

Lump sum proposals and projects in Horizon Europe

How do they work in practice?

29 March 2023

AGENDA

- 08:45 – 09:00** **Accessing the ZOOM Online Meeting Room**
- 09:00 – 09:15** **Event opening and introduction to the course**
- 09:15 – 09:45** **Introduction to lump sum funding**
Krisztina Tóth, Managing Director, Europa Media Innovations
- Why the EC uses lump sum funding? Basic principles
 - Lump sum topics in 2023
 - Misunderstandings about lump sum
 - Improvements since the pilot period
- 09:45 – 11:30** **Lump sum proposals: Hands-on tips for Part B and Budgeting**
Ömer Ceylan, Managing Director, Geonardo
- Proposal forms: proposal template and the detailed budget table
 - Work package distribution and timing of the work packages considering the payment system.
 - What to do with horizontal work packages?
- (10:15 – 10:30 Coffee Break)*
- How to define and justify the lump sum amount?
 - How to sufficiently estimate the cost for each cost category?
 - Step-by-step introduction of the lump sum budget table
 - Small budget planning exercise with the participants on how to define and justify units?
 - Showcasing a real proposal
 - Evaluation of lump sum proposals
- (11:30 – 11:45 Break)*
- 11:45 – 12:30** **Project management and reporting of lump sum projects**
Krisztina Tóth
- Grant preparation of your lump sum projects – things good to know!
 - Tips to specify lump sum features in your Consortium Agreement
 - Changes in your lumps sum project implementation – How to amend your lump sum grant?
 - How to report your lump sum project? Detailed introduction to periodic reporting.
 - How to deal with partially completed work packages? How to report deviations in your lump sum projects?
 - Keeping records – list of docs you need, and you don't need to keep
 - Payment schedule – Partial payments
- 12:30 – 13:00** **Final Q&A and close of event**