




Research and Innovation Participant Portal

Proposal Submission & Beneficiary Register

Piret Noukas
European Commission
PP team, DG RTD J.3

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Participant Portal

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HOME **FUNDING OPPORTUNITIES** HOW TO PARTICIPATE EXPERTS SUPPORT

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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:


- **2014-2020** Horizon 2020 - research and innovation framework programme
- **2007-2013** 7th research framework programme (FP7) and Competitiveness & Innovation

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?




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WORK AS AN EXPERT



MY PERSONAL AREA



INFORMATION AND SUPPORT

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**Calls and
Submission
service**

**Login or
register**

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Personalised access to the IT tools

Horizon 2020 Funding

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

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COSME

3rd Health Programme

Consumer Programme

FP7 & CIP Programmes 2007-2013

Calls

Other Funding Opportunities

Select your programme, call and topic

Funding Opportunities

H2020 ONLINE MANUAL

Find the European Union funding opportunities and search for new or closed calls of the programmes described on this page.

Horizon 2020



Horizon 2020 is the new EU funding programme for research and innovation running from 2014 to 2020 with a €80 billion budget. The first calls for proposals for Horizon 2020 were published on **11 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.

H2020 also aims to enhance EU **international research cooperation** so there are more opportunities for Third Country participation.

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.

3rd HEALTH PROGRAMME

The **Third Health Programme** will run from 2014 to 2020, with a planned budget of 449 million EUR. It will support actions that complement, support and add value to the policies of the Member States to improve the health of EU citizens and reduce health inequalities by promoting health, encouraging innovation in health, increasing the sustainability of health systems and protecting Union citizens from serious cross-border health threats.

CONSUMER PROGRAMME

The **Multiannual Consumer Programme** 2014-2020 has a planned budget of 188 million EUR. It will support actions that ensure a high level of consumer protection, that empower consumers and that place the consumer at the



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FP7 & CIP Programmes 2007-2013

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6
Results

Keyword Search:

Communication networks, media

SEARCH

If you don't find your topic, you can also use the [free text search](#).

Programme



H2020



RFCS



COSME



3rd HP



Cons Prog

Status



Forthcoming

Sort by



(Planned) opening date



Deadline



Topic title



Call identifier

Topic: [Earth-system modelling and climate services :SC5-05b-2015](#)

Call title: [Growing a Low Carbon, Resource Efficient Economy with a Sustainable Supply of Raw Materials](#)

Call identifier: [H2020-SC5-2015-one-stage](#)

Status: Open

Deadline: 21-04-2015

Topic: [ERA for Climate Services:SC5-02-2015](#)

Call title: [Growing a Low Carbon, Resource Efficient Economy with a Sustainable Supply of Raw Materials](#)

Call identifier: [H2020-SC5-2015-one-stage](#)

Status: Open

Deadline: 21-04-2015


Topic: [Knowledge Repository to enable Patient Focused Medicine Development:IMI2-2015-03-06](#)

Call title: [IMI2 3rd Call for Proposals](#)

Call identifier: [H2020-JTI-IMI2-2015-03-two-stage](#)

Status: Open

Deadline: 24-03-2015



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Research Fund for Coal & Steel

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Consumer Programme



Horizon 2020

Advanced search for topics
Calls for tenders on TED

- ☒ Secure, clean and efficient energy
- ☒ Smart, green and integrated transport
- ☒ Climate action, environment, resource efficiency and raw materials
- ☒ Europe in a changing world - inclusive, innovative and reflective societies
- ☒ Secure societies - protecting freedom and security of Europe and its citizens
- ☐ Spreading excellence and widening participation
- ☐ Science with and for Society
- ☐ Euratom Research and Training Programme 2014-2018

Status ☒ Forthcoming ☒ Open ☐ Closed

Sort by ☒ (Planned) Opening Date ☐ Deadline ☐ Call title ☐ Call identifier

enter call card **FILTER**

Societal Challenges

MOBILITY for GROWTH 2014-2015

H2020-MG-2015-Singlestage-B

Deadlines: 15/10/2015

Planned Opening Date: 24/06/2015

Societal Challenges

GREEN VEHICLES 2015

H2020-GV-2015

Deadlines: 15/10/2015

Planned Opening Date: 24/06/2015

Societal Challenges

Fight against crime and Terrorism

H2020-FCT-2015

Deadlines: 27/08/2015

Planned Opening Date: 25/03/2015

Or browse the calls by exploring the H2020 structure

Select calls from the 'tree' or

CALL LEVEL

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Other Funding Opportunities

ICT 2015 - INFORMATION AND COMMUNICATIONS TECHNOLOGIES

H2020-ICT-2015

Opening Date	15-10-2014	Deadline Date	14-04-2015 17:00:00 (Brussels local time)
Budget	€561,000,000	Programme	Horizon 2020
Status	Open	Main Pillar	Industrial Leadership

Call description

Call documents

Get support

Call updates

• 23-12-2014 09:32:22

Sub-topic ICT-28b has different [Evaluation Criteria](#). Therefore, a different Technical Annex Section 1-3

+ More

Select your topic

Topics and submission service

To access the **Submission Service**, please **select the TOPIC** of your interest and then open the Submission Service tab.
To access **existing draft proposals**, please login to the portal and select My Proposals from the My Area menu.

Topic: [ICT-04-2015: Customised and low power computing](#)

Topic: [ICT-08-2015: Boosting public sector productivity and innovation through cloud computing services](#)

Topic: [ICT-10-2015: Collective Awareness Platforms for Sustainability and Social Innovation](#)

Topic: [ICT-12-2015: Integrating experiments and facilities in FIRE+](#)

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ICT 2015 - Information and Communications Technologies

H2020-ICT-2015

Opening Date15-10-2014Deadline Date14-04-2015 17:00:00 (Brussels local time)

Once you have selected your topic, then browse/download/read the specific topic-related documents.

ICT-10-2015

Topic Description

Topic Conditions & Documents

Submission Service

Please read carefully all provisions below before the preparation of your application.

The budget breakdown for this call is given in the call conditions section of the work programme.

- List of countries and applicable rules for funding:** described in [part A of the General Annexes](#) of the General Work Programme.
- Eligibility and admissibility conditions:** described in [part B](#) and [C of the General Annexes](#) of the General Work Programme
- Evaluation**
 - Evaluation criteria and procedure, scoring and threshold:** described in [part H of the General Annexes](#) of the General Work Programme
 - [Guide to the submission and evaluation process](#)



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Consumer Programme

FP7 & CIP Programmes 2007-2013

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ICT 2015 - Information and Communications Technologies

H2020-ICT-2015

Opening Date	15-10-2014	Deadline Date	14-04-2015 17:00:00 (Brussels local time)
Publication date	23-07-2014	Total Call Budget	€561,000,000
Programme	Horizon 2020	Main Pillar	Industrial Leadership
Status	Open		

1. Access the submission service for the topic for the first time by creating a draft proposal

Topic Description Topic Conditions & Documents **Submission Service**

To access the Electronic Submission Service of the topic, please select the **type of action** that is most relevant to your proposal from the list below and click on the '**Start Submission**' button. You will then be asked to confirm your choice of the type of action, the topic for the call, as these cannot be changed subsequently in the submission system. Upon confirmation you will be linked to the correct entry point.

To access existing draft proposals for this topic, please login to the Participant Portal and select the My Proposals page of the My Area section.

Type of Action **Coordination & support action [CSA]**

START SUBMISSION

Topic Big data - research - ICT-16-2015

Type of Action **Research and Innovation action [RIA]**

START SUBMISSION



Please confirm your choice of the **topic** and **type of action for the call**, as these cannot be changed subsequently in the submission system.

Topic: Collective Awareness Platforms for Sustainability and Social Innovation - ICT-10-2015

Type of Action: Coordination & support action [CSA]

Call: ICT 2015 - Information and Communications Technologies

CANCEL

CONFIRM

**1. Confirm the choice of the
TOPIC and
TYPE of ACTION**

**as those cannot be changed
later on in the submission
system.**

**2. If not yet logged in, you
need to log in as **EXTERNAL****

or

**create your ECAS account
before accessing the
submission system.**

My Proposal(s)

To edit draft or submitted proposals, delete or withdraw them once they are in a draft or submitted state,

look for the **My Proposals** folder in the Portal after login.



To create new proposals, always start from the topic page!



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On this site you can find and secure **funding** for research & innovation projects

- **2014-2020** Horizon 2020 - research and innovation framework programme
- **2007-2013** 7th research framework programme (FP7) and Competitiveness

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

Login to access your personalized pages.



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WHAT'S NEW

You are now logged in to the Participant Portal.

Your personal folders are available on the left hand side.

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RESEARCH & INNOVATION

Participant Portal

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

MY AREA HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE EXPERTS SUPPORT

OLIVIER MARGANNE

My Organisation(s)

My Proposal(s)

My Project(s)

My Notification(s)

My Expert Area

My Proposals

H2020 ONLINE MANUAL

This page provides a list of all proposals relating to you as a participant, as follows:

- proposals you have initiated or submitted as a Coordinator/Principal Investigator, or
- proposals you have contributed to as a project participant

You can view, edit or download your draft or submitted proposals, depending on the proposal status and the deadline of the relevant call.

To start preparing a new proposal, go to [Funding Opportunities](#), to the page of the call or topic that you want to apply for, and enter the **electronic submission system**.

LEGEND

ED

Edit Draft

VD

View Draft

VS

View Submitted

DE

Delete Proposal

Show 10 entries

Search

PROGRAM	CALL	FUNDING SCHEME	PROPOSAL ID	ACRONYM	STATUS	REMAINING TIME	ACTIONS
H2020	H2020-DEMO1 2014-1	RIA	SEP-2000000 00	DEMO1	Draft	78	ED DE
H2020	H2020-DEMO1 2014-1	RIA	SEP-2000000 01	DEMO2	Submitted	78	ED VS

To edit/delete/withdraw/view submitted proposals, click on one of the action buttons for the given proposal.

RESEARCH ON EUROPA CORDIS OLAF

Proposal content

Proposals are composed of:

- **Part A:** the **administrative** information (list of participants, legal and financial structured forms, etc.);
- **Part B:** a PDF document(s) with the **scientific and technical** contents;
- There may be additional documents (*optional*) – please check the **Topic Conditions** page of the Participant Portal for any additional instructions.
- **To edit Part A and upload Part B/Annexes go to Step 5 of the Submission system.**

Organisation data

- **PIC numbers are 9-digit identifiers that help to identify organisations and allow handling access rights.**
- **PIC numbers are mandatory in the proposal submission system**
 - [Search for existing PIC numbers](#) or
 - Register, if no registration was done for your entity before.
- **Who can modify the data of the PIC number?**
 - The person who registered (self-registrant)
 - If a PIC number was validated already, the Legal Entity Appointed representative may request changes.



Organisation data in the submission forms

Section 2 of the administrative form contains the Research and Innovation related information from the Beneficiary Register:

- **PIC, Legal name, Short name**
- **Address**
- **Legal status (Research and Innovation related)**
- **NACE code**

Additionally 'calculated' based on this information: academic flag in MSCA actions, SME information, industry flag for the FTI call.



Legal entity data

Once the PIC number is added in Step 4, the information in the form in section 2 is prefilled.

Update the data in the Beneficiary Register – **PP**
My Area => My Organisations

Check whether you have filled in the Research and Innovation related facts for the entity, especially under '**Legal Status**' tab and the '**SME**'.



Create a draft proposal Step 3

Check whether the configuration is OK for a better usability of the system.

Download editable Part B templates

For help: check the IT HOW TO or the Online Manual.

LOGIN FUNDING SCHEME CREATE DRAFT PARTIES EDIT PROPOSAL SUBMIT

Step 3

Create a Draft Proposal

H2020-GERI-2015-1

USER NAME
Agnes HEGYVARINE NAGY

TOPIC
GERI-3-2015

TYPE OF ACTION
RIA

SUBMISSION DEADLINE
16 September 2015 17:00:00 CET

139 days left until closure

Configuration OK

Download Part B Templates

[Visit our 'How to' user guide](#)

[Visit our 'H2020 Online Manual'](#)

Create a Draft Proposal

Please enter the following information with a star (*) are mandatory.

Your organisation

PIC* Short name*

Organisations you have been previously associated with. Click to select.

PIC: 95
Test - I
street 2
Brusse

PIC: 92
Franklin
Via Por
Soreng
VAT: C

PIC: 95
Agnes
Rue de
Bruxell

Your last used PIC numbers will be presented here to ease your search.

Search for your organisation PIC

Your Role

Please indicate your role in this proposal

☒ Main contact

☐ Contact person

Your Proposal

Please choose an acronym for your proposal. It will appear also in the "General Information" section of the submission form Part A and can also be updated there.

cancel

Version: 20150422-1341 - Service Desk: DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu (+32 (2) 29 92222)

Choose the PIC number of the coordinator or search by name.

Create a draft proposal Step 3



Your Role

Please indicate your role in this proposal

- ☒ Main contact
- ☐ Contact person

Your Proposal

Please choose an acronym for your proposal. It will appear also in the "General Information" section of the submission form Part A and can also be updated there.

Acronym*

Please restrict acronym to latin characters only

Short Summary (max. 2000
Characters)
Character count:

next >>

Choose your role for the proposal.

More details will be requested for the main contact later.

Enter the acronym and the short summary.

Accept the disclaimer at the next step to create the draft proposal.

**Prepare the list of participants
and
Manage access rights of contacts
Step 4**

Step 4

Manage Your Related Parties

H2020-Adhoc-2014-20

	USER NAME Agnes HEGYVARINE NAGY
	TOPIC
	TYPE OF ACTION CSA
	ACRONYM rgh
	DRAFT ID SEP-210225938
	SUBMISSION DEADLINE THU 31 December 2020 17:00:00 CET
	2072 days left until closure

Configuration OK

[Download Part B Templates](#)

[Visit our 'How to' user guide](#)

[Visit our 'H2020 Online Manual'](#)

Parties

In this step you as coordinator should manage and review the participants of your proposal. Only you as coordinator can edit the elements on this screen.

Note: Your changes will be applied only after you click the "Save Changes" button.

Number of participants: 2

[Add Partner](#)

1 Coordinator

NCP Test Company B

NCP Test Company B
Test Street 1, Test City, EE, ,
PIC: 934525646

[Change Organisation](#) [Contact LEAR](#)

2 Partner

NCP Test University F

NCP Test University F
Test Street 1, Test City, NA, ,
PIC: 934187795

[Change Organisation](#) [Contact LEAR](#)

Contact

Agnes Hegyvarine nagy - Contact person

K W - Contact person

test test - Main contact

Contact

adfafaf adfaf - Main contact

Prepare the list of participants:

1. Add partners: choose the PIC number of organisation(s)

2. Add contact persons:

- choose the level of rights for the person (full or read-only), and
- define the role of the person in the proposal: Main contact (= person in charge of the proposal) or contact person

done

Version: 20150422-1341 - Service Desk: DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu (+32 (2) 29 92222)

LOGIN

FUNDING SCHEME

CREATE DRAFT

PARTIES

EDIT PROPOSAL

SUBMIT

Step 4

Manage Your Related Parties

H2020-Adhoc-2014-20

USER NAME
Agnes HEGYVARINE NAGY

TOPIC

TYPE OF ACTION
CSA

A.B.C.

ACRONYM
rtgh

DRAFT ID | SEP-210225938

THU

31

SUBMISSION DEADLINE
December 2020 17:00:00 CET

2072 days left until closure

Configuration OK

Download Part B Templates

Visit our 'How to' user guide

Visit our 'H2020 Online Manual'

Parties

In this step you as coordinator should manage and review the participants of your proposal. Only you as coordinator can edit the elements on this screen.

Note: Your changes will be applied only after you click the "Save Changes" button.

Number of participants: 2

Add Partner ?

1

Coordinator

NCP Test Company B

NCP Test Company B
Test Street 1, Test City, EE, ,
PIC: 934525646

Change Organisation

Contact LEAR

2

Partner

NCP Test University F

NCP Test University F
Test Street 1, Test City, NA, ,
PIC: 934187795

Change Organisation

Contact LEAR

To change a PIC number
(and keep contacts)

use the

Change Organisation button

To contact the Legal Entity Appointed
Representative (who handles the PIC data)
eg. to inform them about the preparation of the
proposal or
when legal data change is needed,
use the Contact LEAR button

done

Version: 20150422-1341 - Service Desk: DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu (+32 (2) 29 92222)

Access rights in the proposals

- The first person who starts to draft the proposal will give access rights to the other contact persons.
- Access rights are given with the help of the **e-mail** (and name). Upon saving, the system sends **an automatic invitation**.
- If the person does not have an ECAS account yet, one will be created and the person will receive an invitation to finalise the ECAS creation and then can access the proposal.
- Access right types:
Full access = Coordinator Contact or Participant Contact rights on the Portal
or read-only rights = Team Member right on the Portal
- **Only coordinator contacts (contacts of the coordinator with full access right) can modify the list of participants and give access rights to other people.**



Access rights in the proposals

- **All contact persons receive access rights and are listed in Part A:** main contact persons with full details;
other contacts with minimum data;
Fellows/Principal Investigators with a researcher 'profile.
- To add/remove contact persons, or to modify names, you have to come to Step 4 of the submission system.
- Coordinator contacts with full access rights can edit all parts of the proposal, can upload the technical annexes and submit the proposal.
- Participant contacts can edit their parts of the administrative form (in section 2 and the respective budget line in the budget table) and can read only the other parts.
- Section 2: participant data based on the beneficiary register is in a read-only mode for everyone. Only the LEAR/self-registrant can modify the organisation data in the beneficiary register, not in the submission system/form.



LOGIN FUNDING SCHEME CREATE DRAFT **PARTIES** EDIT PROPOSAL SUBMIT

Step 4

Manage Your Related Parties

TEST MODE

H2020-WASTE-2014-two-stage

Agnes Hegyvarine nagy

WASTE-1-2014

IA

TUE 08 April 2014 17:00:00 Brussels Local Time

58 days left until closure

Parties

As a participant you have only read only access and cannot edit anything on this screen

Number of participants: 1

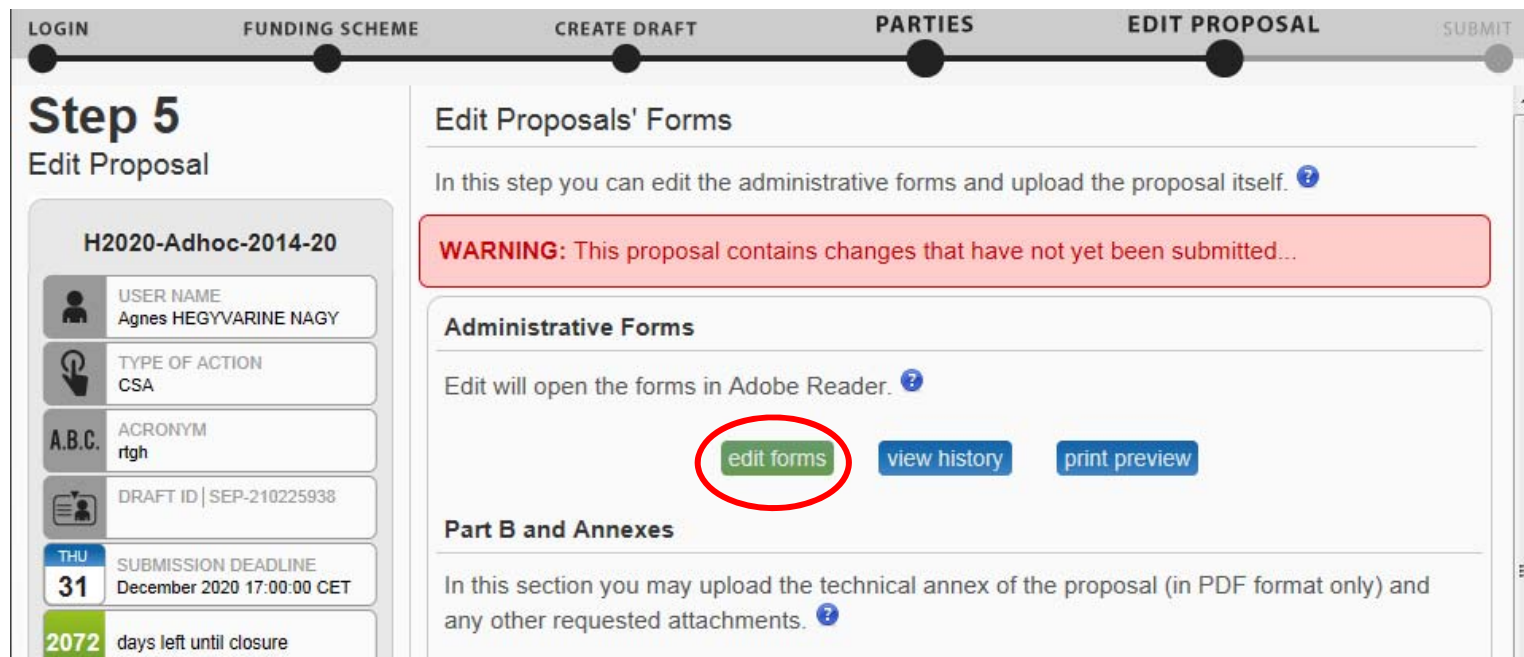
Consortium eligibility
Call requires at least 3 participant(s) from different EU member states or associated countries, currently you have 1.

1 Coordinator	Contact ? Agnes Hegyvarine nagy - Main contact
----------------------	--

If the eligibility rules are not met, eg. minimum number of partners, type of countries, an eligibility warning is displayed.

Prepare the administrative form:

Edit form (Part A)



LOGIN FUNDING SCHEME CREATE DRAFT PARTIES EDIT PROPOSAL SUBMIT

Step 5

Edit Proposal

H2020-Adhoc-2014-20

USER NAME
Agnes HEGYVARINE NAGY

TYPE OF ACTION
CSA

A.B.C.
rtgh

DRAFT ID | SEP-210225938

THU
31

SUBMISSION DEADLINE
December 2020 17:00:00 CET

2072 days left until closure

Edit Proposals' Forms

In this step you can edit the administrative forms and upload the proposal itself. ?

WARNING: This proposal contains changes that have not yet been submitted...

Administrative Forms

Edit will open the forms in Adobe Reader. ?

[edit forms](#) [view history](#) [print preview](#)

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. ?

Read guidance in the form:
more help is given behind the
question marks or as ghost
text within the boxes.

Forms

Please fill out the following form. You cannot save data typed into this form.
Please print your completed form if you would like a copy for your records.

Proposal ID **SEP-210129116** Acronym **yedkj**

1 - General information

Topic **WASTE-1-2014** Type of action **IA**

Call identifier **H2020-WASTE-2014-two-stage** Acronym **yedkj**

Proposal title* *Max 200 characters (with spaces). Must be understandable for non-specialists in your field.*

Duration in months *Estimated duration of the project in full months.*

Fixed keyword 1 **Add**

Free keywords *(max 200 characters with spaces).*

Abstract

udflv

Informatics and information systems
Numerical analysis, simulation, optimisation, modelling tools, data
Scientific computing, simulation and modelling tools
Communication networks, media, information society
Networks (communication networks, sensor networks, networks of
Simulation engineering and modelling
Standardisation
Applied and industrial chemistry
Polymers and plastics

Choose your
keywords (if any)



European
Commission

PIC	Legal name
<i>Short name: Fundatia Europeana NGO</i>	
<i>Address of the organisation</i>	
Street S	Address of the entity
Town B	
Postcode D	
Country R	
Webpage w	
<i>Legal Status of your organisation</i> ?	
Research and Innovation legal statuses	
Public body	unknown
Non-profit	unknown
International organisation	unknown
International organisation of European Interest	unknown
Secondary or Higher education establishment	unknown
Research organisation	unknown
Legal person	yes
Enterprise Data ?	
SME self-declared status	unknown
SME self-assessment	unknown
SME validation sme	unknown
Based on the above details of the Beneficiary Registry the organisation is not an SME (small- and medium-sized enterprise) for the call.	
NACE code	?

Data in blue is read-only

Click on the question mark for guides.

If the legal status is 'unknown', it means that the Research and Innovation legal status tab was not filled in in the Beneficiary Register.

The budget table and later on reports might contain incomplete/ wrong data.

Based on the different SME information, please check whether your entity is or is not considered an SME for the call.



Contact person details in the form

European Commission - Research - Participants
Proposal Submission Forms

Research Executive Agency [Table Of Contents](#) [Validate Form](#) [Save And Close](#)

Proposal ID SEP-111470351 Acronym ssdfdf Go to

Contact address of the Host Institution and contact person

The name and e-mail of Host Institution contact persons are read-only in the administrative form, only additional details can be edited here. To give access rights and contact details of Host Institution, please go back to Step 4 of the submission wizard and save the changes. Please note that the submission is blocked without a contact person and e-mail address for the Host Institution.

Organisation Legal Name Baird Consulting SCS

First name*	Charles	Last name*	van Dyke
E-Mail*	cvd@cvd.com		

Position in org.

Department

Street ☐ Same as organisation address

Town Postcode

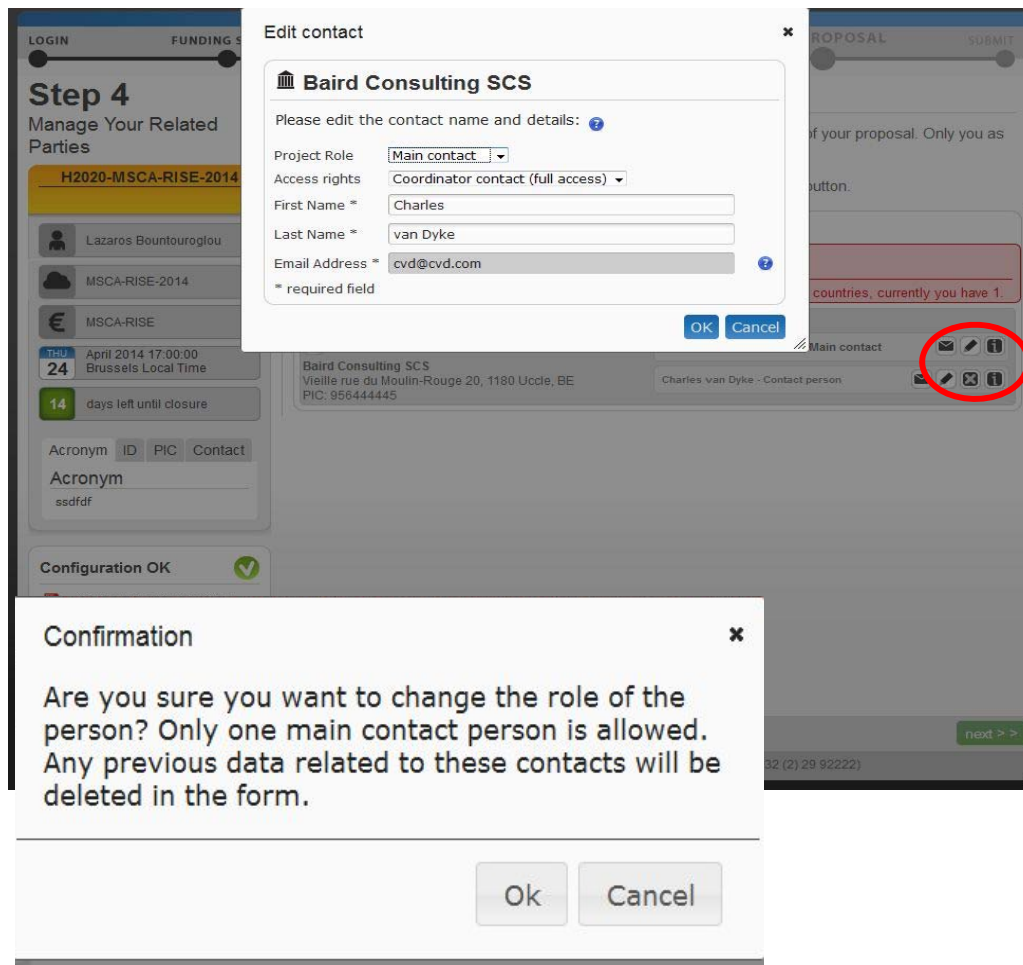
Country

Phone Phone2/Mobile

Other contact persons ?

First Name	Last Name	E-mail	Phone

- In order to have a main contact in the form, you have to give the person access rights on Step 4 – save and close the form to go back.
- More details are requested for the main contact in the form. Other contacts are listed with their phone and e-mail.
- If the previous main contact is replaced by a new one, the content for the previous will be deleted in the form.



Step 4
Manage Your Related Parties

H2020-MSCA-RISE-2014

Lazaros Bountouroglou

MSCA-RISE-2014

MSCA-RISE

April 2014 17:00:00
Brussels Local Time

14 days left until closure

Configuration OK

Edit contact

Baird Consulting SCS

Please edit the contact name and details:

Project Role: Main contact

Access rights: Coordinator contact (full access)

First Name *: Charles

Last Name *: van Dyke

Email Address *: cvd@cvd.com

* required field

OK Cancel

Confirmation

Are you sure you want to change the role of the person? Only one main contact person is allowed. Any previous data related to these contacts will be deleted in the form.

Ok Cancel

Changing the role or other details of contacts:

1. 'Save and Close' the Part A form
2. Go back to Step 4 of the application
3. Click on the pencil next to the contact person.

Guidance in the budget section

Click to expand the guidance for all.



?

3 - Budget for the proposal

Participant	Country	(A) Direct personnel costs/€	(B) Other direct costs/€	(C) Direct costs of sub- contracting/€	(D) Direct costs of providing financial support to third parties/€	(E) Costs of inkind contributions not used on the beneficiary's premises/€	(F) Indirect Costs / € (=0.25(A+B-E))	(G) Special unit costs covering direct & indirect costs / €	(H) Total estimated eligible costs / € (=A+B+C+D+F +G)	(I) Reimburse- ment rate (%)	(J) Max. grant / € (=H*I)	(K) Requested grant / €
NYIREGYHAZI FOIS	HU	?	?	?	?	?	?	?	?	?	?	?
		0	0	0	0	0	0	0	0	100	0	
Total		0	0	0	0	0	0	0	0		0	

Click to expand the guidance for one section

Please make sure that the Part A budget section is consistent with your Part B! Don't forget to fill in the Requested grant amount!

3 - Budget for the proposal

?

(B) Other direct costs/€

X

Please enter other direct costs necessary to carry out the project. Use one row for each beneficiary. Include costs of linked third parties, if any, in the beneficiary's budget. The various possible types of other direct costs are indicated below:

- travel costs and related subsistence allowances
- costs of equipment, infrastructure, or other assets (depreciation costs, costs of renting or leasing, in-kind contributions against payment or free of charge; full purchase costs are possible only if this option is specifically included in the work programme/call for proposals to which you respond)
- costs of other goods and services (e.g., direct costs for consumables and supplies, publications, conferences, patents, certificates on financial statements, certificates on methodology, translations, in-kind contributions against payment or free of charge)
- capitalised and operating costs of large research infrastructures (only for entities that comply with the criteria, see Article 6.2.D.4 of the [Annotated Model Grant Agreement](#))

Deductible VAT (ineligible cost), indirect costs (F), or special unit costs (G) must not be included here. For details on the types of 'other direct costs', their calculation, and the conditions for their eligibility please refer to Article 6.1 (general) and Article 6.2.D (specific) of the [Annotated Model Grant Agreement](#).

There are additional conditions for in-kind contributions of equipment, infrastructure, other assets, goods or other services. For details see Article 11 (in-kind contributions against payment) and Articles 6.4 and 12 (in-kind contributions free of charge) of the [Annotated Model Grant Agreement](#). In-kind contributions and the legal entities making them must be described in the proposal (section 4.2 of the technical annex).

This tool tip is designed to help you fill in the budget table in the proposal submission forms. It does not replace the relevant legal basis and documentation (Financial Regulation, Rules for Participation, Model Grant Agreement) which must be consulted in case of doubt.

Participant	Country	(A) Direct personnel costs/€	(B) Other direct costs/€	(C) Direct costs of sub- contracting/€	(D) Direct costs of providing financial support to third parties/€	(E) Costs of in-kind contributions not used on the beneficiary's premises/€	(F) Indirect Costs / € (=0.25(A+B-E))	(G) Special unit costs covering direct & indirect costs / €	(H) Total estimated eligible costs / € (=A+B+C+D+F +G)	(I) Reimburse- ment rate (%)	(J) Max. grant / € (=H*I)	(K) Requested grant / €
		?	?	?	?	?	?	?	?	?	?	?
NYIREGYHAZI FOIS	HU	0	0	0	0	0	0	0	0	100	0	0
Total		0	0	0	0	0	0	0	0		0	0

Please make sure that the Part A budget section is consistent with your Part B!

European Commission - Research - Participants
Proposal Submission Forms

Go to

[Table Of Contents](#) [Validate Form](#) [Save And Close](#)

Proposal ID SEP-210225938 Acronym rtgh

Validation result

Show Error The red 'Show Error' button indicates an error due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will be blocked** unless that specific field is corrected!

Show Warning The yellow 'Show Warning' button indicates a warning due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will not be blocked** (proposal will be submitted with the missing or incorrect value).

Section	Description	
Declaration	Declaration acceptance is mandatory	Show Error
General Information	Title - missing entry	Show Warning
General Information	Duration - missing entry	Show Warning
General Information	Keywords - missing entry	Show Warning
General Information	Similar Proposal submitted - missing entry	Show Warning
Declaration	Declaration acceptance missing	Show Warning
Declaration	Declaration acceptance missing	Show Warning
Declaration	Declaration acceptance missing	Show Warning
Declaration	Declaration acceptance missing	Show Warning
Declaration	Declaration acceptance missing	Show Warning
Participants and contacts	Department Name - missing entry	Show Warning

Validate the form:

Check whether there are obvious mistakes or missing fields in the form.

The validation results are shown at the end of the form.

There might be blocking errors that will prevent you from submitting the proposal – shown in red.

Upload the Technical annex (Part B) and any other annexes as pdf files

Call specific templates to prepare the technical annex and any additional annexes.

Step 5
Edit Proposal

H2020-Adhoc-2014-20

USER NAME
Agnes HEGYVARINE NAGY

TYPE OF ACTION
CSA

ACRONYM
rtgh

DRAFT ID | SEP-210225938

SUBMISSION DEADLINE
December 2020 17:00:00 CET

2072 days left until closure

Configuration OK

Download Part B Templates

Visit our 'How to' user guide

Visit our 'H2020 Online Manual'

Part B and Annexes

WARNING: This proposal contains changes that have not yet been submitted...

Administrative Forms

Edit will open the forms in Adobe Reader.

edit forms view history print preview

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments.

Technical Annex Section 1 -3 upload

Technical Annex Section 4 -5 upload

Annex 1 upload

Annex 2 upload

- Usual set-up:
- Technical annex 1-3 with a page limit. Above the page limit the system puts a watermark on the excess pages.
 - Technical annex 4-5: usually no page limit applies.
 - Additional ethics annex is an optional document.

LOGIN FUNDING SCHEME CREATE DRAFT PARTIES EDIT PROPOSAL SUBMIT

Step 5

Edit Proposal

H2020-Adhoc-2014-20

USER NAME
Agnes HEGYVARINE NAGY

TYPE OF ACTION
CSA

A.B.C.
righ

DRAFT ID | SEP-210225938

THU 31 SUBMISSION DEADLINE
December 2020 17:00:00 CET

2072 days left until closure

Configuration OK

Download Part B Templates

Visit our 'How to' user guide

Visit our 'H2020 Online Manual'

Edit Proposals' Forms

In this step you can edit the administrative forms and upload the proposal itself. ?

WARNING: This proposal contains changes that have not yet been submitted...

Administrative Forms

Edit will open the forms in Adobe Reader. ?

edit forms view history print preview

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. ?

Technical Annex Section 1	upload	✕ ?
Technical Annex Section 4	upload	✕ ?
Annex 1	upload	?
Annex 2	upload	?
Annex 3	upload	?
Annex 4	upload	?
Annex 5	upload	?
Annex 6	upload	?

<< Step 4 - Parties validate submit

To edit the list of participants or contact persons, go back to **Step 4 – Parties**.

Before submission click on the **Validate** button to see any missing parts or warnings.

Submit your proposal



Participant Portal
Research & Innovation - Participants

European Commission > Research & Innovation > Participant Portal > Submission of Proposals

LOGIN FUNDING SCHEME CREATE DRAFT PARTIES EDIT PROPOSAL SUBMIT

Step 6

Submit

FP7-2012-NMP-ENV-ENERGY-ICT-EeB

Philippe Merle

CP-FP-INFSO

THU February 2012 17:00:00
02 Brussels Local Time

20 days left until closure

Acronym ID PIC Contact

Acronym
PMTT1

Configuration unconfirmed

Your proposal has been successfully submitted

Your proposal was submitted on: 13 January 2012 at 07:42:40 (Brussels Local Time) as part of the FP7-2012-NMP-ENV-ENERGY-ICT-EeB call, before the deadline of 02 February 2012 at 17:00:00 (Brussels Local Time). Your project ID is 602556. This number is important and will be used as future reference during the evaluation process.

Revisit your Proposal

You may edit your proposal and re-submit at any time before the deadline of 02 February 2012 at 17:00:00 (Brussels Local Time) by clicking the "re-edit proposal" button.

A digitally signed and time-stamped version of your submitted proposal can be viewed/down-loaded. Note: this may take a few minutes to generate following submission.

You may withdraw the proposal at any time prior to call closure. In doing so it will not be passed to the evaluation stage.

re-edit proposal

download

withdraw proposal

After submission:

- You may **re-edit the proposal**, or
- **Download the e-receipt**
- **Withdraw the proposal**

from this step.

E-receipt: it is available at the end of the submitted proposal package.

It shows the time of submission, ECAS user name, an official proof of submission.

To view the e-receipt properly, please follow the instructions of the user guide.

Where to find help?

How to Participate

1. H2020 Online Manual

- Online guide divided into business processes
- Aims at providing all the information, list of documents & useful links (IT wiki, etc.) for each specific process
- 2 ways of finding info:
General overview with drill-down approach
Direct linking to specific sections from some Participant Portal pages (via the "H2020 Online Manual" button)

2. Reference Documents

- List of all reference documents, eg. model grant agreement, templates, work programme

H2020 Online Manual

- Your user account & roles
 - › Login with ECAS
 - › Roles & access rights
 - Grants
 - Applying for funding
 - Find a call
 - › Horizon 2020 structure and budget
 - › What you need to know about Horizon 2020 calls
 - › Find partners or apply as individual
 - Register an organisation
 - › Registration of organisation
 - › LEAR appointment
 - › Validation of organisation
 - › Financial viability self-check
 - › Data update
 - › Submit a proposal
 - From evaluation to grant signature
 - › Evaluation of proposals
 - › Grant preparation
 - › Grant signature
 - Grant management
 - Reports
 - › Periodic report
 - › Financial report
 - › Scientific report
 - › Deliverables
 - › Patents & publications
 - › Report on the final distribution of EU contribution
 - › Project technical review
 - › Final report
 - › Dissemination of results
 - › Amendments
 - › Audits & certifications
- Working as an expert

Your user account & roles

Grants

Applying for funding

Find a call

Find partners

Register an organisation

Submit a proposal

Evaluation & Grant signature

Evaluation of proposals

Grant preparation

Grant signature

Grant management

Reports

Dissemination of results

Amendments

Audits & certifications

Working as an expert

Expert registration

Contracting & payment

Expert roles & tasks

Cross-cutting issues

International cooperation

Regional aspects

Ethics

Intellectual property

Gender

SMEs

FP7 Funding Guide

Find guidance, process by process (drill-down approach)



European
Commission

RESEARCH & INNOVATION

Participant Portal H2020 Online Manual

Find more help on
how to prepare and
submit your
proposal

H2020 Online Manual

Your user account & roles

- › Login with ECAS
- › Roles & access rights

Grants

Applying for funding

- Find a call
 - › Horizon 2020 structure and budget
 - › What you need to know about Horizon 2020 calls
- › Find partners or apply as individual

Register an organisation

- › Registration of organisation
- › LEAR appointment
- › Validation of organisation
- › Financial viability self-check
- › Data update

› Submit a proposal

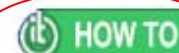
From evaluation to grant signature

- › Evaluation of proposals
- › Grant preparation
- › Grant signature

Grant management

Reports

Submit a proposal



Proposal submission

Proposals must be submitted electronically using the **electronic submission system of the Participant Portal**. Access to the electronic submission system is available after selecting a **topic** and a **type of action** of a call.

Proposals must be created and submitted by a representative/contact person of the coordinating organisation. Certain types of action differ from this standard: in fellowships and in proposals for the European Research Council's types of actions, the individual researcher (Fellow/Principal Investigator) takes the lead on the proposal.

The electronic submission system is an online wizard that guides you step-by-step through the preparation of your proposal. The proposal itself consists of 2 main parts: administrative forms (structured information of the basic administrative data, declarations of partners, organisations and contact persons, etc.) and the technical annex, which is the detailed description of the planned research and innovation project outlining work packages, costs, etc. Further mandatory or optional annexes (e.g. supporting documents for ethics issues) can be required by the call and the given topic, as shown in the submission system.

Read more technical help about the submission of proposals in the [User Guide of the Submission Service \[pdf\]](#) or on the [IT How To website](#).

Get prepared

Before you start writing your proposal, get prepared as follows:

1. Call and topic specific documents

Where to find support?

1. H2020 Helpdesk

- Service provided by the Europe Direct Contact Centre

2. Enterprise Europe Network (& other help services for enterprises and industry)

- Free support for organisations applying for projects under the SME Instrument

3. National Contact Points (NCP) database

4. Glossary

Support

5. FAQ

- FAQ database
- Useful information along with additional guidance (user manuals, latest PowerPoint presentations, etc.)

6. [IT Helpdesk contact form](#)

7. Other Help Services

- Ethics helpdesk, European IPR helpdesk, European Committee for Standardisation, IGLO, National Services

Thank you for your attention