



Descrizione dettagliata del vostro progetto H2020

**Descrizione dell'azione
(Annex 1)**

**Budget stimato per l'azione
(Annex 2)**

Valter PAGANI
21-22 maggio 2015

Contenuti

- **Concetti generali**
 - Obiettivi, tempi, aspetti generali
- **Come completare il 'Description of the action' (Annex 1)**
 - Parte A (moduli online)
 - Parte B (parte descrittiva, modelli Word)
- **Come completare il 'Estimated budget of the action' (Annex 2)**
 - Moduli online

Obiettivi

Della preparazione del grant

- **Trasferimento** delle informazioni dal proposal al grant agreement
- **Raccogliere** informazioni aggiuntive non presenti nel proposal (e.g. dettagli dei budget, terze parti)
- **Garantire** l'uniformità tra proposal e grant agreement

Qualora applicabile, anche:

- **Implementazione dei requisiti:** dalla revisione dei principi etici all'attento esame della sicurezza



Consortium

Project Officer

Il Grant Agreement data contiene tutte le informazioni scientifiche, tecniche, budgetarie, amministrative e legali relative al progetto.

=

GRANT AGREEMENT DATA

Core grant agreement

Annex 1,
Description of the action
(descrizione progetto)

Annex 2,
budget

Altri annexes

Possibili cambiamenti al progetto

- Le proposte ammesse vengono ritenute **mature e pronte** ad essere realizzate.
 - Non sono ammesse sostanziali modifiche tra la proposta e il progetto.

- **Eventuali modifiche:**
 - Possono essere rimossi errori e imprecisioni
 - Possono essere corrette imprecisioni individuate dagli esperti nel 'Evaluation Summary Report' (non obbligatorio).

- **I cambiamenti che invece risultano necessari possono essere dovuti a:**
 - Revisioni etiche o a esami della sicurezza
 - Rimozione o rimpiazzamento un partecipante (se d'accordo);
 - Modifica aspetti amministrativi (per esempio la modifica della forma giuridica di un ente può impattare sugli aspetti budgetari).

Description of the Action (DoA)

- È la descrizione dettagliata di come il progetto deve essere portato avanti.
- Segue segue la struttura del proposal, comprese parti A e B.
 - La Parte A è parzialmente pre compilata con i dati presenti nel proposal. Le restanti informazioni devono essere inserite attraverso la compilazione di form online.
 - La Parte B è la parte narrativa del progetto. Viene copiata dalla corrispondente sezione della Parte B della Proposal. È caricata come PDF

DoA format – Part A

Completamento di form online (Participant Portal)

- **1.1** – Il project summary (automatico, tabella A1 del proposal)
- **1.2** – La lista dei beneficiari (automatico, tabella2 del proposal)
- **1.3** – Work plan tables – dettagliata implementazione
 - 1.3.1 WT1 List of work packages (basato sulla tabella del Proposal 3.1.b)
 - 1.3.2 WT2 List of deliverables (basato sulla tabella del Proposal 3.1c)
 - 1.3.3 WT3 Work package descriptions (basato sulla tabella del Proposal 3.1a)
 - 1.3.4 WT4 List of milestones (basato sulla tabella del Proposal 3.2a)
 - 1.3.5 WT5 Critical risks and mitigation actions (basato sulla tabella del Proposal 3.2b)
 - 1.3.6 WT6 Summary of project efforts in person months (basato sulla tabella del Proposal 3.5a)
 - 1.3.7 WT7 Tentative schedule of project reviews (definita dal project officer)
- **1.4** – Ethics requirements (qualora previsti, sono definiti dal project officer)

DoA format – Parte B

Completare il modello Word, convertirlo in PDF, caricarlo

History of changes *In this section you must record all changes implemented in comparison with the submitted proposal or previous DoA versions.*

Table of Contents *Generate a table of contents with page numbers)*

2.1. Excellence

2.1.1. **Objectives** *(proposal section 1.1)*

2.1.2. **Concept and Approach** *(proposal section 1.3)*

2.1.3. **Ambition** *(proposal section 1.4) [not applicable for CSA type of actions]*

2.2. Impact

2.2.1. **Expected impact** *(proposal section 2.1)*

2.2.2. **Measures to maximise impact** *(proposal section 2.2)*

2.2.2.1. **Dissemination and exploitation of results** *(proposal section 2.2.a)*

2.2.2.2. **Communication activities** *(proposal section 2.2.b)*

DoA format – Parte B (cont.)

2.3. Implementation

2.3.1. Work Plan (*proposal section 3.1*)

Do NOT copy tables 3.1a, 3.1b, 3.1c, as they are included in Part A

2.3.2. Management structures and procedures (*proposal section 3.2*)

2.3.3. Consortium as a whole (*proposal section 3.3*)

2.3.4. Capacity of participants and links to third parties (*proposal section 4*)

2.3.4.1. Participants (*proposal section 4.1*)

2.3.4.2. Third parties involved (*proposal section 4.2*)

2.3.4.3. [*if applicable:*] Financial support to third parties (*proposal section 4.3*)

2.3.5. Planned use of resources (*proposal section 3.4*)

Only copy tables 3.4b. → Do NOT copy table 3.4a, as it is included in Part A

DoA format – Parte B (cont.)

if applicable

2.3.6. Ethics and Security (*proposal section 5*)

2.3.6.1. Ethics (*proposal section 5.1*)

2.3.6.2. Security (*proposal section 5.2*)

Alcuni suggerimenti da non sottovalutare

➤ **Evitare ripetizioni di informazioni**

- Evitare le ripetizioni delle informazioni, come per esempio quelle tra i work plan della Parte A e B.
- Tutte le informazioni devono poter essere trovate facilmente in unico posto.

➤ Etica e sicurezza (vedi sotto)

➤ Comunicazione (vedi sotto)

Revisione etica e esame della sicurezza

- Il proposal può essere sottoposto ad una verifica sotto il profilo etico o della sicurezza.
- *Per esempio qualora questo venga segnalato dal partecipante nel proposal o se specificato nella call for proposal.*
- Il risultato di questa verifica deve essere inserito nel Grant Agreement:
 - I requisiti etici ('Ethics requirements') obbligatori, verranno inseriti all'interno del PO nella Parte A (DoA)
 - Occorre aggiornare l'ethics section nella Parte B (DoA) per assicurare che i prerequisiti etici vengano raggiunti
 - Potrebbero esserci dei requisiti etici che devono essere soddisfatti prima che il Grant Agreement venga firmato.
 - Lo stesso avviene relativamente agli aspetti relativi alla sicurezza



Comunicazione

- Riveste un ruolo maggiore all'interno del programma H2020
 - Communication plan (piano di comunicazione) sia nel proposal sia nel grant agreement
 - Promuovere il progetto e i suoi risultati oltre la sua comunità di riferimento
 - Comunicare la ricerca in un modo che sia capito da non-specialisti, per esempio ai media e al pubblico
 - Informare la commissione europea in anticipo delle attività di comunicazione che ci si aspetta abbiano un impatto rilevante sul pubblico
- Comunicazione ≠ disseminazione
 - Disseminazione è un'obbligazione separata prevedendo per esempio l'utilizzo di articoli scientifici e conferenze.

Completare Annexes 1 e 2 nel Participant Portal

(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



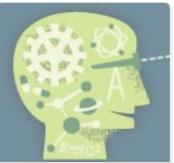
Horizon 2020 Funding

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)
- Research Fund for Coal & Steel, COSME, 3rd Health Programme, Consumer Programme

Non-registered users	Registered users
<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	<ul style="list-style-type: none">• submit your proposal• sign the grant• manage your project throughout its lifecycle• register as expert advising the Commission

 <p>WHAT'S NEW?</p>	 <p>FUNDING OPPORTUNITIES</p>	 <p>HOW TO PARTICIPATE</p>	 <p>WORK AS AN EXPERT</p>	 <p>MY PERSONAL AREA</p>	 <p>INFORMATION AND SUPPORT</p>
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European
Commission

RESEARCH & INNOVATION

Participant Portal - Grant Management Services

Lies EXTERNAL

MY PROJECT

HORIZON 2020

Call: H2020-INFRAIA-2014-2015
Type of Action: CSA
Acronym: Project 888823
Current Phase: Grant preparation
Number: 888823
Duration: 36 months
Start Date:
Estimated Project Cost: €1,240.00
Requested EU Contribution: €1,237.00
Contact: Maria ALLEGRINI

[See all data ...](#)

Proposal Management & Grant Preparation 25/04/2014
888823 - Project 888823

Submitted Evaluated Ranked Invited Prepared Signed Paid

Grant agreement data preparation [Submit to EU](#)

DRAFT De...973276467 to print, complete, sign and scan [Upload](#) [Complete](#)

Documents

Messages

Messages

[H2020 ONLINE MANUAL](#)

[HOW TO](#)

Sintesi di progetto

<< portal

nexteri (EXTERNAL) ?



Grant Agreement Data

Project 888823 (Project 888823)

HORIZON 2020

Call: H2020-INFRAIA-2014-2015 Action : CSA
Resp. Unit: RTD/B/07 Duration: 36

Beneficiaries	General Information	Reporting Periods	GA Information	GA Options	Financial Information	LF Overview	Work Packages	Deliverables	Milestones	Reviews	Critical Risks

H+ DOCUMENTS

Project Summary

SAVE

Project 888823 (Project 888823)

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 ALLEGRINI (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

Legenda delle icone utilizzate



Nessuna informazione mancante



Informazioni mancanti: errore



Informazioni



Informazioni mancanti non bloccanti

Funzione di controllo

<< portal



Project 888823 (Project 888823)

HORIZON 2020

Call: H2020-INFRAIA-2014-2015 Action :
Resp. Unit: RTD/B/07 Duration :

H+ DOCUMENT

Project Summary

Project 888823 (Project 888823)

Responsible Unit:
Call:
Topic:
Type of Action:
Duration:

Budget Information:
Total Costs in the Proposal:
Max EU Grant Amount(following evalua
Total Costs:
Maximum Grant Amount:

Officers:
Project Officer: Maria ALLEGRINI (RTD

Deadlines:
Deadline for first version of the grant a
annexes)
Deadline for the signature of the partic
declarations
Deadline foreseen for the signature of

Validation Report

Expand All Collapse All

▼ Project

- ✖ Project contribution is equal to the sum of beneficiaries contribution check: The Project Contribution does not match the sum of the beneficiaries contribution [Total Contribution]
- ✖ Annex I part B is uploaded check: Annex I part B is missing [General]
- ✖ Work Package existence check: There should be at least one Work Package for the project [Work Packages]
- ✖ Total Contribution against ranking Proposed Contribution check: The total contribution is higher than the proposed contribution from the proposal ranking [Total Contribution]
- ✖ DLV Deliverable mandatory existence: There are no deliverables indicated for the project [deliverables]
- ⚠ Milestone mandatory existence check: There are no milestones indicated for the project [Milestones]
- ⚠ Project Review Mandatory presence check: There are no reviews indicated for the project [Reviews]
- ⚠ Grant Agreement Option Art15.1 vs cost break down check: There are direct costs of financial support to third parties but the GA option Art15.1 is not set [costBreakDowns]
- ⚠ Critical Risk mandatory existence: There are no critical risks indicated for the project [criticalRisks]

▼ GA information / General information / AA information

- ⚠ Mandatory field check: Missing mandatory field [Granting Authority]
- ⚠ Mandatory field check: Missing mandatory field [Commission/Agency Representative for the purposes of signing the Grant Agreement]
- ⚠ Mandatory field check: Missing mandatory field [EC Communication Address]

▼ Beneficiary 1 (AST)

- ⚠ Bank account is mandatory for Coordinator check: The Bank Account is mandatory for the Coordinator [Bank Account]
- ⚠ No PLSIGN assigned for BEN in IAM: The Beneficiary 973276467 has no PLSIGN role defined in IAM for this Project. He will not be able to sign electronically any document [General]
- ⚠ No Legal Signatory selected in SyGMa for BEN: The Beneficiary 973276467 has no Legal Signatory representative selected [Project Representatives]

▼ Beneficiary 2 (RHP)

- ⚠ No PLSIGN assigned for BEN in IAM: The Beneficiary 973104001 has no PLSIGN role defined in IAM for this Project. He will not be able to sign electronically any document [General]
- ⚠ No Legal Signatory selected in SyGMa for BEN: The Beneficiary 973104001 has no Legal Signatory representative selected [Project Representatives]

▼ Beneficiary 3 (CNRS)

- ⚠ No PLSIGN assigned for BEN in IAM: The Beneficiary 999997930 has no PLSIGN role defined in IAM for this Project. He will not be able to sign electronically any document [General]
- ⚠ No Legal Signatory selected in SyGMa for BEN: The Beneficiary 999997930 has no Legal Signatory representative selected [Project Representatives]

▼ Beneficiary 4 (LANC UNIV)

- ✖ No requested contribution check: There is no maximum amount of grant requested [Cost Break Downs]

nexterli (EXTERNAL) ?

Milestones	Reviews	Critical Risks
⚠	⚠	⚠

SAVE

Validate

I dati del Beneficiario sono importati dal proposal

SyGMA System for Grant Management

Grant Agreement Data

Project 888823 (Project 888823)

HORIZON 2020

Call: H2020-INFRAIA-2014-2015 Action : CSA
Resp. Unit: RTD/B/07 Duration: 36

Beneficiaries
General Information
Reporting Periods
GA Information
GA Options
Financial Information
LF Overview
Work Packages
Deliverables
Milestones
Reviews
Critical Risks

















 DOCUMENTS

Beneficiaries SAVE

[Change Coordinator](#)
[Add New Beneficiary](#)

Number	Short Name	Legal Name	Role	Country	PIC	PIC Status	Actions
1	AST	AST ADVANCED SPACE TECHNOLOGIES GMBH	CO	DE	973276467		
2	RHP	RHP-TECHNOLOGY GMBH & CO KG	BEN	AT	973104001		 
3	CNRS	CENTRE NATIONAL DE LA RECHERCHE SCIENTIFIQUE	BEN	FR	999997930		 
4	LANC UNIV	LANCASTER UNIVERSITY	BEN	UK	999840984		 

Validate

I responsabili del progetto vengono importati per ogni beneficiario: verificare e aggiornare i dati se necessario

 **SyGMA**
System for Grant Management
Grant Agreement Data

Project 888823 (Project 888823)



Call: H2020-INFRAIA-2014-2015 Action : CSA
Resp. Unit: RTD/B/07 Duration: 36

Beneficiary 1: AST

Legal Name: AST ADVANCED SPACE TECHNOLOGIES GMBH
PIC: 973276467 Status: UNKNOWN
Legal Address: ZEPPELINSTRASSE 9B , 28816 , Germany

Partner
Summary



Financial
Information



**Project
Representati**



Bank
Account



Linked Third
Parties



Project Representatives SAVE

Legal Signatory

Function	User Id	Family Name	First Name	Email	More Info

Contact Persons

User Id	Family Name	First Name	Email	More Info
nautopne	AUTOPART	NEF	nef.autopart@gmail.com	details
nexterli	EXTERNAL	Lies	lies.external@gmail.com	details

Validate



European
Commission

Aggiungere il dipartimento(i) che per ogni organizzazione beneficiaria realizzeranno il lavoro

Project 888823 (Project 888823)

HORIZON 2020

Call: H2020-INFRAIA-2014-2015 Action : CSA
Resp. Unit: RTD/B/07 Duration: 36

Beneficiary 1: AST
Legal Name: AST ADVANCED SPACE TECHNOLOGIES GMBH
PIC: 973276467 Status: UNKNOWN
Legal Address: ZEPPELINSTRASSE 98 , 28816 , Germany

Partner Summary  Financial Information  Project Representativ  Bank Account  Linked Third Parties 

slide to select beneficiary

Partner Summary

PIC: 973276467

Short Name:

Legal Name: AST

Legal address: ZEPPELINSTR
28816 , Germ

Phone:
Fax:
Email:
Website:
VAT Number: 123

Registration Data:
Legal Form:
Legal Status: Legal Person
SME 2013

Financial:

Partner Costs: 1174 € (95% of
Partner Max amount: 173 € (14% of project amount)

Department(s) carrying out the work:

[+ add department](#)

Dep. Na	Address	Actions
dept1	teststreet 1930 , Belgium	 

Validate



European
Commission

Aggiungere le terze parti (se esistenti) per ogni partecipante

SyGMa System for Grant Management

Grant Agreement Data

Project 888823 (Project 888823)

HORIZON 2020

Call: H2020-INFRAIA-2014-2015 Action : CSA
Resp. Unit: RTD/B/07 Duration: 36

Beneficiary 1: AST
Legal Name: AST ADVANCED SPACE TECHNOLOGIES GMBH
PIC: 973276467 Status: UNKNOWN
Legal Address: ZEPPELINSTRASSE 9B , 28816 , Germany

Partner Summary

Financial Information

Project Representativ

Bank Account

Linked Third Parties

slide to select beneficiary

Linked Third Parties SAVE

[+ Add new Third Party](#)

Short Name	Legal Name	Country	PIC	PIC Status	EWS	Joint Several Liability	Actions

Validate

NB: le terze parti devono essere registrate e verificate come per i beneficiari

Selezionare il conto bancario (solo per il coordinatore)

<p>Project 888823 (Project 888823)</p>  <p>Call: H2020-INFRAIA-2014-2015 Action : CSA Resp. Unit: RTD/B/07 Duration: 36</p>	<p>Beneficiary 1: AST Legal Name: AST ADVANCED SPACE TECHNOLOGIES GMBH PIC: 973276467 Status: UNKNOWN Legal Address: ZEPPELINSTRASSE 9B , 28816 , Germany</p>	<p>Partner Summary</p> 	<p>Financial Information</p> 	<p>Project Representativity</p> 	<p>Bank Account</p> 	<p>Linked Third Parties</p> 
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Bank Account SAVE

Select Bank Account

<p>Account Number</p> <p>Account Number</p> <p>IBAN</p> <p>BIC</p>	<p>Account Holder Name and Address</p> <p>Account Holder Name</p> <p>PO Box</p> <p>Postal Code</p> <p>Street Name and Number</p> <p>Town</p> <p>Country</p>
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Bank Name and Address

Bank Name

Postal Code

Street Name and Number

Town

Country

Validate

Specificare la data di inizio del progetto

Le altre informazioni vengono importate (titolo, abstract ...)

General Information   SAVE

Project Number	888823
Acronym	<input type="text" value="Project 888823"/>
Title	<input type="text" value="This is a mockup for project with number 888823"/>
Duration	<input type="text" value="36"/>
Topic	INFRAIA-1-2014-2015
Call	H2020-INFRAIA-2014-2015
Start Date	<input checked="" type="radio"/> The first day of the month after the entry into force of the Grant Agreement <input type="radio"/> A fixed starting date
Abstract	<input type="text" value="abstract value"/>
Free Keywords	test1, test2, test3

NB: se si sceglie una data fissa occorrerà fornire una giustificazione

Periodi di rendicontazione

Sarà completato dal project officer

Project 888823 (Project 888823)



Call: H2020-INFRAIA-2014-2015 Action : CSA
Resp. Unit: RTD/B/07 Duration: 36

Beneficiaries


General Information


Reporting Periods


GA Information


GA Options


Financial Information


LF Overview


Work Packages


Deliverables


Milestones


Reviews


Critical Risks





DOCUMENTS

 **SAVE**

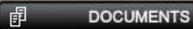
Reporting Periods

 [Add New Period](#)

Reporting Period No.	From Month	To Month	Duration	Actions
1	1	18	18	
2	19	36	18	

 **Validate**

Grant agreement information (sola lettura)

Project 888823 (Project 888823) HORIZON 2020 Call: H2020-INFRAIA-2014-2015 Action : CSA Resp. Unit: RTD/B/07 Duration: 36	Beneficiaries	General Information	Reporting Periods	GA Information	GA Options	Financial Information	LF Overview	Work Packages	Deliverables	Milestones	Reviews	Critical Risks
	✗	✗	✓	⚠	✓	✗	i	✗	✗	⚠	⚠	⚠
  												

Grant Agreement Information

Granting Authority

Commission/Agency Representative for the purposes of signing the Grant Agreement

Function:
Surname:
Name:

Article - Evaluation of the impact of the action

Evaluations may be started during implementation of the action and after three years the payment of the balance for up to

Article - Keeping records - Supporting documentation

Beneficiaries must keep records and other supporting documentation, three years after the balance is paid for a period of

Article - Internal arrangements

Consortium Agreement is required

Article - Communication between the parties

DG, Agency or JU

RTD

Responsible Unit

Science for and in soci

Office Details

Address

Validate

Grant agreement options (sola lettura)

Project 888823 (Project 888823) HORIZON 2020 Call: H2020-INFRAIA-2014-2015 Action : CSA Resp. Unit: RTD/B/07 Duration: 36	Beneficiaries	General Information	Reporting Periods	GA Information	GA Options 	Financial Information	LF Overview	Work Packages	Deliverables	Milestones	Reviews	Critical Risks
DOCUMENTS												

Grant Agreement Options

AUTOMATED		
<input type="checkbox"/>	3	Article 6.2 D.2 - Depreciation costs of equipment
<input type="checkbox"/>	4	Article 6.2 D.2 - Full purchase costs of equipment
<input type="checkbox"/>	5	Article 6.2 D.4 Large Research Infrastructure costs
<input type="checkbox"/>	13	Article 16.1 - Rules for providing trans-national access to research infrastructure
<input type="checkbox"/>	14	Article 16.2 - Rules for providing virtual access to research infrastructure
<input type="checkbox"/>	15	Article 20.5 - Information on cumulative expenditure incurred
<input type="checkbox"/>	16	Article 28.1 - General obligation to exploit the results - additional exploitation obligations
<input type="checkbox"/>	17	Article 28.2 - Notification if results could contribute to standards
<input type="checkbox"/>	18	Article 29.1 - General obligation to disseminate results - additional dissemination obligations
<input type="checkbox"/>	19	Article 29.1 - General obligation to disseminate results - additional dissemination obligations for interoperability
<input type="checkbox"/>	20	Article 29.1 - General obligation to disseminate results - additional dissemination obligations for cross-border interoperability
MANUAL		
<input type="checkbox"/>	1	Article 2 - Complementary Grant
<input type="checkbox"/>	2	Article 2 - Jointly Funded Action
<input type="checkbox"/>	6	Article 10.1 - Rules for purchasing goods, works or services
<input type="checkbox"/>	7	Article 13.1 - Rules for subcontracting action tasks
<input type="checkbox"/>	8	Article 13.1 - action involving PCP or PPI
<input type="checkbox"/>	9	Article 13.1 - action involving PPI: Participation in PPI tendering procedures
<input type="checkbox"/>	10	Article 13.1 - action involving PCP: The subcontracts must provide...
<input type="checkbox"/>	11	Article 15.1 - Rules for providing financial support to third parties

Validate



European Commission

Le tabelle dei Budget sono importate: Verificare e aggiornare se necessario

Project 888823 (Project 888823)

HORIZON 2020

Call: H2020-INFRAIA-2014-2015 Action : CSA
Resp. Unit: RTD/B/07 Duration: 36

Beneficiary 1: AST
Legal Name: AST ADVANCED SPACE TECHNOLOGIES GMBH
PIC: 973276467 Status: UNKNOWN
Legal Address: ZEPPELINSTRASSE 9B, 28816, Germany

Partner Summary **Financial Information** Project Representative Bank Account Linked Third Parties

H+ slide to select beneficiary

Financial Data H2020

Use of 'costs of in-kind contributions not used on premises?' (m) yes no 5.00 €

Use of 'costs of large research infrastructure' in the grant? yes no

No contribution requested? yes no

Individual costs table:

Cost Category	Unit Cost	Number of Units	Subtotal	Total	Actions
a) Direct personnel costs declared as actual costs				100.00 €	
b) Direct personnel costs declared as average costs				0.00 €	
▼ c) Direct personnel costs declared as unit costs				0.00 €	
c1) SME owner/manager costs	unit cost: 32.1 3 €	x units: []	= 0.00 €		
d) Direct costs of subcontracting				300.00 €	
e) Direct costs of providing financial support				400.00 €	
f) Other direct costs				200.00 €	
g) Indirect costs (= 0.25 * (a + b + c + f - m))				73.75 €	
j) Total costs (= a + b + c + d + e + f + g)				1,073.75 €	
k) Maximum EU contribution (100%)				1,073.75 €	
l) Maximum grant amount				1,173.00 €	

Aggiungere il dettaglio del budget delle terze parti (se presenti)

Project 645530 (GAPLESS)



Call: H2020-ICT-2014-1 Action: IA
Resp. Unit: RTD/J/04 Duration: 48

Beneficiary 3: UNI

Legal Name: UNITED NATIONS INSTITUTE FOR TRAINING AND RESEARCH
PIC: 997721825 Status: VALIDATED
Legal Address: Palais des Nations, 1210, Geneva Switzerland

Third Party 1: CDE

Legal Name: CENTRO DE ESTUDOS PARA A INTERVENCAO SOCIAL
PIC: 997787591 Status: VALIDATED
Legal Address: RUA RODRIGUES SAMPAIO 31, 1150 278, LISBOA Portugal

Partner Summary 

Financial Information 

Specific Legal 

← slide to select beneficiary →

← slide to select third party →

Financial Data H2020

Use of 'costs of in-kind contributions not used on premises?' (m) yes no 2,435.00 €

Use of 'costs of large research infrastructure' in the grant? yes no

Individual costs table:

Cost Category	Unit Cost	Number of Units	Subtotal	Total	Actions
a) Direct personnel costs declared as actual costs				2,345.00 €	
b) Direct personnel costs declared as average costs				234.00 €	
d) Direct costs of subcontracting				2,345.00 €	
e) Direct costs of providing financial support				2,345.00 €	
f) Other direct costs				0.00 €	
g) Indirect costs (= 0.25 * (a + b + f - m))				36.00 €	
j) Total costs (= a + b + d + e + f + g)				7,305.00 €	
k) Maximum EU contribution (100%)				7,305.00 €	
l) Maximum grant amount				5,000.00 €	

NB: Nel proposal occorre specificare un budget cumulativo per ogni beneficiario e le sue terze parti correlate. Nel grant agreement, occorre specificare e separare i diversi budget. La somma totale rimane invariata.

Informazioni finanziarie

- Verificare il budget table
- L'ammontare in pre finanziamento ha valore informativo

Project 888823 (Project 888823)

HORIZON 2020

Call: H2020-INFRAIA-2014-2015 Action : CSA
Resp. Unit: RTD/B/07 Duration: 36

Beneficiaries  General Information  Reporting Periods  GA Information  GA Options  **Financial Information**  LF Overview  Work Packages  Deliverables  Milestones  Reviews  Critical Risks 

  DOCUMENTS

Financial Information

	Amount	Percentage		
Prefinancing	618.50 €	50.00 %	of 1,237.00 €	Default
Guarantee Fund	61.85 €	5.00 %	of 1,237.00 €	Default

Actual amount to transfer to Coordinator is : 556.00 €

Cost Table

Number	Beneficiary	Direct personnel costs declared as actual costs	Direct personnel costs declared as average costs	Direct personnel costs declared as unit costs	Direct costs of subcontra	Direct costs of providing financial support	Other direct costs	Indirect costs	Special unit costs	Special unit costs covering direct and indirect costs	Total costs	Maximum EU contributi	Maximum grant amount	Costs of in-kind contributi not used on premises
▶ 1	AST	100.00 €	0.00 €	0.00 €	300.00 €	400.00 €	200.00 €	74.00 €	0.00 €	100.00 €	1,174.00 €	1,174.00 €	1,173.00 €	5.00 €
▶ 2	RHP	105.00 €	0.00 €	0.00 €	7.00 €	8.00 €	6.00 €	2.00 €	0.00 €	5.00 €	33.00 €	33.00 €	32.00 €	2.00 €
▶ 3	CNRS	105.00 €	0.00 €	0.00 €	7.00 €	8.00 €	6.00 €	2.00 €	0.00 €	5.00 €	33.00 €	33.00 €	32.00 €	2.00 €
▶ 4	LANC UNIV	0.00 €	0.00 €	0.00 €	0.00 €	0.00 €	0.00 €	0.00 €	0.00 €	0.00 €	0.00 €	0.00 €	0.00 €	0.00 €
TOTAL		310.00 €	0.00 €	0.00 €	314.00 €	416.00 €	212.00 €	78.00 €	0.00 €	110.00 €	1,240.00 €	1,240.00 €	1,237.00 €	9.00 €

Aspetti legali e finanziari (sola lettura)

Project 888823 (Project 888823)

HORIZON 2020

Call: H2020-INFRAIA-2014-2015 Action : CSA
Resp. Unit: RTD/B/07 Duration: 36

Beneficiaries  General Information  Reporting Periods  GA Information  GA Options  Financial Information  **LF Overview**  Work Packages  Deliverables  Milestones  Reviews  Critical Risks 

H+ DOCUMENTS

Legal and Financial Overview

Number	Legal Name	Role	Legal Data	Financial Data	Lear Appoin.	Lear ext. mandate
1	AST ADVANCED SPACE TECHNOLOGIES GMBH	CO				
2	RHP-TECHNOLOGY GMBH & CO KG	BEN				
3	CENTRE NATIONAL DE LA RECHERCHE SCIENTIFIQUE	BEN				
4	LANCASTER UNIVERSITY	BEN				

Aggiungere i work packages

Individuati nella Parte B della proposal

Project 888823 (Project 888823)

HORIZON 2020

Call: H2020-INFRAIA-2014-2015 Action : CSA
Resp. Unit: RTD/B/07 Duration: 36

DOCUMENTS

Work Packages

SAVE

Number	Title	Lead Beneficiary	Total Effort	Start Month	End Month	Deliverables No.	Actions
Total:			0				

Validate

Aggiungere i deliverables

Individuati nella Parte B del proposal

Project 888823 (Project 888823)
HORIZON 2020
 Call: H2020-INFRAIA-2014-2015 Action : CSA
 Resp. Unit: RTD/B/07 Duration: 36

Beneficiaries


General Information


Reporting Periods


GA Information


GA Options


Financial Information


LF Overview


Work Packages


Deliverables


Milestones


Reviews


Critical Risks


H+   DOCUMENTS
SAVE

Deliverables 

 [Add Deliverable](#)

Number	Relative Number in WP	Title	Lead Beneficiary	Type	Dissemination Lev	Due Date (in mont	Actions

Validate

Aggiungere le tappe fondamentali

Individuati nella Parte B del proposal

Project 888823 (Project 888823)

HORIZON 2020

Call: H2020-INFRAIA-2014-2015 Action : CSA
Resp. Unit: RTD/B/07 Duration: 36

Beneficiaries  General Information  Reporting Periods  GA Information  GA Options  Financial Information  LF Overview  Work Packages  Deliverables  **Milestones**  Reviews  Critical Risks 

DOCUMENTS

Milestones  [SAVE](#)

[+ Add Milestone](#)

Number ▲	Title	Lead Beneficiary	Due Date (in months)	Description	Work Package No.	Actions

[Validate](#)

Revisioni del progetto

Verranno completate dal project officer

Project 888823 (Project 888823)

HORIZON 2020

Call: H2020-INFRAIA-2014-2015 Action : CSA
Resp. Unit: RTD/B/07 Duration: 36

Beneficiaries	General Information	Reporting Periods	GA Information	GA Options	Financial Information	LF Overview	Work Packages	Deliverables	Milestones	Reviews	Critical Risks

H+ DOCUMENTS

Reviews

Revision No.	Tentative Timing	Planned Venues	Comments

Validate

Rischi e misure di mitigazione

Individuati nella Parte B del proposal

Project 888823 (Project 888823)

HORIZON 2020

Call: H2020-INFRAIA-2014-2015 Action : CSA
Resp. Unit: RTD/B/07 Duration: 36

Beneficiaries	General Information	Reporting Periods	GA Information	GA Options	Financial Information	LF Overview	Work Packages	Deliverables	Milestones	Reviews	Critical Risks

DOCUMENTS

Critical Risks For Implementation

SAVE

Number	Description	Risk Mitigation Measures	Work Package No.	Actions

Add CriticalRisks

Validate



European Commission

Schermata dei principi Etici(sola lettura)

Project 633053 (EUROfusion)

HORIZON 2020

Call: EURATOM-Adhoc-2014-20 Action : COFUND
 Resp. Unit: RTD/JJ/04 Duration: 60

Beneficiaries	General Information	Reporting Periods	GA Information	GA Options	Financial Information	LF Overview	Work Packages	Deliverables	Milestones	Reviews	Critical Risks	Ethics

DOCUMENTS

Ethics Appraisal

Ethics Issues:

hESC:

Ethics Clearance: Conditionally clear

Title	ARES Ref	Date	Type	Comment	Doc

Title	ARES Ref	Date	Type	Comment	Doc
jhgkghkhjhj,kbk	Ares(2014)29802	14/05/2014	ECO_A	kuhuhk	

Number	Ethics Issues Category	Description	Before Signature	Compliance Date	Assessment
1	Personal data protection	blah blah testing ethics requirement	<input type="checkbox"/>	1	
2	Animals	Testing before signature	<input checked="" type="checkbox"/>	1	
3	Other ethics issues	testing last Issue	<input type="checkbox"/>	1	
4	Human cell tissues	oiuyoyo	<input checked="" type="checkbox"/>	1	

Validate

Complete

Caricamento Annex 1, Parte B (pdf)

SyGMA System for Grant Management

Grant Agreement Data

Project 123456 (Example)

HORIZON 2020

Call: H2020-PHC-2014-single-stage Action : RIA
Resp. Unit: RTD/E/05 Duration: 48

Beneficiaries	General Information	Reporting Periods	GA Information	GA Options	Financial Information	LF Overview	Work Packages	Deliverables	Milestones	Reviews	Critical Risks	Ethics

DOCUMENTS

Documents

Title

- Grant Agreement Summary
- Grant Agreement Data Sheet
- Grant Agreement
 - Grant Agreement
 - Annex 1 - Description Of Action (part A)
 - Annex 1 - Description Of Action (part B)**
 - Annex 2 - Estimated budget of the action
 - Annex 2a - Additional information on the estimated budget of the action (if unit costs are used)
 - Annex 3 - Accession Forms
 - Annex 4 - Model for the Financial statement
 - Annex 5 - Model for the certificate on the financial statements
 - Annex 6 - Model for the certificate on the methodology



RESEARCH & INNOVATION

Participant Portal - Grant Management Services

 Ppgms COPL

MY PROJECT

HORIZON 2020

Call: H2020-INNOSUP-2014-5
Type of Action: H2020-FCT-2015

Acronym: Mindflex
Current Phase: Grant management

Number: 28108

Duration: 48 months

Start Date: 2013-04-23

Estimated Project Cost:

€4,545,454.00

Requested EU Contribution:

€999,123.00

Contact: James

 See all data ...



H2020 ONLINE MANUAL

 HOW TO



Proposal Management & Grant Preparation

28108 - Mindflex

12/04/2013



Grant Agreement signature

[Sign](#)



Documents



Grant Agreement



Grant Declaration



Grant Declaration



Grant Declaration



Grant Declaration



Grant Declaration



Grant Declaration



Grant Declaration



Grant Declaration



Third pa...larations



Messages



Partner Contact (test 4) test content tfdsa 111 on 17.03.2014 10:14



Coordinator Authorized Signatory (test 3) test content tfdsa dsadsa on 17.03.2014 10:14



Partner Authorized Signatory (test 2) test content tfdsa 666 on 17.03.2014 10:14



Coordinator Contact (test 1) test content tfdsa 444 on 17.03.2014 10:14

The Coordinator Legal Authorized Signatory is invited to electronically sign the grant agreement

Altre informazioni

Disponibili nel Participant Portal

➤ Guide for Grant Agreement Preparation

http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/gap/h2020-guide-gap_en.pdf

➤ H2020 ONLINE MANUAL

http://ec.europa.eu/research/participants/docs/h2020-funding-guide/grants/from-evaluation-to-grant-signature/grant-preparation_en.htm

➤ HOW TO

<https://webgate.ec.europa.eu/fpfis/wikis/display/ECResearchGMS/1.+Grant+Management+Services+tool>

