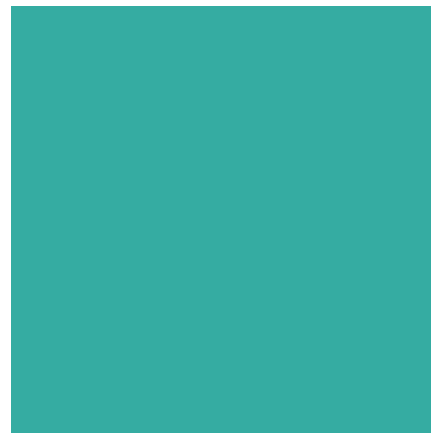




# InGOS

2<sup>nd</sup> Period

1.April 2013 – 30.September 2014



Sylvia Walter



InGOS 1.Periodical Meeting Bremen

12-14 March 2013



# InGOS

- Overview management 2. Period
  - 1<sup>st</sup> review – outcome and recommendations
  - Reports
  - Amendments
  - Deliverables



## 1<sup>st</sup> Project Review – outcome and recommendations

- Midterm Review – month 24
- Reviewer: Prof. Wilfried Winiwarter
- Review meeting: December 2013, Brussels, Belgium



# 1<sup>st</sup> Project Review – outcome and recommendations

## ■ Executive summary

- *The InGOS project has demonstrated **excellent progress** in its first period.*
- *Measuring non-CO<sub>2</sub> greenhouse gases has been moved from individual scientists' achievement to a **common activity**.*
- *... current **achievements are promising** and push activities in the right direction.*



# 1<sup>st</sup> Project Review – outcome and recommendations

## ■ Overall recommendations

- *important to maintain this more recent momentum, in order to convert the project results into a more permanent achievement*
  - **Use project deliverables** as a means of documenting and communicating project results → **public deliverables, more detailed**
  - a **consistent tracking of the relevant project results** (inducing those of external users of the infrastructure) which all should be claimed as success for InGOS → **more frequent reporting, intensify dissemination activities**
  - **extending activities** towards parts of Europe which are currently underrepresented → **already in progress, amendments ongoing**
  - preparation ... to a more **permanent organizational platform** is strongly recommended for safeguarding continuation of monitoring and observing compliance of international climate agreements without being bounded to the limited research project durations → **????**



## InGOS Reports

- 1<sup>st</sup> Periodic Report ✓
  - submitted in time (31.05.2013)
  - the scientific part was accepted as it was
  - the financial reports were accepted after corrections for some partners
  - the second tranche of the budget was transferred in June 2014
- 2<sup>nd</sup> Periodic Report ←
  - Period ended 30 September
  - Report in progress
- Consist of general part and financial part (Form C)
  - Scientific report structured by work packages
    - input from partners to the WP leaders
  - Financial part individually be each partner **Deadline End of October**



## InGOS Amendments

- 8 amendments in total
  - Change of: project name, coordinator contact, legal identity of VUA (submitted November 2013)
  - Electronic-only submission of form C's
  - Adding 3 new partners (UGR, IC3, UNEXE)
  - Adding a third party (CMCC to UNITUS)
- On request of PO launched as one amendment (April 2014)
- Still ongoing due to legal uncertainties how to add the third party to the consortium, 3<sup>rd</sup> legal officer now since 2014
- Consequences
  - New partners only have to report at the end of the project (although retroactive since 2<sup>nd</sup> period part of the project)
  - Paper-version of form C's needed for this report



## InGOS Deliverables and milestones

- 25 deliverables 1<sup>st</sup> project period
- 47 deliverables 2<sup>nd</sup> project period
- Generally on track so far
  - 11 are delayed but in progress
  - 17 were due September 2014
  - Most are at least partially achieved



+ **Thanks for your attention!**

9

■ Questions??????

# + InGOS overview: 1.Periodic Report

10

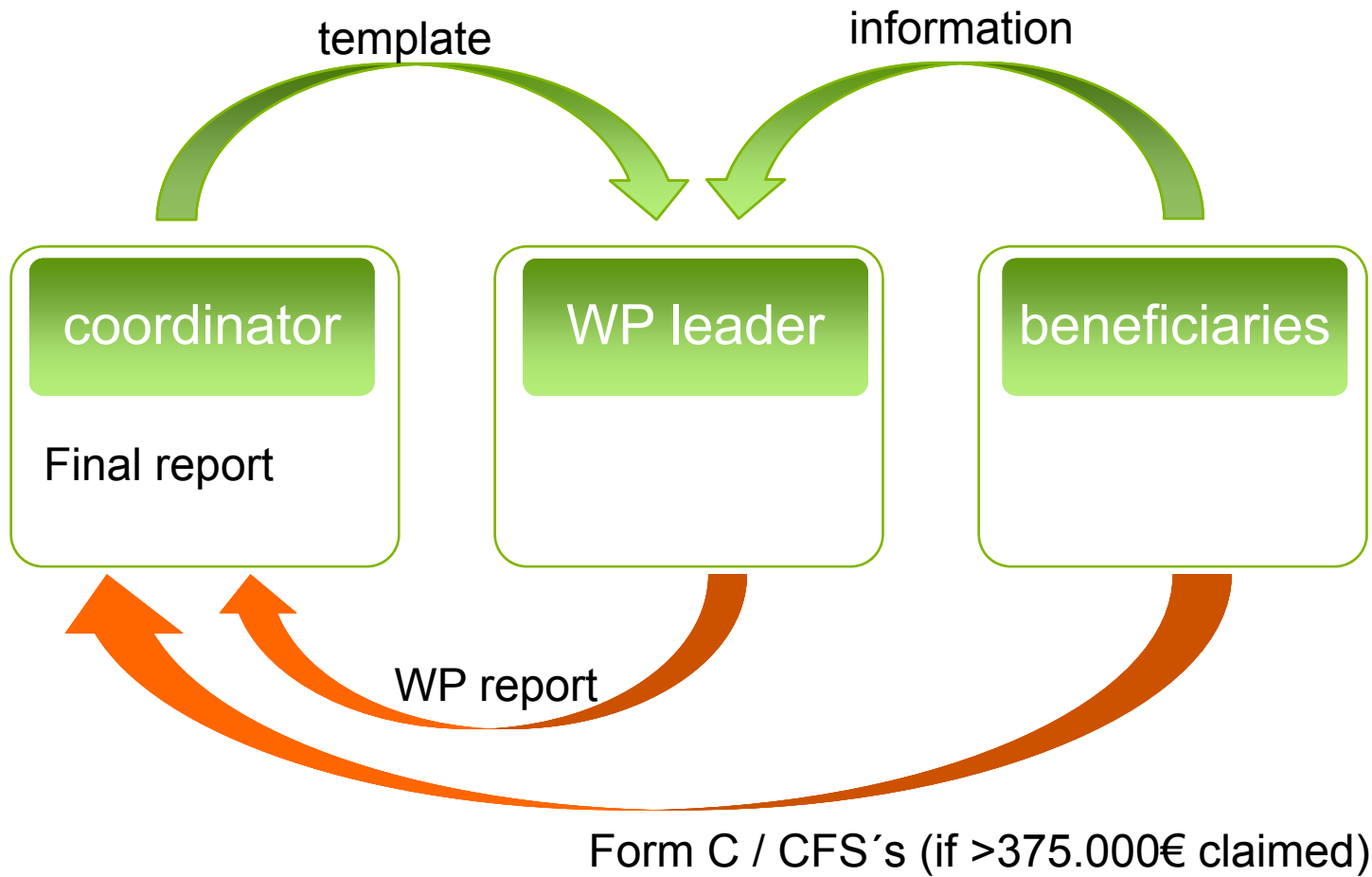
## ■ **Joint Research Activities, Network Activities**

- Publishable summary
- Core of the project
  - Objectives
  - Progress and achievements
  - Management
- Deliverables and milestones
- Use of resources
- Financial statements
- Certificates

## ■ **Transnational Access, Service Activities**

- Description of publicity
- Description of selection procedure
- Transnational Access activity
- Scientific output
- User meetings
- Annex I – IV
  - I: Composition of users selection panel
  - II: List of users projects
  - III: List of users
  - IV: List of publications

# + InGOS: reporting procedure



# + InGOS overview: payments

Costs must be:

- Actual
- Incurred by the participant
- Incurred during the project
- Determined in accordance with the usual accounting and management principles and practices of the participants institution
- EC reimbursement shall not give rise to a profit

# + InGOS overview: payments

## Eligible costs

- **Direct costs**
  - Salary
  - Travel
  - Consumables
  - Equipment
  - Subcontracting
  
- **Indirect costs**
  - Secretariat, administration
  - Housing, office supplies, lab
  - ...

## Non-eligible costs

- Identifiable indirect **taxes**, incl. VAT
  
- **Duties**
  
- **Interest** owed
  
- **Provisions** for future losses or charges
  
- **Exchange losses**, cost related to return on capital
  
- **Costs** declared/incurred/reimbursed in **another EC project**
  
- **Debt** and debt service charges
  
- excessive or reckless expenditure

# + InGOS overview: payments

**A3.1:  
Budget**

Project number <sup>1</sup>	284274	Project acronym <sup>2</sup>	InGOS	Coordinator number in this project <sup>10</sup>	1	Coordinator short name <sup>11</sup>	ECN
-----------------------------	--------	------------------------------	-------	--	---	--------------------------------------	-----

One Form per Participant

Funding % for RTD <sup>49</sup>	75.0 %
Indirect costs <sup>41</sup>	

- Actual indirect costs <sup>42</sup>
- Simplified method <sup>43</sup>
- Standard flat rate <sup>44</sup>
- Special transitional flat rate <sup>45</sup>

My legal entity is established in an ICPC <sup>46</sup> and I shall use the lump sum funding method **No**

	Type of Activity					Total A+B+C+D+E
	RTD (A)	Coordination (B)	Support (C)	Management (D)	Other (E)	
Personnel costs	198,682.00	108,723.00	0.00	327,021.00	0.00	634,426.00
Subcontracting	0.00	27,500.00	0.00	33,000.00	0.00	60,500.00
Other direct costs	40,706.00	6,692.00	21,725.00	329,878.00	0.00	399,001.00
Indirect costs	153,971.00	88,716.00	0.00	247,154.00	0.00	489,841.00
Access Costs	0.00	0.00	33,939.00	0.00	0.00	33,939.00
<b>Total costs</b>	<b>393,359.00</b>	<b>231,631.00</b>	<b>55,664.00</b>	<b>937,053.00</b>	<b>0.00</b>	<b>1,617,707.00</b>

# + InGOS practical issues: Form C

- Max. amount per activity is based on amount stated in Form A3.1 of the GA
- Indirect costs max. 7% of direct eligible costs (activities coordination and support)
- Reimbursement RTD max. 75%
- Access costs max. 20% of the operating costs
- Contact your financial department **IN ADVANCE**

RESEARCH & INNOVATION  
Participant Portal - Grant Management - Financial Reporting

Project Information

General

Project Acronym : InGOS Contract No : 294274  
Contract version : Information Letter No. 1 (Proposal Version 2) Framework : FP7  
Funding Scheme : Combination of CH & CSA Sub-Funding Scheme : Integrating Activities / e-Infrastructures  
Call Identifier : FP7-INFRASTRUCTURES-2011-1 End Date (dd/mm/yyyy) : 30/09/2013  
Start Date (dd/mm/yyyy) : 01/10/2011

Reporting Period: No. 1 (from 01/10/2011 - to 31/09/2013)

Form C

Beneficiary

Contractor's Legal Name : STICHTING ENERGIEORDENDIEN CENTIUM NEDERLAND Participant Identity Code : 999999125  
Short Name : ECN Beneficiary No. : 1  
Comment :  
Lump Sums Used :  
Funding % for RTD activities : 75 Indirect Cost Method : Actual Indirect Costs  
Flat Rate for Indirect Costs % :

1. Declaration of eligible costs/lump sum/flat-rate/scale of unit (in €)

Activity code (in €)	Type of activities					Total (Type A) + (Type C) + (Type D)
	Type A	Operational (B)	Research (C)	Management (D)	Other (E)	
Personnel costs						0.00
Subcontracting						0.00
Other direct costs						0.00
Indirect costs						0.00
Access costs						0.00
Lump sum / Provisional contribution						0.00
Total						0.00
Maximum EU Contribution	0.00	0.00	0.00	0.00	0.00	0.00
Requested EU contribution						0.00

2. Declaration of Receipts (in €)  
Did you receive any financial transfers or contributions in kind, free of charge from third parties?  
Or did the project generate any income which could be considered a receipt according to Art. II.17 of the grant agreement?  
If yes, please mention the amount (in €)

3. Declaration of interest generated by the pre-financing (in €) (To be completed only by the coordinator)  
Did the pre-financing you received generate any interest until 31/12/2012 according to Art. II.19?  
If yes, please mention the amount (in €)

4. Certificate on the methodology  
Do you declare average personnel costs according to Art. II.4.1?  
Is there a certificate on the methodology provided by an independent auditor and accepted by the European Union according to Art. II.4.4?  
Name of the auditor : Cost of the certificate (in €), if charged under this project :

5. Certificate on the financial statements  
Is there a certificate on the financial statements provided by an independent auditor attached to this financial statement according to Art. II.4.4?  
Name of the auditor : Cost of the certificate (in €) :

6. Beneficiary's declaration on their honour?  
Name of the person authorized to sign this Financial Statement : Date (dd/mm/yyyy) :

Save Submit to Coordinator



# Overview: How to use the Participant Portal

- Search for calls
- Search for general information (Horizon 2020)
- Register a new account
- Manage your projects
  - Reports
  - Deliverables
  - Dissemination
  - Financial report (form C)
  - Find help documents

Home – Research Participant Portal

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

European Commission

RESEARCH & INNOVATION

Participant Portal

European Commission > Research & Innovation > Participant Portal > Home

HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE EXPERTS SUPPORT

LOG IN REGISTER

## Horizon 2020 Funding

Starting from 1/1/2014

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

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- **2007-2013** 7th research framework programme (FP7) and Competitiveness & Innovation Programme (CIP)

**Non-registered users**

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- contact our support services or check our FAQs

**Registered users**

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

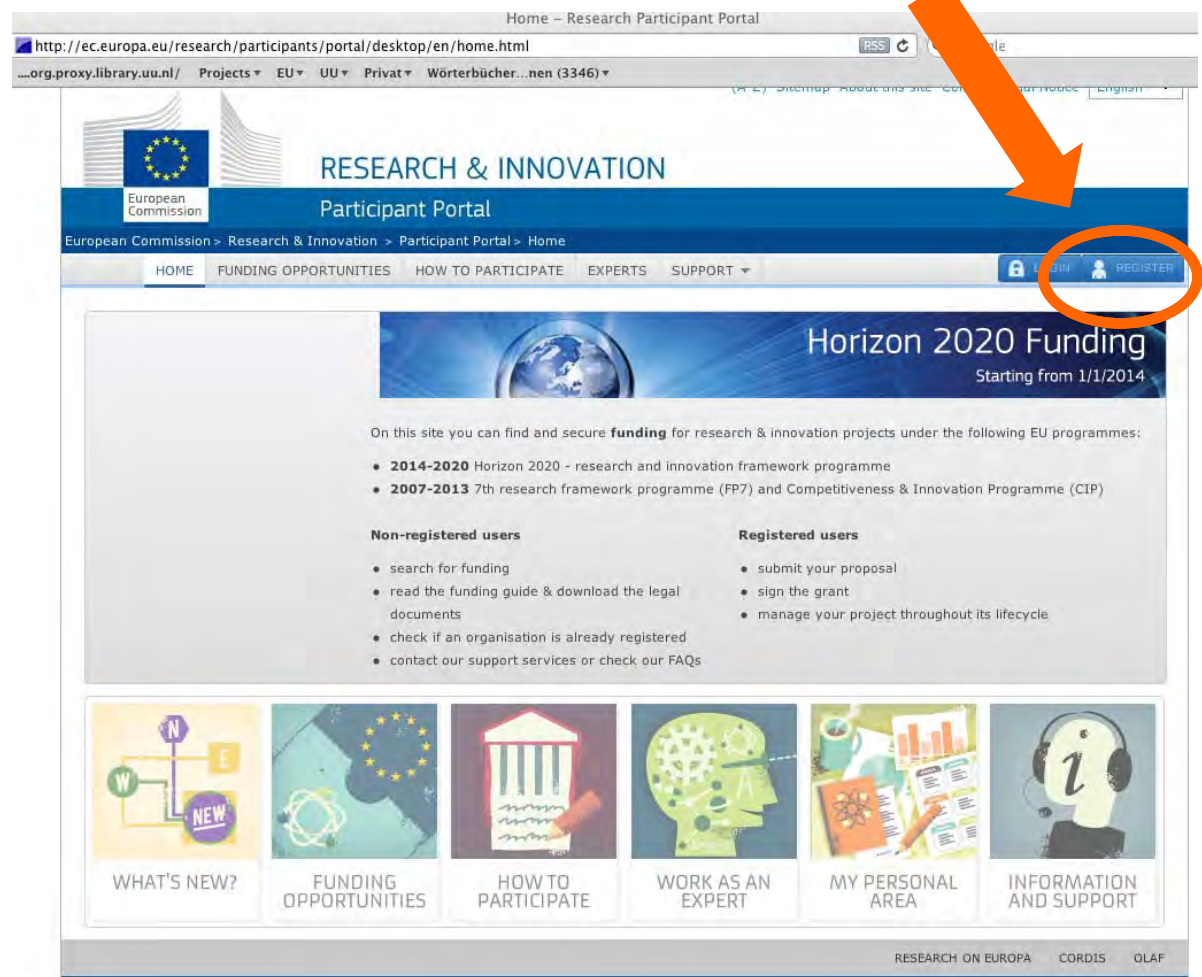
WHAT'S NEW? FUNDING OPPORTUNITIES HOW TO PARTICIPATE WORK AS AN EXPERT MY PERSONAL AREA INFORMATION AND SUPPORT

RESEARCH ON EUROPA CORDIS OLAF



# + Register

- If you have no account, you first have to register



# + Register

European Commission External

EUROPA > Authentication Service > Sign Up

Login New password **Sign Up** Help

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

## Sign Up

[Help for external users](#)

Choose a username




First name \*

Last name \*

E-mail \*

Confirm e-mail \*

E-mail language \*

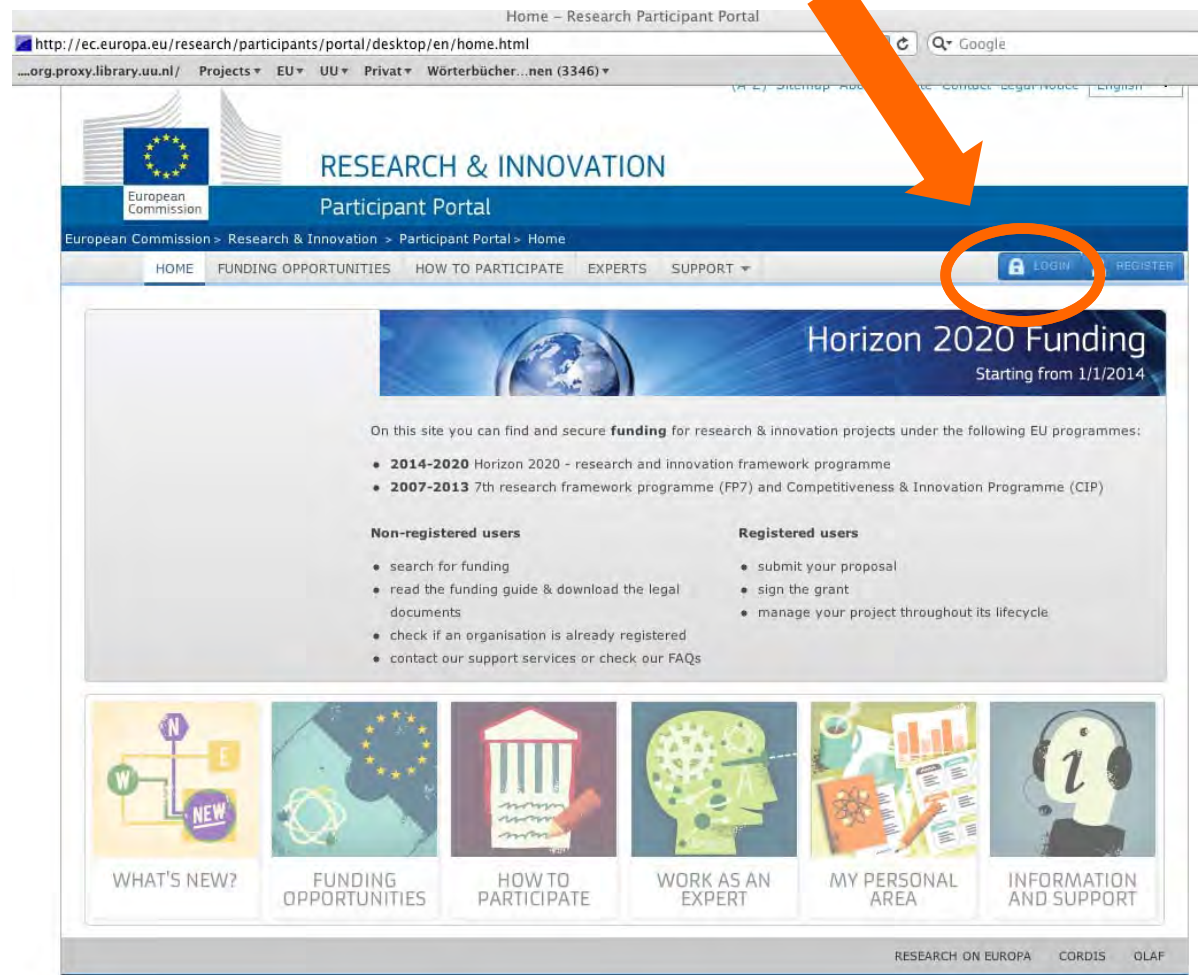
  

Enter the code \*

Privacy statement: by checking this box, you

# + Log in

- If you have an account, you can directly log in



# + Log in

The screenshot shows the ECAS login interface. At the top left is the European Commission logo. The main header reads "EUROPEAN COMMISSION AUTHENTICATION SERVICE (ECAS) External". Below this is a breadcrumb trail: "EUROPA > Authentication Service > Login". A navigation bar contains buttons for "Login", "New password", "Sign Up", and "Help".

The main content area is split into two columns. The left column features the ECAS logo, a note that it "authenticates your identity on European Commission websites", and a message stating "Participants Portal requires you to authenticate". The right column contains the login form, which includes a "Login" button with a user icon, a "Not registered yet" link, a domain selection dropdown (currently set to "External" with a "Change it" link), and input fields for "Username or e-mail address" and "Password". Below the form are links for "More options...", "Login!", and "Lost your password?". A note indicates that fields with an asterisk are required. At the bottom, there is a section for logging in with other providers, starting with "Or log in with your" and a social media icon.

# + Manage your projects

- Deliverables
- Reports
- Disseminations
- Financial report (form C)
- Find information

https://ec.europa.eu/research/participants/portal/desktop/en/home.html

European Commission

RESEARCH & INNOVATION  
Participant Portal

European Commission > Research & Innovation > Participant Portal > Home

MY AREA | HOME | FUNDING OPPORTUNITIES | HOW TO PARTICIPATE | EXPERTS | SUPPORT

MY ORGANISATION(S)  
My Project(s)  
My Notifications(s)  
My Expert Area

Horizon 2020 Funding  
Starting from 1/1/2014

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- contact our support services or check our FAQs

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- manage your project throughout its lifecycle

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

RESEARCH ON EUROPA | CORDIS | OLAF

# + Manage your projects

- See reports
- Add deliverables
- Add dissemination
- Search for information
- Click the **RD** button on the right sight

Projects – Research Participant Portal

https://ec.europa.eu/research/participants/portal/desktop/en/projects/index.html

European Commission

RESEARCH & INNOVATION Participant Portal

European Commission > Research & Innovation > Participant Portal > My Projects

MY AREA | HOME | FUNDING OPPORTUNITIES | HOW TO PARTICIPATE | EXPERTS | SUPPORT

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

My projects H2020 ONLINE MANUAL

This page enables you to access all your projects that have been selected and approved for funding.

Depending on your roles, you can view or manage the following project-related tasks:

- Negotiate your grant agreement
- Submit amendments to your grant agreement
- Manage your scientific and financial reports
- View or manage roles and access rights in your projects consortia

If you are LEAR and want to see the full list of your organisation projects, please click on **My Organisations** and click on the action button **VP**. LEAR can only view the list of projects in which your organisation is involved. If you want to see project details, your organisation main contact for the project or the project Coordinator has to give you access rights. For more details see the [H2020 online manual](#).

Legend

AA Access Amendment AN Access Negotiation MP Manage Project FR Financial Reporting PR Periodic Reporting RD Reporting & Deliverables

Show 10 entries

ACRONYM	CALL	PROG	PROJECTID	ROLES	PHASE	
InGOS	FP7- INFRASTRUCTU RES-2011-1	FP7	284274	PC	Active	RD
INTRAMIF	FP7-PEOPLE- ITN-2008	FP7	237890	PC	Active	FR RD
MERIT	FP7-PEOPLE-	FP7	264474	PC	Active	FR RD

# + Manage your project

RESEARCH & INNOVATION  
Participant Portal - Grant Management - Scientific Reporting

FP7 Home > Project Management > FP7 Work with a Project > ...

You are logged as:  
Sylvia WALTER  
[nwaltesy]

FP7 Work with a Project 284274

Please choose one of the following:

- To go to home page, select 'Home' from menu.
- To fill-in review report, select 'Review Reports' from menu.
- To fill-in report, select 'Reports' from menu.
- To logout from the system, select 'Logout' from menu.

Recently updated reports

Form name	Period / Review Session	Date last updated	Status
-----------	-------------------------	-------------------	--------

What is FP7? : FP7 step by step : Find a Call : Get Support : Find a Partner : Find a Document : Prepare & submit a proposal : What's New?

QUEST version 9.4.0.05 In PRODUCTION environment

Top | CORDIS | About | Help Desk | FAQ | ©

# + Manage your projects

- Manage your financial reports (form C)
- Click the **FR** button on the left sight

Projects – Research Participant Portal

https://ec.europa.eu/research/participants/portal/desktop/en/projects/index.html

European Commission

RESEARCH & INNOVATION Participant Portal

European Commission > Research & Innovation > Participant Portal > My Projects

MY AREA HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE EXPERTS SUPPORT

My Organisation(s)  
My Proposal(s)  
**My Project(s)**  
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Legend

AA Access Amendment AN Access Negotiation MP Manage Project FR Financial Reporting PR Periodic Reporting RD Report Delivery PC Project Consortium

Show 10 entries

ACRONYM	CALL	PROG	PROJECTID	ROLES	PHASE	ACTIONS
InGOS	FP7- INFRASTRUCTU RES-2011-1	FP7	284274	PC	Active	FR PR
INTRAMIF	FP7-PEOPLE- ITN-2008	FP7	237890	PC	Active	FR RD
MERIT	FP7-PEOPLE-	FP7	264474	PC	Active	FR RD



# + Manage your project

- Submit a new form C
- Add adjustment form C
- Add extrapolation form C

Form C Editor

Help Logout

RESEARCH & INNOVATION  
Participant Portal - Grant Management - Financial Reporting

**Project Information**

**General**

Project Acronym : InGOS Contract No : 284274  
 Contract version : Information Letter No. 1 (Proposal Version 2) Framework : FP7  
 Funding Scheme : Combination of CP & CSA Sub-Funding Scheme : Integrating Activities in Infrastructures  
 Call Identifier : FP7-INFRASTRUCTURES-2011-1 End Date (dd/mm/yyyy) : 30/09/2015  
 Start Date (dd/mm/yyyy) : 01/10/2011

**Details**

Reporting Period : no. 3 (from 01/10/2014 - to 30/09/2015)

**Beneficiaries List ?** [Submission History](#)

Reporting Period : no. 3 (from 01/10/2014 - to 30/09/2015)

Beneficiary	Beneficiary No.	Short Name	Status	Actions
STICHTING ENERGIEONDERZOEK CENTRUM NEDERLAND	1	ECN	-	
MAX PLANCK GESELLSCHAFT ZUR FOERDERUNG DER WISSENSCHAFTEN E.V.	2	MPG	-	
EIDGENOESSISCHE MATERIALPRUEFUNGS- UND FORSCHUNGSANSTALT	3	EMPA	-	
COMMISSARIAT A L ENERGIE ATOMIQUE ET AUX ENERGIES ALTERNATIVES	4	CEA	-	
UNIVERSITY OF BRISTOL	5	UNIVBRIS	-	
UNIVERSITY OF EAST ANGLIA	6	UEA	-	
RUPRECHT-KARLS-UNIVERSITAET HEIDELBERG	7	UHEI	-	
UNIVERSITEIT UTRECHT	8	UU	-	
ROYAL HOLLOWAY AND BEDFORD NEW COLLEGE	9	RHUL	-	
UNIVERSITAET BREMEN	10	UoB	-	

# + Search for calls

Home – Research Participant Portal

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

European Commission

## RESEARCH & INNOVATION

### Participant Portal

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HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE EXPERTS SUPPORT

LOGIN REGISTER

### Horizon 2020 Funding

Starting from 1/1/2014

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**Non-registered users**

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

**Registered users**

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

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

RESEARCH ON EUROPA CORDIS OLAF

# + Search for calls

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European Commission

## RESEARCH & INNOVATION

### Participant Portal

European Commission > Research & Innovation > Participant Portal > Home

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### FUNDING OPPORTUNITIES

Find funding for your research and innovation activities. Find latest calls for proposals or tenders.

Submitting your research proposal using our electronic proposal submission service.

More...

RESEARCH ON EUROPA CORDIS OLAF

# + Search for calls



Opportunities - Research Participant Portal

http://ec.europa.eu/research/participants/portal/desktop/en/opportunities/index.html

European Commission

## RESEARCH & INNOVATION

### Participant Portal

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

HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE EXPERTS SUPPORT LOGIN REGISTER

#### Horizon 2020

- Calls
- Search Topics
- Call Updates

#### FP7 & CIP Programmes

- Calls
- Call Updates

#### COSME

- Other Funding Opportunities

#### Funding Opportunities

H2020 ONLINE MANUAL

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

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

#### Horizon 2020



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

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

#### FP7 and CIP - previous programmes

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

#### COSME

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

#### Other Funding Opportunities

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

#### Call updates

# + Calls – general information

The screenshot shows the 'Home – Research Participant Portal' page. The browser address bar displays 'http://ec.europa.eu/research/participants/portal/desktop/en/home.html'. The page header includes the European Commission logo and the text 'RESEARCH & INNOVATION Participant Portal'. A navigation menu contains 'HOME', 'FUNDING OPPORTUNITIES', 'HOW TO PARTICIPATE', 'EXPERTS', and 'SUPPORT'. Below the menu is a 'Horizon 2020 Funding' banner with the text 'Starting from 1/1/2014'. The main content area features a section titled 'On this site you can find and secure funding for research & innovation projects under the following EU programmes:' with a list of programmes: '2014-2020 Horizon 2020 - research and innovation framework programme' and '2007-2013 7th research framework programme (FP7) and Competitiveness & Innovation Programme (CIP)'. Below this are two columns of 'Registered users' with bulleted lists of actions. At the bottom, a row of six icons represents different sections: 'WHAT'S NEW?', 'FUNDING OPPORTUNITIES', 'HOW TO PARTICIPATE', 'WORK AS AN EXPERT', 'MY PERSONAL AREA', and 'INFORMATION AND SUPPORT'. The 'HOW TO PARTICIPATE' icon, which depicts a building with columns, is circled in orange, and a large orange arrow points from the text above towards it. The footer contains the text 'RESEARCH ON EUROPA CORDIS OLAF'.

# + Calls – general information

home – Research Participant Portal

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

org.proxy.library.uu.nl/ Projects ▾ EU ▾ UU ▾ Privat ▾ Wörterbücher...nen (3346) ▾

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

RESEARCH & INNOVATION  
Participant Portal

European Commission > Research & Innovation > Participant Portal > Home

HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE EXPERTS SUPPORT ▾ LOGIN REGISTER

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**Registered users**

- submit your proposal
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- manage your project throughout its lifecycle

### HOW TO PARTICIPATE

How to submit your proposal and, if selected for funding, how to manage your grant:

**H2020 online manual** - how to prepare and submit your proposal, and negotiate/manage your grant.

**H2020 & FP7 reference documents** - additional information.  
See if **your organisation is already registered**, or start registering it.

Dedicated **SME page**, showing opportunities and support services.

More...

RESEARCH ON EUROPA CORDIS OLAF

# + Calls – general information

Funding – Research Participant Portal

http://ec.europa.eu/research/participants/portal/desktop/en/funding/index.html

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 RESEARCH & INNOVATION  
Participant Portal

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### How to participate

H2020 ONLINE MANUAL

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

The following guidance services facilitate your participation:

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

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

H2020 ONLINE MANUAL

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

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