Regulatory framework for Horizon Europe projects
Horizon Europe skills training
Session 5.

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Corvinus University Budapest | Centre for Horizon Europe
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Advisor specialized in European research funding framework programmes (H2020, Horizon Europe)

Proposal writing, development and quality assurance experience in various EU funding schemes (Widening Participation, Societal Challenges, MSCA ITN, MSCA RISE, FET-Open, Science with and for Society, COST, Erasmus+)

In 2020 contributed to 3 winning projects and 1 with reserve list status, record of multiple impact sections with maximum scores

Since 2018 trainings on research management and proposal writing in 5 countries for researchers and research managers

Board-member of the European Association of Research Managers and Administrators, responsible for liaising with the European Commission

Core Group Member of ERION network, a Europe-wide community for professionals in Research Ethics, Research Integrity and GDPR issues.

Lawyer by degree, 15+ years of experience in research and university environments, having held management, lecturing and editorial positions

http://bschenk.hu
Two pillars of the legal framework - discussion

What does it regulate?

Who?

Where?

How?
Components of the regulatory framework

- Grant Agreement
- Consortium Agreement
- CDEP
- Data Management Plan
- Business Plan
- Quality Assurance Plan
- Project Management Handbook
- Non-Disclosure Agreement
- Joint Ownership Agreement
- Letter of Intent
- Decl. of Honor
Timeline

- Submission
- Call deadline
- Evaluation
- ESRs & grant preparation
- Project duration
- Decl. of honor
- Grant agreement
- Consortium agreement
- Non-disclosure agreement
- Project management handbook
- Business plan
- CDEP
- Data management plan

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Results

What are project results?

- identified
- reported
- protected
- disseminated
- exploited
Task – Rules on deliverables

Obligation to submit deliverables on time

Date of submission of deliverables

Submission of deliverables

GRANT AGREEMENT

Consequences of not producing a deliverable on time

Internal deadlines for submitting and checking deliverables

Consortium Agreement

Quality assurance of deliverables

PROJECT MANAGEMENT HANDBOOK

Quality assurance of deliverables

QUALITY ASSURANCE PLAN

Obligation to submit deliverables on time

Date of submission of deliverables

Submission of deliverables

GRANT AGREEMENT

Consequences of not producing a deliverable on time

Internal deadlines for submitting and checking deliverables

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Quality assurance of deliverables

PROJECT MANAGEMENT HANDBOOK

Quality assurance of deliverables

QUALITY ASSURANCE PLAN
Task – Rules on financial issues and administration

What is the maximum budget of the project?
What is the estimated budget of the project?
How to document costs?
What costs are eligible?
When will the parties receive grant installments from the Coordinator?

What is the grant amount allocated to me as a partner?

GRANT AGREEMENT

CONSORTIUM AGREEMENT

Institution’s own rules

PROJECT MANAGEMENT HANDBOOK
Task – Rules on dissemination of results

- Tools of dissemination
- Obligations regarding open access
- Obligations to notify other parties prior to dissemination
- KPIs of dissemination
- Obligation to disseminate
- Obligations regarding open access
- Target groups for dissemination
- Open access to research data

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Exploitation/Use of results

Who owns the results?

What if more parties contributes to the same result?

How will I access IP-protected information of another partner that is needed to fulfill my tasks?

Who decides on the method of exploitation?

Obligation to exploit the results

GRANT AGREEMENT

CONSORTIUM AGREEMENT

CDEP

BUSINESS PLAN
Task – Rules on the internal organization of the consortium

- Tasks and responsibilities of the Coordinator
- what rules apply if a Party wants to leave the consortium/new party wants to join
- powers and responsibilities of the consortium bodies
- Representation, voting rules
- Representation, voting rules
- Conflict resolution within the Consortium

GRANT AGREEMENT
CONSORTIUM AGREEMENT
PROJECT MANAGEMENT HANDBOOK
Project implementation phase

Tasks
- Completing tasks, producing deliverables
- Participate in the day-to-day operation of the project
- Participate in communication and dissemination
- Submit internal reports and report to the EC
- Participate in whatever the EC requires from the Consortium (e.g. Ethics)

Strategic interests
- Submit reports on time and be precise
- Inform the coordinator in time about foreseen changes (tasks, deliverables, deadlines, budget if necessary)
- Instead of making mistakes, ask questions
- Participate in meetings

Cooperate and communicate

Joint technical responsibility
Individual financial responsibility
EU payments in H2020 projects

H2020 and Horizon Europe funding: cost reimbursement

1. Pre-financing – the start of the project
2. Interim payments – reporting periods
3. Final payment – final report
Practical tips for CA preparation as partner

1. View the CA from the angle of the practical problems, consider practical implications. Does it address all your concerns?
2. Consider worst-case scenarios. Check whether the potential problem points are adequately mitigated.
3. Your institution is behind you, make sure you consider its interests as well.
4. Know your interests and negotiate your position. You are a partner of equal standing.
5. You are not alone. Ask for the assistance of the research support staff.

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<tr>
<th>What I want to do</th>
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<td>What I can do</td>
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<td>What I cannot let happen</td>
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KUTATÁSMENEDZSMENT IRODA
CORVINUS HORIZONT EURÓPA KÖZPONT / CORVINUS CENTRE FOR HORIZON EUROPE

Kutatási, konzorciális pályázatokat támogató csoport:
Célunk, hogy a Corvinus ki tudja használni a HE lehetőségeit és a kutatási témák, ötletek nemzetközi szintű kutatásokká formálódjanak

Dr. Cser Erika
Szakmai koordinátor

Fekete Judit
Horizon Információs Pont

Dr. Schenk Borbála
jogász, európai uniós kutatástámogatási tanácsadó (szerződéses partner)

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I wish you success in Horizon Europe and thank you for your attention and participation!

Your opinion matters. Please send me your feedback on the course via slido