

Jornada sobre Programas Nacionales e Internacionales de I+D+i

Claves para la preparación de
propuestas

Cristina Quintana Jordán
CIEMAT



Plataforma Tecnológica Española de Eficiencia Energética
Madrid, 24 de abril de 2017

Índice

1. Reglas de participación
2. Cooperación internacional
3. Comunicación
4. Explotación de resultados
5. Aspectos éticos
6. Aspectos de género
7. Submission system
8. Herramientas de utilidad
9. Recomendaciones prácticas
10. Errores comunes

1. Reglas de participación

Una tasa única de subvención y un modelo único de costes indirectos

COSTES ELEGIBLES:

- Necesarios para el proyecto y de acuerdo con su naturaleza
- Incluidos en el presupuesto
- Durante la ejecución de la subvención
- Incurridos por el beneficiario y registrados
- No declarados en otras subvención
- Cumplir con las disposiciones nacionales en cuanto a fiscalización, impuestos, etc.

Tasas de co-financiación

Tipo de Entidad	Tipo de Acción		
	RIA	IA	CSA
Non-Profit	100 %	100 %	100 %
Profit	100 %	70 %	100 %

**Modelo único de
costes indirectos:
Flat-rate 25 %**

1. Reglas de participación

Reducción del tiempo de evaluación y concesión de la subvención

Un máximo

5 meses

para informar a todos los solicitantes sobre
evaluación científica

¿Cómo se va a acelerar el proceso?

- Fidelidad con el programa de trabajo (menor posibilidad de negociación):
 - Cada propuesta será evaluada “por lo que es” y no “por lo que podría ser”
 - El contrato final se basará, en lo máximo posible, en la Parte B de la propuesta
- La entidad jurídica será validada en paralelo
- No más papel: e-comunicación & e-firmas.

Se aplican algunas excepciones, incluyendo acciones complejas o cuando así lo requiera el solicitante

1. Reglas de participación



<p>1. Excellence</p> <p><i>Note: The following aspects will be taken into account, to the extent that the proposed work corresponds to the topic description in the work programme:</i></p> <ul style="list-style-type: none"> • Clarity and pertinence of the objectives; • Credibility of the proposed approach; • Soundness of the concept; • Quality of the proposed coordination and/or support measures. <p><u>Comments:</u></p>	<p>Score 1: Threshold 3/5</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------

<p>2. Impact</p> <p><i>Note: The following aspects will be taken into account, to the extent to which the outputs of the project should contribute at the European and/or International level:</i></p> <ul style="list-style-type: none"> • The expected impacts listed in the work programme under the relevant topic; • Effectiveness of the proposed measures to exploit and disseminate the project results (including management of IPR), to communicate the project, and to manage research data where relevant. <p><u>Comments:</u></p>	<p>Score 2: Threshold 3/5</p>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------

<p>3. Quality and efficiency of the implementation*</p> <p><i>Note: The following aspects will be taken into account:</i></p> <ul style="list-style-type: none"> • Coherence and effectiveness of the work plan, including appropriateness of the allocation of tasks and resources; • Complementarity of the participants within the consortium (when relevant); • Appropriateness of the management structures and procedures, including risk and innovation management. <p><u>Comments:</u></p>	<p>Score 3: Threshold 3/5</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------

<p>Total score (1+2+3) Threshold 10/15</p>

- Las convocatorias que se evalúan en una única fase tienen un umbral mínimo por criterio de 3/5 y el total de 10/15.
- Límite de páginas de las secciones 1, 2 y 3:
 - 70 en el caso de las RIA/IA
 - **50 en el caso de las CSA**
- Los expertos valoran la capacidad operacional de los proponentes para llevar a cabo el trabajo propuesto.
- Revisar el programa de trabajo por si hubiera criterios adicionales

3. Reglas de participación

Mismos principios básicos

Condiciones Mínimas

- Acciones de colaboración estándar

Al menos 3 entidades legales distintas establecidas cada una de ellas en 3 EEMM o países asociados distintos

- ERC, Instrumento PYME, programa “co-fund”, acciones de **coordinación y apoyo (CSA)**, formación y movilidad:

Una entidad legal establecida en un EEMM o país Asociado

Condiciones Adicionales

En el programa de trabajo: Número de participantes, naturaleza de los participantes (ej. ERA-NET, EJP)

1. Reglas de participación

Condiciones Adicionales (Ejemplos)

Eligibility and admissibility conditions: The conditions are described in General Annexes B and C of the work programme.. The following exceptions apply:

<p>EE-25-2016, EE-18-2017, EE-23-2017, EE-24-2016-2017, EE-02-2017, EE-06-2016-2017, EE-09-2016-2017, EE-11-2016-2017, EE-13-2016, EE-15-2017</p>	<p>Taking into account the nature of the activity and with the objective to maximize the European Added Value and European market uptake through transnational collaboration*, the following additional eligibility criteria apply:</p> <ol style="list-style-type: none"> 1. at least three legal entities shall participate in an action; 2. each of the three legal entities shall be established in a different Member State or Associated Country 3. all three legal entities shall be independent of each other within the meaning of Article 8 of the Rules for Participation. <p>* Transition towards Secure, Clean and Efficient Energy and the Energy Union project are cross-national policy initiatives and priorities aiming at trans-national solutions.</p>	<p>EE-16-2016-2017</p> <p>Taking into account the nature of the activity and with the objective to maximize the European Added Value and European market uptake through transnational collaboration*, the following additional eligibility criteria apply:</p> <ol style="list-style-type: none"> 1. at least three legal entities shall participate in an action; 2. each of the three legal entities shall be established in a different Member State or associated country; 3. all three legal entities shall be independent of each other within the meaning of Article 8 of the Rules for participation; 4. actions must include the relevant market surveillance authorities in their consortia **. <p>* Transition towards Secure, Clean and Efficient Energy and the Energy Union project are cross-national policy initiatives and priorities aiming at trans-national solutions.</p> <p>** This action aims at the implementation of the Ecodesign Directive, the Energy Labelling Directive and the Regulation on</p>	<p>Labelling of Tyres. While monitoring and verification can be done by various actors, only the market surveillance authorities have the power of enforcement.</p>
---------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------

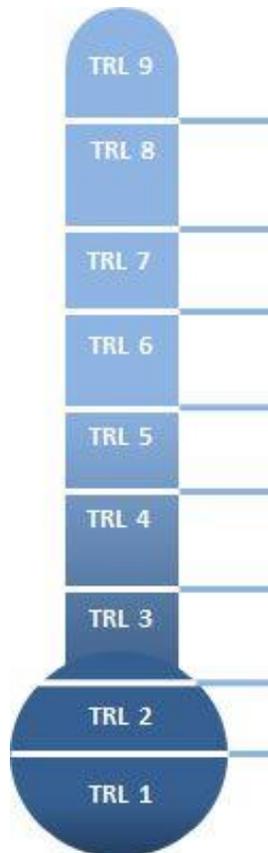
1. Reglas de participación

Aspectos financieros

- IVA elegible si no es recuperable
- Mayor aceptación de las prácticas contables de los participantes
- No “time-sheet” para personal trabajando a tiempo completo
- **Certificados de auditoría:** al final y si se supera 325.000 € de costes directos por socio
- Capacidad financiera ex-ante solo cuando se solicite más de 500.000 €/proyecto y sean coordinadores
- La capacidad financiera puede ser avalada por otro beneficiario
- Pagos: Prefinancing (30 días) / Pagos intermedios (90 días): hasta el 90% / Payment of the balance: 90 días

1. Reglas de participación

Technology Readiness Levels (TRL)



TRL 9: actual system proven in operational environment (competitive manufacturing in the case of key enabling technologies; or in space)

TRL 8: system complete and qualified

TRL 7: system prototype demonstration in operational environment

TRL 6: technology demonstrated in relevant environment (industrially relevant environment in the case of key enabling technologies)

TRL 5: technology validated in relevant environment (industrially relevant environment in the case of key enabling technologies)

TRL 4: technology validated in lab

TRL 3: experimental proof of concept

TRL 2: technology concept formulated

TRL 1: basic principles observed

2. Cooperación internacional

Abierto al mundo

“Bottom-Up approach”

Apertura generalizada

- Participación de todos los socios internacionales
- Interés común, beneficio mutuo
- Participación directa en los contratos o como “third parties”

Acciones específicas

“Top-down approach”

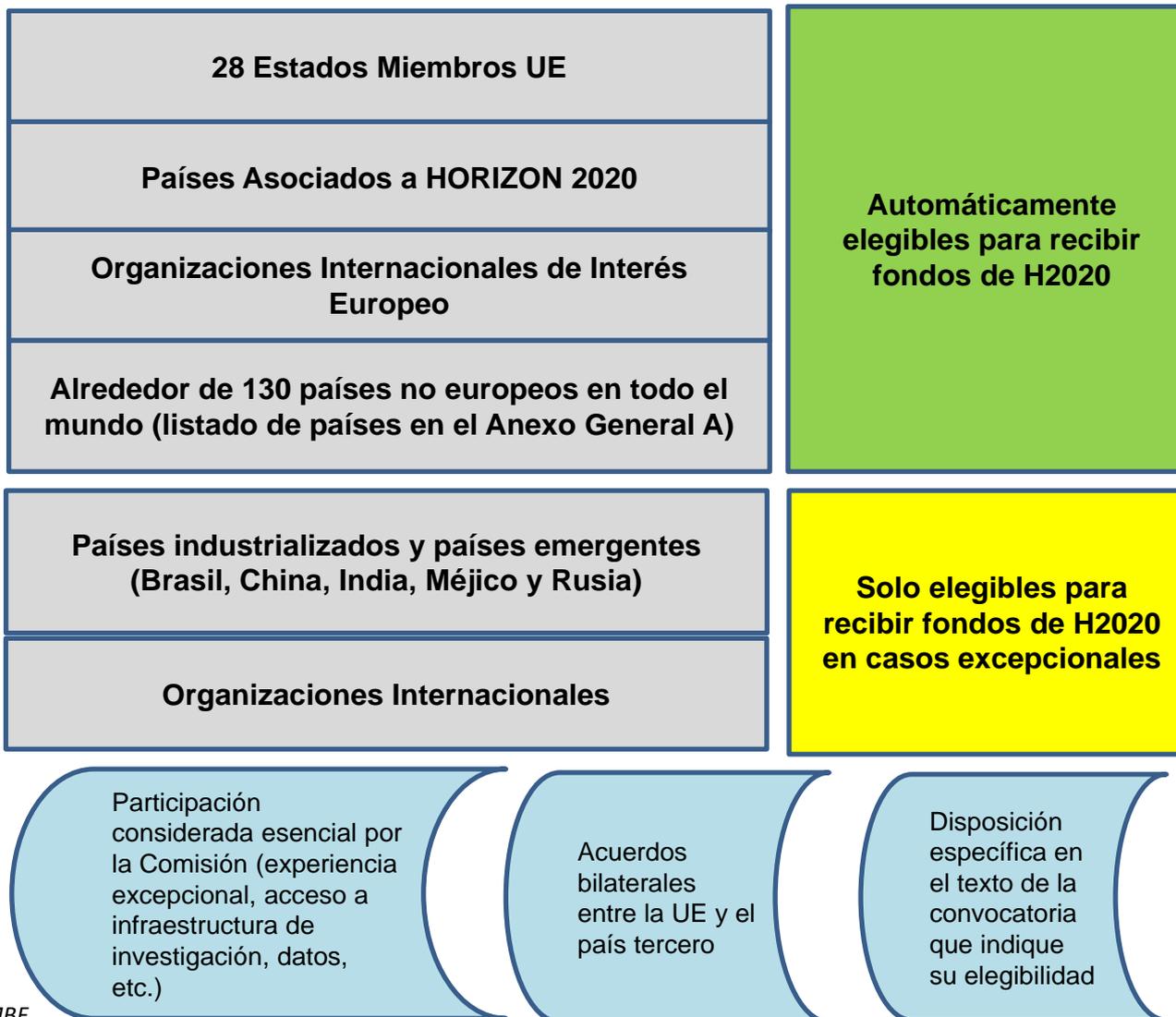
Convocatorias dirigidas & convocatorias coordinadas

- Fomentan o requieren la participación
- Socios internacionales específicos

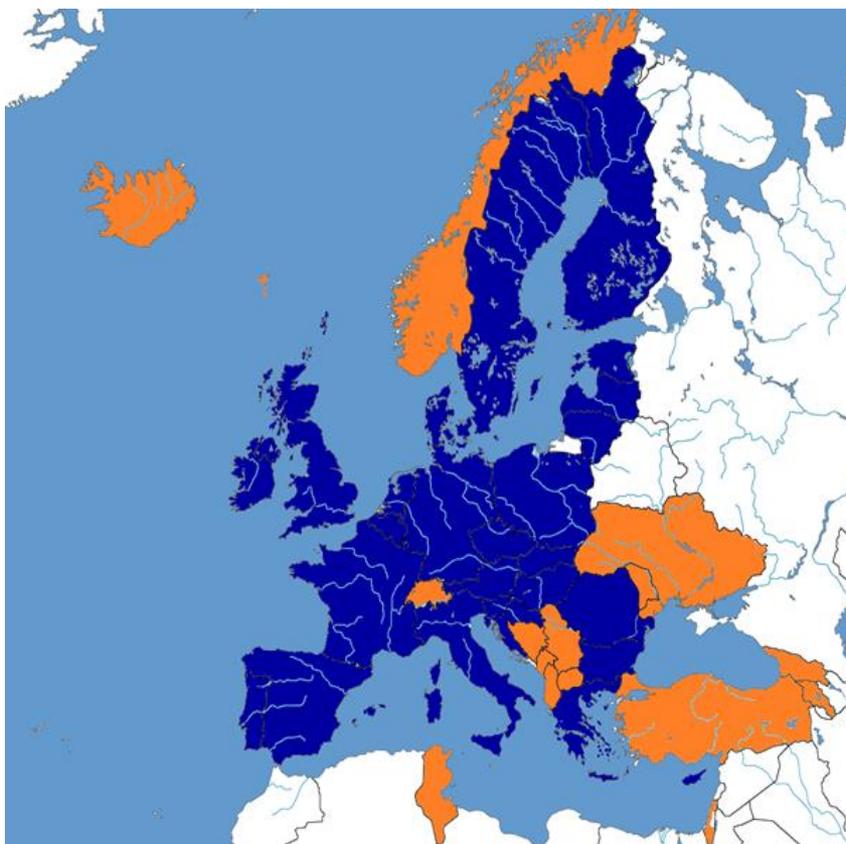
Información General Cooperación Internacional

http://ec.europa.eu/research/participants/docs/h2020-funding-guide/cross-cutting-issues/international-cooperation_en.htm

2. Cooperación internacional



2. Cooperación internacional



 **Estados Miembros UE-28**

 **Países Asociados**

Albania
Armenia (pte. notificación a UE)
Bosnia & Herzegovina
Georgia (Enero 2016)
Islas Feroe
Islandia
Israel
Macedonia (FYROM)
Moldavia
Montenegro
Noruega
Serbia
Suiza
Túnez (Enero 2016)
Turquía
Ucrania

2. Cooperación internacional

Participación países terceros en el Reto de Energía (2014 – 2015)

Country	EU contribution (Mio €)	Participations
Argentina	€ 0.30	1
Australia*	€ 0	1
Switzerland*	€ 0.02	54
India*	€ 0.32	1
South Korea*	€ 0	3
Morocco	€ 1.91	4
Mexico*	€ 0	2
US*	€ 0.2	3
Uruguay	€ 0.13	1
South Africa	€ 2.07	3
TOTAL	€ 5.1	73

**Organizations from these countries are not eligible for EU funding, except if participation is essential to carry out the Project.*

SME instrument not included

Fuente: Comisión Europea

2. Cooperación internacional

Participación países terceros en proyectos del Reto de Energía 2014, 2015 y 2016

País	Acrónimo Proyecto	Tema	Tipo de acción
Argentina	BABET-REAL5	LCE-11-2015 – Developing next generation technologies for biofuels and sustainable alternative fuels	RIA
Australia	LEILAC	LCE-15-2015 – Enabling decarbonisation of the fossil fuel-based power sector and energy intensive industry through CCS	RIA
India	OPTi	EE-13-2014 – Technology for district heating and cooling	RIA
República de Corea	DESTRESS	LCE-03-2015 – Demonstration of renewable electricity and heating/cooling technologies	IA
	ROLINCAP	LCE-24-2016 – International Cooperation with South Korea on new generation high efficiency capture processes	RIA
	GRAMOFON	LCE-24-2016 – International Cooperation with South Korea on new generation high efficiency capture processes	RIA
Marruecos	ORC-PLUS	LCE-03-2014 – Demonstrating of renewable electricity and heating/cooling	IA
	MinWaterCSP	LCE-02-2015 – Developing the next generation technologies of renewable electricity and heating/cooling	RIA
	SOLPART	LCE-02-2015 – Developing the next generation technologies of renewable electricity and heating/cooling	RIA
	WASCOP	LCE-02-2015 – Developing the next generation technologies of renewable electricity and heating/cooling	RIA
Méjico	BABET-REAL5	LCE-11-2015 – Developing next generation technologies for biofuels and sustainable alternative fuels	RIA
Estados Unidos	SHEER	LCE-16-2014 – Understanding, preventing and mitigating the potential environmental impacts and risks of shale gas exploration & exploitation	RIA
	RESFARM	EE-19-2014 – Investment in Sustainable Energy	CSA
	Digi-Label	EE-10-2015 – Consumer engagement for sustainable energy	CSA
	CL-Windcon	LCE-07-2016 – Developing the next generation technologies of renewable electricity and heating/cooling	RIA
Uruguay	BABET-REAL5	LCE-11-2015 – Developing next generation technologies for biofuels and sustainable alternative fuels	RIA
Sudáfrica	MinWaterCSP	LCE02-2015 – Developing the next generation technologies of renewable electricity and heating/cooling	RIA

3. Comunicación

Comunicación ≠ Difusión

COMUNICACIÓN	DIFUSIÓN
Sobre el proyecto y sus resultados	Solamente sobre los resultados
Dirigido a un público escogido y bien definido	Sin objetivo específico: divulgación de los resultados, accesibilidad, disponibilidad
Variedad de audiencia: más allá de la comunidad del proyecto (incluyendo medios y público general)	Para profesionales: Científicos o la comunidad del proyecto
Mensaje específico	Sin un mensaje específico
<u>Artículo 38.1</u> “Grant Agreement”	<u>Artículo 29</u> “Grant Agreement”

http://ec.europa.eu/research/participants/data/ref/h2020/other/gm/h2020-guide-comm_en.pdf

3. Comunicación

COMUNICACIÓN	RECOMENDACIONES
<p>Plan de Comunicación Integral, cuanto más grande es la acción, más importancia debe de tener el plan de comunicación.</p>	<p><u>Medidas de comunicación proporcionales a la acción</u>, bien estructuradas y hechas a medida del público objetivo y resultados del proyecto.</p>
<p>Paquete de trabajo específico de comunicación (o incluido en otro WP)</p>	<p>La difusión de resultados no sustituye las actividades de comunicación.</p>
<p>Las acciones deben de abordar la perspectiva de la política pública (“public policy perspective”)</p>	<p>Perspectiva de la política Europea de Investigación & Innovación: cooperación transnacional, mejora de la competitividad y solución de los retos sociales, impacto en la vida diaria...</p>
<p>Coherencia/segmentación</p>	<p><u>Coherencia</u> con presupuestos, recursos humanos, conocimientos. <u>Segmentación</u> del público objetivo y justificación.</p>
<p>Libertad de los beneficiarios para escoger el tipo de actividades de comunicación</p>	<p>Prensa, relaciones públicas, redes sociales, videos, material visual, boletines, páginas web, eventos, trabajo con agentes multiplicadores e influyentes...</p>

4. Explotación de resultados

La CE promueve que los consorcios tengan una **estrategia para explotar** las tecnologías y el conocimiento generado en proyectos H2020.

PROTECCIÓN DE LOS RESULTADOS

- Si es posible, razonable y justificado, cada participante debe proteger adecuadamente sus resultados

Obligación de informar a la CE si hay intención de abandonar la protección o no extenderla

EXPLORACIÓN DE LOS RESULTADOS

- Los participantes harán lo posible (best efforts) para explotar sus resultados directa o indirectamente

Obligaciones adicionales de explotación se pueden incluir en el GA



European IPR Helpdesk

Get your ticket to innovation!

We believe that knowing how to manage **Intellectual Property (IP)** and **Intellectual Property Rights (IPR)** is the ticket to innovation and competitiveness in Europe. The European IPR Helpdesk offers **free of charge**, first-line support on IP and IPR matters to beneficiaries of EU funded research projects and EU SMEs involved in transnational partnership agreements, especially within the Enterprise Europe Network (EEN).

 IPR Helpline <small>Place a phonecall or raise an issue and we will get back to you within three working days. Free of charge.</small>	 Training Support <small>Build up your capacity and take part in onsite or online training events to get you ready for the journey.</small>	 Publications <small>Find the tools to help you by visiting our huge library of fact sheets, FAQs, case studies and a whole lot more.</small>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

4. Explotación de resultados

AMGA ARTICLE 28 — EXPLOITATION OF RESULTS.

28.1 Obligation to exploit the results

Each beneficiary must — up to four years after the period set out in Article 3 — take measures aiming to ensure ‘exploitation’ of its results (either directly or indirectly, in particular through transfer or licensing; see Article 30) by:

- a. using them in further research activities (outside the action);
- b. developing, creating or marketing a product or process;
- c. creating and providing a service;
- d. using them in standardisation activities;
- e. skills and educational training, and
- f. policy making.

CSA

http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/amga/h2020-amga_en.pdf

5. Aspectos éticos

http://ec.europa.eu/research/participants/docs/h2020-funding-guide/index_en.htm

RESEARCH & INNOVATION
Participant Portal H2020 Online Manual

My Area - User account & roles

Grants

Applying for funding

Find a call → Find partners → Register an organisation → Submit a proposal

Evaluation & Grant signature

Eligibility check → Evaluation of proposals → Grant preparation → Grant signature

Grant management

Keeping records | Amendments | Reports & payment requests | Deliverables

Dissemination & exploitation | Communication | Checks, audits, reviews & investigations

Working as an expert

Expert registration | Contracting & payment | Expert roles & tasks

Cross-cutting priorities & issues

International cooperation | Social Sciences & Humanities | Open access & Data management | Climate action & Sustainable development

Ethics | Gender | SMEs | ERA-NETs

Links to regional policy | Intellectual property | Innovation procurement

Financial instruments

Prizes

5. Aspectos éticos

➤ ETHICS APPRAISAL STEPS

Activity	Who?	When?	How?
Ethics Self-assessment	Applicant	Application phase	Consideration of ethical issues of the proposal
Ethics Pre-screening/Screening	Ethics experts	Evaluation phase	Review of application material
Ethics Assessment (for proposals involving hESC or raising serious ethical issues: severe intervention on humans)	Ethics experts	Evaluation/ Grant preparation phase	Review of application material
Ethics Check/Audit	Ethics experts	Implementation phase	Review of project deliverables/interview with applicants

For assistance please contact the Ethics Review Helpdesk (select subject 13. Ethics in the enquiry form).
<http://ec.europa.eu/research/index.cfm?pg=enquiries>

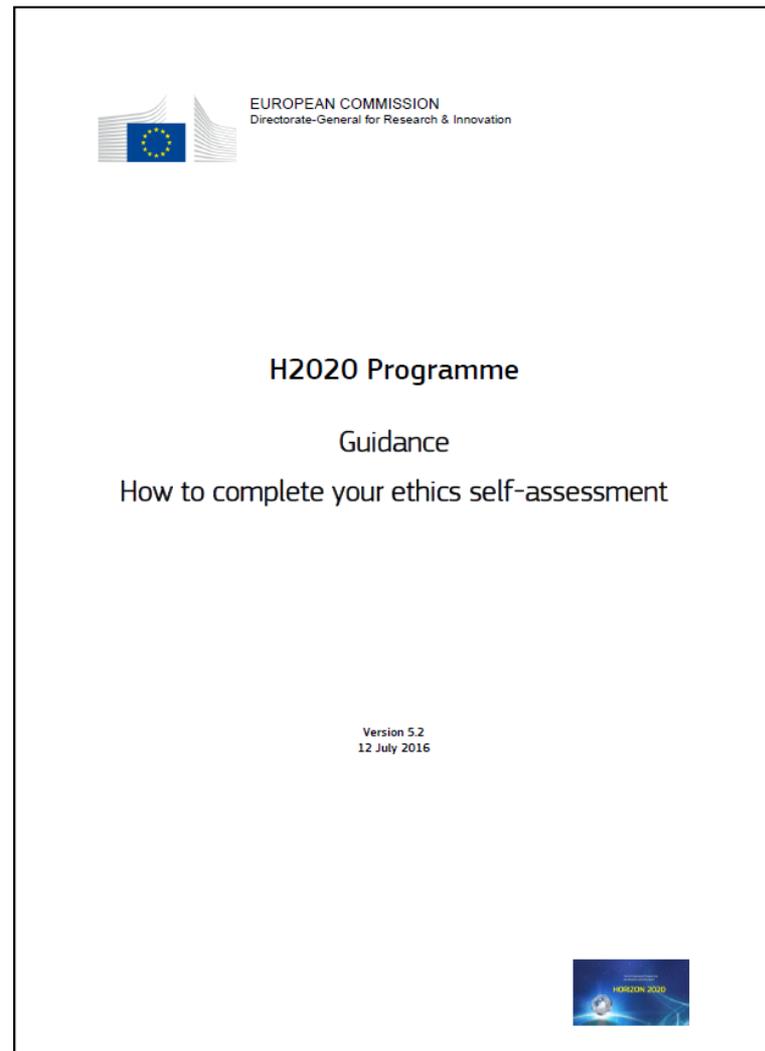
5. Aspectos éticos

How to deal with these issues? Your research must comply with:

- ethical principles
- applicable international, EU and national law.

Aspectos éticos - Ethics Issues Table

1. Human embryos and foetuses
2. Humans
3. Human cells/tissues
4. Personal data ←
5. Animals
6. Third countries
7. Environment & Health and Safety
8. Dual use
9. Misuse
10. Other ethics issues



5. Aspectos éticos

Documentos de referencia

Horizon 2020 Legislation

- Legal basis - Horizon 2020 Rules for Participation: Ethics Reviews (Article 14)
- Horizon 2020 - Regulation of Establishment: Ethical principles (Article 19)
- Model Grant Agreement: Ethics (Article 34)
- Statements by the Commission on human embryonic stem cell research
- Guide for proposal submission and evaluation
- Charter of Fundamental Rights of the European Union
- European Code of Conduct for Research Integrity

General guidance documents

- How to complete your ethics self-assessment
- Ethics for Researchers
- European Textbook on Ethics in Research (2010)
- A comprehensive strategy on how to minimize research misconduct and the potential misuse of research in EU funded research

Domain-specific guidance notes

- Guidance Note for Researchers and Evaluators of Social Sciences and Humanities
- Guidance Note - Ethics and Food-Related Research
- Research on Human embryos/foetus
- Ethics for Clinical Trials on Medicinal Products Conducted with Paediatric Population
- Privacy
- Informed Consent
- ICT Ethics Resources
- Research on Animals
- Research Involving Developing Countries
- Dual Use
- Research Ethics in Ethnography/Anthropology
- Misuse/Malevolent use Guidance Notes

6. Aspectos de género

http://ec.europa.eu/research/participants/docs/h2020-funding-guide/index_en.htm



The screenshot shows the 'RESEARCH & INNOVATION Participant Portal H2020 Online Manual' interface. A red arrow points to the 'H2020 Online Manual' link in the left-hand navigation menu. Another red arrow points to the 'Gender' button in the 'Cross-cutting priorities & issues' section.

Navigation Menu (Left):

- Search
- H2020 Online Manual
- My Area - User account & roles
 - Login with ECAS
 - Roles & access rights
 - Terms and Conditions of Use
- 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 in the Beneficiary Register
 - Registration of your organisation
 - LEAR appointment
 - Validation of potential beneficiaries
 - Financial viability check
 - Data update
 - Certifications
 - Submit a proposal
 - Get prepared
 - Electronic proposal submission
 - From evaluation to grant signature
 - Eligibility check
 - Evaluation of proposals
 - Eligibility and evaluation criteria
 - Evaluation process and results
 - Grant preparation
 - Enter & submit grant data

Main Content Area (Right):

- My Area - User account & roles
- Grants
 - Applying for funding
 - Find a call
 - Find partners
 - Register an organisation
 - Submit a proposal
 - Evaluation & Grant signature
 - Eligibility check
 - Evaluation of proposals
 - Grant preparation
 - Grant signature
 - Grant management
 - Keeping records
 - Amendments
 - Reports & payment requests
 - Deliverables
 - Dissemination & exploitation
 - Communication
 - Checks, audits, reviews & investigations
- Working as an expert
 - Expert registration
 - Contracting & payment
 - Expert roles & tasks
- Cross-cutting priorities & issues
 - International cooperation
 - Social Sciences & Humanities
 - Open access & Data management
 - Climate action & Sustainable development
 - Gender
 - SMEs
 - ERA-NETs
 - Links to regional policy
 - Intellectual property
 - Innovation procurement
 - Financial instruments
 - Prizes

6. Aspectos de género

Gender equality & gender dimension in research & innovation content

Three objectives underpin the Commission's activities on gender equality in Horizon 2020. They are in line with the RTD strategy on gender as well as with the ones set in the ERA Communication of July 2012:

- Fostering gender balance in Horizon 2020 research teams, in order to address the gaps in the participation of women in the Framework Programme's projects
- Ensuring gender balance in decision-making, in order to reach the Commission's target of 40% of the under-represented sex in panels and groups (50% for advisory Groups)
- Integrating gender/sex analysis in research and innovation (R&I) content, helps improve the scientific quality and societal relevance of the produced knowledge, technology and/or innovation.

Documentación de apoyo a la hora de preparar este apartado en la propuesta:

http://ec.europa.eu/research/swafs/index.cfm?pg=library&lib=gender_equality

6. Aspectos de género

Dimensión de género. Otros recursos de ayuda

- GenPort – on-line community of practionners for sharing knowledge and inspire collaboration: www.genderportal.eu
- Gender Toolkit: <http://www.yellowwindow.be/genderinresearch/>
- Vademecum on Gender Equality in Horizon 2020:
http://ec.europa.eu/research/swafs/pdf/pub_gender_equality/vademecum_gender_h2020.pdf
- Responsible R & I Toolkit – <https://www.rri-tools.eu/>
- Madrid Declaration on Advancing Gender and Training in Theory and Practice:
http://www.quing.eu/files/results/final_opera_report.pdf
- Cost Action GenderSTE: www.genderste.eu

For questions related to gender in Horizon 2020 send an email to:
RTD-GENDERINRESEARCH@ec.europa.eu

7. Submission system

Electronic Submission System – acceso desde la página de la convocatoria

1. ECAS password (EU Login)
2. Participant Identification Code (PIC), obligatorio para todos los participantes
3. Preparación de la propuesta
 - On-line para los formularios administrativos
 - Anexos técnicos – subida de archivos pdf
4. Validación
5. Presentación de la propuesta antes de las 17h00 (cierre de la convocatoria)

Para consultar cualquier duda relativa al proceso de presentación de propuestas consulta el Proposal Submission Service User Manual:

http://ec.europa.eu/research/participants/data/support/sep_usermanual.pdf 26

7. Submission system

Which parts can be edited by the participants and which parts can be edited only by the coordinator?

Action	Coordinator	Partner
Select the call	Yes	No
Invite participants	Yes	No
Submit the proposal	Yes	No
Define own budget table	Yes	Yes
Enter all administrative form data	Yes	No
Enter own administrative forms' details	Yes	Yes
Download and read the all proposal files	Yes	Yes
Upload Part B and Annexes	Yes	No

Note that for some calls and topics, only one participant is needed and the participant will be the coordinator of the proposal by default.

7. Submission system



Cada propuesta presentada sustituye a la anterior. La última propuesta presentada es la que se va a evaluar.

Aconsejable presentar un propuesta temprana para revisar el procedimiento y ver cómo queda la propuesta

Hacer la presentación definitiva con tiempo de sobra

Es conveniente echar un vistazo a la propuesta una vez presentada y cuando aún queda tiempo de subir una versión corregida si fuera necesario



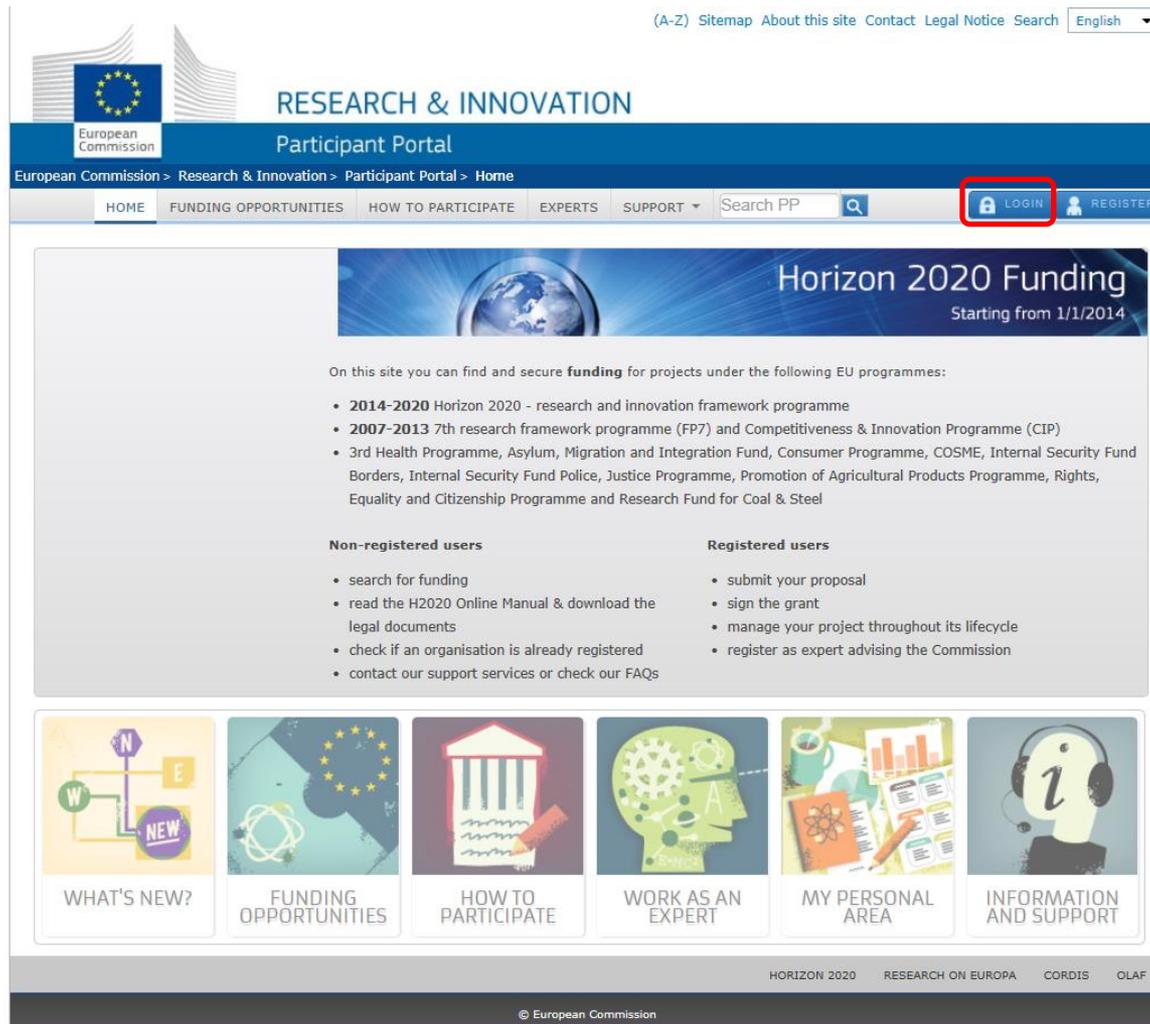
Nunca se debe esperar a los últimos 30 minutos para presentar la propuesta.

Si tenemos cualquier problema, ponerse en contacto inmediatamente con el submission service helpdesk

<http://ec.europa.eu/research/participants/api/contact/index.html>



7. Submission system



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

RESEARCH & INNOVATION
Participant Portal

European Commission > Research & Innovation > Participant Portal > Home

HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE EXPERTS SUPPORT Search PP LOGIN REGISTER

Horizon 2020 Funding
Starting from 1/1/2014

On this site you can find and secure **funding** for 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 Programme (CIP)
- 3rd Health Programme, Asylum, Migration and Integration Fund, Consumer Programme, COSME, Internal Security Fund Borders, Internal Security Fund Police, Justice Programme, Promotion of Agricultural Products Programme, Rights, Equality and Citizenship Programme and Research Fund for Coal & Steel

<p>Non-registered users</p> <ul style="list-style-type: none"> • search for funding • read the H2020 Online Manual & download the legal documents • check if an organisation is already registered • contact our support services or check our FAQs 	<p>Registered users</p> <ul style="list-style-type: none"> • submit your proposal • sign the grant • manage your project throughout its lifecycle • register as expert advising the Commission
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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

HORIZON 2020 RESEARCH ON EUROPA CORDIS OLAF

© European Commission

Cuenta ECAS

(EU Login)

7. Submission system

PIC number

De la institución



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

RESEARCH & INNOVATION
Participant Portal

European Commission

European Commission > Research & Innovation > Participant Portal > Funding

HOME FUNDING OPPORTUNITIES **HOW TO PARTICIPATE** EXPERTS SUPPORT Search PP LOGIN REGISTER

Reference Documents
Beneficiary Register
Financial Viability Self-Check
SME Participation

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

FIND a call 1 FIND partners 2 CREATE your account 3 REGISTER your organisation 4 SUBMIT a proposal 5

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**.

Step 2 - Find project partners or apply as an individual **H2020 ONLINE MANUAL**

Collaborative projects: most of the EU funded projects are collaborative projects with **at least 3 organisations** from different EU Member States or Associated countries. Various [partner search services](#) help you to find organisations that would

7. Submission system

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

RESEARCH & INNOVATION
Participant Portal

European Commission > Research & Innovation > Participant Portal > Calls

HOME **FUNDING OPPORTUNITIES** HOW TO PARTICIPATE EXPERTS SUPPORT Search LOGIN REGISTER

EU Programmes 2014-2020

Search Topics

Updates

Calls

- H2020**
- 3rd Health Programme
- Asylum, Migration and Integration Fund
- Consumer Programme
- COSME
- Internal Security Fund - Borders
- Internal Security Fund - Police
- Justice Programme
- Pilot Projects & Preparatory Actions
- Promotion of Agricultural Products
- Research Fund for Coal & Steel
- Rights, Equality and Citizenship Programme
- Union Civil Protection Mechanism

Calls for Proposals

Horizon 2020 [Advanced search for topics](#)
[Calls for tenders on TED](#)

- ACCESS TO RISK FINANCING
- Innovation in SMEs
- Societal Challenges
 - Health, demographic change and wellbeing
 - Food security, sustainable agriculture and forestry, marine and maritime and inland water research and the bioeconomy
 - Secure, clean and efficient energy**
 - Smart, green and integrated transport
 - Climate action, environment, resource efficiency and raw materials

Status Calls with forthcoming topics Calls with open topics Calls with only closed topics

Sort by Call title Call identifier Publication date

Societal Challenges FCH2 JU call for proposals 2017 H2020-JTI-FCH-2017-1 Publication date:17 January 2017	Societal Challenges Horizon Prize – Low Carbon Energy Inducement Prizes 2016 - PHOTOV ... H2020-LCE-Prizes-2016-02 Publication date:05 July 2016	Societal Challenges Horizon Prize – Low Carbon Energy Inducement Prizes 2016 - CO2 REUSE H2020-LCE-Prizes-2016-03 Publication date:05 July 2016
Societal Challenges Horizon Prize – Low Carbon Energy Inducement Prizes 2016 - Low Carbon Hospital H2020-LCE-Prizes-2016-01 Publication date:05 July 2016	Societal Challenges Energy Efficiency Call 2016-2017 H2020-EE-2016-2017 Publication date:14 October 2015	Societal Challenges COMPETITIVE LOW-CARBON ENERGY H2020-LCE-2016-2017 Publication date:14 October 2015

Convocatorias abiertas

7. Submission system

Topic de interés

CALL: ENERGY EFFICIENCY CALL 2016-2017 [Call budget overview](#)

Call identifier: H2020-EE-2016-2017
Publication date: 14 October 2015

Horizon 2020 [H2020 website](#)

Pillar: Societal Challenges
Work Programme Year: H2020-2016-2017
Work Programme Part: 'Secure, Clean and Efficient Energy'

Call updates [+ More](#)

- 25 January 2017 09:03

Results of Call 2016 second deadline of 15/09/2016 (sub-calls H2020-EE-2016-

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.

Status Forthcoming Open Closed

Sort by (Planned) opening date Deadline Topic title Topic identifier

Topic: EE-02-2017: Improving the performance of inefficient district heating networks [Open](#)

Publication date: 14 October 2015

Types of action:	CSA Coordination and support action		
DeadlineModel:	single-stage	Deadline:	07 June 2017 17:00:00
Opening date:	19 January 2017		

Time Zone : (Brussels time)

Topic: EE-06-2016-2017: Engaging private consumers towards sustainable energy [Open](#)

Publication date: 14 October 2015

Types of action:	CSA Coordination and support action		
DeadlineModel:	single-stage	Deadline:	07 June 2017 17:00:00
Opening date:	19 January 2017		

Time Zone : (Brussels time)

TOPIC : Improving the performance of inefficient district heating networks

Topic identifier:	EE-02-2017		
Publication date:	14 October 2015		
Types of action:	CSA Coordination and support action		
DeadlineModel:	single-stage	Deadline:	07 June 2017 17:00:00
Opening date:	19 January 2017		

Time Zone : (Brussels time)

Horizon 2020 [H2020 website](#)

Pillar: Societal Challenges
Work Programme Year: H2020-2016-2017
Work Programme Part: 'Secure, Clean and Efficient Energy'
Call : H2020-EE-2016-2017 [Call budget overview](#)

Topic Updates [+ More](#)

- 27 July 2016 10:33

Work Programme 2016-17 Revision (European Commission Decision C(2016)

Topic Description [+ More](#)

Specific Challenge:

District heating's share on heat supply in Europe is about 7.4%, with some Member States and Associated Countries having a much higher share. In order to preserve existing heating networks and to increase

Topic conditions and documents [+ More](#)

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

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 and topic, as these cannot be changed 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	Improving the performance of inefficient district heating networks - EE-02-2017	

Guidance on proposal submission: [H2020 ONLINE MANUAL](#)

IT Guidance: [HOW TO](#)

8. Herramientas de utilidad

➤ NCPs Energía segura, limpia y eficiente:

- M^a Pilar González (NCP CDTI): mpilar@cdti.es
- Virginia Vivanco (NCP IDAE): vvivanco@idae.es
- Cristina Quintana (NCP CIEMAT): cristina.quintana@ciemat.es



ONLINE MANUAL

➤ NCPs Asuntos Legales y Financieros

- Gonzalo Arévalo (garevalo@isciii.es)
- Andrés Martínez (andres.martinez@sost.be)
- Diana Castrillón (dcastrill@sgi.upv.es)
- Carmen Hormigo (c.hormigo@orgc.csic.es)

➤ Representante español en el Comité de Programa:

- M^a Luisa Revilla: luisa.revilla@cdti.es



8. Herramientas de utilidad

Herramientas que pueden ser de gran ayuda a la hora de preparar el Estado del arte

The screenshot shows the European Union Open Data Portal interface. At the top, there are navigation links for Sitemap, Legal notice, Contact, and a language dropdown set to English (en). The main header features the EU flag and the text 'European Union Open Data Portal'. Below this, a breadcrumb trail reads 'EUROPA > Open Data Portal > Data'. A navigation bar contains tabs for 'Data', 'Applications', 'Linked Data', 'Developers' corner', and 'About', along with a 'Data provider's area' link and a 'Share' button. A search bar is prominently displayed with the placeholder text 'Find datasets...'. Below the search bar, there are radio buttons for search criteria: 'all of these words' (selected), 'any of these words', and 'the exact phrase'. A 'Total datasets available: 7862' is shown with a RSS icon. To the right of the search bar is a 'Suggest a dataset' box with the text: 'Is there a dataset from the EU that you could not find in this portal? Please request the dataset>>'. Below the search bar, there are two main sections: 'Most viewed datasets' and 'Browse datasets by subject or groups'. The 'Most viewed datasets' section lists five datasets with their view counts: DGT-Translation Memory (13064), Elevation map of Europe (9895), CORDIS - EU research projects under Horizon 2020 (2014-2020) (9247), EuroVoc (5794), and CORDIS - EU research projects under FP7 (2007-2013) (5474). The 'Browse datasets by subject or groups' section displays eight icons representing different subject areas: Employment and working conditions, Social questions, Economics, Finance, Trade, Industry, Education and communications, and Production, technology and research. A 'more subjects' link is visible at the bottom right of this section.

8. Herramientas de utilidad

Herramientas que pueden ser de gran ayuda a la hora de preparar el Estado del arte

[RSS](#) | [Privacy Statement](#) | [Cookies](#) | [Legal notice](#) | [Contact](#) | [English \(en\)](#)

<http://ec.europa.eu/energy/intelligent/projects/>

INTELLIGENT ENERGY EUROPE

European Commission

European Commission > Energy > Intelligent Energy Europe

Support for sustainable energy solutions

Search

IEE in action

Citizens explain the benefits of nearly-zero-energy buildings

All projects

Tweets by @H2020EE

H2020EfficientEnergy @H2020EE 3h
 #COP21solutions
 Environmentally conscious purchases with TOPTEN ACT project europa.eu/IMP348m
 #H2020
pic.twitter.com/PLXGIEZ1zH

Stephan Renner @stephanrenner 5h
 We will present possible EU #H2020 support to @eumayors signatories at a webinar at 11h00. Join us!
covenantofmayors.eu/agenda_en.html... @H2020EE
 Retweeted by

Manage
 Project lifecycle >
 Day-to-day management >

Funding
 Projects funded >
 Current funding opportunities >

In the media
 > The Traffic Snake Game : le jeu qui encourage la pratique du vélo tout en s ...
 France / 04/01/2015
 > Tecnologia, sicurezza ed ambiente
 Italy / 02/01/2015

Contact
 Send us your questions >
 Contact your IEE national contact >
 Our address & location >

8. Herramientas de utilidad

The EU Framework Programme
for Research and Innovation

HORIZON 2020

H2020 Programme

Proposal template 2016-2017

Administrative forms (Part A)
Project proposal (Part B)

Coordination and Support Actions (CSA)

Version 3.1
11 January 2017

Disclaimer
This document is aimed at informing potential applicants for Horizon 2020 funding. It serves only as an example. The actual Web forms and templates, provided in the online proposal submission system under the Participant Portal, might differ from this example. Proposals must be prepared and submitted via the online proposal submission system under the Participant Portal.

Plantillas

Revisar
última
versión



Version 3.1
11 January 2017

9. Recomendaciones prácticas



1º paso: Tener una idea o varias ideas excelentes

Motivación: Resolver un problema, atender una demanda, desarrollar algo que no existe, elaborar una hoja de ruta para el sector, etc.

Va a responder a lo que en la descripción del topic se denomina “Specific Challenge”

9. Recomendaciones prácticas



2º paso: Encontrar financiación



¿Cuál es el tema más apropiado en el programa de trabajo? Los NCPs pueden revisar nuestra idea

Proceso reiterativo: tengo una idea pero el topic perfecto no siempre existe. Debo ser capaz de adaptarme mediante varias aproximaciones a lo que me piden.

Existe un lenguaje de la Comisión. Recuerdo que en inglés:

Must = compulsory (obligatorio)

Should = Recommendation (recomendable)

Could = more holistic focus (enfoque global)

9. Recomendaciones prácticas



3º paso: Conformar el consorcio. Búsqueda de los mejores socios (complementarios, interdisciplinar, intersectorial e Internacional). Definir el papel de cada socio, presupuestos, IPR,...

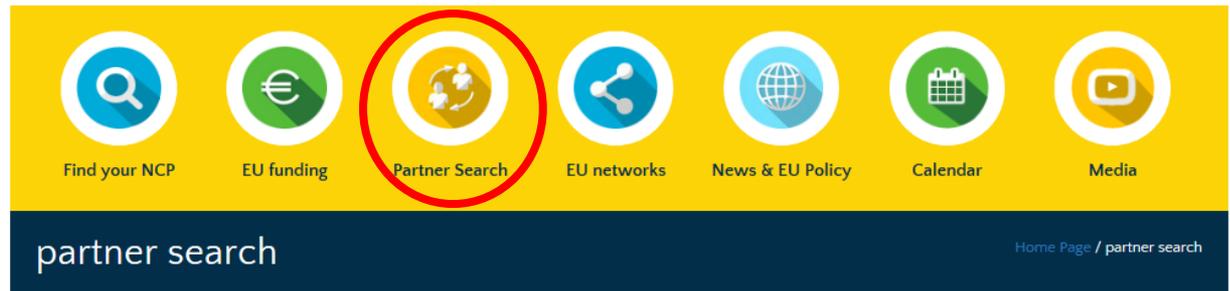
- Red propia de contactos
- Brokerage events
- CORDIS Partner Service
- Herramienta red de NCPs C-Energy2020
- Otras herramientas de las redes de NCPs (Ideal-ist Partner Search)
- Plataformas tecnológicas y alianzas nacionales y/o europeas
- Enterprise Europe Network Cooperation Opportunities Database
- Redes sociales: LinkedIn,...



9. Recomendaciones prácticas



HOME ABOUT ▾ GET NEWSLETTER INTRANET CONTACTS



Herramienta de
búsqueda de socios
de la red de NCPs

Login

Username (E-Mail address):

Password:

LOGIN

Registration

Password lost?

Navigation

Partner Search Home

Search for Partner Entries

HORIZON 2020 - WORK PROGRAMMEs - Part 10. Secure, clean and efficient energy & Euratom

Dedicated Partner Search tool

This C-Energy2020 Partner Search Facility has been established by the network of H2020 Energy NCPs to help support its clients in establishing consortia. This web service is strictly focused on the open calls for proposals under the Energy area of the Societal challenge Pillar of Horizon2020 and the Euratom Calls (complementary programme for nuclear research and training).

[Download the H2020 Energy 2016-2017 workprogramme \(1.67MB Pdf document\).](#)

[Download the Euratom 2016-2017 workprogramme \(1MB Pdf document\)](#)

See below for links to other H2020 Partner Search tools (NMP, ICT etc)

Entry options.

9. Recomendaciones prácticas

4º paso: Preparar una propuesta **excelente**

Escribir una propuesta europea es una tarea ardua y cara.
Conviene hacerlo con tiempo.

El *Abstract* de la propuesta es la primera impresión que se va a llevar el evaluador. Es lo último que debe hacerse. Clarifica tus ideas, exponlas de manera ordenada y con un lenguaje sencillo.

Los aspectos horizontales son importantes: género, ética, open access, ...



9. Recomendaciones prácticas

5º paso: Revisar la propuesta



El coordinador debe asegurar la homogeneidad del texto. La OPE o similar y los NCPs pueden ayudarnos revisando la propuesta desde el punto de vista formal y gratis!

Proceso reiterativo

¡Cuantos más ojos la lean, mejor!

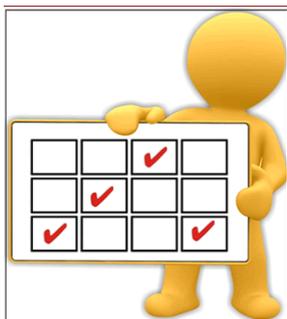
9. Recomendaciones prácticas



6º paso: Presentar la propuesta

La propuesta se puede presentar tantas veces como queramos antes de que el plazo expire.

No se debe esperar al último momento, porque es cuando el sistema puede fallar



7º paso: La evaluación de la propuesta.

Los resultados los recibiremos en 5 meses



8º paso: Preparación y firma del Grant Agreement

10. Errores comunes

Criterios evaluación – Excelencia

- El Concepto, valor añadido e innovación no se explican con suficiente claridad en la propuesta.
- No se es convincente
- Se divaga en la exposición, no se toman decisiones, ni se innova
- No se explica el concepto general sobre el que se basa el proyecto
- Se asume que los evaluadores conocen el contexto específico de su propuesta
- La elección de los países para realizar los pilotos no está justificada suficientemente

10. Errores comunes

Criterios evaluación - Impacto

- Impactos poco o mal cuantificados / poco realistas / no están apoyados por las acciones que se proponen
- No se explica cuál es el punto de partida, los puntos de referencia o/y los supuestos
- Se pierde de vista el reto al que se enfrenta
- No se planifican actividades para seguimiento del rendimiento
- Falta de coherencia entre actividades y plan de trabajo

10. Errores comunes

Criterios evaluación - Implementación

- Programa de trabajo poco detallado
- Presupuestos poco justificados, realizados “top-down” y no se ajustan a las actividades que se dice que se van a hacer
- Asignación exagerada de presupuesto a partidas



¡Muchas gracias por su atención!

Cristina Quintana Jordán
NCP Energy Challenge Horizon 2020
European Projects Office - CIEMAT
Phone: +34 91 346 0820
cristina.quintana@ciemat.es