



Participant portal and tender opportunities

Marilena Di Stasi

Health and Digital Executive agency (HaDEA)

SUMMER SCHOOL 2021 “Salute sostenibile:
politiche, finanziamenti, reti e co-
programmazione europea”

1 luglio 2021

Funding and tender opportunities portal

Registration and validation of your organisation - Online Manual - Funding Tenders Opportunities (europa.eu)

The Funding & Tenders Portal: screens and access to submission tasks

The Funding & Tenders Portal is your entry point to the Online Submission Service. It allows you to carry out the following actions:

- Familiarize yourself with the overall research and innovation grant process by first consulting the **How to participate** tab on the Portal.
- Decide on the funding opportunity that you want to apply for.
- Select your Partners – check Partner information in the **Participant register** section.
- Register as a user for the EU Services by creating an EU Login.
- Register your organisation and your Partner organisations in the Participant register section.
- Log into the Funding & Tenders Portal and select your topic to access the Online Submission Service.
- Use the Manage my area, My Proposal(s) and My Organisation(s) pages to access your draft and submitted proposals.

Funding & Tenders Portal: before you log in

[Create](#) an EU Login or, if you already have an account, log in with your registered email address. Before logging in, familiarize yourself with the grant process, the funding opportunities and check the Partner information:

EU Programmes

Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Instrument (BMVI)	Customs Control Equipment Instrument (CCEI)	Citizens, Equality, Rights and Values Programme (CERV)	Creative Europe (CREA)	Customs Programme (CUST)
Digital Europe Programme (DIGITAL)	Europe Direct (ED)	European Defence Fund (EDF)	European Parliament (EP)	European Solidarity Corps (ESC)	Erasmus+ Programme (ERASMUS+)
European Social Fund + (ESF)	European Maritime, Fisheries and Aquaculture Fund (EMFAF)	Fiscalis Programme (FISC)	Innovation Fund (INNOVFUND)	Internal Security Fund (ISF)	Horizon Europe (HORIZON)

- Funding & tenders (europa.eu)

EU4HEALTH PROGRAMME I

- [EU funding programmes | European Commission \(europea.eu\)](https://europea.eu)

EU programmes and funds
financed from the EU budget
and NextGenerationEU

Heading 1: Single Market,
Innovation and Digital

Heading 2: Cohesion and Values

Heading 3: Natural Resources &
Environment

Heading 4: Migration & Border
Management

Heading 5: Security & Defence

Heading 6: Neighbourhood &
the World

Related links

[Technical Support Instrument](#)

The Technical Support Instrument provides tailor-made technical expertise to EU countries to carry out reforms.

[Protection of the Euro Against Counterfeiting](#)

Prevent and combat counterfeiting and related fraud and preserve the integrity of the euro banknotes and coins.

[Union Civil Protection Mechanism \(rescEU\)](#)

Strengthen cooperation between the EU Member States and 6 Participating States in the field of civil protection.

[EU4Health](#)

Investing in resilient, equitable and modern health systems, improving the health of EU citizens and protecting people from cross-border health threats.

EU4HEALTH PROGRAMME II

[EU4Health | European Commission \(europea.eu\)](https://europea.eu)

About the programme

EU4Health is the EU's response to COVID-19's impact on medical and healthcare staff, patients and health systems in Europe. The new programme will go beyond crisis response to pave the way for a stronger, healthier and more resilient Health Union. EU4Health is the largest health programme ever and will invest over €5 billion over seven years (2021-2027) to improve health in the Union.

EU4Health aims to

- boost the EU's preparedness for major cross-border health threats
- promote disease prevention
- strengthen health systems
- train health workers
- invest in digital health

The Programme will increase access to healthcare for vulnerable groups, and to affordable medicines and medical devices for all. EU4Health will address long-term health threats such as cancer, antimicrobial-resistant infections and declining vaccination rates.

Legal entities from a Member State, an overseas country or from a third country associated with the Programme, or any international organisation are eligible. Some exceptions will apply.

[Programme website](#)

EU4HEALTH PROGRAMME III

- [EU4Health 2021-2027 – a vision for a healthier European Union | Public Health \(europa.eu\)](#)

EU4Health 2021-2027 – a vision for a healthier European Union

EU4Health is the EU's ambitious response to COVID-19. The pandemic has a major impact on patients, medical and healthcare staff, and health systems in Europe. The new EU4Health programme will go beyond crisis response to address healthcare systems' resilience.

EU4Health, established by [Regulation \(EU\) 2021/522](#), will provide funding to eligible entities, health organisations and NGOs from EU countries, or non-EU countries associated to the programme.

❖ Areas of action

With EU4Health, the EU will invest €5.3 billion in current prices in actions with an EU added value, complementing EU countries' policies and pursuing one or several of EU4Health's objectives:



Improve & foster
health in the Union



Protect people in the Union
from serious cross-border
threats to health



Improve medicinal products,
medical devices & crisis-
relevant products



Strengthen health
systems

Open calls

Funding opportunities

Calls for proposal

Check the open and upcoming calls for proposal under the **EU4Health** programme:

See calls for proposal >

Calls for tender

Check the open and upcoming calls for tender related to the **EU4Health** programme.

[Calls for proposals \(europea.eu\)](https://europea.eu)

1ST WAVE OF CALLS PUBLISHED

1st calls of EU4Health published, open on 29 July, deadline 15 September 2021

PAGE CONTENTS

[Details](#)

[Description](#)

Details

Status	Upcoming
Publication date	25 June 2021
Opening date	29 July 2021
Deadline model	Single-stage
Deadline date	15 September 2021, 17:00 (CEST)

Description

[Overview page](#)

1. [Action grants on substances of human origin \(SoHo\) - Increase resilience, ensure continuity of supply and access to safe and high quality therapies, in particular in times of crisis](#)
2. [Action grants for a project on the quality and safety of radiation technology in diagnosis and treatment of cancer](#)
3. [Action grants on collection tasks in relation to updating the European Cancer Information System to monitor and assess cancer screening programmes](#)
4. [Action grants for inter-speciality cancer training programme](#)
5. [Action grants for the EU Network of Youth Cancer Survivors](#)

BUDGET AVAILABLE

Budget Overview

Topic	Budget (EUR) - Year : 2021	Stages	Opening date	Deadline
EU4H-2021-PJ-02 - EU4H-PJG EU4H Project Grants	5 000 000	single-stage	29 July 2021	15 September 2021
EU4H-2021-PJ-04 - EU4H-PJG EU4H Project Grants	5 000 000	single-stage	29 July 2021	15 September 2021
EU4H-2021-PJ-03 - EU4H-PJG EU4H Project Grants	3 500 000	single-stage	29 July 2021	15 September 2021
EU4H-2021-PJ-05 - EU4H-PJG EU4H Project Grants	3 500 000	single-stage	29 July 2021	15 September 2021
EU4H-2021-PJ-01 - EU4H-PJG EU4H Project Grants	2 000 000	single-stage	29 July 2021	15 September 2021



1



10



European
Commission

EXAMPLE OF OPEN CALL

- [Funding & tenders \(europa.eu\)](#)

General information

Programme

EU4 Health Programme (EU4H)

Work programme part

[EU4H-2021](#)

Call

[Project grants \(EU4H-2021-PJ\)](#)

Work programme year

EU4H-2021



[See budget overview](#)

Type of action

EU4H-PJG EU4H Project Grants

Type of MGA

**EU4H Action Grant Budget-Based
[EU4H-AG]**

Forthcoming

Deadline model

single-stage

Planned opening date

29 July 2021

Deadline date

**15 September 2021 17:00:00
Brussels time**

TOPICS CONDITIONS

Topic conditions and documents

Conditions

1. **Admissibility conditions:** described in section 5 of the [call document](#)

Proposal page limits and layout: described in section 5 of the [call document](#)

2. **Eligible countries:** described in section 6 of the [call document](#)

3. **Other eligibility conditions:** described in section 6 of the [call document](#)

4. **Financial and operational capacity and exclusion:** described in section 7 of the [call document](#)

5. **Evaluation and award:**

- **Award criteria, scoring and thresholds:** described in section 9 of the [call document](#)
- **Submission and evaluation processes:** described section 8 of the call document and the [Online Manual](#)
- **Indicative timeline for evaluation and grant agreement:** described in section 4 of the [call document](#)

6. **Legal and financial set-up of the grants:** described in section 10 of the [call document](#)

Documents

Call documents:

Text of the EU4HEALTH Call document: [Call document](#)

Standard application form – [EU4HEALTH Standard application](#)

Detailed budget table - [EU4HEALTH DETAILED BUDGET](#)

EU4Health programme- [EU4Health MGA v1.0](#)

EU4Health - [2021 Annual Work Programme](#)

EU4Health Regulation: [EU4Health Regulation 2021/522](#)

EU Financial Regulation: [EU Financial Regulation 2018/1046](#)

Useful information

Get support

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

For help related to this **call**, please contact: **HADEA-HP-CALLS@ec.europa.eu**

[Funding & Tenders Portal FAQ](#) – Submission of proposals.

[IT Helpdesk](#) – Contact the IT helpdesk for questions such as forgotten passwords, access rights and roles, technical aspects of submission of proposals, etc.

[Online Manual](#) – Step-by-step online guide through the Portal processes from proposal preparation and submission to reporting on your on-going project. Valid for all 2021-2027 programmes.

Partner search

General information

Topic description

Conditions and documents

Partner search

Submission service

Topic related FAQ

Get support

Call information



Go back to search results

Partner search

0

Organisations are looking for collaborating partners for this topic

[View / Edit](#)

LEARs, Account Administrators or self-registrants can publish partner requests for open and forthcoming topics after logging into this Portal.

Start submission

The submission system is planned to be opened on the date stated on the topic header.

Topic related FAQ

There are no FAQ related to this topic.

Participant register

Participant Register — Register your organisation



USER ACCOUNT

[Online Manual](#)

My Area — User account and roles

[EU Login](#)

[Roles and access rights](#)

[Accepting the Terms and Conditions of Use](#)



Getting access to My Area

The EU Funding & Tenders Portal ('Portal') is the central electronic portal for all EU funding and tenders.

It is managed by the European Commission and used by itself and other EU services (together 'EU') for their grants, prizes and procurements.

The Portal has two parts: A public section with general information (*Funding Opportunities, Reference Documents, etc.*) and My Area, which is a secured, personalised section (Portal electronic exchange system) used by the participants for managing their proposals and grants/contracts.

For security reasons, access to My Area is based on:

- **EU Login account** — unique identifier for individuals. All you need to open an EU Login account is your work e-mail address.
- **Roles & access rights** (Identity and Access Management System — IAM)
- **PIC number** — unique identifier for organisations. This 9-digit number is received after you register in the Portal [Participant Register](#).

In My Area you can:

- get access to non-public information on your proposals, projects/contracts, organisations, etc.
- [register](#) in the Participant Register and update your organisation/natural person data
- sign contracts, submit reports, cost claims, invoices and receive payments
- communicate with the EU services about your ongoing projects/contracts
- for experts working with the EU services: register, sign contracts, manage tasks, submit cost claims and receive payments
- for external audit firms working with the EU services: register and manage tasks

Individual users:

- have to register as a user only once
- will be asked to agree to the [Portal Terms and Conditions](#) on their first login
- will have specific [access rights](#), depending on their roles in the organisation/projects/contracts

Organisations:

- will be asked to agree to the Portal Terms and Conditions when they [appoint their LEAR](#).

Participant register I

Is your organisation already registered? PIC search

Please check whether your organisation has already been registered. If so, no need to register it again.

Search a PIC

Register your organisation

To register your organisation or as a natural person, you need to login into the system. If you are a new user, create your account.

Check what information you need to register in the Online Manual - and keep it handy. To start registration, click on the button below.

Register your organisation

Participant register II

Register in the Participant Register



If you want to participate in a project proposal, your organisation needs to be registered in the [Participant Register](#) of the Funding & Tenders Portal and have a 9-digit Participant Identification Code (PIC).

You can [verify whether your organisation is already registered and has a PIC on the Funding & Tenders Portal](#). If not, you can start the registration process on the same page and, once completed, get the PIC to be quoted in your proposal and in any correspondence with the Commission.

If your proposal is successful, you will receive a notification that your proposal is selected for funding. When needed, the Commission will ask you to:

- provide supporting documents to confirm the information declared during the registration of your organisation ([validation of the legal entity](#))
- appoint a "Legal Entity Appointed Representative" (the so-called "[LEAR](#)")
- provide supporting documents to verify the [financial viability](#) of your organisation

Submit a proposal

Proposal submission

Proposals must be submitted electronically using the **Portal Submission System**.

Where? Access to the Submission System is available through the Topic page on the Portal> Start Submission.

Who? Proposals must be created and submitted by a contact person of the coordinating organisation. Exceptions exist for some programmes/types of action which are fully focused on individuals (*e.g. the Principal Investigator in Horizon Europe ERC grants or the Fellow in Horizon Europe MSCA grants*).

How? The **Submission wizard** will guide you step-by-step through the process. You will need to use the online forms and templates available in the Submission System. The application form is described below.

[Submit a proposal — Electronic Submission System - Online Manual - Funding Tenders Opportunities \(europa.eu\)](#)

Application forms

Application form (Part A and B)

Proposals are submitted using the application forms available in the Submission System. The **application form** is structured in into two parts, Parts A and B:

- **Part A:** contains the structured Administrative Forms with data on the participants, legal declarations and contact persons (retrieved from the Submission System screens). It may also include some programme-specific questions.
- **Part B (the narrative part):** Technical Description of the project with the planned activities, work packages, costs, etc. (must be uploaded as PDF).

Part A is generated while entering the data into the Submission System; Part B needs to be prepared in advance (using the template downloaded from the system; do NOT use the standard template from the Topic page).

Part B will also include annexes and supporting documents if required by the call conditions (*detailed budget table, declarations from national authorities, CVs, annual activity reports, etc.*)

⚠ All participants can contribute to the parts, but it is the person from the coordinating organisation who created the application the one to finalise and submit the application.

Tasks of the Coordinator:

- Mandate: Make sure that you have the mandate of all participants to submit the application (explicit agreement to participate).
- Quality check:

Check that the application is coherent and that Part A and B are consistent (especially budgetary information).

Make sure that the template has been followed and all sections are completed; make sure that no annexes are missing.

[Submit a proposal — Electronic Submission System - Online Manual - Funding Tenders Opportunities \(europa.eu\)](#)

Access to proposals

Access to proposals

The proposals will remain sealed and closed until after the call deadline.

However, in order to plan the evaluation process (*organise translations, evaluation capacities, evaluators with specialist knowledge*) will ask you for permission to access to certain information already before:

- call title and topic for which the proposal is submitted
- title of your application, proposal abstract, keywords
- PICs of the participating organisations
- relevant panel (for proposals submitted to specific panels, *e.g. Horizon Europe MSCA, UCPM*).

⚠ A warning will inform you that the Granting Authority will be accessing this information and will give you the opportunity access.

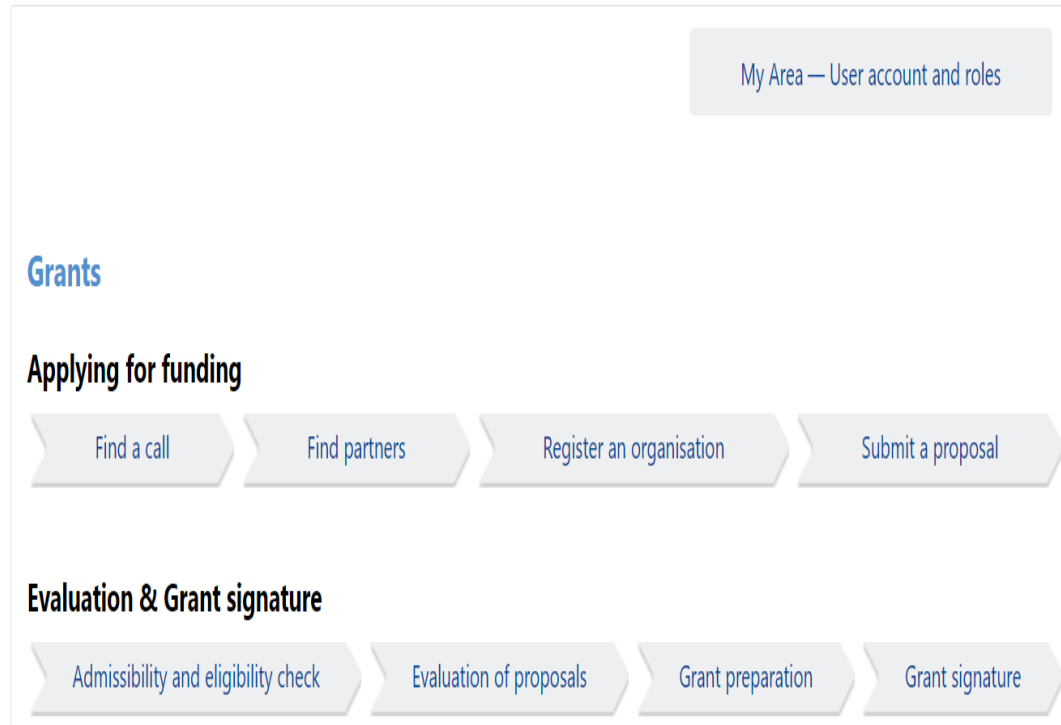
Links

- [User Guide of the Submission System](#)

[sep_usermanual.pdf \(europa.eu\)](#)

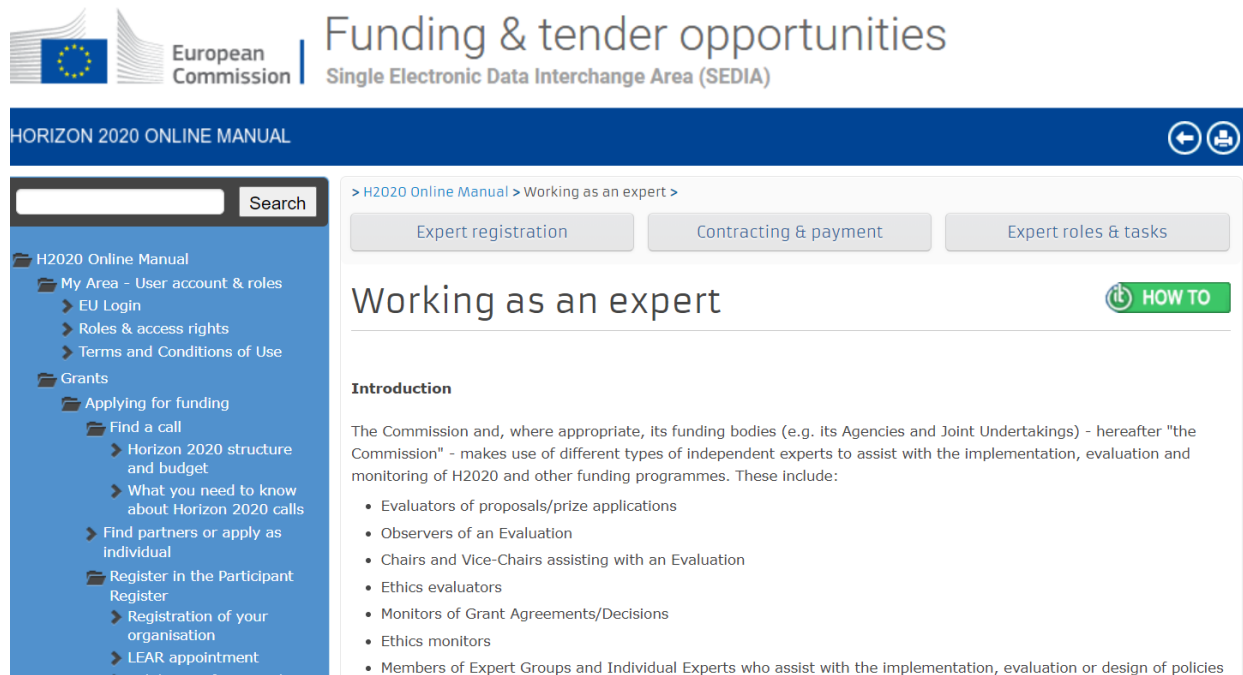
ONLINE MANUAL

Online Manual



- [Online Manual - Online Manual - Funding Tenders Opportunities \(europa.eu\)](#)

Work as an external expert



The screenshot displays the 'Horizon 2020 Online Manual' website. At the top, the European Commission logo is on the left, and the text 'Funding & tender opportunities' and 'Single Electronic Data Interchange Area (SEDIA)' is on the right. Below this is a blue header bar with 'HORIZON 2020 ONLINE MANUAL' and navigation icons. A search bar is located on the left. A blue sidebar menu on the left contains categories like 'H2020 Online Manual', 'My Area - User account & roles', 'Grants', and 'Applying for funding'. The main content area has a breadcrumb trail '> H2020 Online Manual > Working as an expert >'. Below this are three tabs: 'Expert registration', 'Contracting & payment', and 'Expert roles & tasks'. The 'Expert registration' tab is active, showing the title 'Working as an expert' with a 'HOW TO' icon. Under the 'Introduction' heading, a paragraph explains the Commission's use of independent experts. A bulleted list follows, detailing various roles: Evaluators of proposals/prize applications, Observers of an Evaluation, Chairs and Vice-Chairs assisting with an Evaluation, Ethics evaluators, Monitors of Grant Agreements/Decisions, Ethics monitors, and Members of Expert Groups and Individual Experts who assist with the implementation, evaluation or design of policies.

European Commission | Funding & tender opportunities
Single Electronic Data Interchange Area (SEDIA)

HORIZON 2020 ONLINE MANUAL

Search

H2020 Online Manual

- My Area - User account & roles
 - EU Login
 - 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 Participant Register
 - Registration of your organisation
 - LEAR appointment

> H2020 Online Manual > Working as an expert >

Expert registration | Contracting & payment | Expert roles & tasks

Working as an expert

HOW TO

Introduction

The Commission and, where appropriate, its funding bodies (e.g. its Agencies and Joint Undertakings) - hereafter "the Commission" - makes use of different types of independent experts to assist with the implementation, evaluation and monitoring of H2020 and other funding programmes. These include:

- Evaluators of proposals/prize applications
- Observers of an Evaluation
- Chairs and Vice-Chairs assisting with an Evaluation
- Ethics evaluators
- Monitors of Grant Agreements/Decisions
- Ethics monitors
- Members of Expert Groups and Individual Experts who assist with the implementation, evaluation or design of policies

- [Experts - H2020 Online Manual \(europa.eu\)](https://ec.europa.eu/horizon2020/experts/)

Keep in touch



ec.europa.eu/



europa.eu/



[@EU_Commission](https://twitter.com/EU_Commission)



[@EuropeanCommission](https://www.facebook.com/EuropeanCommission)



[European Commission](https://www.linkedin.com/company/european-commission)



[europeancommission](https://www.instagram.com/europeancommission)



[@EuropeanCommission](https://www.youtube.com/@EuropeanCommission)



[EUTube](https://www.youtube.com/EUTube)



[EU Spotify](https://open.spotify.com/playlist/37i9ZK4000000000000000)

Follow us:

- Twitter
- LinkedIn
- Website





Grazie!

marilena.di-stasi@ec.europa.eu



© European Union 2020

Unless otherwise noted the reuse of this presentation is authorised under the [CC BY 4.0](https://creativecommons.org/licenses/by/4.0/) license. For any use or reproduction of elements that are not owned by the EU, permission may need to be sought directly from the respective right holders.

