

LIFE Writer's workshop 3.11.2021

LIFE Nature

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Metsähallitus, luontopalvelut

(slides partly modified from Inga Račinska's presentation, thanks!)

Contents of the new proposal

- **Part A. Administrative forms:** filled online, forms on data on the participants, legal declarations and contact persons. Need PIC numbers to enter participants.
- **Part B and Annexes:** filled as RTF (DOC) files, uploaded as PDF. Technical description of the project with activities, work packages, costs. Use the Template downloaded from the system.
- **Part C. KPI indicators:** filled online Part C
- **Mandatory Annexes:** detailed budget / participant information (let's check online and idea from MH)
- **Non-mandatory Annexes:** as described in B forms
- **Excess pages** will be made invisible and not available to the evaluators. Mandatory annexes and supporting documents **do not count towards the page limit**.
- 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.
- 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**.



Proposal forms

Deadline
30 November 2021 17:00:00 Brussels Local Time

Call data:

Call: LIFE-2021-SAP-NAT
Topic: LIFE-2021-SAP-NAT-NATURE
Type of action: LIFE-PJG
Type of MGA: LIFE-AG

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

Proposal data:

Acronym: GrassLIFE2
Draft ID: SEP-210773761

Download Part B templates

Download part B templates

Support & Helpdesk

Online Manual IT How To IT Helpdesk FAQ

In this step you can edit the Administrative Forms and upload the proposal itself.

Your proposal contains changes that have not yet been submitted.

Administrative forms

Edit forms Edit Part C 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 other requested attachments.			
Part B	PDF max 120 pages, 20 MB		Upload
Detailed budget table	XLS max 10 MB		Upload
Participant Information	PDF max 10 MB		Upload
Letters of support	PDF max 10 MB		Upload
Cofinancing declarations	PDF max 10 MB		Upload
Maps	PDF max 20 MB		Upload
Description of sites	PDF max 10 MB		Upload
Description of species and habitats	PDF max 10 MB		Upload
Other annexes	PDF max 10 MB check if KPI included		Upload

LIFE Nature

- Maps and site descriptions as earlier
- Note that description of species and habitats targeted are now here; format as earlier (I think)

Part B points for LIFE Nature

1.1. + 1.2. Background and general objectives + specific project objectives

- Problems clearly defined and why they exist
- Baseline and quantification
- Location
- Targets for habitats (% coverage, quality), species populations (% coverage), from-to!
- Breakdown the general objectives link to problems, habitats and species and quantify!

1.4. Concept and methodology

- Clearly define the intervention logic and how they are expected to lead to the expected impact
- Explain the main methodologies to be implemented and justify why it is expected to work and have the desired impact
- Link to problems, habitats and species

e.g. To restore the grasslands, we will apply the best-practice of clearing and mowing and will test pilot restoration measures. Those will include seed transfer, removal of overgrowth and mulching, topsoil transfer, xxx.

Part B points for LIFE Nature

2.1. Ambition of the impact

- Identify and quantify the effect during and after 5 years after the project, remember both!!!
- Be specific and provide only information about impacts that are a result of your project. The impact of other projects should not be taken into account. Link the effect to your actions, use logical framework!

2.2. Credibility of the impacts

- Show the steps of your calculations and base yourself on the activities mentioned in your work plan.
- Justify and substantiate the baselines, benchmarks and assumptions you used, making reference to relevant publications, studies or statistics.
- *Show the evidence that the selected measures works or why you expect them to work*
- *Evidence base!!!*

2.3. Sustainability of the impacts

- Obligation to maintain ecological effect of the project activities for at least 30 years after the project end.
- Landowner commitments
- Short term protection OK only for demonstration purposes, others risky, justify very clearly why shorten protection leads to desired impact!!!

Part B points for LIFE Nature

3.1. Workplan

- Major actions as workpackage; several clearly defined task
- Clearly defined objectives and results, show links to problems targeted (logical framework)
- Clear tasks with also reference to results
 - *Who, what, how and when*
 - *Make it understandable that evaluators understand what you are planning to do*
- Also define milestones and deliverables at task level (new means of verification, prove that it's reached, link to KPIs)

3.5. Impact monitoring

- Describe your overall approach to monitor and evaluate the impact indicators during your project. Ensure that you include specific tasks to monitor, evaluate and report impacts in the work plan (section 2 of this template).
- *Applicants are expected to define, calculate, explain and achieve ambitious and credible impacts in terms of conservation benefit, link the monitoring to analysing the expected impact and not just the outcome of the actions!!!!*

Contents of the new proposal

Other info

Part C. KPI Indicators ([open with Chrome!](#))

Applicants should check, when submitting their full proposal, that the [final full proposal PDF](#) includes the KPI [Part C data](#). If this is not the case, then there is a technical IT problem and [applicants should upload the KPI PDF file to their proposal](#) annexes and inform the Funding & tenders portal IT

[Do not rely only on mandatory KPIs, but add «Other project specific KPIs», to better illustrate your impact](#)



European
Commission

Funding: Submission Service

Welcome Inga Racinska



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Part B and Annexes

LIFE KPI 2b1 - 2S-FP 1S

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LIFE Programme – Application Forms (Part C – KPI)

Horizontal KPIs for all LIFE applicants (Mandatory to report on all the KPIs of this section).

Innovation	Governance	Plans & strategies
Is your project proposal developing, demonstrating and promoting innovative techniques and approaches? <input type="radio"/> Yes <input type="radio"/> No <small>* This field is mandatory to report. Please select a value.</small>	Is your project proposal improving governance through enhancing capacities of public and private actors and the involvement of civil society? <input type="radio"/> Yes <input type="radio"/> No <small>* This field is mandatory to report. Please select a value.</small>	Is your project proposal implementing key plans or strategies? <input type="radio"/> Yes <input type="radio"/> No <small>* This field is mandatory to report. Please select a value.</small>

Catalytic effect - Financial	Catalytic effect - Spatial	Catalytic effect - Thematic
Will your project trigger additional investments? <input type="radio"/> Yes <input type="radio"/> No	Will the results of your project be replicated beyond its intended geographical scope? <input type="radio"/> Yes <input type="radio"/> No	Will the results of your project be replicated (transferred) beyond its intended thematic scope? <input type="radio"/> Yes <input type="radio"/> No

LIFE Programme - Annex II - Section 2 - Specific KPIs - (Please report on KPIs you consider relevant).

Please select the relevant indicators for your project. For each selected indicator please provide any required values and comments. Please note that if you deselect an indicator, all values entered will be lost.

- | | | |
|-----------------------------------------------------------------|--------------------------------------------------------------------------|-------------------------------------------------------------|
| <input type="checkbox"/> Air quality | <input type="checkbox"/> Biodiversity (Invasive Alien Species) | <input checked="" type="checkbox"/> Biodiversity (habitats) |
| <input type="checkbox"/> Biodiversity (number of Species) | <input type="checkbox"/> C2M projects | <input type="checkbox"/> Chemicals (environment) |
| <input type="checkbox"/> Chemicals (humans) | <input checked="" type="checkbox"/> Climate area vulnerability reduction | <input type="checkbox"/> Climate vulnerability (humans) |
| <input checked="" type="checkbox"/> Employment | <input type="checkbox"/> Energy savings | <input type="checkbox"/> GHG emissions |
| <input type="checkbox"/> GHG sequestration | <input type="checkbox"/> Investments and Financing | <input type="checkbox"/> Noise |
| <input checked="" type="checkbox"/> Other project specific KPIs | <input type="checkbox"/> Renewable energy | <input type="checkbox"/> Resource efficiency |
| <input type="checkbox"/> Soil quality | <input type="checkbox"/> Waste management | <input type="checkbox"/> Water efficiency |
| <input type="checkbox"/> Water quality | | |



Proposal forms

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Online Manual



IT How To



IT Helpdesk



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Description of sites			Upload
Description of species and habitats			Upload
Other annexes			Upload

Section	Title	Action
1	General information	Show
2	Participants	Show
3	Budget	Show
4	Other questions	Show

Let's see a sample for the protal

[← BACK TO PARTICIPANTS LIST](#)

[VALIDATE](#)

[SUBMIT](#)

Detailed Budget Table

(add here your proposal's acronym)

Subcontracting

Participant Number/Short Name	Subcontract Description	Estimated Costs	Work Package No	Justification
	(Describe scope of subcontract)	(EUR)	(from your work plan)	(Why is subcontracting necessary?)
	Total estimated costs	0 €		
If subcontracting for the entire project goes beyond 30% of the total eligible costs, give specific reasons.	Insert text			

Other direct costs

Please complete the table below for each participant. If required add further tables at the end of this work sheet (one per participant).
Please ensure that sufficient details are provided in part B. For major cost items add lines below, in order to provide a detailed breakdown within one cost category.

Participant Number/Short Name (1)	Cost (€)	Justification
Travel & subsistence		
Equipment		
Other goods, works and services		
Infrastructure		
Financial support to third parties		
Land purchase		
Total	0 €	

Definition of subcontracting?
Does is include equipment to be tendered?

No change in subcontracting rule.
Can be subcontracted if needed (LIFE NAT usually includes even 30% subcontracted costs, specify why)

Explain what?

More or less as earlier?

MHPWF	Cost (€)	Justification		
			In bold: where all partners participate (exc SEPA). We'll delete the unnecessary lines lather.	
Travel & subsistence	11 365 €	WP 1	T1.1 Project management	Travel costs for project internal project meeting Finland and overall project coordination meetings Finland and Sweden (41 trips app. 277€ per trip)
	11 840 €	WP 2	T2.2 Burning and restoration plans	Field work for preparing restoration and fire continuum plans for 8 areas (92 trips app. 129€ per trip)
	61 830 €	WP 2	T2.3 Controlled burning	Travels to 29 controlled burnings in 22 sites (351 travels app. 176€ per trip)
	3 248 €	WP 3	T3.2 Burning event evaluation	Travels to 29 controlled burning sites (29 travels app. 112€ per trip)
	3 248 €	WP 3	T3.3 Habitat structure	Travels to 29 controlled burning sites (29 travels app. 112€ per trip)
	14 182 €	WP 4	T4.2 Knowledge exchange and capacity building	Excursions to other countries (e.g. Spain and Russia) (6 trips app. 1 720€ per trip) Internal networking of experts in Sweden and Baltic countries (10 trips app. 386 per trip)
	10 680 €	WP 5	T5.2 Dissemination and visibility	Meetings for Haltia exhibition and consulting exhibition set up two other countries (14 trips app. 763€ per trip)
	6 565 €	WP 5	T5.4 Networking with LIFE and non-LIFE projects	Travels to conferences and other projects (17 trips app. 386 per trip)
Sub total	122 958 €			
Equipment	25 500 €	WP 2	T2.3 Controlled burning	ATW (11 000€) and 2 trailers (á 3 600€) , Otter professional water pump (6 000€) for contolled burnings. All acquisitions will be made according rules for acquisition for public bodies and internal rules of MH.
	34 400 €	WP 5	T5.2 Dissemination and visibility	Equipment for the exhibition in Haltia (4 x 4K laser projectors á 4 000€, control computer 2 000€ , relevant software 3 000€ , Scent and heat equipment, distribution and AC controls 5 800€ , sound and lightining equipment 4 000€) Four digital cameres for overall media pictures, one per MH management area (á 900€) All acquisitions will be made according rules for acquisition for public bodies and internal rules of MH.
Sub total	59 900 €			
Other goods, works and services	32 450 €	WP 2	T2.3 Controlled burning	Fire equipment such as hoses, gloves, shovels etc. For 22 sites (29 900€) Field lunches for controlled burning workers for 29 events (2 550€)
	2 800 €	WP3	T3.5 Socioeconomic effects	Catering, crafts and hand-on materials for acceptability raising events (2 000€) + social media marketing (800€)
	4 000 €	WP4	T4.2 Knowledge exchange and capacity building	Attendance fee for two persons TREX course
	18 050 €	WP 5	T5.2 Dissemination and visibility	Materials for 50 site signs á 50€ (2 500€) Consumable material for walls, installations, staging and construction for the exhbition in Haltia (9 200€) Translations of exhibition materials (ENG, SWE) (3 000€) and guided tour materials (750€) Catering for nature entrepreneur training in Nuuksio (600€) Translation of project materials (2 000€)
Sub total	57 300 €			
Total	240 158 €			

Staff effort per work package *(n/a for stage 1)*

Fill in the summary on work package information and effort per work package.

Work Package No	Work Package Title	Lead Participant No	Lead Participant Short Name	Start Month	End Month	Person-Months
1						
2	Restoration and management (Tasks 1+2; 2 persons; planner and team leader)	1	MH PWF	3/2023	9/2024	9,5
3						
4						
					Total Person-Months	9.5

Does not include any information on the job title, no persons etc...

Perhaps indicate concisely?

Staff effort per workpackage and per beneficiary?							
Beneficiary	Work-package	Task No	Task title	Role	Number of working days	Cost in Euros	Total cost per task
1	2	2.1	Risk analysis and mitigation plan	Project manager	20	8000	9400
				Planner	4	1400	
		2.2	Burning and restoration plans	Planner	30	10500	10500
	2	2.3	Controlled burning	Planner	5	1750	10850
				Ecologist	2 * 5 persons	3500	
				Fieldworker	4 * 5 persons	5600	
	2	2.4	Measures to complement fire	Planner	5	1750	6370
				Ecologist	10	3500	
				Fieldworker	4	1120	
				Total	98 days, 5,4 person-months	Total cost	37120

Backlog data (not to be submitted)

Still the costs needs to soundly planned and justified.

Sums needed in the budget table!!!