EU4Health Programme 2021-2027 – Joint Actions (AWP 2021)

Structure of Actions, Project Management, Submission process

European Health and Digital Executive Agency (HaDEA)

28 September 2021

European Health and Digital Executive Agency

Process of Joint Action

European Commission

Indicative timeline

2nd wave

- Nomination deadline: 29/10/2021
- Hands-on workshop with nominated CAs: 8 - 9/11/2021
- Submission open: 15/11/2021
- Submission deadline: 15/02/2022
- Information letter: June 2022
- Signature of grant: September 2022

Eligible legal entities (Art. 13.5)

Under the Programme, direct grants may be awarded without a call for proposals to fund actions, if such grants are duly justified, and if those actions have a Union added value that is explicitly provided for in the annual work programmes and are co-financed by

- the competent authorities that are responsible for health in the Member States or in third countries associated to the Programme,
- by relevant international health organisations,
- by public sector bodies or non governmental bodies that are mandated by those competent authorities, regardless of whether those bodies act individually or as a network.

Participation

- One competent authority per MS/ participating country per JA
- Inclusion of the proposed affiliated entities in the nomination process

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Submission of proposal process

European Health and Digital Executive Agency

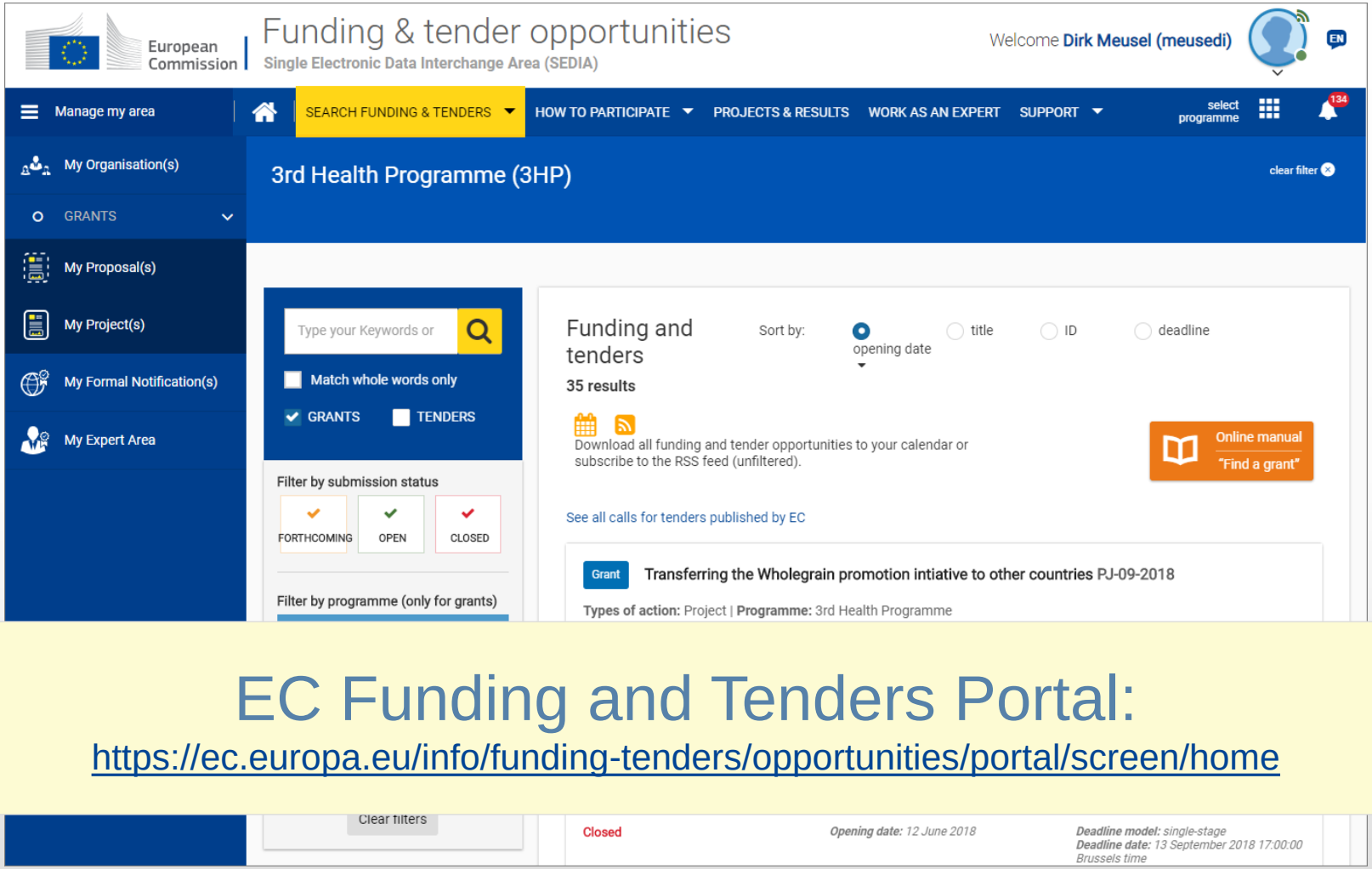
Submission of proposal

European Commission

Documents for proposals preparation

Attached to the letter of invitation to submit proposals:

- Link to create the draft proposal
- “call text” with details on the expected content (policy expectations)
- Criteria on the eligibility, selection and award
- Model Grant Agreement
- Proposal Submission Template with technical guidance
- Project Management methodology

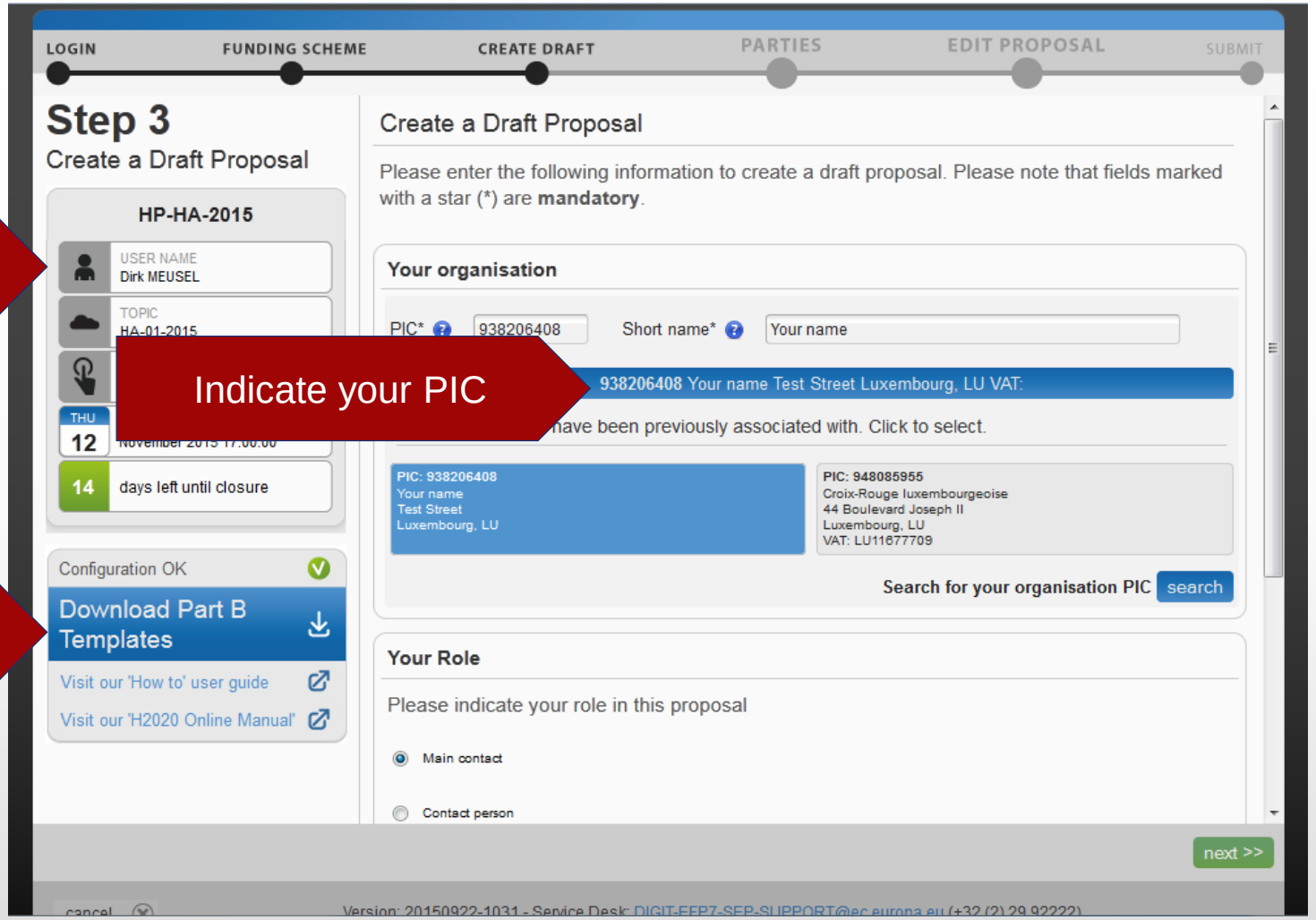


EC Funding and Tenders Portal:

https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home

Check data

Download
Part B Template



Indicate your PIC

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Helpful information:

- Roles and Access Rights
  https://ec.europa.eu/research/participants/docs/h2020-funding-guide/user-account-and-roles/roles-and-access-rights_en.htm
- LEAR Appointment
  https://ec.europa.eu/research/participants/docs/h2020-funding-guide/grants/applying-for-funding/register-an-organisation/lear-appointment_en.htm
- EU Login
  https://ec.europa.eu/research/participants/docs/h2020-funding-guide/useraccount-and-roles/ecas-login_en.htm

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Structure of Joint Actions

Work Packages, Partners and roles, Governance

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Structure of the Project Proposal

Administrative Part A, Includ. Overview Budget

Technical Narrative Part B, Includ. Detailed Budget

Audit report

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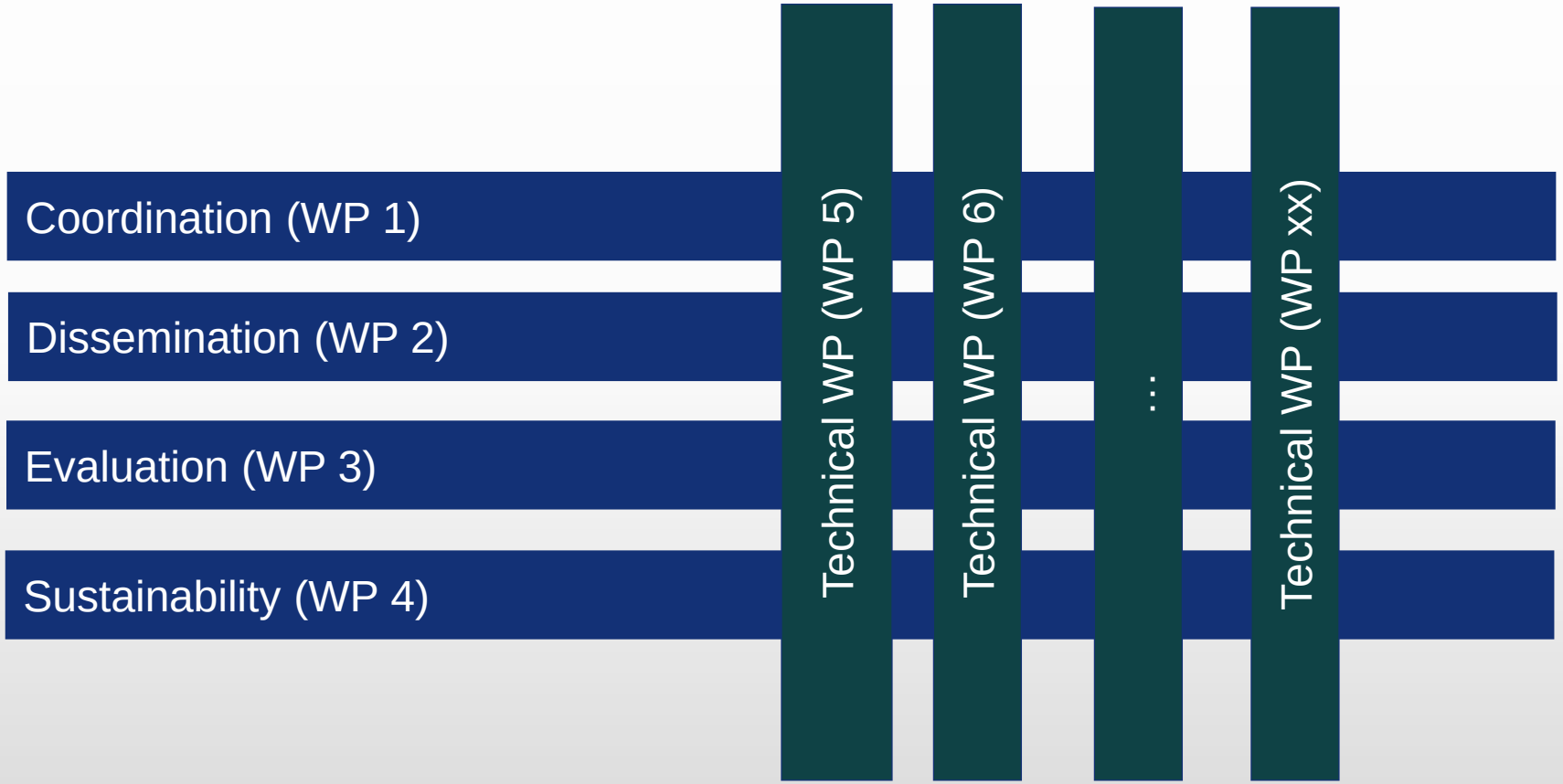
Part A – Administrative Form

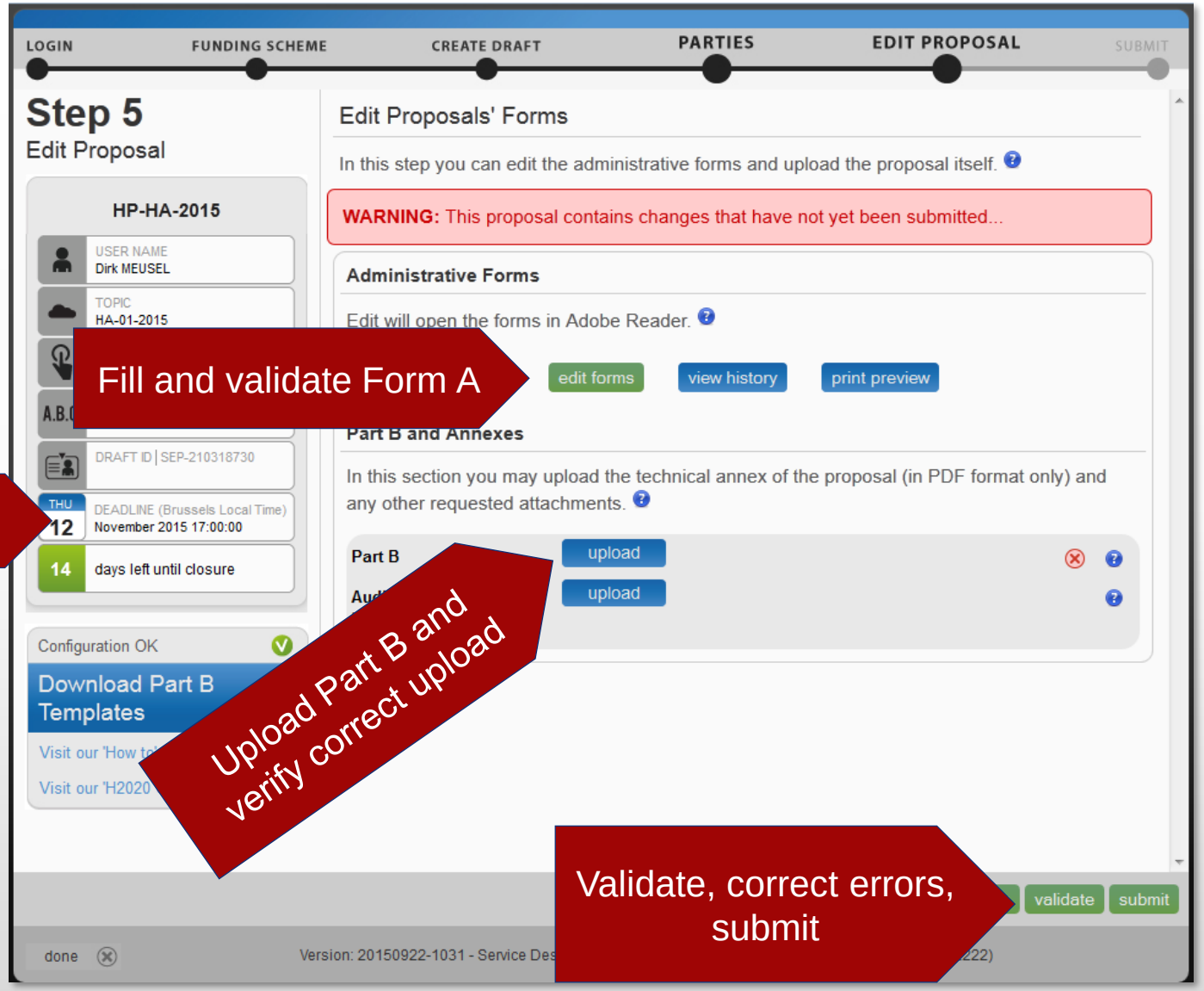
- Fill online (not to be downloaded)
- Title, duration, abstract, keywords (page 2)
- Confirm declarations (page 3)
- Contact details of partners (section 2)
- Overview budget (section 3, verify against detailed budet)
  - ➢ Save
  - ➢ Validate and correct warning errors (red)

Part B – Technical narrative

- Problem analysis, General and specific objectives, linked indicators (Process, Output, Outcome/Impact)
- Target Groups, Political relevance, Methods and means, Expected outcome (!!!)
- Work Packages (4 mandatory), Deliverables (mainly public scope), Risk analysis, Timeline
- Budget: Staff efforts by work package, detailed budget table.

Structure of Joint Action





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Awarding

Award Criteria

European Health and Digital Executive Agency

Award Criteria 1/3

Award criteria	Min pass score	Max score
Relevance	21	30
Quality — Project design and implementation	21	30
Quality — Project team and cooperation arrangements	21	30
Impact	7	10
Overall (pass) scores	**70**	**100**

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Award Criteria 2/3

- **Relevance:** clarity and consistency of project, objectives and planning; extent to which they match the themes and priorities and objectives of the call; contribution to the EU strategic and legislative context; European/trans-national dimension; impact/interest for a number of countries (EU or eligible non-EU countries); possibility to use the results in other countries; potential to develop mutual trust/cross-border cooperation (30 points)
- **Quality:**

➢ **Project design and implementation:** technical quality; logical links between the identified problems, needs and solutions proposed (logical frame concept); methodology for implementing the project (concept and methodology, management, procedures, timetable, risks and risk management, monitoring and evaluation); feasibility of the project within the proposed time frame; cost effectiveness (sufficient/appropriate budget for proper implementation; best value for money) (30 points)

➢ **Project team and cooperation arrangements:** quality of the consortium and project teams; appropriate procedures and problem-solving mechanisms for cooperating within the project teams and consortium (30 points)

Award Criteria 3/3

- **Impact:** ambition and expected long-term impact of results on target groups/general public; appropriate dissemination strategy for ensuring sustainability and long-term impact; sustainability of results after EU funding ends (10 points).

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Grant Agreement

Revision, Transfer to Grant Management System, Signature, Accession of partners

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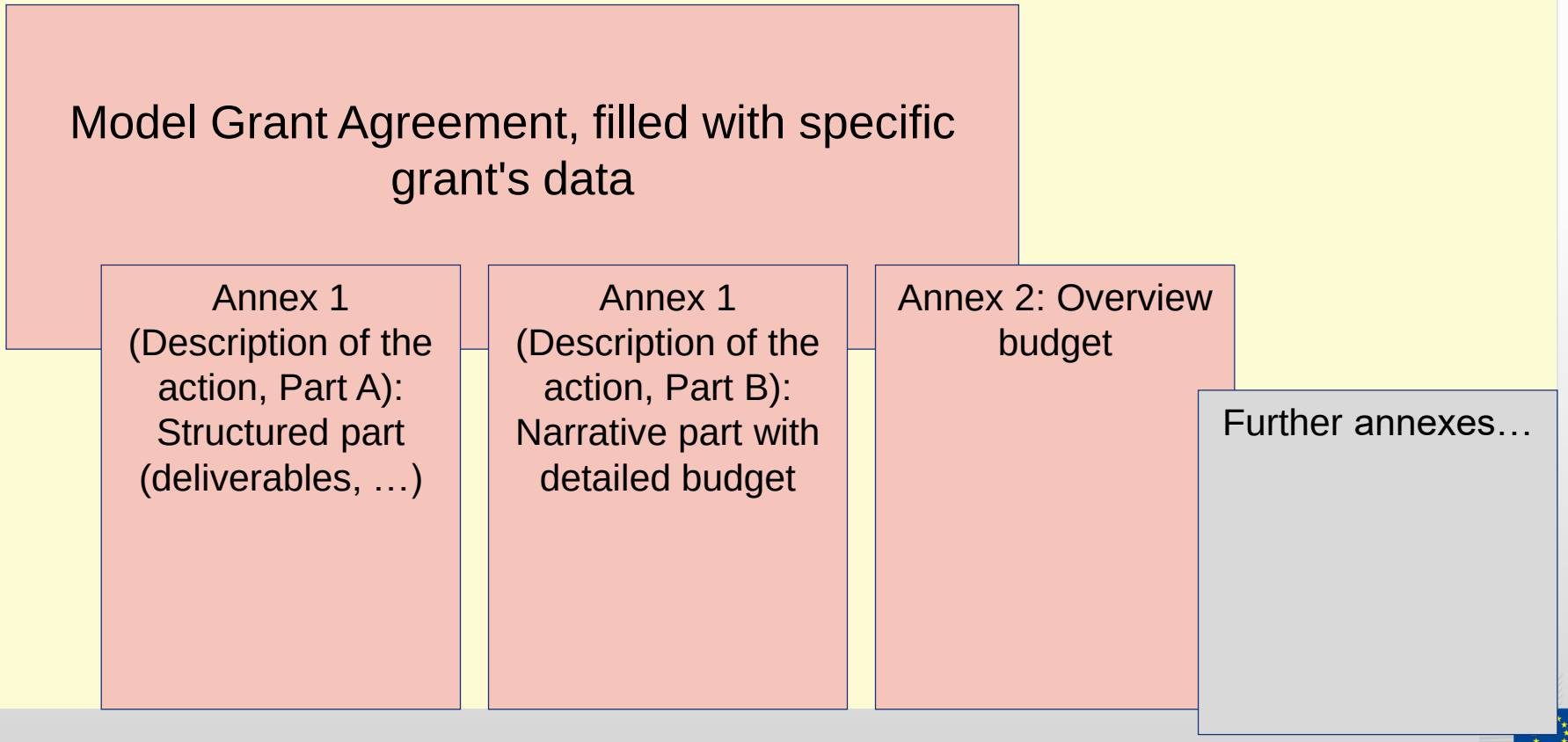
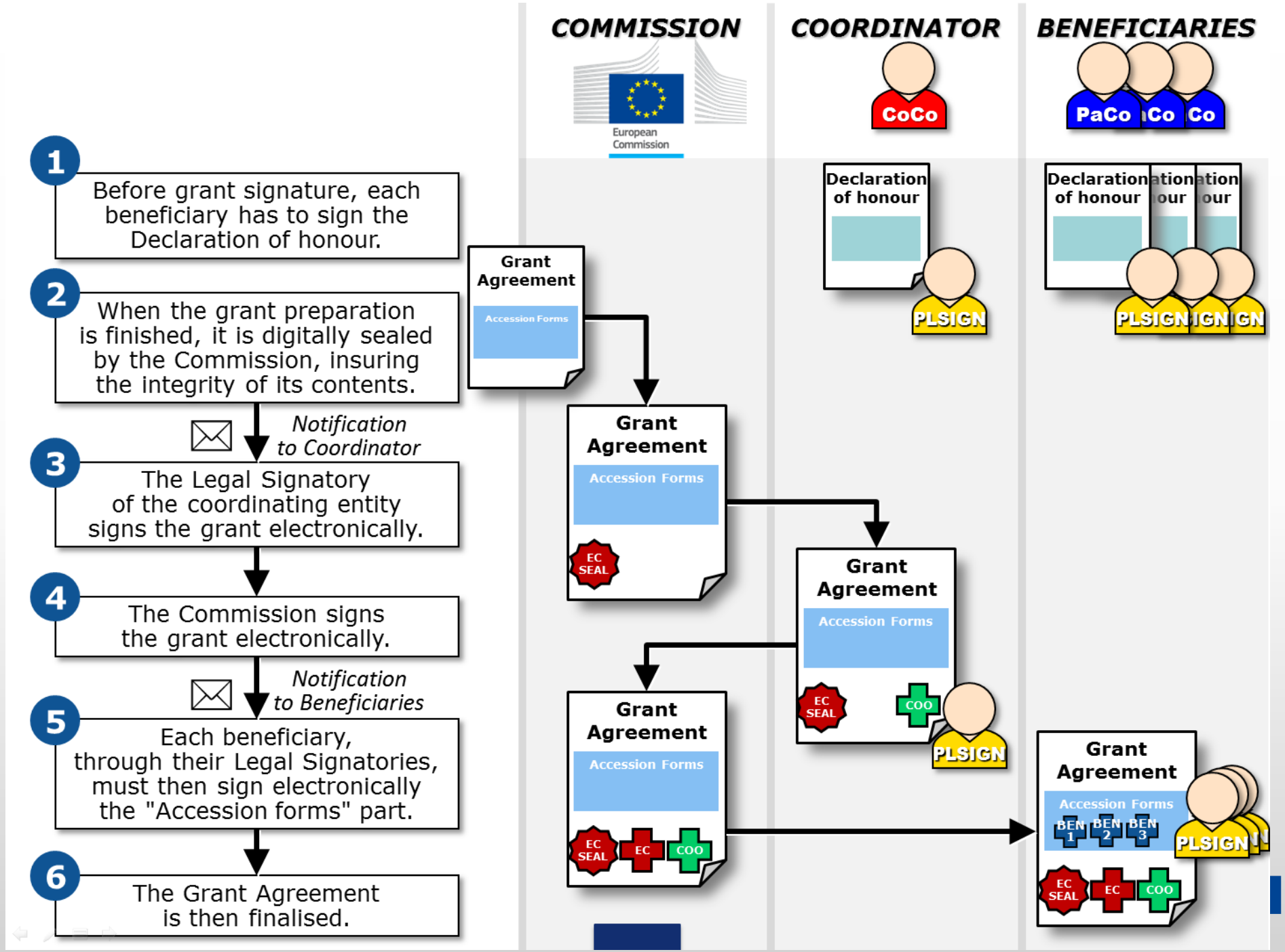
Structure of the Grant Agreement



Electronic Grant preparation

- Grant preparation online (Participant Portal "My projects**", deliverables, milestones and risks to be transfered**)
- Each partner **signs Declaration of Honour** online (PLSIGN for partner required!)
- Electronic signature by PLSIGN of coordinator – **no paper copies of grant agreement,** but «notarised» signed PDF version downloadable for all partners
- Partners join the agreement after signature (**Accession form, PLSIGN of each partner**) **(within 30 days after signature)**
- Consortium Agreement


COMMISSION
COORDINATOR
BENEFICIARIES
European Commission
CoCo
PaCo
Co
1
Before grant signature, each beneficiary has to sign the Declaration of honour.
2
When the grant preparation is finished, it is digitally sealed by the Commission, insuring the integrity of its contents.
Notification to Coordinator
3
The Legal Signatory of the coordinating entity signs the grant electronically.
4
The Commission signs the grant electronically.
Notification to Beneficiaries
5
Each beneficiary, through their Legal Signatories, must then sign electronically the "Accession forms" part.
6
The Grant Agreement is then finalised.
Grant Agreement
Accession Forms
EC SEAL
EC
COO
PLSIGN
Declaration of honour
BEN 1
BEN 2
BEN 3

Useful Information

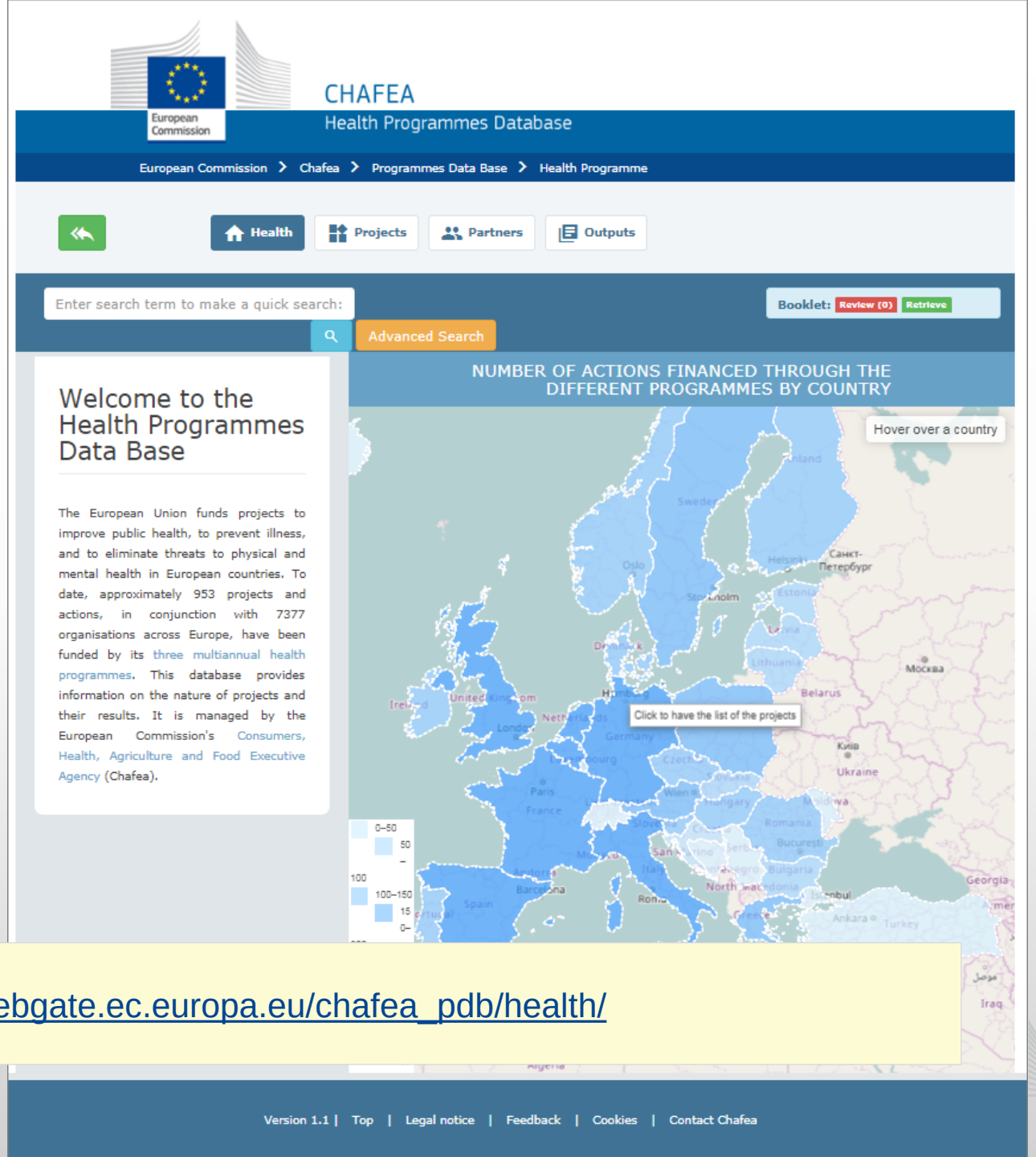
European Health and Digital Executive Agency

Support

- Helpdesks:
  - HaDEA-HP-JA@ec.europa.eu
- HaDEA website:
  - https://hadea.ec.europa.eu/about-hadea_en
- Access to proposal (once draft is created by the coordinator):
  - https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home

Project Database

- Grants since 2003
- 1st, 2nd, 3rd Health Programme
- Summary, Consortium
- Public Deliverables



https://webgate.ec.europa.eu/chafea_pdb/health/

Thank you

Your questions?

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