



The Grant Agreement Preparation - an overview

**H2020 Horizon 2020 Coordinators' Day
Brussels, 26/09/2014**



Mário Campolargo
European Commission - DG CONNECT / Director, NET Futures
Business Process Owner 'H2020 Grant Management'

"The views expressed in this presentation are those of the author and do not necessarily reflect the views of the European Commission"



Grant agreement preparation (GAP) in H2020

- H2020 GAP – the process overview
- Key novelties – what's new



H2020 GAP – the process overview








committed to make it simpler and quicker

Electronic-only grant management

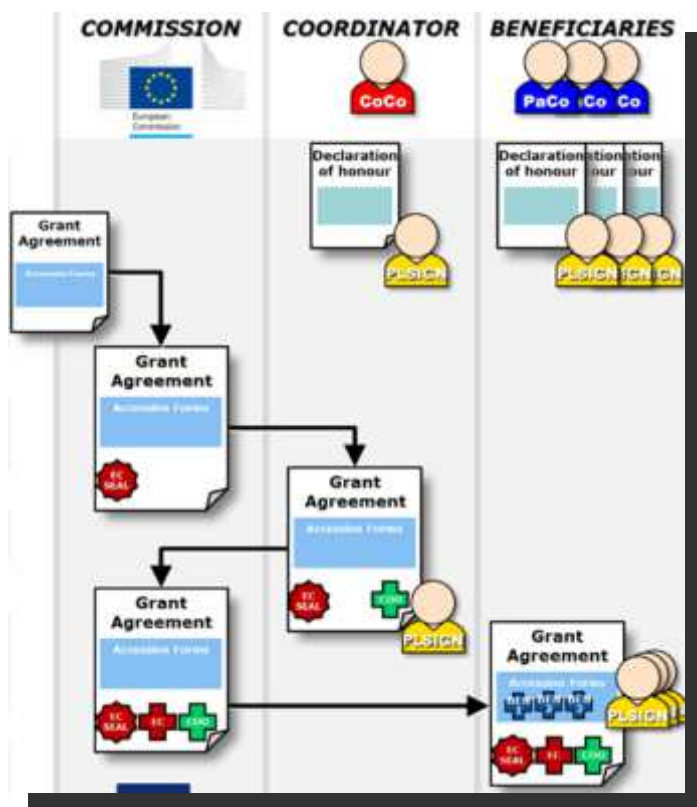
- E-only: paper-free process endorsed by e-signature
- Based on "Chain of trust" enabling e-signature
- Identity and Access Management (IAM)
- Roles enabling e-signature

The **minimum configuration** is:

- ✓ 1 LEAR per organisation 
- ✓ The Primary Coordinator Contact 
- ✓ 1 Participant Contact per beneficiary 
- ✓ 1 Legal Signatory per organisation 
- ✓ 1 Financial Signatory per organisation 



Electronic-only grant management



- **Declaration of honour**
the coordinator and each beneficiary, signed by the **LSIGN**
- **The Grant Agreement**
 - **first** the coordinator, by the **LSIGN**
 - **second** the EU **EC/Agency**
- **Accession Forms**
each beneficiary - by the **LSIGN**



IT system suite for grant management

The screenshot displays the "RESEARCH & INNOVATION Participant Portal" interface. The user is logged in as "ATTILA BEBECZIK". The "MY AREA" dropdown menu is open, showing options: "My Proposal(s)", "My Project(s)", "My Notification(s)", and "My Expert Area". The "My Project(s)" option is highlighted. The main content area is titled "My projects" and includes buttons for "FP7 REF. DOCS" and "H2020-ONLINE MANUAL". A list of project-related tasks is provided, such as "Prepare and sign your grant agreement" and "Submit amendments to your grant agreement". A yellow information box contains instructions for LEAR users regarding project visibility. A legend at the bottom identifies various project-related actions with color-coded icons: AA (Access Amendment), GP (Grant Preparation), MP (Manage Projects), FR (Financial Reporting), PR (Periodic Reporting), RD (Reporting & Deliverables), PC (Project Consortium), and VP (View Proposal). The page concludes with the message "No projects found".



IT system suite for grant management

RESEARCH & INNOVATION
Participant Portal

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

MY AREA | HOME | FUNDING OPPORTUNITIES | HOW TO PARTICIPATE | EXPERTS | SUPPORT | [SIGN ACCOUNT](#)

My Project(s) | My Organisation(s) | My Identification

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

Legend

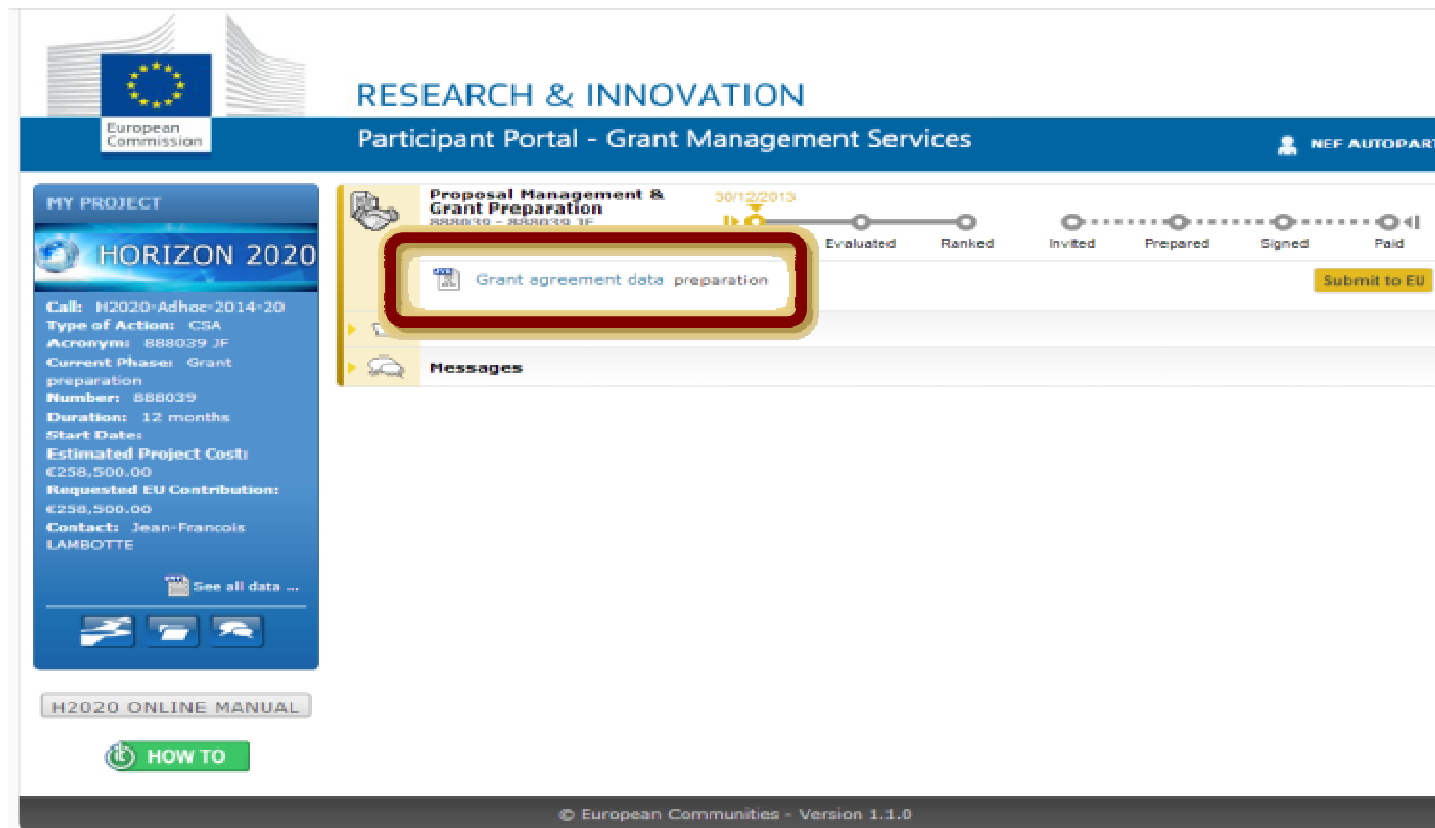
AA Access Amendment | AN Access Negotiation | MP Manage Project | FR Financial Reporting | PR Periodic Reporting | RD Reporting & Deliverables | PC Project Consortium

Show 10 entries

ACRONYM	CALL	PROG	PROJECTED	ROLES	PHASE	ACTIONS
DEMO1	FP7-TEST-CALL-1	FP7	200000	PC	GRANT_MANAGEMENT	FR RD
DEMO2	FP7-TEST-CALL-1	FP7	200001	PC	GRANT_MANAGEMENT	FR

Showing 1 to 2 of 2 entries. [PREVIOUS](#) | 1 | [NEXT](#)

IT system suite for grant management

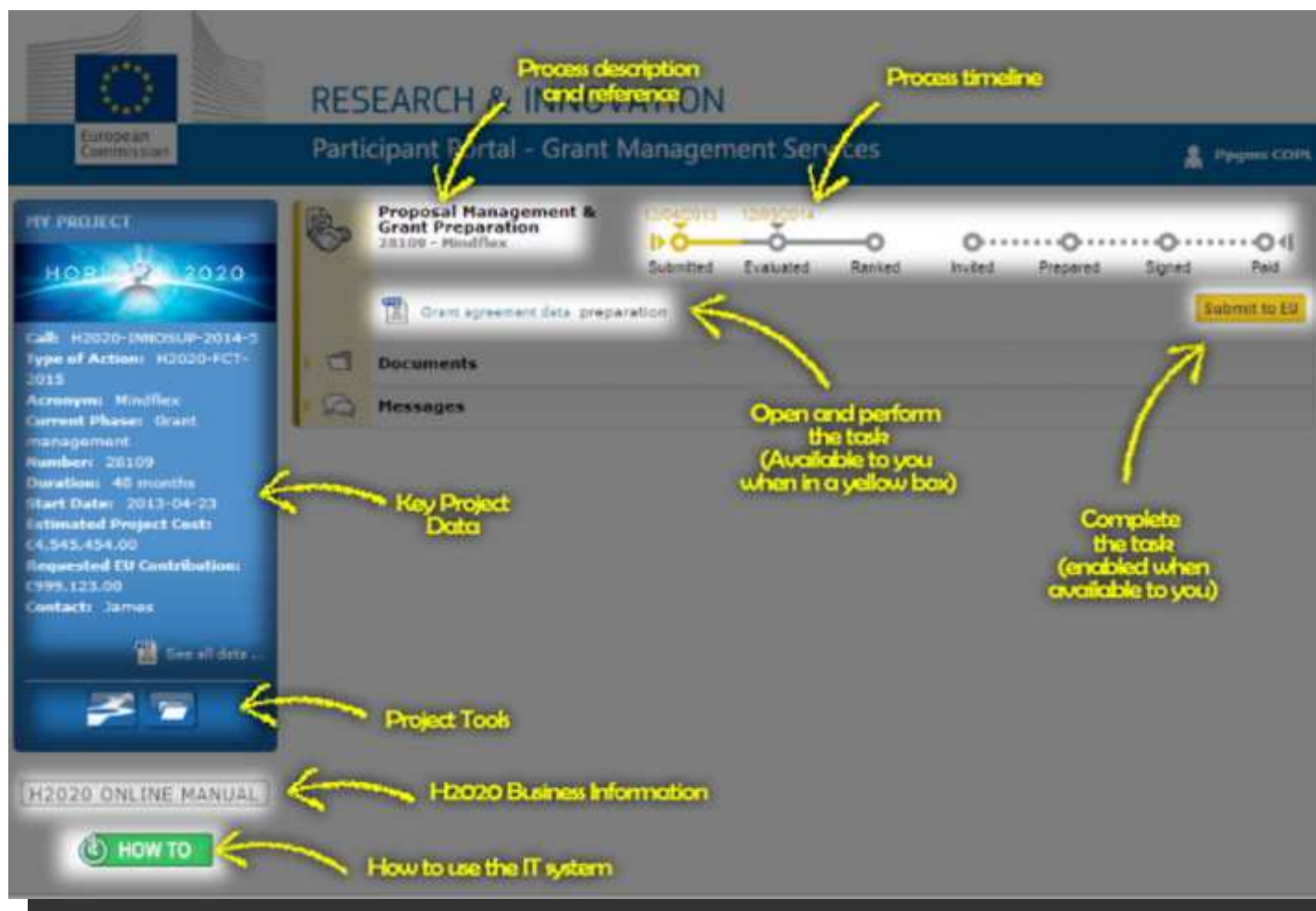


The screenshot displays the 'RESEARCH & INNOVATION Participant Portal - Grant Management Services' interface. The header includes the European Commission logo and the user name 'NEF AUTOPART'. The main content area is divided into several sections:

- MY PROJECT:** A sidebar on the left titled 'HORIZON 2020' containing project details:
 - Call: H2020-Adhoc-2014-20
 - Type of Action: CSA
 - Acronym: 888039 JF
 - Current Phase: Grant preparation
 - Number: 888039
 - Duration: 12 months
 - Start Date:
 - Estimated Project Cost: €258,500.00
 - Requested EU Contribution: €258,500.00
 - Contact: Jean-Francois LAMBOTTEA 'See all data ...' link and three icons are located below the details.
- Proposal Management & Grant Preparation:** A central section showing a progress bar for the proposal process. The current step is 'Grant agreement data preparation', which is highlighted with a red box. The progress bar includes stages: Evaluated, Ranked, Invited, Prepared, Signed, and Paid. A date '30/12/2013' is shown above the progress bar, and a 'Submit to EU' button is at the end.
- Messages:** A section below the progress bar with a speech bubble icon and the heading 'Messages'.

At the bottom of the interface, there are links for 'H2020 ONLINE MANUAL' and 'HOW TO'. The footer contains the text '© European Communities - Version 1.1.0'.

IT system suite for grant management



The screenshot displays the H2020 Participant Portal - Grant Management Services interface. The main header includes the European Commission logo and the text "RESEARCH & INNOVATION Participant Portal - Grant Management Services". A user profile for "James COPE" is visible in the top right corner.

The interface is divided into several sections:

- Left Panel (MY PROJECT):** Displays project details for "H2020-IMCISUP-2014-3". Key information includes: Call: H2020-IMCISUP-2014-3, Type of Action: H2020-FCI-2015, Acronym: MiniFlex, Current Phase: Grant management, Number: 26109, Duration: 48 months, Start Date: 2013-04-23, Estimated Project Cost: €4,545,454.00, Requested EU Contribution: €999,123.00, and Contact: James. A "See all data ..." link is at the bottom.
- Process description and reference:** A section titled "Proposal Management & Grant Preparation" with the reference "26109 - MiniFlex".
- Process timeline:** A horizontal timeline showing stages: Submitted, Evaluated, Ranked, Invited, Prepared, Signed, and Paid. The "Submitted" stage is highlighted with a yellow box.
- Task Management:** A task titled "Grant agreement data preparation" is shown with a yellow box around it. A "Submit to EU" button is visible to the right of the task.
- Documents and Messages:** Sections for "Documents" and "Messages" are located below the task.
- Navigation and Resources:** At the bottom, there are links for "H2020 ONLINE MANUAL", "H2020 Business Information", and a "HOW TO" button.


Yellow arrows and text annotations highlight key features:

- "Process description and reference" points to the "Proposal Management & Grant Preparation" section.
- "Process timeline" points to the timeline stages.
- "Key Project Data" points to the "MY PROJECT" sidebar.
- "Open and perform the task (Available to you when in a yellow box)" points to the "Grant agreement data preparation" task.
- "Complete the task (enabled when available to you)" points to the "Submit to EU" button.
- "Project Tools" points to the icons at the bottom of the sidebar.
- "H2020 Business Information" points to the "H2020 ONLINE MANUAL" link.
- "How to use the IT system" points to the "HOW TO" button.

IT system suite for grant management

← portal nexterr! (EXTERNAL) ?

SyGMA Grant Agreement Data

Project 888823 (Project 888823)	Beneficiaries	General Information	Reporting Periods	GA Information	GA Options	Financial Information	LF Overview	Work Packages	Deliverables	Milestones	Reviews	Critical Risks
 Call: H2020-INFRAIA-2014-2015 Action: CSA Resp. Unit: RTD/B/07 Duration: 36	✗	✗	✓	⚠	✓	✗	i	✗	✗	⚠	⚠	⚠

DOCUMENTS

Project Summary

Project 888823 (Project 888823) SAVE

Responsible Unit:	RTD/B/07
Call:	H2020-INFRAIA-2014-2015
Topic:	INFRAIA-1-2014-2015 - Integrating and opening existing national and regional research infrastructures of European interest
Type of Action:	CSA
Duration:	36

Budget information:

Total Costs in the Proposal:	
Max EU Grant Amount(following evaluation):	256.00 €
Total Costs:	1,240.00 €
Maximum Grant Amount:	1,237.00 €

100 % of total costs

Officers:

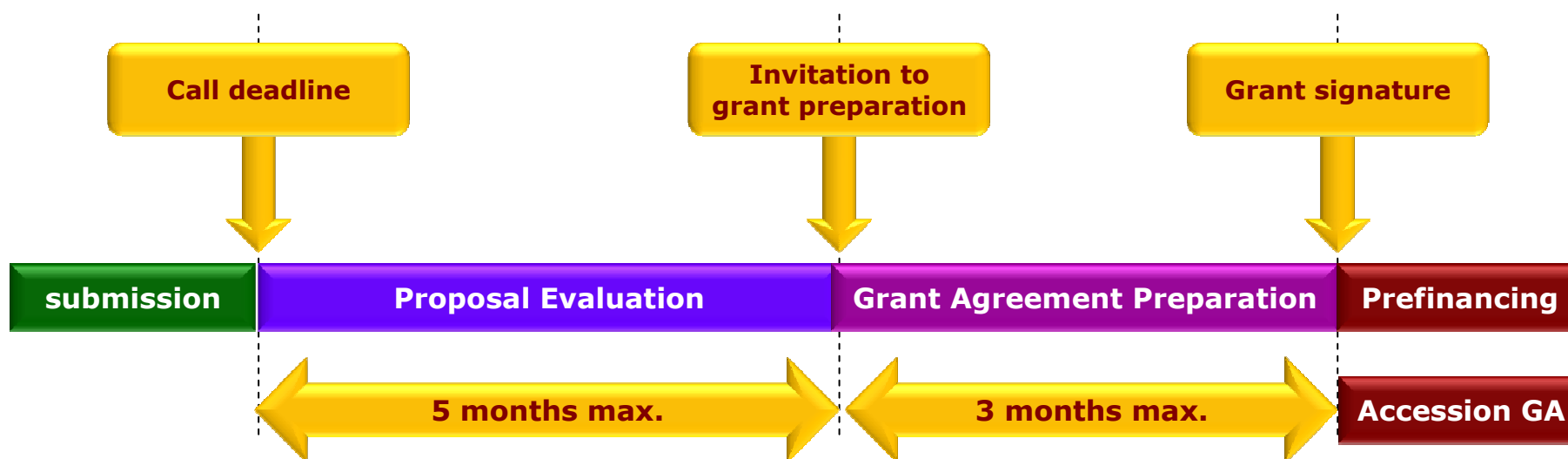
Project Officer: Maria ALLEGRIHI (RTD/B/07)

Deadlines:

Deadline for first version of the grant agreement data (incl. annexes)	20/05/2014
Deadline for the signature of the participants certified declarations	11/07/2014
Deadline foreseen for the signature of the grant agreement	28/07/2014

Validate

time-bound process



- Maximum **five months** from call closure date to end of evaluation - until the date of informing applicants
- Maximum **three months** to prepare grant agreement from the date of inviting (informing) applicants until the signature of the grant agreement



no-negotiation

- **Your proposal is taken "as is"**
- The Grant Agreement (GA) is prepared on the basis of the proposal selected for funding
- Proposals are evaluated on their merit and not on their potential

- **BUT this does not mean "no change at all"**
 - Changes to meet legal and/or financial requirements (eligibility)
 - Changes that are necessary:
 - Requirements resulting from ethics review or security scrutiny
 - Due to removal of a participant (if agreed)
 - Correction of clerical errors and obvious inconsistencies





European
Commission



Thank you