

How to Add Associated Partners to a Proposal on the Funding & Tenders Portal

Overview

Entities based in Switzerland can currently participate to Horizon Europe projects by applying under the participant role of "Associated Partners" (AP).

This is a step-by-step guide on:

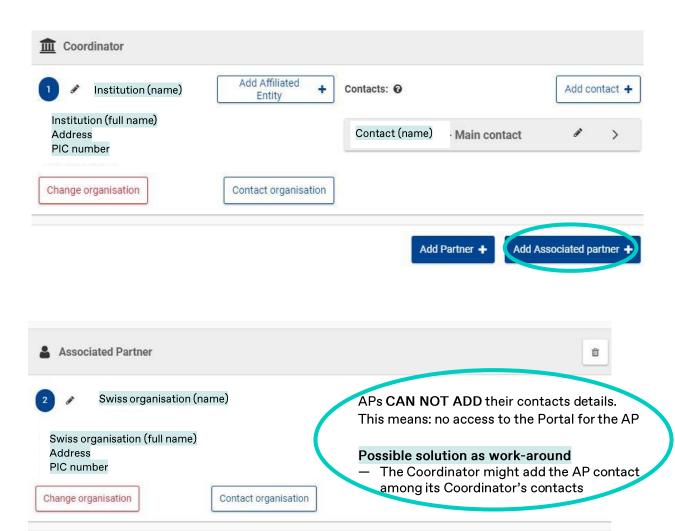
- how to add an AP to a proposal on the Portal
- how to include the budget of an AP on the Portal

Further Details

Do not hesitate to <u>contact</u> the Euresearch Regional Office near you!

You can also contact: info@euresearch.ch +41 31 380 60 00

How to Add an AP to the proposal





How to Include the Budget of an AP

3 - Budget

No	Name of beneficiary	Country	Role	Personnel costs/€		Purchase costs - Travel and substistence/€	Purchase costs - Equipment/€	Purchase costs - Other goods, works and services/€	Internally invoiced goods and services/€ (Unit costs- usual accounting practices)	Indirect coss/€	Total eligible costs	_	Maximum EU contribution to eligible costs	Requested EU contribution to eligible cosss/€	Max grant amount	Income generated by the action	Financial contribution	Own resources	Total estimated income
1			Coordinator							0,00	0,00	100	0,00	0	0,00				0,00
2		СН	Associated							0,00	0,00	100	0,00	0	0,00				0,00
			TOTAL	0	0	0	0	0	0	0,00	0,00		0,00	0	0,00	0	0	0	00,0

- * "Financial Contribution". Insert here the amount that the Swiss entity participating as an AP intends to request to SERI. Normally, this corresponds to:
 - 100% of the entity's eligible costs or
 - 70% of the entity's eligible costs for for-profit entities applying to IA calls.

In general, this budget category is used for any financial contribution expected to be received/ already received from other sources for being used specifically for the same action as the one submitted for funding under Horizon Europe (e.g. funding from SERI).

- ** "Own Resources". Insert here the amount that the Swiss entity participating an AP cannot request to SERI (or to the EC). Normally, this corresponds to:
 - 30% of the entity's eligible costs for for-profit entities applying to IA calls

In general, this budget category is used for the remaining budgeted amount that is **not** covered by the other cost categories. Such resources are not linked specifically to the action submitted for funding under Horizon Europe (e.g. financial resources that an applicant draws directly from its commercial activity; or public university receiving a general annual subsidy from its national Ministry).