**PROJECT SHEET WP2023\_PREPARATORY DOCUMENT TEMPLATE\_UIC internal use only**

***All the fields are mandatory. Please fill them in with the most appropriate information you can assess.***

**Date: Reférence :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **PROJECT TITLE** |  |
| Acronym |  |
| Is this an EU funded project? |  |
| Forum / Platform |  |
| Is any other UIC Technical Working Body involved? |  |
| Is there any cross-sectorial aspect considered? |  |
| Date of approval by the Working Body |  |
| Date of approval by the RA / GA |  |
| Open to all UIC regions? (if no, clarify) |  |

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| **PROJECT MANAGEMENT** | | **Email address** |
| Project Director |  |  |
| Project Manager |  |  |
| Member companies participating ***(to be filled-in after the Members confirmation)*** |  | |

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| **PROJECT DESCRIPTION** |
| 1. **Why do we need this project and what are its benefits / added value?**   *Brief analysis of the current situation / Sector strategy & existing opportunities, including links with any other similar initiative(s).* ***Please refer to the European strategy “Challenge 2050”, as well as to the Rail Technical Strategy Europe (RTSE).*** |
|  |
| 1. **What needs to be done and what are the risks if the project is not done?**   ***Please name the project objectives / aims and expected results.***  ***Please clearly list and briefly explain the risk(s) if the project is not done. If any known risk, please mention “None” and explain the interest of the project consequently.*** |
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| 1. **How will the project be executed?**   ***Please explain the way you will organize the work : main work packages , tasks, axes etc.*** |
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| 1. **Is data already available upon which to base this proposal?**   ***Please give details related to the project initiative background: existing similar initiatives, former UIC projects, former initiatives in the sector etc. Is this proposal a follow-up of a former initiative on the same topic? If yes, please name it or briefly describe the previous one explaining how it was fulfilled: successfully ended, abandoned and why etc.*** |
| 1. **If another UIC Technical Working Body is involved, indicate how?**   ***Please give details related to the project initiative background: existing similar initiatives, former UIC projects, former initiatives in the sector etc. Is this proposal a follow-up of a former initiative on the same topic? If yes, please name it or briefly describe the previous one explaining how it was fulfilled: successfully ended, abandoned and why etc.***  ***If available, please mention document titles and/or web addresses where the background information is available.*** |
|  |
| 1. **If a cross sectorial aspect is considered indicate which one and how it is addressed?**   ***Please give details related to the project initiative background: existing similar initiatives, former UIC projects, former initiatives in the sector etc. Is this proposal a follow-up of a former initiative on the same topic? If yes, please name it or briefly describe the previous one explaining how it was fulfilled: successfully ended, abandoned and why etc.***  ***If available, please mention document titles and/or web addresses where the background information is available.*** |

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| 1. **What are the planned deliverables?** | | |
| Name of deliverable | Estimated date of delivery | Type of deliverable |
| Name of deliverable number 1 | Date of delivery | Check one or more: UIC Standard; TecRec; Guidelines; Public website; Events; Training Sessions; Press release; Report; Activity report; Others |
| Name of deliverable number 2 | Date of delivery |  |
| Name of deliverable number 3 | Date of delivery |  |
| Name of deliverable number 4 | Date of delivery |  |
| Name of deliverable number 5 | Date of delivery |  |

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| 1. **How will the Intellectual Property Rights be managed?** *(To be defined by participants – refer IR 3 point 5.c)* | | | | | |
|  | 1. ***Free for all*** |  | 1. ***Participants only*** |  | 1. ***Other method*** |

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| 1. **Added value indicators** | | |
|  |  | *If the response is “yes”, use the space below to justify this position, recall the details given under points 1 and/or 2* |
| No Redundancy – no one else doing it  ***Is there any other similar initiative on this topic?*** |  |  |
| Legal requirements (related to a TSI or is for system developments)  ***Is there any TSI impacted by your project proposal? Is this proposal related to any upcoming legal requirement for the sector?*** |  |  |
| Financial benefit or more cost effective for UIC to perform  ***Please explain the economic added value of your proposition; if financial figures available, please provide them here.*** |  |  |

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| 1. **Timescale** | | | |
|  | Start date | End date | Total duration |
|  |  | In Month |
|  | Number of years planned for the call contribution | | In Year\* |

**\*Round Numbers without decimal (1;2;3…)**

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| 1. **Budget**   *(In case of a budget surplus (C/O), specify how it will be managed in comments area – refer to IR1, point 2.3.2.2)* |

**Attention:**

* ***The table here-below is an Excel sheet. Please double click on the table in order to fill it in. Cells in yellow only shall be filled-in. Filling-in all the yellow cells is mandatory.***
* ***Calculations are automatically done in the light blue cells.***

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* ***The funding rates are filled-in as examples only. Please change them with the appropriate ones according to your case.***

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| 1. **Project Team** | | | | |
| Person | Company | Role or skills ***within the project team*** *(please adapt examples below to your project internal organization)* | Approximate number of Man/Month (MM) needed for Technical Experts coming from Member companies ***(mandatory information for all Technical Experts except for the UIC staff and assimilated seconded staff)*** | Other resources needed ***(if any)*** |
|  |  | *Project Manager* |  |  |
|  |  | *Project technical coordinator* |  |  |
|  |  | *Leader WP1* |  |  |
|  |  | *Leader WP2* |  |  |
|  |  | *Leader WP3* |  |  |
|  |  | *Etc.* |  |  |
|  |  |  |  |  |