HOW TO UPLOAD YOUR WATER-RELATED CHALLENGE TO SAIRA
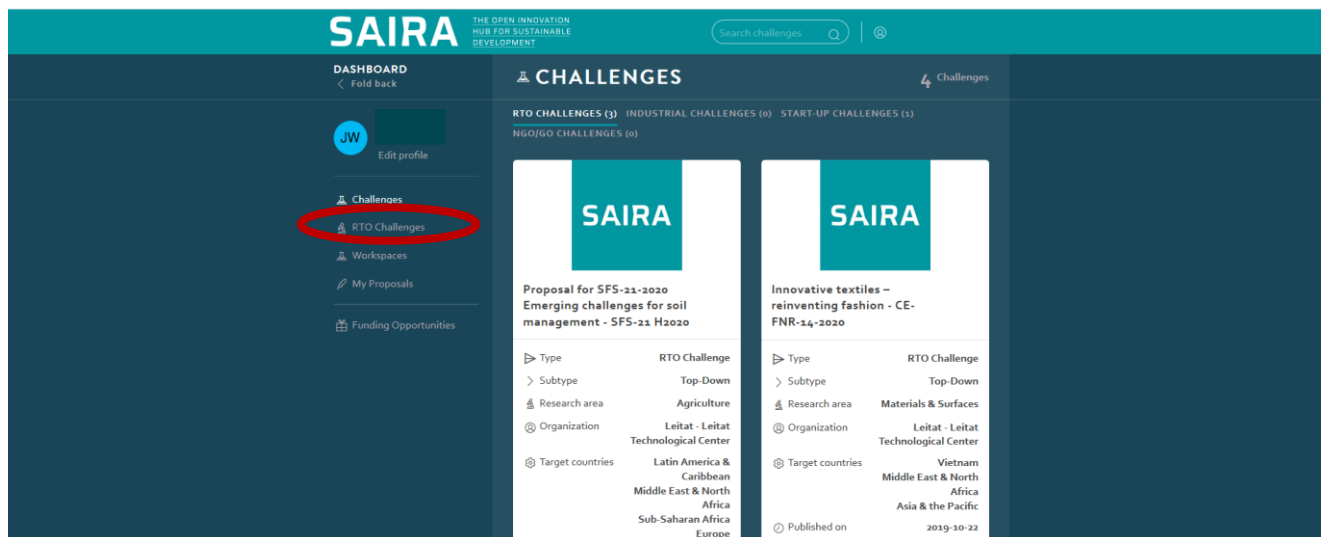
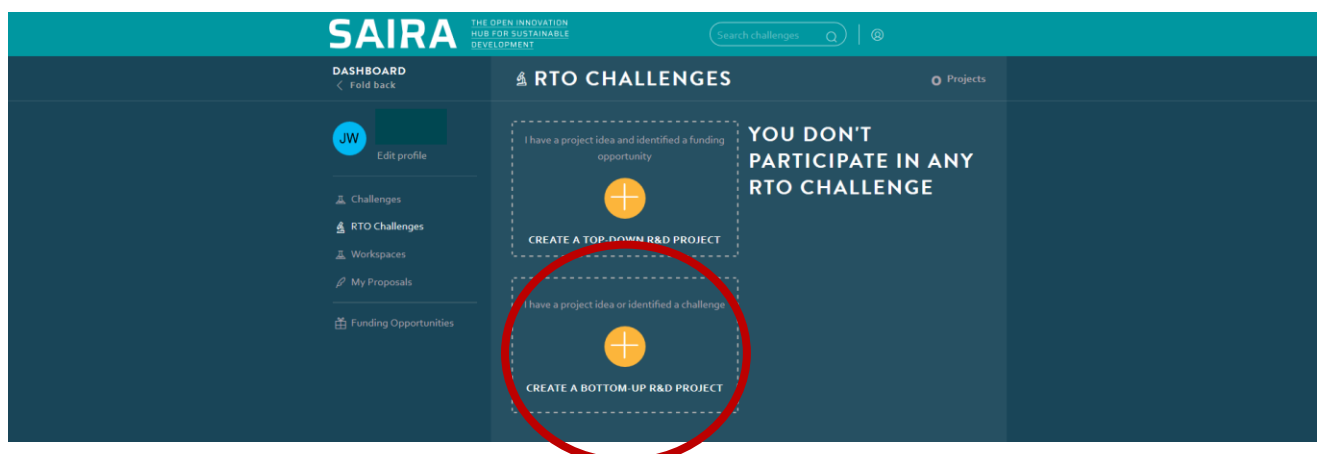**SAIRA**

STEP ONE: Register[1] or **Login** here:

STEP TWO: Click on **RTO Challenges:**

STEP THREE: Now click on **CREATE A BOTTOM UP R&D PROJECT:**

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[1] To register make sure you REGISTER AS RESEARCHER

STEP FOUR: Now you can start filling out the information about your challenge:

i. Give your project a catchy **Name.**

ii. Please enter Water Challenge 2020 as the **Acronym** for your challenge, so we can identify it as a submission to our 2020 call for challenges.

iii. Select Water as your **Research area.**

iv. Select **Target countries** and/or **Target regions** if your challenge focuses on one particular region or country. You can select multiple (and even all) regions if it applies.

v. Define a **Problem** statement. This is where you explain why your challenge is an urgent problem that needs to be solved.

vi. If you already have ideas on how to solve the challenge you can write down your **Approach** to solve the stated problem.

vii. Describe the expected **Outcome** or Impact of your project.

viii. Refer to specific **Conditions** and technical specifications.

ix. Refer to potential **Funding** opportunities and the foreseen project budget. If you do not have any ideas for funding it is fine at this point.

x. Set a **Deadline for proposals.** The deadline for submitting water-related challenges on SAIRA is the 31st of January 2020.

xi. Add a picture (Please add a logo or picture representing your bottom-up project. Pay attention copyrights by using graphics or photos for your project profile).
Tipp: If you add a water-related picture it will be even easier for us to identify your challenge as a response to our call for the Water Challenge 2020.

xii. Now either **SAVE** your project or **SAVE AND ADD DOCUMENTS OR URL** if you would like to add supporting documents or links to your project.

STEP FIVE: After saving your challenge, you are directed to an overview page of your project:

STEP SIX: Make sure to check everything you wrote. You have the option to edit your texts. When you are ready to publish, carefully read the Submission Rules for Challenges & Project Ideas and then hit **Publish:**

Your project is now online!