



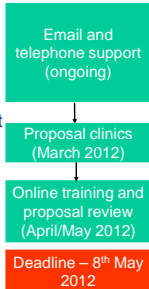
## Next steps

- Preparation stages
- Investigating previously funded projects
- Finding partners
- Using information sources
- Getting help and advice

## Proposal preparation stages

- Information familiarisation
- Fit with the IEE concept
- Planning your proposal
- Proposal summary
- Work Package overview
- Consortium development & involvement
- Draft proposal and budget preparation
- Proposal strengthened
- Proposal submission



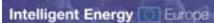
## Investigating IEE funded projects

- Funded project details  
[http://ec.europa.eu/energy/intelligent/projects/index\\_en.htm](http://ec.europa.eu/energy/intelligent/projects/index_en.htm)
- Existing toolkits, guidance documents, training material  
<http://www.iee-library.eu>



## Consortium development

- Think about who will own, benefit from, use, take forward your results (e.g. architects, bankers, local policy makers, urban planners, ESCO's, social housing companies, installers)
- Proactively contact the key market actors that you think need to be involved and sell the opportunity to them
- Consider required geographical range
- Involve partners suggested by others
- Consider meeting up to work on the proposal together
- Contact more partners than you need and then narrow down - do not be afraid to leave some out – assess commitment

## Finding partners

- Managemenergy partner search facility updated  
<http://www.managemenergy.net>
- Funded project examples
- Your networks and sector knowledge
- National Contact Point network
- Helpline factsheet on this topic


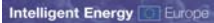
## Using information sources

**Available on the web:**

- Call documents – Call text, Work Programme, Guide for Proposers, Finance Guide, EPSS Guide (Helpline Guide to the Documents)  
[http://ec.europa.eu/energy/intelligent/call\\_for\\_proposals/call\\_library\\_en.htm](http://ec.europa.eu/energy/intelligent/call_for_proposals/call_library_en.htm)
- EACI presentations  
[http://ec.europa.eu/energy/intelligent/events/infodays\\_en.htm](http://ec.europa.eu/energy/intelligent/events/infodays_en.htm)
- Contract negotiation and project implementation documents  
[http://ec.europa.eu/energy/intelligent/implementation/index\\_en.htm](http://ec.europa.eu/energy/intelligent/implementation/index_en.htm)

**IEE News Alert Service**  
[http://ec.europa.eu/energy/intelligent/whatsnew/subscription\\_en.htm](http://ec.europa.eu/energy/intelligent/whatsnew/subscription_en.htm)

**EU Energy Focus team factsheets**


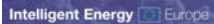
## Getting help and advice

- EACI enquiry service – via website  
[http://ec.europa.eu/energy/intelligent/contact/enquiries\\_en.htm](http://ec.europa.eu/energy/intelligent/contact/enquiries_en.htm)
- Pre-proposal check – checking fit with priorities – closure date likely to be one month before submission deadline
- EACI Project Officers  
[http://ec.europa.eu/energy/intelligent/contact/staff\\_en.htm](http://ec.europa.eu/energy/intelligent/contact/staff_en.htm)
- UK National Contact Point – EU Energy Focus





## Our general services

- Telephone and email helpline – 9am to 5.30pm weekdays
- Monthly email bulletins and alerts to new information
- Website – [www.energiehelpline.co.uk](http://www.energiehelpline.co.uk)
- Information Days
- Evaluation of results and statistics

## Contact with EACI and Focus team

- Proposal summary to EACI and Focus team for review
- Helpline Guide to the Documents
- Helpline advice on partner searching
- Helpline proposal clinics to discuss draft development
- Helpline proposal review to provide suggestions on improvements to the draft proposal



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graph TD
    A[Email and telephone support (ongoing)] --> B[Proposal clinics (March 2012)]
    B --> C[Online training and proposal review (April/May 2012)]
  
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## Contact details

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