



WELCOME!

The session

Creative Europe MEDIA NETWORKS OF EUROPEAN FESTIVALS

CREA- MEDIA-2022-FESTNET

will start soon

Everyone has been muted upon entry!

Please do not unmute yourself & turn off your camera
to preserve the quality of this webconference



Information session

NETWORKS OF EUROPEAN FESTIVALS

7 March 2022

This info session will be recorded using WebEx for the purpose of publication on EACEA's website. Only the presentations will be recorded: the Q&A sections will not be recorded.

Please refer to the Data Protection Notice of the event for more information.



Creative Europe MEDIA

Call CREA-MEDIA-2022-FESTNET

Info Session 07/03/2022



KEY ASPECTS

Timeline:

Deadline:

07/04/2022 @ 17.00.00 CET

Evaluation:

April - August 2022

Information on evaluation results:

September 2022

GA signature start:

November 2022

KEY ASPECTS

- **Available budget: 5M EUR**
- Multiannual support of 2 years
- Duration: 24 months
- Starting period of eligibility: signature of agreement/at the earliest date of submission
- Mono-beneficiary agreement to be signed with the coordinator
- Members are third parties => not partner/co-beneficiary
- Budget based (not lump sum)

KEY ASPECTS

- **Requested amount**
 - No max threshold per proposal
 - Max. amount per Festival member EUR 100 000 (*before EUR 30 000*)
 - > *it depends on the level of costs that will be undertaken directly by each member in relation with the network coordination and joint activities implementation.*
- **First Pre-financing 60%** (*before 50%*)
- **Second Pre-financing 30%**
- **Payment of the balance:** at the end of the project 10%
- **Co-financing rate: 90%** (*before 50%*)



ELIGIBILITY CRITERIA - Who can apply?

Eligible European audiovisual festival:

- Only applications from eligible **entities organizing audiovisual festivals in countries** participating in the **MEDIA** strand.
- By eligible audiovisual festival it is understood an event:
 - **programming European films and audiovisual works that are being screened to wide audiences** including **general public** as well as **accredited international audiovisual professionals and press**;
 - having a clear **curation, regulation and selection** procedure;
 - **50% of the programming should** be devoted to non-national films and audiovisual works from countries participating to the MEDIA strand and presenting a geographical diverse coverage of at least 15 from these countries including LCC.

ELIGIBILITY CRITERIA - Who can apply?

- The support is open to a **European network of festivals** consisting of a **coordination entity plus a minimum of 3 member organisations** (1 + 3 = 4 festivals)
- No more than **20%** of the festivals participating in the network (including the coordination entity) can come **from the same country**
- **One audiovisual festival** can be member of **max. 2 different networks**



SUPPORT TO NETWORK OF FESTIVALS ACTIVITIES

- **Coordinated and collaborative activities** aiming to expand audience development and interest for European films/AV works;
- **Coordination** of the network members and activities relating to its **sustainable structured development** (e.g. collaborative events; sharing of know-how and information; communication among members);
- **Coordinated and collaborative activities promoting sustainable and environmentally responsible practices;**
- Support to audiovisual festivals taking place in MEDIA participating countries (**through support to third parties**).

EXPECTED IMPACT

- **Reinforce cooperation** among European festivals members of a Network screening a significant proportion of non-national European films/AV works *through coordinated/collaborative activities targeted to expand and renew audiences*;
- **Increase the impact of European audiovisual festivals** aiming to reinforce promotion, distribution and circulation of non-national European films/ AV works to *growing* audiences across Europe;
- **Foster exchange of knowledge and best-practice models for cooperation** among festivals through coordinated/collaborative activities targeted to expand and renew audiences;
- **Harness the digital transformation**, including developing and updating online tools and data applications.

AWARD CRITERIA – RELEVANCE (30 Points)

- Relevance of the festivals members of the network to achieve the **objectives** of this call (10 points)
- Clarity and relevance of the **network scope and strategy** to reach a structured effective and sustainable coordination (10 points)
- Adequacy of the strategies presented to ensure a **more sustainable and more environmentally respectful industry** (5 points)
- Adequacy of the strategies to ensure **gender balance, inclusion, diversity and representativeness**, either in the project/content or in the way of managing the activity (5 points).

AWARD CRITERIA

Quality of content and activities (40 points)

- **Quality, impact and efficiency of the activities to increase the interest of audiences in European audiovisual works** (including new and young audiences) (10 points)
- **Geographical coverage** within the network including a diverse participation of countries (10 points)
- **Quality and clarity of the activities** including intended **deliverables** as well as **commitment to innovative actions** in the areas of outreach and audience development including the use of the latest digital technologies and tools (10 points)
- **Cost-efficiency of the working arrangements** in terms of appropriate allocation of the budget and human resources (10 points)

AWARD CRITERIA

Project management (10 points)

- Coherence and complementarity of the coordination entity and member teams in terms of distribution of the roles and responsibilities in the activities described in the application (10 points)

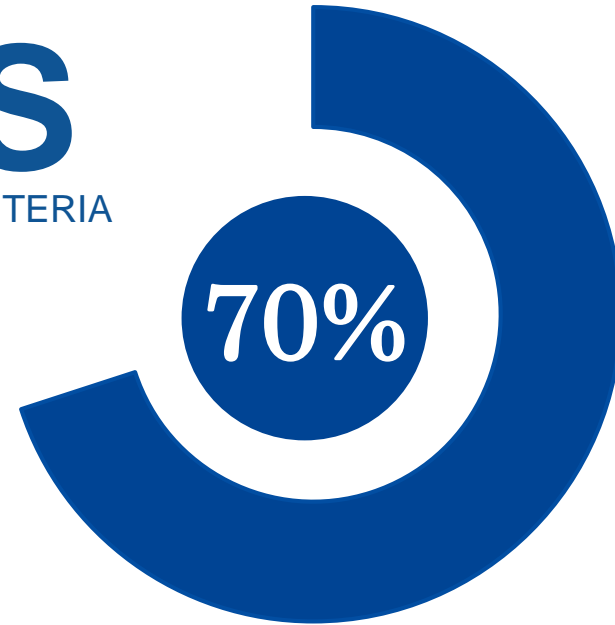
AWARD CRITERIA – Dissemination (20 points)

- Efficiency of the mechanisms to **communicate among the members** and foster sharing of knowledge and best practices (10 points)
- Efficiency and adequacy of the strategy to promote and disseminate results of coordinated activities **beyond the scope of the network** (10 points)

QUALITY THRESHOLD - Reminder

70/100 PTS

FOLLOWING THE ASSESSMENT OF THE AWARD CRITERIA



COORDINATOR ROLE - NETWORKS OF FESTIVALS

- The **coordinator** is the central contact point
 - > manages financial & operational aspects
 - => ! appropriate **financial & operational** resources
- The coordinator **reports on the implementation** of the action & the results achieved (networking/coordinated & joint activities)
- The coordinator pays the support to festivals members (***terms of payment to be agreed within the network***): invoices/payment request must be duly registered in coordinator's books



COORDINATOR ROLE - NETWORKS OF FESTIVALS

- The Coordinator

- Must keep records of
 - ✓ Its costs contributing to coordinated activities
 - ✓ Payment requests from members
- Consolidate the narrative on coordinated activities

COORDINATOR ROLE - NETWORKS OF FESTIVALS

- **Coordinator** must ensure that the members:
 - **accept** that EC/Agency have the right to carry out checks, reviews, audits on them and must allow access to their premises and provide information and data
 - **understand** that the following obligations are extended
 - > avoid conflicts of interest, maintain confidentiality
 - > promote the action and give visibility to the EU funding
 - **Best practice:** the Coordinator should formalize this through signed arrangements with members (e.g. memorandum of understanding, charter)



MEMBER - Information on reporting obligations

- Each member
- Must keep records of costs relating to the coordinated activities (-> budget recommended to report to the Coordinator and justify the requested financial support)
- Provide the narrative in line with the contribution to coordinated activities
- Send a payment request (depending on arrangements)

REPORTING TIPS FOR COORDINATOR & MEMBER

-> **Best practice to check the appropriate use of the funding:**

Each member should prepare an excel sheet listing invoices sorted by budget categories indicating *invoice ref., supplier identity, amount, description of items/services/supplies or works (scanned & numbered copies of invoices)*



IMPORTANT SPECIFIC REMINDER

Project application must address:

- why financial support to third parties is needed (*best way to reach the objectives*)
- how it will be managed (*internal arrangements*)
- provide a list of the different types of activities for which a third party may receive financial support (*joint activities*)
- clearly describe the results to be obtained (*deliverables*)

OVERALL COMMENTS ON 2020 SELECTION RESULTS

- 18 applications were received from 13 countries. The majority of applications came from the coordinating organisation from Germany (4), followed by France (2) and Denmark (2)
- **7 selected networks including 37 festivals** and covering 23 countries (for a total budget of 600K)
- **Size of selected Networks:** between 6 to 4 festivals

OVERALL COMMENTS ON 2020 SELECTION RESULTS

- Difference between already existing networks and those in progress
- For some networks the coordinator was the most experienced and the members could take advantage in terms of content, operational and organisational aspects
- Several networks were regional and only few had an extended geographical coverage
- Majority of the networks presented a package of joint activities and only few submitted one common project

OVERALL COMMENTS ON PAST SELECTION RESULTS

- Some networks were **specialised** (animation, documentary, shorts, children)
- Some networks had a “**charter**” which structured objectives and milestones
- The **industry** should be able to identify the networks which could find their place in the value chain -> in this perspective **branding** could be an asset
- The objective of having **impact** on audiences should be reinforced
- The potential of the network to **expand** should be taken into account as well as strategies to enlarge the network



RECOMMENDATIONS

- This call is an opportunity – not an obligation
- There should be organic/genuine spirit in getting together
- Share common goals to increase audience interest, play a role within the industry, improve circulation and showcase of European works & talents
- Find interesting focus/positioning & feel there is common path
- There are challenges: trust, intercultural differences, distribution of workload, slots for common activities, might be time-consuming

Focus on new budget and MEDIA request

✓ What does the new budget look like?

Proposal ID SEP-210758581
Acronym erfer

3 - Budget

No.	Name of beneficiary	Country	Role	Personnel costs - without volunteers /	Personnel costs - volunteers	Subcontracting costs /	Purchase costs - Travel and subsistence /	Purchase costs - Equipment /	Purchase costs - Other goods, works and services /	Financial support to third parties /	Indirect costs /	Total eligible costs /	Ineligible costs	Total estimated project costs and contributions
1	Baird Consulting Scs	BE	Coordinator	0	0	0	0	0	0	0	0,00	0,00	0	0
Total				0	0	0	0	0	0	0	0,00	0,00	0	0

Total eligible costs /	Ineligible costs	Total estimated project costs and contributions	Funding rate	Maximum EU contribution to eligible costs	Requested EU contribution to eligible costs	Max grant amount	Income generated by the project	In kind contributions	Financial contributions	Own resources	Total estimated project income
0 577800,00	0	577 800	90	520020,00	520020,00	520020,00	0	0	0	57 780	577800,00
0 577800,00	0	577 800		520020,00	520020,00	520020,00	0	0	0	57 780	577800,00

ELIGIBLE COSTS REMINDER

- Eligible direct costs are those which are identifiable as specific costs directly linked to the performance of the NETWORK ACTIVITIES and which can therefore be booked to it directly by the Coordinator.
- The Coordinator can allocate support to each Member of the Network for a max. of EUR 100,000 -> it depends on the level of costs that will be undertaken directly by each member in relation with the network coordination and the implementation of joint activities.



WORK PACKAGES AND DELIVERABLES

NEW

- The project activities must be organised in the following work packages:
- WP 1 – Project management (mandatory)
- WP 2 – Support to third parties for joint activities (mandatory)

- Additional work packages may be added.

Examples of Deliverables:

Coordination report (coordination activities e.g. newsletters)

Promotional material

Where to find the MEDIA call?

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/programmes/crea2027>



Funding & tender opportunities
Single Electronic Data Interchange Area (SEDIA)

SEARCH FUNDING & TENDERS ▾ HOW TO PARTICIPATE ▾ PROJECTS & RESULTS WORK AS AN EXPERT SUPPORT ▾

• My Experts Area in the F&T Portal is currently experiencing technical issues. We are working to resolve the problem and will let you know when the application is functioning normally.
• Grant Management Services in the F&T Portal is currently experiencing technical issues. We are working to resolve the problem and will let you know when the application is functioning normally.

Find calls for proposals and tenders

Search calls for proposals and tenders by keywords, programmes...

EU Programmes

Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Instrument (BMVI)	Citizens, Equality, Rights and Values Programme (CERV)	Creative Europe (CREA)	Digital Europe Programme (DIGITAL)	Europe Direct (ED)
European Parliament (EP)	European Solidarity Corps (ESC)	Erasmus+ Programme (ERASMUS+)	European Social Fund + (ESF)	European Maritime, Fisheries and Aquaculture Fund (EMFAF)	Innovation Fund (INNOVFUND)
Internal Security Fund (ISF)	Horizon Europe (HORIZON)	Single Market Programme (SMP)	Social Prerogative and Specific Competencies Lines (SOCPL)	EU External Action (RELEX)	Justice Programme (JUST)
Pilot Projects and Preparatory Actions (PPPA)	Programme for the Environment and Climate Action (LIFE)	Promotion of Agricultural Products (AGRIP)	Union Civil Protection Mechanism (UCPM)		

[Show all](#)



How to participate in 5 steps

1 Find an opportunity

2 Find partner(s)

3 Create an account

4 Register your organisation

5 Submit your proposal or offer

Learn how to find and apply for suitable EU funding and tender opportunities.

[Learn more](#)





SEARCH FUNDING & TENDERS

HOW TO PARTICIPATE

PROJECTS & RESULTS

WORK AS AN EXPERT

SUPPORT

Creative Europe (CREA)

clear filter

Type your Keywords...



Match whole words only

GRANTS

TENDERS

Submission status

Forthcoming (18)

Open for submission

Closed

Programming period

2021 - 2027 (18)

Creative Europe (CREA)

Filter by call

Select a Call...

CPV code (Tenders Only)

Select a CPV code...

Funding and tenders (18)

Need help?



Sort by:

Submission status

Grant Talent & Skills

Forthcoming

Programme Creative Europe Programme (CREA)

ID CREA-MEDIA-2021-TRAINING

Types of action CREA Project Grants

Deadline model single-stage

Opening date 01 June 2021

Deadline date 26 August 2021 17:00:00 Brussels time

Grant Films on the Move

Forthcoming

Programme Creative Europe Programme (CREA)

ID CREA-MEDIA-2021-FILMOVE

Types of action CREA Project Grants

Deadline model single-stage

Opening date 01 June 2021

Deadline date 24 August 2021 17:00:00 Brussels time

Grant European mini-slate development

Forthcoming

Programme Creative Europe Programme (CREA)

ID CREA-MEDIA-2021-DEVMINISLATE

Types of action CREA Lump Sum Grants

Deadline model single-stage

Opening date 01 June 2021

Deadline date 12 August 2021 17:00:00 Brussels time

Conditions and documents


Submission service

Topic related FAQ

Get support

Call information

Call updates


 Go back to search results

Start submission

To access the Electronic Submission Service, please click on the submission-button next to the **type of action** and the **type of model grant agreement** that corresponds to your proposal. You will then be asked to confirm your choice, as it 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 Funding & Tenders Portal and select the My Proposals page of the My Area section.

Please select the type of your submission:

 CREA Project Grants [CREA-PJG], CREA Action Grant Budget-Based [CREA-AG]

Start submission

 Need help?

Create proposal



Deadline

07 April 2022 17:00:00 Brussels Local Time

40 days left until closure

Call data:

Call: **CREA-MEDIA-2022-FESTNET**

Topic: **CREA-MEDIA-2022-FESTNET**

Type of action: **CREA-PJG**

Type of MGA: **CREA-AG**



Topic and type of action can only be changed by creating a new proposal.

You can submit the proposal as many times as you wish up until the deadline. Each new submitted version will replace the previous one.

Find your organisation

PIC

9

Short name

250

Search

Organisations you have been previously associated with. (Click to select)

PIC: 956444445

Baird Consulting SCS

Vieille rue du Moulin-Rouge 20
Uccle, BE

PIC: 913842918

Test Camelia-Valeria

place Rogier
Brussels, BE



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Commission

This is a mono-beneficiary agreement, there are no partners or affiliated entities as co-beneficiaries

Participants



Deadline

07 April 2022 17:00:00 Brussels Local Time

37 days left until closure

Call data:

Call: **CREA-MEDIA-2022-FESTNET**

Topic: **CREA-MEDIA-2022-FESTNET**

Type of action: **CREA-PJG**

Type of MGA: **CREA-AG**



Topic and type of action can only be changed by creating a new proposal.

Proposal data:



In this step you as coordinator should manage and review the participants of your proposal.



Only you as coordinator can edit the elements on this screen.

Note: Your changes will be applied only after you click the "Save Changes" button.

Number of participants: 1



Coordinator



Test Camelia-Valeria

Add Affiliated Entity

Contacts:

Add contact

Test Camelia-Valeria
Brussels, BE
PIC: 913842918

Simona-Gabriela VARZAN - Main contact



Change organisation

Contact organisation

TECHNICALITIES

UNDERSTANDING THE MAIN ELEMENTS OF THE E-FORM

PART
A

PART
B

PART
C

E-FORM IN SUBMISSION SYSTEM

Proposal forms

Deadline
26 August 2021 17:00:00 Brussels Local Time

Call data:
Call: CREA-MEDIA-2021-TRAINING
Topic: CREA-MEDIA-2021-TRAINING
Type of action: CREA-PJG
Type of MGA: CREA-AG

⚠ Topic and type of action can only be changed by creating a new proposal.

Proposal data:
Acronym: Baird Training
Draft ID: SP...

Download Part B templates
Download part B templates

Support & Helpdesk
Online Manual IT How To

Administrative forms
In this step you can edit the Administrative Forms and upload the proposal itself.

Your proposal contains changes that have not yet been submitted.

Edit forms **Edit Part C** 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 TpL_Application_Form_Part_B_CREA_MEDIA.pdf Delete

Declaration on ownership and control Upload

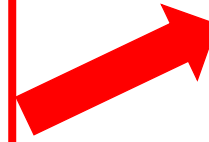
← BACK TO PARTICIPANTS LIST VALIDATE SUBMIT

Edit Proposal

Fill in all parts of the proposal:

A Administrative Form
(to fill in online)

C General information
(to fill in online)



Proposal Info			
Proposal ID	Call for Proposal	Topic	Type of Action
SEP-210833541	CREA-MEDIA-2022-FESTNET	CREA-MEDIA-2022-FESTNET	CREA-PJG

Please select the type of organisation

Numb er	Name	PIC Number (if available)	Type of organisation
1	Test Org	903605635	Film Festival organisation

Contact with a Creative Europe Desk

Did you contact a "Creative Europe Desk" before submitting this application?

YES
 NO

Have you been satisfied with the service provided?

YES
 NO

What kind of contact did you have?

- For assistance filling in documents
- For assistance with the budget
- For assistance in partner search
- For assistance in setting up the project
- For information only
- For assistance related to the electronic submission system

Information on the applicant company

Annual turnover in €
1232131123

Number of permanent staff
123

Call data:

Call: CREA-MEDIA-2022-FESTNET
Topic: CREA-MEDIA-2022-FESTNET
Type of action: CREA-PJG
Type of MGA: CREA-AG

Topic and type of action can only be changed by creating a new proposal.

Proposal data:

Acronym: FFF
Draft ID: SEP-210843362

Administrative forms (Part A)

[Edit forms](#) [Edit Part C](#) [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	Tpl_Application_Form_Part_B_CREA_MEDIA_JAN_ENDLESS.pdf		Delete
Info on programming	Tpl_Info_on_Programming_CREA_MEDIA_FESTNET.pdf		Delete

[← BACK TO PARTICIPANTS LIST](#) [VALIDATE](#) [SUBMIT](#)

Edit forms tab (part A)

Type of Model Grant Agreement: CREA Action Grant Budget-Based

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Section	Title	Action
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2	Participants	Show
3	Budget	Show

How to fill in the forms

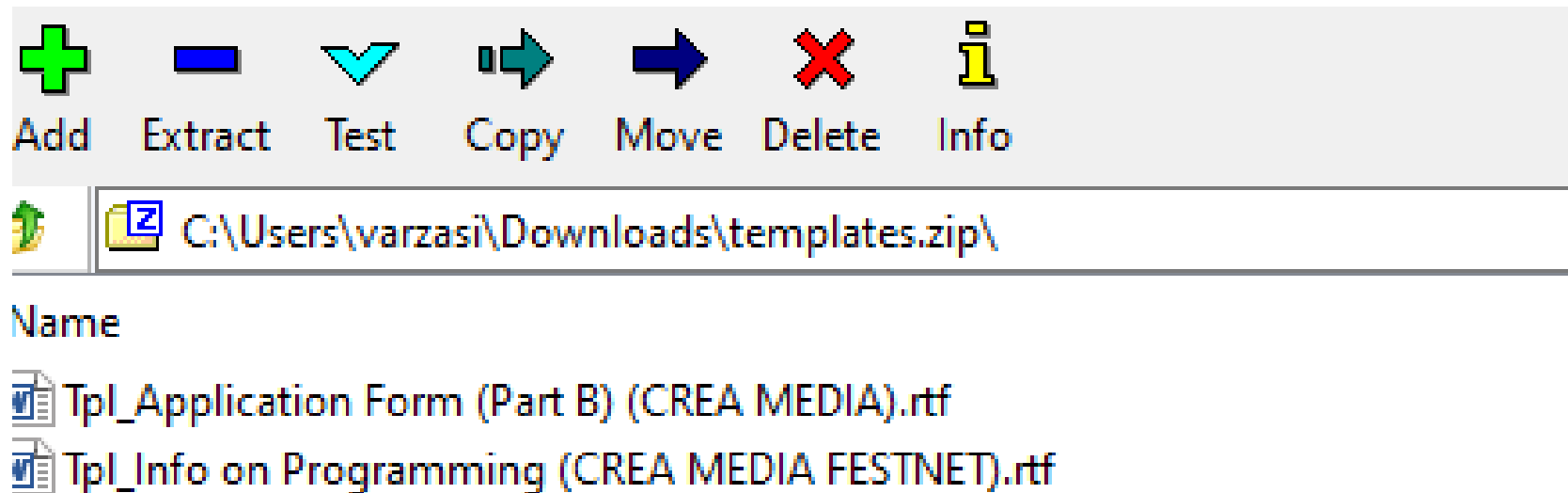
The administrative forms must be filled in for each proposal using the templates available in the submission system. Some data fields in the administrative forms are pre-filled based on the steps in the submission wizard.



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Executive Agency

Download **Part B** documents: Zip file opens and you work on them offline



Edit proposal – part B

Structure reflects the award criteria used by experts to evaluate the proposal



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Part B (detailed description of the action): choose the relevant questions for the call

1.3 European added value

European added value: (n/a for 'European Film Distribution', 'European Film Sales', 'Networks of European festivals', 'European festivals' and 'Subtitling of cultural content')

For 'European Co-development': Describe the European dimension of the collaboration, in particular concerning cooperation between countries with different market sizes, as well as the linguistic and geographical diversity.

objectives of the call.

For 'Networks of European festivals': Describe the geographical coverage within the network, the activities including intended deliverables as well the innovative actions in the areas of outreach and audience development, including the use of the latest digital technologies and tools.



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Edit proposal – part B



• To complete the application, plan activities in detail well in advance

A **work package** is a building block of the work breakdown structure that allows the project management to define the steps necessary for completion of the work.

1. WP 1 – Project management (mandatory)
2. WP 2 – Support to third parties for joint activities (mandatory)

Deliverables: major project outputs which are submitted to show project progress (any format) ; **due dates must be feasible**

MANDATORY: at least 1 per WP

Project management

1. Meeting notes
2. Coordination report
3. Communication plan

Support to third parties:

1. Payment requests form third parties
2. Promotional material from third parties

Edit proposal – part B

Milestones: **OPTIONAL** control points in the project that help to chart progress – you may leave the field empty or milestones could be:

1. 100% of the network activities finalised for Work Package 1
2. 100% of the network activities finalised for Work Package 2

Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Means of Verification		Due Date (month number)	Description
MS1		1					
MS2		1					
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D1.1		1		[R — Document, report] [DEM — Demonstrator, pilot, prototype] [DEC —	[PU — Public] [SEN — Sensitive] [Classified R- UE/EU-R] [Classified C-		

MANDATORY ANNEX TO THE APPLICATION

Supporting document: Information on the programming

EU Grants: Information on the Programming (CREA MEDIA FESTNET): V1.0 – 15.01.2022

INFORMATION ON THE PROGRAMMING

Please complete the table on the programming of the Network and add rows per member, where applicable.

Network Members	Festival Name	Country	Total No of films/ audiovisual works	No of non MEDIA films/ audiovisual works	No of national films/ audiovisual works	No of MEDIA non-national films/ audiovisual works	% of MEDIA non-national films/ audiovisual works	No of MEDIA countries	Estimated cascading grant per network member ¹
Coordinator									
Member 1									
Member 2									
Member 3									

¹ The maximum amount of funding per member is EUR 50,000/year. This amount depends on the level of costs that will be undertaken directly by each member in relation with the network coordination and the implementation of joint activities.

What You Need to Know about Completing the Form

- Who Can Fill in the administrative form part A of the proposal?

The **Main Contact** is the only person that can complete the form and all other administrative details.



Your Role

Please indicate your role in this proposal

Main contact

Contact person

SUBMIT PROPOSAL

After submission, your proposal is sent to the EU services for evaluation

Step 6

Submit

HP-FPA-2014

 USER NAME

 TOPIC
ECC-01-2014


 TYPE OF ACTION
CONS-FPA

A.B.C. ACRONYM
Test proposal

 FINAL ID | 616605
DRAFT ID | SEP-238330351

SAT. DEADLINE (Brussels Local Time)
30 April 2016 17:00:00

16 days left until closure

Check Config 

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

[Visit our 112020 Online Manual](#) 

Your proposal has been successfully submitted

Your proposal was submitted on: **31 March 2016 at 11:12:00 (Brussels Local Time)** as part of the **HP-FPA-2014** call, before the deadline of **30 April 2016 at 17:00:00 (Brussels Local Time)**.

Your project ID is **616605**. This number is important and will be used as future reference during the evaluation process.

Revisit your Proposal

You may edit your proposal and re-submit at any time before the deadline of **30 April 2016 at 17:00:00 (Brussels Local Time)** by clicking the "re-edit proposal" button.

re-edit proposal

A digitally signed and time-stamped version of the latest submitted version of your proposal can be viewed/downloaded. Note: this can take from a few seconds to several hours depending upon system load. Please contact the Service Desk if it is not yet available 72 hours after a call closure.

download

You may withdraw the proposal at any time prior to call closure. In doing so it will not be passed to the evaluation stage.

withdraw proposal

TIPS & TRICKS

Get familiar with:

- the submission Wizard
- the electronic Form
- the templates to be filled in (part B, annexes, part C...) and the required information
- Project acronym: it is recommended to put a name allowing easy proposal identification
- Submit proposals well in advance before call closure.
- You can resubmit your proposal if needed until the closure of the call.
- Once the Call is closed, the last submitted version will be the one being evaluated.

TIPS & TRICKS

- The breach of certain limitations, such as document size limits, will result in failure to upload.
- As a result you will need to amend the documents and upload them again.
- If you exceed the page number limit, when applicable, you will still be able to upload the document but all of the excess pages will contain just a watermark as content.



Excess page

TIPS

- Page limit = 70 pages together with first page of the Application form
- Pay attention to the instructions in green as sometimes it does not concern the action NETWORKS OF EUROPEAN FESTIVALS (explanation starting with “n/a”)
- Delete the instructions not relevant to the action NETWORKS OF EUROPEAN FESTIVALS
- With regards the Annex on EU programming, when converting it in PDF, please make sure to select the relevant conversion option “fit worksheet to a single page”

What's next after submission?

Evaluation starts. After the finalisation of the evaluation, applicants will receive the **Evaluation Result Letter**

You will find and download your Evaluation Result Letter in **my project area**

Notifications will be sent by email to **the coordinator's contact persons** listed in the proposal

Successful applicants start Grant Agreement Preparation in **Grant Management system**

The screenshot displays the 'Participant Portal - Grant Management Services' interface. At the top, the European Commission logo and the text 'RESEARCH & INNOVATION' are visible. The main content area is divided into several sections:

- MY PROJECT:** A blue sidebar on the left contains project details for 'HORIZON 2020'. The details include: Call: H2020-Adhoc-2014-2, Type of Action: CSA, Acronym: 90050 DEMO2, Current Phase: Grant preparation, Numbers: 90050, Duration: 8 months, Start Date: (blank), and Estimated Project Cost: €40,026.50.
- Proposal Management & Grant Preparation:** A central section showing the proposal ID '90050 - 90050 DEMO2' and a progress timeline dated '07/04/2014'. The timeline includes stages: Submitted (active), Evaluated, Ranked, Invited, and Prepared.
- Documents:** A section listing documents, including '90050 - auto-generated ESR' and 'Evaluation Result Letter- 90050- 90050 DEMO2'.
- Messages:** A section at the bottom for communication.

Support IT, FAQ and rules

European Commission | Funding & tender opportunities | Single Electronic Data Interchange Area (SEDIA)

SEARCH FUNDING & TENDERS | HOW TO PARTICIPATE | PROJECTS & RESULTS | WORK AS AN EXPERT | **SUPPORT**

- Support overview
- Guidance & Manuals
- FAQ
- Helpdesks

Support overview

Support by type

- GUIDANCE
- FAQ
- HELPDESKS

H2020 Online Manual guides you through all the main processes on the Participant Portal from proposal submission to grant management and audits. IT HOW TO gives you detailed guidance on the PP related IT tools.

Popular support topics

EU Login	Online manual	How can I acquire roles and access rights for proposals, projects or organisations?
How to change the EU Login account details?	FAQ	Where can I find more user guidance related to proposal submission?
What is a LEAR (Legal Entity Appointed Representative) and what are LEAR's rights and tasks?	FAQ	SME Self Evaluation
How to appoint a LEAR	Online manual	Where can I find the National Contact Points (for Horizon 2020)?
Do I have to register my organisation before drafting my proposal?	FAQ	

Creative Europe (CREA)

Programming period: 2021-2027

Reference Documents

Grants

This page includes reference documents of the specific actions.

Please select the programme to see the reference documents.

Procurement

Reference Documents related to tendering opportunities

Guidance & Manuals

GRANTS TENDERS

Reference documents

The page references documents of the programmes managed by the Commission, grant agreements and guides for specific actions.

- Legislation
- Work programme & call documents
- Grant agreements and contracts
- Guidance
- Templates & forms
- Funding & Tenders Portal

Online Manual

Step-by-step online guide through the Portal processes from proposal submission to grant management and audits.

IT How to

IT support guide with step-by-step walkthroughs and videos.

THANK YOU FOR YOUR
ATTENTION

Questions?

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