



# OSCARS

Open Science Clusters' Action  
for Research & Society

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## Managing your applications via the OSCARS Grants Platform

**Rob Carrillo**

Trust-IT Services Project Manager

- ❁ Open calls are managed through the OSCARS Grants Platform, a tailored solution based on the Trust-IT Services' Trust-GRANTS platform.



- ❁ The solution allows the transparent management of the open calls procedures from the gathering of proposals to the management and assignment of evaluators up to the evaluation and notification of results.
  - ❁ Trust-GRANTS platform has been deployed successfully in EOSC-Future, StandICT, NGIAtlantic.eu and the Horizon Standardisation Booster projects and initiatives.
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Open Call Process and Access to Platform opens on:

**15 March 2024 | 15:00 CET / 16:00 Athens**

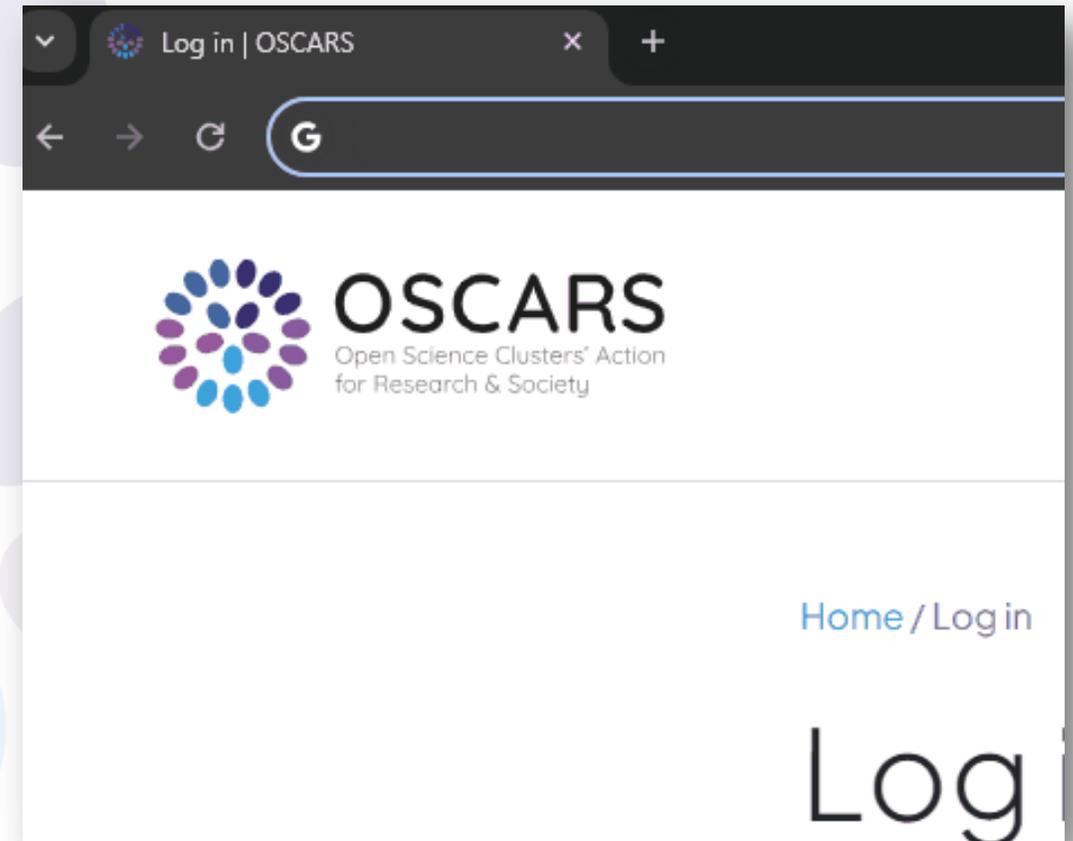
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# Step 1: Register in the OSCARS website

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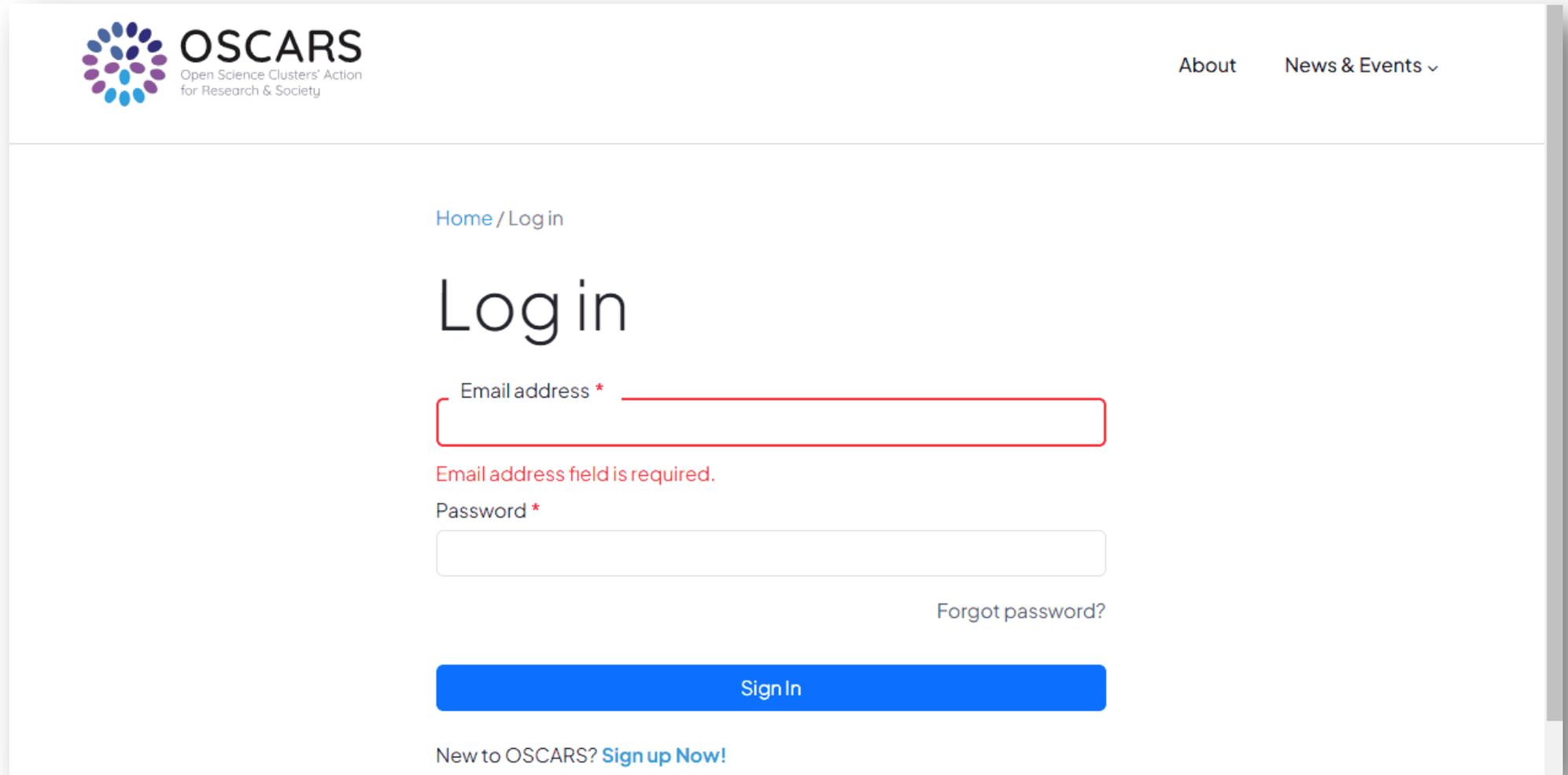
***(A) Click on the lock icon on the top right to access the login page.***

***(B) Go to [grants.oscars-project.eu](https://grants.oscars-project.eu) or [oscars-project.eu/user](https://oscars-project.eu/user).***



**Click “Sign up Now!”, then fill the registration form and submit.**

**Follow the steps to verify your account until you are able to login**



The screenshot shows the OSCARS website's login page. At the top left is the OSCARS logo with the text "Open Science Clusters' Action for Research & Society". At the top right are links for "About" and "News & Events". Below the header, there is a breadcrumb "Home / Login" and a large "Log in" heading. The form contains two input fields: "Email address \*" and "Password \*". The "Email address" field is highlighted with a red border and has a red error message "Email address field is required." below it. To the right of the password field is a link for "Forgot password?". At the bottom of the form is a blue "Sign In" button. Below the button is a link for "New to OSCARS? Sign up Now!".

**Step 2:**  
While logged-in, access the grants  
platform

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[View](#) [Edit](#)

[Home](#) / [rjh.carrillo@gmail.com](#)

## rjh.carrillo@gmail.com

Member for 2 days 2 hours

**Name**

Rob

**Surname**

Carrillo

**Country**

Italy

**Organisation**

Trust-IT

**Organisation type**

Small and Medium Enterprise

*Once logged in, a button to the “Dashboard” will appear in place of the login button.*

*You can access the platform using this button.*

# Step 3: Fill the form

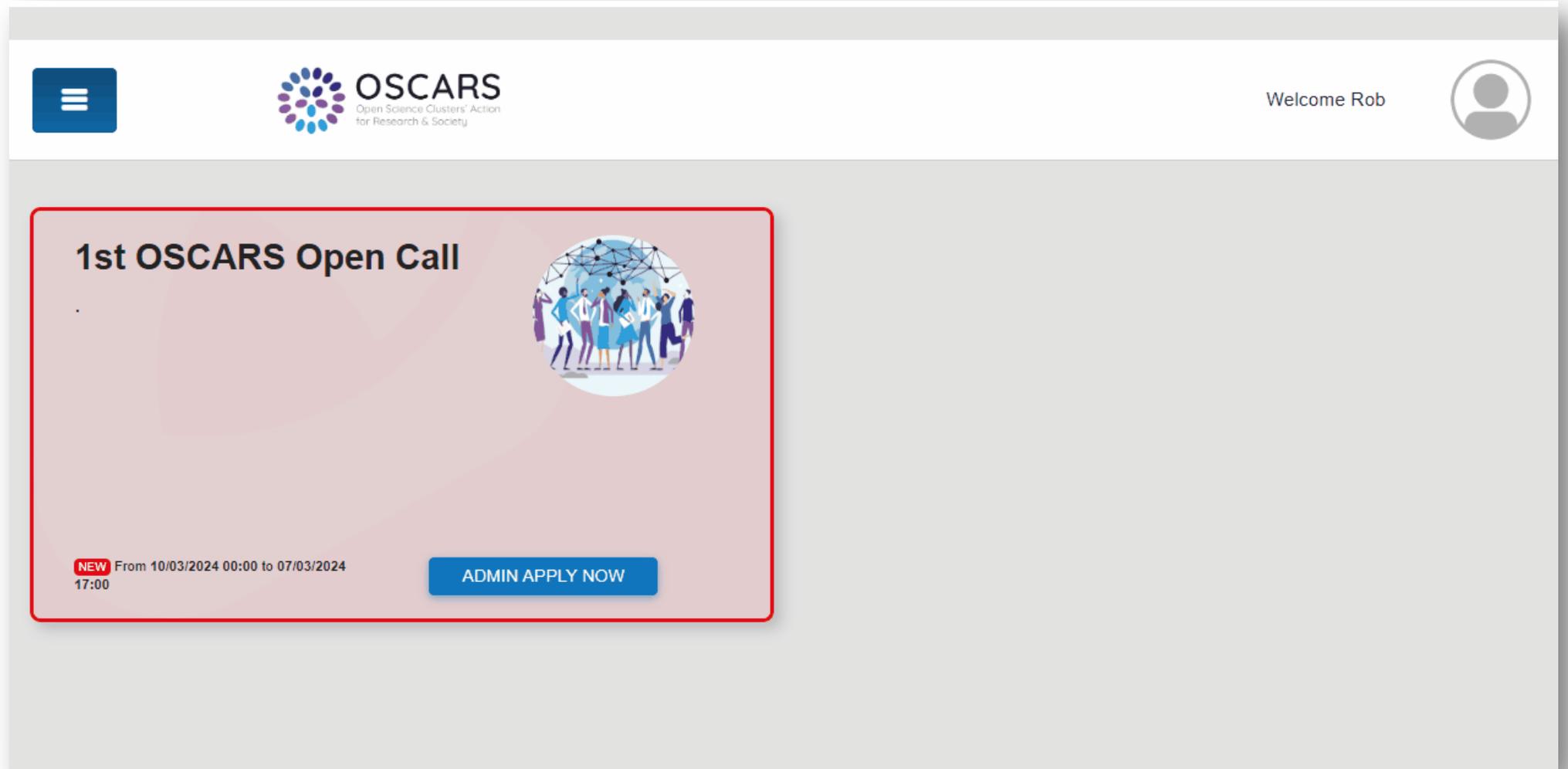


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**Click Apply  
Now and start  
filling the  
Domain  
section.**

**Multiple  
selections  
allowed.**

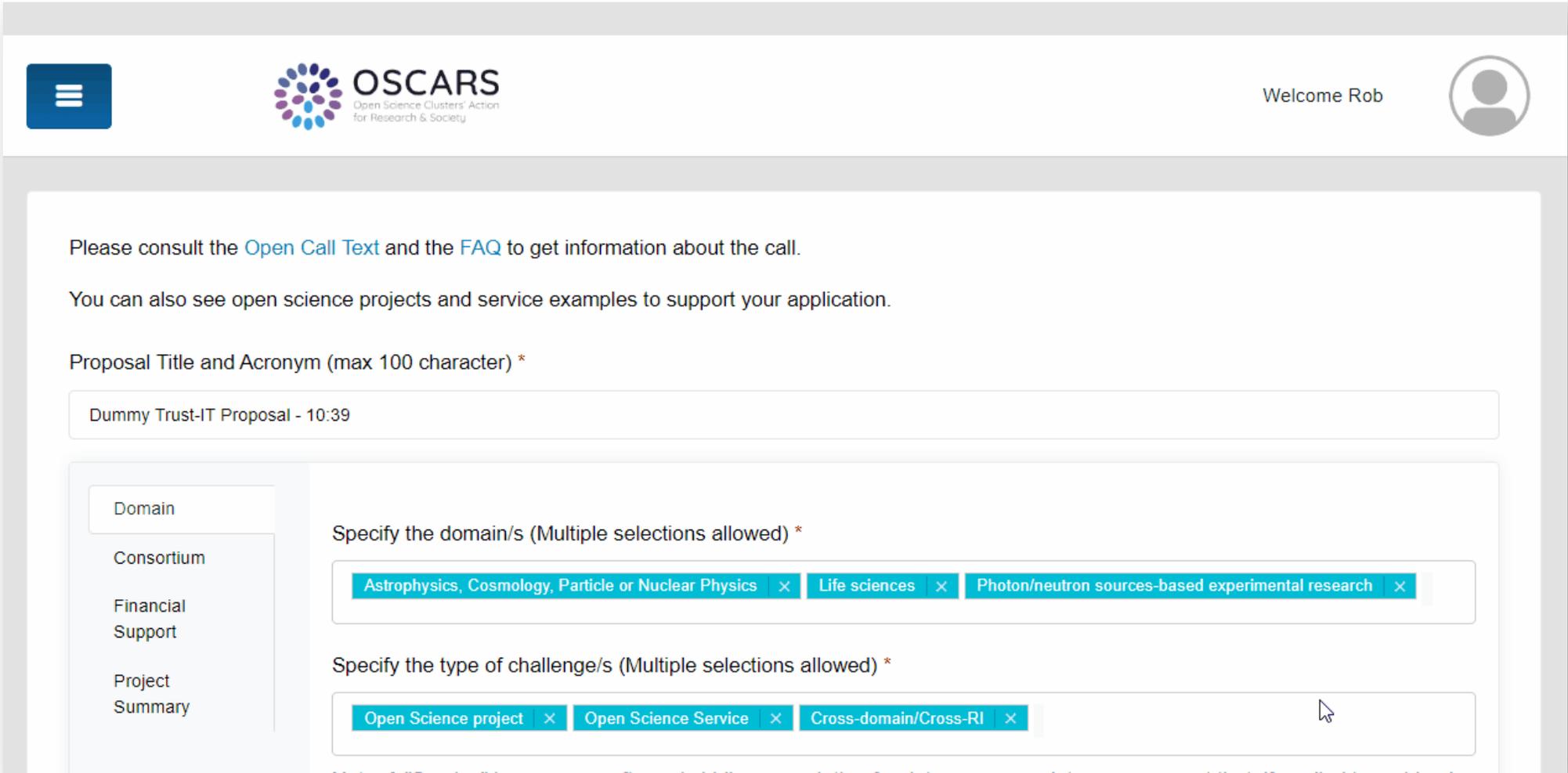
**If you are not  
aware of any  
major policy  
impact, just  
type "none"**



The screenshot displays the OSCARS application interface. At the top, there is a navigation bar with a menu icon on the left, the OSCARS logo (Open Science Clusters' Action for Research & Society) in the center, and a user profile icon with the text 'Welcome Rob' on the right. The main content area features a prominent card for the '1st OSCARS Open Call'. This card includes an illustration of a group of people around a globe, a 'NEW' badge, and the dates 'From 10/03/2024 00:00 to 07/03/2024 17:00'. A blue button labeled 'ADMIN APPLY NOW' is positioned at the bottom right of the card.

**Fill the consortium section making sure to indicate your coordinator and partners.**

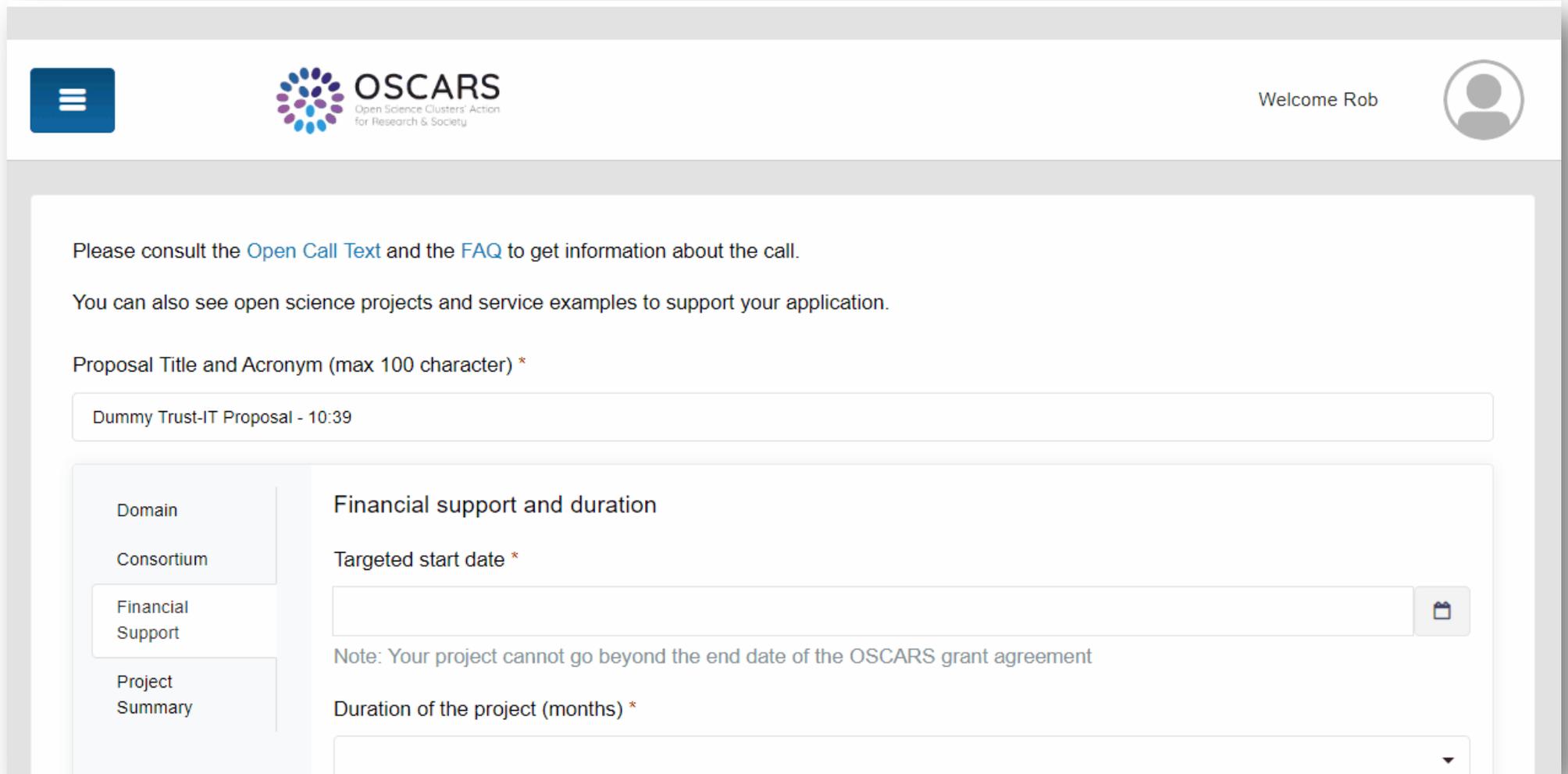
**If the Coordinator and the main contact person is the same, you can repeat the same name.**



The screenshot shows the OSCARS application form interface. At the top, there is a navigation menu (hamburger icon), the OSCARS logo with the text "Open Science Clusters' Action for Research & Society", and a user greeting "Welcome Rob" next to a profile icon. The main content area contains the following text: "Please consult the [Open Call Text](#) and the [FAQ](#) to get information about the call." followed by "You can also see open science projects and service examples to support your application." Below this is a text input field for "Proposal Title and Acronym (max 100 character) \*" containing the text "Dummy Trust-IT Proposal - 10:39". To the left of the main form is a sidebar menu with options: "Domain", "Consortium", "Financial Support", and "Project Summary". The "Domain" section is active, showing a selection box titled "Specify the domain/s (Multiple selections allowed) \*" with three selected items: "Astrophysics, Cosmology, Particle or Nuclear Physics", "Life sciences", and "Photon/neutron sources-based experimental research". Below this is another selection box titled "Specify the type of challenge/s (Multiple selections allowed) \*" with three selected items: "Open Science project", "Open Science Service", and "Cross-domain/Cross-RI".

***In the Financial Support part, you will indicate your start date, duration, # of PMs, the total personnel and other direct costs.***

***There will also be other fields requesting for details of these.***



The screenshot shows the OSCARS application form interface. At the top, there is a navigation bar with a menu icon, the OSCARS logo (Open Science Clusters' Action for Research & Society), and a user profile section with the text "Welcome Rob" and a profile picture icon. Below the navigation bar, the main content area contains the following elements:

- A message: "Please consult the [Open Call Text](#) and the [FAQ](#) to get information about the call."
- A message: "You can also see open science projects and service examples to support your application."
- A form field for "Proposal Title and Acronym (max 100 character) \*" containing the text "Dummy Trust-IT Proposal - 10:39".
- A sidebar menu on the left with four options: "Domain", "Consortium", "Financial Support" (which is highlighted), and "Project Summary".
- A main section titled "Financial support and duration" containing:
  - A form field for "Targeted start date \*" with a calendar icon on the right.
  - A note: "Note: Your project cannot go beyond the end date of the OSCARS grant agreement".
  - A form field for "Duration of the project (months) \*" with a dropdown arrow on the right.

*At the end of the Financial Support part, you will also indicate the division of PMs and for what tasks.*

Financial Support

Project Summary

Note: Your project cannot go beyond the end date of the OSCARS grant agreement

Duration of the project (months) \*

Number of Person Months (PMs): , numeric only, \*

Total Personnel costs (EUR) , numeric only, \*

Other direct costs (EUR) , numeric only, \*

For example, for travel, cloud, computing , etc.

Overall requested grant (EUR) , numeric only,

Budget breakdown \*

Please provide for the Coordinator and each Partner a breakdown of the effort in person months to be devoted to the tasks (1)

Partner name	Effort / Task	Add/Remove						
Coordinator	<table border="1"><thead><tr><th>Effort in PM</th><th>Task</th><th>Add/Remove</th></tr></thead><tbody><tr><td><input type="text"/></td><td><input type="text"/></td><td><input type="button" value="✕"/></td></tr></tbody></table>	Effort in PM	Task	Add/Remove	<input type="text"/>	<input type="text"/>	<input type="button" value="✕"/>	<input type="button" value="✕"/>
Effort in PM	Task	Add/Remove						
<input type="text"/>	<input type="text"/>	<input type="button" value="✕"/>						
<input type="button" value="➕ Add another Effort/Task"/>								

***In the project summary, you are asked to describe your proposal within the character limits.***

***Note that you can choose to save your draft at any point in time or go directly to submission.***

Please consult the [Open Call text](#) and the [FAQ](#) to get information about the call.

You can also see open science projects and service examples to support your application.

Proposal Title and Acronym (max 100 character) \*

Domain

Consortium

Financial Support

Project Summary

## Financial support and duration

Targeted start date \*



Note: Your project cannot go beyond the end date of the OSCARS grant agreement

Duration of the project (months) \*



Number of Person Months (PMs): , numeric only, \*

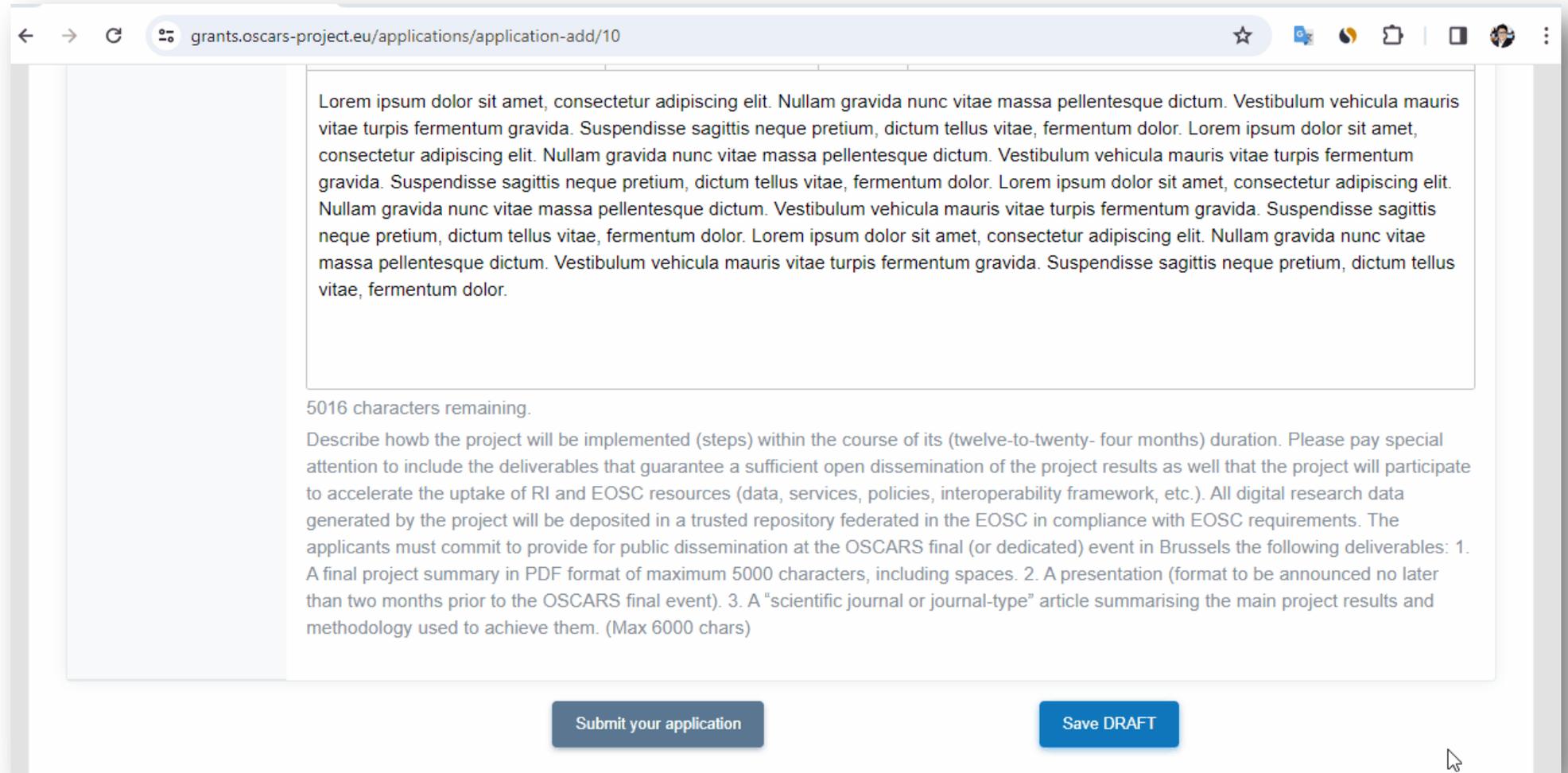
Total Personnel costs (EUR) , numeric only, \*



# Step 4: Make your submission

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***A successful submission will always show a timestamped confirmation***



The screenshot shows a web browser window with the URL `grants.oscars-project.eu/applications/application-add/10`. The main content area contains a text input field with placeholder text: "Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nullam gravida nunc vitae massa pellentesque dictum. Vestibulum vehicula mauris vitae turpis fermentum gravida. Suspendisse sagittis neque pretium, dictum tellus vitae, fermentum dolor. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nullam gravida nunc vitae massa pellentesque dictum. Vestibulum vehicula mauris vitae turpis fermentum gravida. Suspendisse sagittis neque pretium, dictum tellus vitae, fermentum dolor. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nullam gravida nunc vitae massa pellentesque dictum. Vestibulum vehicula mauris vitae turpis fermentum gravida. Suspendisse sagittis neque pretium, dictum tellus vitae, fermentum dolor." Below the input field, it indicates "5016 characters remaining." The instructions below the character count state: "Describe howb the project will be implemented (steps) within the course of its (twelve-to-twenty- four months) duration. Please pay special attention to include the deliverables that guarantee a sufficient open dissemination of the project results as well that the project will participate to accelerate the uptake of RI and EOSC resources (data, services, policies, interoperability framework, etc.). All digital research data generated by the project will be deposited in a trusted repository federated in the EOSC in compliance with EOSC requirements. The applicants must commit to provide for public dissemination at the OSCARS final (or dedicated) event in Brussels the following deliverables: 1. A final project summary in PDF format of maximum 5000 characters, including spaces. 2. A presentation (format to be announced no later than two months prior to the OSCARS final event). 3. A "scientific journal or journal-type" article summarising the main project results and methodology used to achieve them. (Max 6000 chars)". At the bottom of the form, there are two buttons: "Submit your application" and "Save DRAFT".

# What happens after?



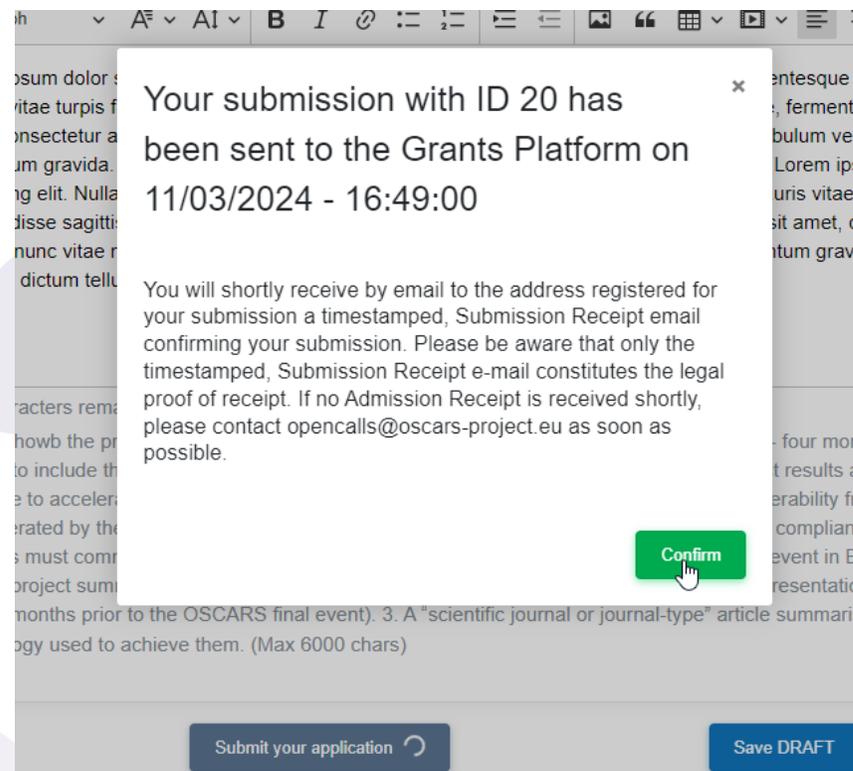
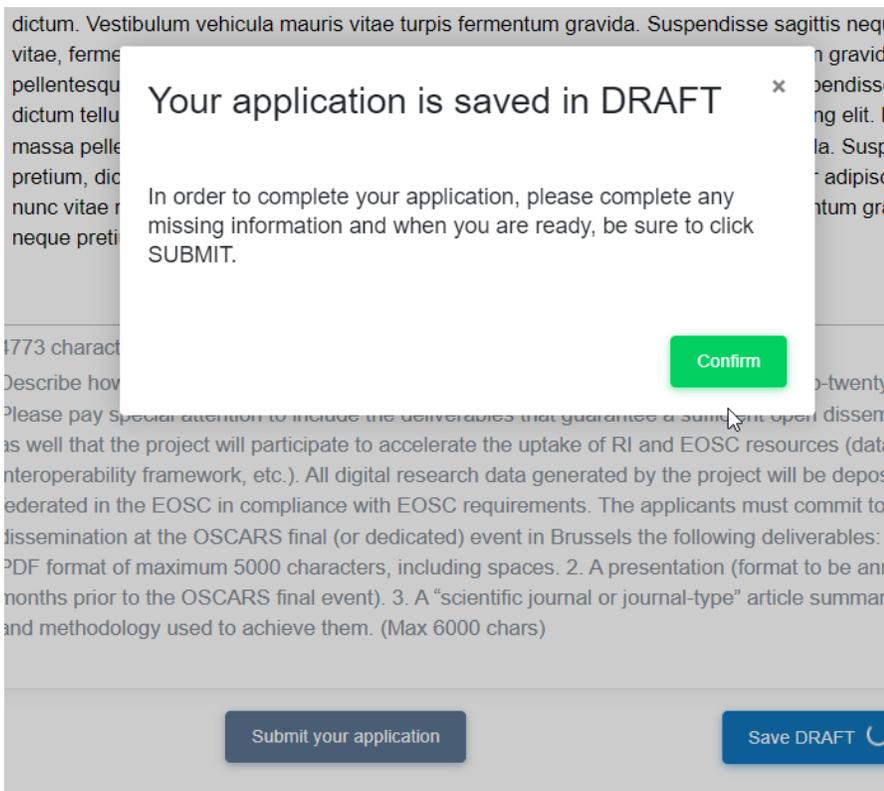
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- You can view all your submissions in the “My Applications” tab in the sidebar.
  - Open Calls management staff will assign two evaluators per proposal.
  - Evaluators need to first review a synthesis of the proposal and explicitly confirm that they have no conflict of interest. (Contracts have been put in place to ensure there is legal liability).
  - Once confirmed, evaluators will review and score your proposals. The platform then automatically calculates the scores and registers the result.
  - **At the end of the evaluation period for a call, all proposal coordinator contacts will be notified of the result via email.**
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# Helpful tips



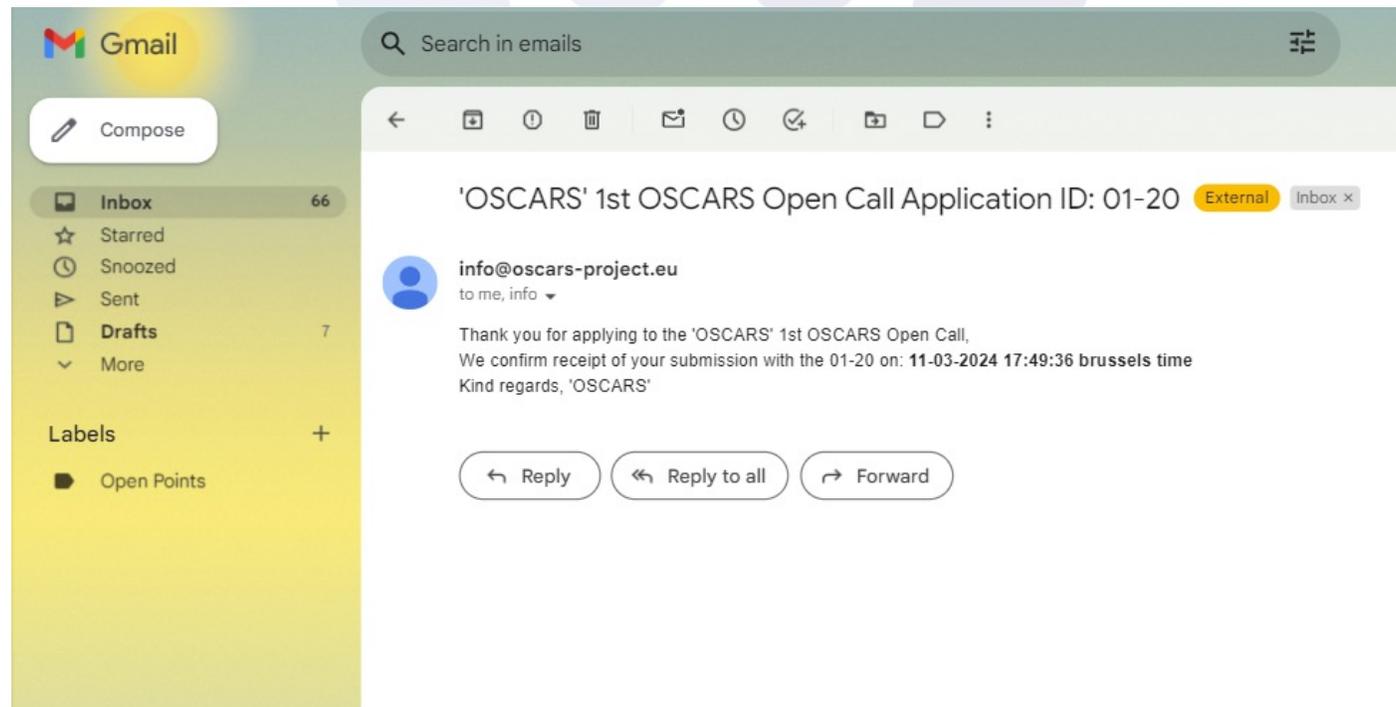
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Depending on whether you saved it as a draft or made a full submission, you will see the following pop-up confirmation messages.



The timestamped confirmation of your submission will also be sent via email.  
**This email acts as your proof of submission so please save this email.**



## HOTLINE

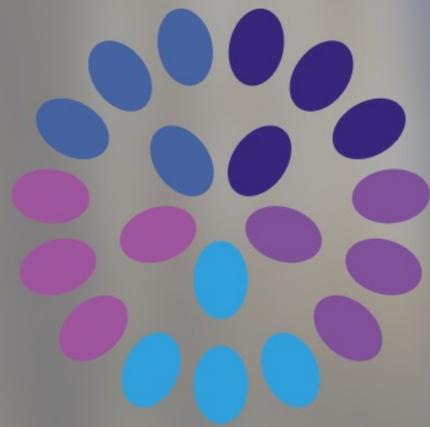
🌸 For questions about the open call procedure, call text, criteria etc, reach out to:

🌸 [opencall@oscars-project.eu](mailto:opencall@oscars-project.eu)

🌸 For questions related to the Grants Platform or any technical issues, reach out to:

🌸 [grantsplatform@oscars-project.eu](mailto:grantsplatform@oscars-project.eu)

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OSCARS

Thank you