



# EU4Health Programme 2021-2027

## 1<sup>st</sup> wave Action Grants

EU4H-2022-PJ

(AWP 2022)

Structure of an open call, Project Management, Submission process

European Health and Digital Executive Agency (HaDEA)

*Brussels, 10 March 2022*

# Who we are

# HaDEA Dept. A: Health & Food



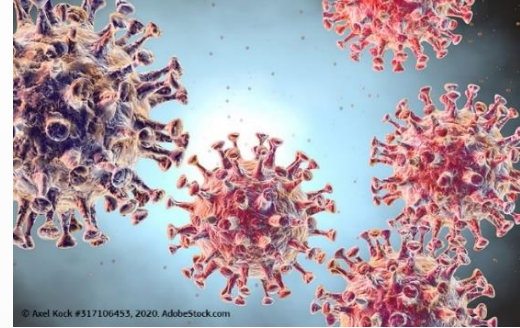
## EU4HEALTH

- Improve and foster health in the Union
- Protect people in the Union from serious cross-border threats to health
- Make medicines available and affordable
- Strengthen health systems, their resilience and resource efficiency



## Single Market Programme - Food safety

- Ensure a high level of health for humans, animals and plants, and the safety of food and feed
- Prevent, detect and eradicate animal diseases & plant pests
- Support the welfare of animals
- Fight against antimicrobial resistance
- Develop sustainable food production and consumption
- Ensure reliable official controls

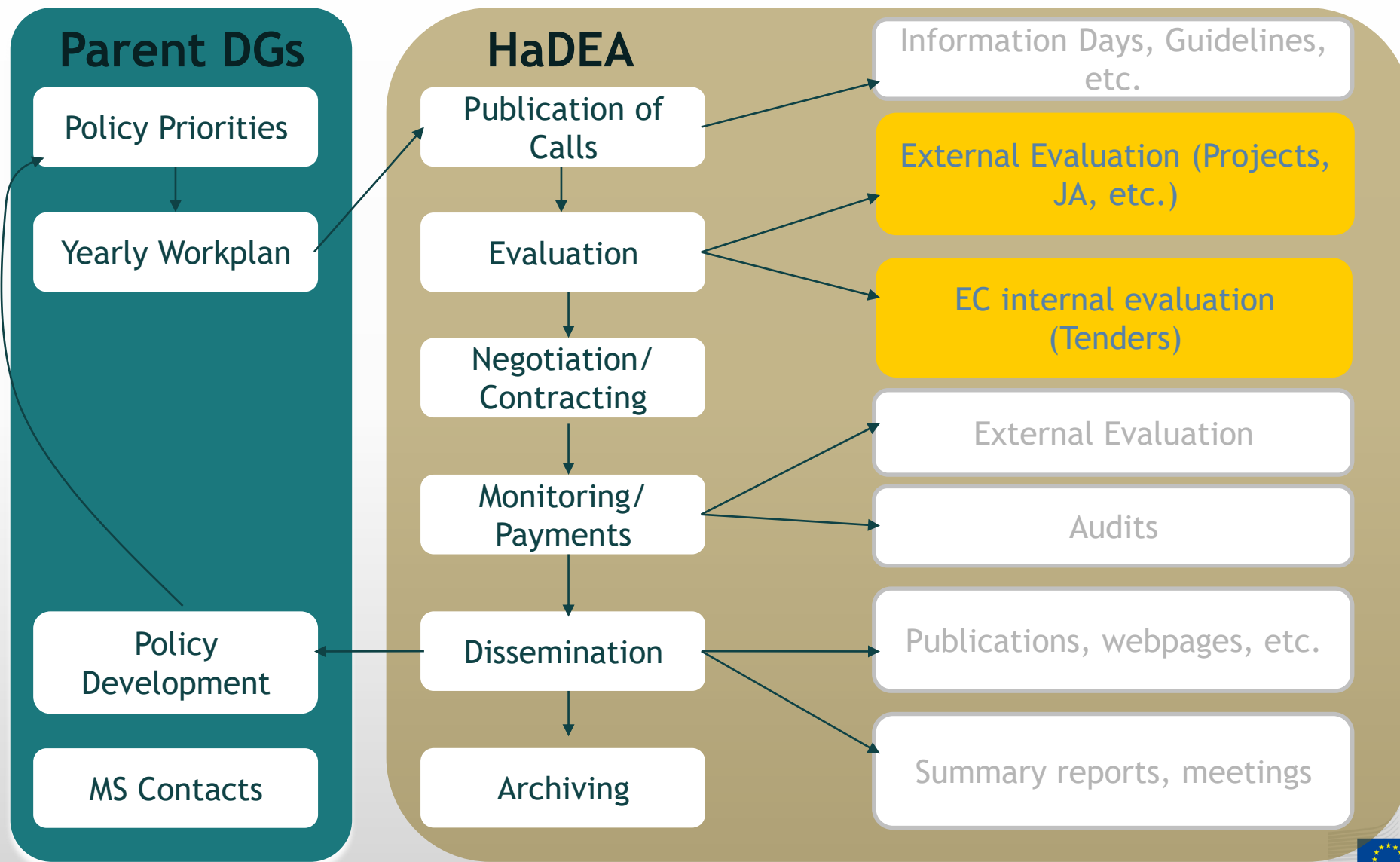


## HE Cluster 1 - Health

- D1: Staying healthy in a rapidly changing society
- D2: Living and working in a health-promoting environment
- D.3: Tackling diseases & reducing disease burden
- D4: Ensuring access to innovative, sustainable & high-quality Healthcare



- D.5: Unlocking the full potential of new tools, technologies and digital solutions for a healthy society
- D.6: Maintaining an innovative, sustainable & globally competitive health industry



# Process for an open call for proposals



# Indicative timeline

**Publication Open Call:** 22/02/2022

**Opening for submission:** 22/02/2022

**Deadline for Submission:** 24/05/2022

**Evaluation:** up to end of September 2022

**Information evaluation letters sent out:** end of October 2022

**Grant agreement preparation:** Up to December 2022

**Signature of Grant agreement:** At the latest by February 2023

**Starting date:** March 2023

*Steps, timelines*

# *Submission process*

# Submission of proposal




## EU4Health Programme (EU4H)

### Application Form

Administrative Forms (Part A)  
Technical Description (Part B)

EU4H Project Grants






# Funding & tender opportunities

Single Electronic Data Interchange Area (SEDIA)

Welcome **Dirk Meusel (meusedi)**



Manage my area

My Organisation(s)

GRANTS

My Proposal(s)

My Project(s)

My Formal Notification(s)

My Expert Area

3rd Health Programme (3HP)

☐ Match whole words only

☒ GRANTS
 ☐ TENDERS

Filter by submission status

FORTHCOMING

OPEN

CLOSED

Filter by programme (only for grants)

Funding and tenders

Sort by: ☒ opening date ☐ title ☐ ID ☐ deadline

35 results

Download all funding and tender opportunities to your calendar or subscribe to the RSS feed (unfiltered).

Online manual "Find a grant"

See all calls for tenders published by EC

Grant

Transferring the Wholegrain promotion initiative to other countries PJ-09-2018

Types of action: Project | Programme: 3rd Health Programme

Clear filters


Closed

Opening date: 12 June 2018

Deadline model: single-stage  
 Deadline date: 13 September 2018 17:00:00  
 Brussels time

EC Funding and Tenders Portal:

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home>



European  
Commission

Check data

Indicate your PIC

Download  
Part B Template

The screenshot shows a web application interface for creating a draft proposal. At the top, a navigation bar includes links for LOGIN, FUNDING SCHEME, CREATE DRAFT (which is the active step), PARTIES, EDIT PROPOSAL, and SUBMIT. The main heading is 'Step 3 Create a Draft Proposal'. On the left side, there is a sidebar with information for 'HP-HA-2015', including the user name 'Dirk MEUSEL', a topic, a calendar icon, and a countdown timer showing '14 days left until closure'. Below this sidebar, there are links for 'Configuration OK', 'Download Part B Templates' (highlighted with a red arrow), and two links to user guides. The main content area is titled 'Create a Draft Proposal' and contains instructions to enter mandatory information. It includes a section for 'Your organisation' with a 'Short name\*' field and a 'PIC' field. A red arrow points to the 'PIC' field. Below this, there is a list of 'Organisations you have been previously associated with' and a 'Search for your organisation PIC' button. At the bottom, there is a 'Your Role' section with radio buttons for 'Main contact' and 'Contact person'. A 'next >>' button is located at the bottom right of the form.

LOGIN FUNDING SCHEME CREATE DRAFT PARTIES EDIT PROPOSAL SUBMIT

### Step 3

#### Create a Draft Proposal

HP-HA-2015

USER NAME  
Dirk MEUSEL

TOPIC

THU 12 November 2015 17:00:00

14 days left until closure

Configuration OK

Download Part B Templates

Visit our 'How to' user guide

Visit our 'H2020 Online Manual'

#### Create a Draft Proposal

Please enter the following information to create a draft proposal. Please note that fields marked with a star (\*) are **mandatory**.

##### Your organisation

Short name\* ? Your name

PIC: 938206408 Your name Test Street Luxembourg, LU VAT:

Organisations you have been previously associated with. Click to select.

PIC: 938206408  
Your name  
Test Street  
Luxembourg, LU

PIC: 948085955  
Croix-Rouge luxembourgeoise  
44 Boulevard Joseph II  
Luxembourg, LU  
VAT: LU11677709

Search for your organisation PIC search

##### Your Role

Please indicate your role in this proposal

☒ Main contact

☐ Contact person

next >>

cancel

Version: 20150922-1031 - Service Desk: DIGIT-EEP7-SEP-SUPPORT@ec.europa.eu (+32 (0) 29.92222)

# Helpful information:

- Roles and Access Rights  
[https://ec.europa.eu/research/participants/docs/h2020-funding-guide/user-account-and-roles/roles-and-access-rights\\_en.htm](https://ec.europa.eu/research/participants/docs/h2020-funding-guide/user-account-and-roles/roles-and-access-rights_en.htm)
- LEAR Appointment  
[https://ec.europa.eu/research/participants/docs/h2020-funding-guide/grants/applying-for-funding/register-an-organisation/lear-appointment\\_en.htm](https://ec.europa.eu/research/participants/docs/h2020-funding-guide/grants/applying-for-funding/register-an-organisation/lear-appointment_en.htm)
- EU Login  
[https://ec.europa.eu/research/participants/docs/h2020-funding-guide/useraccount-and-roles/ecas-login\\_en.htm](https://ec.europa.eu/research/participants/docs/h2020-funding-guide/useraccount-and-roles/ecas-login_en.htm)

# *Structure of a proposal*

**Work Packages, Partners and roles, Governance**

# Structure of the Project Proposal

Administrative  
Part A,  
Includ. Overview  
Budget

Technical  
Narrative  
Part B,  
Includ. Detailed  
Budget

Audit report

# Part A – Administrative Form

- Fill online (not to be downloaded)
- Title, duration, abstract, keywords (page 2)
- Confirm declarations (page 3)
- Contact details of partners (section 2)
- Overview budget (section 3, verify against detailed budget)

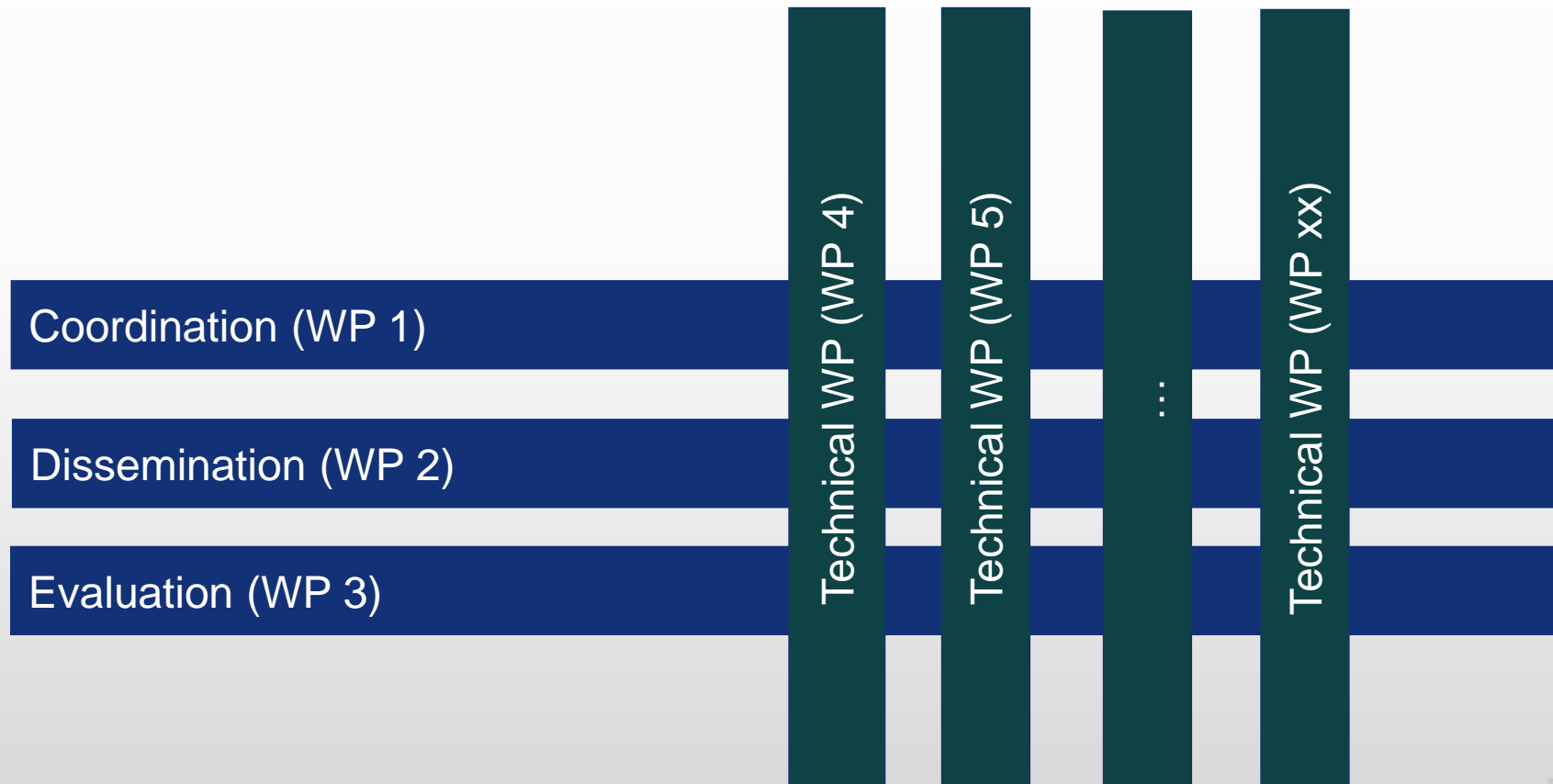
➤ Save

➤ Validate and correct warning errors (red)

## Part B – Technical narrative

- Problem analysis, General and specific objectives, linked indicators (Process, Output, Outcome/Impact)
- Target Groups, Political relevance, Methods and means, Expected outcome Work Packages (3 mandatory), Deliverables (mainly public scope), Risk analysis, Timeline
- Budget: Staff efforts by work package, contributions by third parties, Detailed budget table

# Structure of a proposal





LOGIN

FUNDING SCHEME

CREATE DRAFT

PARTIES

EDIT PROPOSAL

SUBMIT

## Step 5

### Edit Proposal

HP-HA-2015

USER NAME

Dirk MEUSEL

TOPIC

A.B.C.

THU

12

14

Config

Download Part B Templates

↓

Visit our 'How to' user guide

↗

Visit our 'H2020 Online Manual'

↗

#### Edit Proposals' Forms

In this step you can edit the administrative forms and upload the proposal itself. ?

**WARNING:** This proposal contains changes that have not yet been submitted...

#### Administrative Forms

... in Adobe Reader. ?

forms

view history

print preview

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

upload

upload

<< Step 4 - Parties

validate

submit

done

Version: 20150922-1031 - Service Desk: [DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu](mailto:DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu) (+32 (2) 29 92222)

Part A  
Administrative Form

Part B  
Technical Narrative

LOGIN FUNDING SCHEME CREATE DRAFT PARTIES EDIT PROPOSAL SUBMIT

## Step 5

### Edit Proposal

In this step you can edit the administrative forms and upload the proposal itself. ?

**WARNING:** This proposal contains changes that have not yet been submitted...

#### Administrative Forms

It will open the forms in Adobe Reader. ?

[edit forms](#) [view history](#) [print preview](#)

You may upload the technical annex of the proposal (in PDF format only) and any attachments. ?

**Part B** [upload](#) [upload](#)

Audit reports for participants requesting more than 750 000 E

Configuration OK ✓

[Download Part B Templates](#) ↓

[Visit our 'How to' user guide](#) ↗

[Visit our 'H2020 Online Manual'](#) ↗

<< Step 4 - Parties [validate](#) [submit](#)

done ✕

Version: 20150922-1031 - Service Desk: [DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu](mailto:DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu) (+32 (2) 29 92222)

Part B  
Upload  
Technical Narrative

Part B  
Download  
Template

LOGIN FUNDING SCHEME CREATE DRAFT PARTIES EDIT PROPOSAL SUBMIT

## Step 5

### Edit Proposal

**HP-HA-2015**

USER NAME  
Dirk MEUSEL

TOPIC  
HA-01-2015

A.B.C.

DRAFT ID | SEP-210318730

THU 12 DEADLINE (Brussels Local Time)  
November 2015 17:00:00

14 days left until closure

Configuration OK

Download Part B Templates

Visit our 'How to' page

Visit our 'H2020' page

### Edit Proposals' Forms

In this step you can edit the administrative forms and upload the proposal itself. ?

**WARNING:** This proposal contains changes that have not yet been submitted...

#### Administrative Forms

Edit will open the forms in Adobe Reader. ?

edit forms 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 upload

Annex upload

validate submit

done Version: 20150922-1031 - Service Des (222)

Fill and validate Form A

Respect Deadline

Upload Part B and  
verify correct upload

Validate, correct errors,  
submit

# Awarding

## Award Criteria

# Award Criteria 1/2

- **Relevance:** clarity and consistency of project, objectives and planning; extent to which they match the themes and priorities and objectives of the call; contribution to the EU strategic and legislative context; European/trans-national dimension; impact/interest for a number of countries (EU or eligible non-EU countries); possibility to use the results in other countries; potential to develop mutual trust/cross-border cooperation (30 points)
- **Quality:**
- **Project design and implementation:** technical quality; logical links between the identified problems, needs and solutions proposed (logical frame concept); methodology for implementing the project (concept and methodology, management, procedures, timetable, risks and risk management, monitoring and evaluation); feasibility of the project within the proposed time frame; cost effectiveness (sufficient/appropriate budget for proper implementation; best value for money) (30 points)
- **Project team and cooperation arrangements:** quality of the consortium and project teams; appropriate procedures and problem-solving mechanisms for cooperating within the project teams and consortium (30 points)

## Award Criteria 2/2

- **Impact:** ambition and expected long-term impact of results on target groups/general public; appropriate dissemination strategy for ensuring sustainability and long-term impact; sustainability of results after EU funding ends (10 points).

Award criteria	Min pass score	Max score
Relevance	21	30
Quality — Project design and implementation	21	30
Quality — Project team and cooperation arrangements	21	30
Impact	7	10
<b>Overall (pass) scores</b>	<b>70</b>	<b>100</b>

•

# Grant Agreement

**Revision, Transfer to Grant Management System, Signature,  
Accession of partners**

# Structure of the Grant Agreement

Model Grant Agreement, filled with specific grant's data

Annex 1  
(Description of the action, Part A):  
Structured part  
(deliverables, ...)

Annex 1  
(Description of the action, Part B):  
Narrative part with  
detailed budget

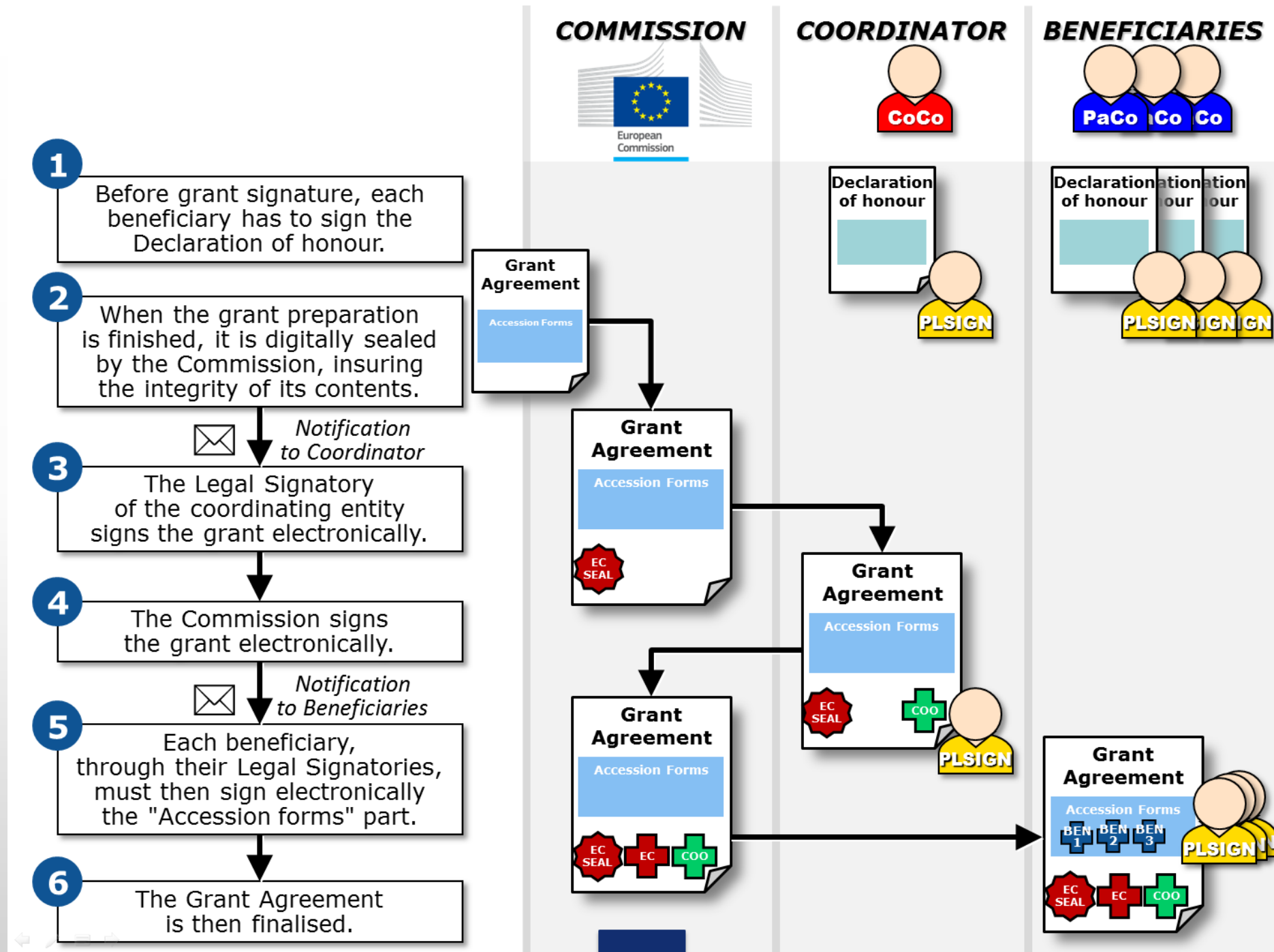
Annex 2: Overview  
budget

Further annexes...



# Electronic Grant preparation

- Grant preparation online (Participant Portal "My projects", deliverables, milestones and risks to be transferred)
- Each partner signs Declaration of Honour online (PLSIGN for partner required!)
- Electronic signature by PLSIGN of coordinator – no paper copies of grant agreement, but «notarised» signed PDF version downloadable for all partners
- Partners join the agreement after signature (Accession form, PLSIGN of each partner) **(within 30 days after signature)**
- Consortium Agreement



# Thank you

# Your questions?

© European Union 2020



noted the reuse of this presentation is authorised under the [CC BY 4.0](https://creativecommons.org/licenses/by/4.0/) license. For any use or reproduction of elements that are not owned by the EU, permission may need to be sought directly from the respective right holders.

Slide xx: [element concerned](#), source: [e.g. Fotolia.com](#); Slide xx: [element concerned](#), source: [e.g. iStock.com](#)