EXCELLENCE/0524 Checklist – this checklist is indicative for support purposes during proposal submission ONLY and it is NOT necessarily exhaustive.

DEADLINE: 5 July 2024, 13:00 (Cyprus Time)

Check List	
Applicants have **read thoroughly the Call for Proposals Document** which is available on the IRIS Portal.	☐
All participating organisations already **registered and submitted their "Legal Info"** on the IRIS Portal	☐
The Coordinator has submitted **"My profile"** and "**My researcher Info**" on the IRIS Portal	☐
The Coordinator holds a **PhD degree** on **the proposal submission date**.	☐
The Coordinator is not the Coordinator of a SMALL SCALE INFRASTRUCTURES/1222 or STRATEGIC INFRASTRUCTURES/1222 or CODEVELOP-AG-SH-HE/0823 or CODEVELOP-REPowerEU/1223 Project.	☐
Applicants have used the **relevant Part B** for the EXCELLENCE/0524 Call provided under the call documents on IRIS – Technical Annex **_without any differentiation_**	☐
Applicants have **duly completed all relevant sections of Part B**, according to the guidelines provided.	☐
There are **no discrepancies** between Part A and Part B in terms of information provided.	☐
Applicants have **selected ONE Focus Area of S3Cy** in the Annex included in Part B or selected «Other» if the Project is not applied to any of the Priority Sectors/Focus Areas	☐
The specific project proposal or a similar proposal has been submitted only once in one of the Calls EXCELLENCE/0524 and POST-DOC/0524	☐
Applicants have uploaded Annex III –The **Declaration** that "The specific project proposal or a similar proposal has been submitted only once in one of the Calls EXCELLENCE/0524 and POST-DOC/0524", as per template provided under the call documents on IRIS **signed by the Coordinator and Legal Representative of the Host Organisation** – OBLIGATORY Submission.	☐
Applicants have uploaded Annex III – Copy of the **PhD Certificate of the Project Coordinator** – **OBLIGATORY Submission**.	☐
Applicants have uploaded Annex III – Where applicable, copies of the documents which account for the extension of the time limit of twelve (12) years from the acquisition of the PhD title of the Coordinator, until the date of the Announcement of the Call.	☐
Applicants have included a Small or Medium Enterprise in the Consortium, if it involves a **Large Enterprise (including Private Universities)**.	☐
The proposal is submitted in English	☐
The duration of project implementation is 18-24 months	☐
Applicants have completed the "Requested Funding" field in Part A for each participating organisation (≤ Maximum Funding)?	☐
In proposals involving a collaboration between at least one privately funded research centre/university and a publicly funded research centre/university, the maximum funding may be increased by 25%, provided that no partner organisation's budget exceeds 70% of the total budget.	☐
The requested funding is in line with the Maximum Funding Amount defined in the Call for Proposals. ⬡ 200.000 Euro for "Life Sciences" and "Physical Sciences and Engineering" ⬡ 120.000 Euro for "Social Sciences and Humanities"	☐

In case of a collaboration between at least **one privately funded research center / university and a publicly funded research center / university**, **provided that no partner organisation's budget exceeds 70% of the total budget**, the Maximum Funding per Project becomes as follows: ⬡ 250.000 Euro for "Life Sciences" and "Physical Sciences and Engineering" ⬡ 150.000 Euro for "Social Sciences and Humanities"	
The calculation of the Proposal Budget is based on the simplified cost method "Personnel costs plus 40% on Personnel Costs for covering the rest of the Project costs".	☐
Applicants have performed a validation check in good time to ensure they are able to submit before the deadline.	☐
Applicants have ensured that all requested information and documents have been submitted as part of their submission.	☐