

# LIFE-2021-CET topics (Przejście na czystą energię)



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# LIFE- Clean Energy Transition (Przejście na czystą energię)

### **Objectives:**

To contribute to the shift to a circular, energy-efficient, renewable energy based- and climate resilient economy

To protect and improve the quality of the environment

To halt and reverse biodiversity loss



Nature and biodiversity







Clean energy transition

### **Supported activities:**

- Promote best practices and behavioral changes
- Catalyse the large scale deployment of successful solutions

#### On legislation and policies

- Support their development, monitoring and enforcement
- Help Member States to improve their implementation

Enabling actions for energy efficiency and renewable energy policy:

removing market barriers, mobilising investments, improving skills, raising awareness, educating, empowering





# Poprzednie programy wsparcia « Przejścia na czystą energię»





LIFE Clean Energy Transition

~ 1 mld euro



2014-2020

Horizon 2020 Energy Efficiency

~ 800 mln euro

>400 sfinansowanych projektów głównie w dziedzinie

Intelligent Energy Europe EE

~ 1 mld euro

2003-2013

~1,000 sfinansowanych projektów w dziedzinie EE i OZE





### LIFE-CET nabór 2021 — Zagadnienia Tematyczne

Tworzenie ram polityki krajowej, regionalnej i lokalnej wspierających przejście na czystą energię

LIFE-2021-CET-LOCAL: Wsparcie techniczne w budowaniu miejskich/lokalnych i regionalnych strategii i planów transformacji energetycznej celem przejścia na czystą energię

LIFE-2021-CET-POLICY: Wspieranie skutecznego wdrażania przepisów wykonawczych prawodawstwa UE w dziedzinie zrównoważonej energii

LIFE-2021-CET-GOV: Budowanie dialogu pomiędzy szczeblami władz krajowych i terytorialnych celem wdrażania postanowień Rozporządzenia ds. zarządzania unią energetyczną i działaniami w dziedzinie klimatu

Szczegółowe wymagania do każdego tematu





### LIFE-CET nabór 2021 — Zagadnienia Tematyczne

Przyspieszenie wdrażania technologii, cyfryzacji, nowych usług i modeli biznesowych oraz podnoszenie kwalifikcji zawodowych na rynku wspierających przejście na czystą energię

LIFE-2021-CET-BUILDRENO: Głębokie renowacje budynków w oparciu o uprzemysłowione rozwiązania przeprowadzane na szeroką skalę

LIFE-2021-CET-AUDITS: Skuteczne wdrażanie rekomendacji audytów energetycznych w przedsiębiorstwach

LIFE-2021-CET-VALUECHAIN: Promowanie rozwiązań zrównoważonej energii w przekroju całego łańcucha wartości w przemyśle i usługach

LIFE-2021-CET-BUILDSKILLS: BUILD UP Skills – Zaktualizowanie krajowych platform i strategii działań

LIFE-2021-CET-COOLIING: Wychodzenie na przeciwko przewidywanemu wzrostowi zapotrzebowania na energię do chłodzenie budynków w najbliższych latach

LIFE-2021-CET-SM ARTSERV: Nowatorskie modele biznesowe i innowacyjne warunki umowy dla inteligentnych usług energetycznych zapewniających integracje sektorów

2021-CET-SMARTREADY: Ulepszanie gotowości europejskich budynków do obsługi inteligentaych siecjen

### LIFE-CET nabór 2021 — Zagadnienia Tematyczne

### Przyciąganie prywatnego finansowanie zrównoważonej energii

LIFE-2021-CET-MAINSTREAM: Włączanie finansowania zrównoważonej energii do głównego nurtu inwestycyjnego i włączenie charakterystyki energetycznej do kryteriów i standardów europejskich w dziedzinie zrównoważonych finansów.

LIFE-2021-CET-INNOFIN: Innowacyjne schematy finansowania zrównoważonej energii

### Wspieranie rozwoju lokalnych i regionalnych projektów inwestycyjnych

LIFE-2021-CET-HOMERENO: Opracowywanie innowacyjnych ofert zintegrowanych usług celem przeprowadzania kompleksowych renowacji budynków

LIFE-2021-CET-HOMERECOM: Europejskie zgrupowanie praktyk "Zintegrowanych usług renowacji budynków"

LIFE-2021-CET-COALREGIONS: Oddolne działania społeczności w kierunku przejścia na czystą energię w regionach węglowych, eksploatujących złoża torfu i ropy łupkowej

LIFE-2021-CET-PDA: Pionierskie podejścia do pomocy w rozwoju projektów – Pomoc Techniczna celem pokonywania barier rynkowych dla rozwoju inwestycji w zrównoważoną energię

Szczegółowe wymagania do każdego tematu

### LIFE-CET nabór 2021 – Zagadnienia Tematyczne

### Zaangażowanie i wzmocnienie pozycji obywateli w przechodzeniu na czystą energię

LIFE-2021-CET-ENERPOV: Rozwiązanie problemu ubóstwa energetycznego poprzez interwencje w renowacje budynków w ubogich dzielnicach

LIFE-2021-CET-ENERCOM: Wypracowanie mechanizmów wsparcia dla rozwoju społeczności energetycznych i innych inicjatyw obywatelskich w dziedzinie zrównoważonej energii

Szczegółowe wymagania do każdego tematu



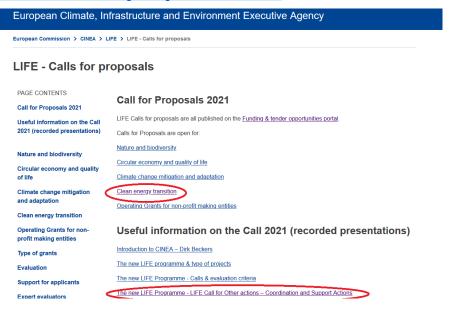


### Example: LIFE- 2021 – CET - LOCAL

Tworzenie ram polityki krajowej, regionalnej i lokalnej wspierających przejście na czystą energię

LIFE-2021-CET-LOCAL: Wsparcie techniczne w budowaniu miejskich/lokalnych i regionalnych strategii i planów transformacji energetycznej celem przejścia na czystą energię

https://cinea.ec.europa.eu/life/life-calls-proposals\_en







### Example: LIFE- 2021 – CET - LOCAL

LIFE-2021-CET-LOCAL: Wsparcie techniczne w budowaniu miejskich/lokalnych i regionalnych strategii i planów transformacji energetycznej celem przejścia na czystą energię

https://cinea.ec.europa.eu/life/life-calls-proposals\_en#ecl-inpage-1777

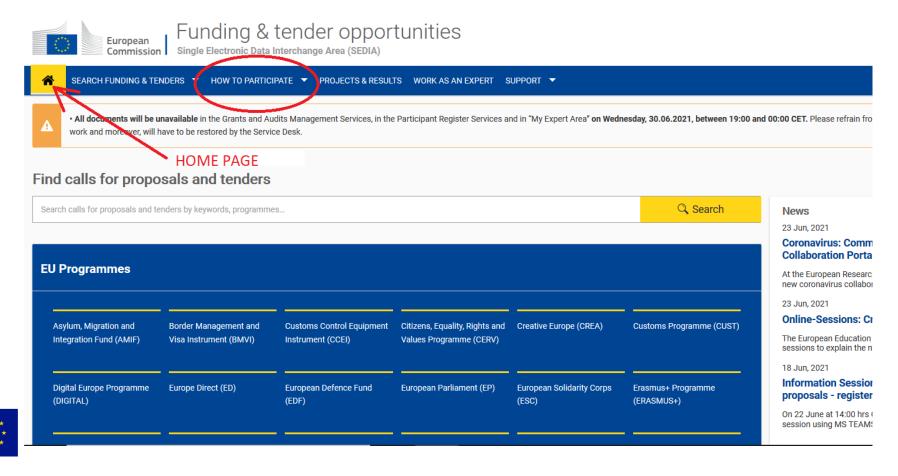
Clean energy transition PAGE CONTENTS Call for Proposals 2021 LIFE and the EU energy policy context – Claudia Canevari, DG Energy Introduction to the CET-subprogramme Useful information on the Call How to write an excellent proposal under Clean Energy Transition 2021 (recorded presentations) LIFE-2021-CET-LOCAL: Technical support to clean energy transition plans and strategies in municipalities and regions Nature and biodiversity Szczegóły: Call Document Recording of info session Circular economy and quality Presentation of life Policy context DG Energy Climate change mitigation LIFE-2021-CET-POLICY: Towards an effective implementation of key legislation in the field of and adaptation sustainable energy Clean energy transition Recording of info session Operating Grants for non-Presentation Policy context DG Energy profit making entities LIFE-2021-CET-GOV: Multilevel climate and energy dialogue to deliver the energy Type of grants





### How to participate? - Documents

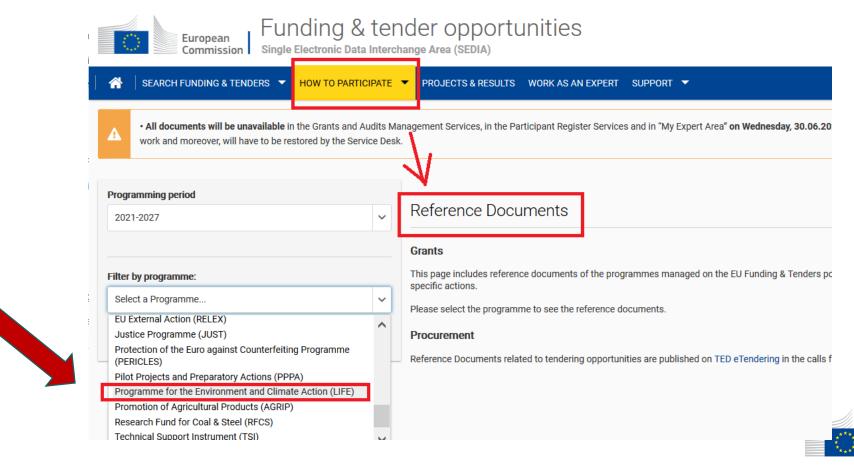
https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home



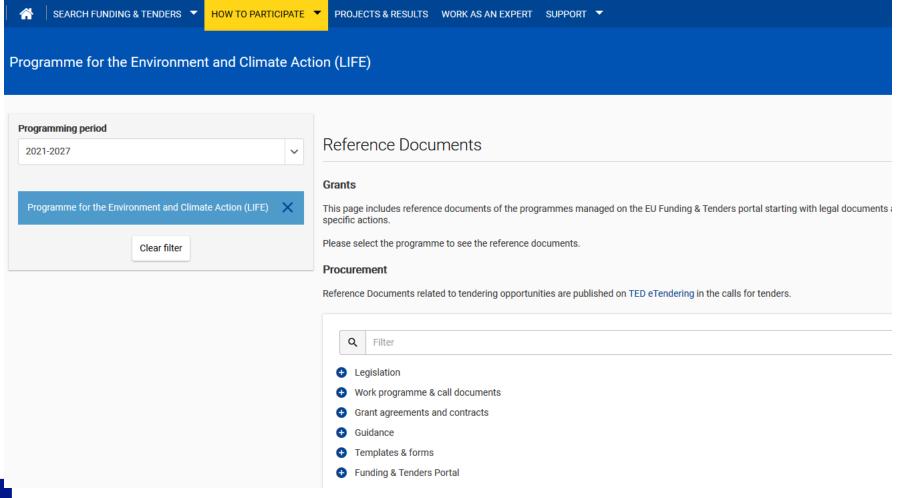


### Reference documents

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



### Reference documents







### Reference documents

Work programme & call documents———

Grant agreement

**Online Manual** 

**Annotated Grant Agreement** 

Application form



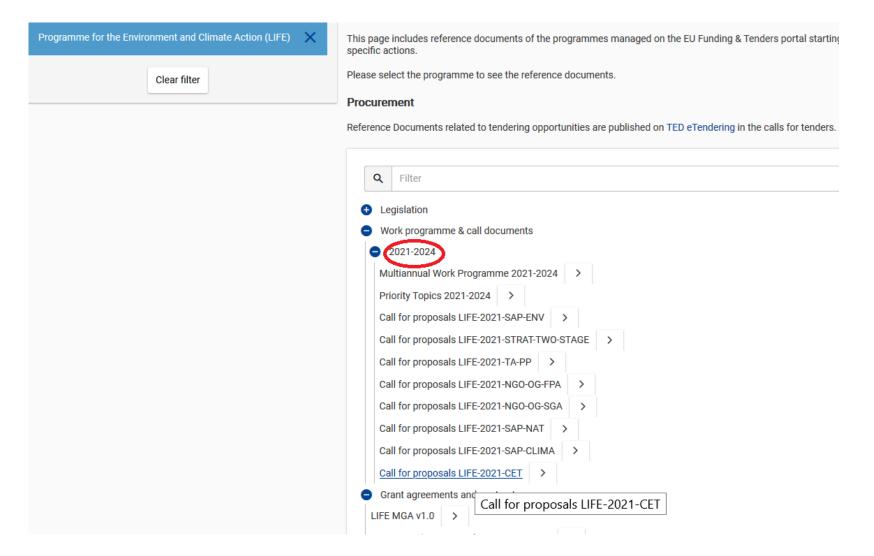
Reference Documents related to tendering opportunities are published on TED eTendering in the calls for tenders.







### Call documents







### Call document

# Programme for the Environment and Climate Action (LIFE)

Call for proposals

LIFE Clean Energy Transition (LIFE-2021-CET)

### the Call Document outlines the:

- □ background, objectives, scope, activities that can be funded and the expected results (sections 1 and 2)
- ☐ timetable and available budget (sections 3 and 4)
- □ admissibility and eligibility conditions (including mandatory documents; sections 5 and 6)
- ☐ criteria for financial and operational capacity and exclusion (section 7)
- □ evaluation and award procedure (section 8)
- □ award criteria (section 9)
- ☐ legal and financial set-up of the Grant Agreements (section 10)
- ☐ how to submit an application (section 11)





# Call document

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Nature and Biodiversity
Circular Economy and Quality of Life
Climate Change Mitigation and Adaptation
Clean Energy Transition
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Type of action
Building a national, regional and local policy framework supporting the clean energy transition1
LIFE-2021-CET-LOCAL: Technical support to clean energy transition plans and strategies in municipalities and regions
LIFE-2021-CET-POLICY: Towards an effective implementation of key legislation in the field of sustainable energy
LIFE-2021-CET-GOV: Multilevel climate and energy dialogue to deliver the energy governance1
Accelerating technology roll-out, digitalisation, new services and business models and enhancement of the related professional skills on the market
LIFE-2021-CET-BUILDRENO: Large-scale rollout of industrialised deep renovation solutions1
LIFE-2021-CET-AUDITS: Uptake of energy audits recommendations for the energy transition of companies
LIFE-2021-CET-VALUECHAIN: Fostering sustainable energy uptake along the whole value chain in industry and services
LIFE-2021-CET-BUILDSKILLS: BUILD UP Skills – rebooting the National Platforms and Roadmaps
LIFE-2021-CET-COOLING: Facing the increase in cooling demand of buildings in the coming years
LIFE-2021-CET-SMARTSERV: Establish innovative business models and contractual schemes for smart and sector-integrating energy services
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# Call document

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#### Clean Energy Transition

The specific objectives of the sub-programme 'Clean Energy Transition' are the following:

- to develop, demonstrate and promote innovative techniques, methods and approaches for reaching the objectives of the EU legislation and policy on the transition to sustainable renewable energy and increased energy efficiency, and to contribute to the knowledge base and to the application of best practice
- to support the development, implementation, monitoring and enforcement of the EU legislation and policy on the transition to sustainable renewable energy or increased energy efficiency, including by improving governance at all levels,

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Call: LIFE-2021-CET — LIFE Clean Energy Transition

- in particular through enhancing capacities of public and private actors and the involvement of civil society
- to catalyse the large-scale deployment of successful technical and policyrelated solutions for implementing the EU legislation on the transition to renewable energy or increased energy efficiency by replicating results, integrating related objectives into other policies and into public and private sector practices, mobilising investment and improving access to finance.

### CFT

# Coordination and Support Action (Działania Koordynacyjne i Wspierające)

#### Cele:

- opracowanie, demonstrowanie i promowanie innowacyjnych technik, metod i podejścia do osiągnięcia ustanowionych celów w zakresie przejścia na zrównoważoną energię odnawialną i zwiększoną efektywność energetyczną, a także przyczynienie się do tworzenia bazy wiedzy i stosowania najlepszych praktyk
- wspieranie opracowywania, wdrażania, monitorowania i egzekwowania prawodawstwa i polityki UE w zakresie przejścia na zrównoważoną energię odnawialną lub zwiększonej efektywności energetycznej, w tym poprzez poprawę zarządzania na wszystkich szczeblach, w szczególności poprzez zwiększenie zdolności podmiotów publicznych i prywatnych oraz zaangażowanie społeczeństwa
- katalizowanie wdrażania na dużą skalę udanych technicznych i prawnych rozwiązań służących wdrażaniu prawodawstwa UE, dotyczącego przejścia na energię odnawialną lub zwiększoną efektywność energetyczną poprzez powielanie wyników, włączanie powiązanych celów do innych regulacji oraz praktyk sektora publicznego i prywatnego, mobilizowanie inwestycji i poprawa dostępu do finansowania





At proposal submission, you will have to confirm that you have the **mandate to act** for all applicants. Moreover you will have to confirm that the information in the application is correct and complete and that the participants comply with the conditions for receiving EU funding (especially eligibility, financial and c capacity, exclusion, etc.). Before signing the grant, each beneficiary and entity will have to confirm this again by signing a declaration of honc Proposals without full support will be rejected.

Your application must be **readable**, **accessible and printable**.

Proposals are limited to maximum **70 pages** (Part B). Evaluators will no any additional pages.

You may be asked at a later stage for further documents (for legal entity financial capacity check, bank account validation, etc.).

For more information about the submission process (including IT aspect the Online Manual.

#### 6. Eligibility

Eligible participants (eligible countries)

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

### Application Form – Part B

#### What-is-the-Application-Form?¶

IMPORTANT-NOTICE¶

The Application Form is the template for EU grants applications; it must be submitted via the EU Funding & Tenders Portal before the call deadline. ¶

The Form consists of 2 parts: ¶

- · → Part·A·contains·structured·administrative·information··¶
- · → Part B is a narrative technical description of the project.

Part·A·is·generated·by·the·IT·system.·It·is·based·on·the·information·which·you·enter·into·the·Portal·Submission·System-screens.·¶

Part B needs to be uploaded as PDF (+ annexes) in the Submission System. The templates to use are available there.

#### How-to-prepare-and-submit-it?

 $The \ Application \cdot Form \cdot must \cdot be \cdot prepared \cdot by \cdot the \cdot consortium \cdot and \cdot submitted \cdot by \cdot a \cdot representative \cdot Once \cdot submitted, \cdot you \cdot will receive \cdot a \cdot confirmation. \P$ 

#### Character and page limits: ¶

- → page·limit:·see·Call·document¶
- → supporting documents can be provided as an annex and do not count towards the page-limit¶
- → minimum·font·size·—·Arial·9·points·¶
- → page·size:·A4·¶
- → margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please-abide-by-the-formatting-rules. They are NOT-a-targett-Keep-your-text-as-concise-as-possible. Do-not-use-hyperlinks-to-show-information-that-is-an-essential-part-of-your-application. ¶

Lift you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. For applications that are not shortened, the excess pages will be made invisible and thus disregarded by the evaluators.

⚠ ·Please·do·NOT·delete·any·instructions·in·the·document.·The·overall-page·limit·has·been·raised·to·ensure-equal·treatment·of·all-applicants.· Removing·the·instructions·may·result·in·your·proposal·being·considered-inadmissible.·¶





### 6. Eligibility

#### Eligible participants (eligible countries)

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

- be legal entities (public or private bodies)
- be established in one of the eligible countries, i.e.:
  - EU Member States (including overseas countries and territories (OCTs))
  - non-EU countries: listed EEA countries and countries associated to the LIFE Programme (<u>participating countries</u>) or countries which are in ongoing negotiations for an association agreement and where the agreement enters into force before grant signature
- the coordinator must be established in an eligible country

Beneficiaries and affiliated entities must register in the <u>Participant Register</u> — before submitting the proposal — and will have to be validated by the Central Validation Service (REA Validation). For the validation, they will be requested to upload documents showing legal status and origin.

Other entities may participate in other consortium roles, such as associated partners, subcontractors, third parties giving in-kind contributions, etc. (see section 13).

# \* life \* \*

#### EU Grants: List of participating countries (LIFE): V1.0 - 15.06.2021

#### List of Participating Countries in the LIFE Programme

#### EFTA countries which are part of the European Economic Area (EEA)

- Iceland has expressed interest to participate in the LIFE Programme (agreement expected in September 2021 — entry into force 01 January 2021)
- Norway will not participate in the LIFE Programme
- · Liechtenstein will not participate in the LIFE Programme

#### EU Acceding countries, candidate countries and potential candidates

- Albania has expressed interest to participate in the LIFE Programme
- Turkey has expressed interest to participate the LIFE Programme

#### **European Neighbourhood Policy countries**

- Israel has expressed interest to participate in the LIFE Programme
- Ukraine has expressed interest to participate in the LIFE Programme

#### Other countries

Currently, no country has expressed interest to join the LIFE Programme

Please note that entities subject to <u>EU restrictive measures</u> under Article 29 of the Treaty on the European Union (TEU) and Article 215 of the Treaty on the Functioning of the EU (TFEU)<sup>1</sup> and entities covered by Commission Guidelines No <u>2013/C 205/05</u><sup>2</sup> are NOT eligible to participate in any capacity (including as beneficiaries, affiliated entities, associated partners, third parties giving in-kind contributions, subcontractors or recipients of financial support to third parties, if any)



#### Consortium composition

Proposals must be submitted by:

for topics LIFE-2021-CET-BUILDSKILLS, LIFE-2021-CET-PDA and LIFE-2021-CET-HOMERENO:

a single applicant is allowed from an eligible country;

for topics LIFE-2021-CET-LOCAL, LIFE-2021-CET-POLICY, LIFE-2021-CET-GOV, LIFE-2021-CET-BUILDRENO, LIFE-2021-CET-AUDITS, LIFE-2021-CET-VALUECHAIN, LIFE-2021-CET-COOLING, LIFE-2021-CET-SMARTSERV, LIFE-2021-CET-SMARTREADY, LIFE-2021-CET-MAINSTREAM, LIFE-2021-CET-INNOFIN, LIFE-2021-CET-HOMERECOM, LIFE-2021-CET-COALREGIONS, LIFE-2021-CET-ENERPOV and LIFE-2021-CET-ENERCOM:

 proposals must be submitted by at least 3 applicants (beneficiaries; not affiliated entities) from 3 different eligible countries.

#### Eligible activities

Eligible activities are the ones set out in section 2 above.

Commission guidelines No 2013/C 205/05 on the eligibility of Israeli entities and their activities in the territories occupied by Israel since June 1967 for grants, prizes and financial instruments funded by the EU from 2014 onwards (OJEU C 205 of 19.07.2013, pp. 9-11).





See Article 197(2)(c) EU Financial Regulation 2018/1046.

For the definitions, see Articles 187(2) and 197(2)(c) EU Financial Regulation 2018/1046.
Please note that the EU Official Journal contains the official list and, in case of conflict, its content

Please note that the EU Official Journal contains the official list and, in case of conflict, its content prevails over that of the <u>EU Sanctions Map</u>.

#### 9. Award criteria

The award criteria for this call are as follows:

#### 1. Relevance (0-20 points)

- Relevance of the contribution to one or several of the specific objectives of the LIFE Programme and the targeted sub-programme
- Extent to which the proposal is in line with the description included in the call for proposals, including, where relevant, its specific priorities
- Concept and methodology: soundness of the overall intervention logic
- Extent to which the proposal offers co-benefits and promotes synergies with other policy areas relevant for achieving environment and climate policy objectives

#### 2. Impact (0-20 points)

- Ambition and credibility of impacts expected during and/or after the project due to the activities, including ensuring that no substantial harm is done to the other specific objectives of the LIFE Programme
- Sustainability of the project results after the end of the project
- Quality of the measures for the exploitation of project results
- Potential for the project results to be replicated in the same or other sectors or places, or to be up-scaled by public or private actors or through mobilising larger investments or financial resources (catalytic potential).

#### 3 Quality (0-20 points)



#### Adekwatność

- Istotność wkładu w realizację jednego lub wielu określonych celów Programu LIFE i podprogramu
- Zakres, w jakim wniosek jest zgodny z opisem zawartym w zaproszeniu do składania wniosków, włącznie, w stosownych przypadkach, z określonymi w nim priorytetami
- Koncepcja i metodologia: zasadność ogólnej logiki interwencji
- Zakres, w jakim oferty zawarte we wniosku generują wspólne korzyści i umożliwiają synergię z innymi obszarami polityki, istotnymi dla realizacji celów polityki w zakresie środowiska i klimatu

#### Wpływ (efekt)

- Ambicja i wiarygodność efektu oczekiwanego w trakcie realizacji/ po zakończeniu projektu w związku z działaniem, w tym zapewnienie, że działanie to realizowane jest bez szkody dla innych celów szczegółowych Programu LIFE
- Trwałość efektów projektu po jego zakończeniu
- Jakość środków przyjętych do osiągnięcia efektów projektu
- Potencjał replikacji efektów projektu w tych samych lub innych sektorach lub miejscach, lub zwiększenia jego skali przez podmioty prywatne lub publiczne lub poprzez uruchomienie większych inwestycji lub środków finansowych (potencjał katalityczny).

#### 3. Quality (0-20 points)

- Clarity, relevance and feasibility of the work plan
- Identification and mobilisation of the relevant stakeholders
- Appropriate geographic focus of the activities
- Quality of the plan to monitor and report impacts
- Appropriateness and quality of the measures to communicate and disseminate the project and its results to different target groups

#### 4. Resources (0-20 points)

- Composition of the project team in terms of expertise, skills and responsibilities and appropriateness of the management structure
- Appropriateness of the budget and resources and their consistency with the work plan
- Transparency of the budget, i.e. the cost items should be sufficiently described
- Extent to which the project environmental impact is considered and mitigated, including through the use of green procurement. The use of recognised methods for the calculation of the project environmental footprint (e.g. PEF or OEF methods or similar ones such as PEFCRs/ OEFSRs) or environmental management systems (e.g. EMAS) would be an asset
- Value for money of the proposal

#### Jakość

- Jasność, trafność i wykonalność planu prac
- Identyfikacja i mobilizacja kontrahentów, odbiorców
- Odpowiedni zasięg geograficzny działań
- Jakość planu monitorowania i raportowania efektów
- Prawidłowość i jakość środków komunikowania i upowszechniania projektu oraz jego efektów wśród różnych grup docelowych

#### Zasoby

- Skład zespołu projektowego konsorcjum lub jedynego beneficjenta pod względem wiedzy fachowej, umiejętności i odpowiedzialności oraz adekwatności struktury zarządzania.
- Adekwatność budżetu i zasobów oraz ich spójność z proponowanym planem pracy.
- Przejrzystość budżetu pozycje kosztów powinny być odpowiednio opisane.
- Zakres, w jakim uwzględnia się i łagodzi wpływ przedsięwzięcia na środowisko, w tym poprzez stosowanie procedury zielonych zamówień. Stosowanie zatwierdzonych metod obliczania śladu środowiskowego przedsięwzięcia (np. metody PEF lub OEF lub podobne PEFCRs/OEFSRs) lub systemów zarządzania środowiskowego (np. EMAS) będzie atutem;
- Stosunek jakości do ceny proponowanego projektu.





Call: LIFE-2021-CET — LIFE Clean Energy Transition

Award criteria	Minimum pass score	Maximum score	Weighting
Relevance	10	20	1
Impact	10	20	1.5
Quality	10	20	1
Resources	10	20	1
Overall weighted (pass) score	55	90	N/A

Maximum points (single stage): 90 points.

Individual thresholds per criterion (single stage): 10 points.

Overall threshold (single stage): 55 points.





The costs will be reimbursed at the funding rate fixed in the Grant Agreement (95%).

Dofinansowanie: 95%

s may NOT produce a profit (i.e. surplus of revenues + EU grant over costs). rofit organisations must declare their revenues and, if there is a profit, we will tit from the final grant amount (see art 22.3).

ver, please be aware that the final grant amount may be reduced in case of ompliance with the Grant Agreement (e.g. improper implementation, breach of obligations, etc.).

#### Budget categories and cost eligibility rules

The budget categories and cost eligibility rules are fixed in the Grant Agreement (Data Sheet, point 3, art 6 and Annex 2).

Budget categories for this call:

- A. Personnel costs
  - A.1 Employees, A.2 Natural persons under direct contract, A.3 Seconded persons
  - A.4 SME owners and natural person beneficiaries
  - A.5 Volunteers
- B. Subcontracting costs
- C. Purchase costs
  - C.1 Travel and subsistence
  - C.2 Equipment
  - C.3 Other goods, works and services
- E. Indirect costs

Specific cost eligibility conditions for this call:

- personnel costs:
  - SME owner/natural person unit cost 63: Yes
  - volunteers unit cost<sup>64</sup>: Yes (without indirect costs)
- travel and subsistence unit cost 65: No (only actual costs)
- equipment costs: depreciation
- other cost categories:
  - costs for financial support to third parties: not allowed;



- land purchase costs: not applicable
- indirect cost flat-rate: 7% of the eligible direct costs (categories A-D, except volunteers costs and exempted specific cost categories (land purchase), if any)
- VAT: non-deductible VAT is eligible (but please note that since 2013 VAT paid by beneficiaries that are public bodies acting as public authority is NOT eligible)
- other:
  - in-kind contributions for free are allowed, but cost-neutral, i.e. they cannot be declared as cost
  - project websites: communication costs for presenting the project on the participants' websites or social media accounts are eligible; costs for separate project websites are in principle not eligible unless duly justified by the project objectives
  - common information and dissemination activities: foresee resources to increase synergies between, and the visibility of LIFE and EU supported actions (for example 1 travel/year, 5 days)
  - other ineligible costs::
    - land purchase costs are not eligible
    - Large infrastructure costs are not eligible
    - Indirect costs for volunteers are not eligible

Volunteers costs — Volunteers costs are not a classic cost category. There are no costs because volunteers work for free, but they may nonetheless be added to the budget in the form of a prefixed unit cost (per volunteer) and thus allow you to benefit from the volunteers' work for the grant (by increasing the amount of reimbursement up to 100% of the normal costs, i.e. cost categories other than volunteers). More information is available in the <u>AGA — Annotated Grant Agreement</u>, art 6.2.A.5.

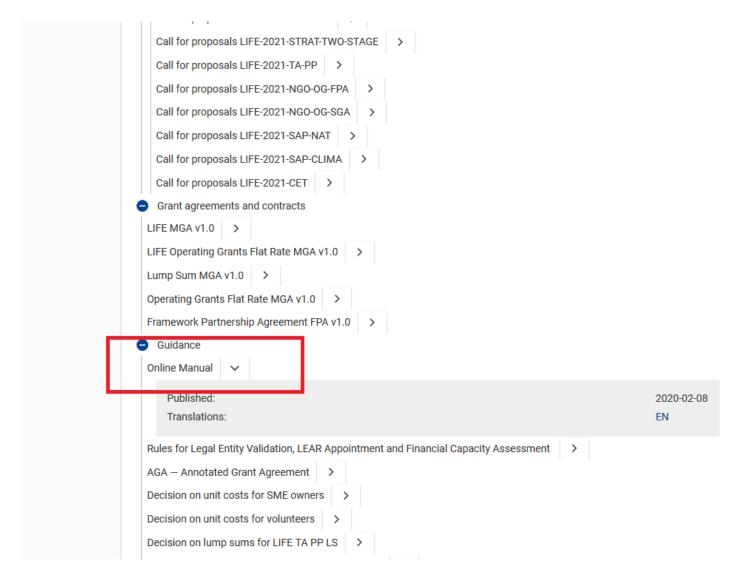




Commission <u>Decision</u> of 20 October 2020 authorising the use of unit costs for the personnel costs of the owners of small and medium-sized enterprises and beneficiaries that are natural persons not receiving a salary for the work carried out by themselves under an action or work programme (CO202721E)

<sup>64</sup> Commission <u>Decision</u> of 10 April 2019 authorising the use of unit costs for declaring personnel costs for the work carried out by volunteers under an action or a work programme (C(2019)2646).

### Online manual







### Online manual

### **EU Funding & Tenders**

Online Manual

### the Online Manual outlines the:

□ procedures to register and submit proposals online via the EU Funding & Tenders Portal ('Portal')

□ recommendations for the preparation of the application

EU Funding Programmes 2021-2027

Version 1.0 8 February 2021





### Online manual

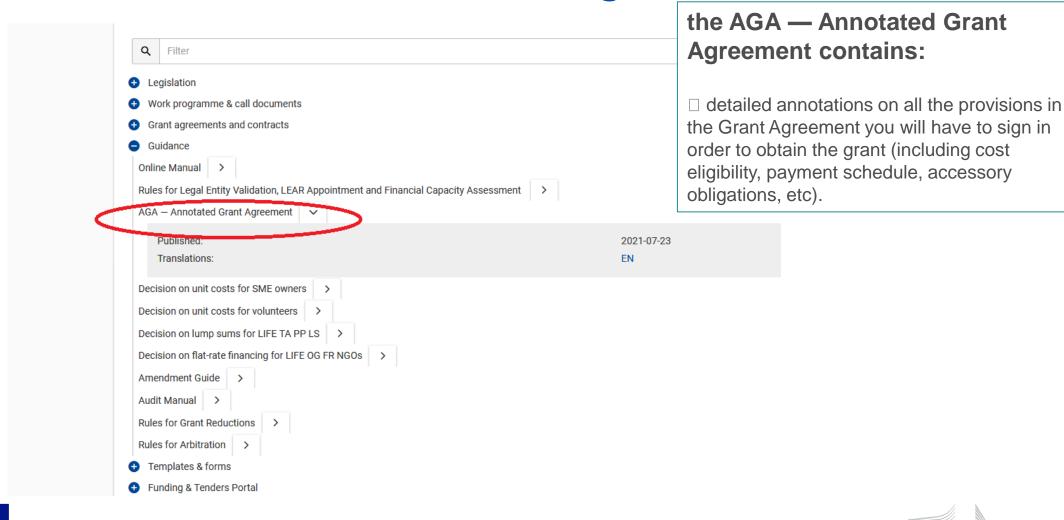
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### AGA — Annotated Grant Agreement







## AGA — Annotated Grant Agreement

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### AGA — Annotated Grant Agreement

- 2.1.3 The costs for employees (or equivalent) must comply with the following eligibility conditions:
  - fulfil the general conditions for costs to be eligible (i.e. incurred during the action duration, necessary, etc; see Article 6.1(a) and (b))

and

 be paid in accordance with national law, the collective labour agreement and the employment contract/equivalent appointing act.

Generally, you may include, for each person concerned, the following:

- fixed salary
- fixed complements, if they are unconditional entitlements for the person (e.g. family allowance set out in national law, complementary pension plan contributions set out in the collective labour agreement)
- variable complements, e.g. bonuses, if:
  - they are paid based on objective conditions set out, at least, in the internal rules of the beneficiary
  - they are paid in a consistent manner and,
  - where applicable, subject to the specific eligibility conditions for supplementary payments (see specific cases below)
- social security contributions (mandatory employer and employee contributions)
- taxes linked to the remuneration (e.g. income tax withholding)
- other costs and payments linked to the remuneration if they are justified and registered as personnel costs in accordance with the beneficiary's usual remuneration practices (e.g. benefits in kind like company car made available for the private use, lunch vouchers).

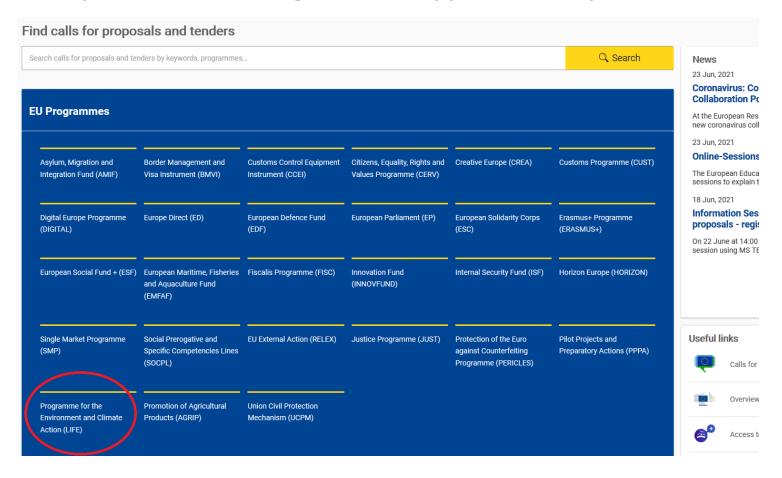
#### You may NOT include:

- any part of the remuneration which has not been an actual cost for you (for example, salaries reimbursed by a social security scheme or a private insurance in case of long sick leave or maternity leave)
- payments of dividends to employees (profit distribution in the form of dividends)



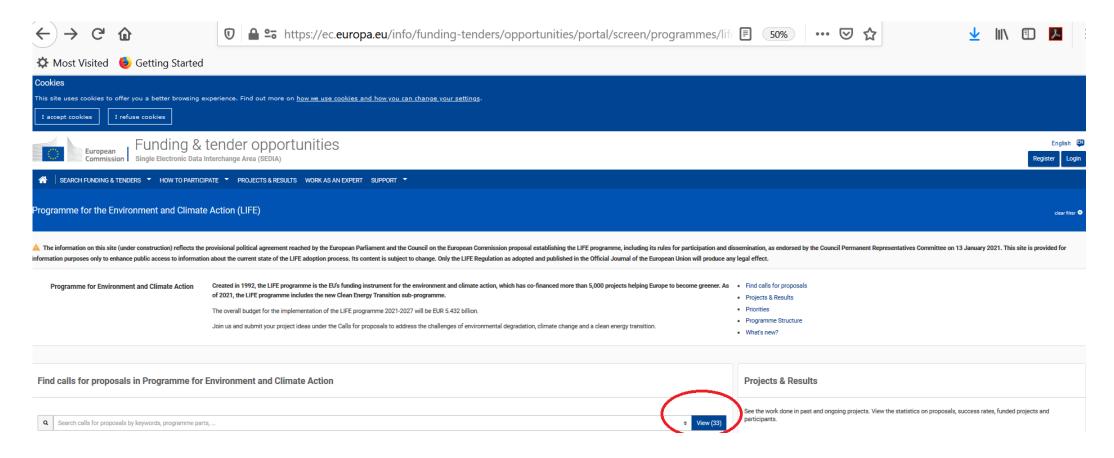


https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home



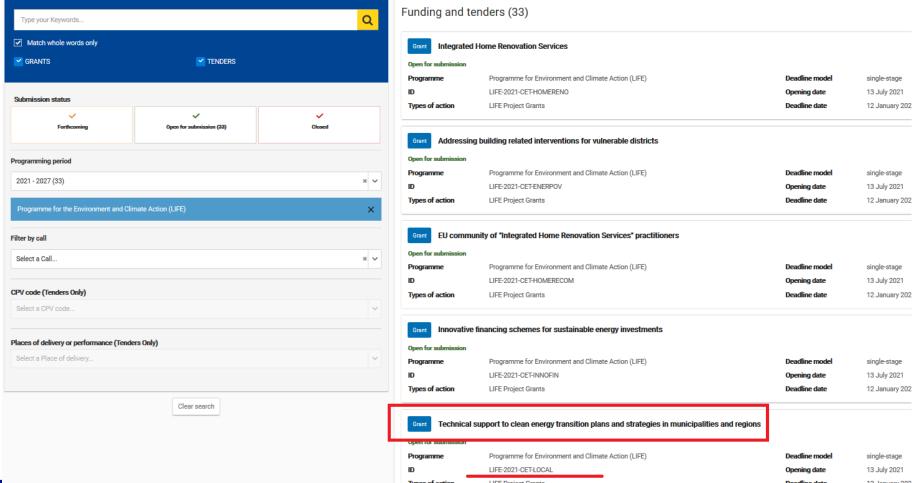






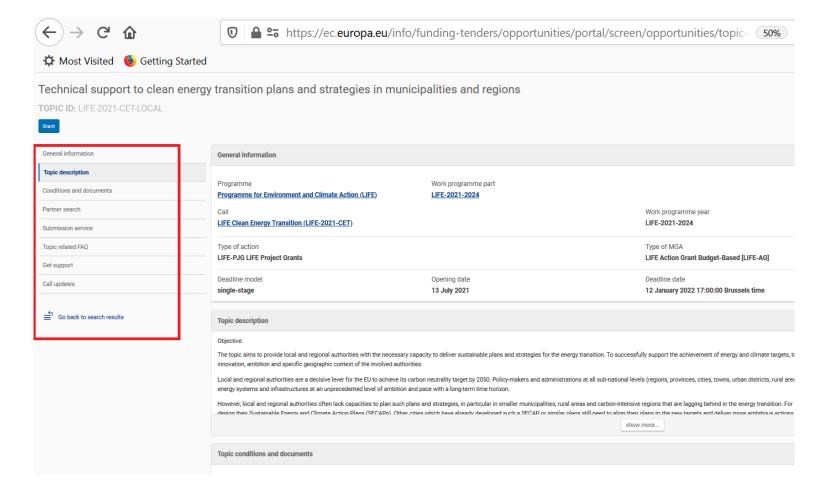








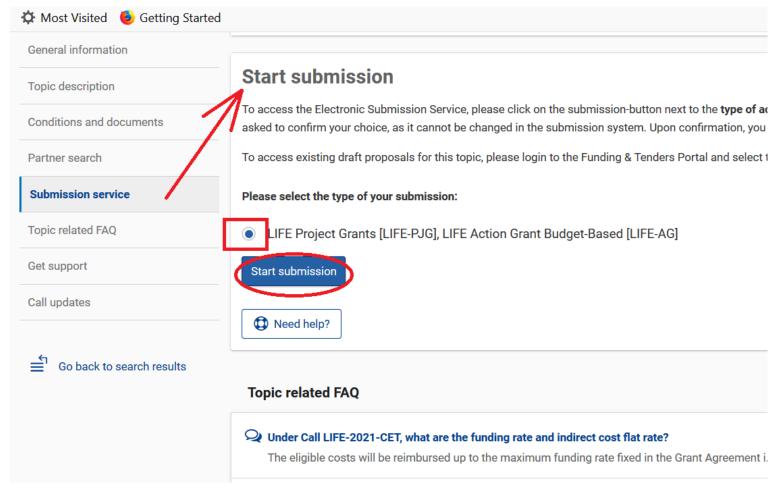








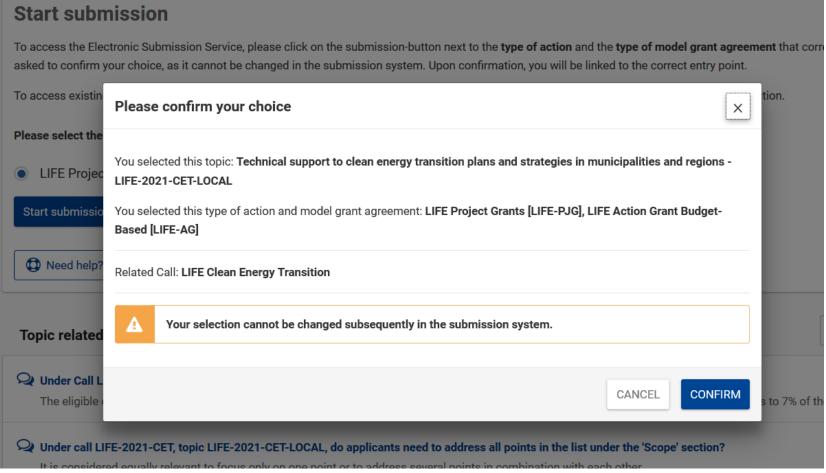
### **Topic Submission**







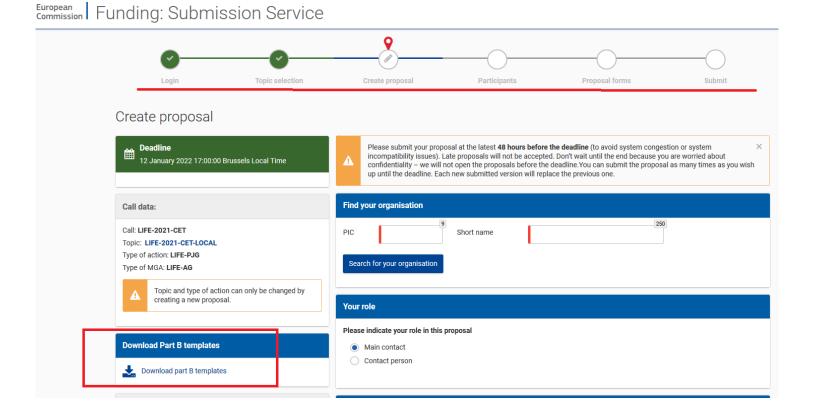
### **Topic Submission**







### **Topic Submission**



Part A includes administrative information about the applicant organisations (future coordinator and beneficiaries) and the summarised budget for the proposal. Fill in directly online.

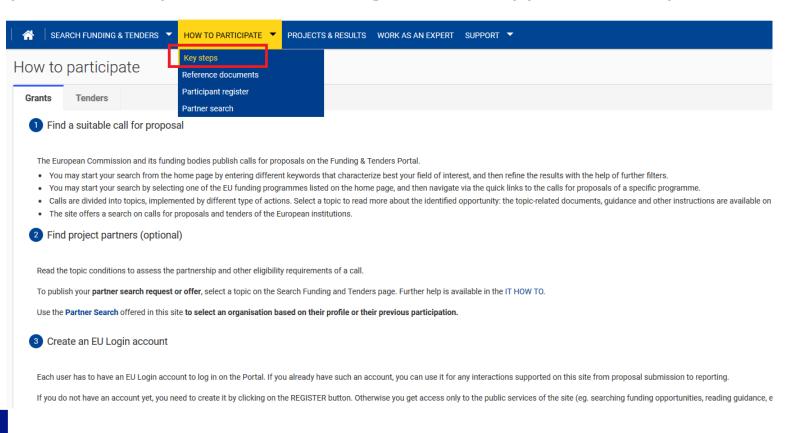
**Part B** (description of the action)covers the technical content of the proposal.





### How to participate?

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







### How to participate?



Each user has to have an EU Login account to log in on the Portal. If you already have such an account, you can use it for any interactions supported on this site from proposal submission to reporting.

If you do not have an account yet, you need to create it by clicking on the REGISTER button. Otherwise you get access only to the public services of the site (eg. searching funding opportunities, reading guidence

Register an EU login account

4 Register an organisation

The Participant Register is the Commission online tool to register and manage the data of the organisations participating in the EU programmes. It allows consistent handling of the participants' official data and avoids multiple requests to enter the same information

If you want to participate in a project proposal, your organisation needs to be registered and have a 9-digit Participant Identification Code (PIC). This unique identifier of your organisation will be used as a reference by the Commission in any interactions.

Check if your organisation is already registered, or register it.

5 Submit your grant proposal

How to access the submission system?

Select your topic and go to the Submission Service section of the topic page. Make sure that you select the correct type of action before you start drafting a proposal. The link to the submission system is available, if the status of the call is 'open'. A login with your E required.







### How to participate?

### **EU Login**

**EU Login** provides a single sign-on to a large number of services and tools available on the Portal.

To access to the functions available on My Area, you must have an EU Login account.

- To create an EU Login account, you click on the Register button on the Portal homepage; all you need is your **name** and **work** e-mail address.
- If you already have an EU Login account, you must use that one.

⚠ EU Login is the new name for the previously used ECAS account (European Commission Authentication System); old accounts continue to work, there is no need to create new ones.

### **Creating an EU Login account**

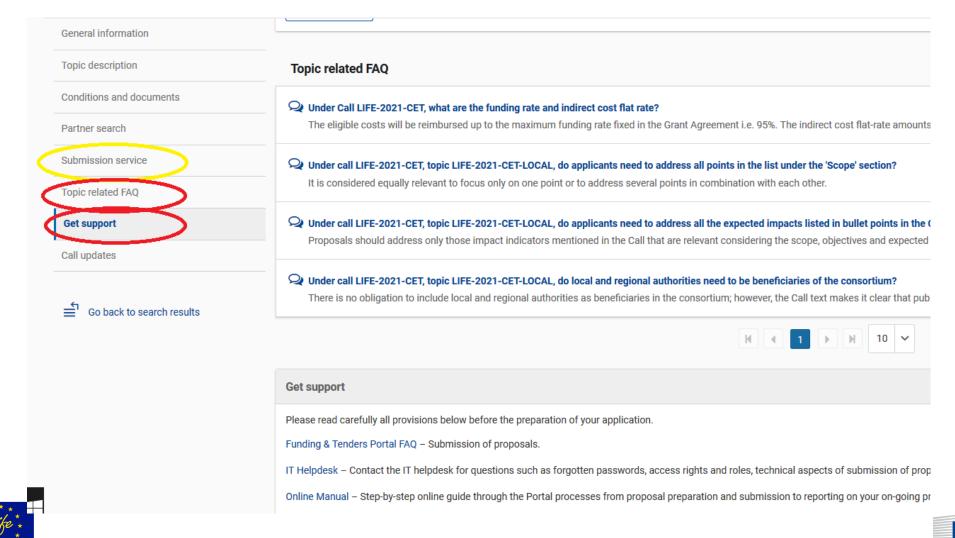
- 1 Go to the Portal Register page and enter:
  - your first name, last name and e-mail address
  - the displayed security code.
- 2 Select Create an account

You will receive an e-mail to the address that you specified, containing a link you should use to complete the registration process.





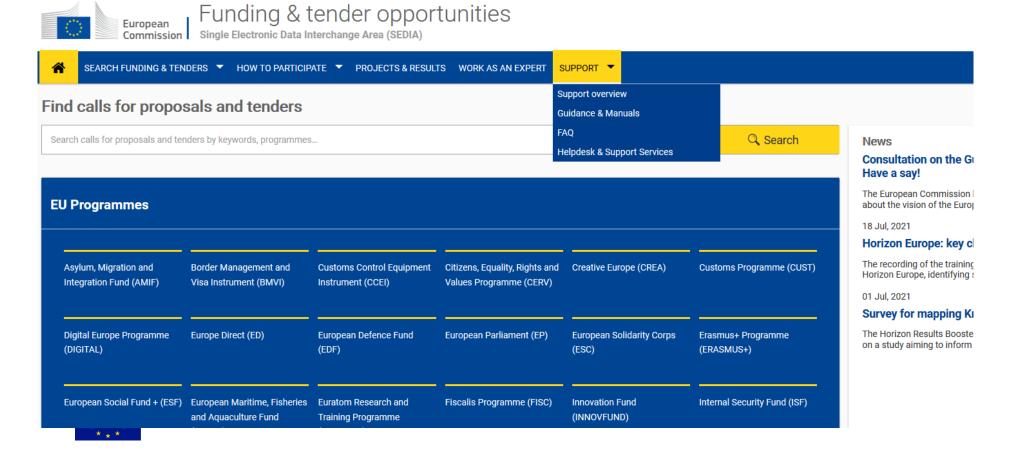
## Support (from topic level)



European

# Support (from main page)

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





# Support (remote meeting with CINEA)

https://cinea.ec.europa.eu/events/life-call-proposals-2021-qa-sessions\_en\_

### **Description**

Please see the draft programme below:

#### 8 September

9:00 – 11: 00 General (Award criteria, type of projects, eligibility criteria, how to apply, financial information, etc.)

11:00 - 12:00 Nature and Biodiversity

12:00 - 13:00 Circular Economy and Quality of Life

#### 9 September

9:00 - 10:00 Climate Change Mitigation and Adaptation

10:00 - 11:00 Operating Grants NGOs

11:00 – 13:00 Clean Energy Transition

Participants will be able to ask their questions via Sli.do directly to the LIFE team at CINEA.





# Thank you



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