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CONSUMERS, HEALTH, AGRICULTURE AND FOOD EXECUTIVE AGENCY

Health and Food Safetv Unit

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THIRD PROGRAMME OF THE UNION'SACTION IN THE FIELD OF HEALTH (2014-2020)

2018 CALL FOR PROPOSALS FOR PROJECTS

Table of Contents

1. BACKGROUND AND PURPOSE OF THIS CALL 4
2. PRIORITY AREAS 4
3. INDICATIVE TIMETABLE 5
4. BUDGET AVAILABLE 5
5. ADMISSIBILITY REQUIREMENTS 5
6. ELIGIBILITY CRITERIA 6
   - 6.1. Eligible applicants 6
   - 6.2. Eligible countries 6
   - 6.3. Eligible activities 7
   - 6.4. Implementation period 7
7. EXCLUSION CRITERIA 7
   - 7.1. Exclusion from participation: 7
   - 7.2. Exclusion from award: 9
8. SELECTION CRITERIA 9
   - 8.1. Financial capacity 9
   - 8.2. Operational capacity 10
9. AWARD CRITERIA 11
   - 9.1. Policy and contextual relevance 11
   - 9.2. Technical quality 11
   - 9.3. Management quality 11
   - 9.4. Overall and detailed budget 12
10. LEGAL COMMITMENTS 12
11. FINANCIAL PROVISIONS 12
    - 11.1. General Principles 12
    - 11.2. Funding form: mixed financing 13
    - 11.3. Payment arrangements 14
    - 11.4. Pre-financing guarantee 15
12. PUBLICITY 15
    - 12.1. By the beneficiaries 15
    - 12.2. By the Executive Agency 16

13. DATA PROTECTION 16

14. PROCEDURE FOR THE SUBMISSION OF PROPOSALS 17

1. BACKGROUND AND PURPOSE OF THIS CALL

This Call for proposals is conducted in the framework of the Third Programme for the Union's action in the field of Health (2014-2020) adopted by the European Parliament and the Council[1] on 11 March 2014 (further referred as "the Programme").

The Consumers, Health, Agriculture and Food Executive Agency (Chafea) is entrusted with the implementation of the above programme.

The general objectives of the Programme shall be to complement, support and add value to the policies of the Member States aimed at improving the health of Union citizens and reduce health inequalities by promoting health, encouraging innovation in health, increasing the sustainability of health systems and protecting Union citizens from serious cross-border health threats.

The specific objectives of the Programme are:

1. Promoting health, preventing diseases and fostering supportive environments for healthy lifestyles taking into account the 'health in all policies' principle;

2. Protecting Union citizens from serious cross-border health threats;

3. Contributing to innovative, efficient and sustainable health systems, and

4. Facilitating access to better and safer healthcare for Union citizens.

The 2018 Work Programme[2] sets out details of the financing mechanisms and priority areas for action to implement the programme and is available at https://ec.europa.eu/health/programme/events/adoption_workplan_2018_en.

The present call for proposals falls under the financing mechanism "grants for projects", as described in Section 2.1. of the Annex to the Work Programme for 2018.

Interested parties active in the field of public health are invited to submit applications in accordance with the provisions of the Annex to the 2018 Work Programme and this call text, in order to pursue the objectives of the third Health Programme.

2. PRIORITY AREAS

Section 2.1 of the Annex to the 2018 Work Programme sets out the priority areas for projects to be implemented through the present call. Only project proposals that directly correspond to the topic and description as set out in this work programme will be considered for funding. Three (3) areas for proposals for projects are announced with the present call document.

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[1] Regulation No 282/2014 of the European Parliament and of the Council of 11 March 2014 on the establishment of a third Programme for the Union's action in the field of health (2014-2020) and repealing Decision No 1350/2007/EC. OJ L86, volume 57; 21 March 2014.

[2] Commission Implementing Decision of 13.12.2017 C(2017) 8350 concerning the work programme for 2018 in the framework of the third Programme of the Union's action in the field of health (2014-2020) and the EU financial contribution to the WHO Framework Convention on Tobacco Control, serving as a financing decision.

Within this call, it is not possible to submit project applications covering other topics or priorities than the ones for which the call is launched. Proposals that only address the thematic area but do not match the specific description of a given action will not be considered for funding.

3. INDICATIVE TIMETABLE

Submission Deadline: the deadline for submission is 26 April 2018, 17:00 h Luxembourg time.

STAGES	INDICATIVE TIMELINE
Publication of the call	January 2018
Submission of applications	26 April 2018
Evaluation of applications	May 2018
Ranking of applications	June 2018
Information to applicants on the outcome of evaluation of applications	Planned date: no later than six months from the deadline to submit, i.e. 26 October 2018
Signature of grant agreement / starting date of the action	Indicative date: December 2018

The table above is to be read in the meaning of Article 128 of the Financial Regulation[3] (FR) i.e., Chafea is only held to the overall time-to-inform limitation, requiring it to inform applicants within six months from the submission deadline.

4. BUDGET AVAILABLE

The total budget earmarked for the co-financing of projects is estimated at EUR 20 850 000. The indicative maximum amount for the present call is EUR 4 700 000.

The maximum rate of EU co-financing is 60 %. However, this may go up to 80 % if a proposal meets the criteria for exceptional utility specified in the Annex to the 2018 Work Programme.

More information is provided in the Guide of applicants.

5. ADMISSIBILITY REQUIREMENTS

- Applications must be sent no later than the deadline for submitting applications referred to in Section 3.
- Applications must be submitted via the **Participant Portal.**

Failure to comply with those requirements will lead to the rejection of the application.

[3] Article 128 n° 2 a) FR

- Applications may be submitted in any official language of the European Union. However, in order to facilitate assessment by the evaluators, an English translation of the technical part should accompany that written in another EU official language.

6. ELIGIBILITY CRITERIA

The compliance with the eligibility criteria will be assessed based on the application content.

For British applicants: **Please be aware that eligibility criteria must be complied with for the *entire* duration of the grant. If the United Kingdom withdraws from the EU during the grant period without concluding an agreement with the EU ensuring in particular that British applicants continue to be eligible, you will cease to receive EU funding (while continuing, where possible, to participate) or be required to leave the project on the basis of Article 34.3 of the grant agreement.**

6.1. Eligible applicants

Grant applications are eligible if submitted by legal persons. More specifically, the applicants[4] [5] must be legally established organisations, public authorities, public sector bodies, in particular research and health institutions, universities and higher education establishments.

The application shall state the legal status of the applicant.

Applicants participating in a project proposal have to be different legal entities (i.e., independent from each other) from at least 3 countries participating in the Health Programme. Proposals which involve fewer applicants and/or cover fewer countries will be rejected.

6.2. Eligible countries

Only applications from entities established in one of the following countries are eligible:

- EU Member States;

- Iceland and Norway;

- Countries which have a bilateral agreement with the European Union, in accordance with Article 6 of the Health Programme.

In accordance with recital 23 of the Health Programme**,** collaboration should be facilitated with third countries not participating in the programme. This should not involve a financial contribution under the Health Programme. Nevertheless, travel and subsistence expenses for experts invited from or travelling to such countries can be considered eligible costs in duly justified, exceptional cases, where these directly contribute to the objectives of the Health Programme.

[4] Article 8 of the Health Programme.

[5] Wherever "applicants" is written this means the coordinator and the co-applicants.

6.3. Eligible activities

Project proposals may be submitted for the priority areas specified below. For full description of the objectives pursued and results expected please consult the Annex to the 2018 Work Programme (Section 2.1). Proposals should match the specific description of a given action.

TITLE	INDICATIVE AMOUNT	Ref. in Work Programme 2018	Grants foreseen
Implementation of best practices - scaling up integrated care	EUR 3 650 000	Section 2.1.1.	one or more
Supporting Member States voluntary cooperation in the area of pricing through the Euripid Collaboration	EUR 300 000	Section 2.1.2.	one
Orpha codes Project	EUR 750 000	Section 2.1.3.	one

6.4. Implementation period

As a rule, the maximum duration of a project is 36 months. The grant application must specify the indicative starting date and duration of the action.

Applications for actions that have already commenced by the date on which the grant application is registered will be excluded from funding.

7. EXCLUSION CRITERIA

7.1. Exclusion from participation:

Applicants will be excluded from participating in the call for proposals procedure if they are in any of the following situations:

(a) bankruptcy, being subject to insolvency or winding-up procedures, where assets are being administered by a liquidator or by a court, where an arrangement with creditors exists, where business activities are suspended, or where in any analogous situation arising from a similar procedure provided for under national laws or regulations;

(b) it has been established by a final judgment or a final administrative decision that the applicant is in breach of its obligations relating to the payment of taxes or social security contributions in accordance with the law of the country in which it is established, with those of the country in which the granting authority is located or those of the country of the performance of the grant agreement;

(c) it has been established by a final judgment or a final administrative decision that the applicant is guilty of grave professional misconduct by having violated applicable laws or regulations or ethical standards of the profession to which the applicant belongs, or by having engaged in any wrongful conduct which has an impact on its professional credibility where

such conduct denotes wrongful intent or gross negligence, including, in particular, any of the following:

(i) fraudulently or negligently misrepresenting information required for the verification of the absence of grounds for exclusion or the fulfilment of selection criteria or in the performance of a contract/grant agreement;

(ii) entering into agreement with other economic operators with the aim of distorting competition;

(iii) violating intellectual property rights;

(iv) attempting to influence the decision-making process of the contracting authority during the procurement / grant award procedure;

(v) attempting to obtain confidential information that may confer upon it undue advantages in the procurement / grant award procedure;

(d) it has been established by a final judgment that the applicant is guilty of any of the following:

(i) fraud, within the meaning of Article 1 of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995;

(ii) corruption, as defined in Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of Member States of the European Union, drawn up by the Council Act of 26 May 1997, and in Article 2(1) of Council Framework Decision 2003/568/JHA, as well as corruption as defined in the law of the country where the contracting authority is located, the country in which the economic operator is established or the country of the performance of the contract;

(iii) participation in a criminal organisation, as defined in Article 2 of Council Framework Decision 2008/841/JHA;

(iv) money laundering or terrorist financing, as defined in Article 1 of Directive 2005/60/EC of the European Parliament and of the Council;

(v) terrorist-related offences or offences linked to terrorist activities, as defined in Articles 1 and 3 of Council Framework Decision 2002/475/JHA, respectively, or inciting, aiding, abetting or attempting to commit such offences, as referred to in Article 4 of that Decision;

(vi) child labour or other forms of trafficking in human beings as defined in Article 2 of Directive 2011/36/EU of the European Parliament and of the Council;

(e) the applicant has shown significant deficiencies in complying with main obligations in the performance of a contract / a grant agreement financed by the budget, which has led to its early termination or to the application of liquidated damages or other contractual penalties, or which has been discovered following checks, audits or investigations by an authorising officer, OLAF or the Court of Auditors;

(f) it has been established by a final judgment or final administrative decision that the applicant has committed an irregularity within the meaning of Article 1(2) of Council Regulation (EC, Euratom) No 2988/95.

7.2. Exclusion from award:

Applicants will not be awarded co-funding, in the course of the grant award procedure, if they:

(a) are in an exclusion situation established in accordance with Article 106 and 107 of the EU FR;

(b) have misrepresented the information required as a condition for participating in the procedure or have failed to supply that information;

(c) were previously involved in the preparation of documents where this entails a distortion of competition that cannot be remedied otherwise.

In order to demonstrate compliance with the non-exclusion requirements, the applicants have to check the relevant box in online application. If selected for co-funding, all beneficiaries have to submit a declaration on their honour certifying that they are not in one of the situations referred to in Article 106 of the FR[6], according to Article 141 of the Rules of Application (RAP) of the FR[7].

The applicants should follow the instructions in the Participant Portal. Where requested by the granting authority, successful applicants shall supply such evidence, unless there is a material impossibility recognised by the granting authority or such evidence has already been submitted to the granting authority for the purposes of another grant or procurement procedure, provided that the documents are not more than one year old counting from their date of issue and that they are still valid.

8. SELECTION CRITERIA

Only proposals that meet the eligibility and exclusion criteria will be assessed on the basis of the selection criteria.

8.1. Financial capacity

Applicants must have stable and sufficient sources of funding to maintain their activity throughout the period during which the activity is being carried out and to participate in its co-financing.

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[6] Regulation (EU, EURATOM) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union and repealing Council Regulation (EC, Euratom) No 1605/2002 and Regulation (EU, EURATOM) No 2015/1929 of the European Parliament and of the Council of 28 October 2015 amending Regulation (EU, Euratom) No 966/2012 on the financial rules applicable to the general budget of the Union

[7] Commission Delegated Regulation (EU) No 1268/2012 of 29 October 2012 on the rules of application of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council on the financial rules applicable to the general budget of the Union and Commission Delegated Regulation (EU) 2015/2462 of 30 October 2015 amending Delegated Regulation (EU) No 966/2012 of the European Parliament and of the Council on the financial rules applicable to the general budget of the Union

The financial viability of all beneficiaries has to be certified by ticking the relevant box in the electronic submission system, after having carried out the financial self-assessment. In case co-funding is accepted to be awarded, the financial viability will be assessed, except if:

a) the EU-contribution for the coordinator / other beneficiary is ≤ EUR 60.000:

b) the beneficiary is a public body[8].

c) the beneficiary is an international organisation referred to in Art. 43 of the Rules of Application of the Financial Regulation

To assess the financial viability, the applicants will be required to submit the profit and loss account, as well as the balance sheet for the last two financial years for which the accounts were closed.

The documents requested when assessing the financial viability include:

- the annual accounts (including the balance sheet and the profit and loss statement) for the last financial year for which the accounts were closed (for newly created entities, the business plan shall be submitted to replace the accounts);

In addition for a coordinator or other beneficiary requesting an EU contribution of ≥ EUR 750.000 (threshold applicable per beneficiary):

- an audit report produced by an approved external auditor certifying the accounts for the last financial year available[9]. This provision shall not apply to public bodies.

This will apply only to the first application made by a beneficiary to an authorising officer responsible in any one financial year.

The applicants must indicate the sources and amounts of Union funding received or applied for the same action or part of the action or for its functioning during the same financial year as well as any other funding received or applied for the same action.

8.2. Operational capacity

Applicants must have the professional resources, competencies and qualifications required to complete the proposed action.

As evidence the general profiles (qualifications and experiences) of all relevant staff in all organisations involved in the proposed action must be provided in part B of the proposal.

[8] Pursuant to Art. 131(3) FR these applicants are considered to have stable and sufficient sources of funding to maintain their activity throughout the period during which the action is being carried out and to participate in its funding. Therefore, no additional supporting documents are required.

[9] Article 196 RAP implementing Article 131 FR.

9. AWARD CRITERIA

Only proposals that meet the eligibility, exclusion and selection criteria will be assessed according to the award criteria included under the Annex to the Work Programme 2018, also comprising the following sub-criteria:

Criteria	Maximum score (in points)	Threshold (pass-mark)
1 – Policy and contextual relevance	10	7
2 – Technical quality	10	6
3 – Management quality	10	6
4 – Overall and detailed budget	10	6
TOTAL	**40**	**25**

9.1. Policy and contextual relevance

Sub-criteria that are taken into account in the assessment:

- Relevance of the project to meeting the objectives and priorities defined in the annual work plan of the 3rd Health Programme, under which the call for proposals is published;
- Added value at EU level in the field of public health;
- Pertinence of the geographical coverage of the proposal;
- Consideration of the social, cultural and political context.

9.2. Technical quality

Sub-criteria that are taken into account in the assessment:

- Quality of the evidence base;
- Quality of the content;
- Innovative nature, technical complementarity and avoidance of duplication of other existing actions at EU level;
- Quality of the evaluation strategy;
- Quality of the dissemination strategy and plan.

9.3. Management quality

Sub-criteria that are taken into account in the assessment:

- Quality of the planning and appropriate task distribution to implement the project,
- Relevance of the organisational arrangements, including financial management,
- Quality and complementarity of the partnership.

9.4. Overall and detailed budget

Sub-criteria that are taken into account in the assessment:

- Realistic estimation of person days per deliverable and per work package;
- Reasonableness of the budget allocated for evaluation and dissemination.

10. LEGAL COMMITMENTS

Following the evaluation, Chafea establishes a list of all eligible proposals. Each priority topic is ranked according to the total number of points awarded. Only proposals reaching the above thresholds are eligible for co-funding. Depending on the budget availability as indicated in the annual work plan, the highest ranked proposal or proposals per priority topic will be awarded a grant.

In the event of a grant awarded, the coordinator is invited to enter into an adaptation period via an on-line grant preparation system (SYGMA). If successful, this should result in the signature of a grant agreement, drawn up in euro and detailing the conditions and level of funding.

The grant agreement must be signed electronically first by the coordinator on behalf of the consortium and then by Chafea. All co-beneficiaries must accede to the grant agreement by signing electronically the accession form to the grant.

11. FINANCIAL PROVISIONS

11.1. General Principles

Grants must comply with the following principles:

a) Non-cumulative award[10]

An action may only receive one grant from the EU budget.

In no circumstances shall the same costs be financed twice by the Union budget. To ensure this, applicants shall indicate the sources and amounts of Union funding received or applied for the same action or part of the action or for its functioning during the same financial year as well as any other funding received or applied for the same action[11].

b) Non-retroactivity[12]

No grant may be awarded retrospectively for actions already completed.

A grant may be awarded for an action, which has already begun only where the applicant can demonstrate the need to start the action before the grant agreement is signed.

[10] Article 129 FR.

[11] Article 196 (4) RAP.

[12] Article 130 FR.

In such cases, costs eligible for financing may not have been incurred prior to the date of submission of the grant application.

c) Co-financing[13]

Co-financing means that the resources, which are necessary to carry out the action, may not be entirely provided by the EU grant.

Co-financing of the action may take the form of:

- the beneficiary's own resources,
- income generated by the action,
- financial contributions from third parties.

d) No-profit rule:
the grant may not have the purpose or effect of producing a profit for the beneficiary

e) Implementation contracts/subcontracting

Where the implementation of the action requires the award of procurement contracts (implementation contracts), the beneficiary must award the contract to the proposal offering best value for money or the lowest price (as appropriate), avoiding conflicts of interests and retain the documentation for the event of an audit.

For public bodies: entities acting in their capacity of contracting authorities in the meaning of Directive 2014/24/EU or contracting entities in the meaning of Directive 2014/23/EU shall abide by the applicable national public procurement rules.

Sub-contracting, i.e., the externalisation of specific tasks or activities which form part of the action as described in the proposal must satisfy the conditions applicable to any implementation contract (as specified above) and in addition to them the following conditions:

- it may only cover the implementation of a limited part of the action;
- it must be justified having regard to the nature of the action and what is necessary for its implementation;
- it must be clearly stated in the proposal.

11.2. Funding form: mixed financing

Mixed financing grants are calculated on the basis of a detailed estimated budget indicating clearly the costs that are eligible for EU funding. The grant amount may neither exceed the eligible costs nor the amount requested. Amounts are indicated in euros.

- **Maximum amount requested**

The EU grant is limited to a maximum co-funding rate of 60% of **eligible costs**. In case of exceptional utility up to 80% can be granted (see the Annex to the Work Programme 2018, chapter 2. Grants, page 7). More information is provided in the Guide of applicants.

[13] Article 125 (3) FR, Article 183 RAP.

Consequently, part of the total eligible expenses entered in the estimative budget must be financed from sources other than the EU grant (see Section 11.1 c) above).

- **Eligible costs**

Eligible costs are actually incurred by the beneficiary of a grant and meet all the criteria indicated in Article 6 of the Model Grant Agreement (MGA).

- Eligible (direct and indirect) costs are indicated in the MGA (see Articles 6.1, 6.2 and 6.3);

- Ineligible costs are indicated in Article 6.4 of the MGA.

Please note that contributions in kind are not considered eligible costs.

- **Calculation of the final grant amount**

Chafea establishes the final amount of the grant to be paid to the coordinator and the other beneficiaries after completion of the action, upon approval of the request for payment containing the documents indicated in the grant agreement[14].

The final grant amount is calculated as indicated in the MGA (see Article 5.3).

EU grants may not have the purpose or effect of producing a profit within the framework of the action of the beneficiary. **Profit shall be defined as a surplus of the receipts over the eligible costs incurred by the beneficiary**, when the request is made for payment of the balance. In this respect, where a profit is made, Chafea shall be entitled to recover the percentage of the profit corresponding to the Union contribution.

11.3. Payment arrangements

The payment conditions are gathered in the MGA[15] annexed to the present call.

The payments generally consist of the following:

Chafea will execute a pre-financing payment (see MGA[16]) to the coordinator within 30 days of the date when the last of the two parties signs the agreement, provided all requested guarantees have been received, if applicable. All other beneficiaries have to accede to the grant agreement before the coordinator can transfer to them their share of the pre-financing.

Chafea will make an interim payment (see MGA[17]) to reimburse the eligible costs incurred in implementing the action during a given reporting period. Chafea will execute the payment within 60 days from receiving the periodic report.

[14] Article 135 FR.

[15] Article 16 MGA.

[16] Article 16.2 MGA.

[17] Article 16.3 MGA

Chafea will establish the amount of the final payment (payment of the balance) to be made to the coordinator on the basis of the calculation of the final grant amount (see Section 11.2 above). If the total of earlier payments is higher than the final grant amount, the coordinator will be required to reimburse the amount paid in excess by the Chafea through a recovery order (see see MGA [18]).

11.4. Pre-financing guarantee

In the event that the applicant's financial capacity is not satisfactory, measures may be taken in order to limit the financial risks linked to the pre-financing payment. These might include asking the beneficiary to provide a pre-financing guarantee, for up to the same amount as the pre-financing.

The guarantee shall be denominated in euro and shall be provided by an approved bank or financial institution established in one of the Member State of the European Union. When the beneficiary is established in a third country, the authorising officer responsible may agree that a bank or financial institution established in that third country may provide the guarantee if he considers that the bank or financial institution offers equivalent security and characteristics as those offered by a bank or financial institution established in a Member State. Amounts blocked in bank accounts shall not be accepted as financial guarantees.

The guarantee may be replaced by a joint and several guarantee by a third party or by a joint guarantee of the beneficiaries of an action who are parties to the same grant agreement.

The guarantee shall be released as the pre-financing is gradually cleared against interim payments or payments of the balance to the beneficiary, in accordance with the conditions laid down in the grant agreement.

No financial guarantee will be requested if the EU contribution is EUR ≤ 60 000.

12. PUBLICITY

12.1. By the beneficiaries

Beneficiaries must clearly acknowledge the European Union’s contribution in all publications or in conjunction with activities for which the grant is used in line with Article 22 of MGA.

In this respect, beneficiaries are required to give prominence to the name and emblem of the European Union on all their publications, posters, programmes and other products realised under the co-financed project.

To do this they must use the text, the emblem and the disclaimer available at http://ec.europa.eu/chafea/management/visual_identity.html.

If this requirement is not fully complied with, the beneficiary’s grant may be reduced in accordance with the provisions of the MGA.

[18] Article 28 MGA.

12.2. By the Executive Agency

With the exception of scholarships paid to natural persons and other direct support paid to natural persons in most need, all information relating to grants awarded in the course of a financial year shall be published on an internet site of the Executive Agency no later than the 30 June of the year following the financial year in which the grants were awarded.

The following information will be published:

- name of the beneficiary,

- address of the beneficiary when the latter is a legal person, region when the beneficiary is a natural person, as defined on NUTS 2 level[19] if he/she is domiciled within EU or equivalent if domiciled outside EU,

- subject of the grant,

- amount awarded.

Upon a reasoned and duly substantiated request by the beneficiary, the publication shall be waived if such disclosure risks threatening the rights and freedoms of individuals concerned as protected by the Charter of Fundamental Rights of the European Union or harm the commercial interests of the beneficiaries.

13. DATA PROTECTION

The reply to any call for proposals involves the recording and processing of personal data (such as name, address and CV). Such data will be processed pursuant to Regulation (EC) No 45/2001[20] on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Unless indicated otherwise, the questions and any personal data requested are required to evaluate the application in accordance with the specifications of the call for proposal will be processed solely for that purpose by the Executive Agency / the Commission. Details concerning the processing of personal data are available on the privacy statement at the participants' portal:

http://ec.europa.eu/research/participants/portal/desktop/en/support/legal_notices.html.

Applicants are invited to check this website at regular intervals so as to be duly informed on possible updates that may occur by the deadline for submission of their proposals. Personal data may be registered in the Early Detection and Exclusion System (EDES) established and managed by the European Commission; the new system replaced the Early Warning System and the Central Exclusion Database as of 1 January 2016. The purpose of the EDES is the protection of the Union's financial interests against unreliable economic operators. This is ensured via the following two components:

- Early detection of risks threatening the Union Financial Interests via the inclusion of relevant markings (in case of suspicion or presumption);

[19] European Union Official Journal L 39, of 10 February 2007.

[20] This Regulation is soon to be repealed and replaced by a new Regulation ((COM (2017) 8: Proposal for a REGULATION OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC).

• Exclusion of entities/ natural persons, imposition of financial penalties (administrative sanctions) in case of situations provided for by the law.

Situations that may give rise to an Early Detection/Exclusion are provided for in Article 108 (2) and Article 106 FR respectively. An economic operator can only be subject to early detection/exclusion following his/her notification by the responsible service.

Applicants are invited to check this website at regular intervals so as to be duly informed on possible updates that may occur by the deadline for submission of their proposals.

14. PROCEDURE FOR THE SUBMISSION OF PROPOSALS

The application must be sent via an electronic submission system and comply with the formal requirements described in the guide for applicants.

No modification to the application is allowed once the deadline for submission has elapsed. However, if there is a need to clarify certain aspects or for the correction of clerical mistakes, the Chafea may contact the applicant for this purpose during the evaluation process[21].

Applicants will be informed in writing about the results of the selection process[22].

Proposals must be submitted via the Participant Portal:
http://ec.europa.eu/research/participants/portal/desktop/en/opportunities/h2020/index.html

Before submitting a proposal:

1. Create an account to submit a proposal:

https://webgate.ec.europa.eu/cas/eim/external/register.cgi;

2. Register via the beneficiary registry:

http://ec.europa.eu/research/participants/portal/desktop/en/organisations/register.html.

To create and submit your proposal, please go to:

https://ec.europa.eu/research/participants/portal/desktop/en/opportunities/index.html and select "3rd Health Programme", then select the relevant call.

In submitting a proposal, the applicant accepts the procedures and conditions as described in this Call and in the documents to which it refers. Applications that do not comply with these requirements will be rejected.

Contacts

For problems with the electronic submission system please contact the IT helpdesk set-up for this purpose via the participant portal web-site.

[21] Article 96 (2) FR.

[22] Article 133 (3) FR, Article 205 RAP.

For non-IT related questions a helpdesk at Chafea is available at: CHAFEA-HP-CALLS@ec.europa.eu on weekdays at 9.30 – 12.00 and 14.00 – 16.30. Note that the helpdesk is not available on EC public holidays (29 March - 03 April 2018).

Frequently asked questions are published on the website of Chafea: http://ec.europa.eu/chafea/health/faq.html.

In all correspondence relating to this call (e.g. when requesting information, or submitting an application), reference must be clearly made to this specific call. Once the electronic exchange system allocated a proposal ID, the applicant must use this number in all subsequent correspondence.