



HORIZON EUROPE

THE EU RESEARCH & INNOVATION PROGRAMME

2021 – 2027

Horizon Europe
Information Days –
Cluster 4

11-12 October 2023



THE EU RESEARCH AND INNOVATION PROGRAMME (2021-27)

Cross-cutting session

International Cooperation	Nicole Scourti
Central Validation Service, Research Enquiry Service	Elin Sidzhimov & Ivelina Tsocheva
Application process in Horizon Europe	Anna Tsokaleli
Important aspects in proposal drafting	Konstantinos Amolochitis
National Contact Points: services for the applicants	Edina Nemeth



International Cooperation in Research & Innovation

HORIZON EUROPE Work programme 2023-2024



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European
Commission



International Cooperation in R&I

Global approach to Research and Innovation

WHAT IS THE AIM OF THE GLOBAL APPROACH TO RESEARCH AND INNOVATION (R&I)?

To preserve openness in research and innovation international cooperation while promoting a level playing field and reciprocity underpinned by fundamental values.

To strengthen multilateral partnerships to deliver new solutions to green, digital, health and innovation challenges.



HOW WILL THIS BE ACHIEVED?

Modulating bilateral cooperation in line with European interests and values and EU's open strategic autonomy.

Accelerating sustainable and inclusive development, and the transition to resilient, knowledge-based societies and economies in low and middle-income countries.

Using a *Team Europe* approach, with actions by the EU, its financial institutions and Member States.





International Cooperation in R&I

Global approach to Research and Innovation

Guiding principles:

- ✓ Commitment to openness
- ✓ Values & Principles
- ✓ Pursuit of a level playing field and reciprocity
- ✓ Pool global efforts to tackle global challenges

An illustration in the top left corner shows several stylized human figures interacting with a globe. One person is climbing a ladder to reach the top of the globe, another is holding a lightbulb, and others are standing around it. The background is a light blue sky and green ground.

International Cooperation in Horizon Europe

- ✓ Openness
- ✓ Access to EU funding
- ✓ Targeted international cooperation actions
- ✓ Safeguarding EU interests



International Cooperation in Horizon Europe

Openness

- ✓ Horizon Europe ‘by-default’ open to almost all countries
 - ✓ Non-discriminatory: researchers and innovators of any nationality can apply for grants (MSCA, ERC...)
 - ✓ Association to the programme:
 - 17 Countries associated to HE: **Albania, Armenia, Bosnia and Herzegovina, Faroe Islands, Georgia, Iceland, Israel, Kosovo, Moldova, Montenegro, New Zealand, North Macedonia, Norway, Serbia, Tunisia, Turkey, Ukraine**
 - In the process of Association: **Morocco, UK**
 - Negotiations under way: Canada
- [list-3rd-country-participation_horizon- Euratom_en.pdf](#)



International Cooperation in Horizon Europe

Access to Horizon Europe funding

- ✓ Automatically eligible for EU funding (“Beneficiaries”)
 - Low- and middle-income countries (see [list](#)).
 - Countries associated to Horizon Europe
- ✓ Non-associated third countries not eligible for EU funding (“Associated partners”)
 - Exceptions on a case-by-case basis + specified in topic calls
- ✓ Co-funding mechanisms
 - E.g. Canada, Monaco, China, Switzerland... ([Guide CFM](#) on F&T Portal)



International Cooperation in Horizon Europe

Targeted international cooperation actions (1/3)

- Flagging of call topics specifically relevant for international cooperation in the work programmes, e.g. in
 - Strategic thematic areas (topics)
 - Geographical areas (countries/regions)
 - Multilateral initiatives
 - Collaboration with key partners
- WP 23-24: 22% INCO flagged topics ; see [F&T Portal](#) – filter for international cooperation, Africa, Mediterranean

An illustration showing several stylized human figures interacting with a globe. One person is climbing a ladder to reach the top of the globe, another is holding a lightbulb, and others are standing around it. The background is a green field with a blue sky.

International Cooperation in Horizon Europe

Targeted international cooperation actions (2/3)

- Cooperation with Africa under the Horizon Europe ‘Africa Initiative’
- Cooperation with the Mediterranean und the new ‘Mediterranean Initiative’.



International Cooperation in Horizon Europe

Targeted international cooperation actions (3/3)

- Cooperation with **China** in line with the ongoing discussions on the **Joint Roadmap for the future of EU-China cooperation in science, technology, and innovation**.
 - The aim of the ongoing Roadmap discussions is to push forth the development of a research and innovation ecosystem that is levelled, reciprocal, and respectful of R&I values through the discussion, agreement, and implementation of set framework conditions for cooperation, ranging from IPR to the mobility of researchers.
 - China remains a cooperation partner we continue engaging with to tackle global challenges through two jointly developed research flagship initiatives, namely the Food, Agriculture and Biotechnology (FAB) and the Climate Change and Biodiversity flagships (FAB).
 - Financial support to Chinese participants in Horizon Europe for projects under the flagships will be provided by the Chinese authorities through a Co-Funding Mechanism made valid until 2024 with the signature of an Administrative Arrangement agreement in April 2022.



International Cooperation in Horizon Europe

Safeguarding EU interests

Article 22.5

In a limited number of cases,

- For actions related to Union strategic assets, interests, autonomy or security, **limit to cooperation between eligible countries**
- For duly justified and exceptional reasons, **exclude the participation of legal entities established in eligible countries** that are **directly or indirectly controlled** by non-eligible third countries or by legal entities of non-eligible third countries from individual calls for proposals, or make their participation subject to conditions set out in the work programme.

An illustration showing several stylized human figures in various colors (red, purple, blue, orange) interacting with a globe. One figure is climbing a ladder to reach the top of the globe, another is holding a lightbulb, and others are standing around the base of the globe. The background is a light blue sky with a green gradient at the bottom.

International Cooperation in Horizon Europe

Safeguarding EU interests

Article 22.6

- Additional eligibility criteria based on specific policy requirements or the nature and objectives of the action, including the number and the type of legal entity and the place of establishment.

Articles 39.6 and 40.4

- Provisions on exploitation, dissemination and right to object to transfer of ownership and licenses to non-associated third-country entities in line with EU interest



Global approach to research & innovation

International cooperation in Horizon Europe

Countries under sanction – **Russia and Belarus**

- Work Programme '23-'24 has prohibition provision in the General Annexes to the WP
 - Legal entities established in Russia, Belarus, or in non-government controlled territories of Ukraine, are not eligible to participate in any capacity in HE.
 - Exceptions on case-by-case basis, especially in light of people-to-people actions, humanitarian aid and civil society actions
 - Persons residing in above mentioned regions may still participate in Marie Skłodowska-Curie Actions

See also [EU Sanctions Map](#)



International cooperation in Horizon Europe Work Programme 2023-24

	Topics total	Topics (ex Other Actions)	International cooperation encouraged	%
Cluster 1: Health	53	44	7	16%
Cluster 2: Culture, creativity and inclusive society	66	56	15	27%
Cluster 3: Civil Security for Society	44	42	9	21%
Cluster 4: Digital Industry and Space	159	130	22	17%
Cluster 5: Climate, Energy and Mobility	219	191	38	20%
Cluster 6: Food, Bioeconomy, Natural resources, agriculture, and environment	189	179	51	28%
TOTAL	730	642	141	22%



Thank you!

For more info:

- Commission Communication on the Global Approach to research and innovation:
https://ec.europa.eu/commission/presscorner/detail/en/ip_21_2465
- Horizon Europe:
https://ec.europa.eu/info/research-and-innovation/funding/funding-opportunities/funding-programmes-and-open-calls/horizon-europe_en
- Commission's website on international R&I cooperation:
https://ec.europa.eu/info/research-and-innovation/strategy/international-cooperation_en

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JOIN SLIDO

Scan QR-code



Or go to
www.slido.com

Event code:

INFODAY

When submitting your question, please enter your name





REA Central Validation Service:

Registration of participants and financial capacity assessment

**Horizon Europe - Cluster 4
INFO DAYS**
11 October 2023

Elin SIDZHIMOV - REA D4.04
Ivelina TSOICHEVA - REA D4.02

Presentation Outline

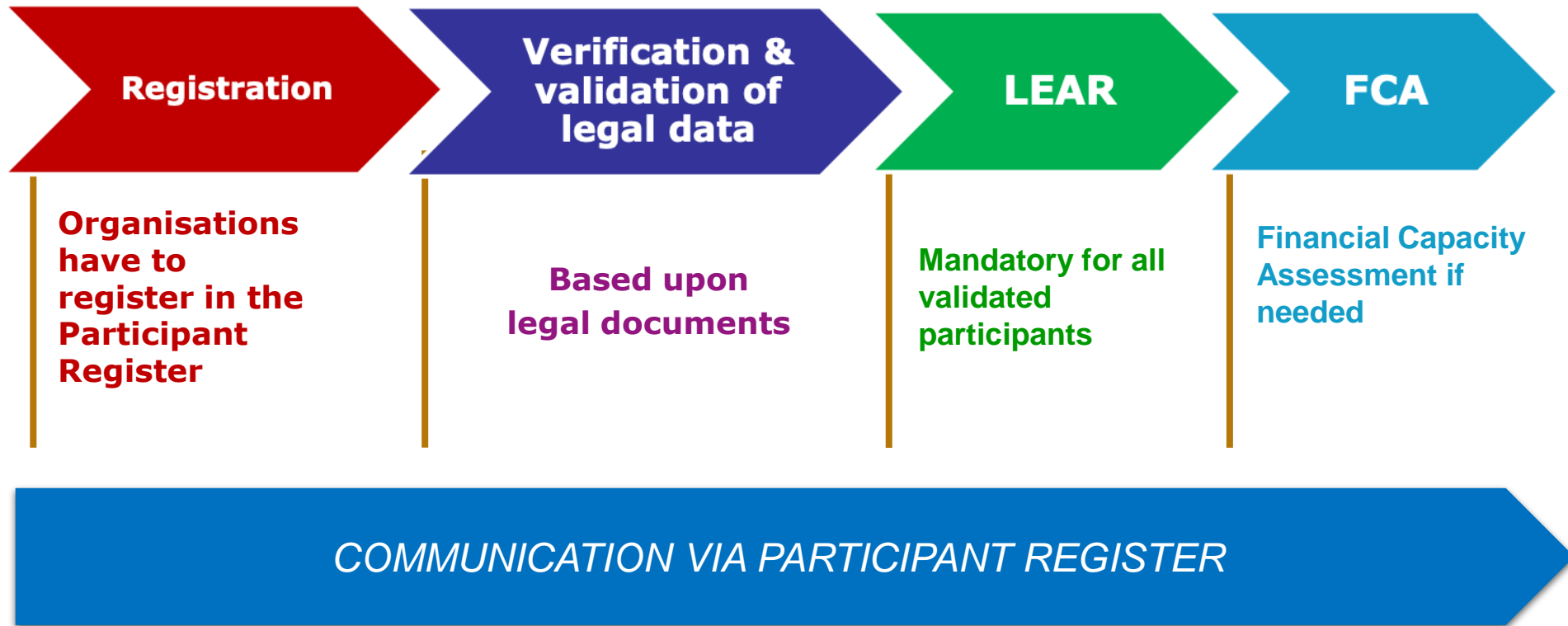
1. REA Central Validation Service
2. Registration of participants
3. Financial capacity assessment
4. Communication
5. Guidance documents

REA Central Validation Service

(REA CVS)

- Verifies **legal existence and legal statuses** of entities
- Validates the appointment of **Legal Entity Appointed Representatives (LEARs)**
- Validates **legal changes** of validated entities
- Assesses **universal takeovers (UTROs)** of validated entities
- Creates **Legal Entities and Bank Account Files**
- Prepares the **Financial Capacity Assessment** for RAO
- Performs **ownership control analyses** for specific programmes

Validation Process Overview



Registration of an organisation

(at proposal stage)

Participant Register

 Need help?

If you want to participate in a call for proposals or in a call for tenders with eSubmission, your organisation needs to be registered and have a 9-digit Participant Identification Code (PIC). Please quote your PIC in all correspondence with the Commission.

The register contains all participants of EU programmes.

Is your organisation already registered? PIC search

Please check whether your organisation has already been registered. If so, no need to register it again.

Search a PIC

**Search for a
registered
organisation**

Register your organisation

To register your organisation or as a natural person, you need to login into the Portal or, if you are a new user, create your account.

Check what information you need to register in the Online Manual - and keep it to hand during the registration procedure. To start registration, click on the button below.

Register your organisation

New registration

How to register in the Participant Register

The screenshot shows the 'Participant's Register' interface. At the top, there is a progress bar with six steps: 1. Identification (highlighted with a red location pin), 2. Organisation Data, 3. Legal Information, 4. Authorised Users, 5. Summary, and 6. Success. Below the progress bar, the 'Identification' section is active, containing the following fields:

- Legal name * (240 characters)
- Registration country * (dropdown menu)
- Registration number (50 characters)
- VAT number * (20 characters) with a 'not applicable' toggle switch.

At the bottom of the form, there are two buttons: 'Review the Form' (red) and 'Next' (blue).

Identification (duplicate check)

(e.g. Legal name, VAT number)

Organisation data

Legal information

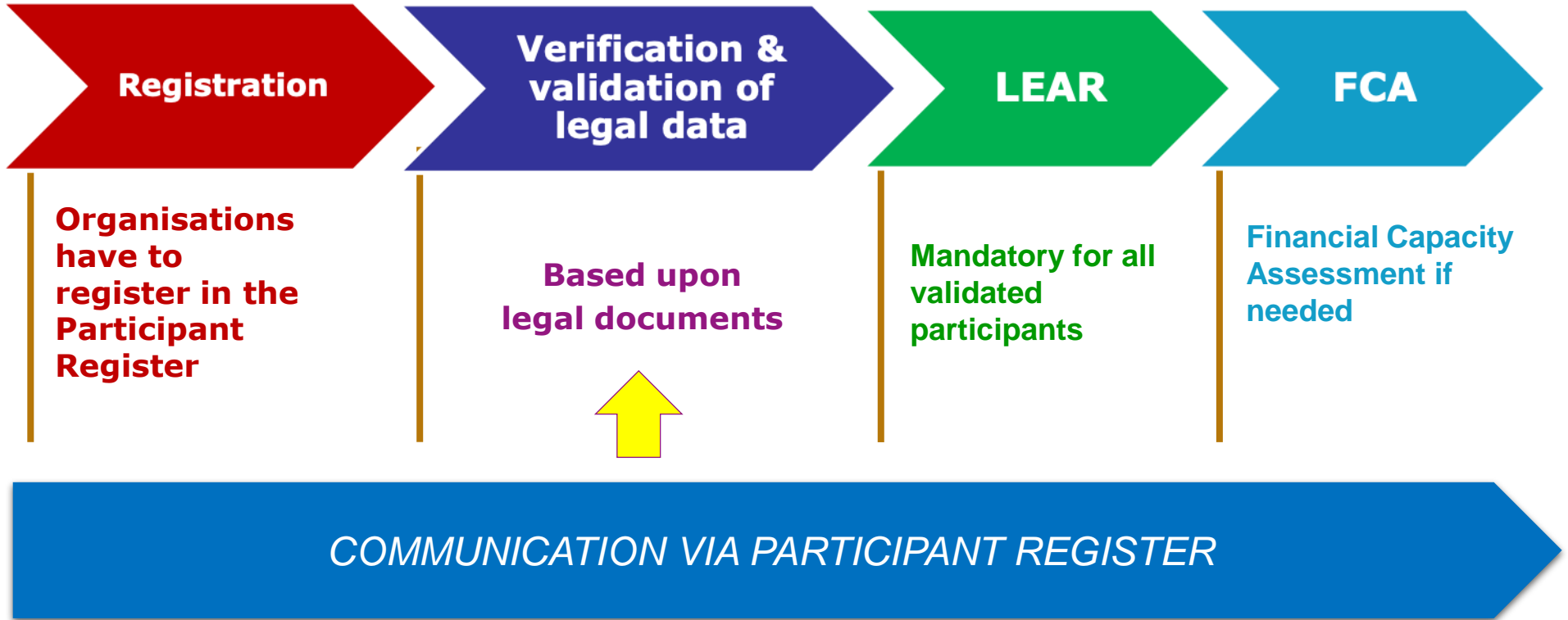
Authorised users

Registration completed

New Participant Identification Code (PIC) in a "declared" status

(e.g. Name, e-mail address of the self-registrant and the back-up)

Validation Process Overview



Legal validation

- Registration data is verified by REA Central Validation Service before the signature of the Grant Agreement or Contract
- The legal validation of a participant in the Single Electronic Data Interchange Area (SEDIA) is done once, when the entity has to sign its first Grant Agreement or Contract
- It is reused for future participations in EU grant and procurement actions

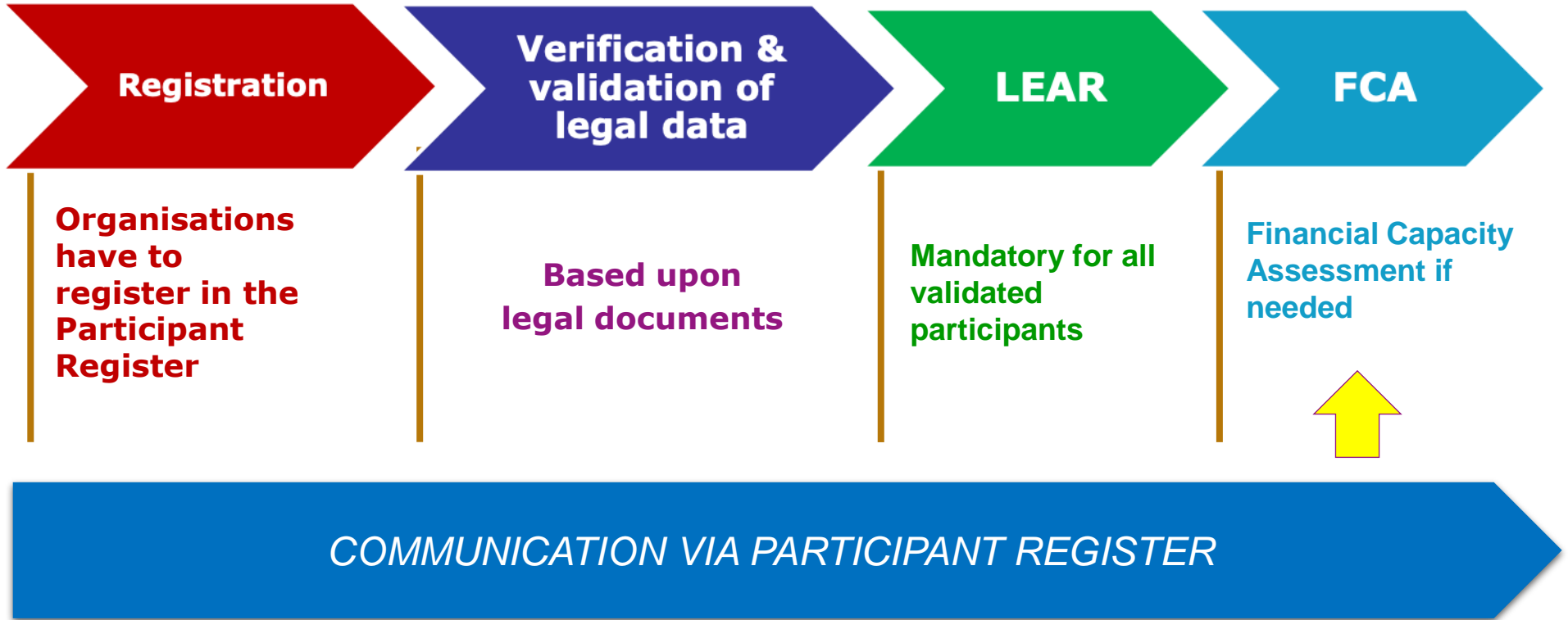
Validation Rules

- Validation is always performed on the basis of supporting documents, in accordance to EU Financial Regulation and the Rules on Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment for EU Grants and Tenders
- Validation is required for all beneficiaries and affiliated entities
- PICs of affiliated entities, frequently included in the consortium during the GAP, must be introduced in the Funding & Tenders Portal's Grant Management Service System

Legal Entity Validation Documents

- ✓ **Legal Entity Form** (template to be completed, dated, stamped and signed)
- ✓ **VAT extract** (< 6 months)
 - ✓ *If not registered for VAT – **proof of VAT exemption***
- **Registration extract** (<6 months) – for private law bodies
- **Law/decreedecision** – for public law bodies
- **Treaty** – for international organisations
- **Statutes** – for non-profit organisations
- ✓ **Financial Identification Form** (if BAF requested)

Validation Process Overview



Financial Capacity Assessment (FCA)

- Legal basis:
 1. Financial Regulation (2018/1046) arts. 196 and 198.
 2. [Horizon Europe Work Programme 2023-2024](#) (part C - Financial capacity).
 3. Rules on Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment for EU Grants and Tenders.
 - FCA will be done:
 - i. If the total requested grant amount per project is equal to or greater than EUR 500,000 and
 - ii. Only for coordinators (except for public bodies for which no FCA will be done)
- ➔ If FCA must be checked, you will be contacted by the Central Validation Service via Participant Register in the F&T Portal.

FCA supporting documents

(via Participant Register)

- ✓ Balance sheet
- ✓ Profit and loss account

For the 2 most recent closed and approved financial years
(in official language, dated and signed)

- ✓ New established entities: Business Plan.
- ✓ Explanatory notes and/or annexes that form part of the above financial statements (if available).
- ✓ Prudent approach if missing information.

**Once completed, the assessment is valid
for 18 months from the closing date**

Communication

(e.g. request to submit legal documents or to appoint a LEAR)

All communication to -and from- participants is exclusively managed **through the Participant Register**

European Commission <EC-NO-REPLY-GRANT-MANAGEMENT@nomail.ec.europa.eu>

to me ▾

Europa / Funding & Tenders Portal notification

Dear User,

You have been granted the role of **Self Registrant** for the organisation arquicios.

In order to access your organisation data on the Funding & Tenders Portal/Supplier portal, you need to log in on the F&T Portal/Supplier Portal. If you did not have an EU Login yet, it was launched automatically for a separate e-mail with a hyperlink to finalise your account.

For more information on the Funding & Tenders Portal roles, please refer to the [Online Manual](#) if you participate in the [programmes managed on the Funding & Tenders Portal](#).

For more information on the roles for e-Procurement, please refer to the [e-Procurement wiki page](#), if you participate in a tender call.

With kind regards,

EU Single Electronic Data Interchange Area - F&T Portal team

This email has been auto-generated. Please do not reply to this account. Your email will not be read. For any inquiries please contact the Grants Procurement Systems Support +32 (2) 29 71063 or EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu.

Messages are notified via e-mail to the contact person (i.e. self-registrant or the appointed LEAR)

Access lost to non-valid/valid PICs

- In case the self-registrant left the organisation and no one has access to a non-valid PIC – a new PIC needs to be created and REA CVS informed
- If the LEAR is not available anymore and there are no Account Administrators, a new LEAR needs to be appointed – LEAR recovery procedure

<https://ec.europa.eu/research/participants/urf/lear-recovery/request/>

Guidance documents

- Rules on Legal validation, LEAR appointment and financial capacity assessment:
https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/rules-lev-lear-fca_en.pdf
- How to register in the Participant Register:
<https://webgate.ec.europa.eu/funding-tenders-opportunities/display/OM/Online+Manual>
- Online Manual, IT How to, IT and RES Helpdesk and specific FAQs on the Funding and Tenders Portal:
<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/support>
- Legal notice on the Funding and Tenders Portal (terms and conditions, data protection):
<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/legalnotice>

Research Enquiry Service

For questions about research and Horizon Europe, you can contact the Research Enquiry Service via the webform:

[Research Enquiry Service \(europa.eu\)](#)

JOIN SLIDO

Scan QR-code



Or go to
www.slido.com

Event code:

INFODAY

When submitting your question, please enter your name





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THE EU RESEARCH & INNOVATION PROGRAMME

2021 – 2027

Horizon Europe Info Days – Cluster 4

11 October 2023

Application process in eGrants

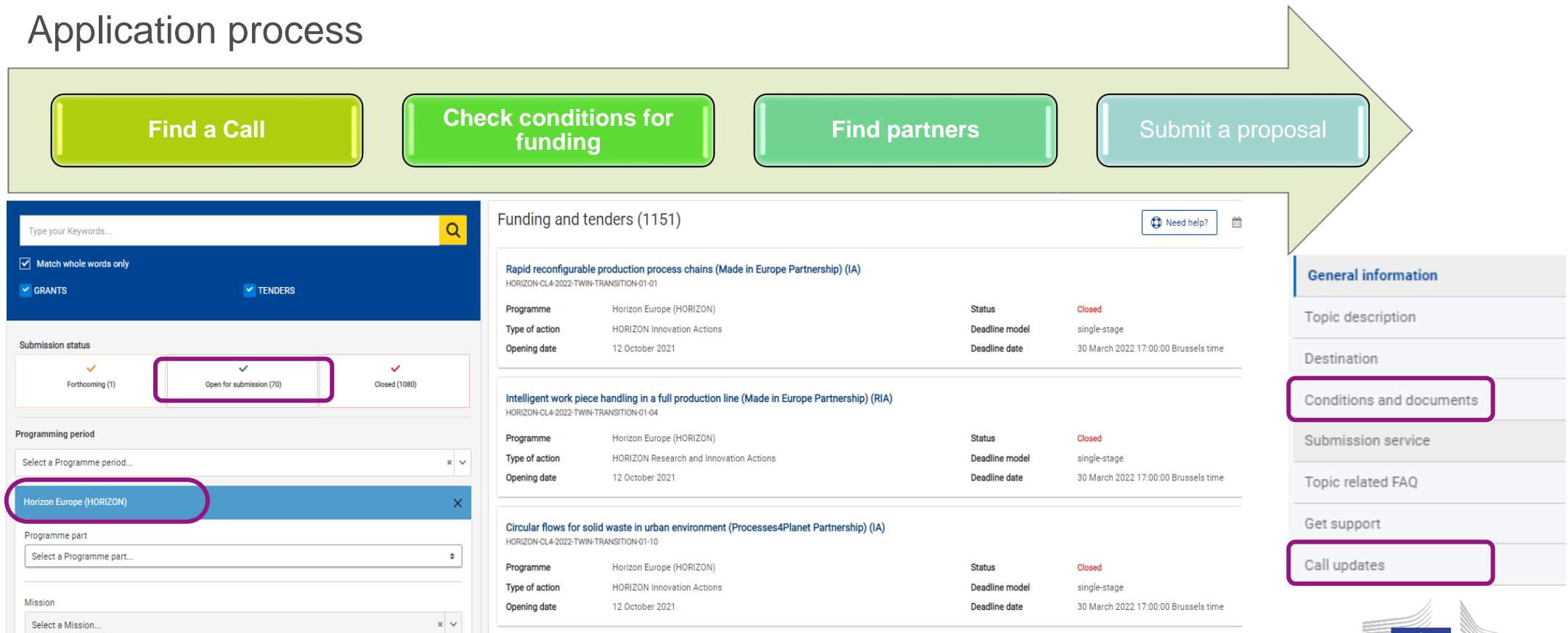


Tentative timeline

WP Publication		
CALL Deadlines 2024	HORIZON-CL4-2024-TWIN-TRANSITION-01	07 February 2024
	HORIZON-CL4-2024-TWIN-TRANSITION-01-TWO-STAGE	Stage 1: 07 February 2024 Stage 2: 24 September 2024
	HORIZON-CL4-2024-RESILIENCE-01	07 February 2024
	HORIZON-CL4-2024-RESILIENCE-01-TWO-STAGE	Stage 1: 07 February 2024 Stage 2: 24 September 2024
	HORIZON-CL4-2024-DATA-01	19 March 2024
	HORIZON-CL4-2024-DIGITAL-EMERGING-01	19 March 2024
	HORIZON-CL4-2024-DIGITAL-EMERGING-01-CNECT	19 March 2024
	HORIZON-CL4-2024-SPACE-01	21 March 2024
	HORIZON-CL4-2024-HUMAN-01	<i>19 March 2024</i>
	HORIZON-CL4-2024-HUMAN-02	10 September 2024

Funding & Tenders portal

- All participants applying for EU funding must register their organization in the [Participant Register](#) on the Funding & Tenders Portal.
- Application process



Funding & Tenders portal

■ Online manual

The screenshot shows the top navigation bar with a home icon and menu items: SEARCH FUNDING & TENDERS, HOW TO PARTICIPATE, PROJECTS & RESULTS, WORK AS AN EXPERT, and SUPPORT (highlighted in yellow). Below the navigation bar are three orange warning banners. The main content area is titled 'Guidance & Manuals' and features a left sidebar with icons and links for 'Support overview', 'Guidance & Manuals' (selected), 'FAQs', 'Helpdesk & Support Services', and 'Support videos'. The main content area has tabs for 'Grants' and 'Tenders'. Under the 'Tenders' tab, there are five sections: 'Reference documents', 'Online Manual' (highlighted with a purple box), 'H2020 Online Manual', 'IT How to', and 'Glossary'. Each section includes a brief description of its content.

Due to a system maintenance Submission of tenders services applications will be unavailable Wednesday, 16/11/2022 from 17:00 until 18:00 (Brussels time). We apologize for the inconvenience caused.

Due to technical maintenance, Funding and Tenders Portal services may not be available on **Wednesday 16th of November 2022 from 19:00 to 23:55**. We apologize for the inconvenience caused.

The document repository system will be under maintenance and all operations on documents will not be possible on **Wednesday 16.11.2022, between 19:00 and 23:55 CET**. Please refrain from launching any document-related process, since these will not work and will have to be restored by the Serv

Guidance & Manuals

- Support overview
- Guidance & Manuals**
- FAQs
- Helpdesk & Support Services
- Support videos

Grants | **Tenders**

Reference documents
The page reference documents of the programmes managed on the EU Funding & Tenders Portal including legal documents, work programmes, model grant agreements and guides for specific actions.

Online Manual
Step-by-step online guide through the Portal processes from proposal preparation and submission to reporting on your on-going project. Valid for all 2021-2027 programmes.

H2020 Online Manual
Step-by-step online guide through the Portal processes from proposal preparation and submission to reporting on your on-going project. Only valid for Horizon 2020.

IT How to
IT support guide with step-by-step walkthroughs and videos.

Glossary
A list of funding and tender definitions.

Submission System - Create a proposal



- Proposals must be submitted electronically via the [Funding & Tenders Portal Electronic Submission System](#). Paper or e-mail submissions are NOT possible;
- Proposals must be **complete**, i.e. include all documents and annexes (if required), using the templates provided in the Submission System;

The screenshot shows the 'Download Part B templates' section with a button labeled 'Download part B templates'. Below this is the 'Support & Helpdesk' section, which includes buttons for 'Online Manual', 'IT How To', 'IT Helpdesk', and 'FAQ'. At the bottom, the 'Service Desk' section provides contact information: 'EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu' and '+32 2 29 92222'.

The screenshot shows a list of options under the 'General information' section. The options are: 'Topic description', 'Destination', 'Conditions and documents', 'Submission service', 'Topic related FAQ', 'Get support', and 'Call updates'. The 'Topic related FAQ' option is highlighted with a purple box.

Submission System – Add participants



- Add partners using the organisation name or PIC reference;
- The requirements for a minimum number of participants are specific for each call. **A message specifying the Consortium Eligibility requirements will be displayed;**
- In most cases (RIA/IA), topics require at least three independent legal entities established either in a MS or AC;

Buttons for adding partners: "Add Partner +", "Add Associated partner +", "SAVE", "SAVE AND GO TO NEXT STEP", and "NEXT".

In this step, the coordinator can manage and review the participants.
Note: The changes will be applied only after you click the "Save Changes" button.

Call requires at least 3 participant(s) from different EU member states and associated countries, currently you have 2.

Number of participants: 3



Who is eligible for funding?



EU COUNTRIES

- Member States (MS) including their outermost regions.
- The Overseas Countries and Territories (OCTs) linked to the MS.



NON-EU COUNTRIES

- Countries associated to Horizon Europe (AC).
- Low and middle income countries: See [HE Programme Guide](#).
- Other countries when announced in the call or exceptionally if their participation is essential.



SPECIFIC CASES

- Affiliated entities established in countries eligible for funding.
- EU bodies
- International organisations (IO):
 - International European research organisations are eligible for funding.
 - Other IO are not eligible (only exceptionally if participation is essential)
 - IO in a MS or AC are eligible for funding for Training and mobility actions and when announced in the call conditions.

Restrictions to the eligibility to participate

Legal basis: HE Article 22.5, see also Work Programme General Annex B

- At the level of work programme topics (e.g. in HORIZON-CL4-2023-SPACE-01)
- In non-dependence and strategic autonomy context, to guarantee the protection of the strategic interests of the Union and its Member States, **participation may be limited to legal entities established in Member States and a few listed other countries.**
- These entities **must not be directly or indirectly controlled by a non-eligible country or by a non-eligible country entity**
- If this is the case, there may be a possibility of **guarantees** provided by their eligible country of establishment, that their participation to the action would not negatively impact the Union's strategic, assets, interests, autonomy, or security.

→ see **Declaration on Ownership and Control**

Submission System - Application Form Part A



Section	Title	Action
1	General information	Show
2	Participants	Show
3	Budget	Show
4	Ethics and security	Show
5	Other questions	Show

- Only one contact per organisation should make changes to the proposal at a time. Editing the form in 2 or more tabs/browsers in parallel will lead to data loss.

Submission System - Application Form Part A



- For Lump Sum Grants there is an additional declaration in General Information;

10) For Lump Sum Grants with a detailed budget table: We understand and accept that the EU lump sum grants must be reliable proxies for the actual costs of a project and confirm that the detailed budget for the proposal has been established in accordance with our usual cost accounting practices and in compliance with the basic eligibility conditions for EU actual cost grants (see [AGA - Annotated Grant Agreement, art 6](#)) and exclude costs that are ineligible under the Programme. Purchases and subcontracting costs must be done taking into account best value for money and must be free of conflict of interest. *

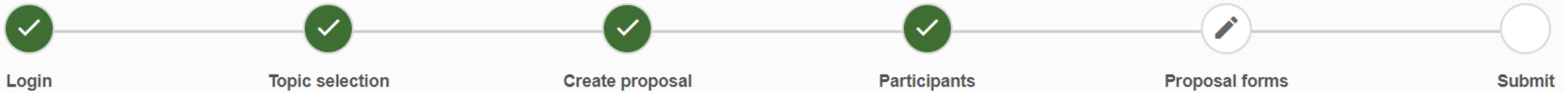


- For Lump Sum Grants the Budget table provides information only on the total requested grant amount per beneficiary;

No	Name of Beneficiary	Country	Role	Requested grant amount
			Total	

- Annex for Lump Sum Grants – Detailed budget table (not needed for First Stage applications)

Submission System - Application Form Part A



4- Ethics & Security

- Please go through the tables and indicate which elements concern your proposal by answering **Yes or No**. If you answer Yes to any of the questions, please provide additional information in the designated box;
- All reserve list and successful proposals undergo an ethics evaluation;
- All successful proposals are security pre-screened and may go to security scrutiny;

The image shows three overlapping screenshots of the application form's ethics and security sections.

Ethics Issues Table (top): A table with two main sections. Section 1: 'Human Embryonic Stem Cells and Human Embryos' with questions 'Does this activity involve Human Embryonic Stem Cells (hESCs)?' and 'Does this activity involve the use of human embryos?'. Section 2: 'Humans' with the question 'Does this activity involve human participants?'. Each question has 'Yes' and 'No' radio buttons, with 'No' selected.

Ethics Self-Assessment (middle): A text input field with the heading 'Ethical dimension of the objectives, methodology and likely impact'. The prompt asks to 'Explain in detail the identified issues in relation to:' followed by a list: '- objectives of the activities (e.g. study of vulnerable populations, etc.)', '- methodology (e.g. clinical trials, involvement of children, protection of personal data, etc.)', and '- the potential impact of the activities (e.g. environmental damage, stigmatisation of particular social groups, political or financial)'. There is a question mark icon in the top right corner.

Security Issues table (bottom): A table with three sections. Section 1: 'EU Classified Information (EUCI)²' with questions 'Does this activity involve information and/or materials requiring protection against unauthorised disclosure (EUCI)?' and 'Does this activity involve non-EU countries?'. Section 2: 'Misuse' with the question 'Does this activity have the potential for misuse of results?'. Section 3: 'Other Security Issues' with the question 'Does this activity involve information and/or materials subject to national security restrictions?'. Each question has 'Yes' and 'No' radio buttons, with 'No' selected. The final question has a 'Yes' radio button selected. There is a question mark icon in the top right corner.

Annex - Information on security issues

- Does not count towards the page limit
- Provided by the proposal submission tool (programme/topic specific settings) and must be completed if the topic is flagged in the work programme or you wish to declare security issues
- **Annotated template** (do not delete any parts but mark as N/A if not relevant for your proposal):
 1. Sensitive information with security recommendation
 2. Classified information, Security Aspects Letter, Security Classification Guide
 3. Security staff, Project Security Officer, Security Advisory Board
 4. Other project specific security measures

Will be **screened** and may lead to **security scrutiny** process

EU Grants: Security issues information (Security section) (HE): V2.1 - 15.06.2022

INFORMATION ON SECURITY ISSUES (SECURITY SECTION)

(If part of your Application Form, this section must be pre-filled already at proposal stage (not counted towards the page-limit). If not part of the Application Form, it will be provided to you during grant preparation. It will then become part of your Grant Agreement (in Annex 1, Description of Action) and will become binding.)

⚠ Do NOT delete any text. All the subsections should remain but marked as not applicable (N/A) if not relevant for your project.

⚠ In order to fill in the template, please consult first the guidance [How to handle security-sensitive projects and Classification of information in Horizon Europe projects](#).

Summary of the project security issues

Describe the security issues you identified in your project. Focus on the security subject matters and explain the potential misuse of the research results. Relate to the security-sensitive type of activities as explained in the guidance ([see How to handle security-sensitive projects](#)).

1. Sensitive information with security recommendation

If your project involves sensitive information requiring limited dissemination due to security reasons, fill in the 'Sensitive information with security recommendation' table below.

⚠ Please be aware:

- In principle, third parties, [i.e.](#) outside the consortium and the granting authority, should have no access to sensitive deliverables with security recommendation.
- However, when it is known in advance that a specific pre-identified group of recipients/recipients with an established need-to-know exists, you should insert them in the table.
- You should conduct an assessment of the recipients' need-to-know, which should be [made](#) available to the granting authority, if requested.
- The 'Sensitive information with security recommendation' table may be modified throughout the project duration. Any [modification](#) can be done [only with the prior formal written approval of the granting authority](#).
- The table below should not include information that is sensitive for non-security related reasons ([e.g.](#) intellectual property or commercial secrets, etc).

Sensitive information with security recommendation

Number and name of the deliverable	Name of lead participant	Date of production	Name of entity authorised for access

Add as many rows as needed.

0

Annex - Declaration on Ownership and Control

- Does not count towards the page limit
- Must be completed by all participants (*except entities already validated as public bodies by the EC Central Validation Services*) if requested by the proposal submission tool (programme/topic specific settings, Article 22.5)
- If selected for funding, participants may be contacted to provide evidence (not at proposal stage)
- Can become a complex and lengthy process and affect the consortium → be transparent early
- **Guidance document**
- **Annotated template**
 1. Declaration on Ownership and control
 2. If there is foreign ownership/control: Guarantees and Measures-put-in-place



Submission System – Edit Forms validation

- Before you exit, validate Part A Forms;
- Address any error detected and save;
- Validate again;
- Save & exit;

Validation result

Show Error The red 'Show Error' button indicates an error due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will be blocked** unless that specific field is corrected!

Show Warning The yellow 'Show Warning' button indicates a warning due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will not be blocked** (proposal will be submitted with the missing or incorrect value).

Section	Description	
General Information	Title - missing entry	Show Error
Declaration	Declaration acceptance is mandatory	Show Error
Declaration	Declaration acceptance missing	Show Error
Declaration	Declaration acceptance missing	Show Error
Declaration	Declaration acceptance missing	Show Error
Declaration	Declaration acceptance missing	Show Error
Baird Consulting SCS	This section has not been validated yet	Show Error
General Information	Duration - missing entry	Show Warning
General Information	Similar Proposal submitted - missing entry	Show Warning

Submission System – Validate your proposal

Progress bar: Login (✓), Topic selection (✓), Create proposal (✓), Participants (✓), Proposal forms (✎), Submit (○)

Proposal forms

Deadline
11 May 2021 17:00:00 Brussels Local Time
49 days left until closure

Call data:
Call: [redacted]
Topic: [redacted]
Type of action: [redacted]
Type of MGA: [redacted]

Proposal data:
Acronym: Tester
Draft ID: SEP-210735354

Administrative forms
Edit forms (highlighted) | View history | Print preview

Part B and Annexes
In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments.

Part B - Project proposal	Upload
Detailed Budget table (annex 1)	Upload
CVs (annex 2)	Upload
Additional information (annex 3)	Upload
Information on representativeness and Legal entity (annex 4)	Upload
Identical text of Part B in English (annex 5)	Upload
Information on financial capacity	Upload
Audit report	Upload

Support & Helpdesk
Online Manual | IT How To | IT Helpdesk | FAQ

Buttons: BACK TO PARTICIPANTS LIST | VALIDATE | SUBMIT

Submission System – Complete your proposal

- You must upload Application Form **Part B** - Technical description of the project - and Annexes if required in the call conditions;
- Limitations in document page number, font size, and page margins;
- The document to be converted into PDF must only contain the final, "**clean**" content;
- Check that your PDF conversion software has successfully converted all the pages of your original document;
- For Lump Sum Grants, upload as an Annex the detailed budget table as an excel (.xlsx format)
- Post-upload verification;



Submission System – Validate your proposal

Progress bar: Login (✓), Topic selection (✓), Create proposal (✓), Participants (✓), Proposal forms (✎), Submit (○)

Proposal forms

Deadline
11 May 2021 17:00:00 Brussels Local Time
49 days left until closure

Call data:
Call: [redacted]
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Administrative forms
Edit forms (highlighted) | View history | Print preview

Part B and Annexes
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Part B - Project proposal	[redacted]	Upload
Detailed Budget table (annex 1)	[redacted]	Upload
CVs (annex 2)	[redacted]	Upload
Additional information (annex 3)	[redacted]	Upload
Information on representativeness and Legal entity (annex 4)	[redacted]	Upload
Identical text of Part B in English (annex 5)	[redacted]	Upload
Information on financial capacity	[redacted]	Upload
Audit report	[redacted]	Upload



Support & Helpdesk
Online Manual | IT How To | IT Helpdesk | FAQ

Buttons: BACK TO PARTICIPANTS LIST | VALIDATE | SUBMIT


Validate and submit your proposal

- Make sure that your application/proposal meets the call requirements;
- Run a validation of your draft proposal (this includes all fields in Part A, the uploaded files under Part B and Annexes);
- When the consortium has been modified after having edited the form Part A, you will get the following message. Click **Edit Form**, review the participants section and click on **Save and Close**. Then click on **Validate** again;
- Make sure you click on **“Submit”**;

Administrative forms (Part A)

Edit forms  View history Print preview 


Validations


 Your proposal cannot be submitted until the errors below are corrected

Eligibility errors

Part C form has not been updated

Part A Form

>  - 1 error(s)

 The following warnings will not block the submission of your proposal, but may affect its admissibility and eligibility during evaluation

Part A Form

> Budget - 3 warning(s)

> Declaration - 3 warning(s)

> General Information - 3 warning(s)

Validations

Changes have been made in Step Participants since the last save of the form in Step Proposal Forms. In order to be able to submit the proposal you have to open the administrative form ('edit forms' button), revise the changes, validate and, after making sure that there are no blocking errors, save the form.

Edit form Close

Submit your proposal



Manage proposal

Deadline
28 February 2021 15:00:00 Brussels Local Time

18 days left until closure

Call data:

Call: [REDACTED]
Topic: [REDACTED]
Type of action: [REDACTED]
Type of MGA: [REDACTED]

Proposal data:

Acronym: **TEST**
Draft ID: [REDACTED]
Final ID: **100000699**

Your proposal was submitted on: **09 February 2021 23:36:46 (Brussels Local Time)**

Your proposal is part of call [REDACTED]. The call deadline is 28 February 2021 15:00:00 (Brussels Local Time).

Your proposal ID is **100000699**. This number is important and will be used as future reference during the evaluation process.

Revisit your proposal

You may edit your proposal and re-submit at any time before the deadline 28 February 2021 15:00:00 (Brussels Local Time) by clicking the "Update proposal" button.

You may download a digitally signed and time-stamped version of your submitted proposal.

You may withdraw your proposal at any time before call closure. When withdrawing, your proposal will not be considered in the evaluation stage.

[Update proposal](#)

[Download](#)

[Withdraw proposal](#)



Thank you!

HorizonEU

<http://ec.europa.eu/horizon-europe>



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Scan QR-code



Or go to
www.slido.com

Event code:

INFODAY

When submitting your question, please enter your name





HORIZON EUROPE

THE EU RESEARCH & INNOVATION PROGRAMME

2021 – 2027

Horizon Europe Information Days – Cluster 4

11 October 2023

Important aspects on quality of proposals




Admissibility & Eligibility

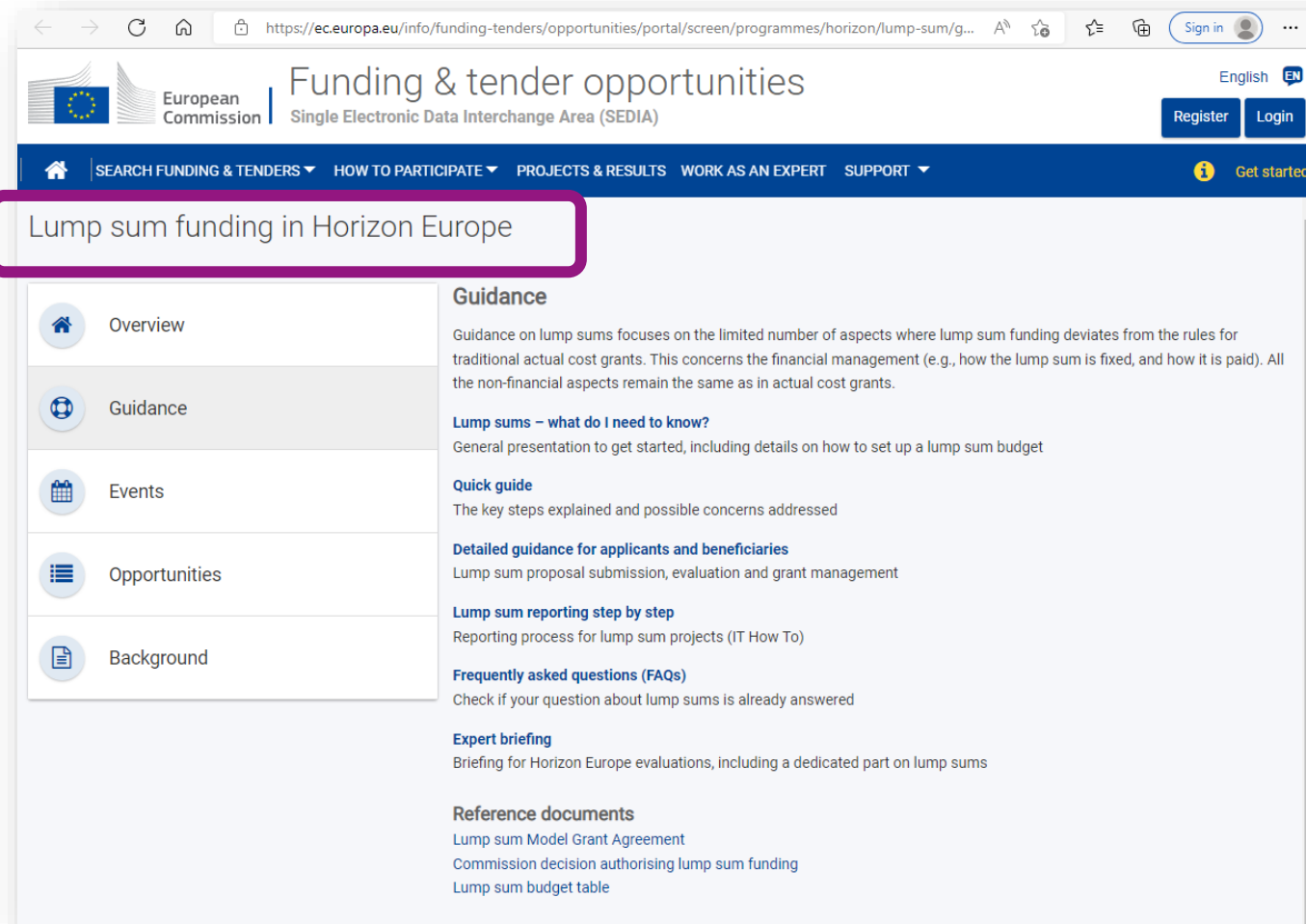
Admissibility

- Applications must be **complete** and contain all parts and mandatory annexes and supporting documents.
- Applications must be **readable, accessible and printable**.
- Applications must include a **plan for the exploitation and dissemination of results including communication activities** (n/a for applications at the first stage of two-stage procedures or unless otherwise provided in the specific call conditions).
- Specific **page limits** per type of action normally apply (specified in the topic conditions and controlled by IT tool).
- Blind Evaluation - **Disclosure of applicants' identity** (must not disclose their organisation names, acronyms, logos nor names of personnel in Part B)

Eligibility

- Eligible activities are the ones described in the call conditions.
- **Minimum number of partners** as set out in the call conditions (at least one independent legal entity established in a MS, and, at least two other independent legal entities established either in a MS or AC).
- For calls with deadlines in 2022 and onwards participants that are public bodies, research organisations or higher education establishments from Members States and Associated countries must have a gender equality plan (GEP) in place.
 -  The GEP is not part of the evaluation criteria.
The existence of a GEP is checked if your proposal is invited to a grant agreement procedure.
- Other criteria may apply on a call-by-call basis as set out in the call conditions. In few cases, the call conditions in the topic can modify the interpretation of criteria.

Where to find information on lump sum funding



The screenshot shows the GoFund portal for the European Commission. The page title is "Lump sum funding in Horizon Europe". The left sidebar contains a navigation menu with the following items: Overview, Guidance (highlighted), Events, Opportunities, and Background. The main content area is titled "Guidance" and includes the following sections:

- Guidance**
Guidance on lump sums focuses on the limited number of aspects where lump sum funding deviates from the rules for traditional actual cost grants. This concerns the financial management (e.g., how the lump sum is fixed, and how it is paid). All the non-financial aspects remain the same as in actual cost grants.
- Lump sums – what do I need to know?**
General presentation to get started, including details on how to set up a lump sum budget
- Quick guide**
The key steps explained and possible concerns addressed
- Detailed guidance for applicants and beneficiaries**
Lump sum proposal submission, evaluation and grant management
- Lump sum reporting step by step**
Reporting process for lump sum projects (IT How To)
- Frequently asked questions (FAQs)**
Check if your question about lump sums is already answered
- Expert briefing**
Briefing for Horizon Europe evaluations, including a dedicated part on lump sums
- Reference documents**
 - Lump sum Model Grant Agreement
 - Commission decision authorising lump sum funding
 - Lump sum budget table

- Comprehensive support material available on dedicated [lump sum page](#) on GoFund - e.g.



Submission and evaluation of lump sum proposals

- Use the **standard proposal template or specific template (check the topic)**.
- Describe in detail the activities covered by each work package.
- To define and justify the lump sum, you need to provide detailed breakdown of cost estimations. The estimates must approximate your actual costs and meet **the basic eligibility criteria of Horizon Europe** ([HE-MGA](#) ARTICLE 6 — ELIGIBLE AND INELIGIBLE COSTS AND CONTRIBUTIONS).
- You find the **MS Excel template to prepare your detailed costs estimations** in the **SEP** submission tool.
- The cost estimations are used to **generate automatically a breakdown of lump sum shares per work package and per participant** (i.e., beneficiaries and affiliated entities, if any).

COMPLETENESS OF DOCUMENTS + ANNEXES



Documents	IA/RIA/CSA	IA/RIA/CSA Lump Sum
Application Form Part A — Structured data introduced online in the Submission System	✓	✓
Application Form Part B — Technical description of the project (text document to be filled in and uploaded as pdf)	✓	✓
Annex - on Financial Support to Third Parties / Ownership Control (pdf)	(if foreseen in topic conditions)	(if foreseen in topic conditions)
Annex – budget table for lump sums (excel)		✓

The detailed budget table in practice

EUROPEAN COMMISSION
DIRECTORATE-GENERAL FOR RESEARCH & INNOVATION

Annex: detailed estimation of costs for Lump Sum funding

Instructions

Go to Beneficiaries and Affiliated Entities list

Go to Work packages list

GENERAL INSTRUCTIONS

This workbook enables you to present the detailed estimation of costs of your lump sum project and to calculate the lump sum breakdown per work package and per category. It must be uploaded as an additional document at "Fill in proposal" step of proposal submission. This is mandatory. Please note that if you do not upload the Excel workbook, the proposal submission will be blocked.

According to the lump sum scheme, the lump sum share for a Work Package (WP) will be paid only when the entire Work Package has been completed. Please take it into consideration while structuring your proposal. Work Packages should be designed in a way that enables to clearly identify whether the action has been completed.

We recommend using Excel 2010 or more recent.

The only currency used in this workbook is EURO.

Enter only **round numbers** in this workbook.

You have to fill in **only** the following sheets: 'BE list' – 'WP list' – 'BEX' (one sheet for each Beneficiary) – 'Depreciation costs' (if any) and the column D 'requested grant amount' of the 'Budget for proposal sheet'.
The appropriate number of individual Beneficiary sheets ('BEX') will be automatically generated with data from the 'BE list' and 'WP list' sheets.

You will have to fill in the 'Budget for the proposal' table in the Part A form of the proposal submission tool, entering the requested EU contribution for each participant. We advise you to fill this Part A budget table column using the totals in the beneficiaries columns of the "Lump sum breakdown" table in this Excel workbook.

The format of this Excel workbook is **.xlsm** because it uses macros to generate automatically some data. **Always save it as .xlsm.**
However, this format cannot be uploaded to the submission system for security reasons.
So please also **save a copy** as an **.xlsx** or **.xls** document (and not as .xlsm) and upload it to the proposal submission tool, at Step 5 of the submission process.
Always keep a copy of the original .xlsm file.

Instructions | BE list | WP list | Lump sum breakdown | Summary per WP | BE1 | BE2 | BE3 | BE-WP person months | Depreciation costs | Any comments

- Applicants submit the detailed budget table in an Excel file (more instructions in the new version);
- Each tab of the file present a different set of information;
- The total amount per beneficiary should correspond to Part A budget table;
- The format of the Excel template is .xlsm because it uses macros. While you work on it, always save it as .xlsx;
- Upload the Excel file in .xlsx or .xls format. For security reasons, you cannot upload the file in .xlsm format;
- Always keep a copy of the original .xlsm file;

The detailed budget table in practice

- include any comments within the detailed budget table (designated cell for comments) to **justify any significant deviation of average personal costs and efforts** from the average values in the sector or the need to a specific role in the project.
- It is important to provide clear information on the **cost calculation methodology** applicants used in calculating the effort needed.

Horizon Europe Programme
Detailed lump sum budget
Generate the Ready for 1

Instructions
Go to Beneficiaries and Affiliated Entities list
! Double click buttons !
Go

ANY COMMENTS
If you have any comments, you can use the 'Any comments' sheet.

Instructions BE list WP list Lump sum breakdown Person-months overview Summary per WP BE1 Deprec ..

Any comments			
nr	BE ref	WP ref	Comments

Lump sum breakdown Person-months overview Summary per WP BE1 Depreciation costs Any comments

- Before submitting make sure there is **no discrepancy between part A and budget table**, list of named researchers in Part A should be consistent with the personnel costs.

LESSONS LEARNT FROM ADMISSIBILITY / ELIGIBILITY CHECKS



- Proposals not respecting the minimum consortium composition requirement;
- Missing parts in application form Part B – **check pdf file before uploading!**
- Inconsistencies in number of participants or budget in Part A (online) and Part B;
- Adherence of an Annex when topics do not foresee Financial Support to Third Parties / Ownership Control – **always check call text!**
- Any additional annex (not foreseen by the topic condition) shall be disregarded.

Quality of proposal

- Follow the instructions provided in Application Template Part B;
- Information easy to find (follow the structure of the Application Template);
 - It is your responsibility to demonstrate how your proposal addresses the award criteria as indicated in the call text. The evaluation of your proposal is based on the content you provide in the application form; be as specific and clear as possible.
No assumptions or requests for additional information will be made.
- The proposed work corresponds to the description in the Work Programme;
- A score in the range from 0-5 is given to each criterion based on how well the proposal corresponds to the award criteria. Maximum score for a proposal is 15.
- Scores must pass the **individual threshold** AND the **overall threshold** if a proposal is to be considered for funding within the limits of the available call budget.

Quality of proposal - Evaluation (award) criteria

Three evaluation criteria – equally important!

‘**Excellence**’, ‘**Impact**’ and ‘**Quality and efficiency of the implementation**’.

(Only two evaluation criteria - first stage of two-stage calls)

- Evaluation criteria are **adapted** to each **type of action**, as specified in the WP;
- Each criterion includes the ‘**aspects to be taken into account**’. The same aspect is not included in different criteria, so it is not assessed twice;
 - ✓ Follow Application **Template Part B instructions** as well as the **topic requirements!**
 - ✓ See **General Annexes** section D - Award criteria!
- For **Innovation Actions**, the criterion **Impact** is given a **weight of 1.5** to determine the ranking.

APPLICATION TEMPLATE PART B INSTRUCTIONS

1. Excellence #REL-EVA-RE#

Excellence – aspects to be taken into account.

- Clarity and pertinence of the project's objectives, and the extent to which the proposed work is ambitious, and goes beyond the state of the art.
- Soundness of the proposed methodology, including the underlying concepts, models, assumptions, interdisciplinary approaches, appropriate consideration of the gender dimension in research and innovation content, and the quality of open science practices, including sharing and management of research outputs and engagement of citizens, civil society and end users where appropriate.

⚠ The following aspects will be taken into account only to the extent that the proposed work is within the scope of the work programme topic.

1.1 Objectives and ambition #PRJ-OBJ-PO# [e.g. 4 pages]

- Briefly describe the objectives of your proposed work. Why are they pertinent to the work programme topic? Are they measurable and verifiable? Are they realistically achievable?
- Describe how your project goes beyond the state-of-the-art, and the extent the proposed work is ambitious. Indicate any exceptional ground-breaking R&I, novel concepts and approaches, new products, services or business and organisational models. Where relevant, illustrate the advance by referring to products and services already available on the market. Refer to any patent or publication search carried out.
- Describe where the proposed work is positioned in terms of R&I maturity (i.e. where it is situated in the spectrum from 'idea to application', or from 'lab to market'). Where applicable, provide an indication of the Technology Readiness Level, if possible distinguishing the start and by the end of the project.

⚠ Please bear in mind that advances beyond the state of the art must be interpreted in the light of the positioning of the project. Expectations will not be the same for RIAs at lower TRL, compared with Innovation Actions at high TRLs.

#PRJ-OBJ-PO#

1.2 Methodology #CON-TACT-IMP# #COM-PL-CP# [e.g. 14 pages]

- Describe and explain the overall methodology, including the concepts, models and assumptions that underpin your work. Explain how this will enable you to deliver your project's objectives. Refer to any important challenges you may have identified in the chosen methodology and how you intend to overcome them. [e.g. 10 pages]

⚠ This section should be presented as a narrative. The detailed tasks and work packages are described below under 'Implementation'.

⚠ Where relevant, include how the project methodology complies with the 'do no significant harm' principle as per Article 17 of Regulation (EU) No 2020/852 on the establishment of a framework to facilitate sustainable investment (i.e. the so-called 'EU Taxonomy Regulation'). This means that the methodology is designed in a way it is not significantly harming any of the six environmental objectives of the EU Taxonomy Regulation.

⚠ If you plan to use, develop and/or deploy artificial intelligence (AI) based systems and/or techniques you must demonstrate their technical robustness. AI-based systems or techniques should be, or be developed to become:

- technically robust, accurate and reproducible, and able to deal with and inform about possible failures, inaccuracies and errors, proportionate to the assessed risk they pose
- socially robust, in that they duly consider the context and environment in which they operate
- reliable and function as intended, minimizing unintentional and unexpected harm, preventing unacceptable harm and safeguarding the physical and mental integrity of humans

- able to provide a suitable explanation of their decision-making processes, whenever they can have a significant impact on people's lives. Describe any national or international research and innovation activities whose results will feed into the project, and how that link will be established; [e.g. 1 page]
- Explain how expertise and methods from different disciplines will be brought together and integrated in pursuit of your objectives. If you consider that an inter-disciplinary approach is unnecessary in the context of the proposed work, please provide a justification. [e.g. 1/2 page]

- For topics where the work programme indicates the need for the integration of social sciences and humanities, show the role of these disciplines in the project or provide a justification if you consider that these disciplines are not relevant to your proposed project. [e.g. 1/2 page]

- Describe how the gender dimension (i.e. sex and/or gender analysis) is taken into account in the project's research and innovation content [e.g. 1 page]. If you do not consider such a gender dimension to be relevant in your project, please provide a justification.

⚠ Note: This section is mandatory except for topics which have been identified in the work programme as not requiring the integration of the gender dimension into R&I content.

⚠ Remember that that this question relates to the content of the planned research and innovation activities, and not to gender balance in the teams in charge of carrying out the project.

⚠ Sex and gender analysis refers to biological characteristics and social/cultural factors respectively. For guidance on methods of sex / gender analysis and the issues to be taken into account, please refer to https://ec.europa.eu/info/news/gendered-innovations-2-2020-nov-24_en

- Describe how appropriate open science practices are implemented as an integral part of the proposed methodology. Show how the choice of practices and their implementation are adapted to the nature of your work, in a way that will increase the chances of the project delivering on its objectives [e.g. 1 page]. If you believe that none of these practices are appropriate for your project, please provide a justification here.

⚠ Open science is an approach based on open cooperative work and systematic sharing of knowledge and tools as early and widely as possible in the process. Open science practices include early and open sharing of research (for example through preregistration, registered reports, pre-prints, or crowd-sourcing); research output management; measures to ensure reproducibility of research outputs; providing open access to research outputs (such as publications, data, software, models, algorithms, and workflows); participation in open peer-review; and involving all relevant knowledge actors including citizens, civil society and end users in the co-creation of R&I agendas and contents (such as citizen science).

⚠ Please note that this question does not refer to outreach actions that may be planned as part of communication, dissemination and exploitation activities. These aspects should instead be described below under 'Impact'.



Evaluating the excellence criterion (1/2)

Assess the project's objectives:

- Are they clear and pertinent to the topic?
- Are they measurable and verifiable?
- Are they realistically achievable?
- Is the proposed work ambitious and goes beyond the state-of-the-art?
- Does the proposal include ground-breaking R&I, novel concepts and approaches, new products, services or business and organisational models?
- Is the R&I maturity of the proposed work in line with the topic description?

Please bear in mind that advances beyond the state of the art must be interpreted in the light of the positioning of the project. For example, expectations will not be the same for RIAs at lower TRL, compared with Innovation Actions at high TRLs.

Following questions are adapted to RIA and IA type of actions (ToA). Similar questions will be asked for other ToAs, in line with the instructions in the specific applications forms.

Evaluating the excellence criterion (2/2)

Following questions are adapted to RIA and IA type of actions (ToA). Similar questions will be asked for other ToAs, in line with the instructions in the specific applications forms.

Assess the scientific methodology:

- Is the scientific methodology (i.e. the concepts, models and assumptions that underpin the work) clear and sound?
- Is it clear how expertise and methods from different disciplines will be brought together and integrated in pursuit of the objectives? if applicants justify that an inter-disciplinary approach is unnecessary, is it credible?
- Has the gender dimension in research and innovation content been properly taken into account?
- Are open science practices implemented as an integral part of the proposed methodology?
- Is the research data management properly addressed?
- For topics indicating the need for the integration of social sciences and humanities, is the role of these disciplines properly addressed?

Evaluating the impact criterion (1/2)

Following questions are adapted to RIA and IA type of actions (ToA). Similar questions will be asked for other ToAs, in line with the instructions in the specific applications forms.

Assess the proposed pathways towards impact:

- Is the contribution of the project towards the 1) expected outcomes of the topic and 2) the wider impacts, in the longer term, as specified in the respective destinations of the WP, credible?
- Are potential barriers to the expected outcomes and impacts identified (i.e. other R&I work within and beyond Horizon Europe; regulatory environment; targeted markets; user behavior), and mitigation measures proposed? Is any potential negative environmental outcome or impact (including when expected results are brought at scale, such as at commercial level) identified? Is the management of the potential negative impacts properly described?
- Are the scale and significance of the project's contribution to the expected outcomes and impacts estimated and quantified (including baselines, benchmarks and assumptions used for those estimates)?
 - Scale' refers to how widespread the outcomes and impacts are likely to be. For example, in terms of the size of the target group, or the proportion of that group, that should benefit over time;
 - 'Significance' refers to the importance, or value, of those benefits. For example, number of additional healthy life years; efficiency savings in energy supply.

Evaluating the impact criterion (2/2)

Following questions are adapted to RIA and IA type of actions (ToA). Similar questions will be asked for other ToAs, in line with the instructions in the specific applications forms.

Assess the measures to maximise impact –
Dissemination, exploitation and communication :

- Are the proposed dissemination, exploitation and communication measures suitable for the project and of good quality? All measures should be proportionate to the scale of the project, and should contain concrete actions to be implemented both during and after the end of the project.
- Are the target groups (e.g. scientific community, end users, financial actors, public at large) for these measures identified?
- Is the strategy for the management of intellectual property properly outlined and suitable to support exploitation of results?
 - If exploitation is expected primarily in non-associated third countries, is it properly justified how that exploitation is still in the Union's interest?

Evaluating the Quality of implementation (1/2)

Following questions are adapted to RIA and IA type of actions (ToA). Similar questions will be asked for other ToAs, in line with the instructions in the specific applications forms.

Assess the proposed work plan, and the effort and resources:

- Is the work plan of good quality and effective?
- Does it include quantified information so that progress can be monitored?
- Does it follow a logic structure (for example regarding the timing of work packages)?
- Are the resources allocated to the work packages in line with their objectives and deliverables?
- Are critical risks, relating to project implementation, identified and proper risk mitigation measures proposed?

Evaluating the Quality of implementation (2/2)

Assess the quality of participants and the consortium as a whole:
(Note that important information on role of individual participants and previous experience is included in part A of proposal)

- Does the consortium match the project's objectives, and bring together the necessary disciplinary and inter-disciplinary knowledge.
- Does the consortium include expertise in open science practices, and gender aspects of R&I, as appropriate?
- For topics flagged as SSH relevant, does the consortium include expertise in social sciences and humanities?
- Do the partners have access to critical infrastructure needed to carry out the project activities?
- Are the participants complementing one another (and cover the value chain, where appropriate)
- In what way does each of them contribute to the project? Does each of them have a valid role, and adequate resources in the project to fulfil that role (so they have sufficient operational capacity)?
- Is there industrial/commercial involvement in the project to ensure exploitation of the results?

Following questions are adapted to RIA and IA type of actions (ToA). Similar questions will be asked for other ToAs, in line with the instructions in the specific applications forms.

Open Research Europe (ORE)

- **An open access peer-reviewed publishing platform for original research**
 - For **Horizon Europe/Euratom beneficiaries**: an **optional service at no cost to them** during and after end of projects; **enables compliance with open science** requirements
 - Launched in March 2021; supported through procurement by publisher F1000 Research Ltd.
 - **Rapid, transparent and rigorous** publishing service for all scientific areas
 - **Post-publication open peer-review** model: you publish after extensive checks and then review takes place
 - **Articles and reviews open access** under **CC BY licenses**
 - **Specialized collections** accommodating the interests of specific researcher communities
- **EC thus supports its open science policy** and beneficiary capacity to comply and **leads by example in operationalizing open science**
- Ca 300 articles published; **indexed in Scopus**, Inspec, ERIH, and many other domain-specific indexers and indexing will expand further.
- <https://open-research-europe.ec.europa.eu/> [in particular sections ‘About’ and ‘FAQs’]



Explore and consider ORE as a publishing option for your project

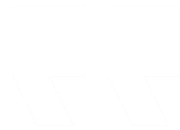
DO

- Read carefully the Work Programme, General Annex & Frequent Asked Questions;
- Regularly check for topic updates on F&T portal;
- Pay attention to Call/Topic Conditions;
- Follow the templates provided in the Submission System (Blind/Lump Sum);
- Read the evaluation criteria (HE General Annexes);
- submit and retract your proposal for updates as many times as you wish until the definitive call closure deadline;

DON'T

- Don't include costs not eligible for funding;
- Proposed activities should have an exclusive focus on civil applications;
- Don't forget to mark "resubmission" when relevant;
- Do not add information where it does not belong;
- Don't wait until the last minute;
- Blind evaluation – do not disclose applicants' identity;





Thank you!

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HORIZON EUROPE

THE EU RESEARCH & INNOVATION PROGRAMME

2021 – 2027

Horizon Europe Information Days – Cluster 4
11 October 2023

**National Contact Points:
Guidance and Support Services**

National Contact Points – NCPs

WHO WE ARE

The NCPs are support structures that have become an essential component in the implementation of the Framework Programmes.

THE NCP KEY TASK IS TO SUPPORT APPLICANTS WHO WISH TO PARTICIPATE IN HORIZON EUROPE

The NCPs are nominated at national level and act in close cooperation with the EU Commission and with national partners and clients.

National Contact Points – NCPs

WHAT WE OFFER

The NCPs provide information and advice to potential applicants and beneficiaries, through the project life cycle, in their own language, in a personalized manner that would be impossible for the Commission and its Agencies acting alone.

**Information
and awareness
raising**

**Assisting,
advising,
training**

**Signposting
and
cooperation**

National Contact Points – NCPs

WHAT WE OFFER

Information and awareness raising

- Circulate general and specific documentation on the Horizon Europe, including on conditions for participation, on possibilities and conditions for submission of proposals, and on project budgeting and reporting.
- Organise information and promotional activities – in liaison with the Commission services when appropriate - e.g. info-days, seminars, conferences, newsletters, web sites, brokerage events, fairs, etc.
- Raise awareness of Horizon Europe funding opportunities offered through Cluster 4
- Raise awareness of the objectives to ensure gender balance in Horizon Europe, of strengthening the link between science and civil society and of the other cross cutting issues interested by HE

National Contact Points – NCPs

WHAT WE OFFER

Assisting, advising, training

Assist researchers and organisations, in particular new actors and SMEs, with a view to increasing and improving their participation in Horizon Europe.

- Assist in **partner search** activities notably by using internet based tools, cooperation networks, EEN partnership services for SMES, etc.
- Advise on **administrative procedures, rules and issues**
- Advise participants on the setting up of appropriate **management and legal structures** in projects with large budgets or numerous participants.
- Explain the scope and the modalities of **types of action** foreseen in Horizon Europe
- Organise **courses and training sessions** (both physical and virtual) on Horizon Europe where appropriate, for intermediaries and information multipliers to ensure high quality of advice.
- Where appropriate, organise courses and training seminars for specific target groups on specific topics (legal aspects, modalities for participation, research and innovation areas, financial rules, Open Science practices and FAIR4 management of digital research outputs, etc.)

National Contact Points – NCPs

WHAT WE OFFER

Signposting and cooperation

- Signpost to other business support network services those potential participants who require assistance, for example on general EU matters or matters relating to internal market, technology transfer, intellectual property rights (IPR), standardization bodies, or regional development.
- Strengthen cooperation between NCPs within the network by promoting joint activities
- Signpost to national/regional funding services and programmes, European Partnerships and programme level collaboration among research funders.

National Contact Points – NCPs WHERE WE ARE

237 Cluster 4 NCPs have been nominated

The screenshot shows the 'Funding & tender opportunities' page for the Single Electronic Data Interchange Area (SEDIA). The main navigation bar includes 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The page title is 'National Contact Points for Horizon Europe'. Below the title, there is a descriptive paragraph: 'The network of National Contact Points (NCPs) is the main structure to provide guidance, practical information and assistance on all aspects of participation in Horizon Europe. countries*'. A search filter section titled 'Search by' contains three dropdown menus: 'Country Group' (set to 'Member states*, Associated ...'), 'Country(ies):' (set to 'Select a country...'), and 'Function(s):' (set to 'Digital, Industry and Space'). There is a 'Clear' button and an 'Order By' section with radio buttons for 'Country' (selected), 'Contact', 'Recent', and 'Organisation'. Below the search filters, the page shows a 'Count : 220' and a list of NCPs. The first entry is for Albania, with the following details:

Person of contact	Organisation
Klaudio Collaku	State Authority for Geospatial Information
Function(s): Digital, Industry and Space	Rruga Papa Gjon Pali II 3 - 1001 Tirana Albania
Contact Klaudio Collaku	Tel: +35542236762 - Fax: N/A

138 NCPs for Member states

46 NCPs in Associated countries

53 NCPs in Third countries

FIND YOUR NCP HERE!

Example questions

- How can my NCP help me during the proposal stage?
- How can my NCP help me after proposal submission?
- There are so many calls! How can my NCP guide me to the right opportunities?
- This call topic is interesting! How should I build the right consortium?
- I am almost done with my proposal! Can I get feedback?
- This call topic is very important for the EU! How do I ensure that I am well aligned to EU strategic objectives in this area?

National NCP



Multinational networks

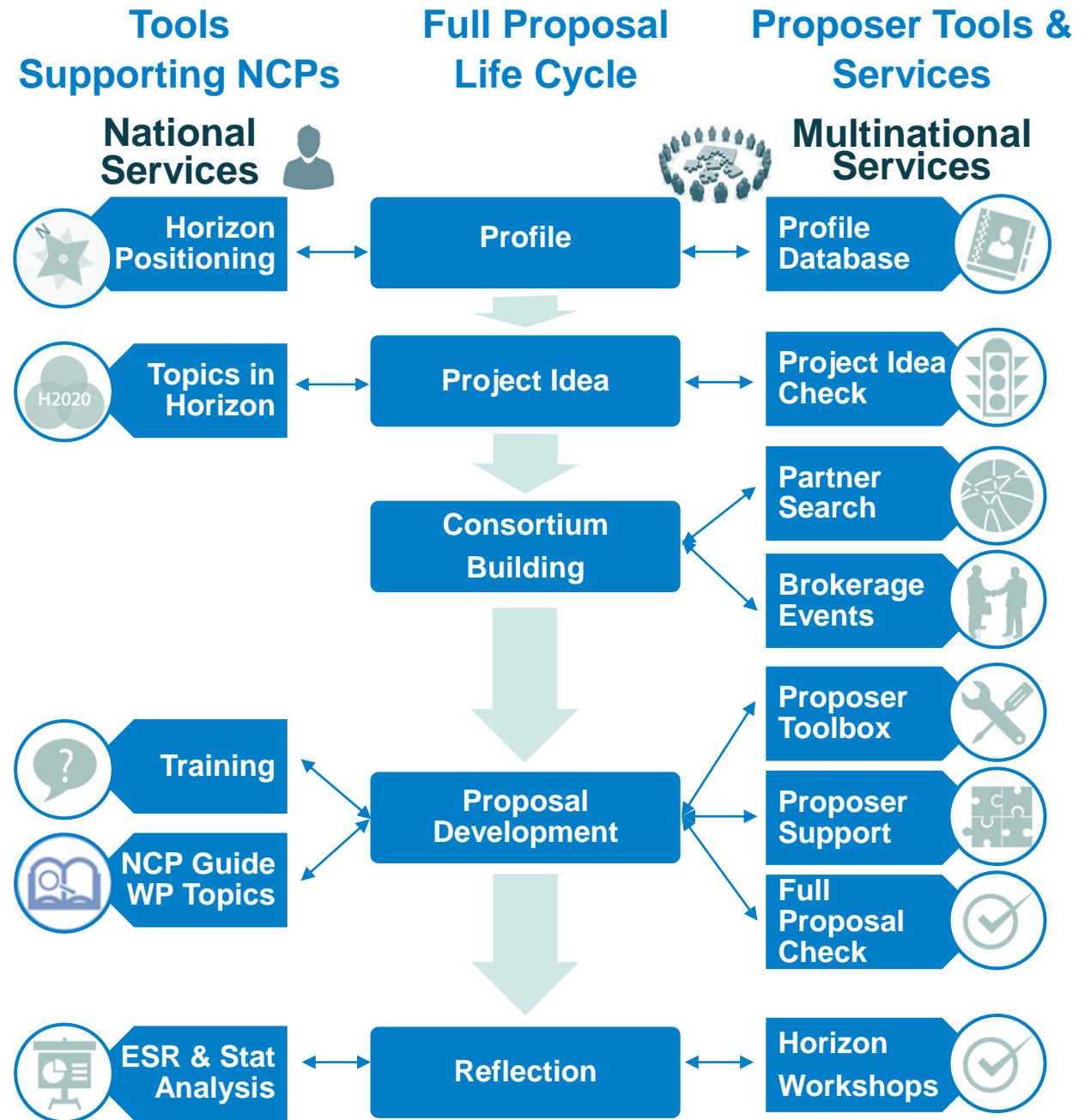


Comprehensive Support for Proposers



This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 645216

Comprehensive Proposer Support

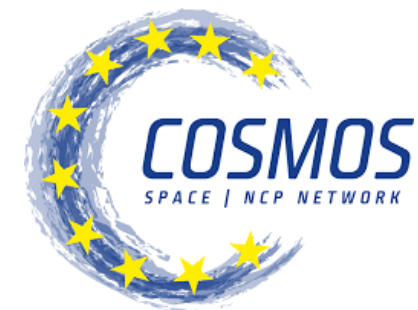


National Contact Points – NCPs THE NCPs NETWORKs



The NCPs networks in CLUSTER4

Due to the complexity of Cluster 4, the European Commission funded three NCP network projects for each of the three Cluster 4 thematic areas as a continuation of respective NCP networks in Horizon 2020. The three networks will promote events, services and tools for the digital, industry and space thematic areas and will foster the circulation of knowledge, good practices and available opportunities among Cluster 4 research and innovation communities





The European Network of HE Cluster 4 Industry National Contact Points

<https://ncp4industry.eu/>
ncp4industry@apre.it

Objectives

The strategic objectives of the Cluster 4 Industry European NCP Network project towards the R&I community are to:



promote HE CL4 Industry funding opportunities among multiple research and innovation communities and



stimulate knowledge transfer and cross-fertilization among a wide diversity of actors and institutional stakeholders' groups.

NCP4Industry Target Group



CL4 National Contact Points

Welcome Package; Capacity building activities, Trainings, webinars and background information



Relevant initiatives and stakeholders groups

Stakeholder map, continuous communication and mutual collaboration activities



R&I communities

Matchmaking activities, Proposal Checks, Webinars and Info-sessions during major events



Newcomers and potential new actors

Awareness raising campaigns and access to networks via Testimonials and knowledge transfer



European Commission

Feedback from and to the EC; Bilateral and collaborative approach to R&I communities via additional services and matchmaking opportunities

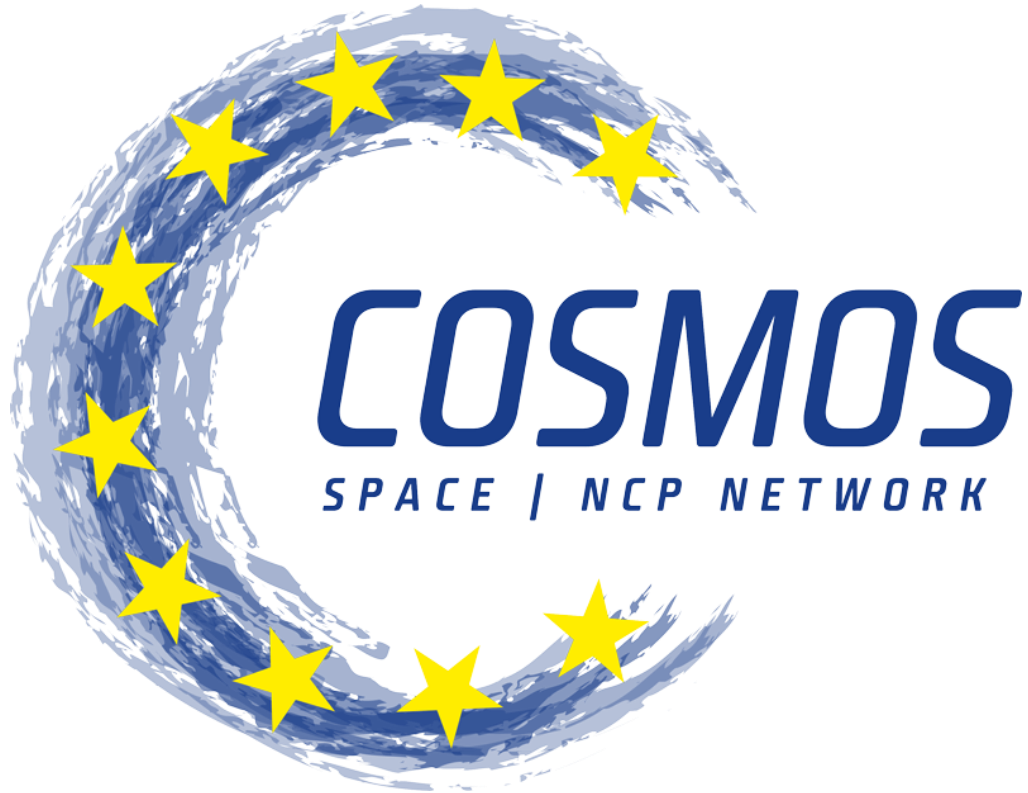
Services



Upcoming services for applicants

- 19th of Oct: [Cluster 4 Industry Brokerage Event](#)
- 27th of Oct: [EU Brokerage Event on KETs in Horizon Europe 2023](#)
- 16th of Nov: [Towards the Green Future: The European Green Deal” Brokerage Event](#)
- **Industrial Partnership Infodays webinars:**
 - 18th of October: Process4Planet (link available soon on NCP4Industry website)
 - November (date to be defined: Clean Steel)
 - December (date to be defined: Made in Europe)
- **Proposal check ideas** <https://ncp4industry.eu/proposal-idea-check/>
- Full proposal check *coming soon*

Contacts: ncp4industry@apre.it

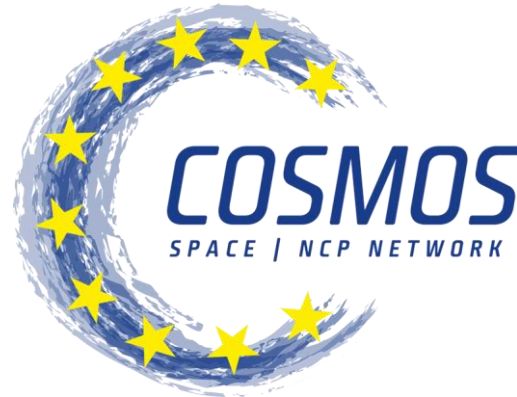


**COSMOS4HE: Activities and Services of the Network of
Space National Contact Points**

Cluster 4 Info Days, 11-12 October 2023

Overview of COSMOS4HE

*Building on the longstanding activity of past Space NCP projects
(from COSMOS to COSMOS2020plus)*



COSMOS4HE is the NCP network for the thematic area of Space in Cluster 4

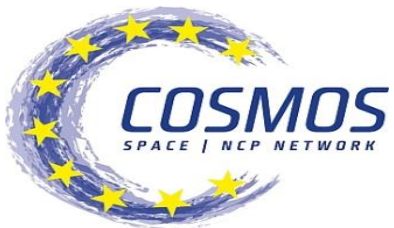
- ✓ with 15 partners (Space NCPs) from 15 countries
- ✓ offering services and support to NCPs and applicants



Overview of COSMOS4HE

Objectives

- ❑ to increase the ***quality and support*** harmonisation of ***Space NCPs services***
- ❑ to ***lower the entry barriers for newcomer applicants***, to attract new types of players and applicants from widening countries, as well as to raise the quality of submitted proposals
- ❑ to ***increase the visibility of the thematic area of Space*** to new types of players by organizing matchmaking activities and ensuring bilateral communication about the crosscutting issues throughout Horizon Europe for the benefit of the European R&I community



Key activities and services

Targeting NCPs

- Trainings/Workshops/Webinars for Space NCPs
- Information material and guides
- Exchange and support between NCPs

Targeting applicants

- Information events
- Matchmaking / Networking events
- Pitching sessions
- Proposal Support
- Information material and guides
- Dissemination of news / updates



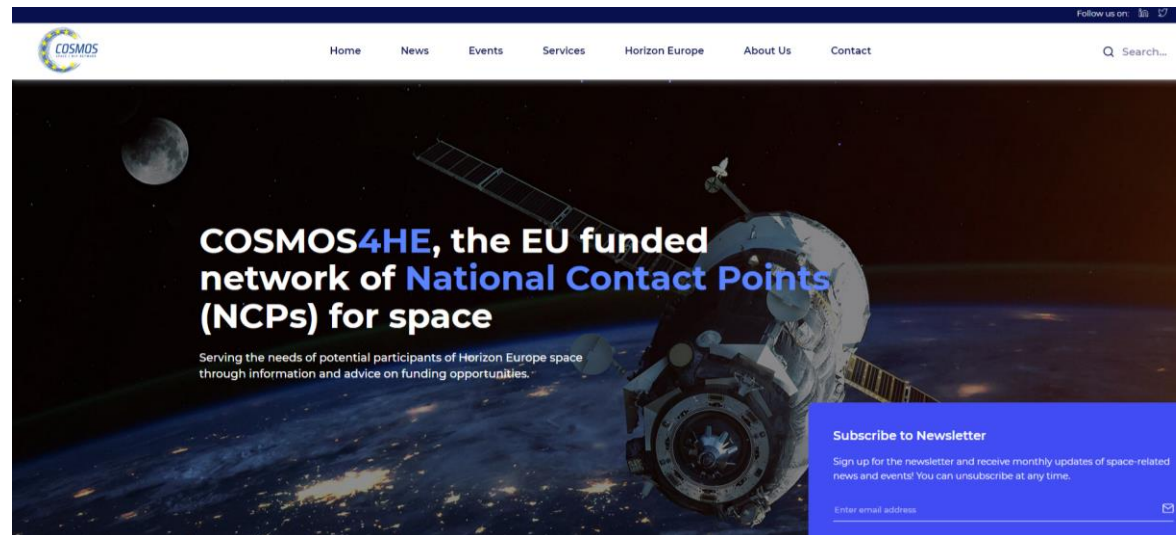
Brokerage Event for Cluster 4 – Space calls 2023/2024



- ✓ Brokerage Event for Cluster 4 – Space calls 2023/2024 in the framework of Cluster 4 Info days (kick off date: **18th October**)
- ✓ Networking platform will remain open until the calls deadline
- ✓ Registration: <https://horizon-europe-space-2024-brokerage.b2match.io/>



Stay connected!

- ✓ Visit our website: <https://www.ncp-space.net/>



- ✓ Subscribe to our newsletter
- ✓ Follow us on social media  
- ✓ Contact us at cl4@praxinetwork.gr





Thank you!

Vaya Piteli

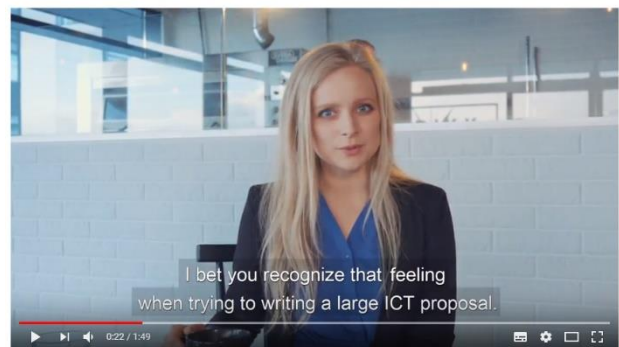
FORTH/PRAXI Network

NCP for Space, Greece

COSMOS4HE coordinator

piteli@praxinetwork.gr





Ideal-ist Promotional Video
<https://www.youtube.com/watch?v=zldtz1yLKrE>

Made up individuals with lots of experience
to help you!

Ideal-ist has been active since 1996!

Who we are?

from 48+ countries!

Albania Argentina Armenia Austria Azerbaijan Belarus Belgium -Brussels Belgium -Federal Belgium -Flanders Belgium -Wallonia Bolivia Bulgaria Canada Croatia Cyprus Czech Republic Denmark Dominican Republic Estonia Faroe Islands Finland France Georgia Greece Guatemala Hungary Iceland Ireland Israel Italy Latvia Lithuania Luxembourg Macedonia Malta Mexico Moldova Netherlands Norway Poland Portugal Romania Serbia Slovakia Slovenia Spain Sweden Switzerland Tunisia Turkey Uganda Ukraine United Kingdom



Ideal-ist Services

Fantastic services!



Partner match/search



Trainings, Seminars & Webinars



Brokerage events



Toolbox for
proposers



Full proposal check
&
Project idea check



Personalised weekly
notification



Topic Tree

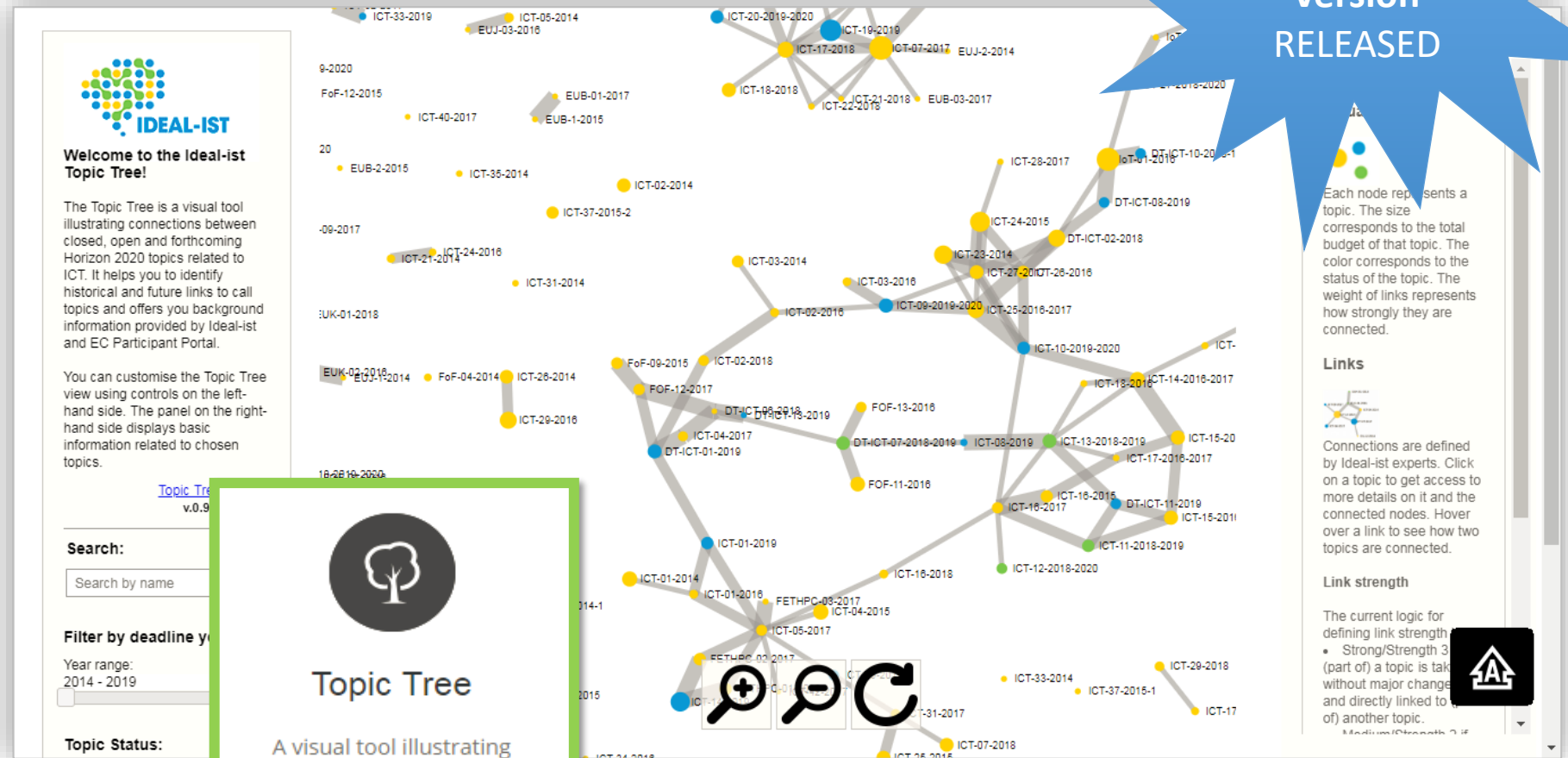
Ideal-ist Topic Tree



How are call topics linked?

How have these areas evolved over the years?

What is the new focus this year?



<http://www.ideal-ist.eu/topic-tree>

BROKERAGE



VIRTUAL AGORA



Register



Create a profile



Share cooperation offers

- Project ideas
- Expertise
- Requests



Find & contact partners



A service offered by:
the network of ICT
National Contact Points

LONG TERM
NETWORKING

digital2023.b2match.io



16 October 2023 - 17 October 2023

Horizon Europe Digital -
Face2Face Brokerage

Ideal-ist, the network of National Contact Points for ICT research, in cooperation with the Enterprise Europe Network invites you to participate in a **brokerage event** with **pre-arranged online Face2Face meetings** complementing the Horizon Europe online Information Day on Cluster 4 - Digital, Industry & Space.

This brokerage event is a unique networking opportunity for actors in the DIGITAL field! Follow us via #F2F2023

Why participate?

- get the latest information from the European Commission
- build quality partnerships for participating in ICT across Horizon Europe
- facilitate the setup of project consortia for Horizon Europe calls
- discuss and develop new project ideas on ICT at international level
- acquire new cross-border contacts and initiate collaborations
- promote your research results, technologies and know-how

Who can participate?

Representatives of companies, universities and research institutes worldwide working in the ICT sector, interested in sharing new project ideas and finding collaboration partners.

Topics

Topics listed in the brokerage system refer to the pre-published version of the Horizon Europe Digital & Industry Programme.

The final programme is expected to be published in December 2022).

World Leading Data & Computing Technologies
Emerging Technologies for Competitiveness & Fit for the

Register now

Open until 17 October 2023

ORGANISED BY



PARTICIPANTS

	United Kingdom	18
	France	11
	Spain	9
	Türkiye	6
	Italy	6
	Poland	4

Pre-proposal Check

Home | About Us | Contact Us | Privacy Policy | Terms & Conditions | Feedback

About Pre-proposal Check

Checklist for your CT National Contact Point (NCP)

Checklist for your CT National Contact Point (NCP)

Proposed acronym: _____

Proposed full name: _____

Call: _____

Topic: _____

For research in the call field:

Funding scheme (please indicate one only):

Approximate total budget (national government): € _____

If this proposal is a revised version of a previously submitted H2020 proposal, please give the following details of the earlier version:

Prop. No.: _____ H2020 call: _____

List of participants already identified for new proposal/proposal coordinator list:

Name of organization	Country	Expertise

Please tick the technology horizon: (only CTs related to the current project files, if available)

TECH 1	TECH 2	TECH 3	TECH 4	TECH 5	TECH 6	TECH 7	TECH 8	TECH 9	TECH 10

Page 1

Project Idea Check

Have a proposal idea? Get early feedback from experienced National Contact Points @Digital2022

Ideal-ist National Contact Points (NCPs) will be available at the Face2Face area to review your project ideas. Discuss discretely with NCPs whether your idea fits the call topic you chose. Or get help to find another meeting.

When: By appointment: 16-17 October 2023 ... and many upcoming Digital events
Where: Online



Have an idea?
for a project

Have a topic?
where you think it will fit

Hear more about the topic!
at the information session

Speak one-on-one with an NCP
to discover if your idea fits



Ideal-ist Full Proposal Check

Coming
again soon ...



FEB/MAR 2024

www.ideal-ist.eu

twitter.com/ICT_IDEALIST

[www.linkedin.com/in/
idealisticproject](https://www.linkedin.com/in/idealisticproject)

We're also on [Youtube!](#)

Find us

Our Benefit

Supporting Applicants Together



This project has received funding from the European Union's Horizon Europe research and innovation programme under grant agreement No 101070043

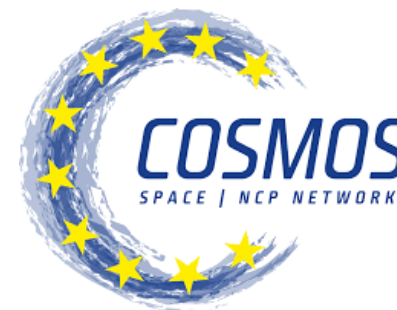
See you all next week

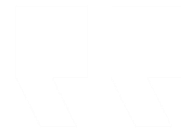


CLUSTER4
DIGITAL · INDUSTRY · SPACE

Cluster 4 Brokerage Events

- **Digital** Brokerage Event (organized by Ideal-ist) on 16-17 October 2023:
<https://digital2023.b2match.io>
- **Space** Brokerage Event (organized by Cosmos) on 18 October 2023:
<https://horizon-europe-space-2024-brokerage.b2match.io>
- **Industry** Brokerage Event (organized by NCP4Industry) on 19 October 2023:
<https://horizon-europe-industry-2024-brokerage.b2match.io/>





Thank you for your questions

HorizonEU

<http://ec.europa.eu/horizon-europe>



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DAY 2

12 OCTOBER 2023

MORNING SESSION

9.30–9.40 Welcome & Agenda Setting

9.40-10.15

Destination 3: World-leading Data and Computing Technologies

- Manufacturing Data Sharing and analytics capacity
 - From Cloud to Edge to IoT for European Data
-

10.15-10.25 **BREAK**

10.25-12.30

Destination 4: Digital & Emerging Technologies for Competitiveness and Fit for the Green Deal

- European Innovation Leadership in Photonics
 - AI, Data and Robotics
 - Open Source for Cloud/Edge and Software Engineering Fundamentals to support Digital Autonomy
 - Flagship on Quantum Technologies: a Paradigm Shift“
 - Graphene and 2D Materials: Europe in the lead
-

12.30-13.30 **BREAK**



DAY 2

12 OCTOBER 2023

AFTERNOON SESSION



13.30–14.00

Destination 6: A human-centred and ethical development of digital and industrial technologies

- Leadership in AI based on trust
- European standards for industrial competitiveness
- Digital human and human compatible technologies

14.00-14.10 **BREAK**

14.10-16.15

Destination 5: Open Strategic Autonomy in Developing, Deploying and Using Global Space-Based Infrastructures, Services, Applications and Data

- Evolution of services: Copernicus
- Innovative space capabilities: SSA, COVSATCOM, Quantum
- Targeted and strategic actions supporting the EU space sector
- EUSPA: development of applications for Galileo, EGNOS & Copernicus, Innovative space capabilities GOVSATCOM
- Security scrutiny and related processes in Destination 5
- Ownership Control Assessment

16.15-16.20

Closing of event

BREAK

To be
continued...

...see you back
tomorrow

