



Funded by  
the European Union



# Introduction to the Horizon Europe Programme

Sara Clavero, TU Dublin

This project has received funding from the European Union's Horizon Europe program for widening participation and spreading excellence under Grant Agreement number 101060145

# Training outline



How to find calls that are aligned to my research interests and expertise



Which factors to consider before embarking in an application process



How to find potential partners or coordinators



How to decide whether to participate as a coordinator or as a partner



How to build a consortium and get partners engaged in the application process

The logo for EDiRE, consisting of the letters 'EDiRE' in a bold, blue, sans-serif font, enclosed within a white circle with a blue border.

**EDiRE**



Funded by  
the European Union

# Finding calls

Use search engine of Funding & Tenders Portal [Funding & tenders \(europa.eu\)](#)

Browse the current HE work programmes [Horizon Europe work programmes \(europa.eu\)](#)

Browse calls at a glance in calendars (e.g., Find out about Horizon Europe Calls Calendar <https://www.zabala.eu/publications/horizon-europe-calls-2023/>)

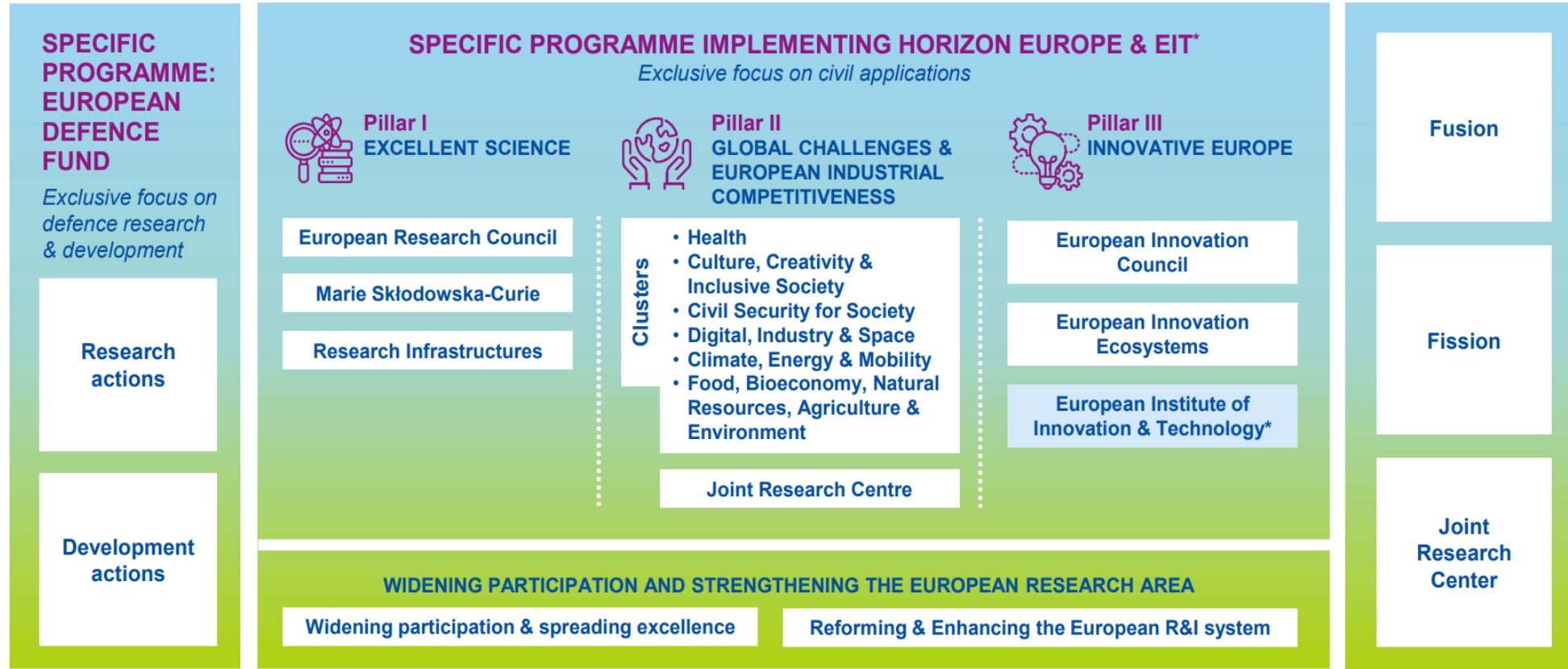
Keep informed through your institution or NCP [Find your NCP | Horizon Europe NCP Portal](#)

The logo for EDiRE, consisting of the letters 'EDiRE' in a bold, blue, sans-serif font, centered within a white circle that has a blue border.

Funded by  
the European Union

# HORIZON EUROPE

# EURATOM



\* The European Institute of Innovation & Technology (EIT) is not part of the Specific Programme

# Before embarking in the process



Read the call carefully to understand exactly what is expected



Check your work schedule & commitments for the next 6 months.



Assess exactly what kind of contribution you can make to the proposal with your team's expertise and identify gaps to be filled



Find out exactly what kind of support is on offer from your institution



Arrange a meeting with your NCP to let them know your intentions and clarify questions



**EDiRE**



# Find partners



- Use your existing network to get “core partners”
- Organise an early meeting where core partners can propose additional partners
- Find organisations that participated in similar past projects. <https://cordis.europa.eu>
- Perform a partner search in the EU funding and tenders portal. [Partner Search \(europa.eu\)](https://ec.europa.eu/eu-funding-portal/partner-search/)
- Register for infodays and brokerage events [Horizon Europe brokerage events | EURAXESS \(europa.eu\)](https://ec.europa.eu/eu-funding-portal/brokerage-events/)
- Use matching platforms (Crowdhelix <https://www.crowdhelix.com> )
- Ask your NCP or the Research Office at your institution for help
- Use social media (e.g., LinkedIn)



# Guidelines

At least 1 partner from an EU member state and at least 2 additional partners from 2 other different countries coming either from EU member states and/or associated countries.

In most cases, a consortium with more than 3 partners is expected (although this depends on the exact requirements set in the topic description in the work program).

One of the consortium partners will need to be the Project Coordinator.



# How many partners?

The size of  
your  
consortium  
will  
depend on:

- The nature of your proposal
- The size of budget indicated in the call
- The scope of the call described in the work programme.
- As a rough guide, it's recommended to have no more than 10 partners for a €3 million budget project.





# Geographical diversity

**Different European regions:** North, South, Central, East, West

**Widening countries:** Bulgaria, Croatia, Cyprus, Czechia, Estonia, Greece, Hungary, Latvia, Lithuania, Malta, Poland, Portugal, Romania, Slovakia, Slovenia.

**Associate countries:** Albania, Armenia, Bosnia and Herzegovina, Faroe Islands, Georgia, Iceland, Israel, Kosovo, Moldova, Montenegro, Morocco, North Macedonia, Norway, Serbia, Tunisia, Turkey, UK, Ukraine

**Other third countries** (low to middle income countries eligible for costs)

**EDiRE**



Funded by  
the European Union

# Complementarity of skills

**Interdisciplinarity:** need to go beyond disciplinary boundaries to solve complex issues, questions, and problems

**Intersectoriality:** try to include both academic and non-academic partners- including public authorities, civil society and industry partners

Strike a **good balance** between **experienced** researchers in EU funding and **newcomers**

**EDiRE**



Funded by  
the European Union

# Gender Equality

Consider gender balance among research teams (this is a ranking criterion for proposals with the same score)

Make sure that consortium partners have a GEP in place fulfilling established mandatory requirements (this applies public bodies, higher education institutions and research organisations)



# How do I decide whether to participate as a coordinator or as a partner?

## **Coordinating a consortium**

- You have previous experience in leading projects
- You have an innovative project idea that you want to execute
- You want to have control over the project definition and execution
- You have the capacity to invest a significant amount of time and resources
- You have support from your institution
- You want visibility and the opportunity to participate in future projects

## **Joining a as a partner**

- You do not (yet) have the experience/resources required to lead a consortium
- You want to gain experience to lead projects in the future
- You want to build transnational networks
- You have flexibility and do not mind having limited influence over a project at this stage
- You have the time & resources to find a consortium to join in as partner



# What is the “coordinators dilemma” and how can I solve it?

- Coordinator’s roles traditionally included scientific, administrative and financial roles: liaising between the consortium members and the EC, project reporting and monitoring, financial management, ethics etc.
- Yet these tasks can be shared with another partner:
  - Coordinator acts as scientific leader and project management tasks are taken by a specialized partner.
  - Coordination is handed to a project management specialist while you keep scientific leadership (as a partner).
- You can handle the administrative and financial tasks to an internal office in your university dedicated to EU funded projects.



# Engage partners

- Share with partners the project concept and communicate what is expected of them during the drafting process
- Use a team collaboration platform
- Take a co-creation approach with inputs and contributions from partners drawing on their expertise
- Ensure that partners deliver on the tasks requested to them as this is a sign of commitment and “ownership”
- Organise regular consortium meetings to review and discuss progress
- Use one-to-one communication to clarify issues



## Scenarios to avoid

- Skills of consortium partners do not match the skills required to deliver on the project objectives
- Consortium is too big, with redundant partners
- Consortium lacks diversity
- Partners fail to engage during the preparation phase
- Conflicts with partner(s) regarding content, approach, roles, budget....
- Lack of scientific leadership leads to an inconsistent proposal



# Questions for small group discussion

- 1. Do you have previous experience in applying for EU research funding?**
  - If so, what have been the main lessons that you have learned in the process?
  - What were the main challenges and how were these overcome?
  - What would you do differently next time?
- 2. Are you thinking/planning of applying for EU research funding?**
  - If so, what steps have you taken so far?
  - What have been the main difficulties that you have encountered/expect to encounter?
  - How do you plan to overcome these difficulties?
  - What do you expect to gain from that experience?

