

Guide 1: Admissibility and Eligibility for the potential Partnership on Metrology Calls

Important information about these documents

This call is being held ahead of any agreement from the Commission that relevant funding will be available. At present the relevant legislation is still under discussion in both Council and Parliament, and there is no certainty on the detailed arrangements for funding selected projects. The funding of any selected project, and the terms and conditions of participation in the projects, are dependent on completion of the legislative process and the subsequent contractual processes between the European Commission and EURAMET. Potential proposers act on this information at their own risk.

Background

Last year, EURAMET submitted a draft proposal to the EC for a further research programme to be established under article 185 of the Treaty on the Functioning of the European Union (TFEU) to follow on from EMRP and EMPIR. This was published by the EC at https://ec.europa.eu/info/research-and-innovation/funding/funding-opportunities/funding-programmes-and-open-calls/horizon-europe/european-partnerships-horizon-europe/candidates-digital-industry-and-space_en.

The initiative would be called the European Partnership on Metrology and would aim to create, by 2030, a sustainable and effective system for metrology at European level that ensures Europe has a world-class metrology system that:

- Provides metrology solutions, fundamental metrological reference data and methods, offering fit-for-purpose solutions supporting and stimulating European innovation and responding to societal challenges.
- Supports and enables effective design and implementation of regulation and standards that underpin public policies that address societal challenges.

The Commission commissioned an impact assessment into this proposal and 11 others in similar priority areas, and, based on those findings, published their own proposal for the Partnership, their response to the impact assessment and a draft of the Decision on 23rd February 2021. See:

<https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=COM:2021:89:FIN>

https://ec.europa.eu/commission/presscorner/detail/en/ip_21_702

<https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A52021SC0035&qid=1614677899327>

That draft Decision is currently under discussion in the European Council and the European Parliament.

Under the assumption that the Council and Parliament pass the basic act which would form the legal basis for this research programme, and that the participating countries named in the Draft Decision submit the required commitment letters, EURAMET is publishing these potential Selected Research Topics and draft guidance notes. These documents are not approved by the Commission nor will they lead to a binding decision by EURAMET e.V. for any further negotiation or funding. All published guides and templates are subject to amendment by the EC and EURAMET e.V. as further information becomes known.

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If you require further help or guidance after reading this document, please contact the helpline

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1 Scope

This document details the admissibility and eligibility for submissions to Calls under the potential European Partnership on Metrology. This information is provisional and subject to updates and change as not all information related to Horizon Europe has been published yet and the potential European Partnership on Metrology has yet to be approved by the European Council and Parliament. The admissibility and eligibility are the minimum conditions which a proposal must fulfil if it is to be evaluated. EURAMET will check the eligibility of each proposal and only eligible proposals will be evaluated. Where eligibility is not met the proposal will be withdrawn and the proposers informed. If ineligibility is discovered at a later time during the evaluation process, the proposal will be withdrawn.

Where there is a doubt on the eligibility of a proposal, EURAMET reserves the right to proceed with the evaluation, pending a final decision on eligibility. The fact that a proposal is evaluated in such circumstances does not constitute proof of its eligibility.

2 Background to the Calls

The potential European Partnership on Metrology aims to create, by 2030, a sustainable and effective system for metrology at European level that ensures Europe has a world-class metrology system that:

- Provides metrology solutions, fundamental metrological reference data and methods, offering fit-for-purpose solutions supporting and stimulating European innovation and responding to societal challenges.
- Supports and enables effective design and implementation of regulation and standards that underpin public policies that address societal challenges.

2.1 Project types

EURAMET will issue calls for one type of potential Partnership project only – Joint Research Projects (JRPs).

JRPs are “Research and Innovation Actions” in Horizon Europe terms, which are defined as:

“Activities that aim primarily to establish new knowledge or to explore the feasibility of a new or improved technology, product, process, service or solution. This may include basic and applied research, technology development and integration, testing and validation on a small-scale prototype in a laboratory or simulated environment.”

3 Admissibility

To be considered admissible, a submission to the programme must be:

- submitted electronically following the instructions given on <http://msu.euramet.org/>, using the correct templates, before the deadline specified;
- complete, including all parts and mandatory associated documents;
- readable, accessible and printable;

Incomplete proposals may be considered inadmissible. A complete proposal includes the requested administrative data and declarations, the proposal description, and any supporting documents specified in the call and associated guides.

The instructions given in the Guides located on <http://msu.euramet.org/> will include page or character limits for some sections. Evaluators will be instructed to disregard any excess text.

4 Eligibility

4.1 Eligibility to submit at Stage 1 of a two stage call

In the potential European Partnership on Metrology a two stage call is not a call for pre-proposals followed by a call for full proposals. Instead the first stage is a call for the submission of needs for metrology research. The submissions should come from those that would benefit from a particular research activity rather than those

proposing to form a consortium to carry out the activity. EURAMET combines different submissions at Stage 1 into the specification documents (including the Selected Research Topics (SRTs)) they issue at Stage 2. Consortia then subsequently form to develop and submit a proposal against those specifications.

For a Stage 1 Call, submissions are welcome from any person or organisation worldwide. There are no eligibility requirements; merely the admissibility requirements given above.

4.2 Eligibility to participate in the potential Partnership projects

All legal entities included in a potential Partnership project proposal must be registered in the European Commission's Funding & Tenders Portal and have obtained a PIC number prior to submitting a project proposal (see section 5.3 for further information).

4.2.1 Internal Funded Partners

The EURAMET National Metrology Institutes (NMIs) and Designated Institutes (DIs), from countries (Members States and Associated Countries (see section 4.2.5)) that plan to make a financial commitment to the potential Partnership, can participate in projects as "Internal Funded Partners"¹.

Legal entities of the Designated Institutes will be treated as internal funded partners when they participate in the project fully or partly in the area of designation of the DI.

Internal Funded Partners will receive a flat rate for indirect costs of 25 %, the same as for External Funded Partners.

4.2.2 External Funded Partners

All other legal entities established in:

- The Member States of the European Union, including their outermost regions (overseas departments).
- The Overseas Countries and Territories (OCT) linked to Member States.
- Low- and middle-income countries (the countries automatically eligible for Horizon Europe funding).
- The countries associated to Horizon Europe (see section 4.2.5).

can be External Funded Partners. These countries are identified in List 1b (based on information published by the Commission at https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation_horizon- Euratom_en.pdf and provisional information about countries participating in the Partnership).

The legal entities of EURAMET DIs from countries that plan to make a financial commitment to the Partnership, will be treated as external funded partners when they participate in the project completely outside of the area of designation of the DI. In the case where the legal entity participates both within the area of designation and outside this area within the same project, it will be treated as an "Internal Funded Partner".

International European interest organisations can also be External Funded Partners or Unfunded Partners depending on their eligibility to be funded under Horizon Europe.

Other international organisations, for example the International Bureau of Weights and Measures (BIPM), the World Meteorological Organisation (WMO), and the International Atomic Energy Agency (IAEA), whose participation is essential to particular projects may be funded subject to their eligibility to be funded under Horizon Europe.

External Funded Partners will receive a flat rate for indirect costs of 25 % (the same rate that they would receive in Horizon Europe research projects). This includes the EURAMET NMIs and DIs that participate as External Funded Partners because their country has not made a financial commitment to the potential European Partnership on Metrology.

¹ List 1a gives the legal entity details for the EURAMET NMIs and DIs. List 1b indicates the countries that plan to make a financial commitment to the potential Partnership and those countries eligible to receive funding under Horizon Europe.

4.2.3 Affiliated Entity (previous known as a Linked Third Party)

An Affiliated Entity:

- Is an organisation which is not considered as an Internal Funded Partner or an External Funded Partner (i.e. those who sign the Grant Agreement), but which makes some contributions to the JRP.
- Is an organisation *‘that has a link with the partner, in particular a legal or capital link, which is neither limited to the Grant Agreement nor established for the sole purpose of its implementation’*.
- Is an organisation "affiliated" to a funded partner. The term "affiliated" refers to an established formal relationship between an Affiliated Entity and the funded partner, defined by the following characteristics:
 - The relationship to the funded partner by nature is broad and is not limited to the Grant Agreement.
 - Accordingly, its duration goes beyond the duration of the JRP and usually pre-dates and outlasts the JRP.
- It has a formal external recognition, sometimes in the framework of a legal structure.
- Can charge costs under certain conditions, otherwise resources provided 'free of charge' may be viewed as a 'receipt'.
- Can contribute to the project in two possible ways:
 - making resources available to a funded partner in order for the funded partner to be able to carry out part of the work (does not perform work), or
 - by carrying out part of the work itself.
- Is eligible for funding in a project if they are established in a Member State, an associated country or in a third country identified in the work programme adopted by the Commission.

In all cases, the funded partner retains sole responsibility for the work of the Affiliated Entity and must ensure that the Affiliated Entity complies with the provisions of the Grant Agreement.

If you think you will need to include an Affiliated Entity, please email EMPIR.msu@euramet.org.

4.2.4 Unfunded Partner

Legal entities that are not eligible to be Internal Funded Partners or External Funded Partners may participate in projects as Unfunded Partners. Unfunded Partners deliver work necessary for the completion of the project, they submit their estimated costs as part of the proposal, and sign the Grant Agreement, but receive no funding from EURAMET.

Legal entities that are eligible to be Internal Funded Partners or External Funded Partners may choose to participate in projects as Unfunded Partners and EURAMET would consider this as particularly appropriate in some calls where an industrial partner would receive a significant benefit from its participation.

4.2.5 Association status under Horizon Europe

At the time of issue of this version of this Guide (August 2021) no countries had yet become associated to Horizon Europe, however a list of countries intending to associate has been published by the Commission in https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation_horizon-euratom_en.pdf. The Commission has therefore published the following guidance in the 'General Annexes to the Horizon Europe – Work Programme 2021-2027' (https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/wp-call/2021-2022/wp-13-general-annexes_horizon-2021-2022_en.pdf).

“At the date of the publication of the work programme, there are no countries associated to Horizon Europe. Considering the Union’s interest to retain, in principle, relations with the countries associated to Horizon 2020, most third countries associated to Horizon 2020 are expected to be associated to Horizon Europe with an intention to secure uninterrupted continuity between Horizon 2020 and Horizon Europe. In addition, other third countries can also become associated to Horizon Europe during the programme. For the purposes of the eligibility conditions, applicants established in Horizon 2020 Associated Countries or in other third countries

negotiating association to Horizon Europe will be treated as entities established in an Associated Country, if the Horizon Europe association agreement with the third country concerned applies at the time of signature of the grant agreement.”

4.2.6 Gender Equality Plan (submissions from 2022 onwards)

Under Horizon Europe, for submissions with deadlines from 2022, onwards participants that are public bodies, research organisations (public and private) or higher education establishments (public and private) from Member States and Associated countries must have a gender equality plan, covering the following minimum process-related requirements:

- **Publication:** a formal document published on the organisation’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 students, for the establishments concerned) and annual reporting based on indicators;
- **Training:** awareness raising/training on gender equality and unconscious gender biases for staff and decision-makers.

Content-wise, it is recommended that the gender equality plan addresses the following areas, using concrete measures and targets:

- work-life balance and organisational culture;
- gender balance in leadership and decision-making;
- gender equality in recruitment and career progression;
- integration of the gender dimension into research and teaching content;
- measures against gender-based violence, including sexual harassment.

The gender equality plan relates to an organisation and not a project. See: https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/wp-call/2021-2022/wp-13-general-annexes_horizon-2021-2022_en.pdf, https://ec.europa.eu/info/research-and-innovation/strategy/strategy-2020-2024/democracy-and-citizens-rights/gender-equality-research-and-innovation_en, https://ec.europa.eu/info/files/gender-equality-plans-frequently-asked-questions_en, and <https://eige.europa.eu/gender-mainstreaming/toolkits/gear> for further information.

For proposals from 2022 onwards, a self-declaration will be requested at proposal stage (for all types of participants) and will subsequently be included in the legal entity validation process. If all the above-mentioned mandatory requirements are met through another strategic document, such as a development plan or an inclusion or diversity strategy, it can be considered as an equivalent. This eligibility criterion does not apply to other categories of legal entities, such as private for-profit organisations, including SMEs, non-governmental (NGOs) or civil society organisations (CSOs).

4.3 Eligibility requirements for consortia of Partnership projects

A consortia proposing and delivering a JRP must consist of at least 3 Internal Funded Partners each from different countries, one of which should act as the project coordinator. At least one of the internal funded partners must be an independent legal entity established in a Member State; and at least two other internal funded partners must be independent legal entities, each established in different Member States or Associated Countries of the participating countries (see 4.2.5).

4.4 Eligible activities within Partnership projects

Eligible activities are those described in the call conditions and documents.

As required under Horizon Europe (see https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/wp-call/2021-2022/wp-13-general-annexes_horizon-2021-2022_en.pdf), projects must focus exclusively on civil applications and must not:

- aim at human cloning for reproductive purposes;
- intend to modify the genetic heritage of human beings which could make such changes heritable (except for research relating to cancer treatment of the gonads, which may be financed);
- intend to create human embryos solely for the purpose of research, or for the purpose of stem cell procurement, including by means of somatic cell nuclear transfer;
- lead to the destruction of human embryos (for example, for obtaining stem cells).

Projects must, moreover, comply with EU policy interests and priorities (environment, social, security, industrial policy, etc.).

4.5 Eligibility of Partnership project proposals

In addition to fulfilling all the admissibility requirements specified in Section 3, project proposals submitted under the potential European Partnership for Metrology calls must:

- address and align with the published call scope and the Selected Research Topic (for calls with SRTs)
- have a total requested funding that is less than the maximum published in the relevant Selected Research Topic (SRT) or in the Call Budget and Features document for proposals for calls without SRTs;
- comprise a consortium that includes at least the minimum number of Internal Funded Partners from organisations from different countries that are eligible to be funded (see section 4.3). Note: for risk mitigation purposes it is recommended that consortium include more than the required minimum number of funded partners and countries;
- have a duration that is less than or equal to the maximum published in the relevant Selected Research Topic (SRT) or in the Call Budget and Features document (for proposals for calls without SRTs);
- exclude non-eligible activities (see section 4.4).

5 Related issues

5.1 Collaborators

Legal entities that do not sign the Grant Agreement or deliver any work necessary for the completion of the project, but have a formal relationship with the consortia (e.g. a non-disclosure agreement) are regarded as Collaborators. They are not regarded as partners or participants in the project.

5.2 The position of the JRC

Under Horizon Europe (see https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/wp-call/2021-2022/wp-13-general-annexes_horizon-2021-2022_en.pdf), proposers may include in their proposals the possible contribution of the Joint Research Centre of the European Commission (JRC), where provided for in the specific call conditions, but the JRC will not participate in the preparation and submission of the proposal. Proposers should indicate the contribution that the JRC could bring to the project based on the scope of the topic text. After the evaluation process, the JRC and the consortium selected for funding may come to an agreement on the specific terms of the participation of the JRC. If an agreement is found, the JRC would accede to the grant agreement as beneficiary requesting zero funding i.e. as an Unfunded Partner.

5.3 Legal entity validation

All partners in a Partnership project must be a legal entity to be able to sign a Grant Agreement with EURAMET. While EURAMET is responsible for validating the legal status of organisations, it also requires them to register in the European Commission's Funding & Tenders Portal² prior to submitting a project proposal. Any organisation can register in the European Commission's Funding & Tenders Portal, which immediately allocates a PIC (Participant Identification Code) number. The PIC does not have to be "validated" by the

² <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register>

European Commission Services, but if it is then EURAMET will take this into account in its own validation process.

5.4 *Financial capacity checks*

EURAMET may be required to carry out Financial Capacity Checks on the organisations receiving funding in potential Partnership projects as it is responsible to the Commission for any European funding that it fails to recover when necessary. Financial Guarantees may therefore be required from some External Funded Partners.