

Pracovní postupy v systému Participant Portal/Funding & Tenders Portal a dokladování uskutečněných nákladů v projektu Horizont 2020

Česká zemědělská univerzita v Praze, 6. prosince 2018

Obsah semináře

První část:

- Jak se orientovat na Funding & Tenders Portal
- Jak podat projekt v programu Horizont 2020 v systému Funding & Tenders Portal
- Příprava grantové dohody

Druhá část:

- Dokladování nákladů uskutečněných v projektech programu Horizont 2020
- Dělení způsobilých nákladů
- Vzorový výkaz práce
- Osobní náklady

Jak se orientovat na Funding & Tenders Portal

- 1) Vyhledávání výzev „*Search funding & Tenders*“
- 2) Jak se zapojit „*How to participate*“
- 3) Projekty a výsledky „*Projects & Results*“
- 4) Zapojit se jako expert „*Work as an expert*“
- 5) Podpora „*Support*“
- 6) Menu „*Manage my area*“

ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home

Stará verze - Participant Portal

RESEARCH & INNOVATION

Participant Portal

Search

European Commission > Research & Innovation > Participant Portal > Home

HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE PROJECTS & RESULTS EXPERTS SUPPORT LOGIN REGISTER

The new Funding & Tenders Portal is now available.
Try it out now!



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, European Statistics Programme, Hercule III Programme, Internal Security Fund Borders, Internal Security Fund Police, Justice Programme, Pilot Projects and Preparatory Actions, Promotion of Agricultural Products Programme, Research Fund for Coal & Steel, Rights, Equality and Citizenship Programme and Union Civil Protection Mechanism

Projects for Policy (P4P)

Non-registered users

- 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

Registered users

- 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

RESEARCH & INNOVATION

The new Funding & Tenders Portal replaces the Participant Portal!

Dear User,

We are happy to announce the release of a new corporate portal covering EU funding programmes beyond Research & Innovation, which replaces the current Participant Portal.

The new Portal provides all the functions available under the current Participant Portal, whilst implementing new features. Please **try it out now!**

GO TO THE FUNDING & TENDERS PORTAL

CLOSE

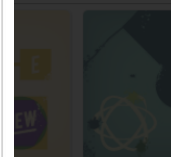
- **2014-2020** Horizon 2020 - research and innovation framework programme
- **2007-2013** 7th research framework programme (FP7) and Competitiveness & Innovation Programme (CIP)
- 3rd Health Programme, Asylum, Migration and Integration Fund, Consumer Programme, COSME, European Statistics Programme, Hercule III Programme, Internal Security Fund Borders, Internal Security Fund Police, Justice Programme, Pilot Projects and Preparatory Actions, Promotion of Agricultural Products Programme, Research Fund for Coal & Steel, Rights, Equality and Citizenship Programme and Union Civil Protection Mechanism

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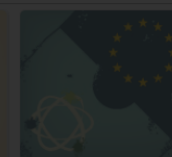
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Registered users

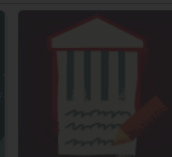
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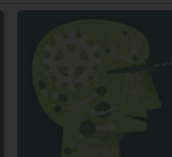
WHAT'S NEW?



FUNDING OPPORTUNITIES



HOW TO PARTICIPATE



WORK AS AN EXPERT



MY PERSONAL AREA

Funding Tenders & Portal



Funding & tender opportunities

Single Electronic Data Interchange Area (SEDIA)

English EN

Register

Login

select programme

SEARCH FUNDING & TENDERS HOW TO PARTICIPATE PROJECTS & RESULTS WORK AS AN EXPERT SUPPORT

The Funding & Tenders Portal is the entry point (the Single Electronic Data Interchange Area) for participants and experts in funding programmes and tenders managed by the European Commission and other EU bodies.

Feedback

Find calls for proposals and tenders

Search calls for proposals and tenders by keywords, programmes...

Search

What are calls for proposals?



What are calls for tenders?



How to participate in 5 steps



Calls for proposals by EU Programme

3rd Health Programme

Asylum, Migration and
Integration Fund

Consumer Programme

Creative Europe

Erasmus+ Programme

European Maritime and
Fisheries Fund

HERCULE III

Horizon 2020 Framework
Programme

Internal Security Fund Borders
and Visa

Internal Security Fund Police

Justice Programme

Pilot Projects and Preparatory
Actions

Programme for the
Competitiveness of
Enterprises and small and
medium-sized enterprises

Promotion of Agricultural
Products

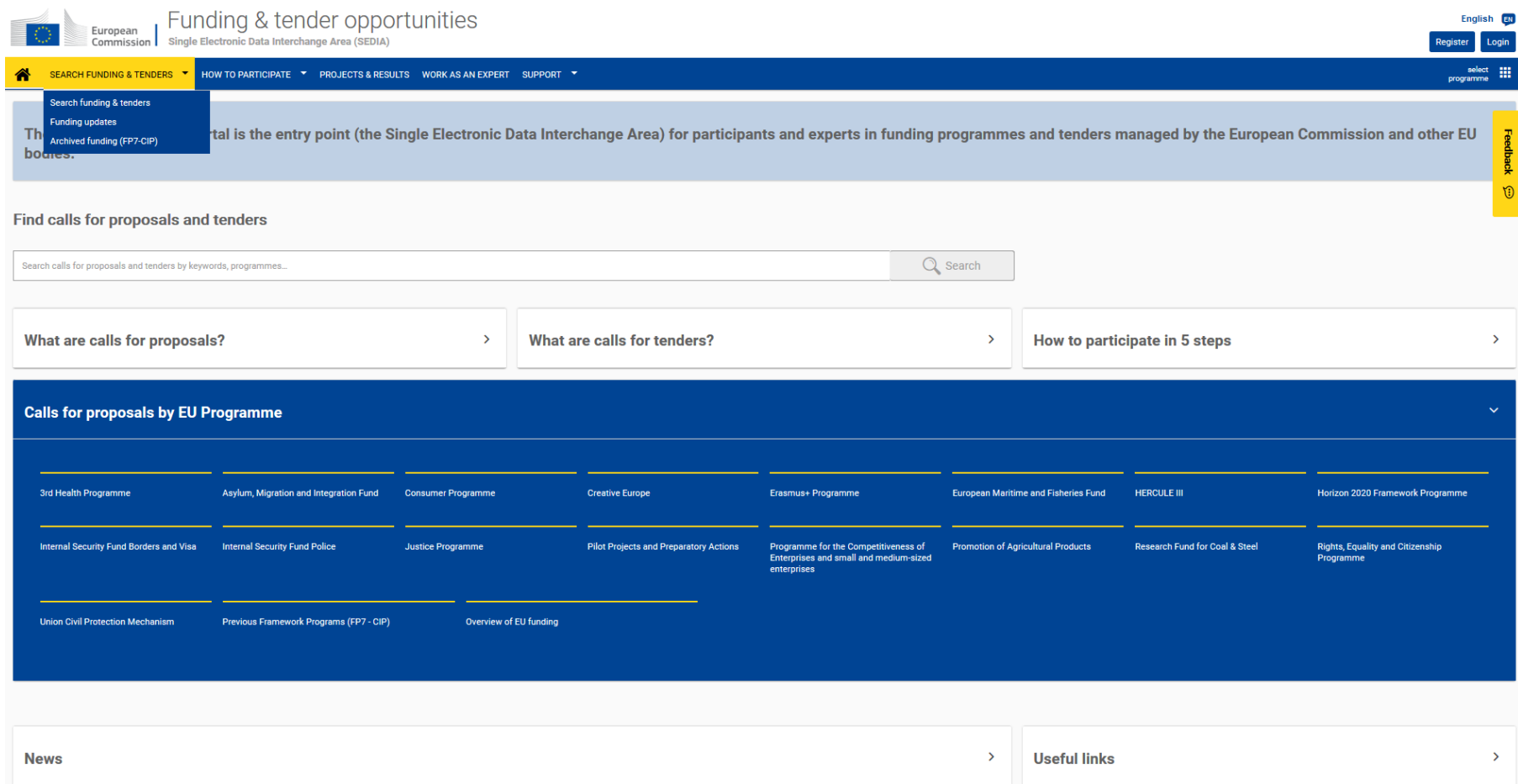
Research Fund for Coal &
Steel

Rights, Equality and
Citizenship Programme

1) Vyhledávání výzev „Search funding & Tenders“

Otevřené, nadcházející i uplynulé výzvy

Lze vyhledávat dle: programu, výzvy, klíčových slov, kódu tématu „topic“



The screenshot shows the 'Funding & tender opportunities' website, which is the Single Electronic Data Interchange Area (SEDIA) for participants and experts in funding programmes and tenders managed by the European Commission and other EU bodies.

Navigation and Search:

- Top navigation bar includes: SEARCH FUNDING & TENDERS, HOW TO PARTICIPATE, PROJECTS & RESULTS, WORK AS AN EXPERT, SUPPORT.
- Language: English (EN)
- Buttons: Register, Login, select programme.
- Search bar: Search calls for proposals and tenders by keywords, programmes...

Find calls for proposals and tenders

- What are calls for proposals?
- What are calls for tenders?
- How to participate in 5 steps

Calls for proposals by EU Programme

3rd Health Programme	Asylum, Migration and Integration Fund	Consumer Programme	Creative Europe	Erasmus+ Programme	European Maritime and Fisheries Fund	HERCULE III	Horizon 2020 Framework Programme
Internal Security Fund Borders and Visa	Internal Security Fund Police	Justice Programme	Pilot Projects and Preparatory Actions	Programme for the Competitiveness of Enterprises and small and medium-sized enterprises	Promotion of Agricultural Products	Research Fund for Coal & Steel	Rights, Equality and Citizenship Programme
Union Civil Protection Mechanism	Previous Framework Programs (FP7 - CIP)	Overview of EU funding					

Footer:

- News
- Useful links

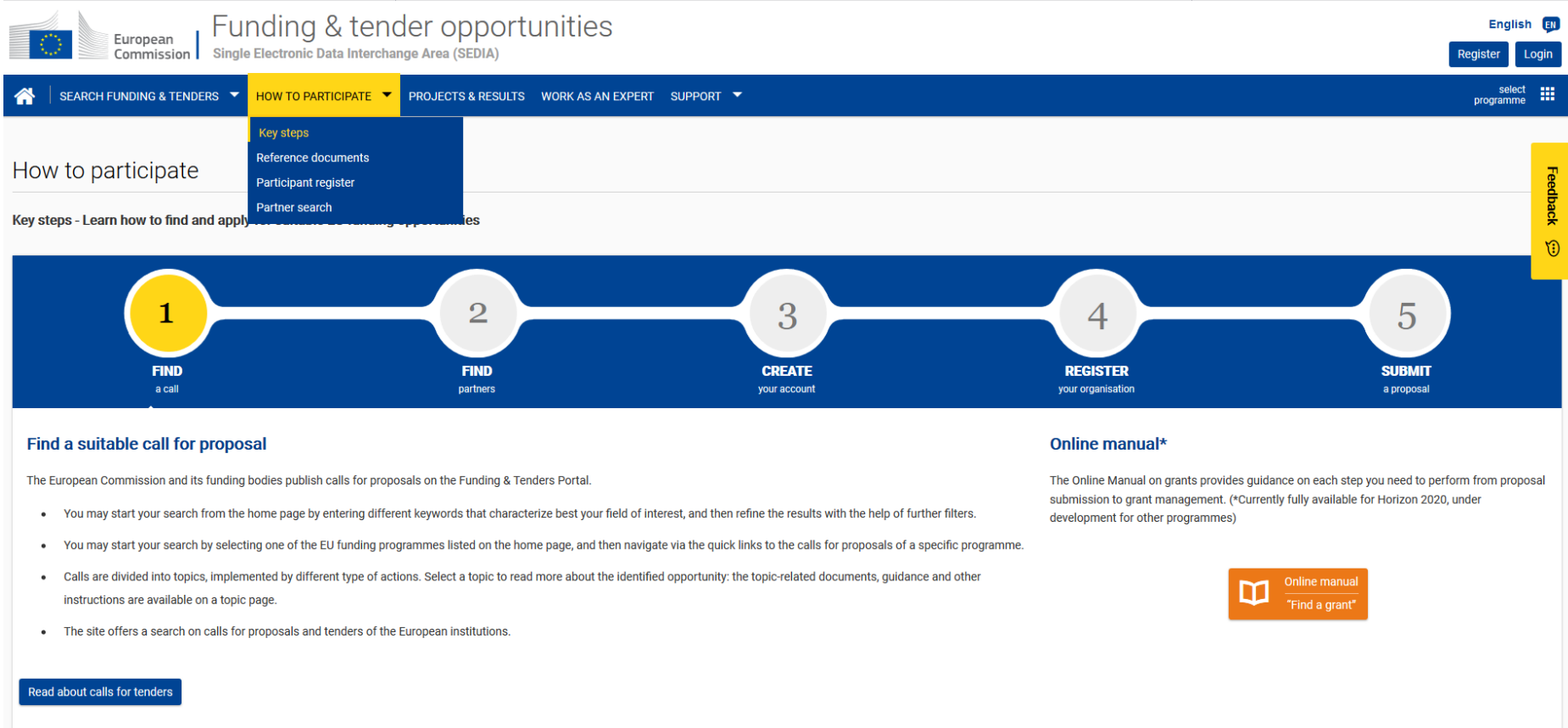
2) Jak se zapojit „How to participate“

Klíčové kroky „Key steps“ pro podání žádosti

Dokumenty „Reference documents“

Registrace účastníka „Participant register“

Vyhledávání partnerů „Partner search“



The screenshot shows the European Commission's 'Funding & tender opportunities' portal (SEDIA). The main navigation bar includes 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE' (highlighted), 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. A dropdown menu for 'HOW TO PARTICIPATE' lists 'Key steps', 'Reference documents', 'Participant register', and 'Partner search'. The 'Key steps' section features a five-step process flow:

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

Below the flowchart, the 'Find a suitable call for proposal' section explains that the European Commission and its funding bodies publish calls for proposals on the portal. It lists four key points:

- You may start your search from the home page by entering different keywords that characterize best your field of interest, and then refine the results with the help of further filters.
- You may start your search by selecting one of the EU funding programmes listed on the home page, and then navigate via the quick links to the calls for proposals of a specific programme.
- Calls are divided into topics, implemented by different type of actions. Select a topic to read more about the identified opportunity: the topic-related documents, guidance and other instructions are available on a topic page.
- The site offers a search on calls for proposals and tenders of the European institutions.

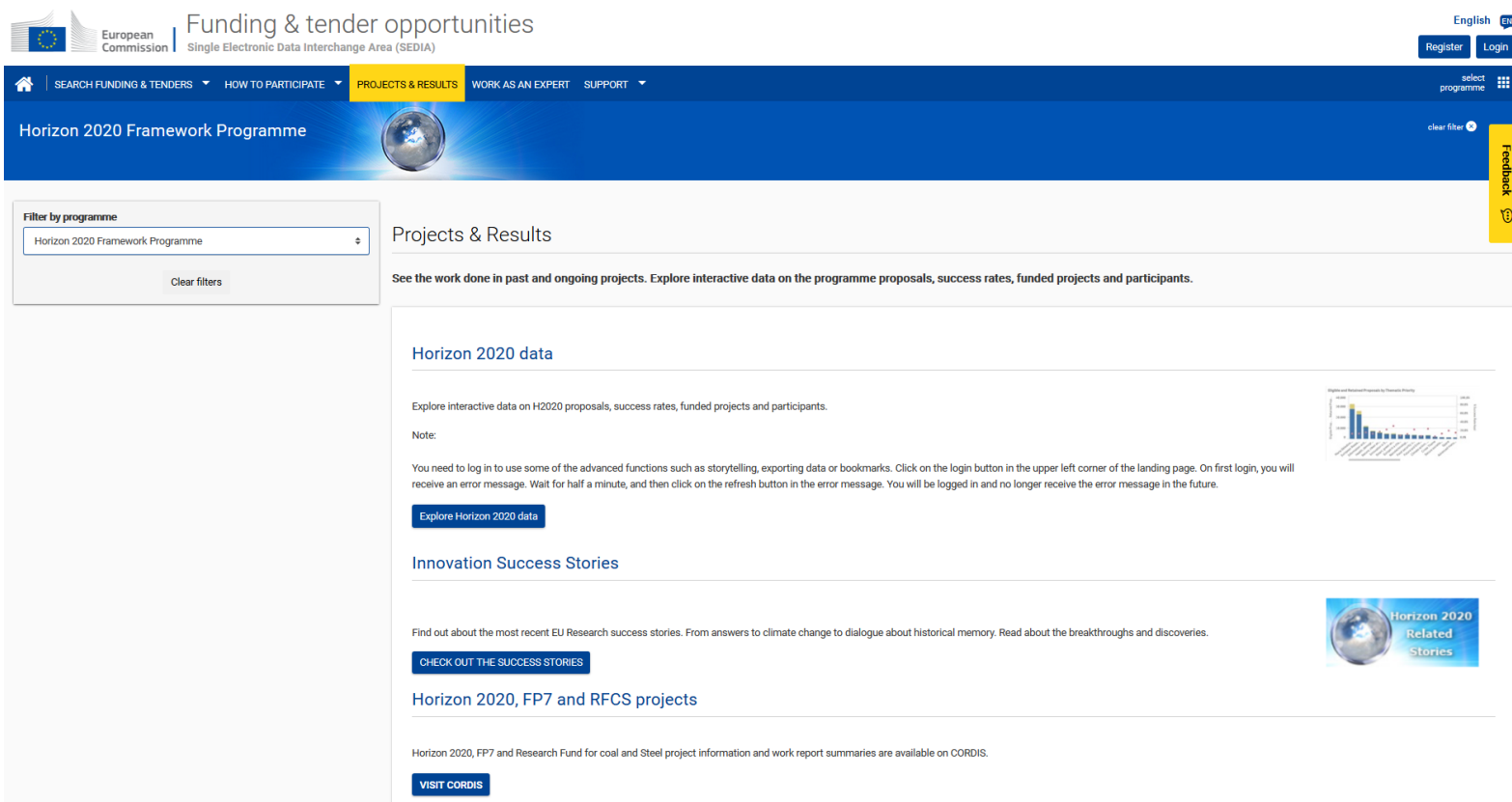
A button 'Read about calls for tenders' is located at the bottom left. On the right, the 'Online manual*' section provides guidance on each step, with a note that it is currently fully available for Horizon 2020. An 'Online manual "Find a grant"' button is also present.

3) Projekty a výsledky „*Projects & Results*“

Systém [Qlik Sense Dashboard](#) - informace o návrzích projektů, úspěšnosti, podpořených projektech a účastnících.

Úspěšné projekty „[Success Stories](#)“

[CORDIS](#) – databáze všech řešených projektů



The screenshot shows the European Commission's "Funding & tender opportunities" website. The header includes the European Commission logo and the text "Single Electronic Data Interchange Area (SEDIA)". The main navigation bar has links for "SEARCH FUNDING & TENDERS", "HOW TO PARTICIPATE", "PROJECTS & RESULTS" (highlighted), "WORK AS AN EXPERT", and "SUPPORT". The "PROJECTS & RESULTS" section is titled "Horizon 2020 Framework Programme" and features a "Filter by programme" dropdown menu set to "Horizon 2020 Framework Programme". The main content area is titled "Projects & Results" and includes a sub-header "See the work done in past and ongoing projects. Explore interactive data on the programme proposals, success rates, funded projects and participants." Below this, there are three main sections: "Horizon 2020 data" (with a note about logging in for advanced functions and a button "Explore Horizon 2020 data"), "Innovation Success Stories" (with a button "CHECK OUT THE SUCCESS STORIES"), and "Horizon 2020, FP7 and RFCS projects" (with a button "VISIT CORDIS"). A sidebar on the right contains a "Feedback" button and a "select programme" dropdown.

4) Zapojit se jako expert „Work as an expert“

- Návod, jak se stát hodnotitelem projektů H2020
- práce hodnotitele v jednotlivých programech, aktuality, doporučení pro experty, modelová smlouva s experty atd.



European Commission

Funding & tender opportunities

Single Electronic Data Interchange Area (SEDIA)

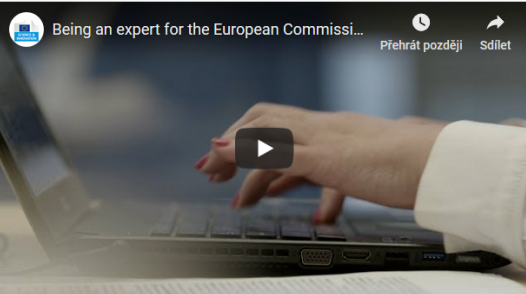
[English](#)
[Register](#)
[Login](#)

[Home](#)
[SEARCH FUNDING & TENDERS](#)
[HOW TO PARTICIPATE](#)
[PROJECTS & RESULTS](#)
[WORK AS AN EXPERT](#)
[SUPPORT](#)

[select programme](#)

Work as an expert

The European Union Institutions appoint external experts to assist in the evaluation of grant applications, projects and tenders, and to provide opinions and advice in specific cases.



Being an expert for the European Commission... [Přehrát později](#) [Sdílet](#)

In particular, experts assist in:

- **Evaluation** of proposals, prize applications and tenders
- **Monitoring** of actions, grant agreements, public procurement contracts

In addition, experts provide opinion and advise on:

- **Preparation, implementation and evaluation of EU programmes and design of policies.**

In order to select experts, the European Union Institutions publish regularly calls for expression of interest (see list below) detailing the selection criteria, the required expertise, the description of the tasks, their duration and the conditions of remuneration.

Interested? Please join the database of external experts!

[Register as expert](#)

As new expert, you will be first requested to create your EU login account and register your profile.

Registered experts can update the profile via the My Expert Area after **login**.

News

17-10-2018
EMFF call for expression of interest. [More...](#)

30-08-2018
New, improved "My expert area" released. [More...](#)

05/06/2018
Expert evaluators needed: help us select high-potential (social) innovators. [More...](#)

i

Dear experts, here it is! The new registration process and dashboard are there! Feel free to explore the new screens and give us your feedback! [Read more](#) or [see the video](#) 📺

Quick Links

- [Experts standard briefing slides](#)
- [FAQ for Experts](#)
- [Expert recommendations](#)
- [Lists of contracted experts](#)
- [EU Grants - Model Contract for Experts](#)
- [Methodology for expert fees for remote evaluation and ethics review](#)
- [FAQ on the evaluation of innovation, social sciences and humanities and other aspects of H2020 proposals](#)

Calls for expressions of interest for experts

- [Horizon 2020 \(including Euratom programme\)](#)
- [3rd Health Programme](#)

5) Podpora „Support“

- [H2020 Online Manual](#)
- Slovníček pojmů „[Glossary](#)“
- Nejčastější otázky „[FAQ](#)“
- [IT Helpdesk](#)
- Národní kontakty „[National Contact Points \(NCPs\)](#)“ pro oblasti H2020

Support overview

Support by type



GUIDANCE



FAQ



HELPDESKS

H2020 Online Manual guides you through all the main processes on the F&T Portal from proposal submission to grant management and audits. IT HOW TO gives you detailed guidance on the F&T Portal related IT tools.

Popular support topics

EU Login

Online manual

How to change the EU Login account details?

FAQ

What is a LEAR (Legal Entity Appointed Representative) and what are LEAR's rights and tasks?

FAQ

How to appoint a LEAR

Online manual

Do I have to register my organisation before drafting my proposal?

FAQ

How can I acquire roles and access rights for proposals, projects or organisations?

FAQ

Where can I find more user guidance related to proposal submission?

FAQ

SME Self Evaluation

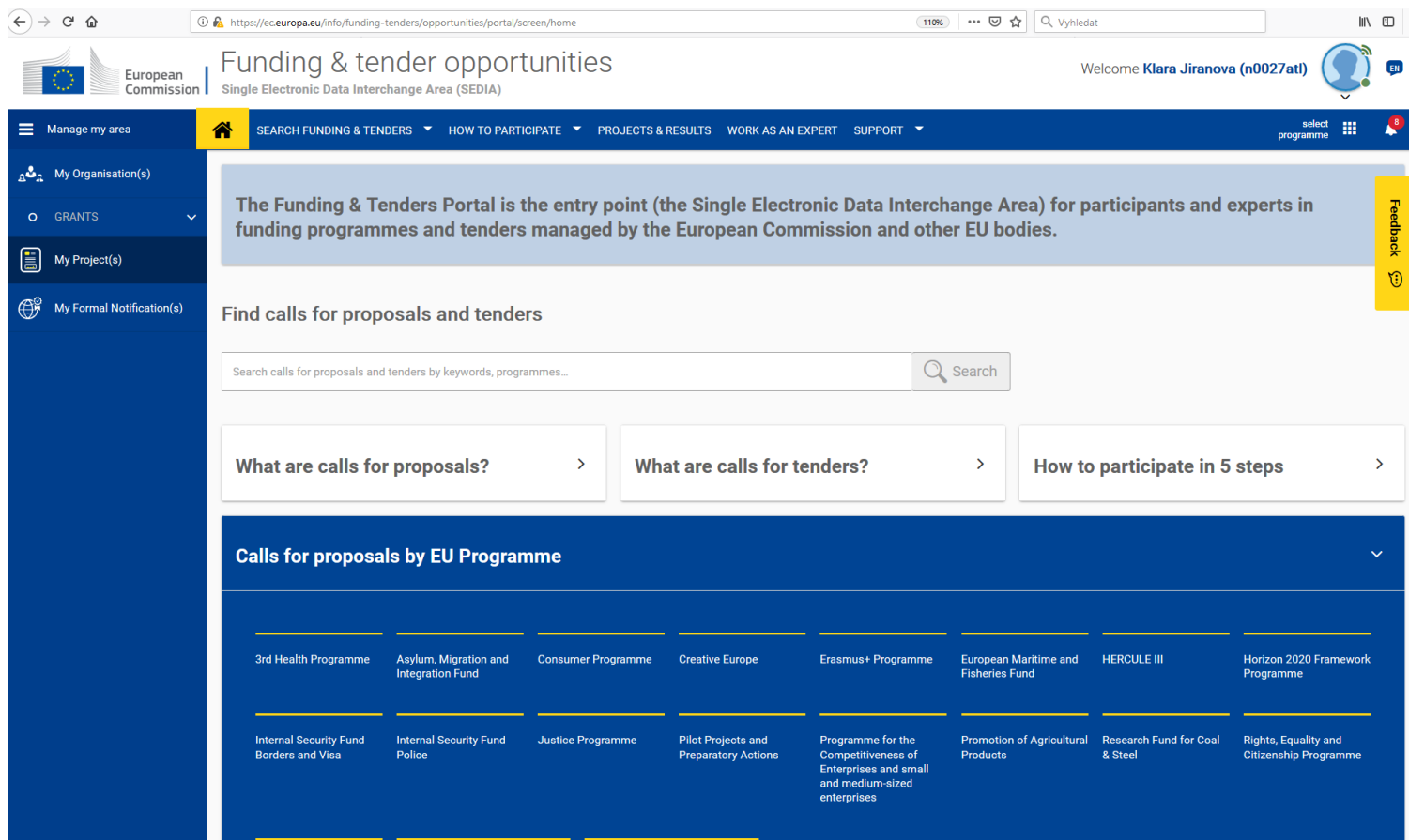
IT how to

Where can I find the National Contact Points (for Horizon 2020)?

Helpdesks

5) Menu „Manage my area“

- Objeví se po registraci a přihlášení účastníka
 - My Organisation(s)
 - My Proposals(s)
 - My Projects(s)



The screenshot shows the 'Funding & tender opportunities' portal (SEDIA) interface. The top navigation bar includes the European Commission logo, the portal title, and a welcome message for 'Klara Jiranova (n0027atl)'. The left sidebar contains a 'Manage my area' menu with options: My Organisation(s), GRANTS, My Project(s), and My Formal Notification(s). The main content area features a search bar for 'Find calls for proposals and tenders' and a grid of program categories. A 'Feedback' button is visible on the right side of the main content area.

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

Welcome **Klara Jiranova (n0027atl)**

Manage my area

- My Organisation(s)
- GRANTS
- My Project(s)
- My Formal Notification(s)

SEARCH FUNDING & TENDERS | **HOW TO PARTICIPATE** | **PROJECTS & RESULTS** | **WORK AS AN EXPERT** | **SUPPORT**

The Funding & Tenders Portal is the entry point (the Single Electronic Data Interchange Area) for participants and experts in funding programmes and tenders managed by the European Commission and other EU bodies.

Find calls for proposals and tenders

Search calls for proposals and tenders by keywords, programmes...

What are calls for proposals? | **What are calls for tenders?** | **How to participate in 5 steps**

Calls for proposals by EU Programme

3rd Health Programme	Asylum, Migration and Integration Fund	Consumer Programme	Creative Europe	Erasmus+ Programme	European Maritime and Fisheries Fund	HERCULE III	Horizon 2020 Framework Programme
Internal Security Fund Borders and Visa	Internal Security Fund Police	Justice Programme	Pilot Projects and Preparatory Actions	Programme for the Competitiveness of Enterprises and small and medium-sized enterprises	Promotion of Agricultural Products	Research Fund for Coal & Steel	Rights, Equality and Citizenship Programme

Jak podat projekt v programu Horizont 2020 v systému Funding & Tenders Portal

- 1) Vyhledejte si vhodnou **výzvu** pro Váš projekt
- 2) Vyhledejte si projektové **partnery**, případně podávejte individuálně
- 3) Vytvořte si účastnický **účet** na F&T Portalu
- 4) Registrujte Vaši **organizaci**
- 5) Vytvořte a **podejte návrh projektu** Evropské komisi

1) Vyhledejte si vhodnou výzvu pro Váš projekt

European Commission | Funding & tender opportunities | Single Electronic Data Interchange Area (SEDIA) | Welcome Klara Jiranova (n0027at)

Manage my area | SEARCH FUNDING & TENDERS | HOW TO PARTICIPATE | PROJECTS & RESULTS | WORK AS AN EXPERT | SUPPORT

My Organisation(s) | My Project(s) | My Formal Notification(s)

Horizon 2020 Framework Programme

Type your Keywords or CPV code... 

☐ Match whole words only
☒ GRANTS ☐ TENDERS

Filter by submission status
☒ FORTHCOMING ☒ OPEN ☐ CLOSED

Filter by programme (only for grants)
H2020

Filter by programme part
Food security, sustainable agriculture a...

Filter by focus area
Select a Focus area...

Filter by cross-cutting priority
Select a Priority...

Funding and tenders | Sort by: ☒ opening date ☐ title ☐ ID ☐ deadline

35 results

See all calls for tenders published by EC

Grant Multi-use of the marine space, offshore and near-shore: pilot demonstrators BG-05-2019
Types of action: Innovation action | Programme: Horizon 2020
Open **Opening date:** 16 October 2018 **Deadline model:** single-stage **Deadline date:** 23 January 2019 17:00:00 Brussels time

Grant The Future of Seas and Oceans Flagship Initiative BG-07-2019-2020
Types of action: Innovation action | Programme: Horizon 2020
Open **Opening date:** 16 October 2018 **Deadline model:** single-stage **Deadline date:** 23 January 2019 17:00:00 Brussels time

Grant All Atlantic Ocean Research Alliance Flagship BG-08-2018-2019
Types of action: Research and Innovation action | Programme: Horizon 2020
Open **Opening date:** 16 October 2018 **Deadline model:** two-stage **Deadline date:** 23 January 2019 17:00:00 Brussels time **Second stage deadline:** 

Grant Sustainable solutions for bio-based plastics on land and sea CE-BG-06-2019 **Circular Economy**

Filter by cross-cutting priority

Select a Priority...

Select a Priority...

- Accelerating Clean Energy Innovation
- Blue Growth
- Contractual public-private partnership
- cPPP - 5G
- cPPP - BigData
- cPPP - Cybersecurity
- cPPP - EeB
- cPPP - EGVI
- cPPP - FoF
- cPPP - High Performance Computing
- cPPP - Photonics
- cPPP - Robotics
- cPPP - SPIRE
- cPPP - Work Programme 2014-2015
- Cross-cutting Key-Enabling Technologies (KETs)
- ERA-NET
- Gender
- Innovation Procurement
- International cooperation

Filter by programme part

Select a Programme part...

Select a Programme part...

- Excellent Science
- European Research Council (ERC)
- Future and Emerging Technologies (FET)
- Marie-Sklodowska-Curie Actions
- Research Infrastructures
- Industrial Leadership
- Leadership in enabling and industrial technologies (LEIT)
- Information and Communication Technologies
- Nanotechnologies
- Advanced materials
- Biotechnology
- Advanced manufacturing and processing
- Space
- Access to risk finance
- 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

Filter by focus area

Select a Focus area...

Select a Focus area...

- Boosting the effectiveness of the Security Union (SU)
- Building a low-carbon, climate resilient future (LC)
- Connecting economic and environmental gains - the Circular Economy (CE)
- Digitising and transforming European industry and services (DT)

Filter by call

Select a Call...

Select a Call...

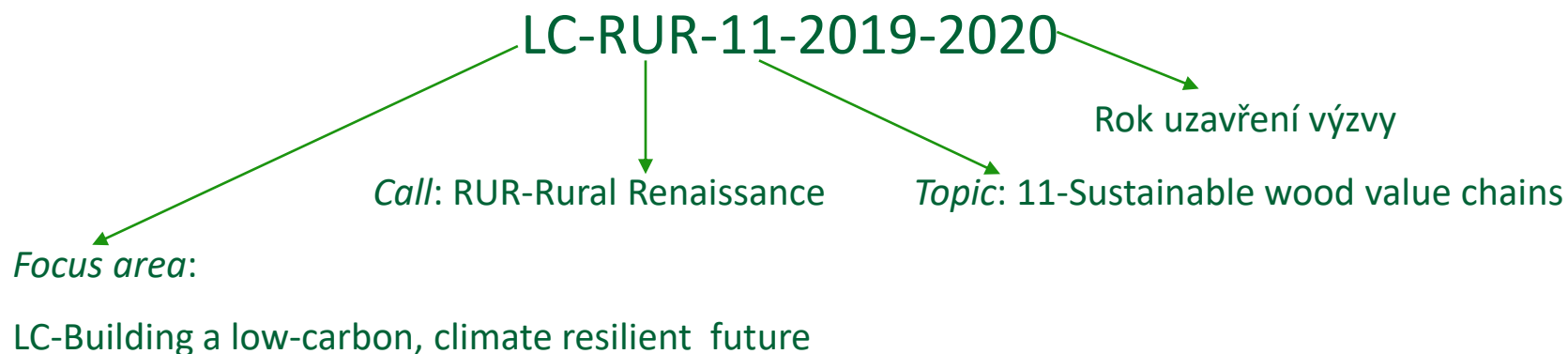
- ECSEL-2014-1
- ECSEL-2014-2
- EIT-KICS-2014
- EIT-KICS-2016
- EIT-KICS-2018
- ERC-2014-ADG
- ERC-2014-CoG
- ERC-2014-PoC

1) Vyhledejte si vhodnou výzvu pro Váš projekt

➡ Search funding tenders ➡ Programme ➡ Programme part ➡ Focus area

➡ Call ➡ Topic:

Sustainable wood value chains



1) Vyhledejte si vhodnou výzvu pro Váš projekt

Oct 27, 2017

Sustainable wood value chains

ID: LC-RUR-11-2019-2020

Focus area Building a low-carbon, climate resilient future (LC)

Type of action:

IA Innovation action

Typ akce

Deadline Model : single-stage

Opening: 16 October 2018

Deadline: 23 January 2019 17:00:00 Brussels time

Open

Horizon 2020

 Horizon 2020 Website

Work programme:  Food security, sustainable agriculture and forestry, marine, maritime and inland water research and the bioeconomy

Work programme year: H2020-2018-2020

Call name: Rural Renaissance | Call ID: H2020-RUR-2018-2020

See all topics of this call >

 See budget overview

Topic Updates

Topic description

Topic Description

Specific Challenge:

1) Vyhledejte si vhodnou výzvu pro Váš projekt

My Organisation(s)

GRANTS

My Project(s)

My Formal Notification(s)

Topic Updates

Topic description

Conditions and documents

Partner Search

Submission service

Get support

Call information

Go back to search results

Topic Description

Specific Challenge:

Scope:

Expected Impact:

Popis topiku

Popis problematiky

Jak by se měl problém řešit

Očekávaný dopad

Forests play a vital role in Europe's economy, society and environment^[1]. Scenarios likely to keep the global warming below 2°C (Paris Agreement goal) would entail a substantial reduction of anthropogenic GHG emissions, through far-reaching changes to energy systems, land use and associated value chains. The second consumer-driven factor of GHG emissions is the construction sector (ca. 15%), implying a significant role for forest-based products. The forest-based sector can contribute to climate change mitigation through increasing sinks in and reducing emissions from living biomass, soils and wood products, and the substitution of non-renewable resources through the sustainable use of material and energy use of wood-based materials. The combined sink and substitution effects of wood value chains can provide a key mitigation option, provided that changes in fossil and biogenic carbon are taken into account in a comprehensive and balanced manner. Climate change is at the same time increasing forests' vulnerability. Several research projects^[2] and COST Actions^[3] launched in FP7 looked into the development of innovative, resource efficient wood-based products. While ensuring the sustainability of forest production systems under changing climate conditions remains a long-term objective for the sector, a key challenge now is to further develop and deploy the technological advancements of environmental and micro/macroscale-friendly wood-based value chains on the ground.

A. [2019] Building with wood: Proposals shall develop and test new technologies and environmental friendly solutions for the use of wood-based materials in the (re)construction and/or retrofitting of buildings. Proposals should also explore options for building with wood in combination with composite/hybrid materials, linkages with other nature-based solutions, make use of ICT, and consider LCA and carbon accounting, 'environmental documentation' (i.e. product definitions, standards and construction codes), performance standards, public policies and regulations, consumer perception and engagement/co-creation. Activities could include limited research and shall produce plans and arrangements or designs for new, altered or improved products, processes or services. For this purpose they may include prototyping, testing, demonstrating, piloting, large-scale product validation and market replication. Proposals shall ensure that relevant actors (researchers, citizens, policy makers from urban/rural areas, businesses, architects, site-managers, etc.) work together during the whole research and innovation process in order to better align the process and its outcomes with the societal values, needs and expectations.

B. [2020] Resilient forest systems

Both sub-topics (A and B) are suitable for INCO and SMEs participation, and are expected to integrate technology with SSH and RRI aspects.

The Commission considers that proposals requesting a contribution from the EU of the order of EUR 10 million for sub-topic A and 5 million for sub-topic B would allow this specific challenge to be addressed appropriately. Nonetheless, this does not preclude submission and selection of proposals requesting other amounts.

In the framework of SDG 9, 11, 13 and 15, the EU's Bioeconomy Strategy 2012, the EU's Forest Strategy 2013, the Circular Economy Package 2015 and Paris Agreement 2015, proposals are expected to assess how they will contribute to:

- Increased resource and/or energy efficiency and added value and minimising pollution and the environmental footprint (emissions of GHG and air pollutants included) in the construction sector in the cities, by specific amounts/proportions to be specified in the proposals, by 2030 [sub-topic A];
- Enhanced connectivity of rural-urban areas and their overall contribution to a resilient, circular and competitive, forest-based bioeconomy, by 2025 [sub-topic A];
- Increased long-term resilience of forest production systems and associated value chains to enhanced climate/environmental change and societal demand [sub-topic B];
- Enhanced contribution of forest-based sector to long-term climate change mitigation, adaptation and rural development objectives [sub-topics A & B];
- Also in the long-term, prompt a sizeable positive change to European landscapes and economies, by keeping the countryside green and serving to make the cities greener, and increasing the share of both decent and green jobs [sub-topics A & B].
- Advance available solutions from TRL 4-5 to TRL 6-7 for sub-topic A and from TRL 3-4 to TRL 5 sub-topic B

Delegation Exception Footnote:

It is expected that this topic will continue in 2020

1) Vyhledejte si vhodnou výzvu pro Váš projekt

[Topic Updates](#)
[Topic description](#)
[Conditions and documents](#)
[Partner Search](#)
[Submission service](#)
[Get support](#)
[Call information](#)

Topic conditions and documents

1. Eligible countries:

described in Annex A of the Work Programme.
A number of non-EU/non-Associated Countries that are not automatically eligible for funding have made specific provisions for making funding available for the information in the Online Manual.

2. Eligibility and admissibility conditions:

described in Annex B and Annex C of the Work Programme.

show more...

Go to top

Partner Search

31

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.

Go to top

Select your type of action to start submission

To access the Electronic Submission Service, please click on the submission-button next to the type of action that corresponds to your proposal. 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: Innovation action [IA]

Start SUBMISSION

Get support

 Online manual
"Submit a proposal"

 IT HOW TO
"Submission of Proposals"

Podmínky topiku

Způsobilé země

Podmínky topiku např.:

- organizační a finanční kapacita
- Limit stran (RIA, IA 70str., CSA, ERA-NET 50 str. EJP Cofund 100 str., dvoukolové 10 str.)
- Hodnotící kritéria (excelence, impakt, implementace)
- Doba hodnocení
- Vzory návrhů, hodnotící formuláře, modelová grantová dohoda

Nabídka partnerů

Podání návrhu projektu

1) Vyhledejte si vhodnou výzvu pro Váš projekt

Topic Updates
Topic description
Conditions and documents
Partner Search
Submission service
Get support
Call information



Go back to search results

Get support

Podpora

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

H2020 Online Manual is your guide on the procedures from proposal submission to managing your grant.

Participant Portal FAQ – Submission of proposals.

National Contact Points (NCP) - contact your NCP for further assistance in your national language(s).

show more...

Feedback



Go to top

Call summary

Shrnutí výzvy RUR

The Rural Renaissance call will enhance the natural, social, cultural and economic potential of rural areas[[For the purpose of this call, the term "rural" is understood in a wide sense and also includes peri-urban, remote, mountain and coastal areas, unless otherwise specified in the topic description.]] and support policy coherence. It will boost economic development, ecosystem services and entrepreneurial innovation. This will be achieved by building on diversification and modernisation strategies, improving governance models, supporting innovative food and non-food[[Non-food chains include wood.]] value chains, and capitalising on local assets, including human natural and cultural capital.

The call will renew relevant policies dealing with rural areas and their analytical support tools. It will develop synergies between the main economic sectors of rural areas, strengthen the sustainable development of food and non-food chains making use of territorial assets, support the development of the circular economy in rural areas, develop a comprehensive approach towards digitisation as an enabler of rural economies, improve the agricultural knowledge and innovation systems (AKIS) in Europe so as to boost innovation and the delivery of the European Innovation Partnership "Agricultural Productivity and

show more...

Go to top

Call Updates

Updates - News

CALL :

- Oct 16, 2018 12:32:51 AM The submission session is now available for: RUR-16-2019(CSA), RUR-15-2018-2019-2020(CSA), RUR-01-2018-2019(CSA), CE-RUR-10-2019(IA), CE-RUR-08-2018-2019-2020(IA), RUR-17-2019(CSA), LC-RUR-11-2019-2020(IA), RUR-18-2019(CSA)

show more...

Go to top

2) Vyhledejte si projektové partnery, případně podávejte individuálně



Publish partner search for topic:

Sustainable wood value chains (LC-RUR-11-2019-2020)

Partner Search list

Results: 31

Počet partnerů v topiku

Typ organizace

země

Filter..

ORGANISATION NAME	REQUEST DATE	ORGANISATION TYPE	COUNTRY	EXPERTISE REQUEST OR OFFER	ACTIONS
VIENNA BIOCENTER CORE FACILITIES GMBH VBCF www.vbcf.ac.at is a non-profit research-performing SME providing access to cutting-edge research infrastructures and scientific services. For this call we offer: Advanced Microscopy: High resolution optical microspectroscopy techniques for measuring chemical, structural or mechanical properties of wood.	10-Jan-2018	Small or medium-size enterprise	AT	Expertise offer	
Universitary Institute for Research in Agrarian Resources (University of Extremadura) The main objective of this institute (INURA) is to create a multidisciplinary and specialized research environment for the improvement of the quality of agricultural products, acting from the use of natural resources, processing, conservation and / or commercial life until the obtaining of high quality, safe and environmentally friendly agri-food products. The institute contains over 8 specialised Research groups.	15-Jan-2018	Public organisation	ES	Expertise offer	
STIFTINGA VESTLANDSFORSKING Offered expertise: Life Cycle Assessments (LCA) to ensure increased resource and energy use efficiency, while reducing pollution and the environmental footprint (including GHG and air pollution).	18-Jan-2018	Research Organisation	NO	Expertise offer	
FUNDACIO D'ECOLOGIA DEL FOC I GESTIO D'INCENDIS PAU COSTA ALCUBIERRE Our entity is advocating a profound change in the perception of fire by the society, disseminating the knowledge on fire ecology and bridging the gap between research, practitioners and society through a consolidated international network (US, Australia, EU...). It also aims to serve as an information coordination platform and contact point to exchange and transfer knowledge on fire ecology research, resilient landscapes and operational fire management regarding the new global wildfire paradigm.	29-Jan-2018	Research Organisation	ES	Expertise offer	
INSTITUTO TECNOLÓGICO METALMECÁNICO, MUEBLE, MADERA, EMBALAJE Y AFINES-AIDIMME We have a wide experience on Quality control during building and structure execution. Innovation on timber architecture: organic structures, parametric architecture, new materials, temporary structures, and joints. Research on wood protection on both timber constructions and on the value chain: forest certification, forest and agricultural biomass, forest management systems. Non-destructive evaluation of timber in construction Testing of wood and wood-based products against xylophages,	31-Jan-2018	Small or medium-size enterprise	ES	Expertise offer	
UROLA KOSTAKO UDAL ELKARTEA Urola Kosta is a public local administration in the Basque Country, which works in the socioeconomic development of the region in cooperation with other agencies of development of the territory. Urola Kostako Udal Elkarte is its Agency of Development. The territory presents a strong presence of wood	03-Feb-2018	Public organisation	ES	Expertise offer	

2) Vyhledejte si projektové **partnery**, případně podávejte individuálně

SEARCH FUNDING & TENDERS

HOW TO PARTICIPATE

PROJECTS & RESULTS

WORK AS AN EXPERT

SUPPORT

select programme

The It How to wiki is back online but some features might be unavailable at this moment.

Key steps

Reference documents

Participant register

Partner search

Search by Involvement in EU funded programmes

Keyword

Type your Keywords ...

Topic

Type a topic ...

Call

Select a call ...

Programme

Select a Programme...

Search by Organisation details

Organisation name

Type an organisation name ...

Organisation type

-

Country

-

City

Select a city ...

PIC number

Enter a PIC number (ex: 324657891) ...

Partner Search

Online manual "Find partners"

IT HOW TO "Partner search"

Feedback

Any use of the Funding and Tenders Portal for a commercial purpose is forbidden. Any misuse of it will lead to the refusal of access to the Funding and Tenders Portal.

Find partners for your project ideas among the participants in past EU projects.

- Enter a keyword or a topic of a past call for proposals for finding related organisations.
- Search by geographical criteria or by types of organisation.
- For more specialised partner search service see Online Manual.

Results: 0

Search..

ORGANISATION NAME

ORGANISATION TYPE

ORGANISATION STATUS

COUNTRY

CITY

#PROJECTS

No records found

1

10

https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/partner-search

3) Vytvořte si účastnický účet (EU Login) na F&T Portalu



Přihlášení



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

English EN

Registrace jednotlivce

Register Login



SEARCH FUNDING & TENDERS ▾ HOW TO PARTICIPATE ▾ PROJECTS & RESULTS WORK AS AN EXPERT SUPPORT ▾

select programme

The Funding & Tenders Portal is the entry point (the Single Electronic Data Interchange Area) for participants and experts in funding programmes and tenders managed by the European Commission and other EU bodies.

Feedback

Find calls for proposals and tenders

Search calls for proposals and tenders by keywords, programmes...

Search

What are calls for proposals?



What are calls for tenders?



How to participate in 5 steps



Calls for proposals by EU Programme



3rd Health Programme

Asylum, Migration and
Integration Fund

Consumer Programme

Creative Europe

Erasmus+ Programme

European Maritime and
Fisheries Fund

HERCULE III

Horizon 2020 Framework
Programme

Internal Security Fund Borders
and Visa

Internal Security Fund Police

Justice Programme

Pilot Projects and Preparatory
Actions

Programme for the
Competitiveness of
Enterprises and small and
medium-sized enterprises

Promotion of Agricultural
Products

Research Fund for Coal &
Steel

Rights, Equality and
Citizenship Programme

3) Vytvořte si účastnický účet (EU Login) na F&T Portalu

Registrace jednotlivce

Přihlášení

Create an account

[Help for external users](#)

First name

Last name

E-mail

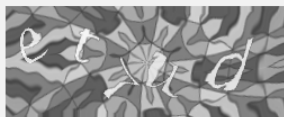
Confirm e-mail

E-mail language

English (en) 

Enter the code



☐ By checking this box, you acknowledge that you have read and understood the [privacy statement](#)

Create an account

ec.europa.eu1 requires you to authenticate

Sign in to continue

Welcome back

jiranova@rektorat.czu.cz
(External)

[Sign in with a different e-mail address?](#)

Password

[Lost your password?](#)

Choose your verification method

Password 

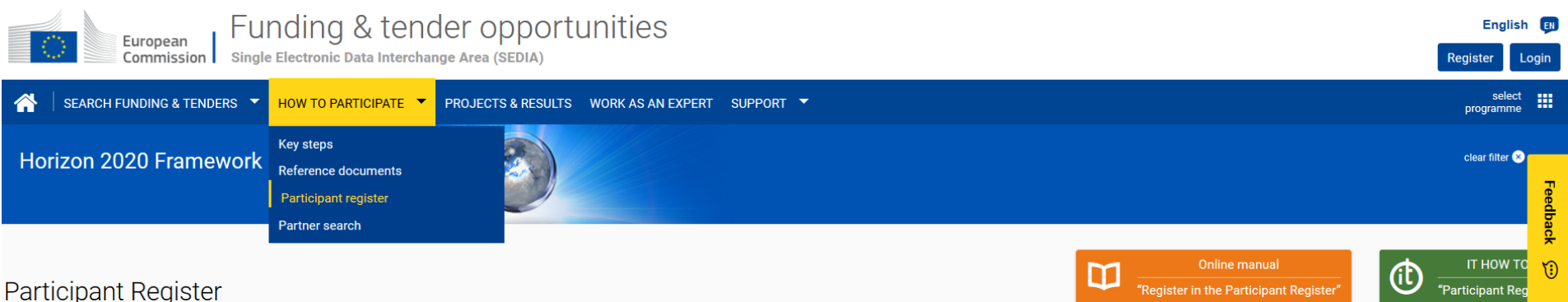


Sign in

Easy, fast and secure: download the EU Login app



4) Registrujte vaši organizaci



The screenshot shows the European Commission website with the 'Funding & tender opportunities' header. The 'HOW TO PARTICIPATE' menu is expanded, highlighting the 'Participant register' option. Below the navigation bar, there are buttons for 'Online manual' and 'IT HOW TO'. The 'Participant Register' section is highlighted in yellow.

Participant Register

If you want to participate in a project proposal, your organisation needs to be registered and have a 9-digit Participant Identification Code (PIC). Please quote your PIC in all correspondence with the Commission.

The register contains all participants of EU programmes.

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

Vyhledávání již registrované
organizace podle názvu/země

Register your organisation

To register, you need to login in the Portal or, if you are a new user, create your account.

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

Register your organisation

Registrace organizace

You can suspend the registration process at any time: the data entered can be saved as draft and you can continue your registration later. To return to your registration, please log in and get into My Organisation(s) in the My Area section. Incomplete, draft registrations are automatically deleted after one year.

For H2020 programme, please make sure to fill in the H2020 and FP7 section in the Participant Register. Additionally, for actions where the SME status is an eligibility criterion (like, e.g. the SME Instrument) you must also carry out the SME self-assessment.

Should your project be successfully evaluated, the registered data will be verified by the Validation Service team before the signature of the Grant Agreement.

4) Registrujte vaši organizaci

!pozor ČZU již registrována je!: PIC: 999912570

Legal name: CESKA ZEMEDELSKA UNIVERZITA V PRAZE

Business name (zkratka): CULS

LEAR - *Legal Entity Appointed Representative:* Mgr. Josef Beránek – spravuje data o organizaci, navrhuje a zasílá EK neformální změny, vidí seznam projektů/návrhů, vidí a uděluje role

5) Vytvořte a podejte návrh projektu EK

Návrh vytváří a podává koordinátor!

Partnera musí přidat koordinátor podle PIC.

Partner má přístupné jen některé části návrhu.

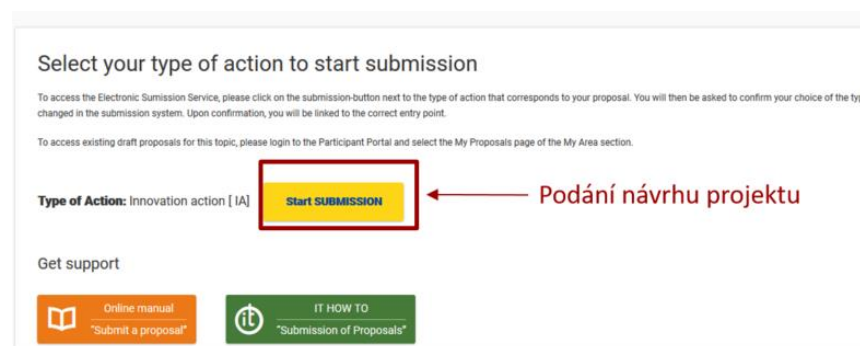
ERC a MSCA – návrh vytváří a řešitel projektu (Principal Investigator/Fellow)

Kde najdete informace k vyplnění návrhu projektu?

[Webová stránka výzvy](#)

[Manuál pro podávání a hodnocení návrhů](#)

[H2020 Online manual](#)



5) Vytvořte a podejte návrh projektu EK

Návrh projektu se vyplňuje v online formuláři **eForm**.

- Administrativní formuláře
- Technické a další přílohy
- Další povinné/nepovinné přílohy

Technické požadavky pro vyplnění návrhu projektu (eForm):

- Chrome 54, Firefox 45, Internet Explorer 11, Safari 10, Microsoft Edge 13-14
- Internetové připojení: alespoň 2.0 MB/s
- Paměť: 4GB RAM
- Rozlišení obrazovky: alespoň 1680 x 1050
- Java a Cookies povoleny
- Mobilní zařízení nejsou podporována

5) Vytvořte a podejte návrh projektu EK

Technická příloha – Part B:

- Vzor je k dispozici ke stažení u každého topiku
- Název bez mezer
- Za obsah odpovědný koordinátor
- Limit stran!
- pdf
- Písmo, velikost, okraje, formát stránky závisí na podmínkách topiku
- Barvy – tisknutelné v černé!
- Obrázky – rozlišení max. 300dpi
- Nezamykejte soubor!
- Obsah: Název, excelence, dopad, implementace, konsorcium

Excess page

5) Vytvořte a podejte návrh projektu EK

Vytvořte návrh projektu:

Organizaci lze vyhledat dle zkratky:

Step 3
Create a Draft Proposal

H2020-RUR-2018-2020

USER NAME: Klara Jiranova
TOPIC: LC-RUR-11-2019-2020
TYPE OF ACTION: IA
DEADLINE (Brussels Local Time): January 2019 17:00:00
56 days left until closure

Check Config
Download Part B Templates
Visit our 'How to' user guide
Visit our 'H2020 Online Manual'

Create a Draft Proposal

Please enter the following information to create a draft proposal. Please note that fields marked with a star (*) are **mandatory**.

It is highly recommended to submit your proposal as early as possible and at least 48 hours prior to the deadline of this call. This will avoid being confronted with incompatible local IT configuration settings shortly before the call deadline, when insufficient time would be left to handle it. There is no reason in delaying the submission for confidentiality concerns as the system does not allow any access to the proposals before call deadline or cut-off (other than to selected data that is part of the Submission and Evaluation of Proposals Assent Disclaimer). You can submit the proposal as many times as you wish up to the deadline. Every submitted version will replace the previously submitted one.

Your organisation

PIC: Short name*:

Search for your organisation PIC

Your Role

Please indicate your role in this proposal

☒ Main contact
☐ Contact person

Your Proposal

Please choose an acronym for your proposal. It will appear also in the "General Information" section of the submission form Part A and can also be updated there.

Acronym*: Please restrict acronym to latin characters only

Short Summary (max. 2000 characters)*:
Character count:

Vytvořit návrh

cancel

Version: 20181008_1116 - Service Desk: DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu (+32 2 29 92222)

PIC search

Find your organisation

You may enter a (complete or partial) organisation name (e.g. "Oxford" or "University of Oxford"). Entering additional information like country/city usually leads to better results. You may also search based on VAT number of the organisation in international format (e.g. "GB123456789")

CULS

Search results for CULS

CESKA ZEMEDELSKA UNIVERZITA V PRAZE KAMYCKÁ 129 SUCHDOL PRAHA, CZ VALIDATED PIC 999912570 use CO	ESN CULS Prague, z.s. Kamýčká 1280 Prague, CZ DECLARED PIC 905934217 use CO	Department of Law, CULS Kamýčká 129 Prague, CZ DECLARED PIC 921007532 use CO
VORTEX FACTORIA DE CALCULS SL CALLE MARIE CURIE 8 BARCELONA, ES VALIDATED PIC 955202457 use CO		

[Click here](#) to register your organisation for a Participant Identification Code (PIC)

☐ Contact person

Draft proposal ZKRATKAPROJEKTU created

Dear Klara Jiranova,
You have successfully created a draft proposal **ZKRATKAPROJEKTU** for the call **H2020-RUR-2018-2020**.

You can continue editing your draft proposal now or access it at a later time (before the deadline **2019-01-23 17:00:00** Brussels Local Time) from the [Participant Portal](#) by accessing the [My Proposals](#) tab.

An email containing this information has been sent to this email address: jiranova@rektorat.czu.cz (which is associated with your ECAS account *n0027atl*).

Zadejte PIC ČZU

Vyberte si roli

Akronym

Abstrakt

5) Vytvořte a podejte návrh projektu EK

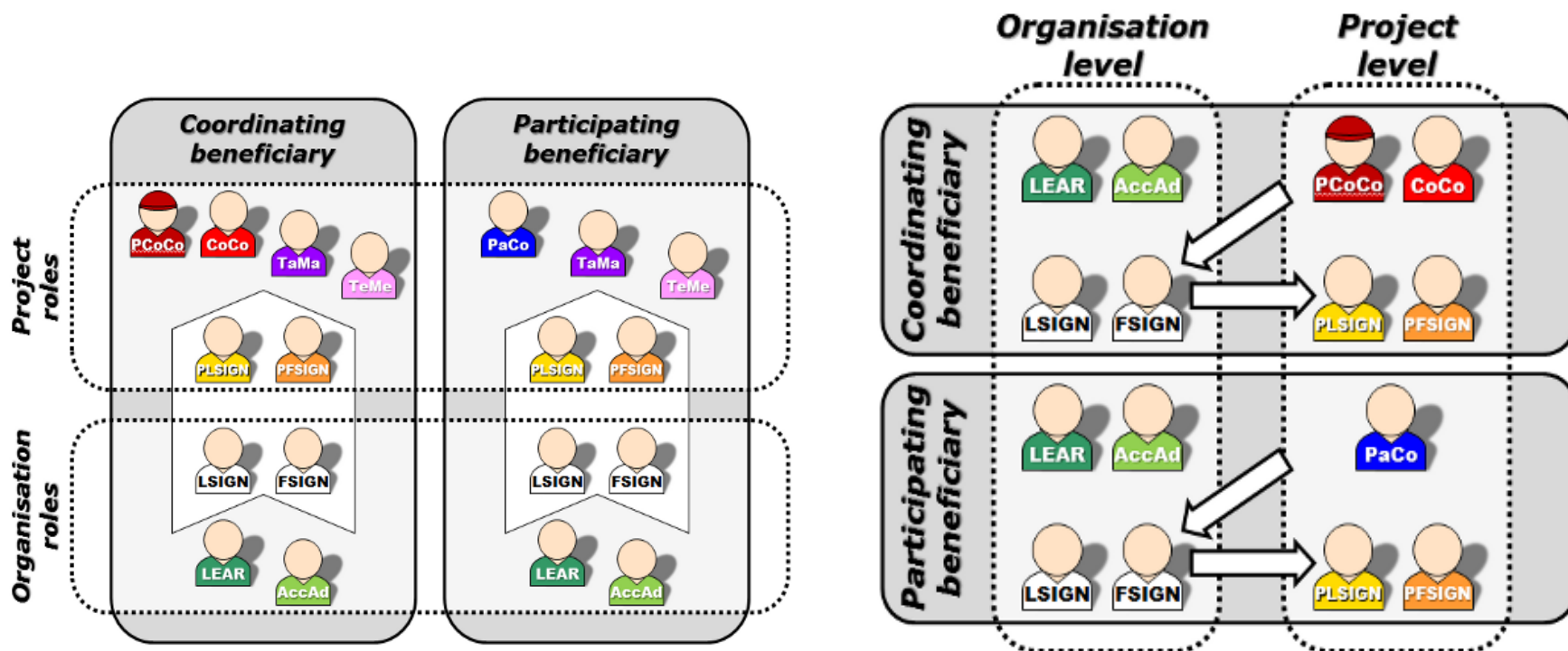
Výběr role při vytváření návrhu:

- RIA, IA, CSA, ERA-NET:
 - Main contact
 - Contact person
- MSCA, ERC:
 - Principal Investigator
 - Main host Institution Contact
 - Researcher
 - Supervisor
 - Applicant

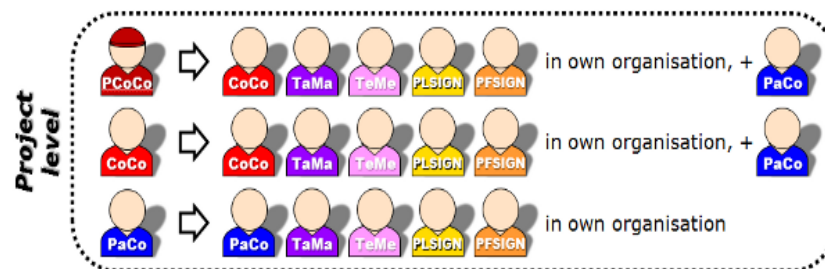
Další role v projektu:

- Primary Coordinator Contact (PCoCo)
- Coordinator Contact (CoCo)
- Participant Contact (PaCo):
 - Task Manager (TaMa)
 - Team Member (TeMe)
 - Project Legal Signatory (PLSIGN)
 - Project Financial Signatory (PFSIGN)

Role v projektu



Kdo může udělovat role v projektu?



5) Vytvořte a podejte návrh projektu EK

Přidejte partnery:

Step 4
Manage Your Related Parties

H2020-RUR-2018-2020

USER NAME
Klara Jiranova

TOPIC
LC-RUR-11-2019-2020

TYPE OF ACTION
IA

ACRONYM
ZKRATKA PROJEKTU

DRAFT ID | SEP-210564392

WED 23 DEADLINE (Brussels Local Time)
January 2019 17:00:00

56 days left until closure

Check Config

Download Part B Templates

Visit our 'How to' user guide

Visit our 'H2020 Online Manual'

Parties

In this step you as coordinator should manage and review the participants of your proposal. Only you as coordinator can edit the elements on this screen.

Note: Your changes will be applied only after you click the "Save Changes" button.

Number of participants: 1 [Add Partner](#)

Consortium eligibility

Call requires at least 3 participant(s) from different EU member states or associated countries, currently you have 1.

1 Coordinator

CULS

ČESKÁ ZEMĚDĚLSKÁ UNIVERZITA V PRAZE
KAMÝČKA 129 SUCHBOL, 165 00 PRAHA, CZ
PIC: 999912570

[Change Organisation](#) [Contact organisation](#)

2 Partner Organisation

150123_AD_PP_Registration001

150123_AD_PP_Registration001
Teststreet 535, 1330 DIEGEM, BE
PIC: 933344380

[Change Organisation](#) [Contact organisation](#)

1 **2** **3** **4** **5** **6** **7** **8**

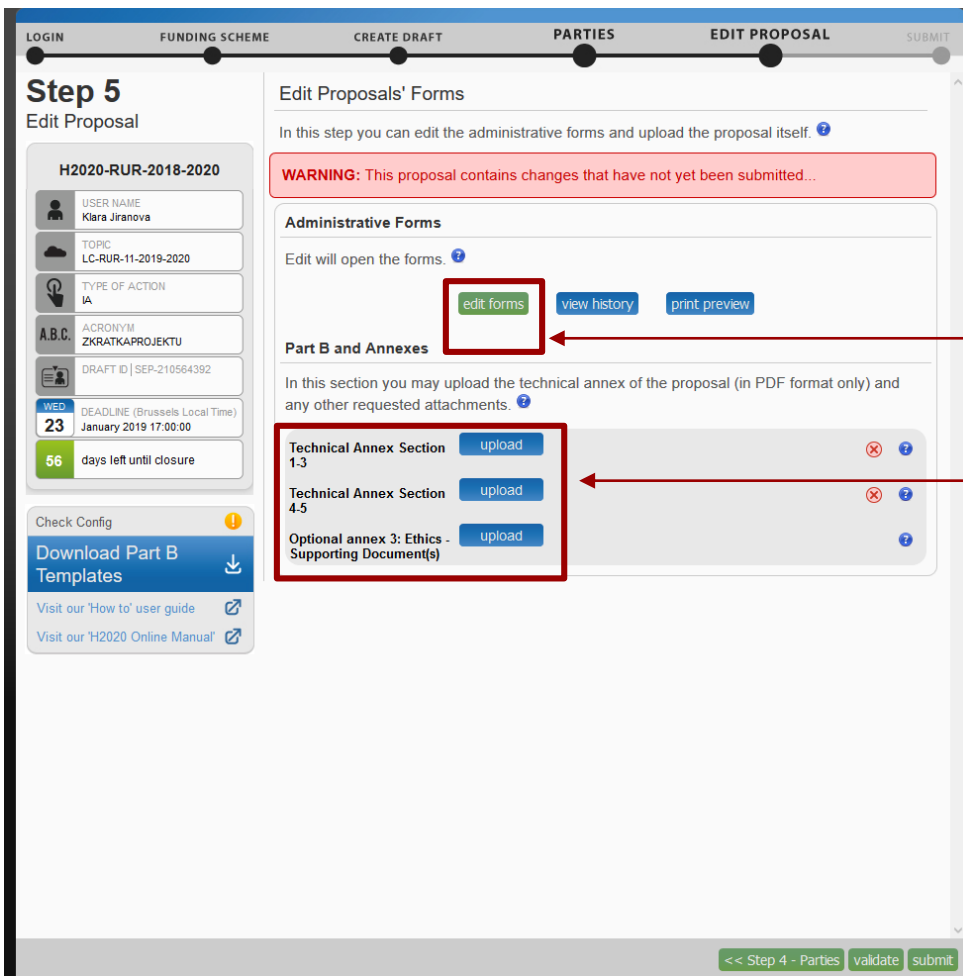
next >>

1. Vymazat partnera z projektu
2. Info – zobrazí se okno s nápovědou
3. Přidat nového partnera
4. Upravit informace o partnerovi
5. Vymazat současný kontakt
6. Informace o kontaktu – zobrazí více informací
7. Změnit organizaci – změní organizaci (PIC)
8. Kontaktovat organizaci – kontaktujete LEARa a/nebo Account Administratora

Další krok

5) Vytvořte a podejte návrh projektu EK

Vytvořte eForm:



LOGIN FUNDING SCHEME CREATE DRAFT PARTIES EDIT PROPOSAL SUBMIT

Step 5

Edit Proposal

H2020-RUR-2018-2020

USER NAME
Klara Jiranova

TOPIC
LC-RUR-11-2019-2020

TYPE OF ACTION
IA

ACRONYM
ZKRATKAPROJEKTU

DRAFT ID | SEP-210564392

WED 23 DEADLINE (Brussels Local Time)
January 2019 17:00:00

56 days left until closure

Check Config

Download Part B Templates

Visit our 'How to' user guide

Visit our 'H2020 Online Manual'

Edit Proposals' Forms

In this step you can edit the administrative forms and upload the proposal itself. ?

WARNING: This proposal contains changes that have not yet been submitted...

Administrative Forms

Edit will open the forms. ?

[edit forms](#) [view history](#) [print preview](#)

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. ?

Technical Annex Section 1.3	upload	✕ ?
Technical Annex Section 4.5	upload	✕ ?
Optional annex 3: Ethics - Supporting Document(s)	upload	?

<< Step 4 - Parties validate submit

Otevřete eForm

Nahrajte technické přílohy (Part B) v pdf:

1. Excellence
2. Dopad
3. Implementace
4. Členové konsorcia
5. Etika a bezpečnost

5) Vytvořte a podejte návrh projektu EK

Vytvořte eForm:

Step 5 Table of contents 1 - General Information

Proposal Submission Forms Table Of Contents Save Save&Close

Please check our [wiki](#) for help on navigating the form.

Horizon 2020
Call: H2020-RUR-2018-2020
(Rural Renaissance)

Topic: LC-RUR-11-2019-2020
Type of action: IA
(Innovation action)
Proposal number: SEP-210564392
Proposal acronym: ZKRATKAPROJEKTU
Deadline Id: H2020-RUR-2019-1

Table of contents

Section	Title	Action
1	General information	Show
2	Participants & contacts	Show
3	Budget	Show
4	Ethics	Show
5	Call-specific questions	Show

How to fill in the forms
The administrative forms must be filled in for each proposal using the templates available in the submission system. Some data fields in the administrative forms are pre-filled based on the steps in the submission wizard.

Read more

H2020-CP-IA-2017 ver 1.01 20180214

Postupně vyplňujte eForm

5) Vytvořte a podejte návrh projektu EK

Table of contents 1 - General Information 2 - Participants & contacts

Proposal Submission Forms Table Of Contents Validate Form Save Save&Close

Proposal ID SEP-210564392 Acronym ZKRATKAPROJEKTU

1 - General information ?

Topic	LC-RUR-11-2019-2020	Type of Action	IA
Call Identifier	H2020-RUR-2018-2020	Deadline Id	H2020-RUR-2019-1

Acronym ZKRATKAPROJEKTU

Proposal title Toto je název projektu

Note that for technical reasons, the following characters are not accepted in the Proposal title and will be removed: < > &

Duration in months 48

Fixed keyword 1 Wood harvesting Add

Fixed keyword 2 Forest adaptation to climate change Add Remove

Fixed keyword 3 Forest resilience Add Remove

Free keywords Enter any words you think give extra detail of the scope of your proposal (max 200 characters with spaces).

Abstract ?

Toto je abstrakt projektu

Vyplňte základní informace

Vyplňte název projektu

Vyplňte dobu trvání

Vyplňte klíčová slova

Vyplňte abstrakt

5) Vytvořte a podejte návrh projektu EK

Vyplňte základní informace

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under Horizon 2020 or any other EU programme(s)?

☐ Yes ☒ No ?

A 'similar' proposal or contract is one that differs from the current one in minor ways, and in which some of the present consortium members are involved.

Declarations

?

1) The coordinator declares to have the explicit consent of all applicants on their participation and on the content of this proposal.	☒
2) The information contained in this proposal is correct and complete.	☒
3) This proposal complies with ethical principles (including the highest standards of research integrity as set out, for instance, in the European Code of Conduct for Research Integrity and including, in particular, avoiding fabrication, falsification, plagiarism or other research misconduct).	☒
4) The coordinator confirms:	
- to have carried out the self-check of the financial capacity of the organisation on http://ec.europa.eu/research/participants/portal/desktop/en/organisations/lfv.html or to be covered by a financial viability check in an EU project for the last closed financial year. Where the result was weak or insufficient, the coordinator confirms being aware of the measures that may be imposed in accordance with the H2020 Grants Manual (Chapter on Financial capacity check); or	☐
- is exempt from the financial capacity check being a public body including international organisations, higher or secondary education establishment or a legal entity, whose viability is guaranteed by a Member State or associated country, as defined in the H2020 Grants Manual (Chapter on Financial capacity check); or	☒
- as sole participant in the proposal is exempt from the financial capacity check.	☐
5) The coordinator hereby declares that each applicant has confirmed:	
- they are fully eligible in accordance with the criteria set out in the specific call for proposals; and	☒
- they have the financial and operational capacity to carry out the proposed action.	☒
The coordinator is only responsible for the correctness of the information relating to his/her own organisation. Each applicant remains responsible for the correctness of the information related to him and declared above. Where the proposal is to be retained for EU funding, the coordinator and each beneficiary applicant will be required to present a formal declaration in this respect.	

According to Article 131 of the Financial Regulation of 25 October 2012 on the financial rules applicable to the general budget of the Union (Official Journal L 298 of 26.10.2012, p. 1) and Article 145 of its Rules of Application (Official Journal L 362, 31.12.2012, p.1) applicants found guilty of misrepresentation may be subject to administrative and financial penalties under certain conditions.

Personal data protection

The assessment of your grant application will involve the collection and processing of personal data (such as your name, address and CV), which will be performed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the

Zaškrtněte

5) Vytvořte a podejte návrh projektu EK

Proposal Submission Forms

[Table Of Contents](#)
[Validate Form](#)
[Save](#)
[Save&Close](#)

Proposal ID SEP-210564392

Acronym

ZKRATKAPROJEKTU

Short name CULS

Department(s) carrying out the proposed work

[Add a Department](#)
[?](#)

Department 1

Department name

Rektorár - Oddělení pro strategii / katedra

☐ not applicable

☒ Same as proposing organisation's address

Street

KAMYCKA 129 SUCHDOL

Town

PRAHA

Postcode

165 00

Country

Czech Republic

Dependencies with other proposal participants

[?](#)

Character of dependence

Participant

[Add](#)

Vyplňte základní informace

Tyto údaje jsou
vypnuty automaticky

Proposal Submission Forms

[Table Of Contents](#)
[Validate Form](#)
[Save](#)
[Save&Close](#)

5) Vytvořte a podejte návrh projektu EK

Vyplňte základní informace: Tyto údaje jsou vyplněny automaticky

Proposal Submission Forms

[Table Of Contents](#)
[Validate Form](#)
[Save](#)
[Save&Close](#)

Proposal ID SEP-210564392 Acronym ZKRATKAPROJEKTU Short name CULS

Department(s) carrying out the proposed work

[Add a Department](#)
[?](#)

Department 1

Department name ☐ not applicable

☒ Same as proposing organisation's address

Street

Town

Postcode

Country

Dependencies with other proposal participants

[?](#)

Character of dependence	Participant	Add
-------------------------	-------------	---------------------

Proposal Submission Forms

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[Validate Form](#)
[Save](#)
[Save&Close](#)

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Proposal ID SEP-210564392 Acronym ZKRATKAPROJEKTU Short name CULS

Person in charge of the proposal

[?](#)

It is the main scientist or team leader in charge of the proposal for the participant. For participant number 1 (the coordinator), this will be the person the Commission/Agency will contact concerning this proposal (e.g. for additional information, invitation to hearings, sending of evaluation results, convocation to negotiations). The data in blue is read-only. Details (name, first name and e-mail) of Main Contact persons should be edited in Step 4.

The name and e-mail of contact persons are read-only in the administrative form, only additional details can be edited here. To give access rights and basic contact details of contact persons, please go back to Step 4 of the submission wizard and save the changes.

Title

Sex ☐ Male ☒ Female

First name **Klara**

Last name **Jiranova**

E-Mail **jiranova@rektorat.czu.cz**

Position in org.

Department

☐ Same as organisation name

☐ Same as proposing organisation's address

Street

Town

Post code

Country

Website

Phone

Phone 2

Fax

5) Vytvořte a podejte návrh projektu EK

Vyplňte rozpočet:

Proposal Submission Forms

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Proposal ID SEP-210564392

Acronym ZKRATKAPROJEKTU

3 - Budget

?

No	Participant	Country	(A)Direct personnel costs/€	(B)Other direct costs/€	(C)Direct costs of sub-contracting/€	(D)Direct costs of providing financial support to third parties/€	(E)Costs of in-kind contributions not used on the beneficiary's premises/€	(F)Indirect Costs (=0.25(A+B-E))	(G)Special unit costs covering direct & indirect costs/€	(H)Total estimated eligible costs (=A+B+C+D+F+G) BENEFICIARY	(I)Reimbursement rate (%) BENEFICIARY	(J)Max.EU Contribution /€ (=H*I) BENEFICIARY	(K)Costs of third parties linked to participant THIRD PARTIES	(L)Max.EU Contribution /€ THIRD PARTIES	(M)Total Costs for BENEFICIARY & THIRD PARTIES (=H+K)	(N)Max.EU Contribution /€ BENEFICIARY & THIRD PARTIES (=J+L)	(O)Requested EU Contribution /€ BENEFICIARY & THIRD PARTIES
1	Culs	CZ	100000	20000	1000	0	0	30000,00	0	151000,00	100	151000,00	0	0	151000,00	151000,00	0,00
	Total		100000	20000	1000	0	0	30000,00	0	151000,00		151000,00	0,00	0,00	151000,00	151000,00	0,00

5) Vytvořte a podejte návrh projektu EK

Vyplňte etiku:

3 - Budget
4 - Ethics
5 - Call-specific questions

Proposal Submission Forms
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Validate Form
Save
Save&Close

Proposal ID SEP-210564392
Acronym ZKRATKAPROJEKTU

4 - Ethics

1. HUMAN EMBRYOS/FOETUSES		Page
Does your research involve Human Embryonic Stem Cells (hESCs) ?	☐ Yes ☒ No	
Does your research involve the use of human embryos?	☐ Yes ☒ No	
Does your research involve the use of human foetal tissues / cells?	☐ Yes ☒ No	
2. HUMANS		Page
Does your research involve human participants?	☐ Yes ☒ No	
Does your research involve physical interventions on the study participants?	☐ Yes ☒ No	
3. HUMAN CELLS / TISSUES		Page
Does your research involve human cells or tissues (other than from Human Embryos/Foetuses, i.e. section 1)?	☐ Yes ☒ No	
4. PERSONAL DATA		Page
Does your research involve personal data collection and/or processing?	☐ Yes ☒ No	
5. ANIMALS		Page
Does your research involve animals?	☐ Yes ☒ No	
6. THIRD COUNTRIES		Page
In case non-EU countries are involved, do the research related activities undertaken in these countries raise potential ethics issues?	☐ Yes ☒ No	
Do you plan to use local resources (e.g. animal and/or human tissue samples, genetic material)	☐ Yes ☒ No	

Proposal Submission Forms
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Save
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Proposal ID SEP-210564392
Acronym ZKRATKAPROJEKTU

Does your research involve the use of elements that may cause harm to the environment, to animals or plants?	☐ Yes ☒ No	
Does your research deal with endangered fauna and/or flora and/or protected areas?	☐ Yes ☒ No	
Does your research involve the use of elements that may cause harm to humans, including research staff?	☐ Yes ☒ No	
8. DUAL USE		Page
Does your research involve dual-use items in the sense of Regulation 428/2009, or other items for which an authorisation is required?	☐ Yes ☒ No	
9. EXCLUSIVE FOCUS ON CIVIL APPLICATIONS		Page
Could your research raise concerns regarding the exclusive focus on civil applications?	☐ Yes ☒ No	
10. MISUSE		Page
Does your research have the potential for misuse of research results?	☐ Yes ☒ No	
11. OTHER ETHICS ISSUES		Page
Are there any other ethics issues that should be taken into consideration? Please specify	☐ Yes ☒ No	

I confirm that I have taken into account all ethics issues described above and that, if any ethics issues apply, I will complete the ethics self-assessment and attach the required documents. ☒

[How to Complete your Ethics Self-Assessment](#)

H2020-CP-IA-2017 ver 1.01 20180214

5) Vytvořte a podejte návrh projektu EK

Vyplňte specifické otázky:

< 4 - Ethics
5 - Call-specific questions
Validation result >

Proposal Submission Forms

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Proposal ID SEP-210564392

Acronym ZKRATKAPROJEKTU

5 - Call-specific questions

Extended Open Research Data Pilot in Horizon 2020

?

If selected, applicants will by default participate in the [Pilot on Open Research Data in Horizon 2020¹](#), which aims to improve and maximise access to and re-use of research data generated by actions.

However, participation in the Pilot is flexible in the sense that it does not mean that all research data needs to be open. After the action has started, participants will formulate a [Data Management Plan \(DMP\)](#), which should address the relevant aspects of making data FAIR findable, accessible, interoperable and re-usable, including what data the project will generate, whether and how it will be made accessible for verification and re-use, and how it will be curated and preserved. Through this DMP projects can define certain datasets to remain closed according to the principle "as open as possible, as closed as necessary". A Data Management Plan does not have to be submitted at the proposal stage.

Furthermore, applicants also have the possibility to opt out of this Pilot completely at any stage (before or after the grant signature). In this case, applicants must indicate a reason for this choice (see options below).

Please note that participation in this Pilot does not constitute part of the evaluation process. Proposals will not be penalised for opting out.

We wish to opt out of the Pilot on Open Research Data in Horizon 2020.

☒ Yes

☐ No

If opting out please indicate the reason(s) for not being able to participate in the Pilot:

- the project does not generate any data

☐

- to allow the protection of results (e.g. patenting)

☐

- incompatibility with the need for confidentiality linked to security

☐

- incompatibility with privacy/data protection

☐

- achievement of the project's main aim would be jeopardised

☐

- other legitimate reasons

☐

Further guidance on open access and research data management is available on the participant portal:

http://ec.europa.eu/research/participants/docs/h2020-funding-guide/cross-cutting-issues/open-access-dissemination_en.htm and in general annex L of the Work Programme.

5) Vytvořte a podejte návrh projektu EK

Vyplňte specifické
otázky:

<

4 - Ethics

5 - Call-specific questions

Validation result

>

Proposal Submission Forms

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Proposal ID SEP-210564392

Acronym ZKRATKAPROJEKTU

5 - Call-specific questions

Extended Open Research Data Pilot in Horizon 2020

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Please note that participation in this Pilot does not constitute part of the evaluation process. Proposals will not be penalised for opting out.

We wish to opt out of the Pilot on Open Research Data in Horizon 2020.

☒ Yes

☐ No

If opting out please indicate the reason(s) for not being able to participate in the Pilot:

- the project does not generate any data	☐
- to allow the protection of results (e.g. patenting)	☐
- incompatibility with the need for confidentiality linked to security	☐
- incompatibility with privacy/data protection	☐
- achievement of the project's main aim would be jeopardised	☐
- other legitimate reasons	☐

Further guidance on open access and research data management is available on the participant portal:

http://ec.europa.eu/research/participants/docs/h2020-funding-guide/cross-cutting-issues/open-access-dissemination_en.htm and in general annex L of the Work Programme.

5) Vytvořte a podejte návrh projektu EK

Technická příloha

Part B:



Proposal template: technical annex

(for full proposals: single stage submission procedure and 2nd stage of a two-stage submission procedure)

Research and Innovation actions Innovation actions

This template is to be used in a single-stage submission procedure or at the 2nd stage of a two-stage submission procedure.

The structure of this template must be followed when preparing your proposal. It has been designed to ensure that the important aspects of your planned work are presented in a way that will enable the experts to make an effective assessment against the evaluation criteria. Sections 1, 2 and 3 each correspond to an evaluation criterion.

Please be aware that proposals will be evaluated as they were submitted, rather than on their potential if certain changes were to be made. This means that only proposals that successfully address all the required aspects will have a chance of being funded. There will be no possibility for significant changes to content, budget and consortium composition during grant preparation.

Page limit: The title, list of participants and sections 1, 2 and 3, together, should not be longer than 70 pages. All tables, figures, references and any other element pertaining to these sections must be included as an integral part of these sections and are thus counted against this page limit.

The page limit will be applied automatically; therefore you must remove this instruction page before submitting.

If you attempt to upload a proposal longer than the specified limit before the deadline, you will receive an automatic warning and will be advised to shorten and re-upload the proposal. After the deadline, excess pages (in over-long proposals/applications) will be automatically made invisible, and will not be taken into consideration by the experts. The proposal is a self-contained document. Experts will be instructed to ignore hyperlinks to information that is specifically designed to expand the proposal, thus circumventing the page limit.

Please, do not consider the page limit as a target! It is in your interest to keep your text as concise as possible, since experts rarely view unnecessarily long proposals in a positive light.

The following formatting conditions apply.

The reference font for the body text of H2020 proposals is Times New Roman (Windows platforms), Times/Times New Roman (Apple platforms) or Nimbus Roman No. 9 L (Linux distributions).

The use of a different font for the body text is not advised and is subject to the cumulative conditions that the font is legible and that its use does not significantly shorten the representation of the proposal in number of pages compared to using the reference font (for example with a view to bypass the page limit).

The minimum font size allowed is 11 points. Standard character spacing and a minimum of single line spacing is to be used.

Text elements other than the body text, such as headers, foot/end notes, captions, formula's, may deviate, but must be legible.

The page size is A4, and all margins (top, bottom, left, right) should be at least 15 mm (not including any footers or headers).

Fill in the title of your proposal below.

TITLE OF THE PROPOSAL

The consortium members are listed in part A of the proposal (administrative forms). A summary list should also be provided in the table below.

List of participants

Participant No. *	Participant organisation name	Country
1 (Coordinator)		
2		
3		

* Please use the same participant numbering as that used in the administrative proposal forms.

1. Excellence

Your proposal must address a work programme topic for this call for proposals.

This section of your proposal will be assessed only to the extent that it is relevant to that topic.

1.1 Objectives

- Describe the overall and specific objectives for the project¹, which should be clear, measurable, realistic and achievable within the duration of the project. Objectives should be consistent with the expected exploitation and impact of the project (see section 2).

1.2 Relation to the work programme

- Indicate the work programme topic to which your proposal relates, and explain how your proposal addresses the specific challenge and scope of that topic, as set out in the work programme.

1.3 Concept and methodology

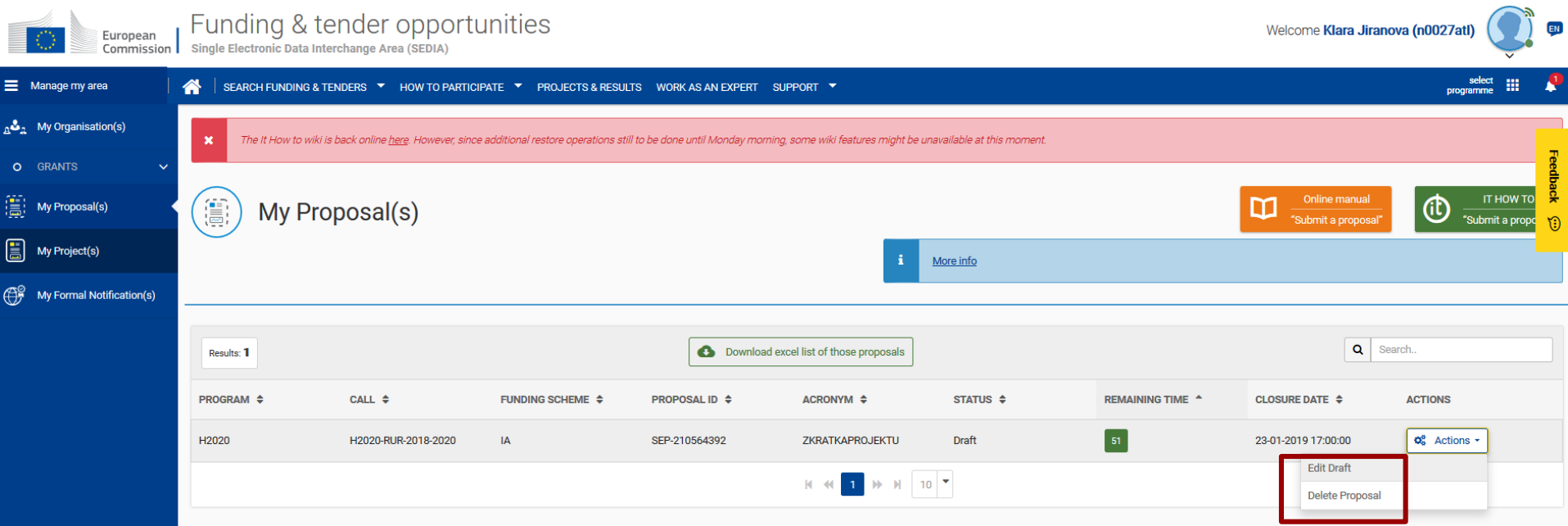
(a) Concept

- Describe and explain the overall concept underpinning the project. Describe the main ideas, models or assumptions involved. Identify any inter-disciplinary considerations and, where relevant, use of stakeholder knowledge. Where relevant, include measures taken for public/societal engagement on issues related to the project. Describe the positioning of the project e.g. where it is situated in the spectrum from 'idea to application', or from 'lab to market'. Refer to Technology Readiness Levels where relevant. (See [General Annex G of the work programme](#));

¹ The term 'project' used in this template equates to an 'action' in certain other Horizon 2020 documentation.

5) Vytvořte a podejte návrh projektu EK

Uložený návrh najdete v My Proposals:



The screenshot shows the 'My Proposal(s)' page in the European Commission's funding portal. A table displays a single proposal in 'Draft' status. The 'Edit Draft' button in the 'ACTIONS' column is highlighted with a red box and a red arrow pointing to it.

PROGRAM	CALL	FUNDING SCHEME	PROPOSAL ID	ACRONYM	STATUS	REMAINING TIME	CLOSURE DATE	ACTIONS
H2020	H2020-RUR-2018-2020	IA	SEP-210564392	ZKRATKAPROJEKTU	Draft	51	23-01-2019 17:00:00	Edit Draft Delete Proposal

Upravit návrh

5) Vytvořte a podejte návrh projektu EK

Zkontrolujte a podejte návrh projektu:

Step 5
Edit Proposal

H2020-RUR-2018-2020

USER NAME: Klara Jiranova
TOPIC: LC-RUR-11-2019-2020
TYPE OF ACTION: IA
ACRONYM: ZKRATKAPROJEKTU
DRAFT ID: SEP-210564392
DEADLINE (Brussels Local Time): 23 January 2019 17:00:00
56 days left until closure

Check Config

Download Part B Templates

Visit our 'How to' user guide

Visit our 'H2020 Online Manual'

Edit Proposals' Forms

In this step you can edit the administrative forms and upload the proposal itself.

WARNING: This proposal contains changes that have not yet been submitted...

Administrative Forms

Edit will open the forms.

edit forms view history print preview

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments.

Technical Annex Section 1-3 upload

Technical Annex Section 4-5 upload

Optional annex 3: Ethics - Supporting Document(s) upload

<< Step 4 - Parties validate submit

done

Version: 20181008_1116 - Service Desk: DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu (+32 2 29 92222)

Stažení návrhu zpět:

Step 6
Submit

H2020-RUR-2018-2020

USER NAME: Klara Jiranova
TOPIC: LC-RUR-11-2019-2020
TYPE OF ACTION: IA
ACRONYM: ZKRATKAPROJEKTU
FINAL ID: 857752
DRAFT ID: SEP-210564392
DEADLINE (Brussels Local Time): 23 January 2019 17:00:00
50 days left until closure

Check Config

Visit our 'How to' user guide

Visit our 'H2020 Online Manual'

Your proposal has been successfully submitted

Your proposal was submitted on: 04 December 2018 at 15:07:57 (Brussels Local Time) as part of the H2020-RUR-2018-2020 call, before the deadline of 23 January 2019 at 17:00:00 (Brussels Local Time). Your project ID is 857752. This number is important and will be used as future reference during the evaluation process.

Revisit your Proposal

You may edit your proposal and re-submit at any time before the deadline of 23 January 2019 at 17:00:00 (Brussels Local Time) by clicking the "re-edit proposal" button.

A digitally signed and time-stamped version of the latest submitted version of your proposal can be viewed/downloaded. Note: this can take from a few seconds to several hours depending upon system load. Please contact the Service Desk if it is not yet available 72 hours after a call closure.

You may withdraw the proposal at any time prior to call closure. In doing so it will not be passed to the evaluation stage.

re-edit proposal

download

withdraw proposal

Upravit návrh

Stáhnout pdf

Stáhnout zpět

Confirm proposal withdraw

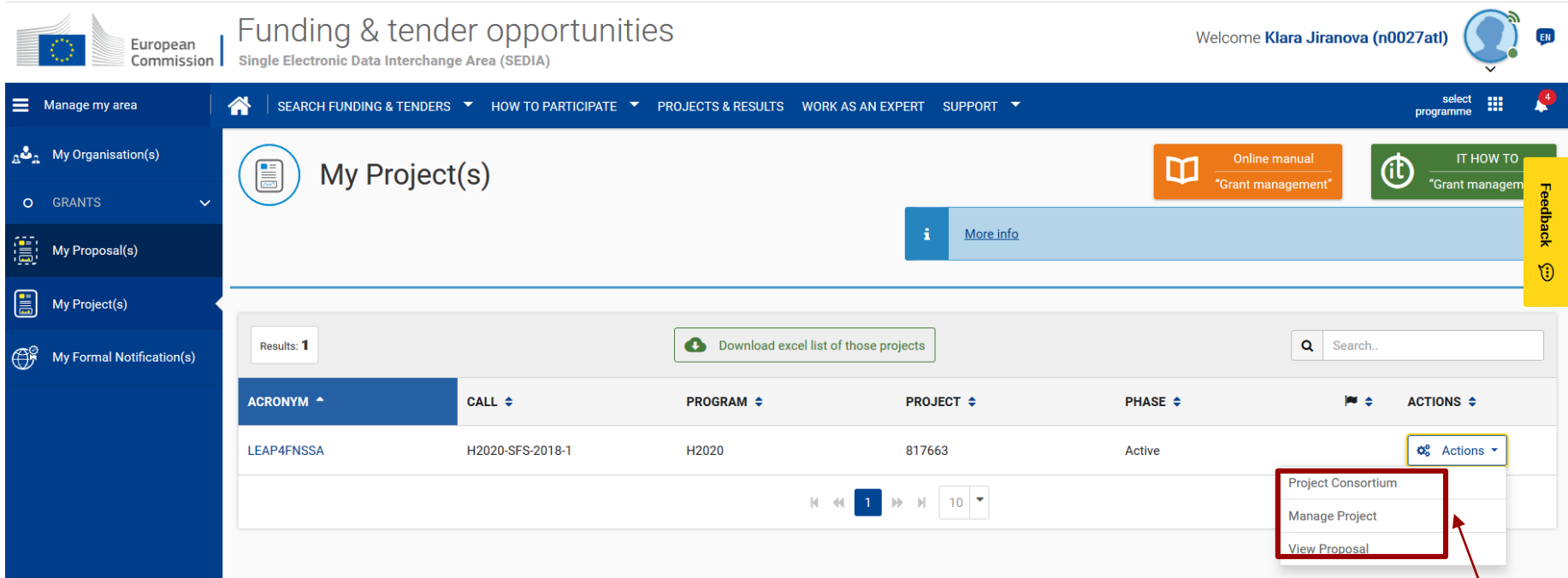
Notice: withdrawn proposals will not be evaluated.
Please enter the reason for withdrawal (1000 characters left):

Cancel

Yes, I want to withdraw my proposal

Získání grantu

- Koordinátor i partneři dostanou upozornění emailem (všechny role v projektu).
- Budete vyzváni EK k podpisu *Declaration of Honour*, koordinátorem k podpisu konsorciální smlouvy, a nakonec EK k podpisu GA.
- **!Pozor! Konsorciální smlouvu musí na kontrolu na právní!**
- Řešený projekt najdete v *My Projects*:



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

Welcome Klara Jiranova (n0027atl)

Manage my area | SEARCH FUNDING & TENDERS | HOW TO PARTICIPATE | PROJECTS & RESULTS | WORK AS AN EXPERT | SUPPORT

My Organisation(s) | GRANTS | My Proposal(s) | My Project(s) | My Formal Notification(s)

My Project(s)

Online manual "Grant management" | IT HOW TO "Grant management" | Feedback

Results: 1 | Download excel list of those projects | Search..

ACRONYM	CALL	PROGRAM	PROJECT	PHASE	ACTIONS
LEAP4FNSSA	H2020-SFS-2018-1	H2020	817663	Active	Actions

Project Consortium
Manage Project
View Proposal

Upravit projekt

Řešený projekt

My Project:
LEAP4FNSSA

Download excel list of those projects

Details Consortium

Project ID: 817663 Call: **H2020-SFS-2018-1** Programme: **H2020**

Title

Support to the implementation of the Long-term EU-AU Research and Innovation Partnership for Food and Nutrition Security and Sustainable Agriculture

Abstract

No summary available

Activity

No activity available

Keywords

No keywords available

Participants

Přiřazení PLSIGN, PFSIGN:

My Project:
LEAP4FNSSA

Download excel list of those projects

Actions

Details Consortium

Project ID: 817663 Programme: **H2020** Rdg: **REA**

COORDINATOR Organisation - CENTRE DE COOPERATION INTERNATIONALE EN RECHERCHE AGRONOMIQUE POUR LEDEVELOPPEMENT - C.I.R.A.D. EPIC **EDIT ROLES**

BENEFICIARY Organisation - STICHTING WAGENINGEN RESEARCH **EDIT ROLES**

BENEFICIARY Organisation - FORUM FOR AGRICULTURAL RESEARCH IN AFRICA, GHANA **EDIT ROLES**

BENEFICIARY Organisation - Bundesanstalt für Landwirtschaft und Ernährung **EDIT ROLES**

BENEFICIARY Organisation - LUONNONVARAKESKUS **EDIT ROLES**

BENEFICIARY Organisation - CESKA ZEMEDELSKA UNIVERZITA V PRAZE **EDIT ROLES**

Konsorcium

Upravit role

EDIT ROLES

Grant Management:

Úpravy rozpočtu
work packages,
reportovacích
období,
deliverables,
milníků atd.


Grant Management

Grant Agreement Data

817663 (LEAP4FNSSA) CSA

Call: H2020-SFS-2018-2020
Topic: SFS-33-2018 Unit: REA/B/02

Project Summary


Beneficiary


General Information


Reporting Periods


GA Information


GA Options


Financial Information


LF Overview


Work Packages


Deliverables


Milestones


Reviews


Critical Risks


Ethics Info



DOCUMENTS

Project Summary

Project 817663 (LEAP4FNSSA)

Responsible Unit: REA/B/02
Call: H2020-SFS-2018-2020 submitted for H2020-SFS-2018-1 / 13 Feb 2018
Topic: SFS-33-2018 - Support to the implementation of the EU-Africa Research and Innovation Partnership on Food and Nutrition Security & Sustainable Agriculture (FNSSA)
Type of Action: CSA
Duration: 48
Submission Stage:

Important Dates:
Entry into force of the Grant: 11/10/2018
Project Start Date: 01/11/2018
Project End Date: 31/10/2022

Budget Information:
Proposal overall costs : 5,153,106.25 €
Maximum grant amount after evaluation : 5,135,606.25 €
Total costs (including non-EU funded) : 5,136,250.55 €
Total Costs: 5,136,250.55 €
Maximum Grant Amount: 5,135,606.25 € 99.99 % of total costs

Officers:

Project Officer: 

Deadlines:

Deadline for first version of the grant agreement data (incl. annexes)
Deadline for the signature of the participants certified declarations
Deadline foreseen for the signature of the grant agreement


Grant Management

Grant Agreement Data

817663 (LEAP4FNSSA) CSA

Call: H2020-SFS-2018-2020
Topic: SFS-33-2018 Unit: REA/B/02

Beneficiary Summary


Financial Information


Project Repor...


Linked Third Parties


Internatio... Partners

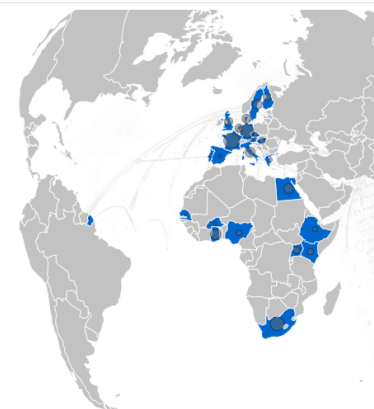

Partner Summary

PIC: 999912570 (validation status: VALIDATED)
Short Name: CULS
Legal Name: ČESKÁ ZEMĚDĚLSKÁ UNIVERZITA V PRAZE
Legal address: KAMÝČKA 129 SUCHBOL
po box: 000
165 00 , PRAHA Czech Republic
Phone: +420224382694+420224384048
Fax:
Email:
Website: https://www.czu.cz/en/
VAT Number: CZ60460709
Registration Data: 60460709 (01/01/1995) / PRAHA
Legal Form: UNK
Legal Status: Legal Person / Non Profit
Public Body
Research Org.
Sec and Higher Educ.
Non-SME (Validated in 2011)

Financial:
Partner Costs (including non-EU funded): 61,545.00 € (1% of project total costs including non-EU funded)
Partner Costs: 61,545.00 € (1% of project total costs)
Partner Max amount: 61,545.00 € (1% of project max grant amount)

Department(s) carrying out the work:

Dep. Name	Address
Faculty of Tropical AgriSciences	same as legal address



Grantová dohoda (Grant Agreement – GA)

Cíl:

- Shromáždit **informace právní, administrativní a finanční**
- Stanovit **začátek realizace** projektu, reportovací období a datумы
- Vytvořit **konsorciální smlouvu**
- Ověřit **finanční kapacitu**

Příprava GA trvá max. **3 měsíce**, konsorciální smlouva 6. týdnů.

Úkoly koordinátora:

- Stanovit začátek projektu
- Zkontrolovat validace PIC všech partnerů a třetích stran
- Zkontrolovat rozpočtu a vykazovaných období
- Poskytnout bankovních údajů
- Připravit plánu projektových prací (pracovní balíčky, výstupy, milníky, rizika, etika)
- Zhodnotit finanční kapacitu
- Poskytnout přístupová práva všem partnerům
- Připravit konsorciální smlouvu

Úkoly partnera:

- Zkontrolovat údaje o organizaci
- Nominovat role: LEAR, PLSIGN, FSIGN
- Podepsat čestné prohlášení „*Declaration of Honour*“

Podpis:

- Jen online - PLSIGN

Dokladování nákladů uskutečněných v projektech programu HORIZONT 2020

Obecná kritéria:

- skutečně vynaložený příjemcem v době trvání projektu a musí být **identifikovatelný** a **ověřitelný** tj. zaznamenaný v jeho **účetnictví** (na ČZU: v systému IS Magion na oddělených zakázkách určených pro projekt), případně v účetnictví třetí strany,
- **naplánován v odhadovaném rozpočtu** projektu v rámci příslušné nákladové kategorie,
- vynaložen **v souvislosti s projektovými aktivitami** uvedenými v Příloze GA a nezbytný pro jejich realizaci,
- vynaložen a evidován v souladu s **interními předpisy** příjemce,
- vynaložen v souladu s platnou **národní legislativou** v oblasti daní, pracovního práva a zdravotního a sociálního pojištění atd.
- opodstatněný a vynaložený za dodržování zásad **úspornosti, účinnosti a efektivnosti** (tj. mimo jiné v souladu se Zákonem č. 137/2006 Sb., o veřejných zakázkách).

Nákladové kategorie

- osobní náklady,
 - ostatní přímé náklady (cestovní náhrady, odpisy vybavení, infrastruktury nebo jiných aktiv, ostatní zboží a služby),
 - subdodávky a
 - nepřímé náklady.
-
- Nejdetailnější návod pro rozlišení způsobilosti či nezpůsobilosti nákladů dává řešiteli tzv. **Anotovaná modelová grantová dohoda** (*Annotated Model Grant Agreement, AMGA*), která obsahuje i řadu praktických příkladů.

Povinnosti příjemce grantu

- **uchovávat originály** záznamů a dokumentů prokazující řádnou implementaci projektu po dobu **5 let** od platby zůstatku. Pro granty s příspěvkem EU **do 60 tis. EUR** (tzv. *low value grants*) je doba snížena na **3 roky**.
- projekt financován příspěvkem od EU alespoň 325 tis. EUR:
zajistit externí audit způsobilých nákladů a příjmů projektu resp. získání
 tzv. Osvědčení o finančních výkazech (*Certificate on the Financial Statements, CFS*)

Do částky se započítávají pouze náklady vykázané ve formě skutečných nákladů a případně také průměrné osobní náklady.

Archivace dokumentů

- **Grantová dohoda** s EK včetně všech příloh a dodatků,
- **Konsorciální smlouva** s partnery projektu včetně všech dodatků,
- Veškerá dokumentace o **programových/výzkumných aktivitách a výstupech** projektu, prokazující průběh jejich plnění a splnění, která je relevantní pro zaměření projektu,
- Dokumentace **finančních procesů**, která poskytne ucelený obraz o celkových nákladech a výnosech projektu a o jejich vykazání EK a dále doloží finanční toky mezi EK, partnery projektu apod.
- Dokumentace **odevzdaná/zaslaná na EK** a důležitá korespondence vedená s úředníky EK, s koordinátory a partnery,
- Konkrétní **účetní doklady** včetně všech příloh:

Sestavy s IS Magion z názvem: „Výsledovka po účtech s pohyby“ v členění dle jednotlivých zakázek projektu. Nejlépe formou „excelovské“ tabulky, ze které bude patrné zařazení jednotlivých dokladů do rozpočtových kategorií a jejich souvislost s realizací konkrétního „work package“.

Dělení způsobilých nákladů

- **Přímé náklady „direct costs“**

- Osobní náklady „*personnel costs*“
- Ostatní přímé náklady „*other direct costs*“
 - Cestovní náhrady „*travel costs and related subsistence allowances*“
 - Odpisy vybavení, infrastruktury nebo jiných aktiv „*depreciation costs of equipment, infrastructure or other assets*“
 - Ostatní zboží a služby „*other goods and services*“
 - Kapitalizované a operační náklady velkých výzkumných infrastruktur „*capitalised and operating costs of large research infrastructure*“
 - Interně fakturované zboží a služby „*internally invoiced goods and services*“
 - Subdodávky „*subcontracts*“

- **Nepřímé náklady „indirect costs“**

- administrativní náklady
- náklady na pomocný personál
- náklady na infrastrukturu
- náklady na energie
- náklady na adresně nepřiřaditelné služby

Nepřímé náklady:

Způsobilé náklady, které **nelze jednoznačně přiřadit** k projektu nebo náklady, které příjemce běžně řadí do nepřímých nákladů.

Program H2020 zavádí **jednotnou pevnou sazbu** financování nepřímých nákladů pro všechny příjemce ve výši **25 %** z přímých nákladů.

Jsou vyčísleny formou **pevné sazby** = příjemce **nemá povinnost identifikovat**, co bylo z této sazby pokryto, ani předkládat související účetní dokumentaci.

Vzorový výkaz práce splňující minimální požadavky GA

Pokud pracovník pracuje výhradně na H2020, nemá povinnost vyplňovat výkaz práce.

Vyplňuje pouze **Čestné prohlášení**:

- za každé vykazované období
- doporučení: odkaz na WP

Declaration on a person working exclusively on a H2020 action

Action			
Title of the action (acronym)		Grant Agreement number	
Beneficiary's/linked third party's name			
Reporting period covered by this declaration ²⁸			
Reporting period number	from (date)	to (date)	

This document certifies that²⁹ has worked for the beneficiary/ linked third party exclusively on the above-mentioned H2020 action during (chose one below):

- ☐ the whole reporting period
- ☐ from/...../.....³⁰ until/...../.....³¹
(This period must cover at least one full natural month)³²

Short description of the activities carried out during the period covered by this declaration	
Reference (e.g. work package)	Activities

SIGNATURES

For the beneficiary/linked third party (supervisor)

For the person working exclusively on the action

Name:.....

Date:/...../.....

Date:/...../.....

Signature:

Signature:

²⁸ Only one declaration can be made per reporting period for each person working in the action.

²⁹ Insert name of the person.

³⁰ Insert date.

³¹ Insert date.

³² The person must keep timesheets for any hours worked for the action outside the period indicated herein.

Děkujeme za pozornost!

Kancelář pro podporu mezinárodních projektů zaměřených na Life Sciences v rámci
Evropského výzkumného prostoru II

financováno z projektu MŠMT Inter-Inform LTI17011

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