



eGrants

Grant management – amendments

HORIZON 2020 Coordinators' Day
12 April 2018
Brussels



Attila BER CZIK
Common Support Centre (CSC)
CSC J3 – Common service for business processes



Amendments - key characteristics

- ✓ **E-flow, paperless, endorsed with e-signature**
- ✓ **No evolution**, no negotiation of requests: **no modification**
- ✓ **Agreement or rejection**
- ✓ Request for complementary information
- ✓ **Time-bound process**: 45-day time limit for processing
 - Extension possible*
 - Tacit rejection - if no reaction within 45 days deadline*
- ✓ **Withdrawal** is possible by the requesting party



Request for amendment – in 4 steps

1. **Launch** the amendment preparation in PPGMS
2. **Prepare** – compose amendment
3. **Consultation** – *optional*
4. **Sign & Submit** the amendment to EU services

Disclaimer: The following screenshots are used for demonstration purposes only.

My Organisation(s)

My Proposal(s)

My Project(s)

My Notification(s)

My Formal Notification(s)

My Expert Area

My projects

FP7 REF. DOCS

H2020 ONLINE MANUAL

HOW TO

This page enables you to access all your EU projects managed via the Participant Portal that have been selected and approved for funding.

Depending on your roles, you can view or manage the following project-related tasks:

- [Prepare and sign your grant agreement](#)
- [Submit amendments to your grant agreement](#)
- [Manage your scientific and financial reports](#)
- [View or manage roles and access rights in your projects consortia](#)

If you are LEAR and want to see the full list of your organisation projects, please go to **My Organisations** and click on the action button **VP**. LEAR can only view the list of projects in which their organisation is involved. If you want to see project details, your organisation main contact for this project or the project Coordinator has to give you access rights. For more details see the [H2020 online manual](#).

Where to go?

Legend

AA Access Amendment

GP Grant Preparation

MP Manage Projects

FR Financial Reporting

PR Periodic Reporting

RD Reporting & Deliverables

PC Project Consortium

VP View Proposal

Show 10 entries



Hide closed projects

Search:

ACRONYM	CALL	PROGRAM	PROJECT	PHASE	ACTIONS
NCP-PLAYGRO UND-COMST	H2020-Adhoc- 2014-20	H2020	688926	Grant Preparation	PC VP MP
PRODIG	H2020- SPIRE-2014	H2020	637...	Active	PC VP MP



MY PROJECT

HORIZON 2020

Proposal Management & Grant
Preparation
688926 -

16 Apr 2015

Launch new interaction with the EU



Launch new interaction with the EU

Choose one of the options below



Request for Amendment

Launch

Including notification on termination of the participation of one or more beneficiaries. Choose the data set based on which you would like launching a new amendment request:

 latest legal data

Grant Agreement Termination by beneficiaries

Launch

Attention! This option is reserved for the termination of the grant agreement. The termination of the grant agreement is considered as a last resort measure, if all other efforts to continue the action fail. Termination is irrevocable and comes into force immediately after signature and submission. You are advised to consult the available guidance of the corresponding funding programme or contact the responsible officer in charge of your grant agreement.



Formal Notification

Launch

Attention! The use of the formal notification channel is reserved for specific purposes e.g. for communication as set out in the model grant agreement (MGA) e.g. obligation to provide information upon request or obligation to inform).

If you wish to interact with officers, please use the messaging facility ([see below](#)).



Communication to the Project Officer

Launch

At any time, you may wish to informally exchange messages or ask questions to the Service via the electronic system. If your query is related to an ongoing process, you're encouraged to use the messages section of that process.



**Consortium Requested
Amendment**
AMD-779593-2

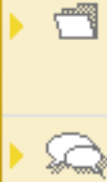
11/02/2015

Launched



Cancel amendment
 Amendment preparation

Involve PO **Lock for review**



Documents

No documents for this process.



Messages



Write a message...



Coordinator started to draft the amendment request on 11.02.2015 11:17




Coordinator launched the amendment process on 11.02.2015 11:17

A new amendment is launched...








... preparation can now go on.

Possibility to cancel at any moment before Signature


Launch new interaction with the Service 


 **Consortium Requested Amendment**
AMD-779593-2


11/02/2015


      


Launched Prepared Requested Admissible Decision

 Cancel amendment








 Amendment preparation processing

 **Documents**
No documents for this process.

 **Messages**

 **CANCELLED-Consortium Requested Amendment**
AMD-779593-1




11/02/2015


      


Launched Prepared Requested Admissible Decision

Documents
No documents for this process.

Messages

 Write a message...  

 EU closed the process on 11.02.2015 11:09

 **Coordinator COORDINATOR, Training** cancelled the amendment preparation on 11.02.2015 11:09



STEP 2: preparation - automated assistance

- Automatic selection of the relevant 'amendment types' (GA clauses), based on the grant agreement data modified
- Listing of relevant (compulsory) supporting documents
- Enhanced overview and tracking of all changes
- *Note: an amendment may consists of a number of possible clauses which are pre-defined [>> examples]*

HORIZON 2020

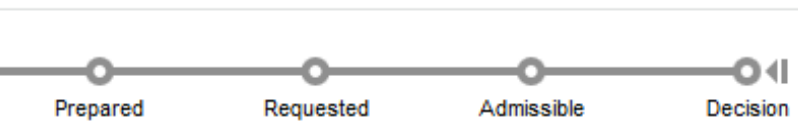
Call: H2020-Adhoc-2014-20
 Type of Action: CSA
 Acronym: 779593
 AMENDMENT DEMO
 10/02/2015
 Current Phase: Grant Management
 Number: 779593
 Duration: 8 months
 Start Date: 2015-02-10
 Estimated Project Cost: €17,640.00
 Requested EU Contribution: €1.00
 Contact: Robert STARUCH

Latest Legal Data

Consortium Requested Amendment AMD-779593-2

11/02/2015

 Launched



✖ Cancel amendment

Amendment preparation

Involve PO **Lock for review**

Documents
 No documents for this process.

Messages
 Write a message...

Coordinator started the amendment process on 11/02/2015 11:17
 Coordinator la...

Grant Management
 Amendments of Grant Agreement Data

Project 779593 (779593 AMENDMENT DEMO 10/02/2015)	Amendment Information	Beneficiaries	General Information	Reporting Periods	GA Information	GA Options	Financial Information	LF Overview	Work Packages	Reviews
Call: H2020-Adhoc-2014-20 Resp. Unit: RTD/B/07 Action: CSA Duration: 8										

DOCUMENTS

Project Summary
 Project 779593 (779593 AMENDMENT DEMO 10/02/2015)

Responsible Unit: RTD/B/07
Call: H2020-Adhoc-2014-20
Topic: INNOSUP - INNOSUP
Type of Action: CSA
Duration: 8

Budget Information:
 Total Costs in the Proposal:
 Max EU Grant Amount(following evaluation): 14,112.00 €
 Total Costs: 17,640.00 €
 Maximum Grant Amount: 1.00 € 0.01 % of total costs

Officers:
 Project Officer: Robert STARUCH (RTD/J/04)

Amendment Information:
 AMD Number: -
 AMD Reference: AMD-779593-2
 AMD Type: CONSORTIUM_REQUESTED

[Validate](#)

Project 779593 (779593 AMENDMENT DEAR) 10

Amendment Information

Beneficiaries

General Information

Reporting Periods

GA Information

GA Options

Financial Information

LF Overview

Work Packages

Reviews

HORIZON 2020

Call: H2020-Adhoc-2014-20

Action : C

Resp. Unit: RTD/B/07

Duration:



DOCUMENTS

Amendment Information

SAVE

Amendment clauses

	Description	hasVars
<input type="checkbox"/>	Removal of beneficiaries due to their non-accession to the GA	
<input type="checkbox"/>	Addition of a new beneficiary	
<input type="checkbox"/>	Change of the status as 'receiving EU funding' or 'not receiving EU funding'	
<input type="checkbox"/>	Removal of a linked third party	
<input type="checkbox"/>	Addition of a linked third party	
<input type="checkbox"/>	Change of coordinator	
<input type="checkbox"/>	Change of the coordinator's bank account for payments	
<input type="checkbox"/>	Change of the option for 'authorisation to administer'	
<input type="checkbox"/>	Change of the action's title and/or acronym	
<input checked="" type="checkbox"/>	Change of the action's starting date	
<input type="checkbox"/>	Change of the action's duration	
<input type="checkbox"/>	Modification of reporting periods	
<input type="checkbox"/>	Change concerning the security context	
<input type="checkbox"/>	Change of the amount of the pre-financing and/or of the contribution to the guarantee fund	
<input type="checkbox"/>	Change of Beneficiary Details (legal name, legal address, VAT, ...)	
<input type="checkbox"/>	Change of legal status	

→ Amendment types are automatically selected

→ Overview of the modifications

Validate

Project 643950 (SecondHands)

HORIZON 2020

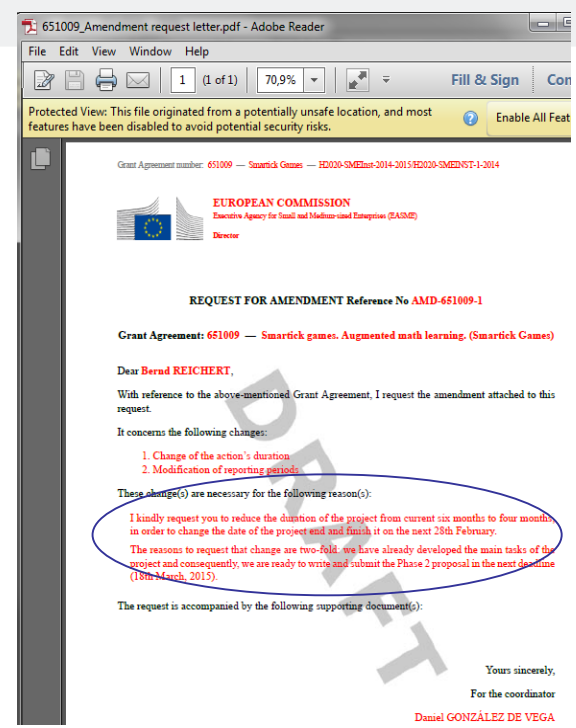
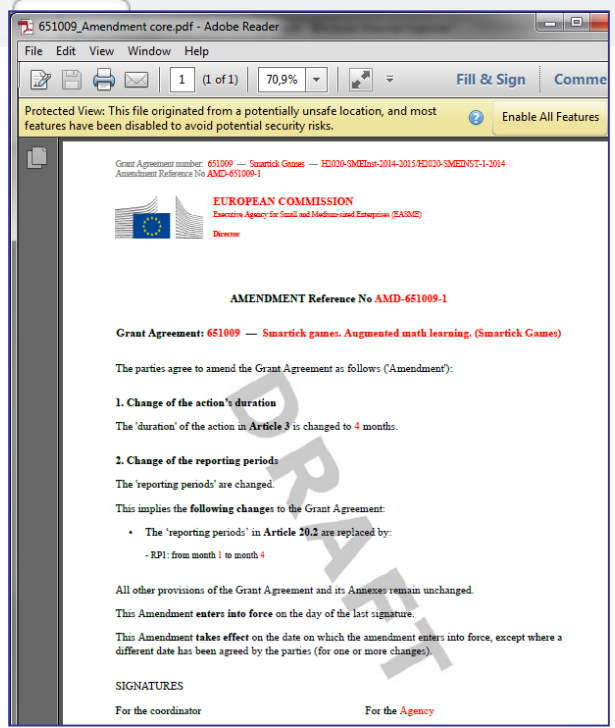
Call: H2020-ICT-2014-1 Action : RIA
 Resp. Unit: CNECT/A/02 Duration: 60

Amendment Information Beneficiaries **General Information** Reporting Periods GA Information GA Options Financial Information LF Overview Work Packages Reviews

DOCUMENTS

[View all relevant documents](#)

Documents	Title	Download
▼ Amendment		
	Amendment core	
	Amendment request letter	
	Annex 2 - Estimated budget of the action	
	Annex 1 - Description Of Action (part A)	
	Annex 1 - Description Of Action (part B)	
	<input type="button" value="Browse..."/> No file selected.	



Justification

Project 651009 (Smartick Games)

Amendment Information

Beneficiaries

General Information

Reporting Periods

GA Information

GA Options

Financial Information

LF Overview

Work Packages

Deliverables

HORIZON 2020

Call: H2020-SMEINST-1-2014 Action: SME-
Resp. Unit: EASME/A/02 Duration: 4

DOCUMENTS

Amendment Information

AMD Number:

AMD Reference:

AMD-651009-1

AMD Type:

CONSORTIUM_REQUESTED

AMD Justification:

Justification

I kindly request you to reduce the duration of the project from current six months to four months, in order to change the date of the project end and finish it on the next 28th February.

The reasons to request that change are two-fold: we have already developed the main tasks of the project and consequently, we are ready to write and submit the Phase 2 proposal in the next deadline (18th March, 2015).

Request Date:

Reception Date of Signed Request:

Valid Request Date:

Commission Signature Date:

Date of entry into force:

Amendment request letter.pdf - Adobe Reader

File Edit View Window Help

1 (1 of 1) 70,9%

Protected View: This file originated from a potentially unsafe location, and most features have been disabled to avoid potential security risks.

EUROPEAN COMMISSION
Executive Agency for Small and Medium-sized Enterprises (EASME)
Director

REQUEST FOR AMENDMENT Reference No AMD-651009-1

Grant Agreement: 651009 — Smartick Games. Adapted math learning (Smartick Games)

Dear Bernd REICHERT,

With reference to the above-mentioned Grant Agreement, I request the amendment attached to this request.

It concerns the following changes:

1. Change of the action's duration
2. Modification of reporting periods

These change(s) are necessary for the following reason(s):

I kindly request you to reduce the duration of the project from current six months to four months, in order to change the date of the project end and finish it on the next 28th February.

The reasons to request that change are two-fold: we have already developed the main tasks of the project and consequently, we are ready to write and submit the Phase 2 proposal in the next deadline (18th March, 2015).

The request is accompanied by the following supporting document(s):

Yours sincerely,
For the coordinator
Daniel GONZÁLEZ DE VEGA

Preparing amendment request: Example #1 – Change of start date

Management Amendments of Grant Agreement Data

Project 781249 (781249 Amendments Training Project) Amendment Information Beneficiaries General Information Reporting Periods GA Information GA Options Financial Information LF Overview Work Packages

Reference: AMD-781249-4
Type: : Amendment (Consortium Requested)

DOCUMENTS

General Information

SAVE

Project Number

781249

Acronym

781249 Amendments Training Project: T50

Title

This is a mockup for project with number 781249 for Amendments Training Project: T50

Duration

8

Topic

INNOSUP

Call

H2020-Adhoc-2014-20

Start date

28 Oct 2015

Abstract

13

The ENIMAC luxembourg second, inn This proposa management mentoring se

October 2015

MON	TUE	WED	THU	FRI	SAT	SUN
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

the grant agreement

the innovation management capacities of first, the beneficiaries of the SME instrument and, establishing services "Enhancing the innovation network", and concerns the set up of coaching and ENIMAC proposal is 100% in ti

Validate

Preparing amendment request: Example #2 - Addition of new beneficiary

Grant Management | Amendments of Grant Agreement Data | goEam

646178 IA Project Summary Amendment Information **Beneficiaries** General Information Reporting Periods GA Information GA Options Financial Information LF Overview

Reference: AMD-646178-7
Type: CR (Consortium Requested)

DOCUMENTS

Beneficiaries

SAVE

Number	Role	Short Name	Legal Name	Country	PIC	PIC Status	Start date	End date	Status	Actions
1	CO	SHORT	ROOD WIT BLAUW WATER	NL	966984368	VALIDATED			Active	+ Add New Beneficiary

Add beneficiary

Search on PIC: 999976978
 Full text search

Search

Search results

PIC	Legal name	Country	PIC Status	More Info
999976978	THE UNIVERSITY OF NOTTINGHAM	UK	VALIDATED	More Info

Add beneficiary

PIC: 999896953 LegalName: ASTON UNIVERSITY Country: UK PIC Status: VALIDATED

Short Name: ASU

Start Date:

A fixed starting date
 The entry into force of this Amendment
 The date the beneficiary signs the accession form

Cancel Ok

14

Validate

Preparing amendment request: Example #2 - Addition of new beneficiary ... consequent tasks to do

646178
Reference: AMD-646178-7
Type: CR (Consortium Requested)

Project Summary | Amendment Information | **Beneficiaries** | General Information | Reporting Periods | GA Information | GA Options | Financial Information | LF Overview

Beneficiaries

Number	Role	Short Name	Legal Name	Country	PIC	PIC Status	Start date	End date	Status	Actions
1	CO	SHORT	ROOD WIT BLAUW WATER	NL	966984368	VALIDATED			Active	
2	BEN	ASU	ASTON UNIVERSITY	UK	999896953	VALIDATED	(Enter Into F		New	

There is no Contribution requested
 Cost break down is missing
 Partner must identify at least one department who will carry out the work
 The Declaration of Honour in not yet signed
 The beneficiary 999896953 has no PLSIGN role defined in the Participant Portal for this project. He will not be able to sign any document electronically.
 The Accession to the Grant Agreement in not yet signed

Inherent obligation:
New Beneficiary must sign
Declaration of Honour
Accession Form see next slide

The It system will prompt for a revised Annex 1 – description of Action.

DOCUMENTS

Following documents are missing Annex 1 - Description Of Action (part B).

Title	Actions
Amendment	ZIP
Amendment core	PDF
Amendment request letter	PDF
Grant Agreement Data Sheet	PDF
Annex 1 - Description Of Action (part A)	PDF
Annex 1 - Description Of Action (part B)	Browse... No file selected. Upload
Annex 2 - Estimated budget of the action	PDF
Annex 2a - Additional information on the estimated budget of the action (if unit costs are used)	Browse... No file selected. Upload

Preparing amendment request: Example #2 - Addition of new beneficiary New beneficiary must sign...



MY PROJECT



Call: H2020-EeB-2014
Type of Action: RIA
Acronym: BRESAER
Current Phase: Grant Management
Number: 637186
Duration: 54 months
Start Date: 01 Feb 2015
Estimated Project Cost: €5,849,107.00
Requested EU Contribution: €5,849,107.00
Contact: [Dominique PLANCHON](#)

- Latest Legal Data
- Process List
- Document Library
- Communication Centre

H2020 ONLINE MANUAL



Launch new interaction with the EU +



Consortium Requested Amendment AMD-637186-32

Amendment preparation

GA Declaration - AMD-637186-32 - 969047752 signature

The signature of the Declaration of Honour (DoH) is a prerequisite for signing the amendment. The DoH must be signed electronically by the beneficiary's Project Legal Signatory (PLSIGN). For more details and requirements please consult the corresponding section of the H2020 Online Manual.

The Legal Signatories (LSIGNs) are persons who are authorised, on behalf of their organisation (i.e. the participating beneficiary), to sign the Declaration of Honour (DoH), the Accession Form to the Grant Agreement and later the amendment of the Grant Agreement (if applicable). The LSIGN role can be assigned by the Legal Entity Appointed Representative (or an Account Administrator) of the organisation to as many persons in the organisation as necessary. The assignment of the LSIGN role is not sufficient; the role must be linked to a particular project (and thus becoming a Project Legal Signatory or PLSIGN for that project). Linking of the LSIGN to a project may be done by the Coordinator Contacts (CoCo) or Participant Contacts (PaCos). After assigning and linking the PLSIGNs, they will be notified when a legal document (e.g. Declaration of Honour, Grant Agreement or amendment) is due for signature. A detailed explanation about the various roles in the Grant Management Services is available in the H2020 Online Manual. An overview of the Grant Agreement signature process is described in the corresponding section of the H2020 Online Manual.

Progress status for this task type:

[916965542] [969047752]

Accession form - AMD-637186-32 - 969047752 signature

Process documents

Process communications

Process history

Preparing amendment request: Example #3 – changes to work packages

<< portal bonagud (INTERNAL) ?

SyGMa
System for Grant Management

Amendments of Grant Agreement Data

Project 700301 (Project 700301)

HORIZON 2020

Call: FP7-SPACE-2013-1 Action : RIA
Resp. Unit: REA/S/02 Duration: 60

Beneficiaries General Information Reporting Periods GA Information Financial Information Amendment Information Work Packages Reviews Deliverables Milestones Document

H+ DOCUMENTS

Work Packages SAVE


[+ Add Work Package](#)

Number		Title	Lead Beneficiary	Start Month	End Month	Deliverables No.	Status	Actions
1		Management	INTA	1	10		Active	
2		WP2	INTA	1	2	1	Active	
3		WP3	UOS	2	3	2, 3	Updated	
4		Wp4	INTA	0	0		New	
5		Wp5	INTA	0	0		New	
			Total:					

- Addition
- Revision
- Deletion

Preparing amendment request: Example #4 – changes to deliverables

Grant Management

Amendments of Grant Agreement Data

Reference: AMD-658-4
Type: CR (Consortium Requested)

DOCUMENTS

Deliverables		Project Summary	Amendment Information	Beneficiaries	General Information	Reporting Periods	GA Information	GA Options	Financial Information	LF Overview	Work Packages	Deliverables	Milestones	Reviews	Critical Risks
D7	D2.1	✓	Turbine performance baseline report	MIN	R	CO	9	Active							
D8	D2.2	✓	Tether system performance baseline report	MIN	R	CO	9	Active							
D9	D2.3	✓	Power system baseline report	MIN	R	CO	9	Active							
D10	D2.4	✓	Environmental monitoring baseline report	QUB	R	PU	9	Active							
D11	D1.1	✓	Advanced generator and frequency converter model report	CHA	R	CO	12	Active							
D12	D1.2	✓	Simplified generator and frequency converter model report	CHA	R	CO	12	Active							
D13	D1.3	✓	System and device configuration optimisation report	AC&E	R	CO	12	Active							
D14	D1.4	✓	Fluid-structure interaction model report	AC&E	R	CO	12	Active							
D15	D3.1	✓	Requirement specifications	MIN	R	CO	12	Active							
D16	D7.6	✓	Exploitation plan update	MIN	R	CO	15	Active							
D17	D1.5	✓	Turbine model report	SSPA	R	CO	18	Active							
D18	D1.6	✓	Simulation tool report	MIN	R	CO	18	Active							
D19	D3.2	✓	Energy capture design evaluation report	SSPA	R	CO	22	Active							
D20	D3.3	✓	Power conversion sub-system design evaluation report	CHA	R	CO	34	Updated							
D21	D3.4	✓	Tether sub-system design evaluation report	UWE	R	CO	34	Updated							
D22	D4.1	✓	Turbine sub-system optimization report	AC&E	R	CO	24	Active							
D23	D4.2	✓	Power conversion sub-system optimization report	AC&E	R	CO	30	Updated							
D24	D4.3	✓	Tether sub-system optimization report	AC&E	R	CO	30	Updated							
D25	D4.4	✓	Overall PTO system optimization report	MIN	R	CO	30	Updated							
D26	D2.5	✓	Turbine performance improvement report	MIN	R	CO	28	Active							
D27	D2.6	✓	Tether fairing performance improvement report	UWE	R	CO	28	Active							

- The coordinator may edit exiting one: type, dissemination level, due date, description, link to WPs
- 'Ethics' type deliverables can only be modified by the EU officer



MY PROJECT

HORIZON 2020

Call: H2020
 Scheme: RIA
 Acronym: Project 700300
 Current phase: Requested
 Number: 700300
 Duration: 60 months
 Start date: 2012-11-01
 Estimated project cost: €0.00
 Requested EU contribution: €0.00
 Contact: Antoine DE TROOSTEMBERGH

See all data ...



H2020 ONLINE MANUAL

IT HELP

Launch new amendment or task



Consortium Requested Amendment AMD-700300-1



Amendment Request data preparation

Involve PO

Lock for Review



Grant Agreement accession by others



Documents



Messages



Write a comment...



We would like to add a new beneficiary to assist Milcha with deliverable D2.1. Can the budget be increased? (20/03/2014 9:12)



The coordinator (ncocppgm) started drafting on 18/03/2014 10:43



Proposal Management & Grant Preparation 700300 - Project 700300

24/02/2014



Documents



Messages





MY PROJECT

HORIZON 2020

Call: H2020
 Scheme: RIA
 Acronym: Project 7
 Current phase:
 Number: 7
 Duration: 60 months
 Start date: 2012-11-01
 Estimated project cost: €0.00
 Requested EU contribution: €0.00
 Contact: Antoine DE TROOSTEMBERGH

See all data ...



H2020 ONLINE MANUAL

IT HELP

Launch new amendment or task



Consortium Requested Amendment AMD-70...J-1



Amendment Request data preparation

Retract PO

Lock for review



Grant Agreement accession by others



Documents



Messages



Write a comment...



I understand that the new beneficiary will perform some of the tasks previously assigned to Michla. You'll need to reshuffle the budget accordingly. (21/03/2014 14:12)



We would like to add a new beneficiary to assist Milcha with deliverable D2.1. Can the budget be increased? (20/03/2014 9:12)



The coordinator (ncocppgm) started drafting on 18/03/2014 10:43



Proposal Management & Grant Preparation 700300 - Project 700300

24/02/2014



Documents



Messages

When request is complete: review before submission



European
Commission

Participant Portal - Grant Management Services

Ppgms COCO

MY PROJECT

HORIZON 2020

Call: H2020
Scheme: RIA
Acronym: Project 700300
Current phase: Negotiation
Number: 700300
Duration: 60 months
Start date: 2012-11-01
Estimated project cost:
€0.00
Requested EU contribution:
€0.00
Contact: Antoine DE
TROOSTEMBERGH

See all data ...



H2020 ONLINE MANUAL

IT HELP

Launch new amendment or task



Consortium Requested
Amendment
AMD-700300-1



Amendment Request data preparation



Grant Agreement accession by others

Lock for Review



Documents



Messages



Write a comment...



Thanks for the quick reply! We will proceed with the request. (21/03/2014 17:36)



I understand that the new beneficiary will perform some of the tasks previously assigned to Milcha. You'll need to reshuffle the budget accordingly. (21/03/2014 14:12)



We would like to add a new beneficiary to assist Milcha with deliverable D2.1. Can the budget be increased? (20/03/2014 9:12)



The coordinator (ncocppgm) started drafting on 18/03/2014 10:43



Proposal Management &
Grant Preparation
700300 - Project 700300

24/02/2014



Documents


STEP 4: Sign and submit

- ❖ **Who:** The coordinator PLSIGN (*on behalf of the consortium*)
- ❖ **How:** prompted for e-signature
- ❖ **What:** amendment request letter
+
core amendment **sealed, signed**
- The formal submission triggers the 45-days clock

MY PROJECT

HORIZON 2020

Call: H2020
 Scheme: RIA
 Acronym: Project 700300
 Current phase: Negotiation
 Number: 700300
 Duration: 60 months
 Start date: 2012-11-01
 Estimated project cost: €0.00
 Requested EU contribution: €0.00
 Contact: Antoine DE TROOSTEMBERGH

 See all data ...



H2020 ONLINE MANUAL

IT HELP

Launch new amendment or task



Consortium Requested Amendment
 AMD-700300-1



Amendment Request review before submission

Unlock to Edit

Sign & Submit



Grant Agreement access by others



Documents



Messages



Write a comment...



Thanks for the quick reply! We will proceed with the request. (21/03/2014 17:36)



I understand that the new beneficiary will perform some of the tasks previously assigned to Milcha. You'll need to reshuffle the budget accordingly. (21/03/2014 14:12)



We would like to add a new beneficiary to assist Milcha with deliverable D2.1. Can the budget be increased? (20/03/2014 9:12)



The coordinator (ncocppgm) started drafting on 18/03/2014 10:43



Proposal Management & Grant Preparation
 700300 - Project 700300

24/02/2014



Documents

Consortium Requested Amendment AMD-890730-1

26/11/2014

Launched Prepared Requested Admissible Decision

AmendmentAMD-890730-1 signature and submission

Unlock to draft Sign & Submit

AmendmentAMD-890730-1

AmendmentAMD-890730-1

Possibility to withdraw request

Consortium Requested Amendment AMD-779649-5

18/02/2015

Launched Prepared Requested Admissible Decision

04/04/2015 (0/45 days)

Withdraw amendment

Documents

Amendmen...-779649-5 Amendmen...-779649-5

AmendmentAMD-779649-5

Amendmen...st letter Annex 2 ...he action Annex 1 ... (part B) Annex 1 ... (part A)

Amendmen...-779649-5 Amendment core

Progress status for this type of task:

EU 966984368

Messages

Coordinator SMOTHERS, Donald signed and submitted the amendment request on 18.02.2015 15:51

Coordinator started to draft the amendment request on 18.02.2015 15:32

What happens after the submission of the amendment request?

The EU services have 45 (*) calendar days to assess the request.

- **May request additional information/clarification**
- **May reject the request**
- **May agree and accept it**

Request for additional information

RESEARCH & INNOVATION


Participant Portal - Grant Management Services

 Ppgms COCO

MY PROJECT

HORIZON 2020

Call: H2020
Scheme: RIA
Acronym: Project 700300
Current phase: Negotiation
Number: 700300
Duration: 60 months
Start date: 2012-11-01
Estimated project cost:
€0.00
Requested EU contribution:
€0.00
Contact: Antoine DE
TROOSTEMBERGH


 See all data ...

Launch new interaction with the Service



**Consortium Requested
Amendment**
AMD-700300-1




 Supporting Document upload

Upload

 Amendment Request AMD-700300-1



Documents


 Amendmen... 700300-1

 Grant Agr...93114141



Messages

 Write a comment...


 Please upload the supporting document about the conference mentioned in work package: (28/03/2014 9:23)

 Coordinator (ncocppgm) signed and submitted the amendment request on 24/03/2014 17:05

MY PROJECT

HORIZON 2020

Call: H2020
 Scheme: RIA
 Acronym: Project 700300
 Current phase: Negotiation
 Number: 700300
 Duration: 60 months
 Start date: 2012-11-01
 Estimated project cost: €0.00
 Requested EU contribution: €0.00
 Contact: Antoine DE TROOSTEMBERGH

 See all data ...



H2020 ONLINE MANUAL

IT HELP

Launch new amendment or task




Consortium Requested Amendment
 AMD-700300-1




 Amendment Request AMD-700300-1

Withdraw

Documents






 Supporting Document

 Amendmen... 700300-1

 .Grant Agr...93114141

Messages

 Write comment...

-  Coordinator (ncocppgm) uploaded Supporting Document on 30/03/2014 15:08
-  Please upload the supporting document about the conference mentioned in work package: (28/03/2014 9:23)
-  Coordinator (ncocppgm) signed and submitted the amendment request on 24/03/2014 17:05
-  Beneficiary (nmilchas) signed grant agreement accession on 23/03/2014 11:05
-  Thanks for the quick reply! We will proceed with the request. (21/03/2014 17:36)



Proposal Management & Grant Preparation
 700300 - Project 700300

24/02/2014




Documents

Messages

MY PROJECT

HORIZON 2020

Call: H2020
 Scheme: RIA
 Acronym: Project 700300
 Current phase: Negotiation
 Number: 700300
 Duration: 60 months
 Start date: 2012-11-01
 Estimated project cost: €0.00
 Requested EU contribution: €0.00
 Contact: Antoine DE TROOSTEMBERGH

 See all data ...



H2020 ONLINE MANUAL

IT HELP

Launch new amendment or task



Consortium Requested Amendment
AMD-700300-1








Documents

 Amendment rejection  Supporting Document  Amendmen... 700300-1  Grant Agr...93114141



Messages

 Write comment...

-  Service completed the amendment request process on 01/04/2014 10:06
-  Coordinator (ncocppgm) uploaded Supporting Document on 30/03/2014 15:08
-  Please upload the supporting document about the conference mentioned in the work package/03/2014 9:23)
-  Coordinator (ncocppgm) signed and submitted the amendment request on 24/03/2014 17:05
-  Beneficiary (nmilchas) signed grant agreement accession on 23/03/2014 11:05



Proposal Management & Grant Preparation
700300 - Project 700300

24/02/2014



Documents







Messages

MY PROJECT



Call: H2020-SPIRE-2014
Type of Action: IA
Acronym: ~~PIG~~
Current Phase: Grant Management
Number: 633077
Duration: 48 months
Start Date: 01 Jan 2015
Estimated Project Cost: €13,648,823.25
Requested EU Contribution: €9,993,008.40
Contact: [Is](#)

-  Latest Legal Data
-  Process List
-  Document Library
-  Communication Center

[H2020 ONLINE MANUAL](#)[HOW TO](#)

Launch new interaction with the EU 



Process specific documents

Launch new interaction with the EU

Choose one of the options below



Request for Amendment

Including notification on termination of the participation of one or more beneficiaries. Choose the data set based on which you would like launching a new amendment request:

- latest legal data
- AMD-696231-17
- AMD-696231-2

[Launch](#)

Grant Agreement Termination by beneficiaries

Attention! This option is reserved for the termination of the grant agreement. The termination of the grant agreement is considered as a last resort measure, if all other efforts to continue the action fail. Termination is irrevocable and comes into force immediately after signature and submission. You are advised to consult the available guidance of the corresponding funding programme or contact the responsible officer in charge of your grant agreement.

[Launch](#)

Formal Notification

Attention! The use of the formal notification channel is reserved for specific purposes e.g. for communication as set out in the model grant agreement (MGA) e.g. obligation to provide information upon request or obligation to inform). If you wish to interact with officers, please use the messaging facility (see below).

[Launch](#)

Communication to the Project Officer

At any time, you may wish to informally exchange messages or ask questions to the Service via the electronic system. If your query is related to an ongoing process, you're encouraged to use the messages section of that process.

[Launch](#)

Process specific documents

Clarification: Termination of participation – MGA Art.50.2

..."The coordinator must formally notify termination..."

How?

The formal notification of termination is part of an amendment request. This design allows reflecting the necessary changes which are the results of (due to) the termination of participation and minimize the risk of improper termination.

What happens if the amendment request (to which the formal notification is linked) is being withdrawn or rejected?

The notification of termination is valid. The amendment request may be withdrawn or rejected but the termination remains effective and the system captures the termination date accordingly.

Termination of participation – MGA Art.50.2

Grant Management Amendments of Grant Agreement Data

646178 IA Project Summary Amendment Information **Beneficiaries** General Information Reporting Periods GA Information GA Options Financial Information LF Overview

Reference: AMD-646178-7
Type: CR (Consortium Requested)

DOCUMENTS

SAVE

+ Change Coordinator + Add New Beneficiary

Number	Role	Short Name	Legal Name	Country	PIC	PIC Status	Start date	End date	Status	Actions
1	CO	CNRS	CENTRE NATIONAL DE LA RECHERCHE	FR	999997930	VALIDATED			Active	
2	BEN	AJU-1	ASOCIACION DE INVESTIGACION DE LA	ES	999443090	VALIDATED			Active	→ Terminate
▼ 3	BEN	UNI	UNITED NATIONS INSTITUTE FOR TRA	CH	997721825	VALIDATED			Active	
	TP	CDE	CENTRO DE ESTUDOS PARA A INTERVI	PT	997787591	VALIDATED			Active	

Terminate Participant

2. Beneficiary: AJU-1
LegalName: ASOCIACION DE INVESTIGACION DE LA INDUSTRIA DEL JUGUETE, CONEXAS Y AFINES
PIC: 999443090

Termination Date: **End Date must be in the future !!**

Fixed Date
 Date of signature of this amendment by coordinator (notification for termination send date)

Termination reason

Beneficiary requests the termination

Ok Cancel

Termination of participation – MGA Art.50.2

Grant Management
Amendments of Grant Agreement Data

646178 IA
Project Summary
Amendment Information
Beneficiaries
General Information
Reporting Periods
GA Information
GA Options
Financial Information
LF Overview

Reference: AMD-646178-7
i

Type: CR (Consortium Requested)

DOCUMENTS

Beneficiaries

Please be aware that the termination of the participation for the beneficiary(ies) will be applied as soon as the amendment is submitted, i.e., when the amendment is signed by the Project Legal Signatory (PLSIGN) of the Coordinator the termination is applied IMMEDIATELY.

This action cannot be retracted. Consequently, the beneficiary(ies)'s participation will be considered to be terminated at the effective date specified as soon as the amendment is submitted, even if the amendment is rejected or withdrawn.

Number	Role	Short Name	Legal Name	Country	PIC	PIC Status	Start date	End date	Status
1	CO	Imperial	IMPERIAL COLLEGE OF SCIENCE TE	UK	999993468	VALIDATED			Active
2	BEN	UNEXE	THE UNIVERSITY OF EXETER	UK	999864555	VALIDATED			Active
3	BEN	WU	WAGENINGEN UNIVERSITY	NL	999981634	VALIDATED			Active
4	BEN	TUD	TECHNISCHE UNIVERSITAET DRESC	DE	999897729	VALIDATED			Active
5	BEN	UCPH	KOBENHAVNS UNIVERSITET	DK	999991043	VALIDATED			Active
6	BEN	UVA	UNIVERSIDAD DE VALLADOLID	ES	999862809	VALIDATED			Active
7	BEN	UU	UNIVERSITEIT UTRECHT	NL	999985805	VALIDATED			Active
8	BEN	CIDAUT	FUNDACION CIDAUT	ES	999647469	VALIDATED		04/11/2015	Terminated
9	BEN	FSUJ	FRIEDRICH-SCHILLER-UNIVERSITAT	DE	999868726	VALIDATED			Active
10	BEN	UCC	UNIVERSITY COLLEGE CORK - NAT	IE	999975717	VALIDATED	18/11/2015		New

Termination of participation – MGA Art.50.2

Compulsory supporting document: 'evidence' letter

The screenshot shows a document management interface with a header bar containing a 'DOCUMENTS' tab highlighted by a red box. Below the header, a list of documents is displayed. The entry 'Opinion letter of the leaving beneficiary' is circled in red. To the right of the list, there are icons for downloading and opening documents in PDF or ZIP format.

The screenshot shows a PDF document titled "NOTIFICATION OF TERMINATION OF PARTICIPATION AND AMENDMENT REQUEST". The document is addressed to Daria JULKOWSKA at the AGENCE NATIONALE DE LA RECHERCHE in Paris. It is dated 18.12.2012 and references Grant Agreement 643578. The document is signed by the European Commission, Directorate-General for Research & Innovation, Directorate E - Health, Brussels. The subject is "Horizon 2020 Framework Programme Grant Agreement: 643578 - E-Rare-3 Notification of termination of participation (Article 50.2 GA) Amendment request (reference No AMD-643578-8)".

Residual obligation: reporting for terminated beneficiaries

➤ Effective date triggers the reporting obligations

- **Deadline**
 - 30 days if termination by the consortium
 - 60 days if termination by the EC/EA
- **Beneficiary:** "Termination report" containing an overview of the progress of the work, use of resources, individual financial statement of beneficiary (+ any LTP), CFS (when required)
- **Coordinator:** Report on the distribution of the payments to the beneficiary concerned (not mandatory)
 - If not received, it is considered that the coordinator did not distribute any payment to the beneficiary concerned and that the **beneficiary concerned must not repay any amount to the coordinator**
 - The coordinator receives the parts from the beneficiary and is responsible to submit the reports to the EC/EA



European
Commission

PPGMS – termination reporting

MY PROJECT

HORIZON 2020

Call: H2020-SCC-2014
Type of Action: CSA
Acronym: 912852 teaTEST
[ABAC: ABACBUDL]
Current Phase: Grant Management
Number: 912852
Duration: 36 months
Start Date: 25 Nov 2013
Estimated Project Cost: €819.00
Requested EU Contribution: €45.00
Contact: Aurelie VISTICOT

Latest Legal Data
Process List
Document Library
Communication Center

H2020 ONLINE MANUAL

Launch new interaction with the EU +

Partner Termination Reporting for CNRS
REP-PT-912852-999997930 - period 25/11/2013 > 01/01/2014

30 Nov 2016

Draft Submitted Completed

Technical Part of Periodic Report contribution Lock for review

Financial Statement CNRS [PIC 999997930] drafting Lock for review

Periodic Report composition

Process specific documents

Process specific communications

Consortium Requested Amendment
AMD-912852-1

30 Nov 2016

Launched Prepared Submitted Admissible Decision

Process specific documents

Process specific communications

Continuous Reporting
912852 - 912852 teaTEST [ABAC: ABACBUDL]

30 Nov 2016

Started Completed

The Coordinator Contact can evaluate each section of the periodic report and decide to either include it for submission or send it back to the beneficiary for drafting. At any moment, the Coordinator Contact can submit the periodic report to the EU containing only the sections that are explicitly included.

PPGMS – termination reporting coordinator's view

RESEARCH & INNOVATION
Participant Portal - Grant Management Services

Generic DEVUSERCOORDINATOR

MY PROJECT

Partner Termination

Launch new interaction with the EU +

Periodic Report Composition [Period No: undefined (11 Oct 2016 - 10 Apr 2018), Project No: 666589]

Report Element	Filter	All	Draft	Available	Included	Completed
<ul style="list-style-type: none"> Technical report <ul style="list-style-type: none"> Technical Part of Periodic Report Financial report <ul style="list-style-type: none"> 2 (0/1) Financial Statement CNRS [PIC 999997930] Distribution of Payments <ul style="list-style-type: none"> 1 (1/1) Distribution Of Payments Statement AST[PIC 973276467] 						
			Draft			
			Draft			
			Included		Redo	

Submitted Informed Invited Prepared Signed Paid

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The designed business process and the supporting IT suite helps you

TO DO THE RIGHT THINGS!

**Your role is
TO DO THINGS RIGHT!**

