of the files in the Submission System may take some time. Don't wait until the end. Problems due to last minute submissions (e.g. congestion, etc) will be entirely at your risk.

**Submission**

6. Applications must be submitted before the call deadline. You can withdraw your application or make changes to it, provided this is done before the call deadline. Submission of a new application overwrites the previous version.

**Personal Data**

7. Personal data linked to the application, evaluation or award of grants, prizes and contracts will be processed in accordance with the Funding & Tenders Portal Terms and Conditions and Privacy Statement

Cancel **OK**

### Draft proposal TEST created

Dear Branimir JAKSIC,  
You have successfully created a draft proposal **TEST** for the call **HORIZON-MSCA-2022-PF-01**.

You can continue editing your draft proposal now or access it at a later time, but before the deadline of **14 September 2022 17:00:00 (Brussels Local Time)** from the Funding & Tenders Portal by accessing the My Proposals tab.

An email containing this information has been sent to this email address: **branimir.jaksic@pr.ac.rs** (which is associated with your EU Login account **njaksibr**).

[Go to My Proposals](#) **Continue with this proposal**

Потврда услова за подношење апликације.



# Регистрација пројектног предлога

- Следећи корак је регистрација институција у конзорцијуму и њихове контакт особе.

Окружење за регистрацију партнерских институција.

The screenshot displays a multi-step registration process. The progress bar at the top shows six steps: Login, Topic selection, Create proposal, Participants (current step), Proposal forms, and Submit. The 'Participants' step is highlighted with a red location pin icon.

**Participants**

**Deadline**  
14 September 2022 17:00:00 Brussels Local Time  
114 days left until closure

**Call data:**  
Call: HORIZON-MSCA-2022-PF-01  
Topic: HORIZON-MSCA-2022-PF-01-01  
Type of action: HORIZON-TMA-MSCA-PF-EF  
Type of MGA: HORIZON-AG-UN

**Proposal data:**  
Acronym: TEST  
Draft ID: SEP-210868411

**Applicant (FUTURE BENEFICIARY)**  
UNIVERSITY OF MITROVICA  
KOSOVSKA MITROVICA, XK  
PIC: 951280553

**Contacts:**  
Branimir JAKSIC - Supervisor (Main contact person)

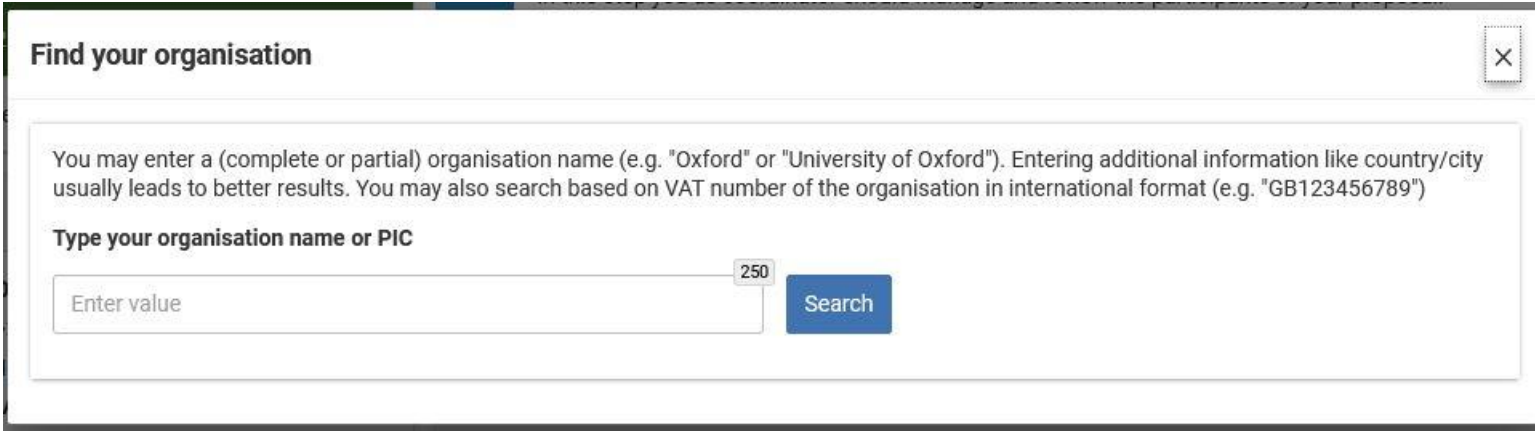
**Number of participants:** 1

**Buttons:** Add contact +, Change organisation, Contact organisation, Add Partner +, Add Associated partner +

**Footer:** SAVE, SAVE AND GO TO NEXT STEP, NEXT

# Регистрација пројектног предлога

- Додавање партнерских институција (дугме **Add Partner**) се врши преко њиховог PIC броја.



The screenshot shows a search interface titled "Find your organisation" with a close button (X) in the top right corner. Below the title, there is a text box containing the following instructions: "You may enter a (complete or partial) organisation name (e.g. 'Oxford' or 'University of Oxford'). Entering additional information like country/city usually leads to better results. You may also search based on VAT number of the organisation in international format (e.g. 'GB123456789')". Below this text, there is a label "Type your organisation name or PIC" followed by a text input field with the placeholder text "Enter value" and a character count "250". To the right of the input field is a blue "Search" button.

Додавање партнерских институција.

- Детаљне инструкције у [Упутству за коришћење система за подношење пројектних пријава.](#)

# Регистрација пројектног предлога

- Потребно је додати бар једну контакт особу за сваку партнерску институцију (дугме **Add Contact**).
- Приликом доделе улоге (нпр. Contact person) можете доделити и њена права приступа (право на едитовање обрасца или само право на читање обрасца).
- Уколико на попуњавању онлајн формулара учествује више особа пожељно им је доделити права приступа, нпр. за институцију координатора може бити укључено више особа које уређују електронску пријаву.
- Додавање/брисање контакт особа може да се врши у сваком тренутку од стране особе која има статус Main contact.
- Обавезно снимање свих измена.

Додавање контакт особа.

UNIVERSITY OF MITROVICA

Please enter the contact name and details: ?

Project Role

Access Rights

First Name 50

Last Name 50

Email Address 100

Add contact



# Структура пројектне пријаве

- Административни образац: Део А (Part A) - обавезан
  - Попуњава се електронски на порталу.
  - Измене се уносе на платформи.
  - Предвиђен за детаљније информације о учесницима/буџету/етици и др.
- Технички опис пројекта: Део Б (Part B) - обавезан
  - Попуњава се у виду Word документа, а предаје се у виду PDF документа.
  - Технички опис који подразумева наративни део (опис акције, радних пакета, резултата, ризика, итд.), табеле и графиконе.
- Буџет - није обавезан у неким позивима
  - Предефинисана Excel табела за детаљан приказ буџета пројекта (само у одређеним позивима).
- Анекс(и) - није обавезан у неким позивима
  - У зависности од позива у оквиру анекса могу се доставити детаљније биографије особља, детаљан буџет (непредефинисана форма), документа која се односе на етику и др.

# Структура пројектне пријаве

- У овој презентацији дат је пример за припрему документације за акцију типа **Coordination and Support Actions (CSA)** у оквиру позива **Twinning Western Balkan**.
- Обухвата следећа документа:
- Административни образац: Део А (Part A) - обавезан
- Технички опис пројекта: Део Б (Part B) - обавезан
- Детаљан опис буџета - није обавезан (пожељно је приложити као анекс у слободној форми)

**4.**

**Административни  
образец: Part A**

# Part A

- Овом формулару се приступа преко улоге која је додељена од стране Main contact.
- Логовањем на EACEA порталу, у секцији **My Proposals** могуће је пронаћи регистровану пројектну пријаву уколико сте је Ви регистровали или Вас је **Main contact** регистровао.

European Commission | Funding & tender opportunities | Single Electronic Data Interchange Area (SEDIA) | Welcome Branimir JAKSIC (njaksibr) | EN

Manage my area | SEARCH FUNDING & TENDERS | HOW TO PARTICIPATE | PROJECTS & RESULTS | WORK AS AN EXPERT | SUPPORT

My Person Profile | My Organisation(s) | Grants | **My Proposal(s)** | My Formal Notification(s)

Best practices to submit your proposal: check this [FAQ](#) to find out some best practices to prepare the forms for your proposal and submit it.

My Proposal(s) | Results: 5 | Search.. | Need help?

PROGRAMME	CALL	FUNDING SCHEME	PROPOSAL ID	ACRONYM	STATUS	REMAINING TIME	CLOSURE DATE (Brussels time)	ACTIONS
HORIZON	HORIZON-MSCA-2022-PF-01	HORIZON-TMA-MSCA-PF-EF	SEP-210868411	TEST	Draft	114	14/09/2022 17:00:00	Actions
ERASMUS2027	ERASMUS-EDU-2022-CBHE	ERASMUS-LS	101082860	PELMOB	Final	Closed	17/02/2022 17:00:00	Actions
ERASMUS2027	ERASMUS-EDU-2022-CBHE	ERASMUS-LS	101082187	DGTRANS	Final	Closed	17/02/2022 17:00:00	Actions
HORIZON	HORIZON-MSCA-2022-CITIZENS-01	HORIZON-CSA	101061398	STEM-FUTURE	Final	Closed	07/10/2021 17:00:00	Actions
HORIZON	HORIZON-WIDERA-2021-ACCESS-02	HORIZON-CSA	101059616	AINET	Final	Closed	05/10/2021 17:00:00	Actions

1 | 10

My Proposals секција.

# Part A

- У електронску пријаву се улази избором дугмета **Actions** и опције **Edit Draft**.

Електронска пријава.

Proposal forms

**Deadline**  
14 September 2022 17:00:00 Brussels Local Time

114 days left until closure

**Call data:**

Call: **HORIZON-MSCA-2022-PF-01**  
Topic: **HORIZON-MSCA-2022-PF-01-01**  
Type of action: **HORIZON-TMA-MSCA-PF-EF**  
Type of MGA: **HORIZON-AG-UN**

**Proposal data:**

Acronym: **TEST**  
Draft ID: **SEP-210868411**

**Administrative forms (Part A)**

**Part B and Annexes**

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments.

Part B1

Part B2

[← BACK TO PARTICIPANTS LIST](#)

[Download Part B templates](#)

# Part A

- Понуђене су три опције за Part A:
- **Edit forms** - унос података у административној форми Part A.
- **View history** - историја измена података у административној форми (можете да пратите измене које су уносили партнери у својим секцијама).
- **Print Preview** - преглед форме у PDF формату (изглед форме коју ће видети рецензенти).

## Table of contents

---

Section	Title	Action
1	General information	<a href="#">Show</a>
2	Participants	<a href="#">Show</a>
3	Budget	<a href="#">Show</a>
4	Ethics and security	<a href="#">Show</a>
5	Other questions	<a href="#">Show</a>

Садржај обрасца Part A.



# Part A: General Information

- Потребно је унети основне информације о пројекту (попуњава координатор).

## Application forms

Proposal ID SEP-210868411

Acronym TEST

### 1 - General information

?

Fields marked \* are mandatory to fill.

Topic	HORIZON-MSCA-2022-PF-01-01	Type of Action	HORIZON-TMA-MSCA-PF-EF
Call	HORIZON-MSCA-2022-PF-01	Type of Model Grant Agreement	HORIZON-AG-UN

Acronym \* TEST

Proposal title

*The title should be no longer than 200 characters (with spaces) and should be understandable to the non-special.*

*Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &*

Scientific Area

ENG - Information Science and Engineering (ENG)

*Please select up to 5 descriptors (and at least 3) that best characterise the subject of your proposal, in descending order of relevance.*

Add

Descriptor 1

*Word or words that best describe(s) the subject of your project.*

Free keywords

*Enter any words you think give extra detail of the scope of your proposal (max 200 characters with spaces).*

Please choose the scientific area and descriptors carefully, and in order of importance, since this will guide the REA in the selection of experts for proposal evaluation and the allocation of proposals to experts.

Abstract \*

?

TEST

## Administrative forms

Proposal ID SEP-210789407

Acronym AINET

### 1 - General information

Fields marked \* are mandatory to fill.

Topic	HORIZON-WIDERA-2021-ACCESS-02-01	Type of Action	HORIZON-CSA
Call	HORIZON-WIDERA-2021-ACCESS-02	Type of Model Grant Agreement	HORIZON-AG

Acronym AINET

Proposal title

Improving Research in the Field of Artificial Intelligence in Western Balkan through Networking of Scientific-Research Institutions

*Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &*

Duration in months

36

Free keywords

*artificial intelligence, improving research, capacity building, telecommunications, power engineering*

Please select between 3 and 6 descriptors that best characterise the subject of your proposal, in descending order of relevance. Note that descriptors will be used to request REA services in identifying the best qualified evaluators for your proposal.

Descriptor 1

**Discipline:** Computer sciences, information science and bioinformatics  
**Subdiscipline:** Artificial intelligence, intelligent systems, multi agent systems  
**Descriptor:** Artificial intelligence

Descriptor 2

**Discipline:** Computer sciences, information science and bioinformatics  
**Subdiscipline:** Artificial intelligence, intelligent systems, multi agent systems  
**Descriptor:** Machine learning

Descriptor 3

**Discipline:** Electrical and electronic engineering  
**Subdiscipline:** Communication engineering and systems telecommunications  
**Descriptor:** Wireless communications, communication, high frequency, mobile technology

Descriptor 4

**Discipline:** Environmental engineering  
**Subdiscipline:** Energy, fuels and petroleum engineering  
**Descriptor:** Energy systems (production, distribution, application)

Descriptor 5

**Discipline:** Environmental engineering  
**Subdiscipline:** Energy, fuels and petroleum engineering  
**Descriptor:** Energy systems, smart energy, smart grids, wireless energy transfer

Descriptor 6

**Discipline:** Environmental engineering  
**Subdiscipline:** Energy, fuels and petroleum engineering  
**Descriptor:** Renewable electricity

ПРИМЕР



# Part A: Participants

- Свака институција уноси податке о својој институцији и истраживачима који учествују на пројекту.
- Састоји се од више сегмената.

Administrative forms

Proposal ID **SEP-210789407**

Acronym **AINET**

## 2 - Participants

### List of participating organisations

#	Participating Organisation Legal Name	Country	Action
1	UNIVERSITY OF MITROVICA	Kosovo * UN resolu	
2	TECHNISCHE UNIVERSITAET WIEN	Austria	
3	ETHNIKO KAI KAPODISTRIAKO PANEPISTIMIO ATHINON	EL	
4	POLITECHNIKA LUBELSKA	Poland	

Попуњена секција Participants.

# Part A: Participants

## Administrative forms

### Organisation data

<b>PIC</b>	<b>Legal name</b>
951280553	UNIVERSITY OF MITROVICA

Short name: UNIVERSITY OF MITROVICA

Address

Street: FILIPA VISNJICA BB

Town: KOSOVSKA MITROVICA

Postcode: 38220

Country: Kosovo \* UN resolution

Webpage: www.pr.ac.rs

**Specific Legal Statuses**

Legal person ..... yes

Public body ..... yes

Non-profit ..... yes

International organisation ..... no

Secondary or Higher education establishment ..... yes

Research organisation ..... yes

**SME Data**

Based on the below details from the Participant Registry the organisation is no (small- and medium-sized enterprise) for the call.

SME self-declared status ..... unknown

SME self-assessment ..... unknown

SME validation ..... unknown

ПРИМЕР

## Administrative forms

### Departments carrying out the proposed work

**Department 1**

Department name: Faculty of Technical Sciences  not applicable

Same as proposing organisation's address

Street: Knjaza Milosa 7

Town: Kosovska Mitrovica

Postcode: 38220

Country: Kosovo \* UN resolution

### Links with other participants

Type of link	Participant

Organisation data и Departments carrying out the proposed work.

# Part A: Participants

## Administrative forms

### Main contact person

This will be the person the EU services will contact concerning this proposal (e.g. for additional information, invitation to hearings, sending of evaluation results, convocation to start grant preparation). The data in blue is read-only. Details (name, first name and e-mail) of Main Contact persons should be edited in the step "Participants" of the submission wizard.

Title Prof. Gender  Woman  Man  Non Binary

First name\* **Nebojsa** Last name\* **Arsic**

E-Mail\* **nebojsa.arsic@pr.ac.rs**

Position in org. Dean

Department Faculty of Technical Sciences  Same as organisation name

Same as proposing organisation's address

Street Kneza Milosa 17

Town Kosovska Mitrovica Post code 38220

Country Kosovo \* UN resolution

Website www.ftn.pr.ac.rs

Phone +XXX XXXXXXXXX Phone 2 +XXX XXXXXXXXX

### Other contact persons

First Name	Last Name	E-mail	Phone
milos	SUBOTIC	milos.subotic@pr.ac.rs	+XXX XXXXXXXXX
Jordan	Radosavljevic	jordan.radosavljevic@pr.ac.rs	+XXX XXXXXXXXX
Branimir	Jaksic	branimir.jaksic@pr.ac.rs	+XXX XXXXXXXXX

Main contact person и Other contact persons.

## Administrative forms

### Role of participating organisation in the project

Project management

Communication, dissemination and engagement

Provision of research and technology infrastructure

Co-definition of research and market needs

Civil society representative

Policy maker or regulator, incl. standardisation bodies

Research performer

Technology developer

Testing/validation of approaches and ideas

Prototyping and demonstration

IPR management incl. technology transfer

Public procurer of results

Private buyer of results

Finance provider (public or private)

Education and training

Contributions from the social sciences or/and the humanities

Other   
If yes, please specify: (Maximum number of characters allowed: 50)

ПРИМЕР

Role of participating organisation in the project.

# Part A: Participants

## Administrative forms

### Researchers involved in the proposal

Title	First Name	Last Name	Gender	Nationality	E-mail	Career Stage	Role of researcher (in the project)	Reference Identifier	Type of identifier
Prof	Jordan	Radosavljevic	Man	Kosovo * UN res	jordan.radosavljevic@pr.ac.rs	Category A Top graduate	Leading	0000-0001-9722-3662	Orcid ID
Prof	Branimir	Jaksic	Man	Kosovo * UN res	branimir.jaksic@pr.ac.rs	Category B Senior	Leading	0000-0001-6683-0021	Orcid ID
Prof	Nebojsa	Arsic	Man	Kosovo * UN res	nebojsa.arsic@pr.ac.rs	Category A Top graduate	Team member	0000-0003-2080-9440	Orcid ID
Prof	Dardan	Klimenta	Man	Kosovo * UN res	dardan.klimenta@pr.ac.rs	Category A Top graduate	Team member	0000-0003-0019-8371	Orcid ID
Prof	Sasa	Statkic	Man	Kosovo * UN res	sasa.statkic@pr.ac.rs	Category B Senior	Team member	0000-0001-6550-6430	Orcid ID
Prof	Bojan	Perovic	Man	Kosovo * UN res	bojan.perovic@pr.ac.rs	Category C Recognized	Team member	0000-0001-7236-2156	Orcid ID
Prof	Milos	Milovanovic	Man	Kosovo * UN res	milos.milovanovic@pr.ac.rs	Category C Recognized	Team member	0000-0001-9273-2628	Orcid ID
Mr	Jovan	Vukasinovic	Man	Kosovo * UN res	jovan.vukasinovic@pr.ac.rs	Category D First stage	Team member	0000-0001-6206-9685	Orcid ID
Prof	Djoko	Bandjur	Man	Kosovo * UN res	djoko.bandjur@pr.ac.rs	Category A Top graduate	Team member	0000-0001-9034-6854	Orcid ID
Prof	Sinisa	Ilic	Man	Kosovo * UN res	sinisa.ilic@pr.ac.rs	Category A Top graduate	Team member	<a href="https://www.researchgate.net/profile/Sinisa-Ilic">https://www.researchgate.net/profile/Sinisa-Ilic</a>	Other ID
Prof	Dragana	Radosavljevic	Woman	Kosovo * UN res	djoko.bandjur@pr.ac.rs	Category C Recognized	Team member	0000-0003-1585-9400	Orcid ID
Ms	Jelena	Todorovic	Woman	Kosovo * UN res	jelena.todorovic@pr.ac.rs	Category D First stage	Team member	0000-0002-2018-8421	Orcid ID
Ms	Jelena	Cerovina	Woman	Kosovo * UN res	jelena.stojkovic@pr.ac.rs	Category D First stage	Team member	0000-0003-4596-5482	Orcid ID
Dr	Vladimir	Maksimovic	Man	Kosovo * UN res	vladimir.maksimovic@pr.ac.rs	Category D First stage	Team member	0000-0001-8479-0027	Orcid ID

Researchers involved in the proposal.

# Part A: Participants

- Role of researcher (in the project):
  - Leading,
  - Team member.
- Career stages (катеґорије истраживача):
  - Category A - Top grade researcher (нпр. редовни професор, научни саветник),
  - Category B - Senior researcher (нпр. ванредни професор, виши научни сарадник),
  - Category C - Recognised researcher (нпр. доцент, асистент са докторатом, научни сарадник),
  - Category D - First stage researcher (нпр. асистент, истраживач, студент докторских студија).



# Part A: Participants

## Application forms

Proposal ID **SEP-210868411**

Acronym **TEST**

Short name

List of up to 5 publications, widely-used datasets, software, goods, services, or any other achievements relevant to the call content.

Type of achievement	Short description (Max 500 characters)	Add
<input type="text"/>	<input type="text"/>	<input type="button" value="Add"/>

List of up to 5 most relevant previous projects or activities, connected to the subject of this proposal.

Name of Project or Activity	Short description (Max 500 characters)	Add
<input type="text"/>	<input type="text"/>	<input type="button" value="Add"/>

Description of any significant infrastructure and/or any major items of technical equipment, relevant to the proposed work.

Name of infrastructure of equipment	Short description (Max 300 characters)	Add
<input type="text"/>	<input type="text"/>	<input type="button" value="Add"/>

Информације о публикацијама, реализованим пројектима и инфраструктури коју поседује установа, а које су релевантне за позив.

# Part A: Participants

- Јавне институције, истраживачке организације или институције високог образовања из ЕУ или придружених земаља морају имати план за родну равноправност (од 2022. године).

## Application forms

Proposal ID SEP-210868411

Acronym TEST

Short name

## Gender Equality Plan ?

Does the organization have a Gender Equality Plan (GEP) covering the elements listed below?

Yes  No

### Minimum process-related requirements (building blocks) for a GEP

- **Publication:** formal document published on the institution's website and signed by the top management
- **Dedicated resources:** commitment of human resources and gender expertise to implement it.
- **Data collection and monitoring:** sex/gender disaggregated data on personnel (and students for establishments concerned) and annual reporting based on indicators.
- **Training:** Awareness raising/trainings on gender equality and unconscious gender biases for staff and decision-makers.
- **Content-wise, recommended areas to be covered** and addressed via concrete measures and targets are:
  - o work-life balance and organisational culture;
  - o gender balance in leadership and decision-making;
  - o gender equality in recruitment and career progression;
  - o integration of the gender dimension into research and teaching content;
  - o measures against gender-based violence including sexual harassment.

Изјава о поседовању Плана за родну равноправност.



# Part A: Budget

- У буџетској табели се даје општи преглед расподеле буџета по партнерским институцијама и буџетским линијама.
- У зависности од позива, постоји обавезан документ који се односи на детаљан приказ буџета. Уколико није обавезан документ пожељно је приложити анекс у којем је дат детаљнији приказ расподеле буџета.

## 3 - Budget

?

No.	Name of beneficiary	Country	Role	Personnel costs/€	Subcontracting costs/€	Purchase costs - Travel and subsistence /€	Purchase costs - Equipment/€	Purchase costs - Other goods, works and services/€	Internally invoiced goods and services/€ (Unit costs-usual accounting practices)	Indirect costs/€	Total eligible costs	Funding rate	Maximum EU contribution to eligible costs	Requested EU contribution to eligible costs/€	Max grant amount	Income generated by the action	Financial contributions	Own resources	Total estimated income
<b>П Р И М Е Р</b>																			
1	University Of Mitrovica	XK	Coordinator	267,611	0	48,936	75,000	39,150	0	107674.25	538371.25	100	538371.00	538,371	538371.00	0	0	0	538371.00
2	Technische Universitaet Wien	AT	Partner	78,423	0	6,500	0	4,000	0	22230.75	111153.75	100	111154.00	111,154	111154.00	0	0	0	111154.00
3	Ethniko Kai Kapodistriako Panepistimio Athinon	EL	Partner	78,308	0	6,675	0	4,000	0	22245.75	111228.75	100	111229.00	111,229	111229.00	0	0	0	111229.00
4	Politechnika Lubelska	PL	Partner	77,965	0	6,755	0	4,000	0	22180.00	110900.00	100	110900.00	110,900	110900.00	0	0	0	110900.00
TOTAL				502,307	0	68,866	75,000	51,150	0	174330.75	871653.75		871654.00	871,654	871654.00	0	0	0	871654.00

Буџетска табела у административној форми.

# Part A: Ethics & Security

- Поштовање највиших етичких стандарда је од кључне важности за постизање стварне истраживачке изврности.
- Процес етичког преиспитивања спроводи се систематски у свим предлозима Хоризонт Европе, на основу **самопроцене** која је укључена у предлог пројекта.
- Фокус је на следећим питањима: клиничка испитивања, укључивање деце, заштита личних података, потенцијални утицај активности по животну средину, стигматизација одређених друштвених група, политичке или финансијске штетне последице, итд.)

Security issues table		?
<b>1. EU Classified Information (EUCI)<sup>2</sup></b>		Page
Does this activity involve information and/or materials requiring protection against unauthorised disclosure (EUCI)?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Does this activity involve non-EU countries?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
<b>2. Misuse</b>		Page
Does this activity have the potential for misuse of results?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
<b>3. Other Security Issues</b>		Page
Does this activity involve information and/or materials subject to national security restrictions? If yes, please specify: (Maximum number of characters allowed: 1000)	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Are there any other security issues that should be taken into consideration? If yes, please specify: (Maximum number of characters allowed: 1000)	<input type="radio"/> Yes <input checked="" type="radio"/> No	

<sup>2</sup>According to the Commission Decision (EU, Euratom) 2015/444 of 13 March 2015 on the security rules for protecting EU classified information, European Union classified information (EUCI) means any information or material designated by an EU security classification, the unauthorised disclosure of which could cause varying degrees of prejudice to the interests of the European Union or of one or more of the Member States.

<sup>3</sup>Classified background information is information that is already classified by a country and/or international organisation and/or the EU and is going to be used by the project. In this case, the project must have in advance the authorisation from the originator of the classified information, which is the entity (EU institution, EU Member State, third state or international organisation) under whose authority the classified information has been generated.

<sup>4</sup>EU classified foreground information is information (documents/deliverables/materials) planned to be generated by the project and that needs to be protected from unauthorised disclosure. The originator of the EUCI generated by the project is the European Commission.

# Part A: Ethics & Security

## Application forms

Proposal ID **SEP-210868411**

Acronym **TEST**

## 4 - Ethics & security

### Ethics Issues Table

1. Human Embryonic Stem Cells and Human Embryos	Page
Does this activity involve Human Embryonic Stem Cells (hESCs)?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Does this activity involve the use of human embryos?	<input type="radio"/> Yes <input checked="" type="radio"/> No
2. Humans	Page
Does this activity involve human participants?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Does this activity involve interventions (physical also including imaging technology, behavioural treatments, etc.) on the study participants?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Does this activity involve conducting a clinical study as defined by the Clinical Trial <a href="#">Regulation (EU 536/2014)</a> ? (using pharmaceuticals, biologicals, radiopharmaceuticals, or advanced therapy medicinal products)	<input type="radio"/> Yes <input checked="" type="radio"/> No
3. Human Cells / Tissues (not covered by section 1)	Page
Does this activity involve the use of human cells or tissues?	<input type="radio"/> Yes <input checked="" type="radio"/> No
4. Personal Data	Page
Does this activity involve processing of personal data?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Does this activity involve further processing of previously collected personal data (including use of preexisting data sets or sources, merging existing data sets)?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Is it planned to export personal data from the EU to non-EU countries? Specify the type of personal data and countries involved	<input type="radio"/> Yes <input checked="" type="radio"/> No
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	<input type="radio"/> Yes <input checked="" type="radio"/> No
Does this activity involve the processing of personal data related to criminal convictions or offences?	<input type="radio"/> Yes <input checked="" type="radio"/> No

?

5. Animals	Page
Does this activity involve animals?	<input type="radio"/> Yes <input checked="" type="radio"/> No
6. Non-EU Countries	Page
Will some of the activities be carried out in non-EU countries?	<input type="radio"/> Yes <input checked="" type="radio"/> No
In case non-EU countries are involved, do the activities undertaken in these countries raise potential ethics issues?	<input type="radio"/> Yes <input checked="" type="radio"/> No
It is planned to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Is it planned to import any material (other than data) from non-EU countries into the EU or from a non-EU country to another non-EU country? For data imports, see section 4.	<input type="radio"/> Yes <input checked="" type="radio"/> No
Is it planned to export any material (other than data) from the EU to non-EU countries? For data exports, see section 4.	<input type="radio"/> Yes <input checked="" type="radio"/> No
Does this activity involve <a href="#">low and/or lower middle income countries</a> , (if yes, detail the benefit-sharing actions planned in the self-assessment)	<input type="radio"/> Yes <input checked="" type="radio"/> No
Could the situation in the country put the individuals taking part in the activity at risk?	<input type="radio"/> Yes <input checked="" type="radio"/> No
7. Environment, Health and Safety	Page
Does this activity involve the use of substances or processes that may cause harm to the environment, to animals or plants.(during the implementation of the activity or further to the use of the results, as a possible impact) ?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Does this activity deal with endangered fauna and/or flora / protected areas?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Does this activity involve the use of substances or processes that may cause harm to humans, including those performing the activity.(during the implementation of the activity or further to the use of the results, as a possible impact) ?	<input type="radio"/> Yes <input checked="" type="radio"/> No
8. Artificial Intelligence	Page
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).	<input type="radio"/> Yes <input checked="" type="radio"/> No
9. Other Ethics Issues	Page
Are there any other ethics issues that should be taken into consideration?	<input type="radio"/> Yes <input checked="" type="radio"/> No
I confirm that I have taken into account all ethics issues above and that, if any ethics issues apply, I will complete the ethics self-assessment as described in the guidelines <a href="#">How to Complete your Ethics Self-Assessment</a>	<input type="checkbox"/> ?

Ethics Issues Table.



# Part A: Ethics & Security

## Ethics Self-Assessment

?

### Ethical dimension of the objectives, methodology and likely impact

Explain in detail the identified issues in relation to:

- objectives of the activities (e.g. study of vulnerable populations, etc.)
- methodology (e.g. clinical trials, involvement of children, protection of personal data, etc.)
- the potential impact of the activities (e.g. environmental damage, stigmatisation of particular social groups, political or financial adverse consequences, misuse, etc.)

Remaining characters

5000

### Compliance with ethical principles and relevant legislations

Describe how the issue(s) identified in the ethics issues table above will be addressed in order to adhere to the ethical principles and what will be done to ensure that the activities are compliant with the EU/national legal and ethical requirements of the country or countries where the tasks are to be carried out. It is reminded that for activities performed in a non-EU countries, they should also be allowed in at least one EU Member State.

Remaining characters

5000

Ethics Self-Assessment.

# Part A: Other Questions

## Application forms

Proposal ID SEP-210868411

Acronym TEST

## 5 - Other questions

### Information on the Researcher (future fellow)

1. Were you in the last 3 years in compulsory national service?

Yes  No

2. Did you spend time, in the last 3 years, on procedures for obtaining refugee status (according to the 1951 Geneva Refugee Convention and the 1967 Protocol) in a Member State or Associated Country to Horizon Europe?

Yes  No

3. Are you a national of a Member State or Associated Country?

Yes  No

Country

### Other Questions

4. Is there a secondment envisaged in Part B of this proposal?

Yes  No

The following are not considered as secondments:- outgoing phase of a Global Fellowship- optional six-months placement in the non-academic sector- short visits or field work

5. Are the research and training activities proposed addressing topics related to nuclear sciences

Yes  No

and technology, as outlined in the Guide for applicants for this call and the Euratom Research and Training Programme (ERTP)? \*\*

Answer "Yes" ONLY IF all three conditions below are fulfilled:

- The proposal's research area is covered by the ERTP

- The host organisation (and, if applicable, the Associated Partner for the additional Placement period) is/ are established in a Member State or Associated Country to the ERTP

- The researcher is a national or a long-term resident of a Member State or Associated Country to the ERTP

6. For communication purposes only, the European Commission REA asks for permission to publish the name of the researcher (future fellow) should the proposal be retained for funding. Does the researcher (future fellow) give this permission?

Yes  No

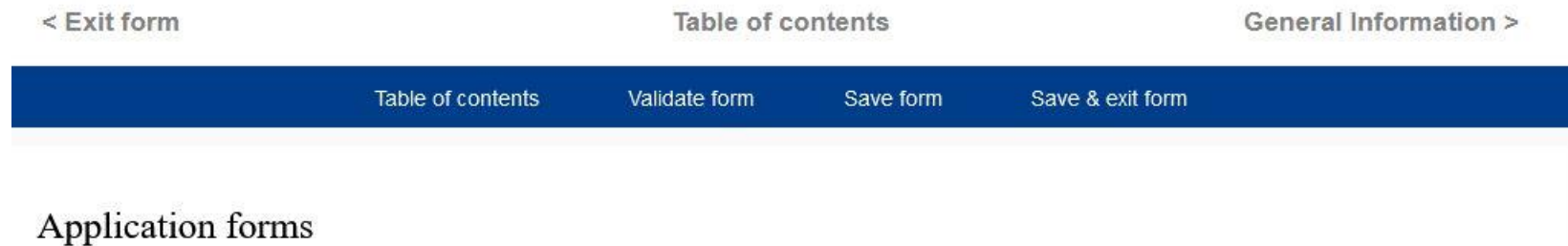
7. Some national and regional public research funding authorities run schemes to fund MSCA applicants that score highly in the MSCA evaluation but which cannot be funded by the MSCA due to their limited budget. In case this proposal could not be selected for funding by the MSCA, do the researcher and supervisor consent to the European Commission disclosing to such authorities the results of its evaluation (score and ranking range) together with their names and contact details, non-confidential proposal title and abstract, proposal acronym, and host organisation?

Yes  No

Секција Other Questions.

# Part A

- Након уноса података у обрасцу обавезно снимити форму (**Save form**).
- Уколико желите да проверите да ли су сви подаци унети користити дугме **Validate form**.



Управљање обрасцем Part A.



# 5 ■

## Технички опис пројекта: Part B

# Part B

- Part B је наративни део који садржи три секције (Excellence, Impact, Implementation) од којих свака одговара по једном критеријуму за оцењивање.
- Изврсност (Excellence):
  - Циљеви и амбициозност циљева,
  - Методологија.
- Утицај (Impact):
  - Путања пројекта ка остварењу утицаја,
  - Како ће се утицај мерити (дисеминација, експлоатација и комуникација).
- Имплементација (Implementation):
  - Радни план и ресурси,
  - Капацитет учесника и конзорцијума,
  - Радни пакети.
- Приликом оцењивања пројектне пријаве, укупна оцена се формира према следећем принципу: Excellence = 50%, Impact = 30%, Implementation = 20%.

# Part B

- Part B се поставља као PDF документ, а модел документа се може преузети за сваки појединачни позив приликом регистрације пројектне пријаве на [Funding & Tenders Portal](#)-y.
- Документ је ограничен према броју страна:
  - RIA и IA акције: до 45 страна,
  - CSA акције: до 30 страна,
  - Пријаве у првој фази: до 10 страна,
  - EIC Pathfinder: до 17 страна,
  - Изузеци (у случају да их има) биће прецизирани у тексту позива.



Instructions, please remove  
Horizon Europe Programme

Standard Application Form (HE CSA)

Project proposal – Technical description (Part B)

Version 1.2  
25 May 2021

Насловна страна Part B документа.

# Part B

- Структура документа Part B:

1. Excellence

- 1.1 Objectives [око 2 стране]

- 1.2 Coordination and/or support measures and methodology [око 6 страна]

2. Impact

- 2.1 Project's pathways towards impact [око 4 стране]

- 2.2 Measures to maximise impact - Dissemination, exploitation and communication [око 5 страна, заједно са 2.3]

- 2.3 Summary

3. Quality and efficiency of the implementation

- 3.1 Work plan and resources [око 10 страна, укључујући табеле]

- 3.2 Capacity of participants and consortium as a whole [око 3 стране]

# Part B: Excellence

## 1.1 Objectives

- Описати специфичне циљеве пројекта, који би требали бити јасни, мерљиви, реални и остварљиви у оквиру трајања пројекта.
- Циљеви треба да буду у складу са очекиваном експлоатацијом и утицајем пројекта.
- Навести тему из радног програма на коју се ваш предлог односи и објаснити како се ваш предлог бави конкретним изазовом и обим те теме/позива.
- Повезати циљеве пројекте са циљевима позива.

Table 1.1: Comparative overview of AINET project objectives and HORIZON-WIDERA-2021-ACCESS-02.

HORIZON-WIDERA-2021-ACCESS-02 objectives	AINET objectives
Improved excellence capacity and resources in Western Balkan countries enabling to close the still apparent research and innovation gap within Europe.	Objective 1: Establishment of a center for artificial intelligence research at the UPKM. Objective 6: Organizing the first international scientific conference dedicated to the AI application in electrical and computer engineering. Objective 7: Publication of the AINET monograph and the project website.
Enhanced strategic networking activities between the research institutions of the Western Balkan countries and at least two internationally-leading counterparts at EU level.	Objective 4: Increasing the level of the UPKM research profile and its staff in the field of artificial intelligence and increasing the number of scientific publications. Objective 5: Participation in international scientific conferences.
Raised reputation, research profile and attractiveness of the coordinating institution from the Western Balkan country and the research profile of its staff.	Objective 4: Increasing the level of the UPKM research profile and its staff in the field of artificial intelligence and increasing the number of scientific publications. Objective 5: Participation in international scientific conferences. Objective 8: Signing of a memorandum on joint scientific cooperation between UPKM and SRIs from the EU and the WB.
Strengthened research management capacities and administrative skills of the staff working in institutions from the Western Balkan country.	Objective 2: Improving the research management and administrative skills of the UPKM staff.
Improved creativity supported by development of new approaches in R&I collaboration, increased mobility (inwards and outwards) of qualified scientists.	Objective 3: Creating capacity opportunities for participation in other scientific research and professional projects in the AI field.

Пример упоредне анализе циљева позива и предложеног пројекта.

# Part B: Excellence

- **1.2 Coordination and/or support measures and methodology**

- Описати и објаснити концепте, моделе и претпоставке на којима се заснива Ваш рад/истраживање.
- Описати главне идеје, моделе, хипотезу и интердисциплинарна разматрања.
- Објаснити како ће вам то омогућити да остварите циљеве вашег пројекта.
- Наведите све изазове које сте идентификовали у одабраној методологији и како намеравате да их превазиђете.
- Описати позиционирање пројекта, нпр. где се налази у спектру од „идеје до примене“ или од „лабораторије до тржишта“.
- Овај одељак треба да буде представљен као наратив.
- Детаљни задаци и радни пакети су описани у наставку под „Имплементација“.
- Описати како се примењују одговарајуће **практике отворене науке** као саставни део предложене методологије.
- Покажите како су избор пракси и њихова примена прилагођени природи вашег посла, на начин који ће повећати шансе да пројекат испуни своје циљеве (укључујући управљање истраживачким подацима).



# Part B: Impact

- **2.1 Project's pathways towards impact**
- Овај одељак треба да садржи:
  - очекивани утицаји,
  - захтеви и потенцијалне препреке,
  - обим и значај доприноса пројекта.
- Пожељно је да се очекивани утицај који прописује дати позив повеже са исходима, ширим утицајем и циљним групама вашег пројектног предлога.

Пример представљања повезаности очекиваног утицаја позива са исходима, ширим утицајем и циљним групама пројектног предлога.

Table 2.1: Comparative overview of the AINET project expected impact and HORIZON-WIDERA-2021-ACCESS-02.

Expected impact of HORIZON-WIDERA-2021-ACCESS-02: Increased science and innovation capacities for all actors in the R&I system in widening countries.	
<b>AINET outcomes</b>	Established and equipped research center in the field of AI (Objective 1). Implemented workshops for training of researchers, administrative and technical staff of the UPKM (Objective 2). Realized study visits of UPKM staff to partner institutions from the EU (Objective 3). Implemented two scientific research subprojects dealing with the AI application in telecommunications and power engineering (Objective 4). Organization of the first international scientific conference dedicated to the application of AI in electrical and computer engineering at the UPKM (Objective 6).
<b>AIENT wider impacts</b>	Capacity built of the UPKM and its staff in science in terms of creating conditions for increasing the number of doctoral students and researchers, increasing the number of scientific publications and the number of participation in national and international scientific projects.
<b>AINET target groups</b>	Researchers, administrative and technical staff. The UPKM institution.
Expected impact of HORIZON-WIDERA-2021-ACCESS-02: Structural changes leading to a modernised and more competitive R&I systems in eligible countries.	
Expected impact of HORIZON-WIDERA-2021-ACCESS-02: Modernised R&I systems and institutions leading also to increased attractiveness and retention of research talent.	
<b>AINET outcomes</b>	Established and equipped research center in the field of AI (Objective 1). Implemented workshops for training of researchers, administrative and technical staff of the UPKM (Objective 2). Realized study visits of UPKM staff to partner institutions from the EU (Objective 3).
<b>AIENT wider impacts</b>	The curriculum modernization at the master's and doctoral studies of the UPKM in accordance with the trends in EU scientific institutions. Increasing the number of doctoral students and including students from the region. Increasing the scope of research at the UPKM.
<b>AINET target groups</b>	Researchers, doctoral students.
Expected impact of HORIZON-WIDERA-2021-ACCESS-02: Higher participation success in Horizon Europe and more consortium leadership roles.	
<b>AINET outcomes</b>	Implemented workshops for training of researchers, administrative and technical staff of UPKM (Objective 2). Implemented two scientific research subprojects dealing with the AI application in telecommunications and power engineering (Objective 4).
<b>AIENT wider impacts</b>	Preconditions created for WB SRI to participate in other competitions from the Horizon Europe program, as a participant and as a coordinator.
<b>AINET target groups</b>	Researchers, administrative and technical staff. WB SRI

# Part B: Impact

- **2.1 Project's pathways towards impact**

- Исходи и утицаји вашег пројекта могу бити:
- **Научни**, нпр. допринос специфичном научном напретку, у оквиру и унутар дисциплина, стварању нових знања, јачању истраживачке инфраструктуре;
- **Економски/технолошки**, нпр. објављивање нових производа, услуга, пословних процеса на тржиште, повећање ефикасности, смањење трошкова, повећање профита, итд.
- **Друштвени**, нпр. смањење емисије CO<sub>2</sub>, смањење смртности, побољшање политике и доношења одлука, подизање свести потрошача.

# Part B: Impact

- **2.2 Measures to maximise impact - Dissemination, exploitation and communication**

- Овај одељак треба да садржи:

- **Ширење (Dissemination)** - описати како планирате да резултати вашег истраживања буду што видљивији и како да допру до циљних група. Неки позиви захтевају да се у оквиру пројекта обавезно развије **План за ширење и екплоатацију резултата**.
- **Експлоатација резултата (Exploitation of results)** - описати како је могуће да циљна група или шира заједница искористи резултате истраживања.
- **Комуникациони канали (Communication Channels)** - описати које комуникационе канале / алате ћете користити за дистрибуцију пројектних резултата.



# Part B: Impact

## • 2.2 Measures to maximise impact - Dissemination, exploitation and communication

Table 2.2: Results dissemination - digital and print content.

Action	Target group	Month Lunch
<b>Project website and digital media:</b> The Central Dissemination Channel is a project website that will be used to present project activities and project results. The promotion of the project will take place through social networks (the project will have its pages on social networks), as well as through the ResearchGate service.	researchers, students, SRIs, business sector, wider community	2
<b>Video content:</b> As UPKM has a TV studio for complete production and post-production of multimedia content, all project activities and related events will be accompanied by video shows that will be available on the project website and YouTube channel.	wider community	1-36
<b>Scientific publications:</b> The results obtained during the implementation of two research subprojects (WP3 and WP4) will be published in the form of scientific papers in SCI indexed international journals and in the proceedings of international scientific conferences. The results of the project will be published in one monograph, too. Scientific papers presented at the AINLET scientific-professional conference will be presented in the papers proceeding.	researchers, students, SRIs, business sector	19, 22(3), 24(5), 25, 27, 28, 31, 33, 34(2), 35, 36(8)
<b>Workshop presentations:</b> Presentations will be created for all planned workshops and trainings and will be available on the project website.	researchers, students, SRIs, administrative and technical staff	10, 13, 14, 17(2), 20, 23, 26, 29, 32
<b>Promotional materials:</b> The project will have its own logo that will be clearly displayed on all project results (digital and print) and at all events. Promotional materials in the form of posters and leaflets will be created in digital and print form and distributed online and at live events. The project logo will be highlighted on the created promotional materials (pens, notebooks, USB flash drives, bags, etc.).	wider community	1-36

Пример представљања дисеминације пројектних резултата.

Table 2.3: Results dissemination - activities.

Activities	Number of participants	Target group	Month
<b>Workshops:</b> The dissemination of the project will be carried out both at workshops conducted by EU partner institutions and at internal trainings conducted by UPKM staff.	>200	researchers, students, SRIs, administrative and technical staff	10, 13, 14, 17(2), 20, 23, 26, 29, 32
<b>Info days:</b> Info days are one of the key dissemination events that will be conducted at the institutional level. At least 8 info days are planned. The project promotion will also take place during numerous meetings with domestic and international researchers held at the UPKM or during visits to other SRIs. Special attention during project activities will be dedicated to deepening cooperation with IT companies interested in the results of the project.	>200	researchers, students, SRIs, business sector, wider community	14, 17, 20, 23, 26, 29, 32, 36
<b>Scientific conferences:</b> The project promotion will take place at regional and international scientific conferences. Scientific papers created within the two subprojects will be presented at at least 12 scientific conferences in the WB and EU countries: <ul style="list-style-type: none"> <li>- International Symposium INFOTEH-JAHORINA - INFOTEH 2024 (Jahorina, Bosnia and Herzegovina, March 2024),</li> <li>- International Scientific Conference SINTEZA (Belgrade, Serbia, June 2024),</li> <li>- IcETRAN Conference 2024 (Serbia, June 2024),</li> <li>- International Conference ELECTRONICS 2024 (Palanga, Lithuania, June 2024),</li> <li>- International Conference on Next Generation Wired/Wireless Networks and Systems - NEW2AN 2024 (St. Petersburg, Russia, August 2024),</li> <li>- International Conference on Frontiers of Signal Processing - ICFSP 2024 (Paris, France, September 2024),</li> <li>- International Scientific Conference on Power and Electrical Engineering of Riga Technical University RTUCON 2024 (Riga, Latvia, November 2024),</li> <li>- International Conference on Mobile Internet and Wireless</li> </ul>	>400	researchers, students, SRIs, business sector, wider community	19, 22(3), 24, 25, 27, 28, 31, 33, 34(2)

# Part B: Impact

- 2.2 Measures to maximise impact - Dissemination, exploitation and communication

Table 2.4: Targeted communication measures.

Tool	Target	Contribution to impact	Verification of use
Project website	researchers, students, SRIs, business sector, wider community	Providing general information about the project.	Number of visits.
Scientific publications	researchers, students, SRIs, business sector	Distribution of project results to all interested parties.	Number of visits and downloads of publications. Number of citations.
Memoranda of cooperation	SRIs	Institution networking	Memoranda.
Study visits	researchers, students, SRIs	Knowledge transfer.	Participants at meetings, feedback forms.
Presentations at workshops, trainings, conferences and meetings	researchers, students, SRIs, business sector, wider community	Knowledge transfer.	Participants at meetings, feedback forms.
Video shows	wider community	Project promotion. Knowledge transfer.	The number of views on the YouTube channel.
Social media (Twitter, Facebook, LinkedIn, YouTube)	wider community	Project promotion.	Number of users.
Posters and leaflets	researchers, students, SRIs, business sector, wider community	Project promotion.	Number of downloads of electronic versions and number of distributed printed versions.
Press releases	Mass media.	Announcement of significant project results.	Number of announcements, number of views and downloads.
Publications on TV and radio. Interviews. Shows.	wider community	Project promotion.	Number of publications or shows.

Пример представљања комуникационих канала за дисеминацију.



# Part B: Impact

- **2.3 Summary**

- Потребно је у предефинисаним табелама представити кључне елементе путање утицаја вашег пројекта и мера за максимизирање његовог утицаја.

## SPECIFIC NEEDS

*What are the specific needs that triggered this project?*

### Example 1

Most airports use process flow-oriented models based on static mathematical values limiting the optimal management of passenger flow and hampering the accurate use of the available resources to the actual demand of passengers.

### Example 2

Electronic components need to get smaller and lighter to match the expectations of the end-users. At the same time there is a problem of sourcing of raw materials that has an environmental impact.

## EXPECTED RESULTS

*What do you expect to generate by the end of the project?*

### Example 1

**Successful large-scale demonstrator:**  
**Successful large-scale demonstrator:** Trial with 3 airports of an advanced forecasting system for proactive airport passenger flow management.

### Algorithmic model:

Novel algorithmic model for proactive airport passenger flow management.

### Example 2

Publication of a **scientific discovery on transparent electronics.**

**New product:** More sustainable electronic circuits.

**Three PhD students trained.**

## D & E & C MEASURES

*What dissemination, exploitation and communication measures will you apply to the results?*

### Example 1

**Exploitation:** Patenting the algorithmic model.

**Dissemination towards the scientific community and airports:** Scientific publication with the results of the large-scale demonstration.

**Communication towards citizens:** An event in a shopping mall to show how the outcomes of the action are relevant to our everyday lives.

### Example 2

**Exploitation of the new product:** Patenting the new product; Licencing to major electronic companies.

**Dissemination towards the scientific community and industry:**

Participating at conferences; Developing a platform of material compositions for industry; Participation at EC project portfolios to disseminate the results as part of a group and maximise the visibility vis-à-vis companies.



# Part B: Impact

- 2.3 Summary

TARGET GROUPS	OUTCOMES	IMPACTS
<p><i>Who will use or further up-take the results of the project? Who will benefit from the results of the project?</i></p> <p><b>Example 1</b> <b>9 European airports:</b> Schiphol, Brussels airport, etc.</p> <p><b>The European Union aviation safety agency.</b></p> <p><b>Air passengers (indirect).</b></p> <p><b>Example 2</b> <b>End-users:</b> consumers of electronic devices.</p> <p><b>Major electronic companies:</b> Samsung, Apple, etc.</p> <p><b>Scientific community</b> (field of transparent electronics).</p>	<p><i>What change do you expect to see after successful dissemination and exploitation of project results to the target group(s)?</i></p> <p><b>Example 1</b> <b>Up-take by airports:</b> 9 European airports adopt the advanced forecasting system demonstrated during the project.</p> <p><b>Example 2</b> <b>High use of the scientific discovery published</b> (measured with the relative rate of citation index of project publications).</p> <p><b>A major electronic company</b> (Samsung or Apple) <b>exploits/uses the new product</b> in their manufacturing.</p>	<p><i>What are the expected wider scientific, economic and societal effects of the project contributing to the expected impacts outlined in the respective destination in the work programme?</i></p> <p><b>Example 1</b> <b>Scientific:</b> New breakthrough scientific discovery on passenger forecast modelling.</p> <p><b>Economic:</b> Increased airport efficiency Size: 15% increase of maximum passenger capacity in European airports, leading to a 28% reduction in infrastructure expansion costs.</p> <p><b>Example 2</b> <b>Scientific:</b> New breakthrough scientific discovery on transparent electronics.</p> <p><b>Economic/Technological:</b> A new market for touch enabled electronic devices.</p> <p><b>Societal:</b> Lower climate impact of electronics manufacturing (including through material sourcing and waste management).</p>

Табела: Key Element of the Impact Section

# Part B: Quality and efficiency of the implementation

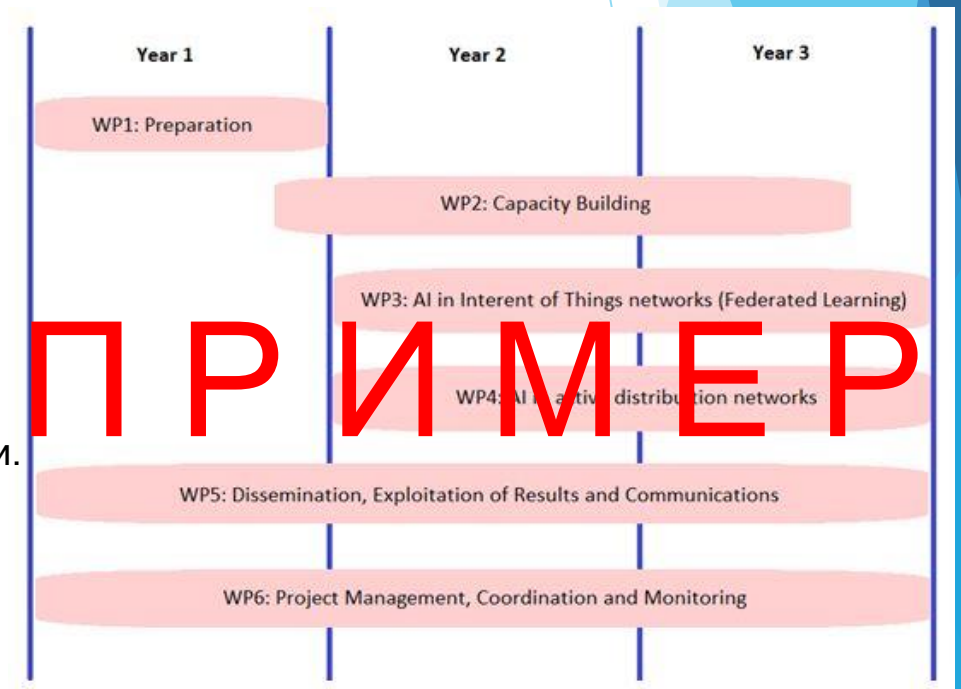
## • 3.1 Work plan and resources

• Овај одељак треба да садржи:

- кратку презентацију укупне структуре плана рада;
- временски распоред различитих радних пакета и њихових компоненти (Гантограм или слично);
- графички приказ компоненти који показује како су оне међусобно повезане (Перт графикон или слично).

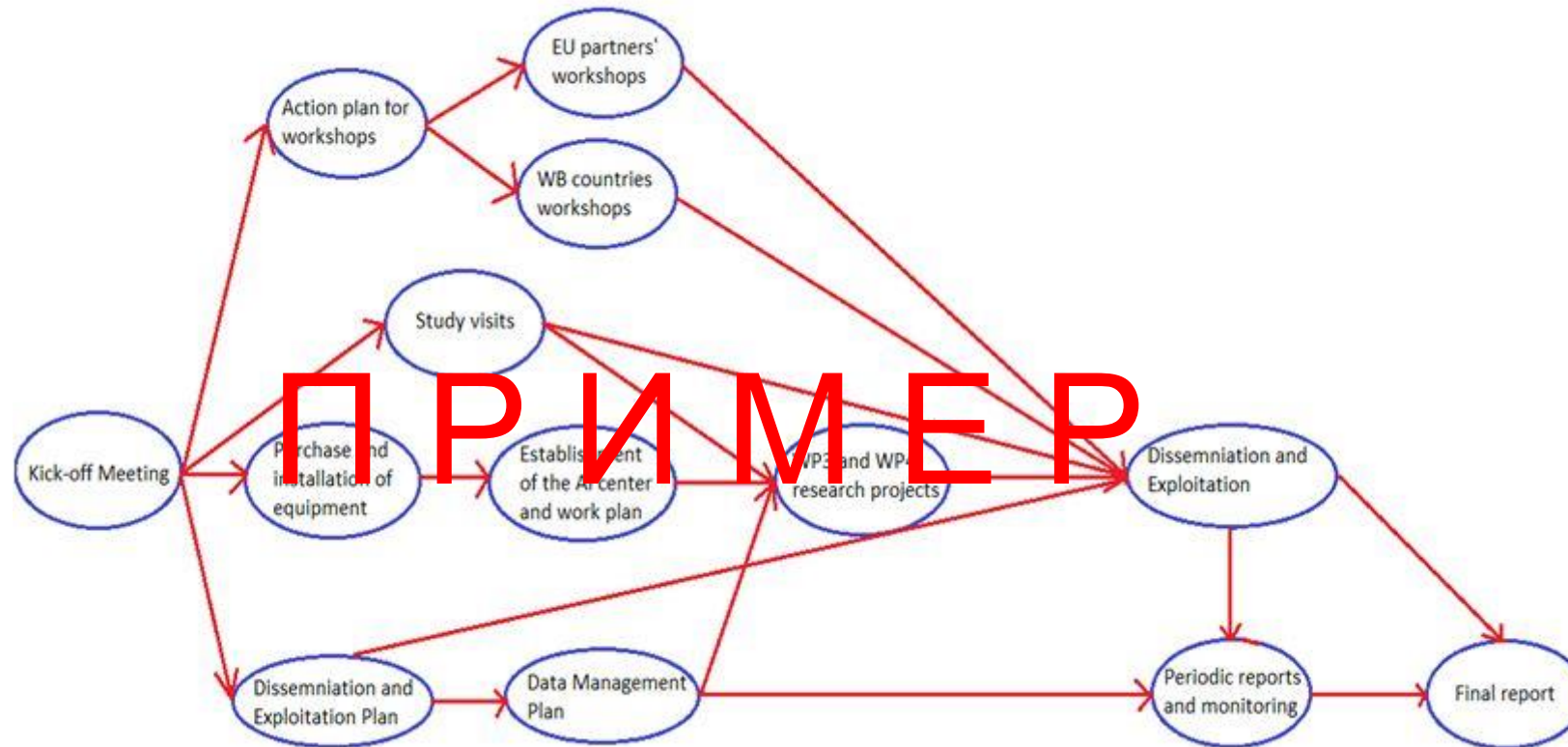
- Пројектне активности груписати у радне пакете.
- Обавезно укључити радни пакет за менаџмент и радни пакет за дисеминацију.

Пример графичког приказа радних пакета у временској линији.



# Part B: Quality and efficiency of the implementation

- 3.1 Work plan and resources

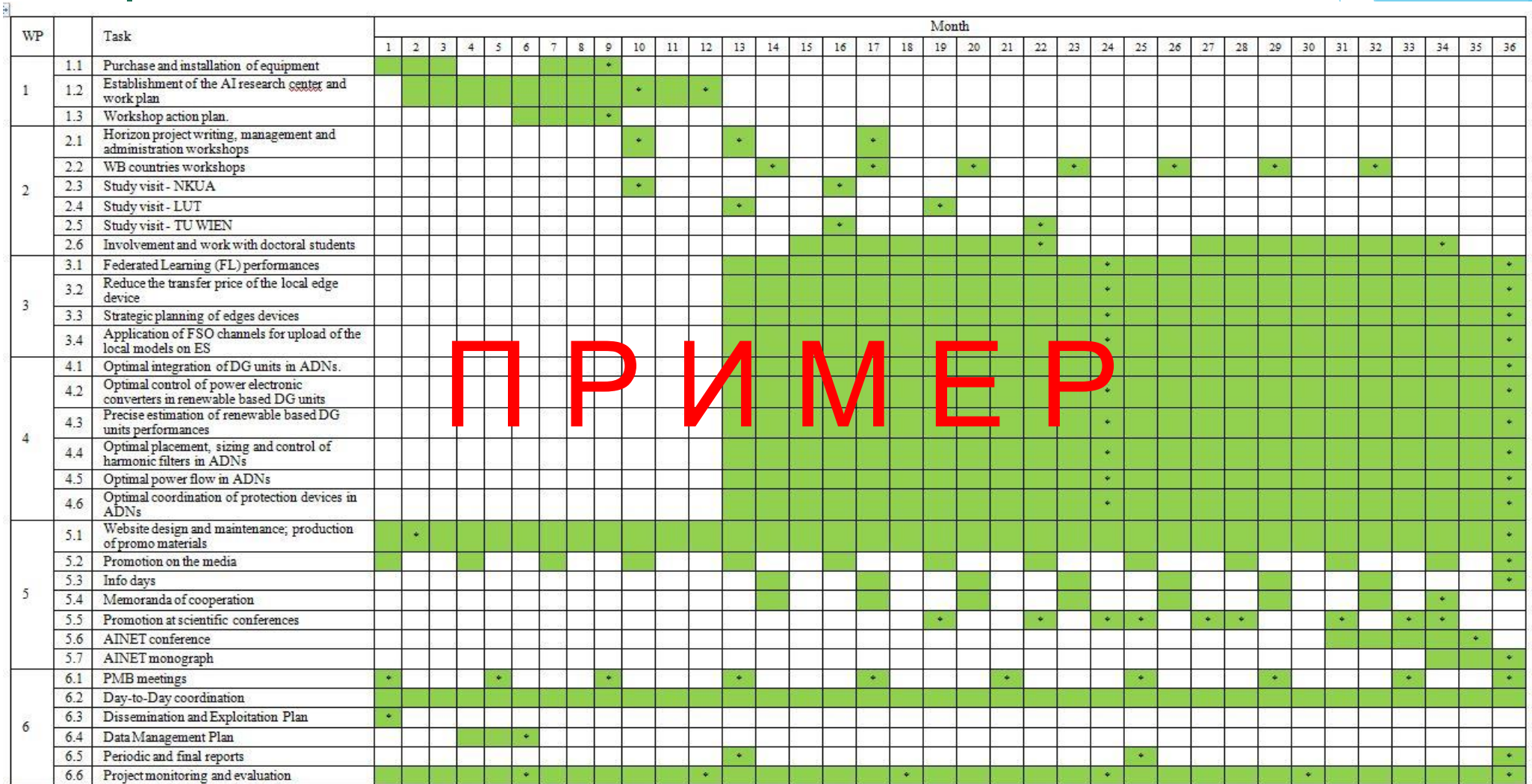


Пример Перт графика.



# Part B: Quality and efficiency of the implementation

## 3.1 Work plan and resources



\* – Deliverables

Пример гантаграма.

# Part B: Quality and efficiency of the implementation

- **3.1 Work plan and resources**

- У оквиру овог одељка треба попунити и предефинисане табеле:

- списак радних пакета (табела 3.1а);
- опис сваког радног пакета (табела 3.1б);
- списак резултата (табела 3.1ц);
- списак прекретница (табела 3.1д);
- списак критичних ризика, који се односе на имплементацију пројекта, да се наведени циљеви пројекта можда неће постићи. Детаљно опишите све мере за смањење ризика (табела 3.1е);
- табела која показује број потребних месеци (табела 3.1ф);
- табела која приказује опис и оправдање трошкова подуговарања за сваког учесника (табела 3.1г);
- табела која показује оправдања за „трошкове куповине“ (табела 3.1х) за учеснике где ти трошкови прелазе 15% трошкова особља (према табели буџета у делу А предлога);
- ако је применљиво, табела која приказује оправдања за „друге категорије трошкова“ (табела 3.1и).
- ако је примењиво, табела која приказује доприносе у природи трећих страна (табела 3.1ј).

# Part B: Quality and efficiency of the implementation

- **3.1 Work plan and resources (Table 3.1a)**
- Број радних пакета треба да буде пропорционалан обиму и сложености пројекта.
- **Person-Months (PM)** - број активних месеци на којима је један истраживач ангажован на пројекту (детаљније рачунање PM у делу описа буџета).

Table 3.1a: List of work packages

Work package No	Work Package Title	Lead Participant No	Lead Participant Short Name	Person-Months	Start Month	End month
1	Preparation	P2	TU WIEN	9.98	1	12
2	Capacity Building	P3	NKUA	20.74	10	32
3	Artificial intelligence in Internet of Things networks (Federated Learning)	P1	UPKM	70.71	13	36
4	Artificial intelligence in active distribution networks	P1	UPKM	70.71	13	36
5	Dissemination, Exploitation of Results and Communications	P4	TU	12.71	1	36
6	Project Management, Coordination and Monitoring	P1	UPKM	59.18	1	36
				244.03		



# Part B: Quality and efficiency of the implementation

- 3.1 Work plan and resources (Table 3.1b)
- Потребно је дати опис сваког радног пакета.

Table 3.1b: Work package description

Work package number	WP4		Lead beneficiary				UPKM	
Work package title	Artificial intelligence in active distribution networks							
Participant number	P1	P2	P3	P4	/	/	/	/
Short name of participant	UPKM	TU WIEN	NKUA	LUT	/	/	/	/
Person months per participant:	54.99	5.24	5.24	5.24	/	/	/	/
Start month	13			End month		36		

## Objectives

The overall objective of WP4 is development and application of AI-based techniques for optimal planning, integration, operation, control and coordination of different electric power components and regulation resources in ADNs in order to: (i) improve power quality indicators; (ii) power loss reduction; (iii) increasing energy efficiency; (iv) reduction greenhouse gas emissions; (v) raising the quality of electricity supply.

## Description of work

**Task 4.1:** Development of a AI-based algorithm for optimal integration of renewable/ non-renewable energy based DG units in balanced/unbalanced distorted ADNs.

**Task 4.2:** Development of AI-based techniques for optimal control of power electronic converters in renewable based DG units (photovoltaic and wind turbine) integrated in ADNs.

**Task 4.3:** Development of AI-based models for precise estimation of renewable based DG units performances.

**Task 4.4:** Development of a AI-based algorithm for optimal placement, sizing and control of harmonic filters in balanced/unbalanced distorted ADNs.

**Task 4.5:** Development of AI-based algorithms for optimal power flow in balanced/unbalanced distorted ADNs/MicroGrids with different DG units, energy storage systems and controllable loads, in grid-connected and stand-alone modes, considering the stochastic nature of DG units generation, load uncertainty and market price.

**Task 4.6:** Development of an AI-based algorithm for optimal coordination of protection devices in balanced/unbalanced ADNs with different DG units.

Each of the above sub-activities will include: Coding the algorithms in MATLAB program package. Development of MATLAB/SIMULINK models. Testing of the developed algorithms and models on standard IEEE test systems. Verification and comparison of the developed algorithms with available results from the literature. Systematization of results, preparation of reports, writing papers and submitting to scientific journals and conferences for publication and presentation of the most important results.

The WP4-coordinator (lead partner) P1 will be responsible for Conceptualization, Methodology, Investigation, Software Validation, Formal analysis, Resources, Visualization, and writing-Original Draft. The participants P2-P4 will be responsible for Supervision and Writing-Review & Editing.

## Deliverables

D4.1: MATLAB software packages developed within realization of Tasks 4.1 – 4.3 (in 18. month), and Tasks 4.4 - 4.6. (month 28)

D4.2: Six papers related to application of AI-based techniques in ADNs published in JCR (WoS) indexed journal. (two papers until the end of 24<sup>th</sup> month, and four papers until the end of 36<sup>th</sup> month)

D4.3: Six papers related to application of AI-based techniques in ADNs presented and published at international scientific conferences: INFOTEH 2024 (Bosnia and Herzegovina), IcETRAN 2024 (Serbia), ELECTRONICS 2024 (Lithuania), RTUCON 2024 (Latvia), CIRED 2025 (Greece), MECO 2025 (Montenegro). (in months: 19, 22, 22, 27, 34, and 34).

ПРИМЕР

ПРИМЕР

# Part B: Quality and efficiency of the implementation

- 3.1 Work plan and resources (Table 3.1c)

Table 3.1c: List of Deliverables

Deliverable (number)	Deliverable name	Work package number	Short name of lead participant	Type	Dissemination level	Delivery date (in months)
D1.1	Report on purchased and installed equipment (including tender documentation and inverter book)	WP1	TU WIEN	R	PU	9
D1.2	Work plan for the AI Research Center	WP1	TU WIEN	R	PU	10
D1.3	Official document on the establishment of the AI Research Center	WP1	TU WIEN	R	PU	12
D1.4	Workshop action plan	WP1	TU WIEN	R	PU	9
D2.1	Three reports on the workshops held (including material from the workshops)	WP2	NKUA	R	PU	10, 13, 17
D2.2	Seven reports on workshops held in WB countries (including material from the workshops)	WP2	NKUA	R	PU	14, 17, 20, 23, 27, 29, 32
D2.3	Two reports on the study visit to NKUA (including supporting material)	WP2	NKUA	R	PU	10, 16
D2.4	Two reports on study visit to LUT (including supporting material)	WP2	NKUA	R	PU	13, 19
D2.5	Two reports on study visit to TU WIEN (including supporting material)	WP2	NKUA	R	PU	16, 22
D2.6	Two reports on the work of young researchers at UPKM	WP2	NKUA	R	PU	22, 34
D3.1	Six papers related usage of AI in IoTNs (FL) in JCR indexed journals	WP3	UPKM	R	PU	24, 36
D3.2	Six papers related usage of AI in IoTNs (FL) on international conferences	WP3	UPKM	R	PU	19, 24, 25, 27, 30, 33

## Type:

Use one of the following codes:

- R: Document, report (excluding the periodic and final reports)
- DEM: Demonstrator, pilot, prototype, plan designs
- DEC: Websites, patents filing, press & media actions, videos, etc.
- DATA: Data sets, microdata, etc.
- DMP: Data management plan
- ETHICS: Deliverables related to ethics issues.
- SECURITY: Deliverables related to security issues
- OTHER: Software, technical diagram, algorithms, models, etc.

## Dissemination level:

Use one of the following codes:

- PU – Public, fully open, e.g. web (Deliverables flagged as public will be automatically published in CORDIS project's page)
- SEN – Sensitive, limited under the conditions of the Grant Agreement



# Part B: Quality and efficiency of the implementation

- **3.1 Work plan and resources (Table 3.1d, Table 3.1e)**
- Критични ризик је вероватан догађај или проблем који би могао имати велики негативан утицај на пројекат и остваривање његових резултата.

**Table 3.1d: List of milestones**

Milestone number	Milestone name	Related work package(s)	Due date (in month)	Means of verification
M1.1	AI Research Center established	WP1	12	D1.1, D1.2, D1.3 documents
M1.2	Action plan for workshops prepared	WP1	9	D1.4 document
M2.1	Implemented workshops by EU partners	WP2	17	D2.1 document
M2.2	Realized study visits	WP2	22	D2.3, D2.4, D2.5 documents
M2.3	Realized WB countries workshop	WP2	32	D2.2 document
M3.1	The first software framework implemented	WP3	18	project web site
M3.2	The second software framework implemented	WP3	24	project web site
M3.3	Characterization of wireless and FSO channels in different aggregation schemes	WP3	24	link to published papers
M3.4	Optimization of AI algorithms in FL	WP3	36	link to published papers
M4.1	Realized software packages related to Tasks 4.1 – 4.3 in AIADNs	WP4	18	project web site
M4.2	Realized software packages related to Tasks 4.4 – 4.6. in AIADNs	WP4	28	project web site
M4.3	Developed and applied of AI-based	WP4	36	project web site;

**Table 3.1e: Critical risks for implementation**

Description of risk (indicate level of (i) likelihood, and (ii) severity: Low/Medium/High)	Work package(s) involved	Proposed risk-mitigation measures
Delay in procurement of necessary equipment. Administrative problems in the process. - Low	WP1	Use of existing research equipment (to a possible extent). Effective resolution of administrative problems.
Poor internal communication leading to delayed/ failed objectives. - Low	WP1, WP2, WP3, WP4, WP5, WP6	The project will minimize this risk through regular project meetings based on conference call
Poor initial collaboration and long period of research uptake. - Low	WP1, WP2, WP3, WP4, WP5, WP6	Several team members have previously collaborated on other projects and in research activities, which proved that they work well in a team.
Inability to meet objectives and achieve milestones. - Low	WP1, WP2, WP3, WP4, WP5, WP6	The risk will be prevented by regular work progress assessment during the project meetings and by timely identification of this risk.
Key milestones or deliverables are delayed. - Low	WP1, WP2, WP3, WP4, WP5, WP6	PMB is committed to increase its workload. The WP leaders will also closely monitor the development of results and inform PMB if problems arise.
Delay in the manuscript peer review process in scientific journals. - Medium	WP1, WP2, WP3, WP4, WP5, WP6	Careful selection of journals that have a relatively short review process.
Abandoning project by the team members. - Low	WP1, WP2, WP3, WP4, WP5, WP6	Engage new members in accordance with HORIZON rules.

# Part B: Quality and efficiency of the implementation

- 3.1 Work plan and resources (Table 3.1f, Table 3.1g)

Table 3.1f: Summary of staff effort

	WP1	WP2	WP3	WP4	WP5	WP6	Total Person-Months per Participant
<b>P1 / UPKM</b>	2.67	11.02	54.99	54.99	8.89	19.58	152.14
<b>P2 / TU WIEN</b>	3.27	2.84	5.24	5.24	0.93	13.20	30.72
<b>P3 / NKUA</b>	2.02	4.04	5.24	5.24	0.93	13.20	30.67
<b>P4 / LUT</b>	2.02	2.84	5.24	5.24	1.96	13.20	30.50
<b>Total Person Months</b>	9.98	20.74	70.71	70.71	12.71	59.18	244.03

**П Р И М Е Р**

Table 3.1g: 'Subcontracting costs' items

Participant Number/Short Name		
	Cost (€)	Description of tasks and justification
<b>Subcontracting</b>	/	not applicable

# Part B: Quality and efficiency of the implementation

- **3.1 Work plan and resources (Table 3.1h)**
- Потребно је попунити табелу за сваку партнерску институцију.
- Вредности трошкова морају бити еквивалентни трошковима приказаним у буџетској табели у обрасцу Part A.

**Table 3.1h: 'Purchase costs' items (travel and subsistence, equipment and other goods, works and services)**

P1 / UPKM	Cost (€)	Justification
<b>Travel and subsistence</b>	48,936	5 WB workshops (2 persons x 2 nights), 6 study visits (7 persons x 6 nights), 12 conferences (2 persons x 3 nights), 3 PMB meetings (2 persons x 3 nights)
<b>Equipment</b>	5,000	The equipment is intended for the AI Research Center and will include hardware and software components. A detailed specification of the equipment will be proposed by partners NKUA, LUT and TU WIEN who already have experience with similar centers.
<b>Other goods, works and services</b>	39,150	Office supplies. Production of promotional material. Printing of AINET monograph. Printing of the AINET proceedings. Registration fees for 12 JCR indexed journals. Registration fee for 12 conferences. 14 IEEE membership fees.
<b>Remaining purchase costs (&lt;15% of pers. Costs)</b>	0	
<b>Total</b>	163,086	



# Part B: Quality and efficiency of the implementation

- 3.1 Work plan and resources (Table 3.1i, Table 3.1j)

Table 3.1i: 'Other costs categories' items (e.g. internally invoiced goods and services)

Participant Number/Short Name		
	Cost (€)	Justification
Internally invoiced goods and services	/	not applicable
...		

Table 3.1j: 'In-kind contributions' provided by third parties

Participant Number/Short Name			
Third party name	Category	Cost (€)	Justification
not applicable	Select between Seconded personnel Travel and subsistence Equipment Other goods, works and services Internally invoiced goods and services	/	not applicable

ПРИМЕР

# Part B: Quality and efficiency of the implementation

- **3.2 Capacity of participants and consortium as a whole**
- Описати конзорцијум.
- Како структура конзорцијума одговара циљевима пројекта и обједињује неопходна дисциплинска и интердисциплинарна знања.
- Описати улоге партнера у пројектним активностима.
- Описати како се чланови конзорцијума међусобно допуњују.
- На који начин свако од њих **доприноси пројекту?**
- Показати да сваки има ваљану улогу и адекватне ресурсе у пројекту да испуни ту улогу.
- Не треба описивати појединачне чланове конзорцијума јер је то урађено у посебном одељку у делу А административног обрасца. Нема потребе да се те информације понављају овде.

**6.** ■

**Буџет**

# Буџет

- У CSA акцијама детаљан опис буџета се може поднети као анекс у слободној форми.
- Поједини позиви имају предефинисану табелу за детаљан опис буџета.
- Сви позиви имају секцију Budget у административној форми Part A.
- Приликом припреме буџета детаљно анализирати услове у вези буџета за дати позив (увек постоје неки изузеци).

## 3 - Budget

?

No.	Name of beneficiary	Country	Role	Personnel costs/€	Subcontracting costs/€	Purchase costs - Travel and subsistence /€	Purchase costs - Equipment/€	Purchase costs - Other goods, works and services/€	Internally invoiced goods and services/€ (Unit costs-usual accounting practices)	Indirect costs/€	Total eligible costs	Funding rate	Maximum EU contribution to eligible costs	Requested EU contribution to eligible costs/€	Max grant amount	Income generated by the action	Financial contributions	Own resources	Total estimated income
<b>П Р И М Е Р</b>																			
1	University Of Mitrovica	XK	Coordinator	267,611	0	48,936	75,000	39,150	0	107674.25	538371.25	100	538371.00	538,371	538371.00	0	0	0	538371.00
2	Technische Universitaet Wien	AT	Partner	78,423	0	6,500	0	4,000	0	22230.75	111153.75	100	111154.00	111,154	111154.00	0	0	0	111154.00
3	Ethniko Kai Kapodistriako Panepistimio Athinon	EL	Partner	78,308	0	6,675	0	4,000	0	22245.75	111228.75	100	111229.00	111,229	111229.00	0	0	0	111229.00
4	Politechnika Lubelska	PL	Partner	77,965	0	6,755	0	4,000	0	22180.00	110900.00	100	110900.00	110,900	110900.00	0	0	0	110900.00
TOTAL				502,307	0	68,866	75,000	51,150	0	174330.75	871653.75		871654.00	871,654	871654.00	0	0	0	871654.00

Буџетска табела у административној форми.

# Буџет

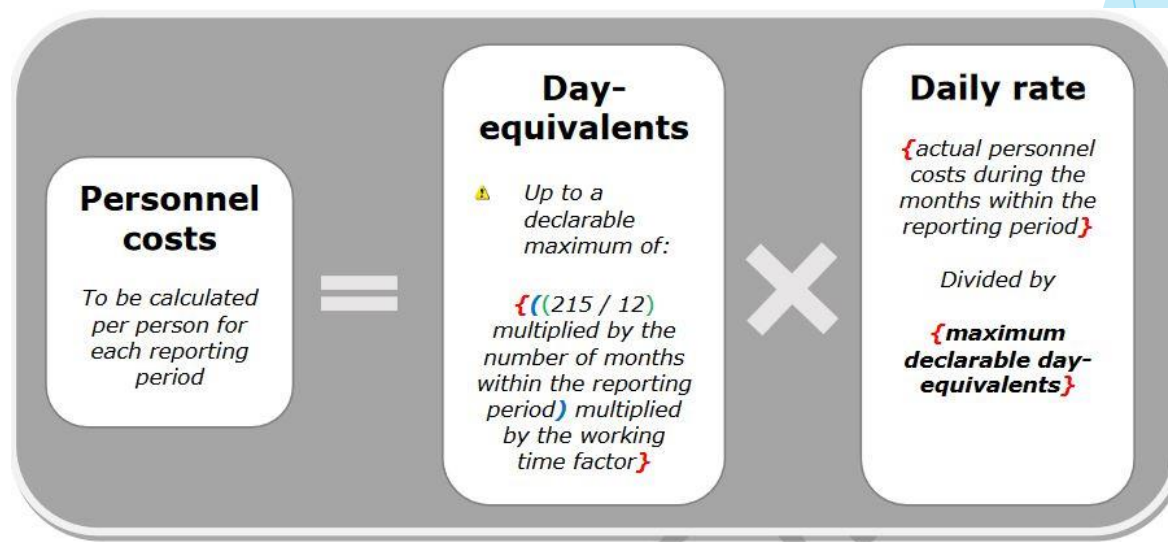
- Категорије трошкова:
  - Personnel Costs (трошкови зарада - особља),
  - Subcontracting Costs (трошкови подуговарања),
  - Purchase Costs - Travel and Subsistence (путни трошкови и трошкови одседања),
  - Purchase Costs - Equipment (трошкови опреме),
  - Purchase Costs - Other goods, works and services (трошкови осталих добара, услуга, радова),
  - Indirect Costs (индиректни трошкови),
  - Other Costs (остали трошкови).
- Користан документ за припрему буџета: [EU Grants AGA - Annotated Model Grant Agreement.](#)



# Буџет: Personnel Costs

- Трошкови физичких лица ангажованих по основу директног уговора (Уговор о делу, Уговор о ауторском делу, итд.).
- Неприхватљиво финансирање по Уговору о раду у појединим позивима.
- Разврстати ангажовано особље на пројекту по категоријама, нпр. истраживач (различита звања), техничко особље, административно особље, менаџер...
- Person-Months (PM) = укупан број дана ангажовања / 18.33
- Један радни дан = 8 сати.
- Месечна бруто зарада на пројекту = PM \* месечна бруто зарада на институцији ИЛИ
- Бруто цена рада по дану = Годишња бруто зарада на институцији / 215.

Пример рачунања трошкова особља.



# Буџет: Personnel Costs

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI	AJ	AK	AL			
	TASK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36			
1.1.	Purchase and installation of equipment	X	X	X				X	X	X																														
1.2.	Establishment of the AI research center and work plan		X	X	X	X	X	X	X	X	X	X																												
1.3.	Workshop action plan						X	X	X	X																														
2.1.	Horizon project writing, management and administration workshops										X		X					X																						
2.2.	WB countries workshops													X				X			X		X			X		X		X										
2.3.	Study visit - NKUA										X						X							X																
2.4.	Study visit - TUL											X								X																				
2.5.	Study visit - TUW															X							X																	
2.6.	Involvement and work with doctoral students															X	X	X	X	X	X	X	X				X	X	X	X	X	X	X	X	X	X	X			
3.1.	Federated Learning (FL) performances														X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
3.2.	Reduce the transfer price of the local edge device														X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3.3.	Strategic planning of edges devices														X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3.4.	Application of FSO channels for uploading local models to ES													X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.1.	Optimal integration of DG units in ADNs													X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.2.	Optimal control of power electronic converters in renewable based DG units													X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.3.	Precise estimation of renewable based DG units performances													X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.4.	Optimal placement, sizing and control of harmonic filters in ADNs													X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.5.	Optimal power flow in ADNs													X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4.6.	Optimal coordination of protection devices in ADNs													X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
5.1.	Website design and maintenance; production of promo materials	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

П Р И М Е Р





# Буџет: Subcontracting Costs

- Потребно је да испуњавају опште услове оправданости трошкова - да су настали у току трајања пројекта, да су неопходни, повезани са пројектом.
- Подуговараче треба изабрати у складу са принципима најбоље вредности за дати новац или најниже цене.
- Да не постоји конфликт интереса.
- Да су примењена важећа национална правила у области јавних набавки.
- Предмет подуговарања не могу да буду основне пројектне активности.

# Буџет: Travel and Subsistence

- Путни трошкови, смештај - за пројектне састанке, догађаје дисеминације пројектних резултата (радионице, инфо дани, конференције, итд), радне посете.
- Детаљи у вези рачунања путних трошкова у односу на километражу и рачунања цене смештаја у конкретним државама доступни у [EU Grants AGA - Annotated Model Grant Agreement](#).

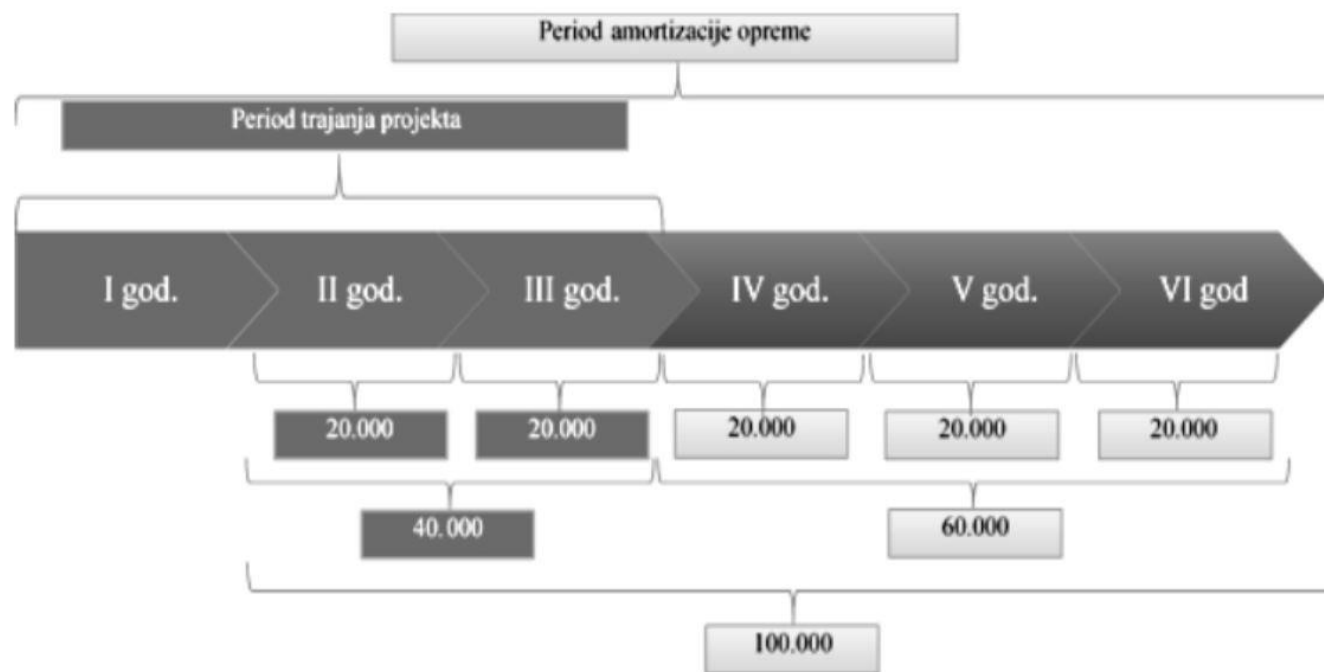
ACT	UPKM	TU WIEN	NKUA	LUT	DETAILS						DESCRIPTION	
					INST	DEST/km	PARTIC	TRAVEL	NIGHTS	SUBSIS		TOTAL
1.1.	0	425	425	425	NKUA	Athens-KM, 598	1	275	3	50	425	Visit to Center for AI in Kosovska Mitrovica
					LUT	Lublin-KM, 938	1	275	3	50	425	
					TU WIEN	Vienna-KM, 684	1	275	3	50	425	
2.1.	0	1900	1900	1900	NKUA	Athens-KM, 598	4	275	4	50	1900	Workshops in Kosovska Mitrovica
					LUT	Lublin-KM, 938	4	275	4	50	1900	
					TU WIEN	Vienna-KM, 684	4	275	4	50	1900	
2.2.	560	0	0	0	UPKM	KM-Belgrade, 201	2	180	2	50	560	Workshop in Serbia
	560	0	0	0	UPKM	KM-Sarajevo, 227	2	180	2	50	560	Workshop in Bosnia and Herzegovina
	560	0	0	0	UPKM	KM-Podgorica, 144	2	180	2	50	560	Workshop in Montenegro
	560	0	0	0	UPKM	KM-Tirana, 195	2	180	2	50	560	Workshop in Albania
	560	0	0	0	UPKM	KM-Skopje, 135	2	180	2	50	560	Workshop in North Macedonia
2.3.	10850	0	0	0	UPKM	KM-Athens, 598	14	275	5	100	10850	Study Visit to Athens
2.4.	9450	0	0	0	UPKM	KM-Lublin, 938	14	275	5	80	9450	Study Visit to Lublin
2.5.	12250	0	0	0	UPKM	KM-Vienna, 684	14	275	5	120	12250	Study Visit to Vienna
5.4.A	660	0	0	0	UPKM	KM-Jahorina, 205	2	180	3	50	660	INFOTEH 2024 (Jahorina, Bosnia and Herzegovina, March 2024)
	0	0	425	0	NKUA	Athens-Jahorina, 770	1	275	3	50	425	
5.4.B	660	0	0	0	UPKM	KM-Belgrade, 201	2	180	3	50	660	SINTEZA 2024 (Belgrade, Serbia, June 2024)
5.4.C	660	0	0	0	UPKM	KM-Belgrade, 201	2	180	3	50	660	IcETRAN 2024 (Belgrade, Serbia, June 2024)
	0	330	0	0	TU WIEN	Vienna-Belgrade, 498	1	180	3	50	330	
5.4.D	1030	0	0	0	UPKM	KM-Palanga, 1443	2	275	3	80	1030	ELECTRONICS 2024 (Palanga, Lithuania, June 2024)
5.4.E	1150	0	0	0	UPKM	KM-St.Petersburg, 1985	2	275	3	100	1150	NEW2AN 2024 (St. Petresburg, Russia, August 2024)
5.4.F	1270	0	0	0	UPKM	KM-Paris, 1573	2	275	3	120	1270	ICFSP 2024 (Paris, France, September 2024)
5.4.G	1030	0	0	0	UPKM	KM-Riga, 1573	2	275	3	80	1030	RTUCON 2024 (Riga, Latvia, November 2024)
5.4.H	850	0	0	0	UPKM	KM-Barcelona, 1555	2	275	3	50	850	ICMIWN 2024 (Barcelona, Spain, December 2024)
5.4.I	346	0	0	0	UPKM	KM-Kopaonik, 43	2	23	3	50	346	ICIST 2025 (Kopaonik, Serbia, March 2025)
	0	0	0	425	LUT	Lublin-Kopaonik, 895	1	275	3	50	425	
5.4.J	1270	0	0	0	UPKM	KM-Deggendorf, 899	2	275	3	120	1270	ACIT 2025 (Deggendorf, Germany, May 2025)

П Р И М Е Р



# Буџет: Equipment

- Трошкови опреме - трошак амортизације који одговара степену употребе опреме за рад на пројекту.
- За обрачун амортизације се користи политика амортизације која се доказује пратећом документацијом организације или законским актима (национална, међународна) који дефинишу дату област.



Шематски приказ примера обрачуна амортизације.

# Буџет: Equipment

- ПРИМЕР:
- Корисник учествује на пројекту који траје 3 године. У другој години пројекта набавља машину која кошта 100.000 евра, а њен економски век трајања је 5 година. Уобичајена рачуноводствена политика корисника је да у пракси примењује линеарну линију амортизације.
- Прихватљиви износ би био 40.000 евра, што одражава трошкове амортизације за преостале две године до краја пројекта.
- Преостала вредност од 60.000 евра не може да се наплати на пројекту јер она пада ван периода трајања пројекта.
- Другим речима, куповином опреме од 100.000 евра, 40.000 евра можете покрити из пројектних средстава и оправдати их на тај начин, док остатак од 60.000 евра институција која набавља опрему мора да плати из властитих средстава.

# Буџет: Other goods, works and services

- Трошкови осталих добара, услуга, радова:
  - трошкови потрошног материјала, хемикалија,
  - трошкови превода,
  - штампе, графичког дизајна промотивног материјала,
  - котизације за учешће на конференцијама,
  - трошкови предавача по позиву,
  - трошкови заштите права интелектуалне својине,
  - трошкови ревизије финансијских извештаја (обавезна за пројекте који имају ЕУ контрибуцију већу од 430.000 евра).
- Трошкови куповине (уколико су трошкови куповине већи 15 % од трошкова зарада потребно је образложење у делу Б).

Table 3.1h: 'Purchase costs' items (travel and subsistence, equipment and other goods, works and services)

P1 / UPKM		
	Cost (€)	Justification
Travel and subsistence	48,936	5 WB workshops (2 persons x 2 nights), 6 study visits (7 persons x 6 nights), 12 conferences (2 persons x 3 nights), 3 PMB meetings (2 persons x 3 nights)
Equipment	75,000	The equipment is intended for the AI Research Center and will include hardware and software components. A detailed specification of the equipment will be proposed by partners NKUA, LUT and TU WIEN who already have experience with similar centers
Other goods, works and services	39,150	Office supplies. Production of promotional material. Printing of AINET monograph. Printing of the AINET proceedings. Registration fees for 12 JCR indexed journals. Registration fee for 12 conferences. 14 IEEE membership fees.
Remaining purchase costs (<15% of pers. Costs)	0	
<b>Total</b>	<b>163,086</b>	

# Буџет: Other Costs

- **Индиректни трошкови - 25% од директних трошкова** (трошкови особља, опреме, путни и трошкови смештаја), **искључујући трошкове подуговарања.**
- **Детаљно образложење индиректних трошкова није потребно** и као такво, многи субјекти их користе за покривање трошкова који се не могу лако оправдати.
- **Трошкови интерно фактурисане робе и услуга** - подразумевају трошкове робе и услуга који су произведени/пружени од стране учесника пројекта директно за пројекат и које учесник пројекта вреднује у складу са интерно дефинисаним правилима.
  - Примери:
  - Интерно произведен потрошни материјал или хемикалије,
  - Коришћење специфичних уређаја или просторија неопходних за пројекат,
  - Коришћење стандардизованих тестирања, истраживачких и развојних процеса,
  - Услуге смештаја или исхране гостујићих пројектних тимова.
  - Финансијска подршка трећим странама - дозвољено у одређеним позивима, физичким или правним лицима, у виду школарина, пракси, грантова за одређени потпројекат, развој стартапова, итд. До 60.000 евра по једном примаоцу.
- **In-kind контрибуција** - трошкови које трећа страна пружи пројекту бесплатно.
- Опис ових трошкова се даје у Табели 3.1и у Делу Б.

# Буџет: Other Costs

Table 3.1i: 'Other costs categories' items (e.g. internally invoiced goods and services)

Participant Number/Short Name		
	Cost (€)	Justification
Internally invoiced goods and services	/	not applicable
...		

Table 3.1j: 'In-kind contributions' provided by third parties

Participant Number/Short Name			
Third party name	Category	Cost (€)	Justification
not applicable	Select between Seconded personnel Travel and subsistence Equipment Other goods, works and services Internally invoiced goods and services		not applicable

ПРИМЕР



**7**



# Подношење пројектног предлога

# Подношење пројектног предлога

- Након комплетирања документације.
- Подношење пројектног предлога се врши на порталу [Funding & tender opportunities](#) у секцији за [подношење пројектних предлога](#), где је регистрована пројектна пријава.
- Валидирати административни образац Part A.
- Отпремити технички опис пројекта Part B (у PDF формату).
- Отпремити анексе, нпр. детаљан опис буџета и биографије кључног особља (истраживача) на пројекту (у PDF формату).
- Валидирати пријаву (дугме [Validate](#)).
- Уколико нема грешака поднети предлог (дугме [Submit](#)).
- [Не чекати задњи дан за подношење предлога због преоптерећености система за пријаву пројектата.](#)

# Подношење пројектног предлога

Progress bar: Login ✓ Topic selection ✓ Create proposal ✓ Participants ✓ Proposal forms (highlighted) Submit

## Proposal forms

**Deadline**  
14 September 2022 17:00:00 Brussels Local Time

114 days left until closure

**Call data:**

Call: **HORIZON-MSCA-2022-PF-01**  
Topic: **HORIZON-MSCA-2022-PF-01-01**  
Type of action: **HORIZON-TMA-MSCA-PF-EF**  
Type of MGA: **HORIZON-AG-UN**

⚠ Topic and type of action can only be changed by creating a new proposal.

**Proposal data:**

Acronym: **TEST**  
Draft ID: **SEP-210868411**

[Download Part B templates](#)

**Administrative forms (Part A)**

[Edit forms](#) [View history](#) [Print preview](#)

**Part B and Annexes**

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments.

Part B1	<input type="text"/>	<a href="#">Upload</a>
Part B2	<input type="text"/>	<a href="#">Upload</a>

[← BACK TO PARTICIPANTS LIST](#) [VALIDATE](#) [SUBMIT](#)

Proposal forms окружење.

# Подношење пројектног предлога

- Након затварања позива увек можете погледати комплетну документацију поднетог предлога у секцији My Proposals (дугме [View Submitted](#)).
- Обавештење о рецензији стиже мејлом, а комплетна рецензија се може погледати у секцији My Proposals (дугме [Follow up](#)).

Manage my area | SEARCH FUNDING & TENDERS | HOW TO PARTICIPATE | PROJECTS & RESULTS | WORK AS AN EXPERT | SUPPORT

My Person Profile  
My Organisation(s)  
Grants  
**My Proposal(s)**  
My Formal Notification(s)

Best practices to submit your proposal: check this [FAQ](#) to find out some best practices to prepare the forms for your proposal and submit it.

### My Proposal(s)

Results: 5

PROGRAMME	CALL	FUNDING SCHEME	PROPOSAL ID	ACRONYM	STATUS	REMAINING TIME	CLOSURE DATE (Brussels time)	ACTIONS
HORIZON	HORIZON-MSCA-2022-PF-01	HORIZON-TMA-MSCA-PF-EF	SEP-210868411	TEST	Draft	113	14/09/2022 17:00:00	Actions
ERASMUS2027	ERASMUS-EDU-2022-CBHE	ERASMUS-LS	101082860	PELMOB	Final	Closed	17/02/2022 17:00:00	Actions
ERASMUS2027	ERASMUS-EDU-2022-CBHE	ERASMUS-LS	101082187	DGTRANS	Final	Closed	17/02/2022 17:00:00	Actions
HORIZON	HORIZON-MSCA-2022-CITIZENS-01	HORIZON-CSA	101061398	STEM-FUTURE	Final	Closed	07/10/2021 17:00:00	Actions
HORIZON	HORIZON-WIDERA-2021-ACCESS-02	HORIZON-CSA	101059616	AINET	Final	Closed	05/10/2021 17:00:00	Actions

1 10

- Actions
- View Submitted
- Manage Consortium
- Follow-up

My Proposals окружење.



# Корисни линкови

- [Актуелни и будући позиви](#)
- [Програмски водич Хоризонт Европа](#)
- [Радни програми, водичи, темплејти и сва пратећа документација](#)
- [Horizon Results Platform](#)
- [Упутство за коришћење система за подношење пројектних пријава](#)
- [Упутство за припрему буџета: EU Grants AGA - Annotated Model Grant Agreement](#)



# ХВАЛА НА ПАЖЊИ!

- Презентација је информативног карактера и израђена је на основу доступних информација о програму Хоризонт Европа. Намењена је за интерну употребу на Универзитету у Приштини са привременим седиштем у Косовској Митровици
- За израду презентације коришћена званична документација за позиве из програма Хоризонт Европа: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/reference-documents:programCode=HORIZON>