

# After the Submission

Evaluation, Signing of Grant Agreement and  
Consortium Agreement

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Elena Maffia

*Agency for the Promotion of the European Research*

# INDEX

1. Evaluation phase;
2. Signing the Grant Agreement
3. Consortium Agreement;

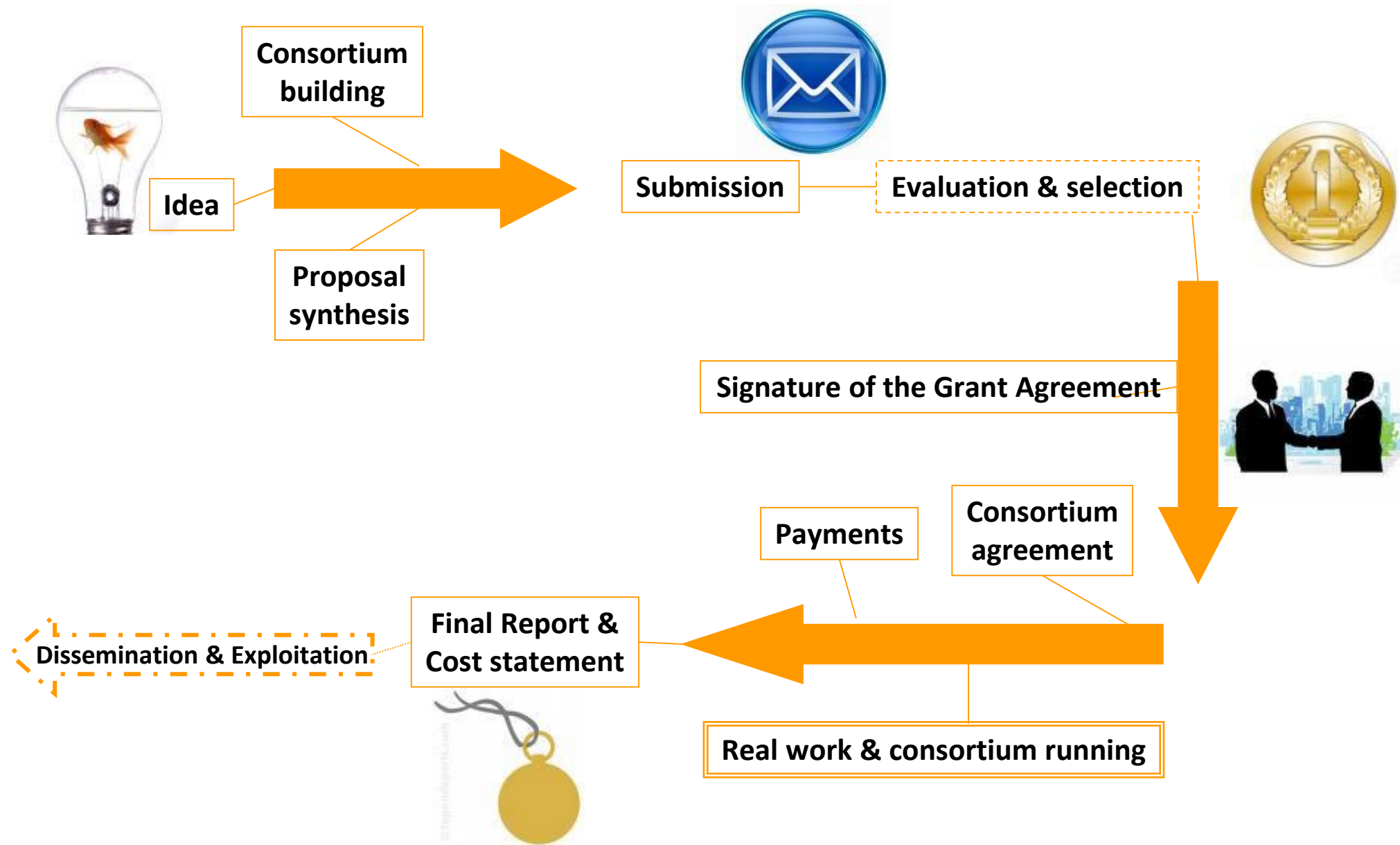
# Training on Horizon 2020

for Mediterranean NCPs, research managers and researchers

Marrakesh, 11-13 June 2014



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# Time to Grant

**8 months**

**5 months for the  
evaluation**

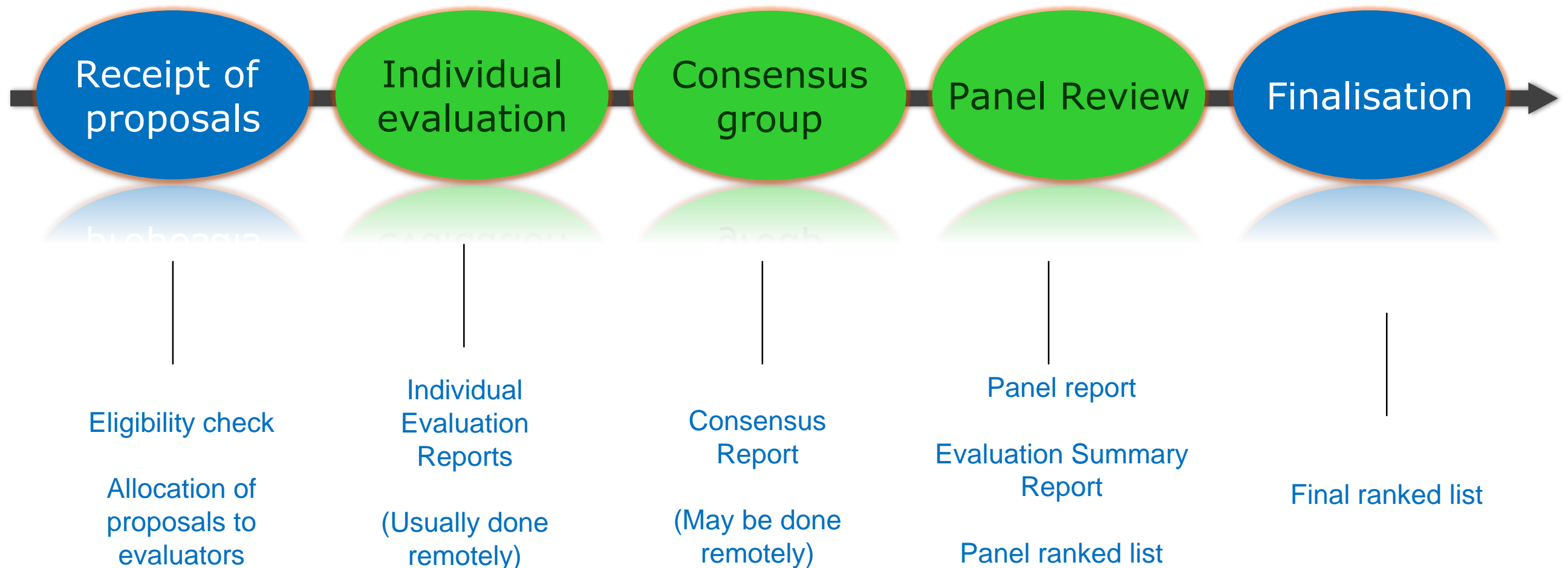
No Negotiation

**3 months for the  
GA signature**



# Overview of the Evaluation Process

Evaluators



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**3 DIFFERENT  
CHECKS**

**1° ADMISSIBILITY**

**2° ELIGIBILITY**

**3° EVALUATION**

# ADMISSIBILITY CRITERIA

Checked by the Commission/  
Agency

- Online submission before the call deadline;
- The proposal must be complete, with any supporting document (list of all the documents);
- The proposal must be readable, accessible and printable

# ELIGIBILITY CRITERIA

- Content of the proposal is in line with the topic;
- The number and the type of participants are in line with the Standard eligibility criteria.

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	<b>Eligibility conditions<sup>1,2</sup></b>
<b>Research &amp; innovation action</b>	At least three legal entities. Each of the three shall be established in a different Member State or associated country. All three legal entities shall be independent of each other.
<b>Innovation action</b>	At least three legal entities. Each of the three shall be established in a different Member State or associated country. All three legal entities shall be independent of each other
<b>Coordination &amp; support action</b>	At least one legal entity established in a Member State or associated country.

## AWARD CRITERIA

EXCELLENCE IMPACT IMPLEMENTATION.

Scoring:

0 – 5 to each criterion

The default threshold for each criterion is 3

The overall threshold is 10

 For the Innovation Actions and the SME Instrument, the Impact is given a weight of 1.5

## Award Criteria

Excellence

Clarity and pertinence of the objectives

Soundness of the concept, including trans-disciplinary considerations, where relevant

Extent that proposed work is ambitious, has innovation potential, and is beyond the state of the art (e.g. ground-breaking objectives, novel concepts and approaches)

Credibility of the proposed approach

Impact

The expected impacts listed in the work programme under the relevant topic

Enhancing innovation capacity and integration of new knowledge

Strengthening the competitiveness and growth of companies by developing innovations meeting the needs of European and global markets; and, where relevant, by delivering such innovations to the markets

Any other environmental and socially important impacts (not already covered above)

Effectiveness of the proposed measures to exploit and disseminate the project results (including management of IPR), to communicate the project, and to manage research data where relevant

Implementation

Coherence and effectiveness of the work plan, including appropriateness of the allocation of tasks and resources

Complementarity of the participants within the consortium (when relevant)

Appropriateness of the management structures and procedures, including risk and innovation management

- ✓ For the first stage of a two-stage procedure, only the aspects of the criteria in white are evaluated

## Scores

0

The proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.

1

Poor. The criterion is inadequately addressed, or there are serious inherent weaknesses.

2

Fair. The proposal broadly addresses the criterion, but there are significant weaknesses.

3

Good. The proposal addresses the criterion well, but a number of shortcomings are present.

4

Very Good. The proposal addresses the criterion very well, but a small number of shortcomings are present.

5

Excellent. The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.





## Operational capacity

Individual Evaluation: the experts evaluate the basic operational capacity to carry out their proposed activity(ies) based on the information provided:

- *Curriculum Vitae or description of the profile of the applicant*
- *Relevant publications or achievements*
- *Relevant previous projects or activities*
- *Description of any significant infrastructure or any major items of technical equipment*

At the consensus group, they consider whether an applicant lacks basic operational capacity

If yes, the experts make comments and score the proposal without taking into account this applicant and its associated activity(ies)

\* Not for stage 1 of two-stage procedures



## Individual Evaluation

Each proposal is evaluated by at least 3 independent experts. The first step of the evaluation is the individual evaluation, carried out by each expert by himself.

- Individual Evaluation Report;
  - Out of scope;
  - Security issues.

## Consensus Group

The experts form a consensus group to reach a common view and agree on comments and scores.

Moderator (Commission/Agency member)

## Panel Review

The panel reviews all the proposals within a and includes an Evaluation Summary Report based on the Consensus report, and the Panel Ranked List, the list of each proposals passing the threshold along with the score.

Possible hearings with the applicants





- If the proposal is successfully evaluated, the coordinator will receive the **Evaluation Information Letter** which invites to take part in the GA preparation phase.
- If the proposal has not been retained in the ranking list, the coordinator will receive a **Proposal Rejection Letter**, with the reasons.
- **Reserve list**



## E-Signature of the Grant Agreement

In H2020 only electronic signing is permitted



Chain of trust

Appoint LEAR  
(blue-ink)

LEAR  
appoints  
LSIGN of organisation

CoCo/PaCo selects  
LEAR for project  
=PLSIGN

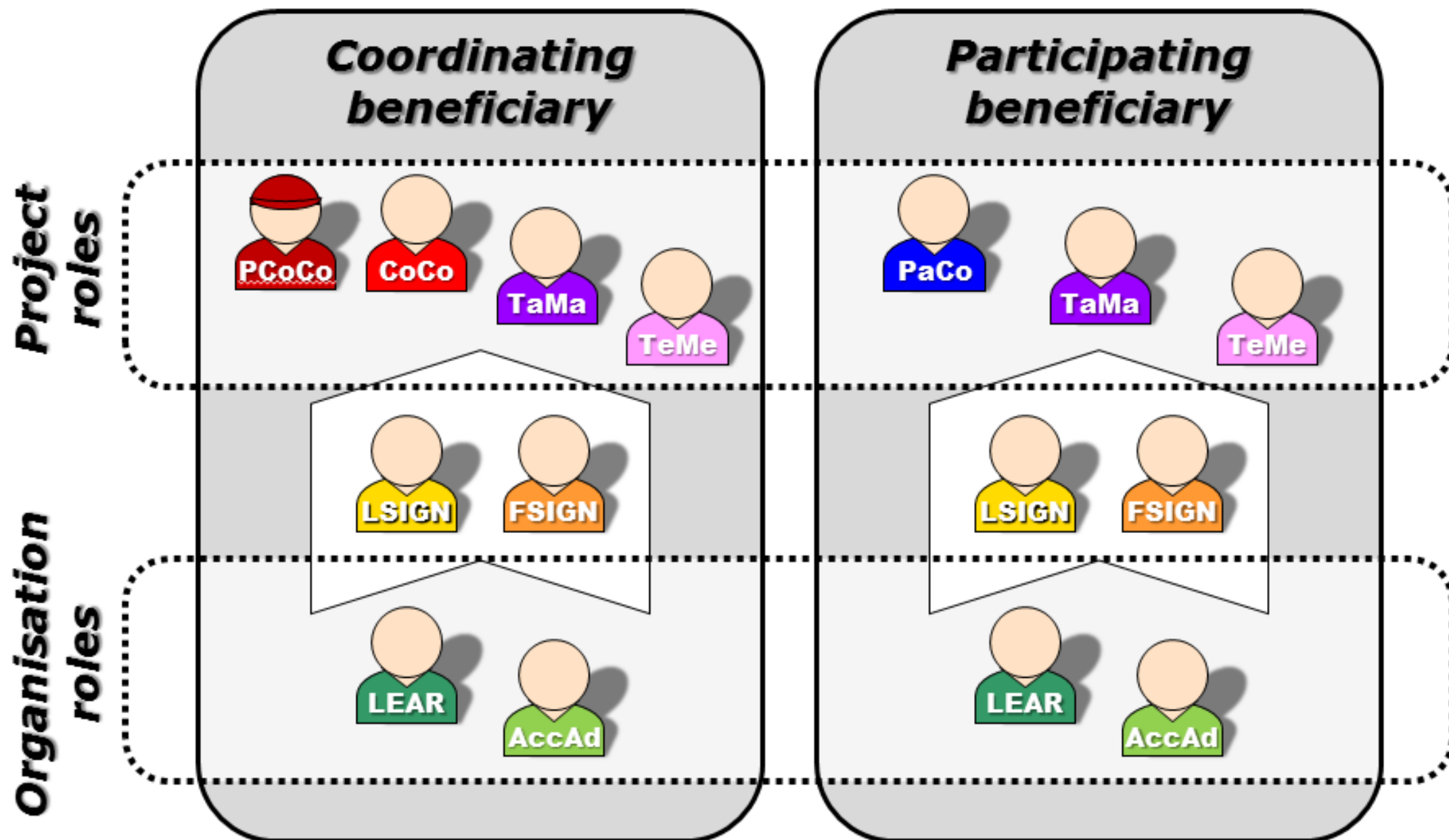
PLSIGNs  
sign  
Declaration of Honour

PLSIGN of coordinator  
signs  
Grant Agreement

PLSIGN of participants  
signs  
Accession Forms



## WHO IS WHO

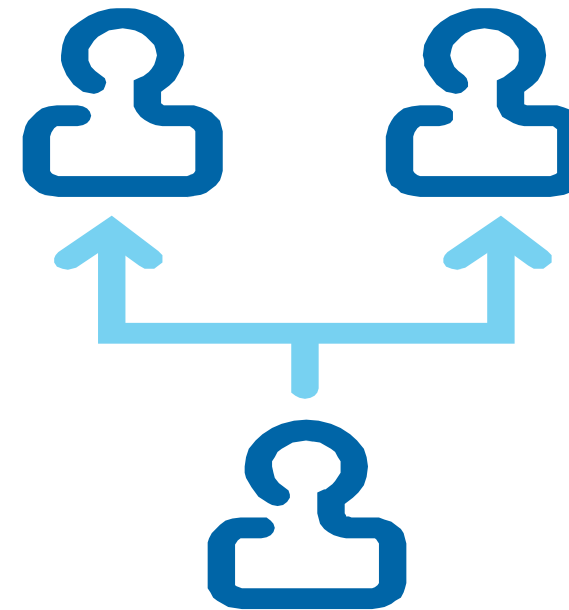


The **Legal Entity Authorized Representative (LEAR)** is appointed by the Legal Representative and provides reliable information on the beneficiary.

The LEAR appoints the Financial Signatories and the Legal Signatories for the organization.

LSIGN

FSIGN

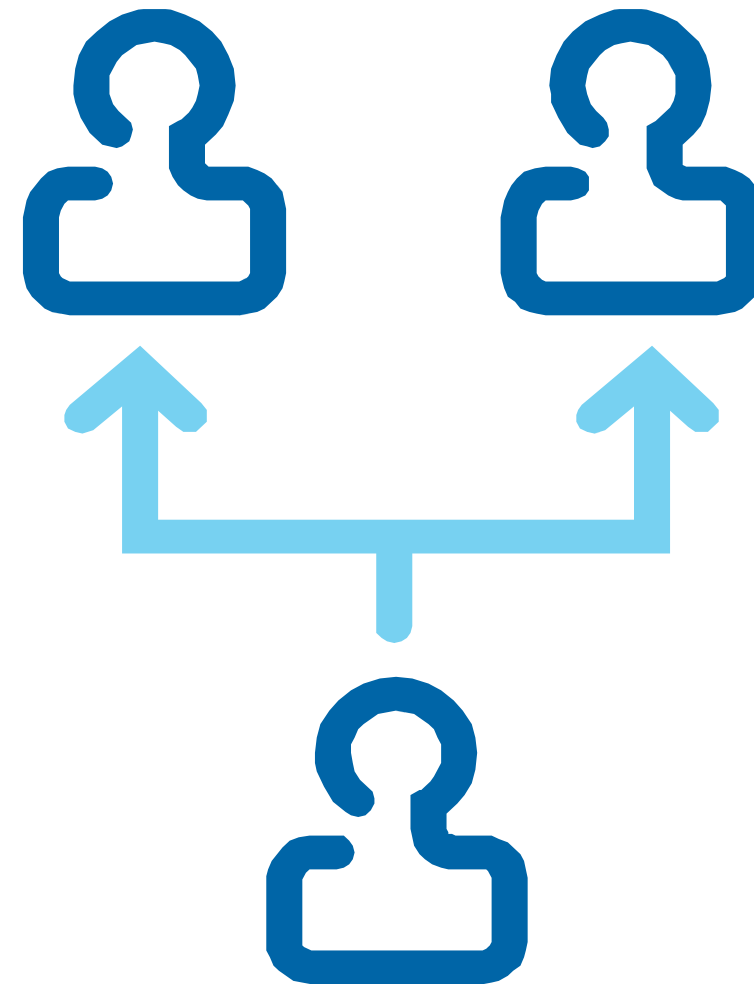


LEAR



Participant Contacts/Coordinator Contacts select Legal Signatories and Financial Signatories from the list established by the LEAR. They are then known as **Project Legal Signatories** and **Project Financial Signatories**.

PLSIGN      PFSIGN



PaCo/CoCo



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Commission

## RESEARCH & INNOVATION

### Participant Portal - Grant Management Services

Ppgms COPL

#### MY PROJECT

HORIZON 2020

Call: H2020-INNOSUP-2014-5

Type of Action: H2020-FCT-2015

Acronym: Mindflex

Current Phase: Grant management

Number: 28108

Duration: 48 months

Start Date: 2013-04-23

Estimated Project Cost:

€4,545,454.00

Requested EU Contribution:

€999,123.00

Contact: James

See all data ...



H2020 ONLINE MANUAL

HOW TO



#### Proposal Management & Grant Preparation

28108 - Mindflex

12/04/2013



Grant Agreement signature

Sign



#### Documents

Grant Agreement

Grant Declaration

Grant Declaration

Grant Declaration

Grant Declaration

Grant Declaration

Grant Declaration

Grant Declaration

Grant Declaration

Third pa...larations

The Coordinator Legal Author electronically sign the grant a



#### Messages



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



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



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



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

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## EUROPEAN COMMISSION AUTHENTICATION SERVICE (ECAS)

External

EUROPA > Authentication Service > ECAS Signature

Logout   [Change password](#)   [Account information](#)   [Help](#)

**Ppgms COPL ([ncoplppq](#))** | External

### ECAS Signature

Welcome **Ppgms COPL** to the ECAS Signature page. This page allows you to digitally sign a transaction using your ECAS password.

The 127.0.0.1 application is asking you to sign a transaction

The transaction has the following description: **Signature of the Grant Agreement 28108-Mindflex as authorised representative of the coordinating legal entity**

[▶ See the complete transaction](#)



[Printer-friendly Version](#)

To sign the transaction, please enter your ECAS password

Reason

**For signature**

Password \*

**Sign**

\* Required fields



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## RESEARCH & INNOVATION

Participant Portal - Grant Management Services

Ppgms COPL

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Contact: James

See all data ...

Document has been sent to Signature System. After a while it should be available with signatures.



**Proposal Management & Grant Preparation**  
28108 - Mindflex

12/04/2013



**Documents**



**Messages**



**Coordinator Authorized Signatory (ncoplppg) signed the grant agreement on 17.03.2014 10:32**



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



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



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



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

[H2020 ONLINE MANUAL](#)

**HOW TO**



# Consortium Agreement

*“The beneficiaries must have internal arrangements regarding their operation and coordination to ensure that the action is implemented properly. These internal arrangements must be set out in a written ‘consortium agreement’ between the beneficiaries”*





## Consortium Agreement

- The Consortium Agreement is an agreement signed by the parties and the Commission remains outside.
- However, it does not affect the obligations and rights of project partners toward the Commission and those defined in the EC contract

# Aspects to be covered in the CA

- internal organisation of the consortium;
- management of access to the electronic exchange system;
- distribution of EU funding;
- additional rules on rights and obligations related to background and results;
- settlement of internal disputes;
- liability, indemnification and confidentiality arrangements between the beneficiaries.



## CA: an example

- DESCA 2020 (Development of a Simplified Consortium Agreement) is a comprehensive Model Consortium Agreement for Horizon 2020.
- The DESCA Model Consortium Agreement was specifically designed for Horizon 2020 "Research and Innovation Actions" and "Innovation Actions".



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Acronym of the Project Consortium Agreement, version ....., YYYY-MM-DD

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[http://www.desca-2020.eu/fileadmin/content/Documents/20140508/DESCA\\_2020\\_with\\_elucidations.pdf](http://www.desca-2020.eu/fileadmin/content/Documents/20140508/DESCA_2020_with_elucidations.pdf)



# Thank you!

Elena Maffia

*Agency for the Promotion of European Research*

[maffia@apre.it](mailto:maffia@apre.it)