



Horizonte Europa Energía Lump Sum funding

Información

- This presentation is based on slides from the European Commission

¿En qué topics de Energía se va a utilizar el Lump Sum?

➤ Work programme 2022 (amendment)

- Modificación WP 2022 => 5 topics con Lump Sum

Subarea	Topic	Topic title	Deadline	Type of action	Indicative project budget	Total Budget	Nr of projects expected to be funded
Renewable fuels	HORIZON-CL5-2022-D3-03-03	Efficient and circular artificial photosynthesis	10.01.2023	RIA	3.00 to 5.00	10.000.000	2
	HORIZON-CL5-2022-D3-03-07	Development of algal and renewable fuels of non-biological origin	10.01.2023	RIA	Around 5.00	15.000.000	3
Hydropower	HORIZON-CL5-2022-D3-03-08	Development of digital solutions for existing hydropower operation and maintenance	10.01.2023	RIA	3.00 to 4.50	9.000.000	3
Photovoltaics	HORIZON-CL5-2022-D3-03-09	Recycling end of life PV module	10.01.2023	IA	6.00 to 7.00	20.000.000	3
Built4People	HORIZON-CL5-2022-D4-02-01	Designs, materials and solutions to improve resilience, preparedness & responsiveness of the built environment for climate adaptation (Built4People)	24.01.2023	IA	5.00 to 7.50	15.000.000	2

➤ Work programme 2023-2024

- A substantial share of calls will use Lump Sum funding ($\approx 40\%$)

Lump Sum funding - ¿Qué es? y ¿Por qué?

Financiación de proyectos con Lump Sum

- Financiación por una cantidad fijada, en lugar de reembolso de costes incurridos

Significant simplification potential

- Funding based on reimbursement of incurred costs stays complex and error-prone
- Lumps Sum funding removes all obligations on actual cost reporting and financial ex-post audits – i.e. a major reduction of administrative burden

Focus on performance

- Shift from focus on financial management and checking costs to focus on scientific-technical content of the projects

Lump Sum approach – basic principles

Lump sum evaluation and grant agreement follow standard approach as much as possible:

- Same evaluation criteria
- Same pre-financing and payment scheme
- Reporting periods and technical reporting as today, **but focusing on completion of work packages**

One lump sum share is fixed in the grant agreement for each work package

➤ **Work package completed**  **payment**

- Payments do not depend on a successful outcome, but **on the completion of activities**
- Work packages can be modified through amendments (e.g. to take into account new scientific developments)

Two lump sum options

The type of lump sum is specified in the text of the topic to which you are applying.

Option 1:

- The call for proposals defines a **fixed lump sum**.
- The budget requested in your proposal **must be equal** to this fixed lump sum.
- Your proposal must **describe the resources mobilised** for this amount.

Option 2:

- You **define the lump sum** in your proposal.
- In setting the lump sum, you are **free to define the amount** necessary to carry out your project.
- The lump sum chosen must be **justified by the resources mobilised**.

Project design – Work packages

Work packages distribution:

As many as needed but no more than what is manageable

A work package (WP) is a major sub-division of the work plan of your project.

- A single activity is not a WP
- A single task is not a WP
- A % of progress is not a WP (e.g. 50 % of the tests)
- A lapse of time is generally not a WP (e.g. activities of year 1)

Work packages with a long duration may be split along the reporting periods (e.g., Management, Dissemination and Exploitation, etc.). In this way, the relevant activities can be paid at the end of the reporting period.

Lump Sum funding – budget evaluation

Applicants provide a detailed breakdown of cost estimates

- More detail than in standard proposals (e.g. staff costs by category)
- Costs and resources resolved by beneficiary and work package

Evaluators assess if cost estimates are reasonable and non-excessive

- Cost estimations assessed against proposed activities under the “Implementation” criterion
- Benchmarking against historical data: **Personnel cost dashboard for evaluators** showing accepted costs per country and type of organisation

Lump Sum funding – budget allocation

Art 5.4
lump sum
MGA

Budget allocation (annex 2 to the grant agreement)

	WP1	WP2	WP3	WP4	WP5	WP6	WP7	WP8	Total
Beneficiary A	250.000			50.000	300.000	250.000		300.000	1.150.000
Beneficiary B		250.000	350.000	50.000			100.000	150.000	900.000
Beneficiary C	100.000	100.000		50.000		280.000			530.000
Beneficiary D		120.000		50.000			100.000	150.000	420.000
Total	350.000	470.000	350.000	200.000	300.000	530.000	200.000	600.000	3.000.000

Shares of the lump sum per beneficiary

Shares of the lump sum per WP

Lump sum = Maximum grant amount

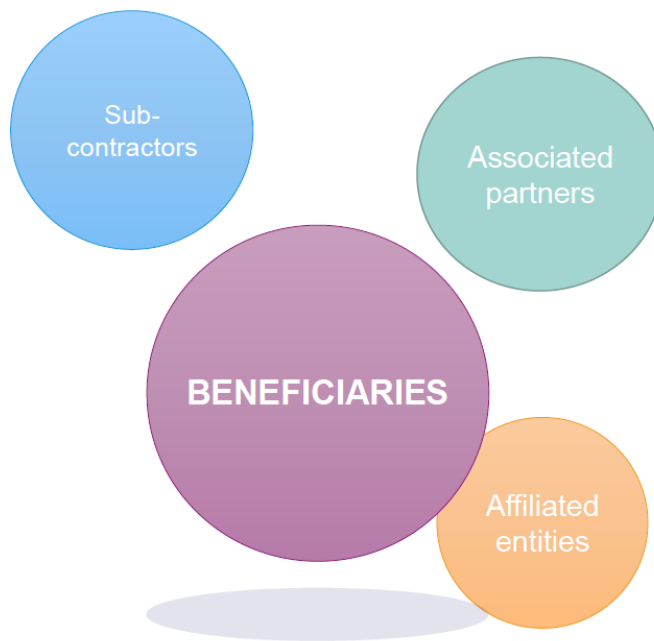
Consortium

Costs actually incurred are not relevant.

Who does the work still is!

- You need to know which participant does what when carrying out the project (see bubbles to the right).
- The partner organisations and their activities are specified in the grant agreement. This includes:
 - Beneficiaries
 - Affiliated entities (if any)
 - Associated partners (if any)
 - Subcontractors (if any)*

* Subcontracted activities must be in the grant agreement, but the subcontractor may or may not be named.



Lump Sum grant – Types of payment

Art 22 lump sum MGA



Pre-financing payment

- Same function and same rules as for other grants
- Coordinator distributes the amount according to consortium agreement



Interim payment(s)

- One or more
- We pay the shares of the lump sum set out in Annex 2 for the work packages completed & approved in the reporting period



Payment of the balance

- Closes the financial aspects of the grant
- Partial payment for partially completed WPs possible
- Releases the amount retained for the Mutual Insurance Mechanism

Interim reporting and payment (1/2)

Art 22.3.3
lump sum
MGA

At the end of the reporting period, declare which work packages have been completed over the period. The technical periodic report should justify this.

	WP1	WP2	WP3	WP4	WP5
Beneficiary A	250.000			50.000	300.000
Beneficiary B		250.000	350.000	50.000	
Beneficiary C	100.000	100.000		50.000	
Beneficiary D		120.000		50.000	
Total	350.000	470.000	350.000	200.000	300.000

← Annex 2

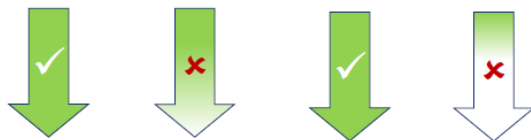
	WP1	WP2	WP3	WP4	WP5
Beneficiary A	Completed			Not completed	Not completed
Beneficiary B		Completed	Completed	Not completed	
Beneficiary C	Completed	Not completed		Not completed	
Beneficiary D		Completed		Completed	

← State of play at the end of the reporting period


Interim reporting and payment (2/2)

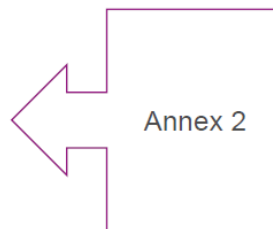
Following the assessment of the project officer, the lump sum shares corresponding to approved work packages are paid.

	WP1	WP2	WP3	WP4	WP5
Beneficiary A	250.000			50.000	300.000
Beneficiary B		250.000	350.000	50.000	
Beneficiary C	100.000	100.000		50.000	
Beneficiary D		120.000		50.000	
Total	350.000	470.000	350.000	200.000	300.000



$$\text{Payment} = 350\,000 + 0 + 350\,000 + 0 = 700\,000 \text{ €}$$

 Limited to 90 % of the total grant



Payment does not depend on a successful outcome, but on the **completion of activities**

Incomplete work packages

- If a work package cannot be completed for scientific-technical reasons, you should **introduce an amendment** to make it feasible, including the possibility to extend the project duration.
- Before a lump sum work package (that you declared completed) is rejected as incomplete, you are invited to **respond to the observations of the project officer**.
- If the rejection is upheld the lump sum share concerned is not paid at that point in time. You should complete the work package later and declare it **at the end of any subsequent reporting period**.
- If a work package is incomplete at the end of the project, the lump sum is **paid partially** in line with the degree of completion. This amount is determined after a contradictory procedure.

Ex-post controls

Art 25 lump
sum MGA

Checks, reviews and audits for:



Proper implementation of the action (e.g. technical review)



Compliance with the other non-financial obligations of the grant:



IPR obligations

Obligations related to third parties (e.g. financial support)

Other obligations (e.g. ethics, visibility of EU funding, etc.)



No financial checks, reviews and audits by the
European Commission

Keeping records

Art 20 lump sum MGA

You need (e.g.)



- Technical documents
- Publications, prototypes, deliverables
- Documentation required by good research practices such as lab books
- ...any document proving that the work was done as detailed in Annex 1



Same as for all Horizon Europe grants

You don't need



- Time-sheets
- Pay-slips or contracts
- Depreciation policy
- Invoices
- ...actual costs

Summary

Keep in mind when working with lump sums:

- No reporting of actual costs, no financial checks and audits
- Following the evaluation of the proposal, lump sum shares are defined per beneficiary and per work package and are fixed in the Grant Agreement
- Pre-financing as usual
- Payments upon completion of work packages at the end of reporting periods

Reference documents in the Portal

- [Model Grant Agreement Lump Sum](#)
- [Annotated Model Grant Agreement](#)
- [Methodology to determine the amount of the Lump Sum](#)
- [Detailed Lump Sum budget table](#)
- [Standard slides for applicants](#)
- [Frequently Asked Questions at the Funding & Tenders Portal](#)
- [Guía Lump sum](#)



LUMP SUM FUNDING: WHAT DO I NEED TO KNOW?

Annex – How to fill in the detailed budget table in lump sum proposals?



What is the detailed budget table?

- Lump sum proposals must contain a **detailed budget table**:
 - For option 1, to describe the resources mobilised for the amount of the lump sum fixed in the work programme
 - For option 2, to define and justify the amount of the lump sum proposed by applicants
- In this table, you provide **cost estimations for each cost category** per beneficiary and per work package.
- The table automatically generates the **breakdown of the lump sum** per beneficiary and per work package.

The detailed budget table is an **Excel file** (annex to proposal Part B). Applicants must download it from the online submission system.



Filling the Excel file is mandatory for most lump sum proposals. The exceptions (e.g. ERC PoC) not requiring a detailed budget table, are clear from the relevant topic description.

What costs must be covered?

Cost estimations:

- must be in **line with beneficiaries' normal practices**
- must be **reasonable** / not excessive
- must be **in line with the activities** proposed
- are subject to the basic **eligibility rules** of Horizon Europe (cost estimations can be included only if the same cost item / type of cost would be eligible in an actual costs grant)

Depending on the type of the action, these costs and categories of costs may be the following:

- **Direct personnel costs:** employees or equivalent (resolved by staff category); natural persons under direct contract; seconded persons; SME owners and natural person beneficiaries
- **Direct subcontracting costs**
- **Direct purchase costs:** travel and subsistence; equipment; other goods, works and services
- **Other cost categories:** financial support to third parties; internally invoiced goods and services; transnational access to research infrastructures costs; virtual access to research infrastructures costs; PCP/PPI procurement costs

Excel template: few instructions

EUROPEAN COMMISSION
DIRECTORATE-GENERAL FOR RESEARCH & INNOVATION

Annex: detailed estimation of costs for Lump Sum funding

Instructions

Go to Beneficiaries and Affiliated Entities list

Go to Work packages list

GENERAL INSTRUCTIONS

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

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

We recommend using Excel 2010 or more recent.
The only currency used in this workbook is EURO.
Enter only **round numbers** in this workbook.

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

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

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

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

- We recommend to use Excel 2010 or a more recent version
- The currency used in the Excel template is **EURO**
- **Read the detailed instructions** on the first tab of the Excel file
- For your proposal, you must **always use the file provided in the online submission system**. For information only, the template is available on the [Funding & Tenders Portal](#).

Fill in the beneficiaries list (“BE list” tab)

A	B	C	D	E	F	G	H	I
2	List of beneficiaries and affiliated entities				Add BE	Apply changes		
3	BE/AE nr	BE/AE name	Acronym	Country	Funding rate	Add AE		
4	BE1	Beneficiary 1	BE1	BE	100%	Add AE		
5	BE2	Beneficiary 2	BE2	PL	100%	Add AE		
6	BE2-AE1	Affiliated entity to BE2	BE2-AE1	PL	100%			
7	BE3	Beneficiary 3	BE3	ES	70%	Add AE		
8								

- To **add a beneficiary**, click on the ‘Add BE’ button to generate an additional line to the table. You can add as many beneficiaries as needed.
- To **add an affiliated entity**, click on the ‘Add AE’ button on the line of the beneficiary to which the entity is affiliated.
- For each beneficiary and each affiliated entity, write the **name** and the **acronym** of the organisation and chose the correct **country** and **funding rate** from the drop-down menus.
- Once you have completed the ‘BE list’ sheet, you must click the ‘Apply changes’ button to generate the related tabs in the Excel workbook: one tab will be generated for each beneficiary,

Which funding rate to choose? The funding rate depends on the type of action you are applying to. RIA and CSA topics have a 100% funding rate. For IA topics, the funding rate is 70% (except for non-profit legal entities, where a rate of 100% applies). Other funding rates may be specified in the work programme. For more information on the funding rates applying to your topic, please refer to the topic’s specific conditions.

Fill in the work packages list (“WP list” tab)

	A	B	C	D	E	F	G	H
1	List of Work Packages							
3	<i>WP-number</i>	<i>WP-name</i>	<i>WP-description</i>	Add WP	Apply changes			
4	WP1	Work Package 1						
5	WP2	Work Package 2						
6	WP3	Work Package 3						
7	WP4	Work Pacakge 4						
8								

- To **add a work package**, click on the **‘Add WP’** button to generate an additional line to the table. You can add as many work packages as needed. Follow the same order as in the Part B of your application.
- Once you have completed the ‘WP list’ sheet, you must click the **‘Apply changes’** button: One table per work package will be added to the beneficiaries’ individual sheets.

Fill in the individual beneficiaries sheets (“Bex” tab)

	A	B	C	D
1	BENEFICIARY CALCULATION SHEET			
2	summary	BENEFICIARY 1: Beneficiary 1		
3	COST CATEGORY	UNITS	COST PER UNIT	BE TOTAL COSTS
4	COSTS WORK PACKAGE 1: Work Package 1			
5				
7	A. DIRECT PERSONNEL COSTS			
8	A.1 Employees (or equivalent)			
9	SENIOR SCIENTISTS (or equivalent in the private sector)			0,00
10	JUNIOR SCIENTISTS (or equivalent in the private sector)			0,00
11	TECHNICAL PERSONNEL (or equivalent in the private sector)			0,00
12	ADMINISTRATIVE PERSONNEL (or equivalent in the private sector)			0,00
13	OTHERS			0,00
14	A.2 Natural Persons under direct contract			0,00
15	A.3 Seconded Persons			0,00
16	A.4 SME owners and natural person beneficiaries		5.080,00	0,00
17	B. DIRECT SUBCONTRACTING COSTS			
18				0,00
19	C. DIRECT PURCHASE COSTS			
20	C.1 Travel and subsistence			0,00
21	C.2 Equipment (complete 'Depreciation costs' sheet)			
22	Equipment			0,00
23	Infrastructure			0,00
24	Other assets			0,00
25	C.3 Other goods, works and services			
26	Consumables			0,00
27	Services for meetings, seminars			0,00
28	Services for dissemination activities (including website)			0,00
29	Publication fees			0,00
30	Other (shipment, insurance, translation, etc.)			0,00
31	D. OTHER COST CATEGORIES			
32	D.1 Financial support to third parties (if applicable in the topic specific conditions)			0,00
33	D.2 Internally invoiced goods and services			0,00
34	D.3 Transnational access to research infrastructure unit costs (if mentioned as eligible in the topic specific conditions)			0,00
35	D.4 Virtual access to research infrastructure unit costs (if mentioned as eligible in the topic specific conditions)			0,00
36	D.5 PCP/PPI procurement costs (if mentioned as eligible in the topic specific conditions)			0,00
37				
38	TOTAL DIRECT PERSONNEL COSTS AND PURCHASE COSTS (A+C)			0,00
	Instructions	BE list	WP list	Lump sum breakdown
				Summary per WP
		BE1	BE2	BE3
				BE-WP person months

- Complete **one ‘BEx’ sheet per beneficiary**. This sheet includes one separate section for each work package. For each work package, enter the cost estimations under each cost category used.
- Enter only the **number of units** and the **cost per unit** for each cost category (yellow cells). The total costs per cost category is calculated automatically.
- For the cost per unit, enter only **whole numbers** (integers)
- If the beneficiary does not contribute to a specific work package, leave the cells empty.

Fill in the individual beneficiaries sheets (“Bex” tab) – affiliated entities

BENEFICIARY CALCULATION SHEET		BENEFICIARY 2: Beneficiary 2			Affiliated Entity; Affiliated entity to BE2			
summary		UNITS	COST PER UNIT	BE TOTAL COSTS	UNITS	COST PER UNIT	AE TOTAL COSTS	BE+AE TOTAL COSTS
COSTS WORK PACKAGE 1: Work Package 1								
A. DIRECT PERSONNEL COSTS								
A.1 Employees (or equivalent)								
	SENIOR SCIENTISTS (or equivalent in the private sector)			0,00			0,00	0,00
	JUNIOR SCIENTISTS (or equivalent in the private sector)			0,00			0,00	0,00
	TECHNICAL PERSONNEL (or equivalent in the private sector)			0,00			0,00	0,00
	ADMINISTRATIVE PERSONNEL (or equivalent in the private sector)			0,00			0,00	0,00
	OTHERS			0,00			0,00	0,00
A.2 Natural Persons under direct contract								
A.3 Seconded Persons								
A.4 SME owners and natural person beneficiaries								
			3.581,40	0,00		3.581,40	0,00	0,00
B. DIRECT SUBCONTRACTING COSTS								
C. DIRECT PURCHASE COSTS								
C.1 Travel and subsistence								
C.2 Equipment (complete 'Depreciation costs' sheet)								
	Equipment			0,00			0,00	0,00
	Infrastructure			0,00			0,00	0,00
	Other assets			0,00			0,00	0,00
C.3 Other goods, works and services								
	Consumables			0,00			0,00	0,00
	Services for meetings, seminars			0,00			0,00	0,00
	Services for dissemination activities (including website)			0,00			0,00	0,00
	Publication fees			0,00			0,00	0,00
	Other (shipment, insurance, translation, etc.)			0,00			0,00	0,00
D. OTHER COST CATEGORIES								

- If a beneficiary has an affiliated entity, columns for this entity are generated automatically in the 'BE sheet'.
- Enter the cost estimations of the affiliated entity in the same way as for the main beneficiary.

Fill in the individual beneficiaries sheets - personnel costs

	A	B	C	D
1	BENEFICIARY CALCULATION SHEET			
2	summary	BENEFICIARY 1: Beneficiary 1		
3	COST CATEGORY	UNITS	COST PER UNIT	BE TOTAL COSTS
5	COSTS WORK PACKAGE 1: Work Package 1			
7	A. DIRECT PERSONNEL COSTS			
8	A.1 Employees (or equivalent)			
9	SENIOR SCIENTISTS (or equivalent in the private sector)	1,00	7000,00	7.000,00
10	JUNIOR SCIENTISTS (or equivalent in the private sector)	2,00	3500,00	7.000,00
11	TECHNICAL PERSONNEL (or equivalent in the private sector)			0,00
12	ADMINISTRATIVE PERSONNEL (or equivalent in the private sector)			0,00
13	OTHERS	0,50	3000,00	1.500,00
14	A.2 Natural Persons under direct contract			0,00
15	A.3 Seconded Persons			0,00
16	A.4 SME owners and natural person beneficiaries		5.080,00	0,00

- Enter the **total number of units and the average cost per unit** for each category of personnel costs
- **1 unit = 1 person-month**
- For 'A4. SME Owner and natural person beneficiaries', the cost per unit is predefined

Fill in the individual beneficiaries sheets - subcontracting costs

17	B. DIRECT SUBCONTRACTING COSTS			
18		1,00	30000,00	30.000,00

- There is one line for subcontracting per beneficiary and work package (i.e., the amount entered covers all subcontracting activities for the beneficiary in a work package).
- Enter the number of subcontracted tasks for a given beneficiary and a given work package as number of unit. The cost per unit will be an average of the costs of all subcontracted. No more detailed information is required in the Excel file.
- The tasks to be subcontracted and their costs must be described and justified in the **table 3.1g in the part B of the application form**

Table 3.1g: 'Subcontracting costs' items

For each participant describe and justify the tasks to be subcontracted (please note that core tasks of the project should not be sub-contracted).

Participant Number/Short Name		
	Cost (€)	Description of tasks and justification
Subcontracting		

The costs entered here must match the costs entered in the Excel file

Fill in the individual beneficiaries sheets - direct purchase costs

19	C. DIRECT PURCHASE COSTS			
20	C.1 Travel and subsistence	2,00	650,00	1.300,00
21	C.2 Equipment (complete 'Depreciation costs' sheet)			
22	<i>Equipment</i>	1,00	450,00	450,00
23	<i>Infrastructure</i>			0,00
24	<i>Other assets</i>			0,00
25	C.3 Other goods, works and services			
26	<i>Consumables</i>	4,00	1000,00	4.000,00
27	<i>Services for meetings, seminars</i>	1,00	3000,00	3.000,00
28	<i>Services for dissemination activities (including website)</i>			0,00
29	<i>Publication fees</i>	2,00	1000,00	2.000,00
30	<i>Other (shipment, insurance, translation, etc.)</i>			0,00

- Enter the **total number of units** and the **average cost per unit** for each relevant cost category.
- The cost per unit will be an average of the prices of all items in the given category for a given beneficiary and a given work package. No more detailed information is required in the Excel file.
- If purchase costs exceed 15% of the personnel costs of a given beneficiary, this beneficiary must complete table **3.1h of Part B of the proposal template**

Table 3.1h: 'Purchase costs' items (travel and subsistence, equipment and other goods, works and services)

Participant Number/Short Name		
	Cost (€)	Justification
Travel and subsistence		
Equipment		
Other goods, works and services		
Remaining purchase costs (<15% of pers. costs)		
Total		

Fill in the individual beneficiaries sheets - depreciation cost list

TOOL: DEPRECIATION COSTS LIST											
BE nr	Beneficiary name	WP nr	Work Package name	Resource type	Short name of the investments	Date of purchase (real or planned date of purchase)	Purchase cost	% used for the project	% use for lifetime of the investment	Charged depreciation costs per investment	Justification: Needed info for depreciation
1	Beneficiary 1	1	Work Package 1	Equipment	Description of the equipment	10-01-2022	€ 1.500,00	50%	60%	€ 450,00	
2	Beneficiary 2	2	Work Package 2	Infrastructures	Description of the infrastructure	March 2022	€ 20.000,00	100%	40%	€ 8.000,00	
										€ -	
										€ -	
										€ -	
										€ -	

- For the category 'equipment' (equipment, infrastructure, other assets) you must enter the **depreciation costs** in the individual beneficiary tabs.
- Use the '**Depreciation costs**' tab to calculate the depreciation costs:
 - Fill in the information about the beneficiary, the work package, the resource type, the name of the investment and the date of purchase
 - Encode the (estimated) price of the equipment in the column 'Purchase cost'
 - Encode the percentage of usage of the equipment for the project in the column '% used for the project'
 - Divide the period (in months) during which the equipment is used for the project by the depreciation period (in months) for the equipment. Multiply the results by 100%. Encode the result in the column '% use for lifetime of the investment'
- This amount is **NOT** automatically transferred to the respective 'BEx' tab. You have to **add manually** the depreciation costs in the dedicated section of the 'BEx' tab. If you have several items in the 'Depreciation costs' tab for one single section (same beneficiary, same work package and same resource type), you must enter the number of items as unit and add the average of the depreciation costs as 'cost per unit'.
- In certain cases, the Work Programme specifies that purchases of equipment, infrastructures and other assets can be declared as full capitalised costs. In that case, the full capitalised costs must be encoded in the section "C.2 Equipment".

Fill in the individual beneficiaries sheets - other direct costs and indirect costs

D. OTHER COST CATEGORIES			
D.1 Financial support to third parties (if applicable in the topic specific conditions)	1,00	6000,00	6.000,00
D.2 Internally invoiced goods and services			0,00
D.3 Transnational access to research infrastructure unit costs (if mentioned as eligible in the topic specific conditions)			0,00
D.4 Virtual access to research infrastructure unit costs (if mentioned as eligible in the topic specific conditions)			0,00
D.5 PCP/PPI procurement costs (if mentioned as eligible in the topic specific conditions)			0,00
TOTAL DIRECT PERSONNEL COSTS AND PURCHASE COSTS (A+C)			32.100,00
TOTAL DIRECT COSTS (A+B+C+D)			38.100,00
E. INDIRECT COSTS (25% * (A+C))			8.025,00
F. TOTAL COSTS (A+B+C+D+E)			46.125,00

- Certain types of costs can be entered only if they are **explicitly allowed for in the specific conditions of your topic**:
 - Financial support to third parties
 - Transnational access to research infrastructure' and 'Virtual access to research infrastructures
 - PCP/PPI procurement costs
- Indirect costs are calculated automatically.
- Total costs are calculated automatically.

Lump sum breakdown

- The lump sum breakdown table is **generated automatically**. It displays the lump sum shares per beneficiary/affiliated entity and per work package
- It applies the funding rate you have chosen in the BE list.
- In the part A of the application (online forms), you have to fill in the 'Budget for the proposal' table, entering the requested grant amount for each participant. To do so, please use the total amounts per beneficiary in the table 'Estimated breakdown of the lump sum per work package and per beneficiary' in the Excel file.

Excel file

ESTIMATED BREAKDOWN OF THE LUMP SUM PER WORK PACKAGE AND PER BENEFICIARY						
BENEFICIARIES	Work Package 1	Work Package 2	Work Package 3	Work Package 4	Totals	Pct
Beneficiary 1	62.812,50	9.250,00	9.750,00	46.125,00	127.937,50	12,3%
Beneficiary 2	11.625,00	18.750,00	28.750,00	17.500,00	76.625,00	25,9%
Affiliated entity to BE2	16.312,50	0,00	7.000,00	11.625,00	34.937,50	11,8%
Beneficiary 3	10.762,50	14.568,75	19.206,25	11.681,25	56.218,75	19,0%
Totals:	101.512,50	42.568,75	64.706,25	86.931,25	295.718,75	100,0%
Pct:	34,3%	14,4%	21,9%	29,4%	100,0%	

Part A (online forms)

No	Name of Beneficiary	Country	Requested grant amount
1			0,00
	Total		0,00

Summary tables

SUM OF ALL BENEFICIARIES (including AFFILIATED ENTITIES) FOR ALL THE WORK PACKAGES							
COST CATEGORY	ALL BENEFICIARIES (without affiliated entities)		ALL AFFILIATED ENTITIES		ALL BENEFICIARIES (with affiliated entities)		BE+AE TOTAL COSTS
	UNITS	BE TOTAL COSTS	UNITS	AE TOTAL COSTS	UNITS (TOTAL)	AVERAGE COST PER UNIT	
COSTS WORK PACKAGE: 1 Work Package 1							
A. DIRECT PERSONNEL COSTS							
A.1 Employees (or equivalent)							
SENIOR SCIENTISTS (or equivalent in the private sector)	3,00	17.000,00	0,50	2.750,00	3,50	5.642,86	19.750,00
JUNIOR SCIENTISTS (or equivalent in the private sector)	3,50	16.500,00	1,00	2.500,00	4,50	2.888,89	13.000,00
TECHNICAL PERSONNEL (or equivalent in the private sector)	0,00	0,00	0,00	0,00	0,00		0,00
ADMINISTRATIVE PERSONNEL (or equivalent in the private sector)	0,00	0,00	0,00	0,00	0,00		0,00
OTHERS	0,50	1.500,00	0,00	0,00	0,50	3.000,00	1.500,00
A.2 Natural Persons under direct contract	0,00	0,00	0,00	0,00	0,00		0,00
A.3 Seconded Persons	0,00	0,00	0,00	0,00	0,00		0,00
A.4 SME owners and natural person beneficiaries	0,00	0,00	0,00	0,00	0,00		0,00
B. DIRECT SUBCONTRACTING COSTS							
	1,00	30.000,00	0,00	0,00	1,00	30.000,00	30.000,00
C. DIRECT PURCHASE COSTS							
C.1 Travel and subsistence	10,00	6.500,00	2,00	1.200,00	12,00	641,67	7.700,00

TOTAL PERSON/MONTHS FOR ALL BENEFICIARIES (INCLUDING AFFILIATED ENTITIES) PER WP						
WORK PACKAGES	Beneficiary 1	Beneficiary 2	Beneficiary 3	Total	Percentage	Percentage
Work Package 1	3,5	3,0	2,0	8,5	26,00%	
Work Package 2	1,5	2,0	1,5	4,8	14,80%	
Work Package 3	1,0	5,0	2,0	8,0	24,20%	
Work Package 4	5,0	5,0	2,3	12,3	36,60%	
Total	10,8	15,0	7,8	33,6	100,00%	
Percentage	32,1%	44,6%	23,2%	100,0%		

- The 'Summary per WP' and 'BE-WP person months' table are produced automatically.
- They will be used by evaluators during the evaluation of your proposal.

Uploading the Excel file

- Once you completed the detailed budget table, **upload it in the online submission system**, as annex to the part B template.

Administrative forms (Part A)

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 – Detailed budget table		Upload

BACK TO PARTICIPANTS LIST VALIDATE SUBMIT



The format of the Excel template is .xlsm because it uses macros. While you work on it, always save it as .xlsm.

Upload the Excel file in .xlsx or .xls format. For security reasons, you cannot upload the file in .xlsm format.

Always keep a copy of the original .xlsm file.

Webinar Lump Sum – 7 abril 2022



Lump Sum funding in Horizon Europe: How does it work and what are the next steps? (7 April 2022)

PAGE CONTENTS

07

APR

2022

10:00 - 11:30 CEST (BRUSSELS TIME)

Lump Sum funding in Horizon Europe: How does it work and what are the next steps?
Webinar for stakeholder organisations and NCPs

- 10:00 **Welcome**
Matthias WILL, Director (RTD H)
- 10:10 **Lump sum funding in Horizon Europe, why and how?**
Ulrich GENSCHEL (RTD H3) [[presentation](#)]
- 10:40 **Q&A session**
- 11:30 **End of the meeting**

Additional info & documents

- Revisar presentación
- Revisar audio
- Revisar Q&A de la sesión

<https://ec.europa.eu/research/participants/docs/h2020-funding-guide/other/event220407.htm>

Webinar Lump Sum – 19 mayo 2022

European Commission

Lump Sum Funding in Horizon Europe: How does it work? How to write a proposal? (19 May 2022)

19 MAY 2022

Lump Sum Funding in Horizon Europe: How does it work? How to write a proposal?

- 10:00 Welcome and Agenda
Peter HARTWICH (RTD HS)
- 10:10 Lump Sum Funding in Horizon Europe: How does it work? How to write a lump sum proposal?
Ulrich GENSCHKE (RTD HS)
- 10:40 Main novelties of lump sum grants
Panel discussion with experienced participants
- 11:15 Q&A session
- 11:50 Wrap up and next steps
- 12:00 End of the meeting

Additional links & documents:
[Lump Sum Funding: What do I need to know?](#)
[Lump Sum Quick Guide](#)

YouTube live stream

The YouTube live stream is not available yet. Please come back on 19 May 2022 at 10:00 CEST & ...

- Se presentan principales novedades
- Panel de discusión con participantes
- La Sesión Q&A es siempre de interés

<https://ec.europa.eu/research/participants/docs/h2020-funding-guide/other/event220519.htm>

Revisar el topic en el Funding Portal

The screenshot shows the European Commission's Funding & tender opportunities portal. The search results are filtered for 'HORIZON-CL5-2022-D3-03-09'. The results are displayed in a table format with columns for Programme, Type of action, Opening date, Status, Deadline model, and Next deadline. The search results are:

Programme	Type of action	Opening date	Status	Deadline model	Next deadline
Connecting Europe Facility (CEF)	CEF AFIF-EVRI Unit Grants	16 September 2021	Open for submission	multiple cut-off	07 June 2022 17:00:00 Brussels time
Connecting Europe Facility (CEF)	CEF Infrastructure Projects	16 September 2021	Open for submission	multiple cut-off	07 June 2022 17:00:00 Brussels time
Connecting Europe Facility (CEF)	CEF Infrastructure Projects		Open for submission	multiple cut-off	

Red arrows point to the search bar and the filter options on the left side of the page.

Revisar el topic en el Funding Portal

The screenshot shows the European Commission's Funding & tender opportunities portal. The page title is 'Recycling end of life PV modules' with the topic ID 'HORIZON-CL5-2022-D3-03-09'. A red box highlights the 'General Information' section in the left-hand navigation menu. The main content area displays the following details:

General information		
Programme Horizon Europe Framework Programme (HORIZON)		
Call Sustainable, secure and competitive energy supply (HORIZON-CL5-2022-D3-03)		
Type of action HORIZON-IA HORIZON Innovation Actions		
Type of MGA HORIZON Action Grant Budget-Based (HORIZON-AG)		
Deadline model single-stage	Planned opening date 06 September 2022	Deadline date 10 January 2023 17:00:00 Brussels time

Additional elements visible in the screenshot include a 'Partner search' button, a 'See budget overview' button, and a 'Fortcoming' status indicator. The left-hand navigation menu includes options for 'General Information', 'Topic description', 'Destination', 'Conditions and documents', 'Partner search announcements', 'Submission service', 'Topic related FAQ', and 'Get support'.

Partner Search

Topic FAQs

Otra forma de acceder a las FAQs

The screenshot shows the European Commission's 'Funding & tender opportunities' website. The top navigation bar includes 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The 'SUPPORT' menu is expanded, with 'FAQ' highlighted by a red circle. A red arrow points to the search bar in the FAQ section. The FAQ section is titled 'FAQ - Frequently Asked Questions (323)' and includes a search bar, filter options for 'Grants' and 'Tenders', and a list of questions with answers.

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

English Register Login

Horizon Europe (HORIZON)

Support overview
Guidance & Manuals
FAQ
Support Services

Please notice that there is an issue with the upload of rebuttal letter, the technical team is working to solve this as soon as possible. We apologize for the inconvenience.

FAQ - Frequently Asked Questions (323) Need help?

Search by keyword, question...
 Grants Tenders

Grant category
Select a grant category...

Programming period
Select a programme period...

Programme
Horizon Europe (HORIZON) (323)

These pages are updated with the answers to the most frequent questions that have been submitted to the Research Enquiry Service and Participant Validation, IT Helpdesk, eProcurement Helpdesk, Call Coordinators and H2020 NCP correspondents.

In case of questions related to a call for tenders, there is always a specific timeslot to ask questions and requesting information, clarification must be done exclusively within the call for tenders on eTendering. Read about calls for tenders.

Sort by

- Under HORIZON-HLTH-2021-CORONA-01-01, with respect to mild and moderate COVID-19, is there a concrete definition for the distinct COVID-19 disease phases?
Applicants are welcome to consult the WHO website for the clinical progression scale proposed by the WHO Working Group on the Clinical Characterisation and Management of COVID-19 inf...
- HORIZON-EIC-2021-ICapitalPrize: Are previous participants allowed to participate in the contest?
Yes, with some exceptions. Among the cities that participated in previous contests, only the previous winners as well as the runners-up of the 2020 edition are not eligible to apply...
- HORIZON-EIC-2021-ICapitalPrize: What is the focus of the award, and what will be evaluated in particular?

Programme Guide, Online Manual y “IT How to”

The screenshot shows the Horizon Europe (HORIZON) portal interface. The top navigation bar includes 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', and 'WORK AS AN EXPERT'. The 'HOW TO PARTICIPATE' dropdown menu is open, showing 'Key steps', 'Reference documents', 'Participant register', and 'Partner search'. A red arrow labeled '1' points to the 'Reference documents' option. Below the navigation, a warning message is displayed. The main content area is titled 'Reference Documents' and includes a 'Grants' section with a 'Programming period' filter set to '2021-2027' and a 'Horizon Europe (HORIZON)' filter. A red arrow labeled '2' points to the 'Horizon Europe (HORIZON)' filter, and another labeled '3' points to the 'Clear filter' button. The 'Grants' section contains a 'Procurement' section with a search bar and a list of reference documents. A red arrow labeled '4' points to the 'HE Programme Guide' link, and another labeled '5' points to the 'Online Manual' link. The list also includes 'List of eligible countries (HE)', 'Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment', and '...'. A 'Filter' button and an 'Expand all' button are also visible.

[Reference Documents](#)

Apúntate como Evaluador

European Commission | Funding & tender opportunities | Single Electronic Data Interchange Area (SEDA)

English | Register | Login

SEARCH FUNDING & TENDERS | HOW TO PARTICIPATE | PROJECTS & RESULTS | **WORK AS AN EXPERT** | SUBMIT

Work as an expert

The European Union Institutions appoint external experts to assist in the evaluation of grant applications, projects and tenders, and to provide opinions and advice in specific cases.

Being an expert for the European Commission

In particular, experts assist in:

- Evaluation of proposals, prize applications and tenders
- Monitoring of actions, grant agreements, public procurement contracts

In addition, experts provide opinion and advise on:

- Preparation, implementation and evaluation of EU programmes and design of policies.

In order to select experts, the European Union Institutions publish regularly calls for expression of interest (see list below) detailing the selection criteria, the required expertise, the description of the tasks, their duration and the conditions of remuneration.

Interested? Please join the database of external experts!

[Register as expert](#)

As new expert, you will be first requested to create your EU login account and register your profile.

Registered experts can update the profile via the My Expert Area after login.

Calls for expressions of interest for experts

- Calls for expressions of interest for experts (2021-2027)
- Calls for expressions of interest for experts (2014-2020)

News

15 Feb. 2021
INEA looking for experts to assess CEF Energy calls
The Innovation and Networks Executive Agency (INEA) is looking for experienced experts in energy to assess project proposals submitted under the 2021 Connecting...

24 Mar. 2021
Call for expression of interest 2021-2027 – New
The new call for expression of interest for experts for the programming period 2021-2027 is now open. Note: if you are already registered as an expert answering...

[All news >](#)

Quick Links

- Experts standard briefing slides
- FAQ for Experts
- Expert recommendations
- Lists of contracted experts
- EU Grants - Model Contract for Experts
- Methodology for expert fees for remote evaluation and ethics review
- FAQ on the evaluation of innovation, social sciences and humanities and other aspects of H2020 proposals

Se **buscan diferentes perfiles**: Científico-técnicos, business, emprendedores, entidades públicas, asociaciones, ONGs...

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/work-as-an-expert>



Información de interés

Webinars European Commission

- [How to prepare a successful proposal in Horizon Europe](#) (24 March 2021)
- [A successful proposal for Horizon Europe](#) (21 April 2021)
- [The Funding & tenders Portal for beginners](#) (27 May 2021)
- [Dissemination, Communication and Exploitation](#) (9 June 2021)
- [Tips and Tricks while writing your Horizon Europe proposal](#) (23 June 2021)
- [New features Funding & Tenders Portal](#) (28 September 2021)
- [Avoiding errors in declaring personnel costs in Horizon 2020 grants](#) (30 September 2021)
- [Horizon Results Booster](#) (5 October 2021)
- [Submission and evaluation, Grant Agreement Preparation, Legal and Financial Aspects](#) (10 December 2021)
- [Preparing and submitting a successful proposal](#) (18 January 2022)
- [Grant Agreement Preparation, Legal and Financial Aspects](#) (26 January 2022)
- [Cost reporting of other costs \(with focus on internal invoicing\)](#) (23 March 2022)
- [Lump Sum funding: How does it work and what are the next steps?](#) (7 April 2022)

Más información

Portal español Horizonte Europa

<https://www.horizonteeuropa.es/>

¡ÚNETE A NOSOTROS!



 @HorizonteEuropa

 Canal de Telegram

 RSS **1**

 ESHorizonte2020

¡SÍGUENOS EN TWITTER!

2



@HE_Energia_CDTI



Horizonte Europa Clúster 5 Energía. CDTI

https://twitter.com/HE_Energia_CDTI

Canales RSS en www.horizonteeuropa.es (1/6)

The screenshot shows the website's header with the 'HORIZONTE EUROPA' logo and navigation links: 'Ciencia Excelente', 'Desafíos mundiales', 'Europa Innovadora', 'Widening ERA', and 'Más Europa'. Below the header, there is a 'Inicio' button and a 'Canales RSS' button. The main content area is titled 'CANALES RSS' and contains the following sections:

- ¿Qué significa RSS?**

RSS, son las siglas de Really Simple Syndication. Es un formato que permite el acceso a contenidos mediante unas herramientas expresamente desarrolladas para este fin. De este modo, podemos enterarnos de la actualización de las páginas que más consultamos y/o visitamos directamente en nuestro escritorio, programa de correo o servicio vía Web sin necesidad de acudir periódicamente a dichas páginas.

Un ejemplo habitual del contenido de RSS son las fuentes de información como los titulares de noticias que se actualizan con frecuencia. La gran ventaja de RSS es la agregación de todo el contenido de varios orígenes Web a una sola suscripción.
- ¿Cómo puedo usarlo?**

Para poder hacer uso del formato RSS, se debe realizar un proceso que se conoce como agregación en el cual indicamos a nuestro programa de escritorio, de correo o servicio vía Web el enlace que permitirá la obtención de las últimas actualizaciones de las páginas que elegimos.

Información detallada para el uso de RSS.
- RSS disponibles**
 - [Horizonte Europa](#)
 - [Ciencia Excelente](#)

Cómo usarlo

Canales RSS en www.horizonteeuropa.es (2/6)

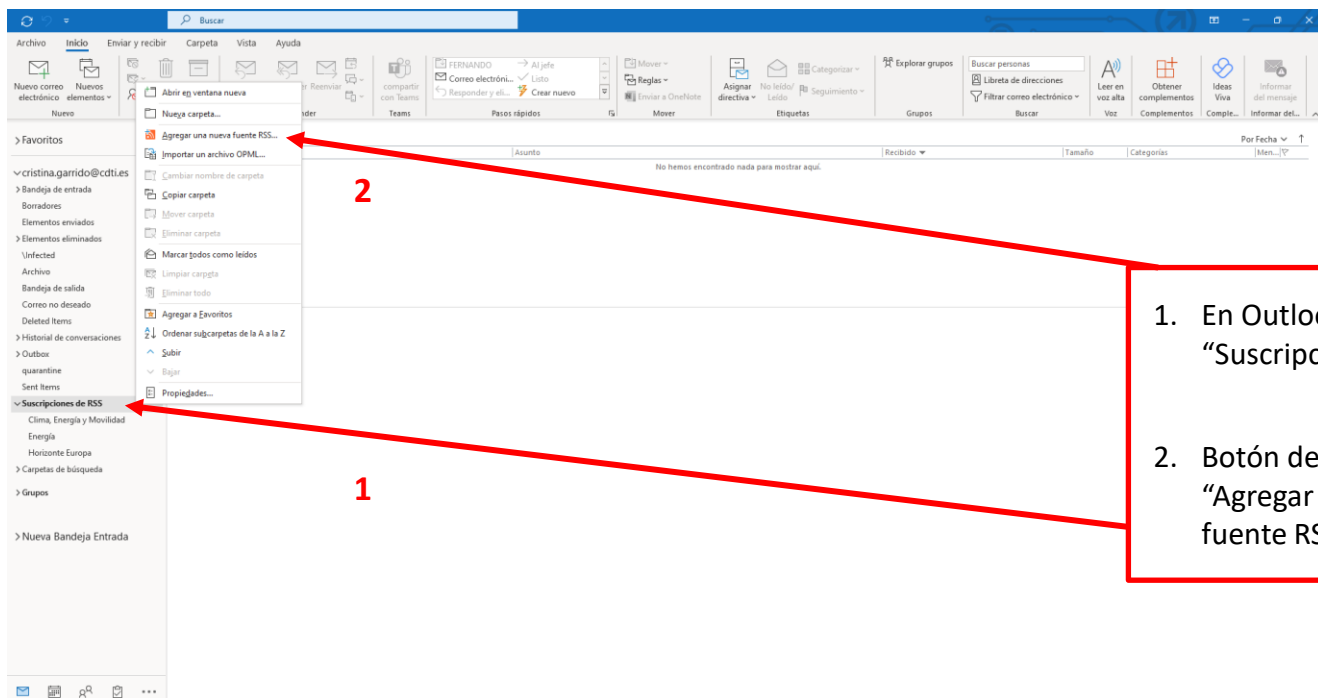
RSS disponibles

- Horizonte Europa
- Ciencia Excelente**
 - Consejo Europeo de Investigación (ERC)
 - Acciones Marie Skłodowska-Curie (MSCA)
 - Infraestructuras de Investigación
- Desafíos Mundiales**
 - Salud
 - Cultura, Creatividad y Sociedad Inclusiva
 - Seguridad Civil para la Sociedad
 - Ciberseguridad
 - Mundo Digital, Industria y Espacio
 - Digital
 - Datos y tecnologías de computación
 - Tecnologías emergentes
 - Tecnologías digitales centradas en el humano
 - Industria
 - Espacio
 - Clima, Energía y Movilidad
 - Clima
 - Energía
 - Más
- Europa Innovadora**
 - Consejo Europeo de Innovación (EIC)
 - Explorador del EIC

Context menu options for 'Energía':
Abrir enlace en una pestaña nueva
Abrir enlace en una ventana nueva
Abrir el enlace en una ventana de incógnita
Guardar enlace como...
Copiar dirección de enlace
Inspeccionar

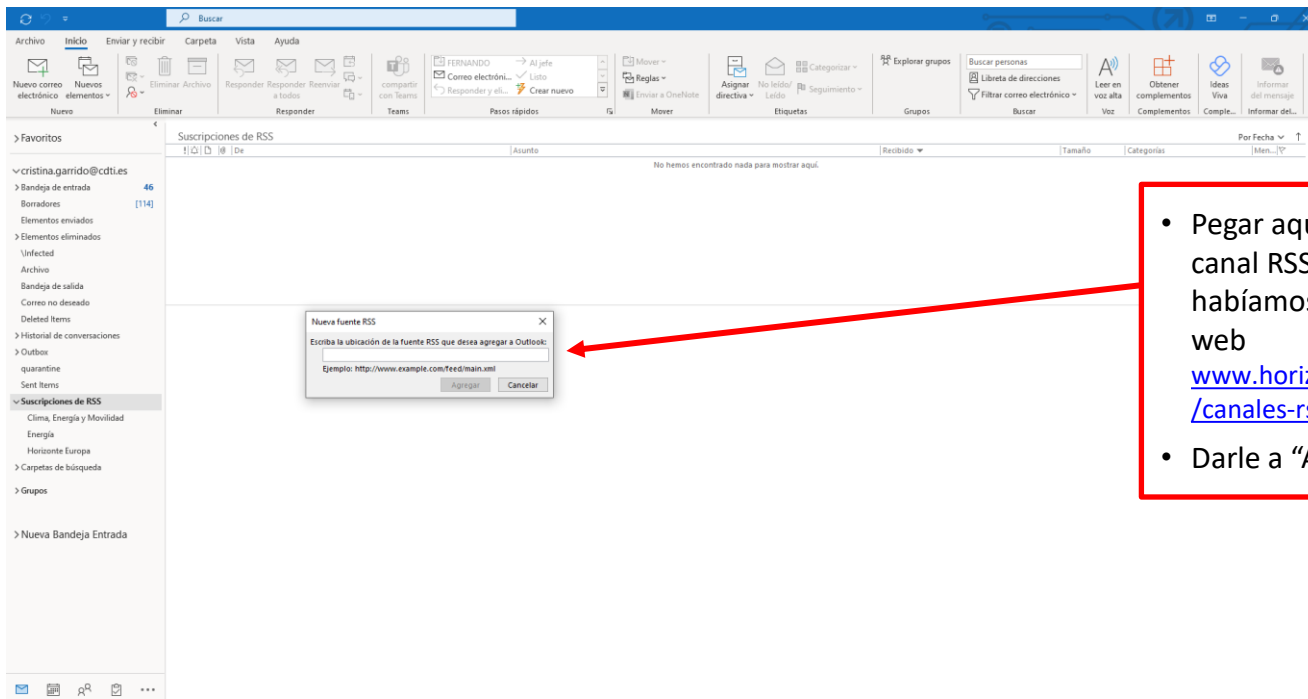
- Poner el ratón sobre el canal de tu interés
- Botón derecho y “copiar dirección de enlace”
- Ojo!: no pinchar en el canal, sino botón derecho y “copiar dirección de enlace”

Canales RSS en www.horizonteeuropa.es (3/6)



1. En Outlook, ir a “Suscripciones de RSS”
2. Botón derecho e ir a “Agregar una nueva fuente RSS”

Canales RSS en www.horizonteeuropa.es (4/6)



- Pegar aquí el enlace del canal RSS de Energía que habíamos copiado en la web www.horizonteeuropa.es/info/canales-rss
- Darle a “Agregar” y listo

Canales RSS en www.horizonteeuropa.es (5/6)

• Pinchar en este símbolo +

Feedly

- Si no te funcionan las suscripciones de RSS de Outlook
- En Internet ir a un lector de noticias gratuito, por ejemplo **Feedly**

- Pegar aquí el enlace del canal RSS de Energía que habíamos copiado en la web www.horizonteeuropa.es/info/canales-rss

Canales RSS en www.horizonteeuropa.es (6/6)

The screenshot shows a Feedly interface for the 'Energía' RSS feed. On the left is a sidebar with navigation options like 'Today', 'Read Later', and 'Manage Leo'. The main content area displays the feed title 'Energía' with 32 followers and 1 article per week. Below this, there are three article entries:

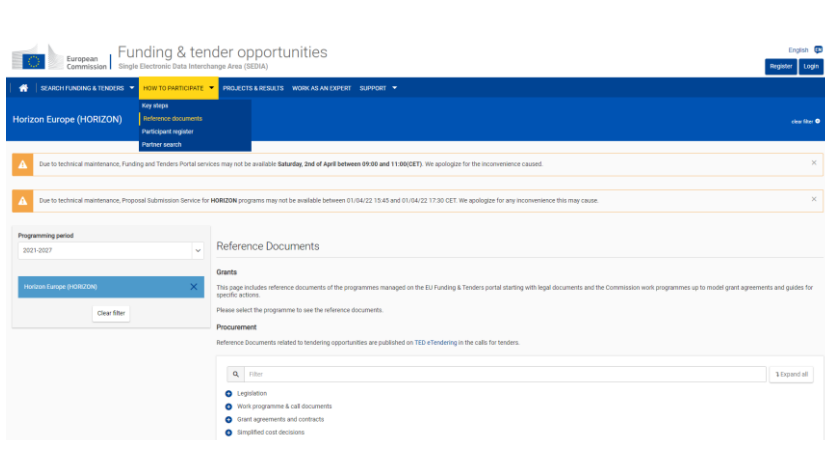
- YESTERDAY**
Jomada Pacto Verde: financiación europea para la transición ecológica
by Horizonte Europa / 20h
EVENTO
- MAR 14**
Infoday Partenariado Hidrógeno Limpio
by Horizonte Europa / 25d
EVENTO
- MAR 10**
Jomada online Horizonte Europa "Clean Hydrogen Partnership"
by Horizonte Europa / 28d
EVENTO

At the bottom of the feed, there is a 'MARK ALL AS READ' button and a note 'Reviewed 3 articles'.

[Feedly](#)

Información de interés

- [Funding and Tenders Portal](#)
- [Work Programme Clúster 5](#)
- [Proposal Template](#)
- [Programme Guide](#)
- [Online Manual](#)
- [IT How to](#)



[Infoday CDTI y Taller preparación propuestas](#)
Online, 11 mayo

Horizonte Europa Energía

Virginia Vivanco
vvivanco@idae.es



Cristina Trueba
cristina.trueba@ciemat.es



Luisa Revilla
luisa.revilla@cdti.es



Cristina Garrido
cristina.garrido@cdti.es



Mantente informado a través del Portal español de Horizonte Europa

www.horizonteeuropa.es