

# HORIZON 2020 Programi Europian Kuadër për Kërkimin dhe Inovacionin



# **GUIDA E APLIKIMIT**

N 2020

HORIZ







2020

# Horizon 2020

Sfida kryesore: stabilizimi i sistemit ekonomik dhe financiar për marrjen e masave në krijimin e mundësive ekonomike

Bashkepunimi nderkombetar eshte celesi per adresimin e shume objektivave te Horizon 2020

**Principi i gadishmerise se pergjithshme:** H2020 do te mbetet programi me i hapur ne bote ndaj financimit

Horizon 2020 do te jete i hapur ndaj **asocimit** te: shteteve miratuese, shteteve kandidate, kandidateve potenciale dhe shteteve te zgjedhura si partnere nderkombetare qe permbushin kriteret e duhura (kapacitetin, historikun, lidhje te aferta ekonomike dhe gjeografike me BE-ne, etj.)

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# Pse duhet të marrësh pjesë në bashkëpunim



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# Pse H2020 ?

Propozimi i Komisionit per financimin prej €80 billion ne kerkim dhe inovacion (2014-2020); mbi €70-80 miliardë

### Nje pjese e rendesishme e Europes 2020, Unioni i Inovacionit & Zona Kerkimore Europiane:

Pergjigjet krizes ekonomike per investim ne zhvillim dhe punesim.

Adresimi ndaj problemeve te qytetareve per mireqenien e tyre, sigurine dhe mjedisin.

Forcimi i pozitave boterore te BE-se ne kerkim, inovacion dhe teknologji.

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# € 79 miliardë nga 2014 deri 2020



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# Qasja e re për programet e punës dhe thirrjet

- Projekte Strategjike
- Programet e punës dy vjeçare
- (2014-2015: > € 15 billion)
- Thirrje më të Qarta 64 Thirrje në 2014
- ✓ Temat më të gjera dhe koncize
- Afatet e para të thirrjeve që nga marsi 2014

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# Thjeshtimi Për të mirën e aplikantëve



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## Nje set i vetem rregullash Horizon 2020







# Format e financimit

## Grantet

Kontributi i drejtpërdrejtë financiar me anë të granteve, në mënyrë që të financojnë një projekt/thirrje.

## Çmimet

Kontributi financiar i dhënë si shpërblim pas një konkursi

(njohja per arritje ne projekt apo shpërblime nxitjeje)

## Prokurimet

Furnizim me asete, ekzekutimin e punëve ose ofrimi i shërbimeve kundrejt pagesës

instrumentet financiare si kapitali neto të parafinancim; kredi; garanci; instrumente të tjerë.

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# **Disa informacione praktike**

# Konsorciumi në projektet bashkëpunuese

- Konsorciumi duhet të ketë të paktën (3EU+AC) 3 organizata ose insitucione të ndryshme nga 3 shtetet anëtare të BE dhe nga shtetet e asociuara.
- Shumica e projekteve janë me shumë se 3 organizata ose insitucione (10-20 është normale)
- Aktorë të ndryshëm në konsorcium kanë kompetenca, objektiva, rrjete dhe përvojë të ndryshme,
- Diversiteti është një avantazh (vendi, sektori, gjinia, përvoja)
- Një partner është koordinator (ose menaxher i projektit) duhet të jetë me përvojë
- Partnerët e përzgjedhur mund të jenë udhëheqësit shkencorë
- Opsioni "Palë e tretë" nuk nënshkruajnë Marrëveshjen e Grantit, por kanë një marrëveshje private me një ose më shumë prej pjesëmarrësve të plotë.







# **Propozimet H2020**

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- Këto janë projekte të mëdha ... kështu që ka shumë kërkesa teknike për propozimin
- Megjithatë, partnerët tuaj evropiane (veçanërisht koordinatori) do të bëjë pjesen më të madhe të punës
- Projektet janë të strukturuara në paketa të punës për të ndihmuar në menaxhimin e projekteve nëpërmjet rezultateve
- Ju duhet të dini se sa përfshirja juaj do të kushtojë (pa marrë parasysh nëse ju merrni fonde të BE-së apo jo)
- E rëndësishme, zgjidhni vetë planin tuaj të financimit për përfshirjen tuaj përndryshe mund te deshtoni propozimin tuaj.
- Jini të qartë në çështjet e pronësisë intelektuale (Background IP / Project IP)





1. Përdorni Portalin Horizon 2020 per Pjesëmarrësit

http://ec.europa.eu/research/participants/portal/desktop/en/home.html

- 2. Identifikimi i një thirrjeje për Propozime<sub>http://ec.europa.eu/programmes/horizon2020/find-your-area</sub>
- Gjej partnerë (aty ku është e nevojshme pasiv apo aktiv?) Bisedoni me kolegët tuaj evropiane, ata nuk mund të ketë menduar për ju?
- 4. Regjistrohu si organizate ne portalin e Pjesëmarrësit
- Gjate Zhvillimit te propozimit; lejoni kolegët tuaj europianë të bëjne pjesen më të madhe të punës - ata kanë ekipe të personelit me përvojë
- 6. Dërgoni një propozim? Ne portalin e Pjesëmarrësit









# **Mundësi Financimi**

# Si të filloni përgatitjen e një propozimi?

- 1. Shko tek faqja mundësitë e financimit
- 2. Zgjidhni temën tuaj brenda një fushe, ose me nje login dhe të lexoni / shkarkoni dokumentet përkatëse.
- 3. Zgjidhni Ilojin e veprimit.
- Për të hyrë në shërbimin e dorëzimit, hyni ose krijoni llogarinë tuaj ECAs.
- 5. Përgatitja e projekt propozimin tuaj.

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- 6. Vazhdoni përgatitjen ose shtyeni përsëri per nje date më vonë.
- Shërbimi elektronik parashtresa është në dispozicion për një temë të caktuar / lloji i veprimit deri në afatin e thirrjes.





# Propozimi hap-pas-hapi



### Zgjidhni temën dhe llojin e veprimit

COMMISSION

### Para-regjistrimi

### Konsorciumi











Industrial Leadership	Industrial Leadership
BIOTECHNOLOGY	Call for Nanotechnologies, Advanced
H2020-LEIT-BIO-2015-1	Materials and Production
	H2020-NMP-ERA-NET-2015
Deadlines: 26/03/2015	Deadlines: 26/03/2015
Opening Date: 22/10/2014	Opening Date: 22/10/2014
Industrial Leadership	Industrial Leadership
Call for Nanotechnologies, Advanced	Call for Nanotechnologies, Advanced
Materials and Production	Materials and Production
H2020-NMP-PILOTS-2015	H2020-NMP-2015-two-stage
Deadlines: 26/03/2015	Deadlines: 26/03/2015
Deadimes, 20/03/2013	Deadines, 20/03/2013
Opening Date: 22/10/2014	Opening Date: 22/10/2014
Industrial Loadorabia	Industrial Loadorship
Call for Energy-efficient Buildings	Call for SPIRE - Sustainable Process
H2020-EeB-2015	Industries
	H2020-SPIRE-2015
Deadlines: 04/02/2015	Deadlines: 04/02/2015
Deadlines: 04/02/2015 Opening Date: 22/10/2014	Deadlines: 04/02/2015 Opening Date: 22/10/2014
Deadlines: 04/02/2015 Opening Date: 22/10/2014	Deadlines: 04/02/2015 Opening Date: 22/10/2014
Deadlines: 04/02/2015 Opening Date: 22/10/2014 Industrial Leadership	Deadlines: 04/02/2015 Opening Date: 22/10/2014 Excellent Science
Deadlines: 04/02/2015 Opening Date: 22/10/2014 Industrial Leadership ICT 2015 - Information and	Deadlines: 04/02/2015 Opening Date: 22/10/2014 Excellent Science Call for proposals for ERC Starting Grant
Deadlines: 04/02/2015 Opening Date: 22/10/2014 Industrial Leadership ICT 2015 - Information and Communications Technologies	Deadlines: 04/02/2015 Opening Date: 22/10/2014 Excellent Science Call for proposals for ERC Starting Grant ERC-2015-STG
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H2020-INFRADEV-1-2015-1

Deadlines: 14/01/2015

Opening Date: 24/09/2014

implement novel ways to highli ... ERC-2014-SUPPORT-1

Deadlines: 16/12/2014 Opening Date: 16/09/2014

### Horizon 2020

Industrial Leadership Call for Nanotechnologies, Advanced Materials and Production H2020-NMP-CSA-2015

Deadlines: 26/03/2015 Opening Date: 22/10/2014

Industrial Leadership Call for Factories of the Future H2020-FoF-2015

Deadlines: 04/02/2015 Opening Date: 22/10/2014

#### Industrial Leadership EU-Brazil Research and Development Cooperation in Advanced Cyber Infrastructure H2020-EUB-2015

Deadlines: 21/04/2015 Opening Date: 15/10/2014

#### Excellent Science FET-Open - Novel ideas for radically new technologies - Coordinat ... H2020-FETOPEN-2015-CSA

Deadlines: 31/03/2015 Opening Date: 01/10/2014

#### Excellent Science Support to innovation, human resources, policy and international cooperation H2020-INFRASUPP-2015-1

Deadlines: 14/01/2015 Opening Date: 24/09/2014

#### Excellent Science Marie Sklodowska-Curie Innovative Training Networks (ITN) H2020-MSCA-ITN-2015

Deadlines: 13/01/2015 Opening Date: 02/09/2014

## Find your area

Agriculture & Forestry

- Aquatic Resources
- Bio-based Industries
- Biotechnology
- Energy
- Environment & Climate Action
- Food & Healthy Diet
- Funding Researchers
- Health
- ICT Research & Innovation
- Innovation
- International Cooperation
- Key Enabling Technologies
- Partnerships with Industry and Member States
- Raw Materials
- Research Infrastructures
- Security
- SMEs
- Social Sciences & Humanities
- Society
- Space
- Transport

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Horizon 2020 Search Topics		O Results If you don't find your topic, you can also use the <b>free text search</b> .	
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Call Updates		Status © Closed Sort by	© Call Id
			a free text search
Other EU Program 2014-2020 Research Fund for Coa COSME 3rd Health Programme	nmes al & Steel e	In addition, <b>see all the open calls</b> of Marie Sklodowska-Curie actions ( Council (ERC) grants for individual researchers of any nationality and re include opportunities for companies and SMEs. <b>The MCSA and ERC gra</b> <b>specific topics</b> .	(MSCA) and European Research esearch teams. The MSCA grants ants are not restricted to
Consumer Programme	e		
FP7 & CIP Program 2007-2013 Calls	mmes	Quick finder for topics linked to H2020 cross-cutting priorities:Cross-cutting Key-Enabling Technologies (KETs)ERA-NETGenderContractual Public-Private Partnerships (cPPPs)	ration ences and humanities
Other Funding Opportu	unities	Disa thirrje dhe tema bazë të kritereve	a janë të grupuara në të paracaktuara

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	Uther Funding Op	portunities	• 2013-12-2 <mark>0 16:45:30</mark>
			The submission session is now available for: SFS-01a-2014(RIA), SFS-01b-2014(RIA), SFS-02a- 2014(RIA), SFS-03a-2014(RIA), SFS-03b-2014(RIA), SFS-04-2014(RIA), SFS-07a-2014(RIA), SFS-09-2014(RIA), SFS-10a-2014(RIA), SFS-11a-2014(RIA), SFS-12-2014(RIA), SFS-14a-2014(RIA), SFS-15-2014(RIA), SFS-17-2014(IA), SFS-19-2014(RIA)
			<ul> <li>SFS-02a-2014: External nutrient inputs</li> <li>SFS-04-2014: Soil quality and function</li> <li>SFS-09-2014: Towards a gradual elimination of discards in European fisheries</li> <li>SFS-11a-2014: Optimizing space availability for European Aquaculture</li> <li>SFS-01a-2014: Genetics and nutrition and alternative feed sources for terrestrial livestock production</li> <li>SFS-03a-2014: Native and alien pests in agriculture and forestry</li> <li>SFS-07a-2014: Traditional resources for agricultural diversity and the food chain</li> <li>SFS-10a-2014: Scientific basis and tools for preventing and mitigating parasitic diseases of European farmed fish</li> <li>SFS-12-2014: Assessing the health risks of combined human exposure to multiple food-related toxic substances</li> <li>SFS-14a-2014: Innovative solutions for sustainable novel food processing</li> </ul>

#### (A-Z) Sitemap About this site Contact Legal Notice English **NIVELI I TEMES RESEARCH & INNOVATION** European Participant Portal Commission European Commission > Research & Innova Pasi të keni zgjedhur temën tuaj, atëherë HOME FUNDING OPPORTU shfletoni / downloadoni / lexoni dokumentet Horizon 2020 specifike të lidhura. 2 Calls Search Topics Publication date 2013-12-11 Deadline Date 2014-03-12 17:00:00 (Brussels local time) 2014-06-26 +17:00:00 (Brussels local time) Stage 2 Call Updates 2 Total Call Budget €128,000,000 Main Pillar Societal Challenges OJ C361 of 11 December 2013 Status Open 0J reference FP7 & CIP Programmes **Topic: Soil quality and function** SFS-04-2014 2 Calls 2 Call Updates Topic Description Topic Conditions & Documents ubmission Service COSME For reference documents applying to the entire call for proposals, please see here Other Funding Opportunities Please read carefully all provisions below before the preparation of your application. 1. List of countries and applicable rules for funding: described in part A of the General Annexes of the General Work Programme. 2. Eligibility and admissibility conditions: described in part B and C of the General Annexes of the General Work Programme. 3. Evaluation 3.1 Evaluation criteria and procedure, scoring and threshold: described in part H of the General Annexes of the General Work Programme. 3.2 Guide to the submission and evaluation process Proposal page limits and layout: Please refer to Part B of the standard proposal template. 5. Indicative timetable for evaluation and grant agreement:

Information on the outcome of one-stage evaluation: maximum 5 months from the final date for submission.

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	Re	search and Innovation acti	SUBMISSION			

Për të hyrë në shërbimin e dorëzimit Projektit:

- Shko tek tab 'fillo dorëzimin' për të zgjedhur llojin e veprimit.

- Identifikohuni ose regjistrohuni për një llogari (ECAs).

Opsionale- ju mund të logoheni fillimisht dhe pastaj zgjidhni temën dhe llojin e veprimit.

Ju do drejtoheni automatikisht ne brendesi të faqes së dorëzimit.



## Propozimet e mia

Numrat PIC janë të nevojshme në sistemin e paraqitjes se propozimit, prandaj pjesëmarrësit inkurajohen Për regjistrimin e organizatave të tyre sa më shpejt të jetë e mundur! Para se të hartojnë një propozim.

Propozimet janë të përbërë nga:

- Pjesa A: informacioni administrativ (lista e pjesëmarrësve, formularët ligjore dhe financiare të strukturuara, etj);
- Pjesa B: një dokument PDF me përmbajtjen shkencore dhe teknike
- Mund edhe të ketë dokumente shtesë (opsional).

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# Të dhënat e entit juridik në formularët dorëzimit

Neni 2- i formularit administrative përmban informacion në lidhje me Përfituesin:

PIC, emri ligjor, emri i shkurtër adresë Statusi ligjor Kodi NACE Nomenclature statistique des Activités économiques dans la Communauté Européenne

HOR

Përveç kësaj "llogariten" bazuar në këtë informacion: edhe flamuri akademik në veprimet MSCA.







# Të dhënat - person juridik

- Pasi numri i PIC është shtuar te Hapi 4,
   informacioni në këtë formular të nenit 2 është 'prefilled' dhe nuk përditësohet.
- Në mënyrë që të rifreskoni të dhënat ligjore:
  - 1. Fshije PIC në propozimin e dhënë.

HOF

- 2. Të rifreskoni të dhënat në Regjistrin Përfitues
- 3. Shto përsëri PIC për propozimin e dhënë





## 2 - Administrative data of participating organisations



999885604 SZENT ISTVAN EGYETEM

### Short name: SZENT ISTVAN EGYETEM

### Address of the organisation

Street Pater Karoly utca 1

Town GODOLLO

Postcode 2100

Country Hungary

Webpage http://www.szie.hu

### Legal Status of your organisation

### Research and Innovation legal statuses

Public bodyyes	
Non-profitno	
International organisationno	
International organisation of European interest no	
Secondary or Higher education establishment yes	
Research organisationno	
Small and Medium-sized Enterprises (SMEs)no	

Legal person ..... yes













read-only këtu.

EUROPEAN COMMISSION zgjidhni nivelin e të drejtave për personin (të plotë ose vetëm për lexim), dhe definoni rolin e personit në propozim: kontakti Main (= person në ngarkim të propozimit) ose personin e kontaktit



# Të drejtat e personave në propozime

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Personi i parë që fillon të hartojë propozimin do të japë **të drejtat e aksesit** për personat e tjerë të kontaktit.

- *Të drejtat e aksesit* janë dhënë me ndihmën e **e-mail**'it sistemi i dërgon një ftesë automatike.
- Nëse personi nuk ka një **llogari ECAs** akoma, një I ri do të krijohet dhe personi do të marrë një ftesë për të përfunduar krijimin ECAs dhe pastaj mund të hyni propozimin.
- Vetëm koordinatori mund të modifikojë listën e pjesëmarrësve dhe të japë të drejtat e aksesit për njerëzit e tjerë.







# Detajet e Personit te kontaktit

	European Commission - Research - Participants Proposal Submission Forms						
turope an Convertision	Research Executiv	ve Agency		Table Of Contents	Validate Form	Save And Close	
Proposal ID	SEP-111470351	Acronym	ssdfdf	Go to		•	

Contact address of the Host Institution and contact person

The name and e-mail of Host Institution contact persons are read-only in the administrative form, only additional details can be edited here. To give access rights and contact details of Host Institution, please go back to Step 4 of the submission wizard and save the changes. Please note that the submission is blocked without a contact person and e-mail address for the Host Institution.

Organisation Legal Name Baird Consulting SCS

EUROPEAN

COMMISSION

First name*	Charles	Last name* va	in Dyke	
E-Mail*	cvd@cvd.com			
Position in org.	Please indicate the pos	ition of the Contact Point above in th	he orga	
Department	Please indicate the dep	artment of the Contact Point above	in the op	
Street	Please enter street nam	ie and number.		□ Same as organisa address
Town		Po	stoode	
Country				-
Phone	+xxxxxxxxxxxxxxxxxxxxx	Phone2/Mobile +xxxx xxx	200000000	

# Other contact persons ? First Name Last Name E-mail Phone Lazaros Bountouroglou lazaros.bountouroglou@ext.ec.europa.eu

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- Në mënyrë që të ketë një kontakt kryesor, ju duhet të jepni të drejtat e hyrjes personit në Hapin 4.
- Më shumë detaje janë kërkuar për kontaktin kryesore në formular.
- Të gjitha kontaktet janë të shënuara me telefonin e tyre dhe e-mailin.
- Nëse kontakti mëparshem kryesor është zëvendësuar me një të ri, përmbajtja e mëparshme do të pastrohet në formular.



# Roli i personit te kontaktit?

LOGIN FUNDING S	Edit contact	* ROPOSAL SUBMIT		
Sten 4	Baird Consulting SCS			
Manage Your Related Parties	Please edit the contact name and details:  Project Role Main contact	of your proposal. Only you as		
H2020-MSCA-RISE-2014	Access rights Coordinator contact (full access)  First Name  Charles Last Name  Van Dyke	Conf	- īrmation	×
MSCA-RISE-2014	Email Address * cvd@cvd.com * required field	e Are countries, currently y pers	you sure you want to chan son? Only one main contac	nge the role of the terson is allowed.
MSCA-RISE THU April 2014 17:00:00 Brussels Local Time	Baird Consulting SCS Visible ma do Mautin, Prome 20, 1190 Licela, BC Charles	Main contact dele	previous data related to the ted in the form.	hese contacts will be
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For more information, please consult the User Guide.				
		next > >		
done 🛞	Version: 20140408-1319 - Service Desk: DIGIT-EFP7-SEP-SUPPORT@ec.eu	ropa.eu (+32 (2) 29 92222)		

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# Përgatitja e formularit administrativ: Edit form

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	FUNDING SCHEME	CREATE DRAFT	PARTIES	EDIT PROPOSAL	SUBMIT
Step 5 Edit Proposal	<u>IA</u>	Edit Proposals' Forms In this step you can edit the adminis WARNING: This proposal contains	strative forms and upload	d the proposal itself. <b>1</b>	
Agnes Hegyv ICT-01-2014 EIA MED April 2014 17 Brussels Loc	rarine nagy 7:00:00 cal Time	Administrative Forms Edit will open the forms in Adobe F edit f Part B and Annexes	Reader. iorms view history	print preview	
73 days left until Acronym ID P Acronym test	PIC Contact	In this section you may upload the requested attachments. download templates Technical Annex Section up 1-3 Technical Annex Section up 4-5	e technical annex of the p	roposal (in PDF format only) and	<ul><li>any other</li><li>Image: Image: Imag</li></ul>





N 2320





Zakonisht si behet set-upi:

 Aneksi teknik ka një limit faqe1-3. Mbi limitin e faqeve sistemi i vë një warning në faqet e tepërta.



Aneksi teknik 4-5: zakonisht nuk zbatohet asnjë limit faqeje.





Lexoni udhëzimet në formular: më shumë ndihmë është dhënë mbas pikëpyetjeve, ose si tekst fantazmë brenda kutive.

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Ĥ	Call identifier	H2020-WASTE-2014-two-stage	Acronym y	edkj		Zajidhni fialër	
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	Fixed keyword 1		• Add				
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	udflv	<ul> <li>Simulation engineering and modelling</li> <li>Standardisation</li> <li>Applied and industrial chemistry</li> <li>Polymers and plastics</li> </ul>			2	020	
**					4		10 * * * UHIO



# Udhëzime në seksionin e buxhetit



- o depe		(	Di pers co:	<pre>     rect     xonnel     sts/€      ? </pre>	(c) Other direct costs/€	Contracting/€	Direct costs of providing financial support to third parties/€	Costs of inkind contributions not used on the beneficiary's premises/€	Indirect Costs /€ (=0.25(A+B-E)) ?	Special unit costs covering direct & indirect costs /€	Total estimated eligible costs /€ (=A+B+C+D+F +G) ?	Reimburse- ment rate (%)	Max. grant / € (=H*I) ?	Requested grant / €
NYIREGYHA	ZI FOIS	HU	1	0	0	0	o	0	0	0	0	100	0	0
Т	Total			0	0	0	0	0	0	0	0		0	0

## Klikoni për të zgjeruar një seksion

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### 3 - Budget for the proposal

#### (B) Other direct costs/€

Please enter other direct costs necessary to carry out the project. Use one row for each beneficiary. Include costs of linked third parties, if any, in the beneficiary's budget. The various possible types of other direct costs are indicated below:

- travel costs and related subsistence allowances

- costs of equipment, infrastructure, or other assets (depreciation costs, costs of renting or leasing, in-kind contributions against payment or free of charge; full purchase costs are possible only if this option is specifically included in the work programme/call for proposals to which you respond)

- costs of other goods and services (e.g., direct costs for consumables and supplies, publications, conferences, patents, certificates on financial statements, certificates on methodology, translations, in-kind contributions against payment or free of charge)

- capitalised and operating costs of large research infrastructures (only for entities that comply with the criteria, see Article 6.2.D.4 of the Annotated Model Grant Agreement)

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Deductible VAT (ineligible cost), indirect costs (F), or special unit costs (G) must not be included here. For details on the types of 'other direct costs', their calculation, and the conditions for their eligibility please refer to Article 6.1 (general) and Article 6.2.D (specific) of the <u>Annotated Model Grant Agreement</u>.

There are additional conditions for in-kind contributions of equipment, infrastructure, other assets, goods or other services. For details see Article 11 (in-kind contributions against payment) and Articles 6.4 and 12 (in-kind contributions free of charge) of the <u>Annotated Model Grant Agreement</u>. In-kind contributions and the legal entities making them must be described in the proposal (section 4.2 of the technical annex).

This tool tip is designed to help you fill in the budget table in the proposal submission forms. It does not replace the relevant legal basis and documentation (Financial Regulation, Rules for Participation, Model Grant Agreement) which must be consulted in case of doubt.

Participant	Country	(A) Direct personnel costs/€	(B) Other direct costs/€	(C) Direct costs of sub- contracting/€	(D) Direct costs of providing financial support to third parties/€	(E) Costs of inkind contributions not used on the beneficiary's premises/€	(F) Indirect Costs /€ (=0.25(A+B-E))	(G) Special unit costs covering direct & indirect costs /€	(H) Total estimated eligible costs /€ (=A+B+C+D+F +G)	(I) Reimburse- ment rate (%)	(J) Max. grant / € (=H*ī)	(K) Requested grant / €
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Total		0	0	0	0	0	0	0	0		0	0





### Validation result

#### Section Description



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General Information	Duration - missing entry	Show
General Information	Keywords - missing entry	Show
Declaration	Declaration acceptance is mandatory	Show
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Participants and contacts	Department Name - missing entry	Show
Participants and contacts	Street - missing entry	Show
Participants and contacts	City - missing entry	Show

H2020-CP-STAGE1.pdf - Ver1.10 20131223

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Participants and contacts	Main Contact Position - missing entry	Show
Participants and contacts	Main Contact Street - missing entry	Show
Participants and contacts	Main Contact City - missing entry	Show
Participants and contacts	Main Contact Postal Code - missing entry	Show

### Vlerëso formularin:

## Kontrolloni nëse ka gabime të dukshme apo fusha të zhdukur në formë.

## Rezultatet validitimit tregohen në fund të formës.

Nuk mund të jetë bllokuar nga gabime që do të ju ndalojë paraqitjen e propozimit.

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# E-receipt: është në dispozicion në fund të paketës së propozim.

Ajo tregon kohën e dorëzimit, ECAs emrin e përdoruesit, një dëshmi zyrtare të dorëzimit. Për të parë E-receipt e duhur, ju lutemi ndiqni udhëzimet.

2020



Pas dorëzimit:

Ju mund të ri-redaktoni propozimin, apo

Shkarkoni e-pranimit

Tërhiqni propozimin

nga ky hap.



## Për të redaktuar projekt apo propozimet e paraqitura, ti fshini ose ti tërheqni ato shikoni për Propozime dosjen time në Portal pas login.

European Commission > Research & Innova								
MY AREA	HOME FUNDING OPPORTU							
My Organisation(s)								
My Proposal(s)								
My Project(s)								
My Notification(s)								
My Expe	rt Area							

## Për të krijuar propozime të reja, gjithmonë të filloni nga faqja e temave!

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European Commission Pa	rticipant Portal								
European Commission > Research & Innov	vation > Participant Portal > My P	roposals							
MY AREA HOME FUNDING OPPORTU	INITIES HOW TO PARTICIPATE	E EXPERTS S	UPPORT -				IER MARGANNE 🔻		
My Organisation(s)	in sector and the				22				
My Proposal(s)	My Proposals					12020 ONLIN	IE MANUAL		
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My Notification(s)	<ul> <li>proposals you have initiate</li> </ul>	ed or submitted as	a Coordinato	or/Principal Inv	vestigator, or				
Hy Experience	<ul> <li>proposals you have contri</li> </ul>	buted to as a proje	ect participant		-				
	You can view, edit or download your draft or submitted proposals, depending on the proposal status and the deadline								
	of the relevant call.								
	To start preparing a new prop for and enter the electronic	posal, go to Fundin	g Opportuniti	es, to the page	e of the call or t	opic that you w	vant to apply		
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### **RESEARCH & INNOVATION**

### Participant Portal H2020 Online Manual

H2020 Online Manual		Your	user account & roles						
🚍 Your user account & roles									
Login with ECAS									
Roles & access rights	Grants								
🚰 Grants	A 1								
🚍 Applying for funding	Applying for funding								
🚰 Find a call	Find a call Find	nartners Register an organi	sation Submit a proposal						
and budget									
What you need to know	Evaluation & Grant signature         Evaluation of proposals       Grant preparation         Grant management								
about Horizon 2020 calls									
Find partners or apply as									
individual									
🚍 Register an organisation	orant management								
Registration of	Reports Dissemin	nation of results Amendments	Audits & certifications						
organisation									
Validation of organisation									
Financial viability	Working as an expert								
self-check									
🔈 Data update	Expert registration	Contracting & payment	Expert roles & tasks						
🔈 Submit a proposal									
🚍 From evaluation to grant									
signature	Cross-cutting issues								
Evaluation of proposals	International cooperation	Regional aspects	Ethics						
	Intellectual property	Gender	SMEs						
Financial report									
Scientific report		F	P7 Funding Guide						
Deliverables			5						
Patents & publications									
Report on the final									
distribution of EU contribution									
Project technical review									
Final report		Gjej udnezir	n, procesi i nainm						
Dissemination of results									
> Amendments									
Audits & certifications									
Working as an expert									

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### Find more help on how to prepare and submit your proposal

European Commission

# Submit a proposal

Participant Portal H2020 Online Manual



Proposals must be submitted electronically using the **electronic submission system of the Participant Portal**. Access to the electronic submission system is available after selecting a **topic** and a **type of action** of a call.

Proposals must be created and submitted by a representative/contact person of the coordinating organisation. Certain types of action differ from this standard: in fellowships and in proposals for the European Research Council's types of actions, the individual researcher (Fellow/Principal Investigator) takes the lead on the proposal.

The electronic submission system is an online wizard that guides you step-by-step through the preparation of your proposal. The proposal itself consists of 2 main parts: administrative forms (structured information of the basic administrative data, declarations of partners, organisations and contact persons, etc.) and the technical annex, which is the detailed description of the planned research and innovation project outlining work packages, costs, etc. Further mandatory or optional annexes (e.g. supporting documents for ethics issues) can be required by the call and the given topic, as shown in the submission system.

Read more technical help about the submission of proposals in the User Guide of the Submission Service [pdf] or on the IT How To website.

### Get prepared

Before your start writing your proposal, get prepared as follows:

### 1. Call and topic specific documents

🖶 H2020 Online Manual

🚍 Your user account & roles

> Login with ECAS

> Roles & access rights

🔚 Grants

🚔 Applying for funding

👝 Find a call

Horizon 2020 structure and budget

> What you need to know about Horizon 2020 calls

Find partners or apply as individual

Register an organisation

Registration of organisation

> LEAR appointment

> Validation of organisation

Financial viability selfcheck

> Data update

### Submit a proposal

From evaluation to grant signature

> Evaluation of proposals

Srant preparation

Grant signature

🚍 Grant management

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	Financial Viabilit	ty Self-Check	internat	international ambitions, determined to turn strong, innovative business ideas into winners on the market. The instrument provides <b>full-cycle business innovation support</b> from the stage of business idea conception and							
	SME Participation	n	plannin Particip	<ul> <li>planning (phase I) over business plan execution and demonstration (phase II) to commercialisation (phase III). Participants will be able to call on business innovation coaching for the duration of their project.</li> <li>Phase I (proof-of-concept): Explore the scientific or technical feasibility and commercial potential of your new idea in order to develop an innovation project, with the help of a € 50,000 grant, and receive more support in case of a positive outcome!</li> <li>Phase II (development &amp; demonstration): Develop your sound, ground-breaking business idea further with the help of a grant in the order of € 500,000 to 2,5 million into a market-ready product, service or process!</li> <li>Phase III (go-to-market): Take advantage of additional EU support to enter the market successfully (no grants).</li> </ul>							
			<ul> <li>Pha: idea a po</li> <li>Pha: help</li> <li>Pha:</li> </ul>								
Informacion i detajuar per SME'te		Work with at least 2 international <b>partners</b> (separate legal entities) from different EU countries (at least 3 in total) and request EU project support! To find partners, you can use the assistance of various partner search services.									
			Acce	ess to Debt and E	quity Fina	incing					
			Discove	er where and how the EU	J can help you	r company to a	ccess finance for	further business developr	ment.		
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									APPLY		
			Su	pport to SME							
			Get and	personalized advice and global challenges. Disco	l guidance on over your pers	how to apply fro onal help lines:	om two support net	works who understand yo	ur local		
			Ent	erprise Europe Net	work						

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# Ku mund të gjej mbështetje?

# H2020 Helpdesk

**Sherbim i Europe Direct Contact Centre** 

HOR

# **Enterprise Europe Network**

Pa pagesë mbështetje për organizatat që aplikojnë për projekte-- Nën Instrumentin e SME-ve

- AKTI.GOV.AL
- Pikat Kombëtare te kontaktit (NCP) database







# H2020 PËR MË TËPËR

## **The Participant Portal:**

http://ec.europa.eu/research/participants/portal/page/home

### ECAS FAQ: https://webgate.ec.europa.eu/cas/help.html

## IAM quick info guide:

http://ec.europa.eu/research/participants/portal/ShowDoc/Participant+Portal/portal\_content/webcasting/ia m-changes\_quick-info.doc

## The Participant Portal FAQ:

http://ec.europa.eu/research/participants/portal/page/fag

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## The Participant Portal user manual:

http://ec.europa.eu/research/participants/portal/ShowDoc/Participant+Portal/portal\_content/help/participant t\_portal\_usermanual.pdf



