The Horizon 2020 Framework Programme for Research and Innovation is the European Commission’s main mechanism for funding research and innovation. It is a 7-year programme (2014-2020) which offers grants through open and competitive calls for a variety of activities from individual fellowships to largescale multi-partner research.

This brochure focuses on 6 H2020 key schemes for which the EU Team can offer you full support.

- **Marie Skłodowska-Curie Individual Fellowships (IFs)** fund 2 year fellowships for researchers moving within or outside the EU
- **Marie Skłodowska-Curie Innovative Training Networks (ITNs)** establish doctoral training networks
- **ERC Grants** promote PI-led, step-change research
- **FET Open** supports collaborations to develop radically new technologies
- **Collaborative projects** are funded topics which aim to tackle policy-led ‘Societal Challenges’ or Industry-led themes (LEIT)

What effect will Brexit have on my application/project?

All live awards and proposals submitted prior to an official exit from the European Union will be unaffected, with funding honoured for the full duration of the project either from the European Commission (if we leave with a deal) or the UK Government (in a no-deal scenario). Applications after an official exit from the EU will also be underwritten nationally.

It should, however, be noted that as long as the UK is a “Third Country” with no association to H2020, it will not be eligible for individual grants from ERC or Marie Skłodowska-Curie and collaborative grants will need to comprise 3 Member or Associated States in addition to the UK. For the latest information on Brexit and EU funding, please contact the EU Team or check our web site at [http://ris.leeds.ac.uk/info/22/eu/280/brexit](http://ris.leeds.ac.uk/info/22/eu/280/brexit)
The EU Team can support any H2020 application, though we offer bespoke support packages for 6 key schemes, each described fully in the following pages:

- Marie Curie Innovative Training Networks (ITNs)
- Marie Curie Individual Fellowships (IFs)
- ERC Starting/Consolidator Grants/ Advanced Grants
- Leeds-coordinated Collaborative Projects (i.e. Societal Challenges, LEIT)
- Future and Emerging Technologies (FET Open)

Who we are

Support we offer
- Bespoke H2020 info events
- Liaison with partners
- Completion of admin forms
- Proposal read-through
- Assistance with non-technical proposal sections
- Successful examples
- Advice on eligible costs
- Completion of financial claims
- Arranging audits

Who to contact

The EU Team primary contacts are shown in the table below. If you have a general query and are not sure who to contact, you can also email the general email address at EUFunding@leeds.ac.uk.
**Marie Sklodowska Curie Actions Factsheet**

**Individual Fellowship (IF)**

**WHAT IS THE SCHEME ABOUT?**
- Individual career development/knowledge transfer fellowships for Experienced Researchers (ER).
- Funds a research/training project that incorporates international mobility for researchers who have a PhD or 4 years research experience.
- IF has two funding strands:
  - **European Fellowship (EF)** for researchers of any nationality to undertake a fellowship within an EU Member State or Associated Country.
  - **Global Fellowship (GF)** for researchers meeting specific nationality/residency criteria, to spend 12-24 months in a non-EU Member State (MS) or Associated Country (AC) followed by a mandatory 12 month period in an EU MS or AC.

**WHY YOU SHOULD APPLY**
In 2017 Leeds had a success rate of 29% (compared to overall IF success rate of 16%).

As supervisor:
- Offers opportunity to bring high quality ERs to Leeds
- Opens up collaboration opportunities
- 100% funded
- Gain experience of EU funding

As ER:
- Opportunity for transnational mobility
- Opportunity to focus 100% on research & training project
- Opportunity to undertake career development training
- 100% funded
- Gain experience of EU funding

**WHAT MAKES A COMPETITIVE PROPOSAL**
Proposals need to satisfy the following criteria:
- High quality ER relative to career stage
- Potential to deliver long term impact on ER’s career
- Significant EU/global level research impact
- Balanced combination of research & complementary skills training
- High quality supervisor and host organisation.
- 2-way knowledge transfer opportunities

**APPLICATION PROCESS**
- Single stage electronic submission process
- 10 page application

**APPLICATION PROCESS**
- Single stage electronic submission process
- 10 page application

**PROJECT IDEA**
Project based on any area of research that moves forward the state of the art in the field and provides:
- Research skills and knowledge training
- Complementary, career development skills training
- Knowledge transfer collaboration & networking opportunities

**ELIGIBILITY CRITERIA**
At call deadline, the Experienced Researcher (ER) must:
- Have a PhD or 4 years research experience
- Meet mobility criteria, usually not have lived/worked in the country that hosts the fellowship for more than 12 months in the 36 months prior to the call deadline. (NB: in specific cases this can be increased up to 36 months in the last 5 years prior to the call deadline)

**BUDGET**
Unit cost budget funds:
- **Living allowance** (€4880/month subject to country correction coefficient)
- **Mobility allowance** (€600/month)
- **Family allowance** (€500/month if eligible to claim)
- **Research, training & networking costs** (€800/month)
- **Management & indirect costs** (€650/month)

<table>
<thead>
<tr>
<th>Duration</th>
<th>EF: 12-24 months</th>
<th>GF: 24-36 months</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>EF: €183-195K</td>
<td>GF: €251-269K</td>
<td></td>
</tr>
</tbody>
</table>

**EU Team contact:** EUFunding@leeds.ac.uk

**Watch the video on Marie Curie Actions**

**Annual Deadline:** September
Support for Marie Curie Individual Fellowships

- **Identification of candidates**
  - Pro-Deans/DoRIs/HoS encourage potential applicants within their staff
  - UAFs checked for eligibility (mobility to Leeds from outside UK)
  - Promotional events within Schools/Faculties
  - Advertisement for Fellows to apply to Leeds

- **EU Team collates applicants**
  - **Offers meeting**
    - For both those applying to the scheme for the first time and resubmissions – latter focuses on improving the bid.
  - **Seedcorn fund support**
    - Potential match-funding for the fellow to visit Leeds to work on application with PI. EU Team will meet PI and fellow whilst he/she is here and offer advice

- **Information session**
  - Full overview of proposal structure, proposal-writing tips, FAQs, internal requirements and presentation from a successful applicant

**TIMELINE**

- **t – 7 months**
  - Proposal Support from EU Team
- **t – 5 months**
  - Portal Registration: Creating application on electronic submission system
- **t – 4 months**
  - Part A: Assistance with preparing the administrative forms
  - Successful Examples: Can be provided in most research areas
  - Provision of non-scientific, template text:
    - E.g. for Management, Training, Host Institute
  - Fellow Factsheet: Information for Fellows on how allowances translate into salary and other admin issues for moving to Leeds
  - Proposal read-through: Detailed comments on all sections of proposal based on previous ESRs (Evaluation Summary Reports) and past experience
- **t – 2 months**
  - Deadline (t=0)
**Marie Skłodowska Curie Actions Factsheet**

**Innovative Training Networks (ITN)**

**WHAT IS THE SCHEME ABOUT?**

- Delivering research and complementary skills **training for PhD students/early stage researchers (ESR) within international, interdisciplinary and inter-sectoral networks** that utilise/trial novel training delivery methods & mechanisms.
- Funds training for researchers within the first 4 years of their research career via one of 3 network models:
  - European Training Network (ETN)
  - European Industrial Doctorate (EID)
  - European Joint Doctorate (EJD)

**MAIN CHARACTERISTICS:**

**BUDGET**

Unit cost budget funds:

- **ESRs living, mobility & family allowance** (average €3960/ESR/month)
- **Research, training & networking costs** (€1,800/ESR/month)
- **Management & indirect costs** (€1,200/ESR/month)
- Up to 15 ESRs (except EID Twin site, up to 5 ESRs)

ETN: €3-4m
EID: €1.2-4m
EJD: €3-4m

**WHY YOU SHOULD APPLY**

- **Funds PhD students:** potentially up to 5 per organisation
- **Budget based on unit costs** - one of the easier EU funding streams to administer
- **Helps develop international, intersectoral, collaborative networks/contacts**
- **In 2017 5 Leeds co-ordinated ETNs funded representing 11% success rate** (compared to overall ETN success rate of 6.8%)

**APPLICATION PROCESS**

- Single stage electronic submission
- 30 page application

**ELIGIBILITY CRITERIA**

- **ETN & EJD:** min. 3 organisations based in 3 different EU Member States (MS) and Associated Countries (AC)
- **Twin site EID:** min. 2 organisations based in 2 different EU MS and AC, 1 from the academic sector & 1 from the non-academic sector
- **Multisite EID:** min. 3 organisations based in 3 different MS and AC and 2 different sectors. EID ESRs must spend min. 50% of time seconded to non-academic sector organisation

**WHAT MAKES A COMPETITIVE PROPOSAL?**

- Meaningful participation of non-academic sector
- Use of innovative training delivery methods
- Interdisciplinary/intersectoral secondment opportunities
- Significant EU/global level research impact
- Balanced combination of research & complementary skills training delivered by top quality organisations/individuals

**PROJECT IDEA**

Innovative doctoral training network based on any area of research that moves forward the state-of-the-art in the field and fosters a culture of open science, innovation & entrepreneurship within a new generation of researchers

**EU Team contact:** EUFunding@leeds.ac.uk
Support for Marie Curie ITNs

- **Identification of candidates**
  - Identification of one novel / emerging / under-researched area per Faculty that needs to “train the future” via Faculty Pro-Deans for R&I / DoRIs and RIDMs
  - Promotional events within Schools/Faculties
  - Resubmission of proposals close to funding threshold in previous years encouraged
  - CDTs (and equivalent projects) with EU potential identified

- **EU Team collates applicants**

  - [TIMELINE]
    - t – 6 months
      - Offers meeting
      - Seedcorn fund support
    - t – 5 months
      - Introduction to ITNs session
    - t – 3 months
      - 1:1 Support
    - t – 2 months
      - Internal Review
    - t – 1 month
      - Deadline (t=0)

  - **Offers meeting**
    - For both those applying to the scheme for the first time and resubmissions – latter focuses on improving the bid.

  - **Seedcorn fund support**
    - Potential match-funding for PI to organise meeting with prospective partners of a Leeds-coordinated bid

- **Introduction to ITNs session**
  - Full overview of the ITN schemes, support offered and talk from a successful applicant as well as OD&PL for training offered to ESRs

- **1:1 Support**
  - Proposal Creation & Part A: Application created on electronic submission system and assistance with completing administrative forms
  - Provision of standard/template text & successful examples: E.g. for University as a suitable host
  - Liaison with Partners: Information provided to consortium partners about grant application and project delivery issues
  - Proposal read-through: Detailed comments on all sections of proposal based on previous ESRs (Evaluation Summary Reports) and past experience.
WHAT IS THE SCHEME ABOUT?
The ERC is looking to fund:

- Ambitious, step-change research
- Highly rated Principal Investigators (PIs) in 3 categories:
  - Starting Grants: 2-7 years post-Ph.D.
  - Consolidator Grants: 7-12 years post-Ph.D.
  - Advanced Grants: >12 years but usually professorial

ERC grants are:

- Bottom-up, PI-led research
- Impact is solely on advancing research knowledge
- Step-change to the state-of-the-art
- A research team, led by the PI and his/her research vision

The ERC is not looking for collaborations: all bids must be a single team with the PI leading the vision. The team can:

- comprise other academic staff but if more senior than PI, they must not be seen to be providing leadership.
- be based at other institutions, but they are not collaborators, they are ‘remote team members’.

Budget varies by scheme:

- Starting Grants: up to €1.5m over 5 years pro rata
- Consolidator Grants: up to €2m over 5 years pro rata
- Advanced Grant: up to €2.5m over 5 years pro rata

APPLICATION PROCESS

WHAT MAKES A COMPETITIVE PROPOSAL

- Strong PI track record
- High risk-high reward research
- Ambitious research based on feasible reasoning
- Novel or unconventional methodology

Why you should apply:

- ERC allows you to design the research you want to do
- You can build a team of post-docs, Ph.D.s etc.
- Flexibility in work plan and budget as project progresses
- Career-defining fellowships

Project idea:

- Any area except nuclear research
- Must provide a step-change to current state of knowledge

Eligibility criteria:

- Eligibility cut-off 1st Jan each year to determine category
- Date on Ph.D. certificate used against this
- Must carry out at least 50% research in EU
- Must allocate a minimum amount of time to grant:
  - Starter: min. 50% each year
  - Consolidator: min. 40% each year
  - Advanced: min. 30% each year

Main characteristics:

- One-stage submission, two-stage evaluation
- Two sections:
  - B1 - Synopsis, CV, Track Record (10 pages)
  - B2 - Full proposal (15 pages)
- Can only reapply next year if get to Stage 2
- Resubmission restrictions if you score: ‘B’ (1 year) or ‘C’ (2 years) at Stage 1

Annual Deadline:

- Starter: October
- Consolidator: February
- Advanced: August

EU Team contact: Ben Williams
Support for ERC Starting/Consolidator Grants

- **Identification of suitable candidates**
  - EU Team proactively researches the best candidates via a staff list of eligible candidates provided by HR. Metrics such as H-Index, prizes, grant income are used to select standout candidates.
  - Faculty Pro-Deans for Research and FRIMs complement this with suggestions.

- **Briefing note**
  - A 1-page description of the scheme stating eligibility, key grant characteristics and outlining EU Team support is sent to all potential candidates. This is followed up by a brief meeting with interested candidates.

- **Introductory event**
  - An introductory event with VC or successful candidate. Details of the scheme and support are relayed.

- **Proposal-writing workshops**
  - A detailed workshop giving an overview of the proposal, the style of writing and what makes a competitive proposal. It is run 2 or 3 times to cover all candidates.

- **Provision of templates**
  - The EU Team has produced a template based on successful past applications, evaluation comments and ‘insider knowledge’ from panellists. Examples of successful proposals are provided (with PI permission).

- **Proposal advice – EU Team**
  - Mainly B1 section – to check PI has sold themselves well enough and that need, aim and feasibility of project are apparent and clear in synopsis.

- **Peer review**
  - Candidates review an example proposal and then each other’s proposals, looking for key criteria that match the evaluation form. This encourages writing for a non-specific audience and facilitates sharing of ideas on presenting research for ERC.

- **Evaluation of Part B2**
  - Guidance is sent to peer reviewers on general process, as well as 1-2 named reviewers within group, to ensure internal evaluation is based on ERC criteria.

- **Consultant feedback on proposal**
  - An ERC-specialist consultant has been used on some proposals where funds allow.

- **ERC Checklist**
  - EU Team-created tick-box checklist sent to all applicants to make sure application is complete. Final admin check is also performed near deadline day.

- **Mock interview**
  - If candidate reaches Stage 2 evaluation, a panel similar to the internal review replicates the real interview scenario. A panel consists of Relevant Pro-Dean R&I, senior academics in the field, grant holder or ERC panellist, OD&PL (for interview technique) and EU Team.
Support for ERC Advanced Grants

- **Identification of suitable candidates**
  - European Office proactively researches the best Professorial candidates via metrics including H-Index, major publications and grant income as well as reputation.
  - Faculty Pro-Deans for Research/ DoRIs / HoS / RIDMs complement this with suggestions.

- **Briefing note**
  - A 1-page description of the scheme stating eligibility, key grant characteristics and outlining EU Team support is sent to all potential candidates. This is followed up by a brief meeting with interested candidates.

- **Introductory event**
  - An introductory event with VC or successful candidate. Details of the scheme and support are relayed.

- **Proposal-writing workshops**
  - A detailed workshop giving an overview of the proposal, the style of writing and what makes a competitive proposal. It is run 2 or 3 times to cover all candidates.

- **Provision of templates**
  - The EU Team has produced a template based on successful past applications, evaluation comments and ‘insider knowledge’ from panellists. Examples of successful proposals are provided (with PI permission).

- **Proposal advice – EU Team**
  - Mainly B1 section – to check PI has sold themselves well enough and that need, aim, ambition and feasibility of project are apparent in synopsis.

- **Remote Peer Review**
  - Candidates can opt to have fellow applicants assess their B1 section against key ERC criteria. This imitates broader panel review and provides access to other applications allowing feedback and ideas for their own application.

- **Critical analysis from peers for Part B2**
  - Guidance is sent by EU Team to peer reviewers on general process, as well as 1-2 named reviewers within group, to ensure internal evaluation is based on ERC criteria.

- **Feedback on proposal**
  - EU Team offers comments on final B1, focusing on clarity of message, addressing ERC-relevant criteria, selling PI quality, structure of proposal.

- **ERC Checklist**
  - EU Team-created tick-box checklist sent to all applicants to make sure application is complete. Final admin check is also performed near deadline day.

**TIMELINE**

- **Deadline (t=0)**
WHAT IS THE SCHEME ABOUT?
Societal Challenges aim to address 7 areas of major concern or ‘challenges’ for Europe and beyond:

- SC1 Health, demographic change and wellbeing;
- SC2 Food security, sustainable agriculture and forestry, marine and maritime and inland water research, and the Bio-economy;
- SC3 Secure, clean and efficient energy;
- SC4 Smart, green and integrated transport;
- SC5 Climate action, environment, resource efficiency and raw materials;
- SC6 Europe in a changing world - inclusive, innovative and reflective societies;
- SC7 Secure societies - protecting freedom and security of Europe and its citizens.

Next Deadline: Throughout the year

MAIN CHARACTERISTICS:

Funding for collaborative projects via:

- Research & Innovation Actions (RIAs)
- Innovation Actions (IAs)
- Coordination and Support Actions (CSA)

Call topics are positioned along the scale from research to market, with a strong focus on innovation-related activities, such as pilots and demonstrations.

- Calls are top-down, with specific topics and a list of 'expected impacts' which must be addressed in the proposal
- Particularly support multi-disciplinary and international cooperation
- Involving end-users in the research process is important

ELIGIBILITY CRITERIA:

- At least three partners from 3 different Member States or Associated Countries
- In addition to this, any international partner(s) can participate but may not be automatically funded.

WHAT MAKES A COMPETITIVE PROPOSAL

- For RIAs: proposals are evaluated equally on the 'Excellence', 'Impact' and 'Implementation' sections so careful attention must be given to all three
- For IAs: the Impact criterion carries a higher weighting
- Clear end-user engagement and real-world application as well as plans to exploit and communicate research outputs to a broad audience
- Commitment to gender equality and open data - could be used as tie-breakers among similarly ranked proposals

APPLICATION PROCESS

- Deadlines throughout the year depending on the calls
- Submissions either 1- or 2-stage
- Online submission via the Research Participant portal
- 70 page proposal (max)
- 10 pages if first stage of a two-stage proposal

WHY YOU SHOULD APPLY

Opportunities to/for:

- be either partner or coordinator depending on experience
- be part of an interdisciplinary and international consortium
- develop solutions for Europe's biggest societal challenges
- form or strengthen existing links with non-academic partners
- Unlimited re-submissions possible giving potential scope to refine and resubmit proposal to future call
- receive bespoke support available from proposal writing through to post-award management

EU Team contact: EUFunding@leeds.ac.uk

Duration 3-5 years
Value Typically 4-6, up to 15 million
WHAT IS THE SCHEME ABOUT?

Aimed at new and breakthrough technologies, LEIT emphasises on areas of research and innovation with a strong industrial dimension and where mastering new technological opportunities will enable and drive innovation.

The objective is to achieve EU Industrial policy goals, which represent an important component of the EU Strategy for Key Enabling Technologies (KET).

Main areas of funding are:

- **ICT**
- Nanotechnologies, Advanced Materials, Advanced Manufacturing & Processing, and Biotechnologies
- **Space**

Next Deadline: **Throughout the year**

MAIN CHARACTERISTICS:

- Most of the research and innovation opportunities within LEIT provide funding for ‘collaborative projects’. However there are a higher number of ‘Innovation Actions’, which are usually (but not always) industry-led, and have a strong focus on innovation and close-to-market activities.

- SME involvement is seen as crucial to the success of this part of the programme and is often a requirement of proposals.

APPLICATION PROCESS

- **Why you should apply**
  - Leeds has a good success rate: 45% in 2015 and 25% in 2016 – both higher than the EU average
  - Opportunities to be either partner or coordinator depending on experience
  - Opportunity to be part of an interdisciplinary and international consortium developing solutions for Europe’s biggest industrial challenges
  - Opportunity to form or strengthen existing links with industry partners
  - Unlimited re-submissions possible giving potential scope to refine and resubmit proposal to future call
  - Bespoke support available from proposal writing through to post-award management

- **What makes a competitive proposal**
  - A strong overall emphasis on ‘innovation’ and ‘impact’ (this section carries a higher weight in the evaluation of Innovation Actions)
  - Clear real-world application of the proposed research and plans to exploit and communicate research outputs to a broad audience
  - Commitment to gender equality, open data and dissemination/user-engagement - could be used as ‘tie-breakers’ among similarly ranked proposals

- **Eligibility criteria**
  - At least three partners from 3 different Member States or Associated Countries
  - In addition to this, any international partner(s) can participate but may not be automatically funded.

- **Project idea**
  - Calls are top-down, with specific topics and a list of ‘expected impacts’ which must be addressed in the proposal
  - Particularly supports multi-disciplinary and international cooperation
  - A business plan is required as part of the proposal for most LEIT topics

- **Value**
  - Usually 3-5 years
  - Typically 3-10 million, and above

EU Team contact: EUFunding@leeds.ac.uk

Throughout the year
Support for Leeds-Coordinated Collaborative Projects

- Circulation of draft WPs
  
  Most themes have drafts available that outline likely topics for the 2- or 3-year period. These are 90% ‘final’

- Identification of potential topics
  - IPE submissions
  - Interest from draft WPs
  - Identification of potential participants with RIDMs

- Information event for potential applicants

- Initial info for potential partners
  - Includes tips on a 1-page summary to send out, guide to getting a PIC, information partners will need to provide for Parts A and B

- 1:1 meetings and translating a topic
  - Meet with coordinators around specific project idea, support required and a suggested timeline
  - Identify and “translate” key aspects of the call text

- Visits from National Contact Points (NCPs)
  - All NCPs invited to give presentation on the WP contents and to hold 1-to-1 surgeries with those intending to apply as well as strategic meeting with EU Team and relevant Deans/Pro-Deans for Research

- EU Team Support
  - Setting up, completing and monitoring proposal account
  - Interactive proposal template and help with creation of:
    - Management text and diagrams
    - Charts and diagrams for implementation/impact sections
  - Help with Leeds / partner data for A Forms
  - Advice on eligibility of costs (actual costing done in Faculty by FRIO)
  - Proof-reading and assistance with non-technical proposal writing
  - Potential match-funding to bring consortium together to create the bid

- Mentoring support
  - From successful applicant in same thematic area where possible

- Internal peer review
  - May already be standard in School/Faculty if bid value exceeds a certain size – otherwise EU Team will try to arrange panel comprising successful applicant, EU evaluator and someone with extensive EU experience and internal influence

- Influencing future WPs
  - Inputting suggestions to Societal Challenges/LEIT Work Programmes – and encouraging PI’s project partners to do the same at their national level

**TIMELINE**

- **t – 12 months**
  - Information event for potential applicants

- **t – 12 months**
  - Identification of potential topics

- **t – 5 months**
  - Initial info for potential partners

- **t – 4 months**
  - 1:1 meetings and translating a topic
  - Visits from National Contact Points (NCPs)

- **t – 3 months**
  - EU Team Support
  - Meetings with potentially interested academics

- **t – 2 months**
  - Mentoring support

**Deadline (t=0)**
WHAT IS THE SCHEME ABOUT?

- Fosters scientific collaboration across disciplines on radically new, high-risk ideas and accelerate development of the most promising emerging areas of science and technology
- Support early-stages of the science and technology research and innovation around new ideas towards the development of radically new future technologies
- Help innovators become European Industrial and Scientific leaders in these radically new future technologies.

WHAT TO APPLY

- Opportunities to participate as a partner or coordinator depending on experience
- The UK gets the 2nd most funding from FET Open with €39million in 2014-2016
- Leeds has a very good success rate, being the 5th most funded University in the UK (2014-2016). Leeds is a partner in 3 FET Open projects in H2020
- Bespoke support available from proposal writing through to post-award management

WHY YOU SHOULD APPLY

- Investigator-driven & consortium-based research projects
- Ambitious and non-incremental early-stage research focussing on entirely new technological solutions

Up until recently the success rate of FET Open had been very low (around 2%). However, in recognition of this challenge, the expected success since 2017 has now increased to 7%.

APPLICATION PROCESS

- One-stage proposal (15 pages + annex)
- 2 cut-off points for submission a year, giving scope for resubmission based on feedback received

ELIGIBILITY CRITERIA

- At least three partners from 3 different Member States or Associated Countries
- Plus any international partner in addition to this minimum

MAIN CHARACTERISTICS:

- Duration: 18-36 months
- Value: 2-3 million

EU Team contact: EUFunding@leeds.ac.uk

Watch the FET Open video!
EU Post Award
Support available for managing your EC funded project

With the introduction of a new financial regime in Horizon-2020, it is crucial that the University has the necessary support systems in place to help academics successfully manage their EC funded projects.

Working alongside the EU pre-award team, we provide financial support to academics and Faculty Research and Innovation Offices for the duration of their Horizon-2020 project.

We ensure that University systems and processes are compatible with the EC rules and regulations and provide the necessary training to academics and support staff across the University.

MAIN CONTACTS:

Keri Dunning k.l.dunning@leeds.ac.uk
- Supervises EU post award team
- Responsible for post award systems and processes
- Provides training for academic/support staff
- Provides post award support to the following Faculty: Environment

Vincent Birrien V.Birrien@leeds.ac.uk
- Provides post award support to the following Faculties:
  - Engineering
  - LUBS

Martika Cawley m.cawley1@leeds.ac.uk
- Provides post award support to the following Faculties:
  - AHC
  - FMH
  - FBS
  - MAPS

ADDITIONAL SUPPORT

- Presentation at consortium Kick Off meeting for Leeds-coordinated projects
- Collation of partner financial reports on Leeds-coordinated projects
- Manage audits conducted by the Commission or the European Court of Auditors
- Marie Curie support – exchange rate management, contractual issues, allowance reconciliations
- Grant amendments
- Training for academics and support staff

AWARD SET UP

- Support with KRISTAL set up and award approval
- Arrange and chair internal Kick Off meeting
- Allocate project income
- Support for HR with regard to Marie Curie employment contracts

PROJECT MANAGEMENT

- Advice regarding EC rules and regulations and project specific queries
- Guidance documents on completing timesheets and calculating salary costs
- Advice regarding Euro to GBP exchange rates
- Systems and processes guidance
- Close down of project accounts once final

BUDGETING

- Update KRISTAL phase 2 so budget reports are accurate
- Forecast expected exchange rate gains/losses

REPORTING

- Prepare and submit financial reports
- Arrange and manage external audits
- Support with EC portal - SYGMA