

# Programa formativo

*Como captar financiamento europeo  
para a túa empresa*



# Aprende a navegar polo portal da Unión Europea: o *funding & tenders opportunities portal*

Formadora: Lorena Diana Gatea

Data: 31 de outubro 2023



## Funding & tender opportunities

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

El Funding & tender opportunities (*Portal de Financiación y Licitaciones de la UE*) es el portal electrónico central para todas las financiaciones y licitaciones de la UE.

Está gestionado por la Comisión Europea y se utiliza para sus subvenciones, **licitaciones** y contrataciones.

El Portal consta de dos partes:

- Una sección pública con información general (oportunidades de financiación, documentos de referencia, etc.) y
- *My Area*, que es una sección segura y personalizada utilizada para gestionar sus propuestas y subvenciones/contratos. Por razones de seguridad, el acceso a esta zona del portal se basa en:
  - Cuenta EU Login - identificador único para individuos. Todo lo que necesita para abrir una cuenta EU Login es su dirección de correo electrónico laboral.
  - Funciones y derechos de acceso (*Identity and Access Management System* – Sistema de Gestión de Identidades y Accesos - IAM)
  - Número PIC: identificador único para organizaciones. Este número de 9 dígitos se recibe después de inscribirse en el *Participant Register* - Registro de Participantes - del Portal.

# Funding & tender opportunities

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

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

English EN | Register | Login

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

Find calls for proposals and tenders

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

**EU Programmes**

Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Policy Instrument (BMVI)	Citizens, Equality, Rights and Values Programme (CERV)	Connecting Europe Facility (CEF)	Creative Europe Programme (CREA)	Customs Control Equipment Instrument (CCEI)
Customs Programme (CUST)	Digital Europe Programme (DIGITAL)	Erasmus+ (ERASMUS+)	EU External Action (RELEX)	EU4Health Programme (EU4H)	Euratom Research and Training Programme (EURATOM)
Europe Direct (ED)	European Defence Fund (EDF)	European Maritime, Fisheries and Aquaculture Fund (EMFAF)	European Parliament (EP)	European Social Fund + (ESF)	European Solidarity Corps (ESC)
Fiscalis Programme (FISC)	Horizon Europe (HORIZON)	Information Measures for the EU Cohesion policy (IMREG)	Innovation Fund (INNOVFUND)	Internal Security Fund (ISF)	Interregional Innovation Investments Instrument (I3)

**News**

Jul 24, 2023  
**Short video tutorial on lump sums in Horizon Europe**  
The Commission has just released two short videos to explain how lump sums work in Horizon Europe. The videos were created to brief experts who evaluate lump su...

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The European Research Area is the idea to create a single market for research, innovation and technology. The Policy Agenda 2022-24 proposes concrete actions to...

All news >

**Events**

**Horizon Implementation Day: Grant Management in Horizon Europe**  
📅 24 Oct 2023 ⌚ 09:30

**Lump Sum Funding in Horizon Europe: How does it work? How to write a proposal?**  
📅 19 Oct 2023 ⌚ 10:00

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# Funding & tender opportunities

2 secciones

- Una sección pública
  - información general (oportunidades de financiación, documentos de referencia, etc.);
- Una sección privada
  - *My Area*, una sección segura y personalizada utilizada para gestionar propuestas y subvenciones/contratos.

# Funding & tender opportunities

## La sección pública

- Search Funding and Tenders
  - Search Funding and Tenders
  - Funding updates
  - Archived funding (FP7-CIP)
  
- How to participate
  - Key steps
  - Reference documents
  - Participant Register
  - Partner Search
  
- Project Results
  
- Work as an Expert
  
- Support
  - Support overview
  - Guidance & Manuals
  - FAQ
  - Helpdesk & Support Services
  - Support videos

# Buscando convocatorias Search Funding & Tenders

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

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

English EN  
Register Login

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

Find Search funding & tenders  
Funding updates  
Archived funding (FP7-CIP)

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

Horizon4Ukraine Brexit info Report fraud

### EU Programmes

Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Policy Instrument (BMVI)	Citizens, Equality, Rights and Values Programme (CERV)	Connecting Europe Facility (CEF)	Creative Europe Programme (CREA)	Customs Control Equipment Instrument (CCEI)
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All news >

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**Horizon Implementation Day: Grant Management in Horizon Europe**  
24 Oct 2023 09:30

**Lump Sum Funding in Horizon Europe: How does it work? How to write a proposal?**  
19 Oct 2023 10:00

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# Buscando convocatorias

## Search Funding & Tenders

The screenshot shows the 'Funding & tender opportunities' portal. The search results are filtered to show 'TENDERS'. Three results are visible:

- ERC PROOF OF CONCEPT GRANTS** (ERC-2023-POC): Horizon Europe (HORIZON), Open for submission, multiple cut-off, deadline 21 September 2023.
- Erasmus Charter for Higher Education** (ERASMUS-EDU-2022-ECHE-CERTFP): Erasmus+ (ERASMUS+), Open for submission, multiple cut-off, deadline 25 January 2024.
- PSLF-LOAN SCHEMES** (JTM-2022-2025-PSLF-LOAN-SCHEMES): Just Transition Mechanism (JTM), Open for submission, multiple cut-off, deadline 20 September 2023.

Filters on the left include: Submission status (Forthcoming: 384, Open for submission: 995, Closed: 17930), Programming period, Filter by Programme / Programme group, Filter by call, and Type of grants calls (All grants calls).



# Buscando convocatorias. Erasmus+

The screenshot shows the 'Funding & tender opportunities' portal. The main navigation bar includes 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. A search bar is present with the text 'Find calls for proposals and tenders'. Below this is a grid of 'EU Programmes' with the following items:

Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Policy Instrument (BMVI)	Citizens, Equality, Rights and Values Programme (CERV)	Connecting Europe Facility (CEF)	Creative Europe Programme (CREA)	Customs Control Equipment Instrument (CCEI)
Customs Programme (CUST)	Digital Europe Programme (DIGITAL)	<b>Erasmus+ (ERASMUS+)</b>	EU External Action (RELEX)	EU4Health Programme (EU4H)	Euratom Research and Training Programme (EURATOM)
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Fiscalis Programme (FISC)	Horizon Europe (HORIZON)	Information Measures for the EU Cohesion policy (IMREG)	Innovation Fund (INNOVFUND)	Internal Security Fund (ISF)	Interregional Innovation Investments Instrument (I3)

On the right side, there is a 'News' section with the following items:

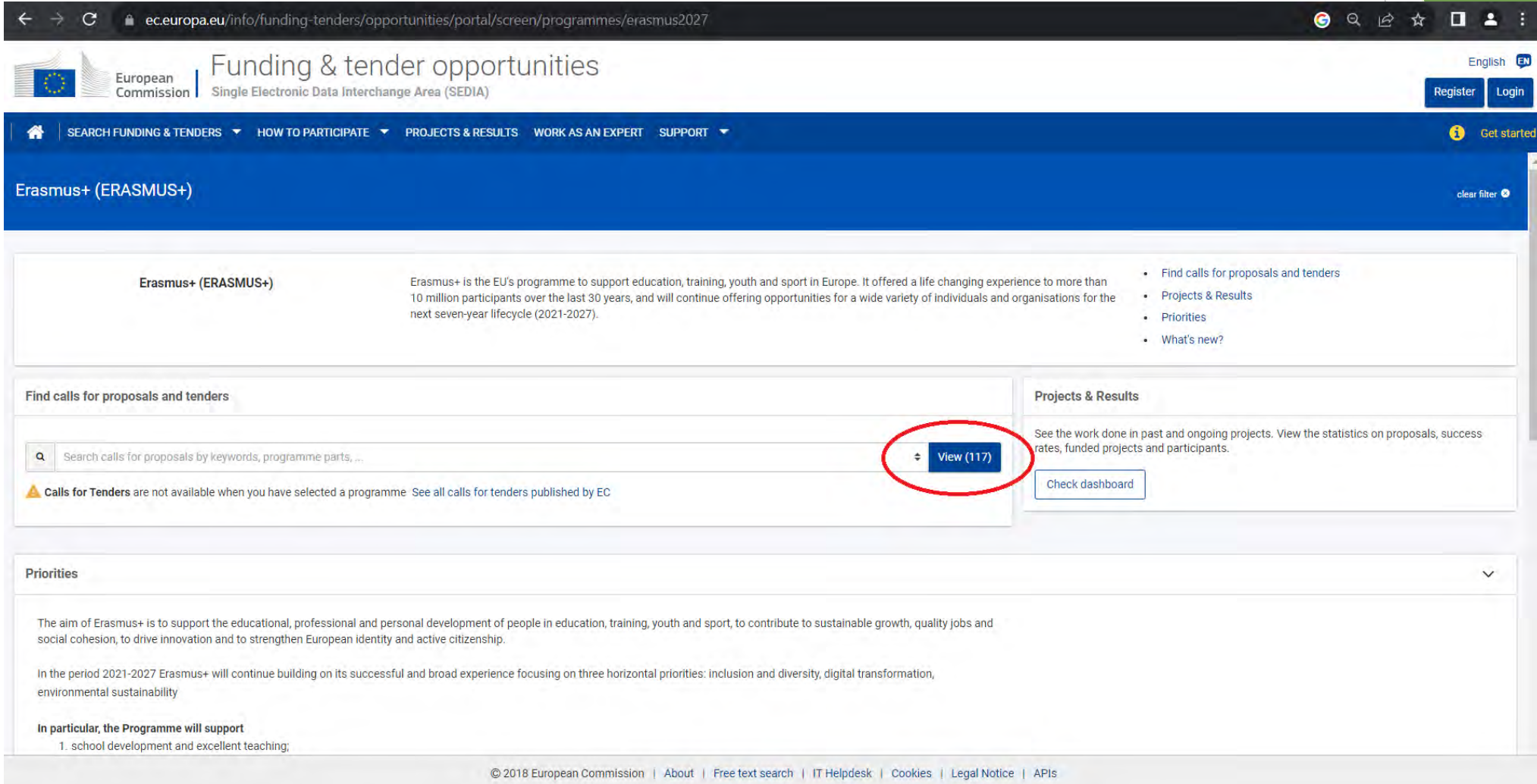
- Short video tutorial on lump sums in Horizon Europe** (Jul 24, 2023)
- IMPORTANT INFORMATION – AFIF CALLS: Admissibility conditions for the 5th AFIF cut-off deadline** (Jul 18, 2023)
- ERA Talk - Monitoring Open Science uptake in Europe** (Jul 6, 2023)

At the bottom, there is an 'Events' section with the following items:

- Horizon Implementation Day: Grant Management in Horizon Europe** (24 Oct 2023, 09:30)
- Lump Sum Funding in Horizon Europe: How does it work? How to write a proposal?** (19 Oct 2023, 10:00)

The footer contains: © 2018 European Commission | About | Free text search | IT Helpdesk | Cookies | Legal Notice | APIs

# Buscando convocatorias. Erasmus+



The screenshot shows the Erasmus+ website interface. At the top, there is a navigation bar with the European Commission logo and the text "Funding & tender opportunities" and "Single Electronic Data Interchange Area (SEDIA)". The main content area is titled "Erasmus+ (ERASMUS+)" and includes a search bar, a "View (117)" button (circled in red), and a "Check dashboard" button. The page also features a "Priorities" section and a footer with copyright information.

ec.europa.eu/info/funding-tenders/opportunities/portal/screen/programmes/erasmus2027

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

English EN | Register | Login

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

## Erasmus+ (ERASMUS+)

clear filter

**Erasmus+ (ERASMUS+)**

Erasmus+ is the EU's programme to support education, training, youth and sport in Europe. It offered a life changing experience to more than 10 million participants over the last 30 years, and will continue offering opportunities for a wide variety of individuals and organisations for the next seven-year lifecycle (2021-2027).

- Find calls for proposals and tenders
- Projects & Results
- Priorities
- What's new?

**Find calls for proposals and tenders**

Search calls for proposals by keywords, programme parts, ...

**View (117)**

**Projects & Results**

See the work done in past and ongoing projects. View the statistics on proposals, success rates, funded projects and participants.

**Check dashboard**

**Priorities**

The aim of Erasmus+ is to support the educational, professional and personal development of people in education, training, youth and sport, to contribute to sustainable growth, quality jobs and social cohesion, to drive innovation and to strengthen European identity and active citizenship.

In the period 2021-2027 Erasmus+ will continue building on its successful and broad experience focusing on three horizontal priorities: inclusion and diversity, digital transformation, environmental sustainability

**In particular, the Programme will support**

1. school development and excellent teaching;

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# Buscando convocatorias. Erasmus+

The screenshot shows the 'Funding & tender opportunities' portal. The search filters on the left include:

- Keywords: Type your Keywords... (with a search icon)
- Match whole words only:
- GRANTS:
- TENDERS:
- Submission status: Forthcoming, Open for submission (4), Closed (113)
- Programming period: 2021 - 2027 (117)
- Erasmus+ (ERASMUS+): Selected
- Filter by call: Select a Call...

The main content area displays 'Funding and tenders (117)' with a 'Sort by: Submission status' dropdown. A red arrow points to the first result:

<b>Erasmus Charter for Higher Education</b> ERASMUS-EDU-2022-ECHE-CERT-FP			
Programme	Erasmus+ (ERASMUS+)	Status	Open for submission
Type of action	ERASMUS ECHE Charter	Deadline model	multiple cut-off
Opening date	23 February 2022	Next deadline	25 January 2024 17:00:00 Brussels time

Below this are two more results for '#BeInclusive - Sport for Peace' and '#BeInclusive - Promoting Gender Equality in Sport', both with similar details.

# Buscando convocatorias. Erasmus+

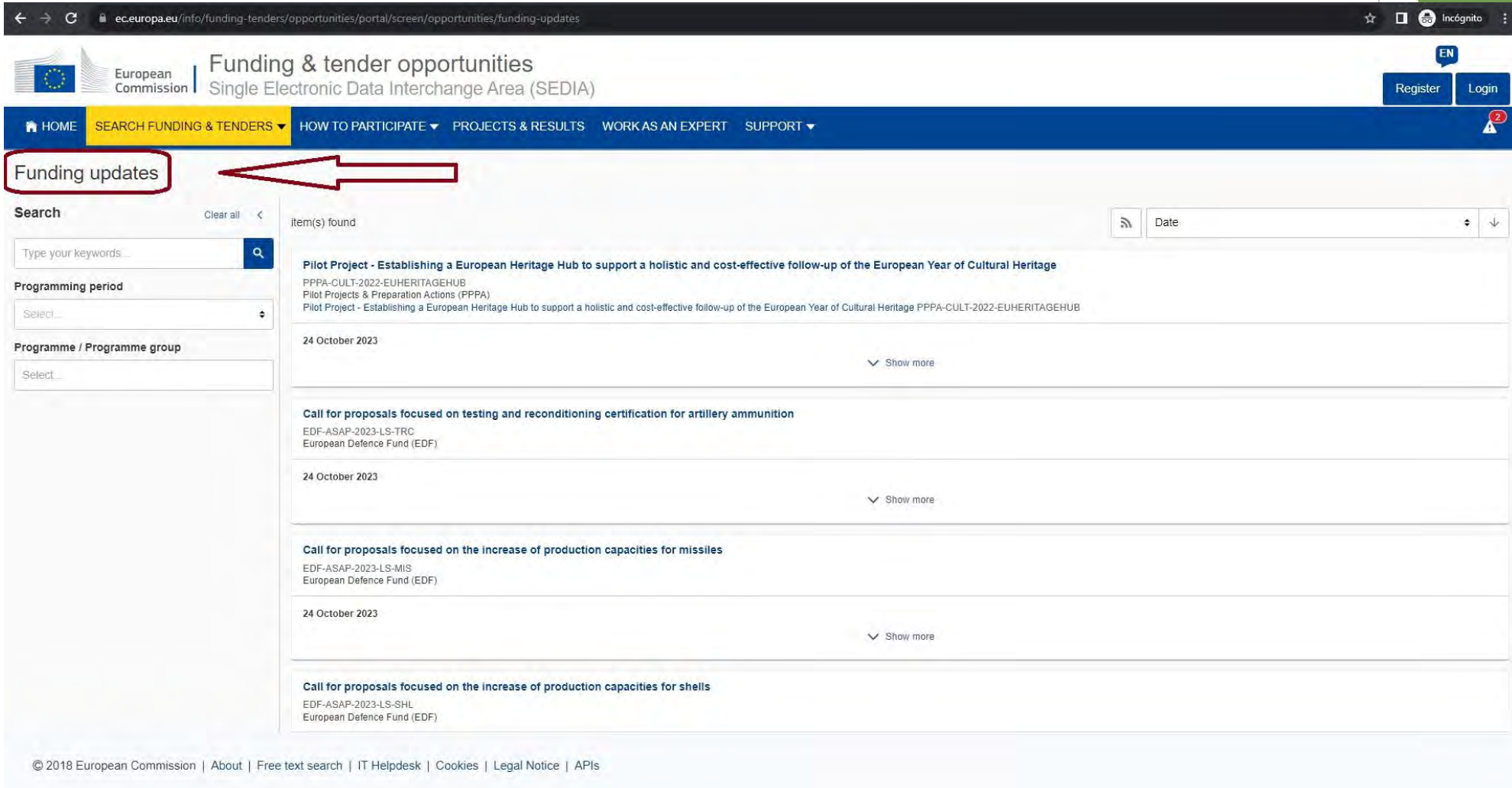
The screenshot shows the 'Funding & tender opportunities' portal. The left sidebar contains search filters: a keyword search bar, 'Match whole words only' (checked), 'GRANTS' and 'TENDERS' (both checked), 'Submission status' (Forthcoming, Open for submission (4), Closed (113)), 'Programming period' (2021 - 2027 (117)), and 'Erasmus+ (ERASMUS+)' (selected). The main content area displays 'Funding and tenders (117)'. Three opportunities are listed:

- Erasmus Charter for Higher Education** (ERASMUS-EDU-2022-ECHE-CERT-FP): Programme: Erasmus+ (ERASMUS+), Type of action: ERASMUS ECHE Charter, Opening date: 23 February 2022, Status: Open for submission, Deadline model: multiple cut-off, Next deadline: 25 January 2024 17:00:00 Brussels.
- #BeInclusive - Sport for Peace** (ERASMUS-SPORT-2023-BEINCLUSIVE-SPORT-AWARDS-PEACE): Programme: Erasmus+ (ERASMUS+), Type of action: ERASMUS Prizes, Opening date: 29 June 2023, Status: Open for submission, Deadline model: single-stage, Deadline date: 28 September 2023 17:00:00 Brussels time.
- #BeInclusive - Promoting Gender Equality in Sport** (ERASMUS-SPORT-2023-BEINCLUSIVE-SPORT-AWARDS-GENDER): Programme: Erasmus+ (ERASMUS+), Type of action: ERASMUS Prizes, Opening date: 29 June 2023, Status: Open for submission, Deadline model: single-stage, Deadline date: 28 September 2023 17:00:00 Brussels time.

The 'Sort by' dropdown menu is highlighted with a red box and contains the following options: Submission status (selected), Opening date (Grants)/ Publication date (Tenders) asc, Opening date (Grants)/ Publication date (Tenders) desc, Title asc, Title desc, and Deadline asc.

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## Buscando convocatorias. *Search Funding & Tenders. Funding updates.*



ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/funding-updates

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

Register Login

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

**Funding updates**

Search Clear all <

Type your keywords...

Programming period Select...

Programme / Programme group Select...

item(s) found

24 October 2023

**Pilot Project - Establishing a European Heritage Hub to support a holistic and cost-effective follow-up of the European Year of Cultural Heritage**  
PPPA-CULT-2022-EUHERITAGEHUB  
Pilot Projects & Preparation Actions (PPPA)  
Pilot Project - Establishing a European Heritage Hub to support a holistic and cost-effective follow-up of the European Year of Cultural Heritage PPPA-CULT-2022-EUHERITAGEHUB

Show more

24 October 2023

**Call for proposals focused on testing and reconditioning certification for artillery ammunition**  
EDF-ASAP-2023-LS-TRC  
European Defence Fund (EDF)

Show more

24 October 2023

**Call for proposals focused on the increase of production capacities for missiles**  
EDF-ASAP-2023-LS-MIS  
European Defence Fund (EDF)

Show more

24 October 2023

**Call for proposals focused on the increase of production capacities for shells**  
EDF-ASAP-2023-LS-SHL  
European Defence Fund (EDF)

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# Buscando convocatorias. Search Funding & Tenders. Archived funding (FP7 – CIP).

The screenshot shows the 'Participant Portal' for 'RESEARCH & INNOVATION'. The main heading is 'Previous Framework Programs (FP7 - CIP)'. Below this, there are search filters for 'Type' (Tender, Proposal) and 'Sort by' (Title, Call id, Publication Date, Deadline Date). The main content is a grid of 15 funding opportunity cards, each with a title, description, and publication/deadline dates.

Type	Title	Pub.Date	Deadline
FP7: Tender	SP1-JTI-CS-2013-03 Clean Sky JTI 2013-03	19/12/13	03/04/14
CIP: Tender	118-G-ENT-CIP-13-E-N01C06 Transfers of Business	18/12/13	05/03/14
FP7: Tender	IMI-JU-11-2013 IMI 11th Call 2013	11/12/13	08/04/14
FP7: Tender	FCH-JU-2013-2 FCH JU Call for Proposals 2013 Part II	28/11/13	27/02/14
FP7: Tender	IMI-JU-10-2013 IMI 10th Call 2013	29/10/13	28/01/14
CIP: Tender	105-G-ENT-CIP-13-C-N03C03 European Mobile and Mobility Industries Alliance - 2013	13/09/13	05/11/13
CIP: Tender	73-G-ENT-CIP-13-B-N02C02 China IPR SME Helpdesk	14/08/13	02/10/13
FP7: Tender	FP7-INFRASTRUCTURES-2013-2 Call N° 12 – FP7-INFRASTRUCTURES-2013-2	03/09/13	03/12/13
FP7: Tender	FP7-CDRP-2013-EUR-CD CAREER DEVELOPMENT	14/11/13	15/04/14
FP7: Tender	IMI-JU-09-2013 IMI 9th Call 2013	09/07/13	09/10/13
FP7: Tender	SP1-JTI-CS-2013-02 Clean Sky JTI 2013-02	09/07/13	22/10/13
CIP: Tender	75-G-ENT-CIP-13-B-N03S01 Facilitating transnational low season tourism exchanges in Europe ...	27/06/13	26/09/13
FP7: Tender	FP7-KBBE-2013-FEEDTRIALS FEEDTRIALS KBBE 2013	28/06/13	01/10/13
FP7: Tender	FP7-2013-ICT-FI "Future Internet"-2013	28/06/13	10/12/13
CIP: Tender	79-G-ENT-CIP-163-E-N01C07 Exchange of New Entrepreneurs between the Federative Republic of ...	24/05/13	04/07/13

# Cómo participar

## How to participate. Key steps.

The screenshot shows the 'Funding & tender opportunities' portal. The 'HOW TO PARTICIPATE' menu is highlighted in yellow, and a red arrow points to the 'Key steps' option. The page features a search bar, navigation menu, and a grid of EU Programmes.

EU Programmes					
Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Policy Instrument (BMVI)	Citizens, Equality, Rights and Values Programme (CERV)	Connecting Europe Facility (CEF)	Creative Europe Programme (CREA)	Customs Control Equipment Instrument (CCEI)
Customs Programme (CUST)	Digital Europe Programme (DIGITAL)	Erasmus+ (ERASMUS+)	EU External Action (RELEX)	EU4Health Programme (EU4H)	Euratom Research and Training Programme (EURATOM)
Europe Direct (ED)	European Defence Fund (EDF)	European Maritime, Fisheries and Aquaculture Fund (EMFAF)	European Parliament (EP)	European Social Fund + (ESF)	European Solidarity Corps (ESC)
Fiscalis Programme (FISC)	Horizon Europe (HORIZON)	Information Measures for the EU Cohesion policy (IMREG)	Innovation Fund (INNOVFUND)	Internal Security Fund (ISF)	Interregional Innovation Investments Instrument (I3)
Just Transition Mechanism (JTM)	Justice Programme (JUST)	Neighbourhood, Development and International Cooperation Instrument – Global Europe (NDICI)	Pilot Projects and Preparation Actions (PPPA)	Programme for the Environment and Climate Action (LIFE)	Programme for the Protection of the Euro against Counterfeiting (PERICLES IV)
Promotion of Agricultural	Research Fund for Coal &	Single Market Programme	Social Prerogative and Specific Competencies	Technical Support Instrument (TSI)	Union Anti-fraud Programme (EUA)

# Cómo participar

## How to participate. Key steps.

The screenshot shows the 'Funding & tender opportunities' portal. The main navigation bar includes 'HOME', 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The 'HOW TO PARTICIPATE' menu item is highlighted with a red box and a red arrow pointing to it. Below the navigation bar, the 'Internal navigation' sidebar shows 'Grants' and 'Tenders'. The main content area is titled 'Grants' and lists four key steps:

- 1 Find a suitable call for proposal**  
The European Commission and its funding bodies publish calls for proposals on the Funding & Tenders Portal.  
1. You may start your search from the home page by entering different keywords that characterize best your field of interest, and then refine the results with the help of further filters.  
2. You may start your search by selecting one of the EU funding programmes listed on the home page, and then navigate via the quick links to the calls for proposals of a specific programme.  
3. Calls are divided into topics, implemented by different type of actions. Select a topic to read more about the identified opportunity; the topic-related documents, guidance and other instructions are available on a topic page.  
4. The site offers a search on calls for proposals and tenders of the European institutions.
- 2 Find project partners (optional)**  
Read the topic conditions to assess the partnership and other eligibility requirements of a call.  
To publish your **partner search request or offer**, select a topic on the Search Funding and Tenders page. Further help is available in the IT HOW TO.  
Use the Partner Search offered in this site to **select an organisation based on their profile or their previous participation**.
- 3 Create an EU Login account**  
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 guidance, etc.)  
[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.

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# Cómo participar

## How to participate. Reference documents.

The screenshot shows the European Commission's 'Funding & tender opportunities' portal. The main navigation bar includes 'HOME', 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The 'HOW TO PARTICIPATE' menu is open, showing options: 'Key steps', 'Reference documents', 'Participant register', and 'Partner search'. A red arrow points to the 'Reference documents' option. The page content is titled 'How to participate' and includes an 'Internal navigation' sidebar with 'Grants' and 'Tenders' sections. The main content area lists four key steps: 1. Find project partners (optional), 2. Create an EU Login account, and 3. Register an organisation. Each step includes a brief description and a 'Need help?' button. The footer contains copyright information and a URL: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/reference-documents>

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<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/reference-documents>

# Cómo participar

## *How to participate. Reference documents.*

The screenshot shows the European Commission's 'Funding & tender opportunities' portal. The URL in the browser is [ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/reference-documents?selectedProgrammePeriod=2021-2027](https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/reference-documents?selectedProgrammePeriod=2021-2027). The page title is 'Funding & tender opportunities Single Electronic Data Interchange Area (SEDIA)'. The navigation menu includes 'HOME', 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The 'HOW TO PARTICIPATE' menu item is highlighted in yellow. Below the navigation, the 'Reference Documents' section is highlighted with a red box and a red arrow. The 'Reference Documents' section contains a filter sidebar on the left and a main content area on the right. The filter sidebar includes a 'Programming period' dropdown set to '2021-2027', a 'Filter by programme:' dropdown set to 'Select a Programme...', and a 'Clear filter' button. The main content area has two sections: 'Grants' and 'Procurement'. The 'Grants' section states: 'This page includes reference documents of the programmes managed on the EU Funding & Tenders portal starting with legal documents and the Commission work programmes up to model grant agreements and guides for specific actions. Please select the programme to see the reference documents.' The 'Procurement' section states: 'Reference Documents related to tendering opportunities are published on TED eTendering in the calls for tenders.'

Reference Documents

**Programming period**  
2021-2027

**Filter by programme:**  
Select a Programme...

Clear filter

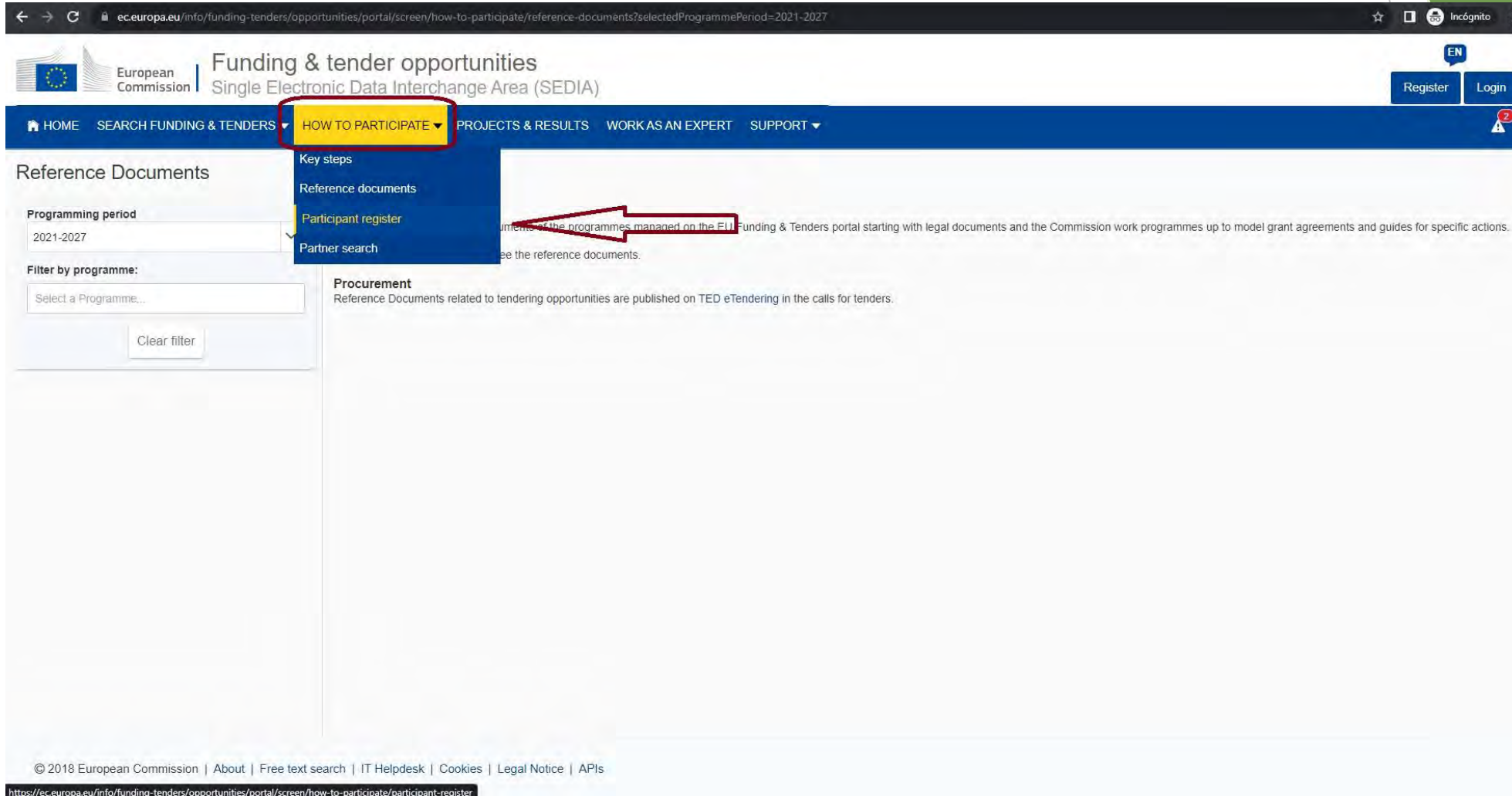
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## Cómo participar

*How to participate. Participant register.*



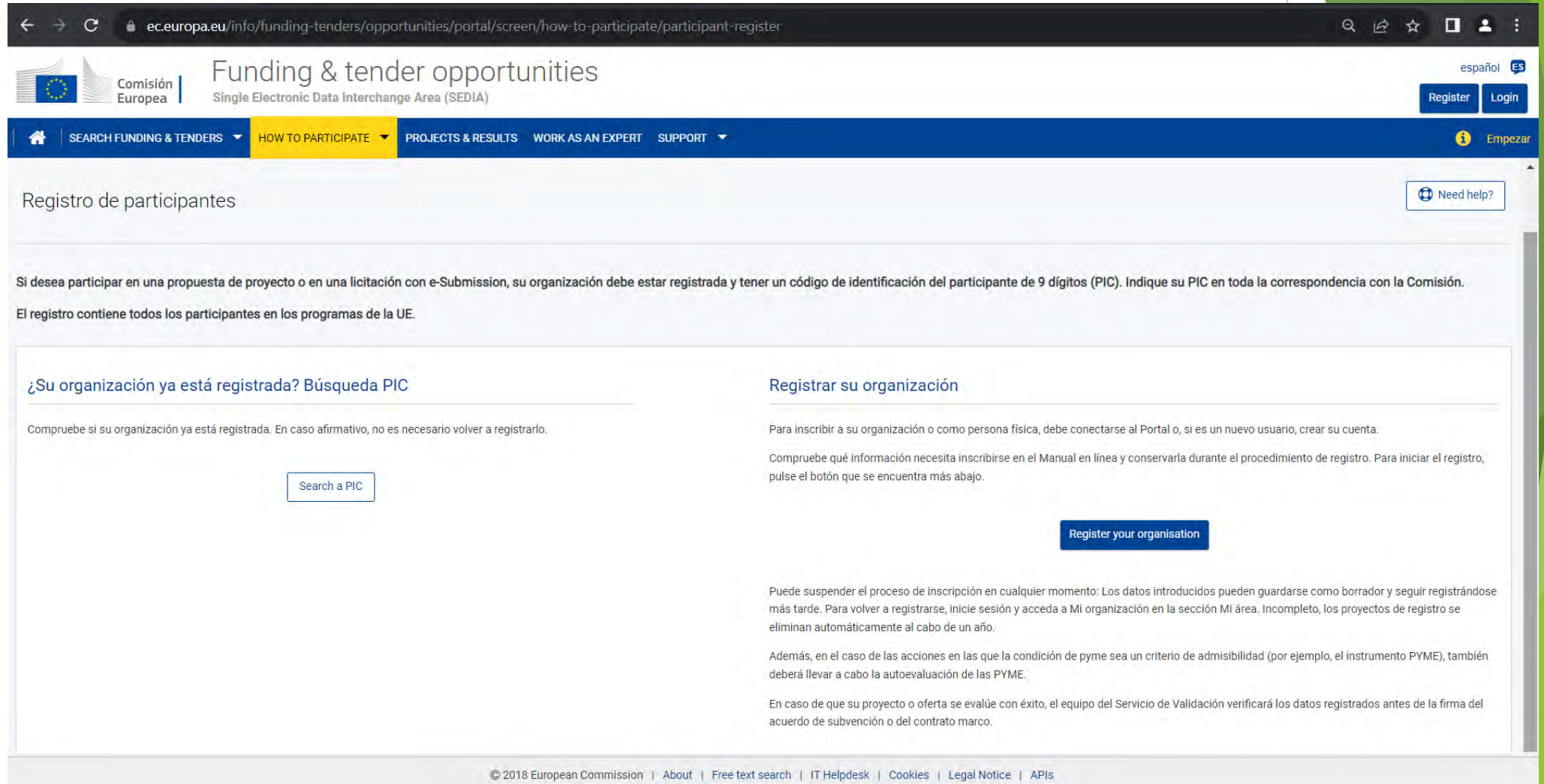
The screenshot shows the European Commission's 'Funding & tender opportunities' portal. The page title is 'Funding & tender opportunities Single Electronic Data Interchange Area (SEDIA)'. The navigation bar includes 'HOME', 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The 'HOW TO PARTICIPATE' menu is open, showing options: 'Key steps', 'Reference documents', 'Participant register', and 'Partner search'. The 'Participant register' option is highlighted with a red arrow. The main content area is titled 'Reference Documents' and includes a 'Programming period' filter set to '2021-2027' and a 'Filter by programme' dropdown. The footer contains copyright information for 2018 and a URL: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register>.

## Cómo participar *How to participate. Participant register.*

The screenshot shows the 'Funding & tender opportunities' portal. The navigation menu includes 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The 'HOW TO PARTICIPATE' menu is expanded, showing 'Key steps', 'Reference documents', 'Participant register', and 'Partner search'. A red circle highlights the 'Participant register' link, and a red arrow points to it from the text 'from the top right corner of the Portal.' in the notification bar. Below the navigation, a text box explains that participants need a 9-digit PIC and provides a 'Search a PIC' button. To the right, the 'Register your organisation' section contains a 'Register your organisation' button. Both buttons are circled in red. The footer includes links for 'Session', 'About', 'Free text search', 'IT Helpdesk', 'Cookies', 'Legal Notice', and 'APIs'.

# Cómo participar

## *How to participate. Participant register (en español).*



The screenshot shows the 'How to participate' page on the European Commission's Funding & tender opportunities portal. The page is in Spanish and features a navigation menu with options like 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The main content area is titled 'Registro de participantes' and includes a 'Need help?' button. The text explains that participants must be registered and have a 9-digit PIC code. It provides two main sections: '¿Su organización ya está registrada? Búsqueda PIC' with a 'Search a PIC' button, and 'Registrar su organización' with a 'Register your organisation' button. The footer contains copyright information for the European Commission and links to 'About', 'Free text search', 'IT Helpdesk', 'Cookies', 'Legal Notice', and 'APIs'.

← → ↻ ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register

Comisión Europea | **Funding & tender opportunities** | Single Electronic Data Interchange Area (SEDIA) | español ES | Register | Login

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

### Registro de participantes

Need help?

Si desea participar en una propuesta de proyecto o en una licitación con e-Submission, su organización debe estar registrada y tener un código de identificación del participante de 9 dígitos (PIC). Indique su PIC en toda la correspondencia con la Comisión.

El registro contiene todos los participantes en los programas de la UE.

#### ¿Su organización ya está registrada? Búsqueda PIC

Compruebe si su organización ya está registrada. En caso afirmativo, no es necesario volver a registrarla.

Search a PIC

#### Registrar su organización

Para inscribir a su organización o como persona física, debe conectarse al Portal o, si es un nuevo usuario, crear su cuenta.

Compruebe qué información necesita inscribirse en el Manual en línea y conservarla durante el procedimiento de registro. Para iniciar el registro, pulse el botón que se encuentra más abajo.

Register your organisation

Puede suspender el proceso de inscripción en cualquier momento: Los datos introducidos pueden guardarse como borrador y seguir registrándose más tarde. Para volver a registrarse, inicie sesión y acceda a MI organización en la sección MI área. Incompleto, los proyectos de registro se eliminan automáticamente al cabo de un año.

Además, en el caso de las acciones en las que la condición de pyme sea un criterio de admisibilidad (por ejemplo, el instrumento PYME), también deberá llevar a cabo la autoevaluación de las PYME.

En caso de que su proyecto o oferta se evalúe con éxito, el equipo del Servicio de Validación verificará los datos registrados antes de la firma del acuerdo de subvención o del contrato marco.

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# Cómo participar

## How to participate. Participant register. PIC

The screenshot shows the 'Find a registered organisation' page on the European Commission website. The page includes a navigation menu with options like 'HOME', 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The main content area features a search form with the following elements:

- A header: "You may enter a (complete or partial) organisation name (e.g. "Oxford" or "University of Oxford") and optionally select a country. **You cannot search by country only.** Organisation names are in English or in the national language." A red arrow points to this text.
- Input fields: "Name\*" (with placeholder "enter an organisation name") and "Country:" (with placeholder "Select a country").
- An "Advanced search" section with a right-pointing arrow.
- Buttons: "Search organisation" and "Clear filters".
- Results: "Results: 0" and a search bar with a magnifying glass icon and the text "Search...".
- Filters: A row of dropdown menus for "STATUS", "COUNTRY", "CITY", "LEGAL NAME", "BUSINESS NAME", "PIC", "VAT", "ERASMUS CODE", "REG NUMBER", and "ACTIONS".
- Message: "No records found".
- Pagination: A control showing "1" and "10" with navigation arrows.

At the bottom of the page, there is a footer with the text: "© 2018 European Commission | About | Free text search | IT Helpdesk | Cookies | Legal Notice | APIs".

# Cómo participar

## *How to participate. Participant register. PIC*

The screenshot shows the 'Funding & tender opportunities' page on the SEDIA portal. The search criteria are: Name: 'universidade de vigo' and Country: 'Select a country'. The search results table shows 4 results, with the fourth result, 'UNIVERSIDADE DE VIGO', highlighted by a red box.

Find a registered organisation

You may enter a (complete or partial) organisation name (e.g. "Oxford" or "University of Oxford") and optionally select a country.  
You cannot search by country only. Organisation names are in English or in the national language.

Name:  Country:

Advanced search

Results: 4

STATUS	COUNTRY	CITY	LEGAL NAME	BUSINESS NAME	PIC	VAT	ERASMUS CODE	REG NUMBER	ACTIONS
DECLARED	ES	Vigo, Pontevedra	Asociación Universitaria Delegación de Alumnos de Industriais da Universidade de Vigo	Delegación do Alumnado de Industriais	886319847	ES G27879584		2020/023904-1	Actions
DECLARED	ES	Vigo	ECOTOX	ECOTOX Research Group - Universidade de Vigo	880916365			092023	Actions
DECLARED	ES	Vigo	Fundacion Universidade de Vigo	FUVI	950248473	G36826030		0355	Actions
DECLARED	ES	Vigo	<b>UNIVERSIDADE DE VIGO</b>	CINBIO - UNIVERSIDADE DE VIGO	883769523	Q8650002B			Actions

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# Cómo participar

## *How to participate. Participant register. PIC*

The screenshot shows the 'Funding & tender opportunities' portal. The search results table is as follows:

STATUS	COUNTRY	CITY	LEGAL NAME	BUSINESS NAME	PIC	VAT	ERASMUS CODE	REG NUMBER	ACTIONS
DECLARED	ES	Vigo, Pontevedra	Asociación Universitaria Delegación de Alumnos de Industriais da Universidade de Vigo	Delegación do Alumnado de Industriais	886319847	ES G27879584		2020/023904-1	Actions
DECLARED	ES	Vigo	ECOTOX	ECOTOX Research Group - Universidade de Vigo	880916365			092023	Actions
DECLARED	ES	Vigo	Fundacion Universidade de Vigo	FUVI	950248473	G36826030		0355	Actions
DECLARED	ES	Vigo	UNIVERSIDADE DE VIGO	CINBIO - UNIVERSIDADE DE VIGO	883769523	Q8650002B			Actions

The 'Actions' dropdown for the last row is expanded, showing the following options:

- Contact Organisation
- View Partner Search Profile

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# Buscando socios en el portal europeo

## How to participate -> Partner Search

The screenshot shows the 'Funding & tender opportunities' portal. The navigation menu includes 'HOME', 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The 'HOW TO PARTICIPATE' dropdown menu is open, showing options: 'Key steps', 'Reference documents', 'Participant register', and 'Partner search'. A red box highlights the 'HOW TO PARTICIPATE' menu, and a red arrow points to the 'Partner search' option. Below the menu is a search bar with the text 'Search calls for proposals and tenders by keyword' and a 'Search' button. The main content area is titled 'EU Programmes' and contains a grid of program categories. On the right side, there are sections for 'News' and 'Events'.

**EU Programmes**

Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Policy Instrument (BMVI)	Citizens, Equality, Rights and Values Programme (CERV)	Connecting Europe Facility (CEF)	Creative Europe Programme (CREA)	Customs Control Equipment Instrument (CCEI)
Customs Programme (CUST)	Digital Europe Programme (DIGITAL)	Erasmus+ (ERASMUS+)	EU External Action (RELEX)	EU4Health Programme (EU4H)	Euratom Research and Training Programme (EURATOM)
Europe Direct (ED)	European Defence Fund (EDF)	European Maritime, Fisheries and Aquaculture Fund (EMFAF)	European Parliament (EP)	European Social Fund + (ESF)	European Solidarity Corps (ESC)
Fiscalis Programme (FISC)	Horizon Europe (HORIZON)	Information Measures for the EU Cohesion policy (IMREG)	Innovation Fund (INNOVFUND)	Internal Security Fund (ISF)	Interregional Innovation Investments Instrument (I3)
Just Transition Mechanism (JTM)	Justice Programme (JUST)	Neighbourhood, Development and International Cooperation Instrument – Global Europe (NDIC)	Pilot Projects and Preparation Actions (PPPA)	Programme for the Environment and Climate Action (LIFE)	Programme for the Protection of the Euro against Counterfeiting (PERICLES IV)
Promotion of Agricultural Products (AGRIP)	Research Fund for Coal & Steel (RFCS)	Single Market Programme (SMP)	Social Prerogative and Specific Competencies Lines (SOCPL)	Technical Support Instrument (TSI)	Union Anti-fraud Programme (EUAF)
Union Civil Protection Mechanism (UCPM)	Union Renewable Energy Financing Mechanism (REFMECH)				

[Show all](#)

**News**

Oct 24, 2023  
**Calls for tenders with eForms notices published on the F&T Portal**  
As of 25 October 2023, the European Commission services and other European institutions, agencies and bodies will publish their contract notices using the eForm...

Oct 15, 2023  
**How does lump sum funding work in practice? Join upcoming webinar to find out.**  
Lump sums help reduce administration and financial errors in Horizon Europe. It also makes the programme easier to access, especially for smaller organizations...

Oct 4, 2023  
**CEF Transport: EUR 7 billion available for infrastructure projects across the European Union**  
Nine calls for proposals launched under the Connecting Europe Facility (CEF) for Transport programme make EUR 7 billion available for projects targeting new and...

[All news >](#)

**Events**

**Info session on Horizon Results Booster – steering research towards a strong societal impact**  
📅 14 Nov 2023 ⌚ 09:00

**Horizon Implementation Day: Grant Management in Horizon Europe**  
📅 24 Oct 2023 ⌚ 09:30

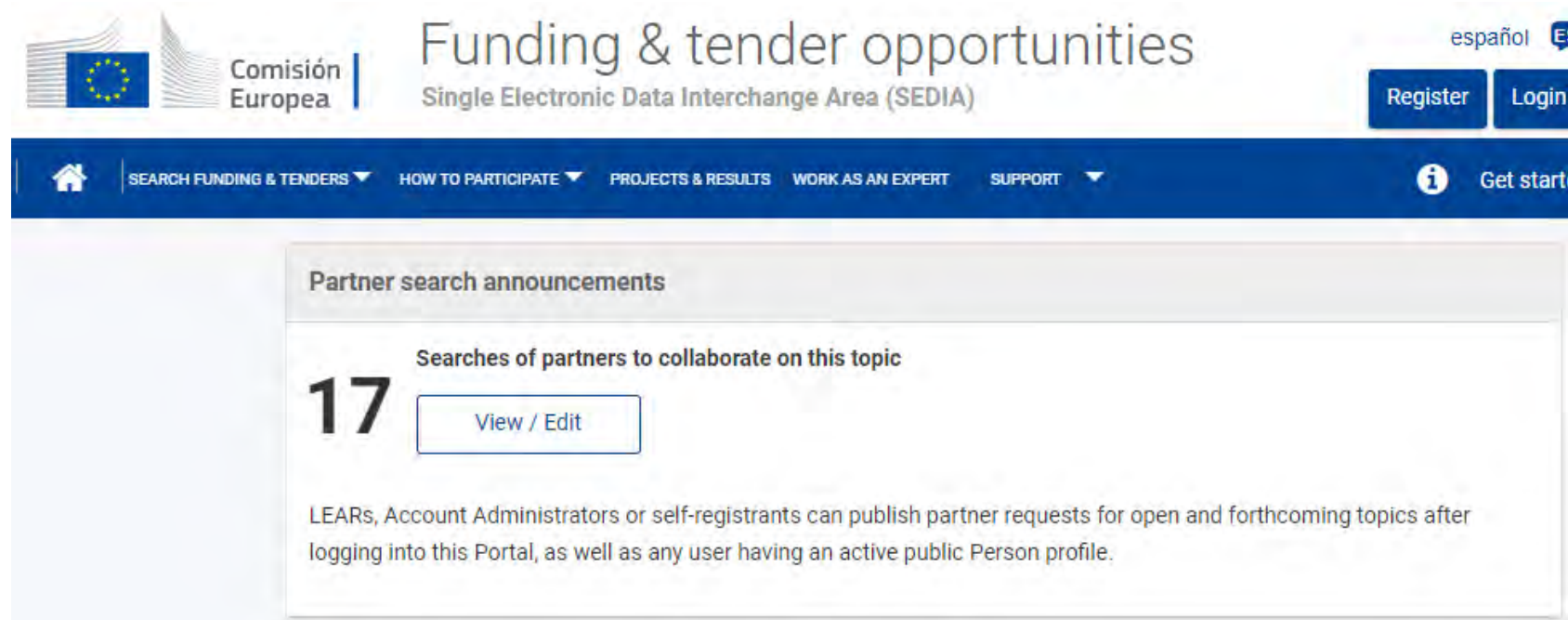
**Lump Sum Funding in Horizon Europe: How does it work? How to write a proposal?**  
📅 19 Oct 2023 ⌚ 10:00

**Horizon Implementation Day: Grant Agreement Preparation in Horizon Europe**  
📅 17 Oct 2023 ⌚ 09:30

## Buscando socios en el portal europeo *How to participate -> Partner Search*

En el *Funding & Tenders Portal* encontrará un apartado: *Partner search announcements*, dentro de cada convocatoria, donde podrá realizar una búsqueda de posibles socios, publicar un anuncio de búsqueda de socios o mostrar su interés en participar en una propuesta.

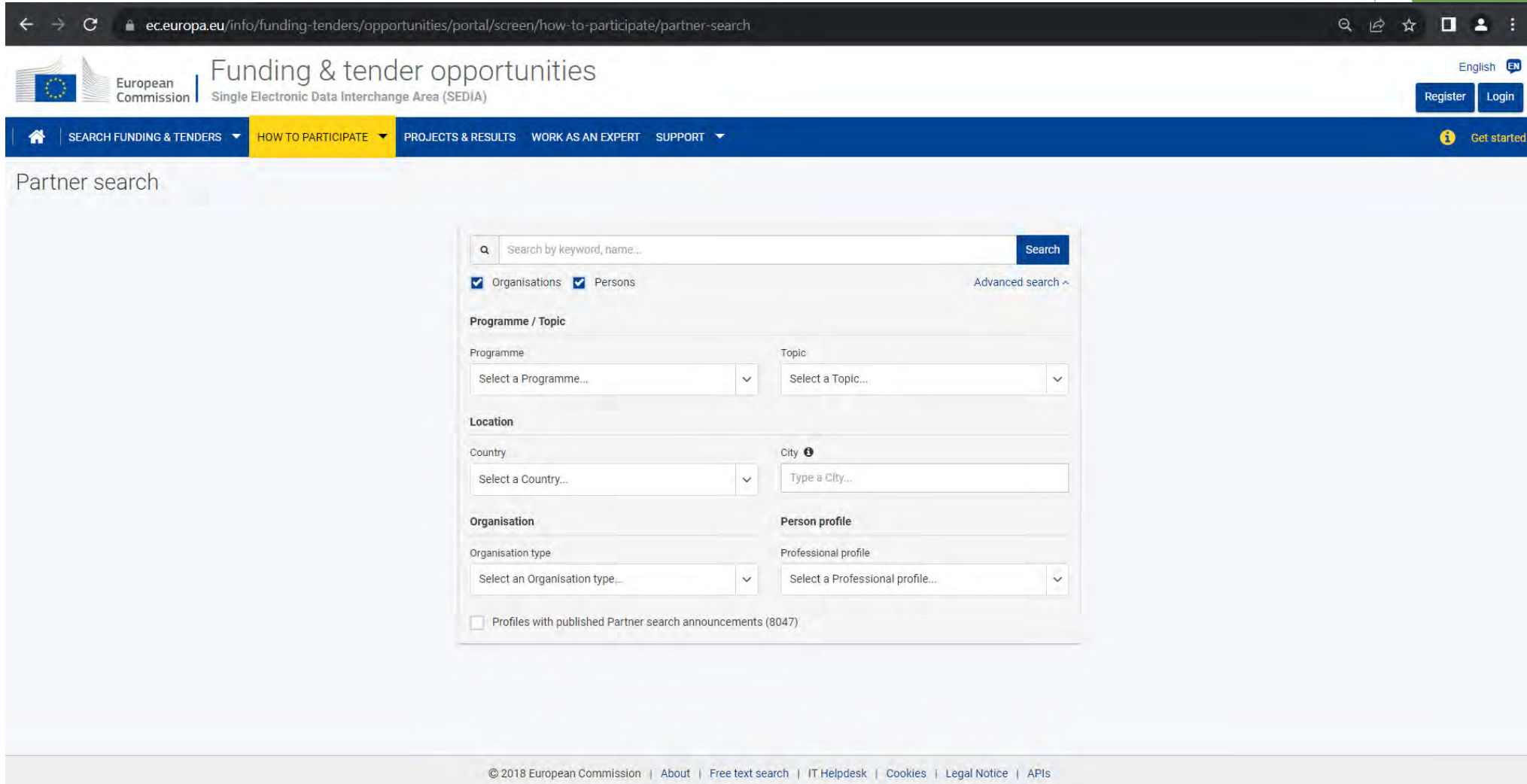
<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home>



The screenshot shows the 'Funding & tender opportunities' portal. At the top, there are logos for the European Commission and 'Comisión Europea'. The main title is 'Funding & tender opportunities' with the subtitle 'Single Electronic Data Interchange Area (SEDIA)'. There are 'español' and 'E' language options, and 'Register' and 'Login' buttons. A navigation bar includes 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. Below the navigation bar, there is a section titled 'Partner search announcements' which displays '17 Searches of partners to collaborate on this topic' and a 'View / Edit' button. A note at the bottom states: 'LEARs, Account Administrators or self-registrants can publish partner requests for open and forthcoming topics after logging into this Portal, as well as any user having an active public Person profile.'

# Buscando socios en el portal europeo

## *How to participate -> Partner Search*



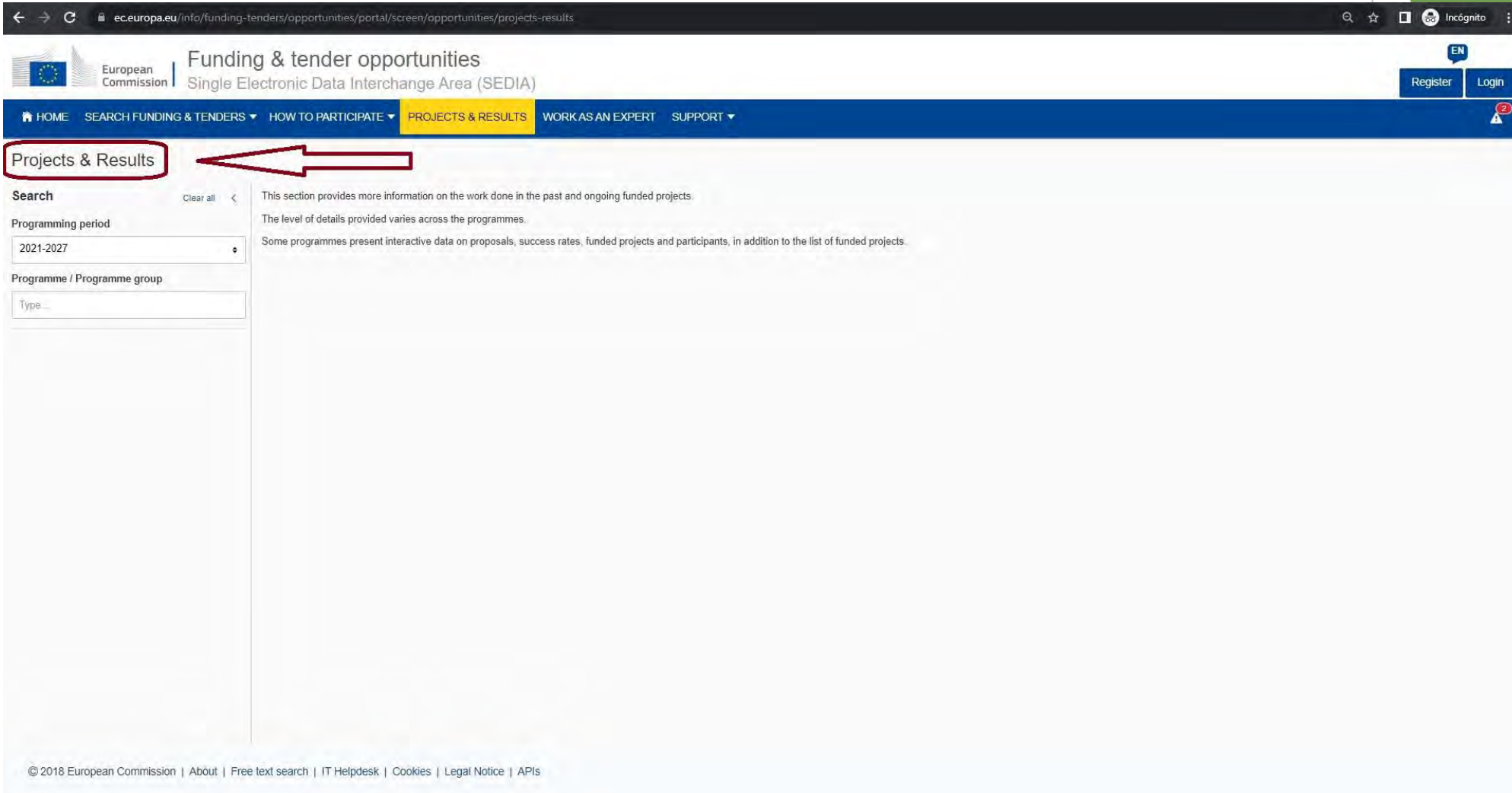
The screenshot shows a web browser window with the URL [ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/partner-search](https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/partner-search). The page header includes the European Commission logo and the text "Funding & tender opportunities" and "Single Electronic Data Interchange Area (SEIDIA)". There are buttons for "Register" and "Login", and a language selector set to "English". A navigation menu includes "SEARCH FUNDING & TENDERS", "HOW TO PARTICIPATE" (highlighted), "PROJECTS & RESULTS", "WORK AS AN EXPERT", and "SUPPORT". A "Get started" button is also present.

The main content area is titled "Partner search" and contains a search form with the following fields and options:

- Search by keyword, name... (with a search button)
- Organisations  Persons (with an "Advanced search" link)
- Programme / Topic**
  - Programme: Select a Programme...
  - Topic: Select a Topic...
- Location**
  - Country: Select a Country...
  - City: Type a City...
- Organisation**
  - Organisation type: Select an Organisation type...
- Person profile**
  - Professional profile: Select a Professional profile...
- Profiles with published Partner search announcements (8047)

At the bottom of the page, there is a footer with the text: © 2018 European Commission | About | Free text search | IT Helpdesk | Cookies | Legal Notice | APIs

## Proyectos y resultados *Projects & Results*



The screenshot shows the 'Funding & tender opportunities' portal (SEDIA) with the 'PROJECTS & RESULTS' menu item highlighted. A red box and arrow point to the 'Projects & Results' link in the navigation bar. The page content includes a search section with filters for 'Programming period' (set to 2021-2027) and 'Programme / Programme group'. The main content area contains introductory text about the section's purpose and the level of details provided.

ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/projects-results

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

Register Login

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

**Projects & Results**

Search Clear all <

Programming period  
2021-2027

Programme / Programme group  
Type ...

This section provides more information on the work done in the past and ongoing funded projects.  
The level of details provided varies across the programmes.  
Some programmes present interactive data on proposals, success rates, funded projects and participants, in addition to the list of funded projects.

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# Trabajar como experto/a *Work as an Expert*

ec.europa.eu/info/funding-tenders/opportunities/portal/screen/work-as-an-expert

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

Register Login

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

## Work as an expert

The European Union Institutions appoint external experts to assist in the evaluation of grant applications, projects and tenders, and to provide opinions and advice in specific cases.

Being an expert for the European Commission – Current experts ...

In particular, experts assist in:

- **Evaluation** of proposals, prize applications and tenders
- **Monitoring** of actions, grant agreements, public procurement contracts

In addition, experts provide opinion and advise on:

- **Preparation, implementation and evaluation of EU programmes and design of policies.**

In order to select experts, the European Union Institutions publish regularly calls for expression of interest (see list below) detailing the selection criteria, the required expertise, the description of the tasks, their duration and the conditions of remuneration.

**Interested? Please join the database of external experts!**

[Register as expert](#)

As **new expert**, you will be first requested to create your EU login account and register your profile.

**Registered experts** can update the profile via the My Expert Area after **login**.

### Calls for expressions of interest for experts

- Call for expressions of interest for experts (2021-2027)
- Calls for expressions of interest for experts (2014-2020)

### News

Sep 17, 2023  
**Call for applications to join the Expert group on the Economic and Societal Impact of Research and Innovation (ESIR3)**  
Directorate-General for Research and Innovation (DG RTD) has published a call for applications for experts for the Economic and Societal Impact of Research and ...

Jul 24, 2023  
**Short video tutorial on lump sums in Horizon Europe**  
The Commission has just released two short videos to explain how lump sums work in Horizon Europe. The videos were created to brief experts who evaluate lump su...

### Quick Links

#### Contracts & remuneration

- Model contract for evaluators
- Model contract for monitors + Code of conduct + Terms of reference
- Methodology for expert fees
- Increase in expert allowances
- Reimbursement of Eurostar tickets

#### Work materials

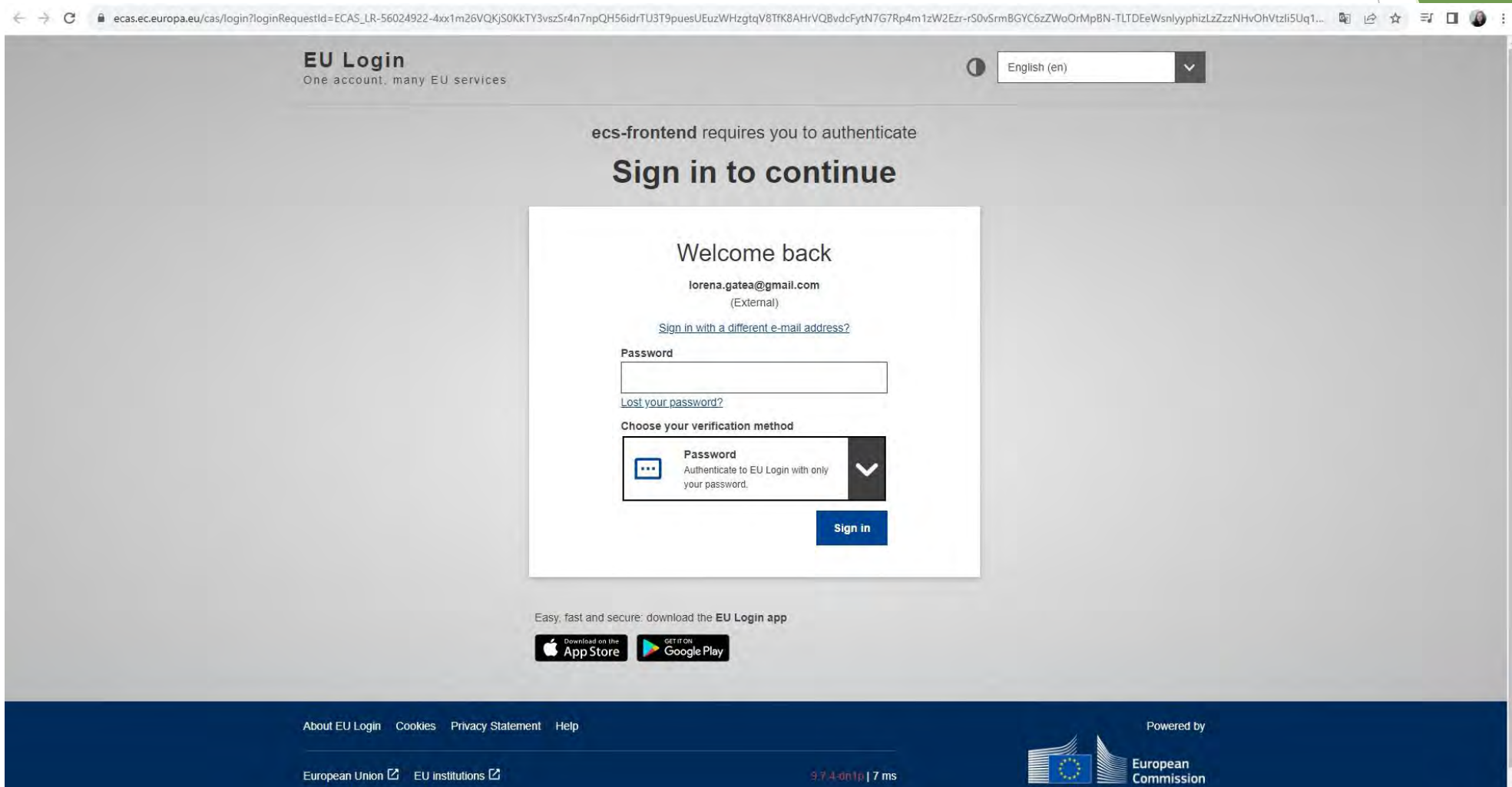
- Standard briefing slides for HE experts
- Briefing videos for HE experts

#### Other

- FAQ for experts
- Experts dashboard
- Lists of contracted experts

# Trabajar como experto/a

## *Work as an Expert*



The screenshot shows a web browser window displaying the EU Login authentication page. The browser's address bar shows the URL: `ecas.ec.europa.eu/cas/login?loginRequestId=ECAS_LR-56024922-4xx1m26VQKjS0KkTY3vszSr4n7npQH56idrTU3T9puesUEuzWHzgtqV8TFk8AhrVQBvdcFytN7G7Rp4m1zW2Ezr-rS0vSrmBGYC6zWoOrMpBN-TLTDEeWsnlyyphizLzZzNHvOhVtzi5Uq1...`. The page header includes the "EU Login" logo and the tagline "One account. many EU services", along with a language dropdown menu set to "English (en)".

The main content area displays a message: "ecs-frontend requires you to authenticate" followed by "Sign in to continue". A central white box contains the following elements:

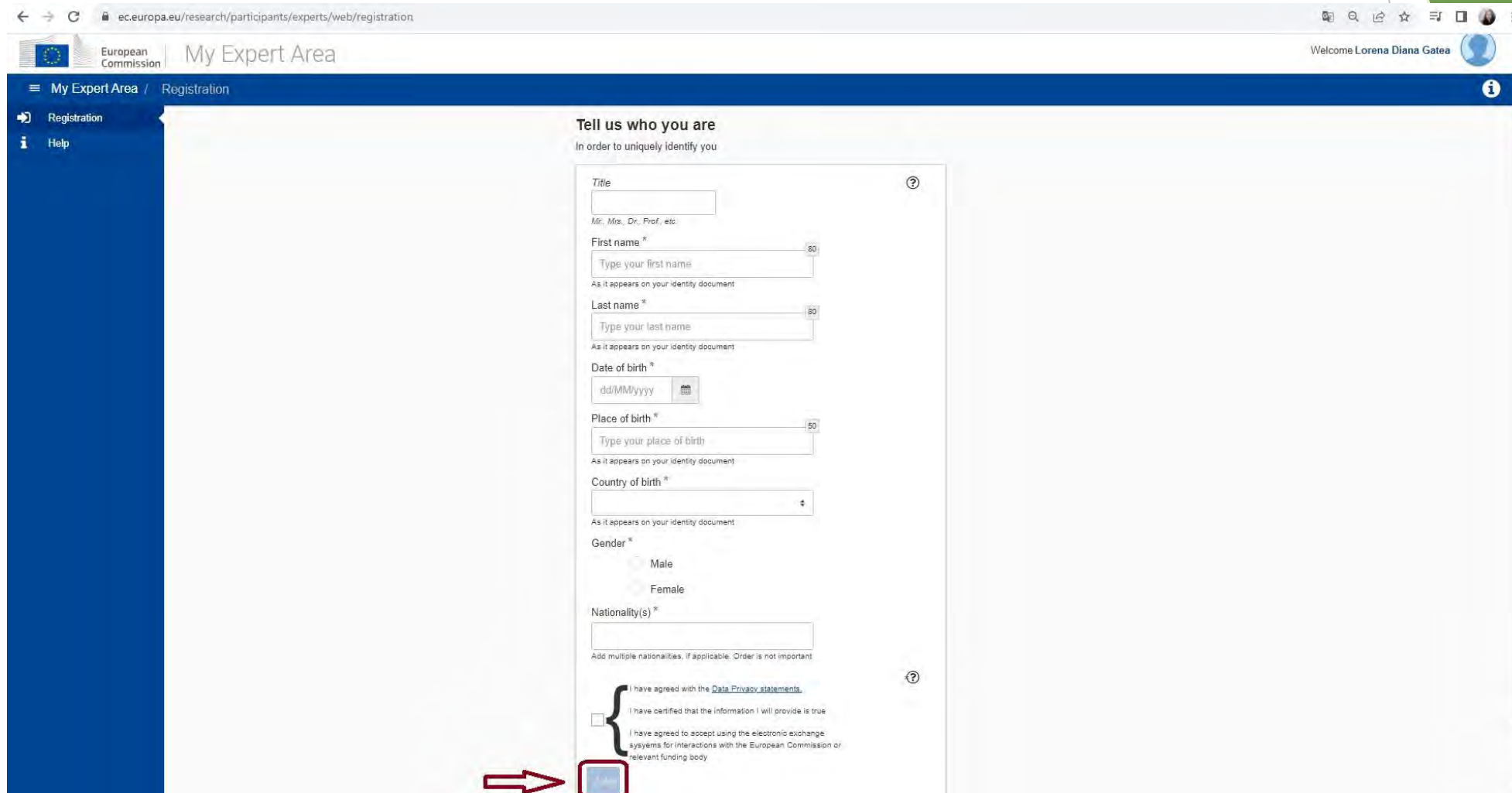
- "Welcome back" heading
- Username: `lorena.gatea@gmail.com` (External)
- Link: [Sign in with a different e-mail address?](#)
- Label: "Password" above a text input field
- Link: [Lost your password?](#)
- Section: "Choose your verification method" above a dropdown menu
- Dropdown menu: "Password" (selected), with subtext "Authenticate to EU Login with only your password."
- "Sign in" button

Below the authentication box, there is a promotional message: "Easy, fast and secure: download the EU Login app" with buttons for "Download on the App Store" and "GET IT ON Google Play".

The footer contains navigation links: "About EU Login", "Cookies", "Privacy Statement", and "Help". It also features the "European Union" and "EU institutions" logos, the version number "9.7.4-0n10 | 7 ms", and the "Powered by European Commission" logo.

# Trabajar como experto/a

## *Work as an Expert*



ec.europa.eu/research/participants/experts/web/registration

European Commission My Expert Area Welcome Lorena Diana Gatea

My Expert Area / Registration

Registration Help

### Tell us who you are

In order to uniquely identify you

Title


*Mr., Mrs., Dr., Prof., etc.*

First name \*  80

As it appears on your identity document

Last name \*  80

As it appears on your identity document

Date of birth \*  

Place of birth \*  50

As it appears on your identity document

Country of birth \*

As it appears on your identity document

Gender \*  Male  Female

Nationality(s) \*

Add multiple nationalities, if applicable. Order is not important

I have agreed with the [Data Privacy statements](#).

I have certified that the information I will provide is true

I have agreed to accept using the electronic exchange systems for interactions with the European Commission or relevant funding body

# Documentación y enlaces de apoyo *Support. Support overview.*

The screenshot shows the 'Funding & tender opportunities' portal. The 'SUPPORT' menu is highlighted with a red box and a red arrow pointing to it. The menu items are: Support overview, Guidance & Manuals, FAQ, Helpdesk & Support Services, and Support videos. Below the menu is a search bar for calls for proposals and tenders. The main content area features a grid of EU Programmes, including Asylum, Migration and Integration Fund (AMIF), Border Management and Visa Policy Instrument (BMVI), Citizens, Equality, Rights and Values Programme (CERV), Connecting Europe Facility (CEF), Creative Europe Programme (CREA), Customs Control Equipment Instrument (CCEI), Customs Programme (CUST), Digital Europe Programme (DIGITAL), Erasmus+ (ERASMUS+), EU External Action (RELEX), EU4Health Programme (EU4H), Euratom Research and Training Programme (EURATOM), Europe Direct (ED), European Defence Fund (EDF), European Maritime, Fisheries and Aquaculture Fund (EMFAF), European Parliament (EP), European Social Fund + (ESF), European Solidarity Corps (ESC), FISCALIS Programme (FISC), Horizon Europe (HORIZON), Information Measures for the EU Cohesion policy (IMREG), Innovation Fund (INNOVFUND), Internal Security Fund (ISF), Interregional Innovation Investments Instrument (I3), Just Transition Mechanism (JTM), Justice Programme (JUST), Neighbourhood, Development and International Cooperation Instrument – Global Europe (NDICI), Pilot Projects and Preparation Actions (PPPA), Programme for the Environment and Climate Action (LIFE), Programme for the Protection of the Euro against Counterfeiting (PERICLES IV), Promotion of Agricultural Products (AGRIP), Research Fund for Coal & Steel (RFCS), Single Market Programme (SMP), Social Prerogative and Specific Competencies Lines (SOCPL), Technical Support Instrument (TSI), and Union Anti-fraud Programme (EUAF). A 'Show all' link is at the bottom of the grid. On the right side, there are sections for 'News' and 'Events'.

**EU Programmes**

Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Policy Instrument (BMVI)	Citizens, Equality, Rights and Values Programme (CERV)	Connecting Europe Facility (CEF)	Creative Europe Programme (CREA)	Customs Control Equipment Instrument (CCEI)
Customs Programme (CUST)	Digital Europe Programme (DIGITAL)	Erasmus+ (ERASMUS+)	EU External Action (RELEX)	EU4Health Programme (EU4H)	Euratom Research and Training Programme (EURATOM)
Europe Direct (ED)	European Defence Fund (EDF)	European Maritime, Fisheries and Aquaculture Fund (EMFAF)	European Parliament (EP)	European Social Fund + (ESF)	European Solidarity Corps (ESC)
Fiscalis Programme (FISC)	Horizon Europe (HORIZON)	Information Measures for the EU Cohesion policy (IMREG)	Innovation Fund (INNOVFUND)	Internal Security Fund (ISF)	Interregional Innovation Investments Instrument (I3)
Just Transition Mechanism (JTM)	Justice Programme (JUST)	Neighbourhood, Development and International Cooperation Instrument – Global Europe (NDICI)	Pilot Projects and Preparation Actions (PPPA)	Programme for the Environment and Climate Action (LIFE)	Programme for the Protection of the Euro against Counterfeiting (PERICLES IV)
Promotion of Agricultural Products (AGRIP)	Research Fund for Coal & Steel (RFCS)	Single Market Programme (SMP)	Social Prerogative and Specific Competencies Lines (SOCPL)	Technical Support Instrument (TSI)	Union Anti-fraud Programme (EUAF)
Union Civil Protection Mechanism (UCPM)	Union Renewable Energy Financing Mechanism (REFORM)				

[Show all](#)

**News**

Oct 24, 2023  
**Calls for tenders with eForms notices published on the F&T Portal**  
As of 25 October 2023, the European Commission services and other European institutions, agencies and bodies will publish their contract notices using the eForm...

Oct 15, 2023  
**How does lump sum funding work in practice? Join upcoming webinar to find out.**  
Lump sums help reduce administration and financial errors in Horizon Europe. It also makes the programme easier to access, especially for smaller organizations...

Oct 4, 2023  
**CEF Transport: EUR 7 billion available for infrastructure projects across the European Union**  
Nine calls for proposals launched under the Connecting Europe Facility (CEF) for Transport programme make EUR 7 billion available for projects targeting new and...

[All news >](#)

**Events**

**Info session on Horizon Results Booster – steering research towards a strong societal impact**  
📅 14 Nov 2023 ⌚ 09:00

**Horizon Implementation Day: Grant Management in Horizon Europe**  
📅 24 Oct 2023 ⌚ 09:30

**Lump Sum Funding in Horizon Europe: How does it work? How to write a proposal?**  
📅 19 Oct 2023 ⌚ 10:00

**Horizon Implementation Day: Grant Agreement Preparation in Horizon Europe**  
📅 17 Oct 2023 ⌚ 09:30



# Documentación y enlaces de apoyo *Support. Support overview.*

ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/support

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

Register Login

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

**Support overview**

- Support overview
- Guidance & Manuals
- FAQs
- Helpdesk & Support Services
- Support videos

### Popular support topics

Grants	Tenders
Online manual	EU Login
FAQ	How to change the EU Login account details?
FAQ	What is a LEAR (Legal Entity Appointed Representative) and what are LEAR's rights and tasks?
FAQ	How to assign PLSIGN?
FAQ	How do I fill in my bank account as an expert?
FAQ	How can I acquire roles and access rights for proposals, projects or organisations?
FAQ	How to update my organisation data?
FAQ	Where can I find more user guidance related to proposal submission?
IT how to	SME Self Evaluation
Helpdesks	Where can I find the National Contact Points (for Horizon Europe)?
Helpdesks	Where will applicants check the list of NCPs for Digital ?

### Latest published Support videos

- General Process Flow
- Horizon Europe Cybersecurity: How to enable 2-step verification for your EU Login account
- Funding & Tenders portal
- Funding & Tenders portal
- Procurement Grants
- Procurement Grants
- ROLES AND ACCESS RIGHTS
- How to appoint a LEAR

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# Documentación y enlaces de apoyo *Support. Guidance & Manuals.*

The screenshot shows the 'Funding & tender opportunities' portal. The 'SUPPORT' menu is highlighted with a red box, and an arrow points to the 'Guidance & Manuals' option. Below the menu is a grid of EU Programmes.

EU Programmes					
Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Policy Instrument (BMVI)	Citizens, Equality, Rights and Values Programme (CERV)	Connecting Europe Facility (CEF)	Creative Europe Programme (CREA)	Customs Control Equipment Instrument (CCEI)
Customs Programme (CUST)	Digital Europe Programme (DIGITAL)	Erasmus+ (ERASMUS+)	EU External Action (RELEX)	EU4Health Programme (EU4H)	Euratom Research and Training Programme (EURATOM)
Europe Direct (ED)	European Defence Fund (EDF)	European Maritime, Fisheries and Aquaculture Fund (EMFAF)	European Parliament (EP)	European Social Fund + (ESF)	European Solidarity Corps (ESC)
Fiscalis Programme (FISC)	Horizon Europe (HORIZON)	Information Measures for the EU Cohesion policy (IMREG)	Innovation Fund (INNOVFUND)	Internal Security Fund (ISF)	Interregional Innovation Investments Instrument (I3)
Just Transition Mechanism (JTM)	Justice Programme (JUST)	Neighbourhood, Development and International Cooperation Instrument – Global Europe (NDICI)	Pilot Projects and Preparation Actions (PPPA)	Programme for the Environment and Climate Action (LIFE)	Programme for the Protection of the Euro against Counterfeiting (PERICLES IV)
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Union Civil Protection Mechanism (UCPM)	Union Renewable Energy Financing Mechanism (REFORM)				

At the bottom of the grid, there is a 'Show all' link with a downward arrow.

## Documentación y enlaces de apoyo *Support. Guidance & Manuals.*

The screenshot shows the 'Funding & tender opportunities' portal. The top navigation bar includes 'HOME', 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The 'SUPPORT' menu is expanded, showing 'Guidance & Manuals' highlighted with a red box and a red arrow. Below this, a sidebar lists: 'Support overview', 'Guidance & Manuals', 'FAQs', 'Helpdesk & Support Services', and 'Support videos'. The main content area, under the 'Grants' tab, lists: 'Reference documents', 'Online Manual', 'H2020 Online Manual', 'IT How to', and 'Glossary'. The footer contains copyright information for the European Commission and links for 'About', 'Free text search', 'IT Helpdesk', 'Cookies', 'Legal Notice', and 'APIs'.

# Documentación y enlaces de apoyo *Support. FAQ.*

The screenshot shows the 'Funding & tender opportunities' portal. A red box highlights the 'SUPPORT' dropdown menu, which includes 'Support overview', 'Guidance & Manuals', 'FAQ', 'Helpdesk & Support Services', and 'Support videos'. A red arrow points from the 'FAQ' option to the search bar.

**EU Programmes**

Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Policy Instrument (BMVI)	Citizens, Equality, Rights and Values Programme (CERV)	Connecting Europe Facility (CEF)	Creative Europe Programme (CREA)	Customs Control Equipment Instrument (CCEI)
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- Oct 24, 2023  
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**Events**

- Info session on Horizon Results Booster – steering research towards a strong societal impact**  
📅 14 Nov 2023 ⌚ 09:00
- Horizon Implementation Day: Grant Management in Horizon Europe**  
📅 24 Oct 2023 ⌚ 09:30
- Lump Sum Funding in Horizon Europe: How does it work? How to write a proposal?**  
📅 19 Oct 2023 ⌚ 10:00
- Horizon Implementation Day: Grant Agreement Preparation in Horizon Europe**  
📅 17 Oct 2023 ⌚ 09:30

# Documentación y enlaces de apoyo

## Support. FAQ.

The screenshot shows the 'Funding & tender opportunities' page on the European Commission's SEDA portal. The 'SUPPORT' menu item is highlighted in yellow. Below it, the 'FAQ - Frequently Asked Questions (7612)' link is circled in red, with a red arrow pointing to the right. The main content area displays a list of frequently asked questions related to the SMP-COSME-2023-SEED call for proposals. The questions include:

- Under CEF Transport, maritime ports topics, could a road access/connection to a core/comprehensive maritime port be supported and under which conditions?**  
Under the maritime ports topics, one of the relevant interventions is providing or improving inland waterways / road / rail access and connections within the maritime ports. The aim L...
- Under the call SMP-COSME-2023-SEED, what can be considered as a social economy SME?**  
For the purposes of this call for proposals, a social economy SME can be understood as a social economy entity as defined by the Social Economy Action Plan AND that has the size of a...
- Under the call SMP-COSME-2023-SEED, what does the mandatory indicator with mandatory minimum of 250 refer to?**  
The indicator refers to the minimum number (250 in total) of SMEs in the social economy and social economy enabling (intermediary) organisations that received direct financial suppor...
- Under the call SMP-COSME-2023-SEED, is the focus of the call more on scalability effects through networks of SMEs and enabling organisations, than on single SMEs?**  
Both are equally important. Focus on networks of SMEs is indeed an instrument (empowerment) to reach more SMEs and provide them with support services (within the project time frame a...
- Under the call SMP-COSME-2023-SEED, financial support to third parties is max. 20% of the grant meaning EUR 260 000 if the grant is EUR 1 300 000. That is around EUR 1000/third party considering that minimum 250 organisations need to be targeted. Correct?**  
Maximum 20% of the total grant amount can be directed to social economy SMEs or social economy enabling (intermediary) organisations to provide financial support for their travel, ac...
- Under the call SMP-COSME-2023-SEED, is the focus of the call more on scalability effects through networks of SMEs and enabling organisations, than on single SMEs?**  
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- Under the call SMP-COSME-2023-SEED, for what purpose can financial support to third parties be used and what is the maximum amount that can be allocated for financial support to third parties?**  
Maximum 20% of the total grant amount can be directed to social economy SMEs or social economy enabling (intermediary) organisations to provide financial support for their travel, ac...
- Under the call SMP-COSME-2023-SEED, can we focus only on capacity building of enabling organisations?**  
No, applications should not focus only on the capacity building of enabling organisations. According to section 2 of the Call document (page 7), primary objectives of the call for a...

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# Documentación y enlaces de apoyo *Support. Helpdesk & Support Services.*

The screenshot shows the 'Funding & tender opportunities' portal. A red box highlights the 'SUPPORT' dropdown menu, which includes options like 'Support overview', 'Guidance & Manuals', 'FAQ', 'Helpdesk & Support Services', and 'Support videos'. A red arrow points from the 'Helpdesk & Support Services' option to a search bar labeled 'Search'.

**EU Programmes**

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Union Civil Protection Mechanism (UCPM)	Union Renewable Energy Financing Mechanism (REFMECH)				

[Show all](#)

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

**News**

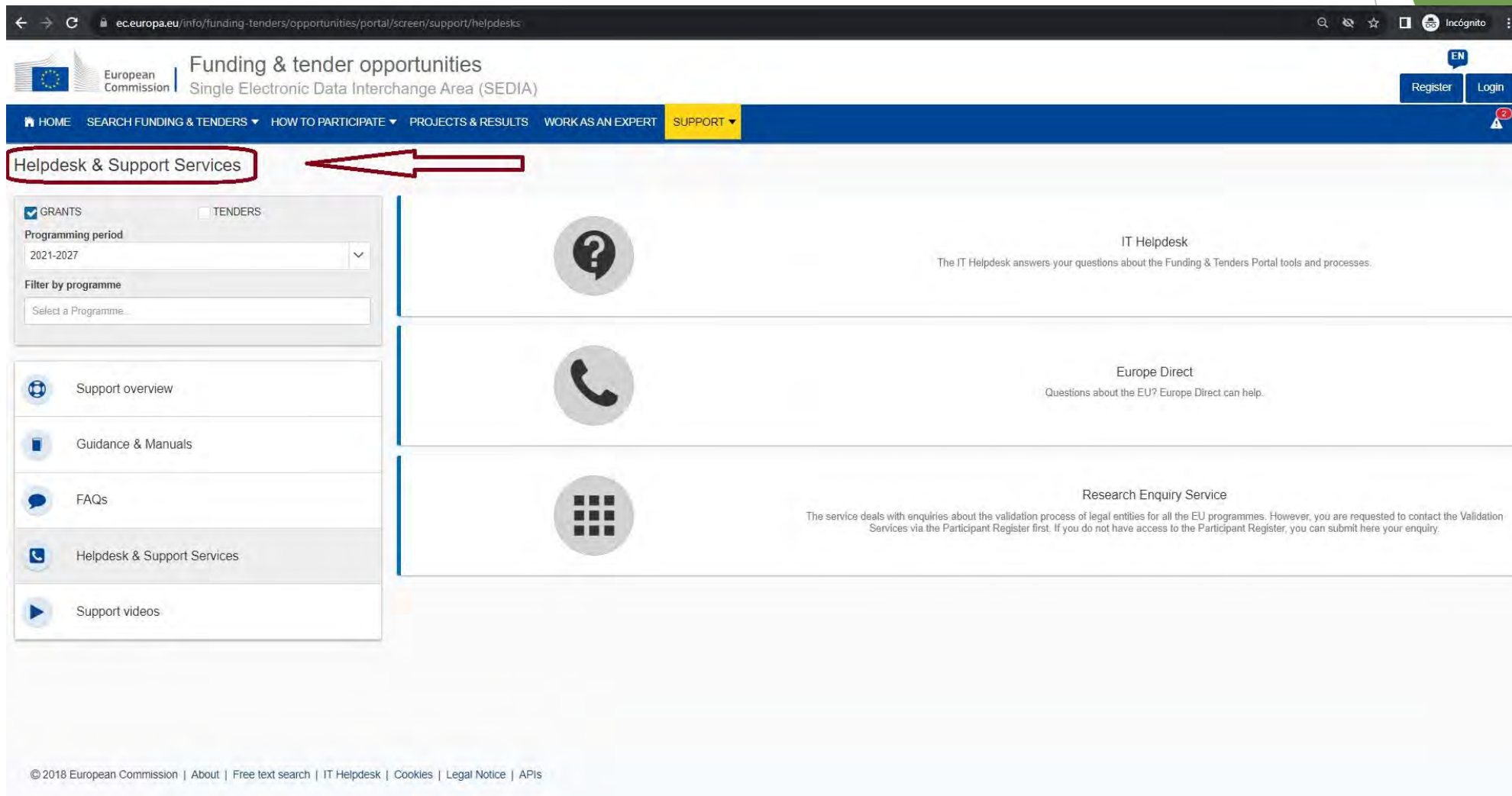
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## Documentación y enlaces de apoyo *Support. Helpdesk & Support Services.*



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

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

**Helpdesk & Support Services**

GRANTS |  TENDERS

Programming period: 2021-2027

Filter by programme: Select a Programme...

- Support overview
- Guidance & Manuals
- FAQs
- Helpdesk & Support Services**
- Support videos

**IT Helpdesk**  
The IT Helpdesk answers your questions about the Funding & Tenders Portal tools and processes.

**Europe Direct**  
Questions about the EU? Europe Direct can help.

**Research Enquiry Service**  
The service deals with enquiries about the validation process of legal entities for all the EU programmes. However, you are requested to contact the Validation Services via the Participant Register first. If you do not have access to the Participant Register, you can submit here your enquiry.

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# Documentación y enlaces de apoyo *Support. Support videos.*

The screenshot shows the 'Funding & tender opportunities' portal. A red box highlights the 'SUPPORT' dropdown menu, which contains the following items: Support overview, Guidance & Manuals, FAQ, Helpdesk & Support Services, and Support videos. A red arrow points to the 'Support videos' option. Below the menu is a grid of EU Programmes.

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At the bottom of the grid, there is a 'Show all' link.



# Documentación y enlaces de apoyo *Support. Support videos.*

The screenshot shows the 'Support videos' section of the European Commission's Funding & tender opportunities portal. The page title is 'Funding & tender opportunities Single Electronic Data Interchange Area (SEDIA)'. The navigation menu includes 'HOME', 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. The 'Support videos' link is highlighted with a red box and a red arrow. The main content area displays 15 items found, with a search filter box. The items are arranged in a grid:

- Support overview
- Guidance & Manuals
- FAQs
- Helpdesk & Support Services
- Support videos

15 items found

Filter...

- LUMP SUM FUNDING**  
How to evaluate lump sum proposals: Get started
- How to evaluate THE LUMP SUM DETAILED BUDGET TABLE**  
How to evaluate lump sum proposals: Detailed budget table
- 2 Factor Authentication**  
IT Communication Team  
How to enable 2-factor authentication on the Funding & Tenders Portal
- Horizon Europe – General security requirements**  
Horizon Europe – General security requirements
- General Process Flow**  
An introduction to the Funding & Tenders Portal IT tools: Business process flow
- HORIZON EUROPE CYBERSECURITY**  
**How to enable 2-step verification for your EULogin account**  
2-step verification for the Funding & Tenders Portal
- HORIZON EUROPE EXPERTS**  
**How to evaluate Dissemination, Exploitation and Communication**  
How to evaluate Dissemination, Exploitation and Communication in Horizon Europe proposals
- FUNDING & TENDERS PORTAL**  
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¡Muchas gracias  
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