

FREQUENTLY ASKED QUESTIONS

CALL H2020-JTI-FCH-2015-1

GENERAL QUESTIONS

Q1. Who can provide clarifications on the topics of the FCH2 JU Call 2015?

A1. Clarifications on the topics of the Call can be obtained from the FCH2 JU functional mailbox fch-projects@fch.europa.eu.

Q2. Where can I find a list of the proposals supported under the FCH2 JU Call 2014?

A2. The successful proposals under the FCH2 JU Call 2014 are currently in grant preparation phase and should be signed by July 2015; meanwhile, coverage of the topics is provided with the 'Flash Call Info' here (<http://www.fch.europa.eu/page/call-2014-under-horizon-2020>).

Q3: What is the duration of a project under the FCH2 JU Call?

A3: The FCH2 JU Call does not provide an indication regarding the duration. Also, the FCH2 JU general model grant agreement does not set a fix rule for the duration of projects. It will be up to the proposer to define a sound project duration, which will be judged during the evaluation by the expert evaluators as part of the evaluation process against the Award Criteria.

You may want to consider that the AWP2015 contains budget and duration indications for each topic. This will be one element of consideration when you design your proposal with an appropriate time frame. The duration of proposed projects should be commensurate with the proposed activities. The consortium should consider when deciding on the duration of the project that the length of time foreseen is enough to achieve the objectives of the project in the most efficient way taking into account the potential risks. Deliverables and milestones should be defined to guarantee a successful completion of the project. Mid-point objectives would be expected.

Q4: An applicant needs to buy some very specialized equipment to conduct the research in a Research and Innovation Action. Is the cost of this equipment eligible for funding? Can he file the cost under subcontracting? Is the 25% overhead excluded from subcontracting costs? And do any depreciation rules apply in this case?

A4: Eligible costs for durable equipment: The depreciation costs of equipment (new or second-hand) as recorded in the beneficiary's accounts are eligible, if they were written off in accordance with international accounting standards and the beneficiary's usual accounting practices. The only portion of the costs that will be taken into account is that which corresponds to the duration of the action and rate of actual use for the purposes of the action. Equipment costs normally do not fall

under subcontracting (except special cases, where there is a "package" of a service with additional minor equipment costs). Thus 25% overhead can be claimed for these costs. Please note that the information given above a) is not necessarily correct for other calls, as the work programme might in principle include a clause, which allows eligibility of the full costs instead of depreciation costs (the energy part of the WP does not include such a clause) and b) is only a part of the criteria which apply for the eligibility of costs. Details can be found on the Participants Portal: H2020 Grants Manual, section Annotated Model Grant Agreement.

Q5: How is the operational capacity evaluated?

A5: The operational capacity is evaluated for each partner. If a partner lacks basic operational capacity, experts need to evaluate, at the consensus stage, the proposal without this partner and its associated activities. This must be reflected in a lower score and documented in the Evaluation Summary Report.

Q6: Will open access be mandatory across Horizon2020 and FCH2 JU projects? Will the costs for open access publication be accepted as direct costs?

A6: Open Access to peer reviewed publications is applicable to all beneficiaries in projects funded or co-funded under H2020, including FCH2 JU programme. There are two main routes towards open access: a) Self-archiving (green open access) – The published article or the final peer-reviewed manuscript is archived (deposited) by the author in an online repository. b) Open access publishing (gold open access) – In this model, the costs can usually be borne by the institution to which the researcher is affiliated, or by the funding agency supporting the research. Costs relating to open access that result from research funded under FCH2 JU, incurred during the duration of an action, shall be eligible for reimbursement under the conditions of the grant agreement.

Q7: In case one of partners in the consortium would be in possession of or file for an (European) patent, how will this be interpreted with respect to intellectual property rights?

A7: If the patent is obtained before the project the intellectual property rights (IPR) would remain with the owner of the patent. IPR generated in a project is owned by the partner(s) who generated it. IPR rules are described in the model grant agreement. The consortium agreement will regulate the cases, which are not covered by the grant agreement.

Q8: With respect to the verification of financial capacity of the project coordinator, when is a legal entity considered to be financially capable?

A8: A tool is available at the Participant Portal:

<http://ec.europa.eu/research/participants/portal/desktop/en/organisations/lfv.html> for applicants to simulate their financial viability. A [guide on beneficiary registration, validation and financial](#)

viability check

(http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/lev/h2020-guide-lev_en.pdf) is available also on the participant portal.

Q9: I don't consider my project to contain ethics sensitive aspects, should I complete the ethics self-assessment?

A9: It is likely that at least one aspect of the ethics issues identified will concern your proposal; it is strongly advised to follow the Ethics Self-Assessment guide (http://ec.europa.eu/research/participants/portal/doc/call/h2020/h2020-msca-itn-2015/1620147-h2020_guidance_ethics_self_assess_en.pdf), and provide in your proposal the page number where mitigation measures are taken, in the Ethics table at the end of the proposal (Section 4). Please keep in mind that these issues will be scrutinised after the evaluation, for all proposals above threshold, and additional information and requirements may be asked to be provided if it is not addressed in the proposal, and this may delay the grant preparation process.

PARTICIPATION

Q1: What is the possibility of obtaining funding for 3rd countries partners, such as USA and Japan. The feasibility of funding partners from these countries is very important for the consortium negotiations.

A1: USA or Japan are not specifically targeted in our AWP2015 and not mentioned for any of the topics as possible interested parties. Therefore the general conditions apply – i.e. EU funding for the countries in the AWP 2015 general annexes (Annex A). USA and Japan are not mentioned in this annex, so they should normally not receive EU funding. However, funding is still possible “when the FCH2 JU deems participation of the entity essential for carrying out the action funded through the programme”. This aspect has to be clear in the proposal and evaluated by the experts if funding is requested in a proposal (even for affiliates/third parties).

Q2: Can travel and accommodation be paid for partners who are not eligible for FCH2 JU funding, such as those coming from USA or Canada?

A2: Entities from Canada and the USA can be beneficiaries in the project, but in principle without funding. If duly justified, an exception could indeed be the travel and accommodation costs to cover their participation in meetings in Europe. Another possibility would be to have these parties included in an Advisory Committee. The coordinator could then make a reservation in his budget to pay travel and subsistence for these “expert advisors” to join meetings.

Q3: How to deal with Swiss participation?

A3: Please refer to the most up-to-date information available at the Participants Portal (http://ec.europa.eu/research/participants/data/ref/h2020/other/hi/h2020-hi-swiss-part_en.pdf)

Q4: How can I find the right project partners?

A4: If you need help to identify a potential partner with particular competences, facilities or experience, use the partner search options available in the Participants Portal. You could also contact the secretariat of the Industry Grouping, NEW-IG (secretariat@new-ig.eu) or of the Research Grouping, N.ERGY (secretariat@nerghy.eu).

SUBMISSION AND EVALUATION

Q1: Which parts can be edited by the participants and which parts can be edited only by the coordinator in a proposal?

A1: For most cases two roles are available when preparing and submitting a proposal: a coordinator or a partner. This has an effect on the actions you may do and the information you have to supply. The following table highlights the differences between a coordinator and partner actions:

| Action | Coordinator | Partner |
|--|-------------|---------|
| Select the call | Yes | No |
| Invite participants | Yes | No |
| Submit the proposal | Yes | No |
| Define own budget table | Yes | Yes |
| Enter all administrative form data | Yes | No |
| Enter own administrative forms' details | Yes | Yes |
| Download and read the all proposal files | Yes | Yes |
| Upload Part B and Annexes | Yes | No |

Q2: Considering that there is only one template provided for Part B sections 1, 2 and 3 with page limit & sections 4 and 5 without page limit, how is the submission system going to treat the page limit requirement in the PDF file(s)?

A2: Indeed the templates on the FCH2 JU website are provided in one single document for information. However, as instructed on the first page of each template, the following documents should be submitted for each proposal of this call:

- Sections 1, 2, 3 in one template (except section 2.2), considering a page limit of 65 pages.
- Section 2.2 in other template, with a page limit of 5 pages.
- Sections 4, 5 in other template, with no page limit.

This solution has been agreed with the Commission services and is in line with H2020 practice too.

Q3: What will the "Impact" of a proposal be measured against, will any specific indicators be used?

A3: The proposal will be measured against the expected impact(s) listed in the AWP2015 under the relevant topic. In addition, proposals will be assessed regarding enhancing innovation capacity and integration of new knowledge. This means strengthening the competitiveness and growth of companies by developing innovations that meet the needs of European and global markets; and, where relevant, by delivering such innovations to the markets. Other environmental and socially important impacts (not already covered above) should also be considered. Finally, the effectiveness

of the measures proposed to exploit and disseminate the project results (including management of IPR) and to communicate the project will also be assessed.

Q4: How should INNOVATION be addressed and evaluated in proposals?

A4: In particular for FCH2 JU programme, there is an emphasis on research and innovation activities complemented with activities which operate close to the end-users and the market, such as demonstrating or piloting. The role of innovation varies according to the type of action.

Evaluators will check that the proposed activities are in line with the type of action implementing the call or topic. They will pay particular attention to key aspects of the award criteria and key elements to be provided as part of a proposal, notably:

- Under the **'Excellence' criterion**, to evaluate the extent to which the proposed work has innovation potential, with particular reference to the corresponding section(s) in the proposal.
- All aspects of the **'Impact' criterion** will receive particular attention, i.e. the extent to which project outputs should contribute to the expected impacts described for the topic, to enhancing innovation capacity and integration of new knowledge, to strengthening the competitiveness and growth of companies by developing and delivering innovations meeting market needs, and to other environmental or social impacts, as well as the effectiveness of the exploitation measures. The proposers' description of any barriers/obstacles, and any framework conditions (such as regulation and standards), that may determine whether and to what extent the expected impacts will be achieved will also be checked.

The experts will also consider **the draft plan for the dissemination and exploitation of the project's results**, the explanation of how the proposed measures will help to achieve the expected impact of the project, and the strategy for knowledge management and protection.

- Under the **'Quality and efficiency of the implementation' criterion**, a particularly relevant aspect concerns how effective innovation management will be addressed in the management structure and work plan. Innovation management is a process which requires an understanding of both market and technical problems, with a goal of successfully implementing appropriate creative ideas. A new or improved product, service or process is its typical output. It also allows a consortium to respond to an external or internal opportunity.

Q5: How will COMMUNICATION ACTIVITIES be addressed and evaluated in the proposals?

A5: Under FCH2 JU, beneficiaries have a general obligation to “promote the action and its results”. The communication activities to be undertaken during the action’s lifetime must already be part of the proposal (either as a specific work package for communication or by including them in another work package). They are taken into consideration as part of the evaluation of the **criterion ‘impact’**.

The communication activities must be planned and implemented from the outset (and continue throughout the entire action), with a **comprehensive communication plan** that defines clear objectives (adapted to various relevant target audiences) and sets out a concrete planning for the communication activities (including a description and timing for each activity).

Good communication will:

- Start at the outset of the action and continue throughout its entire lifetime;
- Be strategically planned and not just be ad-hoc efforts. This requires careful planning and preparation;
- Identify and set clear communication objectives (e.g. have final and intermediate communication aims been specified? What impact is intended? What reaction or change is expected from the target audience?);
- Be targeted and adapted to audiences that go beyond the project's own community including the media and the public (e.g. is each target audience a relatively homogenous group of people? Can the target audience help the action achieve its objectives?);
- Choose pertinent messages (e.g. How does the action's work relate to our everyday lives? Why does the target audience need to know about the action?);
- Use the right medium and means (e.g. working at the right level – local, regional, national, EU-wide?; using the right ways to communicate - one-way exchange (website, press release, brochure, etc.) or two-way exchange (exhibition, school visit, internet debate, etc.); where relevant, include measures for public/societal engagement on issues related to the action);
- Be proportionate to the scale of the action (e.g. activities carried out by a large-scale action with beneficiaries coming from several different countries and a large budget must be more ambitious than those of a sole participant of a mono-beneficiary grant).

EXPERTS

Q1: I have never been registered as an expert. What should I do?

A1: Experts who wish to be considered for assignments for the EU programmes, including FCH2 JU have to register in the European Commission central expert database.

Registering as an expert:

You should go to the Expert area

(<http://ec.europa.eu/research/participants/portal/desktop/en/experts/>) in the Participant Portal.

From here, you will first have to create an ECAS (European Commission Authentication Service) account, if you don't already have one. To do so, click on '**Create your Portal (ECAS) account**' at the bottom of the page. Follow the instructions on the ECAS registration screen. Upon successful registration, you will receive a confirmation email from ECAS with a link to change your password. Once this is done, go back to the Expert area in the Participant Portal, click on the button '**Register as Expert**'. This leads you to the introductory page of the expert registration service. Once you have read the introduction, click on the button '**Create profile**'.

For more details, please consult the dedicated H2020 FAQ section on experts.

Q2: As an organisation, how can I recommend experts?

A2: If your organisation is interested in recommending experts for the FCH2 JU programme, you can send an email to: fch-projects@fch.europa.eu. The email should be sent from your organisation's email account with the 'Subject of email: expert recommendations'; the recommended experts should already be registered in the Commission database, with a registration number allocated to them.

Q3: Who can be an expert?

A3: You have a chance of being selected as an expert if you:

- have a high level expertise in the domains of the FCH2 JU programme
- can be available for occasional, short-term assignments and
- have completed and validated the registration of your profile in the online platform.

In addition to researchers and academics, the FCH2 JU is seeking to continuously increase the number of specialists from the commercial and business communities ('close-to-market' type of experts).

Q4: Is there any remuneration provided for experts?

A4: As an expert you are entitled to a fee of EUR 450 for each full day actually worked and to the reimbursement of travel expenses (to and from the point of departure and to and from the place of

meeting) and subsistence expenses.

If selected to work as an expert, you will receive a contract through the electronic system on the Participant Portal. The contract defines all the rights and obligations and terms and conditions that apply. The contract does not constitute an employment agreement. Any payment received as an expert is not exempted from national taxes and you are obliged to ensure compliance with national legislation on taxes and social security law.

QUESTIONS APPLYING TO TOPICS

Q1: Do proposals have to provide evidence that the technology is at a specific TRL level. Do simulations or conceptual descriptions/calculation count as experimental evidence?

A1: The proposal will need to provide the evidence that the technology is at a specific TRL level. Simulations or conceptual descriptions/calculation are not experimental evidence. For example, a patent based only a conceptual description cannot serve as a proof of a given TRL level. Some further clarifications on the TRL levels mentioned in the call:

At TRL 2, the technology concept, its application and its implementation have been formulated. The development roadmap is outlined. Studies and small experiments provide a "proof of concept" for the technology concepts.

TRL 3 means that the first laboratory experiments have been completed. The concept and the processes have been proven at laboratory scale, table-top experiments.

At TRL 4 a small scale prototype development unit has been built in a laboratory and controlled environment. Operations have provided data to identify potential up scaling and operational issues. Measurements validate analytical predictions of the separate elements of the technology. Simulation of the processes has been validated.

At TRL 5 the technology, a large scale prototype development unit, has been qualified through testing in intended environment, simulated or actual. The new hardware is ready for first use. Process modelling (technical and economic) is refined. LCA and economy assessment models have been validated. Where it is relevant for further up scaling the following issues have been identified: health & safety, environmental constraints, regulation, and resources availability.

At TRL 6, the components and the process, the prototype system, have been up scaled to prove the industrial potential and its integration within the entire system. Hardware has been modified and up scaled. Most of the issues identified earlier have been resolved. Full commercial scale system has been identified and modelled. LCA and economic assessments have been refined.

At TRL 7, the technology has been proven to work and operate a pre-commercial scale – a demonstration system. Final operational and manufacturing issues have been identified. Minor technology issues have been solved. LCA and economic assessments have been refined.

At TRL 8, the technology has been proven to work at a commercial level through a full scale application. All operational and manufacturing issues have been solved.

TRL 9 means that the technology has been fully developed and is commercially available for any consumers.

Topic FCH-03.2-2015: Hydrogen territories

Q2: *Can isolated territories apply to this topic?*

A2: Although the term “disconnected” is used, the idea is that this doesn’t restrict only to islands, and territories that have connection problems with the main grid could also apply (e.g. to be able to grow, further connections would be needed if the use of hydrogen is not pursued).

What is mandatory is that this topic covers both the use of hydrogen for energy and transport applications. Therefore, production for renewables (with new installations or enhancement of the use of existing ones), storage of this hydrogen, and then its use in stationary and transport applications are a must.

Topic FCH-01.4-2015: Adaptation of existing fuel cell components and systems from road to non-road applications

Q3: *In the topic description, is the sentence “Material handling vehicles are considered outside the scope of this topic” covering only forklifts (already over TRL 6), or all kind of material handling vehicles like tow tractors, straddle carriers, etc.?*

A3: Indeed, the phrasing material handling vehicles is meant to refer only to those with a high TRL, i.e. forklifts.

Q4: *The topic specifies that “the project should include end users providing specifications and test of at least 3 FCH vehicles”. Does this mean that 3 completely different FCH vehicles should be tested? Or could similar type of FCH vehicles be used, with some modifications in electric drivetrain or energy buffer, depending on different end user profiles and specifications?*

A4: The text is not specific on this point, and therefore similar types of vehicles could be tested within one project.

Topic FCH-01.5-2015: Develop technologies for achieving competitive solutions for APU transport applications based on existing technology

Q5: *The coordination must be done by an industrial partner or would this also be possible by a research institute?*

A5: Under ‘Other information’ headline, the topic specifies the following:

“The consortium must be led by industry and include a fuel cell system manufacturer and cell/stack developer or manufacturer with an existing cell/stack design. It may include research institutes and material developers/producers and equipment manufacturers. Projects must include fuel cell APU end users such as system integrators and vehicle/system manufacturers”.

Under H2020 rules for participation, there is no general obligation in this respect; this is not an eligibility criteria; the way it is understood is that this does not limit the project administrative coordination to an industrial partner, though the project work should indeed be led by industry.

Topic FCH-02.9-2015: Large scale demonstration μ CHP fuel cells

Q6: Is the option to declare unit costs according to the model grant agreement 5.2 (f) and 6.2 F applicable for the topic FCH-02.9-2015? The unit costs could be internally calculated using our usual costs accounting practices. As the topic requires the ramp-up of a series production, can the calculated costs be claimed to the FCH2 JU by proving costs for one unit to auditor at production site? Otherwise, how the costs could be claimed per CHP unit? Is it possible to declare also costs of subsidiaries in other EU member states?

A6: FCH2 JU has not activated the option for unit of costs for this call; therefore, the costs can be only declared and claimed based on the normal categories of the H2020 grants, e.g. personnel, subcontracting, equipment, consumables etc. The costs of subsidiaries can always be claimed, assuming that the subsidiaries were already identified in the proposal/grant.

Topic FCH-02.7-2015: MW or multi-MW demonstration of stationary fuel cells

Q7: The topic description specifies that electrical efficiency needs to be greater than 45%. Can I please confirm that this calculation relates to the calorific value of the H2 that is fed into fuel cell and the electrical power that comes out?

A7: The electrical efficiency is calculated indeed as a ratio between the electrical power output and the lower heating value (LHV) of the fuel (including hydrogen). For reference indicators for stationary fuel cells, please also refer to our Multi Annual Work Plan (MAWP) (http://www.fch.europa.eu/sites/default/files/FCH2%20JU%20-%20Multi%20Annual%20Work%20Plan%20-%20MAWP_en.pdf).

Topic FCH-03.1-2015: Large scale demonstration of Hydrogen Refuelling Stations and FCEV road vehicles - including buses and on site electrolysis

Q8: Is the production of H2 from biomethane eligible in this topic? In particular, a centralized production of H2 of about 80-100 kg/day (from biogas) feeding several small HRS in a perimeter of 50-80 km might be eligible (even if the whole production would not be completely distributed)?

A8: From the topic description, it is clear that central hydrogen production from bio-methane is not within the scope, and would thus not be eligible. The call specifically asks for centralized electrolyser based production for grid balancing. However, since it doesn't forbid it, it would allow for on-site production from bio-methane in some of the HRS.