

## 1

# Index

- Rules for participation
- Writing and submitting a proposal
- Writing a proposal – Analysis of the topic
- H2020: Evaluation

# Rules for participation

# The Horizon 2020 is the EU's largest instrument for funding research and innovation

• 3 Internet portals related to the H2020 are currently available:

- RESEARCH on EUROPA: political information
  - <http://ec.europa.eu/research/index.cfm>
- PARTICIPANT PORTAL: interactions with participants
  - <http://ec.europa.eu/research/participants/portal/desktop/en/home.html>
- CORDIS: dissemination of FP7 results
  - <http://cordis.europa.eu/fp7/>

## Excellent Science

- **European Research Council**
  - Frontier research by the best individual teams
- **Future and Emerging Technologies**
  - Collaborative research to open new fields of innovation
- **Marie Skłodowska Curie actions**
  - Opportunities for training and career development
- **Research infrastructures** (including e-infrastructure)
  - Ensuring access to world-class facilities

## Industrial Technologies

- **Leadership in enabling and industrial technologies**
  - ICT, nanotechnologies, materials, biotechnology, manufacturing, space
- **Access to risk finance**
  - Leveraging private finance and venture capital for research and innovation
- **Innovation in SMEs**
  - Fostering all forms of innovation in all types of SMEs

## Societal Challenges

- Health, demographic change and wellbeing
- Food security, sustainable agriculture, marine and maritime research & the bioeconomy
- Secure, clean and efficient energy
- Smart, green and integrated transport
- Climate action, resource efficiency and raw materials
- Inclusive, innovative and reflective societies
- Security society

European Institute of Innovation and Technology (EIT)

Spreading Excellence and Widening Participation

Science with and for society

Joint Research Center (JRC)

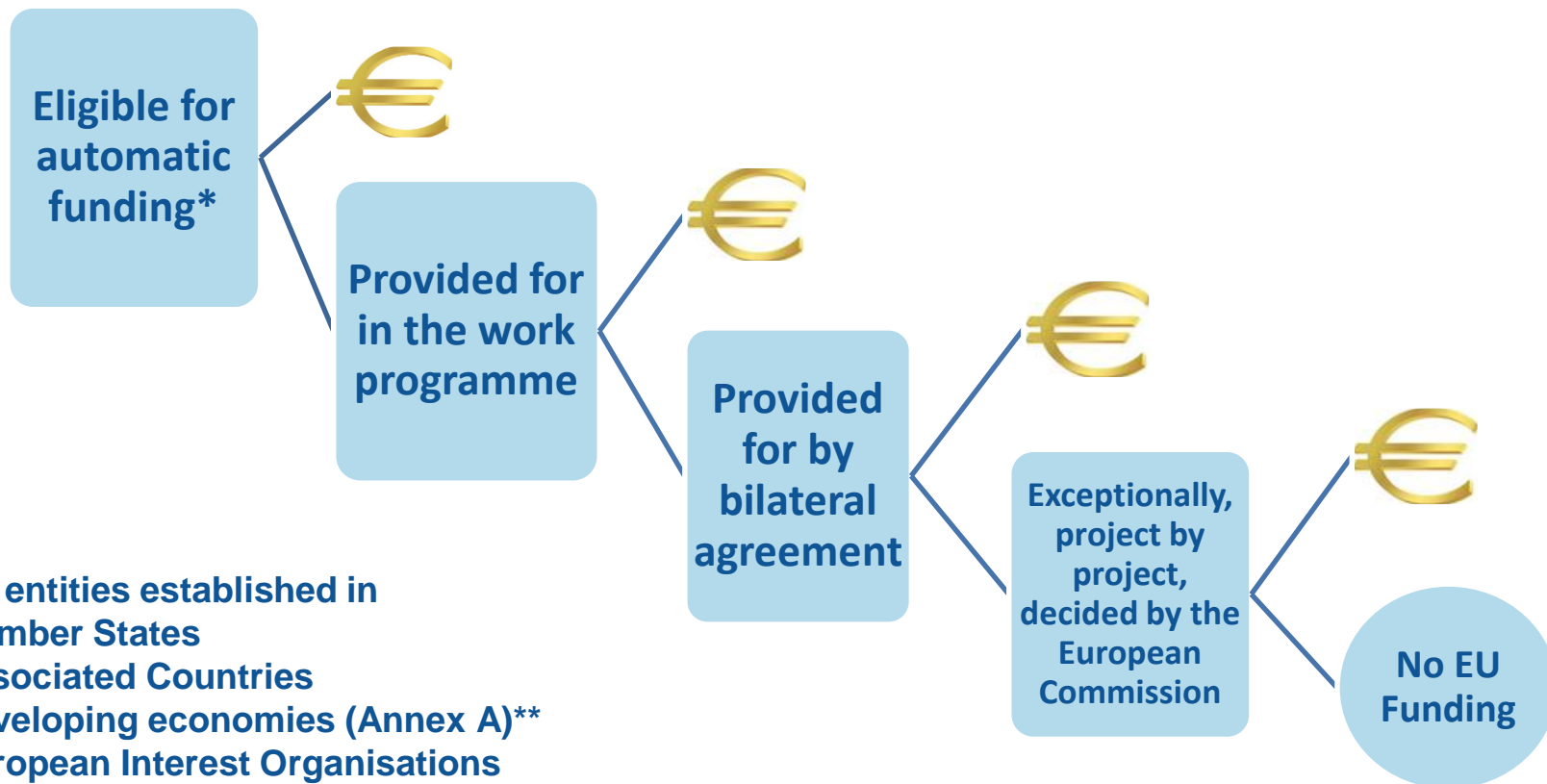
Euratom

# Who can participate



# Eligibility for funding

All countries can participate **BUT** not all countries can be funded



\*Legal entities established in

- Member States
- Associated Countries
- Developing economies (Annex A)\*\*
- European Interest Organisations

\*\* (eg: USA+ Japan + Australia + BRIC + Messico)

Available local support for H2020 participants from non-EU countries

[Brazil](#) [Canada](#) [China](#) [India](#) [Japan](#) [Mexico](#) [Russia](#) [Republic of Korea](#)  
[South Africa](#) [USA](#)

## FP7

Maximum reimbursement rates	Research and technological development activities (*)	Demonstration activities	Other activities
Network of excellence	50% 75% (**)		100%
Collaborative project(****)	50% 75% (**)	50%	100%
Coordination and support action			100% (***)

(\*) Research and technological development includes scientific coordination.

(\*\*) For *beneficiaries* that are *non-profit public bodies*, secondary and higher education establishments, *research organisations* and *SMEs*.

(\*\*\*) The reimbursement of indirect eligible costs, in the case of coordination and support actions, may reach a maximum 7% of the direct eligible costs, excluding the direct eligible costs for subcontracting and the costs of resources made available by third parties which are not used on the premises of the *beneficiary*.

(\*\*\*\*) Including research for the benefit of specific groups (in particular SMEs)

## HORIZON 2020

### One project = One rate

- ✓ For all beneficiaries and all activities in the grant.
- ✓ Defined in the Work Programme:
  - Up to 100 % of the eligible costs;
  - but limited to a maximum of 70 % for innovation projects (exception for non-profit organisations - maximum of 100%)
  - Specific reimbursement rates for programme co-fund actions



## TYPES OF ACTIONS

## RULES FOR PARTICIPATION

### Research and innovation actions

- Collaborative Projects
- Consortia with at least 3 legal entities from at least 3 Member States and/or Associated Countries
- 100% EC reimbursement

### Innovation actions

- Collaborative Projects
- Consortia with at least 3 legal entities from at least 3 Member States and/or Associated Countries
- 70% EC reimbursement (100% for non-profit)

### Coordination and support actions

- At least one legal entities
- 100% EC reimbursement

ERA-NET cofund

33% EC contribution

SME Instrument

- 3 phases: (1) feasibility study, (2) innovation actions, (3) indirect support and Access to Risk Finance
- 50 K€ lump sum for phase 1
- 70% EC contribution for phase 2

# Types of Collaborative Projects (1)

## Research and Innovation Actions

Basic research, applied research, technology development and integration, and testing e validation on a small scale prototype in a laboratory or simulated environment

## Innovation Actions

Prototyping, testing, demonstrating, piloting, large - scale product validation and market replication

## Types of Collaborative Projects (2)

### Research and Innovation Actions

Funding  
rate: 100%

### Innovation Actions

Funding  
rate:  
70%/100%

# Type of Action – Where?

## Work Programme

**HORIZON 2020**

**WORK PROGRAMME 2014 – 2015**

*13. Europe in a changing world – inclusive, innovative and reflective  
Societies*

*Revised*

This Work Programme was adopted on 10 December 2013. The parts that relate to 2015 (topics, dates, budget) have, with this revised version, been updated. The changes relating to this revised part are explained on the Participant Portal.

*Consolidated version following  
(European Commission Decision C (2014)9294 of 10 December 2014)*

# Type of Action – Where?

## *HORIZON 2020 – WORK PROGRAMME 2014-2015* Europe in a changing world: inclusive, innovative and reflective societies

### *Table of Contents*

<i>Introduction</i> .....	5
Call - Overcoming the Crisis: New Ideas, Strategies and Governance Structures for Europe .....	7
EURO-1-2014: Resilient and sustainable economic and monetary union in Europe.....	7
EURO-2-2014: The European growth agenda.....	9
EURO-3-2014: European societies after the crisis .....	12
EURO-4-2014: Political challenges for Europe .....	14
EURO-5-2015: ERA-NET on Smart Urban Futures .....	16
EURO-6-2015: Meeting new societal needs by using emerging technologies in the public sector.....	17
CONDITIONS FOR THIS CALL .....	20
Call - the Young Generation in an Innovative, Inclusive and Sustainable Europe .....	22
YOUNG-1-2014: Early job insecurity and labour market exclusion .....	22
YOUNG-2-2014: Youth mobility: opportunities, impacts, policies .....	24
YOUNG-3-2015: Lifelong learning for young adults: better policies for growth and inclusion in Europe.....	25
YOUNG-4-2015: The young as a driver of social change .....	26
YOUNG-5-2014: Societal and political engagement of young people and their perspectives on Europe .....	27
CONDITIONS FOR THIS CALL .....	30
Call - Reflective Societies: Cultural Heritage and European Identities .....	32
REFLECTIVE-1-2014: ERA-NET on Uses of the past .....	32
REFLECTIVE-2-2015: Emergence and transmission of European cultural heritage and Europeanisation.....	34
REFLECTIVE-3-2015: European cohesion, regional and urban policies and the perceptions of Europe.....	35
REFLECTIVE-4-2015: Cultural opposition in the former socialist countries .....	36
REFLECTIVE-5-2015: The cultural heritage of war in contemporary Europe.....	37
REFLECTIVE-6-2015: Innovation ecosystems of digital cultural assets .....	38

**HORIZON 2020 – WORK PROGRAMME 2014-2015**  
Europe in a changing world: inclusive, innovative and reflective societies

organisations in crisis situations, it will contribute to a better understanding of the EU's role as global actor and its implications.

**Type of action:** Research and innovation actions

*The conditions for this topic are provided at the end of this call and in the General Annexes.*

**INT-6-2015: Re-invigorating the partnership between the two shores of the Mediterranean**

**Specific challenge:** During the last decade, the Mediterranean basin has inspired several concepts, instruments and policies like the Barcelona process, the Euro-Mediterranean Partnership, the Union for the Mediterranean, the European Neighbourhood Policy, action plans and association agreements. The boundaries of the Mediterranean area are not clearly delimited. This region could only include the Mediterranean basin countries (with direct access to the Mediterranean), whereas other specialists take into account the influence of other partners, for example the Gulf States. It is also a dynamic region with the outward and inward movement of people and associated religious, linguistic and ethnic diversity.

For several decades, bilateral approaches to cooperation between the Northern and Southern shores of the Mediterranean have been favoured and this is still prevailing. In this context, an important question arises on the effectiveness of bilateralism versus regionalism taking into account the role of the European Neighbourhood Policy in this region as well as how such policies are perceived by the South. Furthermore, following recent developments in the region, it is important to identify and characterise new leaderships in the Mediterranean area taking into account pluralism of and the power shifts among strategic players as well as the role and significance of other countries that are not part the Mediterranean area.

**Scope:** Research should assess the potential and effectiveness of the policies and measures implemented between the two shores of the Mediterranean and identify the obstacles and prospects for further collaboration. In this context, the concept of bilateralism and regionalism should be defined and assessed in the Mediterranean area, including the pros and cons of both concepts as well as the evaluation of the potential of in-depth cooperation in specific fields like science and technology, water, agriculture, energy, cultural heritage or transport.

Research should discuss also from a historical perspective, the different understandings of this region and explore which countries significantly influence the situation and developments in the region. In this context, the citizens' perceptions of the image, role and influence of Mediterranean collaboration need to be investigated from both Northern and Southern shores. To this end, data on citizens' perceptions of the Mediterranean will be collected and updated.

Research should also identify the best practices, priorities and potential future developments that could improve the relations in this region, taking into account potential new strategies and political priorities that could emerge in the near future.

Broad participation of international partners from the Mediterranean region in proposals submitted to this call is strongly encouraged.

The Commission considers that proposals requesting a contribution from the EU of between EUR 1.5 and 2.5 million would allow this specific challenge to be addressed appropriately. Nonetheless, this does not preclude submission and selection of proposals requesting other amounts.

**HORIZON 2020 – WORK PROGRAMME 2014-2015**  
Europe in a changing world: inclusive, innovative and reflective societies

**Expected impact:** The assessment of the prospects for and obstacles to further collaboration between the two shores of the Mediterranean will improve the understanding of the European Union's external action in the area and should contribute to a reflection on its future role in the region. Research will particularly lead to a refined conceptualization of the new geopolitical configuration of the Mediterranean area which will contribute to debates on the most appropriate mix of policies and measures either through a regional or a bilateral approach, including at sectorial level. Finally, activities under this topic will lead to identifying possible actions needed to improve the EU-Mediterranean collaboration dealing with the particular features of each country in this area.

**Type of action:** Research and innovation actions

*The conditions for this topic are provided at the end of this call and in the General Annexes.*

**Research and Innovation Action**

# Writing and Submitting a proposal

# From the idea to the project

Idea



- Choose the EU Programme (H2020, EASI, Creative Europe, etc.)
- Select the topics



# Participant Portal – general information

The Participant Portal is the single entry point for **electronic administration of EU-funded research and innovation projects**, and hosts the services for managing your proposals and projects throughout their lifecycle

Public access

ECAS login

(A-Z) Sitemap About this site Contact Legal Notice English

RESEARCH & INNOVATION  
Participant Portal

European Commission > Research & Innovation > Participant Portal > Home

HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE EXPERTS SUPPORT

Horizon 2020 Funding  
Starting from 1/1/2014

On this site you can find and secure **funding** for research & innovation projects under the following EU programmes:

- 2014-2020 Horizon 2020 - research and innovation framework programme
- 2007-2013 7th research framework programme (FP7) and Competitiveness & Innovation Programme (CIP)

**Non-registered users**

- search for funding
- read the funding guide & download the legal documents
- check if an organisation is already registered
- contact our support services or check our FAQs

**Registered users**

- submit your proposal
- sign the grant
- manage your project throughout its lifecycle

WHAT'S NEW? FUNDING OPPORTUNITIES HOW TO PARTICIPATE WORK AS AN EXPERT MY PERSONAL AREA INFORMATION AND SUPPORT

RESEARCH ON EUROPA CORDIS OLAF

© European Communities

<http://ec.europa.eu/research/participants/portal/desktop/en/home.html>

# Funding opportunities



RESEARCH & INNOVATION

Participant Portal

European Commission > Research & Innovation > Participant Portal > Funding Opportunities

HOME **FUNDING OPPORTUNITIES** HOW TO PARTICIPATE EXPERTS SUPPORT

LOGIN REGISTER

**Horizon 2020**

- Calls
- Search Topics
- Call Updates

**FP7 & CIP Programmes**

- Calls
- Call Updates

COSME

Other Funding Opportunities

**Funding Opportunities** H2020 ONLINE MANUAL

Find the European Union funding opportunities and search for new or closed calls, grouped by the following programmes:

- Horizon 2020 - EU research funding from 2014
- Seventh Framework Programme (FP7)
- Competitiveness and Innovation Framework Programme (CIP)
- other research and innovation programmes

**Horizon 2020**



Horizon 2020 is the new EU funding programme for research and innovation running from 2014 to 2020 with a €70 billion budget. The first calls for proposals for Horizon 2020 are envisaged for **December 2013**. Its simplified rules and submission and grant management tools should facilitate participants' tasks. For practical guidance, see the [H2020 online manual](#).

H2020 supports **SMEs** with a new **instrument** that runs throughout various funded research and innovation fields, so it should be easy for SMEs to find opportunities in many calls.

H2020 also aims to enhance EU **international research cooperation** so there are more opportunities for Third Country participation.

Having built H2020 around the main societal challenges like an ageing population, food security, energy efficiency, the EU attaches high importance to embed **socio-economic sciences and humanities** into the work programme.

Another important priority of the Commission is to ensure **gender** is embedded in the design of Horizon 2020 project proposals.

**FP7 and CIP - previous programmes**

FP7 and CIP are previous instruments to fund research and innovation activities in Europe for the period 2007 to 2013. You can view closed calls information of these programmes.

**COSME**

Programme for the Competitiveness of Enterprises and SMEs (COSME) will run from 2014 to 2020, with a planned budget of €2.3bn. It will facilitate SME access to finance, create supportive environment for business creation, help small businesses operate outside their home countries and improve their access to markets.

**Other Funding Opportunities**

This page lists additional research activities, initiatives executed by several Member States or joint programmes, co-funded calls, thematic opportunities, and intergovernmental actions.

**Call updates**

The page displays the latest updates to the calls, like change of deadlines.

**Search**

The call search tool has several filtering options to help you select funding opportunities that are most relevant to your activities.



# RESEARCH & INNOVATION

## Participant Portal

European Commission > Research & Innovation > Participant Portal > Calls

HOME

FUNDING OPPORTUNITIES

HOW TO PARTICIPATE

EXPERTS

SUPPORT

LOGIN REGISTER

(A-Z) Sitemap About this site Contact Legal Notice English



### Horizon 2020

Calls

Search Topics

Call Updates

### FP7 & CIP Programmes

Calls

Call Updates

COSME

Other Funding Opportunities

## Horizon 2020

### Excellent Science

- ☐ European Research Council
- ☐ Future and Emerging Technologies
- ☐ Marie Skłodowska-Curie actions
- ☐ Research infrastructures

### Industrial Leadership

- ☐ Leadership in enabling and industrial technologies (LEIT)
- ☐ Access to risk finance
- ☐ Innovation in SMEs

### Type

☒ Proposal

☐ Tender

### Status

☒ Open

☐ Closed

☐ Forthcoming

Filter a call

FILTER

Sort by

☐ Title

☐ Call Id

☒ Publication Date

☐ Deadline Date

### Industrial Leadership

EU-Japan Research and Development Cooperation in Net Futures  
H2020-EUJ-2014

Pub.Date: 07/01/2014 Deadline: 10/04/2014

### Indirect actions

Prize - Innovation SOFT  
H2020-Prize-Innovation-SOFT-2014

Pub.Date: 07/01/2014 Deadline: 16/04/2014

### Societal Challenges

MOBILITY for GROWTH 2014-2015  
H2020-MG-2015\_TwoStages

Pub.Date: 11/12/2013 Deadline: 31/03/2015

### Societal Challenges

MOBILITY for GROWTH 2014-2015  
H2020-MG-2015\_SingleStage-B

Pub.Date: 11/12/2013 Deadline: 27/08/2015

### Societal Challenges

MOBILITY for GROWTH 2014-2015  
H2020-MG-2015\_SingleStage-A

Pub.Date: 11/12/2013 Deadline: 31/03/2015

### Societal Challenges

MOBILITY for GROWTH 2014-2015  
H2020-MG-2014\_TwoStages

Pub.Date: 11/12/2013 Deadline: 18/03/2014

### Societal Challenges

MOBILITY for GROWTH 2014-2015  
H2020-MG-2014\_SingleStage\_B

Pub.Date: 11/12/2013 Deadline: 28/08/2014

### Societal Challenges

MOBILITY for GROWTH 2014-2015  
H2020-MG-2014\_SingleStage\_A

Pub.Date: 11/12/2013 Deadline: 27/03/2014

### Societal Challenges

GREEN VEHICLES 2015  
H2020-GV-2015

Pub.Date: 11/12/2013 Deadline: 27/08/2015

### Societal Challenges

GREEN VEHICLES 2014  
H2020-GV-2014

Pub.Date: 11/12/2013 Deadline: 28/08/2014

### Industrial Leadership

BIOTECHNOLOGY  
H2020-LEIT-BIO-2015-1

Pub.Date: 11/12/2013 Deadline: 24/02/2015

### Industrial Leadership

BIOTECHNOLOGY  
H2020-LEIT-BIO-2014-1

Pub.Date: 11/12/2013 Deadline: 12/03/2014

### Industrial Leadership


### Societal Challenges

### Societal Challenges

# How to participate

HOME
FUNDING OPPORTUNITIES
**HOW TO PARTICIPATE**
EXPERTS
SUPPORT ▼
LOGIN
REGISTER

H2020 online manual  
**Reference Documents**  
Organisation Register  
Financial Viability Self-Check  
SME Participation



## How to participate

H2020 ONLINE MANUAL

The first steps to prepare your proposal and apply for EU research funding. Learn how to find a suitable Call for proposals or project partners and how to submit your proposal.

The following guidance services facilitate your participation:

- **Funding Guide:** step-by-step online guide through the Portal processes from proposal preparation and submission to reporting on your on-going project
- **Reference documents:** library of legal documents, guidance notes, and additional reference material for H2020 and FP7
- search for already registered organisations and their **PICs**
- **Financial viability self-check tool** allows you simulating the financial viability check of your organisation
- **SME participation:** dedicated H2020 guidance page for SME

FIND a call  
1

FIND partners  
2

CREATE your account  
3

REGISTER your organisation  
4

SUBMIT a proposal  
5

### Step 1 - Find a suitable Call for Proposals

H2020 ONLINE MANUAL

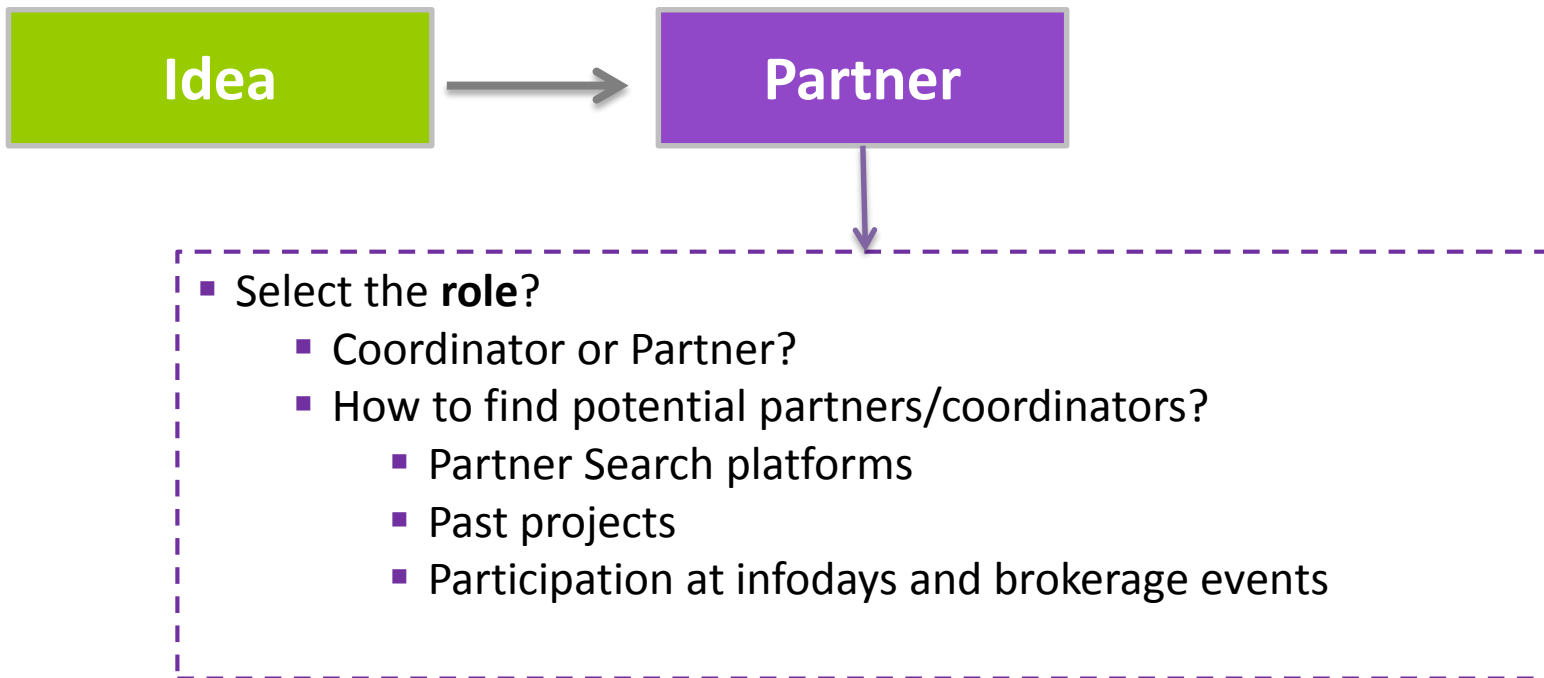
The Commission publishes on the Participant Portal all the Calls of its research and innovation programmes **H2020**, and you can search calls from previous programmes (**FP7** and **CIP**). In addition you can find information about some additional calls in the [Other Funding Opportunities](#) section. If you apply for the first time and do not know yet the programmes, it is useful to read the Funding Guide. It helps you choose the most suitable programme for your area and profile. Besides, you can [search according to your research topic](#) with key words and set filters in the calls list.

Your [National Contact Point](#) can also help you find the most suitable call for your profile. SMEs are in addition supported

- **Work Programmes**
  - H2020 Prizes Manual
    - Rules for contests of prizes >
  - H2020 Experts Manual
    - Contract for experts >
    - Contract for ERC non-paid Experts >
  - Specific guidelines
    - ERC rules for submission and evaluation
  - Work Programmes
    - 2014-15
      - **Main WP**
        - Main Work Programme - corrigendum >
        - 1. Introduction\_v.2.0 >
        - 2. Future and Emerging Technologies (FETs)\_v.2.0 >
        - 3. Marie Skłodowska-Curie actions (MSCA)\_v.2.0 >
        - 4. Research infrastructures (including e-Infrastructures)\_v.2.0 >
        - 5. Introduction to Leadership in enabling and industrial technologies (LEITs)\_v.2.0 >
        - 5i. Information and communication technologies (ICT)\_v.2.0 >
        - 5ii. Nanotechnologies, advanced materials, advanced manufacturing and processing, biotechnology\_v.2.0 >
        - 5iii. Space\_v.2.1 >
        - 6. Access to risk finance\_v.2.1 >
        - 7. Innovation in SMEs\_v.2.0 >
        - 8. Health, demographic change and wellbeing\_v.2.1 >
        - 9. Food security, sustainable agriculture and forestry, marine and maritime and inland water research and the bioeconomy\_v.2.0 >
        - 10. Secure, clean and efficient energy\_v.2.1 >
        - 11. Smart, green and integrated transport\_v.2.0 >
        - 12. Climate action, environment, resource efficiency and raw materials\_v.2.0 >
        - 13. Europe in a changing world - inclusive, innovative and reflective societies\_v.2.1 >
        - 14. Secure societies - protecting freedom and security of Europe and its citizens\_v.2.0 >
        - 15. Spreading excellence and widening participation\_v.2.1 >
        - 16. Science with and for society\_v.2.1 >
        - 17. Communication and Dissemination\_v.2.0 >
        - 18. Fast Track to Innovation\_v1.0 >

All the Work Programmes  
2014-2015

# From the idea to the project

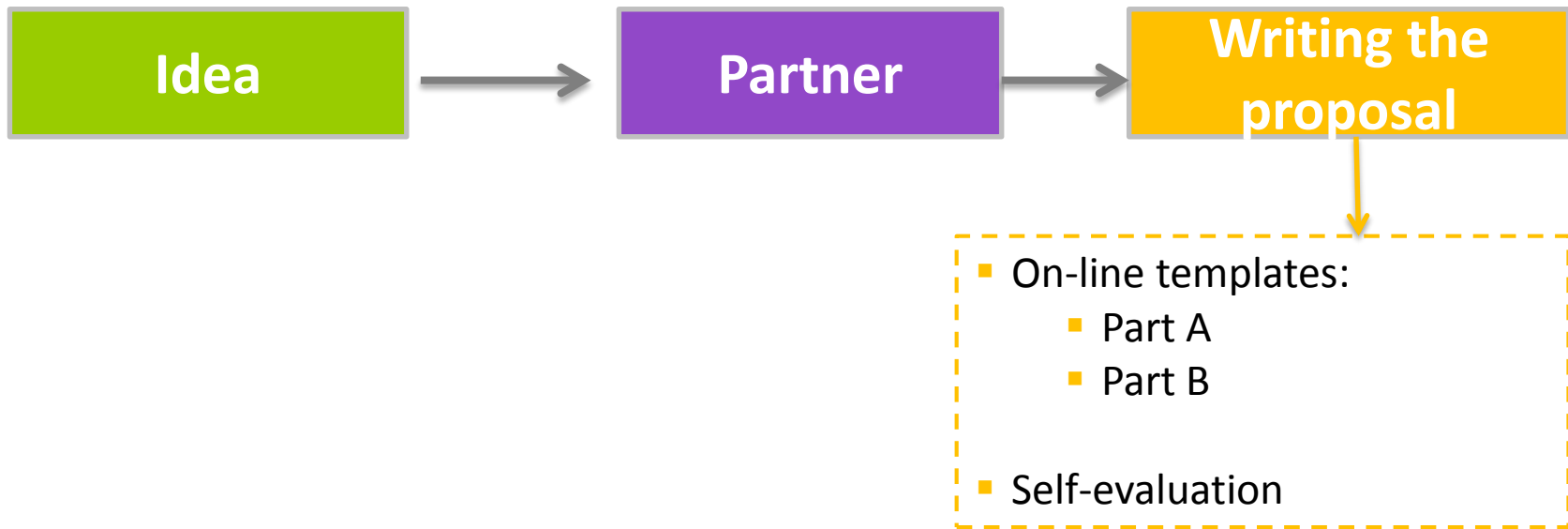


# Partner Search Platforms

- NET4SOCIETY <http://www.net4society.eu/>
  - Fit for Health <http://www.fitforhealth.eu/>
  - IDEALIST <http://www.ideal-ist.eu/>
  - NMP Team <http://www.nmpteam.com/>
- 
- The **Enterprise Europe Network** platform [www.een.ec.europa.eu](http://www.een.ec.europa.eu)  
(EEN CHILE - Fundacion Empresarial Comunidad Europea-Chile)



# From the idea to the project





# Writing the proposal

## PART A ***ADMINISTRATIVE INFORMATION***

- General information (coordinator)
- Participant information, (1 for each partner)
- Budget (completed by the coordinator)

## PART B ***TECHNICAL INFORMATION*** in PDF format

- The sections follow the **evaluation criteria**

# Part A

European Commission - Research - Participants  
Proposal Submission Forms  
Directorate-General for Research and Innovation

Proposal ID \_\_\_\_\_ Acronym \_\_\_\_\_

## 1 - General information

Topic \_\_\_\_\_ Type of action \_\_\_\_\_

Call identifier \_\_\_\_\_ Acronym \_\_\_\_\_

Proposal title\* Max 200 characters (with spaces). Must be understandable for non-specialists in your field.

Duration in months Estimated duration of the project in full months.

Field keyword 1 \_\_\_\_\_ Add

Free keywords Enter any words you think give extra detail of the scope of your proposal (max 200 characters with spaces).

### Abstract

Short summary (max. 2,000 characters, with spaces) to clearly explain:

- the objectives of the proposal
- how they will be achieved
- their relevance to the work programme.

Will be used as the short description of the proposal in the evaluation process and in communications with the programme management committees and other interested parties.

- Do not include any confidential information.
- Use plain typed text, avoiding formulae and other special characters.

If the proposal is written in a language other than English please include an English version of this abstract in the "Technical Annex" section

Remaining characters 2000

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under the 7th Framework Programme, Horizon 2020 or any other EU programme(s)?

Please give the proposal reference or contract number.

European Commission - Research - Participants  
Proposal Submission Forms  
Directorate-General for Research and Innovation

Proposal ID \_\_\_\_\_ Acronym \_\_\_\_\_ Participant \_\_\_\_\_

## 2 - Administrative data of participating organisations

PIC \_\_\_\_\_ Legal name \_\_\_\_\_

Short name: \_\_\_\_\_

Address of the Organisation

Street \_\_\_\_\_

City \_\_\_\_\_

Postcode \_\_\_\_\_

Country \_\_\_\_\_

Webpage \_\_\_\_\_

### Legal Status of your organisation

Research and Innovation legal statuses

Public body ..... no

Non-profit ..... no

International organisation ..... no

International organisation of European interest ..... no

Secondary or Higher education establishment ..... no

Research organisation ..... no

Small and Medium-sized Enterprises (SMEs) ..... no

Academic Sector ..... no

Legal person ..... no

Nace code \_\_\_\_\_

# Part A - budget

European Commission - Research - Participants  
Proposal Submission Forms

Directorate-General for Research and Innovation

Proposal ID: \_\_\_\_\_ Acronym: \_\_\_\_\_

## 3 - Budget for the proposal

Participant	Country	(A) Direct personnel costs/€	(B) Other direct costs/€	(C) Direct costs of sub-contracting /€	(D) Direct costs of providing financial support to third parties/€	(E) Costs of linked contribution not used on the beneficiary's premises/€	(F) Indirect Costs/€ (=0.25(A+B+E))	(G) Special unit costs covering direct & indirect costs	(H) Total estimated eligible costs/€ (=A+B+C+D+F+G)	(I) Reimbursement rate	(J) Max grant / € (=H*I)	(K) Requested grant / €
		0	0	0	0	0	0	0	0	100	0	0
Total		0	0	0	0	0	0	0	0		0	0

- Personnel
- Travel
- Other costs
- Equipment
- Consumables
- Indirect costs

Please refer to submission system for the definitive template for your call

## 1. Excellence

Your proposal must address a work programme topic for this call for proposals.

⚠ This section of your proposal will be assessed only to the extent that it is relevant to that topic.

### 1.1 Objectives

- Describe the specific objectives for the project<sup>1</sup>, which should be clear, measurable, realistic and achievable within the duration of the project. Objectives should be consistent with the expected exploitation and impact of the project (see section 2).

### 1.2 Relation to the work programme

- Indicate the work programme topic to which your proposal relates, and explain how your proposal addresses the specific challenge and scope of that topic, as set out in the work programme.

### 1.3 Concept and approach

- Describe and explain the overall concept underpinning the project. Describe the main ideas, models or assumptions involved. Identify any trans-disciplinary considerations;
- Describe the positioning of the project e.g. where it is situated in the spectrum from 'idea to application', or from 'lab to market'. Refer to Technology Readiness Levels where relevant. (See [General Annex G of the work programme](#));
- Describe any national or international research and innovation activities which will be linked with the project, especially where the outputs from these will feed into the project;
- Describe and explain the overall approach and methodology, distinguishing, as appropriate, activities indicated in the relevant section of the work programme, e.g. for research, demonstration, piloting, first market replication, etc;
- Where relevant, describe how sex and/or gender analysis is taken into account in the project's content.

⚠ Sex and gender refer 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 [http://ec.europa.eu/research/science-society/gendered-innovations/index\\_en.cfm](http://ec.europa.eu/research/science-society/gendered-innovations/index_en.cfm)

### 1.4 Ambition

- Describe the advance your proposal would provide beyond the state-of-the-art, and the extent the proposed work is ambitious. Your answer could refer to the ground-breaking nature of the objectives, concepts involved, issues and problems to be addressed, and approaches and methods to be used.
- Describe the innovation potential which the proposal represents. Where relevant, refer to products and services already available on the market. Please refer to the results of any patent search carried out.

# Part B

# Part B

**Section 1  
Excellence**

**Section 2  
Impact**

**Section 3  
Implementation**

70 pages

**Section 4  
Members of the  
consortium**

**Section 5  
Ethics and Security**

# Writing the proposal: part B

## 1: Excellence

- 1.1 Objectives
- 1.2 Relation to work programme
- 1.3 Concept and approach
- 1.4 Ambition

## 2. Impact

- 2.1 Expected impacts
- 2.2 Misure to maximise impact
  - a) Dissemination and exploitation of results
  - b) Communication activities

## 3. Implementation

- 3.1 Work plan – work packages, deliverables and milestones
- 3.2 Management structure and procedures
- 3.3 Consortium as a whole
- 3.4 Resources to be committed

## 4. Individual participants

And cover page!

- Title of proposal and
- List of participants

# Scoring

Scores must be in the range 1-5. Half marks may be given.

## Interpretation of the scores

**0 — The proposal fails to address the criterion** or cannot be assessed due to missing or incomplete information.

**1 — Poor.** The criterion is inadequately addressed, or there are serious inherent weaknesses.

**2 — Fair.** The proposal broadly addresses the criterion, but there are significant weaknesses.

**3 — Good.** The proposal addresses the criterion well, but a number of shortcomings are present.

**4 — Very Good.** The proposal addresses the criterion very well, but a small number of shortcomings are present.

**5 — Excellent.** The proposal successfully addresses all relevant aspects of the criterion.

# WRITING A PROPOSAL

## ANALYSIS OF THE TOPIC



# From the idea to the project




Submission


- On-line, no hard copies
- On-line signature
- Registration on ECAS\*
- Register your organization and request the PIC (Participant Identification Code)

\*European Commission Authentication System.

# PARTICIPANT PORTAL ECAS ACCOUNT

[Contact](#) | [Search](#) | [Legal notice](#) | [Privacy Statement](#) | [English \(en\)](#)


 External  
European Commission Authentication Service (ECAS)



EUROPA > Authentication Service > Login

LoginNew passwordSign UpHelp

# ECAS

  
( authenticates your identity on  
European Commission websites )

Participants Portal  
requires you to authenticate

## Login

[Not registered yet](#)

Is the selected domain correct?  
**External** [Change it](#)

Username or e-mail address \*

Password \* [Lost your password?](#)

More options... ▶

Login!

\* Required fields

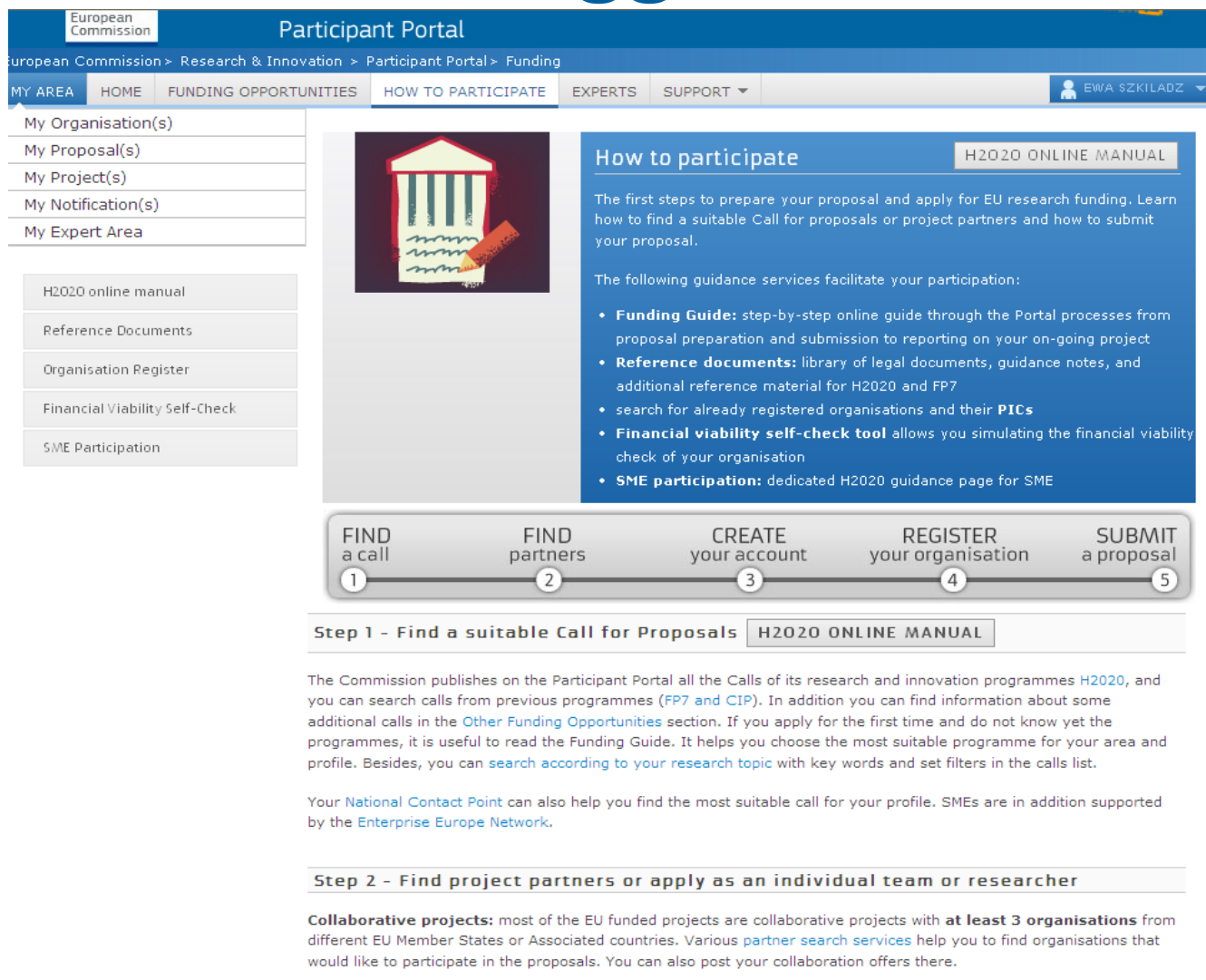
# Obtaining PIC

- MY ORGANISATION → REGISTER → START REGISTRATION



- STEP 1: ECAS account
- STEP 2: Start the registration of an organisation
- basic legal information (Registration extract, VAT data) of your organisation needed
- STEP 3: Finalise the organisation registration and receive a PIC number

# Once logged in ...



European Commission Participant Portal

European Commission > Research & Innovation > Participant Portal > Funding

MY AREA HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE EXPERTS SUPPORT EWA SZKILADZ

My Organisation(s)  
My Proposal(s)  
My Project(s)  
My Notification(s)  
My Expert Area

H2020 online manual  
Reference Documents  
Organisation Register  
Financial Viability Self-Check  
SME Participation

## How to participate

H2020 ONLINE MANUAL

The first steps to prepare your proposal and apply for EU research funding. Learn how to find a suitable Call for proposals or project partners and how to submit your proposal.

The following guidance services facilitate your participation:

- Funding Guide:** step-by-step online guide through the Portal processes from proposal preparation and submission to reporting on your on-going project
- Reference documents:** library of legal documents, guidance notes, and additional reference material for H2020 and FP7
- search for already registered organisations and their **PICs**
- Financial viability self-check tool** allows you simulating the financial viability check of your organisation
- SME participation:** dedicated H2020 guidance page for SME

**1 FIND a call** **2 FIND partners** **3 CREATE your account** **4 REGISTER your organisation** **5 SUBMIT a proposal**

### Step 1 - Find a suitable Call for Proposals

H2020 ONLINE MANUAL

The Commission publishes on the Participant Portal all the Calls of its research and innovation programmes H2020, and you can search calls from previous programmes (FP7 and CIP). In addition you can find information about some additional calls in the [Other Funding Opportunities](#) section. If you apply for the first time and do not know yet the programmes, it is useful to read the Funding Guide. It helps you choose the most suitable programme for your area and profile. Besides, you can [search according to your research topic](#) with key words and set filters in the calls list.

Your [National Contact Point](#) can also help you find the most suitable call for your profile. SMEs are in addition supported by the [Enterprise Europe Network](#).

### Step 2 - Find project partners or apply as an individual team or researcher

**Collaborative projects:** most of the EU funded projects are collaborative projects with **at least 3 organisations** from different EU Member States or Associated countries. Various [partner search services](#) help you to find organisations that would like to participate in the proposals. You can also post your collaboration offers there.

# Participant Portal –main functions

## Participant Portal services: overview

- Non-registered users may:
  - search for funding
  - read the funding guide & download the legal documents
  - check if an organisation is already registered
  - get the information on expert database
  - contact the support services or check FAQs
- Registered users may:
  - submit the proposal
  - sign the grant
  - manage their project throughout its lifecycle
  - register as an expert

Personalised  
services

**Funding Opportunities**

**How to Participate**

**Experts**

**Support**

**My Organisation(s)**

**My Proposal(s)**

**My Project(s)**

**My Notification(s)**

**My Expert Area**

# Electronic Submission Service - SEP

## The electronic proposal submission system:

- integrated in the Participant Portal
- the service is available linked to an open call
- draft and submitted proposals are accessible under the “My Proposals” tab

## Steps for proposal submission





# RESEARCH & INNOVATION

## Participant Portal

European Commission > Research & Innovation > Participant Portal > Opportunities

HOME

FUNDING OPPORTUNITIES

HOW TO PARTICIPATE

EXPERTS

SUPPORT

LOGIN

REGISTER

### Horizon 2020

Calls

Search Topics

Call Updates

### FP7 & CIP Programmes

Calls

Call Updates

COSME

Other Funding Opportunities

## Personalising health and care

H2020-PHC-2014-two-stage

Sub call of: H2020-PHC-2014-2015

**Publication date** 2013-12-11 **Deadline Date** 2014-03-11 17:00:00 (Brussels local time)

**Stage 2** 2014-08-19 +17:00:00 (Brussels local time)

**Total Call Budget** €303,000,000 **Main Pillar** Societal Challenges

**Status** Open **OJ reference** OJ C 361 of 11 December 2013

**Topic:** Health promotion and disease prevention: translating 'omics' into stratified approaches **PHC-05-2014**

Topic Description

Topic Conditions & Documents

Submission Service

To access the Electronic Submission Service of the call, please select the **type of action** that is most relevant to your proposal from the list below. You will then be linked to the correct entry point.

To access existing draft proposals for this call, please login to the Participant Portal and select the My Proposals page of the My Area section

Research and Innovation action

START SUBMISSION

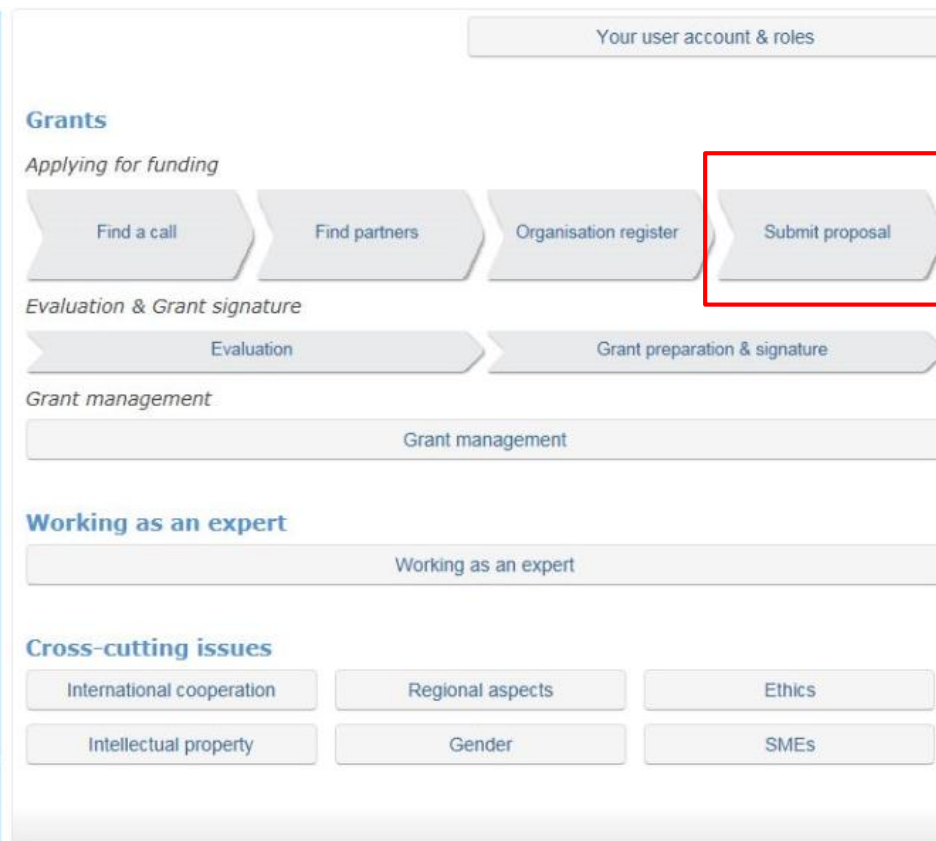
RESEARCH ON EUROPA

CORDIS

OLAF

RESEARCH ON EUROPA CORDIS OLAF

- H2020 Funding Guide
  - Your user account
    - Login with ECAS
    - Roles & access rights
  - Grants
    - Applying for funding
      - Find a call or tender
      - Find partners
    - Organisation register
      - Registration of organisation
      - LEAR appointment
      - Validation of organisation
      - Financial viability self-check
      - Data update
    - Submit proposal
  - Evaluation & Grant signature
    - Evaluation
    - Grant preparation & signature
  - Grant management
    - Reports
      - Periodic report
        - Financial report
        - Scientific report
      - Deliverables
      - Patents & publications
      - Report on the final distribution of EU contribution
      - Project technical review
      - Final report
    - Amendments
    - Audits & certifications
  - Working as an expert
    - Expert roles & tasks
    - Expert registration
    - Appointment, contracting & payment
  - Cross-cutting issues
    - International cooperation
    - Regional aspects
    - Ethics
    - Intellectual property
    - Gender
    - SMEs



## FUNDING GUIDE


## Participant Portal/How To Participate





# Step 5

## Edit Proposal

H2020-PHC-2014-two-stage

 Bruno Mourenza

 PHC-05-2014

 RIA


**TUE 11** March 2014 17:00:00  
Brussels Local Time


**61** days left until closure


Acronym ID PIC Contact

Acronym


gsdg

Configuration OK 

 You're using Explorer 7 on Windows. **Adobe Reader (version 9,1,0,0) is installed.**

 For more information, please consult the [User Guide](#).

### 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 and requested attachments. 

[download templates](#)

**PART A**  
Administrative

Technical Annex Section 1-2 (Stage 1)  

**PART B**  
Technical

<< Step 4 - Parties

[validate](#)

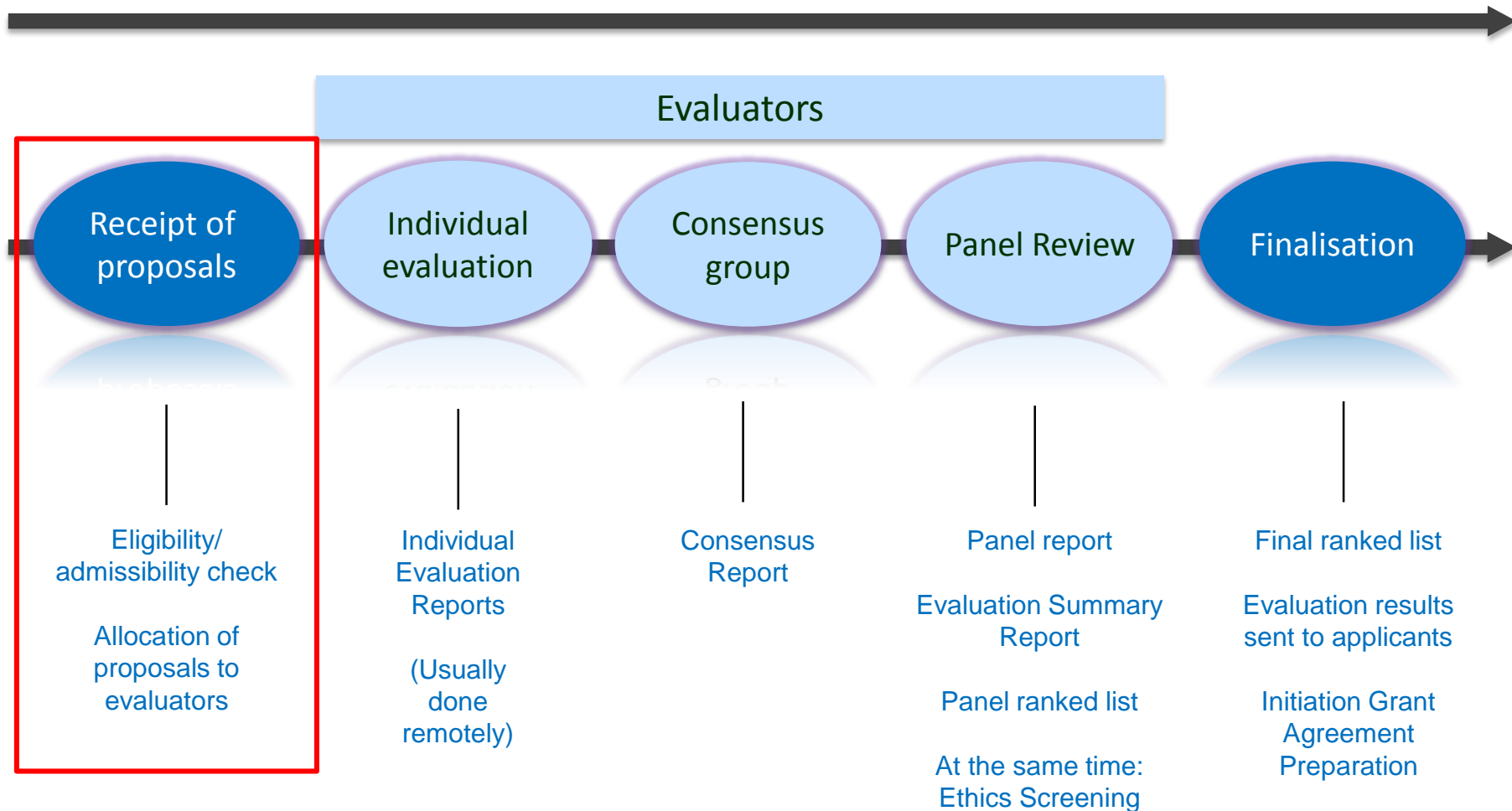
[submit](#)

# From the idea to the project

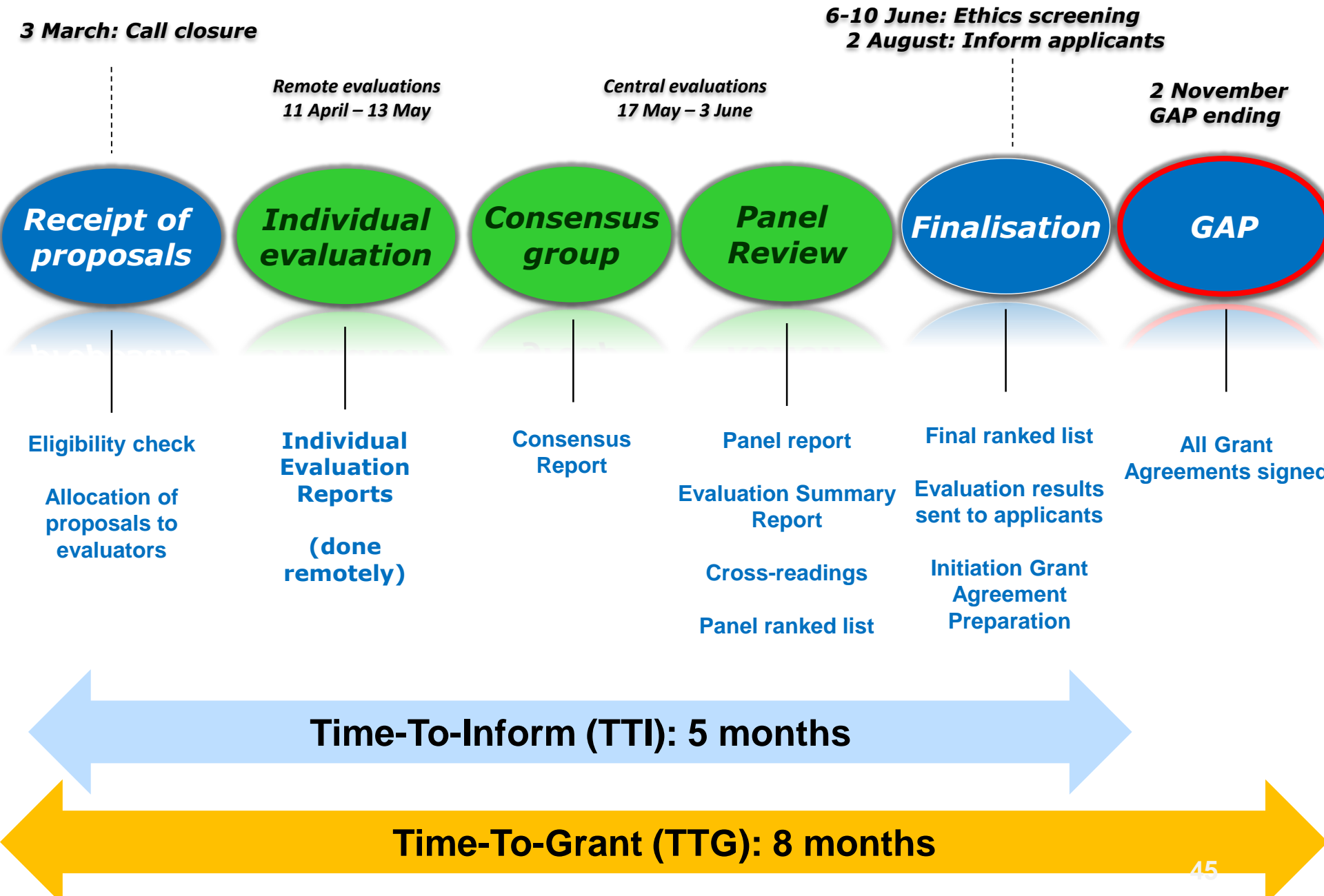


# H2020: Evaluation

Max. 5 months



# Planning Evaluation + GAP 2016



# Proposal scoring

**Excellence: 4,0**

"The objectives  
....."

**Impact: 4,5**

"The innovation  
capacity....."



**Quality and efficiency of the  
implementation:**  
"The management ....."

**3,5**

1. Per criterion: assessment, comments, justifications
2. Matching scores

**→  $\Sigma$  12,0 out of 15,0**

- Evaluation scores are awarded per criterion, scale from 0 to 5, half point scores may be given
- Maximum score: 15
- **Individual criteria threshold: 3**
- **Total score threshold: 10**

### Extent that proposed work corresponds to the topic description in the work programme

- Clarity and pertinence of the **objectives**
- Soundness of the **concept**, and credibility of the proposed **methodology** (~~approach~~)
- Extent that proposed work is beyond the **state of the art**, and demonstrates **innovation potential** (e.g. ground-breaking objectives, novel concepts and approaches, **new products, services or business and organisational models**)
- Appropriate consideration of **interdisciplinary approaches** and, where relevant, use of **stakeholder knowledge**.

### Impact

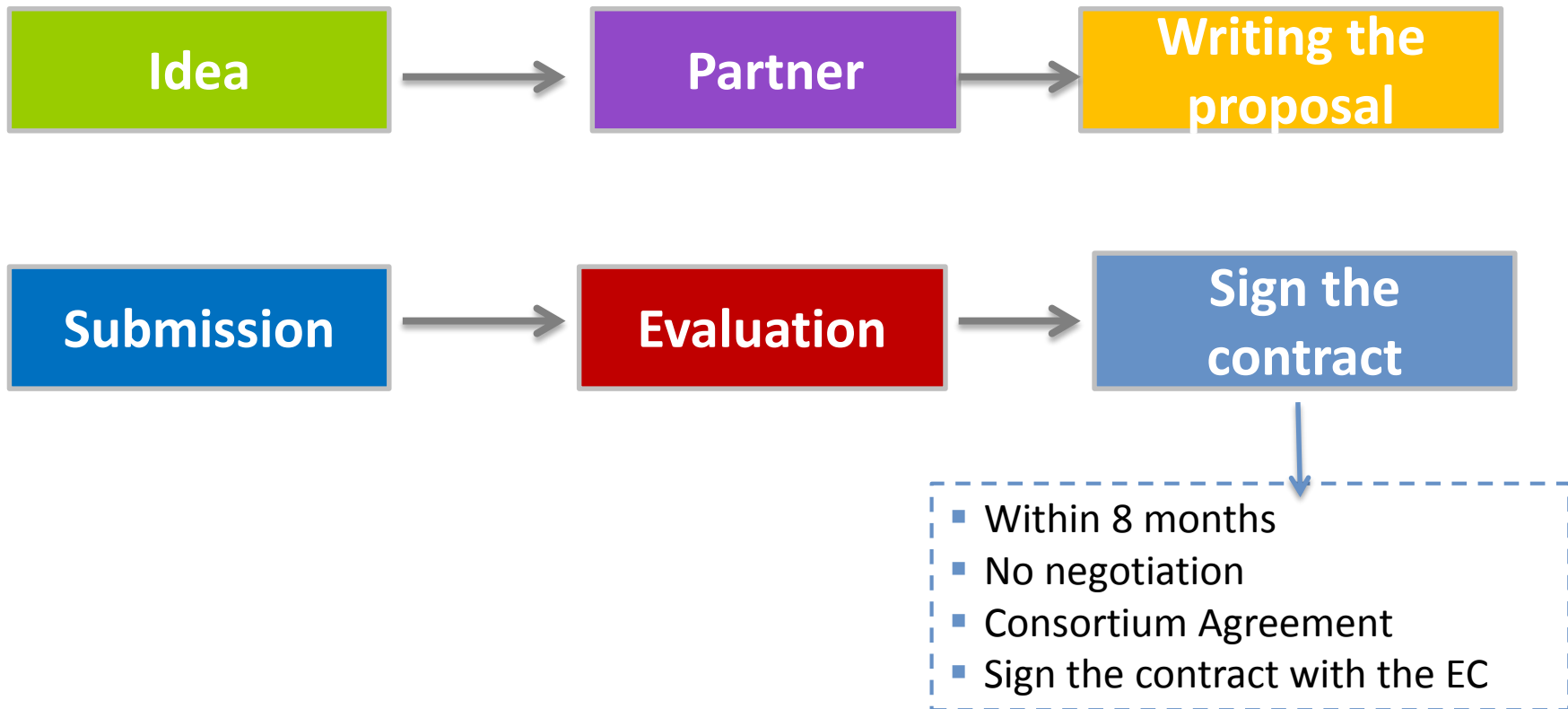
- The extent to which the outputs would contribute to the expected **impacts** listed in the work programme under the relevant topic
- Any substantial impacts not mentioned in the WP, that would enhance **innovation capacity**; create new **market opportunities**, strengthen **competitiveness** and **growth** of companies, address issues related to climate change or the environment, or bring other important benefits for society
- Quality of proposed measures to exploit and **disseminate** project results (including IPR, manage data research where relevant); **communicate** the project activities to different target audiences (n/a SME Phase 1)



### Implementation

- Quality and effectiveness of the **work plan**, including extent to which **resources** assigned in work packages are in line with objectives/ deliverables
- Appropriateness of **management structures** and procedures, including **risk** and **innovation management**
- Complementarity of the participants and extent to which the **consortium** as a whole brings together the necessary expertise
- Appropriateness of **allocation of tasks**, ensuring that all participants have a valid role and adequate resources in the project to fulfill that role

# From the idea to the project



# Process to grant and signature of GA

A maximum Time To Grant of 8 months

**5 months**

for informing all applicants  
on scientific evaluation

**3 months**

for signature of GA

## Remarks :

- no changes of the composition of the consortium (removal or substitution needs to be duly justified) before signature of the grant agreement
- No provision for competitive call in order to include new beneficiaries

# Thank you for your attention!!

**APRE**

Agenzia per la Promozione della Ricerca Europea  
Via Cavour, 71  
00184 - Roma  
[www.apre.it](http://www.apre.it)  
Tel. (+39) 06-48939993  
Fax. (+39) 06-48902550

**Elena Giglio**  
[\*giglio@apre.it\*](mailto:giglio@apre.it)