

HEARTS

Kick-Off

HE context & project implementation guidelines

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20 January 2023





- 1. General Overview**
- 2. HORIZON-CL4-2021-SPACE-01-81: Space technologies for European non-dependence and competitiveness**
- 3. Grant Agreement: Rules and procedures**

# Space research unit

Part of the newly funded HaDEA since 1<sup>st</sup> April 2021 as part of HE redistribution

## European Health and Digital Executive Agency (HaDEA)

[Home](#) [About](#) [Calls for proposals](#) [Calls for tenders](#) [Events](#) [News](#) [Programmes](#) ▾

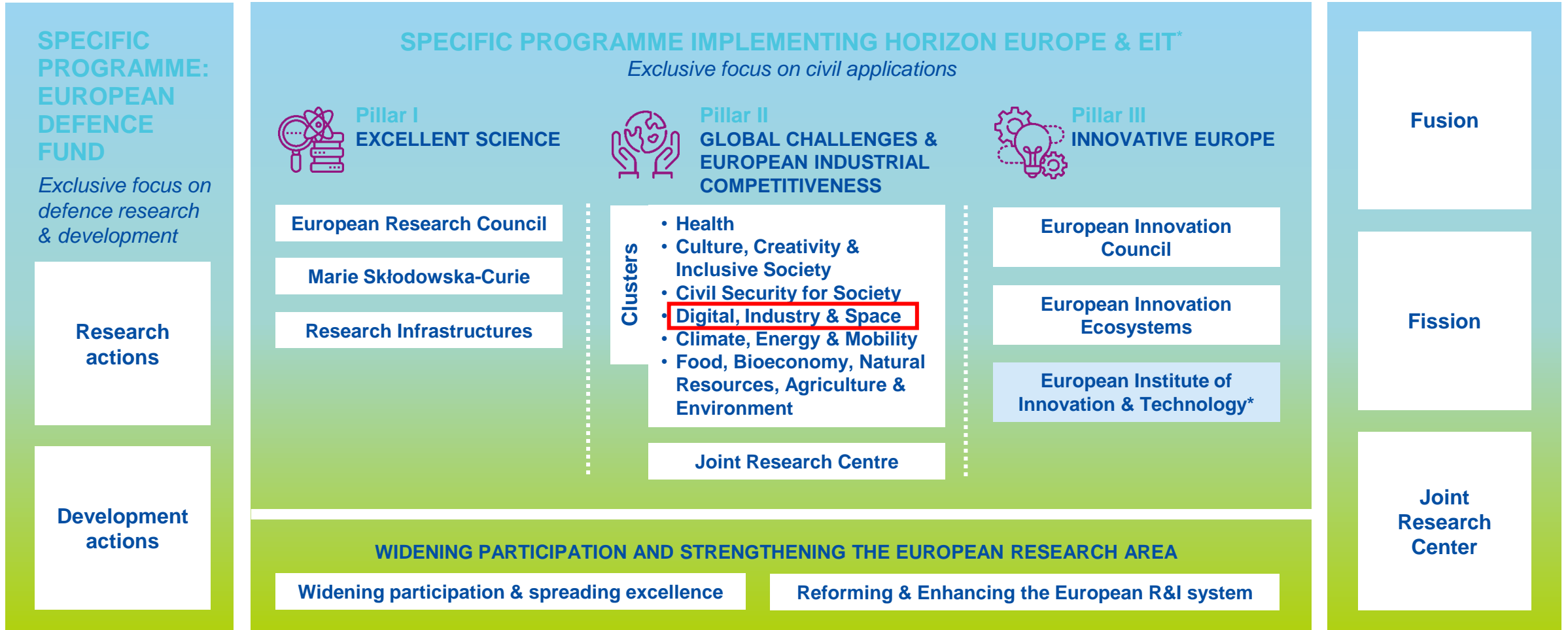
[European Commission](#) > [HADEA](#)

## European Health and Digital Executive Agency

Boosting Europe by building, from earth to space, a healthy society, a digital economy and a competitive industry

# HORIZON EUROPE (FP9, 2021-2027, €95.5 billion)

# EURATOM



\* The European Institute of Innovation & Technology (EIT) is not part of the Specific Programme

# Who does what...

## European Commission

### Defines the policy

- Defines strategy, objectives and priority areas/work programmes
- Selects actions for co-financing
- Makes programme decisions
- Evaluates the programme and the Agency's performance



## HaDEA (Executive Agency)

### Turns policy into action

- **Manages the project lifecycle:**
  - Organises calls for proposals and external evaluations
  - Monitors technical/financial implementation of projects
  - Manages communication actions (Info days, website, publications)
- **Provides feedback to policy making**





1. General Overview
2. **HORIZON-CL4-2021-SPACE-01-81: Space technologies for European non-dependence and competitiveness**
3. Grant Agreement: Rules and procedures

# Space Technologies for European non-dependence and competitiveness

- Space technology "non-dependence" means to have free, unrestricted access to any technology required to implement Europe's Space missions.
- Non-dependence does not mean producing everything in the EU.
- Free of any legal export restrictions or limitations - not limited to US EAR and ITAR, but to all countries



# Space Technologies for European non-dependence and competitiveness

- The European Commission, ESA and EDA are jointly running the European Non-Dependence process through a Joint Task Force (JTF)
  - with the objective to map and identify actions, to be implemented by the institutions and industry in the coming years.





# Space Technologies for European non-dependence and competitiveness

- [JTF-2021/23-10] - RF components
  - [JTF-2021/23-13] - Passive & RF Passive components
  - [JTF-2021/23-14] - A - Discrete power devices
  - [JTF-2021/23-17] - Very high energy ion accelerators for component, shielding and radiobiology characterization
  - [JTF-2021/23-22] - D - Replacement solutions for metallic lead (Pb)
- 
- The 2021 budget was of 10.32 M euro
  - All development lines apart from Pb replacement solutions have been funded



# JTF action

## 4.6 *Space Environment and Effects*

### 4.6.1 [JTF-2021/23-17] - VERY HIGH ENERGY ION ACCELERATORS FOR COMPONENT, SHIELDING AND RADIOBIOLOGY CHARACTERIZATION

Description and needed Action	Support the development of very high energy (>100MeV/nucleon, up to several GeV/nucleon) ion facilities in Europe for the tests of EEE components, shielding and radiobiology, to experimentally simulate the cosmic rays environment for space applications Facilitate the access to users: industry, agencies; for assessment and qualification tests in accordance with European quality standards
Estimated Initial TRL	3
Target TRL	6-7



Action Description and technological Need



Expected Initial and Final TRL

# Space Technologies for European non-dependence and competitiveness

- **Assessment of the Commercial viability of the supply chain** in the space or non-space domains
- Identification of **critical dependencies**
- If applicable, a **business plan for commercialisation**, including time to market indication, of the developed product and/or full range of recurring products.
- **Access plan for external users**
- **Optimise the distribution access to user in at least 2 slots per year**

# Advisory board

- Role to support the **exploitation of the project results**
- Communication with advisory board shall be coordinate with the PO
  - Emails with PO in CC
  - Meetings and telecons - no extra meeting apart from the those agreed and with the PO participation
- Access to the deliverables:
  - Advisory board does not review deliverables
  - Need to know basis
- NDA in place with the advisory board



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# Reference Documents HORIZON



European  
Commission

## Funding & tender opportunities Single Electronic Data Interchange Area (SEDIA)

- + Legislation
- + Work programme & call documents
- + Grant agreements and contracts
- + Simplified cost decisions
- Guidance

HE Programme Guide >

HE List of eligible countries >

HE Complementary funding mechanisms in third countries >

Online Manual >

Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment >

Amendment Guide >

AGA- Annotated Grant Agreement >

Indicative Audit Programme (IAP) >

Rules for Grant Reductions >

Rules for Arbitration >

+ Templates & forms

+ Funding & Tenders Portal

[hyperlink]



European  
Commission



# Your master reference

## [Annotated Model Grant Agreement](#)

[hyperlink]

## [HE Online Manual on the Funding & Tenders Portal](#)

[hyperlink]



EU Grants

AGA – Annotated Model Grant Agreement

EU Funding Programmes 2021-2027

PRE-DRAFT (HE) incl. update for ALL PROGRAMMES  
30 November 2021



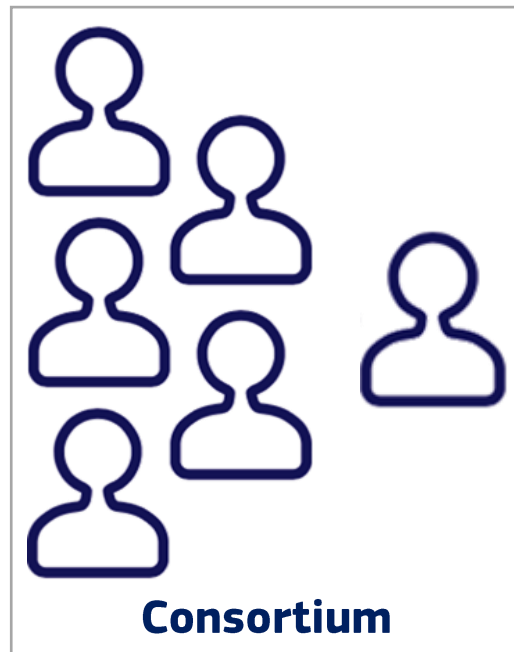
EU Funding & Tenders

Online Manual

EU Funding Programmes 2021-2027

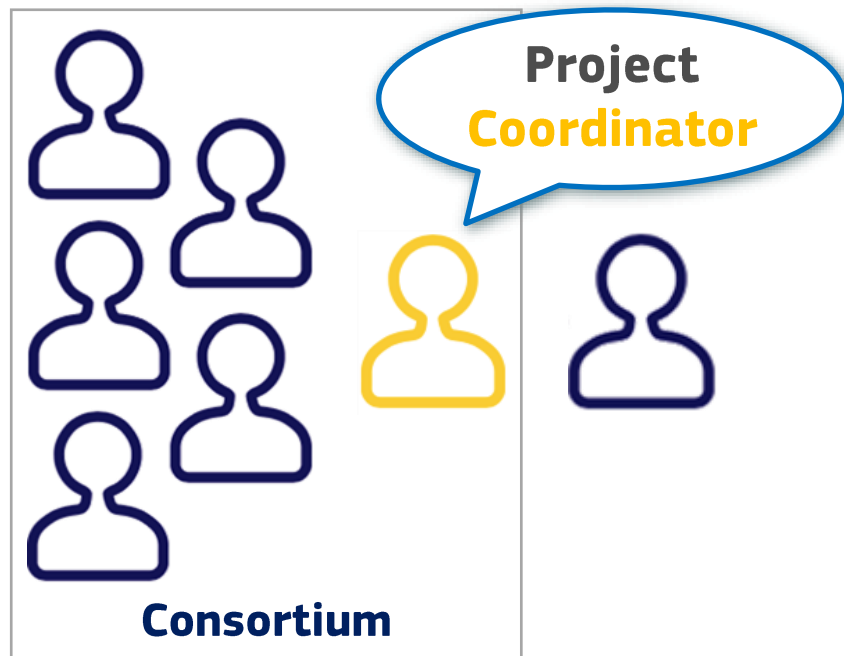


# GA – Roles – Project officer



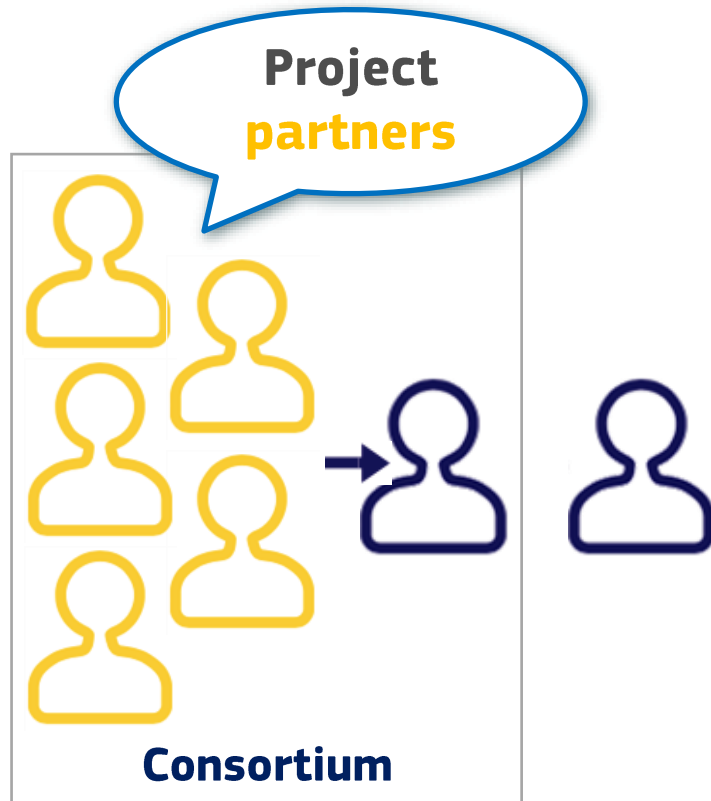
- **Contact point** for the consortium
- **Advisory role**
- Ensures **proper implementation**
- **Monitors** fulfilment of contract obligations
- Processes **periodic reviews** and **payments**

# GA – Roles – Coordinator



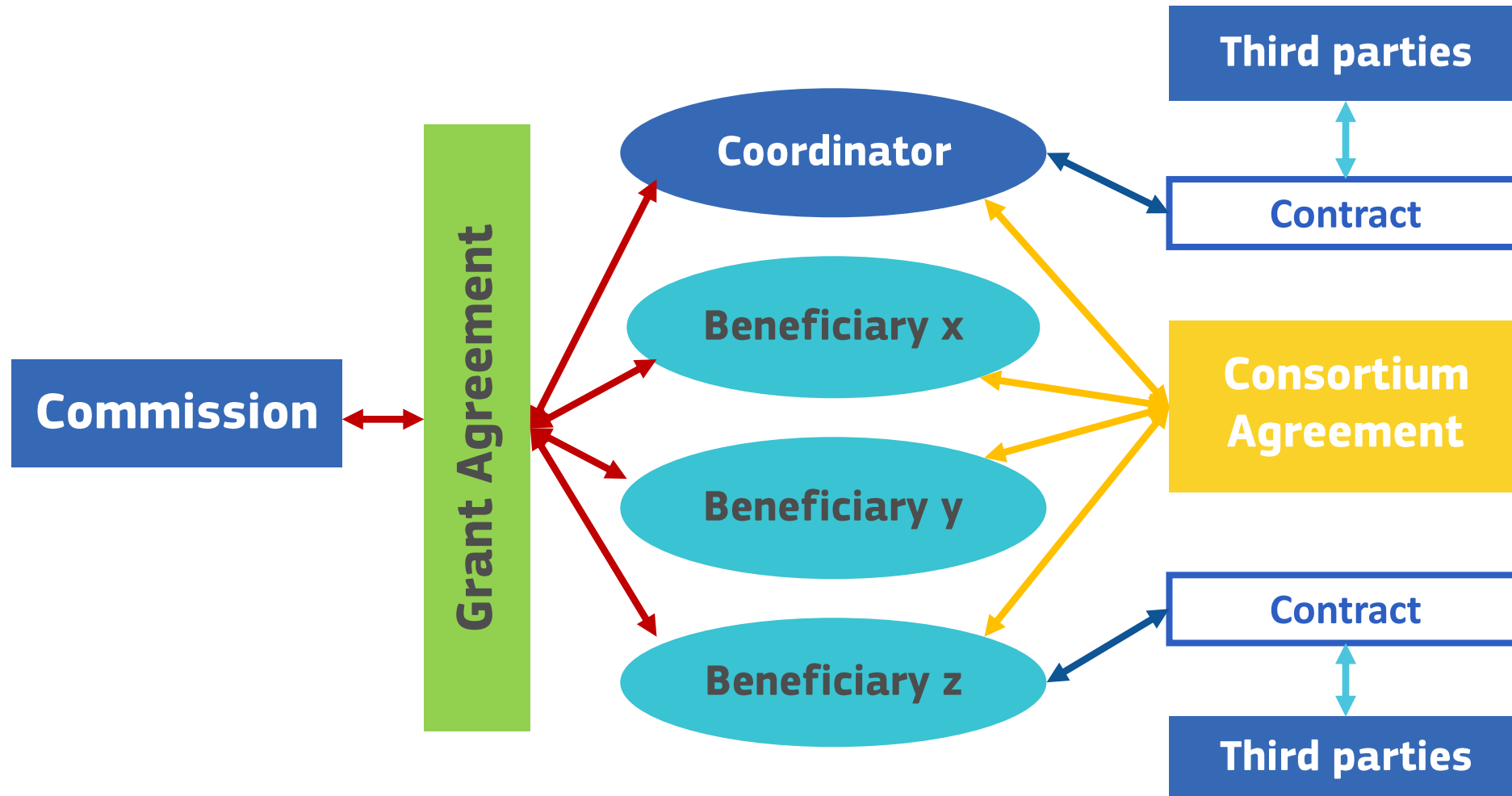
- **Accountable** to the EC for the project
- Central **contact point** for the EC and HaDEA
- **Represents all beneficiaries** of the project
- Administers EU **financial contribution**
- Reviews **reports** to verify consistency
- **Monitors** the compliance with the GA

# GA – Roles – Partners



- Accountable for their **performance and work**
- **Draft deliverables** and contribute to Periodic Technical Reports
- **Report** to the coordinator on progress ,
- **Prepare** Financial Statements

# GA – Range of contractual arrangements



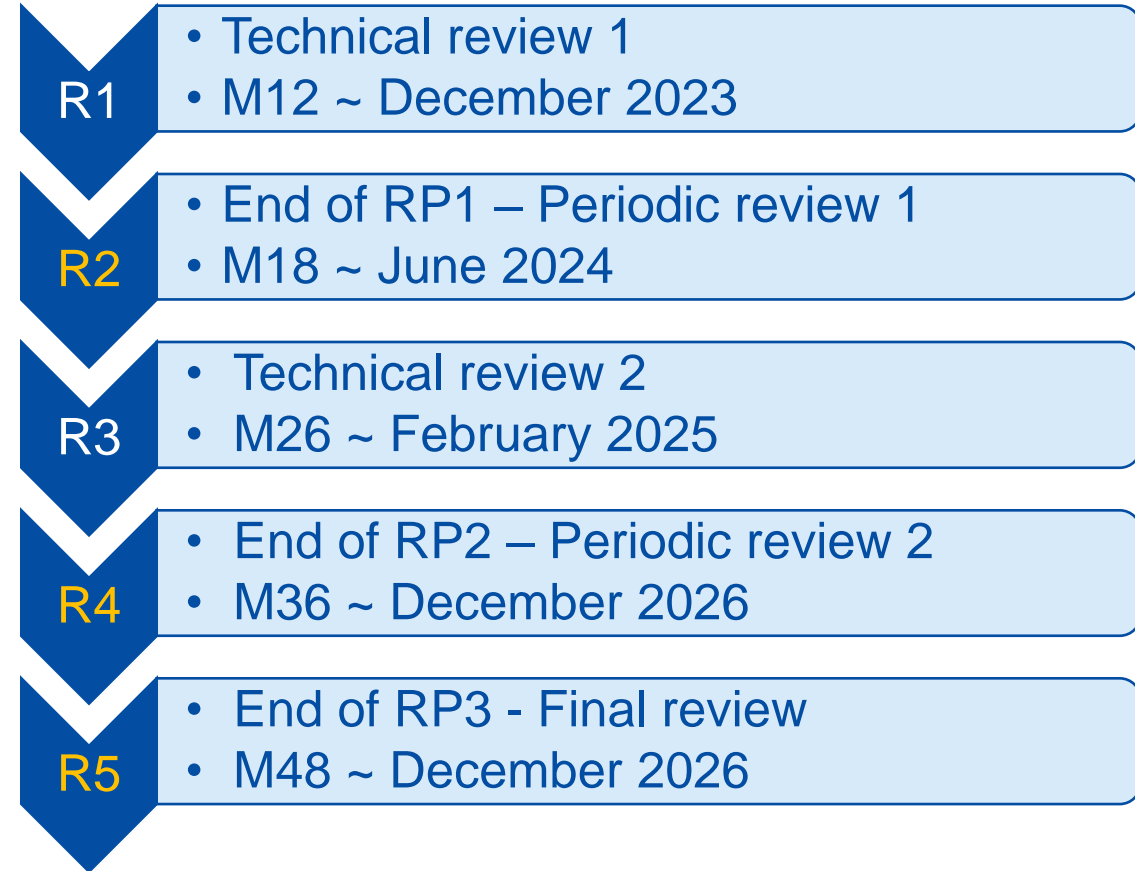
# Continuous reporting

- During the project, you are expected to provide **regular updates on the status** of the project schedule
- High technical content is expected for all deliverables
- Report on **critical risks**, prepare the **summary for publication** and the **programme-specific information on indicators (TRL monitoring)**
- **Milestones** should be reached, and **deliverables** submitted by each participant respecting the schedule
- **Contact the PO** for other delays, **approval** is necessary
- **Public deliverables** are automatically published by the EC
- **No delays** for deliverables due at the end of reporting periods.



# Review meetings – GA

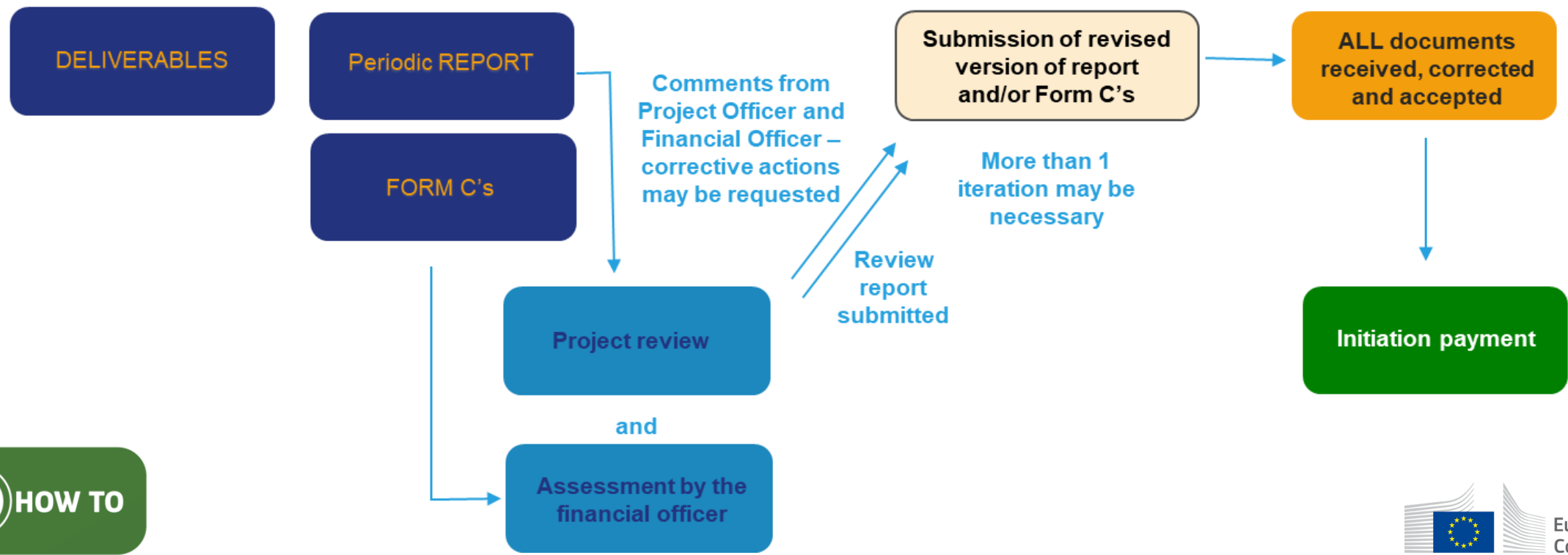
- **Technical reviews**
- **Periodic review at the end of the reporting period**
- **Present the work carried out**
  - Participation of the consortium
  - Presentation of project status
  - High technical details needed
- **The Agency is assisted by external reviewers**
- The relevant report and deliverables need to be ready 10 working days prior to the meeting



# Project schedule changes

- **Extensions are exceptional** and difficult to grant
- **Delays** should be communicates as early as possible

# Reporting and review



# Periodic reporting

Periodic report to be submitted by coordinator within **60 calendar days** after end of reporting period

- **The structure is:**
  - ✓ the Periodic Technical Report (PTR),
  - ✓ the Financial Statements (FSs)
  - ✓ the Web based reporting



- **Talk to your PO during the project implementation!**
- **The end of a reporting period is **NOT** the default time to raise problems or major changes compared with the GA or introduce amendments!**

# Periodic reporting – technical report

Project Periodic Report													
Summary for publication	Deliverables Ethics, DMP, Other Reports	Milestones	Critical Risks	Publications	Dissemination Communica...	Patents (IPR)	Innovation	SME Impact	Open Data	Gender	Tech. Report (Part B)	Financial Statements	Documents
✓	i	i	✓	✓	✓	✓	✓	✓	i	✓	i	i	i

## Technical report:

### ■ Part A structured via tabs

- Cover page
- Summary for publication
- Deliverables (pre-filled based on submission data)
- Achievement of milestones
- Update of critical risks and mitigation measures
- Publications and Dissemination and communication activities
- Patents, Innovation, SME Impact
- Open research data
- Gender

# Periodic reporting – technical report



## H2020 Programme

Periodic Report Template  
(RIA, IA, CSA, SME instrument, MSCA)

Periodic Technical Report (parts A and B)  
Periodic Financial Report

Version 2.1  
19 December 2017

## Technical report:

- Work performed (by work package and task) – **only for the period for which is the review**
- Progress beyond the state of the art, expected results and potential impact
- Deviations: person-months or average personnel costs to be justified in the relevant section, any other type of deviation
- TRL status: report on the current TRL advancement and perspective to reach target TRL



# Periodic reporting – Eligibility of costs

## Project's costs should be

- Reasonable compared to work
- Actual (or follow the rules e.g. unit costs)
- During and in relation to the project
- No profit
- Follow accounting practices & be recorded in accounts



**Art. 6 GA**

## Costs not foreseen in GA

- If you plan to have costs for subcontracting, equipment, travels which were not foreseen in GA (especially travel outside EU), **get a prior PO approval or request an amendment** if needed
- If there is any doubt about whether a cost is eligible contact the project officer **in advance**

# Amendments to the GA

- Takes time – **ANTICIPATE!!!**
- **Must not have the purpose of making changes to the GA, which might call into question the decision awarding the grant**
- Must be launched and submitted electronically via the Funding & Tenders portal by the coordinator – implies working in SyGma
- Give priority to urgent issues (e.g. termination of beneficiaries, partial transfers or rights and obligations, addition of linked third parties, etc.)
- Provide a **very clear justification supported by the DoA** – Why is this necessary for the project and what is the impact to the objectives, expected results and overall funding?

## TYPE OF CHANGE to GA



Insignificant / minor changes:  
no amendment needed



Substantial changes:  
amendment needed



**Changes modifying the nature of the project:**  
the amendment will be rejected!

# Communication, dissemination, visibility

- **It's obligatory**



- Website / User website with clear indication to EC/Horizon Europe
- Inform and alert the PO about important events, webinars, conferences, milestones and articles published, especially those related to policy feedback
- **Connect with HaDEA's Twitter** (tag us!) & **LinkedIn**
- Check H2020/HE [communication guidelines](#)
- **Always acknowledge EU funding** (download the [emblem](#))
- Follow guidelines on how to display to emblem

Programming period 2021-2027

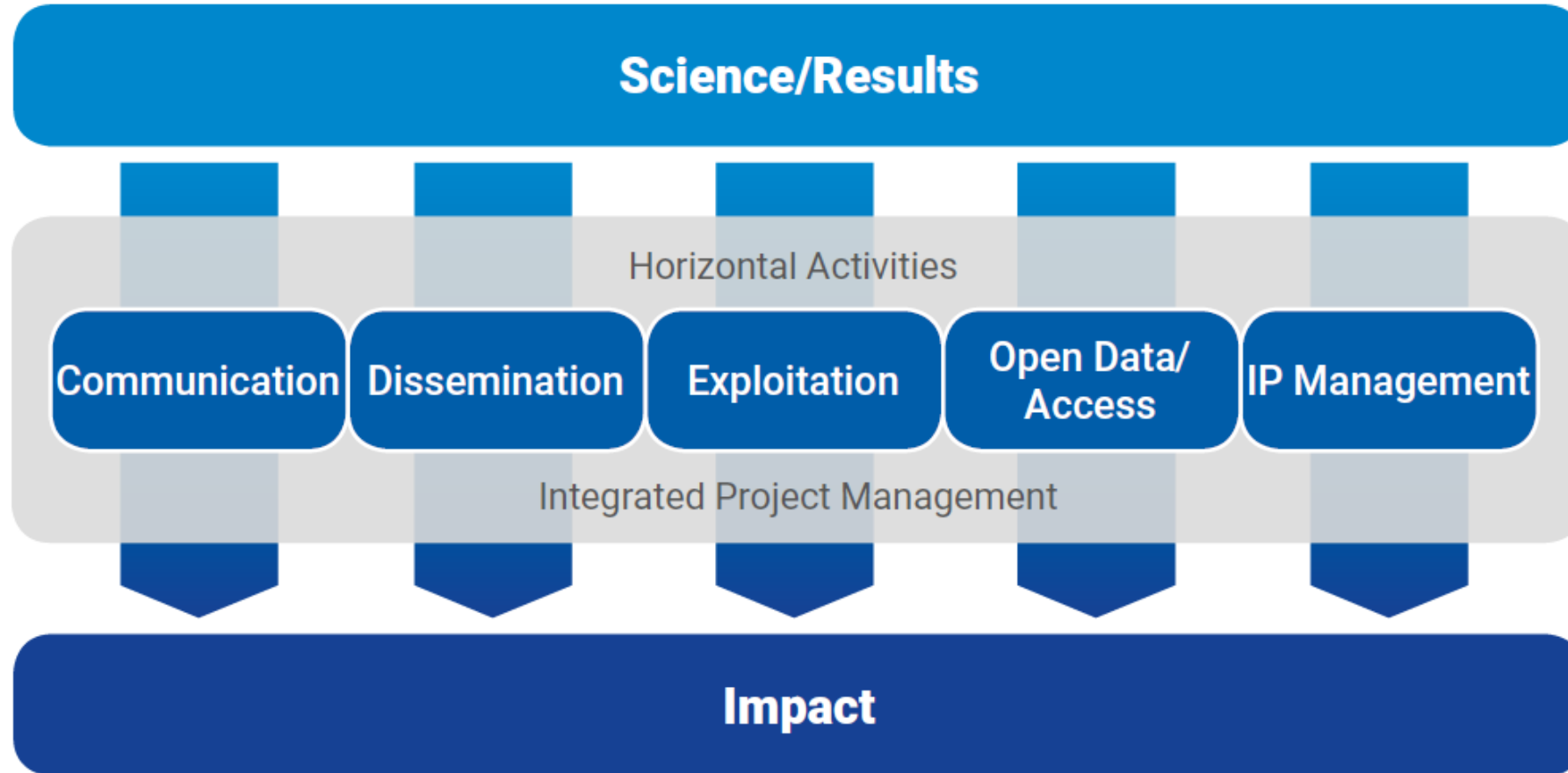
Funded by the European Union (horizontal and vertical)



**Funded by  
the European Union**




Let us know about any communication activity with media impact.

# Communication, dissemination, visibility



# Communication, dissemination, exploitation



<p>Reach out to society and show the <b>impact and benefits</b> of EU-funded R&amp;I activities, e.g. by addressing and providing possible solutions to fundamental societal challenges.</p>	<p>Transfer <b>knowledge &amp; results</b> with the aim to enable others to use and take up results, thus maximising the impact of EU-funded research.</p>	<p>Effectively use project results through scientific, economic, political or societal exploitation routes aiming to turn R&amp;I actions into concrete value and impact for society.</p>	 <b>Objective</b>
<p>Inform about and promote the project AND its results/success.</p>	<p>Describe and ensure results <b>available</b> for others to <b>USE</b> → focus on results only!</p>	<p>Make concrete use of research results (not restricted to commercial use.)</p>	 <b>Focus</b>
<p>Multiple audiences beyond the project's own community incl. media and the broad public.</p>	<p>Audiences that may take an interest in the potential <b>USE</b> of the results (e.g. scientific community, industrial partner, policymakers).</p>	<p>People/organisations including project partners themselves that make concrete use of the project results, as well as user groups outside the project.</p>	 <b>Target Audience</b>



# Thank you!

<https://hadea.ec.europa.eu>

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



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