



EUROPEAN COMMISSION

CONSUMERS, HEALTH, AGRICULTURE AND FOOD EXECUTIVE AGENCY

Health Unit

Luxembourg,
Chafea LB/JR/at Ares (2015)

**2015 CALL FOR PROPOSALS FOR PROJECTS:
"Responding to health related challenges in Member States under particular
migratory pressure"**

**THIRD PROGRAMME OF COMMUNITY ACTION
IN THE FIELD OF HEALTH (2014-2020)**

1. BACKGROUND AND PURPOSE OF THIS CALL

On 11 March 2014, the European Parliament and the Council adopted a Regulation establishing the third programme for the Union's action in the field of health (2014-2020)¹. This programme entered into force retroactively from the 1 January 2014 onwards.

On 28 October 2015, the European Commission amended the Decision C(2015) 3594² of 2 June 2015 concerning the work programme for 2015 in the framework of the third Programme of the Union's action in the field of health (2014-2020) to support Member States under particular migratory pressure in their response to health related challenges³.

This amendment was necessary in view of an unprecedented influx of migrants in clear need of international protection, and the need to provide support from the Health programme to organisations which take immediate actions and are able to quickly support Member States under particular migratory pressure to rapidly respond to possible communicable diseases and cross border health threats. It is also necessary to support public health capacity-building and develop appropriate tools, as well as increase access to medical expertise and information to support Member States to deliver the necessary health care. This requires adding new actions to the work programme and modifying the existing allocations to certain financing mechanisms. However, the maximum

¹ Regulation No 282/2014 of the European Parliament and of the Council of 11 March 2014 on the establishment of a third Programme for the Union's action in the field of health (2014-2020) and repealing Decision No 1350/2007/EC. OJ L86, volume 57; 21 March 2014.

² Commission Implementing Decision C(2015) 3594 of 2 June 2015 concerning the work programme for 2015 in the framework of the third Programme of the Union's action in the field of health (2014-2020) and the EU financial contribution to the WHO Framework Convention on Tobacco Control, serving as a financing decision.

³ Commission decision C(2015) 7414/2 of 28 October amending Commission Implementing Decision C(2015) 3594 of 2 June 2015.

contribution of the Union for the implementation of the Programme for the year 2015 remains unchanged.

The Consumer, Health, Agriculture and Food Executive Agency (Chafea) is entrusted with the implementation of the third Health Programme.

The amended work programme 2015 refers to horizontal actions related to the specific objectives 1 and 2 of the Programme, namely:

1. In order to promote health, prevent diseases, and foster supportive environments for healthy lifestyles: identify, disseminate and promote the uptake of evidence-based and good practices for cost-effective health promotion and disease prevention measures by addressing in particular the key lifestyle related risk factors with a focus on the added value for the Union.
2. In order to protect Union citizens from serious cross-border health threats: identify and develop coherent approaches and promote their implementation for better preparedness and coordination in health emergencies.

2. OBJECTIVES

Annex I (point 2.1.5) of the amended work programme 2015 sets out the priority area for projects to be implemented through the present call. Only project proposals that directly correspond to the topic and description given will be considered for funding. One (1) area for proposals for projects is announced with the present call document.

Within the call, it is not possible to submit project applications covering other topics or priorities than the one for which the call is launched.

3. TIMETABLE

The final deadline for the submission of proposals is **12 November 2015**.

	Stages	Date/period
a)	Publication of the call	28/10/2015
b)	Deadline for submitting applications	12/11/2015
c)	Evaluation period (indicative)	16/11/2015 – 20/11/2015
d)	Information to applicants (indicative): Official letter	≤ 25/11/2015
e)	Signature of grant agreement (indicative)	≤ 31/12/2015
f)	Starting date of the action (indicative)	≥ 01/01/2016

4. BUDGET AVAILABLE

The total budget earmarked for the co-financing of projects is EUR 13 000 000. The table 'Eligible activities' under point 6 below indicates the indicative amount available for this call.

According to Article 7(3) of Regulation (EU) No 282/2014 in cases of exceptional utility, the contribution by the Union may be up to 80 % of eligible costs. Given the urgent nature of the topic of the present call, a contribution by the Union of up to 80% (exceptional utility) of eligible costs to the actions can be requested (see the amended Work Programme 2015, Annex I).

5. ADMISSIBILITY REQUIREMENT

- Applications must be submitted online via <https://ec.europa.eu/research/participants/portal/desktop/en/opportunities/3hp/index.html>.
- Applications must be drafted in one of the EU official languages.

Failure to comply with those requirements will lead to the rejection of the application.

Project proposals may be submitted in any official language of the European Union. However, in order to facilitate assessment by the evaluators, an English translation of the technical part (part B) should accompany any part B written in another EU official language.

6. ELIGIBILITY CRITERIA

6.1. Eligible applicants

Grant applications are eligible if submitted by legal persons. More specifically, the applicants⁴ must be legally established public, non-governmental or private bodies.

Note that there is no minimum number of legal entities required –an application submitted by a single legal entity is therefore eligible. As a consequence both mono-beneficiary and multi-beneficiary applications are invited.

The application shall state the legal status of the applicant.

Eligible countries

Only applications from entities established in one the following countries are eligible:

- One of the 28 EU Member States;

⁴ Wherever "applicants" is written this means the coordinator and the co-applicants, if applicable.

- Iceland and Norway;
- Entities from third countries in particular acceding countries, candidate countries and potential candidates benefiting from a pre-accession strategy, neighbouring countries and the countries which, have a bilateral agreement with the European Union, in accordance with the provisions of Article 6 of Regulation (EU) No 282/2014 on the establishment of a third Health Programme for the Union's action in the field of health (2014-2020). Please check the Frequently Asked Questions (FAQ) section of the Agency website for an update on the eligible third countries.

In accordance with recital 23 of the Regulation establishing the third health programme, collaboration should be facilitated with third countries not participating in the programme. This should not involve a financial contribution under the programme. Nevertheless, travel and subsistence expenses for experts invited from or travelling to such countries can be considered eligible costs in duly justified, exceptional cases, where this directly contributes to the objectives of the programme.

6.2. Eligible activities

Project proposals may be submitted for the priority area listed below. For full descriptions regarding the objectives pursued and expected results please consult the amendment of the work programme 2015. Proposals should match the specific description of a given action.

TITLE	INDICATIVE AMOUNT	Reference in amended WP 2015	Grants foreseen
Support Member States under particular migratory pressure in their response to health related challenges	EUR 4 000 000	2.1.5.1	One or more

Implementation period

As a rule, the maximum duration of project is 12 months. The grant application must specify the scheduled starting date (if possible) and duration of the action.

Applications for actions that have already commenced by the date on which the grant application is registered will be excluded from funding from the Health Programme.

The compliance with the eligibility criteria will be assessed based on the application content.

7. EXCLUSION CRITERIA

7.1. Exclusion from participation:

Applicants will be excluded from participating in the call for proposals procedure if they are in any of the following situations:

- (a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- (b) they or persons having powers of representation, decision making or control over them have been convicted of an offence concerning their professional conduct by a judgment of a competent authority of a Member State which has the force of res judicata;
- (c) they have been guilty of grave professional misconduct proven by any means which the contracting authority can justify including by decisions of the EIB and international organisations;
- (d) they are not in compliance with their obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the grant agreement is to be performed;
- (e) they or persons having powers of representation, decision making or control over them have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity, where such an illegal activity is detrimental to the Union's financial interests;
- (f) they are currently subject to an administrative penalty referred to in Article 109(1) of the EU Financial Regulation.

7.2. Exclusion from award:

Applicants will not be awarded co-funding, in the course of the grant award procedure, they:

- (a) are subject to a conflict of interest;
- (b) are guilty of misrepresenting the information required by the contracting authority as a condition of participation in the grant procedure or fail to supply this information;
- (c) find themselves in one of the situations of exclusion, referred to in the above section.

In order to demonstrate compliance with the exclusion criteria, the coordinator has to check the relevant box in online application. If selected for co-funding, all beneficiaries have to submit a declaration on their honour certifying that they are not in one of the

situations referred to in articles 106(1) and 107 to 109 of the Financial Regulation^{5, 6}. The applicants should follow the instructions in the participant portal.

8. SELECTION CRITERIA

Only proposals which meet the eligibility and exclusion criteria will be assessed on the basis of the selection criteria.

8.1. Financial viability

Applicants must have stable and sufficient sources of funding to maintain their activity throughout the period during which the action is being carried out or the year for which the grant is awarded and to participate in its funding.

The financial viability of all beneficiaries will be assessed, except if:

- a) the EU-contribution for the coordinator / other beneficiary is \leq EUR 60 000;
- b) the beneficiary is a public body

The documents that will be requested when assessing the financial viability include:

- the annual accounts (including the balance sheet and the profit and loss statement) for the past financial year for which the accounts were closed (for newly created entities, the business plan shall be submitted to replace the accounts);

In addition for a coordinator or other beneficiary requesting an EU-contribution of \geq EUR 750 000 (threshold applicable per beneficiary):

- an audit report produced by an approved external auditor certifying the accounts for the last financial year available. This provision shall not apply to public bodies.

8.2. Operational capacity

Applicants must have the professional resources, competencies and qualifications required to complete the proposed action.

As evidence the general profiles (qualifications and experiences) of all relevant staff in all organisations involved in the proposed action must be provided.

⁵ [REGULATION \(EU, EURATOM\) NO 966/2012 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 25 October 2012 on the financial rules applicable to the general budget of the Union and repealing Council Regulation \(EC, Euratom\) No 1605/2002](#)

⁶ [Commission Delegated Regulation \(EU\) No 1268/2012 of 29 October 2012 on the rules of application of Regulation \(EU, Euratom\) No 966/2012 of the European Parliament and of the Council on the financial rules applicable to the general budget of the Union](#)

9. AWARD CRITERIA

Part B of the information to be included in the application serves to evaluate the proposal against the award criteria.

Generally, it is expected that projects have an efficient management structure and a precise description of expected results.

As regards the award criteria, each proposal will be assessed according to criteria below, published in the amendment of the work programme 2015. Only proposals which meet the eligibility, exclusion and selection criteria will be further assessed on the basis of the award criteria.

Criteria	Maximum points	Threshold	Threshold in % of max. points
1 – Policy and contextual relevance	10	7	70%
2 – Pertinence of the geographical coverage of the proposal	10	6	60%
3 – Technical quality	10	6	60%
4 – Management quality	10	6	60%
5 – Overall and detailed budget	10	6	60%
TOTAL	50	31	

1. Policy and contextual relevance (10 points, threshold: 7 points)

Sub-criteria that are taken into account in the assessment:

- Relevance of the proposal in response to the call for proposals,
- Added value at EU level in the field of public health,
- Consideration of the social, cultural and political context.

2. Pertinence of the geographical coverage of the proposal (10 points, threshold: 6 points)

- The proposed activities must be carried out in at least 3 countries eligible under the 3rd Health Programme,
- Activities must be carried out in areas which are particularly affected by the high influx of refugees.

3. Technical quality (10 points, threshold: 6 points)

Sub-criteria that are taken into account in the assessment:

- Quality of the content, including the aims and objectives, target groups, methods, and planned outcomes,

- Technical complementarity and avoidance of duplication of other actions ongoing in the field.

4. Management quality (10 points, threshold: 6 points)

Sub-criteria that are taken into account in the assessment:

- Quality of the planning and appropriate task distribution to implement the project,
- Relevance of the organisational arrangements, including financial management.

5. Overall and detailed budget (10 points, threshold: 6 points)

Sub-criteria taken into account in the assessment:

- Relevance and appropriateness of the budget,
- Consistency of the estimated cost per applicant and the corresponding activities.

Following the evaluation, all eligible proposals are ranked according to the total number of points awarded. Only proposals meeting all thresholds are eligible for co-funding. The highest ranked proposal or proposals will be awarded co-financing depending budget availability.

10. LEGAL COMMITMENTS

Following the evaluation, Chafea establishes a list of proposals recommended for funding, ranked according to the total number of points awarded. Depending on budget available, the highest ranked proposal(s) will be awarded co-funding.

In the event of a grant awarded, the coordinator is invited to enter in an adaptation period via an online grant preparation system (SYGMA). If successful, this should result in the signature of a grant agreement, drawn up in euro and detailing the conditions and level of funding.

Grant agreement: must be signed electronically first by the coordinator on behalf of the consortium and then by Chafea. In case of multi-beneficiary grant all co-beneficiaries must accede to the grant agreement by signing electronically the accession form to the grant.

11. FINANCIAL PROVISIONS

The Financial Regulation and the Rules of Application⁷ are the reference documents for the implementation of the third Health Programme.

11.1. General Principles

Grants must comply with the following principles:

⁷ Please refer to footnotes 5 and 6 above

a) Non-cumulative award

An action may only receive one grant from the EU budget.

In no circumstances shall the same costs be financed twice by the Union budget. To ensure this, applicants shall indicate the sources and amounts of Union funding received or applied for the same action or part of the action or for its functioning during the same financial year as well as any other funding received or applied for the same action.

b) Non-retroactivity

No grant may be awarded retrospectively for actions already completed.

A grant may be awarded for an action, which has already begun only where the applicant can demonstrate the need to start the action before the grant agreement is signed.

In such cases, costs eligible for financing may not have been incurred prior to the date of submission of the grant application.

c) Co-financing

Co-financing means that the resources, which are necessary to carry out the action, may not be entirely provided by the EU grant.

Co-financing of the action may take the form of:

- the beneficiary's own resources,
- income generated by the action,
- financial contributions from third parties.

d) Balanced budget

The estimated budget of the action is to be attached to the application form. It must have revenue and expenditure in balance.

The budget must be drawn up in euros.

e) Implementation contracts/subcontracting

Where the implementation of the action requires the award of procurement contracts (implementation contracts), the beneficiary must award the contract to the bid offering best value for money or the lowest price (as appropriate), avoiding conflicts of interests and retain the documentation for the event of an audit.

For public bodies: entities acting in their capacity of contracting authorities in the meaning of Directive 2004/18/EC or contracting entities in the meaning of Directive 2004/17/EC shall abide by the applicable national public procurement rules.

Sub-contracting, i.e. the externalisation of specific tasks or activities which form part of the action as described in the proposal must satisfy the conditions applicable to any implementation contract (as specified above) and in addition to them the following conditions:

- it may only cover the implementation of a limited part of the action;

- it must be justified having regard to the nature of the action and what is necessary for its implementation;
- it must be clearly stated in the proposal.

11.2. Funding form: mixed financing

Mixed financing grants are calculated on the basis of a detailed estimated budget indicating clearly the costs that are eligible for EU funding. The grant amount may neither exceed the eligible costs nor the amount requested. Amounts are indicated in euros.

➤ Maximum amount requested

According to Article 7(3) of Regulation (EU) No 282/2014 in cases of exceptional utility, the contribution by the Union may be up to 80 % of eligible costs. Given the urgent nature of the current refugee crisis, a contribution by the Union of up to 80% (exceptional utility) of eligible costs to the actions financed under the amended work programme 2015 can be requested.

Consequently, part of the total eligible expenses entered in the estimative budget must be financed from sources other than the EU grant (see section 11.1c).

➤ Eligible costs

To be eligible (direct and indirect) costs need to be actually incurred by the beneficiary of the grant and meet all the criteria indicated in the relevant articles of the grant agreement.

Please note that contributions in kind are not considered as an eligible cost.

Importantly, a guide on eligible costs, drafted specifically for this Call, including examples of eligible and non-eligible costs will be provided with the call specific documentation on the participant portal.

➤ Calculation of the final grant amount

Chafea establishes the final amount of the grant to the coordinator and the other beneficiaries (in case of multi-beneficiary grant) after completion of the action, upon approval of the request for payment containing the documents indicated in the grant agreement.

The final grant amount is calculated as indicated in the relevant article of the grant agreement.

EU grants may not have the purpose or effect of producing a profit within the framework of the action of the beneficiary. **Profit shall be defined as a surplus of the receipts over the eligible costs incurred by the beneficiary**, when the request is made for payment of the balance. In this respect, where a profit is made, Chafea shall be entitled to recover the percentage of the profit corresponding to the Union contribution. A partner

(coordinator or other beneficiary) requesting an EU-contribution of EUR \leq 60 000, is exempted from this provision.

11.3. Payment arrangements

The payments generally consist of the following:

Chafea will execute a pre-financing payment (see relevant article of the grant agreement) to the coordinator within 30 days of the date when the last of the two parties signs the agreement, provided all requested guarantees have been received. In case of a multi-beneficiary grant all other beneficiaries have to accede to the grant agreement before the coordinator can transfer to them their share of the pre-financing.

Chafea will establish the amount of the final payment to be made to the coordinator on the basis of the calculation of the final grant amount (see section 11.2 above). If the total of earlier payments is higher than the final grant amount, the coordinator will be required to reimburse the amount paid in excess by the Chafea through a recovery order (see relevant article of the grant agreement).

11.4. Pre-financing guarantee

In the event that the applicant's financial capacity is not satisfactory, measures may be taken in order to limit the financial risks linked to the pre-financing payment. These may include a financial guarantee for an amount up to that of the pre-financing payment or the inclusion of several reporting periods, leading to interim payments, subject to the approval of the periodic report.

If requested, the financial guarantee, in euro, shall be provided by an approved bank or financial institution established in one of the Member State of the European Union. When the beneficiary is established in a third country, the authorising officer responsible may agree that a bank or financial institution established in that third country may provide the guarantee if he considers that the bank or financial institution offers equivalent security and characteristics as those offered by a bank or financial institution established in a Member State. Amounts blocked in bank accounts shall not be accepted as financial guarantees.

The guarantee may be replaced by a joint and several guarantees by a third party or by a joint guarantee of the beneficiaries of an action who are parties to the same grant agreement.

The guarantee shall be released as the pre-financing is gradually cleared against interim payments or payments of the balance to the beneficiary, in accordance with the conditions laid down in the grant agreement.

No financial guarantee will be requested for a beneficiary receiving an EU contribution of EUR \leq 60. 000 (low value grants).

12. PUBLICITY

12.1. By the beneficiaries

Beneficiaries must clearly acknowledge the European Union's contribution in all publications or in conjunction with activities for which the grant is used in line with relevant article of the grant agreement.

In this respect, beneficiaries are required to give prominence to the name and emblem of the European Union on all their publications, posters, programmes and other products realised under the co-financed project.

To do this they must use the text, the emblem and the disclaimer available at http://ec.europa.eu/chafea/management/visual_identity.html.

If this requirement is not fully complied with, the beneficiary's grant may be reduced in accordance with the provisions of the grant agreement.

12.2. By the Executive Agency / the Commission

With the exception of scholarships paid to natural persons and other direct support paid to natural persons in most need, all information relating to grants awarded in the course of a financial year shall be published on an internet site of the European Union institutions no later than the 30 June of the year following the financial year in which the grants were awarded.

The following information will be published:

- name of the beneficiary,
- address of the beneficiary when the latter is a legal person, region when the beneficiary is a natural person, as defined on NUTS 2 level⁸ if he/she is domiciled within EU or equivalent if domiciled outside EU,
- subject of the grant,
- amount awarded.

Upon a reasoned and duly substantiated request by the beneficiary, the publication shall be waived if such disclosure risks threatening the rights and freedoms of individuals concerned as protected by the Charter of Fundamental Rights of the European Union or harm the commercial interests of the beneficiaries.

13. DATA PROTECTION

The reply to any call for proposals involves the recording and processing of personal data (such as name, address and CVs of individuals participating in the co-financed action). Such data will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Unless indicated otherwise, the questions and any personal data requested are required to evaluate the application in accordance with the specifications of the call for proposal will be processed solely for that purpose by the Executive Agency / the Commission or third parties acting on behalf and under the responsibility of the Executive Agency/Commission. Data subjects may be informed regarding further details of the processing operations, their rights and how they may be enforced by referring to the privacy statement published in the participant portal: http://ec.europa.eu/research/participants/portal/desktop/en/support/legal_notices.html

and the Agency's website:

⁸ European Union Official Journal L 39, of 10 February 2007.

http://ec.europa.eu/chafea/about/data_protection.html

Applicants are invited to check the relevant privacy statement at regular intervals so as to be duly informed on possible updates that may occur by the deadline for submission of their proposals or afterwards.

Personal data may be registered in the Early Warning System (EWS) only or both in the EWS and Central Exclusion Database (CED) by the Accounting Officer of the Commission, should the beneficiary be in one of the situations mentioned in:

- Commission Decision of 13 November 2014 on the Early Warning System to be used by the authorising officers of the Commission and by the executive agencies (2014/792/EU)

or

- the Commission Regulation 2008/1302 of 17.12.2008 on the Central Exclusion Database (for more information see the Privacy Statement on

http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm)

14. PROCEDURE FOR THE SUBMISSION OF PROPOSALS

Proposals must be submitted via the participant portal.

Before submitting a proposal:

1. Find a call:

<http://ec.europa.eu/research/participants/portal/desktop/en/opportunities/3hp/index.html>

2. Create an account to submit a proposal:

<http://ec.europa.eu/research/participants/portal/desktop/en/organisations/register.html>

3. Register all partners via the beneficiary registry:

<http://ec.europa.eu/research/participants/portal/desktop/en/organisations/register.html>

Applicants will be informed in writing about the results of the selection process.

In submitting a proposal, the applicant accepts the procedures and conditions as described in this call and in the documents to which it refers. Applications that do not comply with these requirements will be rejected.

➤ Contacts

For problems with the online submission tools please contact the IT helpdesk set-up for this purpose via the participant portal website:

<http://ec.europa.eu/research/index.cfm?pg=enquiries>

For non-IT related questions a helpdesk at the Chafea is available at: +352 4301 37707, e-mail address: CHAFEA-HP-CALLS@ec.europa.eu weekdays between 9.30 – 12.00 and 14.00 – 17.00. The helpdesk is unavailable on weekends and public holidays i.e. 02 November 2015.

Frequently asked questions are published on the website of the Chafea:
<http://ec.europa.eu/chafea/health/faq.html>

In all correspondence relating to this call (e.g. when requesting information, or submitting an application), reference must be clearly made to this specific call. Once the electronic exchange system allocated a proposal ID, the applicant must use this number in all subsequent correspondence.

After the deadline for submission modifications to the application are impossible.

➤ **Annexes:**

- Guide for applicants
- Model Grant Agreement



EU Health Programme 2014-2020

**How to apply for the call for projects
"Support Member States under particular
migratory pressure in their response to health
related challenges"**

Dirk MEUSEL

Scientific Project Officer

European Commission – Consumers, Health, Agriculture and Food Executive Agency (Chafea)

Brussels, 30 October 2015

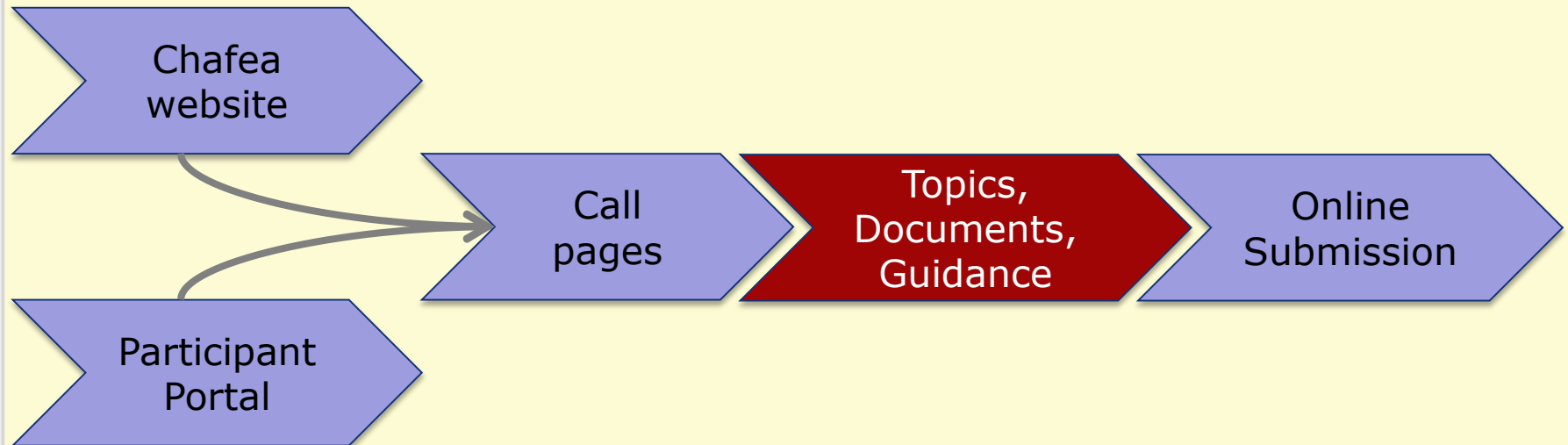
Overview

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Chafea website, EC Participant Portal

WHERE TO FIND THE CALL?

Structure of the Call Pages



Health Programme Grants for Projects



CHAFEA


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Call 2015: Projects

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How to apply

NEW call for proposals for projects on "Support Member States under particular migratory pressure in their response to health related challenges"


The decision of the amendment to the work programme 2015 is available at the [Directorate General for Health and Food Safety website](#). Following the adoption of the amendment, a new call for proposals of projects has been launched by Chafea.

Specific call HP-HA-2015: "Support Member States under particular migratory pressure in their response to health related challenges" under the third Programme for Union's action in the field of health (2014-2020).

The SPECIFIC CALL FOR PROPOSAL HP-HA-2015 has been published today, on 28 October 2015 and the deadline for submissions is 12 November 2015 - 17:00 (Brussels time).

GEOGRAPHICAL coverage: the proposed activities must be carried out in at least 3 countries eligible under the 3rd Health Programme and these activities must be carried out in areas which are particularly affected by the high influx of refugees.

If your organization is not in the electronic registration system for the FP 7 / HORIZON 2020 and other Programmes i.e. you do not have a 9-digit PIC-number (participant identification code), please [register](#).



HEALTH PROGRAMME DATABASE

Links and documents

- ▶ [National Focal Points for Health Programme](#)
- ▶ [Jobs: Register to be an expert for EU Health Programme](#)
- ▶ [Projects database](#)
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DG Health and Food Safety
[Public Health Portal](#)
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Website of the Chafea:
<http://ec.europa.eu/chafea/>



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The [Third EU Health Programme](#) is the main instrument that the Commission uses to implement the EU Health Strategy. Annual work plans of the Programme set out priority areas and the criteria for its funding actions. The total budget for the programme is € 449.4 million. The programme has 4 overarching objectives which seek to:

- Promote health, prevent diseases and foster supportive environments for healthy lifestyles taking into account the 'health in all policies' principle
- Protect Union citizens from serious cross-border health threats
- Contribute to innovative, efficient and sustainable health systems
- Facilitate access to better and safer healthcare for Union citizens

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<http://ec.europa.eu/research/participants/portal/desktop/en/opportunities/3hp/>

Timeline, Budget, Eligibility, Award Criteria

SPECIFICS OF THIS CALL

Specifics of this call

- Identifier: **HP-HA-2015** (Call) **HA-01-2015** (Topic)
- Opening Date: **28 October 2015**
- Deadline: **12 November 2015 - 17:00:00** (Brussels time)
- Total Available Budget: **4 Mio Euro**
- Instrument: **Mono- or Multibeneficiary Project Grant**
- Funding rate: **80% EC Contribution of the Total Eligible Costs (Exceptional Utility)**

Timetable

	Stages	Date/period
a)	Publication of the call	28/10/2015
b)	Deadline for submitting applications	12/11/2015
c)	Evaluation period (indicative)	16/11/2015 – 20/11/2015
d)	Information to applicants (indicative): Official letter	$\leq 25/11/2015$
e)	Signature of grant agreement (indicative)	$\leq 31/12/2015$
f)	Starting date of the action (indicative)	$\geq 01/01/2016$

Admissibility

- Applications must be **submitted online** via the EC Participant Portal
- Applications must be drafted **in one of the EU official languages**
- Project proposals may be submitted in any official language of the European Union. However, in order to facilitate assessment by the evaluators, an **English translation** of the technical part (part B) should accompany any part B written in another EU official language

Eligibility

- Grant applications are eligible if submitted **by legal persons**
- **1...x legal entities** (mono- beneficiary or multi-beneficiary applications)
- Entities established in one the following countries
 - - **One of the 28 EU Member States;**
 - - **Iceland and Norway;**
- Maximum duration of project is **12 months**
- Applications for actions that have already started by the date on which the grant application is registered will be excluded

Award Criteria

- Policy and contextual **relevance** (10 points, threshold: 7 points)
- Pertinence of the **geographical coverage** of the proposal (10 points, threshold: 6 points)
- **Technical** quality (10 points, threshold: 6 points)
- **Management** quality (10 points, threshold: 6 points)
- Overall and detailed **budget** (10 points, threshold: 6 points)

Helpful Documents (published with the call)

- **Call** for proposals of projects
- Amended Annual **Work Programme** 2015
- **Specific Guide for Applicants for this call**
- Guide on eligibility of costs under this specific call
- Standard proposal template
- Model Grant Agreements

Further Support

- Chafea Helpdesk:
CHAFEA-HP-CALLS@ec.europa.eu
- Chafea Hotline:
+352 4301 37707
(Not available on 02 November 2015)
- IT Helpdesk – contact the IT helpdesk (**via webform**) for questions such as forgotten passwords, access rights and roles, technical aspects of submission of proposals, etc.

*Terminology, Beneficiary register, Helpful documents,
Proposal parts...*

HOW TO PREPARE A PROPOSAL?

Steps to prepare a proposal

- Read the Topic and Call conditions
- ECAS user account
- Registration of organisation (and partners, if applicable)
- Create proposal
- Fill Administrative Proposal (Form A)
- Technical Narrative (Form B)

Terminology (1)

- The **Participant Portal (PP)** is the website hosting the information about funding for the third Health Programme (2014-2020) and Horizon 2020 programmes
<http://ec.europa.eu/research/participants/portal/desktop/en/home.html>
- The **ECAS account** is the European Commission's Authentication Service. It is the system for logging on to a whole range of websites and online services run by the Commission.
- The **Beneficiary Register** is the European Commission's online register of the beneficiaries participating in EU Programmes, such as Horizon 2020 programmes, the Health and Consumers Programmes and others.

Terminology (2)

- The **Participant Identification Code (PIC number)** is a 9-digit participant identification code, received upon completing the registration of the entity online
- The **LEAR (Legal Entity Appointed Representative)** is the appointed representative within the beneficiary organisation. He/she is authorized to sign the grant agreement and action's documents on behalf of the organisation

Structure of the **Project Proposal**

Administrative
Part A,
Includ.
Overview
Budget

Technical
Narrative
Part B,
Includ.
Detailed
Budget

Audit report

Steps to prepare a proposal

- Read the Topic and Call conditions
- ECAS user account
- Registration of organisation (and partners, if applicable)
- Create proposal
- Fill Administrative Proposal (Form A)
- Technical Narrative (Form B)



RESEARCH & INNOVATION

Participant Portal

European Commission > Research & Innovation > Participant Portal > Opportunities

HOME

FUNDING OPPORTUNITIES

HOW TO PARTICIPATE

EXPERTS

SUPPORT

Search PP



LOGIN



REGISTER

Call Titel

[Call budget overview](#)

CALL: SUPPORT MEMBER STATES UNDER PARTICULAR MIGRATORY PRESSURE IN THEIR RESPONSE TO HEALTH RELATED CHALLENGES

Call identifier: HP-HA-2015

Publication date: 28-10-2015 **OJ reference** [OJ C356 of 28 October 2015](#)

H2020

Research Fund for Coal & Steel



3rd Health Programme

Call updates

Call updates

[+ More](#)

• 28-10-2015 12:24:25

The submission session is now available for: HA-01-2015(HP-PJ)

Topics and submission service

To access the **Submission Service**, please **select the TOPIC** of your interest and then open the Submission Service tab.

To access **existing draft proposals**, please login to the portal and select My Proposals from the My Area menu.

Status

☒Forthcoming

☒Open

☒Closed

Sort by

☐ (Planned) opening date

☐ Deadline

☐ Topic title

☒ Topic identifier

Topic Specifics

Topic: [HA-01-2015:Support Member States under particular migratory pressure in their response to health related challenges](#)

[Open](#)

Publication date: 28 October 2015

Types of action: HP-PJ Project

DeadlineModel: single-stage

Opening date: 28 October 2015

Deadline:

12 November 2015

17:00:00

Time Zone : (Brussels time)



RESEARCH & INNOVATION

Participant Portal

European Commission > Research & Innovation > Participant Portal > Opportunities

HOME

FUNDING OPPORTUNITIES

HOW TO PARTICIPATE

EXPERTS

SUPPORT

Search PP



LOGIN



REGISTER

EU Programmes 2014-2020

Research Fund for Coal & Steel

COSME

3rd Health Programme

Consumer Programme

Dates and deadlines

[Call budget overview](#)

TOPIC : Support Member States under particular migratory pressure in their response to health related challenges

Topic identifier: HA-01-2015

Publication date: 28-10-2015

Types of action: HP-PJ Project

DeadlineModel: single-stage

Opening date: 28-10-2015

Deadline: 12-11-2015 17:00:00

Time Zone : (Brussels time)



3rd Health Programme
Call : [HP-HA-2015](#)

Topic description

Topic Description

[+ More](#)

Scope:

Priorities of the year, objectives pursued and expected results:

Conditions and Documents

Topic conditions and documents

[+ More](#)

Please read carefully all provisions below before the preparation of your application.

Submission Service

Submission Service

To access the Electronic Submission Service of the topic, please select the **type of action** that is most relevant to your proposal from the list below and click on the **'Start Submission'** button. You will then be asked to confirm your choice of the type of action and topic, as these cannot be changed in the submission system. Upon confirmation you will be linked to the correct entry point.

To access existing draft proposals for this topic, please login to the Participant Portal and select the My Proposals page of the My Area section.

Steps to prepare a proposal

- Read the Topic and Call conditions
- ECAS user account
- Registration of organisation (and partners, if applicable)
- Create proposal
- Fill Administrative Proposal (Form A)
- Technical Narrative (Form B)



RESEARCH & INNOVATION

Participant Portal

European Commission > Research & Innovation > Participant Portal > Opportunities

MY AREA HOME FUNDING OPPORTUNITIES HOW TO PARTICIPATE EXPERTS

DIRK MEUSEL

Options

- My Organisation(s)
- My Proposal(s)
- My Project(s)
- My Notification(s) **2**
- My Formal Notification(s)
- My Expert Area

EU Programmes 2014-2020

Search Topics

Updates

Calls

H2020

Research Fund for Coal & Steel

COSME

3rd Health Programme

Consumer Programme

Justice Programme

FP7 & CIP Programmes 2007-2013

Calls

Other Funding Opportunities



Register ECAS
and Login

[Call budget overview](#)

CALL: SUPPORT MEMBER STATES UNDER PARTICULAR MIGRATORY PRESSURE IN THEIR RESPONSE TO HEALTH RELATED CHALLENGES

Call identifier: HP-HA-2015

Publication date: 28-10-2015 **OJ reference** [OJ C356 of 28 October 2015](#)



3rd Health Programme

Call updates

+ More

• 28-10-2015 12:24:25

The submission session is now available for: HA-01-2015(HP-PJ)

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Status

☒Forthcoming

☒Open

☒Closed

Sort by

☐ (Planned) opening date

☐ Deadline

☐ Topic title

☒ Topic identifier

Topic: [HA-01-2015:Support Member States under particular migratory pressure in their response to health related challenges](#)

Open

Publication date: 28 October 2015

Types of action: HP-PJ Project

DeadlineModel:

Opening date: 28 October 2015

Deadline:

12 November 2015

17:00:00

Time Zone : (Brussels time)

Steps to prepare a proposal

- Read the Topic and Call conditions
- ECAS user account
- Registration of organisation (and partners, if applicable)
- Create proposal
- Fill Administrative Proposal (Form A)
- Technical Narrative (Form B)



RESEARCH & INNOVATION

Participant Portal

How to Participate...

Beneficiary Register

Participant Portal > Organisation Search

HOW TO PARTICIPATE

EXPERTS

SUPPORT

Search PP



LOGIN



REGISTER

Beneficiary Register

H2020 ONLINE MANUAL

Reference Documents

Beneficiary Register

Financial Viability Self-Check

SME Participation

If you want to participate in a project proposal, 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 beneficiaries** participating in the EU research and innovation or education, audiovisual and cultural programmes.



Is your organisation already registered? PIC search

... has already been registered. If so, no need to register it again.

Search for PIC ...

SEARCH

To register, you need to **login** in the Portal or, if you are a new user, [create your account](#).

Check what information you need to register in the [H2020 Online Manual](#) - **and keep it to hand** during the registration procedure. To start registration, click on the button below.

If your organisation is a Small or Medium-sized Enterprise (SME) you must enter a few key data on your ... will become accessible during your registration when you selected "Research and ... down list.

... or register organisation new.

REGISTER ORGANISATION

... at any time; the data entered can be saved as a draft and you may **continue your registration** later. To do that, go to [My Organisations](#) of the My Area section. Incomplete, draft registrations are automatically deleted after one year.

After registration, your data has to be validated by the Validation Service team. Later only the [Legal Entity Appointed Representative \(LEAR\)](#) (or the persons with an "Account Administrator" role for this organisation) will be able to request the modification of the data and provide supporting documents on the **My Organisations** page.

Steps to prepare a proposal

- Read the Topic and Call conditions
- ECAS user account
- Registration of organisation (and partners, if applicable)
- Create proposal
- Fill Administrative Proposal (Form A)
- Technical Narrative (Form B)

3rd Health Programme

Consumer Programme

Justice Programme

FP7 & CIP Programmes
2007-2013

Calls

Other Funding Opportunities



3rd Health Programme
Call : [HP-HA-2015](#)

Topic Description

Scope:

Priorities of the year, objectives pursued

Topic description

+ More

Topic conditions and documents

Please read carefully all provisions below before

Topic conditions
and documents

+ More

Submission Service

To access the Electronic Submission Service of the topic, please select the **type of action** that is most relevant to your proposal from the list below and click on the '**Start Submission**' button. You will then be asked to confirm your choice of the type of action and topic, as these cannot be changed in the submission system. Upon confirmation you will be linked to the correct entry point.

To access existing draft proposals for this topic, please login to the Participant Portal and select the My Proposals page of the My Area section.

Start submission

Type of Action

[Project \[HP-PJ\]](#)

[START SUBMISSION](#)

Topic

Support Member States under particular migratory pressure in their response to health related challenges - HA-01-2015

Guidance on proposal submission:

[H2020 ONLINE MANUAL](#)

IT Guidance:

[HOW TO](#)

Get support

+ More

Please use as first and major reference the [Chafea Guide for applicants for project proposals](#).



European
Commission

LOGIN FUNDING SCHEME CREATE DRAFT PARTIES EDIT PROPOSAL SUBMIT

Step 3

Create a Draft Proposal

HP-HA-2015

USER NAME
Dirk MEUSEL

TOPIC
HA-01-2015

THU
12 November 2015 17:00:00

14 days left until closure

Configuration OK

[Download Part B Templates](#)

[Visit our 'How to' user guide](#)

[Visit our 'H2020 Online Manual'](#)

Create a Draft Proposal

Please enter the following information to create a draft proposal. Please note that fields marked with a star (*) are **mandatory**.

Your organisation

PIC* 938206408 Short name* Your name

938206408 Your name Test Street Luxembourg, LU VAT:

have been previously associated with. Click to select.

PIC: 938206408
Your name
Test Street
Luxembourg, LU

PIC: 948085955
Croix-Rouge luxembourgeoise
44 Boulevard Joseph II
Luxembourg, LU
VAT: LU11677709

Search for your organisation PIC [search](#)

Your Role

Please indicate your role in this proposal

☒ Main contact

☐ Contact person

next >>

cancel

Version: 20150922-1031 - Service Desk: DIGIT-EEP

Check data

Indicate your PIC

Download
Part B Template

Create Proposal

Steps to prepare a proposal

- Read the Topic and Call conditions
- ECAS user account
- Registration of organisation (and partners, if applicable)
- Create proposal
- Fill Administrative Proposal (Form A)
- Technical Narrative (Form B)



European
Commission

LOGIN

FUNDING SCHEME

CREATE DRAFT

PARTIES

EDIT PROPOSAL

SUBMIT

Step 5

Edit Proposal

HP-HA-2015



USER NAME
Dirk MEUSEL



DRAFT ID | SEP-210318730

Configuration OK



Download Part B
Templates



Visit our 'How to' user guide



Visit our 'H2020 Online Manual'



Edit Proposals' Forms

In this step you can edit the administrative forms and upload the proposal itself. ?

WARNING: This proposal contains changes that have not yet been submitted...

Administrative Forms

Edit will open the forms in Adobe Reader. ?

edit forms

view history

print preview

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

upload



Audit reports for
participants requesting
more than 750 000 E

upload



<< Step 4 - Parties

validate

submit

done



Version: 20150922-1031 - Service Desk: DIGIT-EFP7-SEP-SUPPORT@ec.europa.eu (+32 (2) 29 92222)

Part A
Administrative Form

Part B
Technical Narrative

Part A – Administrative Form

- Fill title, duration, abstract, keywords (page 2)
- Confirm declarations (page 3)
- Fill contact details (section 2)
- Fill overview budget (section 3)
- Save
- Validate and correct warning errors (red)

3 - Budget for the proposal

?

No	Participant	Country	Direct personnel costs/€	Direct costs of subcontracting	Other direct costs	(a)	(b)	(c)	(d) = 0.07 * ((a)+(b)+(c))	(a)+(b)+(c)+(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m) = (k) + (l)
1	Your name			0	0	0,00	0,00							0	0	0	0	0	0
	Total		0	0	0	0,00	0,00				80	0	0	0	0	0	0	0	0

Fill requested Grant for each partner

3 Cost Categories Plus 7% overhead

Maximum EC Grant calculated at project level

Receipts (additional income)

The column names are not in the table in line with the budget

Steps to prepare a proposal

- Read the Topic and Call conditions
- ECAS user account
- Registration of organisation (and partners, if applicable)
- Create proposal
- Fill Administrative Proposal (Form A)
- Technical Narrative (Form B)

Part B – Technical Narrative I

1. Problem analysis
2. Aims and specific objectives
3. Target Groups
4. Methods and means
5. Expected outcomes and indicators
6. Policy relevance
7. Geographical coverage
8. Mangagement
9. Workpackages
10. Deliverables

Detailed budget
(1 for each partner)

A) Staff

B) Subcontracting

C) Other Costs

Applicant Number/ Short Name			
(If affiliated entity: Affiliated to which Applicant number/Short name)			
(A) Direct personnel costs			
Staff function	Monthly Cost	Estimated Person-month	Sum Cost (€)
(Please repeat line for each staff function category)			
		Total person month	Total Costs (€) for (A)
	Justification		
(B) Direct costs of sub- contracting	Costs (€)	Task(s)/Justification	
(please repeat line for each subcontract foreseen)			
Total Costs (€) of (B)			
	Justification		
(C) Other direct costs			
(C.1) Travel	Costs (€)	Justification	
(C.2) Equipment	Costs (€)	Justification	
(C.3) Other goods and services	Costs (€)	Justification	
Total Costs (€) of (C)			
(D) Indirect Costs	Total Costs (€)		
(Max. 7% on A, B and C)			
Total estimated eligible costs			

HOW TO SUBMIT THE PROPOSAL?



European
Commission

LOGIN FUNDING SCHEME CREATE DRAFT PARTIES EDIT PROPOSAL SUBMIT

Step 5

Edit Proposal

HP-HA-2015

USER NAME
Dirk MEUSEL

TOPIC
HA-01-2015

A.B.C

DRAFT ID | SEP-210318730

THU 12 DEADLINE (Brussels Local Time)
November 2015 17:00:00

14 days left until closure

Configuration OK

Download Part B Templates

Visit our 'How to'

Visit our 'H2020'

Edit Proposals' Forms

In this step you can edit the administrative forms and upload the proposal itself. ?

WARNING: This proposal contains changes that have not yet been submitted...

Administrative Forms

Edit will open the forms in Adobe Reader. ?

edit forms view history print preview

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 upload

Annex upload

validate submit

done Version: 20150922-1031 - Service Des (222)

Fill and validate
Form A

Respect Deadline

Upload Part B and
verify correct upload

Validate, correct
errors, submit

The grant agreement

AFTER SUBMISSION

Electronic Grant preparation

- Grant preparation online (back-and-forth principle between agency and beneficiaries)
- Electronic signature by LEAR (Legal entity authorised representative) – no paper copies of grant agreement
- Partners join the agreement after signature
- Monitoring and reporting online:
Deliverables, Payment requests, Reports, etc.



Thank you for your attention!

Dr Dirk Meusel
DrPH, CAPM
Scientific Project Officer

European Commission
Consumers, Health, Agriculture and Food Executive Agency (Chafea)
Health Unit

+352 4301 33090
dirk.meusel@ec.europa.eu
<http://ec.europa.eu/eahc/>

Further Support

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+352 4301 37707
(Not available on 02 November 2015)
- IT Helpdesk – contact the IT helpdesk (**via webform**) for questions such as forgotten passwords, access rights and roles, technical aspects of submission of proposals, etc.