

***Online submission tool***  
***Guide for applicants***  
***Joint call for proposals***  
***CETP***  
***Clean Energy Transition Partnership***

Version 1.0

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*In collaboration with*



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## 1. Introduction

This submission tool is a web-based system for the compilation of the applications, containing all the relative information about project, coordinator, partners and team members.

Each proposal will be assigned an alphanumeric code which identifies it uniquely, using the format CETP-2026-xxxxx (where xxxxx is a progressive number).

- The proposal must be written in English.
- The different sections of the application should not exceed the prescribed maximum space.
- Any documents other than those requested in the proposal will not be taken into consideration and will not be forwarded to the evaluators.
- When applying, keep in mind that the submission system will close at 14:00 CEST of the deadline date established for Step 1. The Call Secretariat can only ensure responses to email support requests up to 12:00 CEST.
- All inquiries to IT support received by the cut off (h 14:00 CEST) will be processed.

### 1.1. Use of data

For information: the data provided in this pre-proposal application form will be used to:

- communicate with you about the call and application process;
- allow the funding organisations to perform an eligibility check of the applicants;
- assess the quality of your proposal and consortia by the Evaluators;
- award funding if your application is successful;
- analyse and describe your applicant pool (the name of applicants is anonymised in our analysis);
- collect your feedback and improve our communications with potential future applicants in future Joint Calls.

Data will be accessible to Funding Organisations participating in the call, including the ones based in non-EU or non-EEA countries. Protection of personal data and compliance with the EU's General Data Protection Regulation (2016/679) (GDPR) is however ensured.

Data will be also processed in an aggregated way to produce statistics ensuring anonymity and confidentiality throughout the process.

Retention of personal data shall take an end in accordance with the Online Submission Tool Privacy Policy and CETPartnership Privacy and Data Policy and in any case no later than 5 years after the final approval of the final report by the European Commission.

### 1.2. Technical support

For any IT problem with the platform, contact CINECA by opening a support request at the link <https://mur.support.cineca.it/support.php?service=mur-internazionali.bandit.cineca.it&cmp=65330> (the Support Link is available in home page).

For any problem related to the international call please contact the Call Secretariat ([callmanagement@cetpartnership.eu](mailto:callmanagement@cetpartnership.eu)).

For any problem related to the national funding rules please contact the national contact points (see list in the call text and National Annex).

### 1.3. Access to the system

It is possible to access to the platform by clicking on Submission Platform-> Login submission at <https://cetp-submission.mur.gov.it/>

If you don't have any, you need to create a new account by clicking on **"Register"**:

A registration form will be opened: here you must enter your data:

At the end a verification email will be sent to the address that you have inserted during the registration:

The text of the email will be as follows:

Someone has created a MUR - International Projects account with this email address. If this was you, click the link below to verify your email address

[Link to e-mail address verification](#)

This link will expire within 15 minutes.

If you didn't create this account, just ignore this message.

## 2. How to apply

After the verification of the email, you will find the list of open Calls and Calls you've applied in the past. Please select:

**CETP JC2026 (Clean Energy Transition Partnership) - Pre Proposal**  
Pre Proposal phase of CETP - Clean Energy Transition Partnership  
Start Date: 08/06/2026 14:00    Deadline Date: 08/10/2026 14:00

Then create a new application by clicking on the button **"Add"** under **"Applications"**.

Home • CETP26 •

Applications

Add

| Code            | Acronym | Role | Phase        | Status | Submission Date | Actions |
|-----------------|---------|------|--------------|--------|-----------------|---------|
| CETP-2026-00001 | PROVA   | n.d. | Pre-proposal | Draft  | n.d.            |         |

You can open the new application by clicking in the following list.

You will be asked to fill a form with four fields in which insert the title and the acronym of the project, the short name of the research organisation and the call module you are applying for. Please note that Project acronym, title and call module shall be considered as definitive. After filling them, click on **"Add"**:

Add

1

Project short name/acronym

1

Project title

Short name (acronym) of the research organisation/Company

Please specify what call module you are applying for\*

Cancel

Add

### 3. How to manage the application data

After the creation of the application, you will be directed to the **dashboard** from which you can manage all the application data.

The dashboard is divided into two sections:

- **Project Data (to be completed only by Coordinator)**
- **Partner Data (to be completed by each partner including the Coordinator)**

Each section is divided into various items that can be modified by clicking on "OPEN", to the right of each one:

The screenshot displays the application dashboard for CETP-2026-00001. At the top, there are two status bars: a yellow one for 'Missing Fields Check' indicating 'ONE OR MORE MANDATORY FIELDS MISSING' and a red one for 'Mandatory Requirements Check' indicating 'ONE OR MORE REQUIREMENTS NOT FULFILLED'. Below these is an 'Application Progress' bar showing 35.71% completion. The main content area is divided into two columns: 'Project Data' and 'Partner Data - Coordinator'. Each column lists steps with radio buttons and 'Open' buttons. In 'Project Data', the steps are GENERAL DETAILS, PROJECT CONTACT, CALL MODULE AND DESCRIPTION, DNSH, and ADDITIONAL PARTNER INFORMATION (which is currently selected). In 'Partner Data - Coordinator', the steps are PRINCIPAL INVESTIGATOR DETAILS, ORGANISATION DETAILS, BUDGET, and TEAM MEMBER(S) (which is currently selected).

Click on **"Invite Partner"** to add one or more partners (see specific section of this guide). For details on the Invitation acceptance and procedure, please check section 4.

#### 3.1. Project data

The "Project Data" section is subdivided in 5 points, each of them contains some fields in which you can insert all the required information.

The advancement of the collection of each point is shown by the "circles" to the left of each one (grey: incomplete, blue: complete).

### 3.1.1. General details

[← Back to dashboard](#)

[Close Sidebar](#)

PROJECT DATA

GENERAL DETAILS

PROJECT CONTACT

CALL MODULE AND DESCRIPTION

DNGH

ADDITIONAL PARTNER INFORMATION

#### GENERAL DETAILS

(This Section can be filled in by the Coordinator only)

1 Project short name/acronym \*

Prova

1 Project title \*

Prova CINECA

1 The abstract must include the a) general objectives of the project (strategic, commercial, etc.), b) scientific and/or technological aims of the project, c) relevance to the call.

Project abstract \*

1 Describe in short (max. 500 characters) why your project is important to the clean energy transition

Project relevance \*

#### PROJECT DURATION

1 Project Duration (max 36 months)

1 The project must start not after 15/12/2020

Start Date \*

Save

After completing all the fields, click on **“Save”** and then select a new section on the left menu or click on **“Back To Dashboard”**.

### 3.1.2. Project Contact

← Back to dashboard

Close Sidebar

PROJECT DATA

GENERAL DETAILS

PROJECT CONTACT

CALL MODULE AND DESCRIPTION

DNSH

ADDITIONAL PARTNER INFORMATION

#### PROJECT CONTACT

(This Section can be filled in by the Coordinator only)

Indicate the contact person for this project. The Project contact may be the same as the Principal Investigator.

First Name\*

Family Name\*

Organisation\*

Email\*

Telephone Number

Mobile Number

Save

After completing all the fields, click on **“Save”** and then select a new section on the left menu or click on **“Back To Dashboard”**.

Indicate the contact person for this project. The Project contact may be the same as the Principal Investigator.



### 3.1.3. Call module and description

The screenshot shows a web form titled "CALL MODULE AND DESCRIPTION". On the left is a sidebar menu with options: PROJECT DATA, GENERAL DETAILS, PROJECT CONTACT, CALL MODULE AND DESCRIPTION (highlighted), ONSH, and ADDITIONAL PARTNER INFORMATION. The main form area contains several sections: "CALL MODULE" with a text field, "TRANSITION INITIATIVE" with a dropdown, "PROJECT DESCRIPTION" with a list of criteria (1. EXCELLENCE, 2. IMPACT, 3. QUALITY AND EFFICIENCY OF THE IMPLEMENTATION), a large text area for the project description, and "TECHNOLOGY READINESS LEVEL TRL" with two dropdowns. At the bottom, there are "KEYWORDS" sections with input fields and a "Save" button. Red circles highlight the "Back to dashboard" link in the sidebar, the "Upload" button next to the project description text area, and the "Save" button at the bottom right.

After completing all the fields, click on **“Save”** and then select a new section on the left menu or click on **“Back To Dashboard”**.

#### **Project Description**

To upload the “Project Description” please click on [Upload](#) and then select the file on your computer or directly drag the file on the form.

Please note: it is possible to insert ONE PDF FILE ONLY. To replace the file, you can click again on [Upload](#) and repeat the steps.

### 3.1.4. DNSH (Do No Significant Harm)

[← Back to dashboard](#)

[Open Sidebar](#)

**PROJECT DATA**

GENERAL DETAILS

PROJECT CONTACT

CALL MODULE AND DESCRIPTION

**DNSH**

ADDITIONAL PARTNER INFORMATION

#### DNSH

(This Section can be filled in by the Coordinator only)

**DO NO SIGNIFICANT HARM (DNSH) ASSESSMENT**

**SECTION 1**

The Do No Significant Harm principle was introduced in the European Green Deal to ensure that the research and innovation activities do not make directly or indirectly a significant harm to any of the six environmental objectives, according to the EU Taxonomy Regulation (EU) 2020/852.

You can find more information on what is considered as doing significant harm to the above objectives in the following note: [Technical Guidance](#).

The applicant shall self-assess the DNSH filling in the following table.

Please indicate which of the following environmental objectives require further evaluation according to the DNSH principle.

**Climate change mitigation**

\* ☐ Yes ☐ No

If NO, please detail

**Climate change adaptation**

\* ☐ Yes ☐ No

If NO, please detail

**The sustainable use and protection of water and marine resources**

\* ☐ Yes ☐ No

If NO, please detail

**The circular economy, including waste prevention and recycling**

\* ☐ Yes ☐ No

If NO, please detail

**Pollution prevention and control to air, water or land**

\* ☐ Yes ☐ No

If NO, please detail

**The protection and restoration of biodiversity and ecosystems**

\* ☐ Yes ☐ No

If NO, please detail

**SECTION 2**

Only if the answer is YES for an environmental objective, a substantive DNSH assessment is needed. In that case, please fill the corresponding row in the table below.

Attention, if you answer "Yes" to one of the following questions, the application will not comply with the DNSH and you will not be able to submit it.

**Climate change mitigation: is the measure expected to lead to significant GHG emissions?** ☐ Yes ☐ No

Substantive justification

**Climate change adaptation: is the measure expected to lead to an increased adverse impact of the current climate and the expected future climate, on the measure itself or on people, nature or assets?** ☐ Yes ☐ No

Substantive justification

**The sustainable use and protection of water and marine resources: Is the measure expected to be detrimental: (i) to the good status or the good ecological potential of bodies of water, including surface water and groundwater; or (ii) to the good environmental status of marine waters?** ☐ Yes ☐ No

Substantive justification

**The transition to a circular economy, including waste prevention and recycling: is the measure expected to: (i) lead to a significant increase in the generation, incineration or disposal of waste, with the exception of the incineration of non-recyclable hazardous waste; or (ii) lead to a significant inefficiencies in the direct or indirect use of any natural resource (1) at any stage of its life cycle which are not minimised by adequate measures(2); or (iii) cause significant and long-term harm to the environment in respect to the circular economy (3)?** ☐ Yes ☐ No

Substantive justification

**Pollution prevention and control: Is the measure expected to lead to a significant increase in the emissions of pollutants (4) into air, water or land?** ☐ Yes ☐ No

Substantive justification

**The protection and restoration of biodiversity and ecosystems: Is the measure expected to be: significantly detrimental to the good condition (5) and resilience of ecosystems; or detrimental to the conservation status of habitats and species, including those of Union interest?** ☐ Yes ☐ No

Substantive justification

[Save](#)

For each objective the applicant is requested to indicate if further evaluation is required according to the DNSH principle. If the answer is NO you have to explain why no further evaluation is needed.

If the answer is YES the applicant is requested to declare the measures expected in section 2.

After completing all the fields, click on **“Save”** and then select a new section on the left menu or click on **“Back To Dashboard”**.

### 3.1.5. Additional Partner Information

← Back to dashboard

Close Sidebar

PROJECT DATA

GENERAL DETAILS

PROJECT CONTACT

CALL MODULE AND DESCRIPTION

DNSH

ADDITIONAL PARTNER INFORMATION

#### ADDITIONAL PARTNER INFORMATION

(This Section can be filled in by the Coordinator only)

Please list the partners of your proposal which can be considered as an end user or need owner.

Do not fill this section if it doesn't apply (see Call Module specific requirements).

In Partner Name you can choose among the partners of the project after they filled the "Organisation Name" field

| Partner Name         | Type of end-user/need-owner | Partner Role         |
|----------------------|-----------------------------|----------------------|
| <input type="text"/> | <input type="text"/>        | <input type="text"/> |

Save Delete

Add

In this form you can specify the partners of your proposal which can be considered as an end user or need owner.

In "Partner Name" drop-down list you will see your Partners only after they have accepted the invitation and filled in their "Organisation details" section.

For each filled line you will have press the specific "**Save**" button.

You can also delete a line by clicking Delete button (this action does not remove the partner from the application).

Press "**Add**" to add a new item.

After completing all the fields, select a new section on the left menu or click on "**Back To Dashboard**".

## 3.2. Partner data

There are 2 categories of Partners:

- Partner from countries/regions (and organisations) eligible for direct funding by the Funding Organisations participating in the CETP Joint Call 2026 (designated Partners 1, 2... N).
- Fully self-financed Partner from any country who bring their own secured budget. The self-financed partner cannot be the project Coordinator.

The “Partner Data” section is subdivided into 4 points, each of them contains some fields in which you can insert all the information.

The advancement of the collection of each point is shown by the "circles" to the left of each one (grey: incomplete, blue: complete).

This section can be filled in either by the Partner invited by the coordinator and by the coordinator.

### 3.2.1. Principal Investigator details

← Back to dashboard  
✕ Close Sidebar

PARTNER DATA COORDINATOR  
PRINCIPAL INVESTIGATOR DETAILS  
ORGANISATION DETAILS  
BUDGET  
TEAM MEMBER(S)

PRINCIPAL INVESTIGATOR DETAILS

Title\*

First name\*  
Fabrizio

Family name\*  
Superchi

Gender\*

Nationality\*

E-MAIL\*  
fsuperchi@cneca.it

Phone\*

1 Career stage (Optional)

Type of identifier (Optional)

Identifier (Optional)

Employment status\*

1 Duration of contract (in months)

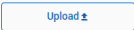
1 Employer Name

Curriculum Vitae (Optional) 1  
✎ Drag the file here or Search for the file on your computer

Upload

Save

**Curriculum Vitae:** Upload a brief CV of the Coordinator and of the Principal investigator of each partner (max 2 pages each).

To upload the “Curriculum Vitae” please click on  and then select the file on your computer or directly drag the file on the form.

Please note: it is possible to insert ONE PDF FILE ONLY. To replace the file, you can click again on

Upload 

After completing all the fields, click on **“Save”** and then select a new section on the left menu or click on **“Back To Dashboard”**.

### 3.2.2. Organization details

[← Back to dashboard](#)

[Close Sidebar](#)

**PARTNER DATA - COORDINATOR**

- PRINCIPAL INVESTIGATOR DETAILS
- ORGANISATION DETAILS**
- BUDGET
- TEAM MEMBER(S)

#### ORGANISATION DETAILS

**PARTICIPANT IDENTIFICATION CODE (PIC)**  
9-digit number serving as a unique identifier for organisations (legal entities) participating in EU funding programmes/procurements.  
A search tool for organisations and their PICs is available at [Participant Register PIC](#).  
After inserting the PIC press the SAVE button at the end of the page to pre-fill the forms

**1**

PIC\*

Legal full name of the research organisation / company

Short name (acronym) of the research organisation/Company

**VAT / NATIONAL REGISTRATION NUMBER**  
If the VAT has been retrieved on [Participant Register PIC](#) please copy it in the field "VAT / National Registration Number". Otherwise enter your VAT or National Registration Number.

VAT/National Registration Number from Participant portal

VAT / National Registration Number\*

**PARTICIPANT ORGANISATION TYPE**

**1**

Participant organisation type\*

Status: Private or Public?\*

Small or medium-sized enterprise (SME status)\*

**NACE (STATISTICAL CLASSIFICATION OF ECONOMIC ACTIVITIES)**  
Please download [NACE Rev2 1.xlsx](#), find your NACE and copy in the application form the Code and the Description in the following exemplifying format: "38.11 Collection of non-hazardous waste"

\*

**WEBSITE**

Website\*

**REGISTERED OFFICE ADDRESS OF THE RESEARCH ORGANISATION / COMPANY**

Street name and number (address)

**1**

Postal Box (Optional)

**2**

Postal code\*

**3**

Cedex (Optional)

City

Country

Division / Department / Unit or Laboratory\*

**DIVISION / DEPARTMENT / UNIT OR LABORATORY**

Department Street Name and number\*

**1**

Department postal box (Optional)

**2**

Department postal code\*

**3**

Department CEDEX (Optional)

Department city\*

Department country\*

**Save**

Enter the PIC and press **“Save”** to fill some form fields.

After completing all the fields, click again on **“Save”** and then select a new section on the left menu or click on **“Back To Dashboard”**.

**PIC:** 9-digit number serving as a unique identifier for organisations (legal entities) participating in EU funding programmes / procurements. If needed, one can apply for a temporary PIC on: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register>.

A search tool for organisations and their PICs is available on <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register-search>.

We suggest validating the PICs via the public available Partner Search – Organisation Profile service.

This allows use to fill out some requested data inputs automatically, which is less error-prone and provides much better user experience.

**NACE:** Please download “NACE\_Rev2.1.xlsx”, find your NACE and copy in the application form the Code and the Description in the following exemplifying format:

“38.11 Collection of non-hazardous waste”

### 3.2.3. Budget

[← Back to dashboard](#)

[Please click here](#)

[PARTNER DATA - COORDINATOR](#)

[PRINCIPAL INVESTIGATOR DETAILS](#)

[ORGANISATION DETAILS](#)

[BUDGET](#)

[TEAM MEMBER\(S\)](#)

#### BUDGET

**FUNDING ORGANISATION**

Select the Funding organization to which you are applying for funding

**BUDGET TABLE**

All partners shall fill in their own table with their own costs, including self-financed partners. Indicate in the table the total costs of the project and their indicative breakdown between the different categories of costs (e.g.: personnel, equipment, consumables, subcontracts, travels, overheads) and the funding requested according to your Funding Organisation's. Please make sure to comply with your Funding Organisation's rules for the determination of the eligible costs and the requested funding calculation.

Please note that some Funding Organisations cannot provide funding equal to 100% of eligible costs. For inquiries, contact your Funding Organisation Contact Point.

The column Total costs comprises all the costs related to the project independently of national funding rules. You must indicate here all the costs of the project in Euro including VAT depending on national rules.

The column Funding request comprises the part of the costs that you will request as contribution from your Funding Organisation.

The column Own funding is filled in automatically after saving the form. It includes all the costs that are not covered by the Funding Organisation (either because the funding level is lower than 100% and/or some costs are not eligible for funding and/or are provided in-kind). The Own funding is equal to the difference between the Total cost and the Funding requested.

The line TOTAL will be filled in automatically after saving the form (SAVE BUTTON).

| 1 Personnel                                                                   | 2 Funding requested (in Euro, including VAT depending on national rules)      | Own funding (equal to the difference between total cost and funding requested) |
|-------------------------------------------------------------------------------|-------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div> | <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div> | <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div>  |
| <b>3 Subcontracting</b>                                                       |                                                                               |                                                                                |
| <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div> | <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div> | <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div>  |
| <b>Travel and subsistence</b>                                                 |                                                                               |                                                                                |
| <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div> | <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div> | <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div>  |
| <b>Equipment</b>                                                              |                                                                               |                                                                                |
| <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div> | <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div> | <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div>  |
| <b>Other direct costs (Goods and Services)</b>                                |                                                                               |                                                                                |
| <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div> | <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div> | <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div>  |
| <b>Indirect costs (overheads)</b>                                             |                                                                               |                                                                                |
| <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div> | <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div> | <div style="border: 1px solid #ccc; height: 20px; margin-bottom: 5px;"></div>  |
| <b>Total</b>                                                                  |                                                                               |                                                                                |

**COSTS JUSTIFICATION**

Please enter a brief description of major costs items and a short justification (personnel, equipment, consumables, subcontracts, travel expenses, other costs) and a short justification. For overhead costs, national regulations may apply. Please differentiate between funding requested and own contribution.

**SELF-FUNDED PARTNERS FUNDING SOURCES**

Self-funded partners only: indicate shortly how participation in the project will be funded. A Letter of Commitment will be required as a mandatory document in the full proposal application.

**WORKLOAD**

Enter the organisation's planned workload, expressed in person months

Save

After completing all the fields, click on **“Save”** and then select a new section on the left menu or click on **“Back To Dashboard”**.

Note that the total effort of the project, and the percentage distribution among the partners, is visible in the preview pdf.



### 3.2.4. Team member(s)

← Back to dashboard

Close Sidebar

PARTNER DATA - COORDINATOR

PRINCIPAL INVESTIGATOR DETAILS

ORGANISATION DETAILS

BUDGET

TEAM MEMBER(S)

#### TEAM MEMBER(S)

Please include the Team members to be involved in the project who are already identified, would they be funded or not by your Funding Organisation. If you do not have this information yet at the pre-proposal stage, select the option "To be determined" and press the SAVE button at the end of the line. Include only the researchers involved in the proposal. Do not include in the table other persons involved in the proposal who are not researchers. Remember that the coordinator should not be entered. For each filled line, scroll to the right and press the specific SAVE button.

Team members to be involved in the project\*

#### Member's List

Save

Click on **"Team members to be involved in the project"** and select between **"To be determined"** and **"Already identified"** and press **"Save"**.

If **"To be determined"** has been chosen, nothing else is left to do.

Otherwise, enter data requested for each Team Member.

For each filled line you will have to scroll to the right and press the specific **"Save"** (or **"Delete"**) button.

#### Member's List

| Type of identifier | Identifier | Career stage | Role of researcher |             |
|--------------------|------------|--------------|--------------------|-------------|
|                    |            |              |                    | Save Delete |

Add Member

Press **"Add"** to add a new member. Do not leave blank lines.

## 4. Invite Partner

The coordinator can invite one or more partners by turning back to the project dashboard and by clicking on the **"Invite Partner"** button:

**Project Data**

Steps

- GENERAL DETAILS Open
- PROJECT CONTACT Open
- CALL MODULE AND DESCRIPTION Open
- DNSH Open
- ADDITIONAL PARTNER INFORMATION Open

**Partner Data - Coordinator**

Steps

- PRINCIPAL INVESTIGATOR DETAILS Open
- ORGANISATION DETAILS Open
- BUDGET Open
- TEAM MEMBER(S) Open

**Partners**

**INVITE PARTNER**

| # | Role        | Name              | Organisation | Country | Status | Invitation | Self-Financed | Actions |
|---|-------------|-------------------|--------------|---------|--------|------------|---------------|---------|
| 1 | Coordinator | Fabrizio Superchi | n.d.         | n.d.    |        | ---        | no            |         |

To invite a Partner the Coordinator must fill in this form and click Invite partner button:

When inviting a project Partner, please remind your prospect Partner to check carefully the specific National requirements and eligibility criteria set by their respective Funding Organisation.

To be included in the proposal the invited partner need to accept the invitation and fill in organisation information in the platform.

First name

Family name

E-Mail

Cancel **Invite partner**

The partner receives a mail as follows: modificare invito 2026

**You have been invited to CETPartnership Joint Call 2026 proposal**

**Fabrizio Superchi** invited you to join a new proposal for CETP (Clean Energy Transition Partnership) 2026 Call.

Click this [link](#) to go to the application platform.

If it is your first access, you will need to register to the platform.

After that, to accept or decline the invitation, click on notification icon at the top of the right screen.

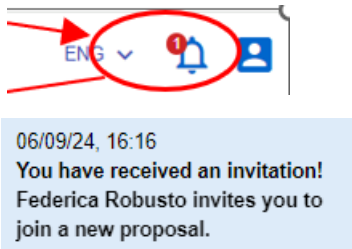
To be included in the submission of the proposal you need to accept the invitation.

Proposal code: CETP-2026-00012

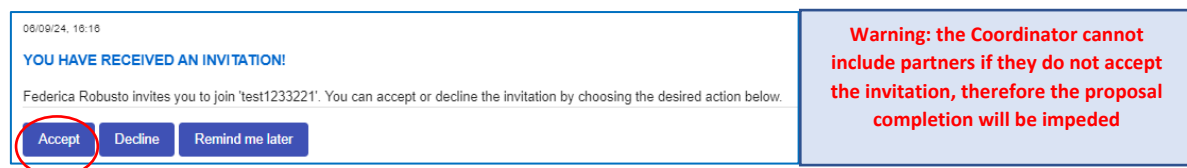
Proposal Acronym: Prova

The partner clicks the link in the mail and will be directed to the application home.

In the notification area he will find the invitation.



By clicking on it the partner can accept the invitation



Once accepted, the partner will be able to access his own "Partner Data" section and fill it in.

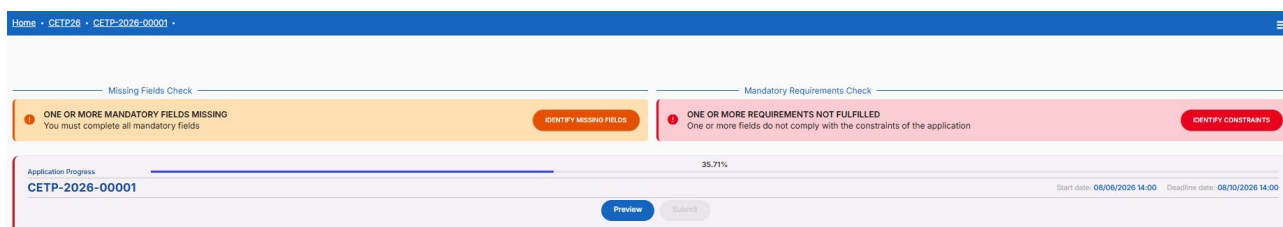
The newly added partner will be visible in the "**Partners**" section at the bottom of the dashboard:

| Partners       |             |                   |              |         |             |               |                                                                                                                                                                             |
|----------------|-------------|-------------------|--------------|---------|-------------|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Invite partner |             |                   |              |         |             |               |                                                                                                                                                                             |
| #              | Role        | Name              | Organisation | Country | Status      | Self-Financed | Actions                                                                                                                                                                     |
| 1              | Coordinator | Fabrizio Superchi | CINECA       | n.d.    | In progress | no            |                                                                                                                                                                             |
| 2              | Partner     | John Smith        | n.d.         | n.d.    | In progress | no            |   |

The Coordinator, in his own dashboard, can remove a partner or edit the partner data.

## 5. Final check and submission

You can check the progress of proposal completion from the blue bar at any time and check for missing mandatory fields.



The screenshot shows a web interface for proposal submission. At the top, a blue navigation bar contains the text 'Home • CETP26 • CETP-2026-00001'. Below this, there are two main sections: 'Missing Fields Check' and 'Mandatory Requirements Check'. The 'Missing Fields Check' section has an orange background and displays a message: 'ONE OR MORE MANDATORY FIELDS MISSING. You must complete all mandatory fields.' with an 'IDENTIFY MISSING FIELDS' button. The 'Mandatory Requirements Check' section has a pink background and displays a message: 'ONE OR MORE REQUIREMENTS NOT FULFILLED. One or more fields do not comply with the constraints of the application.' with an 'IDENTIFY CONSTRAINTS' button. Below these checks is a progress bar labeled 'Application Progress' showing '35.71%' completion. The application ID 'CETP-2026-00001' is visible. At the bottom right, the start date is '08/06/2026 14:00' and the deadline date is '08/10/2026 14:00'. There are 'Preview' and 'Submit' buttons at the bottom center.

You can also validate the proposal at any time to check the adherence of the proposal to the requirements of the call.

In addition, a \*PDF\* preview of the application is available from the "**Preview**" button.

When the application is complete and in order, the button "**Submit**" is enabled. Clicking on "Submit" you submit your application. Nevertheless, you can modify the proposal and resubmit it again at any time before the deadline.

At the deadline, the last submitted proposal will be sent to the Call Secretariat for the evaluation, and it cannot be modified anymore.

By submitting the application, the Coordinator declares that:

- The project applicants hereby declare, that to the best of their knowledge the research outlined in this proposal is unique in character and does not duplicate research already funded at national, regional or EU level, within nation, regional, international or EU calls.
- The applicants confirm that they are aware that failure to fulfil this condition will result in the withdrawal of this proposal from the application process or the withdrawal of funding from approved projects.
- The proposal is in line with the guidelines to ethical aspects of the Horizon Europe Programme.