Digital Europe Programme

Call 6: Advanced Digital Skills

Info Day for potential applicants
12 March 2024
<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:30 – 10:45</td>
<td>Welcome and introduction (HaDEA)</td>
</tr>
<tr>
<td></td>
<td>Agenda and procedure for Questions (HaDEA)</td>
</tr>
<tr>
<td>10:45 – 11:00</td>
<td><strong>DIGITAL-2024-ADVANCED-DIGITAL-06-SKILLS</strong> – Digital Skills and Jobs Platform</td>
</tr>
<tr>
<td></td>
<td>Topic Briefing FAURE TILGAARD Vitis (DG CNECT)</td>
</tr>
<tr>
<td>11:00 – 11:10</td>
<td>Q&amp;As</td>
</tr>
<tr>
<td></td>
<td>Topic Briefing PRETTI Monica (DG CNECT)</td>
</tr>
<tr>
<td>11:25 – 11:35</td>
<td>Q&amp;As</td>
</tr>
<tr>
<td>11:35 – 12:10</td>
<td>• General presentation on the application and evaluation steps</td>
</tr>
<tr>
<td></td>
<td>KOYUNCU Basak (HaDEA) and SAARELA Maria (HaDEA)</td>
</tr>
<tr>
<td></td>
<td>• Organisational registration PIC numbers for application</td>
</tr>
<tr>
<td></td>
<td>COPPEIN Henk (REA) and PUIU Florin (REA)</td>
</tr>
<tr>
<td>12:10 – 12:20</td>
<td>Q&amp;As</td>
</tr>
<tr>
<td></td>
<td>End of Info session</td>
</tr>
</tbody>
</table>
Main objectives for today

• To raise awareness on DIGITAL Europe Programme and the 6th Open Call for proposals on advanced digital skills
• To provide an information session with live Q&A, to feed into the relevant FAQ section on the Funding & Tenders Portal
• To encourage interested participants to submit their proposals, find project partners, and remain engaged with the services provided by the Platform, such as the “Partner for Digital Skills Networking Group”
Find partners for the open calls on DSJP

PARTNER 4 DIGITAL SKILLS NETWORKING GROUP
• Looking for partners?
• Click here to sign up to the main group, and dive into the dedicated discussion for each call to find like-minded partners to make your application stronger!

DIGITAL SKILLS AND JOBS PLATFORM
• (DIGITAL-2024-ADVANCED-DIGITAL-06)
• JOIN THE DISCUSSION

GIRLS AND WOMEN IN DIGITAL
• (DIGITAL-2024-ADVANCED-DIGITAL-06)
• LINK TO JOIN THE DISCUSSION
Don't forget to:

- Your **microphone and camera** will be disabled by default.

- Use the **Microsoft Teams Chat function to ask questions**, the moderator will address the question during the Q&A sessions or during the following days.

- Provide your **name and email, together with the topic related to your question** (Digital Skills and Jobs Platform, Girls and Women in Digital, or GENERAL).
General overview
The DIGITAL SKILLS sector
The current Call

Jean-François JUNGER
HaDEA Deputy Head of Unit B2
Digital Skills Sector - Status

- **Advanced Digital Skills Specialised Master Programmes**: 115 M€
- **Short term training programmes (SMEs & industry)**: 24 M€ (being contracted)
- **Boosting Digital Skills for young people, especially girls**: 6 M€ (being contracted)
- **Semiconductors Chips for Europe**: 10 M€ (being contracted)
- **Digital Skills Analysis**: 2 M€
Digital Skills Sector - Upcoming

- New Masters: 30 M€
- Cyberacademy skills: 10 M€
- National Skills and Jobs Coalitions: 2 M€
- Data space for skills: 3 M€
- Digital Skills Analysis-2: 2 M€
## Digital Call 6 – Overview of Topics

<table>
<thead>
<tr>
<th>Call:</th>
<th>Topic:</th>
<th>Type of Action</th>
<th>Funding Rate</th>
<th>Available budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIGITAL-2024-ADVANCED-SKILLS-06 – Advanced Digital Skills</td>
<td>DIGITAL-2024-ADVANCED-SKILLS-06-WOMEN – Girls and Women in Digital</td>
<td>Coordination and Support Action (CSA)</td>
<td>100%</td>
<td>2 000 000 EUR</td>
</tr>
<tr>
<td>Phases</td>
<td>Dates</td>
<td></td>
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<td>------------------------------------</td>
<td>-----------------------------------------------------</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Call opening</td>
<td>29 February 2024</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deadline for submission</td>
<td>29 May 2024 17:00:00 CET (Brussels)</td>
<td></td>
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<tr>
<td>Evaluation</td>
<td>June – July 2024</td>
<td></td>
<td></td>
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<tr>
<td>Information on evaluation results</td>
<td>July 2024</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grant Agreement Signature</td>
<td>February 2025</td>
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</tr>
</tbody>
</table>
Advanced Digital Skills

Vitis Faure Tilgaard
CNECT G2

#DigitalEuropeProgramme
Why?

• Digital Decade targets for 2030
  o at least 80% of those aged 16-74 have at least basic digital skills
  o at least 20 million ICT specialists employed in Europe, while promoting the access of women

• National Coalitions and websites funded under CEF in 2019 and 2020

• The purpose of the call is to ensure the establishment of new National Coalitions and national websites in Member States that do not have one yet as well as the continued operation and expansion of activities of already established National Coalitions and national websites

What?

• Coordination and support action (CSA) grant for one consortium to manage the activities of existing and new National Coalitions

• Budget: EUR 2 million

• Duration: 24 months

• Managed by HaDEA
Timeline

- **Call opening**: 29 February 2024
- **Deadline for submission**: 29 May 2024 17:00 (Brussels)
- **Evaluation**: 10 June 2024
- **Information on evaluation results**: July 2024
- **Grant Agreement signature**: February 2025
## Outcomes and deliverables

### Activity 1: Web development
- Development of one national website/database per participating Member State that do not have an established national website. The national website, serving as a “web antenna” (or link) to the Core Platform, must provide content and data on digital skills and jobs in a coherent and structured way in the official language(s) of the concerned country. Content must include interoperable links to the Core Platform as well as other national web antennas in line with the Technical Specifications.
- Upgrading and maintenance of the national websites in Member State where these have already been established
- Technical maintenance, support and security updates must be provided for the national website

### Activity 2: Services, Content and Community related activities
- Presentation of the National Coalition and its members for new National Coalitions
- Presentation of relevant parts of the Core Platform content
- Create and implement an interoperable repository of good practices
- Create and implement an interoperable repository of resources on digital skills
- Present relevant and innovative training opportunities on advanced digital skills
- Present funding opportunities for digital skills at national and European level
- Events
- News production and skills intelligence
- Webinars/online events, peer-to-peer learning and exchange of experience
- Communication, promotion and community management

### Activity 3: Post-editing and localisation of content
- All National Coalitions must provide translation of content and post-edit services from English to the official language(s) and vice versa, rendering content relevant for the local context.
- The national websites must reuse the information on the Core Platform by publishing it in their official language(s) (e.g. EU policy information, skills intelligence, selected good practices, events, news, funding opportunities, content relevant for national stakeholders and activities). Conversely, the National Coalitions will review English translations of their content for the Core Platform, which will disseminate information from the national websites (e.g. good practices, funding/training opportunities, events, news).
- The National Coalitions will access services from the European Commission’s Machine Translation system eTranslation. They will need to review the texts translated into their official language(s) from the machine translation system and post-edit them before publishing. Similarly, the National Coalitions will also review the automatic translation into English of content from the national websites before publishing on the Core Platform.
Key Performance Indicators

- Presentation of the National Coalition and its members/activities in 4 categories
- Overview of relevant national and regional strategies with description
- Overview of EU initiatives and programmes in digital skills and jobs, relevant news and events
- Presentation of 20 good practices from the national/regional/local level, with in depth presentation of 3 good practices
- Presentation of 8 good practices from the Core Platform published on the national website
- Presentation of 10 resources on digital skills
- Presentation of 50 training opportunities targeting different groups of end users
- Presentation of 10 national and international financing opportunities in the field of digital skills
- Publication of at least 20 relevant events in the calendar
- Publication of at least 3 original news/announcements per month
- Publication of at least 3 news/announcements per month transferred from the Core Platform
- Publication and distribution of 2 original press releases per year
Consortium composition

Proposals must be submitted by:

• a consortium composed of a **minimum of 5 applicants** (beneficiaries; not affiliated entities) from 4 different countries of which:
  
  • **minimum 4 applicants must be National Coalitions funded under the CEF-TC calls CEF-TC-2019-2 and CEF-TC-2020-2.** All already established National Coalitions are highly encouraged to apply as members of the consortium.
Targeted stakeholders

• As a single consortium will be responsible for ensuring that the activities are completed by all the National Coalitions, it is imperative that the consortium coordinator has experience in managing projects of this scale and scope.

• The consortium must ensure that they have the sufficient technical knowledge (including IT) required to achieve the activities.

• The following applicants are encouraged to apply as consortium members:
  o Established Digital Skills and Jobs National Coalitions funded under the CEF-TC calls in 2019 and 2020
  o Private, public or civil society organisations who are in a position to manage project of this scale and scope
  o Private or public organisations who have the technical knowledge (including IT) required to achieve the activities
Eligibility criteria

In order to be eligible, the applicants (beneficiaries and affiliated entities) must:

- be **legal entities** (public or private bodies)
- be **established in one of the eligible countries**, i.e.:
  - EU Member States (including overseas countries and territories)
  - non-EU countries:
    - listed EEA countries and countries associated to the Digital Europe Programme
Financial support to third parties (FSTP)

- Already established National Coalitions are encouraged to apply to the call as part of the consortium
- National Coalitions – both new ones and those already established – can be supported through FSTP (maximum EUR 150,000 per third party)
- The consortium will be responsible for determining how they will use FSTP as well as the budget (which should be reasonably balanced with the project budget to be used by the consortium) and its composition (e.g. to include the possibility of using additional funding such as national funding)
Find partners for the new call on Advanced Digital Skills: Digital Skills and Jobs Platform

Ginevra Santini | 28 February 2024

Partner for Digital Skills
Advanced Digital Skills - Digital Skills and Jobs Platform
Join the discussion!
Q&A session
EUROPE DIGITAL PROGRAMME:
SO4 – Specific Objective 4
Advanced Digital Skills

‘Girls and Women in Digital’
Background to the Call

• Women are still significantly under-represented in ICT.

**Digital Decade Policy Programme (DDPP)**

- **Target**: employing at least 20 million ICT specialists in the Union by 2030 + promoting the access of women to this field (= *gender convergence*) & increasing the number of ICT graduates.

**2023 Report on the State of the Digital Decade**

- Critical for successful *digital transformation*:
  - ensuring enough ICT specialists in the EU;
  - leveraging *women’s contributions to the sector*;
  - building an *inclusive & competitive* Europe.
<table>
<thead>
<tr>
<th><strong>Girls and Women in Digital</strong></th>
<th><strong>Type of Action:</strong> Coordination &amp; Support Action (CSA)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Budget:</strong> EUR 2 Million</td>
</tr>
<tr>
<td></td>
<td><strong>EU Financing:</strong> 100%</td>
</tr>
<tr>
<td></td>
<td><strong>Duration:</strong> 24 months</td>
</tr>
</tbody>
</table>
Main Objectives of the Call

1. Identifying OBSTACLES

- girls and women encounter when choosing educational and professional pathways in ICT.

2. Showing ACTIONS & MEASURES

- to boost girls’ and women’s representation in the digital sector.

3. Creating a NETWORK/COMMUNITY

- to stay informed about effective best practice to encourage and support female participation in ICT across Europe.
Scope of the Call (1)

1. Monitoring Member States
2. Establishing Network/Community
3. Analysing Gender Gap in ICT
4. Providing Recommendations for Actions
Scope of the Call (2)

1. Monitoring Member States
   - Implementing Ministerial Declaration and achieving relevant DDPP targets.

2. Establishing network/community
   - Identifying participation
   - Engaging network/community

3. Analysing Gender Gap in ICT
   - Info collection
   - Comparison

4. Providing recommendation for actions
   - Clear, relevant, feasible.

Actions where financial support to third parties or FSTP is possible.
Outcomes of the Call

1. MS Monitoring
   - Create an overview of national actions

2. Establishing Network/Community
   - Creating a forum

3. Analysing Gender Gap in ICT
   & 4. Providing Recommendations for Action
   - Generating a report
Consortium Composition & Targeted Applicants for the Call

CONSORTIUM

Minimum 3 independent applicants;
From 3 different eligible countries.

APPLICANTS

Civil society and research organisations as well as businesses.
Q&A session
Submitting a proposal via the Funding & Tenders Portal

Basak KOYUNCU and Maria SAARELA

HaDEA B2
Where to find the Call document

Funding and Tenders Portal:
https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home

Search by Call IDs:
DIGITAL-2024-ADVANCED-DIGITAL-06
DIGITAL-2024-ADVANCED-SKILLS-06

...or by Topic IDs:
DIGITAL-2024-ADVANCED-DIGITAL-06-SKILLS
DIGITAL-2024-ADVANCED-SKILLS-06-WOMEN

...or by Programme →
Search by Programme:

Search by Call ID, topic ID or Keywords, e.g:

DIGITAL-2024-ADVANCED-DIGITAL-06-SKILLS
DIGITAL-2024-ADVANCED-SKILLS-06-WOMEN
Where to find the Call document

Digital Skills and Jobs Platform
DIGITAL-2024-ADVANCED-DIGITAL-06-SKILLS

Call
Advanced Digital Skills (DIGITAL-2024-ADVANCED-DIGITAL-06)

Topic description
Expected Outcome:
- Connected National Coalitions for Digital Skills and Jobs to the Core Platform.
Objective:...
Where to find the Call document

Call/topic page:
Topic conditions and documents

Digital Skills and Jobs Platform
DIGITAL-2024-ADVANCED-DIGITAL-06-SKILLS

Topic conditions and documents

Conditions
1. Admissibility conditions: described in section 5 of the call document
2. Proposal page limits and layout: described in Part B of the Application Form available in the Submission System
3. Eligible countries: described in section 6 of the call document
4. Other eligibility conditions: described in section 6 of the call document
5. Financial and operational capacity and exclusions: described in section 7 of the call document
6. Legal and financial set-up of the grants: described in section 10 of the call document

Documents
CALL DOCUMENT

Standard application form — call-specific application form is available in the Submission System
Digital Europe General MGA v1.0
Digital Europe Programme Regulation 2021/964
Digital Europe Work Programme 2023-2024
EU Financial Regulation 2018/1046
Outline of the Call document

Section 2 – Topic specific:

- Objectives (see also [DEP Work Programme](#))
- Scope
- Outcomes and deliverables
- KPIs to measure outcomes and deliverables
- Targeted stakeholders
- Type of action and funding rate
- Specific topic conditions

As of Section 3 ➔ Common to the call, incl. exceptions
How to submit a successful proposal
Topic page - Start a Submission

Call/topic page: DIGITAL-2024-ADVANCED-DIGITAL-06-SKILLS

Digital Skills and Jobs Platform
DIGITAL-2024-ADVANCED-DIGITAL-06-SKILLS

Start submission

Start submission
Submission service – Create a proposal

Deadline
Correct topic?
Need help?

Insert a **validated** PIC (9-digit Participant Identification Code)

Download templates
Submission service – Create a proposal

Submission service:

Part B - Download Zip File with:
- Tpl_Application Form (Part B) (DEP).rtf
- Tpl_Ownership Control Declaration (DEP, HE, EDF and CEF-DIG).rtf

Part A - Fill in Online Forms including:
1. General information (title, acronym, abstract...)
2. Participants details
3. Budget
4. Other questions – Ethics & Security issues table

Ownership Control Declaration
NOT applicable for the 2 topics. Do NOT fill in, do NOT upload
Part A & Part B
### Part A of the proposal

#### Part A – administrative forms

<table>
<thead>
<tr>
<th>Section 1 – General information</th>
<th>Call, Topic, Type of Action, Type of Model Grant Agreement, Proposal number, acronym, title, duration, Keywords, Declarations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 2 – Participants</td>
<td>Information on the applicants and consortium partners</td>
</tr>
<tr>
<td>Section 3 – Budget</td>
<td>Budget allocation per costs category and per partner</td>
</tr>
<tr>
<td>Section 4 – Other Questions</td>
<td>Ethics and/or Security issues table - <strong>must be completed</strong> for both topics</td>
</tr>
</tbody>
</table>

- **Ethics table** – NOT applicable for **any of the topics**
- **Security table** – applicable for **both topics**
### Part B – technical description

| Section 1 – Relevance        | 1.1 Objectives and activities  
|                              | 1.2 Contribution to long-term policy objectives, policies and strategies — Synergies  
|                              | 1.3 Digital technology supply chain*  
|                              | 1.4 Financial obstacles*  |
| In line with Award Criteria 1|                                |

| Section 2 – Implementation   | 2.1 Maturity  
|                              | 2.2 Implementation plan and efficient use of resources  
|                              | 2.3 Capacity to carry out the proposed work  |
| In line with Award Criteria 2|                                |

| Section 3 – Impact           | 3.1 Expected outcomes and deliverables – dissemination and communication  
|                              | 3.2 Competitiveness and benefits for society  
|                              | 3.3 Environmental sustainability and contribution to European Green Deal goals*  |
| In line with Award Criteria 3|                                |

Part B Sections **1.3, 1.4 and 3.3** are **NOT APPLICABLE** for the any of the topics. Leave empty in Part B.

Part B Page limit for both topics (CSA): **50 pages**. Annexes do not count towards the page limit.
## Part B – technical description

<table>
<thead>
<tr>
<th>Section 4 – WORK PLAN</th>
<th>Work plan, Work Packages, Staff effort, Subcontracting, Purchases and equipment, Other cost categories, Timing (Gantt)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 5 - OTHER</td>
<td>Ethics, Security – leave empty in Part B; fill in tables in Part A</td>
</tr>
</tbody>
</table>
| Section 6 - DECLARATIONS | Information concerning other EU grants – must be completed for all topics  
Financial support to third parties – applicable for both topics |
| ANNEXES               | List of previous projects (annex 4 to Part B) – mandatory for both topics                                   |

Part B Page limit for both topics (CSA): **50 pages**  
Annexes do not count towards the page limit.
Submission service – Part B and Annexes

Part B and Annexes

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

- **Part B** – Mandatory for all topics
- **List of Previous projects** - Mandatory for both topics
- **Ownership Control Declaration** – Not applicable for these topics

![Proposition forms](image)
Before submitting the application validate and address warnings !!!
Award criteria
**Award criteria and sub-criteria are in line with the Part B sections**

<table>
<thead>
<tr>
<th>1. RELEVANCE</th>
<th>2. IMPLEMENTATION</th>
<th>3. IMPACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 Alignment with the objectives and activities as described in section 2</td>
<td>2.1 Maturity of the project</td>
<td>3.1 Extent to which the project will achieve the expected outcomes and deliverables referred to in the call for proposals and, where relevant, the plans to disseminate and communicate project achievements</td>
</tr>
<tr>
<td>1.2 Contribution to long-term policy objectives, relevant policies and strategies, and synergies with activities at European and national level</td>
<td>2.2 Soundness of the implementation plan and efficient use of resources</td>
<td>3.2 Extent to which the project will strengthen competitiveness and bring important benefits for society</td>
</tr>
<tr>
<td>1.3 Extent to which the project would reinforce and secure the digital technology supply chain in the EU*</td>
<td>2.3 Capacity of the applicants, and when applicable the consortium as a whole, to carry out the proposed work</td>
<td>3.3 Extent to which the project addresses environmental sustainability and the European Green Deal goals, in terms of direct effects and/or in awareness of environmental effects*</td>
</tr>
<tr>
<td>1.4 Extent to which the project can overcome financial obstacles such as the lack of market finance*</td>
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</tbody>
</table>

* Sub-criteria 1.3, 1.4 and 3.3 are **NOT APPLICABLE** for any of the topics

For further details, refer to the Call Document - Section 2 - **Specific topic conditions**
For a proposal to be considered for funding, it MUST:
1. Pass the individual award criteria threshold for all criteria: **3**
   AND
2. Obtain an overall score of or above: **10**

- All proposals that are scored *below* these thresholds will be rejected.
- Only proposals *above* these thresholds and within the limits of the *available call budget*, can be funded.
- For further details, please refer to the Call Document Section 9 – **Award Criteria**

<table>
<thead>
<tr>
<th>Award criteria</th>
<th>Minimum pass score per criterion</th>
<th>Minimum pass score per proposal</th>
<th>Maximum score per criterion</th>
<th>Maximum score per proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Relevance</td>
<td>3</td>
<td>10</td>
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<tr>
<td>Implementation</td>
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<td></td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Impact</td>
<td>3</td>
<td></td>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>
Topic specific FAQs
Submitting questions
Guidance & Manuals
Topic related FAQs & Get support

Data Space for Cultural heritage
DIGITAL-2023-CLOUD-DATA-AI-65-CULTHERITAGE

**Topic related FAQ**

- **For the topic** DIGITAL-2023-CLOUD-DATA-AI-65-CULTHERITAGE, what does 3D and XR mean? Please define the term scenario.

  For the purpose of this call, the scenario should be one or more new 3D model(s) in an extended reality application, following a remote, fully developed case, in the context of the...

- **For the topic** DIGITAL-2023-CLOUD-DATA-AI-65-CULTHERITAGE, is the cost of creating an online portal/website eligible or only the costs of presenting the project on the participants' existing websites?

  As stated on page 3 of the call document, project websites, communication costs for promoting the project on the participants' websites or social media accounts are eligible costs.

- **For the topic** DIGITAL-2023-CLOUD-DATA-AI-65-CULTHERITAGE, under "Outcomes and deliverables" it is stated "the project should have..." does this mean the project must have ALL the points or is it possible to only satisfy some?

  It should address all points. However, for the first call, topics are covered by "outcomes and deliverables" and all points should be addressed to be considered for evaluation.

- **For the topic** DIGITAL-2023-CLOUD-DATA-AI-65-CULTHERITAGE, is footnotes number 13 on page 6 of the call document, it is stated that the existing "source code" can be used, does it also have to be "published with an open source licence", that is, public?

  If the source code used is not properly attributed, nor is the project shall be made public under an open source license. If the 'source code' is not available, this is for informational purposes.

- **Do we interpret correctly that the cost of the equipment is acceptable in 100% amount, since it is stated on page 24 of the call document" equipment costs"?**

  The equipment costs for the project shall be made public under an open source license if the proposal is selected for further assessment.

- **For the topic** DIGITAL-2023-CLOUD-DATA-AI-65-CULTHERITAGE, is it acceptable for one partner to pay for the procurement of products for another partner on the project with allocated grant funds?

  Yes, the costs will not be considered as eligible. Please consult the eligibility conditions of calls. Among others, a cost eligible only if incurred by the...
Get support – How to submit a question

https://european-union.europa.eu/contact-eu/write-us_en
Guidance and Manuals, IT helpdesk

https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/support
Guidance and Manuals

Online Manual

Submit a proposal
Description of the process

Submit a proposal
Detailed instructions with screenshots
Final tips for applicants

• Admissibility requirements:
  • Application form is readable – before uploading Part B, check that it has been correctly converted to PDF and that there are no missing parts or missing tables.
  • Always use the standard template Part B, downloaded from the submission system (not an old copy or own format).
  • List of previous projects – mandatory Annex (see template in Part B)

• Eligibility requirement:
  • Consortium composition compliance is a must – Read carefully Section 6 of the call document and section Targeted Stakeholders.
Final tips for applicants

• Ethics and Security issues tables in Part A:
  • Security: Applicable for both topics.
  • Ethics: Not applicable for any of the topics.
  • Mark with great attention the relevant Security issues when applicable.
  • When marking any security issues, include the corresponding proposal Part B page in the respective table.

• Award Criteria:
  • Take into account the award criteria as detailed in the Call document and follow that logic in your application to provide all necessary information.

Information on this slide has been updated after the Info Day
Final tips for applicants

• **Page Limit:**
  • **50 pages** for both topics. Any additional pages will not be taken into account.

• **Deadline:**
  • **Do not submit your proposal on the last day** to avoid last minute or technical problems! Resubmission before the deadline is possible.

• **Overlaps/double funding risk:**
  • The system detects similarities between proposals. This has serious legal implications.
  • Reply relevant questions in Part A carefully.

• **Updates to the Call/Topics:**
  • Please regularly check Funding & Tenders Portal for possible updates to the call or topics
Thanks for your attention

For any questions after today’s session please submit them through the functionality in the F&T Portal

https://european-union.europa.eu/contact-eu/write-us_en
REA Central Validation Service

Getting started - Registering your organisation

Florin PUIU
Henk COPPEIN
VALIDATION PLANNING
Presentation Outline

- REA Central Validation Service
- Registration of participants
- Legal validation and Legal entity appointed representative (LEAR)
- Communication
- Financial Capacity Assessment (FCA)
- Guidance documents
• Verifies **legal existence and legal statuses** of entities

• Validates the appointment of **Legal Entity Appointed Representatives (LEARs)**

• Validates **legal changes** of validated entities

• Assesses **universal takeovers (UTROs)** of validated entities

• Encoding **Bank Account requests**

• Prepares the **Financial Capacity Assessment**

• Performs **ownership control analyses** for specific programmes

• Performs ex-post status verifications (e.g. **SME & MID cap status checks**)

**REA Central Validation Service (REA CVS)**
Registration of an organisation (at proposal stage)

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

The register contains all participants of EU programmes.

Is your organisation already registered?
PIC search

Please check whether your organisation has already been registered. If so, no need to register it again.

Register your organisation

To register your organisation or as a natural person, you need to login into the Portal or, if you are a new user, create your account.

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

Identification
(e.g. Legal name, VAT number)

Organisation data

Legal information

Authorised users
(e.g. Name, e-mail address of the self-registrant and the back-up)

Registration completed

New Participant Identification Code (PIC) in a “declared” status
Organisations have to register in the Participant Register.

Based upon legal documents.

Mandatory for all validated participants.

Financial Capacity Assessment if needed.
Legal validation

- Registration data is verified by REA Central Validation Service before the signature of the Grant Agreement or Contract.

- The legal validation of a participant is done once, when the entity has to sign its first Grant Agreement or Contract and it is reused for future participations in EU grant and procurement actions.

- Validation is always performed on the basis of supporting documents, in accordance to EU Financial Regulation and the Rules on Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment for EU Grants and Tenders.
Legal validation documents

✓ **Legal entity form** *(template to be completed, dated, stamped and signed)*

✓ **VAT extract** *(< 1 year)*
  
  ✓ *If not registered for VAT – proof of VAT exemption*

✓ **Registration extract** *(< 1 year) – for private law bodies*

✓ **Law/decree/decision** – for public law bodies

✓ **Treaty** – for international organisations

✓ **Statutes** – for non-profit organisations
All communication is exclusively managed through the Participant Register.

European Commission <EC-NO-REPLY-GRANT-MANAGEMENT@nomail.ec.europa.eu> to me

europa / funding & tenders portal notification

Dear User,

You have been granted the role of Self Registrant for the organisation arquicios.

In order to access your organisation data on the Funding & Tenders Portal/Supplier portal, you need to log in on the F&T Portal/Supplier Portal. If you did not have an EU Login yet, it was launched automatically for a separate e-mail with a hyperlink to finalise your account.

For more information on the Funding & Tenders Portal roles, please refer to the Online Manual if you participate in the programmes managed on the Funding & Tenders Portal.
For more information on the roles for e-Procurement, please refer to the e-Procurement wiki page, if you participate in a tender call.

With kind regards,
EU Single Electronic Data Interchange Area - F&T Portal team

This email has been auto-generated. Please do not reply to this account. Your email will not be read. For any inquiries please contact the Grants Procurement Systems Support +32 (2) 29 71063 or EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu.

Messages are notified via e-mail to the contact person (i.e. self-registrant or the appointed LEAR).
Access lost to a declared or valid PIC

Declared PIC

• In case the self-registrant left the organisation and no one has access to a declared PIC – a new PIC needs to be created and REA CVS informed

Valid PIC

• If the LEAR is not available anymore and there are no Account Administrators, a new LEAR needs to be appointed – LEAR recovery procedure

https://ec.europa.eu/research/participants/urf/lear-recovery/request/
Organisations have to register in the Participant Register.

Based upon legal documents.

Mandatory for all validated participants.

Financial Capacity Assessment if needed.

**COMMUNICATION VIA PARTICIPANT REGISTER**
Organisations have to register in the Participant Register.

Based upon legal documents.

Mandatory for all validated participants.

Financial Capacity Assessment if needed.

COMMUNICATION VIA PARTICIPANT REGISTER
### Legal basis

- **Financial Regulation (2018/1046) articles 196 and 198**
- **Rules on Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment for EU Grants and Tenders.**
- **Specific call for proposals text (see section 7 “Financial capacity”)**
Financial Capacity Assessment (FCA)

Legal basis

- Financial Regulation (2018/1046) articles 196 and 198
- Rules on Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment for EU Grants and Tenders.
- Specific call for proposals text (see section 7 “Financial capacity”)

When is the FCA needed?

✓ ALL beneficiaries, except for:
Financial Capacity Assessment (FCA)

**Legal basis**

- Financial Regulation (2018/1046) articles 196 and 198
- Rules on Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment for EU Grants and Tenders.
- Specific call for proposals text (see section 7 “Financial capacity”)

**When is the FCA needed?**

- **ALL beneficiaries**, except for:
  - **public bodies** (including local, regional or national authorities)
  - **individual request** grant amount less than 60 000 EUR

If FCA must be checked, you will be contacted by the Central Validation Service via Participant Register in the F&T Portal.
For EU-contribution above EUR 60.000
FCA supporting documents
(via Participant Register)

Balance Sheet
- ASSETS
- LIABILITIES
- EQUITY

Profit & Loss account
- REVENUES
- EXPENSES
  - Net result

Annexes to the FS
- Details on accounts
- Breakdown on items
- Additional explanations

Explanatory notes
Annexes

Financial Audit report
Opinion
- Unqualified
- Qualified
- Adverse
- Disclaimer

For EU-contribution above EUR 60.000
For EU-contribution above EUR 750.000
FCA supporting documents
(via Participant Register)

For EU-contribution above EUR 60.000

Balance Sheet
• ASSETS
• LIABILITIES
• EQUITY

Profit & Loss account
• REVENUES
• EXPENSES
• Net result

Annexes to the FS
Details on accounts
Breakdown on items
Additional explanations

For EU-contribution above EUR 750.000

Explanatory notes
Annexes

Financial Audit report

Opinion
• Unqualified
• Qualified
• Adverse
• Disclaimer

Self Declaration on the accounts
I, the undersigned declare that the accounts are:
- VALID
- no audit required

Signed
### YEAR N

<table>
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<th>FCA supporting documents</th>
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<tr>
<td>(via Participant Register)</td>
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#### Balance Sheet
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- Opinion
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### YEAR N-1

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#### Balance Sheet
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#### Financial Audit report
- Opinion
  - Unqualified
  - Qualified
  - Adverse
  - Disclaimer
FCA supporting documents
(via Participant Register)

For the 2 most recent closed and approved financial years

- official language (only EU languages only)
- unofficial translation (non-EU languages only)
- dated
- signed
### FCA supporting documents
*(via Participant Register)*

**For the 2 most recent closed and approved financial years**
- official language (only EU languages only)
- unofficial translation (non-EU languages only)
- dated
- signed

### Business plan

**Newly established entities**
- Financial projections for 1 year
FCA supporting documents
(via Participant Register)

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For the 2 most recent closed and approved financial years

- official language (only EU languages only)
- unofficial translation (non-EU languages only)
- dated
- signed

Newly established entities

- Financial projections for 1 year

Once completed, the assessment is valid for **18 months** from the closing date.
You might be requested to provide additional financial information. In this case you are asked to upload your financial statements containing the balance sheet, the profit & loss account, the corresponding explanatory notes and, under certain conditions, an audit report issued by a certified external auditor or a self-declaration on the validity of the accounts, signed by your legal representative, the template for which is available here.

The financial statements must cover the last two most recent closed years. Note that, once uploaded, the financial statements for an accounting year with a closure date on or before 30 June will be displayed by the IT systems as related to the prior calendar year. Find out more.
### Financial Capacity Assessment: Requests in Participant Register

**PIC 890116427**

<table>
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<tr>
<th>Organisation Data</th>
<th>Legal Information</th>
<th>Authorised users / LEAR</th>
<th>Bank Accounts</th>
<th>Financial capacity</th>
<th>Messages</th>
<th>Documents</th>
<th>SME</th>
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</table>

**Messages**

Read messages of your organisation and send messages to the EC Validation Services.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Message</th>
<th>Context</th>
<th>Date</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Financial capacity assessment - Request for documents</em></td>
<td>Dear Participant, Following your recent a...</td>
<td>Financial capacity assessment</td>
<td>06/07/2021</td>
<td>View</td>
</tr>
</tbody>
</table>

**Actions**

- [View](#)
Guidance documents


Online Manual, IT How to, IT and RES Helpdesk and specific FAQs on the Funding and Tenders Portal: [https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/support](https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/support)

Legal notice on the Funding and Tenders Portal (terms and conditions, data protection): [https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/legalnotice](https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/legalnotice)
Q&A session
Join our Survey!

SCAN THE QR CODE OR CLICK THE LINK IN THE CHAT!
Survey results!
Check the mentimeter
Thank you.

And now, it is the time to find partners & join a consortia!

Continue the discussion online in the Partner for DIGITAL Skills Networking Group, then dive into the dedicated discussions to pitch your organisation and connect with new partners!

Click on this button to go to the group!