





## **OVERVIEW**



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THIRD PARTIES
ETHICS
ADDITIONAL ACTIVITIES

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## **LEGAL AND FINANCIAL FRAMEWORK**



## **HORIZON 2020 REGULATIONS:**

1. REGULATION OF ESTABLISHMENT
2. RULES FOR PARTICIPATION

**FCH 2 JU ANNUAL WORK PLAN 2020** 

GENERAL ANNEXES

TO THE MAIN WORK PROGRAMME

(A -> L)

1. MODEL GRANT AGREEMENT;

2. ANNOTATED GRANT AGREEMENT;

**3. CONSORTIUM AGREEMENT** 



Proposal: 2 parts. Technical Annex



## **PROPOSAL – TECHNICAL ANNEX**

1. Excellence

2. Impact

3. Implementation (3.4 Resources to be committed)

4. Members of the consortium (4.2. Third parties involved in the project)

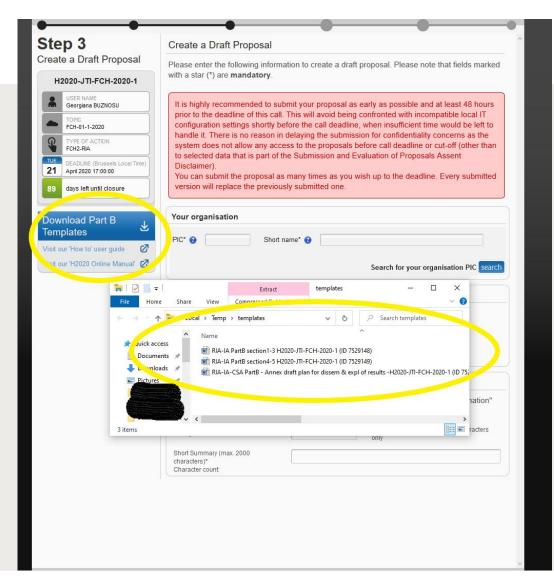
5. Ethics and Security

Plan for
Dissemination and
Exploitation



# **Drafting the proposal**

Part B templates









# The beneficiaries must have the appropriate resources to implement the action

If it is necessary to implement the action, they may however:

- Purchase goods, works and services (Section 3.4)
- Use Subcontracting to implement action tasks (Section 4.2)
- Call upon Linked Third Parties to implement action tasks(Section 4.2)
- Use **In-kind contributions** provided by third parties against payment or free of charge (Section 4.2)
- Call upon International Partners to carry out work (Section 4.2)



Art. 6.2. and 10 of the MGA



## Purchase goods, works or services

#### Where?

in section 3.4 of Part B

#### What?

- Travel costs + subsistence allowances
- **Depreciation** costs of equipment, infrastructure or other assets (new or second-hand) / Costs of renting or leasing equipment, infrastructure or other assets if they do not exceed the depreciation costs.
- Costs of **other goods and services**: example consumables and supplies, dissemination (including open access), IPR costs, certificates on the financial statements, certificates on the methodology, translations, publications etc

For all: **best value for money** and avoid any conflict of interests



# **Proposal template. Section 3.4.**



#### Tables for section 3.4

#### Table 3.4a: Summary of staff effort

Please indicate the number of person months over the whole duration of the planned work, for each work package, for each participant. Identify the work-package leader for each WP by showing the relevant person month figure in bold.

	WPn	WPn+1	WPn+2	Total Person Months per Participant
Participant				·
Number/Short Name				
ParticipantNumber/				
Short Name				
Participant Number/				
Short Name				
Total Poon months				

## Table 3.4b: 'Other direct cost' items (travel, equipment, other goods and services, large research infrastructure)

Please complete the table below for each participant if the sum of the costs for 'travel', 'equipment', and 'goods and services' exceeds 15% of the personnel costs for that participant (according to the budget table in section 3 of the proposal administrative forms).

Participant	Cost	Justification	
Number/Short Name	(€)		
Travel			
Equipment			7
Other goods and			
services			
Total			

Please complete table below for all participants that would like to declare as of large research infrastructure under Article. See General Model Agreement seepective of the percentage of personnel costs. Please indicate (in the justification) it the beneficiary's methodology for declaring the costs for large research infrastructure has already been positively assessed by the Commission.

Participant Number/Short Name	Cost (€)	Justification
Large research		
infrastructure		

<sup>3</sup> Large research infrastructure means research infrastructure of a total value of at least EUR 20 million, for a beneficiary. More information and further guidance on the direct costing for the large research infrastructure is available in the H2020 Online Manual on the Particional Portal.



[Proposal Acronym] 11

Art. 13 of the MGA / AGA



## **Subcontracts**

## Where?

in section 4.2 of Part B

- implementation of certain action tasks described in the Proposal.
- Subcontracting may cover only a **limited part** of the action
- best value for money and avoid any conflict of interests
- estimated costs and tasks must be identified
  - Subcontracting between beneficiaries Is NOT allowed in the same GA
  - Subcontracting to affiliates Is NOT allowed



Art. 14 of the MGA / AGA



## **Linked Third Parties**

#### Where?

• in section 4.2 of Part B

- = Affiliated entities / third parties with a legal link, carrying out the implementation of certain **action tasks**
- same cost eligibility criteria as beneficiaries
- an estimation of tasks should be identified in the Proposal
- an estimation of (total) costs should also be identified



Art. 11-12 of the MGA / AGA



## **In-kind Contributors**

#### Where?

• in section 4.2 of Part B

- The beneficiaries may declare costs related to the payment of in-kind contributions as eligible, up to the third parties' costs for:
  - the seconded persons,
  - contributed equipment, infrastructure or other assets or
  - other contributed goods and services.
- The third parties and their contributions must be set out in section 4.2 of the Proposal



Art. 14a) of the MGA / AGA



## **International Partners**

#### Where?

- Part B:
  - **Section 3**: indicate roles in the **work plan** + explain how the activities of the participant will be funded and from which sources, and include in **table 3.2b**) risk for implementation —> convincing mitigation measure in case the funding for participation from other sources cannot be secured
  - ☐ Section 4.2

- 'International partner' = any legal entity established in a **non-associated third country** which is not eligible for funding
- They will be 'administratively' linked to a beneficiary for the project
- PIC number required ('light' validation)
- Not signatory of GA, no EU funding, own (non EU) budget
- Action tasks in the project, no financial reporting
- Cannot be WP leader or have deliverables assigned

# **Proposal template. Section 4.2**

Subcontractors. Linked third parties. In kind contributors. International Partners.



#### 4.2. Third parties involved in the project (including use of third party resources)

Please complete, for each participant, the following table (or simply state "No third parties involved", if applicable):

Does the participant plan to subcontract certain tasks (please note that core tasks of the project should not be sub-contracted)?	Y/N
If yes, please describe and justify the tasks to be subcontracted	
Does the participant envisage that part of its work is performed by linked third parties <sup>2</sup> ?	Y/N
If yes, please describe the third party, the link of the participant to the third part describe and justify the foreseen tasks to be performed by the third party	y, and
Does the participant envisage the use of contributions in kind provided by third parties (Articles 11 and 12 of the General Model Grant Agreement)?	Y/N
If yes, please describe the third party and their contributions	
Does the participant envisage that part of the work is performed by.  International Partners <sup>2</sup> (Article 14a of the General Model Grant Agreement)?	Y/N
If yes, please describe the International Partner(s) and their contributions	



<sup>&</sup>lt;sup>2</sup> A third party that is an affiliated entity or has a legal link to a participant implying a collaboration not limited to the action. (Article 14 of the <u>Model Grant Agreement</u>).

<sup>&</sup>lt;sup>3</sup> 'International Partner' is any legal entity established in a non-associated third country which is not eligible for funding under Article 10 of the Rules for Participation Regulation No 1290/2013.

# **Validation necessary**



## At GAP stage – all:

- Beneficiaries
- Linked third parties
- Beneficiaries not receiving EU funding

will need to be **fully validated** 

## **Anticipate this process!**





## **DRAFTING THE PROPOSAL. ETHICS**



#### Background

• "A proposal which contravenes ethical principles or any applicable legislation [...] **may be excluded** from the evaluation, selection and award procedures at any time." Art. 13 – H2020 RfP

#### **Ethics Self-Assessment**

- All proposals must describe ethical issues raised & how they will be addressed
- Ethics part: Part A in SEP + Part B section 5
- Each applicant is responsible for:
  - identifying any potential ethical issues
  - handling ethical aspects of their proposal
  - detailing how they plan to address them in detail

Guidelines: How to complete your ethics self-assessment guide



## DRAFTING THE PROPOSAL. ADDITIONAL ACTIVITIES



## **Additional Activities**

#### Who?

- beneficiaries
- Non-members of the Hydrogen Europe /Hydrogen Europe Research

#### Where?

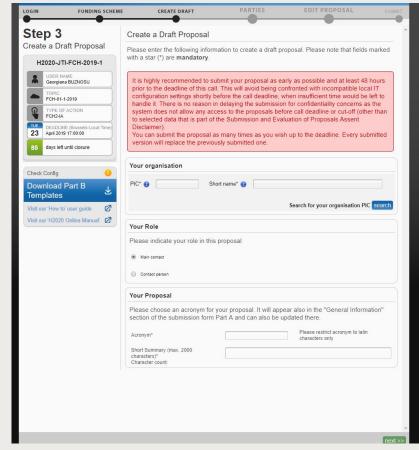
- Draft 'plan for the dissemination and exploitation of the project's results'
- As part of each participant business plan

#### What?

estimate of any additional activities to be performed

(additional investment in FCH technologies and related activities **not** included in the project activities);

• use this to justify an increased impact of the project as a part of a bigger business plan of each participant



## **FINANCIAL ASPECTS - FVC**



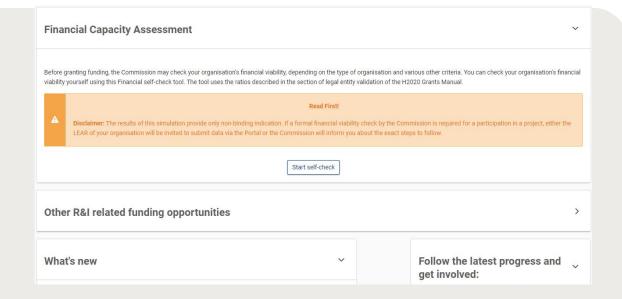
## **Financial Viability Check**

### Subject to FVC:

All other LE: if Coordinators and the requested
 FCH funding for the project is ≥ 500.000 EUR

## Categories not subject to FVC:

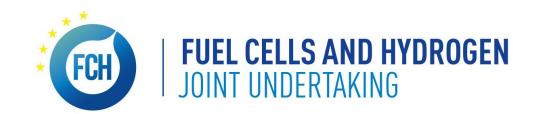
- natural persons in receipt of scholarships
- public bodies
- international organisations (e.g. Red Cross)
- Higher and secondary education establishments
- LE guaranteed by a Member State or associated country





## if COO, be proactive: do the self-check!





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## For further information

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