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A world map graphic composed of blue dots, with several red dots marking specific locations across the continents.

# La preparación de propuestas y Condiciones específicas de convocatorias

*6 Pildoritas*



CDTI  
Departamento de Retos Sociales

26 de octubre de 2023



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# Condiciones específicas de convocatorias: *Proceso de Evaluación y Evaluación Ciega*

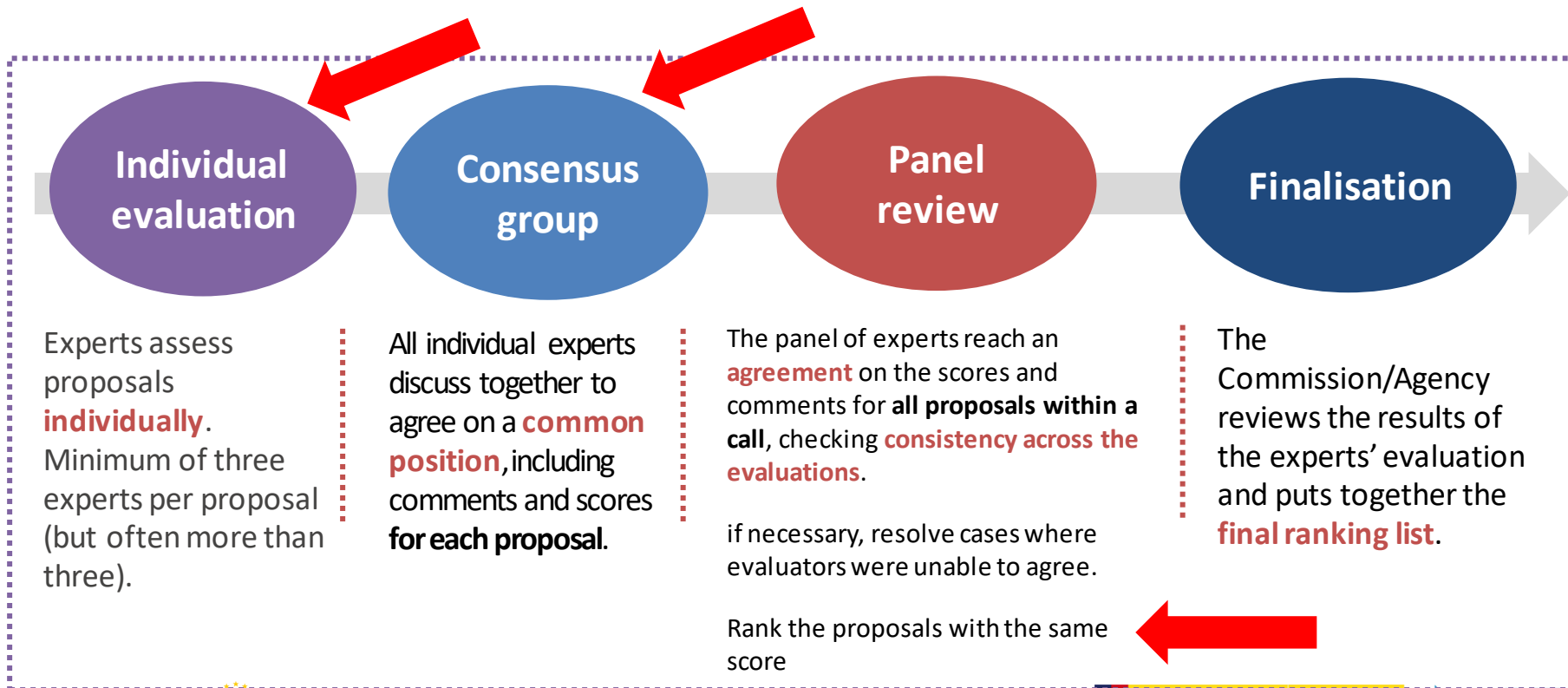
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Infoday Convocatorias 2024  
Clúster 6 y Clúster 5 – Clima  
Madrid, 26 de octubre de 2023

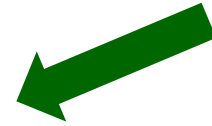
# Proceso de evaluación estándar



# Balance de Género como criterio de desempate

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- *WP coverage...*
- **Their score for Excellence (RIA)...**
- **Their score for Impact (RIA)...**
- **Their score for Impact (IA)...**
- **Their score for Excellence (IA)...**
- **Gender balance (personnel in the proposal)...**



----- ○ ○ ○ -----

- *Geographical diversity (MMSS or AC)....*
- *Other factors; synergies between projects; SMEs...*

# Blind Evaluation, únicamente en 1ª etapa de evaluación

**NEW** admissibility criterion: Applicants submitting a proposal under the blind evaluation pilot must not disclose their **organisation names, acronyms, logos nor names of personnel** in Part B of their first-stage application.



No **identification data** can be mentioned by applicants in the proposal's **Part B**, otherwise **inadmissible proposal**

Check por la CE antes de la evaluación



En 2024 hay 5 CONVOCATORIAS con 20 TOPICS:

Biodiversity (3); Farm2Fork (7); CircBio (6); Zero Pollution (2); Communities (2)

# Parte A convencional, Parte B *anonimizada*



## Process



The concept of Blind evaluation requires that experts in the SEP evaluation session do not know the consortium structure and the applicant(s) involved. To accomplish this, the following safeguards are in place:

### Part A

- Will not be transmitted to evaluators.

### Part B

- If proposals **include any identification** of the applicant in Part B, the proposal will be declared **inadmissible** and will be **rejected**.

# Qué sí? Qué no?







# Si un partner es identificable, propuesta inadmisibile

---

- Most participants have been involved in the previous H2020 projects, XXX... ❌
- WPX will be based on outputs generated by some participants, (with a link in the footnote to a YouTube video or webpage where participants can be identified) ❌
- The consortium includes the largest research institute in France ❌
- Partner X is the leading company in Spain for wind turbine installation ❌

# Si un partner es identificable, propuesta inadmisibile

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- Our current research expands our previous findings described in an article (William et al, 2022) 
- The consortium consists of leaders in the high-tech industry, including the biggest in terms of capital constructor of micro chips 
- The coordinator was the one who first introduced the concept of XXX 
- The consortium consists of 2 research centres (including an international one based in Geneva) and the oldest university in XXX 

# Y las publicaciones?

# Se puede incluir referencias a publicaciones

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- ‘For climate impact, we will use greenhouse gas emission intensities, following a methodology developed previously **by a project partner** (Dalin et al.)’
- ‘For climate impact, we will use greenhouse gas emission intensities, following the **methodology described in Dalin et al.**’



# Blind Evaluation. Tres puntos críticos!

## 1.1 Objectives and ambition :

Describe how your project goes beyond the state-of-the-art, and the extent the proposed work is ambitious. Indicate any exceptional ground-breaking R&I, novel concepts and approaches, new products,

⚠ *The description of the above should be provided in general terms, to preserve the **anonymity of the proposal**.*

○ Any national or international research and innovation activities whose results will feed into the project, and how that link will be established.

⚠ *The point above refers to activities in general and not to those carried out by the participants. It should be nevertheless kept in mind that the description has to be in line with the anonymity of the proposal.*

# Blind Evaluation. Tres puntos críticos!

---

## 2.1 Project's pathways towards impact |

(c) Describe any requirements and potential barriers -

⚠ *When describing the above, please pay attention to preserve the **anonymity of the proposal**.*

# Conclusiones

**Evaluación Completa:  
Balance de Género como criterio de desempate!**

**Evaluación Ciega:  
Sigue siendo un piloto. Sed conservadores!**

**Evaluación Ciega:  
Tres puntos críticos en secciones 1.1 y 2.1**

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# La preparación de propuestas: *Consideraciones básicas*

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Infoday Convocatorias 2024  
Clúster 6 y Clúster 5 – Clima  
Madrid, 26 de octubre de 2023



# Funding & tender opportunities Portal



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

EN

Register

Login

HOME SEARCH FUNDING & TENDERS HOW TO PARTICIPATE PROJECTS & RESULTS WORK AS AN EXPERT SUPPORT



Need help?

Search funding & tenders

Search

Clear all <

Horizon Europe (HORIZON)

Programme part

Food, Bioeconomy Natural Resourc...

Mission

Select...

Destination

Select...

Cross-cutting priority

Select...

Call

Select...

Type of grants calls

75 item(s) found

Programme Horizon Europe (HORIZON)



Submission status



## Dependence of society and the economy on pollinators

HORIZON-CL6-2024-BIODIV-01-3 Call for proposal  
Horizon Europe (HORIZON)

Open for submission

Grant



## Conservation and protection of carbon-rich and biodiversity-rich forest ecosystems

HORIZON-CL6-2024-BIODIV-01-8 Call for proposal  
Horizon Europe (HORIZON)

Open for submission

Grant



## Societal perceptions and benefits of rural life and jobs: will COVID 19 generate a long-lasting shift?

HORIZON-CL6-2024-COMMUNITIES-01-2 Call for proposal  
Horizon Europe (HORIZON)

Open for submission

Grant



## Participation and empowerment of Arctic coastal, local, and indigenous communities in environmental decision-making

HORIZON-CL6-2024-COMMUNITIES-01-3 Call for proposal  
Horizon Europe (HORIZON)

Open for submission

Grant



## New sustainable business and production models for farmers and rural communities

HORIZON-CL6-2024-COMMUNITIES-02-2-two-stage Call for proposal  
Horizon Europe (HORIZON)

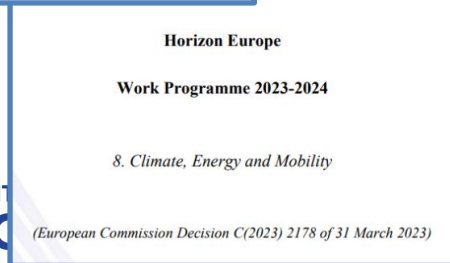
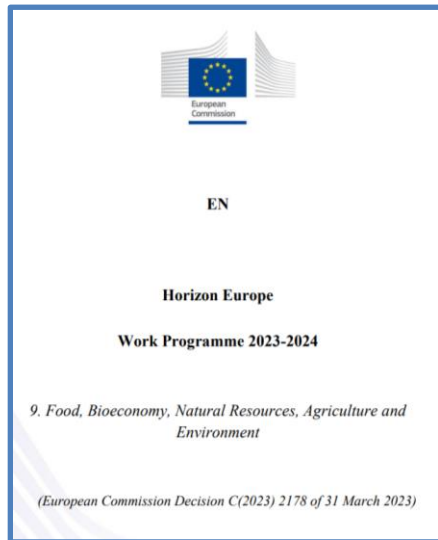
Open for submission

Grant



# Documentos a tener en cuenta

## Work Programme



**HORIZON  
EUROPE**

@HorizonteEuropa

## Proposal Templates



[Funding and Tenders Portal – Reference Documents](#)

# Del programa de trabajo al “topic”



EN

Horizon Europe

Work Programme 2023-2024

9. Food, Bioeconomy, Natural Resources, Agriculture and Environment

(European Commission Decision C(2023) 2178 of 31 March 2023)

**Muy importante leer la introducción!!**

## Destination - Fair, healthy and environment-friendly food systems from primary production to consumption

National, EU and global food systems are facing sustainability challenges, from primary production to consumption that could jeopardise food and nutrition security. The farm to fork strategy, and its follow-up initiatives, aim to address these challenges and supports transition to more resilient and environmentally, socially and economically sustainable food systems on land and at sea that provide healthy diets for all and respect planetary boundaries. It is key to ensuring that the fit for 55 package<sup>126</sup> and the European Green Deal<sup>127</sup> are successful and the UN Sustainable Development Goals (SDGs)<sup>128</sup> are achieved. Research and innovation (R&I) under this destination will steer and accelerate the transition to sustainable, safe, healthy and inclusive food systems that deliver on the following objectives:

**Sustainable food systems** that are socially just, inclusive, resilient and environmentally friendly. R&I in line with the strategic approach to EU agricultural research and innovation<sup>129</sup> will be key enablers for achieving these ambitious targets and objectives.

The partnership on ‘Accelerating farming systems transition: agroecology living labs and research infrastructures’ will unlock the potential of agroecology to make agri-food systems environmentally friendly and regenerative, climate-neutral, inclusive, competitive and resilient. It will enable farmers and value chain actors to successfully apply agroecology principles thanks to: i) a stronger R&I system integrating science and practice; ii) increased knowledge on the benefits, challenges and potential of agroecology for farming, food and society; iii) improved sharing of and access to knowledge, place-based tailored solutions and innovations; and iv) improved and transformative governance and policies.

Besides the partnership, R&I under the destination will help farmers in monitor and manage natural resources (e.g. soil, water, nutrients, biodiversity, etc.) in innovative, sustainable ways by, among other things, boosting organic food and farming in line with the action plan for the

Y...dar respuesta a los *Expected Impacts* (a uno o a varios) a nivel de “Destination”

## HORIZON-CL6-2024-FARM2FORK-01-2: New healthy and sustainable food products and processes

### Specific conditions

Cubrir el “topic” al 100%, dar respuesta a todo lo que se indica en los distintos apartados:

- *Specific conditions*
- *Expected outcomes*
- *Scope*

Tener en cuenta todos **los matices** de cada “topic”: **policies, gender, MAA, INCO, SSH, ...**  
**Lump sum, blind evaluation, JRC, COPERNICUS, ...**

materials to enhance health and well-being benefits for EU and Associated Countries citizens and have a low impact on the environment/climate. This will contribute to the transformation of food systems to deliver co-benefits for climate, biodiversity, environmental sustainability

# Estructura de la propuesta

- **Parte A:**
  - Formularios generados por el sistema, **se rellenan en línea** (Funding & Tender Portal).
  - **Información general** de la **propuesta** y los **participantes**.
- **Parte B:**
  - Parte narrativa. **Descripción técnica de la propuesta**.
  - Incluye **3 secciones** que corresponden cada una a un criterio de evaluación.
  - La **plantilla se descarga del sistema de envío**, específica para el *topic*.
  - Debe **cargarse** en el sistema como un documento PDF.



# Parte A: Información relevante de los participantes

## Para cada participante

- rol de la entidad
- hasta cinco publicaciones más relevantes, bases de datos ampliamente utilizados, software, bienes, servicios o cualquier otro logro relacionado con el contenido de la convocatoria
- hasta cinco proyectos o actividades anteriores más relevantes, relacionados con la propuesta
- descripción de cualquier infraestructura significativa y/o cualquier elemento importante de equipamiento técnico relevantes para el trabajo propuesto

**Evaluación capacidad operativa del consorcio**



**Información parte A  
+  
Implementación parte B**

# Parte A: Tabla de investigadores implicados en la propuesta

Application Forms

Proposal ID XXXXXXXXX

Acronym XXXXXXXX

Participant short name: XXXX

## Researchers involved in the proposal

Include only the researchers involved in the proposal, (see below definition of 'researcher'). You do not need to include in the table the identity of other persons involved in the proposal who are not researchers.

\*Researchers are professionals engaged in the conception or creation of new knowledge. They conduct research and improve or develop concepts, theories, models, techniques, instrumentation, software or operational methods. (Frascati Manual 2015)

Include also person in charge of the proposal if a researcher.

Title	First Name	Last Name	Gender	Nationality	E-mail	Career stage <sup>1</sup>	Role of researcher (in the project)	Reference Identifier	Type of identifier
			[Woman]			[Category A – Top grade researcher]	[Leading]		[ORCID]
			[Man]			[Category B – Senior researcher]	[Team member]		[Researcher Id]
			[Non-binary]			[Category C – Recognised researcher]			[Other - specify]
						[Category D – First stage researcher]			

<sup>1</sup> Career stages as defined in Frascati 2015 manual:

Category A – Top grade researcher: the single highest grade/post at which research is normally conducted. Example: 'Full professor' or 'Director of research'.

Category B – Senior researcher: Researchers working in positions not as senior as top position but more senior than newly qualified doctoral graduates (ISCED level 8). Examples: 'associate professor' or 'senior researcher' or 'principal investigator'.

Category C – Recognised researcher: the first grade/post into which a newly qualified doctoral graduate would normally be recruited. Examples: 'assistant professor', 'investigator' or 'post-doctoral fellow'.

Category D – First stage researcher: Either doctoral students at the ISCED level 8 who are engaged as researchers, or researchers working in posts that do not normally require a doctorate degree. Examples: 'PhD students' or 'junior researchers' (without a PhD).

Version of template used

Page 11 of 24

Last saved dd/mm/yyyy HH:mm

This proposal version was submitted by [Name, FAMILY NAME] on [dd/mm/yyyy HH:mm:ss] Brussels Local Time. Issued by the Funding and Tenders Portal Submission Service.

- **Todo investigador** independientemente del tipo de entidad (definición Manual de Frascati)
- Con **finés estadísticos** para la CE para seguimiento de la carrera de los investigadores (Indicador HE)
- Se usará en caso de que sea necesario llegar al criterio de **“gender balance”** en los **desempates**.

# Parte A: Gender equality plan (GEP)

## Gender equality plan

*Having a gender equality plan is an eligibility criterion for Public bodies, Higher education establishments and Research organisations from Member States and Associated Countries. Be aware that if the proposal is selected, having a Gender Equality Plan will be necessary before the grant agreement signature (applicable on calls with deadlines in 2022 and beyond).*

Does the organisation have a Gender Equality Plan (GEP) covering the elements listed below?

Yes

No

### Minimum process-related requirements (building blocks) for a GEP

- **Publication:** formal document published on the institution's website and signed by the top management
- **Dedicated resources:** commitment of human resources and gender expertise to implement it.
- **Data collection and monitoring:** sex/gender disaggregated data on personnel (and students for establishments concerned) and annual reporting based on indicators.
- **Training:** Awareness raising/trainings on gender equality and unconscious gender biases for staff and decision-makers.

**Content-wise, recommended areas to be covered** and addressed via concrete measures and targets are:

- o work-life balance and organisational culture;
- o gender balance in leadership and decision-making;
- o gender equality in recruitment and career progression;
- o integration of the gender dimension into research and teaching content;
- o measures against gender-based violence including sexual harassment.

- **Autodeclaración** para todos los participantes.
- **Condición de elegibilidad** para entidades públicas, centros de investigación y universidades de los EEMM y PPA

Hay que tenerlo publicado antes de la firma del GA, sino la entidad no sería eligible para recibir financiación



## Gender equality in research and innovation

# Parte B – Descripción Técnica



## Proposal template Part B: technical description

(for full proposals: single stage submission procedure and 2<sup>nd</sup> stage of a two-stage submission procedure)

This template is to be used in a single-stage submission procedure or at the 2<sup>nd</sup> stage of a two-stage submission procedure.

The structure of this template must be followed when preparing your proposal. It has been designed to ensure that the important aspects of your planned work are presented in a way that will enable the experts to make an effective assessment against the evaluation criteria. Sections 1, 2 and 3 each correspond to an evaluation criterion.

Please be aware that proposals will be evaluated as they were submitted, rather than on their potential if certain changes were to be made. This means that only proposals that successfully address all the required aspects will have a chance of being funded. There will be no possibility for significant changes to content, budget and consortium composition during grant preparation.

**⚠ Page limit:** The title, list of participants and sections 1, 2 and 3, together, should not be longer than 45 pages. All tables, figures, references and any other element pertaining to these sections must be included as an integral part of these sections and are thus counted against this page limit. The number of pages included in each section of this template is only indicative.

The page limit will be applied automatically. At the end of this document you can see the structure of the actual proposal that you need to submit, please remove all instruction pages that are watermarked.

If you attempt to upload a proposal longer than the specified limit before the deadline, you will receive an automatic warning and will be advised to shorten and re-upload the proposal. After the deadline, excess pages (in over-long proposals/applications) will be automatically made invisible, and will not be taken into consideration by the experts. The proposal is a self-contained document. Experts will be instructed to ignore hyperlinks to information that is specifically designed to expand the proposal, thus circumventing the page limit.

Please, do not consider the page limit as a target! It is in your interest to keep your text as concise as possible, since experts rarely view unnecessarily long proposals in a positive light.

**⚠** The following formatting conditions apply.

The reference font for the body text of proposals is Times New Roman (Windows platforms), Times/Times New Roman (Apple platforms) or Nimbus Roman No. 9 L (Linux distributions).

The use of a different font for the body text is not advised and is subject to the cumulative conditions that the font is legible and that its use does not significantly shorten the representation of the proposal in number of pages compared to using the reference font (for example with a view to bypass the page limit).

The minimum font size allowed is 11 points. Standard character spacing and a minimum of single line spacing is to be used. This applies to the body text, including text in tables.

Text elements other than the body text, such as headers, foot/end notes, captions, formula's, may deviate, but must be legible.

The page size is A4, and all margins (top, bottom, left, right) should be at least 15 mm (not including any footers or headers).

- ✓ Page limits RIA/IA (45/50 LS) – CSA (30/33 LS). No excess of pages
- ✓ Experts will ignore hyperlinks to information designed to expand the proposal
- ✓ Reference Font – Times New Roman, ...or Nimbus Roman N°9L.
- ✓ Minimum font size 11 points.
- ✓ Text elements such as headers, foot/end notes, ..., may deviate, but must be legible.
- ✓ Page size A4, and all margins should be at least 15mm.
- ✓ Be careful not to delete the tags



# Glosario

- Critical risk
- Deliverable
- Impacts
- Milestones
- Objectives
- Outcomes
- Pathway to impact
- Research output
- Results

DEFINITIONS	
Critical risk	<p>A critical risk is a plausible event or issue that could have a high adverse impact on the ability of the project to achieve its objectives.</p> <p>Level of likelihood to occur (Low/medium/high): The likelihood is the estimated probability that the risk will materialise even after taking account of the mitigating measures put in place.</p> <p>Level of severity (Low/medium/high): The relative seriousness of the risk and the significance of its effect.</p>
Deliverable	<p>A report that is sent to the Commission or Agency providing information to ensure effective monitoring of the project. There are different types of deliverables (e.g. a report on specific activities or results, data management plans, ethics or security requirements).</p>
Impacts	<p>Example: <i>The deployment of the advanced forecasting system enables each airport to increase maximum passenger capacity by 15% and passenger average throughput by 10%, leading to a 28% reduction in infrastructure expansion costs.</i></p>
Milestone	<p>Control points in the project that help to chart progress. Milestones may correspond to the achievement of a key result, allowing the next phase of the work to begin. They may also be needed at intermediary points so that, if problems have arisen, corrective measures can be taken. A milestone may be a critical decision point in the project where, for example, the consortium must decide which of several technologies to adopt for further development. The achievement of a milestone should be verifiable.</p>
Objectives	<p>The goals of the work performed within the project, in terms of its research and innovation content. This will be translated into the project's results. These may range from tackling specific research questions, demonstrating the feasibility of an innovation, sharing knowledge among stakeholders on specific issues. The nature of the objectives will depend on the type of action, and the scope of the topic.</p>
Outcomes	<p>The expected effects, over the medium term, of projects supported under a given topic. The results of a project should contribute to these outcomes, fostered in particular by the dissemination and exploitation measures. This may include the uptake, diffusion, deployment, and/or use of the project's results by direct target groups. Outcomes generally occur during or shortly after the end of the project.</p> <p>Example: <i>9 European airports adopt the advanced forecasting system demonstrated during the project.</i></p>
Pathway to impact	<p>Logical steps towards the achievement of the expected impacts of the project over time, in particular beyond the duration of a project. A pathway begins with the projects' results, to their dissemination, exploitation and communication, contributing to the expected outcomes in the work programme topic, and ultimately to the wider scientific, economic and societal impacts of the work programme destination.</p>
Research output	<p>Results generated by the action to which access can be given in the form of scientific publications, data or other engineered outcomes and processes such as software, algorithms, protocols and electronic notebooks.</p>
Results	<p>What is generated during the project implementation. This may include, for example, know-how, innovative solutions, algorithms, proof of feasibility, new business models, policy recommendations, guidelines, prototypes, demonstrators, databases and datasets, trained researchers, new infrastructures, networks, etc. Most project results (inventions, scientific works, etc.) are 'Intellectual Property', which may, if appropriate, be protected by formal 'Intellectual</p>

# 1. Excellence

## 1.1 Objectives and ambition



- Objectives: pertinent to the work programme topic? measurable and verifiable? realistically achievable? (Utilizar KPIs)
- How your project goes beyond the state-of-the-art
- R&I maturity (TRLs cuando sea aplicable)

# 1. Excellence

## 1.2 Methodology

- ✓ Overall methodology
- ✓ National/International R&I activities that feed the project
- ✓ Inter-disciplinary approach
- ✓ Social sciences and humanities, SSH (*Al menos en los **topics** marcados*)
- ✓ Gender dimension (*A menos que el topic no lo requiera explícitamente*)
- ✓ Open science & Research data and other research outputs management



# 2. Impact



## 2.1 Project's pathways towards impact

- a) Contribution of project results towards the outcomes (topic, medium term) and the wider impacts (destination, long term)
- b) Give an indication of the scale and significance of the projects's contribution to the expected outcomes and impacts, should the project be successful (**Cuantificar**)
- c) Requirements & barriers (other R&I work, regulatory environment, targeted markets, user behaviour ...). Mitigation measures (**No confundir con los riesgos de la implementación**)

## 2.2 Measures to maximise impact (D, E & C)

- ✓ First versión D&E&C (**Criterio de admisibilidad**)
- ✓ Strategy for the management of IP

# 2. Impact

## 2.3 Summary

### ➤ Key elements of the impact section.



SPECIFIC NEEDS	EXPECTED RESULTS	D & E & C MEASURES	TARGET GROUPS	OUTCOMES	IMPACTS
<p><i>What are the specific needs that triggered this project?</i></p> <p><b>Example 1</b> Most airports use process flow-oriented models based on static mathematical values limiting the optimal management of passenger flow and hampering the accurate use of the available resources to the actual demand of passengers.</p> <p><b>Example 2</b> Electronic components need to get smaller and lighter to match the expectations of the end-users. At the same time there is a problem of sourcing of raw materials that has an environmental impact.</p>	<p>What do you expect to generate by the end of the project?</p> <p><b>Example 1</b> <b>Successful large-scale demonstrator:</b> <b>Successful large-scale demonstrator:</b> Trial with 3 airports of an advanced forecasting system for proactive airport passenger flow management.</p> <p><b>Algorithmic model:</b> Novel algorithmic model for proactive airport passenger flow management.</p> <p><b>Example 2</b> Publication of a <b>scientific discovery on transparent electronics</b>.</p> <p><b>New product:</b> More sustainable electronic circuits.</p> <p><b>Three PhD students trained.</b></p>	<p>What dissemination, exploitation and communication measures will you apply to the results?</p> <p><b>Example 1</b> <b>Exploitation:</b> Patenting the algorithmic model.</p> <p><b>Dissemination towards the scientific community and airports:</b> Scientific publication with the results of the large-scale demonstration.</p> <p><b>Communication towards citizens:</b> An event in a shopping mall to show how the outcomes of the action are relevant to our everyday lives.</p> <p><b>Example 2</b> <b>Exploitation of the new product:</b> Patenting the new product; Licencing to major electronic companies.</p> <p><b>Dissemination towards the scientific community and industry:</b> Participating at conferences; Developing a platform of material compositions for industry; Participation at EC project portfolios to disseminate the results as part of a group and maximise the visibility vis-à-vis companies.</p>	<p><i>Who will use or further up-take the results of the project? Who will benefit from the results of the project?</i></p> <p><b>Example 1</b> <b>9 European airports:</b> Schiphol, Brussels airport, etc.</p> <p><b>The European Union aviation safety agency.</b></p> <p><b>Air passengers (indirect).</b></p> <p><b>Example 2</b> <b>End-users:</b> consumers of electronic devices.</p> <p><b>Major electronic companies:</b> Samsung, Apple, etc.</p> <p><b>Scientific community</b> (field of transparent electronics).</p>	<p><i>What change do you expect to see after successful dissemination and exploitation of project results to the target group(s)?</i></p> <p><b>Example 1</b> <b>Up-take by airports:</b> 9 European airports adopt the advanced forecasting system demonstrated during the project.</p> <p><b>Example 2</b> <b>High use of the scientific discovery published</b> (measured with the relative rate of citation index of project publications).</p> <p><b>A major electronic company</b> (Samsung or Apple) <b>exploits/uses the new product</b> in their manufacturing.</p>	<p><i>What are the expected wider scientific, economic and societal effects of the project contributing to the expected impacts outlined in the respective destination in the work programme?</i></p> <p><b>Example 1</b> <b>Scientific:</b> New breakthrough scientific discovery on passenger forecast modelling.</p> <p><b>Economic:</b> Increased airport efficiency Size: 15% increase of maximum passenger capacity in <a href="#">European</a> airports, leading to a 28% reduction in infrastructure expansion costs.</p> <p><b>Example 2</b> <b>Scientific:</b> New breakthrough scientific discovery on transparent electronics.</p> <p><b>Economic/Technological:</b> A new market for touch enabled electronic devices.</p> <p><b>Societal:</b> Lower climate impact of electronics manufacturing (including through material sourcing and waste management).</p>

# 3. Quality and efficiency of the implementation



## 3.1 Work plan and resources

- Overall structure of the workplan
- Timing WP (Gantt chart)
- Graphical presentation (Pert chart)
- Work description tables
  - T3.1a list WP
  - T3.1b description WP
  - T3.1c deliverables

- List milestones (table 3.1d)
- Critical risks and mitigation measures (table 3.1e)
- Summary of staff effort (table 3.1f)
- Subcontracting costs /each participant (table 3.1g)
- Purchase costs (table 3.1h)
- Other costs categories (table 3.1i)
- In kind contributions from third parties (table 3.1j)

# 3. Quality and efficiency of the implementation



## 3.2 Capacity of participants and consortium as a whole

- ✓ How does the consortium match the project's objectives, and bring together the necessary disciplinary and inter-disciplinary knowledge (**incuyendo "affiliated entities" y "associated partners"**)
- ✓ Access to critical infrastructure needed to carry out the project activities
- ✓ How the members complement one another (and **cover the value chain**, where appropriate)
- ✓ Show that each has a valid role, and adequate resources in the project to fulfil that role
- ✓ Describe the industrial/commercial involvement in the project to ensure exploitation (**Si aplica**)
- ✓ Other countries and international organisations not automatically eligible for funding (**Si se va a solicitar financiación, explicar porque se les considera esenciales, motivos muy justificados**)

# Anexos a la parte B de la propuesta

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- **CLINICAL TRIALS:** Annex with information on clinical trials (según plantilla)
- **FINANCIAL SUPPORT TO THIRD PARTIES:** Annex with information on financial support to third parties (según plantilla)
- **CALLS FLAGGED AS SECURITY SENSITIVE:** Annex with information on security aspects (según plantilla)
- **ETHICS:** Si no fuera suficiente con lo incluido en la parte A. Muy recomendable para propuestas con asuntos éticos complejos



# Plantilla propuesta 1ª ETAPA / convocatorias DOS ETAPAS

## PARTE A

- 1- Información general
- 2- Participantes: Solo datos generales de la organización
- 3- Presupuesto = **TOTAL requested EU contribution (EUR)**

Horizon Europe Programme  
Standard Application Form (HE RIA, IA stage 1)

Application form (Part A)  
Project proposal – Technical description (Part B)

## PARTE B: Máximo 10 páginas

- 1- Excelencia
- 2- Impacto: **Solo “Project’s pathways towards impact” (2.1)**

# Servicio de consultas de la CE



English

Search

## Research and innovation

[Home](#) > [Contact us](#) > [Research Enquiry Service](#)

### Research Enquiry Service

The service deals with questions regarding European Research, available funding instruments in the field of research and the validation process of participants.

Please use the form below to submit your query on:

- European Research in general
- The EU's research funding instruments (e.g. calls for proposals, prizes, etc.)
- General enquiries on the validation process for organisations not having a Participant Identification Code (PIC)
- Reporting any inconsistencies during the lifecycle of projects

Ensure that your enquiry includes all the relevant information (e.g., project acronym/ID number, Participant Identification Code (PIC), etc.) to enable a smooth handling of your request.

For enquiries related to the validation process of participants having a Participant Identification Code (PIC), please write via the [Participant Register](#).

Before submitting your query, please consult the Funding & Tenders Portal [FAQs](#) section. Relevant information might already be available.

For any technical issue, please contact the [IT Helpdesk](#).

#### Submission form

##### Contact form

First name\*

Last name\*

E-mail address\*



Country of residence\*



Organisation type\*

Where did you learn about this site?\*

Subject\*

Programme area\*

Enquiry\*

# Documentos clave para trabajar

---

## Reference documents – [Horizon Europe](#):

- [Horizon Europe Work Programme 2023-2024. 1. General Introduction](#)
- [Horizon Europe Work Programme 2023-2024. 13. General Annexes](#)
- [Standard Proposal template \(RIA&IA\) + Standard Application Form \(HE RIA, IA stage 1\)](#)
- [Evaluation Form RIA/IA](#)
- [Standard Proposal template \(CSA\)](#)
- [Evaluation Form CSA](#)
- [EU Funding & Tenders Online Manual EU Funding Programmes 2021-2027](#)
- [Horizon Europe – Programme Guide](#)
- [EU Grants. AGA – Annotated Model Grant Agreement](#)

# Información para los evaluadores



## Content

Horizon Europe: An EU R&I programme	About Horizon Europe
	The impact logic in HE work programmes
	Overview of the evaluation procedure
Standard evaluation procedure	Evaluation criteria per type of action
	How to evaluate proposals
Individual evaluation and scoring	Evaluating the excellence, impact and quality of the implementation criteria
	Additional questions in the evaluation form
	The role of independent experts
Guiding principles	Confidentiality
	Conflicts of interest
Additional Information	Observers
	Implicit gender bias
	Logistic
Annexes	Evaluating Lump sum proposals
	Evaluation COFUND proposals

## [Horizon Europe Proposal Evaluation – Standard Briefing \(24/03/2023\)](#)



## [F&T Portal -Videos](#)



# Eventos/webinarios CE



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

EN

Register

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[HOME](#) [SEARCH FUNDING & TENDERS](#) [HOW TO PARTICIPATE](#) [PROJECTS & RESULTS](#) [WORK AS AN EXPERT](#) [SUPPORT](#)



## Events

[← Go back](#)

75 items found

Sort by



### Info session on Horizon Results Booster – steering research towards a strong societal impact

14 Nov 2023 09:00

Discover what the Horizon Results Booster can do for you

### Horizon Implementation Day: Grant Management in Horizon Europe

24 Oct 2023 09:30

Third part of the Horizon Implementation Days 2023

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

19 Oct 2023 10:00

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

### Horizon Implementation Day: Grant Agreement Preparation in Horizon Europe

17 Oct 2023 09:30

Second part of the Horizon Implementation Days 2023

### 2023 CEF Transport calls for proposals Info Day

10 Oct 2023 10:00

CINEA will organise on 10 October 2023 a virtual information day on the nine 2023 CEF Transport calls for proposals. The event will cover the policy context, the funding priorities of the call, the evaluation and selection process as well as tips on how to prepare a proposal.

# Webinarios de interés

## Webinarios CDTI-SOST Cómo preparar una propuesta exitosa



**12 webinarios online**

**Con experiencias de participantes**

(Febrero-Junio 2022)

[Presentaciones y grabaciones](#)

### SESIONES

Sesión 1: Cómo completar la Parte A en propuestas de Horizonte Europa

Sesión 2: Excelencia. Concepto, metodología, estado del arte y ambición del proyecto

Sesión 3: Open Science. Plan de gestión de datos

Sesión 4: Dimensión de género en propuestas de HE

Sesión 5: Apartado de Impacto en proyectos de HE

Sesión 6: Impacto. Planes de explotación

Sesión 7: Implementación. Paquetes de trabajo, recursos y descripción del consorcio

Sesión 8: Implementación. Plan de riesgos

Sesión 9: Aspectos éticos en HE

Sesión 10: Aspectos de seguridad en propuestas de HE

Sesión 11: “Lump sum” en propuestas de HE

Sesión 12: Estandarización en proyectos de HE

# Calendario y eventos de interés hasta el cierre de convocatorias

**1** 27-28 sept  
17-oct



Infodays de la CE.

CL6: 27 y 28/09/2023

CL5-Clima: 17/10/2023

**2** 12 sep  
17 oct



Apertura de las convocatorias

CL 5-Clima: 12/09/2023, CL 6: 17/10/2023,

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

**3** 26 oct 2023 y  
hasta fin de año



Infoday nacional CL6 y CL5-Clima -online 26/10/2023

[https://eventos.cdti.es/ES/INFODAY\\_CLUSTER6\\_CL5CLIMA\\_2024](https://eventos.cdti.es/ES/INFODAY_CLUSTER6_CL5CLIMA_2024)

Infodays regionales

**4** Mediados enero  
y hasta el cierre

Apoyo al  
participante

Taller de coordinadores presencial en  
CDTI (18/01/2024)

# Calendario Infodays regionales

---

- **Baleares: 7 nov**
- **Murcia: 8 nov**
- **Castilla y León: 8 nov**
- **Extremadura 14 nov**
- **Asturias: 15 nov**
- **Galicia: 21 nov**
- **Cataluña: 27 nov**
- **Aragón: 28 nov**
- **Andalucía: 29 nov**
- **Castilla La Mancha: 27 nov**
- **País Vasco: 12 dic**
- **Valencia: 13 dic**
- **Canarias: fecha por confirmar**



# Clúster 6 - Convocatorias 2024 – apertura 17/10/2023

CALL 2024	Opening date	First stage closing date	Closing date/ second stage closing date	Buget (mio€)
HORIZON-CL6-2024-BIODIV-01	17/10/2023		22/02/2024	76
HORIZON-CL6-2024-FARM2FORK-01			22/02/2024	95
HORIZON-CL6-2024-CircBio-01			22/02/2024	74,5
HORIZON-CL6-2024-ZEROPOLLUTION-01			22/02/2024	38
HORIZON-CL6-2024-CLIMATE-01			22/02/2024	75
HORIZON-CL6-2024-COMMUNITIES-01			22/02/2024	15
HORIZON-CL6-2024-GOVERNANCE-01			28/02/2024	133,5
HORIZON-CL6-2024-BIODIV-02-two-stages	17/10/2023	22/02/2024	17/09/2024	36
HORIZON-CL6-2024-FARM2FORK-02-two-stages		22/02/2024	17/09/2024	69
HORIZON-CL6-2024-CircBio-02-two-stages		22/02/2024	17/09/2024	73
HORIZON-CL6-2024-ZEROPOLLUTION-02-two-stages		21/02/2024	17/09/2024	23
HORIZON-CL6-2024-COMMUNITIES-02-two-stages		22/02/2024	17/09/2024	22
				<b>730</b>

# Clúster 5.Clima - Estructura convocatorias 2024

---

Call	HORIZON-CL5-2023-D1-01
Opening	12/09/2023
Deadline	<b>05/03/2024</b>
Budget (M€)	103,0
Details	7 RIAs

[Clúster 5\\_WP 2023-2024](#)

# 2 eventos clave para clúster 6



Reabierto registro y matchmaking  
online hasta el 25/12!!

<https://he-2024-cluster6.b2match.io/>



Disponibles grabaciones y  
presentaciones. Sesión Q&A

[Events | The research and innovation  
community platform \(europa.eu\)](#)

# Clúster 5 - Clima



EN

**Horizon Europe**

**Work Programme 2023-2024**

**8. Climate, Energy and Mobility**

*(European Commission Decision C(2023) 2178 of 31 March 2023)*



Info days

## Horizon Europe info day - Cluster 5

 Tuesday 17 October 2023, 09:00 - 17:00  
(CEST)

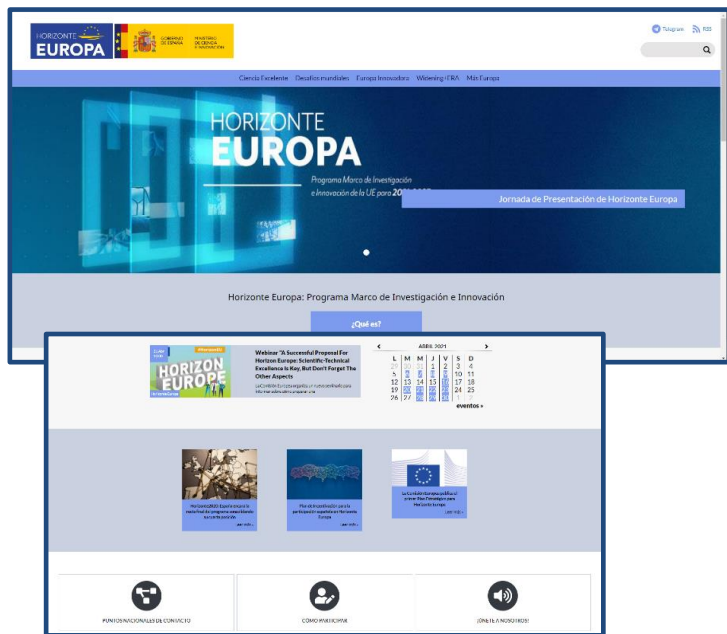
 Online only

 Live streaming available

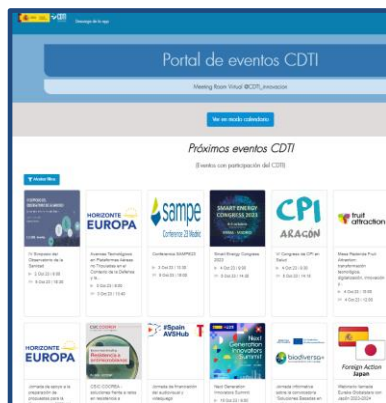
**Clima = Destination 1**

# Portal español de Horizonte Europa y nueva web CDTI

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



**Nueva web cdti:** [www.cdti.es](http://www.cdti.es), con acceso al portal de eventos CDTI y las nuevas listas de distribución



<https://eventos.cdti.es/>



## PROGRAMA MARCO - HORIZONTE EUROPA

Listas relacionadas con el Programa Marco de I+D+I de la UE, Horizonte Europa, y las temáticas gestionadas por CDTI

## Clúster 5 - Clima, Energía y Movilidad

- Programa Marco: Clima  
Información relacionada con el área de Clima del Clúster 5 de HE y otras iniciativas UE relacionadas

## Clúster 6 - Alimentación, Bioeconomía, Recursos Naturales, Agricultura y Medioambiente

- Programa Marco: Bioeconomía y Medioambiente  
Información sobre el Clúster 6 de HE, CBE y otras iniciativas UE relacionadas

# El equipo CDTI de Clúster 6 y Clúster 5 Clima



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**Clúster 6**

# Conclusiones

**Leer el WP. La introducción es importante!**

**Abordar todo lo requerido en la plantilla  
¡Todo se evalúa!**

**Utilizar recursos disponibles: documentos, guías,  
webinarios, NCPs...**



#innovacion  
#ayudascdti  
#asesoramiento  
#internacionalizacion



# Condiciones específicas de convocatorias: *Lump Sum y Cascade Funding*

**Lydia González**  
CDTI

Departamento de Retos Sociales  
[lydia.gonzalez@cdti.es](mailto:lydia.gonzalez@cdti.es)



Infoday Convocatorias 2024  
Clúster 6 y Clúster 5 – Clima  
Madrid, 26 de octubre de 2023

# Algunas condiciones en los “topics”

Specific conditions	
<i>Expected EU contribution per project</i>	The Commission estimates that an EU contribution of around EUR XX.XX million .....
<i>Indicative budget</i>	The total indicative budget for the topic is EUR YY.YY million.
<i>Type of Action</i>	Innovation Actions / RIAs / CSAs
<i>Admissibility conditions</i>	<p>The conditions are described in General Annex A. The following exceptions apply:</p> <p>Applicants submitting a proposal under the <b>blind evaluation pilot</b> (see General Annex F) must not disclose their organisation names, acronyms, logos, nor names of personnel in Part B of their first stage application (see General Annex E).</p>
<i>Eligibility conditions</i>	<p>The conditions are described in General Annex B. The following exceptions apply:</p> <p>The <b>Joint Research Centre (JRC)</b> may participate as member of the consortium selected for funding. O.....</p> <p>-----</p> <p>The following <b>additional eligibility criteria apply</b>: The proposals must use the <b>multi-actor approach</b>. See definition of the multi-actor approach in the introduction to this work programme part. O.....</p> <p>-----</p> <p>If projects use satellite-based earth observation, positioning, navigation and/or related timing data and services, beneficiaries must make use of <b>Copernicus and/or Galileo/EGNOS</b> (other data and services may additionally be used).</p>

Specific conditions	
<i>Technology Readiness Level</i>	Activities are expected to achieve TRL x-y by the end of the project – see General Annex B
<i>Legal and financial set-up of the Grant Agreements</i>	<p>The rules are described in General Annex G. The following exceptions apply:</p> <p><b>Eligible costs will take the form of a lump sum</b> as defined in the Decision of 7 July 2021 authorising the use of lump sum contributions under the Horizon Europe... O.....</p> <p>-----</p> <p><b>Beneficiaries may provide financial support to third parties.</b> The support to third parties <b>can only be provided in the form of grants</b>. The <b>maximum amount to be granted to each third party is EUR XXX.</b></p>
<i>Procedure</i>	<p>The procedure is described in General Annex F. The following exceptions apply:</p> <p>This topic is part of the <b>blind evaluation pilot</b> under which first stage proposals will be evaluated blindly.</p>

Scope.-

Social Science and Humanities

Legal and financial set-up of the Grant Agreements

The rules are described in General Annex G. The following exceptions apply:

Eligible costs will take the form of a **lump sum** as defined in the Decision of 7 July 2021 authorising the use of lump sum contributions under the Horizon Europe....

# Lump sum (I)

> WP 2024 - % topics con LS:

Clúster 5.Clima (≈14%) / Clúster 6 (≈33%)

> WP 2024 -Tipo de acciones: RIA - IA – CSA

## Lump sum funding in Horizon Europe

Overview

Guidance

Events

Opportunities

Background

### Events

11 items found



Search...

Sort by



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

📅 19 Oct 2023 ⌚ 10:00

Webinar addressed to all applicants and beneficiaries interested in lump sum funding. As a key measure to simplified funding, it will be used more widely in HE. The main focus of the meeting is on how lump sum funding works and what to consider when writing a lump sum proposal.

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

📅 11 May 2023 ⌚ 10:00

Webinar addressed to all applicants and beneficiaries interested in lump sum funding. As a key measure to simplified funding, it will be used more widely in HE. The main focus of the meeting is on how lump sum funding works and what to consider when writing a lump sum proposal.

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

📅 9 Feb 2023 ⌚ 10:00

Webinar addressed to all applicants and beneficiaries interested in lump sum funding. As a key measure to simplified funding, it will be used more widely in HE. The main focus of the meeting is on how lump sum funding works and what to consider when writing a lump sum proposal.

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

📅 20 Oct 2022 ⌚ 10:00

Webinar addressed to all applicants and beneficiaries interested in lump sum funding. As a key measure to simplified funding, it will be used more widely in HE. The main focus of the meeting is on how lump sum funding works and what to consider when writing a lump sum proposal.

# Lump sum (I)

## Lump sum funding in Horizon Europe

Overview

Guidance

Events

Opportunities

Background

### Guidance

Guidance on lump sums focuses on the limited number of aspects where lump sum funding deviates from how it is paid. All the non-financial aspects remain the same as in actual cost grants.

#### Lump sums – what do I need to know?

General presentation to get started, including details on how to set up a lump sum budget

#### Quick guide

The key steps explained and possible concerns addressed

#### Detailed guidance for applicants and beneficiaries

Lump sum proposal submission, evaluation and grant management

#### Lump sum reporting step by step

Reporting process for lump sum projects (IT How To)

#### Frequently asked questions (FAQs)

Check if your question about lump sums is already answered

#### Best practices for lump sum grants

Top tips from Horizon 2020 lump sum beneficiaries.

#### Expert briefing

Briefing for Horizon Europe evaluations, including a dedicated part on lump sums

#### Lump sum videos for experts and applicants

One video to get started, and one to understand the detailed budget table

#### Horizon dashboard for lump sum evaluations

Helps experts ensure that lump sum budgets are reasonable

#### Reference documents

Lump sum Model Grant Agreement  
Commission decision authorising lump sum funding  
Lump sum budget table

## HOW DOES LUMP SUM FUNDING WORK IN PRACTICE? A QUICK GUIDE

### FAQ - Frequently Asked Questions (31)

lump sum-FAQs

Match whole words only

Grants

Tenders

The  
Hor  
In c  
cal

LUMP SUM  
FUNDING



### Horizon dashboard for lump sum evaluations

HORIZON  
DASHBOARD

Access the dashboard

Generate the Excel file in macro-free format  
Ready for the online submission system

# Lump sum (III)

## Instructions

Go to Beneficiaries and Affiliated Entities list

*! Double click buttons !*

Go to Work packages list

This workbook enables you to present the detailed estimation of costs of your lump sum project and to calculate the lump sum breakdown per beneficiary and per work package. It must be uploaded as an additional document at the 'Proposal forms' step of proposal submission. This is mandatory. If you do not upload the Excel workbook, the proposal submission will be blocked.

You **must not change the structure** of this workbook (e.g., do not add, remove or modify rows, columns or tabs).

Comprehensive guidance and background on [lump sum funding under Horizon Europe](#) is available on the Funding & Tenders portal. We recommend to read the guide [Lump sum funding – what do I need to know](#). This includes details on how to complete this workbook. Details are provided in column E.

We recommend using Excel 2013 (Windows) / Excel 2016 (Mac OS) or more recent.

The only currency used in this workbook is EURO.

You **must complete** the following sheets: 'BE list' – 'WP list' – 'BE' (one sheet for each beneficiary) – 'Depreciation costs' (if an individual beneficiary sheet ('BE') will be generated automatically with data from the 'BE list' and 'WP list' sheets).

The information in this workbook **must correspond** to the main proposal. For example, the list of beneficiaries and affiliated entities must be the same. Likewise, the tables in section 3.1 of Part B of the proposal must be in line with the budget part ('purchase costs', and table 3.1i 'internally invoiced goods and services').

In the 'BE list', add the beneficiaries and affiliated entities. They must be the same as in the main proposal and listed in the main proposal. To add a beneficiary, click on the "Add BE" button. To add an affiliated entity, click on the "Add AE" button next to the beneficiary cell.

The detailed lump sum budget table covers exclusively those participants that receive EU funding. Associated partners do not receive EU funding.

For each beneficiary and each affiliated entity, you must select the country and the appropriate funding rate in the drop-down menu. Funding rates are used in the automatic calculation of the lump sum breakdown. For RIA and CSA topics, the funding rate is always 100%. For other topics, the funding rate is 70% (exceptionally 60%), except for non-profit legal entities, where a rate of up to 100% applies. For more information on funding rates, please refer to your topic description.

Once you have completed the 'BE list' sheet, click the "Apply changes" button. This generates one sheet for each beneficiary and one sheet for each affiliated entity. Affiliated entities have no separate sheets, they are included in the beneficiary sheets.

To delete a beneficiary from the 'BE list', click the "Clear BE" button next to it. Likewise, to delete an affiliated entity, click the "Clear AE" button next to it. The first beneficiary BE1 (the coordinator) cannot be deleted, but its details can be modified. Click "Apply changes" to delete the corresponding

[Lump sum funding under Horizon Europe](#)

## Lump sum funding in Horizon Europe

Overview

Guidance

Events

Opportunities

Background

### Guidance

Guidance on lump sums focuses on the limited number of aspects where lump sum funding deviates from how it is paid. All the non-financial aspects remain the same as in actual cost grants.

#### Lump sums – what do I need to know?

General presentation to get started, including details on how to set up a lump sum budget

#### Quick guide

The key steps explained and possible concerns addressed

#### Detailed guidance for applicants and beneficiaries

Lump sum proposal submission, evaluation and grant management

#### Lump sum reporting step by step

Reporting process for lump sum projects (IT How To)

#### Frequently asked questions (FAQs)

Check if your question about lump sums is already answered

#### Best practices for lump sum grants

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One video to get started, and one to understand the detailed budget table

#### Horizon dashboard for lump sum evaluations

Helps experts ensure that lump sum budgets are reasonable

#### Reference documents

- Lump sum Model Grant Agreement
- Commission decision authorising lump sum funding
- Lump sum budget table

GENERAL INSTRUCTIONS

BE LIST

# Lump sum (IV) – Some additional details

- **Type 2.-** The **amount of the lump sum is proposed by the applicants** in their proposal, based on their estimated direct and indirect project costs. Applicants must provide detailed cost estimations and propose a breakdown of lump sum shares per work package and per beneficiary (and affiliated entity if any).
- **Page limits.-** For topics using lump sum funding, the limit for **‘Research and Innovation’ actions and ‘Innovation’ actions** is **50 pages** and the limit for **‘Coordination and support’ action** is **33 pages**.
- **Detailed lump sum budget** (Excel workbook) to **uploaded as additional document**
- For lump sum grants proposals, **comments on the detailed lump sum budget table** will be **provided in the Evaluation Summary Report** only for proposals invited to grant agreement preparation (or placed in the reserve list) and ones rejected (in part) due to significant overestimation or underestimation of costs.



# Cascade funding (I)

---

*Legal and  
financial set-up  
of the Grant  
Agreements*

The rules are described in General Annex G. The following exceptions apply:

Beneficiaries may provide **financial support to third parties**.

The support to third parties **can only be provided in the form of grants**. The **maximum amount to be granted to each third party is EUR 60.000**.

## Financial support to third parties

- **Where the specific call conditions allow for financial support to third parties**, the applicants must clearly describe the objectives and the expected results, including the elements listed in the application template.
- The **calls** to be launched **must fulfilled some conditions**, ([General Annexes WP 2023-2024](#)). -Further conditions may be stipulated at topic level.-
- **In the topic** it is indicated **what kind of support** (grants in the case of Cluster 6), the **maximum amount to each third parties** and, e.g., **the % of the total EU contribution going to the third parties**.
- For more information, see [AGA — Annotated Model Grant Agreement](#), Articles 6.2.D.1 and 9.4.

# Cascade funding (II)

## Application form (HE RIA/IA)

EU Grants: Application form (HE RIA and IA): V3.2 – 15.11.2022

Call: [insert call identifier] – [insert call name]

### ANNEXES TO PROPOSAL PART B

Some calls may ask to upload annexes to proposal part B. The annexes must be uploaded as separate documents in the submission system. The most common annexes to be uploaded in Horizon Europe are (standard templates are published in the Funding & Tenders portal):

- **CLINICAL TRIALS:** Annex with information on clinical trials
- **FINANCIAL SUPPORT TO THIRD PARTIES:** Annex with information on financial support to third parties.
- **CALLS FLAGGED AS SECURITY SENSITIVE:** Annex with information on security aspects.
- **ETHICS:** ethics self-assessment should be included in proposal part A. However, in calls where several serious ethics issues are expected, the character limited in this section of proposal part A may not be sufficient for participants to give all necessary information. In those cases, participants may include additional information in an annex to proposal part B.

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

HOME SEARCH FUNDING & TENDERS HOW TO PARTICIPATE PROJECTS & RESULTS

Reference Documents

Key steps

- Reference documents
- Participant register
- Partner search

ing period

programme:

Horizon Europe (HORIZON)

Clear filter

Please select the programme to see the reference documents of the programme

**Procurement**  
Reference Documents related to tendering opportunities a

Filter

- Legislation
- Work programme & call documents
- Grant agreements and contracts
- Simplified cost decisions
- Guidance
- Templates & forms
- Experts lists
- Funding & Tenders Portal



EU Grants: Info on financial support to third parties (HE): V3.0 – 23.01.2023

### INFORMATION ON FINANCIAL SUPPORT TO THIRD PARTIES

For calls that allow 'Financial support to third parties', project participants must add this document to the application and upload it as separate annex to the proposal part B in the Submission System.

⚠ Fill in only the applicable section to your call (Financial support in the form of grants or prizes).

⚠ For more information on terms and conditions: see Work Programme General Annexes [section B](#) and Horizon Europe Model Grant Agreement Articles 6.2.D.1 and 9.4.

#### Financial support in the form of a grant awarded after a call for proposals

Where this possibility is indicated under the relevant topic in the Work Programme and in the relevant calls for proposals, provide a description of the use of financial support to third parties. This description must address at least the following:

1. clearly detail the objectives and the results to be obtained and
2. contain the following specifications (as a minimum):
  - a) the maximum amount of financial support for each third party; this amount may not exceed 60 000 EUR, unless explicitly mentioned in the Work Programme topic. If your project requires a higher amount per third party than the threshold amount set in the call conditions, [justify](#) and explain why this is necessary in order to fulfil your project's objectives.
  - b) the criteria for calculating the exact amount of the financial support
  - c) the different types of activity that qualify for financial support, on the basis of a closed list
  - d) the persons or categories of persons that may receive financial support, and
  - e) the criteria for giving financial support

Please check in the Work Programme and call for proposals if there are other conditions that apply and, if so, include them in the specifications or in any other element of the proposal as appropriate.

Standard application form (HE MSCA DN) [↗](#)

Standard application form (HE MSCA SE) [↗](#)

Standard application form (HE MSCA COFUND) [↗](#)

Standard application form (HE FPA) [↗](#)

Standard application form (HE ERC STG) [↗](#)

Standard application form (HE ERC COG) [↗](#)

Standard application form (HE ERC ADG) [↗](#)

Standard application form (HE ERC SYG) [↗](#)

Standard application form (HE ERC POC) [↗](#)

Standard application form (HE EIC Pathfinder Open) [↗](#)

Standard application form (HE EIC Pathfinder Challenges) [↗](#)

Standard application form (HE EIC Transition) [↗](#)

Standard application form (HE EIC Accelerator) [↗](#)

Detailed budget table (HE LS) [↗](#)

Calculator (HE UN RI TA) [↗](#)

Calculator (HE UN RI VA) [↗](#)

Information on financial support to third parties (HE) [↗](#)

Information on clinical studies (HE) [↗](#)

Annual work programme (HE Cofund) [↗](#)

Ownership control declaration [↗](#)

Information on security issues/Security section (HE) [↗](#)

Information on security practitioners (HE) [↗](#)

# Conclusiones

**Lump Sum y Financial Support to Third Parties →  
en las *Specific Conditions* del topic**

**Lump Sum, (a nivel de propuesta) →  
plan de trabajo, presupuesto (Excel), ¿consorcio?**

**Financial Support to Third Parties (en la propuesta) →  
Anexo explicación/justificación de la convocatoria**

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# Condiciones específicas de convocatorias: *Enfoque Multi-actor*

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Infoday Convocatorias 2024  
Clúster 6 y Clúster 5 – Clima  
Madrid, 26 de octubre de 2023

# Índice de contenidos

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- ¿Por qué el **multi-actor approach** (MAA) es importante?
- ¿Qué es el MAA y dónde se evalúa?
- ¿Qué relación hay entre HE - MAA y la EIP Agri (hoy EU-CAP Network)?

# Multiactor approach en Horizonte Europa

## Interactive innovation model

→ *multi-actor approach*



*“We do not only do R&I for practitioners,  
but also with practitioners.”*

– Commissioner Janusz Wojciechowski

Practitioners (end-users) are put at the center of the R&I activities all over the whole course of the project.

- ✓ *their practical expertise is used to co-create innovative solutions;*
- ✓ *it makes them co-owner of the results;*
- ✓ *they implement them in practice;*
- ✓ *they share them in peer-to-peer meetings*

In this way we can achieve much quicker and bigger impact in practice!



# ¿Por qué el MAA es importante?

El enfoque multi-actor es un “**criterio de elegibilidad**”

El **49% de los topics** de las convocatorias 2024 del Clúster 6 son MAA (37 de 76).  
Afecta a IAs, RIAs, CSAs y Co-fund.

<i>Eligibility conditions</i>	<p>The conditions are described in General Annex B. The following exceptions apply:</p> <p>The following <b>additional eligibility criteria apply</b>: <b>The proposals must use the multi-actor approach</b>. See definition of the multi-actor approach in the introduction to this work programme part.</p>
-------------------------------	--

Convocatorias 2024  
Topics MAA por Destination

Destination	N topics	MAA
D1 Biodiversity	12	1
<b>D2 Farm2fork</b>	<b>18</b>	<b>13</b>
D3 CircBio	16	4
D4 Zeropollution	5	1
D5 Climate	7	4
<b>D6 Communities</b>	<b>5</b>	<b>4</b>
<b>D7 Governance</b>	<b>13</b>	<b>10</b>

# ¿Qué es el MAA?

Requerimientos específicos proyectos Multi-actor (pag 21 a 23 del WP)

- **INTRODUCCIÓN del Clúster**

- **Concepto:**

- MAA is a form of Responsible Research and Innovation (RRI);
    - Demand-driven, shared and relevant to society;
    - More than just widely disseminating the results;
    - Involvement of a targeted array of actors, (end-) users;
    - All over the whole course of the project;
    - Co-creation process and co-ownership of results: from science, practice and intermediaries;

- **Requisitos (7)** que hay cumplir /demostrar en la propuesta.

- ¿Qué cambia en 2023-2024? **MAA se extiende a más áreas** de las que están bajo la EIP – AGRI.



# ¿Qué es el MAA?

## Requerimientos específicos proyectos Multi-actor (pag 21 a 23 del WP)

### Specific requirements for multi-actor projects:

Proposals submitted for topics, which include a request to follow the multi-actor approach must meet all of the requirements below. The multi-actor approach described here - a form of responsible R&I, aims to make the R&I process and its outcomes more reliable, demand-driven, shared and relevant to society. It also aims to have these outcomes shared more extensively. This entails more than just widely disseminating a project's results, or listening to the views of a board of stakeholders. A multi-actor project ensures the genuine and sufficient involvement of a targeted array of actors, which serves the objectives of the topic. These actors include: i) researchers, ii) farmers / farmers' groups and associations, iii) foresters / foresters' groups and associations, iv) aquaculture producers, v) fishers / fishers' groups and associations, vi) advisors, vii) food and bioeconomy businesses, viii) other businesses, ix)

Part 9 - Page 21 of 595

### Horizon Europe - Work Programme 2023-2024 Food, Bioeconomy, Natural Resources, Agriculture and Environment

In addition, to ensure EU-wide communication in all areas related to the European Innovation Partnership for Agricultural Productivity and Sustainability (EIP-AGRI)<sup>15</sup> and the common agricultural policy (CAP) specific objectives<sup>16</sup>, in particular agriculture, forestry and rural development, this knowledge must also be summarised in an appropriate number of 'practice abstracts' in the common EIP-AGRI format<sup>17</sup>.

For areas falling outside the remit of EIP-AGRI and CAP specific objectives, other similarly effective solutions ensuring dissemination at EU level should be sought.

Where applicable, it is strongly recommended that interactive innovation groups, such as EIP-AGRI Operational Groups funded under Rural Development Programmes, become involved.

Part 9 - Page 23 of 595

### Horizon Europe - Work Programme 2023-2024 Food, Bioeconomy, Natural Resources, Agriculture and Environment

consumer associations, xi) local communities, xii) citizens, xiii) civil society organisations including NGOs, and xiiii) government representatives. Which key actors are relevant to participate depends on the objective of the proposal. They are essentially the (end-) users<sup>18</sup> of the project results who are backed up by any other useful intermediaries and actors who can contribute with further expertise and innovative ideas relevant to the topic's objectives, and support communication and dissemination. The genuine and sufficient involvement of such actors should take place **all over the whole course of the project**: from participation in development of the project idea, planning and experiments to implementation, communication and dissemination of results and to a possible demonstration phase. Building blocks for the project proposal are expected to come from science as well as from practice: it is a 'co-creation' process. Practitioners and (end) users are to be involved, not as a study-object, but to use their practical and local knowledge and/or entrepreneurial skills to develop solutions and create 'co-ownership' of results for (end-) users and practitioners. This will contribute to and speed up the acceptability and uptake of new ideas, approaches and solutions developed in the project.

### Therefore, a multi-actor project proposal must include the following elements:

- It must demonstrate how the proposed objectives and planning are targeting the needs/problems/challenges of and opportunities for the (end-)users of the project results;
- It must demonstrate how the description of the project concept and in particular the composition of the consortium reflects a balanced choice of relevant key actors who have complementary types of knowledge (scientific, practical, etc.), and must ensure that project results which should be ready for practice are broadly implemented;
- It must demonstrate how the project intends to use existing practices and tacit knowledge. This should be illustrated in the proposal with a sufficient number of high-quality knowledge exchange activities outlining the precise and active roles of the different non-scientific actors in the work. The cross-fertilisation of skills, competencies and ideas between actors should generate innovative findings and solutions that are more likely to be applied on a wide scale;
- It must demonstrate how the project will facilitate the multi-actor engagement process by making use of the most appropriate methods and expertise;
- It must demonstrate the project's added value: how it will complement existing research and best practices;
- It must demonstrate how the project will result in practical and ready to use knowledge, approaches, tools or products, that are easily understandable and freely accessible;
- It must demonstrate how these outputs ready for practice will feed into the existing dissemination channels most consulted by the (end-) users of the project results in countries and regions.

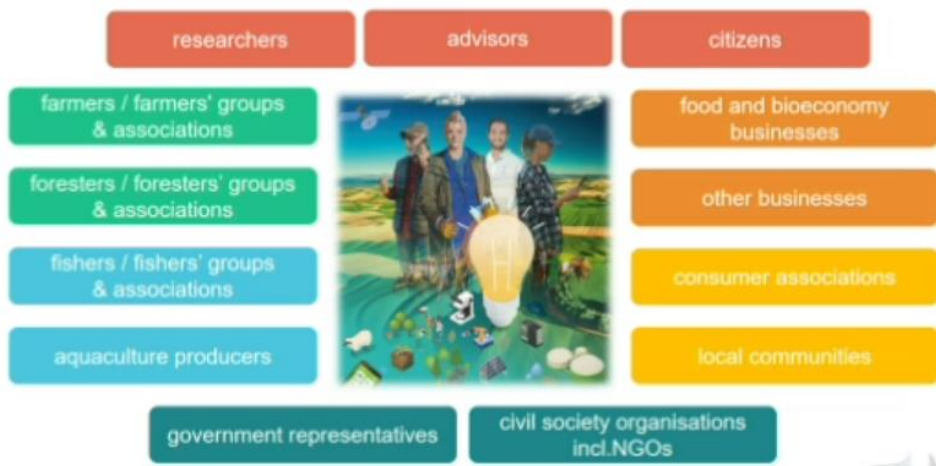
<sup>18</sup> An "(end-) user" of project result is a person who is himself putting the project results into practice

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# ¿Quiénes son los actores en el MAA y donde se evalúa?

## Multi-actor approach: definition



MAA is an integral part of the topic text and is counted as **criterion for excellence**:

- ✓ Clarity and pertinence of the project's objectives
  - needs and opportunities of end-users of project results.
- ✓ Soundness of the proposed methodology
  - genuine and sufficient involvement of such actors should take place all over the whole course of the project

Fuente: Infoday CE – 28/09/2023

# Requisitos (7) que hay cumplir /demostrar en la propuesta.

[https://ec.europa.eu/eip/agriculture/sites/default/files/eip-agri\\_brochure\\_multi-actor\\_projects\\_2017\\_en\\_web.pdf](https://ec.europa.eu/eip/agriculture/sites/default/files/eip-agri_brochure_multi-actor_projects_2017_en_web.pdf)

**Target real-life needs, problems or opportunities**

**Choose consortium partners with complementary types of knowledge and skills** (for "cross-fertilisation")

**including farmers, foresters or other end-users** to benefit from their entrepreneurial skills

**Involve "multipliers"** - people who can bring in practical knowledge and help disseminate the results in the long term

**Set up a plan with a clear role for each of the different partners**

**Organise knowledge exchange activities** between the partners

**Ojo – folleto de 2017**

**Bridge the gap between research and practice by facilitating discussions**

**Involve interactive innovation groups** such as EIP-AGRI Operational Groups

**All partners must co-create and co-decide** throughout the project

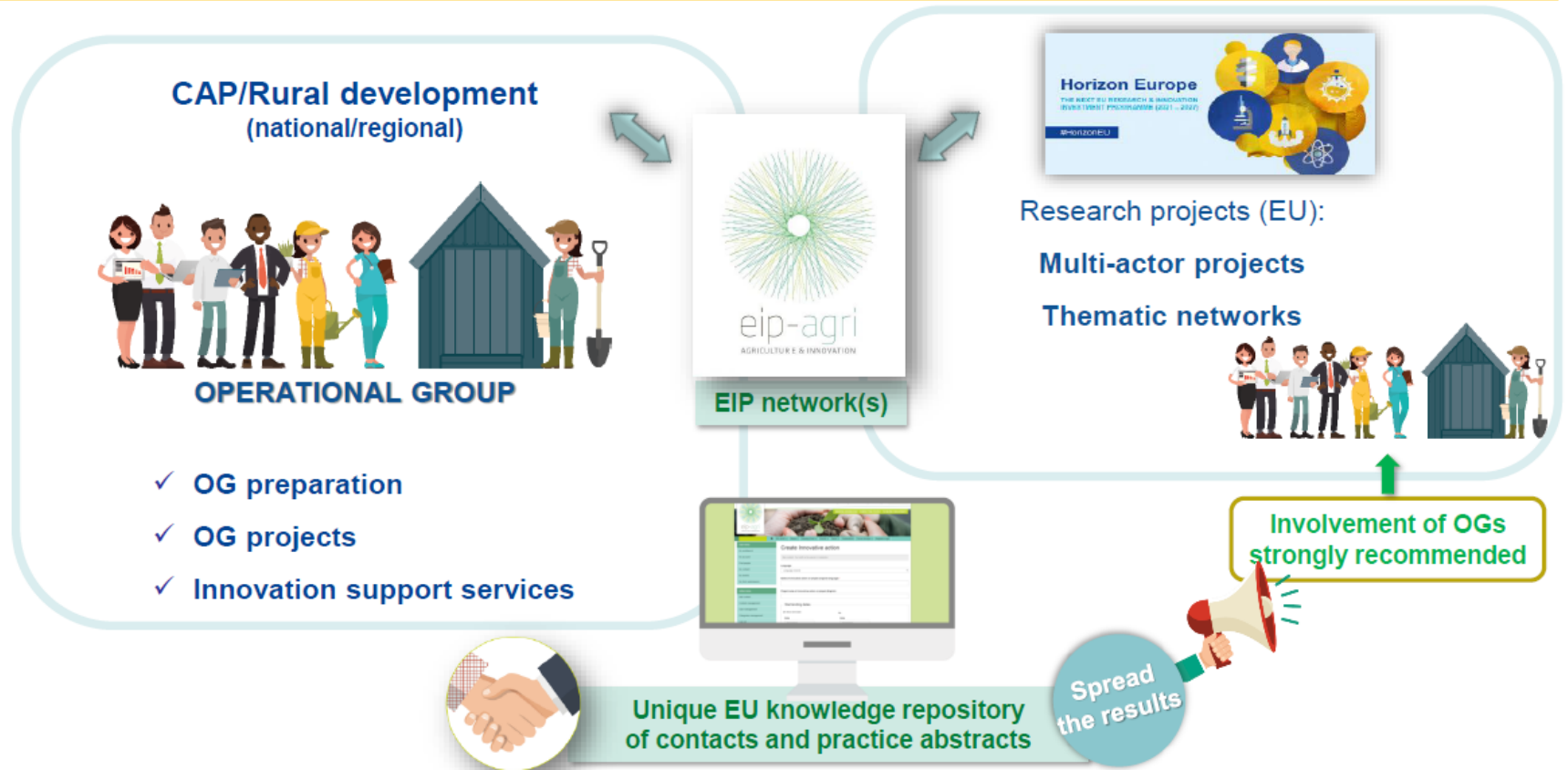
**Illustrate how the project complements existing research and best practices**

**Produce practical information** which feeds into the most common existing dissemination channels ...

**... and write easily understandable practice abstracts** in the common EIP format

# ¿Qué relación hay entre HE - MAA y la EIP Agri (hoy EU CAP Network)?

<https://ec.europa.eu/eip/agriculture/en/node>



# ¿Por qué el MAA es importante?

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- Afecta al **49% de los topics** del CL6 y convocatorias 2024.
- Es un criterio de **elegibilidad** y se evalúa en el criterio de **excelencia**.
- Afecta a la configuración del **consorcio** y la forma de plantear el proyecto en sus **3 apartados**.

# ¿Necesitas saber más?

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**!Participa con nosotros en el taller de coordinadores del 18 de enero 2024**

**Y antes el .....!**

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# Condiciones específicas de convocatorias: *Uso de Copernicus y Galileo/EGNOS*

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Madrid, 26 de octubre de 2023

# ¿Qué dicen los topics?

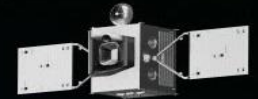
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## *Eligibility conditions*

The conditions are described in General Annex B. The following exceptions apply:

If projects use satellite-based earth observation, positioning, navigation and/or related timing data and services, beneficiaries must make use of Copernicus and/or Galileo/EGNOS (other data and services may additionally be used).

FULL, FREE AND OPEN  
ACCESS TO DATA



-  ATMOSPHERE MONITORING
-  MARINE ENVIRONMENT MONITORING
-  LAND MONITORING
-  CLIMATE CHANGE
-  EMERGENCY MANAGEMENT
-  SECURITY

 **opernicus**  
Europe's eyes on Earth



# Acceso a los datos

## Conventional Data Access Hubs

The vast majority of data and information delivered by the Copernicus space infrastructure and the Copernicus services are made freely available and accessible to any citizen and any organisation around the world.

Copernicus provides knowledge, but it all starts with data.

### Satellite data

ESA

SCI Hub 

CSCDA 

EUMETSAT

EUMETCast 

CODA 

### Services data and information

Land - CLMS 

Atmosphere - CAMS 

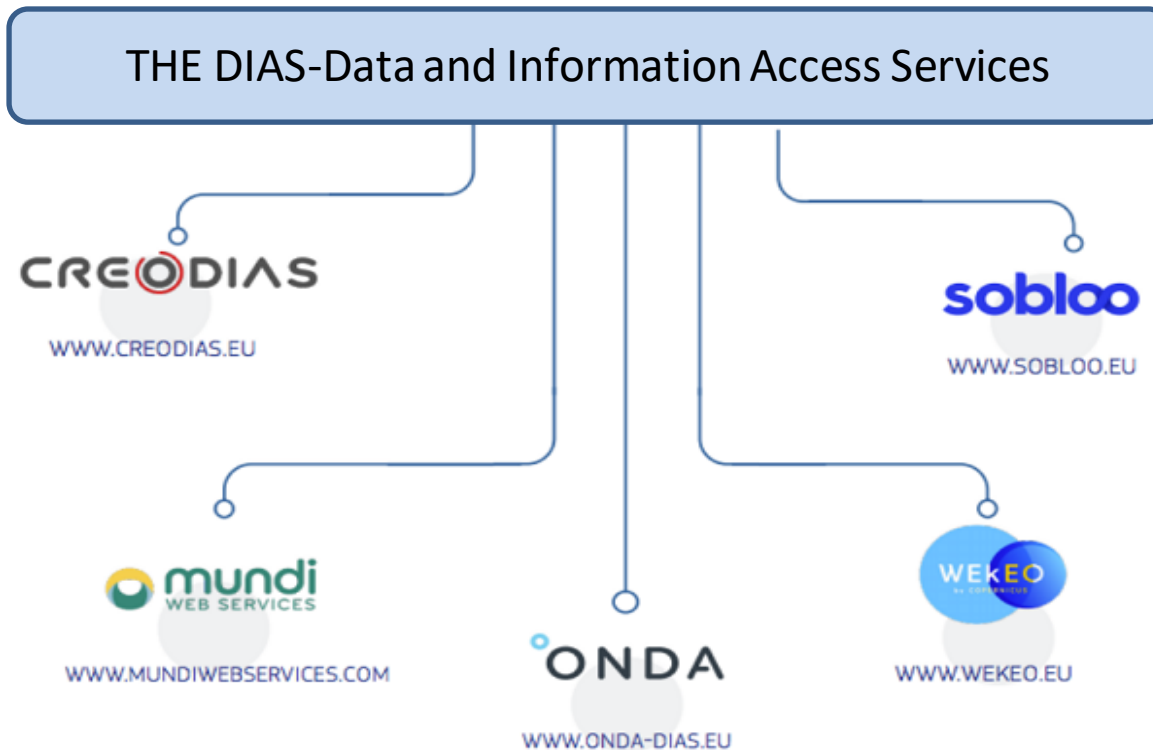
Emergency - EMS 

Marine - CMEMS 

Climate - C3S 

Security 

# Acceso a los datos



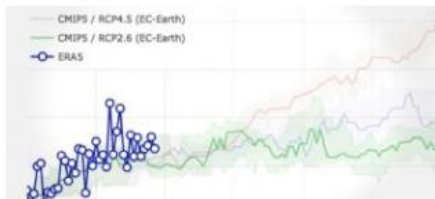
# Acceso a los datos

## Welcome to the Climate Data Store

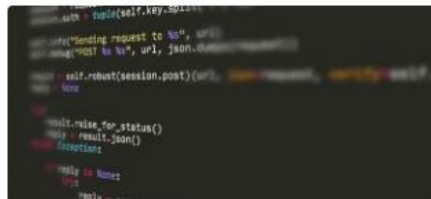
Dive into this wealth of information about the Earth's past, present and future climate.

It is freely available and functions as a one-stop shop to explore climate data. Register for free to obtain access to the CDS and its Toolbox.

We are constantly improving the services and adding new datasets. For more information, please consult the catalogue, our FAQ or the C3S forum.

All▼Search

Climate Data Store **Toolbox**



Climate Data Store **API**



Access the **C3S Forum**



**GALILEO**



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# Condiciones específicas de convocatorias: *JRC y SSH (Social Sciences and Humanities)*

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Clúster 6 y Clúster 5 – Clima  
Madrid, 26 de octubre de 2023

# Joint Research Center (JRC) in Horizon Europe

## ***Horizon Europe - Work Programme 2023-2024 Cluster 6***

For topics in this cluster, consortia should consider their possible contribution to Joint Research Centre (JRC) relevant platforms for:

- i) capitalising on the knowledge developed in their projects
- ii) becoming more policy relevant, contributing in terms of data, indicators and knowledge

### ***How to do it***

- Under specific call conditions, applicants may include in their proposals its possible contribution but the JRC will not take part in the preparation/submission of proposals by any applicant (i.e. JRC will not be part of any applying consortium)
- Applicants might indicate the contribution that the JRC could bring to the project based on the scope of the topic
- After the evaluation process, the JRC and the consortium selected for funding may come to an agreement on the specific terms of the participation of the JRC.
- If an agreement is found, the JRC may accede to the grant agreement as beneficiary requesting zero funding or participate as an associated partner, and would accede to the consortium as a member.

# Social Sciences and Humanities (SSH) in Horizon Europe <sup>[1]</sup>

- Cluster 6 Work Programme 2023-2024: **71 Topics with a relevant SSH content => Support of Inter- and multi-disciplinarity approach** in Horizon Europe.
- **SSH are very diverse disciplines.** They include sociology, psychology, economics, law, political science, public and business administration, demography, anthropology (except physical anthropology), geography (except physical geography), peace and conflict studies, human rights, education science, journalism and communication, cultural studies, religion, linguistics, literature, cultural studies, history, archaeology, philosophy, ethics, arts and crafts (list adapted from the UNESCO International Standard Classification of Education, ISCED 2011).
- Social Sciences and Humanities (**SSH**) **are needed to tackle many of the complex challenges** addressed in the Programme, and contributions from one or more of these disciplines are frequently necessary for a successful proposal. These contributions are usually part of an interdisciplinary approach.
- Effective integration of SSH in all clusters is a **key constituent of research and innovation**, including Missions and Partnerships, as a principle through the whole Programme.
- When a topic is **not flagged for SSH, applicants can still decide to address it** in their proposal if they find it relevant. In these cases, evaluators will deal with the proposed SSH issues like any other relevant aspects of the proposal.

## What is SSH Integration?

- A technical term of the European Commission referring to the doing of inter-/multi-/transdisciplinary research
- Refers to heterogeneous groups of actors (i.e. researchers) stemming from different disciplines within the social sciences and humanities (“SSH”)
- Differing thematic specialties and methodological approaches

## Why SSH Integration?

- Need for “human centric” focus in all research areas
- Develop better solutions to complex problems facing Europe/the world  
Because Technical solutions are not enough!
- Develop solutions with clear social relevance, cost effectiveness, and marketability
- Integration of SSH disciplines in R&I projects leads to stronger societal impact, broader/better citizen engagement.



# Conclusiones

**JRC participation occurs upon Grant Agreement & would participate as beneficiary with no funding.**

**Integrating SSH disciplines in our project will likely improve it with a more robust societal impact and better citizen engagement!**

**In case of relevant doubts, consult the NCPs.**

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A world map graphic composed of blue dots, with several red dots marking specific locations across the continents.

# La preparación de propuestas y Condiciones específicas de convocatorias

*Mesa Redonda*

The logo for Horizon Europe, featuring a yellow arc with five yellow stars above it.

**HORIZONTE  
EUROPA**  
@HorizonteEuropa

CDTI  
Departamento de Retos Sociales

26 de octubre de 2023



**José Manuel González (CDTI).**  
*Proceso de Evaluación*



**Marta de Diego (CDTI).**  
*Preparación de Propuestas*



**Lydia González (CDTI).**  
*Lump sum y Cascade funding*



**Marta Conde (CDTI).**  
*Enfoque multiactor*



**Juan Carlos García (CDTI).**  
*Copernicus, Galileo/EGNOS*



**Jesús Escudero (CSIC-INIA).**  
*JRC y Ciencias Soc. & Hum.*



+ info sobre programas y ayudas  
para la  
internacionalización de la I+D+I española



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