

Horizon 2020 portal Q and A

About

This document is designed for UK researchers and businesses that have questions about the UK Research and Innovation Horizon 2020 portal launched on 27 September 2018. It adds detail to the news item on UKRI's website which announced details of the portal:
<https://www.ukri.org/news/horizon2020-portal/>.

The portal itself can be accessed at:

<https://apply-for-innovation-funding.service.gov.uk/eu-grant/overview>

The UK and the EU's intention is that UK researchers and businesses will continue to be eligible to participate in Horizon 2020 for the remaining duration of the programme. As a responsible government, however, the UK government is preparing for all eventualities.

The portal requests basic data from UK recipients of Horizon 2020 grants. This is so that in the event that the UK government's underwrite guarantee is needed, UK Research and Innovation (UKRI), which has been asked to manage it, can keep UK researchers and businesses informed of the next steps. The portal is also for use by UK recipients of Euratom Research and Training grants or ongoing Framework Programme 7 grants.

If you are in receipt of multiple grants please email the UK Research and Innovation (UKRI) grants team at EUGrantsFunding@ukri.org who will be able to supply you with a spreadsheet in either open source or Excel form, along with guidance on how to complete it. Or you can enter your grants onto the portal one by one.

If, after reading the Q and A, you need more support, please use the following e mail to get in touch with us: EUGrantsFunding@ukri.org.

If you would prefer to speak to us by phone please use the following numbers:

Je-S registered academic institutions should call: 01793 867121.

All other organisations should call: 0300 321 4357.

An overview of the UK's relationship with Horizon 2020 is available here:

<https://www.gov.uk/government/publications/uk-participation-in-horizon-2020-ukgovernment-overview>.

Q Do I need to submit my information to the portal?

A All UK H2020 grant needs to be submitted into the portal. However, if you are not the LEAR (Legal Entity Appointed Representative), please contact them first as they are likely to be the relevant contact for your organisation and may have the process in hand.

Q What do I need to do?

A The portal guides you step by step through the process. You will need information contained in your grant agreement(s), so please ensure you have this to hand before you begin.

You will be asked for basic information about your organisation, such as the funding scheme you applied for, the value of your grant and the start and end dates of your project.

Q How long will it take?

A It will take approximately ten minutes to register one project onto the system. You can only enter one grant at a time. We appreciate that some institutions receive multiple grants across different parts of the organisation. If you are in receipt of multiple grants please email the UK Research and Innovation (UKRI) grants team at EUGrantsFunding@ukri.org who will be able to supply you with a spreadsheet in either open source or Excel form, along with guidance on how to complete it. Or you can enter your grants onto the portal one by one. Please note that we are unable to save your progress on this portal so will you need to submit your details in a single session, or start again.

Check your details very carefully before you submit as you will not be able to make changes later.

Q When do I have to fill it in?

A To allow UKRI time to process the large amount of data that will be inputted into the portal and to enable UKRI to keep you up to date in a timely manner, we would ask that you fill in the portal as soon as you can.

The portal, however, will remain open after the UK leaves the EU so that UK beneficiaries can continue to register as and when they are informed that their bid has been successful.

Q I have multiple grants do I have to submit them one by one?

A If you have multiple grants please email EUGrantsFunding@ukri.org to receive further instructions about how to submit your data. You will receive a template to input your data into. Alternatively if you wish to input each of the grants onto the portal you are welcome to do so. However in that case they would need to be entered one by one.

Q Can I just send my information to my usual UKRI contact for them to input?

A To ensure that the data is inputted consistently for all grants, it is important that the data is entered in a template format. This will help prevent any errors in the data we receive. Therefore please either fill out the portal, or in the case of multiple grants, use the e mail address provided and you will be provided with a template.

Q Why do you not use the data available publicly from the Commission's data portal?

A To comply with GDPR regulations we need to gather our own data to ensure that we have permission to use it in the ways specified in this document.

Q I have just been informed that my application has been successful, do I register now?

A You will need to wait until you have a Horizon 2020 or Euratom R&T signed grant agreement in order to register your details on the portal.

Q My project hasn't started yet; do I still need to register?

A If you are in receipt of an Horizon 2020 or Euratom R&T signed grant agreement please register your details. If you are not please return to this page when you have one as you will need the relevant details to fill in the portal.

Q My project is just starting the grant preparation phase and I don't know what my agreed budget will be. What figure should I enter in the portal?

A Please wait until you have a signed grant agreement before you enter any data. Once you have a signed Grant Agreement you will know the agreed budget.

Q My organisation is a wholly-owned subsidiary of a non-UK company; do I still need to register?

A If you are in receipt of a Horizon 2020, Framework Programme 7 or Euratom R&T grant and identified in your grant agreement as a UK entity you need to register your details onto the portal.

Q What if my organisation's contact details change?

A In the event that there are changes to any contact details please advise UKRI by contacting EUGrantsFunding@ukri.org.

Q Why am I being asked to provide this information now?

A The UK government has committed to underwrite UK funds for all EU-funded projects successfully bid for while the UK is still a member of the EU.

In the event that the underwrite needs to be implemented UKRI will manage the process. We are asking you to enter your details on the portal to ensure UKRI can keep UK recipients informed of next steps.

Q What will you do with my data?

A All data will be held in compliance with General Data Protection Regulation (GDPR) regulations and used for the purposes outlined in this document.

Q Is this portal a sign that my funding is at risk?

A The Withdrawal Agreement and Political Declaration on the future relationship between the UK and EU were endorsed by leaders at a special meeting of the European Council on 25 November.

The intention is that, when ratified, the Withdrawal Agreement would allow for continued UK participation in Horizon 2020 until the closure of its activities.

As a responsible government, however, the UK government is planning for all eventualities to ensure that cross-border collaboration in science and innovation can continue after EU exit.

The UK government has committed to underwrite all competitively bid for EU-funded projects submitted while we are still a member of the EU, including Horizon 2020.

(<https://www.gov.uk/government/news/chancellor-philip-hammond-guarantees-eu-fundingbeyond-date-uk-leaves-the-eu>).

In July 2018, the UK government announced that it would extend the guarantee to cover UK participants' funding in all Horizon 2020 calls open to third country participants from the date of exit.

<https://www.gov.uk/government/news/funding-from-eu-programmes-guaranteed-until-the-end-of-2020>).

In September 2018 the UK government announced in the Horizon 2020 technical notice that if the underwrite needs to come into effect, UKRI is the partner of choice to deliver it.

<https://www.gov.uk/government/publications/horizon-2020-funding-if-theres-no-brexideal/horizon-2020-funding-if-theres-no-brexit-deal--2>)

The portal is to enable UKRI to keep you informed of the next steps should the underwrite guarantee be required.

Q When will I get further detail about the underwrite?

A In the event that the underwrite guarantee needs to come into effect you will be informed in a timely manner to ensure continuity of payments.

Q How about grants that are not FP7, Euratom or Horizon 2020?

A This portal is only focused on the aforementioned programmes. For details of other programmes please see the relevant technical notices released by the UK government.

Q I am unclear about how to fill in the portal – can you help?

A All of the information requested in the portal should be included in your grant agreement. If you do need help filling in the portal please e mail: EUGrantsFunding@ukri.org.

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