European Commission

#HorizonEU

HORIZON EUROPE

**THE EU
RESEARCH & INNOVATION
PROGRAMME**

2021 – 2027

Twinning Action - Kick-off Meeting
HORIZON-WIDERA-2023-ACCESS-02

UNDARK

**RAQUEL FERNANDEZ HORCAJADA
RESEARCH PROGRAMME MANAGER**

European Research Executive Agency (REA) – Unit C3
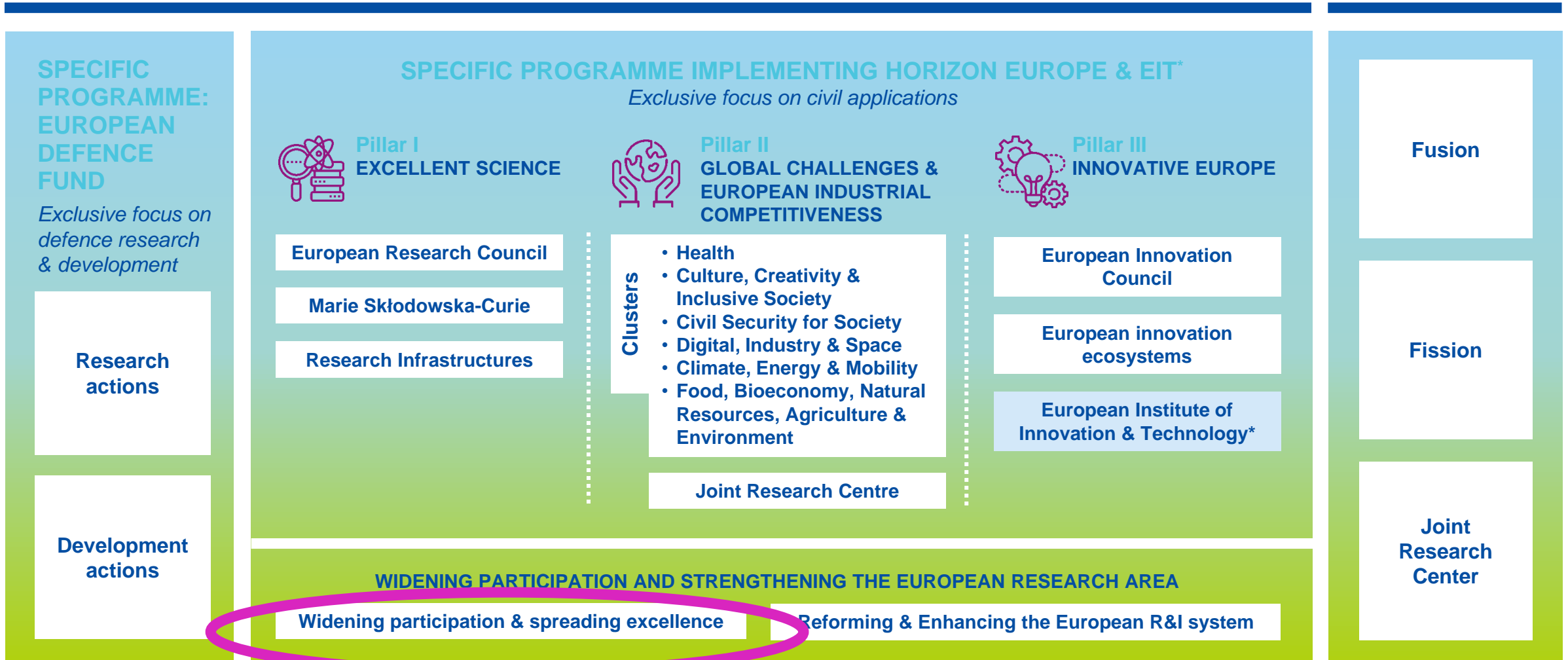
Research and Innovation

Outline

- About Horizon Europe & Twinning
- REA - Grant Management
  - Roles distribution
  - Project Lifecycle
  - How to Manage Your Project
- Project Reporting
  - Continuous and periodic reporting
  - Reviews
- Financial aspects & Amendments
- Other key aspects
  - GEP & Open access
  - Communication
  - Open Access
- Useful links

European Research Executive Agency (Brussels)

HORIZON EUROPE

EURATOM

SPECIFIC PROGRAMME: EUROPEAN DEFENCE FUND

Exclusive focus on defence research & development

Research actions

Development actions

SPECIFIC PROGRAMME IMPLEMENTING HORIZON EUROPE & EIT*

Exclusive focus on civil applications

Pillar I
EXCELLENT SCIENCE

European Research Council

Marie Skłodowska-Curie

Research Infrastructures

Pillar II
GLOBAL CHALLENGES & EUROPEAN INDUSTRIAL COMPETITIVENESS

Clusters
- Health
- Culture, Creativity & Inclusive Society
- Civil Security for Society
- Digital, Industry & Space
- Climate, Energy & Mobility
- Food, Bioeconomy, Natural Resources, Agriculture & Environment

Joint Research Centre

Pillar III
INNOVATIVE EUROPE

European Innovation Council

European innovation ecosystems

European Institute of Innovation & Technology*

Fusion

Fission

Joint Research Center

WIDENING PARTICIPATION AND STRENGTHENING THE EUROPEAN RESEARCH AREA

Widening participation & spreading excellence

Reforming & Enhancing the European R&I system

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

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TWINNING 2023 CALL

- ✓ Raise the research profile of the institution from the Widening country as well as the research profile of its staff

- ✓ Special focus on strengthening the research management and administrative skills of the coordination institution from the Widening country.

- ✓ Enhance networking activities between the research institutions of the Widening countries acting as coordinators and top-class leading counterparts at European Union level

- ✓ *Novelty,* "Twinning bottom–up" and proposals

- ✓ *Novelty,* introduction of lump sums

"Twinning green deal" for in line with the European Green Deal

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Note: Only eligible projects are considered

European Excellence Initiative
HORIZON-WIDERA-2023-ACCESS-02
Call Overview and evaluation results (budget: 140 M EUR)

Call deadline 28 September

Evaluation:
23 October to 19 December 2023
848 submitted proposals:
- **805 evaluated proposals**
- **43 ineligible/inadmissible proposal**

Results to applicants
94 retained proposals *(+3 reserve list)*
- **Bottom-Up - 76 (+1)**
- **Green Deal – 18 (+2)**

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EU Contributions´ Success Rate
Twinning: (1) Bottom-Up and (2) Green Deal: HORIZON-WIDERA-2023-ACCESS-02
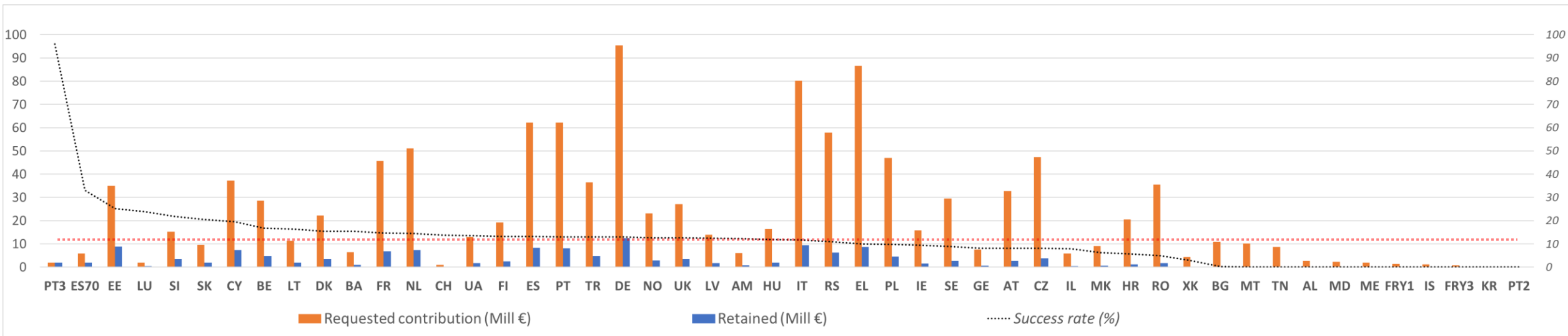
ES70 = Canary Islands (Outermost Region)
FRY1 = Guadeloupe (Outermost Region)
FRY3 = French Guiana (Outermost Region)
PT2 = Azores (Outermost Region)
PT3 = Madeira (Outermost Region)

············· *Average success rate (12%)*

Total budget of submitted proposals: 1,168 Mill €
Total budget retained: 144 Mill €

Note: Only eligible projects and countries requesting an EU contribution are considered

Coordinators´ Success Rate

Twinning: (1) Bottom-Up and (2) Green Deal: HORIZON-WIDERA-2023-ACCESS-02

Participations as Coordinator: ■ Bottom-Up (80%) ■ Green Deal (20%)

Retained: ■ Bottom-Up (79%) ■ Green Deal (21%) ⋯⋯ Success rate (%)
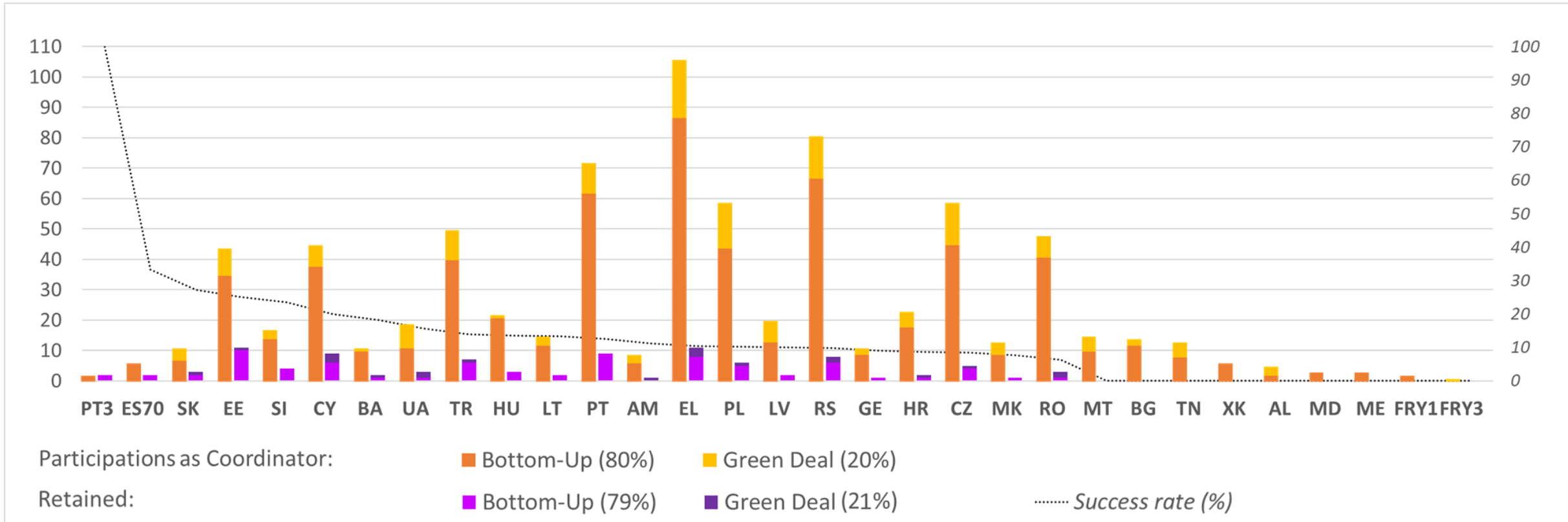
⋯⋯⋯⋯ *Average success rate: 12% (Bottom-Up 12%, Green Deal 12%)*

ES70 = Canary Islands (Outermost Region)
FRY1 = Guadeloupe (Outermost Region)
FRY3 = French Guiana (Outermost Region)
PT3 = Madeira (Outermost Region)

Total number of eligible proposals: 805
Total number of retained: 97

Note: Only eligible projects are considered

REA – GRANT MANAGEMENT

Roles distribution

DG Research and Innovation

- Definition of Policies

- Drafting the Work Programme

European Research Executive Agency (REA)

- Implementation of calls for proposals

- Grant Management

- Policy Feedback

Coordinator

- Central contact point for REA

- Represents the consortium towards the REA

Project Life Cycle – REA's view

Project Life Cycle

Call for proposals

Selection of experts

Evaluation

Grant Agreement Preparation (GAP)

Reporting Monitoring

Payment and closure
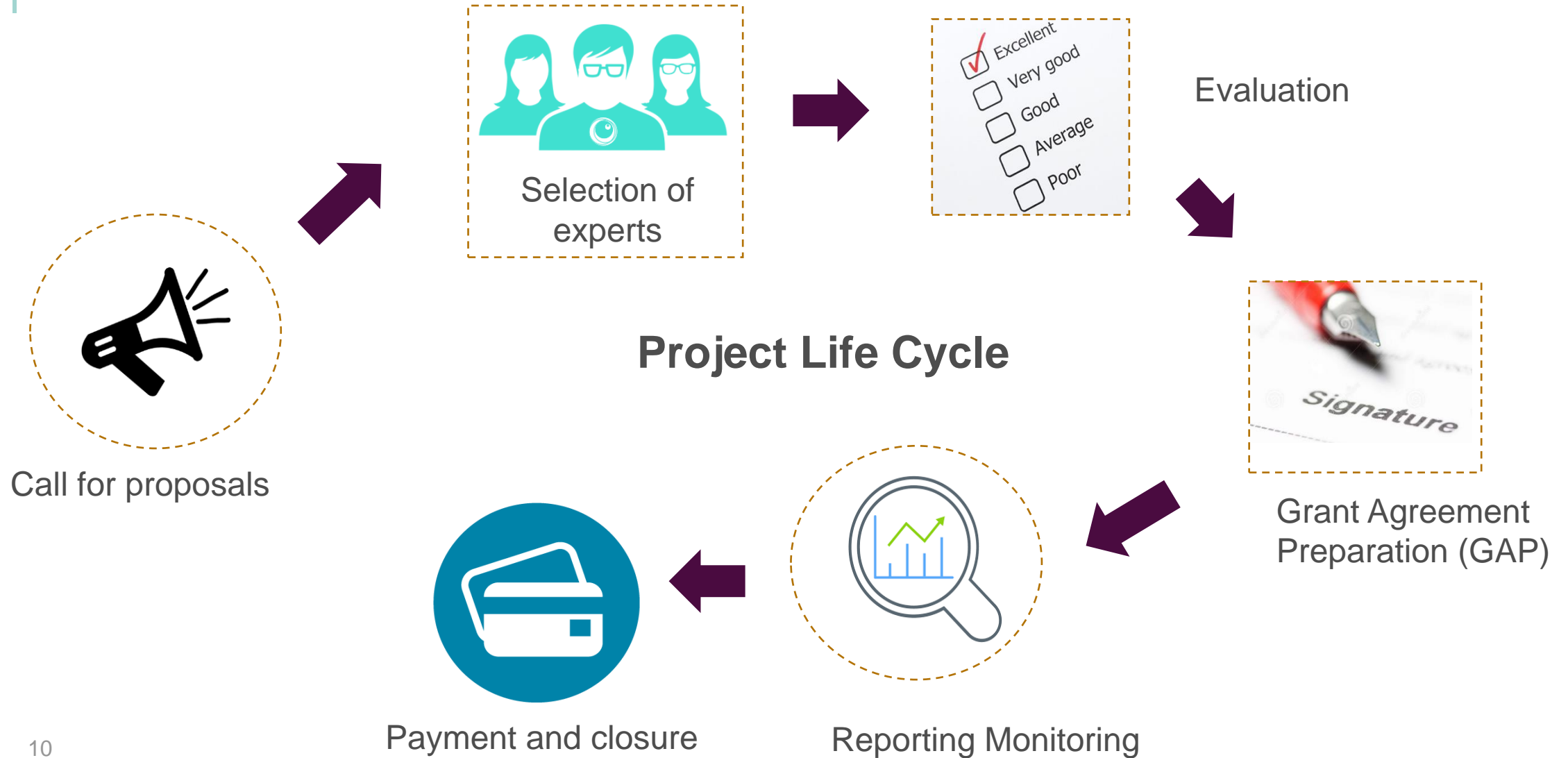
Funding and Tenders Portal – Guides and Participants Manual

[Online Manual - Online Manual - Funding Tenders Opportunities (europa.eu)](#)

Funding and Tenders Portal - Manage Your Project

Project consortium:
to manage roles and access rights in the project

Manage project:
to access the grant management tool (GA documents, communications with PO, amendments, continuous reporting, etc.

How to navigate in the Portal

13

IT - HOW TO

Funding & tender opportunities
IT How To

European Commission

Link to IT How To

Search

| Home | Getting Started | Participate | Grants | Experts | Roles & Access Rights | IT Releases | Additional information |

/ IT How to / Getting started

Funding and Tenders Portal

Table of contents

- Funding and Tenders Portal
  - My Person Profile
  - My Organisation(s)
  - Grants
  - Procurement
  - My Audits
  - My Formal Notification(s)
  - My Expert Area
  - Results
  - My Task(s)
  - Securing your area in the Portal
  - Notifications in the Portal

Getting Started

- How to authenticate with EU Login
- **Funding and Tenders Portal**
- Participant register
- Submission system
- Grant management services system
- Audit management services system

Funding and Tenders Portal

The Funding and Tenders Portal is the single entry point for participants and experts in the funding programmes and tenders managed by the European Commission and other EU bodies. You can browse and search information through the portal without logging in you will need to authenticate with your EU Login. If you do not have an EU Login account, create one now.

After logging in, you will see the **Manage my area** section in the left hand side. This is your personalised area within the Portal from which you have access to the different systems you need in each step within the process of applying for funding.

The different sections within **Manage my area** are:

1. My Person Profile
2. My Organisation(s)
3. Grants
   a. My Proposal(s)
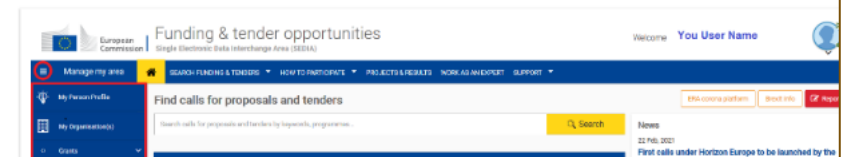
PROJECT REPORTING

Project Reporting - CONTINUOUS REPORTING

Opens at start of project (remains open!)

Regular updating in the system:
- Progress in achieving milestones
- Submitting deliverables on time
- Updates to the publishable summary
- Response to critical risks, publications, communications activities, IPRs

Creates Part A of the periodic Technical Report, at the moment this report is prepared (Locked for review)

Contact PO for any important changes or updates

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PERIODIC REPORTING: REPORTING PERIODS

Mid-term (no payment)

- Progress report – template will be provided (M17)
- Review meeting (M18)

Final formal reporting (payment)

- Template provided in the portal
- **Technical report (Part A & B), Status of Work Packages and the Financial Report**
- Review meeting
- Prompted by email notification at the end of the RP

TIP: 1) Clear, informative, straight to the point, concise! 2) Achievements, problems, corrective actions, <u>deviations</u>

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Technical Review

Reviews are planned at the **end** of each reporting **period** (2-3 months after) and *ad hoc*

Usually, the review takes place after the submission of the report and deliverables

ARTICLE 25 — CHECKS, REVIEWS, AUDITS AND INVESTIGATIONS

Present the **work carried out**, the main **achievements** and the **use of resources**

Participation of the **coordinator and WP leaders**

REA can be **assisted by** external **reviewers/monitors**

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Reporting Steps

Number of project **reporting periods: 1**
Number of project **reviews: min. 2**

Project lifetime: reporting periods

M1

M36

…2024

1 reporting period (!)

…2027

+60d Reports

Technical Review (M18)

Final Review (M39)

Reporting exercise workflow:

End of reporting period

Within 60 days

Revisions and explanations

End of reporting and payment

Technical DELIVERABLES submitted

Periodic REPORT submitted

Financial statement submitted

Review

Submission of revised version of report and/or Financial Stat.

Comments from PO and FO – corrective actions may be requested

ALL documents received, correct and accepted

Payment

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Tips

✓ Discuss any problems/changes well in advance

✓ **Keep the Project Officer informed**

✓ When in doubt, ask questions, we are here to support!

✓ Do not hide problems

✓ Always include an executive summary at the beginning of the deliverables

✓ Keep deliverables concise, to the point

✓ Do not overload your reports with information not requested (if you want to provide additional information, put it in an annex) **AVOID DUPLICATION !**

✓ **Deviations**: Please explain this section well in the periodic report Part B

✓ Prepare carefully and on time for your review

✓ Consortium agreement required (responsibility of consortium, no input from REA)

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FINANCIAL ASPECTS & AMENDMENTS

Lump sum grants - costs

❑ The overall lump sum is fixed in the grant agreement

❑ The breakdown of lump sum shares per beneficiary and per work package is in Annex 2 of the grant agreement

❑ Payment does not depend on costs incurred: lump sum contribution paid for **the work packages completed and approved by REA for the reporting period**.

❑ It is only possible to declare and have partial payment for partially completed work packages at the final payment (interim payment covers only completed work packages)

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Amendments

Type of amendments:

- Change of **coordinator**

- Change of the coordinator's **bank account** for payments

- Adding / removing a **beneficiary**

- Change of beneficiary due to "**partial takeover**" - FPA and SGA

- Removal or addition of **linked third party**

- Change of **Annex1** (description of the action)

- Change of action's **title**, acronym, **duration**, reporting **periods**

- Change of **Annex 2**: Estimated budget

Requested by both Consortium or REA

Prepared electronically in the Participant Portal

Coordinator submits and signs amendments on behalf of the beneficiaries

Amendment requests **cannot be modified** (if modifications are needed, the requesting party has to withdraw and submit a new one)

Requests containing several changes to the GA will be considered as a package, **partial approval is not possible**. Requests will be agreed or rejected by the REA as a whole. There is no tacit approval of amendments

Contact REA PO Project Officer before initiating an amendment!

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OTHER KEY ASPECTS

GENDER EQUALITY PLANS

Mandatory

- Public bodies (including e.g. ministries, research funding organisations, municipalities, as well as public-for-profit organisations such as certain museums)
- Research organisations (both public and private)
- Higher education establishments (both public and private).

Not concerned

- Private-for-profit organisations
- SMEs
- Non governmental organisations (NGOs)
- Civil society organisations (CSOs)

Who?

Entities receiving EU funding - COO, beneficiaries, affiliated entities from:
- EU member states
- Associated countries

Entity cannot be in consortium if no declaration of GEP

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MANDATORY OPEN SCIENCE: DATA MANAGEMENT

❑ Responsible research data management (RDM) in line with the **FAIR principles**

❑ Data management plan (DMP) **compulsory deliverable**

❑ **Deposit data** in a TRUSTED **repository**

❑ Provide information via the repository about any research output/tools/instruments needed to re-use or validate the data

For Exceptions (see Horizon Europe Annotated Model Grant Agreement):

❑ Against the beneficiary's legitimate interests, commercial exploitation;

❑ Other constraints (e.g., trade secret, data protection)

❑ **'As open as possible as closed as necessary'!**

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COMMUNICATION, DISSEMINATION & EXPLOITATION
WHAT IS THE DIFFERENCE AND WHY THEY ALL MATTER

Communication	Dissemination	Exploitation
Inform, promote and communicate activities and results	Make knowledge and results publicly available free-of-charge	Make concrete use of results for commercial, societal and political purposes

Communication

For whom

Citizens, stakeholders and the media

How

✓ Having a well-designed strategy

✓ Conveying clear messages

✓ Using the right channels

When

From the start until the end of the action

Why

✓ Engage with stakeholders

✓ Attract the best experts

✓ Raise awareness of how public money is spent

✓ Show the success of European collaboration

> It is a legal obligation!
> Article 17 of Horizon Europe
> Grant Agreement

Dissemination

For whom

For those who can learn and benefit from the results, such as: scientists, industry, public authorities, policymakers, civil society

How

Publishing results in:

✓ Scientific magazines

✓ Scientific and/or targeted conferences

✓ Databases

When

✓ Anytime, as soon as results become available

✓ Up to four years after the end of the project

Why

✓ Maximise the impact of the action

✓ Allow other researchers to go a step forward

✓ Contribute to the advancement of world class knowledge

✓ Make scientific results a common good

> It is a legal obligation!
> Article 17 of Horizon Europe
> Grant Agreement

Exploitation

For whom

For those who can take the results forward or invest in them, such as: researchers, stakeholders, industry (also SMEs), public authorities, policymakers, civil society

How

✓ Creating roadmaps, prototypes, software

✓ Sharing knowledge, skills, data

When

✓ Towards the end of the action and beyond, as soon as exploitable results are available

✓ Up to four years after the end of the project

Why

✓ Lead to new legislation or recommendations

✓ For the benefit of innovation, the economy and society

✓ Help to tackle a problem and respond to an existing demand

> It is a legal obligation!
> Annex 5: Specific Rules and Article 16 of Horizon Europe Grant Agreement

HORIZON EUROPE

Check the dedicated webpage: **Communicating about your EU-funded project**

EUROPEAN COMMISSION TOOLS
TO SUPPORT COMMUNICATION, DISSEMINATION AND EXPLOITATION

💬 Research and Innovation success stories ●●●

A collection of the most recent success stories from EU-funded Research & Innovation.

🎛 Horizon Dashboard ●●

An intuitive and interactive knowledge platform where you can extract statistics and data on EU Research and Innovation programmes – sorting by topics, countries, organisations, sectors, as well as individual projects and beneficiaries!

🌐 CORDIS ●●●

Multilingual articles and publications that highlight research results, based on an open repository of EU project information.

👍 Horizon Results Booster ●●

A service free of charge in case you would like to apply to benefit from one of these services:
1. Portfolio Dissemination & Exploitation Strategy
2. Business plan development
3. Go-to-Market Support

😊 Horizon Magazine ●

The latest news and features about thought-provokingscience and innovative research projects funded by the EU.

📡 Innovation Radar ●●

A data-driven method focused on the identification of high potential innovations and the key innovators behind them in EU-funded Research and Innovation projects.

👍 Horizon Impact Award ●

An annual prize to recognise and celebrate outstanding projects that have used their results to provide value for society. The award enables individuals or teams to showcase their best practices and achievements, and inspire beneficiaries of research and innovation funding to maximise the impact of their research!

🎯 Horizon Results Platform ●●

A public platform that hosts and promotes research results thereby widening exploitation opportunities. It helps to bridge the gap between research results and generating value for economy and society. You can create your own page to showcase your results, find collaboration opportunities and get inspired by the results of others!

● Communication
● Dissemination
● Exploitation

Keep in touch

🧑 Contact your PO
🌐 Funding & Tenders Opportunities portal
✉ Research Enquiry Service

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Build your own communication strategy

- Be strategic: allocate resources, involve professional communicators and ensure continuity.

- Set your goals and objectives: make clear what you want to achieve with your communication strategy, and how.

- Define your audience: include all relevant target groups and tailor your content to each audience. Do you have a media list relevant to your area?

- Choose your message: is it news? Share it with your audience. Keep it simple and remember to tell a story; do not just list the facts.

- Use a channel that will reach your target audience. Remember to let your Project Officer and National Contact Point know about your achievements!

- Evaluate your efforts: set simple indicators to measure your success.

Acknowledge EU funding

Article 17.2 of the Horizon Europe grant agreement: Visibility – European flag and funding statement

Funded by the European Union

Co-funded by the European Union

eu-emblem-rules_en.pdf (europa.eu)

Download centre for visual elements - EU regional and urban development (europa.eu)

X @REA_research

in @European Research Executive Agency

Article 17 of the Horizon Europe grant agreement: Obligation to promote the action and its results

Beneficiaries must promote the action and its results by providing targeted information to multiple audiences in a strategic and effective manner (including to the public).

Communicate your project

A comprehensive communication strategy is crucial to promote your project and its results. Your plan should define clear objectives adapted to a range of target audiences. It should be proportionate to the scale of your project.

Go digital:

- Website, videos
- Social media (your account and your institution's)
- Newsletters
- Factsheets

Build networks:

- Events (i.e. conferences, symposia)
- Project & experts meetings
- Reach out to the media

USEFUL LINKS

- Horizon Europe **WIDERA Work Programme 2021-2022**

- **Horizon Europe Online Manual**

- Horizon Europe **Programme Guide**

- **Periodic Report template**

- **Lump Sum Model Grant Agreement**

- **Lump sum funding in Horizon Europe Guidance**

- **Data Management Plan template:** Funding and Tenders portal > Support > Reference documents > Templates and Forms

- https://**openscience**.eu/ and https://**open-research-europe**.ec.europa.eu

Thank you!

HorizonEU

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