



## Project Proposal for IPHE Recognition Template

Proposals should be structured according to the four main sections set out below under “Proposal Content”. The bullet points listed in each section identify the criteria that will be applied by the Evaluation Team when considering proposals for IPHE recognition, although for some projects not all these criteria will necessarily apply. It is not appropriate for a proposer to submit a detailed “Description of Work” for an ongoing project.

The Evaluation Team requests that proposers strictly respect the page limit for each section - as set out below. Proposals should be brief, to the point, emphasizing the IPHE dimension and opportunities and mechanisms for collaboration and knowledge/information sharing. Proposals should normally include a figure or diagram to explain the overall project. Where necessary, additional diagrams showing the overall (not detail) planning, project structure, partnership and management structure may be appended, but must be strictly limited.

### **Proposal Structure**

#### **Title Page (One Page)**

- **Project Title:**
- **Project’s IPHE Priority Addressed:**
  1. Accelerating the market penetration and early adoption of hydrogen and fuel cell technologies and its supporting infrastructure
  2. Policy and regulatory actions to support widespread deployment
  3. Raising profile with policy-makers and public - Continuing education (ILC) and outreach (SC) efforts
  4. Monitor hydrogen, fuel cell and complementary technology developments
- **IPHE Contact Person : (Name of Steering Committee or Implementation-Liaison Committee delegate who submits the proposal and contact details)**
- **Summary of Project Goal: (One Paragraph)**
- **Project coordinator and contact details:**
- **Signature of coordinator:**

#### **Proposal Content (5 Pages)**

The proposal should be structured in the following main categories. The “Evaluation Criteria” to be used in considering a project for IPHE Recognition are set out in the bullet points for each section and will be applied as appropriate to the project.

**(Category 1) IPHE Dimension (1 page)**

- ✓ has at least two (and normally more) IPHE members, with the potential for multiple IPHE partners; the potential for additional partners should be stated.
- ✓ has sufficient critical mass to have impact at global scale
- ✓ brings together partnerships with necessary skills and competencies
- ✓ reduces or avoids research, development and/or commercialization costs.
- ✓ Should not repeat/duplicate ongoing or planned work established under other international frameworks (for example under IEA), though such work may form the basis for an IPHE proposal for expanded collaboration.
- ✓ demonstrates results that can only be achieved, or are substantially enhanced, by international collaboration.
- ✓ addresses one or more IPHE priorities:
  1. Accelerating the market penetration and early adoption of hydrogen and fuel cell technologies and its supporting infrastructure
  2. Policy and regulatory actions to support widespread deployment
  3. Raising profile with policy-makers and public - Continuing education (ILC) and outreach (SC) efforts
  4. Monitor hydrogen, fuel cell and complementary technology developments

**For demonstration and deployment projects, the following additional criteria will be used**

- ✓ *serves the purpose of advancing commercialization*
- ✓ *involves several communities in education activities about the demonstration project*

**(Category 2) Scientific Program (2 pages)**

- ✓ has highly developed objectives, strategic plans and annual work programs
- ✓ sound scientific or technical or demonstration or socio-economic program
- ✓ includes timelines and IPHE-specific deliverables
- ✓ has potential for long-term collaboration

**For demonstration and deployment projects, the following additional criteria will be used**

- ✓ *involves a strong education or outreach component*
- ✓ *includes a “lessons learned” component to be used for future demonstration projects*

**(Category 3) Project Management (1 page)**

- ✓ has a sound project management structure
- ✓ includes a proposal for managing IPHE collaboration (e.g., fully integrated task-shared RTD; information exchange by means of reports, exchange of researchers, workshops)
- ✓ identifies project deliverables
- ✓ clearly identifies that expected non-proprietary results will be disseminated to the IPHE countries
- ✓ includes a proposal for managing Intellectual Property issues (if applicable)

**(Category 4) Financing and Contractual (1 page)**

- ✓ has clearly specified financial requirements that have been funded from secure sources
- ✓ has contractual and management arrangements in place to ensure completion
- ✓ provides a detailed summary of total project costs and commitments by individual partners
- ✓ provides information on human resource requirements for completion of project (i.e., the number of person-months needed to complete the project)

Proposals should normally include a figure or diagram to explain the overall project. Where necessary, diagrams showing the overall (not detail) planning, project structure, partnership and management structure may be appended to support descriptions under the above sections, *but any such additions must be strictly limited in length.*