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EUROPEAN RESEARCH EXECUTIVE AGENCY (REA)

REA.C – Future Society
C.3 – Widening Participation

GRANT AGREEMENT

Project 101158561 — WIDE AcrossEU

PREAMBLE

This **Agreement** ('the Agreement') is **between** the following parties:

on the one part,

the **European Research Executive Agency (REA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and

on the other part,

1. 'the coordinator':

UNIVERZITA PARDUBICE (UPCE), PIC 999453663, established in Studentska 95, PARDUBICE 532 10, Czechia,

and the following other beneficiaries, if they sign their 'accession form' (see Annex 3 and Article 40):

2. **Ss. CYRIL AND METHODIUS UNIVERSITY IN SKOPJE (UKIM)**, PIC 999588493, established in BLVD GOCE DELCEV 9, SKOPJE 1000, Republic of North Macedonia,

3. **ZHYTOMYR POLYTECHNIC STATE UNIVERSITY (ZPSU)**, PIC 944164051, established in CHUDNIVSKA STR 103, ZHYTOMYR 10005, Ukraine,

4. **LAPIN YLIOPISTO (ULAPLAND)**, PIC 998208474, established in PL 122, ROVANIEMI 96101, Finland,

5. **UMEA UNIVERSITET (UMU)**, PIC 999881821, established in UNIVERSITETOMRADET, UMEA 901 87, Sweden,

Unless otherwise specified, references to 'beneficiary' or 'beneficiaries' include the coordinator and affiliated entities (if any).

If only one beneficiary signs the grant agreement ('mono-beneficiary grant'), all provisions referring to the 'coordinator' or the 'beneficiaries' will be considered — mutatis mutandis — as referring to the beneficiary.

The parties referred to above have agreed to enter into the Agreement.

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By signing the Agreement and the accession forms, the beneficiaries accept the grant and agree to implement the action under their own responsibility and in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

The Agreement is composed of:

Preamble

Terms and Conditions (including Data Sheet)

Annex 1 Description of the action[1]

Annex 2 Estimated budget for the action

Annex 2a Additional information on unit costs and contributions (if applicable)

Annex 3 Accession forms (if applicable)[2]

Annex 3a Declaration on joint and several liability of affiliated entities (if applicable)[3]

Annex 4 Model for the financial statements

Annex 5 Specific rules (if applicable)

[1] Template published on Portal Reference Documents.
[2] Template published on Portal Reference Documents.
[3] Template published on Portal Reference Documents.

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TERMS AND CONDITIONS

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DATA SHEET

1. General data

Project summary:

Project summary
Our consortium consisting of partner institutions from Czechia, North Macedonia, Ukraine, Finland and Sweden have diverse experience with participation in Horizon Europe (HE), Synergic EU R&I funding, Smart Specialisation Clusters and other international R&I funding schemes, consider this call as the opportunity to strengthen institutions from Widening countries and upscale them on higher level through capacity, skills and competence building and networking actions. The key objective of the project "WIDE AcrossEU" is to move us, participants from Widening countries (the core group - 3 higher education institutions from the Czech Republic, North Macedonia and Ukraine), who are formerly a current single beneficiaries of regional funding programmes (ERDF, IPA, Interreg and similar investments for R&I infrastructure), to higher level and prepare us for wider and more successful participation in direct EU funding programmes. The specific objectives, which are: 1. To map the needs and requirements of target groups in Widening partners - State of Play, 2. To strengthen competitiveness of target groups in Widening countries by acquiring new transferable skills for R&I staff, 3. Access to networks and partnerships to secure more successful proposal and create a base for lead partner roles for Widening partners, 4. To better use R&I infrastructure funded under ERDF or similar investments, 5. To create strategies for R&I and Human Resources, 6. To improve access to excellent European R&I networks and communities, will be achieved through following work packages: WP1 Need of analysis for capacity and competence building, WP2 Acquisition of new transferable skills, WP3 Exploitation of R&I funding opportunities & networks, WP4 R&I valorisation, policy support and synergies, WP5 Dissemination, communication and exploitation, WP6 Management and coordination. The project will last 40 months.

Keywords:

- Human resource management
- Innovation management
- Life long learning
- R&I funding, R&I infrastructure, transferable skills, networking, human resources strategy, R&I internationalisation strategy, regional authorities, national authorities, industry, universities

Project number: 101158561

Project name: WIDEn performance in research and innovation capacity and competence Across EU

Project acronym: WIDE AcrossEU

Call: HORIZON-WIDERA-2023-ACCESS-04

Topic: HORIZON-WIDERA-2023-ACCESS-04-01

Type of action: HORIZON Coordination and Support Actions

Granting authority: European Research Executive Agency

Grant managed through EU Funding & Tenders Portal: Yes (eGrants)

Project starting date: fixed date: 1 May 2024

Project end date: 31 August 2027

Project duration: 40 months

Consortium agreement: Yes

2. Participants

List of participants:

N°	Role	Short name	Legal name	Ctry	PIC	Total eligible costs (BEN and AE)	Max grant amount
1	COO	UPCE	UNIVERZITA PARDUBICE	CZ	999453663	515 055.00	515 055.00

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N°	Role	Short name	Legal name	Ctry	PIC	Total eligible costs (BEN and AE)	Max grant amount
2	BEN	UKIM	Ss. CYRIL AND METHODIUS UNIVERSITY IN SKOPJE	MK	999588493	235 043.75	235 043.75
3	BEN	ZPSU	ZHYTOMYR POLYTECHNIC STATE UNIVERSITY	UA	944164051	186 681.25	186 681.25
4	BEN	ULAPLAND	LAPIN YLIOPISTO	FI	998208474	128 375.00	128 375.00
5	BEN	UMU	UMEA UNIVERSITET	SE	999881821	134 845.00	134 845.00
Total						1 200 000.00	1 200 000.00

Coordinator:

– UNIVERZITA PARDUBICE (UPCE)

3. Grant

Maximum grant amount, total estimated eligible costs and contributions and funding rate:

Total eligible costs (BEN and AE)	Funding rate (%)	Maximum grant amount (Annex 2)	Maximum grant amount (award decision)
1 200 000.00	100	1 200 000.00	1 200 000.00

Grant form: Budget-based

Grant mode: Action grant

Budget categories/activity types:

- A. Personnel costs
  - A.1 Employees, A.2 Natural persons under direct contract, A.3 Seconded persons
  - A.4 SME owners and natural person beneficiaries
- B. Subcontracting costs
- C. Purchase costs
  - C.1 Travel and subsistence
  - C.2 Equipment
  - C.3 Other goods, works and services
- D. Other cost categories
  - D.2 Internally invoiced goods and services
- E. Indirect costs

Cost eligibility options:

- In-kind contributions eligible costs
- Parental leave
- Project-based supplementary payments
- Average personnel costs (unit cost according to usual cost accounting practices)
- Limitation for subcontracting
- Travel and subsistence:
  - Travel: Actual costs

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- Accommodation: Actual costs
- Subsistence: Actual costs

- Equipment: depreciation only

- Indirect cost flat-rate: 25% of the eligible direct costs (categories A-D, except volunteers costs, subcontracting costs, financial support to third parties and exempted specific cost categories, if any)

- VAT: Yes

- Other ineligible costs

Budget flexibility: Yes (no flexibility cap)

4. Reporting, payments and recoveries

4.1 Continuous reporting (art 21)

Deliverables: see Funding & Tenders Portal Continuous Reporting tool

4.2 Periodic reporting and payments

Reporting and payment schedule (art 21, 22):

Reporting					Payments	
Reporting periods			Type	Deadline	Type	Deadline (time to pay)
RP No	Month from	Month to				
					Initial prefinancing	30 days from entry into force/10 days before starting date – whichever is the latest
1	1	15	Periodic report	60 days after end of reporting period	Interim payment	90 days from receiving periodic report
2	16	40	Periodic report	60 days after end of reporting period	Final payment	90 days from receiving periodic report

Prefinancing payments and guarantees:

Prefinancing payment	
Type	Amount
Prefinancing 1 (initial)	960 000.00

Reporting and payment modalities (art 21, 22):

Mutual Insurance Mechanism (MIM): Yes

MIM contribution: 5% of the maximum grant amount (60 000.00), retained from the initial prefinancing

Restrictions on distribution of initial prefinancing: The prefinancing may be distributed only if the minimum number of beneficiaries set out in the call condititions (if any) have acceded to the Agreement and only to beneficiaries that have acceded.

Interim payment ceiling (if any): 90% of the maximum grant amount

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Exception for revenues: Yes

No-profit rule: Yes

Late payment interest: ECB + 3.5%

Bank account for payments:

CZ1401000000192522710287

Conversion into euros: Double conversion

Reporting language: Language of the Agreement

4.3 Certificates (art 24):

Certificates on the financial statements (CFS):

Conditions:

Schedule: only at final payment, if threshold is reached

Standard threshold (beneficiary-level):

- financial statement: requested EU contribution to costs ≥ EUR 430 000.00

Special threshold for beneficiaries with a systems and process audit(see Article 24): financial statement: requested EU contribution to costs ≥ EUR 725 000.00

4.4 Recoveries (art 22)

First-line liability for recoveries:

Beneficiary termination: Beneficiary concerned

Final payment: Each beneficiary for their own debt

After final payment: Beneficiary concerned

Joint and several liability for enforced recoveries (in case of non-payment):

Individual financial responsibility: Each beneficiary is liable only for its own debts (and those of its affiliated entities, if any)

Joint and several liability of affiliated entities — n/a

5. Consequences of non-compliance, applicable law & dispute settlement forum

Suspension and termination:

Additional suspension grounds (art 31)

Additional termination grounds (art 32)

Applicable law (art 43):

Standard applicable law regime: EU law + law of Belgium

Dispute settlement forum (art 43):

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Standard dispute settlement forum:

EU beneficiaries: EU General Court + EU Court of Justice (on appeal)

Non-EU beneficiaries: Courts of Brussels, Belgium (unless an international agreement provides for the enforceability of EU court judgements)

6. Other

Specific rules (Annex 5): Yes

Standard time-limits after project end:

Confidentiality (for X years after final payment): 5

Record-keeping (for X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Reviews (up to X years after final payment): 2

Audits (up to X years after final payment): 2

Extension of findings from other grants to this grant (no later than X years after final payment): 2

Impact evaluation (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

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CHAPTER 1 GENERAL

ARTICLE 1 — SUBJECT OF THE AGREEMENT

This Agreement sets out the rights and obligations and terms and conditions applicable to the grant awarded for the implementation of the action set out in Chapter 2.

ARTICLE 2 — DEFINITIONS

For the purpose of this Agreement, the following definitions apply:

Actions — The project which is being funded in the context of this Agreement.

Grant — The grant awarded in the context of this Agreement.

EU grants — Grants awarded by EU institutions, bodies, offices or agencies (including EU executive agencies, EU regulatory agencies, EDA, joint undertakings, etc.).

Participants — Entities participating in the action as beneficiaries, affiliated entities, associated partners, third parties giving in-kind contributions, subcontractors or recipients of financial support to third parties.

Beneficiaries (BEN) — The signatories of this Agreement (either directly or through an accession form).

Affiliated entities (AE) — Entities affiliated to a beneficiary within the meaning of Article 187 of EU Financial Regulation 2018/1046[4] which participate in the action with similar rights and obligations as the beneficiaries (obligation to implement action tasks and right to charge costs and claim contributions).

Associated partners (AP) — Entities which participate in the action, but without the right to charge costs or claim contributions.

Purchases — Contracts for goods, works or services needed to carry out the action (e.g. equipment, consumables and supplies) but which are not part of the action tasks (see Annex 1).

Subcontracting — Contracts for goods, works or services that are part of the action tasks (see Annex 1).

In-kind contributions — In-kind contributions within the meaning of Article 2(36) of EU Financial

[4] For the definition, see Article 187 Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012 ('EU Financial Regulation') (OJ L 193, 30.7.2018, p. 1): "**affiliated entities** [are]:
(a) entities that form a sole beneficiary [(i.e. where an entity is formed of several entities that satisfy the criteria for being awarded a grant, including where the entity is specifically established for the purpose of implementing an action to be financed by a grant)];
(b) entities that satisfy the eligibility criteria and that do not fall within one of the situations referred to in Article 136(1) and 141(1) and that have a link with the beneficiary, in particular a legal or capital link, which is neither limited to the action nor established for the sole purpose of its implementation".

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Regulation 2018/1046, i.e. non-financial resources made available free of charge by third parties.

Fraud — Fraud within the meaning of Article 3 of EU Directive 2017/1371[5] and Article 1 of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995[6], as well as any other wrongful or criminal deception intended to result in financial or personal gain.

Irregularities — Any type of breach (regulatory or contractual) which could impact the EU financial interests, including irregularities within the meaning of Article 1(2) of EU Regulation 2988/95[7].

Grave professional misconduct — Any type of unacceptable or improper behaviour in exercising one's profession, especially by employees, including grave professional misconduct within the meaning of Article 136(1)(c) of EU Financial Regulation 2018/1046.

Applicable EU, international and national law — Any legal acts or other (binding or non-binding) rules and guidance in the area concerned.

Portal — EU Funding & Tenders Portal; electronic portal and exchange system managed by the European Commission and used by itself and other EU institutions, bodies, offices or agencies for the management of their funding programmes (grants, procurements, prizes, etc.).

CHAPTER 2 ACTION

ARTICLE 3 — ACTION

The grant is awarded for the action **101158561 — WIDE AcrossEU** ('action'), as described in Annex 1.

ARTICLE 4 — DURATION AND STARTING DATE

The duration and the starting date of the action are set out in the Data Sheet (see Point 1).

CHAPTER 3 GRANT

ARTICLE 5 — GRANT

5.1 Form of grant

[5] Directive (EU) 2017/1371 of the European Parliament and of the Council of 5 July 2017 on the fight against fraud to the Union's financial interests by means of criminal law (OJ L 198, 28.7.2017, p. 29).

[6] OJ C 316, 27.11.1995, p. 48.

[7] Council Regulation (EC, Euratom) No 2988/95 of 18 December 1995 on the protection of the European Communities financial interests (OJ L 312, 23.12.1995, p. 1).

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The grant is an action grant[8] which takes the form of a budget-based mixed actual cost grant (i.e. a grant based on actual costs incurred, but which may also include other forms of funding, such as unit costs or contributions, flat-rate costs or contributions, lump sum costs or contributions or financing not linked to costs).

5.2 Maximum grant amount

The maximum grant amount is set out in the Data Sheet (see Point 3) and in the estimated budget (Annex 2).

5.3 Funding rate

The funding rate for costs is 100% of the action's eligible costs.

Contributions are not subject to any funding rate.

5.4 Estimated budget, budget categories and forms of funding

The estimated budget for the action is set out in Annex 2.

It contains the estimated eligible costs and contributions for the action, broken down by participant and budget category.

Annex 2 also shows the types of costs and contributions (forms of funding)[9] to be used for each budget category.

If unit costs or contributions are used, the details on the calculation will be explained in Annex 2a.

5.5 Budget flexibility

The budget breakdown may be adjusted — without an amendment (see Article 39) — by transfers (between participants and budget categories), as long as this does not imply any substantive or important change to the description of the action in Annex 1.

However:

- changes to the budget category for volunteers (if used) always require an amendment
- changes to budget categories with lump sums costs or contributions (if used; including financing not linked to costs) always require an amendment
- changes to budget categories with higher funding rates or budget ceilings (if used) always require an amendment
- addition of amounts for subcontracts not provided for in Annex 1 either require an amendment or simplified approval in accordance with Article 6.2

[8] For the definition. see Article 180(2)(a) EU Financial Regulation 2018/1046: '**action grant**' means an EU grant to finance "an action intended to help achieve a Union policy objective".

[9] See Article 125 EU Financial Regulation 2018/1046.

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- other changes require an amendment or simplified approval, if specifically provided for in Article 6.2

- flexibility caps: not applicable.

ARTICLE 6 — ELIGIBLE AND INELIGIBLE COSTS AND CONTRIBUTIONS

In order to be eligible, costs and contributions must meet the **eligibility** conditions set out in this Article.

6.1 General eligibility conditions

The **general eligibility conditions** are the following:

(a) for actual costs:

(i) they must be actually incurred by the beneficiary

(ii) they must be incurred in the period set out in Article 4 (with the exception of costs relating to the submission of the final periodic report, which may be incurred afterwards; see Article 21)

(iii) they must be declared under one of the budget categories set out in Article 6.2 and Annex 2

(iv) they must be incurred in connection with the action as described in Annex 1 and necessary for its implementation

(v) they must be identifiable and verifiable, in particular recorded in the beneficiary's accounts in accordance with the accounting standards applicable in the country where the beneficiary is established and with the beneficiary's usual cost accounting practices

(vi) they must comply with the applicable national law on taxes, labour and social security and

(vii) they must be reasonable, justified and must comply with the principle of sound financial management, in particular regarding economy and efficiency

(b) for unit costs or contributions (if any):

(i) they must be declared under one of the budget categories set out in Article 6.2 and Annex 2

(ii) the units must:

- be actually used or produced by the beneficiary in the period set out in Article 4 (with the exception of units relating to the submission of the final periodic report, which may be used or produced afterwards; see Article 21)

- be necessary for the implementation of the action and

(iii) the number of units must be identifiable and verifiable, in particular supported by records and documentation (see Article 20)

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(c) for flat-rate costs or contributions (if any):

(i) they must be declared under one of the budget categories set out in Article 6.2 and Annex 2

(ii) the costs or contributions to which the flat-rate is applied must:

- be eligible
- relate to the period set out in Article 4 (with the exception of costs or contributions relating to the submission of the final periodic report, which may be incurred afterwards; see Article 21)

(d) for lump sum costs or contributions (if any):

(i) they must be declared under one of the budget categories set out in Article 6.2 and Annex 2

(ii) the work must be properly implemented by the beneficiary in accordance with Annex 1

(iii) the deliverables/outputs must be achieved in the period set out in Article 4 (with the exception of deliverables/outputs relating to the submission of the final periodic report, which may be achieved afterwards; see Article 21)

(e) for unit, flat-rate or lump sum costs or contributions according to usual cost accounting practices (if any):

(i) they must fulfil the general eligibility conditions for the type of cost concerned

(ii) the cost accounting practices must be applied in a consistent manner, based on objective criteria, regardless of the source of funding

(f) for financing not linked to costs (if any): the results must be achieved or the conditions must be fulfilled as described in Annex 1.

In addition, for direct cost categories (e.g. personnel, travel & subsistence, subcontracting and other direct costs) only costs that are directly linked to the action implementation and can therefore be attributed to it directly are eligible. They must not include any indirect costs (i.e. costs that are only indirectly linked to the action, e.g. via cost drivers).

In-kind contributions provided by third parties free of charge may be declared as eligible direct costs by the beneficiaries which use them (under the same conditions as if they were their own, provided that they concern only direct costs and that the third parties and their in-kind contributions are set out in Annex 1 (or approved ex post in the periodic report, if their use does not entail changes to the Agreement which would call into question the decision awarding the grant or breach the principle of equal treatment of applicants; 'simplified approval procedure').

6.2 Specific eligibility conditions for each budget category

For each budget category, the **specific eligibility conditions** are as follows:

Direct costs

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A. Personnel costs

A.1 Costs for employees (or equivalent) are eligible as personnel costs if they fulfil the general eligibility conditions and are related to personnel working for the beneficiary under an employment contract (or equivalent appointing act) and assigned to the action.

They must be limited to salaries (including net payments during parental leave), social security contributions, taxes and other costs linked to the remuneration, if they arise from national law or the employment contract (or equivalent appointing act) and be calculated on the basis of the costs actually incurred, in accordance with the following method:

{daily rate for the person

multiplied by

number of day-equivalents worked on the action (rounded up or down to the nearest half-day)}.

The daily rate must be calculated as:

{annual personnel costs for the person

divided by

215}.

The number of day-equivalents declared for a person must be identifiable and verifiable (see Article 20).

The actual time spent on parental leave by a person assigned to the action may be deducted from the 215 days indicated in the above formula.

The total number of day-equivalents declared in EU grants, for a person for a year, cannot be higher than 215, minus time spent on parental leave (if any).

For personnel which receives supplementary payments for work in projects (project-based remuneration), the personnel costs must be calculated at a rate which:

- corresponds to the actual remuneration costs paid by the beneficiary for the time worked by the person in the action over the reporting period
- does not exceed the remuneration costs paid by the beneficiary for work in similar projects funded by national schemes (‘national projects reference’)
- is defined based on objective criteria allowing to determine the amount to which the person is entitled

and

- reflects the usual practice of the beneficiary to pay consistently bonuses or supplementary payments for work in projects funded by national schemes.

The national projects reference is the remuneration defined in national law, collective labour agreement or written internal rules of the beneficiary applicable to work in projects funded by national schemes.

If there is no such national law, collective labour agreement or written internal rules or if the project-

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based remuneration is not based on objective criteria, the national project reference will be the average remuneration of the person in the last full calendar year covered by the reporting period, excluding remuneration paid for work in EU actions.

If the beneficiary uses average personnel costs (unit cost according to usual cost accounting practices), the personnel costs must fulfil the general eligibility conditions for such unit costs and the daily rate must be calculated:

- using the actual personnel costs recorded in the beneficiary's accounts and excluding any costs which are ineligible or already included in other budget categories; the actual personnel costs may be adjusted on the basis of budgeted or estimated elements, if they are relevant for calculating the personnel costs, reasonable and correspond to objective and verifiable information

and

- according to usual cost accounting practices which are applied in a consistent manner, based on objective criteria, regardless of the source of funding.

A.2 and **A.3 Costs for natural persons working under a direct contract** other than an employment contract and costs for **seconded persons by a third party against payment** are also eligible as personnel costs, if they are assigned to the action, fulfil the general eligibility conditions and:

(a) work under conditions similar to those of an employee (in particular regarding the way the work is organised, the tasks that are performed and the premises where they are performed) and

(b) the result of the work belongs to the beneficiary (unless agreed otherwise).

They must be calculated on the basis of a rate which corresponds to the costs actually incurred for the direct contract or secondment and must not be significantly different from those for personnel performing similar tasks under an employment contract with the beneficiary.

A.4 The work of **SME owners** for the action (i.e. owners of beneficiaries that are small and medium-sized enterprises[10] not receiving a salary) or **natural person beneficiaries** (i.e. beneficiaries that are natural persons not receiving a salary) may be declared as personnel costs, if they fulfil the general eligibility conditions and are calculated as unit costs in accordance with the method set out in Annex 2a.

B. Subcontracting costs

Subcontracting costs for the action (including related duties, taxes and charges, such as non-deductible or non-refundable value added tax (VAT)) are eligible, if they are calculated on the basis

[10] For the definition, see Commission Recommendation 2003/361/EC: micro, small or medium-sized enterprise (SME) are enterprises

- engaged in an economic activity, irrespective of their legal form (including, in particular, self-employed persons and family businesses engaged in craft or other activities, and partnerships or associations regularly engaged in an economic activity) and

- employing fewer than 250 persons (expressed in 'annual working units' as defined in Article 5 of the Recommendation) and which have an annual turnover not exceeding EUR 50 million, and/or an annual balance sheet total not exceeding EUR 43 million.

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of the costs actually incurred, fulfil the general eligibility conditions and are awarded using the beneficiary's usual purchasing practices — provided these ensure subcontracts with best value for money (or if appropriate the lowest price) and that there is no conflict of interests (see Article 12).

Beneficiaries that are 'contracting authorities/entities' within the meaning of the EU Directives on public procurement must also comply with the applicable national law on public procurement.

Subcontracting may cover only a limited part of the action.

The tasks to be subcontracted and the estimated cost for each subcontract must be set out in Annex 1 and the total estimated costs of subcontracting per beneficiary must be set out in Annex 2 (or may be approved ex post in the periodic report, if the use of subcontracting does not entail changes to the Agreement which would call into question the decision awarding the grant or breach the principle of equal treatment of applicants; 'simplified approval procedure').

C. Purchase costs

Purchase costs for the action (including related duties, taxes and charges, such as non-deductible or non-refundable value added tax (VAT)) are eligible if they fulfil the general eligibility conditions and are bought using the beneficiary's usual purchasing practices — provided these ensure purchases with best value for money (or if appropriate the lowest price) and that there is no conflict of interests (see Article 12).

Beneficiaries that are 'contracting authorities/entities' within the meaning of the EU Directives on public procurement must also comply with the applicable national law on public procurement.

C.1 Travel and subsistence

Purchases for **travel, accommodation** and **subsistence** must be calculated as follows:

- travel: on the basis of the costs actually incurred and in line with the beneficiary's usual practices on travel
- accommodation: on the basis of the costs actually incurred and in line with the beneficiary's usual practices on travel
- subsistence: on the basis of the costs actually incurred and in line with the beneficiary's usual practices on travel .

C.2 Equipment

Purchases of **equipment, infrastructure or other assets** used for the action must be declared as depreciation costs, calculated on the basis of the costs actually incurred and written off in accordance with international accounting standards and the beneficiary's usual accounting practices.

Only the portion of the costs that corresponds to the rate of actual use for the action during the action duration can be taken into account.

Costs for **renting or leasing** equipment, infrastructure or other assets are also eligible, if they do not exceed the depreciation costs of similar equipment, infrastructure or assets and do not include any financing fees.

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C.3 Other goods, works and services

Purchases of **other goods, works and services** must be calculated on the basis of the costs actually incurred.

Such goods, works and services include, for instance, consumables and supplies, promotion, dissemination, protection of results, translations, publications, certificates and financial guarantees, if required under the Agreement.

D. Other cost categories

D.2 Internally invoiced goods and services

Costs for internally invoiced goods and services directly used for the action may be declared as unit cost according to usual cost accounting practices, if and as declared eligible in the call conditions, if they fulfil the general eligibility conditions for such unit costs and the amount per unit is calculated:

- using the actual costs for the good or service recorded in the beneficiary's accounts, attributed either by direct measurement or on the basis of cost drivers, and excluding any cost which are ineligible or already included in other budget categories; the actual costs may be adjusted on the basis of budgeted or estimated elements, if they are relevant for calculating the costs, reasonable and correspond to objective and verifiable information

and

- according to usual cost accounting practices which are applied in a consistent manner, based on objective criteria, regardless of the source of funding.

'Internally invoiced goods and services' means goods or services which are provided within the beneficiary's organisation directly for the action and which the beneficiary values on the basis of its usual cost accounting practices.

This cost will not be taken into account for the indirect cost flat-rate.

Indirect costs

E. Indirect costs

Indirect costs will be reimbursed at the flat-rate of 25% of the eligible direct costs (categories A-D, except volunteers costs, subcontracting costs, financial support to third parties and exempted specific cost categories, if any).

Contributions

Not applicable

6.3 Ineligible costs and contributions

The following costs or contributions are **ineligible**:

(a) costs or contributions that do not comply with the conditions set out above (Article 6.1 and 6.2), in particular:

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(i) costs related to return on capital and dividends paid by a beneficiary

(ii) debt and debt service charges

(iii) provisions for future losses or debts

(iv) interest owed

(v) currency exchange losses

(vi) bank costs charged by the beneficiary's bank for transfers from the granting authority

(vii) excessive or reckless expenditure

(viii) deductible or refundable VAT (including VAT paid by public bodies acting as public authority)

(ix) costs incurred or contributions for activities implemented during grant agreement suspension (see Article 31)

(x) in-kind contributions by third parties: not applicable

(b) costs or contributions declared under other EU grants (or grants awarded by an EU Member State, non-EU country or other body implementing the EU budget), except for the following cases:

(i) Synergy actions: not applicable

(ii) if the action grant is combined with an operating grant[11] running during the same period and the beneficiary can demonstrate that the operating grant does not cover any (direct or indirect) costs of the action grant

(c) costs or contributions for staff of a national (or regional/local) administration, for activities that are part of the administration's normal activities (i.e. not undertaken only because of the grant)

(d) costs or contributions (especially travel and subsistence) for staff or representatives of EU institutions, bodies or agencies

(e) other :

(i) country restrictions for eligible costs: not applicable

(ii) costs or contributions declared specifically ineligible in the call conditions.

6.4 Consequences of non-compliance

If a beneficiary declares costs or contributions that are ineligible, they will be rejected (see Article 27).

This may also lead to other measures described in Chapter 5.

[11] For the definition, see Article 180(2)(b) of EU Financial Regulation 2018/1046: '**operating grant**' means an EU grant to finance "the functioning of a body which has an objective forming part of and supporting an EU policy".

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CHAPTER 4 GRANT IMPLEMENTATION

SECTION 1 CONSORTIUM: BENEFICIARIES, AFFILIATED ENTITIES AND OTHER PARTICIPANTS

ARTICLE 7 — BENEFICIARIES

The beneficiaries, as signatories of the Agreement, are fully responsible towards the granting authority for implementing it and for complying with all its obligations.

They must implement the Agreement to their best abilities, in good faith and in accordance with all the obligations and terms and conditions it sets out.

They must have the appropriate resources to implement the action and implement the action under their own responsibility and in accordance with Article 11. If they rely on affiliated entities or other participants (see Articles 8 and 9), they retain sole responsibility towards the granting authority and the other beneficiaries.

They are jointly responsible for the *technical* implementation of the action. If one of the beneficiaries fails to implement their part of the action, the other beneficiaries must ensure that this part is implemented by someone else (without being entitled to an increase of the maximum grant amount and subject to an amendment; see Article 39). The *financial* responsibility of each beneficiary in case of recoveries is governed by Article 22.

The beneficiaries (and their action) must remain eligible under the EU programme funding the grant for the entire duration of the action. Costs and contributions will be eligible only as long as the beneficiary and the action are eligible.

The **internal roles and responsibilities** of the beneficiaries are divided as follows:

(a) Each beneficiary must:

(i) keep information stored in the Portal Participant Register up to date (see Article 19)

(ii) inform the granting authority (and the other beneficiaries) immediately of any events or circumstances likely to affect significantly or delay the implementation of the action (see Article 19)

(iii) submit to the coordinator in good time:

- the prefinancing guarantees (if required; see Article 23)
- the financial statements and certificates on the financial statements (CFS) (if required; see Articles 21 and 24.2 and Data Sheet, Point 4.3)
- the contribution to the deliverables and technical reports (see Article 21)
- any other documents or information required by the granting authority under the Agreement

(iv) submit via the Portal data and information related to the participation of their affiliated entities.

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(b) The coordinator must:

(i) monitor that the action is implemented properly (see Article 11)

(ii) act as the intermediary for all communications between the consortium and the granting authority, unless the Agreement or granting authority specifies otherwise, and in particular:

- submit the prefinancing guarantees to the granting authority (if any)
- request and review any documents or information required and verify their quality and completeness before passing them on to the granting authority
- submit the deliverables and reports to the granting authority
- inform the granting authority about the payments made to the other beneficiaries (report on the distribution of payments; if required, see Articles 22 and 32)

(iii) distribute the payments received from the granting authority to the other beneficiaries without unjustified delay (see Article 22).

The coordinator may not delegate or subcontract the above-mentioned tasks to any other beneficiary or third party (including affiliated entities).

However, coordinators which are public bodies may delegate the tasks set out in Point (b)(ii) last indent and (iii) above to entities with 'authorisation to administer' which they have created or which are controlled by or affiliated to them. In this case, the coordinator retains sole responsibility for the payments and for compliance with the obligations under the Agreement.

Moreover, coordinators which are 'sole beneficiaries'[12] (or similar, such as European research infrastructure consortia (ERICs)) may delegate the tasks set out in Point (b)(i) to (iii) above to one of their members. The coordinator retains sole responsibility for compliance with the obligations under the Agreement.

The beneficiaries must have **internal arrangements** regarding their operation and co-ordination, to ensure that the action is implemented properly.

If required by the granting authority (see Data Sheet, Point 1), these arrangements must be set out in a written **consortium agreement** between the beneficiaries, covering for instance:

- the internal organisation of the consortium
- the management of access to the Portal
- different distribution keys for the payments and financial responsibilities in case of recoveries (if any)
- additional rules on rights and obligations related to background and results (see Article 16)

[12] For the definition, see Article 187(2) EU Financial Regulation 2018/1046: "Where several entities satisfy the criteria for being awarded a grant and together form one entity, that entity may be treated as the **sole beneficiary**, including where it is specifically established for the purpose of implementing the action financed by the grant."

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- settlement of internal disputes
- liability, indemnification and confidentiality arrangements between the beneficiaries.

The internal arrangements must not contain any provision contrary to this Agreement.

ARTICLE 8 — AFFILIATED ENTITIES

Not applicable

ARTICLE 9 — OTHER PARTICIPANTS INVOLVED IN THE ACTION

9.1 Associated partners

Not applicable

9.2 Third parties giving in-kind contributions to the action

Other third parties may give in-kind contributions to the action (i.e. personnel, equipment, other goods, works and services, etc. which are free-of-charge) if necessary for the implementation.

Third parties giving in-kind contributions do not implement any action tasks. They may not charge costs or contributions to the action, but the costs for the in-kind contributions are eligible and may be charged by the beneficiaries which use them, under the conditions set out in Article 6. The costs will be included in Annex 2 as part of the beneficiaries' costs.

The third parties and their in-kind contributions should be set out in Annex 1.

The beneficiaries must ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the third parties giving in-kind contributions.

9.3 Subcontractors

Subcontractors may participate in the action, if necessary for the implementation.

Subcontractors must implement their action tasks in accordance with Article 11. The costs for the subcontracted tasks (invoiced price from the subcontractor) are eligible and may be charged by the beneficiaries, under the conditions set out in Article 6. The costs will be included in Annex 2 as part of the beneficiaries' costs.

The beneficiaries must ensure that their contractual obligations under Articles 11 (proper implementation), 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping) also apply to the subcontractors.

The beneficiaries must ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the subcontractors.

9.4 Recipients of financial support to third parties

If the action includes providing financial support to third parties (e.g. grants, prizes or similar forms of

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support), the beneficiaries must ensure that their contractual obligations under Articles 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping)also apply to the third parties receiving the support (recipients).

The beneficiaries must also ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the recipients.

ARTICLE 10 — PARTICIPANTS WITH SPECIAL STATUS

10.1 Non-EU participants

Participants which are established in a non-EU country (if any) undertake to comply with their obligations under the Agreement and:

- to respect general principles (including fundamental rights, values and ethical principles, environmental and labour standards, rules on classified information, intellectual property rights, visibility of funding and protection of personal data)

- for the submission of certificates under Article 24: to use qualified external auditors which are independent and comply with comparable standards as those set out in EU Directive 2006/43/EC[13]

- for the controls under Article 25: to allow for checks, reviews, audits and investigations (including on-the-spot checks, visits and inspections) by the bodies mentioned in that Article (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.).

Special rules on dispute settlement apply (see Data Sheet, Point 5).

10.2 Participants which are international organisations

Participants which are international organisations (IOs; if any) undertake to comply with their obligations under the Agreement and:

- to respect general principles (including fundamental rights, values and ethical principles, environmental and labour standards, rules on classified information, intellectual property rights, visibility of funding and protection of personal data)

- for the submission of certificates under Article 24: to use either independent public officers or external auditors which comply with comparable standards as those set out in EU Directive 2006/43/EC

- for the controls under Article 25: to allow for the checks, reviews, audits and investigations by the bodies mentioned in that Article, taking into account the specific agreements concluded by them and the EU (if any).

For such participants, nothing in the Agreement will be interpreted as a waiver of their privileges or immunities, as accorded by their constituent documents or international law.

[13] Directive 2006/43/EC of the European Parliament and of the Council of 17 May 2006 on statutory audits of annual accounts and consolidated accounts or similar national regulations (OJ L 157, 9.6.2006, p. 87).

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Special rules on applicable law and dispute settlement apply (see Article 43 and Data Sheet, Point 5).

10.3 Pillar-assessed participants

Pillar-assessed participants (if any) may rely on their own systems, rules and procedures, in so far as they have been positively assessed and do not call into question the decision awarding the grant or breach the principle of equal treatment of applicants or beneficiaries.

'Pillar-assessment' means a review by the European Commission on the systems, rules and procedures which participants use for managing EU grants (in particular internal control system, accounting system, external audits, financing of third parties, rules on recovery and exclusion, information on recipients and protection of personal data; see Article 154 EU Financial Regulation 2018/1046).

Participants with a positive pillar assessment may rely on their own systems, rules and procedures, in particular for:

- record-keeping (Article 20): may be done in accordance with internal standards, rules and procedures
- currency conversion for financial statements (Article 21): may be done in accordance with usual accounting practices
- guarantees (Article 23): for public law bodies, prefinancing guarantees are not needed
- certificates (Article 24):
    - certificates on the financial statements (CFS): may be provided by their regular internal or external auditors and in accordance with their internal financial regulations and procedures
    - certificates on usual accounting practices (CoMUC): are not needed if those practices are covered by an ex-ante assessment

and use the following specific rules, for:

- recoveries (Article 22): in case of financial support to third parties, there will be no recovery if the participant has done everything possible to retrieve the undue amounts from the third party receiving the support (including legal proceedings) and non-recovery is not due to an error or negligence on its part
- checks, reviews, audits and investigations by the EU (Article 25): will be conducted taking into account the rules and procedures specifically agreed between them and the framework agreement (if any)
- impact evaluation (Article 26): will be conducted in accordance with the participant's internal rules and procedures and the framework agreement (if any)
- grant agreement suspension (Article 31): certain costs incurred during grant suspension are eligible (notably, minimum costs necessary for a possible resumption of the action and costs relating to contracts which were entered into before the pre-information letter was received and which could not reasonably be suspended, reallocated or terminated on legal grounds)

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- grant agreement termination (Article 32): the final grant amount and final payment will be calculated taking into account also costs relating to contracts due for execution only after termination takes effect, if the contract was entered into before the pre-information letter was received and could not reasonably be terminated on legal grounds

- liability for damages (Article 33.2): the granting authority must be compensated for damage it sustains as a result of the implementation of the action or because the action was not implemented in full compliance with the Agreement only if the damage is due to an infringement of the participant's internal rules and procedures or due to a violation of third parties' rights by the participant or one of its employees or individual for whom the employees are responsible.

Participants whose pillar assessment covers procurement and granting procedures may also do purchases, subcontracting and financial support to third parties (Article 6.2) in accordance with their internal rules and procedures for purchases, subcontracting and financial support.

Participants whose pillar assessment covers data protection rules may rely on their internal standards, rules and procedures for data protection (Article 15).

The participants may however not rely on provisions which would breach the principle of equal treatment of applicants or beneficiaries or call into question the decision awarding the grant, such as in particular:

- eligibility (Article 6)

- consortium roles and set-up (Articles 7-9)

- security and ethics (Articles 13, 14)

- IPR (including background and results, access rights and rights of use), communication, dissemination and visibility (Articles 16 and 17)

- information obligation (Article 19)

- payment, reporting and amendments (Articles 21, 22 and 39)

- rejections, reductions, suspensions and terminations (Articles 27, 28, 29-32)

If the pillar assessment was subject to remedial measures, reliance on the internal systems, rules and procedures is subject to compliance with those remedial measures.

Participants whose assessment has not yet been updated to cover (the new rules on) data protection may rely on their internal systems, rules and procedures, provided that they ensure that personal data is:

- processed lawfully, fairly and in a transparent manner in relation to the data subject

- collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes

- adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed

- accurate and, where necessary, kept up to date

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- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the data is processed and

- processed in a manner that ensures appropriate security of the personal data.

Participants must inform the coordinator without delay of any changes to the systems, rules and procedures that were part of the pillar assessment. The coordinator must immediately inform the granting authority.

Pillar-assessed participants that have also concluded a framework agreement with the EU, may moreover — under the same conditions as those above (i.e. not call into question the decision awarding the grant or breach the principle of equal treatment of applicants or beneficiaries) — rely on the provisions set out in that framework agreement.

SECTION 2 RULES FOR CARRYING OUT THE ACTION

ARTICLE 11 — PROPER IMPLEMENTATION OF THE ACTION

11.1 Obligation to properly implement the action

The beneficiaries must implement the action as described in Annex 1 and in compliance with the provisions of the Agreement, the call conditions and all legal obligations under applicable EU, international and national law.

11.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 12 — CONFLICT OF INTERESTS

12.1 Conflict of interests

The beneficiaries must take all measures to prevent any situation where the impartial and objective implementation of the Agreement could be compromised for reasons involving family, emotional life, political or national affinity, economic interest or any other direct or indirect interest (‘conflict of interests’).

They must formally notify the granting authority without delay of any situation constituting or likely to lead to a conflict of interests and immediately take all the necessary steps to rectify this situation.

The granting authority may verify that the measures taken are appropriate and may require additional measures to be taken by a specified deadline.

12.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28) and the grant or the beneficiary may be terminated (see Article 32).

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Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 13 — CONFIDENTIALITY AND SECURITY

13.1 Sensitive information

The parties must keep confidential any data, documents or other material (in any form) that is identified as sensitive in writing ('sensitive information') — during the implementation of the action and for at least until the time-limit set out in the Data Sheet (see Point 6).

If a beneficiary requests, the granting authority may agree to keep such information confidential for a longer period.

Unless otherwise agreed between the parties, they may use sensitive information only to implement the Agreement.

The beneficiaries may disclose sensitive information to their personnel or other participants involved in the action only if they:

(a) need to know it in order to implement the Agreement and

(b) are bound by an obligation of confidentiality.

The granting authority may disclose sensitive information to its staff and to other EU institutions and bodies.

It may moreover disclose sensitive information to third parties, if:

(a) this is necessary to implement the Agreement or safeguard the EU financial interests and

(b) the recipients of the information are bound by an obligation of confidentiality.

The confidentiality obligations no longer apply if:

(a) the disclosing party agrees to release the other party

(b) the information becomes publicly available, without breaching any confidentiality obligation

(c) the disclosure of the sensitive information is required by EU, international or national law.

Specific confidentiality rules (if any) are set out in Annex 5.

13.2 Classified information

The parties must handle classified information in accordance with the applicable EU, international or national law on classified information (in particular, Decision 2015/444[14] and its implementing rules).

Deliverables which contain classified information must be submitted according to special procedures agreed with the granting authority.

[14] Commission Decision 2015/444/EC, Euratom of 13 March 2015 on the security rules for protecting EU classified information (OJ L 72, 17.3.2015, p. 53).

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Action tasks involving classified information may be subcontracted only after explicit approval (in writing) from the granting authority.

Classified information may not be disclosed to any third party (including participants involved in the action implementation) without prior explicit written approval from the granting authority.

Specific security rules (if any) are set out in Annex 5.

13.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 14 — ETHICS AND VALUES

14.1 Ethics

The action must be carried out in line with the highest ethical standards and the applicable EU, international and national law on ethical principles.

Specific ethics rules (if any) are set out in Annex 5.

14.2 Values

The beneficiaries must commit to and ensure the respect of basic EU values (such as respect for human dignity, freedom, democracy, equality, the rule of law and human rights, including the rights of minorities).

Specific rules on values (if any) are set out in Annex 5.

14.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 15 — DATA PROTECTION

15.1 Data processing by the granting authority

Any personal data under the Agreement will be processed under the responsibility of the data controller of the granting authority in accordance with and for the purposes set out in the Portal Privacy Statement.

For grants where the granting authority is the European Commission, an EU regulatory or executive agency, joint undertaking or other EU body, the processing will be subject to Regulation 2018/1725[15].

[15] Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies

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15.2 Data processing by the beneficiaries

The beneficiaries must process personal data under the Agreement in compliance with the applicable EU, international and national law on data protection (in particular, Regulation 2016/679[16]).

They must ensure that personal data is:

- processed lawfully, fairly and in a transparent manner in relation to the data subjects
- collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes
- adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed
- accurate and, where necessary, kept up to date
- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the data is processed and
- processed in a manner that ensures appropriate security of the data.

The beneficiaries may grant their personnel access to personal data only if it is strictly necessary for implementing, managing and monitoring the Agreement. The beneficiaries must ensure that the personnel is under a confidentiality obligation.

The beneficiaries must inform the persons whose data are transferred to the granting authority and provide them with the Portal Privacy Statement.

15.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 16 — INTELLECTUAL PROPERTY RIGHTS (IPR) — BACKGROUND AND RESULTS —ACCESS RIGHTS AND RIGHTS OF USE

16.1 Background and access rights to background

The beneficiaries must give each other and the other participants access to the background identified as needed for implementing the action, subject to any specific rules in Annex 5.

'Background' means any data, know-how or information — whatever its form or nature (tangible or intangible), including any rights such as intellectual property rights — that is:

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and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39).

[16] Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC ('GDPR') (OJ L 119, 4.5.2016, p. 1).

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(a) held by the beneficiaries before they acceded to the Agreement and

(b) needed to implement the action or exploit the results.

If background is subject to rights of a third party, the beneficiary concerned must ensure that it is able to comply with its obligations under the Agreement.

16.2 Ownership of results

The granting authority does not obtain ownership of the results produced under the action.

'Results' means any tangible or intangible effect of the action, such as data, know-how or information, whatever its form or nature, whether or not it can be protected, as well as any rights attached to it, including intellectual property rights.

16.3 Rights of use of the granting authority on materials, documents and information received for policy, information, communication, dissemination and publicity purposes

The granting authority has the right to use non-sensitive information relating to the action and materials and documents received from the beneficiaries (notably summaries for publication, deliverables, as well as any other material, such as pictures or audio-visual material, in paper or electronic form) for policy, information, communication, dissemination and publicity purposes — during the action or afterwards.

The right to use the beneficiaries' materials, documents and information is granted in the form of a royalty-free, non-exclusive and irrevocable licence, which includes the following rights:

(a) **use for its own purposes** (in particular, making them available to persons working for the granting authority or any other EU service (including institutions, bodies, offices, agencies, etc.) or EU Member State institution or body; copying or reproducing them in whole or in part, in unlimited numbers; and communication through press information services)

(b) **distribution to the public** (in particular, publication as hard copies and in electronic or digital format, publication on the internet, as a downloadable or non-downloadable file, broadcasting by any channel, public display or presentation, communicating through press information services, or inclusion in widely accessible databases or indexes)

(c) **editing or redrafting** (including shortening, summarising, inserting other elements (e.g. meta-data, legends, other graphic, visual, audio or text elements), extracting parts (e.g. audio or video files), dividing into parts, use in a compilation)

(d) **translation**

(e) **storage** in paper, electronic or other form

(f) **archiving**, in line with applicable document-management rules

(g) the right to authorise **third parties** to act on its behalf or sub-license to third parties the modes of use set out in Points (b), (c), (d) and (f), if needed for the information, communication and publicity activity of the granting authority

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(h) **processing**, analysing, aggregating the materials, documents and information received and **producing derivative works**.

The rights of use are granted for the whole duration of the industrial or intellectual property rights concerned.

If materials or documents are subject to moral rights or third party rights (including intellectual property rights or rights of natural persons on their image and voice), the beneficiaries must ensure that they comply with their obligations under this Agreement (in particular, by obtaining the necessary licences and authorisations from the rights holders concerned).

Where applicable, the granting authority will insert the following information:

"© – [year] – [name of the copyright owner]. All rights reserved. Licensed to the [name of granting authority] under conditions."

16.4 Specific rules on IPR, results and background

Specific rules regarding intellectual property rights, results and background (if any) are set out in Annex 5.

16.5 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such a breach may also lead to other measures described in Chapter 5.

ARTICLE 17 — COMMUNICATION, DISSEMINATION AND VISIBILITY

17.1 Communication — Dissemination — Promoting the action

Unless otherwise agreed with the granting authority, the beneficiaries must promote the action and its results by providing targeted information to multiple audiences (including the media and the public), in accordance with Annex 1 and in a strategic, coherent and effective manner.

Before engaging in a communication or dissemination activity expected to have a major media impact, the beneficiaries must inform the granting authority.

17.2 Visibility — European flag and funding statement

Unless otherwise agreed with the granting authority, communication activities of the beneficiaries related to the action (including media relations, conferences, seminars, information material, such as brochures, leaflets, posters, presentations, etc., in electronic form, via traditional or social media, etc.), dissemination activities and any infrastructure, equipment, vehicles, supplies or major result funded by the grant must acknowledge EU support and display the European flag (emblem) and funding statement (translated into local languages, where appropriate):

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Funded by the
European Union

Co-funded by the
European Union

Funded by the
European Union

Co-funded by the
European Union

The emblem must remain distinct and separate and cannot be modified by adding other visual marks, brands or text.

Apart from the emblem, no other visual identity or logo may be used to highlight the EU support.

When displayed in association with other logos (e.g. of beneficiaries or sponsors), the emblem must be displayed at least as prominently and visibly as the other logos.

For the purposes of their obligations under this Article, the beneficiaries may use the emblem without first obtaining approval from the granting authority. This does not, however, give them the right to exclusive use. Moreover, they may not appropriate the emblem or any similar trademark or logo, either by registration or by any other means.

17.3 Quality of information — Disclaimer

Any communication or dissemination activity related to the action must use factually accurate information.

Moreover, it must indicate the following disclaimer (translated into local languages where appropriate):

> "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 [name of the granting authority]. Neither the European Union nor the granting authority can be held responsible for them."

17.4 Specific communication, dissemination and visibility rules

Specific communication, dissemination and visibility rules (if any) are set out in Annex 5.

17.5 Consequences of non-compliance

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If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 18 — SPECIFIC RULES FOR CARRYING OUT THE ACTION

18.1 Specific rules for carrying out the action

Specific rules for implementing the action (if any) are set out in Annex 5.

18.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such a breach may also lead to other measures described in Chapter 5.

SECTION 3 GRANT ADMINISTRATION

ARTICLE 19 — GENERAL INFORMATION OBLIGATIONS

19.1 Information requests

The beneficiaries must provide — during the action or afterwards and in accordance with Article 7 — any information requested in order to verify eligibility of the costs or contributions declared, proper implementation of the action and compliance with the other obligations under the Agreement.

The information provided must be accurate, precise and complete and in the format requested, including electronic format.

19.2 Participant Register data updates

The beneficiaries must keep — at all times, during the action or afterwards — their information stored in the Portal Participant Register up to date, in particular, their name, address, legal representatives, legal form and organisation type.

19.3 Information about events and circumstances which impact the action

The beneficiaries must immediately inform the granting authority (and the other beneficiaries) of any of the following:

(a) **events** which are likely to affect or delay the implementation of the action or affect the EU's financial interests, in particular:

(i) changes in their legal, financial, technical, organisational or ownership situation (including changes linked to one of the exclusion grounds listed in the declaration of honour signed before grant signature)

(ii) linked action information: not applicable

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(b) **circumstances** affecting:

(i) the decision to award the grant or

(ii) compliance with requirements under the Agreement.

19.4 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 20 — RECORD-KEEPING

20.1 Keeping records and supporting documents

The beneficiaries must — at least until the time-limit set out in the Data Sheet (see Point 6) — keep records and other supporting documents to prove the proper implementation of the action in line with the accepted standards in the respective field (if any).

In addition, the beneficiaries must — for the same period — keep the following to justify the amounts declared:

(a) for actual costs: adequate records and supporting documents to prove the costs declared (such as contracts, subcontracts, invoices and accounting records); in addition, the beneficiaries' usual accounting and internal control procedures must enable direct reconciliation between the amounts declared, the amounts recorded in their accounts and the amounts stated in the supporting documents

(b) for flat-rate costs and contributions (if any): adequate records and supporting documents to prove the eligibility of the costs or contributions to which the flat-rate is applied

(c) for the following simplified costs and contributions: the beneficiaries do not need to keep specific records on the actual costs incurred, but must keep:

(i) for unit costs and contributions (if any): adequate records and supporting documents to prove the number of units declared

(ii) for lump sum costs and contributions (if any): adequate records and supporting documents to prove proper implementation of the work as described in Annex 1

(iii) for financing not linked to costs (if any): adequate records and supporting documents to prove the achievement of the results or the fulfilment of the conditions as described in Annex 1

(d) for unit, flat-rate and lump sum costs and contributions according to usual cost accounting practices (if any): the beneficiaries must keep any adequate records and supporting documents to prove that their cost accounting practices have been applied in a consistent manner, based on objective criteria, regardless of the source of funding, and that they comply with the eligibility conditions set out in Articles 6.1 and 6.2.

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Moreover, the following is needed for specific budget categories:

(e) for personnel costs: time worked for the beneficiary under the action must be supported by declarations signed monthly by the person and their supervisor, unless another reliable time-record system is in place; the granting authority may accept alternative evidence supporting the time worked for the action declared, if it considers that it offers an adequate level of assurance

(f) additional record-keeping rules: not applicable

The records and supporting documents must be made available upon request (see Article 19) or in the context of checks, reviews, audits or investigations (see Article 25).

If there are on-going checks, reviews, audits, investigations, litigation or other pursuits of claims under the Agreement (including the extension of findings; see Article 25), the beneficiaries must keep these records and other supporting documentation until the end of these procedures.

The beneficiaries must keep the original documents. Digital and digitalised documents are considered originals if they are authorised by the applicable national law. The granting authority may accept non-original documents if they offer a comparable level of assurance.

20.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, costs or contributions insufficiently substantiated will be ineligible (see Article 6) and will be rejected (see Article 27), and the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 21 — REPORTING

21.1 Continuous reporting

The beneficiaries must continuously report on the progress of the action (e.g. **deliverables, milestones, outputs/outcomes, critical risks, indicators,** etc; if any), in the Portal Continuous Reporting tool and in accordance with the timing and conditions it sets out (as agreed with the granting authority).

Standardised deliverables (e.g. progress reports not linked to payments, reports on cumulative expenditure, special reports, etc; if any) must be submitted using the templates published on the Portal.

21.2 Periodic reporting: Technical reports and financial statements

In addition, the beneficiaries must provide reports to request payments, in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2):

- for additional prefinancings (if any): an **additional prefinancing report**
- for interim payments (if any) and the final payment: a **periodic report**.

The prefinancing and periodic reports include a technical and financial part.

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The technical part includes an overview of the action implementation. It must be prepared using the template available in the Portal Periodic Reporting tool.

The financial part of the additional prefinancing report includes a statement on the use of the previous prefinancing payment.

The financial part of the periodic report includes:

- the financial statements (individual and consolidated; for all beneficiaries/affiliated entities)
- the explanation on the use of resources (or detailed cost reporting table, if required)
- the certificates on the financial statements (CFS) (if required; see Article 24.2 and Data Sheet, Point 4.3).

The **financial statements** must detail the eligible costs and contributions for each budget category and, for the final payment, also the revenues for the action (see Articles 6 and 22).

All eligible costs and contributions incurred should be declared, even if they exceed the amounts indicated in the estimated budget (see Annex 2). Amounts that are not declared in the individual financial statements will not be taken into account by the granting authority.

By signing the financial statements (directly in the Portal Periodic Reporting tool), the beneficiaries confirm that:

- the information provided is complete, reliable and true
- the costs and contributions declared are eligible (see Article 6)
- the costs and contributions can be substantiated by adequate records and supporting documents (see Article 20) that will be produced upon request (see Article 19) or in the context of checks, reviews, audits and investigations (see Article 25)
- for the final periodic report: all the revenues have been declared (if required; see Article 22).

Beneficiaries will have to submit also the financial statements of their affiliated entities (if any). In case of recoveries (see Article 22), beneficiaries will be held responsible also for the financial statements of their affiliated entities.

21.3 Currency for financial statements and conversion into euros

The financial statements must be drafted in euro.

Beneficiaries with general accounts established in a currency other than the euro must convert the costs recorded in their accounts into euro, at the average of the daily exchange rates published in the C series of the *Official Journal of the European Union* (ECB website), calculated over the corresponding reporting period.

If no daily euro exchange rate is published in the *Official Journal* for the currency in question, they must be converted at the average of the monthly accounting exchange rates published on the European Commission website (InforEuro), calculated over the corresponding reporting period.

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Beneficiaries with general accounts in euro must convert costs incurred in another currency into euro according to their usual accounting practices.

21.4 Reporting language

The reporting must be in the language of the Agreement, unless otherwise agreed with the granting authority (see Data Sheet, Point 4.2).

21.5 Consequences of non-compliance

If a report submitted does not comply with this Article, the granting authority may suspend the payment deadline (see Article 29) and apply other measures described in Chapter 5.

If the coordinator breaches its reporting obligations, the granting authority may terminate the grant or the coordinator's participation (see Article 32) or apply other measures described in Chapter 5.

ARTICLE 22 — PAYMENTS AND RECOVERIES — CALCULATION OF AMOUNTS DUE

22.1 Payments and payment arrangements

Payments will be made in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2).

They will be made in euro to the bank account indicated by the coordinator (see Data Sheet, Point 4.2) and must be distributed without unjustified delay (restrictions may apply to distribution of the initial prefinancing payment; see Data Sheet, Point 4.2).

Payments to this bank account will discharge the granting authority from its payment obligation.

The cost of payment transfers will be borne as follows:

- the granting authority bears the cost of transfers charged by its bank
- the beneficiary bears the cost of transfers charged by its bank
- the party causing a repetition of a transfer bears all costs of the repeated transfer.

Payments by the granting authority will be considered to have been carried out on the date when they are debited to its account.

22.2 Recoveries

Recoveries will be made, if — at beneficiary termination, final payment or afterwards — it turns out that the granting authority has paid too much and needs to recover the amounts undue.

Each beneficiary's financial responsibility in case of recovery is in principle limited to their own debt and undue amounts of their affiliated entities.

In case of enforced recoveries (see Article 22.4), affiliated entities will be held liable for repaying debts of their beneficiaries, if required by the granting authority (see Data Sheet, Point 4.4).

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22.3 Amounts due

22.3.1 Prefinancing payments

The aim of the prefinancing is to provide the beneficiaries with a float.

It remains the property of the EU until the final payment.

For **initial prefinancings** (if any), the amount due, schedule and modalities are set out in the Data Sheet (see Point 4.2).

For **additional prefinancings** (if any), the amount due, schedule and modalities are also set out in the Data Sheet (see Point 4.2). However, if the statement on the use of the previous prefinancing payment shows that less than 70% was used, the amount set out in the Data Sheet will be reduced by the difference between the 70% threshold and the amount used.

The contribution to the Mutual Insurance Mechanism will be retained from the prefinancing payments (at the rate and in accordance with the modalities set out in the Data Sheet, see Point 4.2) and transferred to the Mechanism.

Prefinancing payments (or parts of them) may be offset (without the beneficiaries' consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

22.3.2 Amount due at beneficiary termination — Recovery

In case of beneficiary termination, the granting authority will determine the provisional amount due for the beneficiary concerned. Payments (if any) will be made with the next interim or final payment.

The **amount due** will be calculated in the following step:

Step 1 — Calculation of the total accepted EU contribution

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the 'accepted EU contribution' for the beneficiary for all reporting periods, by calculating the 'maximum EU contribution to costs' (applying the funding rate to the accepted costs of the beneficiary), taking into account requests for a lower contribution to costs and CFS threshold cappings (if any; see Article 24.5) and adding the contributions (accepted unit, flat-rate or lump sum contributions and financing not linked to costs, if any).

After that, the granting authority will take into account grant reductions (if any). The resulting amount is the 'total accepted EU contribution' for the beneficiary.

The **balance** is then calculated by deducting the payments received (if any; see report on the distribution of payments in Article 32), from the total accepted EU contribution:

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{total accepted EU contribution for the beneficiary

minus

{prefinancing and interim payments received (if any)}}.

If the balance is **positive**, the amount will be included in the next interim or final payment to the consortium.

If the balance is **negative**, it will be **recovered** in accordance with the following procedure:

The granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to recover, the amount due, the amount to be recovered and the reasons why and
- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered and ask this amount to be paid to the coordinator (**confirmation letter**).

If payment is not made to the coordinator by the date specified in the confirmation letter, the granting authority may call on the Mutual Insurance Mechanism to intervene, if continuation of the action is guaranteed and the conditions set out in the rules governing the Mechanism are met.

In this case, it will send a **beneficiary recovery letter**, together with a **debit note** with the terms and date for payment.

The debit note for the beneficiary will include the amount calculated for the affiliated entities which also had to end their participation (if any).

If payment is not made by the date specified in the debit note, the granting authority will **enforce recovery** in accordance with Article 22.4.

The amounts will later on also be taken into account for the next interim or final payment.

22.3.3 Interim payments

Interim payments reimburse the eligible costs and contributions claimed for the implementation of the action during the reporting periods (if any).

Interim payments (if any) will be made in accordance with the schedule and modalities set out the Data Sheet (see Point 4.2).

Payment is subject to the approval of the periodic report. Its approval does not imply recognition of compliance, authenticity, completeness or correctness of its content.

The **interim payment** will be calculated by the granting authority in the following steps:

Step 1 — Calculation of the total accepted EU contribution

Step 2 — Limit to the interim payment ceiling

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Step 1 — Calculation of the total accepted EU contribution

The granting authority will calculate the 'accepted EU contribution' for the action for the reporting period, by first calculating the 'maximum EU contribution to costs' (applying the funding rate to the accepted costs of each beneficiary), taking into account requests for a lower contribution to costs, and CFS threshold cappings (if any; see Article 24.5) and adding the contributions (accepted unit, flat-rate or lump sum contributions and financing not linked to costs, if any).

After that, the granting authority will take into account grant reductions from beneficiary termination (if any). The resulting amount is the 'total accepted EU contribution'.

Step 2 — Limit to the interim payment ceiling

The resulting amount is then capped to ensure that the total amount of prefinancing and interim payments (if any) does not exceed the interim payment ceiling set out in the Data Sheet (see Point 4.2).

Interim payments (or parts of them) may be offset (without the beneficiaries' consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

22.3.4 Final payment — Final grant amount — Revenues and Profit — Recovery

The final payment (payment of the balance) reimburses the remaining part of the eligible costs and contributions claimed for the implementation of the action (if any).

The final payment will be made in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2).

Payment is subject to the approval of the final periodic report. Its approval does not imply recognition of compliance, authenticity, completeness or correctness of its content.

The **final grant amount for the action** will be calculated in the following steps:

Step 1 — Calculation of the total accepted EU contribution

Step 2 — Limit to the maximum grant amount

Step 3 — Reduction due to the no-profit rule

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the 'accepted EU contribution' for the action for all reporting periods, by calculating the 'maximum EU contribution to costs' (applying the funding rate to the total accepted costs of each beneficiary), taking into account requests for a lower contribution to costs, CFS threshold cappings (if any; see Article 24.5) and adding the contributions (accepted unit, flat-rate or lump sum contributions and financing not linked to costs, if any).

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After that, the granting authority will take into account grant reductions (if any). The resulting amount is the 'total accepted EU contribution'.

Step 2 — Limit to the maximum grant amount

If the resulting amount is higher than the maximum grant amount set out in Article 5.2, it will be limited to the latter.

Step 3 — Reduction due to the no-profit rule

If the no-profit rule is provided for in the Data Sheet (see Point 4.2), the grant must not produce a profit (i.e. surplus of the amount obtained following Step 2 plus the action's revenues, over the eligible costs and contributions approved by the granting authority).

'Revenue' is all income generated by the action, during its duration (see Article 4), for beneficiaries that are profit legal entities (— with the exception of income generated by the exploitation of results, which are not considered as revenues).

If there is a profit, it will be deducted in proportion to the final rate of reimbursement of the eligible costs approved by the granting authority (as compared to the amount calculated following Steps 1 and 2 minus the contributions).

The **balance** (final payment) is then calculated by deducting the total amount of prefinancing and interim payments already made (if any), from the final grant amount:

{final grant amount

minus

{prefinancing and interim payments made (if any)}}.

If the balance is **positive**, it will be **paid** to the coordinator.

The amount retained for the Mutual Insurance Mechanism (see above) will be released and **paid** to the coordinator (in accordance with the rules governing the Mechanism).

The final payment (or part of it) may be offset (without the beneficiaries' consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

If — despite the release of the Mutual Insurance Mechanism contribution — the balance is **negative**, it will be **recovered** in accordance with the following procedure:

The granting authority will send a **pre-information letter** to the coordinator:

- formally notifying the intention to recover, the final grant amount, the amount to be recovered and the reasons why

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- requesting a report on the distribution of payments to the beneficiaries within 30 days of receiving notification and

- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received) and the coordinator has submitted the report on the distribution of payments, it will calculate the **share of the debt per beneficiary**, by:

(a) identifying the beneficiaries for which the amount calculated as follows is negative:

{{{total accepted EU contribution for the beneficiary

divided by

total accepted EU contribution for the action}

multiplied by

final grant amount for the action}.

minus

{prefinancing and interim payments received by the beneficiary (if any)}}

and

(b) dividing the debt:

{{amount calculated according to point (a) for the beneficiary concerned

divided by

the sum of the amounts calculated according to point (a) for all the beneficiaries identified according to point (a)}

multiplied by

the amount to be recovered}.

and confirm the amount to be recovered from each beneficiary concerned (**confirmation letter**), together with **debit notes** with the terms and date for payment.

The debit notes for beneficiaries will include the amounts calculated for their affiliated entities (if any).

If the coordinator has not submitted the report on the distribution of payments, the granting authority will **recover** the full amount from the coordinator (**confirmation letter** and **debit note** with the terms and date for payment).

If payment is not made by the date specified in the debit note, the granting authority will **enforce recovery** in accordance with Article 22.4.

22.3.5 Audit implementation after final payment — Revised final grant amount — Recovery

If — after the final payment (in particular, after checks, reviews, audits or investigations; see Article 25) — the granting authority rejects costs or contributions (see Article 27) or reduces the grant (see Article 28), it will calculate the **revised final grant amount** for the beneficiary concerned.

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The **beneficiary revised final grant amount** will be calculated in the following step:

Step 1 — Calculation of the revised total accepted EU contribution

Step 1 — Calculation of the revised total accepted EU contribution

The granting authority will first calculate the 'revised accepted EU contribution' for the beneficiary, by calculating the 'revised accepted costs' and 'revised accepted contributions'.

After that, it will take into account grant reductions (if any). The resulting 'revised total accepted EU contribution' is the beneficiary revised final grant amount.

If the revised final grant amount is lower than the beneficiary's final grant amount (i.e. its share in the final grant amount for the action), it will be **recovered** in accordance with the following procedure:

The **beneficiary final grant amount** (i.e. share in the final grant amount for the action) is calculated as follows:

{{total accepted EU contribution for the beneficiary

divided by

total accepted EU contribution for the action}

multiplied by

final grant amount for the action}.

The granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to recover, the amount to be recovered and the reasons why and
- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered (**confirmation letter**), together with a **debit note** with the terms and the date for payment.

Recoveries against affiliated entities (if any) will be handled through their beneficiaries.

If payment is not made by the date specified in the debit note, the granting authority will **enforce recovery** in accordance with Article 22.4.

22.4 Enforced recovery

If payment is not made by the date specified in the debit note, the amount due will be recovered:

(a) by offsetting the amount — without the coordinator or beneficiary's consent — against any amounts owed to the coordinator or beneficiary by the granting authority.

In exceptional circumstances, to safeguard the EU financial interests, the amount may be offset before the payment date specified in the debit note.

For grants where the granting authority is the European Commission or an EU executive

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agency, debts may also be offset against amounts owed by other Commission services or executive agencies.

(b) financial guarantee(s): not applicable

(c) joint and several liability of beneficiaries: not applicable

(d) by holding affiliated entities jointly and severally liable (if any, see Data Sheet, Point 4.4)

(e) by taking legal action (see Article 43) or, provided that the granting authority is the European Commission or an EU executive agency, by adopting an enforceable decision under Article 299 of the Treaty on the Functioning of the EU (TFEU) and Article 100(2) of EU Financial Regulation 2018/1046.

If the Mutual Insurance Mechanism was called on by the granting authority to intervene, recovery will be continued in the name of the Mutual Insurance Mechanism. If two debit notes were sent, the second one (in the name of the Mutual Insurance Mechanism) will be considered to replace the first one (in the name of the granting authority). Where the MIM intervened, offsetting, enforceable decisions or any other of the above-mentioned forms of enforced recovery may be used mutatis mutandis.

The amount to be recovered will be increased by **late-payment interest** at the rate set out in Article 22.5, from the day following the payment date in the debit note, up to and including the date the full payment is received.

Partial payments will be first credited against expenses, charges and late-payment interest and then against the principal.

Bank charges incurred in the recovery process will be borne by the beneficiary, unless Directive 2015/2366[17] applies.

For grants where the granting authority is an EU executive agency, enforced recovery by offsetting or enforceable decision will be done by the services of the European Commission (see also Article 43).

22.5 Consequences of non-compliance

22.5.1 If the granting authority does not pay within the payment deadlines (see above), the beneficiaries are entitled to **late-payment interest** at the rate applied by the European Central Bank (ECB) for its main refinancing operations in euros ('reference rate'), plus the rate specified in the Data Sheet (Point 4.2). The reference rate is the rate in force on the first day of the month in which the payment deadline expires, as published in the C series of the *Official Journal of the European Union*.

If the late-payment interest is lower than or equal to EUR 200, it will be paid to the coordinator only on request submitted within two months of receiving the late payment.

Late-payment interest is not due if all beneficiaries are EU Member States (including regional and local government authorities or other public bodies acting on behalf of a Member State for the purpose of this Agreement).

[17] Directive (EU) 2015/2366 of the European Parliament and of the Council of 25 November 2015 on payment services in the internal market, amending Directives 2002/65/EC, 2009/110/EC and 2013/36/EU and Regulation (EU) No 1093/2010, and repealing Directive 2007/64/EC (OJ L 337, 23.12.2015, p. 35).

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If payments or the payment deadline are suspended (see Articles 29 and 30), payment will not be considered as late.

Late-payment interest covers the period running from the day following the due date for payment (see above), up to and including the date of payment.

Late-payment interest is not considered for the purposes of calculating the final grant amount.

22.5.2 If the coordinator breaches any of its obligations under this Article, the grant may be reduced (see Article 28) and the grant or the coordinator may be terminated (see Article 32).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 23 — GUARANTEES

Not applicable

ARTICLE 24 — CERTIFICATES

24.1 Operational verification report (OVR)

Not applicable

24.2 Certificate on the financial statements (CFS)

If required by the granting authority (see Data Sheet, Point 4.3), the beneficiaries must provide certificates on their financial statements (CFS), in accordance with the schedule, threshold and conditions set out in the Data Sheet.

The coordinator must submit them as part of the periodic report (see Article 21).

The certificates must be drawn up using the template published on the Portal, cover the costs declared on the basis of actual costs and costs according to usual cost accounting practices (if any), and fulfil the following conditions:

(a) be provided by a qualified approved external auditor which is independent and complies with Directive 2006/43/EC[18] (or for public bodies: by a competent independent public officer)

(b) the verification must be carried out according to the highest professional standards to ensure that the financial statements comply with the provisions under the Agreement and that the costs declared are eligible.

The certificates will not affect the granting authority's right to carry out its own checks, reviews or audits, nor preclude the European Court of Auditors (ECA), the European Public Prosecutor's Office (EPPO) or the European Anti-Fraud Office (OLAF) from using their prerogatives for audits and investigations under the Agreement (see Article 25).

If the costs (or a part of them) were already audited by the granting authority, these costs do not need to be covered by the certificate and will not be counted for calculating the threshold (if any).

[18] Directive 2006/43/EC of the European Parliament and of the Council of 17 May 2006 on statutory audits of annual accounts and consolidated accounts or similar national regulations (OJ L 157, 9.6.2006, p. 87).

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24.3 Certificate on the compliance of usual cost accounting practices (CoMUC)

Not applicable

24.4 Systems and process audit (SPA)

Beneficiaries which:

- use unit, flat rate or lump sum costs or contributions according to documented (i.e. formally approved and in writing) usual costs accounting practices (if any) or
- have formalised documentation on the systems and processes for calculating their costs and contributions (i.e. formally approved and in writing), have participated in at least 150 actions under Horizon 2020 or the Euratom Research and Training Programme (2014-2018 or 2019-2020) and participate in at least 3 ongoing actions under Horizon Europe or the Euratom Research and Training Programme (2021-2025 or 2026-2027)

may apply to the granting authority for a systems and process audit (SPA).

This audit will be carried out as follows:

Step 1 – Application by the beneficiary.

Step 2 – If the application is accepted, the granting authority will carry out the systems and process audit, complemented by an audit of transactions (on a sample of the beneficiary's Horizon Europe or the Euratom Research and Training Programme financial statements).

Step 3 – The audit result will take the form of a risk assessment classification for the beneficiary: low, medium or high.

Low-risk beneficiaries will benefit from less (or less in-depth) ex-post audits (see Article 25) and a higher threshold for submitting certificates on the financial statements (CFS; see Articles 21 and 24.2 and Data Sheet, Point 4.3).

24.5 Consequences of non-compliance

If a beneficiary does not submit a certificate on the financial statements (CFS) or the certificate is rejected, the accepted EU contribution to costs will be capped to reflect the CFS threshold.

If a beneficiary breaches any of its other obligations under this Article, the granting authority may apply the measures described in Chapter 5.

ARTICLE 25 — CHECKS, REVIEWS, AUDITS AND INVESTIGATIONS — EXTENSION OF FINDINGS

25.1 Granting authority checks, reviews and audits

25.1.1 Internal checks

The granting authority may — during the action or afterwards — check the proper implementation of the action and compliance with the obligations under the Agreement, including assessing costs and contributions, deliverables and reports.

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25.1.2 Project reviews

The granting authority may carry out reviews on the proper implementation of the action and compliance with the obligations under the Agreement (general project reviews or specific issues reviews).

Such project reviews may be started during the implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the coordinator or beneficiary concerned and will be considered to start on the date of the notification.

If needed, the granting authority may be assisted by independent, outside experts. If it uses outside experts, the coordinator or beneficiary concerned will be informed and have the right to object on grounds of commercial confidentiality or conflict of interest.

The coordinator or beneficiary concerned must cooperate diligently and provide — within the deadline requested — any information and data in addition to deliverables and reports already submitted (including information on the use of resources). The granting authority may request beneficiaries to provide such information to it directly. Sensitive information and documents will be treated in accordance with Article 13.

The coordinator or beneficiary concerned may be requested to participate in meetings, including with the outside experts.

For **on-the-spot visits**, the beneficiary concerned must allow access to sites and premises (including to the outside experts) and must ensure that information requested is readily available.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

On the basis of the review findings, a **project review report** will be drawn up.

The granting authority will formally notify the project review report to the coordinator or beneficiary concerned, which has 30 days from receiving notification to make observations.

Project reviews (including project review reports) will be in the language of the Agreement, unless otherwise agreed with the granting authority (see Data Sheet, Point 4.2).

25.1.3 Audits

The granting authority may carry out audits on the proper implementation of the action and compliance with the obligations under the Agreement.

Such audits may be started during the implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the beneficiary concerned and will be considered to start on the date of the notification.

The granting authority may use its own audit service, delegate audits to a centralised service or use external audit firms. If it uses an external firm, the beneficiary concerned will be informed and have the right to object on grounds of commercial confidentiality or conflict of interest.

The beneficiary concerned must cooperate diligently and provide — within the deadline requested — any information (including complete accounts, individual salary statements or other personal data)

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to verify compliance with the Agreement. Sensitive information and documents will be treated in accordance with Article 13.

For **on-the-spot** visits, the beneficiary concerned must allow access to sites and premises (including for the external audit firm) and must ensure that information requested is readily available.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

On the basis of the audit findings, a **draft audit report** will be drawn up.

The auditors will formally notify the draft audit report to the beneficiary concerned, which has 30 days from receiving notification to make observations (contradictory audit procedure).

The **final audit report** will take into account observations by the beneficiary concerned and will be formally notified to them.

Audits (including audit reports) will be in the language of the Agreement, unless otherwise agreed with the granting authority (see Data Sheet, Point 4.2).

25.2 European Commission checks, reviews and audits in grants of other granting authorities

Where the granting authority is not the European Commission, the latter has the same rights of checks, reviews and audits as the granting authority.

25.3 Access to records for assessing simplified forms of funding

The beneficiaries must give the European Commission access to their statutory records for the periodic assessment of simplified forms of funding which are used in EU programmes.

25.4 OLAF, EPPO and ECA audits and investigations

The following bodies may also carry out checks, reviews, audits and investigations — during the action or afterwards:

- the European Anti-Fraud Office (OLAF) under Regulations No 883/2013[19] and No 2185/96[20]
- the European Public Prosecutor's Office (EPPO) under Regulation 2017/1939
- the European Court of Auditors (ECA) under Article 287 of the Treaty on the Functioning of the EU (TFEU) and Article 257 of EU Financial Regulation 2018/1046.

If requested by these bodies, the beneficiary concerned must provide full, accurate and complete information in the format requested (including complete accounts, individual salary statements or

[19] Regulation (EU, Euratom) No 883/2013 of the European Parliament and of the Council of 11 September 2013 concerning investigations conducted by the European Anti-Fraud Office (OLAF) and repealing Regulation (EC) No 1073/1999 of the European Parliament and of the Council and Council Regulation (Euratom) No 1074/1999 (OJ L 248, 18/09/2013, p. 1).

[20] Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities (OJ L 292, 15/11/1996, p. 2).

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other personal data, including in electronic format) and allow access to sites and premises for on-the-spot visits or inspections — as provided for under these Regulations.

To this end, the beneficiary concerned must keep all relevant information relating to the action, at least until the time-limit set out in the Data Sheet (Point 6) and, in any case, until any ongoing checks, reviews, audits, investigations, litigation or other pursuits of claims have been concluded.

25.5 Consequences of checks, reviews, audits and investigations — Extension of results of reviews, audits or investigations

25.5.1 Consequences of checks, reviews, audits and investigations in this grant

Findings in checks, reviews, audits or investigations carried out in the context of this grant may lead to rejections (see Article 27), grant reduction (see Article 28) or other measures described in Chapter 5.

Rejections or grant reductions after the final payment will lead to a revised final grant amount (see Article 22).

Findings in checks, reviews, audits or investigations during the action implementation may lead to a request for amendment (see Article 39), to change the description of the action set out in Annex 1.

Checks, reviews, audits or investigations that find systemic or recurrent errors, irregularities, fraud or breach of obligations in any EU grant may also lead to consequences in other EU grants awarded under similar conditions ('extension to other grants').

Moreover, findings arising from an OLAF or EPPO investigation may lead to criminal prosecution under national law.

25.5.2 Extension from other grants

Results of checks, reviews, audits or investigations in other grants may be extended to this grant, if:

(a) the beneficiary concerned is found, in other EU grants awarded under similar conditions, to have committed systemic or recurrent errors, irregularities, fraud or breach of obligations that have a material impact on this grant and

(b) those findings are formally notified to the beneficiary concerned — together with the list of grants affected by the findings — within the time-limit for audits set out in the Data Sheet (see Point 6).

The granting authority will formally notify the beneficiary concerned of the intention to extend the findings and the list of grants affected.

If the extension concerns **rejections of costs or contributions**: the notification will include:

(a) an invitation to submit observations on the list of grants affected by the findings

(b) the request to submit revised financial statements for all grants affected

(c) the correction rate for extrapolation, established on the basis of the systemic or recurrent errors, to calculate the amounts to be rejected, if the beneficiary concerned:

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(i) considers that the submission of revised financial statements is not possible or practicable or

(ii) does not submit revised financial statements.

If the extension concerns **grant reductions**: the notification will include:

(a) an invitation to submit observations on the list of grants affected by the findings and

(b) the **correction rate for extrapolation**, established on the basis of the systemic or recurrent errors and the principle of proportionality.

The beneficiary concerned has **60 days** from receiving notification to submit observations, revised financial statements or to propose a duly substantiated **alternative correction method/rate**.

On the basis of this, the granting authority will analyse the impact and decide on the implementation (i.e. start rejection or grant reduction procedures, either on the basis of the revised financial statements or the announced/alternative method/rate or a mix of those; see Articles 27 and 28).

25.6 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, costs or contributions insufficiently substantiated will be ineligible (see Article 6) and will be rejected (see Article 27), and the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 26 — IMPACT EVALUATIONS

26.1 Impact evaluation

The granting authority may carry out impact evaluations of the action, measured against the objectives and indicators of the EU programme funding the grant.

Such evaluations may be started during implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the coordinator or beneficiaries and will be considered to start on the date of the notification.

If needed, the granting authority may be assisted by independent outside experts.

The coordinator or beneficiaries must provide any information relevant to evaluate the impact of the action, including information in electronic format.

26.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the granting authority may apply the measures described in Chapter 5.

CHAPTER 5 CONSEQUENCES OF NON-COMPLIANCE

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SECTION 1 REJECTIONS AND GRANT REDUCTION

ARTICLE 27 — REJECTION OF COSTS AND CONTRIBUTIONS

27.1 Conditions

The granting authority will — at beneficiary termination, interim payment, final payment or afterwards — reject any costs or contributions which are ineligible (see Article 6), in particular following checks, reviews, audits or investigations (see Article 25).

The rejection may also be based on the extension of findings from other grants to this grant (see Article 25).

Ineligible costs or contributions will be rejected.

27.2 Procedure

If the rejection does not lead to a recovery, the granting authority will formally notify the coordinator or beneficiary concerned of the rejection, the amounts and the reasons why. The coordinator or beneficiary concerned may — within 30 days of receiving notification — submit observations if it disagrees with the rejection (payment review procedure).

If the rejection leads to a recovery, the granting authority will follow the contradictory procedure with pre-information letter set out in Article 22.

27.3 Effects

If the granting authority rejects costs or contributions, it will deduct them from the costs or contributions declared and then calculate the amount due (and, if needed, make a recovery; see Article 22).

ARTICLE 28 — GRANT REDUCTION

28.1 Conditions

The granting authority may — at beneficiary termination, final payment or afterwards — reduce the grant for a beneficiary, if:

(a) the beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed:

  (i) substantial errors, irregularities or fraud or

  (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or

(b) the beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants

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awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (see Article 25).

The amount of the reduction will be calculated for each beneficiary concerned and proportionate to the seriousness and the duration of the errors, irregularities or fraud or breach of obligations, by applying an individual reduction rate to their accepted EU contribution.

28.2 Procedure

If the grant reduction does not lead to a recovery, the granting authority will formally notify the coordinator or beneficiary concerned of the reduction, the amount to be reduced and the reasons why. The coordinator or beneficiary concerned may — within 30 days of receiving notification — submit observations if it disagrees with the reduction (payment review procedure).

If the grant reduction leads to a recovery, the granting authority will follow the contradictory procedure with pre-information letter set out in Article 22.

28.3 Effects

If the granting authority reduces the grant, it will deduct the reduction and then calculate the amount due (and, if needed, make a recovery; see Article 22).

SECTION 2 SUSPENSION AND TERMINATION

ARTICLE 29 — PAYMENT DEADLINE SUSPENSION

29.1 Conditions

The granting authority may — at any moment — suspend the payment deadline if a payment cannot be processed because:

(a) the required report (see Article 21) has not been submitted or is not complete or additional information is needed

(b) there are doubts about the amount to be paid (e.g. ongoing audit extension procedure, queries about eligibility, need for a grant reduction, etc.) and additional checks, reviews, audits or investigations are necessary, or

(c) there are other issues affecting the EU financial interests.

29.2 Procedure

The granting authority will formally notify the coordinator of the suspension and the reasons why.

The suspension will **take effect** the day the notification is sent.

If the conditions for suspending the payment deadline are no longer met, the suspension will be **lifted** — and the remaining time to pay (see Data Sheet, Point 4.2) will resume.

If the suspension exceeds two months, the coordinator may request the granting authority to confirm if the suspension will continue.

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If the payment deadline has been suspended due to the non-compliance of the report and the revised report is not submitted (or was submitted but is also rejected), the granting authority may also terminate the grant or the participation of the coordinator (see Article 32).

ARTICLE 30 — PAYMENT SUSPENSION

30.1 Conditions

The granting authority may — at any moment — suspend payments, in whole or in part for one or more beneficiaries, if:

(a) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed or is suspected of having committed:

(i) substantial errors, irregularities or fraud or

(ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or

(b) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant.

If payments are suspended for one or more beneficiaries, the granting authority will make partial payment(s) for the part(s) not suspended. If suspension concerns the final payment, the payment (or recovery) of the remaining amount after suspension is lifted will be considered to be the payment that closes the action.

30.2 Procedure

Before suspending payments, the granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to suspend payments and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the suspension (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

At the end of the suspension procedure, the granting authority will also inform the coordinator.

The suspension will **take effect** the day after the confirmation notification is sent.

If the conditions for resuming payments are met, the suspension will be **lifted**. The granting authority will formally notify the beneficiary concerned (and the coordinator) and set the suspension end date.

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During the suspension, no prefinancing will be paid to the beneficiaries concerned. For interim payments, the periodic reports for all reporting periods except the last one (see Article 21) must not contain any financial statements from the beneficiary concerned (or its affiliated entities). The coordinator must include them in the next periodic report after the suspension is lifted or — if suspension is not lifted before the end of the action — in the last periodic report.

ARTICLE 31 — GRANT AGREEMENT SUSPENSION

31.1 Consortium-requested GA suspension

31.1.1 Conditions and procedure

The beneficiaries may request the suspension of the grant or any part of it, if exceptional circumstances — in particular *force majeure* (see Article 35) — make implementation impossible or excessively difficult.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the date the suspension takes effect; this date may be before the date of the submission of the amendment request and
- the expected date of resumption.

The suspension will **take effect** on the day specified in the amendment.

Once circumstances allow for implementation to resume, the coordinator must immediately request another **amendment** of the Agreement to set the suspension end date, the resumption date (one day after suspension end date), extend the duration and make other changes necessary to adapt the action to the new situation (see Article 39) — unless the grant has been terminated (see Article 32). The suspension will be **lifted** with effect from the suspension end date set out in the amendment. This date may be before the date of the submission of the amendment request.

During the suspension, no prefinancing will be paid. Costs incurred or contributions for activities implemented during grant suspension are not eligible (see Article 6.3).

31.2 EU-initiated GA suspension

31.2.1 Conditions

The granting authority may suspend the grant or any part of it, if:

(a) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed or is suspected of having committed:

(i) substantial errors, irregularities or fraud or

(ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions,

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submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or

(b) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant

(c) other:

(i) linked action issues: not applicable

(ii) the action has lost its scientific or technological relevance, for EIC Accelerator actions: the action has lost its economic relevance, for challenge-based EIC Pathfinder actions and Horizon Europe Missions: the action has lost its relevance as part of the Portfolio for which it has been initially selected

31.2.2 Procedure

Before suspending the grant, the granting authority will send a **pre-information letter** to the coordinator:

- formally notifying the intention to suspend the grant and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the suspension (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

The suspension will **take effect** the day after the confirmation notification is sent (or on a later date specified in the notification).

Once the conditions for resuming implementation of the action are met, the granting authority will formally notify the coordinator a **lifting of suspension letter**, in which it will set the suspension end date and invite the coordinator to request an amendment of the Agreement to set the resumption date (one day after suspension end date), extend the duration and make other changes necessary to adapt the action to the new situation (see Article 39) — unless the grant has been terminated (see Article 32). The suspension will be **lifted** with effect from the suspension end date set out in the lifting of suspension letter. This date may be before the date on which the letter is sent.

During the suspension, no prefinancing will be paid. Costs incurred or contributions for activities implemented during suspension are not eligible (see Article 6.3).

The beneficiaries may not claim damages due to suspension by the granting authority (see Article 33).

Grant suspension does not affect the granting authority's right to terminate the grant or a beneficiary (see Article 32) or reduce the grant (see Article 28).

ARTICLE 32 — GRANT AGREEMENT OR BENEFICIARY TERMINATION

32.1 Consortium-requested GA termination

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32.1.1 Conditions and procedure

The beneficiaries may request the termination of the grant.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the date the consortium ends work on the action ('end of work date') and
- the date the termination takes effect ('termination date'); this date must be after the date of the submission of the amendment request.

The termination will **take effect** on the termination date specified in the amendment.

If no reasons are given or if the granting authority considers the reasons do not justify termination, it may consider the grant terminated improperly.

32.1.2 Effects

The coordinator must — within 60 days from when termination takes effect — submit a **periodic report** (for the open reporting period until termination).

The granting authority will calculate the final grant amount and final payment on the basis of the report submitted and taking into account the costs incurred and contributions for activities implemented before the end of work date (see Article 22). Costs relating to contracts due for execution only after the end of work are not eligible.

If the granting authority does not receive the report within the deadline, only costs and contributions which are included in an approved periodic report will be taken into account (no costs/contributions if no periodic report was ever approved).

Improper termination may lead to a grant reduction (see Article 28).

After termination, the beneficiaries' obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

32.2 Consortium-requested beneficiary termination

32.2.1 Conditions and procedure

The coordinator may request the termination of the participation of one or more beneficiaries, on request of the beneficiary concerned or on behalf of the other beneficiaries.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the opinion of the beneficiary concerned (or proof that this opinion has been requested in writing)

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- the date the beneficiary ends work on the action ('end of work date')

- the date the termination takes effect ('termination date'); this date must be after the date of the submission of the amendment request.

If the termination concerns the coordinator and is done without its agreement, the amendment request must be submitted by another beneficiary (acting on behalf of the consortium).

The termination will **take effect** on the termination date specified in the amendment.

If no information is given or if the granting authority considers that the reasons do not justify termination, it may consider the beneficiary to have been terminated improperly.

32.2.2 Effects

The coordinator must — within 60 days from when termination takes effect — submit:

(i) a **report on the distribution of payments** to the beneficiary concerned

(ii) a **termination report** from the beneficiary concerned, for the open reporting period until termination, containing an overview of the progress of the work, the financial statement, the explanation on the use of resources, and, if applicable, the certificate on the financial statement (CFS; see Articles 21 and 24.2 and Data Sheet, Point 4.3)

(iii) a second **request for amendment** (see Article 39) with other amendments needed (e.g. reallocation of the tasks and the estimated budget of the terminated beneficiary; addition of a new beneficiary to replace the terminated beneficiary; change of coordinator, etc.).

The granting authority will calculate the amount due to the beneficiary on the basis of the report submitted and taking into account the costs incurred and contributions for activities implemented before the end of work date (see Article 22). Costs relating to contracts due for execution only after the end of work are not eligible.

The information in the termination report must also be included in the periodic report for the next reporting period (see Article 21).

If the granting authority does not receive the termination report within the deadline, only costs and contributions which are included in an approved periodic report will be taken into account (no costs/ contributions if no periodic report was ever approved).

If the granting authority does not receive the report on the distribution of payments within the deadline, it will consider that:

- the coordinator did not distribute any payment to the beneficiary concerned and that

- the beneficiary concerned must not repay any amount to the coordinator.

If the second request for amendment is accepted by the granting authority, the Agreement is **amended** to introduce the necessary changes (see Article 39).

If the second request for amendment is rejected by the granting authority (because it calls into question the decision awarding the grant or breaches the principle of equal treatment of applicants), the grant may be terminated (see Article 32).

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Improper termination may lead to a reduction of the grant (see Article 31) or grant termination (see Article 32).

After termination, the concerned beneficiary's obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

32.3 EU-initiated GA or beneficiary termination

32.3.1 Conditions

The granting authority may terminate the grant or the participation of one or more beneficiaries, if:

(a) one or more beneficiaries do not accede to the Agreement (see Article 40)

(b) a change to the action or the legal, financial, technical, organisational or ownership situation of a beneficiary is likely to substantially affect the implementation of the action or calls into question the decision to award the grant (including changes linked to one of the exclusion grounds listed in the declaration of honour)

(c) following termination of one or more beneficiaries, the necessary changes to the Agreement (and their impact on the action) would call into question the decision awarding the grant or breach the principle of equal treatment of applicants

(d) implementation of the action has become impossible or the changes necessary for its continuation would call into question the decision awarding the grant or breach the principle of equal treatment of applicants

(e) a beneficiary (or person with unlimited liability for its debts) is subject to bankruptcy proceedings or similar (including insolvency, winding-up, administration by a liquidator or court, arrangement with creditors, suspension of business activities, etc.)

(f) a beneficiary (or person with unlimited liability for its debts) is in breach of social security or tax obligations

(g) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has been found guilty of grave professional misconduct

(h) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed fraud, corruption, or is involved in a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking

(i) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) was created under a different jurisdiction with the intent to circumvent fiscal, social or other legal obligations in the country of origin (or created another entity with this purpose)

(j) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed:

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(i) substantial errors, irregularities or fraud or

(ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.)

(k) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings from other grants to this grant; see Article 25)

(l) despite a specific request by the granting authority, a beneficiary does not request — through the coordinator — an amendment to the Agreement to end the participation of one of its affiliated entities or associated partners that is in one of the situations under points (d), (f), (e), (g), (h), (i) or (j) and to reallocate its tasks, or

(m) other:

(i) linked action issues: not applicable

(ii) the action has lost its scientific or technological relevance, for EIC Accelerator actions: the action has lost its economic relevance, for challenge-based EIC Pathfinder actions and Horizon Europe Missions: the action has lost its relevance as part of the Portfolio for which it has been initially selected

32.3.2 Procedure

Before terminating the grant or participation of one or more beneficiaries, the granting authority will send **a pre-information letter** to the coordinator or beneficiary concerned:

- formally notifying the intention to terminate and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the termination and the date it will take effect (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

For beneficiary terminations, the granting authority will — at the end of the procedure — also inform the coordinator.

The termination will **take effect** the day after the confirmation notification is sent (or on a later date specified in the notification; 'termination date').

32.3.3 Effects

(a) for **GA termination**:

The coordinator must — within 60 days from when termination takes effect — submit a **periodic report** (for the last open reporting period until termination).

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The granting authority will calculate the final grant amount and final payment on the basis of the report submitted and taking into account the costs incurred and contributions for activities implemented before termination takes effect (see Article 22). Costs relating to contracts due for execution only after termination are not eligible.

If the grant is terminated for breach of the obligation to submit reports, the coordinator may not submit any report after termination.

If the granting authority does not receive the report within the deadline, only costs and contributions which are included in an approved periodic report will be taken into account (no costs/contributions if no periodic report was ever approved).

Termination does not affect the granting authority's right to reduce the grant (see Article 28) or to impose administrative sanctions (see Article 34).

The beneficiaries may not claim damages due to termination by the granting authority (see Article 33).

After termination, the beneficiaries' obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

(b) for **beneficiary termination**:

The coordinator must — within 60 days from when termination takes effect — submit:

(i) a **report on the distribution of payments** to the beneficiary concerned

(ii) a **termination report** from the beneficiary concerned, for the open reporting period until termination, containing an overview of the progress of the work, the financial statement, the explanation on the use of resources, and, if applicable, the certificate on the financial statement (CFS; see Articles 21 and 24.2 and Data Sheet, Point 4.3)

(iii) a **request for amendment** (see Article 39) with any amendments needed (e.g. reallocation of the tasks and the estimated budget of the terminated beneficiary; addition of a new beneficiary to replace the terminated beneficiary; change of coordinator, etc.).

The granting authority will calculate the amount due to the beneficiary on the basis of the report submitted and taking into account the costs incurred and contributions for activities implemented before termination takes effect (see Article 22). Costs relating to contracts due for execution only after termination are not eligible.

The information in the termination report must also be included in the periodic report for the next reporting period (see Article 21).

If the granting authority does not receive the termination report within the deadline, only costs and contributions included in an approved periodic report will be taken into account (no costs/ contributions if no periodic report was ever approved).

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If the granting authority does not receive the report on the distribution of payments within the deadline, it will consider that:

- the coordinator did not distribute any payment to the beneficiary concerned and that
- the beneficiary concerned must not repay any amount to the coordinator.

If the request for amendment is accepted by the granting authority, the Agreement is **amended** to introduce the necessary changes (see Article 39).

If the request for amendment is rejected by the granting authority (because it calls into question the decision awarding the grant or breaches the principle of equal treatment of applicants), the grant may be terminated (see Article 32).

After termination, the concerned beneficiary's obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

SECTION 3 OTHER CONSEQUENCES: DAMAGES AND ADMINISTRATIVE SANCTIONS

ARTICLE 33 — DAMAGES

33.1 Liability of the granting authority

The granting authority cannot be held liable for any damage caused to the beneficiaries or to third parties as a consequence of the implementation of the Agreement, including for gross negligence.

The granting authority cannot be held liable for any damage caused by any of the beneficiaries or other participants involved in the action, as a consequence of the implementation of the Agreement.

33.2 Liability of the beneficiaries

The beneficiaries must compensate the granting authority for any damage it sustains as a result of the implementation of the action or because the action was not implemented in full compliance with the Agreement, provided that it was caused by gross negligence or wilful act.

The liability does not extend to indirect or consequential losses or similar damage (such as loss of profit, loss of revenue or loss of contracts), provided such damage was not caused by wilful act or by a breach of confidentiality.

ARTICLE 34 — ADMINISTRATIVE SANCTIONS AND OTHER MEASURES

Nothing in this Agreement may be construed as preventing the adoption of administrative sanctions (i.e. exclusion from EU award procedures and/or financial penalties) or other public law measures, in addition or as an alternative to the contractual measures provided under this Agreement (see,

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for instance, Articles 135 to 145 EU Financial Regulation 2018/1046 and Articles 4 and 7 of Regulation 2988/95[21]).

SECTION 4 FORCE MAJEURE

ARTICLE 35 — FORCE MAJEURE

A party prevented by force majeure from fulfilling its obligations under the Agreement cannot be considered in breach of them.

'Force majeure' means any situation or event that:

- prevents either party from fulfilling their obligations under the Agreement,
- was unforeseeable, exceptional situation and beyond the parties' control,
- was not due to error or negligence on their part (or on the part of other participants involved in the action), and
- proves to be inevitable in spite of exercising all due diligence.

Any situation constituting force majeure must be formally notified to the other party without delay, stating the nature, likely duration and foreseeable effects.

The parties must immediately take all the necessary steps to limit any damage due to force majeure and do their best to resume implementation of the action as soon as possible.

CHAPTER 6 FINAL PROVISIONS

ARTICLE 36 — COMMUNICATION BETWEEN THE PARTIES

36.1 Forms and means of communication — Electronic management

EU grants are managed fully electronically through the EU Funding & Tenders Portal ('Portal').

All communications must be made electronically through the Portal, in accordance with the Portal Terms and Conditions and using the forms and templates provided there (except if explicitly instructed otherwise by the granting authority).

Communications must be made in writing and clearly identify the grant agreement (project number and acronym).

Communications must be made by persons authorised according to the Portal Terms and Conditions. For naming the authorised persons, each beneficiary must have designated — before the signature of this Agreement — a 'legal entity appointed representative (LEAR)'. The role and tasks of the LEAR are stipulated in their appointment letter (see Portal Terms and Conditions).

[21] Council Regulation (EC, Euratom) No 2988/95 of 18 December 1995 on the protection of the European Communities financial interests (OJ L 312, 23.12.1995, p. 1).

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If the electronic exchange system is temporarily unavailable, instructions will be given on the Portal.

36.2 Date of communication

The sending date for communications made through the Portal will be the date and time of sending, as indicated by the time logs.

The receiving date for communications made through the Portal will be the date and time the communication is accessed, as indicated by the time logs. Formal notifications that have not been accessed within 10 days after sending, will be considered to have been accessed (see Portal Terms and Conditions).

If a communication is exceptionally made on paper (by e-mail or postal service), general principles apply (i.e. date of sending/receipt). Formal notifications by registered post with proof of delivery will be considered to have been received either on the delivery date registered by the postal service or the deadline for collection at the post office.

If the electronic exchange system is temporarily unavailable, the sending party cannot be considered in breach of its obligation to send a communication within a specified deadline.

36.3 Addresses for communication

The Portal can be accessed via the Europa website.

The address for paper communications to the granting authority (if exceptionally allowed) is the official mailing address indicated on its website.

For beneficiaries, it is the legal address specified in the Portal Participant Register.

ARTICLE 37 — INTERPRETATION OF THE AGREEMENT

The provisions in the Data Sheet take precedence over the rest of the Terms and Conditions of the Agreement.

Annex 5 takes precedence over the Terms and Conditions; the Terms and Conditions take precedence over the Annexes other than Annex 5.

Annex 2 takes precedence over Annex 1.

ARTICLE 38 — CALCULATION OF PERIODS AND DEADLINES

In accordance with Regulation No 1182/71[22], periods expressed in days, months or years are calculated from the moment the triggering event occurs.

The day during which that event occurs is not considered as falling within the period.

'Days' means calendar days, not working days.

ARTICLE 39 — AMENDMENTS

[22] Regulation (EEC, Euratom) No 1182/71 of the Council of 3 June 1971 determining the rules applicable to periods, dates and time-limits (OJ L 124, 8/6/1971, p. 1).

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39.1 Conditions

The Agreement may be amended, unless the amendment entails changes to the Agreement which would call into question the decision awarding the grant or breach the principle of equal treatment of applicants.

Amendments may be requested by any of the parties.

39.2 Procedure

The party requesting an amendment must submit a request for amendment signed directly in the Portal Amendment tool.

The coordinator submits and receives requests for amendment on behalf of the beneficiaries (see Annex 3). If a change of coordinator is requested without its agreement, the submission must be done by another beneficiary (acting on behalf of the other beneficiaries).

The request for amendment must include:

- the reasons why
- the appropriate supporting documents and
- for a change of coordinator without its agreement: the opinion of the coordinator (or proof that this opinion has been requested in writing).

The granting authority may request additional information.

If the party receiving the request agrees, it must sign the amendment in the tool within 45 days of receiving notification (or any additional information the granting authority has requested). If it does not agree, it must formally notify its disagreement within the same deadline. The deadline may be extended, if necessary for the assessment of the request. If no notification is received within the deadline, the request is considered to have been rejected.

An amendment **enters into force** on the day of the signature of the receiving party.

An amendment **takes effect** on the date of entry into force or other date specified in the amendment.

ARTICLE 40 — ACCESSION AND ADDITION OF NEW BENEFICIARIES

40.1 Accession of the beneficiaries mentioned in the Preamble

The beneficiaries which are not coordinator must accede to the grant by signing the accession form (see Annex 3) directly in the Portal Grant Preparation tool, within 30 days after the entry into force of the Agreement (see Article 44).

They will assume the rights and obligations under the Agreement with effect from the date of its entry into force (see Article 44).

If a beneficiary does not accede to the grant within the above deadline, the coordinator must — within 30 days — request an amendment (see Article 39) to terminate the beneficiary and make any changes

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necessary to ensure proper implementation of the action. This does not affect the granting authority's right to terminate the grant (see Article 32).

40.2 Addition of new beneficiaries

In justified cases, the beneficiaries may request the addition of a new beneficiary.

For this purpose, the coordinator must submit a request for amendment in accordance with Article 39. It must include an accession form (see Annex 3) signed by the new beneficiary directly in the Portal Amendment tool.

New beneficiaries will assume the rights and obligations under the Agreement with effect from the date of their accession specified in the accession form (see Annex 3).

Additions are also possible in mono-beneficiary grants.

ARTICLE 41 — TRANSFER OF THE AGREEMENT

In justified cases, the beneficiary of a mono-beneficiary grant may request the transfer of the grant to a new beneficiary, provided that this would not call into question the decision awarding the grant or breach the principle of equal treatment of applicants.

The beneficiary must submit a request for **amendment** (see Article 39), with

- the reasons why
- the accession form (see Annex 3) signed by the new beneficiary directly in the Portal Amendment tool and
- additional supporting documents (if required by the granting authority).

The new beneficiary will assume the rights and obligations under the Agreement with effect from the date of accession specified in the accession form (see Annex 3).

ARTICLE 42 — ASSIGNMENTS OF CLAIMS FOR PAYMENT AGAINST THE GRANTING AUTHORITY

The beneficiaries may not assign any of their claims for payment against the granting authority to any third party, except if expressly approved in writing by the granting authority on the basis of a reasoned, written request by the coordinator (on behalf of the beneficiary concerned).

If the granting authority has not accepted the assignment or if the terms of it are not observed, the assignment will have no effect on it.

In no circumstances will an assignment release the beneficiaries from their obligations towards the granting authority.

ARTICLE 43 — APPLICABLE LAW AND SETTLEMENT OF DISPUTES

43.1 Applicable law

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The Agreement is governed by the applicable EU law, supplemented if necessary by the law of Belgium.

Special rules may apply for beneficiaries which are international organisations (if any; see Data Sheet, Point 5).

43.2 Dispute settlement

If a dispute concerns the interpretation, application or validity of the Agreement, the parties must bring action before the EU General Court — or, on appeal, the EU Court of Justice — under Article 272 of the Treaty on the Functioning of the EU (TFEU).

For non-EU beneficiaries (if any), such disputes must be brought before the courts of Brussels, Belgium — unless an international agreement provides for the enforceability of EU court judgements.

For beneficiaries with arbitration as special dispute settlement forum (if any; see Data Sheet, Point 5), the dispute will — in the absence of an amicable settlement — be settled in accordance with the Rules for Arbitration published on the Portal.

If a dispute concerns administrative sanctions, offsetting or an enforceable decision under Article 299 TFEU (see Articles 22 and 34), the beneficiaries must bring action before the General Court — or, on appeal, the Court of Justice — under Article 263 TFEU.

For grants where the granting authority is an EU executive agency (see Preamble), actions against offsetting and enforceable decisions must be brought against the European Commission (not against the granting authority; see also Article 22).

ARTICLE 44 — ENTRY INTO FORCE

The Agreement will enter into force on the day of signature by the granting authority or the coordinator, depending on which is later.

SIGNATURES

For the coordinator

[redacted]

2024.03.26 10:29:26 CET

For the granting authority

[redacted]

2024.03.26 10:49:15 CET

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European Commission

ANNEX 1

Horizon Europe (HORIZON)

Description of the action (DoA)

Part A

Part B

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DESCRIPTION OF THE ACTION (PART A)

COVER PAGE

Part A of the Description of the Action (DoA) must be completed directly on the Portal Grant Preparation screens.

PROJECT *Grant Preparation (General Information screen) — Enter the info.*	
Project number:	101158561
Project name:	WIDEn performance in research and innovation capacity and competence Across EU
Project acronym:	WIDE AcrossEU
Call:	HORIZON-WIDERA-2023-ACCESS-04
Topic:	HORIZON-WIDERA-2023-ACCESS-04-01
Type of action:	HORIZON-CSA
Service:	REA/C/03
Project starting date:	fixed date: 1 May 2024
Project duration:	40 months

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List of critical risks 20
Project reviews 22

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PROJECT SUMMARY

Project summary

Grant Preparation (General Information screen) — Provide an overall description of your project (including context and overall objectives, planned activities and main achievements, and expected results and impacts (on target groups, change procedures, capacities, innovation etc)). This summary should give readers a clear idea of what your project is about.

Use the project summary from your proposal.

Our consortium consisting of partner institutions from Czechia, North Macedonia, Ukraine, Finland and Sweden have diverse experience with participation in Horizon Europe (HE), Synergic EU R&I funding, Smart Specialisation Clusters and other international R&I funding schemes, consider this call as the opportunity to strengthen institutions from Widening countries and upscale them on higher level through capacity, skills and competence building and networking actions.

The key objective of the project "WIDE AcrossEU" is to move us, participants from Widening countries (the core group - 3 higher education institutions from the Czech Republic, North Macedonia and Ukraine), who are formerly a current single beneficiaries of regional funding programmes (ERDF, IPA, Interreg and similar investments for R&I infrastructure), to higher level and prepare us for wider and more successful participation in direct EU funding programmes.

The specific objectives, which are:
1. To map the needs and requirements of target groups in Widening partners - State of Play,
2. To strengthen competitiveness of target groups in Widening countries by acquiring new transferable skills for R&I staff,
3. Access to networks and partnerships to secure more successful proposal and create a base for lead partner roles for Widening partners,
4. To better use R&I infrastructure funded under ERDF or similar investments,
5. To create strategies for R&I and Human Resources,
6. To improve access to excellent European R&I networks and communities,

will be achieved through following work packages:
WP1 Need of analysis for capacity and competence building,
WP2 Acquisition of new transferable skills,
WP3 Exploitation of R&I funding opportunities & networks,
WP4 R&I valorisation, policy support and synergies,
WP5 Dissemination, communication and exploitation,
WP6 Management and coordination.

The project will last 40 months.

LIST OF PARTICIPANTS

PARTICIPANTS

Grant Preparation (Beneficiaries screen) — Enter the info.

Number	Role	Short name	Legal name	Country	PIC
1	COO	UPCE	UNIVERZITA PARDUBICE	CZ	999453663
2	BEN	UKIM	Ss. CYRIL AND METHODIUS UNIVERSITY IN SKOPJE	MK	999588493
3	BEN	ZPSU	ZHYTOMYR POLYTECHNIC STATE UNIVERSITY	UA	944164051

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PARTICIPANTS

Grant Preparation (Beneficiaries screen) — Enter the info.

Number	Role	Short name	Legal name	Country	PIC
4	BEN	ULAPLAND	LAPIN YLIOPISTO	FI	998208474
5	BEN	UMU	UMEA UNIVERSITET	SE	999881821

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LIST OF WORK PACKAGES

Work packages *Grant Preparation (Work Packages screen) — Enter the info.*						
Work Package No	**Work Package name**	**Lead Beneficiary**	**Effort (Person-Months)**	**Start Month**	**End Month**	**Deliverables**
WP1	Need of analysis for capacity and competence building	1 - UPCE	18.10	1	7	D1.1 – Analysis of the needs, requirements and expectations of target groups
WP2	Acquisition of new transferable skills	1 - UPCE	30.80	4	40	D2.1 – Report on training and short-term stays
WP3	Exploitation of R&I funding opportunities & networks	2 - UKIM	43.60	4	40	D3.1 – Report on project proposals initiated and submitted
WP4	R&I valorisation, policy support and synergies	2 - UKIM	36.00	4	40	D4.1 – Joint R&I international strategic priorities and joint HR strategic priorities D4.2 – R&I infrastructure online platform
WP5	Dissemination, communication and exploitation	3 - ZPSU	37.80	1	40	D5.1 – Plan for dissemination and exploitation including communication activitiesplan D5.2 – Project webpage
WP6	Management and coordination	1 - UPCE	53.25	1	40	D6.1 – Data management plan D6.2 – Final conference

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Work package WP1 – Need of analysis for capacity and competence building

Work Package Number	WP1	Lead Beneficiary	1 - UPCE
Work Package Name	Need of analysis for capacity and competence building		
Start Month	1	End Month	7

Objectives
The objectives of WP1 is to map out the state of play for skills, capacity and competence needs among the core widening partners to ensure that correct needs (capacity, skills and competence) and target groups are used to plan the training regime (for WP2). In addition, WP1 will analyse the available and to be linked R&I infra in the WIDE AcrossEU partnership. Actions are linked to following objectives: O1.1 R&I state of play in each region, including R&I infrastructures O1.2 To identify the real needs for training (skills, contents and capacity) at consortium, institutional and individual levels (HR strategy inputs) O1.3 To develop training regime to meet the needs, supplemented with foreseen activities that support the access, networking and proposal planning in Widening partners

Description
This WP is a prerequisite to the WP2, WP3 and WP4. All partners are involved to the activities in WP1. Leader: UPCE; start: M1; end: M7 T1.1 Planning the surveys (start: M1; end: M3; leader: UKIM, all partners contributing) The consortium will have several online meetings to prepare the two questionnaires. Questions and their order will be discussed with methodology experts. Target group for the questionnaires is: 1. Leadership and management (rectorate, directors, research support, HR, financial services, internationalisation services and the like) 2. Academics (Early-stage researchers to Professors) T1.2 Targeting the survey and participation optimisation (start: M3; end: M4; leader: ZPSU, all partners contributing) The targeted surveys will be pre-announced and published on all partners websites and media channels. Survey will be created and managed by UPCE using their website. All replies need to identify their home institution and position. All surveys are anonymous and in line with EU GDPR guidelines and this is also present in projects Data management Plan (DMP, WP6), thus the information collected will be protected in compliance with European, national and internal legislative regulations. Both questionnaires will include questions on personal needs and interests that the project could facilitate and include in the training planning. The questionnaires will be available online (in M4). Invitation to Survey 1 will be done via personal invitation emails to non-public questionnaire. 2nd questionnaire is accessed through internal web pages of partner institutions and will be open to all academics in consortium institutions. T1.3 Survey (start: M4; end: M5; leader: UPCE, all partners contributing) UPCE runs the surveys (2) according to the plan outlined in T1.1 and in case challenges arise manages them with IT support. Partner institutions will follow up their activity of respondents and, if needed, send reminders to take on the survey. It is expected that at minimum 50 people respond to the Questionnaire 1 and 300 to Questionnaire 2. T1.4 Analysis of R&I infrastructures (including ERDF supported) (start: M3; end: M6; leader: UMU, all partners contributing) A separate analysis is made to support the understanding of available, both Widening and non-Widening partners R&I infrastructures and their research areas and related research teams. The aim of the analysis is to create an online platform of all R&I infrastructures in the consortium. This already creates synergic options to collaboration within the consortium and creates basis for international linkages to the R&I infrastructures. T1.5 Survey analysis and inputs to WP2 (start: M5; end: M7; leader: UPCE, all partners contributing) The answers will be analysed (in M5), results (M7) will be used for: (i) preparation of the training, capacity and competence programme (WP2); (ii) providing better and effective services, including Institutional HR Policies and HR Strategy (WP2 and WP3); (iii) networking, joint development of R&I strategies and availability and use of R&I infrastructure (online platform) (WP3 and WP4).

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Work package WP2 – Acquisition of new transferable skills

Work Package Number	WP2	Lead Beneficiary	1 - UPCE
Work Package Name	Acquisition of new transferable skills		
Start Month	4	End Month	40

Objectives

The main objective of this WP is to plan and implement a comprehensive training and knowledge transfer regime that meets the needs and expectations derived from questionnaires carried out in WP1. Training will consist of multiple methods and are targeted to two main target groups. Target group 1 is the Widening partner universities key identified administrative and academic staff that enable the capacity and competence development throughout the three Widening universities. Target group 1 consists of people that are or will be engaged with pre-award and post-award management and actions related to EU and international funding applications. This also includes leadership and HR departments. Target group 2 is the academic staff from young (early stage) researchers (R1) to high ranked professors (R4). Target group 2 training will consist of session on information dissemination (calls, funding opportunities and target group 1 services available for them), how to apply and what Horizon Europe project management as the lead partner means. In addition, already experienced and most potential researchers will be targeted for more in-depth support with a purpose to support their access to Horizon Europe 2025 and 2026-2027 calls as partner and increase their capacity to act as PI in the latter Horizon Europe calls.
Leader: UPCE; start: M4; end: M36
The following specific objectives are linked to the WP2 Acquisition of new transferable skills:
O2.1 Secure the best available contributions to the training to boost the capacity, competence and skills of target groups
O2.2 Through successful training upgrade the R&I management skills at institutional level and build institutional and individual capacity and competence and skills of target groups
O2.3 To improve the HR capacities and strategies to support O2.2
O2.4 Create the basis for better transfer the knowledge, skills and competences through target group 1 within the institutions (train the trainers)

Description

Main objective and specific objectives are achieved with the following tasks:

T2.1 Preparation of the training, capacity and competence programme (start: M4; end: M12; leader: ULAPLAND, all partners contributing and participating)
The accurate description and content of the courses/workshops/seminars will emerge from the survey and analyse done in WP1. Building of the training, capacity and competence programme for the two target groups from three partners located in Widening countries (UPCE, UKIM and ZPSU) means creation of training courses/seminars and interactive workshops focused on:
1) Pre-award services and pragmatics; EU and national instruments and their potential synergy; access to call information; understanding the calls, meeting the call requirements, consortium building (with key networks and collaboration platforms, Cordis database, info and brokerage events), preparation of proposals, technical support (Funding and Tenders portal, PADOR etc.), non-discloser and consortium agreements, science communication; technical project proposals´ writing skills; project evaluation process; submission and required appendixes; eligibility; ethics and security; impact and exploitation; IP and data management; open science practices).
2) Post-award services; grant agreement; R&I and project management; financial management; HR management; usage of online resources for reporting and amendments (Funding & Tender Portal); knowledge transfer; results utilisation (Horizon Results Booster etc.).
Expert contributions and training sessions (lecturers) will be tendered (according to grant agreement and national legal conditions) and/or selected from external recognized institutions, such as Yellow Research, Hyperion etc. In addition, information sessions and training are partially provided with and by the project partner institutions located in non-Widening countries. Whenever feasible regional authorities, grant providers, ministries and/or national contact points and programme managers of ERDF, IPA, Interreg programmes are
invited to give information sessions as part of the training.

T2.2 Training courses and interactive workshops (start: M6; end: M24; leader: UPCE, all partners contributing and participating)
Implementation of the training, capacity and competence programme created in T2.1. The whole programme will consist

of 10 – 15 thematic courses/workshops based on the requirements. Some courses/workshops will be online, some in person and in hybrid format. Each course/workshop will be ½ - 2 days long. Online courses will be shared; they will be for the target group from all three project partner institutions from Widening countries. Whenever possible, training materials and possible recordings will be made publicly available to facilitate better impact and utilisation of trainings. The programme will be firstly focused on the target group 1, the pre- and post-award staff from the project partner institutions located in Widening countries. The second training regime will focus on the target group 2, the academic research staff. In addition, as part of target group 2, experienced members of research and academic staff will get specific tailor-made courses delivered as described in T2.1. All persons attending and selected must have sufficient English proficiency, materials and training will not be interpreted or translated to national languages.

T2.3 Short-term stays, secondments and work-shadowing (start: M8; end: M36; leader: UMU, all partners contributing and participating)
Short-term stays and secondments will be offered and provided by the partners from non-Widening countries for target groups described above. Focus and activity is put on Widening countries (UPCE, UKIM and ZPSU) mobility to non-Widening partners and related EU events and information sessions. Non-Widening partners' mobility to Widening partners is tied around training and consultation contributions. The short-term stays, secondments and work shadowing (from Widening to non-Widening countries) will be focused on:
- shadowing preparation/management of a partnership project, shadow the project manager,
- be included into the teams which coordinate (preparation of) a partnership project, work closely with the project manager,
- writing a project proposal under tutoring of an experienced colleague/expert,
- shadowing the work in a project support office or related offices,
- be a part of the team in a project support office or related offices.
The short-term stays and secondments will be from 7 to 14 days long. A total of 50 mobilities and secondments is expected, where 75% will be from Widening partners to non-Widening partners, including also other cooperating institutions in non-Widening countries and the AcrossEU alliance partners (France, Spain, Italy, Switzerland). Mobilities will be not only paid from this project funding, but also using Erasmus+ KA1 or national funding.

Work package WP3 – Exploitation of R&I funding opportunities & networks

Work Package Number	WP3	**Lead Beneficiary**	2 - UKIM
Work Package Name	Exploitation of R&I funding opportunities & networks		
Start Month	4	**End Month**	40

Objectives
The overall objective of this WP is to identify relevant EU and international financial instruments and R&I investment opportunities most suitable for direct and synergic funding for Widening partners as part of information materials and content for WP2 trainings. Moreover, identified programmes and opportunities will be actively linked to both WP 2 target groups to choose targeted calls for researchers (target group 2) and support personnel (target group 1) to work together towards securing access to applying consortiums or create one as lead applicant and submit proposals in 2025-2027 calls. Networking, platforms, communities and events (information and brokerage) to support this will be identified and attended/entered. Similarly, R&I infrastructure analysed in WP1 will be linked to this WP, to support, jointly use and better integrate to crossborder and EU wide cooperation and utilisation. This WP will also try to support a two-way synergic R&I funding opportunities in combining Cohesion Funds with EU R&I financial opportunities, either through applications to HE and more active hop on action (WIDERA) and/or local uptake/transfer of knowledge and technology of R&I projects results through ERDF projects. These objectives increase and ease access to different funding instruments, improve the linkages with R&I infrastructures, networks and communities and increase potential for more applications, Seal of Excellence and ultimately more projects invited to grant agreement stage for Widening partners. Leader: UKIM; start: M4; end: M38 Specific objectives of the WP3 Exploitation of R&I funding opportunities & networks are: O3.1 To promote EU and international funding opportunities and match them with research topics and R&I infrastructures O3.2 To improve the access and collaboration with EU networks, platforms and communities and NCP organisations and with regional stakeholders (local and regional innovation ecosystem, smart specialisations O3.3 To help researchers

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that have been identified in WP2 as the most potential applicants in HE and crossborder programmes to better access different funding opportunities, therefore support R&I funding synergy and move towards multibeneficiary actions in local and regional Cohesion funding
O3.4 To increase knowledge and skills transfer in practice - adopt and utilise training (WP2) for target group 1 to contribute to R&I management skills & communication by working alongside with O3.3

Description

Overall and specific objectives of this Work package are achieved by the following tasks:

T3.1 Provide better access to EU R&I funding opportunities, (start: M4; end: M38; leader: ULAPLAND, all partners contributing and participating)
The project team will provide information (through tailored search and analyse) for researchers about European, international, national and regional R&I programmes and grant schemes suitable for the core group institutions from the Widening countries. The focus will be on EU R&I funding, mainly on Horizon Europe, ERDF, RRF, IPA, Interreg and similar funding instruments. The target group for this activity will be academic staff (target group 2 in WP2) in the core group institutions. The project team and selected members of target group 1 in WP2 will use already existing platforms and communication tools for promotion of the funding research opportunities and organise blended information sessions. In addition, special focus is put on proactive following of HE strategic programming, i.e. upcoming opportunities of HE 2025 amended work programmes and 2026-2027 work programmes. Also, attention to the future priorities FP10 2028-2035 are explored during this project. This action will be done through targeted communications together with WP5.

T3.2 Increase access and presence to EU R&I communities, platforms and networks (start: M6; end: M30; leader: UMU, all partners contributing and participating)
Project partners will contribute to identify and facilitate the access to European R&I networks, platforms and communities and boost widening partners' scientific and innovation collaboration, contributions and excellence throughout Europe. Researchers identified in WP2, namely the target group 2 will be co-creating thematic identification of targeted EU R&I communities, platforms and networks and agree on the best opportunities and ways to access them. All widening partners are expected to have at least 2 academics linking
and actively contributing with selected European R&I networks, platforms, or communities during the project.

T3.3 Development of new systematic approach to NCP and cross-border cooperation (start: M4; end: M30; leader: UKIM, all partners contributing and participating)
NCP organisations are crucial support for the future applicants of HE programme for Widening and non-Widening partners. Exchange of information, experiences and results with the NCP networks are used to better promote opportunities and provide up-to-date services to the consortium during the project implementation.
Each partner will be responsible for proactive communication with the national NCP network and engage them to contribute through WP2 trainings. In addition, contribution in different formal or informal consultations for knowledge sharing from non-Widening countries such as different types of groups and meetings, among partners, is also encouraged. This task will also liaise with managing authorities in Widening countries and regions dealing with smart specialisation planning and implementation and distribution and use of IPA, ERDF and ESF funds to support understanding and creation synergic funding and multibeneficiary projects. Non-Widening partners are from NUTS 3 area and both UMU and ULAPLAND have active roles in regional development both through smart specialisation and use Cohesion funds according to EU's synergic R&I funding and most projects are executed as multibeneficiary. In addition, UMU and ULAPLAND have examples of interregional projects Interreg-Nord, Northern Periphery and Arctic and Interreg Europe that can benefit Widening partners and their collaboration with respected national and regional managing authorities. Benchmarking and information exchange between national and regional managing authorities is organised as part of attending the European Week of Regions and Cities event in Brussels (2025, 2026 and 2027) and if feasible on-site benchmarking and
peer-learning mobility is organised for national and regional managing authorities from Widening partners to non-Widening partners. In addition to the above, special focus in the discussion with national and regional managing authorities is put to the Seal of Excellence (SoE), the quality label awarded by the European Commission to projects that have complied with the minimum quality requirements, but due to budgetary constraints are not financed. In the case neither national and regional funding managing authorities do not
recognise SoE, nor there is a special financial envelope for SoE, the SoE holders have to apply using regular ERDF/ESF/IPA/Just Transition Fund channels.

T3.4 Field test services to potential applicants - in practice test of training competences and transferred skills - Horizon

Europe and interregional proposal preparation (start: M10; end: M38; leader: UPCE, all partners contributing and participating)
WP2 will provide transferable skills for pre-award service capacity and competence in a wider scale to target group 1. Moreover, from target group 2, the academics, most potential and mature, are presented with suitable R&I funding opportunity (T3.1) and network support (T3.2). The project team together with WP2 target group 1 members will in practice start working on EU R&I and interregional funding proposals during the project. In practice this means that at least 31 multi-beneficiary proposals will be submitted by 2027 either to HE, LIFE, Digital or Interreg Europe by 3 Widening partners, 6 of them are with lead coordination role.
Support services and structures will be built and developed at the same time as this process is going on, pushing also lateral skills and knowledge sharing/transfer in Widening partner organisation and securing that WP2 target groups work together from the very beginning. The aim for support services is to reduce the administrative burden of researchers while planning and applying for joint research project applications. Non-Widening partners and their already existing research support units will boost this activity and add to the
capacities of Widening partners. In addition, all partners legal services will be connected to this task, ensuring legal; IP and agreement know-how (non-disclosure and consortium agreement and the DESCA Model Consortium Agreement used in HE).

Work package WP4 – R&I valorisation, policy support and synergies

Work Package Number	WP4	Lead Beneficiary	2 - UKIM
Work Package Name	R&I valorisation, policy support and synergies		
Start Month	4	End Month	40

Objectives

The main objective of this WP is to support all project partners´ institutional R&I policies to better match EU R&I priorities. Special attention is put on Widening partners´ R&I institutional policies and leadership including the alignment of their HR policies with respect to aims and activities carried out in WP2 and WP3. This WP will also ensure that the project will serve as an example and good practice for other Widening projects funded in this call. 3 Widening partners will also engage with local, regional and national managing
authorities and have an impact on R&I policies and smart specialisation on local, regional and national levels. To do this successfully, means that the three Widening partners have also integrated better to local stakeholders and are part of local innovation ecosystem – having connected with local businesses and industry. To support this and cross-border collaboration we will integrate (Widening and non-Widening partners) available R&I infrastructures to above-mentioned aims.
Leader: UKIM; start: M4; end: M38
The specific objectives of the WP4 R&I valorisation, policy support and synergies are:
O4.1 To update and execute renewed institutional R&I policies and priorities for Widening and non-Widening partners, supported by matching HR policies and investments
O4.2 To integrate Widening partners better to their local and regional ecosystems, including the R&I infrastructure
O4.3 To support and enhance regional and national smart specialisation and drive for more multibeneficiary cohesion projects that also serve as examples of ERDF to direct EU funding and vice versa
O4.4 To contribute and influence regional and national R&I policies and to the Strategic priorities of Horizon Europe 2025-2027 and the 10th Framework Programme (2028-2035).

Description

The main tasks for this Work package are:

T4.1 Enhancing joint actions through international R&I strategic choices – towards updated institutional R&I priorities (start: M4; end: M12; leader: UPCE, all partners contributing and participating)
This task will ensure that all partners consider the need to revise/update their institutional R&I and education policies to match the goals and objectives of this project, and the EU R&I priorities defined in the WIDERA Work programme, EU Strategy for Universities and the Pact for Research and Innovation in Europe. A joint list of international R&I policy priorities will be co-created by the partners. Project team together with planning, management bodies and the leadership of each partner will contribute to this process. Special focus is put on Widening partners role in their institutional strategic

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work. This task is carried out with joint online sessions, institutional co-creative workshops and finalised with a joint 2-day event organised back-to-back with project management event (WP6) hosted by the lead partner. The output will be a prerequisite to T4.2 and feed into T4.3, T4.4.

T4.2 Joint priorities for more harmonised institutional HR strategy (start: M6; end: M12; leader: UKIM, all partners contributing and participating)
This project and its objectives require significant contributions from HR management from all partners. Access and success to EU funding, R&I collaboration with local, regional, interregional and at EU and international level requires capacity, namely human capital, time and new competencies and skills. New services and professionals will be trained and introduced to the Widening partners. These professionals are highly specialised, brokering between finance, administration and research is expected. Both non-Widening partners
have centralised and unit-based services, demonstrated outcomes and success in hosting such professionals. UMU an ULAPLAND serve as good examples on how institutional investment to HR pays of in successful applications and increases both individual and institutional capacity and competence. In addition, academic staff actively engaging in EU networks, platforms and forums and applying EU funds need to be supported and allowing to use sufficient time to do so. This task ensures that all partners agree to joint priorities in their HR management, and this is reflecting on HR management and investments in Widening partners.

T4.3 R&I integration through smart specialisation (start: M6; end: M36; leader: ULAPLAND, all partners contributing and participating)
This task will co-create joint practices for Widening partners activities and contributions towards Regional and national smart specialisation. In practise this means stakeholder collaboration with regional and national authorities responsible for smart specialisation strategy priorities and their implementation, i.e., ERDF, ESF and IPA funding. Action in this task include creation of ongoing dialogue with relevant authorities, securing Widening partner universities role in local, regional and national ecosystems as R&I actors, key contributor to skilled labour, innovation, knowledge and technology uptake. This in turn supports the opportunities to drive for more multibeneficiary cohesion projects that also serve as synergic EU funding examples of ERDF to direct EU funding and vice versa. UMU and ULAPLAND are serving as good examples. They will co-organise onsite training and peer-learning sessions for Widening partners keys staff and their related managing authorities' representatives in collaboration with their respected regional managing authorities (Regional Council of Lapland, Rovaniemi, Finland, and County Administrative Board of Västerbotten, Umea, Sweden). The purpose is to motivate and inspire collaboration among Widening partners and their regional managing authorities in a way that they can influence regional and national priorities and policies in a way that synergic use of Cohesion fund is available, and projects are more implemented by multiple beneficiaries.

T4.4 Embedding of WIDE AcrossEU R&I infrastructure to local, regional and EU collaboration (start: M12; end: M32; leader: UMU, all partners contributing and participating)
To integrate Widening partners better to their local and regional ecosystems and better plan collaboration with EU networks and platforms, the R&I infrastructure analysed in WP1 is put on an online platform. The platform is used to identify key areas where R&I is available, and their maturity is assessed using the Technology Readiness Level (TRL) analysis. When the whole R&I infrastructure online platform is assessed, innovation value chains can be created by combining their TRL values (1-8(9)). Support and methodology from
ULAPLAND are used. ULAPLAND with its Arctic Desing and Development environments and Smart Specialisation Cluster (also part of European Cluster Collaboration Platform and upcoming interest in participating to the Call for expression of interest for Regional Innovation Valleys) is used as a peer-learning benchmark for Widening partners. The R&I infrastructure online platform will serve as demonstration and marketing tool for wider collaboration and access to project and investments. Therefore, the R&I infrastructure
is made available internationally, not only to local and regional collaborations – the R&I infrastructure online platform will contribute to the R&I valorisation on local and international levels. Project team will assess the R&I infrastructure in WP1 and will define conditions and rules for accessing this infrastructure as a part of this task. In addition, the R&I infrastructure online platform will be integrated to smart specialisation priority areas (T4.3). This potential is amplified in T3.4 and in addition, this task is caried out with cooperation on communication (WP5). This task includes evaluation in a form of the feedback provided by the Widening beneficiaries (R&I staff and researchers) and their cooperation stakeholders related.

T4.5 Capacity and competence consolidation and use - leveraging the potential for collaboration (start: M14; end: M38; leader: UPCE, all partners contributing and participating)
In addition to cooperating with regional and national managing authorities, the widening partners will also communicate and convey their institutional R&I strategic priorities (T4.1) and needs (including the analysis from WP1) to them and national ministries and bodies defining national R&I policy priorities and funding. Proactive interest driven

communication is done by the leadership of each Widening partner. In addition, the project partnership, especially Widening partners will serve as next practice and driver of WIDERA policies
and priorities implementation to other projects, institutions and funding bodies. In addition, the partnership will have the capacity to contribute and influence regional and national R&I policies and the strategic priorities of HE 2025-2027 and FP10 (2028-2035). This is done with NCP networks, regional EU offices, responding to open consultations, position papers, and through members of Widening partners´ national representatives in HE strategic configuration.

Work package WP5 – Dissemination, communication and exploitation

Work Package Number	WP5	Lead Beneficiary	3 - ZPSU
Work Package Name	Dissemination, communication and exploitation		
Start Month	1	End Month	40

Objectives

This WP is dedicated to support the implementation or other work packages and boost the internal and external benefits from project actions and outputs. In addition, the project will aim to exploit and initiate active impact creation by active use of results from WP1 and WP2 during the project implementation in WP3 and WP4. Overall objective is on awareness raising of target groups towards opportunities (events, training, mobility, joint R&I, funding opportunities, networking, career opportunities) and result outputs of the project. This in return will have an impact on daily working life and motivation for project partner personnel, increase in institutional reputation among academic collaboration and in local and regional ecosystems, add to opportunities and success for external funding, help to attract and retain talents and lead to new channels to exploit project results. These factors support a more successful and sustainable impacts of the project during and after the project. Communication and dissemination are also the key instrument and method to transfer skills, knowledge and competencies between project partners: "we need to know what we do not know". This WP will create visual identity to the partnership, that is used to branding and identity building. This WP is also responsible for media/ press connections, communication materials and impact monitoring with set indicators.
Leader: ZPSU; start: M1; end: M40
Specific objectives of this Work package are:
O5.1 Create, implement and evaluate a measurable (KIP's) Communication and Dissemination Plan and successfully identify Exploitation results for partners, stakeholders and 3rd parties
O5.2 Build visual image and brand to the partnership that also includes visibility of the R&I infrastructures
O5.3 To raise the awareness of all target groups (scientific, social, economic), ensure successful participation contribution of target groups and stakeholders and two-way communication with key target audiences and stakeholders

Description

Objectives in this Work package are achieved with following dedicated tasks:

T5.1 Roadmap for communication, dissemination and exploitation (start: M1; end: M6; leader: UPCE, all partners contributing and participating):
Communication and dissemination start with defining the communication and dissemination strategy. The consortium will agree on the common communication channels and on the communication indicators (factsheets, presentations, posts in social media, press releases, radio-bridges, video materials). This task is also responsible for the strategy to develop, both online (platform, social media, newsletter) and offline (templates, leaflet, roll-ups), as well as the project's visual identity and branding guidelines (see pic 2, page 12).

T5.2 Project identity, web and social media (start: M1; end: M40; leader: ZPSU, all partners contributing and participating):
Setting up and maintaining the project´s website and social media accounts and appointing responsible person for maintaining them and the communications. T5.2 is also responsible for producing the R&I infrastructure online platform. The project will also leverage existing channels and tools from partners. For example, emailing to stakeholders – newsletters, official web sites and social media pages of the partners universities. The community will be developing by creating and supporting project's google group.

T5.3. Publications and conferences (start: M7; end: M36; leader: UPCE, all partners contributing and participating):
Dissemination in the not only scientific community of the practices and approaches experimented with and validated

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in the project. At least tree papers (WoS) will be prepared and presented at renowned educational conferences (ICERI, IATED etc), which are organized by the International Academy of Technology, Education and Development and promote the dialogue in education among institutions devoted to the science and technology fields. The project will be also promoted at EARMA conferences and in the European Week of the Regions and Cities (EWRC).

T5.4. Organisation of communication specific workshops and events (start: M2; end: M38; leader: ZPSU, all partners contributing and participating):
Implement the local project events and the final conference. The local project events will be organised by each of the partner university in the second phase of the project (between M18 and M36), targeting especially the local community, with dedicated workshops and talks showcasing the project results and activities. The project kick-off (M2) and final conference (M38) will be organised in Pardubice (CZ) to promote wider dissemination of the project results and outcomes.

Work package WP6 – Management and coordination

Work Package Number	WP6	**Lead Beneficiary**	1 - UPCE
Work Package Name	Management and coordination		
Start Month	1	**End Month**	40

Objectives
O6.1 Ensure good project management and coordination O6.2 Ensure good administrative and financial management

Description
The WP is responsible for the overall management, reporting and cooperation between partners and coordination with EC. It entails the development of a set of tools for internal guidance (Project Roadmap; Management a Financial Handbook and Risk Assessment Table) and production of official reports. This WP is also responsible for organisation of management structures and regular meetings (once per month online and face-to-face or online meetings on M02, M06, M12, M18, M24, M30, M36 and M40). T6.1 Coordination of the project (start: M1; end: M40; leader: UPCE, all partners contributing and participating) This task will coordinate the overall project, ensure the governance of the project and that it reaches its objectives. Management and decision-making body is established in M1. The decision-making body is composed from nominated representatives of each partner. It meets the project manager and the whole consortium on a regular basis, monitor the development (objectives, deliverables, time schedule, use of funding, risks etc.), make decisions and decide about changes if necessary. This task also monitor project´s progress, provide deliverables and information to EC and relevant stakeholders within the planned timeframe. In the course of project implementation, the consortium will use legal expertise and oversight to ensure that the project complies with all relevant laws and regulations and achieves its objectives without encountering legal obstacles. The project coordinator is UPCE, PI is [redacted] More information is in the section 3.2 of this document. T6.2 Administrative and financial management (start: M1; end: M40; leader: UPCE, all partners contributing and participating) This task will report to the European Commission, to relevant stakeholders and will guarantee adherence to the budget and use of funding in compliance with all set rules and legal regulations. All the claimed costs will be eligible, actually incurred, identifiable, verifiable and recorded in the participants´ accounts. T6.3 Risk management, data management (start: M1; end: M40; leader: UPCE, all partners contributing and participating) This task will monitor project´s progress, objectives fulfilment and use of funding (in accordance with T6.1 and T6.2) to evaluate and prevent potential risks. This task will also manage all the data collection, administration, processing, storage, backup and preservation responsibly in compliance with ethical principles, GDPR and other legal regulations. T6.4 Advisory Board and stakeholder management (start: M6; end: M36; leader: UKIM, all partners contributing and participating) This task is responsible for setting up an Advisory Board consisting of management representatives (Vice-Rectors) of

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participating universities and key representatives of external stakeholders who are not directly involved in the project implementation. The Advisory Board will comprise 3 or 5 external stakeholder representatives in addition to 5 partner university representatives. Each partner will propose their regional authority and/or chamber of commerce representation in the Advisory board as external members. In addition,
Widening member NCP representative will be invited to the Advisory board. The Advisory Board will meet 3 times, one meeting in person, rest in hybrid form, once per year as of M12 to ensure better partnership and stakeholder engagement and two-way knowledge transfer. Project manager will organise and report on the meetings.

T6.5 Impact pathway management (start: M3; end: M40; leader: UPCE, all partners contributing and participating)
The project consortium will ensure that during the project implementation will be achieved the intended objectives, all relevant stakeholders are identified and included and all effort are directed towards achieving meaningful and sustainable outcomes and impacts. It will promote the evidence-based decision-making process and enhance the overall effectiveness of the project.

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STAFF EFFORT

Staff effort per participant

Grant Preparation (Work packages - Effort screen) — Enter the info.

Participant	WP1	WP2	WP3	WP4	WP5	WP6	Total Person-Months
1 - UPCE	5.00	8.00	13.50	8.00	12.60	25.75	72.85
2 - UKIM	4.50	7.50	16.00	15.00	11.50	10.75	65.25
3 - ZPSU	3.00	8.00	8.50	8.50	13.00	10.75	51.75
4 - ULAPLAND	3.00	3.70	3.00	2.50	0.50	3.25	15.95
5 - UMU	2.60	3.60	2.60	2.00	0.20	2.75	13.75
Total Person-Months	18.10	30.80	43.60	36.00	37.80	53.25	219.55

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LIST OF DELIVERABLES

Deliverables

Grant Preparation (Deliverables screen) — Enter the info.

The labels used mean:

Public — fully open (automatically posted online)
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

Deliverable No	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month)
D1.1	Analysis of the needs, requirements and expectations of target groups	WP1	1 - UPCE	R — Document, report	PU - Public	7
D2.1	Report on training and short-term stays	WP2	1 - UPCE	R — Document, report	PU - Public	34
D3.1	Report on project proposals initiated and submitted	WP3	2 - UKIM	R — Document, report	PU - Public	36
D4.1	Joint R&I international strategic priorities and joint HR strategic priorities	WP4	2 - UKIM	R — Document, report	PU - Public	12
D4.2	R&I infrastructure online platform	WP4	2 - UKIM	DEC —Websites, patent filings, videos, etc	PU - Public	12
D5.1	Plan for dissemination and exploitation including communication activitiesplan	WP5	3 - ZPSU	DEC —Websites, patent filings, videos, etc	PU - Public	6
D5.2	Project webpage	WP5	3 - ZPSU	DEC —Websites, patent filings, videos, etc	PU - Public	12
D6.1	Data management plan	WP6	1 - UPCE	DMP — Data Management Plan	PU - Public	6
D6.2	Final conference	WP6	1 - UPCE	DEC —Websites, patent filings, videos, etc	PU - Public	38

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Deliverable D1.1 – Analysis of the needs, requirements and expectations of target groups

Deliverable Number	D1.1	**Lead Beneficiary**	1 - UPCE
Deliverable Name	Analysis of the needs, requirements and expectations of target groups		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	7	**Work Package No**	WP1

Description
Analysis coming out from the survey

Deliverable D2.1 – Report on training and short-term stays

Deliverable Number	D2.1	**Lead Beneficiary**	1 - UPCE
Deliverable Name	Report on training and short-term stays		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	34	**Work Package No**	WP2

Description
Training plans for both target groups, including tendered experts´ services, timetable of trainings, evaluation process Training implementation including evaluation of each form of training Mobility and work shadowing plans and implementation, links to Erasmus+ KA1 opportunities

Deliverable D3.1 – Report on project proposals initiated and submitted

Deliverable Number	D3.1	**Lead Beneficiary**	2 - UKIM
Deliverable Name	Report on project proposals initiated and submitted		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	36	**Work Package No**	WP3

Description
The report will consist of project proposals initiated, submitted and approved, success rate and SoE holders awarded

Deliverable D4.1 – Joint R&I international strategic priorities and joint HR strategic priorities

Deliverable Number	D4.1	**Lead Beneficiary**	2 - UKIM
Deliverable Name	Joint R&I international strategic priorities and joint HR strategic priorities		
Type	R — Document, report	**Dissemination Level**	PU - Public
Due Date (month)	12	**Work Package No**	WP4

Description
Joint R&I international strategic priorities and joint HR strategic priorities

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Deliverable D4.2 – R&I infrastructure online platform

Deliverable Number	D4.2	**Lead Beneficiary**	2 - UKIM
Deliverable Name	R&I infrastructure online platform		
Type	DEC —Websites, patent filings, videos, etc	**Dissemination Level**	PU - Public
Due Date (month)	12	**Work Package No**	WP4

Description
Link to the platform and screenshot

Deliverable D5.1 – Plan for dissemination and exploitation including communication activitiesplan

Deliverable Number	D5.1	**Lead Beneficiary**	3 - ZPSU
Deliverable Name	Plan for dissemination and exploitation including communication activitiesplan		
Type	DEC —Websites, patent filings, videos, etc	**Dissemination Level**	PU - Public
Due Date (month)	6	**Work Package No**	WP5

Description
Plan for dissemination and exploitation including communication activities New update in M40

Deliverable D5.2 – Project webpage

Deliverable Number	D5.2	**Lead Beneficiary**	3 - ZPSU
Deliverable Name	Project webpage		
Type	DEC —Websites, patent filings, videos, etc	**Dissemination Level**	PU - Public
Due Date (month)	12	**Work Package No**	WP5

Description
Link to the webpage and screenshot

Deliverable D6.1 – Data management plan

Deliverable Number	D6.1	**Lead Beneficiary**	1 - UPCE
Deliverable Name	Data management plan		
Type	DMP — Data Management Plan	**Dissemination Level**	PU - Public
Due Date (month)	6	**Work Package No**	WP6

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Description
Data management plan New update in M40

Deliverable D6.2 – Final conference

Deliverable Number	D6.2	**Lead Beneficiary**	1 - UPCE
Deliverable Name	Final conference		
Type	DEC —Websites, patent filings, videos, etc	**Dissemination Level**	PU - Public
Due Date (month)	38	**Work Package No**	WP6

Description
Report from the final conference

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LIST OF MILESTONES

Milestones

Grant Preparation (Milestones screen) — Enter the info.

Milestone No	Milestone Name	Work Package No	Lead Beneficiary	Means of Verification	Due Date (month)
1	Pre-analysis of the needs, requirements and expectations of the target groups completed	WP6, WP4, WP1, WP5	1 - UPCE	D1.1 Analysis of the needs, requirements and expectations of target groups	14
2	First certificates from training	WP2	1 - UPCE	First target groups have been awarded WIDE AcrossEU certificates	24
3	Joint priorities and infrastructure platform	WP3, WP6, WP4, WP1, WP5	2 - UKIM	D4.1 Joint R&I international strategic priorities and joint HR strategic priorities D4.2 R&I infrastructure online platform	28
4	Demonstrated exploitation	WP3, WP6, WP4, WP5, WP2	2 - UKIM	Funding proposals submitted	36
5	Successful final conference - end of the project	WP6, WP5	1 - UPCE	Number of participants D6.2 Report from the final conference	40

LIST OF CRITICAL RISKS

Critical risks & risk management strategy

Grant Preparation (Critical Risks screen) — Enter the info.

Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
1	Lack of participation from target groups in dedicated activities	WP3, WP4, WP1, WP2	All activities for the target groups will be promoted. Project teams from institutions know the target groups and are with them in almost daily contact.

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Critical risks & risk management strategy

Grant Preparation (Critical Risks screen) — Enter the info.

Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
2	Project outputs and outcomes not achieved	WP3, WP4, WP1, WP2	Good project management, early alert system, supervision and monitoring.
3	Unavailability of the key staff	WP3, WP6, WP4, WP1, WP5, WP2	Backup roles, better communication, overall understanding of the project, access to information.
4	Low level of contribution or non-performance of a project partner	WP3, WP6, WP4, WP1, WP5, WP2	Clear partnership roles and terms of reference for commitment, clear rules and responsibilities. Good communication and cooperation.
5	Communication issues	WP3, WP6, WP4, WP1, WP5, WP2	Regular meetings, follow-ups, transparency, cooperation.
6	Deliverables and implementation not on time	WP6	Project management, supervision, and monitoring on all levels of implementation.
7	Budget is not spent as planned	WP6	Project management, supervision, and monitoring on all levels of implementation.
8	Conflicting event calendars. It can be a challenge to engage all institutions and their networks for events	WP3, WP6, WP4, WP1, WP5, WP2	We will organize hybrid events that can also be attended online when it concerns a physical event. Moreover, we will try to link or merge project events with existing initiatives to increase the scope, reduce organisational workload, create multiplier effect, and prevent overly packed event calendars.
9	Use of R&I infrastructure	WP3, WP4, WP2	We will create the R&I infrastructure online platform and advertise the available infrastructure.
10	Non-gaining and/or leaving of excellent staff members because of less competitive salaries	WP3, WP4, WP2	Constant project submission, coordination and participation, good working environment, high level of R&I infrastructure, multiplace working opportunities and co-contracting

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PROJECT REVIEWS

Project Reviews *Grant Preparation (Reviews screen) — Enter the info.*			
Review No	**Timing** (month)	**Location**	**Comments**
RV1	18	Online	Interim Review Meeting
RV2	40	Online	Final Review Meeting (in Month 43)

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#@APP-FORM-HECSA@#

History of changes

Page/section	Nature of change and reason
Part B	
Pages 2-5, 13, 17-20, 23	Unification of the short name of all participants.
Page 19 / 3.2	Statement to affiliated entities and associated partners.
Page 20 / Table 3.1g	Justification for the subcontracting cost has been improved.
Page 20 / Table 3.1h	01/UNIVERZITA PARDUBICE - CFS costs added.
Pages 20 - 22	Justification for the ZPSU costs
Page 22	Statement to the third-party in-kind contribution and EU contribution. Confirmations about the contribution.
Page 23	Ethics self-assessment added (chapter 5)
Portal	Milestone changes: M01 Ready to move forward has a new name: M01 Pre-analysis of the needs, requirements and expectations of the target groups completed New milestone added: M05 Successful final conference – end of the project, related to WP6, due in M40, mean of verification: number of participants, D6.2
Portal	Deliverables changes: D4.1 and D4.2 were merged as D.4.1 "Joint R&I international strategic priorities and joint HR strategic priorities", related to WP4, responsible institution Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE, due in M12 D6.1 and D6.4 are considered contractual reporting documents, not deliverables as such. Both deliverables were deleted. Previous D4.3 is now D4.2, previous D6.2 is now D6.1, previous D6.3 is now D6.2 D4.2, D5.1, D5.2 and D6.2 are new types: DEC (previously R) D6.1 is a new type: DMP (previously R), due is in M6 (previously in M3)
Page 21	Table 3.1 h UPCE -Transfer in budget categories – subcontracting to other goods, works and services, delete of table Subcontracting, added to table 3.1h Purchase costs items + explanation of costs
Page 21	Below the table 3.1 h UPCE. Reduction of CFS estimated costs after communication with EC. Suggested 10 000 EUR (the costs were validated with Czech NCP) was reduced to 8 000 EUR.
Page 21-24	Table 3.1 h – ZPSU. Added more detailed explanation of Purchase costs (Equipment, Travel and subsistence, Other goods, works and services).
Portal	Budget changes UPCE (Subcontracting costs transferred to Purchase costs, recalculation of indirect costs).

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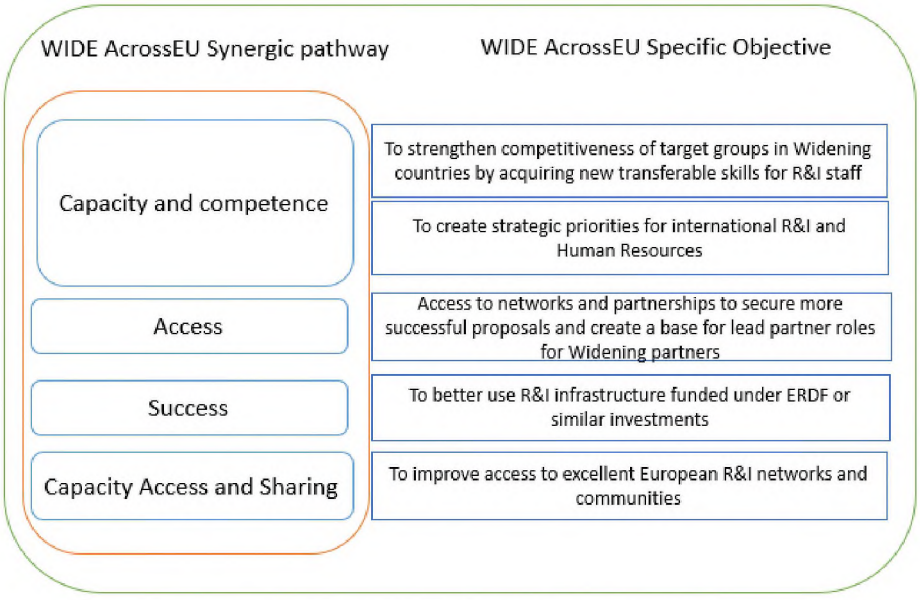
1. Excellence #@REL-EVA-RE@#

1.1 Objectives #@PRJ-OBJ-PO@#

The key objective of **WIDE AcrossEU** is to move participants from Widening countries (the core group - 3 higher education institutions (HEIs) from CZ, MK and UA), who are formerly single beneficiaries of regional funding programmes (ERDF, IPA, Interreg and similar investments for R&I infrastructure), to higher level and prepare for wider and more successful participation in direct EU funding programmes. In particular, the focus is on Horizon Europe (HE), Life, Digital Europe and Interreg calls. Moreover, the aim is to increase the number of submitted of HE proposals, also as main applicant (coordinator), with the core Widening country partners. This is achieved by strengthening the competitiveness by means of a targeted training, work shadowing, mobility, benchmarking best practices and customised group of capacity and competence building activities. Participants from non-Widening countries (2 higher education institutions from FI and SE) will co-provide trainings, strategic advices, share their experiences in synergic funding, role in smart specialisation priorities setting and implementation (mainly ERDF, ESF, Interreg Nord and IPA programmes) and HE projects and related networks, host staff from the core group, help to promote the R&I infrastructures and support the access to targeted European networks and platforms.

WIDE AcrossEU consortium consisting of partner institutions from Czechia (CZ), North Macedonia (MK), Ukraine (UA), Finland (FI) and Sweden (SE) have diverse experience with participation HE, Synergic EU R&I funding, Smart Specialisation Clusters and other international R&I funding schemes, consider this call as the opportunity to create multiple pathways to synergy which in turn strengthen institutions from Widening countries and upscale them on higher level through capacity, skills and competence building and networking actions. All partners from the core group have similar background and experience to be partners in collaborative projects, nevertheless like to expand and gain the knowledge to be a leader (coordinator) in future EU funded projects. The partnership is built on existing collaboration between four partners collaborating through an emerging European University Alliance – **AcrossEU**. Non-Widening partners (UMEÅ and UNIVERSITY OF LAPLAND) have been chosen on their ability and tract record to contribute to the objectives of this call, especially in EU R&I finance, R&I infra use, R&I priorities, HR management and Smart Specialisation as synergic use of Cohesion funds. The following Specific Objectives will be achieved using the SMART principles (Specific, Measurable, Attainable, Relevant and Timely) as demonstrated in part 3 of this proposal. The Objectives are also tied to specific Pathways for Synergy, that are: Capacity and Competence Pathway, Access Pathway, Success Pathway, Capacity Access and Sharing Pathway.



Pic 1. WIDE AcrossEU Synergic pathways and Specific Objectives

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The specific objectives (Synergic Pathways) are the following:

1. **To map the needs and requirements of target groups in Widening partners – State of Play (Pathway mapping)**
   It is very important to analyse and specify the needs, requirements, and expectations of target groups (R1–R4 researchers and administrative staff) of the 3 Widening partners, where at least 350 people will answer the questionnaires and express an interest and have opinions in upcoming project actions, especially trainings and events. These questionnaires form basis for training plans to boost capacity and competences of the 3 core Widening partner institutions at university and individual levels and will have an impact on local and regional stakeholders and R&I ecosystems (smart specialisation).
2. **To strengthen competitiveness of target groups in Widening countries by acquiring new transferable skills for R&I staff (Capacity and Competence Pathway)**
   The consortium will achieve this objective of wide competences, skills and capacity increase through trainings **(1 training programme with 10–15 thematic and targeted events and courses with minimum 350 people trained)**, cooperation **(30 cooperating industries)**, networking **(15 networking events, involvement in 5 experienced R&I networks)**, benchmarking best practices, **50 short term stays/secondments/work shadowing**, knowledge transfer and other supporting activities. Focus is on EU/national instruments and their synergic opportunities. Training will consist of international partnerships, consortium building and management (lead applicant role development); science communication; results utilisation and exploitation, impact optimisation; pre-grant/award technical skills such as, technical project proposal writing, project evaluation process reflecting call scope, destination and expected outputs and impact; R&I and project management; financial management; HR management; use of Funding & Tender Portal, PADOR, Cordis database, Crowdhelix, Research Professional, Horizon Results Booster etc. (online resources) and networks to access call information at the earliest stage possible; knowledge transfer/uptake. Possible materials and possible recording will be made available for later and wider access.
3. **To create strategic priorities for international R&I and Human Resources (Capacity and Competence Pathway)**
   Significant part of success lies within the Widening partners` ability to renew their institutional R&I policies that need to reflect the aims of EU R&I policies (EU Strategy for Universities 2022, EC Communication on the new ERA for Research and Innovation and its` 20 Policy actions (2020), and the Pact for Research and Innovation in Europe (2021)), align with national policies, reflect and contribute to the regional development policies (smart specialisation) together with planning of investments to infrastructure and people. University leadership commitment and their understanding is needed for successful in R&I collaboration. **Joint priorities for the joint international R&I strategy** will be co-created. In addition, this is coupled with **joint priorities for HR development strategy** inclusive of **preparation for HRS4R award applications** (Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE, ZHYTOMYR POLYTECHNIC STATE UNIVERSITY with advice from UMEA UNIVERSITET and UNIVERZITA PARDUBICE, HR award holders). The core group need skilled labour and ensure competence and capacity by people that are professional, trusted and updated on EU funding opportunities is needed. These science facilitators will link research, management, stakeholder collaboration with EU funding expertise. The professionals are highly valued, and either self-trained through hands-on experiences (talent retention) and/or recruited (talent recruitment).
4. **Access to networks and partnerships to secure more successful proposals and create a base for lead partner roles for Widening partners (Access Pathway)**
   Trainings, peer work shadowing, info sessions and mobility is designed to increase number of competitive EU funding project proposals written by target group from the core Widening Parners. The goal is to increase a) the number of project proposals submitted to HE or other programmes supporting R&I international cooperation and b) support lead coordination role by the Widening partners, c) increase success rate to the level of EU average %, and thus increase the EU R&I finance among Widening partners (based on data from EU sources). For this purpose, most potential key researchers are supported and encouraged to network and engage in upcoming calls (mainly HE 2025 and 2026-2027 calls). The consortium will provide the target group with tailored training (see objective 2), necessary information, methodological support, and advice **(60 in person or online meetings)** to accomplish these specific objectives. **31 project proposals** will be **written and submitted (6 as coordinator, 25 as partner)**.
5. **To better use R&I infrastructure funded under ERDF or similar investments (Success Pathway)**
   The consortium will map and create active **online platform of R&I infrastructures**, not only that have been supported by EU funds, available at the core group institutions. The online platform will be openly accessible (via web pages) and actively promote the available R&I infrastructure, accelerate knowledge transfer and innovation cycle among the whole consortia. The online platform will also be a tool for stakeholder engagements, especially in collaboration with regional ecosystems and R&I role of universities in regional development and smart

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specialisation implementation. It provides more opportunities to link Widening partners R&I infrastructure with EU and other international partners and facilitate collaborative projects.

6. **To improve access to excellent European R&I networks and communities (Capacity Access and Sharing Pathway)**
   Success to EU R&I funding requires international partnerships, **networks (5)** and **collaboration partners (30)**. Access, presence and contributions with/to these networks create opportunities to join applying consortiums and create consortiums as a lead applicant (coordinator). These linkages are often person driven and trust based. It is crucial that motivated and talented researchers are also linked to the above-mentioned networks and communities. We aim to identify EU networks, such as EIT-KIC's, COST, MSCA, and meta networks such as the Crowdhelix and European University Alliances for this purpose. These opportunities will be promoted to the research teams, knowledge and R&I infrastructure upholders among already existing excellent R&I networks and teams.

#§PRJ-OBJ-PO§#

1.2 Coordination and/or support measures and methodology #@CON-MET-CM@# #@COM-PLE-CP@#

1.2.1 Methodology

The project goes through 6 main phases to ensure successful completion of the objectives:

(1) Survey: The project implementation will start with the survey (Pathway mapping). A questionnaire will be created to detect and analyse the following in the core Widening institutions:

a) needs and requirements of the target groups, their shortage of knowledge, skills and experience in project proposal writing, project coordination, communication, R&I and project management, financial management, HR management, overview about grant programmes supporting international cooperation in R&I, and
b) system and structure in current project support among institutions in the project consortium, structure of project support offices, cooperation between the rectorate and faculties level, and
c) main R&I areas and key research teams, and
d) available R&I infrastructure that will be added to the on-line platform and further leveraged in EU collaboration.

Parts b) and c) will be explored also, and existing data on d) connected by partners from non-Widening countries. The target groups are the following: **(1)** Leadership, management and support staff (rectorate, directors, research support, HR, financial services, internationalisation services and the like), **(2)** Academics (R1-R4). The questionnaires (2, for each target group different) will be prepared jointly (on-line meetings) and run by UNIVERZITA PARDUBICE. Each institution in the consortium will analyse own completed and returned questionnaires. The whole consortium will share only numbers, general and commonly available information, no personal data. According to the analyses, the results will be precondition for WP2, WP3 and WP4. More information is in the section 3.1b, WP1 of this document.

(2) Training (Capacity and Competence Pathway)**:** Based on the survey results the training, capacity and competence programme (training programme) for target groups be built. The training programme will cover several courses, workshops and seminars focused on following skills:

- information and sources about available R&I funding programmes, their rules and conditions;
- partnership and project consortium building, communication;
- research integrity, data end ethics management, gender balance and equality, intellectual property;
- project proposals´ writing and evaluation process;
- project management and coordination, financial management and administration;
- communication, dissemination, valorisation and impact management and their KPI`s and
- ability to work with several online resources and platforms (F&T, CORDIS, Euraxess, PADOR, ERDF).

Each partner will reflect requirements and needs arising from the survey and build own training programme to their target groups. Requirements and needs which will be the same or similar for 2 or all partners will be prepared as joint (online) if reasonable. The joint training courses will be in English. The partners from non-Widening countries will participate as consultants and good practices providers. The lecturers and consultants will be either tendered from external recognized professional consultancy institutions or selected from non-Widening partner institutions, grant providers, ministries and/or national contact points (NCPs). The courses/workshops/seminars will be provided either online or in-person depending on efficiency, cost-efficiency and safety (UA). Part of the training will be complemented by short-term stays and secondments of the target group coming from the core group going to non-Widening partners and delivering training and good practice from non-Widening partners to core Widening partners. Some short-term stays and secondments will be hosted by non-Widening partners from **AcrossEU** European University Alliance (EUA) members, funded by Erasmus+ KA1, as UNIVERZITA PARDUBICE, Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE, UMEA

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UNIVERSITET and UNIVERSITY OF LAPLAND have a multilateral Erasmus+ mobility agreement (including the rest of the **AcrossEU** EUA partners (Siena, Valladolid, Fribourg, Caen)), and making the project mobilities more cost effective. More information is in the section 3.1b, WP2 of this document.

(3) **Exploitation of funding opportunities and networking** (Access, Success and Capacity and Competence Pathways)**:** The consortium will provide information about diverse R&I programmes and grants schemes for research from the core group. The information and support will be provided by the pre-award services trained in WP2. Project partners will support excellent and proactive researchers and research teams from the core group to network with other EU researchers and research teams with similar or complementary professional activities and background. The non-Widening partner will help access to excellent European and international networks through their existing EU Funded R&I project consortiums and networks (Crowdhelix, Arctic Five, University of Arctic, AcrossEU and ERRIN through North Sweden and East-North Finland Regional EU Offices in Brussels). Researchers and research teams from Widening countries will also use their own already established consortiums and networks. These networks and partnerships will be supported by the trained and experienced supporting staff from Widening and non-Widening countries to cooperate on excellent emerging research ideas and prepare competitive project proposals in HE or other programmes. This is also focused on collaboration thought available and analysed online platform listed R&I infrastructures (see below) to leverage their connectivity to European Research Area. The consortiums and networks will be introduced to NCP networks opportunities and services. More information is in the section 3.1b, WP3 of this document.

(4) **R&I valorisation, support and synergies** (Success, Access and Capacity Access and Sharing Pathways): All partners will assess and align their institutional R&I and education polices to match the goals and objectives of this project. The partners will agree to joint priorities in HR management and international R&I policy. The core group will contribute to regional and national smart specialisation and create an ongoing dialogue with relevant authorities to boost multibeneficiary and synergic project opportunities and projects. UMEA UNIVERSITET and UNIVERSITY OF LAPLAND will serve as examples of good practice. To integrate the core group better to their local and regional ecosystems and better plan collaboration with EU networks and platforms, the R&I infrastructure analysed in WP1 will be made available in an online platform. The platform is used to promote R&I infrastructure, TRL maturity and key areas where the best potential for EU wide leverage is available. The Widening partners will communicate and convey their institutional R&I strategic priorities and needs (including analysis from WP1) to regional and national authorities and bodies defining national R&I policy priorities and funding. The core group will serve as next practice and driver of WIDERA policies and priorities implementation to other projects, institutions and funding bodies. More information is in the section 3.1b, WP4 of this document.

(5) **Communication and dissemination** (all Pathways)**:** High visibility of WIDE AcrossEU opportunities, activities and positive results is the key priority of the partnership. The project poses challenges for internal communication, especially on aims to secure critical mass of staff (from senior management to early career researchers) interested and motivated to participate, contribute and commit time to the activities carried out in this project. To succeed, a two-way dialogue with all target groups, not only internal, but also with external stakeholders (including the Advisory Board in WP6) and wider public audience is a prerequisite for successful communication and dissemination. Access and Success Pathways require precise profiling, relevant facts, verifiable data, and promotional infographic materials and easy open access to information that support actions in WP3 and 4. WP5 with all partners will produce a comprehensive dissemination and communication plan, that includes practical exploitation practices linked to measurable key performance indicators such as **visibility and identity building** through uniformed brand materials, key messages and images using project website connected with social media outlets (LinkedIn, Facebook, Twitter/X, Instagram, Hashtags#) with options to create profiles and interactive channels for staff and stakeholders. The Plan will also ensure that the EU/EC requirements on HE stated in Article 17 of the HE grant agreement "*Beneficiaries must promote the action and its results by providing targeted information to multiple audiences in a strategic and effective manner (including to the public)* and acknowledge EU funding using project reference and EU logos/emblem in all communication. The plan follows a roadmap, from plan (M1-3), implementation (M3-40), monitoring (M3-40) and sustainability (M3-40). Larger masses are reachable, not only trough social medial, but also linking project materials, outputs trough dedicated YouTube channel, that is also used for open accessible training and other recorded materials. Social media will be dedicated as the key interactive communication tool, used not only to inform and engage, but also to collect feedback and suggestions to improve the project activities and results. This effort will also be linked to partner universities´ existing communication channels – podcasts, social networks etc. In addition to production and deployment of promotional materials, including brochures, 7 newsletters (M3, M6, M12, M18, M24, M30 and M36) and 1 promotional video (M12) will be made to the dedicated YouTube channel. Stakeholders are also connected through local seminars and events, where a total of 6 (2/partner) opportunities and outputs multiplier event by partners from Widening countries is organised. WPs 2-6 also have face-to-face

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or online activities and meetings where project opportunities and activities promotion will be agreed in detail. The plan also ensures all communication and dissemination activities will be done according to principles of gender balance (GEP) and sustainability (green campus principles). More information is in the section 3.1b, WP5 of this document.

(6) **Quality assurance, evaluation and monitoring:** The project implementation and achievement of objectives and diligent deliverables require proactive monitoring and evaluation. The following measures will be performed by the partners managed by the lead partner. At the very start of the project, quality principles will be defined to guide all activities and performances throughout the project. A written WIDE AcrossEU quality and progress priority plan (M6) defines the main set of rules, for WIDE AcrossEU partners to consider and ensure that activities, outcomes and deliverables of the project are produced following jointly agreed quality standards. These quality principles also define the role and responsibilities of each partner, outline the decision making and organisational bodies of the project (WP6), the procedures and templates/documentation to be followed and produced when preparing, meeting agendas and minutes, presentations, deliverable reports as defined in the grant agreement. This includes other reports and papers, internal deliverables or milestones during the project. The plan also defines the indicators and ways of verification that will be implemented during the project. In addition, mid-term external evaluation of project progress with respect to the project progress according to grant agreement and GANTT chart, deliverables and impact pathway management will be carried out (M21). A final internal assessment will be done at M38. This plan will be approved and used by the **project management team** established in WP6. Institutional quality assurance resources and practices will be integrated. Representatives of all project partners are acquainted with quality monitoring. Risk management will also be linked to quality assurance and monitoring of progress according to the project plan and the grant agreement. More information is in the section 3.1b, WP6 of this document. All activities will be carried out with a respect to the environment and will consider including gender balance (GEP) assessment whenever relevant.

1.2.2 Open Science

The consortium is dedicated to advancing open science principles within its research and educational environment with a particular focus on promoting open access and adhering to the FAIR principles (Findable, Accessible, Interoperable, Reusable) for research data and publications. At all partner institutions a key principle is that publicly funded research should strive to be openly accessible. This aligns with the broader objectives of the European Open Science Cloud (EOSC), which seeks to establish a "Web of FAIR Data and Services" in Europe, facilitating various value-added services and supporting open science practices.

1.2.3 Data Management

Data management plan (DMP) is not only a key element of good data management but an essential element in demonstrating responsible research in a publicly funded project. DMP will define how WIDE AcrossEU partners, project personnel and target group carry out activities and research related tasks complied with the European Code of Conduct for Research Integrity and follow the fundamental research integrity principles (reliability, honesty, respect and accountability). DMP will also ensure that appropriate procedures, policies and structures are in place to foster responsible research practices. Methods to actively monitor and prevent questionable research practices and research misconduct, and each partner will handle allegations of breaches of the principles and standards in the Code of Conduct. WIDE AcrossEU DMP (M3) defines the DM life cycle from generation, collection, processing, storing (including safety and intellectual property) based on FAIR principles, ensures that WIDE AcrossEU research data is findable, accessible, interoperable and re-usable. DMP will also adhere to the requirements stipulated in the Annex 5 of the grant agreement. DMP will define in detail how the WIDE AcrossEU project handles research data during and after the project end, what data will be generated, collected, processed and the use of methodology & standards and what data will be made open access and what date will be secured (for example GPRS), defining intellectual property (IP) and its use, and how data will be curated & preserved (including after the end of the project). There will be two general types of data: (1) The data coming from the survey. A compilation of processed data will be summarized in reports using MS Office to produce text documents, tables, charts and summary presentations. (2) Open educational materials will be created using MS Office. The data collection processes will be monitored using checklists and feedback reports by each respective project partner. To secure data management, the project partners will continuously monitor, measure and check the data, and will ensure secure data storage. The monitoring by following the set of quality principles (confidentiality, availability and accessibility) will be carried out using the digital tools, by regularly backup and data recovery. Each partner will use reasonable endeavours to ensure unauthorized access both digital (cyber) and physical.

2. Impact

2.1 Project's pathways towards impact

2.1.1 Contribution to the wider impact

Impact	Achieved via	Short term contribution	Long term contribution	Target group	Outputs/KPIs
Increased science and capacity for all actors in the R&I system in Widening countries	Mapping of needs (WP1) Training and networking activities (WP2, WP3), Exploitation of R&I infrastructure (WP4), Creation and implementation of strategies (WP4)	Trained, motivated and activated HR resources, supported researchers and R&I infrastructure capacities, Network of target groups and stakeholders	Stabilized and consolidated R&I resources and capacities, Raised and increased knowledge and experiences of HR resources, Educated and trained new HR resources, Updated and modernized R&I infrastructures and new equipment purchased	Researchers (R1–R4) HEIs from Widening countries involved in the project	**Training programme (1)** **People trained (350)** **Networking events (15)** **Project proposals submitted (6 as coordinator, 25 as participant)** **Increasing of the success rate in terms of project proposal acceptance (EU level reached)**
Structural changes leading to modernized and more competitive R&I systems in eligible countries	Networking, cooperation with industry, investment into R&I systems and infrastructures, uptake of new information and benchmarking with the best institutions (all WP3)	- Mapped available R&I funding resources, - Trained, motivated and activated HR resources, supported researchers and R&I infrastructure capacities, - Cooperation with industry	Achieved level of countries with stabilized and consolidated R&I system	Researchers (R1–R4), HEIs involved in the project, Ministries, Regional authorities, Industry (all from Widening countries)	**R&I funding programmes used (at least 5 – HE, COST, ERDF, IPA, Interreg and others)** People trained (350) **Cooperating industries (30)**
Reformed R&I systems and institutions leading to increased attractiveness and retention of research talents	Training (WP2), HR strategy (WP4), communication actions (WP5)	Support the creation of institutional HR strategies, Staff trained in HR recruitment and management, Good and flexible working conditions, excellent R&I infrastructure, offered quality	Implemented R&I strategy, Consolidated pool and supply of talented and excellent researchers, Closed cooperations with excellent national and international HEIs and R&I institutions	Researchers (R1–R4) HEIs from Widening countries involved in the project	People trained (350) **Joint HR strategy - principles and priorities including HR Strategy for Researchers (HRS4R, Euraxess) (1)**

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		services and inspiring infrastructure			
Mobilisation of national and EU resources for strategic investments	Networking of important stakeholders - ministries, regional authorities, NCP networks etc. (WP3 and WP4)	Mapped available national and EU R&I funding resources, Created joint priorities for international R&I strategy or policy for WIDE AcrossEU partners	Aling the joint priorities with institutional R&I strategy/policy and convey the with local, regional and national authorities and stakeholders, Stabilized and consolidated national and EU resources for strategic investment	Researchers (R1–R4) HEIs involved in the project Ministries, NCP networks Regional authorities Industry (all from Widening countries)	**Report on funding opportunities (1)** R&I funding programmes used (at least 5) **WIDE AcrossEU Joint international R&I priorities (1)**
Higher participation success in HE and more consortium leadership roles	Training programme (WP2), Training activities (WP2), Networking and R&I funding sources using (WP3), Created and implemented strategies (WP4)	Trained, motivated and activated HR resources, Created methodological support activities, Supported researchers and R&I infrastructure capacities, Created consortiums and networks	Stabilized and consolidated R&I sources and capacities, high-quality support, established pre-award support teams at HEIs located in Widening countries, Stabilized consortium and networks, Developed long term cooperation with NCPs and other EU stakeholders	Researchers (R1-R4)), HEIs involved in the project, other HEIs participating in financially supported projects, NCPs networks, National and regional authorities. Into projects involved industry (all from both Widening and non-Widening countries)	People trained (350) Project proposals submitted (6 as a coordinator, 25 as a participant) **Project consortiums created (6)** Increasing of the success rate in terms of project proposal acceptance (EU level reached)
Stronger links between academia and business and improved career permeability	Training and knowledge transfer (WP2), Networking and cooperation with industry, focusing the smart specialisation (WP3, WP4)	Trained, motivated and activated HR sources, Established and linked knowledge transfer offices at partner institutions, Created R&I infrastructure online platform	Consolidated knowledge transfer offices at the core group HEIs, Constantly updated R&I infrastructure online platform, Consolidated network of cooperating industry	Researchers (R1-R4) HEIs involved in the project, Industry, National and regional authorities	**Established/consolidated knowledge transfer offices (3, one at each core group HEI) Created R&I infrastructure online platform (1)** Cooperating industries (30)
Strengthened role of Higher	Involvement in the R&I policy development	Established network with ministries,	Consolidated network	Researchers (R1-R4) HEIs involved	**Meetings with ministries, local authorities and**

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Education sector in research and innovation	and modernisation (WP4), Networking and cooperation with industry and focusing smart specialisation (WP3, WP4), Dissemination and communication (WP5)	regional authorities and industry		in the project, Industry, National and regional authorities (all from Widening countries)	**industry (60)**
Greater involvement of regional actors in the R&I process	Networking and cooperation with industry and focusing smart specialisation (WP3, WP4)	Mapped and followed smart specialisation, Established and linked knowledge transfer offices at partner institutions, Created R&I infrastructure online platform, Established network of cooperating industry	Consolidated knowledge transfer offices at partner institutions (core group HEIs), Constantly updated R&I infrastructure online platform, Consolidated network of cooperating industry	Researchers (R1-R4) HEIs involved in the project, Industry, National and regional authorities (all from Widening countries)	Established/consolidated knowledge transfer offices (3, one at each core group HEI) Created R&I infrastructure online platform (1) Cooperating industries (30)
Improved outreach to international level for all actors	Helping to the target groups. networking and cooperation with external stakeholders (WP1 - WP5)	Trained, motivated and activated HR sources, Created R&I infrastructure online platform, Created network of external stakeholders, Participation at international events, dissemination and communication	Stabilized and consolidated high-quality support, established pre-award support teams at HEIs located in Widening countries, Constantly updated R&I infrastructure online platform, Consolidated network of external stakeholders, Offered services	Researchers (R1-R4) HEIs involved in the project, Industry, National and regional authorities (all from Widening countries)	People trained (350) Project proposals submitted (6 as a coordinator, 25 as a participant) Created R&I infrastructure online platform (1) Cooperating industries (30)

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2.1.2 *Contribution to the call outcomes*

Outcomes	WIDE AcrossEU need(s)	Project outputs	WP(s)
Improved and more systematic synergies between HE and Horizon 2020, and ERDF, IPA, RRF, INTERREG or similar funding instruments through internationalisation, valorisation and technology uptake	Using of the R&I infrastructure acquired from different funding instruments Collaborative projects proposal preparation and submission	Created R&I infrastructure online platform (1) Project proposals submitted (6 as a coordinator, 25 as a participant)	3, 4
Strengthened competitiveness of R&I actors in Widening countries	Training of people Networking National and regional authorities support Dissemination and communication	Training programme (1) People trained (350) Networking events (15) Experienced R&I networks (5)	1, 2, 3, 5
Accelerated knowledge transfer and innovation cycle for beneficiaries from ERDF and Horizon 2020 and HE	Training of people Knowledge transfer Networking National and regional authorities support	Training programme (1) People trained (350) Networking events (15)	2, 3
Strengthened innovation capacity and competitiveness of less R&I performing regions	Training of people Knowledge transfer Networking National and regional authorities support	Training programme (1) People trained (350) Networking events (15)	2, 3
Joint internationalisation strategy for R&I	Creation of joint R&I international strategic priorities	Joint R&I international strategic priorities	4
Human resources development strategy	Creation of joint HR strategic priorities	Joint HR strategic priorities	4
Improved access to excellent European R&I networks	Be members of excellent R&I networks	Experienced R&I networks (5)	3
Increased competitiveness and reputation in applications for European and international research funding	Training of people Project support services Starting to become collaborative projects coordinators Dissemination and communication	Training programme (1) People trained (350) Project proposals submitted (6 as a coordinator, 25 as a participant)	2, 3, 5

Previous funding:

Beneficiary name and country	Previous funding programme	Previous funding contract number (if applicable)	Previous funding- title of project
University of Pardubice, Czech Republic	Operational Programme Research, Development and Education	MSMT-12533/2019-9	Investment support for UPa educational activities
University of Pardubice, Czech Republic	Operational Programme Research, Development and Education	MSMT-807/2018-9	Cooperation in Applied Research between the University of Pardubice and companies in the Field of Positioning, Detection and Simulation Technology for Transport Systems (PosiTrans)

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University of Pardubice, Czech Republic	Operational Programme Research, Development and Education	MSMT-47314/2018-12	Development of Student Environment at the University of Pardubice
University of Pardubice, Czech Republic	Operational Programme Research, Development and Education	MSMT-20104/2017-13	NANOBIO – Strengthening of interdisciplinary cooperation in the research and their effects on living organisms
University of Pardubice, Czech Republic	Operational Programme Research, Development and Education	MSMT-20097/2017-13	Hight sensitive sensors and low density materials based on polymer nanocomposites (NANOMAT)
University of Pardubice, Czech Republic	Operational Programme Research, Development and Education	MSMT-31592/2016-14	Capacity Building at the Faculty of Electrical Engineering and Informatics of the University of Pardubice
University of Pardubice, Czech Republic	Operational Programme Research, Development and Education	MSMT-31586/2016-14	Improving of educational infrastructure at the University of Pardubice
University of Pardubice, Czech Republic	Operational Programme Research, Development and Education	MSMT-31577/2016-12	Modernisation of practical teaching and innovation of practical skills in technically focused study programmes
Ss. Cyril and Methodius University in Skopje, North Macedonia	Interreg IPA Cross-border Cooperation Programme	sol-na – CN2 – SO2.4 - SC047	Nature based solutions for prevention and mitigation natural disasters in the cross border area – sol-na
Ss. Cyril and Methodius University in Skopje, North Macedonia	Interreg IPA Cross-border Cooperation Programme	Subsidy Contract No. RENAISSANCE-CN2-SO1.1-SC050	Agribusiness innovation: A pathway to sustainable economic development
Ss. Cyril and Methodius University in Skopje, North Macedonia	IPA Cross Border Cooperation Programme	CNI-S.O 2.3 – SC011	A real time monitoring and leakage detection and reduction system in water distribution networks
Ss. Cyril and Methodius University in Skopje, North Macedonia	IPA Cross Border Cooperation Programme	SONSE-PP – CN1 – SO2.3 – SC035	Improving the conservation of the priority plants in the cross border area – CONSE PP
Ss. Cyril and Methodius University in Skopje, North Macedonia	Interreg Balkan-Mediterranean	BMP1/1.3/2616/2017	Entrepreneurial Learning, Exchange Initiative for Sustainable Hospitality SMEs in the Balkan-Mediterranean Region
Ss. Cyril and Methodius University in Skopje, North Macedonia	Interreg Balkan-Mediterranean	BMPI/22/2338/2017	Enhancing storage integration in buildings with Photovoltaics
Zhytomyr Polytechnic State University, Ukraine	Erasmus+, Key Action 2	101082621-ERASMUS-EDU-	Master-Programme in Eco-Mining and Innovative Natural Resources Management / EMINReM

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		2022-CBHE-STRAND-2	
Zhytomyr Polytechnic State University, Ukraine	Erasmus+, Jean Monnet Modules	101085202-INTEUAS-ERASMUS-JMO-2022-HEI-TCH-RSCH	INTegration of EU framework and policies in UA dimension Stone industry / INTEUAS
Zhytomyr Polytechnic State University, Ukraine	Erasmus+, Key Action 2	618270-EPP-1-2020-1-LT-EPPKA2-CBHE-JP	Digitalisation of economic as an element of sustainable development of Ukraine and Tajikistan / DigEco
Zhytomyr Polytechnic State University, Ukraine	Erasmus+, Key Action 2	585832-EPP-1-2017-1-IT-EPPKA2-CBHE-JP	Master in Smart Transport and Logistics for Cities / SmaLog

2.2 Measures to maximise impact - Dissemination, exploitation and communication #@COM-DIS-VIS-CDV@#

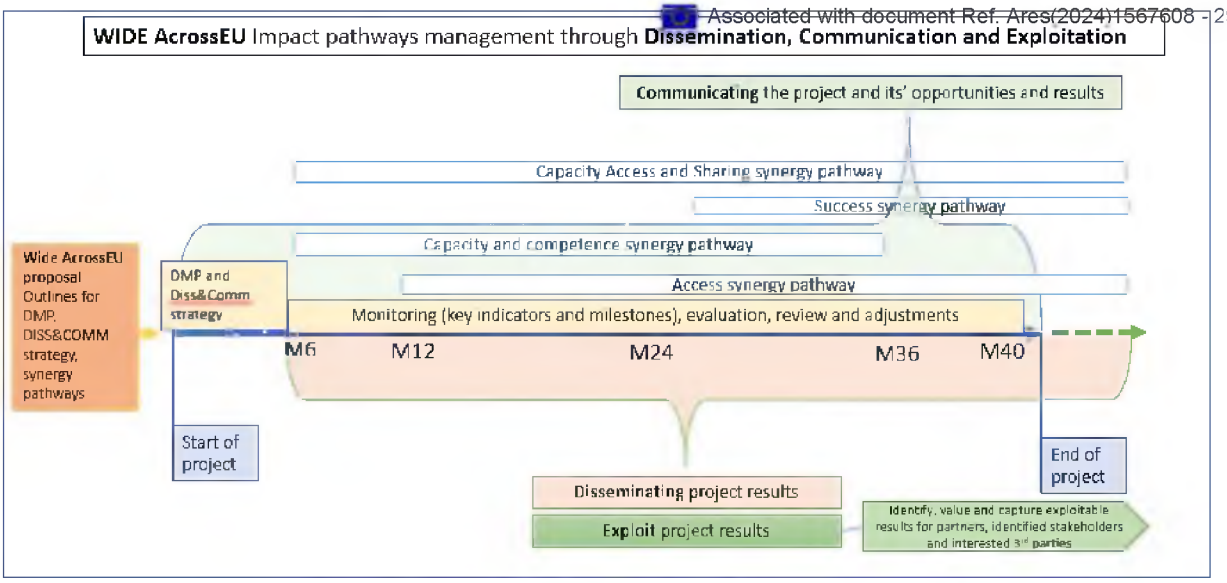
2.2.1 Plan for dissemination and exploitation including communication activities

The plan for dissemination and exploitation, including communication activities, is essential for ensuring that WIDE AcrossEU project reaches intended audiences, can successfully communicate the project, its opportunities and results during the project and actively disseminate project results and outputs during and after the project ends. Therefore, the project ensures successful impact pathways and has a lasting multipliable impact. WIDE AcrossEU has 4 main synergic pathways, as described in part 1.1, that enable the successful project goals delivery, utilisation and communication of results and long-term impacts. Successful communication and dissemination (and exploitation) will bring project actions, opportunities and its results to the attention of multiple audiences, thus helping to drive Widening partners regional and EU wide competitiveness and attractiveness.

WIDE Across EU exploitation is targeted to facilitate the use of results to further activities and results utilisation beyond project actions and outputs (dissemination and communication plan) with respect to wider parts of society, decision making and research. Exploitation creates wider and more significant impacts for society, academia, industry and wider audience and has the potential to create new businesses, jobs and spark the wider uptake of good practices, knowledge and solutions and creation of innovation in other spheres than project is operating on. This in turn contributes to societal and economic impact of EU R&I funding. The project will also explore the opportunities to contribute to EU-wide exploitation through Horizon Results Platform.

Wide AcrossEU dissemination and communication drives for public disclosure of project results to predefined and larger audiences, through communication actions using appropriate means and mediums for each target group, i.e., for academia (knowledge circulation) scientific publications and conferences, public events, websites, social and printed media for wider audience, and targeted platforms and communication for internal personnel etc. Dissemination and communication directly increase the impact of R&I to wider audiences, i.e., EU citizens.

An increased awareness of WIDE AcrossEU project activities and results will directly and indirectly provide the following benefits and contribute to the impacts, for example, establish new research possibilities, create new opportunities to access R&I proposal consortiums, secure or increase R&I funding, and ultimately make Europe more uniformed, competitive and innovative. Effective plan for communication and dissemination (part 1.2.1) is also important for successful project evaluation and quality assurance. Exploitation supported by dissemination and communications activities ensures that stakeholders have access, are well informed about and equipped to better use the results. In addition, project personnel have the skills to make sure project results and information are taken up by relevant Widening partners shareholders and decision makers and thus have the capacity to influence policymaking and innovation (business and industry) ecosystems. This will be bridging the R&I to as many relevant people as possible. This amalgamates how WIDE AcrossEU project will contribute to the R&I landscape in Europe.



Pic 2. WIDE AcrossEU Dissemination, Communication and Exploitation outline

Main dissemination communication partners and targets are, in addition for the internal project partners` target groups and the wider academic community, regional and national authorities, managing authorities and bodies, local and regional ecosystems (businesses and industry) and wide general audience and media. Dissemination and communication plan is described in part 1.2.1 (5). Dissemination and communication will be done in-person dialogues, and through printed and digital materials and events (project, educational and research conferences). ZPSU is responsible for WP5, UNIVERZITA PARDUBICE and Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE, partners from Widening countries, will have special emphasis on WP5. WP5 and WP6 is tasked to carry out monitoring, assessment, reporting and adjustments accordingly.

2.2.2 Management of intellectual property

WIDE AcrossEU project will comply with EU grant agreement Article 16 on intellectual property rights (IPR) and Annex 5 specific rules on IPR as follows. The consortium ensures all participants give each other mutual access to background that is necessary for the project implementation and any specific or different conditions and additional rules on access to background are agreed according to the Annex 5. Results belong to the beneficiary(ies) that generated them. WIDE AcrossEU results include tangible effects (e.g., data, online platform solutions, training material and content), intangible effects (e.g., know-how, formulas), as well as any attached rights (e.g., patent rights and database rights). All the processes of knowledge and technology transfer and intellectual property protection are specified in the internal partner universities regulations and directives and will be part of the consortium agreement. Project partners ensure granting authority can use the documents or materials by separate arrangements with any third parties that could claim rights to them. Furthermore, the granting authority has the right to use non-sensitive information relating to the action and materials and documents received from the beneficiaries for policy information, communication, dissemination and publicity purposes - during the action or afterwards. In case any invention, requiring any type of IP protection, will arise as the result of the project, the partners will take joint action to ensure the protection in accordance with the relevant EU and national legislation and rules of the partners institutions. In the case that either party wishes to withdraw from participation in the maintenance of IP protection, it shall do so in writing to the other partners. The other partners can then continue to maintain the protection and its possible implementation themselves without the participation of the party that terminated its participation.

#§COM-DIS-VIS-CDV§#

2.3 Summary

KEY ELEMENT OF THE IMPACT SECTION

SPECIFIC NEEDS	EXPECTED RESULTS
What are the specific needs that triggered this project? Need 1 Improved synergies among Horizon Europe, ERDF, IPA, RRF, Interreg and similar funding instruments Need 2 Strengthened competitiveness of R&I actors in the Czech Republic, North Macedonia and Ukraine Need 3 Accelerated knowledge transfer and innovation cycle for beneficiaries from ERDF and Horizon Europe Need 4 Joint internationalisation R&I priorities Need 5 Joint HR management priorities Need 6 Improved access to excellent European R&I networks Need 7 Increased competitiveness and reputation in application for European and international research funding	What do you expect to generate by the end of the project? Result 1 Reports, follow-up projects Result 2 Training courses and educational materials, trained people, project proposals prepared, projects submitted Result 3 R&I infrastructure, Knowledge Transfer Offices established Result 4 Joint internationalisation R&I priorities (document) Result 5 Joint HR management priorities (document) Result 6 Report, membership, joint project proposals prepared, projects submitted Result 7 Project proposals prepared, projects submitted, projects coordinated

D & E & C MEASURES

What dissemination, exploitation and communication measures will you apply to the results?

Measure 1
Networking events and dialogue with relevant regional and national (managing) authorities, best practice transfer from non-Widening countries

Measure 2
Educational events, networking events with industry, regional and national authorities in 3 Widening countries, project presentation at international conferences

Measure 3
Projects´ web page, social networks, Knowledge Transfer Offices introduction, networking with industry and regional authorities, joint projects and activities, R&I infrastructure introduction

Measure 4
Projects´ web page, R&I infrastructure introduction, networking and discussion with national and regional authorities

Measure 5
Projects´ web page, social networks

Measure 6
Projects´ web page, social networks, R&I infrastructure introduction, presentation of excellent R&I activities and results, joint projects

Measure 7
Projects´ web page, social networks, training and networking activities, R&I infrastructure introduction, presentation of excellent R&I activities and results

TARGET GROUPS	UTCOMES	IMPACTS
Who will use or further up-take the results of the project? Who will benefit from the results of the project? Researchers (from early sage to experienced) R&I support services staff members Management of involved HEIs Regional authorities National authorities NCP networks Industry European Commission Professional community	*What change do you expect to see after successful dissemination and exploitation of project results to the target group(s)?* Better knowledge and overview about funding opportunities, funding schemes and published calls More competent and trained staff Professional R&I support services Project proposals prepared Increased success rate in terms of project proposals acceptance R&I networks established R&I strategic priorities in compliance with smart specialisations	*What are the expected wider scientific, economic and societal effects of the project contributing to the expected impacts outlined in the respective destination in the work programme?* Scientific: Increased science and innovation capacity for all actors from Widening countries Increased attractiveness and retention of research talents Higher participation success in Horizon Europe calls More consortium leadership role of HEIs from Widening countries Strengthen role of HEIs in R&I Economic: Mobilised national and EU resources for strategical investment Societal: Modernised and more competitive R&I systems in Widening countries Stronger links between academia and business Improved career permeability Greater involvement of regional actors in the R&I process Improved outreach to international level for all actors

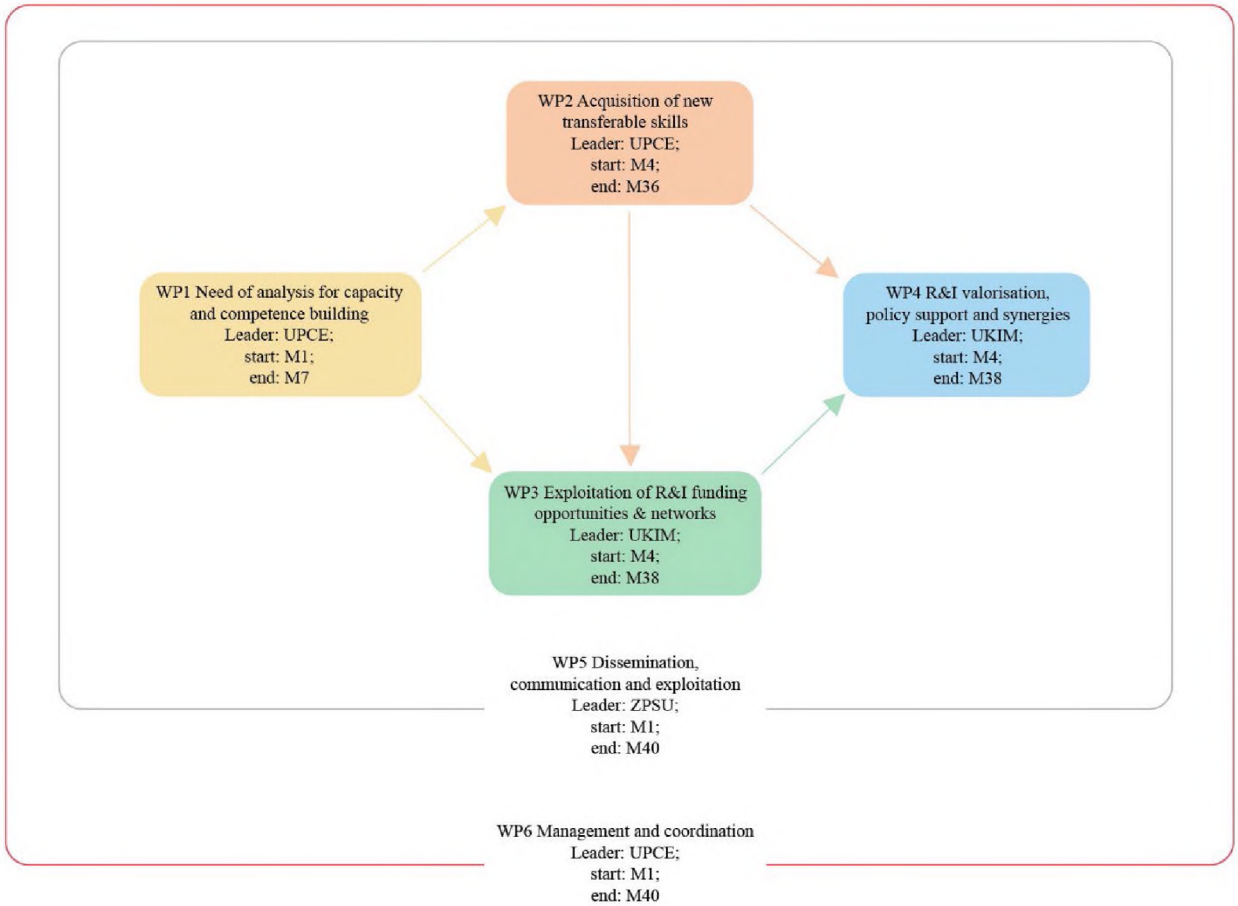
#§IMP-ACT-IA§#

3. Quality and efficiency of the implementation #@QUALITY-CL@##@WRK-PLA-WP@#

3.1 Work plan and resources

WIDE AcrossEU Timeline

	Leader	Work package	Task	Start	Finish	Duration	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	M13	M14	M15	M16	M17	M18	M19	M20	M21	M22	M23	M24	M25	M26	M27	M28	M29	M30	M31	M32	M33	M34	M35	M36	M37	M38	M39	M40
WP1	**UPCE**	**Need of analysis for capacity and competence buildi**		**M1**	**M7**	**7**																																								
T1.1	UKIM		Planing the surveys	M1	M3	3																																								
T1.2	ZPSU		Targeting the survey and participation otimisation	M3	M4	2																																								
T1.3	UPCE		Survey	M4	M5	2																																								
T1.4	UMU		Analysis of R&I infrastructures (including ERDF supported)	M3	M6	3																																								
T1.5	UPCE		Survey analysis and inputs to WP2	M5	M7	3																																								
WP2	**UPCE**	**Acquisition of new transferable skills**		**M4**	**M36**	**33**																																								
T2.1	ULAPLAND		Preparation of the training, capacity and competence programme	M4	M12	9																																								
T2.2	UPCE		Training courses and interactive workshops	M6	M24	19																																								
T2.3	UMU		Short-term stays and secondments and work shadowing	M8	M36	29																																								
WP3	**UKIM**	**Exploitation of R&I funding opportunities & netwo**		**M4**	**M38**	**35**																																								
T3.1	ULAPLAND		Provide better access to EU R&I funding opportunities	M4	M38	35																																								
T3.2	UMU		Increase access and presence to EU R&I communities, platforms and networks	M6	M30	25																																								
T3.3	UKIM		Development of new systematic approach to NCP and cross-border cooperation	M4	M30	27																																								
T3.4	UPCE		Field test service to potential applicants - in practice test of training competences and transferred skills - Horizon Europe and interregional proposal preparation	M10	M38	29																																								
WP4	**UKIM**	**R&I valorisation, policy support and synergies**		**M4**	**M38**	**35**																																								
T4.1	UPCE		Enhancing joint actions toughout international R&I strategic choices - toward updated institutional R&I priorities	M4	M12	9																																								
T4.2	UKIM		Joint priorities for more harmonised institutional HR strategy	M6	M12	7																																								
T4.3	ULAPLAND		R&I integration through smart specialisation	M6	M36	31																																								
T4.4	UMU		Embeding of WIDE AcrossEU R&I infrastructure to local, regional and EU collaboration	M12	M32	21																																								
T4.5	UPCE		Consolidation and leveraging the potential for collaboration	M14	M38	19																																								
WP5	**ZPSU**	**Dissemination, communication and expoitation**		**M1**	**M40**	**40**																																								
T5.1	UPCE		Roadmap for communication and dissemination	M1	M6	6																																								
T5.2	ZPSU		Project identity, web and social media	M1	M40	40																																								
T5.3	UPCE		Publications and conferences	M7	M36	30																																								
T5.4	ZPSU		Organization of communication specific workshops and events	M2	M38	37																																								
WP6	**UPCE**	**Management and coordination**		**M1**	**M40**	**40**																																								
T6.1	UPCE		Coordination of the project	M1	M40	40																																								
T6.2	UPCE		Administrative and financial management	M1	M40	40																																								
T6.3	UPCE		Risk management, data management	M1	M40	40																																								
T6.4	UKIM		Advisory Board and stakeholder management	M6	M36	31																																								
T6.5	UPCE		Impact pathway management	M3	M40	38																																								
			General meetings																																												
			Technical revision																																												
			Project evaluation																																												
			Milestones																																												



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Activities assigned and budget allocated to Widening countries:
The total amount allocated to Widening countries is **936 780 EUR**, the total level of EU contribution is **100%**.
UNIVERZITA PARDUBICE is the project coordinator and leads WP1, WP2 and WP6. Actively contributes to WP3 (leads T3.4), WP4 (leads T4.1 and T4.5) and WP5 (leads T5.1 and T5.3). Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE leads WP3 and WP4. Actively contributes to WP1 (leads T1.1), WP2, WP5 and WP6 (leads T6.4). ZPSU leads WP5. Actively contributes to WP1 (leads T1.2), WP2, WP3, WP4 and WP6.

3.2 Capacity of participants and consortium as a whole #@CON-SOR-CS@# #@PRJ-MGT-PM@#

The consortium consists of the core group, 3 HEIs from Widening countries (CZ, MK and UA), and 2 HEIs from non-Widening countries (FI and SE). The core group have different level of knowledge, research support structures, experience with funds using (ERDF, IPA, RRF, INTERREG and similar funds) and available R&I infrastructure.
Partners from the core group have similar background and experience to be partners in collaborative projects, nevertheless like to **expand and gain the knowledge to be a leader (coordinator) in future EU funded projects**. They also need to exploit R&I infrastructure acquired from different financial support schemes:

Institution	R&I infrastructure
UNIVERZITA PARDUBICE	Centre of Materials and Nanotechnologies, Centre for Ethics, Research Centre of Rail Vehicles; Laboratories: Solid State Chemistry, Perspective Inorganic Materials, NMR Spectroscopy, Analysis and Evaluation of Polymers, Applied Medical Science, Membrane Processes, Transportation
Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE	Centre for Green Innovation, Centre for Smart Factory, Fabrication Laboratory, Laboratory for Environmental Friendly Smart Agriculture, Centre for Climate Change Research in Agriculture, Laboratory for Super Computing, Centre for Earthquake Engineering
ZPSU	Inclusive Digital Economy Laboratory, Smart Transport Laboratory, CISCO Laboratory, Mechanical Laboratory, BioMed Laboratory, Center of the Professional Career Development

UNIVERZITA PARDUBICE is the coordinator of the project and leads WP1, WP2 and WP6. The lead person will be [redacted] the Head of Project Support Office at UNIVERZITA PARDUBICE (7 employees). [redacted] has more than 20 years of experience of methodological project support of researchers (R1-R4) and non-academic staff, has written and coordinated many institutional projects (ESF, ERDF) and is a partner in HE projects (INVENTHEI, DEEP INVENTHEI). [redacted] has IPMA Level C certification since 2012. UNIVERZITA PARDUBICE has the HR Award since 2011.
Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE leads WP3 and WP4. Almost half of MK NCPs are staff at UKIM (for Widening Participation and ERA; European Research Council; European Institute of Innovation and Technology; Food, Bioeconomy, Natural Resources, Agriculture and Environment; Marie Skłodowska-Curie Actions; Culture, Creativity and Inclusive Society; Health). Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE is experienced in networking with national and regional authorities in MK.
ZPSU leads WP5. ZPSU is capable of developing new knowledge and providing technology transfer.
2 non-Widening partners will contribute significantly to the core group to increased competence and capacity, successful access to direct EU funding and ability to utilise better various available EU funding instruments in a synergic way. Non-Widening partners main role is on contributing to the need-based planning (WP1) and delivery of skills acquisition through targeted training, knowledge acquisition and sharing events and work shadowing (WP2). They will also serve as examples and support uptake of good practice with relation to gender equality (GEP), research integrity, intellectual property, ethics and data management, joint HR strategy and institutional R&I priorities alignment to ensure project goals will be met. The overall broad, but targeted training, knowledge transfer and good practice uptake will increase capacity and competence, that impacts the whole partnership, individual institutions and their employees, and at a later stage wider group of personnel by means of knowledge and skill transfer. Non-Widening partners together with the core group will implement the acquired skills through preparation and submission of EU funding proposals during the project. The target is to submit more proposals and achieve at minimum EU average success rates. This is done through expertise provided by the research support offices of the core group, including legal services and experienced PI`s of H2020 and HE projects (R4 level leading researchers).

P01 - UNIVERZITA PARDUBICE

UNIVERZITA PARDUBICE (CZ) is a public multidisciplinary university building on more than 72-year-long tradition, which has 7 faculties, offer more than 200 bachelor, master and doctoral study programmes focused on natural, technical, social and economic sciences, arts and health studies. UNIVERZITA PARDUBICE has almost 7 000 students, more than 700 academic and research staff members and 500 other employees. Each year university welcomes more than 500 international students from all over the world. UNIVERZITA PARDUBICE endorsed the Charter and Code and received the HR Award in October 2021. Gender Equality Plan was developed and approved in July 2022. UNIVERZITA PARDUBICE has experience with ERDF, CENTRAL EUROPE and ESPON programme funds. In the Czech Republic is very well working NCP group organized under the Technology centre Prague. UNIVERZITA PARDUBICE cooperates with the NCP network since 2000 when the research support office was established. The Czech Liaison Office for Education and Research located in Brussels has been working since 2005. The research support office at UNIVERZITA PARDUBICE covers R&I, educational and development activities, works with all types of funds and programmes (regional, national, European, international and private), and supports the knowledge transfer and IPR issues. It arranges and guarantee the information service about available funding programmes, calls and their conditions. Research support staff provide researchers, other employees, students, and external cooperating institutions with methodological support in project proposal writing, project submission process, grant agreement negotiation, project management and administration, reporting and finalizing. Despite that UNIVERZITA PARDUBICE is still mono-beneficiary (2 successful ERC grants) or participates in different project consortiums funded by Horizon 2020 or Horizon Europe, it has excellent research teams with big potential in fields of Health sciences, Information Sciences (Open Data, Data Systems, Intelligent Decision Support Systems), Graphic Arts and Photophysics (Printing Multilayer Systems, Conservation and Restoration of Paper-based Prints, Nanomaterials with Zinc Compounds, Fractal Analysis), Radar Systems, Navigation Systems and Signal Processing Technics and Material Sciences. UNIVERZITA PARDUBICE purchased, updated, and modernized the R&I infrastructure (laboratories, lecture rooms, equipment etc.) in all premises.

P02 – Ss. CYRIL AND METHODIUS UNIVERSITY IN SKOPJE

Founded in 1949 as an independent national university, Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE is today the largest state-funded university in MK, representing 23 faculties, 5 research institutes and 12 accompanying members. Although being dominantly located in the capital, Skopje, units of the Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE, involved in teaching and research and development, are spread throughout the whole country thus offering a wide spectrum of local knowledge and contacts throughout the country, which can be used for reaching the beneficiaries with information, advice and tailored assistance, and for eliciting wide support and feedback to and participation in EU initiatives. At the same time, Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE is the main research performer in the country, and it brings with itself vast expertise from participation in international projects. The academic staff manages and participates in scientific and research projects in HE, ERASMUS+, COST, SEE-ERA.NET PLUS, NATO, Single Market program, as well as in projects from the Instrument for Pre-Accession (IPA) and bilateral agreements. Previous active participation is envisaged in Horizon 2020, COSME, CIP, FP7, FP6, CIP-IEE-2013, TEMPUS and other programmes. Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE is Coordinator of the *Enterprise Europe Network in North Macedonia* since 2009 and is part of the EIT-funded project: *Innovation and Entrepreneurship in the Domains of Digital Transformation, Circular Economy and Sustainable Development*. The placement of the project in the highest management structure of Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE (the rectorate) demonstrates well its importance for this organisation. The unit has direct and seamless access to the NCP Network, data base of research results from different entities of Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE, and any specific expertise needed from all faculties. At the same time, the unit is already well known to the target groups which will be an added value for the future operation of the project. Main research institutes in the country are also connected to Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE thus enabling direct contact with this target group. Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE also possesses considerable experience in applied research and technology transfer cooperation with local business community.

P03 – ZHYTOMYR POLYTECHNIC STATE UNIVERSITY

ZPSU (UA) is one of the progressive and leading universities in the Northern Ukraine region. It has leading positions in different national ranking lists among other educational institutions. It was founded in 1920, now awarded by ISO 9001:2015. Today about 8 000 students are studying at the university. There are 51 bachelors, 35 master, 13 doctoral and 9 post-doctorate programmes provided at 6 faculties. Students are involved in activities related to hard and soft skills development, forming the most tech-innovative community of 50 thousand graduates from 30 countries; provide co-research for entrepreneurship development, with IT and producing clusters, form as well as local and global competitive landscape in economy and society. ZPSU paid special attention for modernisation, digitalisation,

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innovation fulfilment, modern educational, scientific results and practical approaches implementation into all spheres of university activities. Wide range programs realised: Erasmus+/Tempus, DAAD, OeAD, Nawa, IVF, NATO, Horizon 2020 and others in the sphere of the potential of HE development, development of new training courses, programs in accordance with international standards. ZPSU is inclusive, promotes gender equality (A-level certificate), multiculturalism. Each year at least 3-4 new international projects are starting. Due to the full-scale aggression of RF against Ukraine (2022) there were a bit limited opportunities and university trainers would like to join the processes of professional communities` development, new trainings development, co-researchers in fruitful cooperation with partners, forming valuable consortium.

All 3 HEIs from Widening countries need support, share of knowledge, best practices examples and experience from the partners from Widening countries – University of Lapland, Finland and Umea University, Sweden.

P04 – LAPIN YLIOPISTO/ UNIVERSITY OF LAPLAND

Founded in 1979, is located at the Arctic Circle in Rovaniemi in North Finland. UNIVERSITY OF LAPLAND is the northernmost university in the EU. It has four faculties and three multidisciplinary research institutes. The university has 5 000 under- and postgraduate students and 6 400 students in adult education. The university's key research area is Arctic and Northern research, approached from the perspectives of people, society and the environment, as well as art, design and media. Research topics cover the entire northern circle of life, including studies on Arctic indigenous peoples, wellbeing and social change, law, democracy and politics, the impact of global changes, such as global warming, on Arctic and northern communities. UNIVERSITY OF LAPLAND is a NUTS-3 region, that is actively using EU Cohesion funds, mainly ERDF, ESF and JTF in a synergic fashion. Funding priorities are linked to Lapland Smart Specialisation Strategy, where the 3rd updated version is in its implementation phases in development during Autumn 2023. UNIVERSITY OF LAPLAND is actively engaged with the strategy process and is in the steering group for the project. In addition, our expertise includes steering group activities of the East-North Finland ERDF project updating the interregional Smart Specialisation Priorities and Strategy as part of EU PRI pilot and initiatives to partake to the EU Innovation Valley Pilots with UNIVERSITY OF LAPLAND participation are ongoing. UNIVERSITY OF LAPLAND is or has been involved in 30 EU funded R&I projects under FP 7, Life 2027, Horizon 2020 and the Horizon Europe Programme. UNIVERSITY OF LAPLAND is or has been the coordinator in six (6) multi-beneficiary Horizon 2020 and Horizon Europe projects. UNIVERSITY OF LAPLAND Research Support Services Senior Specialists (Pre-Award experts for Horizon Europe, LIFE, Erasmus+ KA2, Interreg Europe and ERDF/ESF/JTF) and key Professors as Principal Investigators (PI, Senior Researchers) in UNIVERSITY OF LAPLAND led projects are linked to this project as contributing experts to share their experiences and supervise work shadowing and participate as active contributors to training and events organised by the project.

P05 – UMEÅ UNIVERSITET (UMEA UNIVERSITET)

Umea University was founded in 1965 and is Sweden's fifth oldest university. Today, it has a strong international and multicultural presence with students, teachers and researchers from all over the world (approx. 37,000 students and 4,500 employees). The aim of the university is to continue becoming one of Scandinavia's best environments for study and research and meet the challenges of an ever-increasing global society. Umea University is one of Sweden's most comprehensive universities within all areas of scientific research. This research takes place on a broad scale in order to compete in the international arena. The university conducts groundbreaking research within several areas, e.g. Biogeochemistry, Ecosystem Dynamics, Energy, Infections, Plant and Forest Biotechnology and Social Welfare Research. A specific example of Umea University's world class research is Emmanuelle Charpentier, who was awarded the Nobel Prize in Chemistry for her discovery of the CRISPR-Cas9 genetic scissors and was active at Umea University when she made her ground-breaking finding.

UNIVERZITA PARDUBICE, Ss. CYRIL AND MEHODIUS UNIVERSITY IN SKOPJE, UNIVERSITY OF LAPLAND and UMEA UNIVERSITET are members of the arising university alliance AcrossEU. UNIVERZITA PARDUBICE and ZPSU are members of Horizon Europe (EIT initiative) funded project "Deep INVENTHEI". UNIVERZITA PARDUBICE and UMEA UNIVERSITET are active members of the European Industrial Doctoral School platform. The city of Zhytomyr, Ukraine, where is ZPSU located, is a partner city of city of Pardubice, Czech Republic, where is located the University of Pardubice.

The whole consortium was meeting online or in person regularly since the half of May 2023 and jointly prepared the project proposal.

No affiliated entities are foreseen in the project. No associated partners are foreseen in the project.

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Table 3.1h: 'Purchase costs' items (travel and subsistence, equipment and other goods, works and services)

Participant 1/ UNIVERZITA PARDUBICE		
	Cost (€)	**Justification**
Other goods, works and services	**78 000**	External services connected with training (7 courses, 6000 EUR/course, **42 000 EUR** in total for training) and project proposals revision and consultations (6 project proposals, 6000 EUR/project proposal, **36 000 EUR** in total for revision and consultations). A part of training activities will be provided by experienced external experts. Training will consist of international partnerships, consortium building and management (lead applicant role development); science communication; results utilisation and exploitation, impact optimisation; pre-grant/award technical skills such as, technical project proposal writing, project evaluation process reflecting call scope, destination and expected outputs and impact; R&I and project management; financial management; HR management; use of Funding & Tender Portal, PADOR, Cordis database, Crowdhelix, Research Professional, Horizon Results Booster etc. (online resources) and networks to access call information at the earliest stage possible; knowledge transfer/uptake. Project proposals prepared by the target group during the project implementation will be revised by external consultants (at least 6 project proposals in the role "coordinator"). UPCE will procure it for all Widening partners.
Remaining purchase costs (<15% of pers. Costs)	**20 748**	
Total	**98 748**	

8 000 EUR (approx.) from Purchase costs will be used for CFS. UPCE confirms that for purchase of a service, the selection will be based either on the "best value for money" or on the lowest price and that conflict of interests will be avoided.

Participant 3/ ZPSU		
	Cost (€)	**Justification**
Equipment	**30 000**	An ongoing war Russian Federation against Ukraine gave new challenges. ZPSU needs at least 1 server to keep data secured (WP1). Thus, the platform that will be created - as the result of the project - also will be more protected (WP4). The software will help within the consortium to create results for the project's dissemination (WP5). To prepare the most secured solutions for the further Platform development and keep it in safe ZPSU needs the **Server** (WP1; **5 000 EUR**), ZPSU also needs to make/guarantee a stable work (it`s important for analysis for capacity and competence building). According to the WP4 ZPSU will create the **Platform** within the project, as the result. Estimated costs will be **15 000 EUR** (R&I valorisation). For the exploitation, dissemination, communication (WP5; 10 000 EUR) ZPSU needs **Equipment** for commercialization the expected scientific results and planning to achieve and to share them through publications (WoS, etc.), patents, etc. Approx. **5 000 EUR from this Equipment** is for: • Video glasses for FPV Skyzone SKY04X V2 OLED 5.8G with SteadyView receiver

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		• LCD 5802D+ 800x480 FPV Monitor Without Blue Screen with Built-in 5.8 GHz Receiver • Video Helmet for FPV Skyzone Cobra X V4 5.8G with SteadyView Receiver • SkyRC Q200 Neo LiPo 1-6s 10A 400W DC AC 4 Port Charger • Cube Orange+ Std Set Flight Controller (IMU V8, HX4-06222) • FrSky Taranis X9D Plus SE 2019 ACCESS (Midnight Blue) • FrSky 2.4GHz ACCESS ARCHER R8 Pro Receiver • FrSky R9SX 868MHz EU Receiver • Radio module with telemetry FrSky ACCESS R9M2019 868 MHz (LBT EU ver.) • 48-channel SKYZONE SteadyView X receiver for SKY04/COBRA/Fatshark • TS-5W 4.9/5.8G 5000mW 56 Channel Video Transmitter Module • 1.2/1.3GHz VRX 9-channel video receiver • FPV Foxeer Mini Cat 3 1200TVL 1/3" CMOS 0.0001lux • Foxeer Micro Cat 3 FPV Camera 1200TVL 1/3" CMOS 0.00001lux • JR Emax Aeris Link TX ExpressLRS 915Mhz 2000mW Transmitter Module • Happymodel ExpressLRS ES900TX V2 915MHz Transmitter Module • SpeedyBee F7V3 BL32 50A 30x30mm Flight Stack Approx. **5 000 EUR** from this Equipment is for: • Spectrum Analyzer: TinySA Ultra • Oscilloscopes: Siglent Siglent SDS1102CML • Signal Generator: Koolertron GH-CJDS66 Function Generator (30 MHz), Siglent SDG1032X • Vector Circuit Analyzers: NanoVNA-V F2, LVNA 6 USB • Power supply: UNI-T UTP3305-II • Telemedicine Monitor: AI Telemedicine Remote Monitoring Device Price Telehealth Medical Multi Parameter ICU Cardiac with Trolley
Travel and subsistence	**16 670**	**11 404 EUR** is for travels: 2 persons (Pardubice), 2 persons (Skopje), 2 persons (Umea), 3 persons (Rovaniemi), total 9 persons task 2.3 "Short-term stays, secondments and work-shadowing" (M8-M36), and task 2.2 "Training courses and interactive workshops" (M6-M24), WP2 **2 466 EUR** is for travel 1 person for kick-off meeting (Pardubice), 1 for the final conference (Pardubice), total 2 persons, task 5.4., WP5 **2 800 EUR** 1 person for management meeting (Pardubice), and 1 person for management meeting (Rovaniemi), total 2 persons, task 6.4., WP6 The budget for trip (per 1 person) according to the national law and current course of national currency (USD/UAH, USD/EUR), during: M6, M12, M18, M30: **1) Zhytomyr – Pardubice (Czech Republic) – Zhytomyr** is: - Travel: 275 EUR - Accommodation: 135 USD/day (approx. 123 EUR/day), for 5 days: 615 EUR - Subsistence: 54 USD/day (approx. 49 EUR/day), for 7 days: 343 EUR Total for 1 persons: 1233 EUR Thus, for 2 persons: 2466 EUR **2) Zhytomyr – Skopje (North Macedonia) – Zhytomyr** is: - Travel: 275 EUR - Accommodation: 95 USD/day (approx. 87 EUR/day) for 5 days: 435 EUR

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		- Subsistence: 58 USD (approx. 53 EUR/day), for 7 days: 371 EUR Total for 1 persons: 1081 EUR Thus, for 2 persons: 2162 EUR **3) Zhytomyr – Umea (Sweden) – Zhytomyr:** - Travel: 275 EUR - Accommodation: 101 USD/day (approx. 92 EUR/day) for 5 days: 460 EUR - Subsistence: 70 USD/day (approx. 64 EUR/day), for 7 days: 448 EUR Total for 1 persons: 1183 EUR Thus, for 2 persons: 2366 EUR 4**) Zhytomyr – Rovaniemi (Finland) – Zhytomyr:** - Travel: 275 EUR - Accommodation: 170 USD/day (approx. 155 EUR), for 5 days: 775 EUR - Subsistence: 66 USD/day (approx. 60 EUR/day), for 7 days: 420 EUR Total for 1 persons: 1470 EUR Thus, for 3 persons: 4410 EUR
Other goods, works and services	**12 000**	From this item should be bought services for dissemination, communication management as well. Within the WPs planned consumables **(500 EUR per each of WP)** and services for communication / promotion / dissemination **(1500 EUR per each of WP)** expected to be: • in WP1 for analysis, publications and promotion of the project, preparing questionnaires, surveys, materials to share the results, publications, networking, joint development of R&I strategies and availability and use of R&I infrastructure, etc., mainly mentioned in **O1.2**, p. 67 (500 EUR, 1500 EUR); • in WP2 for acquisition of new transferable skills, promotion materials preparing, publications and sharing results as well, experts contribution, info-sessions, promoting thematic sessions/workshops as training materials and possible recordings will be made publicly available to facilitate better impact and utilisation of trainings, shadowing, writing proposals, etc. mainly mentioned in **O2.2, O2.3**, p. 68 (500 EUR, 1500 EUR); • in WP3 for exploitation of R&I funding opportunities, searching, access, analysis, publications and sharing results, networking, platforms, communities and events (information and brokerage) to support this will be identified and attended/entered, more active hop on action (WIDERA) and/or local uptake/transfer of knowledge and technology of R&I projects results for ease access to different funding instruments, improve the linkages with R&I infrastructures, networks and communities and increase potential for more applications, etc. mainly mentioned in **O3.1, O3.4**, p. 69 (500 EUR, 1500 EUR); • in WP4 for acquisition of new transferable skills, promotion materials preparing, publications, to support all project partners' institutional R&I policies to better match EU R&I priorities, with special attention on R&I institutional policies and leadership including the alignment of HR policies, better integration to local stakeholders, being a part of local innovation ecosystem, etc., mainly mentioned in **O4.1, O4.3**, p. 71 (500 EUR, 1500 EUR); • in WP5 for dissemination, promotion, exploitation, to boost the internal and external benefits from project actions and outputs, as overall objective of WP5 is on awareness raising of target groups towards opportunities (events, training, mobility, joint R&I, funding opportunities, networking,

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		career opportunities) and result outputs of the project, publications and conferences, specific workshops and events mainly mentioned **in O5.2, O5.3**, p. 73 (500 EUR, 1500 EUR); • in WP6 for management and coordination, needed reports, internal guidance creation, production of official reports, data collection, processing, storage, advisory board reporting, promotion, publications, etc., mainly mentioned in **O6.1**, p. 74 (500 EUR, 1500 EUR).
Remaining purchase costs (<15% of pers. Costs)	**0**	
Total	**58 670**	

No third-party in-kind contributions foreseen in the project.
The consortium confirms that the majority of participants are from Widening countries and that the EU contribution to widening participants is at least 70% of the total EU contribution.
The consortium confirms that the EU contribution for participants of the core group is at least 70% of the total EU contribution.

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Ethical dimension of the objectives, methodology and likely impact

There will be survey among students and employees of our partner universities. All the people attached by the survey will be students or employees of our partner universities in the project consortium. They will be volunteers. At the end of the questionnaire, we will ask the respondents who like to benefit from the project (get more information, be trained, get advice and support etc.) to check "yes". Since they have been already students and employees of the particular university, the university already has all the information. Each university will communicate, keep, store and protect their own information. We will not share the information among our universities.

All the trained/supported people will get an information leaflet with the content, overall aim and specific objectives of the training/ support. They will be asked to give us the informed consent. They have the right withdraw their informed consent and finish the training/support at any time.

Compliance with ethical principles and relevant legislations

All the information will be protected in compliance with European, national and internal legislative regulations as long as it is necessary to implement and close the project. The data will be stored in specially protected IT environment.

The data protection officer at the University of Pardubice (UNIVERZITA PARDUBICE) is [redacted]

The data protection officer at the Ss. Cyril and Methodius University in Skopje is [redacted]

The data protection officer at the Zhytomyr Polytechnic State University is [redacted]

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ANNEX 2

ESTIMATED BUDGET FOR THE ACTION

	Estimated eligible[1] costs (per budget category)										Estimated EU contribution[2]			
	Direct costs								Indirect costs	Total costs	EU contribution to eligible costs			Maximum grant amount[6]
	A. Personnel costs			B. Subcontracting costs	C. Purchase costs			D. Other cost categories	E. Indirect costs[3]		Funding rate %[4]	Maximum EU contribution[5]	Requested EU contribution	
	A.1 Employees (or equivalent) A.2 Natural persons under direct contract A.3 Seconded persons		A.4 SME owners and natural person beneficiaries	B. Subcontracting	C.1 Travel and subsistence	C.2 Equipment	C.3 Other goods, works and services	D.2 Internally invoiced goods and services	E. Indirect costs					
Forms of funding	Actual costs	Unit costs (usual accounting practices)	Unit costs[7]	Actual costs	Actual costs	Actual costs	Actual costs	Unit costs (usual accounting practices)	Flat-rate costs[8]					
	a1	a2	a3	b	c1	c2	c3	d2	e = 0.25 * (a1 + a2 + a3 + c1 + c2 + c3)	f = a + b + c + d + e	U	g = f * U%	h	m
1 - UPCE	313 296.00	0.00	0.00	0.00	11 800.00	0.00	86 948.00	0.00	103 011.00	515 055.00	100	515 055.00	515 055.00	515 055.00
2 - UKIM	163 965.00	0.00	0.00	0.00	13 070.00	0.00	11 000.00	0.00	47 008.75	235 043.75	100	235 043.75	235 043.75	235 043.75
3 - ZPSU	90 675.00	0.00	0.00	0.00	16 670.00	30 000.00	12 000.00	0.00	37 336.25	186 681.25	100	186 681.25	186 681.25	186 681.25
4 - ULAPLAND	91 748.00	0.00	0.00	0.00	5 452.00	0.00	5 500.00	0.00	25 675.00	128 375.00	100	128 375.00	128 375.00	128 375.00
5 - UMU	96 924.00	0.00	0.00	0.00	5 452.00	0.00	5 500.00	0.00	26 969.00	134 845.00	100	134 845.00	134 845.00	134 845.00
Σ consortium	756 608.00	0.00	0.00	0.00	52 444.00	30 000.00	120 948.00	0.00	240 000.00	1 200 000.00		1 200 000.00	1 200 000.00	1 200 000.00

[1] See Article 6 for the eligibility conditions. All amounts must be expressed in EUR (see Article 21 for the conversion rules).
[2] The consortium remains free to decide on a different internal distribution of the EU funding (via the consortium agreement; see Article 7).
[3] Indirect costs already covered by an operating grant (received under any EU funding programme) are ineligible (see Article 6.3). Therefore, a beneficiary/affiliated entity that receives an operating grant during the action duration cannot declare indirect costs for the year(s)/reporting period(s) covered by the operating grant, unless they can demonstrate that the operating grant does not cover any costs of the action. This requires specific accounting tools. Please immediately contact us via the EU Funding & Tenders Portal for details.
[4] See Data Sheet for the funding rate(s).
[5] This is the theoretical amount of the EU contribution to costs, if the reimbursement rate is applied to all the budgeted costs. This theoretical amount is then capped by the 'maximum grant amount'.
[6] The 'maximum grant amount' is the maximum grant amount decided by the EU. It normally corresponds to the requested grant, but may be lower.
[7] See Annex 2a 'Additional information on the estimated budget' for the details (units, cost per unit).
[8] See Data Sheet for the flat-rate.

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ANNEX 2a

ADDITIONAL INFORMATION ON UNIT COSTS AND CONTRIBUTIONS

SME owners/natural person beneficiaries without salary (Decision C(2020) 7115[1])

Type: unit costs

Units: days spent working on the action (rounded up or down to the nearest half-day)

Amount per unit (daily rate): calculated according to the following formula:

{EUR 5 080 / 18 days = **282,22**}
multiplied by
{country-specific correction coefficient of the country where the beneficiary is established}

The country-specific correction coefficients used are those set out in the Horizon Europe Work Programme (section Marie Skłodowska-Curie actions) in force at the time of the call (see Portal Reference Documents).

HE and Euratom Research Infrastructure actions[2]

Type: unit costs

Units[3]: see (for each access provider and installation) the unit cost table in Annex 2b

Amount per unit*: see (for each access provider and installation) the unit cost table in Annex 2b

* Amount calculated as follows:

For trans-national access:

$$\frac{\text{average annual total trans-national access costs to the installation (over past two years[4])}}{\text{average annual total quantity of trans-national access to the installation (over past two years[5])}}$$

For virtual access:

$$\frac{\text{total virtual access costs to the installation (over the last year[6])}}{\text{total quantity of virtual access to the installation (over the last year[7])}}$$

Euratom staff mobility costs[8]

Monthly living allowance

Type: unit costs

---

1 Commission Decision of 20 October 2020 authorising the use of unit costs for the personnel costs of the owners of small and medium-sized enterprises and beneficiaries that are natural persons not receiving a salary for the work carried out by themselves under an action or work programme (C(2020)7715).

2 Decision of 19 April 2021 authorising the use of unit costs for the costs of providing trans-national and virtual access in Research Infrastructure actions under the Horizon Europe Programme (2021-2027) and the Research and Training Programme of the European Atomic Energy Community (2021-2025).

3 Unit of access (e.g. beam hours, weeks of access, sample analysis) fixed by the access provider in proposal.

4 In exceptional and duly justified cases, the granting authority may agree to a different reference period.

5 In exceptional and duly justified cases, the granting authority may agree to a different reference period.

6 In exceptional and duly justified cases, the granting authority may agree to a different reference period.

7 In exceptional and duly justified cases, the granting authority may agree to a different reference period.

8 Decision of 15 March 2021 authorising the use of unit costs for mobility in co-fund actions under the Research and Training Programme of the European Atomic Energy Community (2021-2025).

Units: months spent by the seconded staff member(s) on research and training in fission and fusion activities (person-month)

Amount per unit*: see (for each beneficiary/affiliated entity and secondment) the unit cost table in Annex 2b

* Amount calculated as follows from 1 January 2021:
{**EUR 4 300** multiplied by
country-specific correction coefficient** of the country where the staff member is seconded}[9]

**Country-specific correction coefficients as from 1 January 2021[10]

EU-Member States[11]

Country / Place	Coefficient (%)
Bulgaria	59.1
Czech Rep.	85.2
Denmark	131.3
Germany Bonn Karlsruhe Munich	101.9 95.8 98 113.9
Estonia	82.3
Ireland	129
Greece	81.4
Spain	94.2
France	120.5
Croatia	75.8
Italy Varese	95 90.7
Cyprus	78.2
Latvia	77.5
Lithuania	76.6
Hungary	71.9
Malta	94.7
Netherlands	113.9
Austria	107.9
Poland	70.9
Portugal	91.1
Romania	66.6
Slovenia	86.1

[9] Unit costs for living allowances are calculated by using a method of calculation similar to that applied for the secondment to the European Commission of seconded national experts (SNEs).

[10] For the financial statements, the amount must be adjusted according to the actual place of secondment.
The revised coefficients were adopted in the Decision authorising the use of unit costs for the Fusion Programme co-fund action under the Research and training Programme of the European Atomic Energy Community 2021-2025. They are based on the 2020 Annual update of the remuneration and pensions of the officials and other servants of the European Union and the correction coefficients applied thereto (OJ C 428, 11.12.2020) to ensure purchasing power parity. The revised coefficient are applied as from 1 January 2021 through an amendment to the grant agreement.

[11] No correction coefficient shall be applicable in Belgium and Luxembourg.

Slovakia	80.6
Finland	118.4
Sweden	124.3

Third countries

Country/place	Coefficient (%)
China	82.2
India	72.3
Japan	111.8
Russia	92.7
South Korea	92.3
Switzerland	129.2
Ukraine	82.3
United Kingdom	97.6
United States	101.4 (New-York) 90.5 (Washington)

Mobility allowance

Type: Unit costs

Units: months spent by the seconded staff member(s) on research and training in fission and fusion activities (person-month)

Amount per unit: **EUR 600** per person-month; see (for each beneficiary/affiliated entity and secondment) the unit cost table in Annex 2b

Family allowance

Type: unit costs

Units: months spent by the seconded staff member(s) on research and training in fission and fusion activities (person-month)

Amount per unit: **EUR 660** per person-month; see (for each beneficiary/affiliated entity and secondment) the unit cost table in Annex 2b

Education allowance

Type: Unit costs

Units: months spent by the seconded staff member(s) on research and training in fission and fusion activities (person-month)

Amount per unit*: see (for each beneficiary/affiliated entity and secondment) the unit cost table in Annex 2b

*Amount calculated as follows from 1 January 2021:
{EUR 283.82 x number of dependent children[12]}

[12] For the estimated budget (Annex 2): an average should be used. (⚠ For the financial statements, the number of children (and months) must be adjusted according to the actual family status at the moment the secondment starts.)

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ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

Ss. CYRIL AND METHODIUS UNIVERSITY IN SKOPJE (UKIM), PIC 999588493, established in BLVD GOCE DELCEV 9, SKOPJE 1000, Republic of North Macedonia,

hereby agrees

to become beneficiary

in Agreement No 101158561 — WIDE AcrossEU ('the Agreement')

between UNIVERZITA PARDUBICE (UPCE) **and** the **European Research Executive Agency (REA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

[redacted]

2024.03.27 15:26:22 CET

Associated with document Ref. Ares(2024)1567608 - 29/02/2024

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

ZHYTOMYR POLYTECHNIC STATE UNIVERSITY (ZPSU), PIC 944164051, established in CHUDNIVSKA STR 103, ZHYTOMYR 10005, Ukraine,

hereby agrees

to become beneficiary

in Agreement No 101158561 — WIDE AcrossEU ('the Agreement')

between UNIVERZITA PARDUBICE (UPCE) **and** the **European Research Executive Agency (REA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

[redacted]

2024.03.27 14:54:49 CET

Associated with document Ref. Ares(2024)1567608 - 29/02/2024

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

LAPIN YLIOPISTO (ULAPLAND), PIC 998208474, established in PL 122, ROVANIEMI 96101, Finland,

hereby agrees

to become beneficiary

in Agreement No 101158561 — WIDE AcrossEU ('the Agreement')

between UNIVERZITA PARDUBICE (UPCE) **and** the **European Research Executive Agency (REA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

[redacted]

2024.03.28 10:23:26 CET

Associated with document Ref. Ares(2024)1567608 - 29/02/2024

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

UMEA UNIVERSITET (UMU), PIC 999881821, established in UNIVERSITETOMRADET, UMEA 901 87, Sweden,

hereby agrees

to become beneficiary

in Agreement No 101158561 — WIDE AcrossEU ('the Agreement')

between UNIVERZITA PARDUBICE (UPCE) **and** the **European Research Executive Agency (REA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

[redacted]

2024.03.27 14:15:08 CET

Associated with document Ref. Ares(2024)1567608 - 29/02/2024

FINANCIAL STATEMENT FOR [PARTICIPANT NAME] FOR REPORTING PERIOD [NUMBER]

	Eligible[1] costs (per budget category)																EU contribution[2]				Revenues
	Direct costs															Indirect costs	Total costs	EU contribution to eligible costs			Total requested EU contribution	Income generated by the action
	A. Personnel costs			B. Subcontracting costs	C. Purchase costs			D. Other cost categories								E. Indirect costs[3]		Funding rate %[4]	Maximum EU contribution[5]	Requested EU contribution		
	A.1 Employees (or equivalent) A.2 Natural persons under direct contract A.3 Seconded persons		A.4 SME owners and natural person beneficiaries	B. Subcontracting	C.1 Travel and subsistence	C.2 Equipment	C.3 Other goods, works and [redacted]	D.1 Financial support to third parties	D.2 Internally invoiced goods and services	D.3 Transnational access to research infrastructure unit costs	D.4 Virtual access to research infrastructure [redacted]	[OPTION for HE PCP/PPI: D.5 PCP/PPI procurement costs]	[OPTION for Euratom Programme Cofund Actions: D.6 Euratom Cofund staff mobility costs]	[OPTION for HE ERC Grants: D.7 ERC additional funding]	[OPTION for HE ERC Grants: D.8 ERC additional funding (subcontracting, FSTP and internally invoiced goods and services)]	E. Indirect costs						
Forms of funding	Actual costs	Unit costs (usual accounting practices)	Unit costs[6]	Actual costs	Actual costs	Actual costs	Actual costs	Actual costs	Unit costs (usual accounting practices)	Unit costs[7]	Unit costs[8]	Actual costs	[redacted][9]	Actual costs	Actual costs	Flat-rate costs[10]					
	a1	a2	a3	b	c1	c2	c3	d1	d2	d3	d4	d5	d6	d7	d8	0,25 * (a1 + a2 + a3 + b + c1 + c2 + c3 + d1 + d2 + d3 + d4 - d5 - d6 - d7 - d8)	f = [redacted]	U	g = f * U%	h	i = [redacted]	[redacted]
XX – [short name beneficiary/affiliated entity]																					

The beneficiary/affiliated entity hereby confirms that:

The information provided is complete, reliable and true.

The costs and contributions declared are eligible (see Article 6).

The costs and contributions can be substantiated by adequate records and supporting documentation that will be produced upon request or in the context of checks, reviews, audits and investigations (see Articles 19, 20 and 25).

For the last reporting period: that all the revenues have been declared (see Article 22).

ⓘ Please declare all eligible costs and contributions, even if they exceed the amounts indicated in the estimated budget (see Annex 2). Only amounts that were declared in your individual financial statements can be taken into account later on, in order to replace costs/contributions that are found to be ineligible.

[1] See Article 6 for the eligibility conditions. All amounts must be expressed in EUR (see Article 21 for the conversion rules).

[2] If you have also received an EU operating grant during this reporting period, you cannot claim indirect costs - unless you can demonstrate that the operating grant does not cover any costs of the action. This requires specific accounting tools. Please contact us immediately via the Funding & Tenders Portal for details.

[3] See Data Sheet for the reimbursement rate(s).

[4] This is the *theoretical* amount of EU contribution to costs that the system calculates automatically (by multiplying the reimbursement rates by the costs declared). The amount you request (in the column 'requested EU contribution') may be less.

[5] See Annex 2a 'Additional information on the estimated budget' for the details (units, cost per unit).

[6] See Data Sheet for the flat [redacted]

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ANNEX 5

SPECIFIC RULES

CONFIDENTIALITY AND SECURITY (— ARTICLE 13)

Sensitive information with security recommendation

Sensitive information with a security recommendation must comply with the additional requirements imposed by the granting authority.

Before starting the action tasks concerned, the beneficiaries must have obtained all approvals or other mandatory documents needed for implementing the task. The documents must be kept on file and be submitted upon request by the coordinator to the granting authority. If they are not in English, they must be submitted together with an English summary.

For requirements restricting disclosure or dissemination, the information must be handled in accordance with the recommendation and may be disclosed or disseminated only after written approval from the granting authority.

EU classified information

If EU classified information is used or generated by the action, it must be treated in accordance with the security classification guide (SCG) and security aspect letter (SAL) set out in Annex 1 and Decision 2015/444[1] and its implementing rules — until it is declassified.

Deliverables which contain EU classified information must be submitted according to special procedures agreed with the granting authority.

Action tasks involving EU classified information may be subcontracted only with prior explicit written approval from the granting authority and only to entities established in an EU Member State or in a non-EU country with a security of information agreement with the EU (or an administrative arrangement with the Commission).

EU classified information may not be disclosed to any third party (including participants involved in the action implementation) without prior explicit written approval from the granting authority.

ETHICS (— ARTICLE 14)

Ethics and research integrity

The beneficiaries must carry out the action in compliance with:

- ethical principles (including the highest standards of research integrity)

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[1] Commission Decision 2015/444/EC, Euratom of 13 March 2015 on the security rules for protecting EU classified information (OJ L 72, 17.3.2015, p. 53).

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and

- applicable EU, international and national law, including the EU Charter of Fundamental Rights and the European Convention for the Protection of Human Rights and Fundamental Freedoms and its Supplementary Protocols.

No funding can be granted, within or outside the EU, for activities that are prohibited in all Member States. No funding can be granted in a Member State for an activity which is forbidden in that Member State.

The beneficiaries must pay particular attention to the principle of proportionality, the right to privacy, the right to the protection of personal data, the right to the physical and mental integrity of persons, the right to non-discrimination, the need to ensure protection of the environment and high levels of human health protection.

The beneficiaries must ensure that the activities under the action have an exclusive focus on civil applications.

The beneficiaries must ensure that the activities under the action do not:

- aim at human cloning for reproductive purposes
- intend to modify the genetic heritage of human beings which could make such modifications heritable (with the exception of research relating to cancer treatment of the gonads, which may be financed)
- intend to create human embryos solely for the purpose of research or for the purpose of stem cell procurement, including by means of somatic cell nuclear transfer, or
- lead to the destruction of human embryos (for example, for obtaining stem cells).

Activities involving research on human embryos or human embryonic stem cells may be carried out only if:

- they are set out in Annex 1 or
- the coordinator has obtained explicit approval (in writing) from the granting authority.

In addition, the beneficiaries must respect the fundamental principle of research integrity — as set out in the European Code of Conduct for Research Integrity[2].

This implies compliance with the following principles:

- reliability in ensuring the quality of research reflected in the design, the methodology, the analysis and the use of resources
- honesty in developing, undertaking, reviewing, reporting and communicating research in a transparent, fair and unbiased way

[2] European Code of Conduct for Research Integrity of ALLEA (All European Academies).

- respect for colleagues, research participants, society, ecosystems, cultural heritage and the environment
- accountability for the research from idea to publication, for its management and organisation, for training, supervision and mentoring, and for its wider impacts

and means that beneficiaries must ensure that persons carrying out research tasks follow the good research practices including ensuring, where possible, openness, reproducibility and traceability and refrain from the research integrity violations described in the Code.

Activities raising ethical issues must comply with the additional requirements formulated by the ethics panels (including after checks, reviews or audits; see Article 25).

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 such as data protection authorities.

The documents must be kept on file and be submitted upon request by the coordinator to the granting authority. If they are not in English, they must be submitted together with an English summary, which shows that the documents cover the action tasks in question and includes the conclusions of the committee or authority concerned (if any).

VALUES (— ARTICLE 14)

Gender mainstreaming

The beneficiaries must take all measures to promote equal opportunities between men and women in the implementation of the action and, where applicable, in line with the gender equality plan. They must aim, to the extent possible, for a gender balance at all levels of personnel assigned to the action, including at supervisory and managerial level.

INTELLECTUAL PROPERTY RIGHTS (IPR) — BACKGROUND AND RESULTS — ACCESS RIGHTS AND RIGHTS OF USE (— ARTICLE 16)

Definitions

Access rights — Rights to use results or background.

Dissemination — The public disclosure of the results by appropriate means, other than resulting from protecting or exploiting the results, including by scientific publications in any medium.

Exploit(ation) — The use of results in further research and innovation activities other than those covered by the action concerned, including among other things, commercial exploitation such as developing, creating, manufacturing and marketing a product or process, creating and providing a service, or in standardisation activities.

Fair and reasonable conditions — Appropriate conditions, including possible financial terms or royalty-free conditions, taking into account the specific circumstances of the request for access, for example the actual or potential value of the results or background to which access is requested and/or the scope, duration or other characteristics of the exploitation envisaged.

FAIR principles — 'findability', 'accessibility', 'interoperability' and 'reusability'.

Open access — Online access to research outputs provided free of charge to the end-user.

Open science — An approach to the scientific process based on open cooperative work, tools and diffusing knowledge.

Research data management — The process within the research lifecycle that includes the organisation, storage, preservation, security, quality assurance, allocation of persistent identifiers (PIDs) and rules and procedures for sharing of data including licensing.

Research outputs — Results to which access can be given in the form of scientific publications, data or other engineered results and processes such as software, algorithms, protocols, models, workflows and electronic notebooks.

Scope of the obligations

For this section, references to 'beneficiary' or 'beneficiaries' do not include affiliated entities (if any).

Agreement on background

The beneficiaries must identify in a written agreement the background as needed for implementing the action or for exploiting its results.

Where the call conditions restrict control due to strategic interests reasons, background that is subject to control or other restrictions by a country (or entity from a country) which is not one of the eligible countries or target countries set out in the call conditions and that impact the exploitation of the results (i.e. would make the exploitation of the results subject to control or restrictions) must not be used and must be explicitly excluded from it in the agreement on background — unless otherwise agreed with the granting authority.

Ownership of results

Results are owned by the beneficiaries that generate them.

However, two or more beneficiaries own results jointly if:

- they have jointly generated them and
- it is not possible to:
  - establish the respective contribution of each beneficiary, or
  - separate them for the purpose of applying for, obtaining or maintaining their protection.

The joint owners must agree — in writing — on the allocation and terms of exercise of their joint ownership ('**joint ownership agreement**'), to ensure compliance with their obligations under this Agreement.

Unless otherwise agreed in the joint ownership agreement or consortium agreement, each joint owner may grant non-exclusive licences to third parties to exploit the jointly-owned results (without any right to sub-license), if the other joint owners are given:

- at least 45 days advance notice and
- fair and reasonable compensation.

The joint owners may agree — in writing — to apply another regime than joint ownership.

If third parties (including employees and other personnel) may claim rights to the results, the beneficiary concerned must ensure that those rights can be exercised in a manner compatible with its obligations under the Agreement.

The beneficiaries must indicate the owner(s) of the results (results ownership list) in the final periodic report.

Protection of results

Beneficiaries which have received funding under the grant must adequately protect their results — for an appropriate period and with appropriate territorial coverage — if protection is possible and justified, taking into account all relevant considerations, including the prospects for commercial exploitation, the legitimate interests of the other beneficiaries and any other legitimate interests.

Exploitation of results

Beneficiaries which have received funding under the grant must — up to four years after the end of the action (see Data Sheet, Point 1) — use their best efforts to exploit their results directly or to have them exploited indirectly by another entity, in particular through transfer or licensing.

If, despite a beneficiary's best efforts, the results are not exploited within one year after the end of the action, the beneficiaries must (unless otherwise agreed in writing with the granting authority) use the Horizon Results Platform to find interested parties to exploit the results.

If results are incorporated in a standard, the beneficiaries must (unless otherwise agreed with the granting authority or unless it is impossible) ask the standardisation body to include the funding statement (see Article 17) in (information related to) the standard.

Additional exploitation obligations

Where the call conditions impose additional exploitation obligations (including obligations linked to the restriction of participation or control due to strategic assets, interests, autonomy or security reasons), the beneficiaries must comply with them — up to four years after the end of the action (see Data Sheet, Point 1).

Where the call conditions impose additional exploitation obligations in case of a public emergency, the beneficiaries must (if requested by the granting authority) grant for a limited period of time specified in the request, non-exclusive licences — under fair and reasonable conditions — to their results to legal entities that need the results to address the public emergency and commit to rapidly and broadly exploit the resulting products and services at fair and reasonable conditions. This provision applies up to four years after the end of the action (see Data Sheet, Point 1).

Additional information obligation relating to standards

Where the call conditions impose additional information obligations relating to possible standardisation, the beneficiaries must — up to four years after the end of the action (see Data Sheet, Point 1) — inform the granting authority, if the results could reasonably be expected to contribute to European or international standards.

Transfer and licensing of results

Transfer of ownership

The beneficiaries may transfer ownership of their results, provided this does not affect compliance with their obligations under the Agreement.

The beneficiaries must ensure that their obligations under the Agreement regarding their results are passed on to the new owner and that this new owner has the obligation to pass them on in any subsequent transfer.

Moreover, they must inform the other beneficiaries with access rights of the transfer at least 45 days in advance (or less if agreed in writing), unless agreed otherwise in writing for specifically identified third parties including affiliated entities or unless impossible under the applicable law. This notification must include sufficient information on the new owner to enable the beneficiaries concerned to assess the effects on their access rights. The beneficiaries may object within 30 days of receiving notification (or less if agreed in writing), if they can show that the transfer would adversely affect their access rights. In this case, the transfer may not take place until agreement has been reached between the beneficiaries concerned.

Granting licences

The beneficiaries may grant licences to their results (or otherwise give the right to exploit them), including on an exclusive basis, provided this does not affect compliance with their obligations.

Exclusive licences for results may be granted only if all the other beneficiaries concerned have waived their access rights.

Granting authority right to object to transfers or licensing — Horizon Europe actions

Where the call conditions in Horizon Europe actions provide for the right to object to transfers or licensing, the granting authority may — up to four years after the end of the action (see Data Sheet, Point 1) — object to a transfer of ownership or the exclusive licensing of results, if:

- the beneficiaries which generated the results have received funding under the grant
- it is to a legal entity established in a non-EU country not associated with Horizon Europe, and
- the granting authority considers that the transfer or licence is not in line with EU interests.

Beneficiaries that intend to transfer ownership or grant an exclusive licence must formally notify the granting authority before the intended transfer or licensing takes place and:

- identify the specific results concerned
- describe in detail the new owner or licensee and the planned or potential exploitation of the results, and
- include a reasoned assessment of the likely impact of the transfer or licence on EU interests, in particular regarding competitiveness as well as consistency with ethical principles and security considerations.

The granting authority may request additional information.

If the granting authority decides to object to a transfer or exclusive licence, it must formally notify the beneficiary concerned within 60 days of receiving notification (or any additional information it has requested).

No transfer or licensing may take place in the following cases:

- pending the granting authority decision, within the period set out above
- if the granting authority objects
- until the conditions are complied with, if the granting authority objection comes with conditions.

A beneficiary may formally notify a request to waive the right to object regarding intended transfers or grants to a specifically identified third party, if measures safeguarding EU interests are in place. If the granting authority agrees, it will formally notify the beneficiary concerned within 60 days of receiving notification (or any additional information requested).

Granting authority right to object to transfers or licensing — Euratom actions

Where the call conditions in Euratom actions provide for the right to object to transfers or licensing, the granting authority may — up to four years after the end of the action (see Data Sheet, Point 1) — object to a transfer of ownership or the exclusive or non-exclusive licensing of results, if:

- the beneficiaries which generated the results have received funding under the grant
- it is to a legal entity established in a non-EU country not associated to the Euratom Research and Training Programme 2021-2025 and
- the granting authority considers that the transfer or licence is not in line with the EU interests.

Beneficiaries that intend to transfer ownership or grant a licence must formally notify the granting authority before the intended transfer or licensing takes place and:

- identify the specific results concerned
- describe in detail the results, the new owner or licensee and the planned or potential exploitation of the results, and
- include a reasoned assessment of the likely impact of the transfer or licence on EU interests, in particular regarding competitiveness as well as consistency with

ethical principles and security considerations (including the defence interests of the EU Member States under Article 24 of the Euratom Treaty).

The granting authority may request additional information.

If the granting authority decides to object to a transfer or licence, it will formally notify the beneficiary concerned within 60 days of receiving notification (or any additional information requested).

No transfer or licensing may take place in the following cases:

- pending the granting authority decision, within the period set out above
- if the granting authority objects
- until the conditions are complied with, if the granting authority objection comes with conditions.

A beneficiary may formally notify a request to waive the right to object regarding intended transfers or grants to a specifically identified third party, if measures safeguarding EU interests are in place. If the granting authority agrees, it will formally notify the beneficiary concerned within 60 days of receiving notification (or any additional information requested).

Limitations to transfers and licensing due to strategic assets, interests, autonomy or security reasons of the EU and its Member States

Where the call conditions restrict participation or control due to strategic assets, interests, autonomy or security reasons, the beneficiaries may not transfer ownership of their results or grant licences to third parties which are established in countries which are not eligible countries or target countries set out in the call conditions (or, if applicable, are controlled by such countries or entities from such countries) — unless they have requested and received prior approval by the granting authority.

The request must:

- identify the specific results concerned
- describe in detail the new owner and the planned or potential exploitation of the results, and
- include a reasoned assessment of the likely impact of the transfer or license on the strategic assets, interests, autonomy or security of the EU and its Member States.

The granting authority may request additional information.

Access rights to results and background

Exercise of access rights — Waiving of access rights — No sub-licensing

Requests to exercise access rights and the waiver of access rights must be in writing.

Unless agreed otherwise in writing with the beneficiary granting access, access rights do not include the right to sub-license.

If a beneficiary is no longer involved in the action, this does not affect its obligations to grant access.

If a beneficiary defaults on its obligations, the beneficiaries may agree that that beneficiary no longer has access rights.

Access rights for implementing the action

The beneficiaries must grant each other access — on a royalty-free basis — to background needed to implement their own tasks under the action, unless the beneficiary that holds the background has — before acceding to the Agreement —:

- informed the other beneficiaries that access to its background is subject to restrictions, or
- agreed with the other beneficiaries that access would not be on a royalty-free basis.

The beneficiaries must grant each other access — on a royalty-free basis — to results needed for implementing their own tasks under the action.

Access rights for exploiting the results

The beneficiaries must grant each other access — under fair and reasonable conditions — to results needed for exploiting their results.

The beneficiaries must grant each other access — under fair and reasonable conditions — to background needed for exploiting their results, unless the beneficiary that holds the background has — before acceding to the Agreement — informed the other beneficiaries that access to its background is subject to restrictions.

Requests for access must be made — unless agreed otherwise in writing — up to one year after the end of the action (see Data Sheet, Point 1).

Access rights for entities under the same control

Unless agreed otherwise in writing by the beneficiaries, access to results and, subject to the restrictions referred to above (if any), background must also be granted — under fair and reasonable conditions — to entities that:

- are established in an EU Member State or Horizon Europe associated country
- are under the direct or indirect control of another beneficiary, or under the same direct or indirect control as that beneficiary, or directly or indirectly controlling that beneficiary and
- need the access to exploit the results of that beneficiary.

Unless agreed otherwise in writing, such requests for access must be made by the entity directly to the beneficiary concerned.

Requests for access must be made — unless agreed otherwise in writing — up to one year after the end of the action (see Data Sheet, Point 1).

Access rights for the granting authority, EU institutions, bodies, offices or agencies and national authorities to results for policy purposes — Horizon Europe actions

In Horizon Europe actions, the beneficiaries which have received funding under the grant must grant access to their results — on a royalty-free basis — to the granting authority, EU institutions, bodies, offices or agencies for developing, implementing and monitoring EU policies or programmes. Such access rights do not extend to beneficiaries' background.

Such access rights are limited to non-commercial and non-competitive use.

For actions under the cluster 'Civil Security for Society', such access rights also extend to national authorities of EU Member States for developing, implementing and monitoring their policies or programmes in this area. In this case, access is subject to a bilateral agreement to define specific conditions ensuring that:

- the access rights will be used only for the intended purpose and
- appropriate confidentiality obligations are in place.

Moreover, the requesting national authority or EU institution, body, office or agency (including the granting authority) must inform all other national authorities of such a request.

Access rights for the granting authority, Euratom institutions, funding bodies or the Joint Undertaking Fusion for Energy — Euratom actions

In Euratom actions, the beneficiaries which have received funding under the grant must grant access to their results — on a royalty-free basis — to the granting authority, Euratom institutions, funding bodies or the Joint Undertaking Fusion for Energy for developing, implementing and monitoring Euratom policies and programmes or for compliance with obligations assumed through international cooperation with non-EU countries and international organisations.

Such access rights include the right to authorise third parties to use the results in public procurement and the right to sub-license and are limited to non-commercial and non-competitive use.

Additional access rights

Where the call conditions impose additional access rights, the beneficiaries must comply with them.

COMMUNICATION, DISSEMINATION, OPEN SCIENCE AND VISIBILITY (— ARTICLE 17)

Dissemination

Dissemination of results

The beneficiaries must disseminate their results as soon as feasible, in a publicly available format, subject to any restrictions due to the protection of intellectual property, security rules or legitimate interests.

A beneficiary that intends to disseminate its results must give at least 15 days advance notice to the other beneficiaries (unless agreed otherwise), together with sufficient information on the results it will disseminate.

Any other beneficiary may object within (unless agreed otherwise) 15 days of receiving notification, if it can show that its legitimate interests in relation to the results or background would be significantly harmed. In such cases, the results may not be disseminated unless appropriate steps are taken to safeguard those interests.

Additional dissemination obligations

Where the call conditions impose additional dissemination obligations, the beneficiaries must also comply with those.

Open Science

Open science: open access to scientific publications

The beneficiaries must ensure open access to peer-reviewed scientific publications relating to their results. In particular, they must ensure that:

- at the latest at the time of publication, a machine-readable electronic copy of the published version or the final peer-reviewed manuscript accepted for publication, is deposited in a trusted repository for scientific publications

- immediate open access is provided to the deposited publication via the repository, under the latest available version of the Creative Commons Attribution International Public Licence (CC BY) or a licence with equivalent rights; for monographs and other long-text formats, the licence may exclude commercial uses and derivative works (e.g. CC BY-NC, CC BY-ND) and

- information is given via the repository about any research output or any other tools and instruments needed to validate the conclusions of the scientific publication.

Beneficiaries (or authors) must retain sufficient intellectual property rights to comply with the open access requirements.

Metadata of deposited publications must be open under a Creative Common Public Domain Dedication (CC 0) or equivalent, in line with the FAIR principles (in particular machine-actionable) and provide information at least about the following: publication (author(s), title, date of publication, publication venue); Horizon Europe or Euratom funding; grant project name, acronym and number; licensing terms; persistent identifiers for the publication, the authors involved in the action and, if possible, for their organisations and the grant. Where applicable, the metadata must include persistent identifiers for any research output or any other tools and instruments needed to validate the conclusions of the publication.

Only publication fees in full open access venues for peer-reviewed scientific publications are eligible for reimbursement.

Open science: research data management

The beneficiaries must manage the digital research data generated in the action ('data') responsibly, in line with the FAIR principles and by taking all of the following actions:

- establish a data management plan ('DMP') (and regularly update it)

- as soon as possible and within the deadlines set out in the DMP, deposit the data in a trusted repository; if required in the call conditions, this repository must be federated in the EOSC in compliance with EOSC requirements

- as soon as possible and within the deadlines set out in the DMP, ensure open access — via the repository — to the deposited data, under the latest available version of the Creative Commons Attribution International Public License (CC BY) or Creative Commons Public Domain Dedication (CC 0) or a licence with equivalent rights, following the principle 'as open as possible as closed as necessary', unless providing open access would in particular:

    - be against the beneficiary's legitimate interests, including regarding commercial exploitation, or

    - be contrary to any other constraints, in particular the EU competitive interests or the beneficiary's obligations under this Agreement; if open access is not provided (to some or all data), this must be justified in the DMP

- provide information via the repository about any research output or any other tools and instruments needed to re-use or validate the data.

Metadata of deposited data must be open under a Creative Common Public Domain Dedication (CC 0) or equivalent (to the extent legitimate interests or constraints are safeguarded), in line with the FAIR principles (in particular machine-actionable) and provide information at least about the following: datasets (description, date of deposit, author(s), venue and embargo); Horizon Europe or Euratom funding; grant project name, acronym and number; licensing terms; persistent identifiers for the dataset, the authors involved in the action, and, if possible, for their organisations and the grant. Where applicable, the metadata must include persistent identifiers for related publications and other research outputs.

Open science: additional practices

Where the call conditions impose additional obligations regarding open science practices, the beneficiaries must also comply with those.

Where the call conditions impose additional obligations regarding the validation of scientific publications, the beneficiaries must provide (digital or physical) access to data or other results needed for validation of the conclusions of scientific publications, to the extent that their legitimate interests or constraints are safeguarded (and unless they already provided the (open) access at publication).

Where the call conditions impose additional open science obligations in case of a public emergency, the beneficiaries must (if requested by the granting authority) immediately deposit any research output in a repository and provide open access to it under a CC BY licence, a Public Domain Dedication (CC 0) or equivalent. As an exception, if the access would be against the beneficiaries' legitimate interests, the beneficiaries must grant non-exclusive licenses — under fair and reasonable conditions — to legal entities that need the research output to address the public emergency and commit to rapidly and broadly exploit the resulting products and services at fair and reasonable conditions. This provision applies up to four years after the end of the action (see Data Sheet, Point 1).

Plan for the exploitation and dissemination of results including communication activities

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Unless excluded by the call conditions, the beneficiaries must provide and regularly update a plan for the exploitation and dissemination of results including communication activities.

SPECIFIC RULES FOR CARRYING OUT THE ACTION (— ARTICLE 18)

Implementation in case of restrictions due to strategic assets, interests, autonomy or security of the EU and its Member States

Where the call conditions restrict participation or control due to strategic assets, interests, autonomy or security, the beneficiaries must ensure that none of the entities that participate as affiliated entities, associated partners, subcontractors or recipients of financial support to third parties are established in countries which are not eligible countries or target countries set out in the call conditions (or, if applicable, are controlled by such countries or entities from such countries) — unless otherwise agreed with the granting authority.

The beneficiaries must moreover ensure that any cooperation with entities established in countries which are not eligible countries or target countries set out in the call conditions (or, if applicable, are controlled by such countries or entities from such countries) does not affect the strategic assets, interests, autonomy or security of the EU and its Member States.

Recruitment and working conditions for researchers

The beneficiaries must take all measures to implement the principles set out in the Commission Recommendation on the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers[3], in particular regarding:

- working conditions
- transparent recruitment processes based on merit, and
- career development.

The beneficiaries must ensure that researchers and all participants involved in the action are aware of them.

Specific rules for access to research infrastructure activities

Definitions

Research Infrastructures — Facilities that provide resources and services for the research communities to conduct research and foster innovation in their fields. This definition includes the associated human resources, and it covers major equipment or sets of instruments; knowledge-related facilities such as collections, archives or scientific data infrastructures; computing systems, communication networks, and any other infrastructure, of a unique nature and open to external users, essential to achieve excellence in research and innovation. Where relevant, they may be used beyond research, for example

[3] Commission Recommendation 2005/251/EC of 11 March 2005 on the European Charter for Researchers and on a Code of Conduct for the Recruitment of Researchers (OJ L 75, 22.3.2005, p. 67).

for education or public services, and they may be 'single-sited', 'virtual' or 'distributed'[4]:

When implementing access to research infrastructure activities, the beneficiaries must respect the following conditions:

- for transnational access:
  - access which must be provided:

    The access must be free of charge, transnational access to research infrastructure or installations for selected user-groups.

    The access must include the logistical, technological and scientific support and the specific training that is usually provided to external researchers using the infrastructure. Transnational access can be either in person (hands-on), provided to selected users that visit the installation to make use of it, or remote, through the provision to selected user-groups of remote scientific services (e.g. provision of reference materials or samples, remote access to a high-performance computing facility).

  - categories of users that may have access:

    Transnational access must be provided to selected user-groups, i.e. teams of one or more researchers (users).

    The majority of the users must work in a country other than the country(ies) where the installation is located (unless access is provided by an international organisation, the Joint Research Centre (JRC), an ERIC or similar legal entity).

    Only user groups that are allowed to disseminate the results they have generated under the action may benefit from the access (unless the users are working for SMEs).

    Access for user groups with a majority of users not working in a EU Member State or Horizon Europe associated country is limited to 20% of the total amount of units of access provided under the grant (unless a higher percentage is foreseen in Annex 1).

  - procedure and criteria for selecting user groups:

    The user groups must request access by submitting (in writing) a description of the work that they wish to carry out and the names, nationalities and home institutions of the users.

    The user groups must be selected by (one or more) selection panels set up by the consortium.

[4] See Article 2(1) of the Horizon Europe Framework Programme Regulation 2021/695.

The selection panels must be composed of international experts in the field, at least half of them independent from the consortium (unless otherwise specified in Annex 1).

The selection panels must assess all proposals received and recommend a short-list of the user groups that should benefit from access.

The selection panels must base their selection on scientific merit, taking into account that priority should be given to user groups composed of users who:

- have not previously used the installation and
- are working in countries where no equivalent research infrastructure exist.

It will apply the principles of transparency, fairness and impartiality.

Where the call conditions impose additional rules for the selection of user groups, the beneficiaries must also comply with those.

- other conditions:

The beneficiaries must request written approval from the granting authority for the selection of user groups requiring visits to the installations exceeding 3 months (unless such visits are foreseen in Annex 1).

In addition, the beneficiaries must:

- advertise widely, including on a their websites, the access offered under the Agreement
- promote equal opportunities in advertising the access and take into account the gender dimension when defining the support provided to users
- ensure that users comply with the terms and conditions of the Agreement
- ensure that its obligations under Articles 12, 13, 17 and 33 also apply to the users
- keep records of the names, nationalities, and home institutions of users, as well as the nature and quantity of access provided to them

- for virtual access:
  - access which must be provided:

The access must be free of charge, virtual access to research infrastructure or installations.

'Virtual access' means open and free access through communication networks to digital resources and services needed for research, without selecting the users to whom access is provided.

The access must include the support that is usually provided to external users.

Where allowed by the call conditions, beneficiaries may in justified cases define objective eligibility criteria (e.g. affiliation to a research or academic institution) for specific users.

- other conditions:

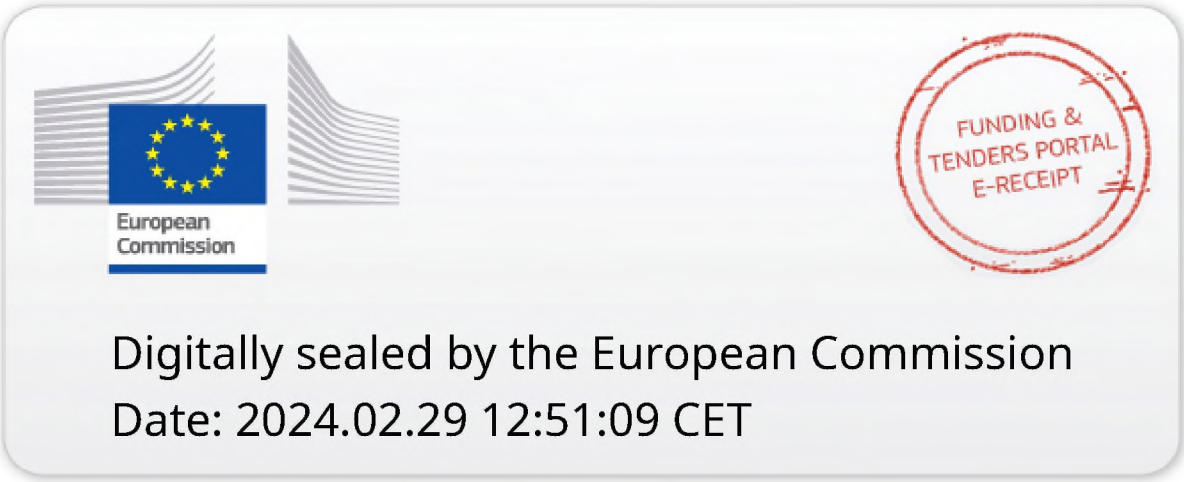
  The beneficiaries must have the virtual access services assessed periodically by a board composed of international experts in the field, at least half of whom must be independent from the consortium (unless otherwise specified in Annex 1). For this purpose, information and statistics on the users and the nature and quantity of the access provided, must be made available to the board.

  The beneficiaries must advertise widely, including on a dedicated website, the access offered under the grant and the eligibility criteria, if any.

  Where the call conditions impose additional traceability[5] obligations, information on the traceability of the users and the nature and quantity of access must be provided by the beneficiaries.

These obligations apply regardless of the form of funding or budget categories used to declare the costs (unit costs or actual costs or a combination of the two).

[5] According to the definition given in ISO 9000, i.e.: "Traceability is the ability to trace the history, application, use and location of an item or its characteristics through recorded identification data." The users can be traced, for example, by authentication and/or by authorization or by other means that allows for analysis of the type of users and the nature and quantity of access provided.



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