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# Europe's Rail Info Day

## Call for Proposals 2026-01

### 9 February - Online



Europe's Rail Joint Undertaking



@EURail\_JU

# AGENDA

## Europe's Rail JU Info Day 2026-01

<b>9.30 - 9.50</b>	<b>Opening remarks</b> <i>Joachim Lücking, Head of Rail Safety and Interoperability, DG MOVE, European Commission</i>  <i>Giorgio Travaini, Executive Director, Europe's Rail Joint Undertaking</i>
<b>9.50 - 10.15</b>	<b>Presentation of the Call for Proposals 2026-01</b> <i>Nicolas Furio, Head of Innovation Pillar, Europe's Rail Joint Undertaking</i>



# AGENDA

## Europe's Rail JU Info Day 2026-01

10.15 – 10.35	<b>Europe's Rail Programme open call Topics</b> <ul style="list-style-type: none"><li>- <i>HORIZON-JU-ER-2026-FA6/FA7-01: Innovation for regional rail services and new guided transport systems</i></li><li>- <i>HORIZON-JU-ER-2026-FA7-01: Safety and certification guidelines and demonstration of safety components for hyperloop</i></li></ul> <i>Judit Sándor, Programme Manager, Europe's Rail Joint Undertaking</i>
10.35 – 10.50	<b>Coffee break</b>
10.50 – 11.30	<b>Europe's Rail Programme Sessions – Legal and Financial guidelines</b> <ul style="list-style-type: none"><li>• <i>Sandro Benidio, Financial Officer, Europe's Rail Joint Undertaking</i></li><li>• <i>Anna Maria Torres, Grant &amp; Legal Officer, Europe's Rail Joint Undertaking</i></li></ul>
11.30 – 11.45	<b>Q&amp;A</b>
11.45 – 12.00	<b>Closing remarks</b>



# EUROPE'S RAIL INFO DAY CALL 2026-01

## OPENING REMARKS

# EUROPE'S RAIL INFO DAY CALL 2026-01

## OPENING REMARKS

**Joachim Lücking**

Head of Rail Safety and Interoperability, DG MOVE, European Commission

# EUROPE'S RAIL INFO DAY CALL 2026-01

## OPENING REMARKS

**Giorgio Travaini**

Executive Director, Europe's Rail Joint Undertaking

# Vision

To deliver a **fully integrated European railway network** for citizens and cargo.

*Rail Research and Innovation  
to Make Rail the Everyday  
Mobility*

High capacity



Flexible



Interoperable



Multimodal



Sustainable



Reliable



Competitive



Inclusive



# EU-Rail, a R&I **integrated** Programme and a **cooperation** to deliver

- ❖ Adapt to changing customer requirements
- ❖ More cost-efficient solutions and services compared to today
- ❖ Need for improved performance and capacity
- ❖ Addressing workforce shortage
- ❖ Climate change adaptation and environmental sustainability
- ❖ Increased competitiveness
- ❖ Interaction with other modes, make rail central to future mobility
- ❖ Addressing legacy systems and obsolesce



# Europe's Rail Members



adif

ALSTOM



mermec  
AN ANGEL COMPANY



CAF

ceit  
MEMBER OF  
BASQUE RESEARCH  
& TECHNOLOGY ALLIANCE



eSGR  
European Smart Green Rail  
cemusa CORSA eny seetra



Faiveley Transport  
A Wabtec Company

FERROVIE  
DELLO STATO  
ITALIANE

FREQUENTIS  
FOR A SAFER WORLD

HITACHI  
Inspire the Next

indra  
Talgo

Infraestruturas  
de Portugal



Jernbane-  
direktoratet



KNORR-BREMSE

kontron  
The Power of IoT

ÖBB



ProRail

SIEMENS



Strukton  
Rail



TRAFIKVERKET

RAILWAY  
SYSTEMS  
by voestalpine



Slovenske železnice

VIAS

# One integrated R&I programme

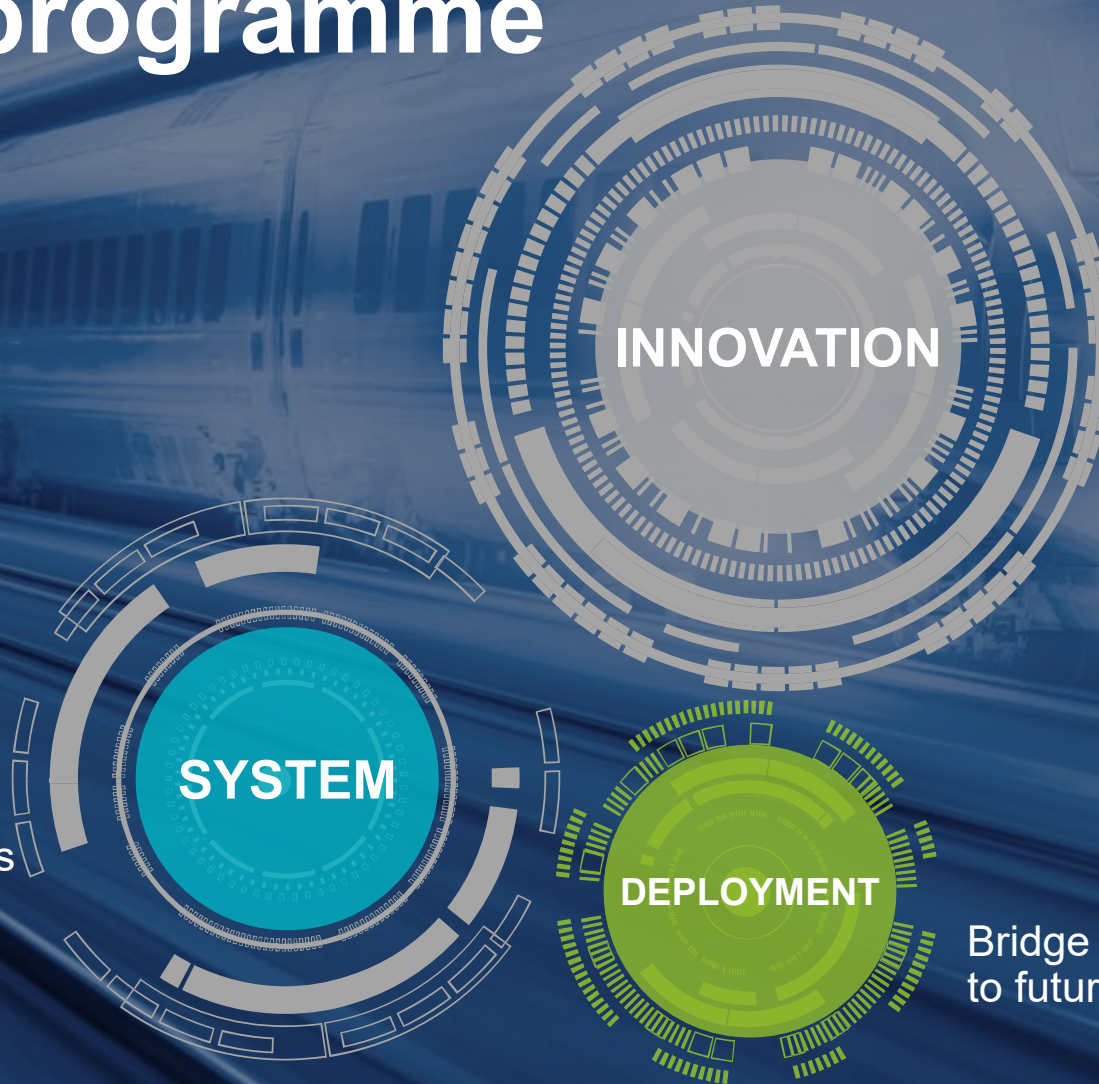
Private Members contribution, at least **€615 million**

EU contribution, up to **€615 million**

## Flagship Areas :

- Traffic Management
  - Automation and digitalization
  - Integrated assets management
  - Sustainable technologies
  - Competitive freight
  - Cost-effective regional services
  - Innovation on guided transport
- + Launching **Exploratory calls**

- Ensure the functional system architecture
- Input to standards and regulations
- migration considerations



Bridge research and innovation  
to future coordinated deployment

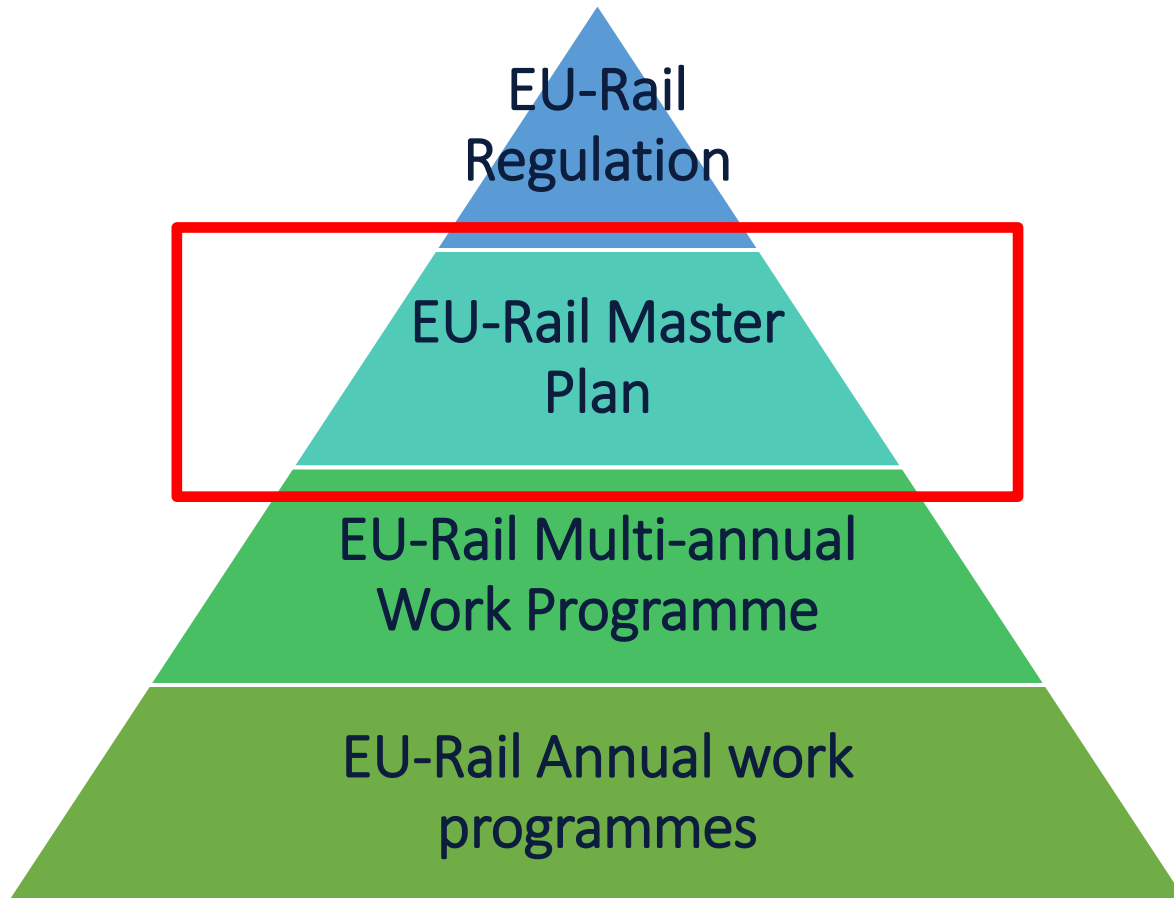
# EUROPE'S RAIL INFO DAY CALL 2026-01

## PRESENTATION OF THE CALL FOR PROPOSALS 2026-01

**Nicolas Furio**

Head of Innovation Pillar, Europe's Rail Joint Undertaking

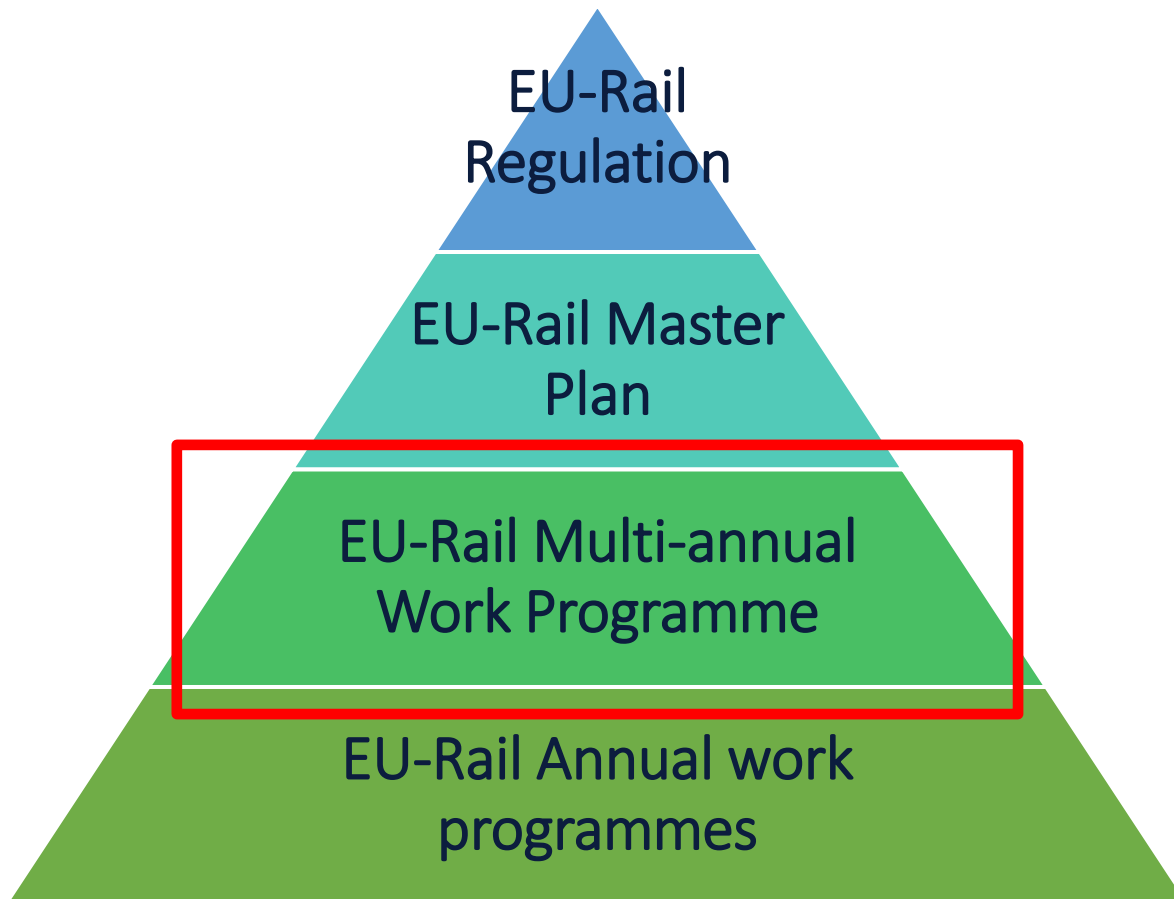
# Navigating the EU-Rail key documents of a Programme approach



## Focus on the EU-Rail **Master Plan**:

- A common, forward-looking roadmap based on a system view, presenting the areas of intervention within the scope of the Joint undertaking;
- Give guidance on how to invest the €1,2 billion (EU funding 50%);
- Based on two integrated pillars, System and Innovation Pillars, complemented by the Deployment Group

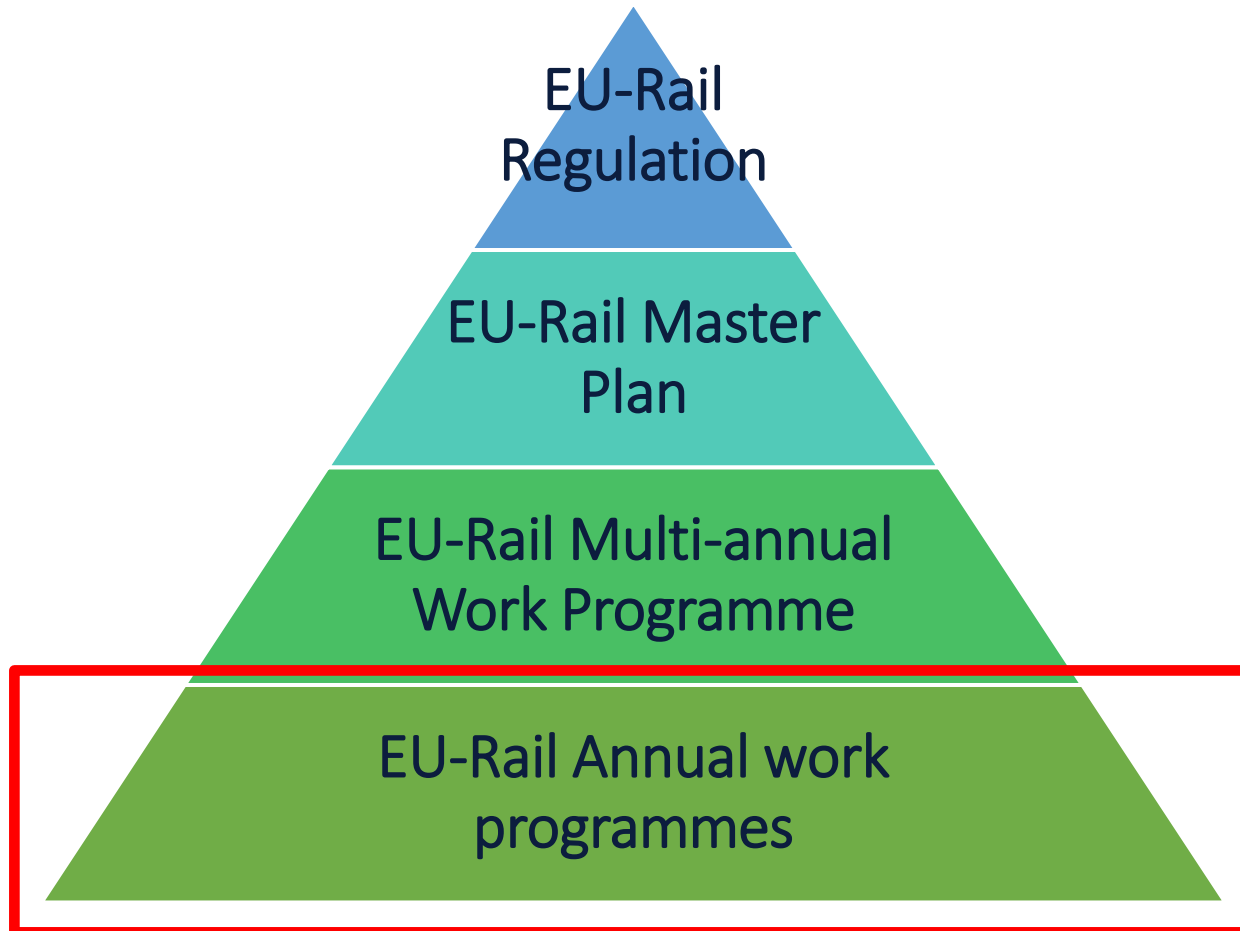
# Navigating the EU-Rail key documents of a Programme approach



## Focus on the **EU-Rail Multi-annual Work Programme**:

- It defines how the EU-Rail JU has designed its R&I activities to achieve the general and specific objectives set out in the SBA through an Integrated Programme:
  - *System Pillar (tasks)*
  - *Innovation Pillar*
    - *7 Flagship Areas (FAs) + Transversal Topics (TT)*
    - *Exploratory and Other activities*
  - *Deployment group*

# Navigating the EU-Rail key documents of a Programme approach



Focus on the **[Annual] Work Programme:**

- the set of [annual] activities that the JU undertake to implement the Programme;
- it includes the calls for proposals and tender.

## Reference Documents:

- Master Plan (<https://rail-research.europa.eu/about-europes-rail/europes-rail-reference-documents/europes-rail-key-documents/>)
- Revised Multi-Annual Work Programme (<https://rail-research.europa.eu/about-europes-rail/europes-rail-reference-documents/europes-rail-key-documents/>)
- Europe's Rail Work Programme 2026 (<https://rail-research.europa.eu/about-europes-rail/europes-rail-reference-documents/europes-rail-annual-work-plan-and-budget/>)

## EU-Rail performs its activities via calls for proposals and calls for tenders:

The current 2026-01 Call for Proposals (HORIZON-JU-ER-2026-01) is structured around two topics, one under Destinations 6 and 7 and the other one under Destination 7:

- **Destination 6 & 7** – Regional Rail Services / Innovative rail services to revitalise capillary lines & Innovation on new approaches for guided transport modes
- **Destination 7** – Innovation on new approaches for guided transport modes

**THE EU-RAIL CALL 2026-01 IS OPEN TO  
ALL ELIGIBLE ENTITIES IN ACCORDANCE  
WITH HORIZON EUROPE**

**NO ADDITIONAL CONDITIONS**

# EU-Rail Call 2026-01 – General Conditions

(See [Work Programme 2026](#))

<b>Admissibility conditions</b>	The conditions are described in part A of the General Annexes to the Horizon Europe Work Programme 2026-2027.
<b>Eligibility conditions</b>	The conditions are described in part B of the General Annexes to the Horizon Europe Work Programme 2026-2027.
<b>Financial and operational capacity and exclusion</b>	The criteria are described in part C of the General Annexes to the Horizon Europe Work Programme 2026-2027.
<b>Award criteria</b>	The criteria included in part D of the General Annexes to the Horizon Europe Work Programme 2026-2027 are complemented with additional elements as specified in Annex VIII to the <a href="#">Work Programme 2026</a> .
<b>Documents</b>	The documents are described in part E of the General Annexes to the Horizon Europe Work Programme 2026-2027.
<b>Procedure</b>	The procedure is described in part F of the General Annexes to the Horizon Europe Work Programme 2026-2027.
<b>Legal and financial set-up of the Grant Agreements</b>	The rules are described in part G of the General Annexes to the Horizon Europe Work Programme 2026-2027.

# EU-Rail Call 2026-01 – Specific Conditions

(See [Work Programme 2026](#))

<b>Expected contribution per project</b>	EU	EU-Rail estimates that an EU contribution of EUR [XX] million would allow these outcomes to be addressed appropriately. Nonetheless, this does not preclude submission and selection of a proposal requesting different amounts.
<b>Indicative budget</b>		<p>The total indicative budget for the topic is EUR [XX] million.</p> <p>Applicant Private Members of the EU-Rail JU part of consortia responding to this topic should provide in-kind contributions to additional activities to be declared via the template model available on the F&amp;T portal. The amount of total in-kind contributions (i.e. in-kind contributions for operational activities and in-kind contributions for additional activities) should be no less than 1.263 times the funding request, in aggregate, of these applicant Private Members. Any discrepancy shall be well and duly justified.</p> <p>In this respect, the grant agreements will set, in principle, annual deliverable on in-kind contributions for the projects selected under this topic, as well as mandatory reporting requirements, for those applicants who are Private Members of EU-Rail.</p>

<b>Indicative project duration</b>	X months. This does not preclude submission and selection of a proposal with a different project duration.
<b>Type of Action</b>	Research and Innovation Action
<b>Technology Readiness Level</b>	Different expected TRL depending on the topic
<b>Admissibility conditions</b>	Regarding admissibility conditions and related requirements, part A of the Horizon Europe Work Programme 2026-2027 General Annexes applies with the following exception: the limit for a full Research and Innovation Action application is set to 70 pages.
<b>Special skills and/or capabilities expected from the Applicant(s)</b> (only for topic under Destination 7)	<p>Applicants shall ensure that their proposals and consortium reflect the aggregated expertise to perform the activities and achieve the objectives set by the Destination:</p> <ul style="list-style-type: none"> <li>• Expertise from rail infrastructure managers and railway undertakings,</li> <li>• Expertise from rail suppliers (system integrators, manufacturers and/or technology providers),</li> <li>• Expertise from research institutes and academia,</li> <li>• Complementary expertise from other sectors and parties, with particular attention to SMEs and Start-ups, which may contribute to enhance the actions' outcome.</li> </ul>

**Contribution to the monitoring and implementation, standardisation, of the EU-Rail Programme**

Applicants are expected to deliver relevant information (data, results, etc.) as mutually agreed, to the JU to contribute to the advancement of the Innovation and System Pillars [Refer to the Multi-Annual Work Programme available at <https://rail-research.europa.eu/about-europes-rail/europes-rail-reference-documents/europes-rail-key-documents/> ] activities, as well as in view of the development and implementation of EU policy and legislation (including Technical Specifications for Interoperability and Common Safety Methods) and the development of European standards.

As specified in section 2.3.8.1 of this Work Programme, and to facilitate contributions to European or international standards, the EURail grant agreements will include an additional information obligation related to standards. Beneficiaries must inform EU-Rail (up to four years after the end of the action) if the results can be reasonably expected to contribute to European or international standards.

<b>Linked Projects</b>	<p>As specified in section 2.3.8.1 of the Work Programme, in order to facilitate the contribution to the achievement of the EU-Rail JU objectives, the options regarding 'linked actions' of the EU-Rail Model Grant Agreement and the provisions therein, is enabled in the corresponding EU-Rail JU Grant Agreements.</p> <p>The action that is expected to be funded under this topic will be complementary to the actions that are expected to be funded under the following topics:</p> <ul style="list-style-type: none"> <li>• [ xxxxxx ]</li> </ul> <p>Please note that the list non-exhaustive as additional Linked Projects may follow at a later stage of the programme implementation to complement the activity.</p>
<b>Funding of only one project per topic</b>	<p>EU-Rail JU may award up to one project with funding depending on the outcome of the evaluation and the complementarity of the proposed actions.</p>
<b>Retroactive starting date of the grant</b>	<p>The starting date of grants awarded under this topic may be as of the submission date of the application. Applicants must justify the need for a retroactive starting date in their application. Costs incurred from the starting date of the action may be considered eligible.</p>

<b>Lump Sum grant</b>	Eligible costs will take the form of a lump sum as defined in the Decision of 7 July 2021 authorising the use of lump sum contributions under the Horizon Europe Programme – the Framework Programme for Research and Innovation (2021-2027) – and in actions under the Research and Training Programme of the European Atomic Energy Community (2021-2025). This <a href="#">decision</a> is available on the Funding and Tenders Portal, in the reference documents section for Horizon Europe, under ‘Simplified costs decisions.
<b>Award criteria additional details</b>	The award criteria included in the General Annexes of the Horizon Europe – Work Programme 2026 – 2027 are complemented with additional criteria as specified in Annexe VIII to the <a href="#">Work Programme 2026</a> .
<b>Additional dissemination obligations</b>	In addition, as specified in section 2.3.8.1 of the Work Programme, and to facilitate contributions to considering the key contributing role of this topic, in designing the dissemination and communication activities, the proposal shall consider that the project will be part of the overall EU-Rail Programme and to ensure coherence across the programme and alignment with Europe’s Rail objectives will have to follow the Europe’s Rail Communication and Dissemination Guidelines for Europe’s Rail Funded Projects as described in the EU-Rail Governance and Process Handbook ( <a href="https://rail-research.europa.eu/about-europes-rail/europes-rail-reference-documents/functioning-of-the-europes-rail-ju/">https://rail-research.europa.eu/about-europes-rail/europes-rail-reference-documents/functioning-of-the-europes-rail-ju/</a> )

# EU-Rail Call 2026-01

Opening: 4 February 2026  
Deadline: 7 May 2026

## DESTINATION 6 & 7 – Regional rail services / innovative rail services to revitalize capillary lines & innovation on new approaches for guided transport modes

Topic	Type of Action	Expected TRL	Expected EU contribution per project (EUR million)	Number of projects expected to be funded
HORIZON-JU-ER-2026-FA6/FA7-01: Innovation for regional rail services and new guided transport systems	RIA	4 to 6	3.1	1

## DESTINATION 7 – Innovation on new approaches for guided transport modes

Topic	Type of Action	Expected TRL	Expected EU contribution per project (EUR million)	Number of projects expected to be funded
HORIZON-JU-ER-2026-FA7-01: Safety and certification guidelines and demonstration of safety components for hyperloop	RIA	4	3	1

# Q&A Procedure - EU-Rail Call 2026-01

- ❖ **Contact:** Questions from applicants must be addressed to the EU-RAIL JU Call Functional Mailbox ([info-call@rail-research.europa.eu](mailto:info-call@rail-research.europa.eu)).
- ❖ **Deadline:** The deadline for submitting queries related to EU-RAIL JU call for proposals to the Q&A Functional Mailbox ([info-call@rail-research.europa.eu](mailto:info-call@rail-research.europa.eu)) is Wednesday **23 April 2026** at 17:00 (Brussels Local Time).
- ❖ **Publication of answers:** The EU-RAIL JU will publish answers on the EU Funding & Tenders Portal and the Europe's Rail website on a regularly basis.

# EUROPE'S RAIL INFO DAY CALL 2026-01

## DESTINATION 6 & 7

**HORIZON-JU-ER-2026-FA6/FA7-01: Innovation for regional rail services  
and new guided transport systems**

**Judit Sándor**

Programme Manager, Europe's Rail Joint Undertaking

## **SPECIFIC CONDITIONS**

**Expected EU contribution**      3.1 EUR million

**Indicative project duration**      42 months

**TRL**      4-6

**Type of action**      Research and Innovation Action (RIA)

### **Linked actions and expected interactions**

The action that is expected to be funded under this topic will be complementary to the following projects:

- FP6-FutuRe (GA number: 101101962)
- Pods4Rail (GA number: 101121853)

The action that is expected to be funded under this topic will be complementary to the actions that are expected to be funded under the *following topics*:

- HORIZON-JU-ER-2025-FA1-TT-01: Network management planning and control & Mobility Management in a multimodal environment and Digital Enablers
- HORIZON-JU-ER-2025-FA2-01: Digital & Automatic up to Automated Train Operations
- HORIZON-JU-ER-2025-FA3-01: Intelligent & Integrated asset management
- HORIZON-JU-ER-2025-FA4-01: A sustainable and green rail system
- HORIZON-JU-ER-2025-FA6-01: Regional rail services / Innovative rail services to revitalise capillary lines

### **EXPECTED OUTCOME**

#### **Workstream 1: Flagship Area 6 Rolling Stock cluster**

Work-stream 1 aims at further developing a regional railway vehicle which is a small lightweight vehicle based on the results of EU-Rail FP6-Future, adapted according to numerous specific requirements influenced by the different lines and the corresponding categories of regional lines. The key objectives are the cost reduction and adaptation to the corresponding infrastructure of capillary lines (poor superstructure, narrow curves etc.).

To ensure alignment with the key objectives, close monitoring will be implemented using key performance indicators (KPIs). Within FA6 a set of High level KPIs has been identified, targeting the main impacts foreseen for the Flagship Area.

#### **Work-stream 2: Automated Multi-Modal Mobility-System with “moving infrastructures”**

This work-stream should further develop an Automated Multi-Modal Mobility-System system design, based on the results of the EU-Rail Pods4Rail project which defined the foundations for such a system. Design concepts for the Carrier on rail but also on road and conceptual design of a selected sample Transport Units, as well as for components and equipment for the Transport Units were drafted.

This work-stream should specify the technical requirements of the main subsystem of a pod system with specific focus on the Carrier, Transport Unit and the Handling System. The focus should remain on the railway application, however, intramodality should be ensured by considering road and ropeway carriers.

In addition, the political, economic, social, technical, legal and environmental (PESTLE) consideration of the realisation of a pods system should be assessed as well as developing concepts for integration into existing multimodal mobility environment.

### SCOPE (1/2)

#### **Workstream 1: Flagship Area 6 Rolling Stock cluster**

develop a **virtual concept design** for lightweight modular regional vehicles for both G1 and G2 lines (TRL4/5) based on the technical parameters defined for solutions developed in FP6-Future D5.1 and from additional requirements from regional rail operators and considering potential dual use operation (civilian and military purposes). The virtualisation should focus on the following not extensive list of key vehicle components such as car body, running gear and powertrain. The action should demonstrate the safety with an appropriate safety assessment method and the benefit deriving from the new vehicle concept on Society Readiness, on weight and energy consumption reduction as well as on cost saving in a quantitative manner.

Develop, test and validate the following **components** considering a small vehicle concept for G1 lines:

- Based on the virtual concept design, validation of the mechanical lightweight performance of a representative, structural section of the car body in the highly loaded area above the running gear including destructive tests on a test bench. (TRL4/5);
- Based on the virtual concept design, physical Demonstrator with alternative materials as a significant part of the front end cab (TRL4/5);
- Validation of selected vehicle dynamic performance indicators of the single axle running gear concept supporting vehicles without compressed air system to be realised by 1:5 scale model to be tested on a scaled roller rig. In addition, the advantage of active wheelset steering to be demonstrated and validated. (TRL4/5);
- Physical demonstration of a running gear with independent rotating wheels (TRL6);
- Test the battery electric solutions for the powertrain incl. range-extender solutions for situations where the availability of charging stations is limited and longer range than batteries can offer is needed. (TRL4/5).

### SCOPE (2/2)

#### **Work-stream 2: Automated Multi-Modal Mobility-System with “moving infrastructures**

##### Development of the **Carrier**:

- Detailed specification and interface definition for Carrier-Components, enhance the concept design (TRL3);
- Safety study on “Active versus passive safety” for Rail carrier for structural design to derive recommendations also for lightweight design;
- Design validation of the carriers for ropeway, road and rail based on structural boundary conditions (TRL 3).

##### Development of the **Transport Unit** (TU)

- Study on manufacturing conditions and processes based on the Pods4Rail design concept, on the safety aspects and on use cases;
- Development and simulation of the TU structure using sustainable materials in lightweight design (TRL3/4);
- Validation of mechanical design, safety aspects, ergonomics and user experience for one passenger Transport Unit (TRL4).

Detailed requirement definition for a multipurpose **handling system** taking into consideration the work carried out in Pods4Rail (TRL 3/4).

Validation of **different loading scenarios** as joint loading with a passenger and cargo TU and coupling system design (TRL5).

##### **Mobility Management System and automation**

- Optimised and high-performance Pods operational management for intermodal environment and communication (TRL3/4);
- Digital maintenance planning of the subsystems and predictive maintenance coming from Flagship Area 3 for operations management (TRL3/4);
- Operational flow analysis concept integrating pod systems into the intermodal transportation environment rail, road and ropeway.

##### **PESTLE analysis**

- Design concept study for intermodal connectivity at stations, hubs and logistical hubs, especially for rail, road and ropeway (TRL2);
- Proposal for industrial roadmap for Transport Unit; and characterisation of the normative framework
- Reevaluate the work done in Pods4Rail, further detail the economic analysis of the system and develop quantitative Business Case Studie(s) and carry out an environmental impact
- Further develop a system architecture for the overall pods system including subsystem and the interfaces

# EUROPE'S RAIL INFO DAY 2026-01

## DESTINATION 7

HORIZON-JU-ER-2026-FA7-01

**Safety and certification guidelines and demonstration of safety  
components for hyperloop**

**Judit Sándor**

Programme Manager, Europe's Rail Joint Undertaking

## **SPECIFIC CONDITIONS**

<b>Expected EU contribution</b>	3.0 EUR million
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<b>Indicative project duration</b>	36 months
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<b>TRL</b>	4
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<b>Type of action</b>	Research and Innovation action (RIA)
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<b>Linked actions and expected interactions</b>	<p>The action that is expected to be funded under this topic will be complementary to the following projects:</p> <ul style="list-style-type: none"><li>• Hyper4Rail (GA 101196142)</li></ul>
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## **EXPECTED OUTCOME**

### **Work-stream 1: Safety and certification guidelines support**

- Propose safety guidelines as well as safety and performance requirements to support future European standardisation activities. This is in view of analysing common safety target and methodology for the proposed hyperloop technology. Results available from the EU-Rail Hyper4Rail should be also considered within this work-stream.
- This workstream should specify regulatory requirements and certifications procedures for hyperloop with close collaboration with CEN/CLC/JTC20 and other relevant technical committees while considering safety practices from existing transport modes such as rail and aviation.

### **Work-stream 2: Functional validation of safety components for hyperloop**

- Key hyperloop technologies should be validated in laboratory environment against the proposed safety requirements and procedures developed in Work-stream 1, so that their compliance can be assessed and open points of the proposed safety parameters can be potentially closed with the results of the testing activities.
- a full proof of concept should be developed and tested to validate safety requirements and should demonstrate that certification procedures developed in Work-stream 1 can be successfully applied and verified in practice to pave the way to a creation of a solid regulatory framework for an unconventional fast track-bound transport mode.

### **SCOPE (1/2)**

#### **Work-stream 1: Safety and certification guidelines support**

##### Proposals for technical safety requirements

- Analyse the safety needs of the hyperloop technology following and supporting the work done in CEN/CLC/JTC20;
- Benchmark existing safety regulatory requirements of other transport modes;
- Specify a detailed list of possible safety requirements at the level of sub-system and component.

##### Technical safety guideline proposal and input to standards in consultation with regulatory and standardisation bodies:

- Analyse the system architecture defined in Hyper4Rail and EN 17930:2024 and specify a list of key sub-system and components relevant for safety and propose a detailed system definition for future European standards;
- Carry out a sensitivity analysis of performances/operations and safety requirements to identify the target safety level;
- Common risk assessment approach for risk mitigation and establish a safety method taking into account existing transport modes;
- Recommendations for a common safety method for operations and maintenance of the hyperloop system including methods to verify compliance with the technical safety requirements;

##### Develop a Certification Roadmap proposal in consultation with regulatory bodies:

- Identify the legal requirements and processes for certification of hyperloop based on existing transport solutions;
- Develop a roadmap including timelines, estimated costs (taking into account also the tests performed in WS2), and high-level designs of necessary certification facilities based on the hyperloop concept developed in Hyper4Rail;
- Propose a basic decision-making structure leading to the authorisation of running operation in Europe of the hyperloop new potential transport system;

## **SCOPE (2/2)**

### **Work-stream 2: Functional validation of safety components for hyperloop**

- Functional validation of key technologies, components, and subsystems critical for passenger safety in laboratory environment (TRL4), with at least:
  - Validation of control command and signalling system with special focus on the communication aspects in low frequency but high density environment;
  - Validation of at least 2 key components of the vehicle (e.g. braking systems or traction bogies) in a low pressure environment;
  - Validation of the functional interface for passenger exchange door on board the vehicle / platform screen door for passengers exit station.
- Validation of the above systems according to the defined requirements and means of verification developed in WS1 and testing activities performed in view of addressing the open point identified in WS1. Design of the procedure and test environment needed to validate all safety requirements and to apply and verify the certification process defined in WS1.

# EUROPE'S RAIL INFO DAY CALL 2026-01

Europe's Rail Programme Sessions - Legal and  
Financial guidelines

**Anna Maria Torres**

Grant and Legal Officer, Europe's Rail Joint Undertaking

# Where to find EU-Rail's 2026-01 Call for proposals?

- **Funding and Tenders Portal**
- **EU-Rail website > 'Calls' tab**

# Before submitting your proposal

- **Participant Register (PIC)**
- **Checks:**
  - ✓ **1. Exclusion**
  - ✓ **2. Admissibility**
  - ✓ **3. Eligibility**
- **Follow rules described in Call for proposals**

# Exclusion

- **EDES-DB check: before evaluation, before award and before GA signature**
- **Applicants who are subject to EU administrative sanctions or in certain exclusion situations cannot participate, e.g.:**
  - ✓ bankruptcy
  - ✓ in breach of social security or tax obligations
  - ✓ grave professional misconduct
  - ✓ fraud/corruption
  - ✓ significant deficiencies in complying with main obligations under another EU GA/contract
- **Applicants will also be refused if :**
  - ✓ they misrepresented information required for participating or failed to supply that info
  - ✓ are in a situation of conflict of interest (Col)

# Admissibility

- Applicants must submit their proposals **before the deadline** and electronically via the Funding & Tenders Portal
- Applications must be **complete** and contain a **dissemination and exploitation plan**
- Applications must correspond to the **page limit**

# Eligibility – *to participate & to receive funding*



## EU COUNTRIES

- Member States (**MS**)
- Overseas Countries and Territories (**OCT**) linked to MS



## NON-EU COUNTRIES

- Countries **associated** to Horizon Europe (**AC**)
- **Low & middle-income** countries
- Other countries when announced **in the call** or **exceptionally** if their participation is **essential**



## SPECIFIC CASES

*E.g.,*

- EU bodies
- International organisations:
  - International European research organisations are eligible for funding
  - Other IO can be eligible for funding only exceptionally

# Associated Countries to Horizon Europe



- **21 Associated Countries (AC):** *Albania, Armenia, Bosnia and Herzegovina, Canada, Faroe Islands, Georgia, Iceland, Israel, Kosovo, Moldova, Montenegro, New Zealand, North Macedonia, Norway, Republic of Korea, Serbia, Switzerland, Tunisia, Turkey, Ukraine and United Kingdom.*
- **Transitional arrangements (3):** An applicant/legal entity based in a third country **officially candidate for association** to Horizon Europe **is eligible** (*Egypt, Japan and Morocco*):
  - Those applicants will be treated as entities established in an Associated Country, if the **Association Agreement** with the third country concerned **applies at the time of signature of the Grant Agreement**. Otherwise, if successful, those entities can only be associated partners, i.e., they will not be able to sign the agreement as beneficiaries.
  - ❖ *Other countries expressed their interest to join HE (e.g., Singapore) > not eligible*
  - ❖ *Lichtenstein does not intend to associate to HE.*

# Eligibility – *to participate (only)*

## *Non-Associated Third Countries*

- **General rule: Any legal entity, regardless of its place of establishment** - including legal entities or international organisations from “non-associated third countries” - is **eligible to participate** (*whether it is eligible for funding or not*).
- However, if a legal entity is established in a “non-associated third country”, it will **not be entitled to receive funding**, i.e., this entity can only have the role of **Associated Partner**.
- **EXCEPTION to general rule: entities from countries subject to EU restrictive measures**

# Gender Equality Plan

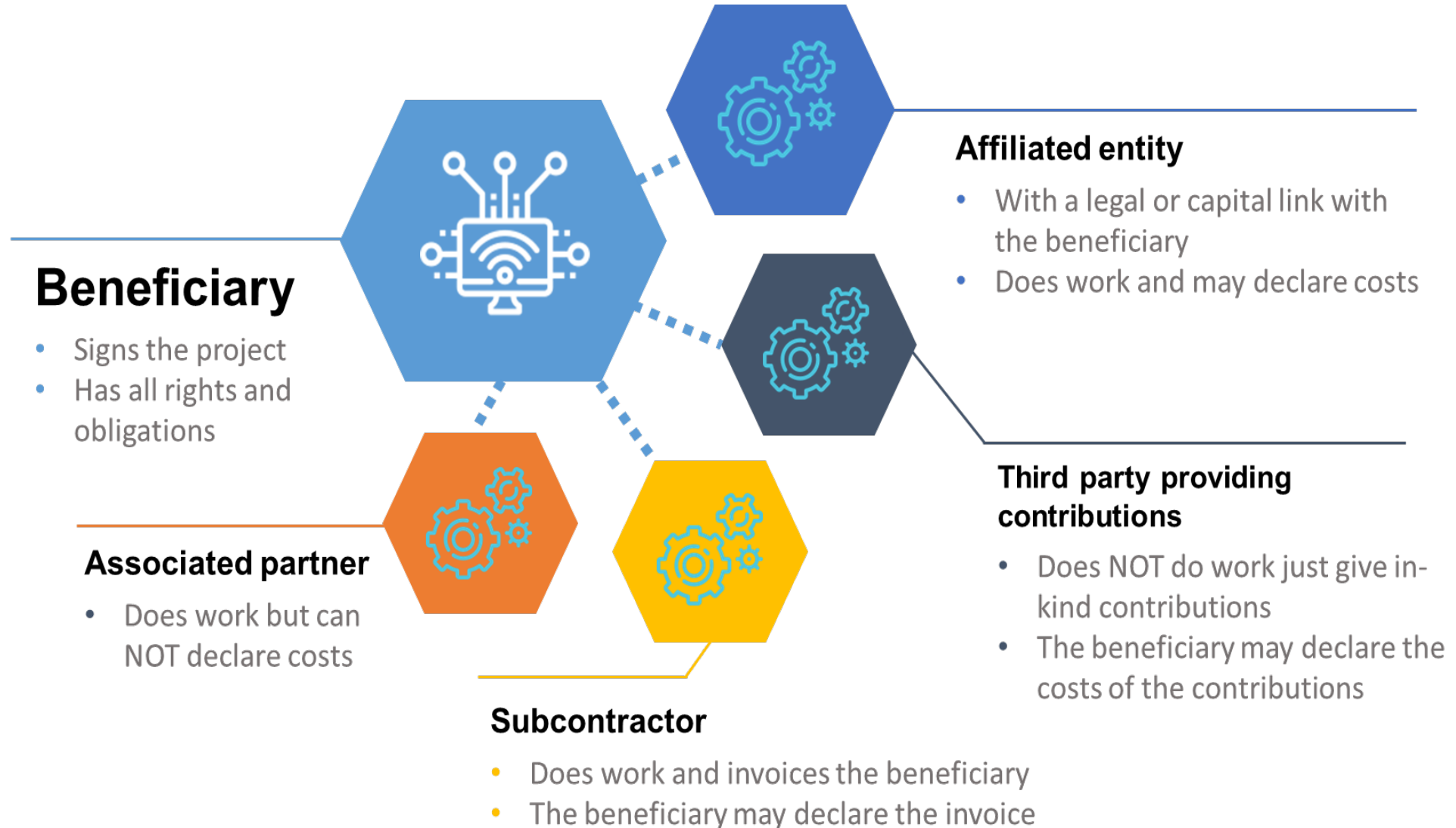
- Having a gender equality plan is an eligibility criterion for **Public bodies, Higher Education establishments and Research organisations from Member States and Associated Countries.**
- **It must cover:**
  - ✓ publication: formal document published on the institution's website and signed by the top management
  - ✓ dedicated resources: commitment of resources and expertise in gender equality to implement the plan
  - ✓ data collection and monitoring
  - ✓ sex/gender disaggregated data on personnel and annual reporting based on indicators
  - ✓ training: awareness raising/training on gender equality and unconscious gender biases for staff
- A **self-declaration** will be requested at **proposal stage.**
- **If the proposal is selected, having a GEP in place will be necessary before GA signature.** >NEW: The EC Work Programme 2026-2027 has simplified this requirement, but it is still an eligibility criterion.

# Consortium

Forming a Consortium of applicants is also an eligibility criterion, with:

- ✓ At least **one independent legal entity** established in an EU Member State
- +
- ✓ At least **two other independent legal entities** established either in a different EU Member State or in an Associated Country

# How can you participate in a Consortium?



# Structure of proposals in HE



## PART A

- Researchers table – needed to follow up researchers careers (HE indicator)
- Role of participating organisations
- Self-declaration on gender equality plan



## FIELDS MOVED FROM PART B TO PART A

- Ethics self-assessment
- Security questionnaire



## PART B

- Glossary of terms
- Consistency on the use of terminology is ensured in all project phases
- Explanations on what exactly should be included in each section

# Ethics review

- EU funded activities must comply with fundamental ethical principles and legislation, including adherence to the highest standards of **research integrity** as described in the **European Code of Conduct for Research Integrity**.
- An ethics review process is carried out systematically in ALL HE proposals, based on a **self-assessment** included in the proposal.

*For more information > [How to complete your ethics self-assessment](#).*

- Projects involving ethics issues will have to undergo an extended ethics review to authorise funding and may be made subject to specific ethics requirements, which become part of the grant agreement as **ethics deliverables** (e.g., ethics committee opinions or authorisations required under national or EU law).

# Security scrutiny

- Security issues will be checked **systematically** in ALL HE proposals.
- The checks are based on a **self-assessment** included in the proposal.
- **The focus is on:**
  - Whether the proposal uses or generates EU classified information
  - Potential of misuse of results (that could be channeled into crime or terrorism)
  - Whether activities involve information or materials subject to national security restrictions

**Checks based on self-assessment may trigger an in-depth security.**

# Evaluation of proposals

**3 award criteria:** 'Excellence', 'Impact' and 'Quality and efficiency of implementation'

> But specific EU-Rail sub-criteria - Annex VIII of the EU-RAIL WP 2026

Part D of 'Horizon Europe Work Programme 2026-2027 General Annexes' applies regarding the award criteria, scores and weighting, **with the following additions:**

- Excellence: *'quality of the proposed joint activities to achieve the deliverables'*
- Impact: *'quality and credibility of the action to contribute achieving the EU-Rail Master Plan objectives and the expected impact of the EU-Rail Multi-Annual Work Programme'*
- Quality and efficiency of the implementation: *'appropriateness of the project management structure and quality of the proposed coordination'*

# Evaluation process: Award criteria (as per Horizon Europe + JU specificities as per Annex VIII of EU-RAIL AWP) Research and Innovation Actions (RIA)

## EXCELLENCE

- ✓ Clarity and pertinence of the **project's objectives**, and the extent to which the proposed work is ambitious, and goes beyond the state-of-the-art.
- ✓ Soundness of the proposed **methodology**, including the underlying concepts, models, assumptions, interdisciplinary approaches, appropriate consideration of the **gender dimension** in research and innovation content, and the quality of **open science practices** including sharing and management of research outputs and engagement of citizens, civil society and end users where appropriate.
- ✓ **Quality of the proposed joint activities to achieve the deliverables.**

## IMPACT

- ✓ Credibility of the **pathways** to achieve the expected **outcomes and impacts** specified in the work programme, and the likely scale and significance of the contributions from the project.
- ✓ Suitability and quality of the **measures to maximize expected outcomes and impacts**, as set out in the dissemination and exploitation plan, including communication activities.
- ✓ **Quality and credibility of the action to contribute achieving the EU-Rail Master Plan objectives and the expected impact of the EU-Rail Multi-Annual Work Programme.**

## QUALITY AND EFFICIENCY OF THE IMPLEMENTATION

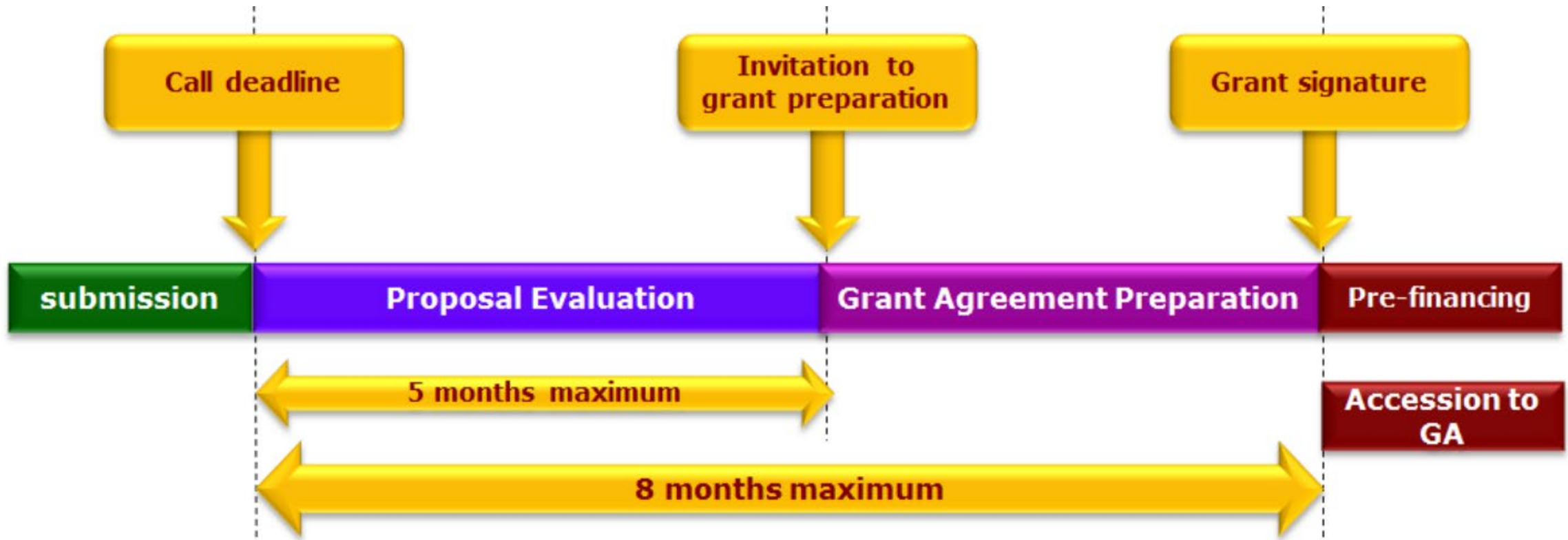
- ✓ Quality and effectiveness of the **work plan**, assessment of risks, and appropriateness of the effort assigned to work packages, and the resources overall.
- ✓ Capacity and role of each **participant**, and extent to which the **consortium** as a whole brings together the necessary expertise.
- ✓ **Appropriateness of the project management structure and quality of the proposed coordination.**

# Scores and weighting

- Evaluation **scores** will be awarded for the criteria
- For full applications, **each criterion** will be scored **out of 5**
- The **threshold** for individual criteria will be **3**
- The **overall threshold**, applying to the sum of the three individual scores, will be **10**
- Weighting is only used for the ranking (not to determine if the proposal passed the thresholds)
- Proposals that pass the individual threshold *AND* the overall threshold will be **considered for funding**, within the limits of the available call budget

# Time to Grant

- Information on the outcome of the evaluation: around 5 months from the deadline for submission
- Indicative date for the signing of grant agreements: around 8 months from the deadline for submission



# What does the HE Grant Agreement looks like?



## e-GRANT

The HE grant agreement and its management are **fully electronic**: from the signature of the grant until its end. All actions and communications will flow via the F&T Portal.



## CORPORATE STRUCTURE

The HE grant agreement is based on a **Commission-wide model** (so-called '**Corporate Model Grant Agreement**').



## SPECIFIC ANNEX 5

Some important rights and obligations are part of Annex 5:

- **Security**
- **Ethics**
- **Values**  
(i.e. *gender mainstreaming*)
- **IPR**
- **Communication, Dissemination, Open Science and Visibility**
- **Specific rules for carrying out the action**

# EUROPE'S RAIL INFO DAY 2026-01

Europe's Rail Programme Sessions - Legal and  
Financial guidelines

**Sandro Benidio**

Financial Officer

Europe's Rail Joint Undertaking

# FINANCIAL GUIDELINES

## Horizon Europe - The next EU Research and Innovation investment Programme (2021-2027) and EU-Rail JU

1. Lump sum Grants - Overview
2. Lump sum - Detailed Budget table
3. Private Members' contributions

# 1. Lump sum Grants - Overview

**Sandro Benidio**

Financial Officer

Europe's Rail Joint Undertaking

# Why do we use lump sum funding?

## Significant simplification potential

- Despite all simplification, funding based on reimbursement of incurred costs remains complex and error-prone
- Lump sum project funding removes all obligations on actual cost reporting and financial ex-post audits – i.e. a major reduction of administrative burden
- Access to the programme becomes easier, especially for small organisations and newcomers

## Focus on content

- Less focus on financial management, and more focus on the scientific-technical content of projects

# Writing a lump sum proposal

- To write a lump sum proposal, you:
  - Use the standard Horizon Europe application form
  - Present the objectives and methodology of your project and address the expected outcomes and impacts as in any Horizon Europe proposal
  - Describe in detail the activities covered by each work package.
- To define and justify the lump sum, you need to provide a **detailed budget table** with cost estimations.
- The detailed budget table is an **Excel file**. You must download it from the online submission system, fill it and submit it as an annex to the Part B of your application form.

# Writing a lump sum proposal

- In this detailed budget table, you provide **cost estimations for each cost category** per beneficiary (and affiliated entity if any) and per work package.
- The cost estimations must be an **approximation of your actual costs**. They:
  - are subject to the same eligibility rules as in actual costs grants
  - must be in line with your normal practices
  - must be reasonable / non-excessive
  - must be in line with and necessary for your proposed activities.
- The cost estimations are used to generate in the detailed budget table a **breakdown of lump sum shares** per work package and per participant.
- If the budget table contains ineligible costs, the grants may be reduced (even later on during implementation of the project, or after they end).
- Details and instructions on how to fill in the lump sum detailed budget table are provided in the [Funding & Tenders portal](#).

# Writing a lump sum proposal

## Work package distribution



**As many as needed but no more than what is manageable**

A work package (WP) is a major sub-division of the work plan of your project.

- A single activity is not a WP
- A single task is not a WP
- A % of progress is not a WP (e.g. 50 % of the tests)
- A lapse of time is generally not a WP (e.g. activities of year 1)

Work packages with a long duration **may** be split along the reporting periods (e.g., Management, Dissemination and Exploitation, etc.). In this way, the relevant activities can be paid at the end of the reporting period.

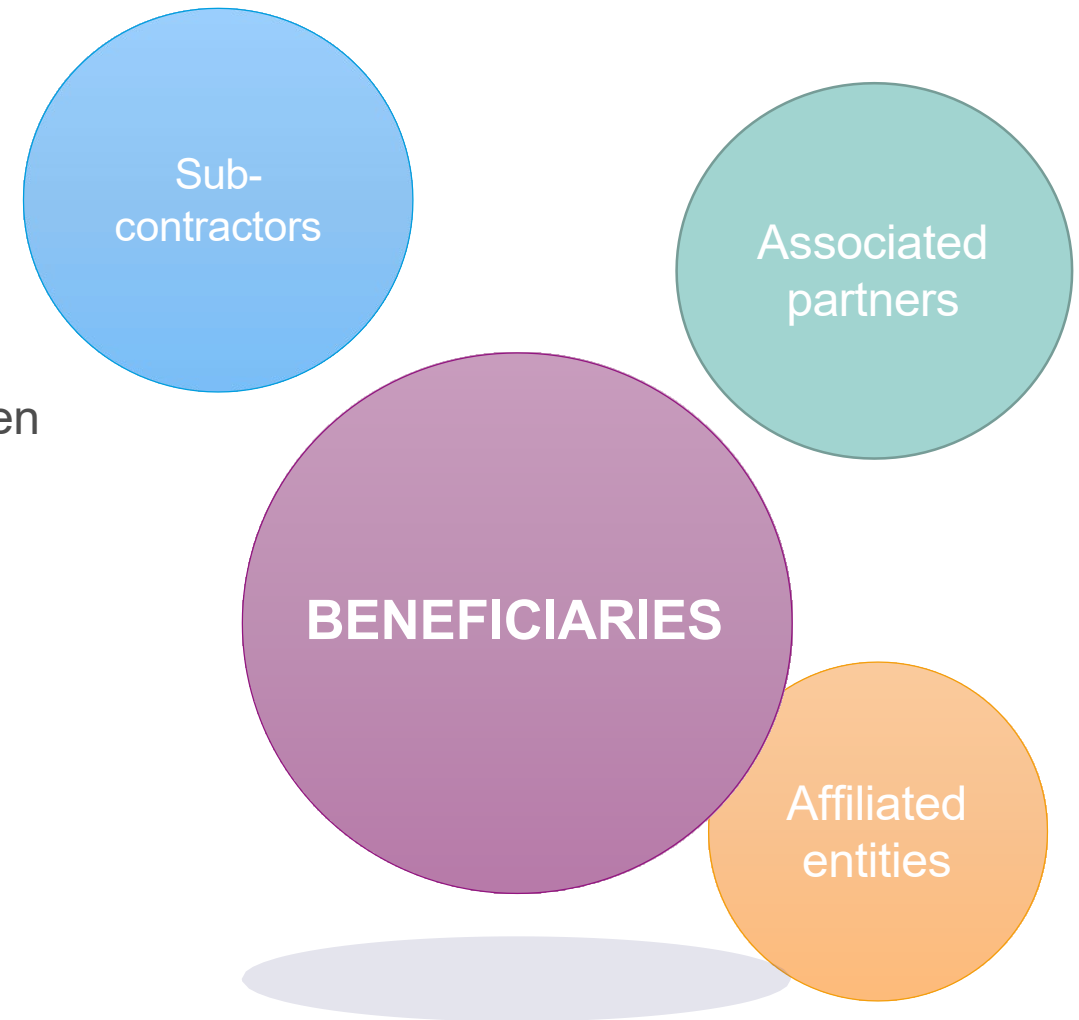
# Financial aspects – types of participation

Costs actually incurred are not relevant.

**Who does the work still is!**

- You need to know which participant does what when carrying out the project (see bubbles to the right).
- The partner organisations and their activities are specified in the grant agreement. This includes:
  - Beneficiaries
  - Affiliated entities (if any)
  - Associated partners (if any)
  - Subcontractors (if any)\*

\* Subcontracted activities must be in the grant agreement, but the subcontractor may or may not be named.



# Financial aspects – Type of costs



## PERSONNEL COSTS

- ❖ Cost of the time worked
- ❖ for the project by:
  - **A.1** Employees
  - **A.2** Natural persons under direct contract
  - **A.3** Seconded persons
  - **A.4** SME owners and natural person beneficiaries



## SUBCONTRACTING COSTS

- ❖ You sub-contract another entity to do part of the work allocated to you in the description of the action
- ❖ The principles of subcontracting (ensuring **best value for money, no Col**, subcontracting of only a limited part of the action, etc.) are still compulsory



## PURCHASE COSTS

- ❖ **Travel and subsistence costs** for trips necessary for the project
- ❖ **Equipment** used for the project. In most cases, check if depreciation /full costs are eligible
- ❖ **Other goods, works and services**



## OTHER COST CATEGORIES

*e.g.*

- ❖ **Financial support to third parties (if applicable)**
- ❖ **Internal invoices**  
Cost charged internally from one department to another of the same beneficiary; but only if you have a defined cost accounting method



## INDIRECT COSTS

- ❖ **25% flat rate** applied on most of the other budget categories. When reporting, the IT system will calculate this automatically!

# Financial aspects – Personnel costs

## Corporate formula

**NEW!**

**Day-equivalents  
worked on the action**  
(up to a maximum declarable)

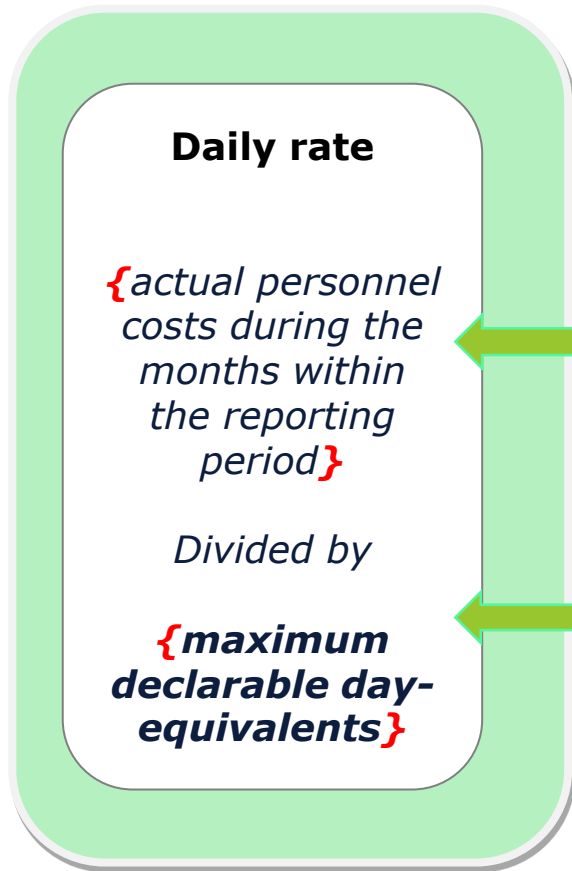


**Daily rate**

## Basic principles

- *Simplification → Commission-wide formula (valid across EU programmes)*
- *Single calculation for the reporting period as a rule*
- *Per person who worked in the action*
- *Maximum declarable day-equivalents per year: pro-rata of 215 days*

# Financial aspects – Calculation of the daily rate



Eligible cost recorded in your statutory accounts

Pro-rata of 215

What?

fixed salary

social security contributions

taxes

fixed / variable complements

other payments linked to the remuneration

What not?

remuneration which has not been an actual cost

arbitrary bonuses

payments of dividends

Based on objective criteria (internal rules)  
Paid in a consistent manner

If justified and registered

# Financial aspects – Subcontracting

- The principles of subcontracting (**ensuring best value for money, no Col, subcontracting of only a limited part of the action, etc.**) are still compulsory
- BUT are not considered to be additional cost eligibility condition.
- The estimated costs for each subcontract have to be included in Annex 1 and the total estimated costs of subcontracting per beneficiary are displayed in Annex 2.
- The **costs of subcontracting MUST BE** indicated in the “**Financial Excel table**” and are part of the lump sum.

# Financial aspects – Purchase costs



## C.1 Travel and subsistence

- Travel costs
- Accommodation costs
- Subsistence costs



## C.2 Equipment

- Depreciation costs (by default)
- Full costs for all or some equipment (3 options)



## C.3 Other goods, works and services

- e.g. consumables and supplies

### COMMON ELIGIBILITY RULES for purchase costs

- must fulfil the general eligibility conditions and
- be bought using the beneficiary's usual purchasing practices, provided the following is ensured:
  - ✓ **best value for money (or if appropriate the lowest price) and**
  - ✓ **no conflict of interests**



# Evaluation of a lump sum proposal

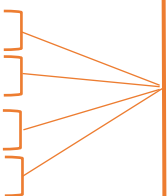
- Your proposal will be evaluated by independent experts against the **standard evaluation criteria**: excellence, impact, and implementation.
- The cost estimations will be assessed against the proposed activities under the **implementation** criterion.
- Experts will:
  - ensure that the cost estimations are **reasonable and non-excessive**
  - evaluate whether the proposed resources and the split of the lump sum **allow completing the activities described in the proposal**.
- If the experts find overestimated costs, they make **concrete recommendations** on the budget that are recorded in the Evaluation Summary Report. This will be reflected in a modified lump sum amount in the grant agreement.
- Cost estimations that are clearly overestimated or underestimated lead to a **decreased score** under the implementation criterion.

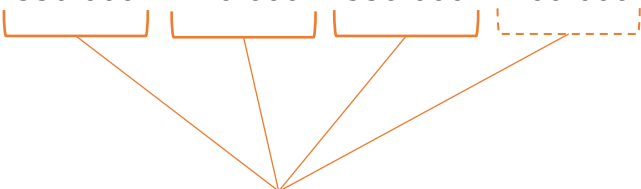
# Grant preparation

- We follow the **standard process to prepare the grant agreement**.
- The grant agreement for your project will be based on the [Model Grant Agreement for lump sum grants](#).
- The **'no negotiation' principle** applies. The grant agreement is prepared on the basis of the proposal you submitted. However, some changes might be necessary:
  - correcting obvious errors and inconsistencies
  - other changes necessary to comply with applicable rules
  - adjustment of the lump sum to the amount specified in the Evaluation Result Letter
- The **breakdown of lump sum shares per beneficiary and per work package** is included in the grant agreement as Annex 2.
- Once the lump sum is fixed in the grant agreement, **it will not be questioned** if the prices for goods or services change later on.

# Grant preparation - Budget allocation

## Budget allocation (annex 2 to the grant agreement)

	WP1	WP2	WP3	WP4	WP5	WP6	WP7	WP8	Total	
Beneficiary A	250.000			50.000	300.000	250.000		300.000	1.150.000	 <p>Shares of the lump sum per beneficiary</p>
Beneficiary B		250.000	350.000	50.000			100.000	150.000	900.000	
Beneficiary C	100.000	100.000		50.000		280.000			530.000	
Beneficiary D		120.000		50.000			100.000	150.000	420.000	
<b>Total</b>	350.000	470.000	350.000	200.000	300.000	530.000	200.000	600.000	<b>3.000.000</b>	



Shares of the lump sum per WP

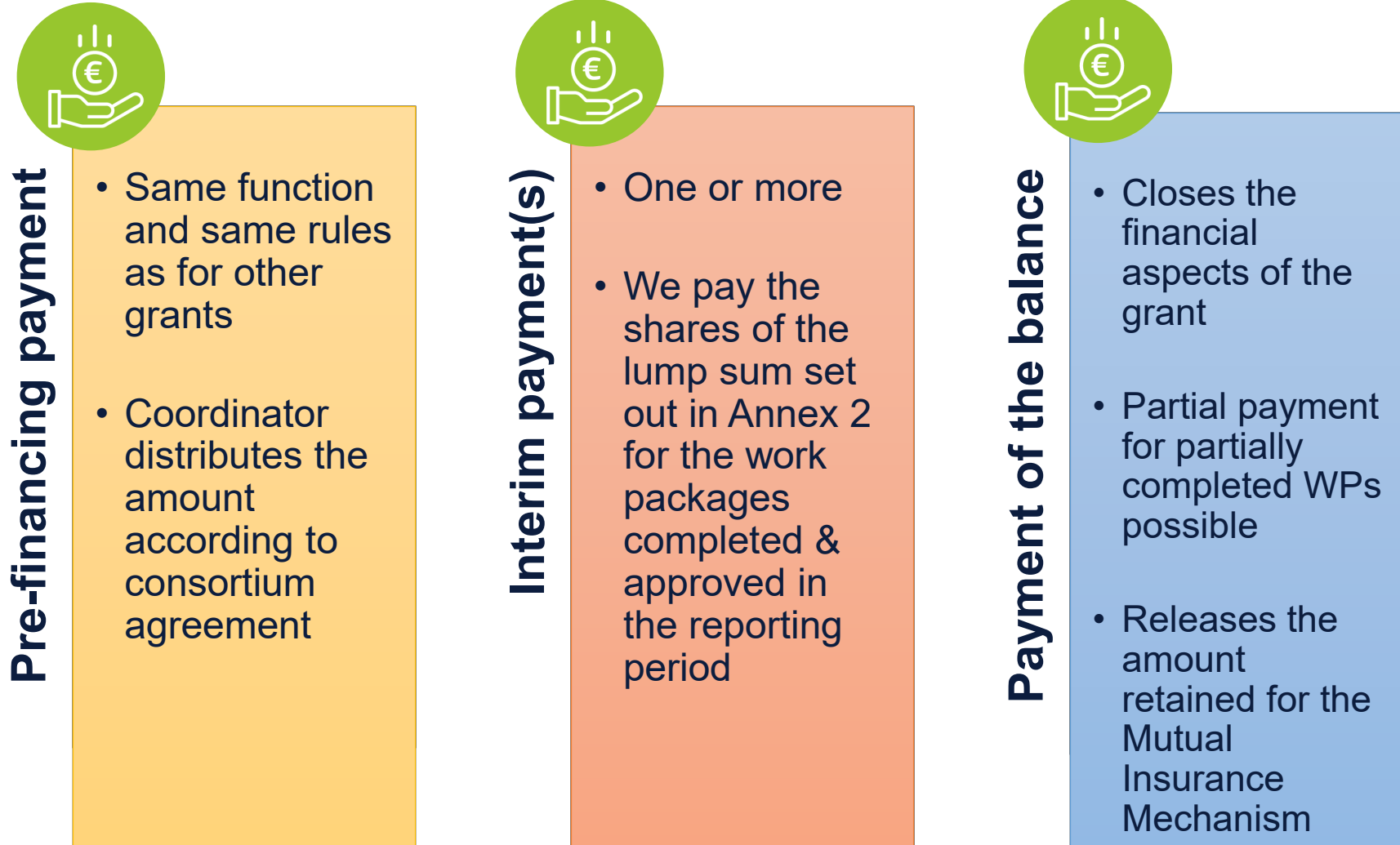
Lump sum  
=  
Maximum grant  
amount

You can **use the budget as you see fit** as long as the project is implemented as agreed.

Budget transfers between work packages and/or partners require an amendment if the consortium wants to reflect them in the grant agreement.

# Payment schedule

## Types of payments:



# Reporting and payment

- Use the **standard reporting template**
- The coordinator declares work packages as **Completed** or **Not Completed**. This should be justified by the technical periodic report.
- An incomplete work package can be completed and paid in a subsequent reporting period.
- At the final reporting period, it is possible to declare **Partially Completed** work packages, and to enter the percentage of completion.

Status of completion SAVE

Number	Title	Lead Beneficiary	Status of Completion	Completion %
WP1	wp1	AST GmbH	Partially Completed	60.00
WP2	wp2	AAA	Completed	100.00
WP3	wp3	AST GmbH	Partially Completed	50.00
WP4	wp4	AAA	Not Completed	0.00
WP5	wp5	AST GmbH	Not Completed	0.00



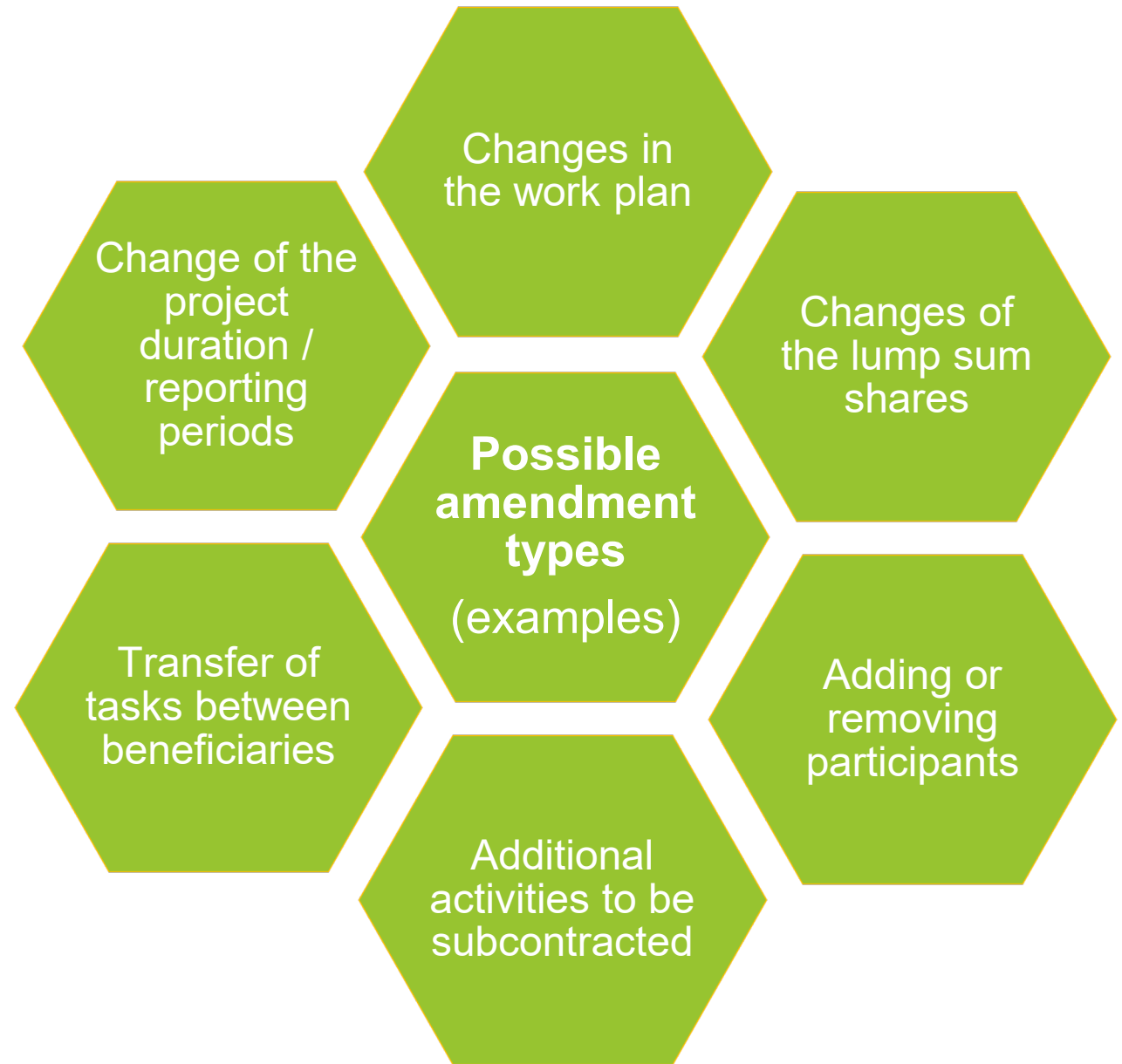
The completion of work packages is not based on a successful outcome, but on the **completion of activities** as described in the description of action.

# Acceptance of work packages

- Work packages are **accepted if the activities have been carried out**. We can also accept them when all essential tasks have been completed, when equivalent tasks have been carried out, or when deviations have been justified.
- **Lump sum projects can be amended** according to scientific-technical needs (or deviations can be justified in the reports). Use these mechanisms to make completion of work packages feasible.
- Before a lump sum work package (that you declared completed) is rejected as incomplete, you are invited to **respond to the observations of the project officer**.
- If the rejection is upheld the lump sum share concerned is not paid at that point in time. You should **complete the work package later** and declare it at the end of any subsequent reporting period.
- If it is not possible to complete a work package by the end of the project (e.g., for technical reasons or due to force majeure), the **lump sum is paid partially** in line with the degree of completion. The decision on the partial amount is taken on a case-by-case basis. You will be able to provide observations.

# Amendments

- Lump sum grants **can be amended**.
- **Same procedure and conditions** as for all Horizon grants.
- Lump sum work packages that have already been paid **cannot be amended**.
- **Deviations** from the work plan can also be flagged in the periodic report (**simplified procedure**).



# Ex-post technical reviews

## Checks, reviews and audits for:



Proper implementation of the action (e.g. technical review)



Compliance with the other non-financial obligations of the grant, e.g.



IPR obligations

Ethics and integrity

Open science

Dissemination

Etc.



No financial ex-post audits by EC, only ex-post technical reviews by the JU services based on a sampling

# Keeping records

Consortium **needs to keep**  
(e.g.)



- ☐ Technical documents
- ☐ Publications, prototypes, deliverables
- ☐ Documentation required by good research practices such as lab books
- ☐ ...any document proving that the work was done as detailed in Annex 1

**Same as for all Horizon Europe grants**

Consortium **keeps but we won't require them during the course of the Action\***



- ☐ Time-sheets
- ☐ Pay-slips or contracts
- ☐ Depreciation policy
- ☐ Invoices
- ☐ ...any documents proving the actual costs incurred

\*Participants still need to comply with financial record keeping **obligations outside the grant agreement**, if any (e.g., under national law or internal procedures)

## **2. Lump Sum detailed Budget table**

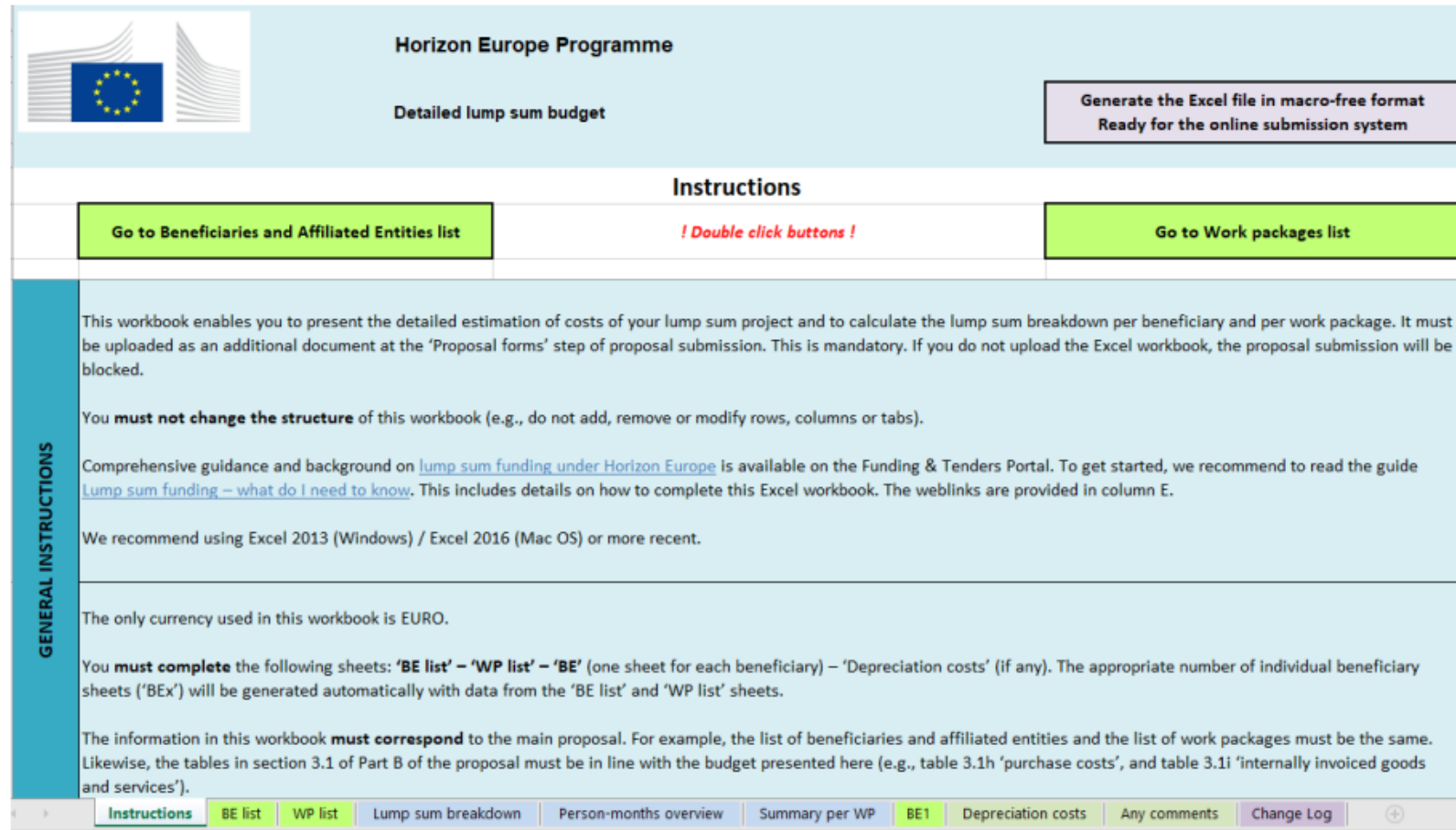
**Sandro Benidio**

Financial Officer

Europe's Rail Joint Undertaking

# Instructions:

- In this tab, **all the necessary instructions** on how to fill in the table are shown
- For your proposal, you must **always use the file provided in the online submission system**. For information only, the template is available on the [Funding & Tenders Portal](#).



The screenshot shows the 'Horizon Europe Programme' interface for the 'Detailed lump sum budget'. At the top, there is a header with the European Union flag and the text 'Horizon Europe Programme' and 'Detailed lump sum budget'. A button on the right says 'Generate the Excel file in macro-free format Ready for the online submission system'. Below the header, there is a section titled 'Instructions' with two green buttons: 'Go to Beneficiaries and Affiliated Entities list' and 'Go to Work packages list'. A red text warning says '! Double click buttons !'. The main content area is titled 'GENERAL INSTRUCTIONS' and contains several paragraphs of text. The bottom of the interface shows a tabbed navigation bar with the following tabs: 'Instructions' (selected), 'BE list', 'WP list', 'Lump sum breakdown', 'Person-months overview', 'Summary per WP', 'BE1', 'Depreciation costs', 'Any comments', and 'Change Log'.

Horizon Europe Programme

Detailed lump sum budget

Generate the Excel file in macro-free format  
Ready for the online submission system

Instructions

Go to Beneficiaries and Affiliated Entities list

! Double click buttons !

Go to Work packages list

**GENERAL INSTRUCTIONS**

This workbook enables you to present the detailed estimation of costs of your lump sum project and to calculate the lump sum breakdown per beneficiary and per work package. It must be uploaded as an additional document at the 'Proposal forms' step of proposal submission. This is mandatory. If you do not upload the Excel workbook, the proposal submission will be blocked.

You **must not change the structure** of this workbook (e.g., do not add, remove or modify rows, columns or tabs).

Comprehensive guidance and background on [lump sum funding under Horizon Europe](#) is available on the Funding & Tenders Portal. To get started, we recommend to read the guide [Lump sum funding – what do I need to know](#). This includes details on how to complete this Excel workbook. The weblinks are provided in column E.

We recommend using Excel 2013 (Windows) / Excel 2016 (Mac OS) or more recent.

The only currency used in this workbook is EURO.

You **must complete** the following sheets: 'BE list' – 'WP list' – 'BE' (one sheet for each beneficiary) – 'Depreciation costs' (if any). The appropriate number of individual beneficiary sheets ('BEx') will be generated automatically with data from the 'BE list' and 'WP list' sheets.

The information in this workbook **must correspond** to the main proposal. For example, the list of beneficiaries and affiliated entities and the list of work packages must be the same. Likewise, the tables in section 3.1 of Part B of the proposal must be in line with the budget presented here (e.g., table 3.1h 'purchase costs', and table 3.1i 'internally invoiced goods and services').

Instructions BE list WP list Lump sum breakdown Person-months overview Summary per WP BE1 Depreciation costs Any comments Change Log

# BE List:

In this tab, you should add all the beneficiaries and affiliated entities and **chose the respective funding rate (open field)**. Once completed click on the button “apply changes” and the table will now include a tab for each beneficiary.



List of beneficiaries (BE) and affiliated entities (AE)						Add BE	Delete OLD_BE backup sheets	Apply changes
BE/AE nr	Role	BE/AE name	Acronym	Country	Funding rate			
BE1	Coordinator	University 1	Uni1	Belgium (BE)	100%			
BE1-AE2	Affiliated entity	Laboratory 1	Lab1	Netherlands (NL)	100%	Clear BE1-AE2	Add AE to BE1	
BE3	Beneficiary	SME 1	SME1	Croatia (HR)	100%	Clear BE3	Add AE to BE3	
BE4	Beneficiary	Research organisation 1	RES1	Ireland (IE)	70%	Clear BE4	Add AE to BE4	
BE5	Beneficiary	University 2	Uni2	Estonia (EE)	100%	Clear BE5	Add AE to BE5	
BE6	Beneficiary	SME 2	SME2	Luxembourg (LU)	100%	Clear BE6	Add AE to BE6	

# WP List:

In this tab, you should add all the work packages defined for the project and their description. Once completed click on the button “apply changes” and the table will now be ready to complete with the financial information from the beneficiaries and their affiliated entities.

List of Work Packages		<div>Add WP</div> <div>Double click buttons !</div> <div>Apply changes</div>	
WP number	WP name		
WP1	Analysis		
WP2	Technical part		Clear WP2
WP3	Experiment 1		Clear WP3
WP4	Experiment 2		Clear WP4
WP5	Communication & dissemination		Clear WP5
WP6	Project management 1		Clear WP6
WP7	Project managmeent 2		Clear WP7

# Individual beneficiary sheets– with or without AE:

- The financial information for each beneficiary and their AE (when applicable) should be added in each respective tab and for each respective work package.
- Only the yellow cells can be filled and all the calculations are based on pre-defined formulas
- At the end of the sheet, you can find a summary with the information concerning all work packages and the total costs foreseen for each beneficiary or affiliated entity

Beneficiary: BE3 - BUDGET SHEET				View Summary
COST CATEGORY				SME 1
	ITEMS	COST PER ITEM	BE TOTAL COSTS	
COSTS WORK PACKAGE 1: WP1 name				
A. DIRECT PERSONNEL COSTS				
A.1 Employees (or equivalent)				
SENIOR SCIENTISTS (or equivalent in the private sector)	5.0	7000	35000.00	
JUNIOR SCIENTISTS (or equivalent in the private sector)	10.0	4900	49000.00	
TECHNICAL PERSONNEL (or equivalent in the private sector)	5.0	5300	26500.00	
ADMINISTRATIVE PERSONNEL (or equivalent in the private sector)			0.00	
OTHERS			0.00	
A.2 Natural Persons under direct contract				0.00
A.3 Seconded Persons				0.00
A.4 SME owners and natural person beneficiaries				4798 0.00
B. DIRECT SUBCONTRACTING COSTS				0.00
C. DIRECT PURCHASE COSTS				
C.1 Travel and subsistence				5.0 1500 7500.00
C.2 Equipment (complete 'Depreciation costs' sheet)				
Equipment	2.0	3000	6000.00	
Infrastructure			0.00	
Other assets			0.00	
C.3 Other goods, works and services				
Consumables	1.0	7500	7500.00	
Services for meetings, seminars			0.00	
Services for dissemination activities (including website)			0.00	
Publication fees			0.00	
Other (shipment, insurance, translation, etc.)			0.00	
D. OTHER COST CATEGORIES				
D.1 Financial support to third parties (if applicable in the topic specific conditions)				0.00
D.2 Internally invoiced goods and services				0.00
D.3 Transnational access to research infrastructure unit costs (if mentioned as eligible in the topic specific conditions)				0.00
D.4 Virtual access to research infrastructure unit costs (if mentioned as eligible in the topic specific conditions)				0.00
D.5 PCP/PPI procurement costs (if mentioned as eligible in the topic specific conditions)				0.00
TOTAL DIRECT PERSONNEL COSTS AND PURCHASE COSTS (A+C)				131500.00
<a href="#">Instructions</a> <a href="#">BE list</a> <a href="#">WP list</a> <a href="#">Lump sum breakdown</a> <a href="#">Person-months overview</a> <a href="#">Summary per WP</a> <a href="#">BE1</a> <a href="#">BE3</a> <a href="#">BE4</a> <a href="#">BE5</a> <a href="#">BE6</a> <a href="#">Depreciation</a>				

# Fill in the individual beneficiary sheets ('BEx' tab) – affiliated entities

Coordinator: BE1 - BUDGET SHEET	View Summary			BE1-AE2			
	University 1			Laboratory 1			
COST CATEGORY	ITEMS	COST PER ITEM	BE TOTAL COSTS	ITEMS	COST PER ITEM	AE TOTAL COSTS	BE+AE TOTAL COSTS
<b>COSTS WORK PACKAGE 1: WP1 name</b>							
<b>A. DIRECT PERSONNEL COSTS</b>							
<b>A.1 Employees (or equivalent)</b>							
SENIOR SCIENTISTS (or equivalent in the private sector)			0.00			0.00	0.00
JUNIOR SCIENTISTS (or equivalent in the private sector)			0.00			0.00	0.00
TECHNICAL PERSONNEL (or equivalent in the private sector)			0.00			0.00	0.00
ADMINISTRATIVE PERSONNEL (or equivalent in the private sector)			0.00			0.00	0.00
OTHERS			0.00			0.00	0.00
<b>A.2 Natural Persons under direct contract</b>			0.00			0.00	0.00
<b>A.3 Seconded Persons</b>			0.00			0.00	0.00
<b>A.4 SME owners and natural person beneficiaries</b>		5990	0.00		6685	0.00	0.00
<b>B. DIRECT SUBCONTRACTING COSTS</b>			0.00			0.00	0.00
<b>C. DIRECT PURCHASE COSTS</b>							
<b>C.1 Travel and subsistence</b>			0.00			0.00	0.00
<b>C.2 Equipment (complete 'Depreciation costs' sheet)</b>							
Equipment			0.00			0.00	0.00
Infrastructure			0.00			0.00	0.00
Other assets			0.00			0.00	0.00
<b>C.3 Other goods, works and services</b>							
Consumables			0.00			0.00	0.00
Services for meetings, seminars			0.00			0.00	0.00
Services for dissemination activities (including website)			0.00			0.00	0.00
Publication fees			0.00			0.00	0.00
Other (shipment, insurance, translation, etc.)			0.00			0.00	0.00
<b>D. OTHER COST CATEGORIES</b>							
<b>D.1 Financial support to third parties (if applicable in the topic specific conditions)</b>			0.00			0.00	0.00
<b>D.2 Internally invoiced goods and services</b>			0.00			0.00	0.00

- If a beneficiary has an affiliated entity, columns for this entity are generated automatically in the 'BEx sheet'.
- Enter the cost estimations of the affiliated entity in the same way as for the main beneficiary.

# Fill in the individual beneficiary sheets – personnel costs

	A	B	C	D
1	<b>Beneficiary: BE3 - BUDGET SHEET</b>		<b>View Summary</b>	
2		<b>SME 1</b>		
3	<b>COST CATEGORY</b>	<b>ITEMS</b>	<b>COST PER ITEM</b>	<b>BE TOTAL COSTS</b>
4				
5	<b>COSTS WORK PACKAGE 1: WP1 name</b>			
6				
7	<b>A. DIRECT PERSONNEL COSTS</b>			
8	<b>A.1 Employees (or equivalent)</b>			
9	SENIOR SCIENTISTS (or equivalent in the private sector)	5.0	7000	35000.00
10	JUNIOR SCIENTISTS (or equivalent in the private sector)	10.0	4900	49000.00
11	TECHNICAL PERSONNEL (or equivalent in the private sector)	5.0	5300	26500.00
12	ADMINISTRATIVE PERSONNEL (or equivalent in the private sector)			0.00
13	OTHERS			0.00
14	<b>A.2 Natural Persons under direct contract</b>			0.00
15	<b>A.3 Seconded Persons</b>			0.00
16	<b>A.4 SME owners and natural person beneficiaries</b>		4798	0.00

- Enter the **total number of items and the average cost per item** for each category of personnel costs
- **1 item = 1 person-month**
- For 'A4. SME Owner and natural person beneficiaries', the cost per item is predefined
- Personnel costs will be evaluated by experts using the [Horizon dashboard for lump sum evaluations](#), an orientation tool that shows the average monthly costs for personnel by country and organisation type
- If your personnel costs are higher than the values in the dashboard, you must **justify them in the 'Any comments' tab**

# Fill in the individual beneficiary sheets – subcontracting costs

17	B. DIRECT SUBCONTRACTING COSTS			
18		1.0	30000	30000.00

- There is one line for subcontracting per beneficiary and work package (i.e., the amount entered covers all subcontracting activities for the beneficiary in a work package).
- Enter the number of subcontracted tasks for a given beneficiary and a given work package as number of items. The cost per item will be an average of the costs of all subcontracted tasks. No more detailed information is required in the Excel file.
- The tasks to be subcontracted and their costs must be described and justified in the **table 3.1g in the part B of the application form**

**Table 3.1g: 'Subcontracting costs' items**

For each participant describe and justify the tasks to be subcontracted (please note that core tasks of the project should not be sub-contracted).

Participant Number/Short Name		
	Cost (€)	Description of tasks and justification
Subcontracting		

The costs entered here must match the costs entered in the Excel file

# Fill in the individual beneficiary sheets – direct purchase costs

3	COST CATEGORY	ITEMS	COST PER ITEM	BE TOTAL COSTS
19	<b>C. DIRECT PURCHASE COSTS</b>			
20	<b>C.1 Travel and subsistence</b>	5.0	1500	7500.00
21	<b>C.2 Equipment (complete 'Depreciation costs' sheet)</b>			
22	<i>Equipment</i>	2.0	3000	6000.00
23	<i>Infrastructure</i>			0.00
24	<i>Other assets</i>			0.00
25	<b>C.3 Other goods, works and services</b>			
26	<i>Consumables</i>	4.0	1000	4000.00
27	<i>Services for meetings, seminars</i>	1.0	3000	3000.00
28	<i>Services for dissemination activities (including website)</i>			0.00
29	<i>Publication fees</i>	2.0	1500	3000.00
30	<i>Other (shipment, insurance, translation, etc.)</i>			0.00

- Enter the **total number of items** and the **average cost per item** for each relevant cost category.
- The cost per item will be an average of the prices of all items in the given category for a given beneficiary and a given work package. No more detailed information is required in the Excel file.
- If purchase costs exceed 15% of the personnel costs of a given beneficiary, this beneficiary must complete table **3.1h of Part B of the proposal template**

Table 3.1h: 'Purchase costs' items (travel and subsistence, equipment and other goods, works and services)

Participant Number/Short Name		
	Cost (€)	Justification
Travel and subsistence		
Equipment		
Other goods, works and services		
Remaining purchase costs (<15% of pers. costs)		
Total		

# Fill in the individual beneficiary sheets – depreciation costs list

TOOL: DEPRECIATION COSTS LIST											
BE nr	Beneficiary name	WP nr	Work Package name	Resource type	Short name of the investments	Date of purchase (real or planned date of purchase)	Purchase cost	% used for the project	% of useful life of the equipment in the project	Charged depreciation costs per investment	Justification: Needed info for depreciation
BE1	University 1	WP1	Work package 1	Infrastructures	Description of the infrastructure	22-04-2024	20000.00	100.00%	40.00%	€ 8,000.00	
BE3	SME 1	WP2	Work package 2	Equipment	Description of the equipment	01-02-2024	6000.00	100.00%	50.00%	€ 3,000.00	
										€ -	
										€ -	
										€ -	
										€ -	

- For the category 'equipment' (equipment, infrastructure, other assets) you must enter the **depreciation costs** in the individual beneficiary tabs.
- Use the '**Depreciation costs**' tab to calculate the depreciation costs:
  - Fill in the information about the beneficiary, the work package, the resource type, the name of the investment and the date of purchase
  - Encode the (estimated) price of the equipment in the column 'Purchase cost'
  - Encode the percentage of usage of the equipment for the project in the column '% used for the project'
  - Divide the period (in months) during which the equipment is used for the project by the depreciation period (in months) for the equipment. Multiply the results by 100%. Encode the result in the column '% use for lifetime of the investment'
- This amount is **NOT** automatically transferred to the respective 'BEx' tab. You have to **add manually** the depreciation costs in the dedicated section of the 'BEx' tab. If you have several items in the 'Depreciation costs' tab for one single section (same beneficiary, same work package and same resource type), you must enter the number of items and add the average of the depreciation costs as 'cost per item'.

# Fill in the individual beneficiary sheets – other direct costs and indirect costs

3	COST CATEGORY	ITEMS	COST PER ITEM	BE TOTAL COSTS
31	D. OTHER COST CATEGORIES			
32	D.1 Financial support to third parties (if applicable in the topic specific conditions)	1.0	6000	6000.00
33	D.2 Internally invoiced goods and services			0.00
34	D.3 Transnational access to research infrastructure unit costs (if mentioned as eligible in the topic specific conditions)			0.00
35	D.4 Virtual access to research infrastructure unit costs (if mentioned as eligible in the topic specific conditions)			0.00
36	D.5 PCP/PPI procurement costs (if mentioned as eligible in the topic specific conditions)			0.00
37				
38	TOTAL DIRECT PERSONNEL COSTS AND PURCHASE COSTS (A+C)			134000.00
39	TOTAL DIRECT COSTS (A+B+C+D)			170000.00
40				
41	E. INDIRECT COSTS (25% * (A+C))			33500.00
42				
43	F. TOTAL COSTS (A+B+C+D+E)			203500.00

- Certain types of costs can be entered only if they are **explicitly allowed for in the specific conditions of your topic**:
  - Financial support to third parties
  - Transnational access to research infrastructure' and 'Virtual access to research infrastructures
  - PCP/PPI procurement costs
- Indirect costs are calculated automatically.
- Total costs are calculated automatically.

# Summary per WP:



In this tab, after completing the individual beneficiary sheets, you will find a summary of the participation of all beneficiaries (including affiliated entities) for all the work packages

SUM OF ALL BENEFICIARIES (including AFFILIATED ENTITIES) FOR ALL THE WORK PACKAGES							
	ALL BENEFICIARIES (without affiliated entities)		ALL AFFILIATED ENTITIES		ALL BENEFICIARIES (with affiliated entities)		
COST CATEGORY	UNITS	BE TOTAL COSTS	UNITS	AE TOTAL COSTS	UNITS (TOTAL)	AVERAGE COST PER UNIT	BE+AE TOTAL COSTS
COSTS WORK PACKAGE: 1 WP1							
A. DIRECT PERSONNEL COSTS							
A.1 Employees (or equivalent)							
SENIOR SCIENTISTS (or equivalent in the private sector)	30.00	240,000.00	0.00	0.00	30.00	8,000.00	240,000.00
JUNIOR SCIENTISTS (or equivalent in the private sector)	0.00	0.00	0.00	0.00	0.00		0.00
TECHNICAL PERSONNEL (or equivalent in the private sector)	0.00	0.00	0.00	0.00	0.00		0.00
ADMINISTRATIVE PERSONNEL (or equivalent in the private sector)	0.00	0.00	0.00	0.00	0.00		0.00
OTHERS	0.00	0.00	0.00	0.00	0.00		0.00
A.2 Natural Persons under direct contract	0.00	0.00	0.00	0.00	0.00		0.00
A.3 Seconded Persons	0.00	0.00	0.00	0.00	0.00		0.00
A.4 SME owners and natural person beneficiaries	0.00	0.00	0.00	0.00	0.00		0.00
B. DIRECT SUBCONTRACTING COSTS							
	0.00	0.00	0.00	0.00	0.00		0.00
C. DIRECT PURCHASE COSTS							
C.1 Travel and subsistence	0.00	0.00	0.00	0.00	0.00		0.00
C.2 Equipment (complete 'Depreciation cost' sheet)							
Equipment	0.00	0.00	0.00	0.00	0.00		0.00
Infrastructure	0.00	0.00	0.00	0.00	0.00		0.00
Other assets	0.00	0.00	0.00	0.00	0.00		0.00
C.3 Other goods, works and services							
Consumables	0.00	0.00	0.00	0.00	0.00		0.00
Services for meetings, seminars	0.00	0.00	0.00	0.00	0.00		0.00
Services for dissemination activities (including website)	0.00	0.00	0.00	0.00	0.00		0.00
Publication fees	0.00	0.00	0.00	0.00	0.00		0.00
Other (shipment,insurance, translation, etc.)	0.00	0.00	0.00	0.00	0.00		0.00
D. OTHER COST CATEGORIES							
D.1 Financial support to third parties (if applicable in the topic specific conditions)	0.00	0.00	0.00	0.00	0.00		0.00
D.2 Internally invoiced goods and services	0.00	0.00	0.00	0.00	0.00		0.00
D.3 Transnational access to research infrastructure unit costs (if required in the topic specific conditions)	0.00	0.00	0.00	0.00	0.00		0.00
D.4 Virtual access to research infrastructure unit costs (if required in the topic specific conditions)	0.00	0.00	0.00	0.00	0.00		0.00
D.5 PCP/PPI procurement costs (if mentioned as eligible in the topic specific conditions)	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL DIRECT PERSONNEL COSTS AND PURCHASE COSTS (A+C)		240,000.00		0.00	0.00		240,000.00
TOTAL DIRECT COSTS (A+B+C+D)		240,000.00		0.00	0.00		240,000.00
E. INDIRECT COSTS (25% * (A+C))		60,000.00		0.00	0.00		60,000.00
F. TOTAL COSTS (A+B+C+D+E)		300,000.00		0.00	0.00		300,000.00

# BE-WP person months:

In this tab, after completing the individual beneficiary sheets, you will find a summary of the effort allocated for all beneficiaries (including affiliated entities) for all the work packages



TOTAL PERSON/MONTHS FOR ALL BENEFICIARIES (INCLUDING AFFILIATED ENTITIES) PER WP					
WORK PACKAGES	Beneficiary 1	Beneficiary 2	Beneficiary 2	Total	Percentage
WP1	10.0	10.0	10.0	30.0	40.0%
WP2	10.0	10.0	0.0	20.0	26.7%
WP3	5.0	5.0	5.0	15.0	20.0%
WP4	5.0	5.0	0.0	10.0	13.3%
Total	30.0	30.0	15.0	75.0	100.0%
Percentage	40.0%	40.0%	20.0%	100.0%	

# Lump Sum Breakdown:

In this tab, after completing the individual beneficiary sheets, you will have the necessary information to fill in your annex 2 with a clear description of how much funding will be allocated per beneficiary and affiliated entities based on their declared funding rate

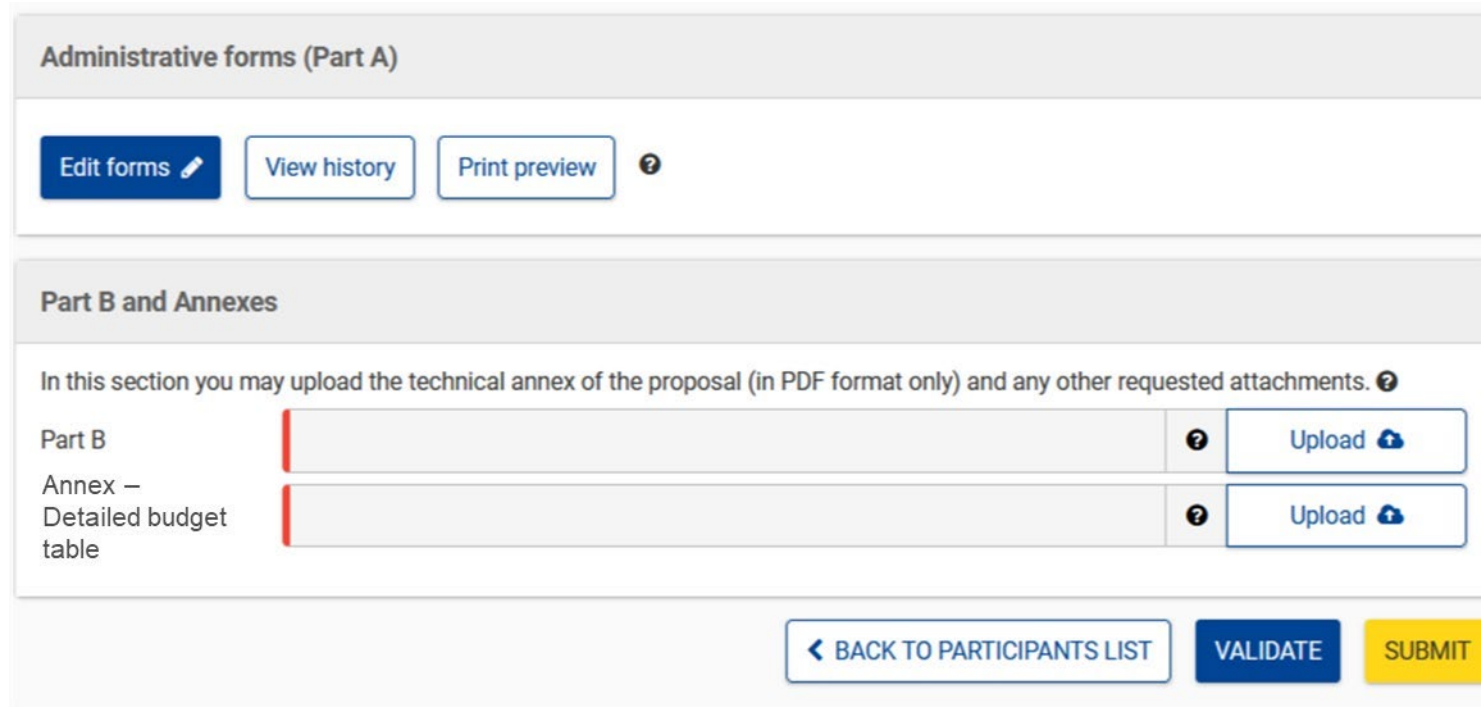


ESTIMATED BREAKDOWN OF THE LUMP SUM PER WORK PACKAGE AND PER BENEFICIARY						
BENEFICIARIES	WP1	WP2	WP3	WP4	Totals	Pct
Beneficiary 1	60,000.00	0.00	30,000.00	0.00	90,000.00	16.2%
AE 1 (ben1)	0.00	100,000.00	0.00	50,000.00	150,000.00	27.0%
Beneficiary 2	100,000.00	0.00	50,000.00	0.00	150,000.00	27.0%
AE 1 (ben2)	0.00	70,000.00	0.00	35,000.00	105,000.00	18.9%
Beneficiary 2	40,000.00	0.00	20,000.00	0.00	60,000.00	10.8%
<b>Totals:</b>	<b>200,000.00</b>	<b>170,000.00</b>	<b>100,000.00</b>	<b>85,000.00</b>	<b>555,000.00</b>	<b>100.0%</b>
<b>Pct:</b>	<b>36.0%</b>	<b>30.6%</b>	<b>18.0%</b>	<b>15.3%</b>	<b>100.0%</b>	

Lump sum share  
per beneficiary for  
the GA

# Uploading the Excel file:

- Once you completed the detailed budget table, **upload it in the online submission system**, as annex to the part B template.



Administrative forms (Part A)

Edit forms View history Print preview ?

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. ?

Part B		?	Upload
Annex – Detailed budget table		?	Upload

← BACK TO PARTICIPANTS LIST VALIDATE SUBMIT



The format of the Excel template is .xlsm because it uses macros. While you work on it, always save it as .xlsm.

Upload the Excel file in .xlsx or .xls format. For security reasons, you cannot upload the file in .xlsm format.

Always keep a copy of the original .xlsm file.

## **3. Private Members Contribution**

# GA – table for Annex I Part B

## “Estimated Members’ Contributions”

- In accordance with the call conditions:

*“The amount of total in-kind contributions (i.e. in-kind contributions for operational activities and in-kind contributions for additional activities) should be no less than **1.263 times the funding request**, in aggregate, of these applicant Private Members.”*

- Any discrepancy shall be well and duly justified.
- **For 1€ of JU contribution, the Private Member shall contribute in addition of 1.263€. Consequently, with a Total Project Costs for the action and additional activities of 2.263€**

# GA – table for Annex I Part B

## “Estimated Members’ Contributions”

ESTIMATED MEMBERS' CONTRIBUTIONS INDICATIVE VALUE PER MEMBER - PROJECT ACRONYM				
Members The amount of total in-kind contributions (i.e. in-kind contributions for operational activities and in-kind contributions for additional activities) should be no less than 1.263 times the funding request, in aggregate, of these applicant Private Members. Any discrepancy shall be well and duly justified. (A)	Maximum grant amount - JU contribution (Total value of the lump sum shares for all WP) (B)	Total Contributions of private members - Indicative value (C)	Pct (D) = (B+C)/B	Justification if applicable (E)
Member 1 (aggregated, of the applicant Private Member)	100,00	126,30	2,2630	
Member 2 (aggregated, of the applicant Private Member)	1.000,00	1.263,00	2,2630	
Member 3 (aggregated, of the applicant Private Member)	10.000,00	12.630,00	2,2630	
Member 4 (aggregated, of the applicant Private Member)	125.000,00	157.875,00	2,2630	
Member 5 (aggregated, of the applicant Private Member)		-	-	
Member 6 (aggregated, of the applicant Private Member)		-	-	
Member 7 (aggregated, of the applicant Private Member)		-	-	
Member 8 (aggregated, of the applicant Private Member)		-	-	
Member 9 (aggregated, of the applicant Private Member)		-	-	
		-	-	
		-	-	

1. Fill in the project acronym


4. Any discrepancy shall be well and duly justified (in case % below 2.263)

2. Fill in the Members name

3. Enter the JU contribution (LS share)

The indicative value of contribution and % are automatically calculated

# Members contributions in the GAP phase



**SyGMa** System for Grant Management

101195671 (FP5-DACtivate) HORIZON-...  
Call: HORIZON-ER-JU-2024-01  
Topic: HORIZON-ER-JU-2024-FA5

Project Summary Beneficiaries General Information Reporting Periods GA Information GA Options Financial Information LF Overview Associated Partners **JU Contribution** Researchers Work Packages Deliverables Milestones Reviews Critical Risks Ethics Info Security

DOCUMENTS

### JU Contributions

Number		PIC	Legal Name	JU Membership	Participates in Project	IKOP	Financial Contributions G	IKAA
1	✓			Yes (Associated Member)	Yes	774,404.53 €	0.00 €	421,017.93 €
2	✓			Yes (Associated Member)	Yes	794,858.87 €	0.00 €	0.00 €
3	✓			Yes (Founding Member Affiliate)	Yes	191,480.63 €	0.00 €	104,101.64 €
4	✓			Yes (Founding Member)	Yes	230,532.41 €	0.00 €	0.00 €
5	✓			Yes (Founding Member)	Yes	688,694.40 €	0.00 €	0.00 €
6	✓			Yes (Founding Member Affiliate)	Yes	157,603.16 €	0.00 €	85,683.59 €
7	✓			Yes (Associated Member Affiliate)	Yes	330,918.75 €	0.00 €	179,909.49 €
Total						3168492.75 €	0 €	790712.65 €

During the GAP phase, the tab “**JU Contribution**” should be filled in with the **IKOP** and **IKAA** for the members participating in the project.

Filling in this information is **mandatory**!

The figures encoded should be in line with the figures declared in the table “**Estimated Members Contribution**”.

# Resources available

One dedicated [lump sum page](#) on the Funding & Tenders Portal with:

## Video tutorials

- [Overview of lump sum funding](#)
- [Detailed budget table](#)
- [Horizon dashboard for lump sum evaluations](#)

## Guidance documents

- [What do I need to know? & Quick guide](#)
- [Frequently asked questions](#)
- [Detailed guidance for participants](#)
- [Lump sum briefing slides for experts](#)

## Reference documents

- [Model Grant Agreement Lump Sum](#)
- [Decision authorising the use of lump sum contributions under the Horizon Europe Programme](#)

## Studies

- [European Commission assessment](#) (Sep 2024)
- [European Commission assessment](#) (Oct 2021)
- [European Parliament \(STOA\) study on lump sums in Horizon 2020](#) (May 2022)

## Events

- Future events
- Past events and recordings



# EUROPE'S RAIL INFO DAY 2026-01

## Q&A

# EUROPE'S RAIL INFO DAY CALL 2026-01

## **CLOSING REMARKS**

# EUROPE'S RAIL INFO DAY CALL 2026-01

**Thank you for your attention**