



Horizon 2020 / European Research Infrastructures

BrightnESS²

General Assembly

PO René Martins

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European Commission
Research & Innovation
Research & Industrial Infrastructures

Managing your Project

The Grant Agreement :

- **Legal and Financial obligations**
- **Communication Aspects**



Appointing LEAR backup

- **It is good practice that each beneficiary appoints an account administrator that may act as the LEAR's backup.**



Project Monitoring

Reporting

- ✓ **Periodic reports and payments – M18, M36**
- ✓ **Intermediate reports – 6M (good practice)**
- ✓ **Internal reporting – monthly/bi-monthly**
- ✓ **Troubleshooting when needed**

Monitors (Independent experts appointed by the EC)

- ✓ **Advise the EC Programme Officer**
- ✓ **Review and monitor project activities**

Review

- ✓ **Meeting within the last month of the reporting period**
- ✓ **Draft technical report required at least ten days before**
- ✓ **Summary of project resources consumption**
- ✓ **Draft plan for exploitation of results**

Periodic Report Structure

S&T part

- ✓ **Publishable summary**
- ✓ **Project objectives for the period**
- ✓ **Work progress and achievements during the period**
- ✓ **Deliverables and milestones tables**
- ✓ **Comparison with plan**
- ✓ **Resources consumption**
- ✓ **Next steps**



Certificate on financial statements

✓ CFS Requirements

- mandatory for any beneficiary, when cumulated requested funding for the whole project equal or is more than 325,000€ for actual direct cost

✓ These certificates can be provided by

- External, qualified auditors (according to Directive 2006/43/CE)
- Public bodies, secondary and higher education establishments and research organisations may opt for a competent public officer



Audits and Controls

- ✓ **The Commission/ EU Court of Auditors / OLAF may at any time during the project and up to two years after the end carry out scientific, technological, ethical or financial controls or audits**
- ✓ **These controls and audits can be carried out by the Commission/ Court or by outside reviewers or auditors**
- ✓ **In exceptional cases Consortia may refuse outside reviewers on the grounds of commercial confidentiality**



Paying back to the EC

- ✓ **Recovery orders (for all or part)**
 - ✓ Under execution of budget
 - ✓ Audits
 - ✓ Change of COO and pending Pre-fin
 - ✓ Terminations (e.g. bankruptcy, other)
 - ✓ In a payment COM may off-set parts because a partner has outstanding debts with the COM from other Grants etc.

- ✓ **Sanctions**



Termination of GA or a participation

- ✓ **The Coordinator may request and motivate the termination of the whole contract or of the participation of a beneficiary**
- ✓ **Any beneficiary may request the termination of its participation in the contract**
- ✓ **Suspension is not Termination, but allows re-arranging, after significant**



Termination by EC Breach of GA or irregularity

The Commission may immediately terminate the participation of a beneficiary, in case of:

- ✓ **Breach of any obligation imposed by the contract**
- ✓ **Irregularity in the performance of the (or any beneficiary in) contract**
- ✓ **Contravening of ethical rules**



Amendments

- ✓ *All the amendments for H2020 will be requested through the Participant Portal*
- ✓ *At the request of the coordinator (NB: legal signatory has to countersign!), deemed to act on behalf of the consortium*
- ✓ *The request can be introduced at any moment before the final payment is made*

Budget transfers and re-allocation	Amendment needed?
From one beneficiary to another	NO
From one budget category to another	NO
Re-allocation of Annex 1 tasks	YES
Transfers between forms of funding (actual costs, unit costs, etc.)	YES if no budget was foreseen for the "form" receiving the transfer
New subcontracts	YES (strongly advised for significant subcontracts)



Protection, Use and Dissemination

- ✓ Results capable of industrial or commercial application **must** be protected (taking into account legitimate interests)
- ✓ Results **must** be used (= in further research or commercially) and disseminated (= disclosure by appropriate means, including publications)
- ✓ Prior notice of dissemination **must** be given to other participants (not to the Commission, unless no protection, in which case the latter may request to protect on its own behalf)
- ✓ Any dissemination (publications, ...) and patent applications **must** indicate the EC financial assistance



Exploitation Requirements under the Grant Agreement

Art. 28 EXPLOITATION OF RESULTS

28.1 Obligation to exploit the result(s)

"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, or*
- (d) using them in standardisation activities;*



Communication

Art. 38 PROMOTING THE ACTION – VISIBILITY OF EU FUNDING

38.1 Communication activities by beneficiaries

"The beneficiaries must promote the action and its results, by providing targeted information to multiple audiences (including the media and the public) in a strategic and effective manner"

- ✓ Define "**comprehensive communication plan**"
- ✓ Include **work package for communication** or in other work package
- ✓ Address the "**public policy perspective**"
- ✓ Keep communication measures **proportionate** to the scale of the action
- ✓ Choose **type of communication activities**



Acknowledgement of EU funding

Art. 38 PROMOTING THE ACTION — VISIBILITY OF EU FUNDING (continued)

38.1.2 Information on EU funding — Obligation and right to use the EU emblem

Unless the Commission requests or agrees otherwise or unless it is impossible, any communication activity related to the action (including in electronic form, via social media, etc.) and any infrastructure, equipment and major results funded by the grant must:

- (a) display the EU emblem and
- (b) include the following text:

For communication activities:

“This project has received funding from the European Union’s Horizon 2020 research and innovation programme under grant agreement No 823867”.

For infrastructure, equipment and major results:

“This *[infrastructure][equipment][insert type of result]* is part of a project that has received funding from the European Union’s Horizon 2020 research and innovation programme under grant agreement No 823867”.

When displayed together with another logo, the EU emblem must have appropriate prominence.

For the purposes of their obligations under this Article, the beneficiaries may use the EU emblem without first obtaining approval from the Commission.

Best practice: For ease of tracking, beneficiaries should also include the digital object identifier for ‘Horizon 2020’ (<http://dx.doi.org/10.13039/501100007601>) in the funding acknowledgement field in their metadata.

"Communicating EU Research & Innovation - A guide for project participants - "



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

Thank you for your attention !

Questions ?

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