



QUANTERA
ERA-NET Cofund in Quantum Technologies

<https://www.quantera.eu/>

Call 2021 for Transnational Research Proposals

ELECTRONIC SUBMISSION SYSTEM GUIDELINES FOR THE APPLICANTS

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1. Introduction

1.1. About your proposal

All documentation related to the call is provided on the QuantERA website: <https://www.quantera.eu/122-quantera-call-2021-for-proposals-announcement>.

Prior to submission, the project coordinator must carefully read the call announcement and prepare two documents following the templates available on the call page¹:

- **A project proposal document**, to be submitted in a PDF format;
 - o Pre-proposal document for the 1st stage (deadline May 13th, 2021 at 17:00 CET)
 - o Full proposal document for the 2nd stage (deadline September 15th, 2021 at 17:00 CET)
- **A project financial plan**, to be submitted in an Excel format.

Please note that each funding organisation has its own funding criteria and regulations, which are mentioned in the call announcement. The financial plan submitted at the transnational level is for evaluation purposes only. The presentation of the financial plan to be submitted at the national level, for all proposals or for selected projects only depending on the funding organisation, might differ depending on the funding organisation (different categories of expenses, details about the distribution over time, etc.).

1.2. About the submission system

The QuantERA Call 2021 electronic submission system is based on the French National Research Agency (ANR) electronic submission platform (<https://aap.agencerecherche.fr/>). The present document is designed to guide you through the submission process and ensure a smooth submission.

Note that some features of the submission platform are not used for this call and that some fields in the interface can be safely ignored. This is for example the case of the detailed financial information, which is instead provided by uploading the aforementioned financial plan.

Each modified page in the submission platform must be saved (using the “Save” button) before moving on to another page.

1.3. Roles in the submission process

A Consortium is composed of project Partners represented by Principal Investigators (PIs). The project coordinator creates the proposal in the submission system and adds the other project partners. The partner PIs are automatically informed by email. The email invites them to log into the system in order to complete, check or modify the information provided by the coordinator about the consortium. It is the responsibility of the coordinator to ensure that the partner information is properly filled in. When

¹Pre-proposal form: https://www.quantera.eu/images/2021_call/QuantERA_Call_2021_-_Pre-proposal_Form_20210311_accepted.docx,

Full proposal form: https://www.quantera.eu/images/2021_call/QuantERA_Call_2021_-_Full_Proposal_Form_20210311_accepted.doc

Financial form: https://www.quantera.eu/images/2021_call/QuantERA_Call_2021_-_Financial_Form.xlsx

the proposal is complete, the coordinator can lock it, which prevents the other partners to update their information. Only the coordinator is allowed to modify the project-level information.

2. How to connect

The coordinator and the other PIs can connect to the website in the following way.

2.1. Submission website

The electronic submission system is available at the following URLs:

- **Quantum Phenomena and Resources (QPR):**
[https://aap.agencerecherche.fr/ layouts/15/SIM/Pages/SIMNouveauProjet.aspx?idAAP=1714](https://aap.agencerecherche.fr/layouts/15/SIM/Pages/SIMNouveauProjet.aspx?idAAP=1714)
- **Applied Quantum Science (AQS):**
<https://aap.agencerecherche.fr/ layouts/15/SIM/Pages/SIMNouveauProjet.aspx?idAAP=1713>

NOTE: Please follow the link corresponding to the topic you chose for your proposal (QPR or AQS). Both topics have differences in terms of expectations from the applicants, in terms of evaluation criteria, and some differences in the participating funding organisations. These differences are detailed in the [Call Announcement](#).

NOTE #2: The user interface is bilingual (French and English). Click on the flag on the upper-right side of the screen to reach the pages in English. You can change the interface language at any time.

2.2. Create an account and begin the creation of a submission

The welcome page of the submission system is shown below. First, fill in you email address as shown in the screenshot below. The platform will then associate your email address to the creation of a new proposal. That will allow you to create your proposal even if you log in at a later date on <https://aap.agencerecherche.fr>.

If you do not have an account on the platform yet:

- Click on “authentication page” (or “page d’identification” if the webpage is set in French),
- Then click on “Generate a new password” (“Générer un nouveau mot de passe” in French),
- Fill in the same email address you used before, and an authentication email will be sent to you (see next section).

If you already have an account on the ANR submission website, from the “authentication page” you can log in to the platform using the same email address you used before.

If you have forgotten your password, you can ask for a new one on the “authentication page”.

The language for the submission system can be switched to English here.

Bienvenue sur le site de l'ANR de soumission de projet en ligne.
Vous avez sélectionné l'appel à projets :
QuantERA Call 2021 - Quantum Phenomena and Resources (QPR) 2021

- Pour déposer un projet :
 - Vous devez renseigner puis valider les champs ci-dessous :
 Si vous possédez déjà un compte sur le site de soumission, nous vous recommandons d'utiliser votre adresse électronique pour éviter la multiplication des identifiants.

Votre adresse électronique :

Valider

- Suite à cette validation :
 - Si vous ne possédez pas déjà un compte sur le site de soumission, une activation de votre nouveau compte vous sera envoyée.
 - Si vous possédez déjà un compte sur le site de soumission, seul un message de bienvenue vous sera envoyé.
- Rendez-vous ensuite sur la [page d'authentification](#).

Quelques conseils pour faciliter votre parcours de soumission

- Chaque page modifiée doit être enregistrée avant de passer à la suivante. Si vous n'enregistrez pas, les données que vous aurez saisies après votre dernier enregistrement ne seront pas conservées.
- Restez vigilant sur la date et l'heure de clôture de l'appel à projets. Toute modification sera impossible après l'heure de clôture.

L'ANR vous remercie de l'intérêt que vous portez à ses appels à projets

Make sure to fill in your email address here, then click on the button below. This will allow you to begin creating a proposal, even if you log in at a later date via <https://aap.agencerecherche.fr>

If you already have an account on the ANR submission website, you can access directly to the "Authentication Page".

Mentions Légales

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2.3. Activation of your account

An email will be sent from the website in the following format (if you do not receive the email, please check your spam box):

FROM: SIM ANR simnoreply@agencerecherche.fr

SUBJECT: Activation de votre compte / Account Activation

Hello,

This is an automated email with your logins for the ANR information system (<https://aap.agencerecherche.fr>). Please click on the link below and follow the procedure to complete the activation of your account.

User Reference : R0683531S299



Login: serguei.fedortchenko@anr.fr

Activation link: <https://aap.agencerecherche.fr/layouts/SIM/Pages/SIMActivationCompte.aspx?guidP=3cd289f5-7640-4016-a198-a412cc5ed2ea>

Yours sincerely,
The French National Research Agency

This is an automatic e-mail message generated by the ANR electronic submission platform <https://aap.agencerecherche.fr>. Please do not respond to this email.

Open the activation link from the email, and activate your account.



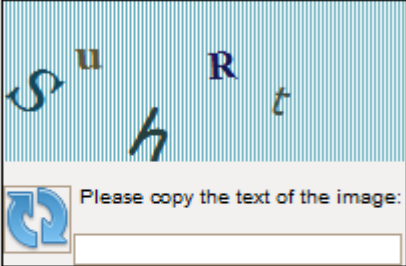
Activate you account

Rules about password changing:

- The minimum password length is 8 characters.
- The password must contain at least two of the following characters:
 - Letters (A-Z , a-z)
 - Numbers from 0 to 9
- New password must be different from the 24 last old passwords.

New password:

Confirm new password:



Please copy the text of the image:

[Back to the homepage](#)

2.4. Authentication page

Here below is shown a screenshot of the “authentication page”, as mentioned in the previous sections above.

Authentication Page

Email address:

Password:

[Validate](#)

[Forgotten password / Generate a new password](#)

To submit a new proposal, please go to the Call page on the [ANR website](#).

For any information, please contact the person in charge of the Call: [Contacts](#) [FAQ](#)

Remarks:

- We advise you to allow popups from your browser settings.
- Cookies and JavaScript must be enabled.

Message to experts and committee members

If you already have an account (as proposal coordinator, partner...), you must use the same login/password.

If you have not received or if you have lost your password, you can generate a new one via the link "Forgotten password" located on this page.

If you have forgotten your password, you can provide your e-mail address here to get a new one.

Forgotten password

Email address:

[Validate](#)

[Back to the authentication page](#)

2.5. User role

From the “authentication page”, after entering your email address and password, and having clicked on “Validate” (“Valider” in French), you are asked to choose your user profile:

- Project Coordinator (can modify all the information)
- Project Partner (can modify its own information)

To create a new submission, select “Project Coordinator” and click on the “Access” button.

Choose your user role :

Role :

[Access](#)

3. How to create your proposal

3.1. Submit a proposal

Once you chose your user role, you are logged in on the platform, and you can click on “Submit a proposal” as shown on the screenshot below. Note that the button “Submit a proposal” for the QuantERA Call 2021 will only be shown if you already entered your email address on a submission link from Section 2.1.

ANR

Serguei FEDORTCHENKO
Project Coordinator

AAP: None - Edition: None - Proposal: None

My proposals

[Click here to begin the creation of your proposal.](#)

[Submit a proposal](#) to the call for proposals: 'QuantERA Call 2021 - Quantum Phenomena and Resources (QPR)' - 2021

List of proposals in a current call

Proposal acronym	Edition	Call for proposals	Deadline for submission (DD/MM/YYYY) (Paris time)	Proposal status
TEST	2019	CHIST-ERA step 2	16/05/2019 17:00	Non soumis (incomplet)
HBPTtest	2019	FLAG-ERA - HBP - Basic and Applied Research 2	02/07/2019 17:00	Non soumis (incomplet)

List of currently reviewed proposals

There are no proposals

List of proposals within the grant signing process

There are no proposals

List of funded proposals

There are no proposals

Legal notice

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3.2. Identification of the project

Please fill in the informations below to create your project.
These will remain modifiable until the close of the call for projects.

Identification of the project

Project acronym

Project French title

Project English title

Financial instrument

PRCI-CE - Projets de recherche collaborative - International dans un cadre Commission européenne (avec soutien CE)

R & D categorie

Fondamental research

You do not need to translate the title in French, and you can simply copy and paste the Project English title here.

No action is needed from you regarding both of these options, which are already filled in.

Still on the same page, as the coordinator of the proposal you have to fill the following form:

Identification of the coordinator of the project

Principal Investigator/Scientific manager of the partner

Civility

First name

Last name

Email

Title

Project coordinator ☒

Research organisation of the partner

Country

Category

Name

Partner acronym

Research Funding Organisation

Comment (regarding the choosen Research Funding Organisation)

Make sure to choose the right country and funding organisation. If you don't find your country and funding organisation, please check whether you are in the right topic (QPR or AQS).

Select the administrative category of the project partner between:

Association
Other Enterprise than Very small enterprises or SMEs
Other private
Other Public
Public Laboratory
Research Foundation
SMEs
Very Small Enterprises

3.3. Information about your submission

Once you have provided the project identification information, you will have access to the main online submission page composed by several tabs gathering all the information needed for the evaluation of the project (from the left to the right side of the screen):

1. Partnership and tasks
2. Partners/Organisations files
3. Identity of the Project

4. Scientific Abstract
5. Scientific Document
6. Submission of the project

3.3.1. Partnership and tasks

Under this tab, the coordinator can fill in the consortium composition and provide basic information about each partner. Partners can be added, edited and deleted.

Partnership

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

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

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

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

Display: By country

	Partner/Organisation's name	Partner acronym	Category	Requested funding (€)	Civ.	First name	Last name	Email address (* : change in progress)	Role	Coord.	Research Funding Organisation
	France (1)			0.00							
<input type="checkbox"/>	Laboratoire MPQ	MPQ	Public Laboratory	0.00	Mr	Serguei	FEDORTCHENKO	Serguei.FEDORTCHENKO@agencerecherche.fr	PI	<input checked="" type="checkbox"/>	ANR
...											

Person + icon: Add new partner

3 dots icon: Place the mouse pointer on the 3 dots to edit the partner's information or to delete a partner. It is only possible to delete partners other than the coordinator.

Click on “Modify” to provide information about a partner (Name, acronym, category, country, funding organisation if applicable, amount of requested funding, and PI information – see the pop-up window shown below).

Modify a partner

Principal Investigator/Scientific manager
of the partner

Change the scientific manager *

Civility Select a civility

First name

Last name

Email [Modify / Update](#)

Title Researcher/Professor

Project coordinator ☐

Research organisation of the partner

Country Spain *

Name *

Partner acronym

Research Funding Organisation AEI - Agencia Estatal de Investigación i *

Comment (regarding the choosen Research
Funding Organisation)

Back

Save

3.3.2. Partners/Organisations files

This tab enables you to provide further information about each partner. It contains two sub-tabs: “Administrative data” and “Financial data”. The only new mandatory field in addition to the ones from the previous tab is the “Partner category” one, under the “Administrative data” sub-tab. Under the “Financial data” sub-tab, the “Requested funding” field and the Full cost” field are required.

AAP: QuantERA Call 2021 - Quantum Phenomena and Resources (QPR) - Edition: 2021 - Proposal: TEST_QuantERA

Time remaining before closing of the call for proposals: 56 days

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

Consortium

Display: By country

	Name or acronym of the partner/organisation	Full cost (€)	Requested Funding (€)	Permanent position (person.month)	NON permanent position WITH Funding requested (person.month)	NON permanent position WITHOUT Funding requested (person.month)	Country head-on	Research Funding Organisation
	France (1)	0.00	0.00	0.00	0.00	0.00		
Select	MPQ (coord)	0.00	0.00	0.00	0.00	0.00	<input type="checkbox"/>	ANR
	Total	0.00	0.00	0.00	0.00	0.00		

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

Administrative data | Financial data

Mandatory information needed for registration form

Partner/Organisation : MPQ

Principal Investigator/Scientific manager

Scientific team partner's member

Place of the scientific works

Legal representative of the administrative control

Person in charge of the administrative and financial follow-up

Other financial supports

Other

Save Cancel

Legal notice

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Administrative data

Administrative data Financial data

Mandatory information needed for registration form

Partner/Organisation : TEST-L

Partner country

Partner category

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

Acronym of the partner

Research Funding Organisation

Comment (regarding the chosen Research Funding Organisation)

Principal Investigator/Scientific manager

Civility of the scientific manager

First name of the scientific manager

Last name of the scientific manager

Birth date (JJ/mm/aaaa)

Title of the scientific manager

ORCID Number - - -

Phone of the scientific manager

Mobile phone of the scientific manager

E-mail of the scientific manager

Scientific team partner's member

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

Other


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




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

Select the administrative category of the project partner between:

- Association
- Other Enterprise than Very small enterprises or SMEs
- Other private
- Other Public
- Public Laboratory
- Research Foundation
- SMEs


Financial data









Serguei FEDORTCHENKO
 Project Coordinator

AAP: QuantERA Call 2021 - Quantum Phenomena and Resources (QPR) -
 Edition: 2021 - Proposal: TEST_QuantERA


Time remaining before closing of the call for proposals:
56 days

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

Consortium

Display **By country**

	Name or acronym of the partner/organisation	Full cost (€)	Requested Funding (€)	Permanent position (person.month)	NON permanent position WITH Funding requested (person.month)	NON permanent position WITHOUT Funding requested (person.month)	Country head-on	Research Funding Organisation
	France (1)	0.00	0.00	0.00	0.00	0.00		
Select	MPQ (coord)	0.00	0.00	0.00	0.00	0.00	<input type="checkbox"/>	ANR
	Poland (1)	0.00	0.00	0.00	0.00	0.00		
Select	Test lab	0.00	0.00	0.00	0.00	0.00	<input type="checkbox"/>	NCN
	Total	0.00	0.00	0.00	0.00	0.00		

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

Administrative data
 Financial data

Full cost (€) 0.00
 Requested Funding (€) 0.00

Save
 Cancel

Legal notice

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3.3.3. Identity of the Project

Under this tab the general information about the project must be provided, such as the call topic, the project duration, and keywords.

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

* *Mandatory informations to validate*

General information

Project Acronym: TEST_QuantERA *

Project French title: TEST_QuantERA *

Project English title: TEST_QuantERA *

Duration in months: 24 * *The project's duration can be 24 or 36 months.*

Financial instrument: PRCI-CE - Projets de recherche collaborative - International dans un cadre Commission européenne (avec soutien CE) *

Primary societal challenge: DS07 - Société de l'information et de la communication *

R & D category: Fondamental research * *Fundamental research is filled in by default for the QPR topic. For the AQS topic, you can choose between Industrial Research and Experimental Development.*

Further information

Key words (please separate each word with semicolons): + | OK

Do you have to use genetic resources (Nagoya regulation) as part of this project? No

Did you register the project at a previous edition?

Follow-up project previously funded? * *Questions regarding your history with QuantERA*

Project key words must be provided here.

Call topic

Under the sub-tab **Research themes**, click on “Select research themes” and choose between one or five themes (these correspond to the pillars listed in the Call Announcement). The selection should look as one of the two screenshots below (depending on the themes). A minimum of one theme must be selected.

Research themes

Choose the research themes (Min 1 Max 5) from the 5 available themes (as well as the sub-themes)

Select research themes

Research themes	Level
<div> <div></div> <div></div> </div> <div>Quantum communication</div>	Primary
<div> <div></div> <div></div> </div> <div>Quantum information sciences</div>	Secondary

* :Specific project theme / sub-theme

The bottom of the window shows a summary of the research funding organisations per partner.

Sources of funding

List of Research Funding Organisation

Name of the Research Funding Organisation	Associated to the project	Associated to the partner(s)/organisation(s)
AEI	<input type="checkbox"/>	TEST Laboratory 2
ANR	<input type="checkbox"/>	TEST-L
UKRI	<input type="checkbox"/>	TEST Laboratory 3

Save

Cancel

3.3.4. Scientific Abstracts

Under this tab the project summary should be provided, as per the proposal document. The versions provided under this tab are used for reviewer assignment.

The “Non-confidential abstract or summary in English” field should correspond to the “Summary of the project” field in the proposal document.

3.3.5. Scientific Document

The proposal document (in a PDF format) and the financial plan (in an Excel format) must be uploaded here.

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

Submit the scientific document

Please upload your pre-proposal here.
The financial form should be submitted as a supplementary file.

The scientific document must be written in English.

As specified in the call announcement, the proposal document must be written in English.

Authorized Format: PDF. Max. size : 10 Mb. Maximum number of pages : 100.

Parcourir... Aucun fichier sélectionné

Submit the scientific document

No scientific document submitted for this project.

Upload the proposal document in PDF format.

Annex to the scientific document

The financial form should be uploaded here.

Authorized Formats: PDF, XLSX. Max. size : 10 Mb.

Parcourir... Aucun fichier sélectionné

Submit

Upload the financial plan in Excel format.


3.3.6. Submission of the project

This tab enables the coordinator to lock and unlock the project proposal. When the proposal is locked, PIs from other partners cannot modify their information.

The tab also provides information on the proposal validity. Alerts shown in red are blocking issues for the submission.

A confirmation email is sent to the coordinator at the call closure.

Partnership and tasks	Partners/Organisations files	Identity of the project	Scientific abstracts	Scientific document	Submission of the project
-----------------------	------------------------------	-------------------------	----------------------	---------------------	---------------------------



The closing date for call for proposals is 13/05/2021 until 17:00 (DD/MM/YYYY; Current local time in Paris, France)

Project status : Submitting

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

- the scientific document has been submitted
- the grant amount requested for the project is non-zero at the closing of the call for proposals

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

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

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

[Lock proposal](#)

Checking fields

Please note that the submission platform is unable to check that the information you have entered matches the eligible call for proposals.

Please be aware of the following alerts:

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

Proposal :

- **No scientific document has been uploaded**
- **The aid requested under the project must be different from 0**
- **The "continuation of previous funded project?" field is empty**
- **The abstract in English is empty**
- **No principal research theme has been entered for your project**

Partner/Organisation 1 : [MPQ \(Coordinator\)](#)

- **Grant amount requested by the partner is zero**
- **The laboratory partner have not entered his Control and Management instances**
- **The partner has not entered all of the required fields under administrative data**

Administrative and financial document of the project

[Generate](#)

Note that there is no submission button per se, however all new information added to the proposal should be saved using the save buttons available in the other tabs.

Please pay attention to the red alert below which correspond to missing mandatory information.

After the closure of the submission, you will receive an email confirming your successful submission.