

FAQs

Hop-On Facility

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1. General and specific questions on Topics

1.1.- Where in the Funding and Tenders Portal can the coordinator find the complete version of the mandatory annex “Project Grant Agreement” with the latest GA, part A, Part B and the budget table for the call HORIZON-WIDERA2022-ACCESS-07?

The Coordinator can login into their ongoing project from the Funding & Tender Portal:

Under My project(s) tab, the applicant can find and download the complete Grant Agreement, Part A, Part B, Budget table to be submitted as the additional requested Annex.

1.2.- Which supporting document/annex must be provided besides the application part B when submitting the proposal in the submission system?

The Coordinator must submit an additional mandatory annex titled “Project Grant Agreement”. This mandatory annex should be the PDF document (max. 10 MB) of the running GA, Part A & Part B and the Budget table.

1.3.- In cases where the new partner will be involved in more than a single Work Package, how should the applicants deal with it?

In the context of Hop-On, “Work Package” should be understood as all the activities/tasks to which the new partner will contribute. New partners can contribute to a new or more work packages. Applicants are expected to provide details on the new work package and/or the changes to existing work packages as a result of the new partner addition.

1.4.- What is requested from consortia applying for the Hop On Facility?

When applying to the Hop-On Facility call, the Coordinator must confirm that all consortium partners agree on the accession of the new partner from the Widening country and also with the proposed activities in a dedicated question in the Part B application.

1.5.- What is expected to be included in the proposal to demonstrate the added value of the new partner?



In accordance with the proposal template for the Hop-On Facility, proposals should include a detailed description of the profile of the new partner and its role in the existing project. This presentation should detail all activities which will be impacted due to the addition of the new Widening partner (e.g. new/updated work packages, deliverables, milestones).

Applications must demonstrate the R&I added value of the new partner and describe the concrete tasks to be carried out either as a separate new work package or contributions to existing work packages.

1.6.- Is it possible to exceed the page limit foreseen in the original RIA call due to the inclusion of the new task/partner?

The Hop-On proposals will not be bound by any page limit of the original calls under Pillar 2. Nevertheless, applicants should provide a concise and accurate description of the new partner and of the proposed new activities assigned to it by filling in the template part B available in the call submission page. The page limit for the Hop-On Facility part B application is 8 pages maximum.

1.7.- Under the call HORIZON-WIDERA-2023-ACCESS-06-01, how many applications with different widening entities can an applicant submit to an ongoing open call?

An applicant may submit only one proposal. The eligibility conditions set in the Horizon Europe Work Programme 2021-2022 (Widening participation and strengthening the European Research Area) clearly state that: "The proposal must be submitted by the co-ordinator of a consortium funded under Pillar 2 or a EIC Pathfinder call of Horizon Europe with a valid grant agreement that does not have any participant from a country eligible to host the coordinator under the Widening component (Widening country). The proposal must include the accession of one additional partner from a widening country." Consequently, only the coordinator of the ongoing eligible grant, funded under Horizon Europe, is entitled to apply to have only one additional partner from a widening country. This is because multiple submissions might be interpreted as demonstrating a lack of focus and prioritisation which could compromise the objectives of the call.



1.8.- Under the call HORIZON-WIDERA-2023-ACCESS-06-01, how will the matchmaking between hop-on candidates and potential host projects work?

The matchmaking is primarily left to the initiative of applicants, both coordinators interested in extending their consortia and hop-on candidates seeking suitable host projects. For the latter case, candidates are encouraged to screen the [list of eligible projects published on the call web site on the Funding & Tenders Portal](#), while also using information published under CORDIS. Coordinators may use the partner search tool and also contact NCP organisations, notably the project NCP WIDERANet.

1.9.- Under the call HORIZON-WIDERA-2023-ACCESS-06-01, how does the objective to “mobilize excellence” translate into concrete requirements for the profile of the hop on partner?

In fact, the objective of the call is to mobilize the ‘hidden’ excellence of the hopon partner that has not yet been invited to the consortium due to lack of visibility. Therefore, we expect excellence with the hop-on partner but not necessarily world class. The excellence of the host consortium will not be examined because it has already been evaluated and approved previously.

1.10.- Under the call HORIZON-WIDERA-2023-ACCESS-06-01, how long after the signature of the grant agreement could an Hop-on application be submitted?

The work programme up to now has not yet imposed any restrictions since the vast majority of projects were not launched earlier than mid 2022. However, we will expect a reasonable timing for the phasing in of the hop-on partner that should ensure a minimum duration of the hop-on participation of 18 months in order to achieve the intended impacts.

1.11.- Under the call HORIZON-WIDERA-2023-ACCESS-06-01, can a consortium submit a proposal for the two cut-offs?

Yes, a resubmission to the second cut-off line will be possible.

1.12.- Under the call HORIZON-WIDERA-2023-ACCESS-06-01, does the use of hop-on indicate that the original consortium needs to be changed?



No, the hop-on action should rather be regarded as a possibility for the original consortium to start additional activities not planned from the beginning and to widen the scope and impact of the project.

1.13.- What should be included in “Abstract” part of the application? Should it be copy-paste of the original one or brand new or old one with some changes made by the widening country?

Following your question relating to the Abstract of a Hop-on Facility Proposal, according to the European Commission ‘the abstract of the proposal should focus on the added value of having a new widening partner on-board and – if applicable – briefly explain the new tasks/WPs (if any), or the participation to existing tasks/WPs of the new partner’.

1.14.- The hop-on eligibility criterion reads as follows: Legal entities established in Widening countries may join already selected actions, subject to the agreement of the respective consortium and provided that legal entities from such countries are not yet participating in it.

And the respective field in the application form: "The coordinator confirms that all consortium partners are aware and agree on the accession of the new hop on partner to the ongoing Horizon Europe project".

I have been asked, does this agreement apply to both beneficiaries and associated partners? The term ‘consortium’ includes both, but on the other hand, it also includes affiliated entities, third parties, and subcontractors – would the coordinator then have to ask all of them, in case of a project with a complex setup?

Response A. My first reaction would be that the partners implementing action tasks and/or are directly bound by the grant agreement, would have a stake at the inclusion of a new partner. Subcontractors, despite implementing action tasks, have no stake at the project; equally, third parties would have no say over such a likelihood. Nevertheless, the inclusion of a new partner is a major event; therefore, there should be provisions in the consortium agreement (CA), about the relevant decision-making body, which could as well be composed of associated partners. I think the safest choice is to follow the related article within



their CA. As a general thought, things would be more complex, if the Hop-On included innovation actions. In some clusters, especially CL5, there can be special interest groups, even with the status of associated partners, which would make it more imperative to have their consent as well.

Response B. The coordinator must inform and discuss with the whole consortium (except sub-contractors) the intention to apply to the Hop On Facility to add a new beneficiary from a widening country to the ongoing project, given that widening beneficiary should fit into the consortium and perform tasks/activities in line with the ongoing project objectives. If the proposal is successful at the amendment preparation stage, the Project Officer will assess whether there is consent from the whole consortium on the accession of the widening beneficiary. The Work Programme states: The Hop On Facility integrates one additional participant from a Widening country to an ongoing project under Pillar 2 or the EIC pathfinder scheme while topping up a relevant task or work package and the cost incurred by the additional participant. This will happen on a voluntary basis without affecting the freedom of choice for the consortium and the principle of excellence.

2. Country eligibility

2.1.- Can a second widening partner apply if there is already a partner from a Widening country in the consortium?

No, the Hop-On Facility is limited to the addition of a single partner to consortia with no participants from widening countries.

2.2.- Will there be a list of eligible running projects funded under Pillar 2 and EIC Pathfinder, which can assist applicants to the Hop-On call or legal entities in Widening countries to find ongoing projects?

Yes, the Commission has published a [link on the Hop-On Facility call page with the list of eligible running projects already funded under Pillar 2 and the EIC Pathfinder](#) which will be updated regularly as new GAs are signed. This list is purely indicative and does not give a legally binding information on the eligibility for participation in the 'Hop On' call.



NCPs in Horizon Europe will be also be involved in matchmaking and will contribute to identify relevant consortia and potential partners.

2.3.- Will a partner organization from an Associated Country be allowed to claim costs? And from a Third Country?

Only partner organisations from Associated Counties eligible for the Widening part of the Horizon Europe Work Programme can benefit from the Hop-On Facility. The costs of such partner organisations will be considered as eligible in the same way as for an EU partner organisation. However, partner organisations from Third Countries are not eligible for the Hop-On Facility topic.

3. Organization eligibility

3.1.- Which legal entity is eligible to prepare and submit a proposal to the HopOn Facility call and which legal entity is eligible to join as a new partner in an ongoing Horizon project (Pillar 2 and EIC pathfinder)?

Proposals must be submitted to the Hop-On Facility call from the coordinator of a consortium funded under Pillar 2 or EIC Pathfinder of Horizon Europe with a valid grant agreement that does not have any participant from a country eligible to host the coordinator under the Widening component (Widening country).

To benefit from the Hop-On Facility, the new hop-on partner must be a Member state, Associated country or outermost region legal entity established in a “Widening country”. The member states which are Widening countries are: Bulgaria, Croatia, Cyprus, Czechia, Estonia, Greece, Hungary, Latvia, Lithuania, Malta, Poland, Portugal, Romania, Slovakia and Slovenia. The Associated countries (on condition of an association agreement) which are Widening countries are: Albania, Armenia, Bosnia and Herzegovina, Faroe Islands, Georgia, Kosovo, Moldova, Montenegro, Morocco, North Macedonia, Serbia, Tunisia, Turkey, Ukraine.

The outermost regions are: Guadeloupe, French Guiana, Martinique, Réunion, Mayotte Saint-Martin, The Azores, Madeira, Canary Islands.

3.2.- Can the coordinator of a Coordination and Support Action (CSA) project apply to the Hop On facility call?



No, only ongoing Horizon Europe Research and Innovation Action (RIA) projects are eligible to apply to the Hop-On Facility call. The Commission has published on the Hop-On Facility call page a link to the [list of eligible running projects already funded under Pillar 2 and the EIC Pathfinder](#) which is designed in a filtered way, so showing only those projects that are suitable matches for the Hop On Facility call.

3.3.- Under the call HORIZON-WIDERA-2023-ACCESS-06-01, is it possible for a coordinating entity based in France to bring into the consortium one of its departments based in outermost regions?

Yes, this is possible because the partner from an Outermost Region will be considered a widening partner, provided it has a legal address over there.

3.4.- Under the call HORIZON-WIDERA-2023-ACCESS-06-01, how do the consortia select the new members from a widening country if there are more applicants?

The selection of the most suitable partner is left to the discretion of the consortium. For the sake of a successful evaluation, we advise to base this solely on the expected R&I added value for the host projects and not on country preferences.

3. 5.- Is it compulsory for the widening partner to have a gender equality plan?

If the organization falls in the type of legal entities for which is compulsory to have.

An SME is not obliged. A research center or university, yes.

3.5.1.- Even in the case of a widening partner?

Yes, widening public organizations or research or education institutions are not exempt from this obligation.

3.6.- Can Widening partner hop-on to more than one project?

Response A. Yes. One PIC Number may be used in different scientific domains or even in similar topics, just like Twinning. It is only an issue if researcher X allocates 100% of his time to one application and 100% to another... But I see no limits to the institutions.



Response B. It is also important that the activities in the projects they participate in are not the same. That is, not to request the same costs for the same activities in two or more projects.

3.7.- can a single consortium apply with different partners, with one application per partner?

It is strongly not recommended.

3.8.- Can organisations based in Widening countries use the Hop-On scheme in projects within Pilar2 and EIC Pathfinder where the coordinators or partners are from Widening countries as well?

Unfortunately, it is impossible. Hop-On facility gives a possibility for an institution from a Widening state to join a project only if there are no Widening consortium members in the project (“The Hop On-Facility allows for legal entities from low R&I performing countries to join already selected collaborative R&I actions, subject to the agreement of the respective consortium and provided that legal entities from such countries are not yet participating in it”).

3.9.- Are eligible institutions only research organizations or also SME?

Also SMEs are eligible.

3.10.- If in a project consortium there are no beneficiaries from Widening countries, but there are associated partners / affiliated entities / subcontractors / third parties giving in-kind contribution to the project from a Widening country, is this consortium eligible for applying for Hop On?

No, the consortium described would not be eligible to apply to the Hop On Facility call. The Work program refers to “participant” which includes beneficiary, associated partners, affiliated partners,.. therefore, it is not eligible.

4. Cost eligibility and questions related to the budget

4.1.- What is the reimbursement rate for a project under the call HORIZONWIDERA-2023-ACCESS-06-01?



Participants are entitled to claim direct eligible costs in full (reimbursement rate of 100%) and this amount is topped up by an additional flat rate of 25% of direct costs to cover for the indirect costs (overheads).

4. 2.- What costs can be considered for the Widening partner and for the Consortia?

All costs categories eligible under the ongoing RIA will become eligible for Hop on activities. The budget increase must be exclusively for the benefit of the new partner with the exception of a coordination fee of up to 10% of the increased budget to be allocated to the coordinator of the consortium. The coordinator may request the coordination fee and provide an explanation on the additional integration efforts for the new partner.

4.2.1.- What costs are eligible? Personnel costs, mission expenses, consumables, etc.?

The same costs which were eligible in the call to which the main project was submitted.

4.3.- Can a proposal request a contribution below EUR 0.2 or above EUR 0.5 million?

The range 0.2 to 0.5 million EUR for the requested EU contribution in Hop On proposals is indicative and not an eligibility condition. Therefore, proposals requesting lower or higher amounts are possible but, in all instances, requests need to be justified and will be assessed during the evaluation of proposals.

4.4.- Under the call HORIZON-WIDERA-2023-ACCESS-06-01, for what purpose is the coordination fee foreseen?

The coordination fee should cover any additional administrative and managerial efforts to be taken on board by the coordinator, as a consequence of the extension of the consortium. For example, this could include increased reporting and monitoring work load, increased number of meeting, visits, etc.

4.5.- In the description of the new partner's activities, are "Dissemination & Communication" activities authorized? If so, can part of the budget be devoted to organizing a workshop at the Widening partner's premises?



(1) Workshop is not only a dissemination and communication activity. It could be a research activity too. Anyway, if workshops are eligible for the main project, they are eligible for the new partner. (2) Yes, "Dissemination & Communication" activities are authorised for a new partner, as well as all the other activities eligible in the project. But they should not be the only activities of this new partner.

4.6.- As far as staff costs are concerned, is it possible to recruit additional staff, such as post-docs, under the Hop On facility?

If it is eligible for the main project – yes.

4.7.- Does anyone know if the 10 % for the coordinating entity is awarded directly to the entity, or should be transferred to the coordinator from the hop on partner?

Response A. The EC only ever transfers money to the coordinator's account, so it is the other way round, the coordinator will transfer the funding to the hop-on partner (similarly to other partners).

Response B. The proposal will, in principle, have two entities: the coordinator and the participant. The coordinator gets up to 10% of the total, the participant gets the rest. In the previous calls the maximum was 500K, so if we check the list of beneficiaries, in most cases the coordinator got up to 50K and the participant the rest, so that both do not go over 500 K. In this call the maximum is 600 K, so they should act accordingly.

5. Evaluation process

5.1.- What will be the key factors in the evaluation of Hop-On proposals under the call HORIZON-WIDERA-2023-ACCESS-06-01?

As indicated in the WP, the main selection criteria will be the excellence and added value of the new partner and of the work package or task(s) assigned to this institution in the context of the ongoing project. The ongoing project as such is not subject to evaluation.

5.2.- Under the call HORIZON-WIDERA-2023-ACCESS-06-01, are the same evaluators and criteria who evaluated the original RIA project used for the HopOn?



Indeed, the Executive Agencies (EAs) in charge of the evaluation aim at using the same evaluators who evaluated the host project in order to ensure consistency and to best recognize the added value of the new partner and its tasks. Standard evaluation criteria for RIA will apply.

5.3.- Does anyone know how long the evaluation process of a hop on application, after the cut-off date, is expected to take?

5 months.

6. Project length

6.1.- What is the typical minimum and maximum duration of Hop On projects?

The duration of the “new” Hop On activities will depend on the duration of the ongoing Horizon Europe Research and Innovation Action (RIA) projects which the new partner will join. The time elapsed between the start date of the project and the signature of the amendment allowing the new partner to participate in the consortium will also impact the duration of the proposed “new” activities that cannot be extended after the end of the original grant agreement.

7. Proposal preparation process

7.1.- WIDERA-2023-ACCESS-06-01 for applicants submitting proposals related to the calls of the Pillar 2 or the EIC Pathfinder, is it more convenient to exclude a potential partner from a Widening country and apply later for the Hop On call?

Applicants should always include all relevant partners when submitting proposals. Leaving a partner behind can impair the quality of the consortium and result in lower evaluation scores. Proposals might also lack adequate geographical scope or diversity. Furthermore, even if a proposal without a Widening partner is funded, there are no guarantees at all that an extra partner will be funded through the Hop On facility as this is a competitive call based on the excellence principle.

7. 2.- Under the call HORIZON-WIDERA-2023-ACCESS-06-01, should only the coordinator and the new partner be mentioned in part A?

Yes, this is correct. Only the hosting coordinator and the widening partner are relevant for this part.



7.2.1.- In the table describing the consortium, should the coordinator indicate all the members of the consortium?

Only the coordinator and the new applicant should be indicated.

7.3.- “The additional partner and task should be presented in a distinct font or colour in a document based on the Description of the Action (DOA) of the ongoing action.” (source Call text). So for my understanding there are two different documents which need to be uploaded by the applicant. The “Description of the Action (DoA)” and a document based on the “Description of the Action (DoA)” with track changes (distinct font or colour).

There is no need to provide the DoA of the running project in track changes or distinct colours, as the details related to the new Widening partner and its added value must be provided through the template which is available from the call submission page (8 pages). The coordinator must, however, upload as an annex (“Project Grant Agreement”) the PDF document (max. 10 MB) of the running Grant Agreement, Part A & Part B and the Budget table.

7. 4.- Should the title of a Hop On project be different from the original one? In my opinion it depends on the changes produced by the new task in the general framework.

From what I’ve seen, the hop-on partner who suggest an addition to the current project, in the form of a small-scale project or whatever it may be, tends to use the existing title with a small variation. I’ve seen a mix of the current title with the words hop-on. Of course, it is up to them to decide. According to the Proposal Template PART B (page 6), the title of the Horizon Europe ongoing Project and the acronym and ID of the ongoing Horizon Europe Project should be indicated.

7.4.1.- But what about part A? I think the best is to introduce the original title and the word hop on in both parts: A and B.

I also thought so, it seems the most sensible things. Yes, we do agree that for Part A the proposal's acronym can be the same of the ongoing project acronym + Hop On. My reply was referring to specifically the PART B related part as there is specific guidance there, as provided below.



7.5.- Is table in page 6 of instructions compulsory in the proposal?

I can only recommend to use the template downloaded from the call page – this is the official and binding one. This year we have seen many discrepancies between templates uploaded as PDFs in the F&T portal, and the editable ones downloaded from the submission system. Each time we have asked, the answer from REA has been: use the downloaded template from the submission system.

7.5.1.- I got the same question – Normally the ethics part is dealt with in the Part A so I'm wondering whether this is provided as an option in Part A and the Coordinator simply ticks the boxes?

I am advising that they reproduce this table in Part B again (just in case)

Finally I did the same as you, recommended to include this table in part B

8.- Other

8.1.- Under the call HORIZON-WIDERA-2023-ACCESS-06-01, shall the application under pillar 2 and EIC refer to potential future Hop On partner?

No, it shall not. In cases where a potential partner from a widening country is already known, it should already be integrated into the consortium from the very beginning in the first proposal. We discourage 'stand-by' solutions because there is no guarantee of the success of a second proposal via hop-on.

8.2.- How to design actions within hop on activities as the project to receive the hop-on partner has duration from 1.12.2022 – 30.11.2026, while the hop on project should begin in spring 2024? Should the applicant should design actions for a time-span counting from the deadline of submission to the closure of the project, or based on other rationale?

The work programme up to now has not yet imposed any restrictions since the vast majority of projects were not launched earlier than mid 2022. However, we will expect a reasonable timing for the phasing in of the hop-on partner that should ensure a minimum duration of the hop-on participation of 18 months in order to achieve the intended impacts". (FAQ ID 21835. Published on 22/02/2023). Formally the application is eligible and the Hop On part will last for more than 18



months. And the applicant just should design actions for a time-span counting from the estimated Hop On start to the closure of the project.

