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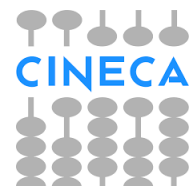
System Guide
Joint call for proposals
Underwater Noise in the Marine Environment

Version 1.0

January, 12th 2022



In collaboration with



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Introduction

1.1 Introduction

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


1.2 System requirements

In order to access the web-based system, you must make sure that your PC system meets the following minimum requirements:


- 1) **Operating system and Browser:** we recommend Windows98 or higher, and the use of Microsoft Internet Explorer (version 6.0 or higher which can be downloaded free of charge).
- 2) **Internet connection:** the system is web-based and its speed depends on the type of connection offered by your internet provider.


1. Access to the system


The web address of the Platform is <https://noiseinthesea-submission.mur.gov.it>


 **Noise in the Sea**





[Search for Partner / Project](#)



Submission Platform
 **LOGIN**

Evaluator & Funding agencies
 **LOGIN**

CALL DOCUMENTS
 Call Text: Underwater noise in the marine environment

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LAUNCH OF JOINT CALL FOR PROPOSALS ON UNDERWATER NOISE IN THE MARINE ENVIRONMENT
Under the framework of JPI Oceans and together with BANOS, BlueMed, NOAA and the UN Ocean Decade, we are pleased to launch this call, with a deadline for proposals on 28 February 2022.

The call provides an excellent opportunity to address a systemic approach to ocean challenges, support policy and governance, and support experimental research activities on the emerging issue of the acoustic pollution of oceans and seas. The call is endorsed as a contribution to the UN Decade of Ocean Science for Sustainable Development, which means that selected projects will be endorsed as Decade Actions.

With growing awareness, our society – scientific researchers, non-governmental organizations, policy makers, and citizens – recognizes anthropogenic noise as an emerging pollutant and threat for subaquatic environments. Underwater acoustic pollution impacts on the health of marine animal populations and biological productivity.

The overall aim of the call is to decrease the existing high levels of uncertainty and to promote specific lines of research that will contribute to the implementation of the Marine Strategy Framework Directive at regional sub-basin scale, and, therewith, contributing to reach the Good Environmental Status of the European seas and oceans.

The call will address two main challenges in the field through activities that may focus on:

- **Theme 1: Effects of anthropogenic noise pollution on marine ecosystems**
- **Theme 2: Innovative seismic sources as an option for quieter and effective alternatives to conventional marine geophysical exploration**

NEWS
Update January 03, 2022:

The submission tool will open on January 10, 2022.

The deadline for submitting proposals is February 28, 2022, 15:00 CET. Applications received after the deadline will not be considered.

You need to click on "Login" in order to access to the Submission Platform

First of all, you have to create a new account by clicking on **"Register"**:

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

MUR - INTERNATIONAL PROJECTS

Sign in to your account

Email

Password

☐ Remember me [Forgot Password?](#)

Sign In

[New user? Register](#)

MUR - INTERNATIONAL PROJECTS

Register

First name

Last name

Email

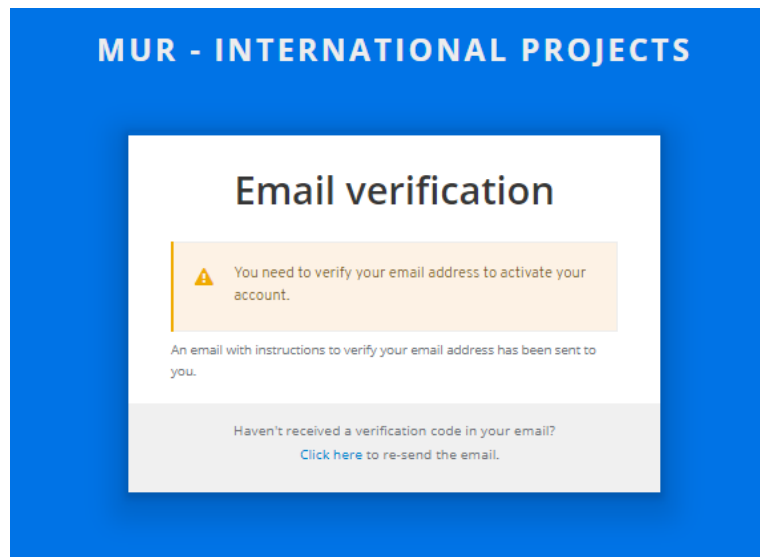
Password

Confirm password

[« Back to Login](#)

Register

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

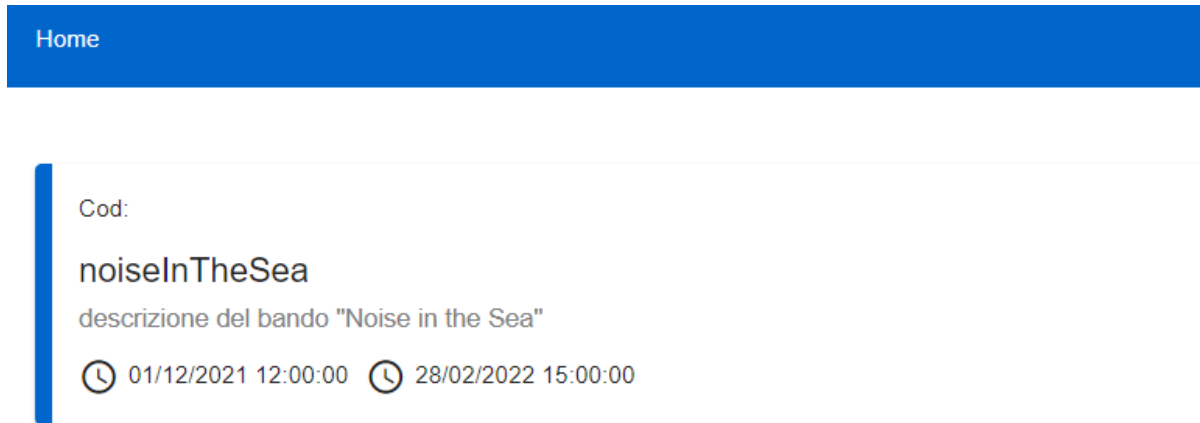
[Link to e-mail address verification](#)

This link will expire within 5 minutes.

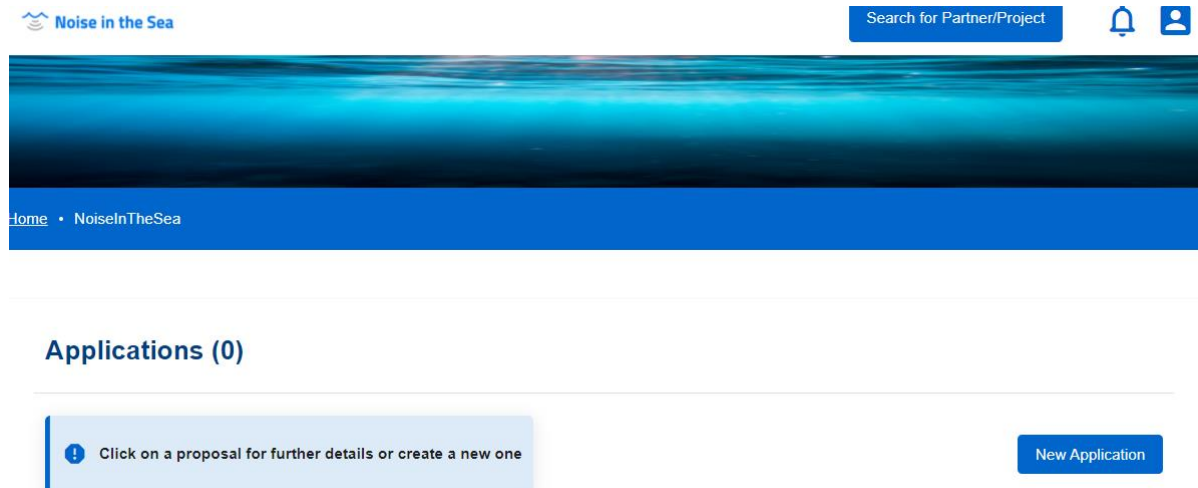
If you didn't create this account, just ignore this message.

2. How to insert an Application

After the verification of the email, return to the main page, to the address <https://noiseinthesea-submission.mur.gov.it> and click on the tab “**NoiseInTheSea**”:




Here you will find “Noise in the Sea” homepage, in which you can create a new Application by clicking on the blue button “**New Application**”:



You will be asked to fill a form with two fields in which insert: project short name, project title and organization short name of the coordinator .

After filling them, click on "**Save**":

3. How to manage the application data



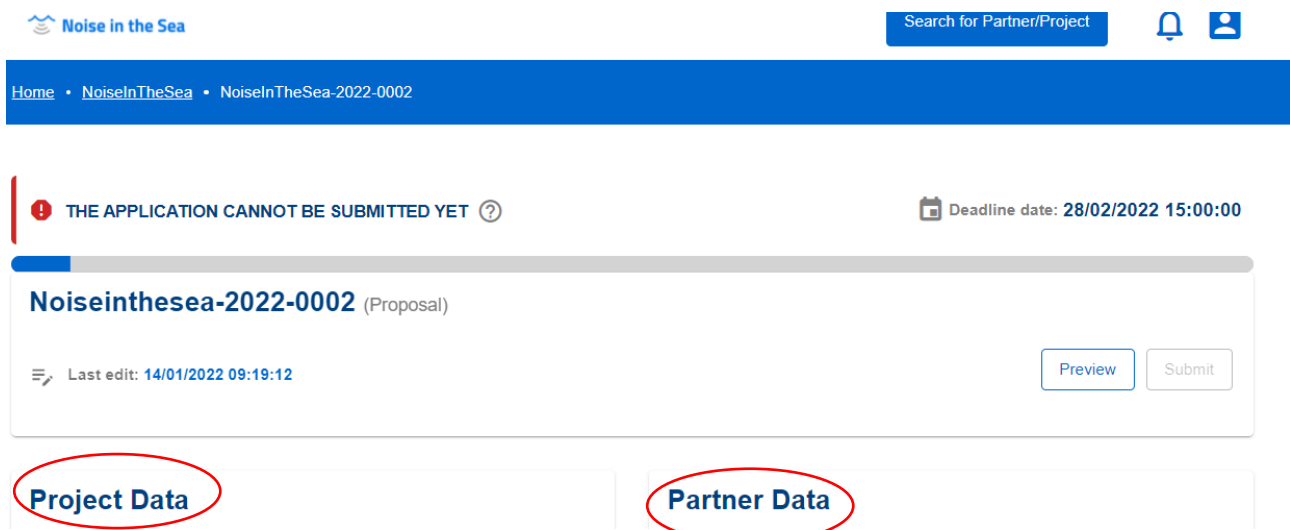
The screenshot shows a 'Create Project' modal form. It has three input fields, each with an information icon (i) to its left: 'Project short name/acronym', 'Project title', and 'Short name (acronym) of the research organisation/Company'. At the bottom of the modal are two buttons: 'Cancel' and 'Save'.

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

The homepage is divided into two sections:

1. **Project Data**
2. **Partner Data**

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



The screenshot shows the application dashboard. At the top left is the 'Noise in the Sea' logo. At the top right is a search bar labeled 'Search for Partner/Project' and a user profile icon. Below the header is a blue breadcrumb trail: 'Home • NoiseInTheSea • NoiseInTheSea-2022-0002'. A red banner contains a warning: 'THE APPLICATION CANNOT BE SUBMITTED YET' with a question mark icon. To the right of the banner is a calendar icon and the text 'Deadline date: 28/02/2022 15:00:00'. Below the banner is a card for 'Noiseinthesea-2022-0002 (Proposal)'. It shows 'Last edit: 14/01/2022 09:19:12' and has 'Preview' and 'Submit' buttons. At the bottom are two tabs: 'Project Data' and 'Partner Data', both circled in red.


Steps

- ☐ General Details [EDIT](#)
- ☐ Abstract [EDIT](#)
- ☐ Content of the Proposal [EDIT](#)
- ☐ DNSH [EDIT](#)
- ☐ Ethics and Self Assessment [EDIT](#)
- ☐ Workplan [EDIT](#)

Steps

- ☐ Principal Investigator Details [EDIT](#)
- ☐ Organisation Details [EDIT](#)
- ☐ Finances [EDIT](#)
- ☐ Team Member [EDIT](#)

Partners (1)

 Manage partners or invite a new one

[Invite Partner](#)

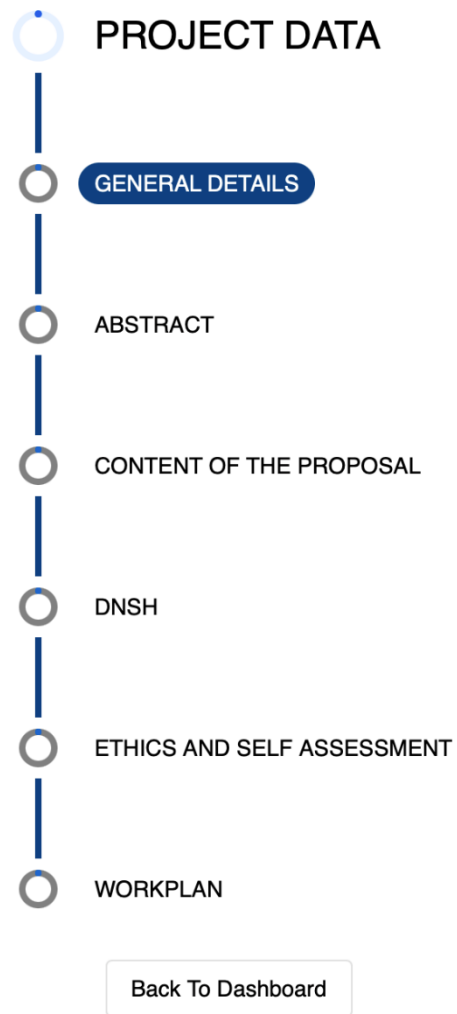
Role	Name	Organisation	Country	Status	Actions
coordinator	Terri Marano	n.d.	n.d.	in progress	

Click on “**Invite Partner**” in order to add one or more partners.

1. PROJECT DATA

The “Project Data” section is subdivided in 6 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 (gray: incomplete, blue: complete).



- 1) [General Details](#): in this section it is possible to insert some general details about the project.

i Project short name/acronym

i Project title

i Project duration (in months)

Projects shall start in the second semester of year 2022

i Start date of the project

To enter a keyword, type it and press enter

i Keywords

Indicate the topic/s you are addressing with your proposal entering an indicative repartition, in percentage, between the two topics (total 100%)

Theme 1: Effects of anthropogenic noise pollution on marine ecosystems	Theme 2: Innovative seismic sources as an option for quieter and effective alternatives to conventional marine geophysical exploration
%	%

Save

Please note: the total of “Theme 1” plus “Theme 2” **must** be 100.

After completing all the fields, click on “**Save**”.

- 2) **Abstract**: insert the text into the apposite field and click on “**Save**” before proceeding:

i Project abstract

Save

- 3) **Content of the Proposal**: in order to insert the file click on “**Upload**” and then on the paperclip:

This chapter shall be prepared off-line and uploaded in the submission tool and a pdf file. It should include the following chapters:

1. **State of the art** (max 25.000 characters)
2. **Project Objectives/Description** - include the expected project impact and relevance to the call topic/s (max 25.000 characters)
3. **Detailed description of the research plan** - Work plan module (max 8.000 characters)
4. **Dissemination, Outreach, networking, training opportunities** (max 8.000 characters)
5. **International cooperation** - Affiliation with (inter)national research programs (max 6.000 characters)
6. **Description of project management** including data management (max 6.000 characters)
7. **Scientific publications** (Optional - max 6.000 characters)

Content of the proposal

The screenshot shows the 'Content of the proposal' section of the submission tool. At the top, there is a button labeled 'No file uploaded' and a button labeled 'Upload'. The 'Upload' button is circled in red. Below this is a 'File Management' section. It contains a 'New Version Upload' area with a 'New Version' input field and a 'Save new version' button. The 'New Version' input field is circled in red, and a red arrow points to it from the 'Upload' button above. There is also a 'Close' button at the bottom left of the 'File Management' section.

Please note: it is possible to insert **ONE FILE ONLY**. To replace the file you can click again on "Upload" and repeat the steps. After completing, click on "Save new version" and then "Save".

- 4) **DNSH (Do No Significant Harm principle)**: fill in only one field if the answer to the first field is "YES". Fill in both fields if the answer to the first field is "NO".
Click on "Save" and continue with the next tab.

The Do No Significant Harm principle was introduced in the European Green Deal to ensure that the research and innovation activities do not make a significant harm to any of the six following environmental objectives (EU Taxonomy Regulation): Climate change mitigation, Climate change adaptation, Sustainable use & protection of water & marine resources, Pollution prevention & control, Transition to a circular economy and Protection and restoration of biodiversity & ecosystems.

You can find more information on what is considered as doing significant harm to the above objectives in the following note:

https://ec.europa.eu/info/sites/default/files/c2021_1054_en.pdf

Do No Significant Harm principle (DNSH)

The screenshot shows the 'Do No Significant Harm principle (DNSH)' section. It features a dropdown menu with the text 'Does your project comply with the "Do No Significant Harm principle"?'. Below this is a section titled 'If NO, please specify' with a 'Save' button.

- 5) **Ethics and Self Assessment**: fill in all the fields of the worksheet. For each question, if the answer is "Yes" you will be asked to write a comment into the relative field. At the end click on "Save".

HUMAN EMBRYONIC STEM CELLS AND HUMAN EMBRYOS	▼
HUMANS	▼
HUMAN CELLS / TISSUES	▼
PERSONAL DATA	▼
ANIMALS	▼
NON-EU COUNTRIES	▼
ENVIRONMENT & HEALTH and SAFETY	▼
ARTIFICIAL INTELLIGENCE	▼
OTHER ETHICS ISSUES	▼

Save

6) **Workplan:** Fill in the fields:

- Work packages (WP)
- Tasks
- Milestones
- Deliverables

After filling all fields, click on “Save”. For each one you can add one or more items by clicking on the relatives buttons “+ Add”:

Work packages (WP)

WP 1	Title	Lead partner
---------	-------	--------------

+ Add Work Package

Save

Tasks

N°	Title	Lead partner
----	-------	--------------

+ Add Task

Save

Milestones

N°	Title
----	-------

+ Add Milestone

Save

Deliverables

N°	Title
----	-------

+ Add Deliverable

Save

Summary of Efforts - Person month (PM) per Work package /partner (WP)

WP	prova 16.20
1	

2. PARTNER DATA

- 1) **Principal Investigator Details:** The Principal Investigator's information should be entered here. At the bottom of the page you can insert the CV of the PI by clicking on "**Upload**", then on the paper clip and at the end on "**Save New Version**" and then "**Save**":

The image shows a web application interface for entering Principal Investigator (PI) details. On the left is a sidebar with a vertical list of tabs: PARTNER DATA, PRINCIPAL INVESTIGATOR DETAILS (highlighted in blue), ORGANISATION DETAILS, FINANCES, and TEAM MEMBER. Below the tabs is a 'Back To Dashboard' button. The main area contains a form with the following fields: Title (dropdown), Family name (text), First name (text), Gender (dropdown), Nationality (text), Email (text, containing 'fscalise@sheca.it'), Phone (text), Career stage (dropdown), ORCID ID (text), Employment status (dropdown), Duration of contract (text), Employer Name (text), and Curriculum Vitae (Optional) (text area). The CV field shows 'No file uploaded' and an 'Upload' button. At the bottom of the form is a 'Save' button. A red circle highlights the 'Upload' button. Below the form is a 'File Management' modal window. It has a title 'File Management' and a subtitle 'New Version Upload'. It shows a file named 'New Version' with a paper clip icon. To the right of the file is a blue button labeled 'Save new version'. At the bottom left of the modal is a blue button labeled 'Close'. A red arrow points from the 'Upload' button in the form to the paper clip icon in the modal.

- 2) **Organization Details:** here you can enter all the Organization details. After filling each field, click on "**Save**" to proceed with the next tab.

PARTNER DATA

PRINCIPAL INVESTIGATOR DETAILS

ORGANISATION DETAILS

FINANCES

TEAM MEMBER

Back To Dashboard

Legal full name of the research organisation / company

Short name (acronym) of the research organisation/Company

Status: Private or Public?

Small or medium-sized enterprise (SME status)

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 <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register>

Participant Identification Code (PIC)

The NACE code is a Statistical Classification of Economic Activities of the organisation. You can find further information about NACE at Eurostat website <https://ec.europa.eu/eurostat/web/nace-rev2> and the classification can be downloaded at https://ec.europa.eu/eurostat/ramon/nomenclatures/index.cfm?TargetUrl=LST_CLS_DLD&StrNom=NACE_REV2&StrLanguageCode=EN&intCurrentPage=1&StrLayoutCode=LINEAR#

Statistical Classification of Economic Activities (NACE)

Registered Office address of the research organisation / company

Street name and number (address)

Postal Box (Optional)

Postal code

Cedex (Optional)

Town

Country

Division / Department / Unit or Laboratory

Division / Department / Unit or Laboratory address

Department Street Name and number

Department postal box (Optional)

Department postal code

Department CEDEX (Optional)

Department town

Department country

Save

[Support Link](#)

- 3) **Finances**: Fill in the funding fields and upload (IF REQUIRED) the Letter of Intents in PDF format by clicking on "**Upload**" and follow the same method previously used for uploading files.

Please note: the Letter of Intents is required ONLY if the project is self – funded.

After completing, click on "**Save**".

PARTNER DATA

PRINCIPAL INVESTIGATOR DETAILS

ORGANISATION DETAILS

Funding organisation(s) to which you are applying for funding

Funding Organizations

This file should be uploaded only by the self-funded partner and in pdf format. You can download the template [here](#).

Letter of Intents

No file uploaded

Upload

Please note that you should indicate in this table the total costs of the project and the funding requested to your Funding Partner and their permanent salaries depending on Funding Partner's rules), follow your Funding Partner's rules for the determination of the Funding Partners cannot provide a funding equal to 100% of national funding rules. For self-financed Partners, please indicate shortly how their participation to the project will be funded.

Back To Dashboard

	Total cost (in Euro including VAT)	Funding requested (in Euro, including VAT depending on national rules)	Own funding (equal to the difference between total cost and funding requested)
Personnel			(in €)
Equipment			(in €)
Consumables			(in €)
Subcontracting			(in €)
Travel			(in €)
Overhead			(in €)
Total	(in €)	(in €)	(in €)

Each partner can enter a brief description regarding the costs (please, take into account that the eligibility of the costs and their limitations depends on the national rules). For self-financed Partners, please indicate shortly how their participation to the project will be funded.

Financial comments

Save

[Support Link](#)

- 4) **Team Member:** in this last section you can add one or more team members. After completing all fields, click on **"Save"**.
- In order to add a second Team Member, click on **"Add Team Member"**, fill in and click on **"Save"**. Repeat for each Team Member.

Noise in the Sea

Home • NoiseInTheSea • NoiseInTheSea-2022-0009 • Personal

PARTNER DATA

PRINCIPAL INVESTIGATOR DETAILS

ORGANISATION DETAILS

FINANCES

TEAM MEMBER

Back To Dashboard

TEAM MEMBER 1

Please include all the team members to be involved in the project, would they be funded or not by your Funding Organisation. If you do not have yet this information for one team member (e.g. for a postdoc), you can indicate "to be determined"

Title

Family name

First name

Gender

Phone

E-Mail

ORCID (Optional)

To be determined

Save

Add Team Member

Support Link

1) 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:

Noise in the Sea

Home • NoiseInTheSea • Noiseinthesea-2022-0009

Noiseinthesea-2022-0009 (Proposal)

Last edit

Preview Submit

Project Data

Steps

General Details

Abstract

Content of the Proposal

ONS

Ethics and Self Assessment

Workplan

Partner Data

Steps

Principal Investigator Details

Organisation Details

Finances

Team Member

Partners (1)

Manage partners or invite a new one

Role	Name	Organisation	Country	Status	Actions
coordinator	Felicia Scallan	n.d.	n.d.	In progress	

Invite Partner

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

Partners (2)

Manage partners or invite a new one Invite Partner

Role	Name	Organisation	Country	Status	Actions
coordinator	Felicia Scalise	n.d.	n.d.	in progress	
partner	Maria Teresa Marano	n.d.	n.d.	pending	

2) Final check and Submission

You can check the progress of the proposal compilation at any time from the progress of the blue bar at the top of the dashboard:

THE APPLICATION CANNOT BE SUBMITTED YET ? Deadline date: 28/02/2022 15:00:00

Noiseinthesea-2022-0009 (Proposal)

Last edit: 11/01/2022 14:32:52 Preview Submit

When all the fields have been filled, all the circles become blue and the bar on the top of the page becomes green:

Home • NoiseinTheSea • NoiseinTheSea-2022-0005

THE APPLICATION CAN NOW BE SUBMITTED Deadline date: 28/02/2022 15:00:00

Noiseinthesea-2022-0005 (Proposal)

Last edit: 14/01/2022 12:30:18 Preview Submit

Project Data

Steps

- General Details EDIT
- Abstract EDIT
- Content of the Proposal EDIT
- DN SH EDIT
- Ethics and Self Assessment EDIT
- Workplan EDIT

Partner Data

Steps

- Principal Investigator Details EDIT
- Organisation Details EDIT
- Finances EDIT
- Team Member EDIT

Immediately under the progress bar, there are two buttons:

Preview: here you can download a PDF preview of the application.

Submit: you submit your application. Nevertheless, you can modify the proposal and resubmit it again at any time before the deadline.

When you click on “**Submit**” you receive an advice like this:

The screenshot shows a web interface for submitting an application. At the top, a green bar indicates "THE APPLICATION CAN NOW BE SUBMITTED" and a deadline of "28/02/2022 15:00:00". The main header shows "Noiseinthesea-2022-0005 (Proposal)" and "Last edit: 14/01/2022 12:30:18". On the left, a "Project Data" sidebar lists steps: General Details, Abstract, Content of the Proposal, DNSH, Ethics and Self-Assessment, and Workplan. A modal window titled "DECLARATION" is open, containing the following text: "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 national, regional, international or EU calls. The project applicants hereby declare that they have consulted and taken into account all eligibility criteria, including also the relevant Funding Partners' rules. The applicants confirm that they are aware that failure to fulfil these conditions will result in the withdrawal of this proposal from the application process or the withdrawal of funding from approved projects." Below the text is a checkbox labeled "Confirm this declaration" and a large blue button labeled "SUBMIT APPLICATION". On the right side of the modal, there are "Preview" and "Submit" buttons. In the background, on the right, there are "EDIT" buttons for various sections.

Click on “**Confirm this declaration**” and then on the button “**SUBMIT APPLICATION**”.

DECLARATION

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 national, regional, international or EU calls.
The project applicants hereby declare that they have consulted and taken into account all eligibility criteria, including also the relevant Funding Partners' rules.
The applicants confirm that they are aware that failure to fulfil these conditions will result in the withdrawal of this proposal from the application process or the withdrawal of funding from approved projects.

☒ Confirm this declaration

SUBMIT APPLICATION

After the submission, on the top of the progression bar there is the following message: “The Application has been submitted”:

THE APPLICATION HAS BEEN SUBMITTED

Deadline date: 28/02/2022 15:00:00

Noiseinthesea-2022-0005 (Proposal)

Last edit: 14/01/2022 13:06:32

Preview

Submit

Please note: **at the deadline the proposal will be sent to the Call secretariat for the evaluation and it cannot be modified anymore.**

3) [Contacts](#)

You can contact **Cineca Technical Support** at any time by clicking on the [Support Link](#) which you can find at the bottom of any page of the platform.