



OSCARS

Open Science Clusters' Action for Research and Society

HORIZON-INFRA-2023-EOSC-01

Kick-off meeting – 14-03-2024

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European Research Executive Agency

Outline

I. Monitoring & Reporting

- Technical Reporting
- Financial Reporting
- Audits
- Amendments

III. Extra Resources

II. Cross-cutting aspects

- Impact
- Communication, Dissemination & Exploitation
- Open Science
- Policy Feedback
- Ethics



Role Distribution



DG Research and Innovation

- > Definition of Policies
- > Drafting the Work Programme



Research Executive Agency (REA)

'Reforming European Research & Innovation and Research Infrastructures',
Unit C4

- > Implementation of calls for proposals
- > Grant Management



Coordinator

- > Monitor that the action is implemented properly
- > Act as the intermediary for all communications with REA
- > Distribution of payments

I. Monitoring and Reporting

- Technical Reporting
- Financial Reporting
- Audits
- Amendments

Monitoring Project Implementation



Technical: compliance with the Description of the Action

Financial: compliance with the cost eligibility rules

Other (non-financial) obligations: compliance with cross-cutting GA obligations

Project reporting types



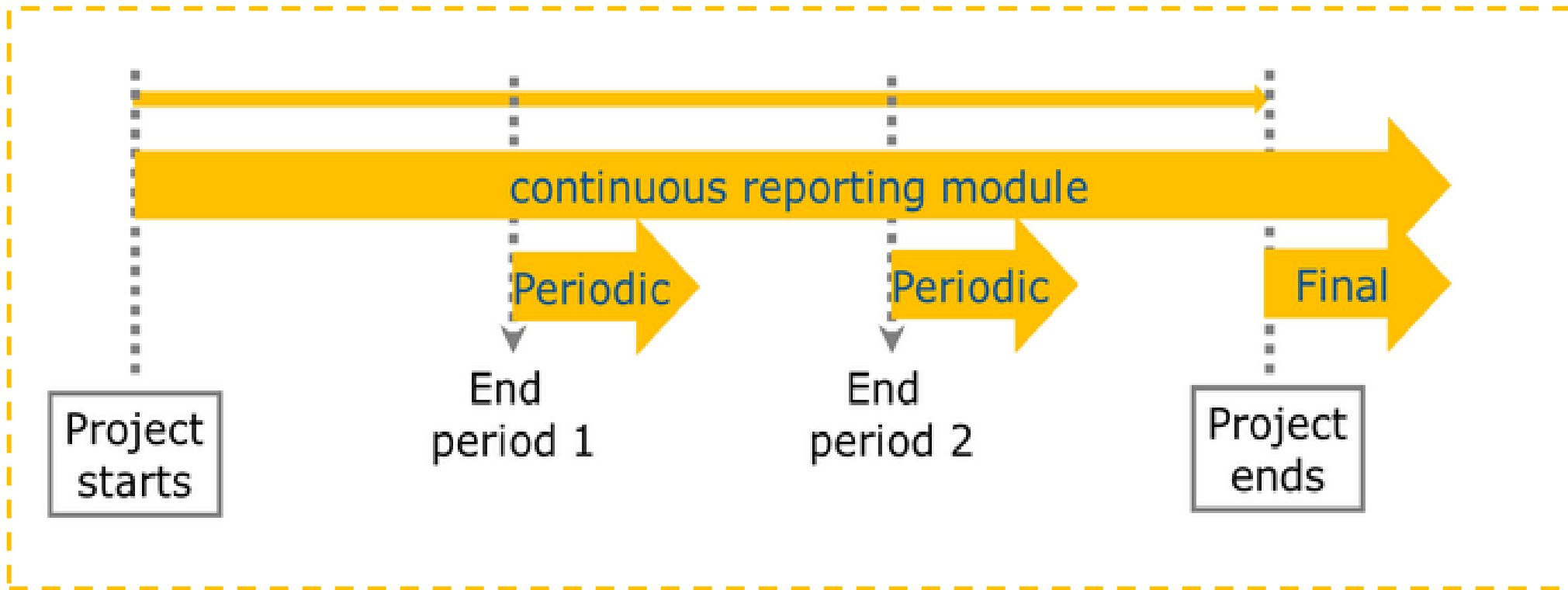
- Beneficiaries must **continuously** report on the progress of the action (e.g. **deliverables, milestones, outputs/outcomes, critical risks, indicators**, etc), in the Portal **Continuous Reporting tool** and in accordance with the timing and conditions set out in the Grant Agreement

Project Continuous Report

Project Summary	Researchers involved in the project	Deliverables	Milestones	Critical Risks	Publications	Results	Disseminat... activities	Standards	Patents (IPR)	Communic... Activities	Datasets	Beneficiari... Feedback	Impact	Impact Continuati...	Other Results

- In addition, Beneficiaries must provide **periodic reports** to request **payments**, in accordance with the schedule and modalities set out in the Grant Agreement

Project reporting types



Continuous Reporting – Deliverables

Deliverables and Other Reports

Add actual delivery dates (or new due date for late deliverables, together with an explanation for the delay). In the Comments, please indicate if the deliverable was achieved as planned or not.
 The labels used mean:
 Public – fully open (automatically posted online on the Project Results platforms)
 Sensitive – limited under the conditions of the Grant Agreement
 EU classified – RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision 2015/444

[Link to anti plagiarism tool](#)

Show Filters Clear Filters

Work Packs	Deliverabl	Deliverab	Deliverable Name	Description	Lead BI	Type	Disseminat	Due Date	New Due Date	Delivery Date	Approval Date	Status				
WP1	D1.1	D1					C-UE/EU-	30 Apr 2022				Submitted				
WP1	D1.2	D2					PU	30 Apr 2022		17 May 2022		Submitted				
WP2	D2.1	D3					PU	31 May 2022		01 Jul 2022		Submitted				
WP2	D2.2	D4					PU	31 Mar 2023				Pending				
WP2	D2.3	D5					PU	31 Mar 2024				Pending				
WP3	D3.1	D6					PU	31 May 2022	31 Aug 2022			Pending				
WP3	D3.2	D7					PU	31 Mar 2024				Pending				
WP4	D4.1	D8					PU	30 Jun 2022		14 Jul 2022		Submitted				
WD4	D4.2	D9					DI1	31 Mar 2023				Pending				

- Deliverables marked as Public will be automatically published in Cordis - **Be particularly attentive to their quality**
- If one deliverables will be delivered with delay - **Get in touch with REA PO**

Periodic Report: Overview

WHEN

60 days after reporting period end

WHAT

Periodic Report

HOW

via Portal

(1) Technical report

By Coordinator with contributions from Consortium

Part A : structured tables with project information, generated automatically from Continuous Reporting

Part B: narrative description of the work carried out during the reporting period (uploaded as PDF)

(2) Financial report

Individual Financial Statement for each Beneficiary

Explanation of the Use of Resources and information on subcontracting
Certificates on the Financial Statements (CFS)*

(*) Requested EU contribution to costs \geq EUR 430 000.

Special threshold for beneficiaries with a systems and process audit:
requested EU contribution to costs \geq EUR 725 000.00

Periodic reporting: Reviews



Reviews planned at the **end** of final reporting period
(within 1 months after submission of reports) GA article 21

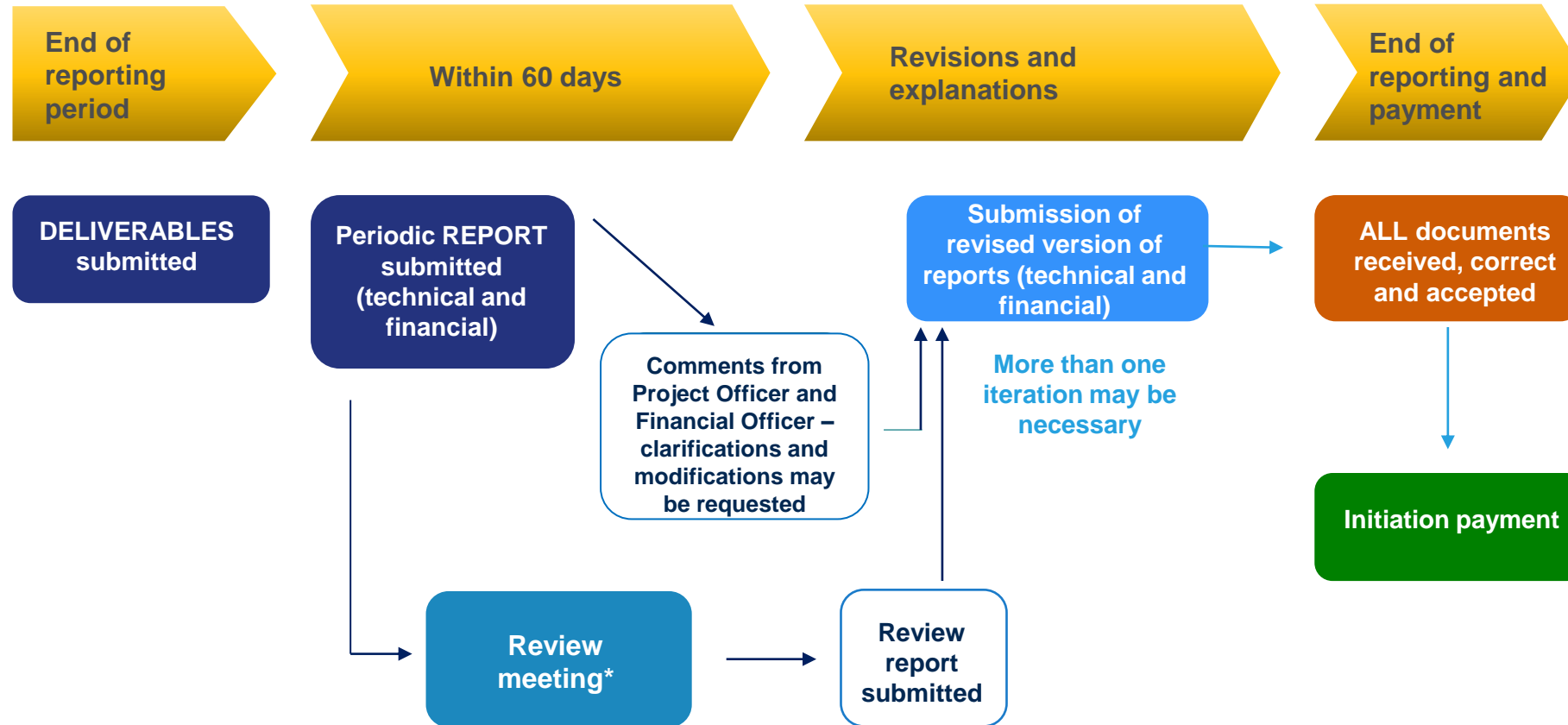


Present the work carried out, main achievements and use of resources
Participation of Coordinator & WP leaders (minimum)



REA Project Officer assisted by external expert(s)

Periodic Reporting: Process



*A review meeting might not be necessary, to be decided with PO

Financial reporting: single submission & single rejection

Technical report and all Financial Statements to be submitted by the Coordinator as a "single package"

- If a beneficiary does not include its related financial statement in a periodic report, the **costs will be considered 'zero'** for this reporting period but the beneficiary can declare its costs with the next financial report (for the next reporting period)

Full package rejected, if one document requires changes or corrections

“One iteration only” principle, if correction of the submitted package is required

- Payment will be processed on the basis of the information available *after the first resubmission*; no further opportunities to correct mistakes or provide additional information (i.e. corresponding costs will be rejected); except for final payment

Certificates of the Financial Statements (CFS)

- Only **at the final reporting** (or beneficiary termination) and if a beneficiary/affiliated entity requests a total of EUR 430 000 or more as reimbursement of actual costs and unit costs calculated according to its usual cost accounting practices
 - Scanned copy (PDF) together with Financial Statement submitted in the system; original remains at the beneficiary (might be audited!)
 - Costs declared for audited periods (if the audit letter of conclusion has been sent) are excluded from the EUR 430 000 threshold.
- For beneficiaries with an approved **System and Process Audit (SPA)**, the threshold is raised to EUR 725 000
- CFS must be issued by a **qualified external auditor** (or public bodies by a competent independent public officer), using the CFS template on the Funding & Tender Portal

Payments

Pre-financing

80% of maximum grant amount
5% guarantee fund

All Payments

Linked to the submission of complete and correct report, deliverables and financial statements
Paid within 90 days from receiving the full technical and financial report

Interim payments

Limit to 90% of the maximum grant amount

Final payment

Final balance and release of guarantee fund

Financial management: some advice

- ❑ Personnel Costs: **keep time records** of the hours worked on the action (if not working full time on an EU project)
- ❑ **Meetings**: collect participants' signatures (especially if you reimburse or claim travel costs)
- ❑ Any **subcontracting**?
 - ✓ If you need a subcontract which is not planned in the Description of Action, ask approval to the REA Project Officer **beforehand**, as this may require an amendment to the Grant Agreement
- ❑ If one partner **overspends**, it is up to the Coordinator, in cooperation with the Consortium to decide internally how the EU contribution will be distributed (i.e. full amount if the overspending is due to anticipated work, or only the budget share agreed for the reporting period)

The unhappy path...

Article 28 – Reduction of the grant

Improper implementation/breach of obligations

May occur at payment of balance or after with pre-information letter

Article 30 — Suspension of payments

Suspicion of substantial errors, irregularities, fraud or serious breach of obligations

Contradictory procedure before suspending a payment

Article 31 — Suspension of implementation of the action

Costs not eligible during the time of suspension

Article 32 —Termination

Grant Agreement – effective date triggers final periodic reporting

Beneficiary – effective date triggers "termination report" + calculation of balance for beneficiary

Audits



Can be carried out during the entire lifetime of the project, by the European Commission, not later than **2 years** after the payment of the balance.

Types of audits: **financial** and/or **technical audits**



Keeping records: keep a clear account of the project activities during the reporting period (GA article 20)

Beneficiaries must keep records and other supporting documentation **up to 5 years** in order to prove the proper implementation and the costs declared as eligible.

Amendments

Budget transfer is allowed between **beneficiaries** and among existing **budget categories** without filing an amendment

Action to be implemented as described in Annex I

If the **change** is **significant**, an **amendment** to the GA is needed

TIP

Always contact the REA PO (Coordinator – PO) to discuss the typology and impact of change

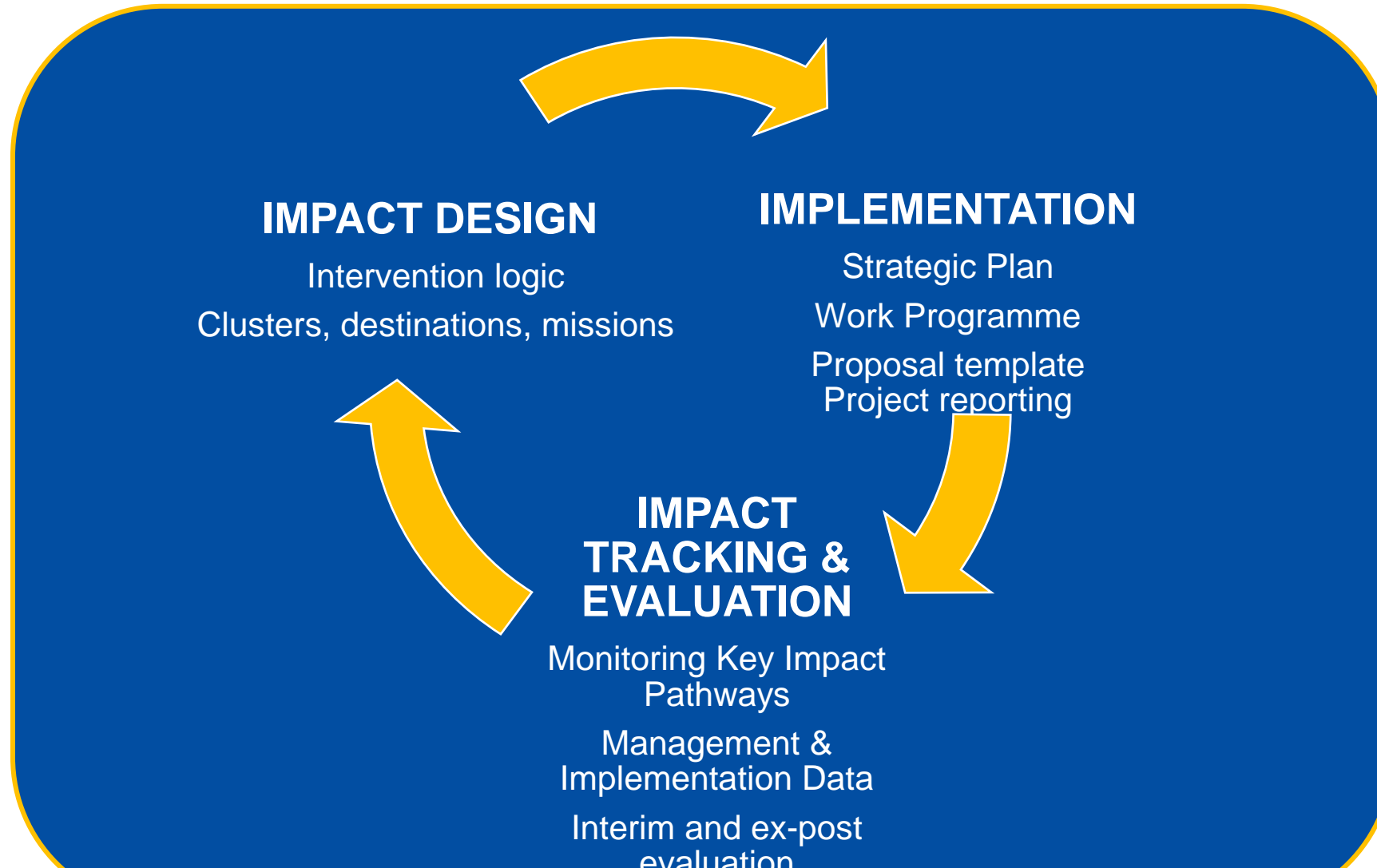
Amendment needed if:

- Change of **Annex 1** (description of action)
- Change of **Annex 2** estimated budget
- Change of **coordinator or its legal status**
- Change of the coordinator's **bank account** for payments
- Addition/removal of **linked third party**
- Change of action's **title**, acronym, **duration**, reporting **periods**
- Change of dissemination status of a deliverables (PU→SEN or SEN→PU)

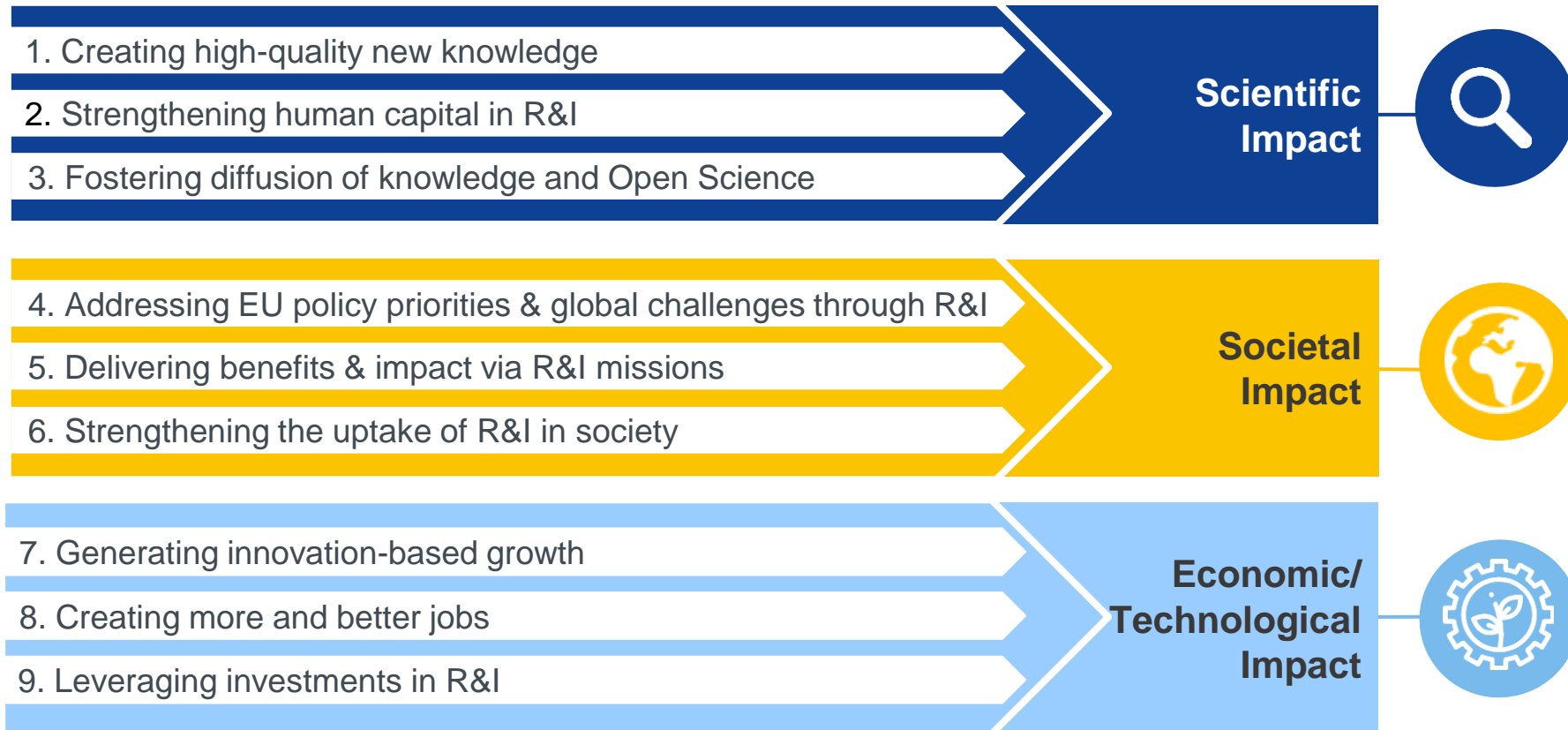
II. Cross-cutting aspects

- Impact
- Communication, Dissemination & Exploitation
- Open access
- Policy Feedback
- Ethics

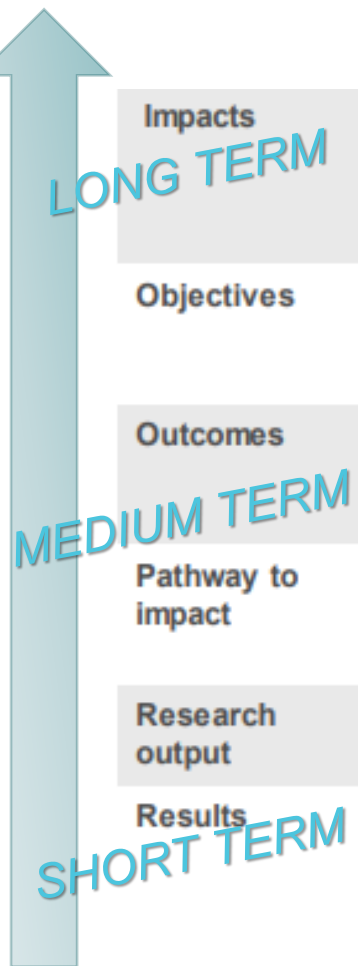
HORIZON EUROPE : Impact-driven Framework Programme



HORIZON EUROPE LEGISLATION: three types of impact, tracked with Key Impact Pathways



Glossary of terms



Impacts Wider long term effects on society (including the environment), the economy and science, enabled by the outcomes of R&I investments (long term). It refers to the specific contribution of the project to the work programme expected impacts described in the destination. Impacts generally occur some time after the end of the project.

Objectives The goals of the work performed within the project, in terms of its research and innovation content. This will be translated into the project's results. These may range from tackling specific research questions, demonstrating the feasibility of an innovation, sharing knowledge among stakeholders on specific issues. The nature of the objectives will depend on the type of action, and the scope of the topic.

Outcomes The expected effects, over the medium term, of projects supported under a given topic. The results of a project should contribute to these outcomes, fostered in particular by the dissemination and exploitation measures. This may include the uptake, diffusion, deployment, and/or use of the project's results by direct target groups. Outcomes generally occur during or shortly after the end of the project.

Pathway to impact Logical steps towards the achievement of the expected impacts of the project over time, in particular beyond the duration of a project. A pathway begins with the projects' results, to their dissemination, exploitation and communication, contributing to the expected outcomes in the work programme topic, and ultimately to the wider scientific, economic and societal impacts of the work programme destination.

Research output Results generated by the action to which access can be given in the form of scientific publications, data or other engineered outcomes and processes such as software, algorithms, protocols and electronic notebooks.

Results What is generated during the project implementation. This may include, for example, know-how, innovative solutions, algorithms, proof of feasibility, new business models, policy recommendations, guidelines, prototypes, demonstrators, databases and datasets, trained researchers, new infrastructures, networks, etc. Most project results (inventions, scientific works, etc.) are 'Intellectual Property', which may, if appropriate, be protected by formal 'Intellectual Property Rights'.

Reporting on Impact: Impact questionnaire (1/3)

NEW in HE reporting: questionnaire to be used for the monitoring and evaluation of HE Programme performance + indication on progress of the project

Included in different SyGMa tabs

- *Impact*
- *Impact Continuation*
- *Beneficiaries feedback*

Important: quality of the data

Technology Readiness Level of The Project

Current status: _____

Expected by Project end: _____

Sustainable development goals

Is your project likely to deliver results relevant for the following Sustainable Development Goals?

Create Neutrality: _____

Clean Water And Sanitation: _____

Citizen Engagement

Regarding co-design and co-creation through the engagement of citizens, and/or end-user entities, how have citizens and end-user entities contributed to the co-creation of R&I content so far?

	Citizen	End user entities
Co-creating R&I visions, agendas, policies or frameworks	<input type="checkbox"/>	<input type="checkbox"/>
Co-creating R&I action plans or technology roadmaps	<input type="checkbox"/>	<input type="checkbox"/>
Collecting data for the project	<input type="checkbox"/>	<input type="checkbox"/>
Analysing data for the project	<input type="checkbox"/>	<input type="checkbox"/>

What mechanisms for citizen and/or end-user entity engagement have you set up and plan to maintain beyond the end of your project, or are planning to set up and maintain beyond the end of your project (per beneficiary)?

Department, centre, lab, network, testbeds or other structure or space set up, internally or externally, to support citizen/end-user engagement

Institutional websites, web-pages or portals set up to support citizen/end-user engagement (excluding project website)

Staff appointed with responsibility to initiate, monitor, evaluate or advise on citizen/end-user engagement

Staff appointed with responsibility for training, mutual learning and sharing of tools and good practice on citizen/end-user engagement

Rules, standards, guidelines or other frameworks established to ensure that citizen/end-user engagement is taken into account in institutional R&I processes

Systematic or regular dialogues, meetings, workshops or other events set up for citizen/end-user engagement (excl.one-off events)

Other: _____

None

Overall, how many individual citizens have been involved in co-creating R&I content for all activities listed? (please provide your best estimate, which should be traceable in one or more deliverables)

Reporting on Impact: Impact questionnaire (2/3)

SyGMA System for Grant Management Project Continuous Report GOFund

Datasets Beneficiaries Feedback Impact **Impact Continuation** Other Results

Impact Continuation

Progress towards objectives and impacts of the project

Please describe the progress of the project so far towards delivering scientific impact, based on its objectives,

Please describe the progress of the project so far towards delivering economic impact, based on its objectives including quantification to the extent possible:

Please describe the progress of the project so far towards delivering impact for society, including environment

Further employment to exploit or scale-up project results *

Full-time equivalents expected to remain or be newly employed based on project's results and their dissemination

	Involve existing team/people	Hire new team/people
New/Existing contracts:		
Short term contracts (incl. PHD):	Technicians:	Researchers:
Long term contracts:	Technicians:	Researchers:

Further investment mobilized to exploit or scale-up project results *

Further investment expected:

Yes: Private/capital investment Public investment Own funds (may be more than one)

Launch of a dedicated company during (or after end of) the project *

Company: Spin-off Spin-out Joint venture Not sure yet No (May be more than one company)

*Asked only for final reporting

Identified further needs on the project's pathway to impact

- Please tick if applicable
- Follow-up research
 - Testing with end-users
 - Demonstration in real-life environment
 - Business plan development
 - Access to risk capital & Scale-up funding
 - Support for internationalisation and access to markets
 - Legal advice (IPR or other)
 - Partnership with other company (technology or other)
 - Startup accelerator
 - Supportive regulatory framework
 - Standardisation

Key factors fostering and impeding the impact of the progress (optional question)

Key factors fostering progress to impact

To what extent are the key factors identified below fostering the progress of the project so far? Please tick if highly relevant.

- Scientific excellence of the consortium
- Geographic breadth of the consortium
- Previous collaborations between partners
- Interdisciplinarity and cross-sectoral approach of project
- Integration of gender dimension in research content
- Involvement of social sciences and humanities in the project
- Strategic impact orientation of the project aligned to emerging needs
- Involvement of users from project design
- Management of intellectual & industrial property rights
- Collaboration with wider ecosystem beyond the project (e.g. financial intermediaries, public authorities, standardisation, regulatory bodies)
- Further funding secured to exploit project's results
- Validation of prototype by potential buyer/end-user
- Knowledge Triangle Integration
- Other (specify)

Highlight any good practice learning from the project for improved implementation that might be transferable to other projects:

Key factors impeding progress to impact

To what extent are the key factors identified below impeding to progress as initially planned. Please tick if highly relevant.

Difficulties in project implementation and management, including access to human resources, securing additional funding, IPR management, cooperation between partners

Reporting on Impact: Impact questionnaire (3/3)

SyGMa System for Grant Management Project Continuous Report **GoFund**

Datasets **Beneficiaries Feedback** Impact Impact Continuation Other Results

Beneficiaries Feedback

To what extent are the key factors identified below fostering and impeding the progress of the project so far?

- Scientific excellence of the consortium
- Geographic breath of the consortium
- Previous collaborations between partners
- Interdisciplinary and cross-sectoral approach of project
- Integration of gender dimension in research content
- Involvement of social sciences and humanities in the project
- Strategic impact orientation of the project aligned to emerging needs
- Involvement of users from project design
- Management of intellectual & industrial property rights
- Collaboration with wider ecosystem beyond the project (e.g. financial intermediaries, public authorities, standardisation, regulatory bodies)
- Further funding secured to exploit project's results
- Other (specify)

Highlight any good practice learning from the project for improved implementation that might be transferable to other projects:

To what extent are the key factors identified below impeding the progress of the project so far?

Difficulties in project implementation and management, including access to human resources, secure additional funding, IPD management, cooperation between partners

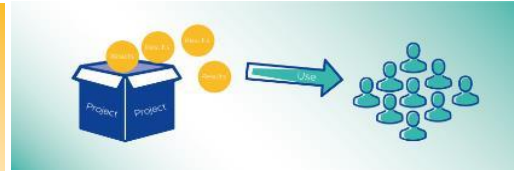
Validate

Communication, dissemination & exploitation

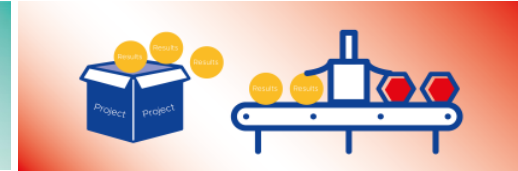
Communication






Dissemination



Exploitation



<p>Reach out to society and show the impact and benefits of EU-funded R&I activities, e.g. by addressing and providing possible solutions to fundamental societal challenges.</p>	<p>Transfer knowledge & results with the aim to enable others to use and take up results, thus maximising the impact of EU-funded research.</p>	<p>Effectively use project results through scientific, economic, political or societal exploitation routes aiming to turn R&I actions into concrete value and impact for society.</p>	 Objective
<p>Inform about and promote the project AND its results/success.</p>	<p>Describe and ensure results available for others to USE → focus on results only!</p>	<p>Make concrete use of research results (not restricted to commercial use.)</p>	 Focus
<p>Multiple audiences beyond the project's own community incl. media and the broad public.</p>	<p>Audiences that may take an interest in the potential USE of the results (e.g. scientific community, industrial partner, policymakers).</p>	<p>People/organisations including project partners themselves that make concrete use of the project results, as well as user groups outside the project.</p>	 Target Audience

*D@E plan is a mandatory deliverable in HE

In a nutshell

Communication: Promote your action and results

Inform, promote and communicate
your activities and results

Reaching multiple audiences

Citizens, the media, stakeholders

How?

- Having a well-designed strategy
- Conveying clear messages
- Using the right media channels

When?

From the start of the action until the end

Why?

- Engage with stakeholders
- Attract the best experts to your team
- Generate market demand
- Raise awareness of how public money is spent
- Show the success of European collaboration

Legal obligation of your Grant Agreement

Dissemination: Make your results public

Open Science: knowledge and results (free of charge)
for others to use

Only to scientists?

Not only but also to others that can learn from the results:
authorities, industry, policymakers, sectors of interest, civil
society

How?

Publishing your results on:

- Scientific magazines
- Scientific and/or targeted conferences
- Databases

When?

At any time, and as soon as the action has results

Why?

- Maximise results' impact
- Allow other researchers to go a step forward
- Contribute to the advancement of the state of the art
- Make scientific results a common good

Legal obligation of your Grant Agreement

Exploitation: Make concrete use of results

Commercial, Societal, Political Purposes

Only by researchers?

Not only, but also:

- Industry including SMEs
- Those that can make good use of them:
authorities, industrial authorities, policymakers, sectors of
interest, civil society

How?

- Creating roadmaps, prototypes, softwares
- Sharing knowledge, skills, data

When?

Towards the end and beyond, as soon as the action has exploit-
able results

Why?

- Lead to new legislation or recommendations
- For the benefit of innovation, the economy and the society
- Help to tackle a problem and respond to an existing demand

Legal obligation of your Grant Agreement



Acknowledgement of EU Funding

**Article 17.2 of the Horizon Europe grant agreement:
Visibility - European flag and funding statement**



**Funded by
the European Union**



**Co-funded by
the European Union**

- Use the European flag (emblem), not the European Commission logo
- Disclaimer (GA art .17.3) must be added in any publication/output

"Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the Agency. Neither the European Union nor the granting authority can be held responsible for them."

Reporting on communication, dissemination and exploitation



Dissemination Activities

There is no dissemination activity for this project yet
List the dissemination activities carried out in the context of the project.
Include dissemination activities mentioned in the proposal and new ones.

Dissemination Activity Name	What? Type of dissemination activity	Who? Target audience Reached	Why? Description of the objective(s) with reference to a specific project output (max 200 characters)	Status of the dissemination activity
6th COVID-19 "research to policy action" di	Collaboration with EU-funded projects	Research communities;	2022/03: Francesca Incardona discussed Hc	Delivered

Communications Activities

There are no communication activities for this project yet
Communication on projects is a strategically planned process that starts at the outset of the action and continues throughout its entire lifetime, aimed at promoting the action and its results. It requires strategic and targeted measures for communicating about (i) the action and (ii) its results to a multitude of audiences, including the media and the public and possibly engaging in a two-way exchange.

Communication Activity Name	Description	Who? Target audience	How? Communication channel	Outcome	Status
fdfd	free	go	Event (conference, meeting, workshop, internet debate, roun	fdv	Delivered
test	gt	gte	Event (conference, meeting, workshop, internet debate, roun	t	Delivered

- **New in HE:** shift to a more **qualitative** rather than quantitative approach on reporting communication, dissemination and exploitation activities
- Describing the activities, their **purpose**, the **target audience** and their **status** (pending, completed etc).
- List main communication, dissemination and exploitation activities; especially the ones for which they you charged costs to the project

Reporting on project results

- **NEW in HE:** obligation to report on project **Results** (content focused)
- Name and type of the results + if they are **Key Exploitable Results (KER)** + audience or target group, steps undertaken towards exploitation and market maturity..
- For **Key Exploitable Results:** use of **Horizon Results Platform** is mandatory in cases the beneficiary has not been able to exploit them within a year after the end of project (obligation may be waived –if justified- by granting authority upon request of beneficiary)
- Elements of the **Results Ownership List (ROL)** (Art. 2(18) and 34 of the Horizon Europe Regulation - ‘Beneficiaries shall own the results they generate’ during a project etc.). **Mandatory** with the last periodic report.

The screenshot displays the SyGma Project Continuous Report interface. The top navigation bar includes various report sections, with 'Results' highlighted in a red box. Below the navigation bar, the 'Results' section is active, showing a table with one entry: 'TEST123' with a 'PROD: Product (new or improved)' result type, 'High scientific potential' key results, and 'Researchers' as the audience. The 'Steps undertaken towards exploitation' are 'Prototyping in laboratory environment', and the 'Market maturity' is 'Not yet existing and not clear if market can be created'.

Below the 'Results' table is the 'Results Ownership List' section. It includes a table with columns for 'Result name', 'Single or joint ownership of results?', 'Result owners', 'Will the owners exploit the result?', 'In which form will the result be made available to other consortium members and/or third party?', 'Does the exploitation of the results require access to background of one or several consortium member?', and 'Does the exploitation of the results require access to third party IP?'. The table contains one entry for 'TEST123' with 'Individual: multi-organisational' ownership and 'No' for all other fields.

At the bottom of the screenshot, the 'Other Results' section is visible, showing a table with columns for 'Type of result', 'Description', 'Type of PD (if available)', 'PD (if available)', and 'URL to repository landing page for the result'. One entry is shown for a 'Prototype' with the description 'it doesn't undergo publication' and 'No' for all other fields.

How can REA support you?

- Has your project won an important scientific award? Have you made a ground-breaking discovery and are featured in the press?
- **Don't forget to inform your project officer!**
- REA's Communication team can help promote by:
 - Highlighting & multiplying your news and results through our own and the Commission's social media channels (**please tag us!**)
 - Proposing your project's success story for inclusion in the European Commission's free-of-charge communication channels.

Towards increased impact



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[Visit our Communication page](#)



Contact your Project Officer via the Communication Centre tool in the [Funding and Tenders Portal](#)



[REA on Twitter](#)

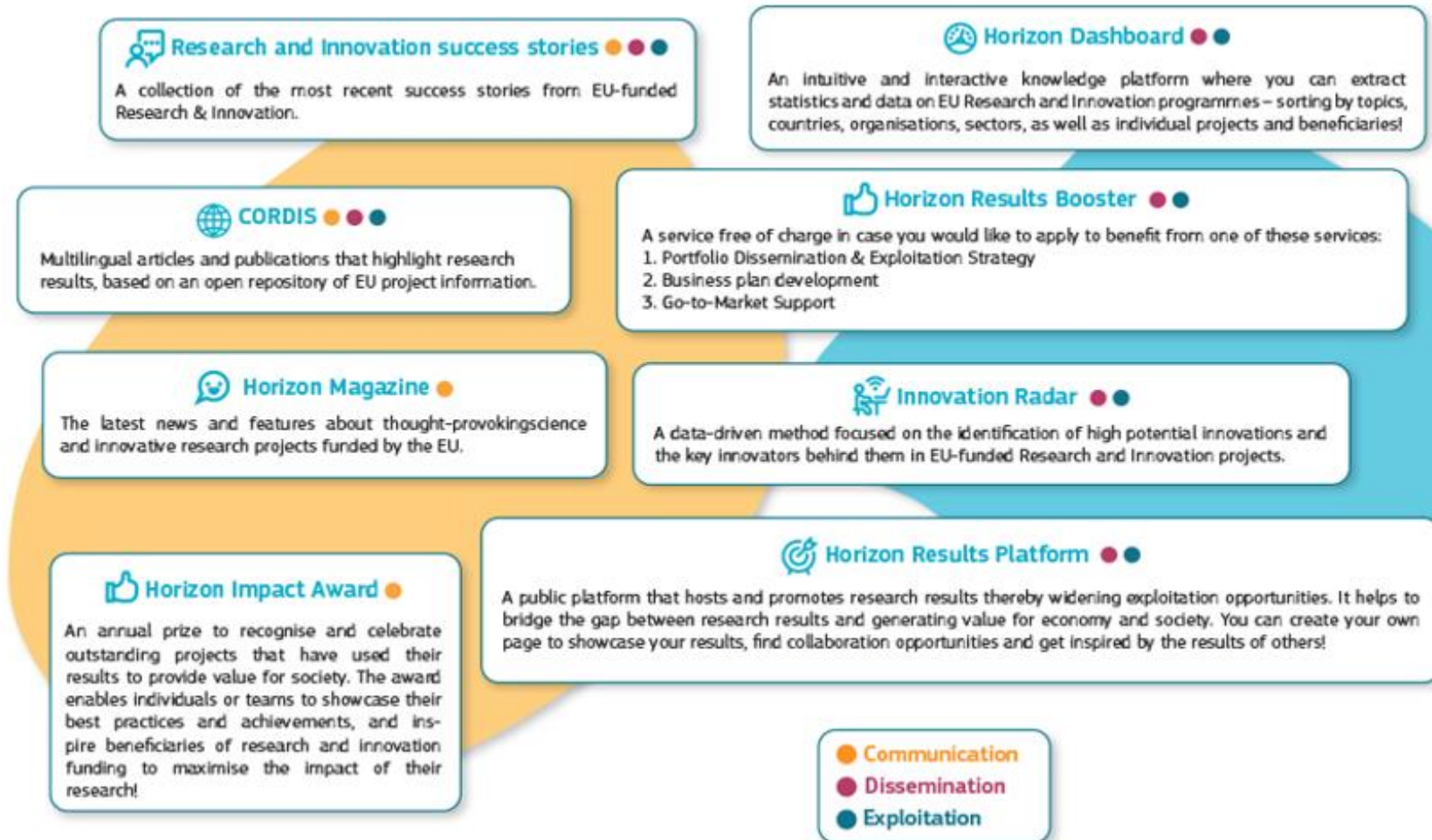


[REA on LinkedIn](#)



[European Research Executive Agency](#)

Free-of-charge European Commission dissemination tools



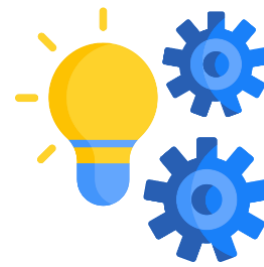
What's in it for you



Visibility



Reputation



Knowledge



Opportunities

Open Science

Open science (OS) is an approach based on **open cooperative work** and **systematic sharing of knowledge and tools** as early and widely as possible in the process, including active engagement of society.

Open science practices include:

- ❑ Early and open sharing of research (for example through preregistration, registered reports, pre-prints, or crowd-sourcing)
- ❑ Research output management including research data management (RDM)
- ❑ Measures to ensure reproducibility of research outputs
- ❑ Providing open access to research outputs (e.g. publications, data, software, models, algorithms, and workflows) through deposition in trusted repositories
- ❑ Participation in open peer review
- ❑ Involving all relevant knowledge actors including citizens, civil society and end users in the co-creation of R&I agendas and contents (such as citizen science)

Key points on open science in Horizon Europe

- Beneficiaries **must manage the digital research data** generated in the action responsibly, in line with the **FAIR (“Findable”, “Accessible”, “Interoperable”, Reusable”)- M6**
- Establish + regularly update a **data management plan** (‘DMP’) for generated (and/or collected) data
- **Ensure open access ‘as open as possible as closed as necessary’**

Useful resources

- [Horizon Europe Annotated Model Grant Agreement](#) (Annex 5, section 2 -pg 154)
- [Horizon Europe Data Management Plan Template](#) (under [reference documents](#) of the Funding and Tenders portal).

Ethics in Horizon Europe

Integral part of research
from beginning to end

Participation in Horizon Europe requires compliance with the highest standards of research ethics and integrity, and with EU, national and international law.

Horizon Europe regulation 2021/695 (Articles 18 and 19) & **Grant Agreement** (Art 14, Annex 5): guiding principles and general obligations (including ineligible activities and specific rules e.g. in case of hESC/hE).

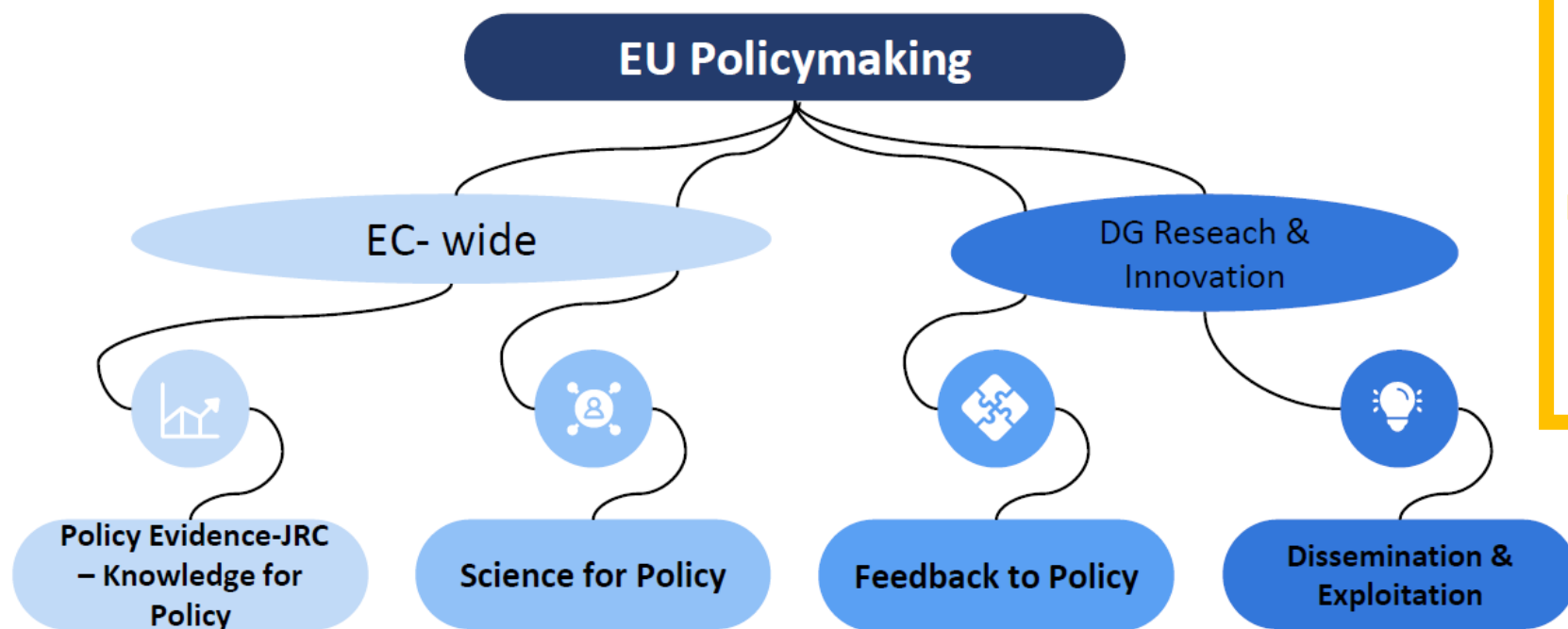
Before starting an action task raising ethical issues, the beneficiaries must have obtained all approvals or other mandatory documents needed for implementing the task, notably from any (national or local) ethics committee or other bodies.

The documents must be kept on file and submitted by the coordinator to the granting authority upon request.

Please pay uttermost attention and contact the PO, whenever you modify activities with potential ethical issues, such as collect or process "personal data" (e.g. name, e-mail address,...), involve volunteers (informed consent procedure required), exchange data between EU – non-EU countries.

Policy feedback 1/2

A mechanism through which your project results feed into current and/or future policy-making



Bridging the Gap between science and policy

Use of Research Results, Project to Policy, Research for Policy

- ❑ Necessary for **evidence-based** policy design, implementation & evaluation
- ❑ Monitor the **achievement of policy objectives** and the **impact of existing policies** / legislation
- ❑ Identify **gaps, opportunities** and **potential synergies** for future policy design

Policy feedback 2/2

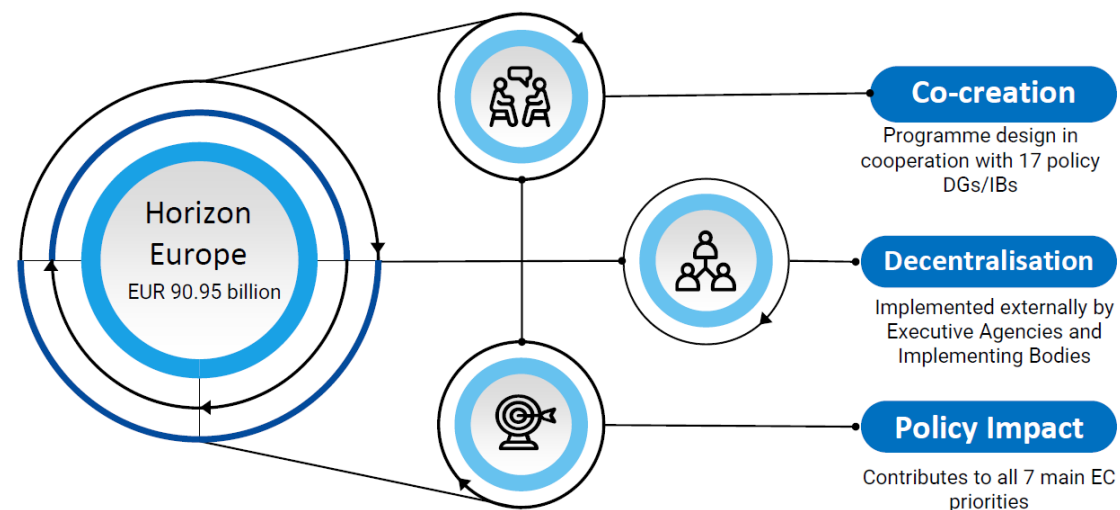
What's in it for you

- you actively feed into EU policy discussions
- you interact with similar projects
- you promote your own project

Type of policy feedback activities

- policy brief as a mandatory deliverable (see next slide)
- ad hoc requests e.g. for monitoring purposes
- partake in cluster events

Horizon Europe and Feedback to Policy



III. Extra Resources

Useful resources

- [HE Annotated Model Grant Agreement](#)
- [Horizon Europe Annotated Model Grant Agreement \(p.154 ff for open science\)](#)
- [Guidance on social media for EU funded R&I projects](#)
- [Horizon Europe – Funding Programme for Research and Innovation](#)
- [Factsheet ‘Open Science in Horizon Europe’](#)
- [Communication on ‘A new ERA for Research and Innovation’](#)
- [Pact for Research and Innovation in Europe](#)

HE Online Manual

<https://webgate.ec.europa.eu/funding-tenders-opportunities/display/OM/Online+Manual>

Grant management

- [Keeping records](#)
- [Amendments](#)
- [Continuous Reporting \(NEW\)](#)
- [Reports & payment requests](#)
- [Deliverables & milestones](#)
- [Dissemination & exploitation](#)
- [Communicating your project](#)
- [Acknowledgement of EU funding](#)
- [Checks, audits, reviews & investigations](#)
- [Horizon Europe Data Management Plan Template](#) (under [reference documents](#) of FTOP)

Keep in touch



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Thank you



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