

**INSTRUCTIONS**

* Please use this template to prepare your proposal. It has been organised to ensure that the important aspects of your proposal are clearly measurable with respect to the evaluation criteria.
* The page limit for the proposal (section 1-4) is **11 pages** (not including cover page and the Ethical/Security Checklist). All tables, figures, references and any other element pertaining to these sections must be included as an integral part of these sections.
* Recommended font type is “**Calibri** “and the minimum **font size is 11** points.
* It is mandatory to save the document in PDF before uploading.
* If you attempt to upload a proposal longer than the specified limit, your proposal may not be taken into consideration by the evaluators. Any pages over the 11-page limit won’t be taken into consideration by the evaluators.
* **ENGLISH is the only eligible language of the proposal.**

*Please be aware that the proposal will be evaluated as it was submitted, with no additional documents or links to add information beyond the defined hereby.* The proposal is a self-contained document. Evaluators will be instructed to ignore hyperlinks to information that is specifically designed to expand the proposal, thus circumventing the page limit.

Please delete this page and the previous SHORE cover page before submitting the proposal. Your proposal should start with the PROPOSAL COVER PAGE (next page). Delete the information text in each section and any template footnotes.

**PROPOSAL COVER PAGE**

|  |
| --- |
| **PROPOSAL INFORMATION** |
| Acronym of your proposal: |  |
| Title of proposal: |  |
| School info (name) details |  |
| School VAT |  |
| School Registration Number |  |
| Country  |  |
| Date of submission |  |

1. **SUMMARY OF YOUR PROPOSAL**

**NOTE: maximum 0,5 page**

Please provide a summary of your project that can be published if the project will be selected for funding.

1. **RELEVANCE**

**NOTE: max 3 pages**

2.1 Please describe how your proposal is aligned with the Mission Ocean objectives, and how you plan to contribute to increasing ocean and water literacy.

2.2 Please describe the strategy for bringing in a European dimension to the project and describe potential cooperation/twinning with other blue schools. Please explain how the cooperation will be implemented, what will be the objectives and main activities undertaken.

2.3 Please explain if and how the project activities will have a positive impact on the environment. Please describe schools’ commitment to Climate Pact Pledge leading to decarbonisation or at least to carbon neutrality of the project and school activities and if the school supports the values of a [European Climate Pact](https://climate-pact.europa.eu/about_en).

2.4. If you aspire to be a member of the European Network of Blue Schools please describe how you intend to meet the prerequisites to become accredited members by the time of completion of the project.

1. **IMPACT**

**NOTE: max 3 pages**

3.1 Project partners are crucial for the success of the project. Please describe planned strategy for stakeholders and local community engagement in the activities which will be performed during project implementation. Please be specific and mention who and which organisation on the local level is crucial for the project implementation and how you plan to reach them.

3.2 Please describe what makes your project and funded activities innovative.

3.3 Please describe how the project will be promoted locally, nationally or at the European scale.

**4. METHODOLOGY**

**NOTE: max 4 pages**

**4.1** Please choose which activities will be performed during project implementation:

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity** |  | **Activity** |  |
| workshops | ☐ | virtual laboratories | ☐ |
| meetings | ☐ | laboratory trips | ☐ |
| trainings | ☐ | museum trips | ☐ |
| exhibitions | ☐ | technical field trips | ☐ |
| conferences | ☐ | technical trips | ☐ |
| meetNtalks | ☐ | field trips | ☐ |
| Competitions | ☐ | local expeditions | ☐ |
| laboratory testing and analysis of results | ☐ | boat activities | ☐ |
| virtual educational activities | ☐ |  |

4.2 Please describe chosen activities and planned results including an open schooling methodology. Please be specific about the results and indicate how many students and/or teachers will be involved and how many events will be implemented during school project:

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity name** | **Description** | **Planned outputs** | **Planned duration** |
|  |  |  |  |
|  |  |  |  |

4.3 Please describe how the project involves activities with authentic learning experience for students through a real-life applicable approach in classroom conditions.

4.4 Please describe how project development and implementation plan involve students during the whole lifespan of the project and how the co-creation process and leadership will be fostered among all students.

4.5 Please describe the strategy for involving more than one classroom of students in the funded activities, including other members of school staff and management. Additionally, if you plan to involve migrants or Ukrainian citizens under temporary protection please mention it in the description.

4.6 Please summarise the expected project costs in the table below.

|  |  |  |
| --- | --- | --- |
| **Cost category** | **Total** | **Description** |
| [A] Personnel costs |  |  |
| [B] Travel costs |  |  |
| [C] Equipment costs |  |  |
| TOTAL PROJECT COSTS | xxx |

4.7 Please summarise the competencies of the team involved in the proposal in the table below.

|  |  |  |
| --- | --- | --- |
| **Name of the Person** | **Role in the proposal** | **Competences** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**ANNEX: ETHICS & SECURITY Self-Assessment**

## Ethics/ Security Checklist to be completed.

**Must check only if the activities go beyond normal school and school related activities, and are not included in school rules.**

|  |  |
| --- | --- |
|  | **YES / NO** |
| **Informed consent** |
| Does the proposal involve children? |  |
| Does the proposal involve patients or persons not able to give consent? |  |
| Does the proposal involve adult healthy volunteers? |  |
| Does the proposal involve Human Genetic Material? |  |
| Does the proposal involve Human biological samples? |  |
| Does the proposal involve Human data collection? |  |
| **Research on human embryo/foetus** |
| Does the proposal involve Human Embryos? |  |
| Does the proposal involve Human Foetal Tissue / Cells? |  |
| Does the proposal involve Human Embryonic Stem Cells? |  |
| **Privacy** |
| Does the proposal involve processing of genetic information or personal data (e.g., health, sexual lifestyle, ethnicity, political opinion, religious or philosophical conviction) |  |
| Does the proposal involve tracking the location or observation of people? |  |
| **Research on animals** |
| Does the proposal involve research on animals? |  |
| Are those animals transgenic small laboratory animals? |  |
| Are those animals transgenic farm animals? |  |
| Are those animals cloned farm animals? |  |
| Are those animals nonhuman primates? |  |
| **Research involving developing countries** |
| Use of local resources (genetic, animal, plant etc) |  |
| Benefit to local community (capacity building i.e., access to healthcare, education etc) |  |
| **Dual use** |
| Research having direct military application |  |
| Research having the potential for terrorist abuse |  |
| **ICT implants** |
| Does the proposal involve clinical trials of ICT implants? |  |
| **I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL** |  |

## Ethics

If you have entered any ethics issues in the Ethics/ Security checklist, you must:

* Submit an ethics self-assessment, which:
	+ Provides a rationale for the option made.
	+ Describes how the proposal meets the national legal and ethical requirements of the country or countries where the tasks raising ethical issues are to be carried out.
	+ Explains in detail how you intend to address the issues in the ethical issues table, as regards:
		- Research objectives (e.g., study of vulnerable populations, dual use, etc.).
		- Research methodology (e.g., clinical trials, involvement of children and related consent procedures, protection of any data collected, etc.).
		- The potential impact of the research (e.g., dual use issues, environmental damage, stigmatisation of particular social groups, political or financial retaliation, benefit-sharing, malevolent use, etc.).
* Provide the documents that you need under national law (if you already have them), e.g.:
	+ An ethics committee opinion.
	+ The document notifying activities raising ethical issues or authorising such activities.

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

* If you plan to request these documents specifically for the project you are proposing, your request must contain an explicit reference to the project title.*

## Security

Please indicate if your project will involve:

* Activities or results raising security issues:\_\_\_\_\_\_\_\_\_\_\_ [YES/NO]
* 'EU-classified information' as background or results:\_\_\_\_\_\_\_\_\_\_\_\_ [YES/NO]
* Any potential “dual use” of results:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [YES/NO]

**Please provide explanation for mentioned above ethics self-assessment here:**

 