


- 
- Everything you need to know about IHI contributing partners

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Before we start...

- We are recording this session, and it will be published on the IHI website.
We will also publish the presentation slides.
- If you want to ask a question, please use the Q&A function on the right corner of your screen.
- This webinar is on contributing partners only!
- We will NOT talk about Call topics or IHI rules and procedures.

For info on the open calls, visit:

- Call 12: <https://www.ihi.europa.eu/apply-funding/ihi-call-12>
- Call 12 deadline for full proposals  21 April 2026
- Catch up on the IHI call 12 days: <https://www.ihi.europa.eu/news-events/events/ihi-call-days-call-12>

Outline

1. Who? – who can and who cannot become a contributing partner?
2. Why? – who should apply to become a contributing partner / what are the benefits of becoming a contributing partner?
3. What? – what can and what cannot a contributing partner bring into a project?
4. How? – application process in single-stage and two-stage calls and assessment of applications by the IHI JU Governing Board



Who?

Who are IHI JU contributing partners? (1/2)

The '**contributing partner**' category was created with the goal of opening up IHI JU to a wide range of stakeholders who may want to:

- invest in IHI projects
- contribute strategically to the achievement of the IHI objectives
- without becoming 'full' IHI JU's members

IHI JU contributing partners:

- are able to make a meaningful, key contribution to the strategic & specific objectives of IHI JU in its **specific area of research**
- act as an investor (similar to the IHI private members) - invest their own resources (researchers' time, laboratories, data) or cash in a specific IHI JU project(s)
- their contributions work in a similar way to contributions of the constituent or affiliated entities of IHI JU private members

Who are IHI JU contributing partners? (2/2)

- both public and private organisations of various nature may consider becoming an IHI JU contributing partner*
- each potential applicant must consider:
 - the public-private component of the partnership
 - the strategic and specific objectives of IHI JU
 - the nature of the planned contributions to a call or a project
 - and more specifically the obligations resulting from the participation in the consortium implementing an IHI project

→ have a look at our [Strategic Research and Innovation Agenda](#)

To sum up → participating in IHI JU should always reflect a strategic engagement of the CP

*Examples of contributing partners may include philanthropic organisations and charities that run their own research programmes, as well as legal entities and private companies working in sectors related to IHI JU such as ICT, MedTech, imaging, diagnostics, animal health, etc.

Who can apply to become an IHI JU contributing partner?

Any country, international organisation or legal entity* can apply to become a contributing partner provided that:

- they can demonstrate they contribute to the strategic and specific objectives of IHI JU in its specific area of research;
- they accept the legal framework of IHI JU (and Horizon Europe**) → by submitting a letter of application (*the scope of CP's engagement: contribution in-kind and/or cash, activities and duration*);
- they follow the procedure for submitting the application letter (different in single-stage and two-stage calls!).

*other than a constituent or an affiliated entity of a private member of IHI JU!

**this includes the acceptance of the provisions of the Model Grant Agreement for Horizon Europe

Who **cannot** apply to become an IHI JU contributing partner? (1/2)

An entity which:

- is a private member of IHI JU →



or:

- is a constituent or an affiliated entity of a private member; or
- is affiliated via another organisation (*for example a national or regional association*)
but they may join a project directly without a need for the contributing partner application process


How to check this? *The IHI office cannot check this for you!*

The websites* of private members include the lists of their corporate members, national associations and other entities which are their constituent and affiliated entities

If in doubt, contact the private member directly!

*<https://www.ihj.europa.eu/about-ihj/who-we-are/partners>

An example of an applicant CP who is in fact a private member

- an Irish pharmaceutical company is interested in becoming a contributing partner
- they are a member of an Irish national association for medical technology companies
- that Irish association is a member of 
- this might make the Irish company an affiliated entity of MedTech Europe, a private member of IHI JU
- the Irish company cannot apply to become a contributing partner → BUT
- instead they join a project as a private member and contribute IKOP (without the need for the application process) → their contribution also counts for the 45% eligibility

Important note: If an applicant contributing partner is unsure whether they are an affiliate or not, they should [contact the private members directly](#).

The IHI office cannot check this for you!

Who **cannot** apply to become an IHI JU contributing partner? (2/2)

Also, an entity:

- whose contribution is not eligible according to the Horizon Europe rules (we will talk about this later in detail)
- which is not in the position (financially and operationally) to meet all the obligations of the Horizon Europe model grant agreement and to provide the envisaged in-kind contribution to the project (may be rejected by the IHI JU Governing Board)



Why?

IHI JU Contributing Partners

Your chance to contribute at strategic level to the IHI aim of getting new cross-sectorial innovations to the patients

Who an IHI JU contributing partner should be:

- You are a key player in the healthcare ecosystem
- You are interested in engaging in multistakeholder public-private partnerships
- You want to invest your unique contribution (f.ex. the knowledge and know-how of your staff) to bring innovation to patients

Added benefits:

- Networking: as a contributing partner, you will be part of the wider collaborative health innovation ecosystem of IHI JU
- Mutual learning / sharing expertise: participants in IHI projects may gain access to other resources and infrastructures such as large biobanks, laboratories, clinical centres and databases
- Visibility: IHI projects regularly publish research in prominent journals and present their results at international conferences and policy events

2 types of calls for proposals: engagement of contributing partners

CROSS-SECTORIAL PUBLIC-PRIVATE PARTNERSHIPS

single-stage



Broad topic, not specific to one single technology/solution/output



Applicant consortia in single-stage calls are composed of: IHI private members + public partners *(and may include contributing partners)*



Proposed budgets must include at least 45% in-kind/cash contribution (e.g., 10M total budget: at least 4.5M in-kind/cash provided by private members and/or contributing partners, if any)



Contributing partners may be eligible for funding if they fulfil the eligibility criteria

two-stage



Topics and budget are determined by the pre-identified industry consortium which may include also contributing partners (listed in the topic text)



Applicant consortia of beneficiaries requesting funding submit a short proposal at the first stage of a two-stage call



The successful applicant consortium joins the pre-identified industry consortium in the second stage of a two-stage call



Pre-identified industry consortium members and contributing partners are not eligible for funding

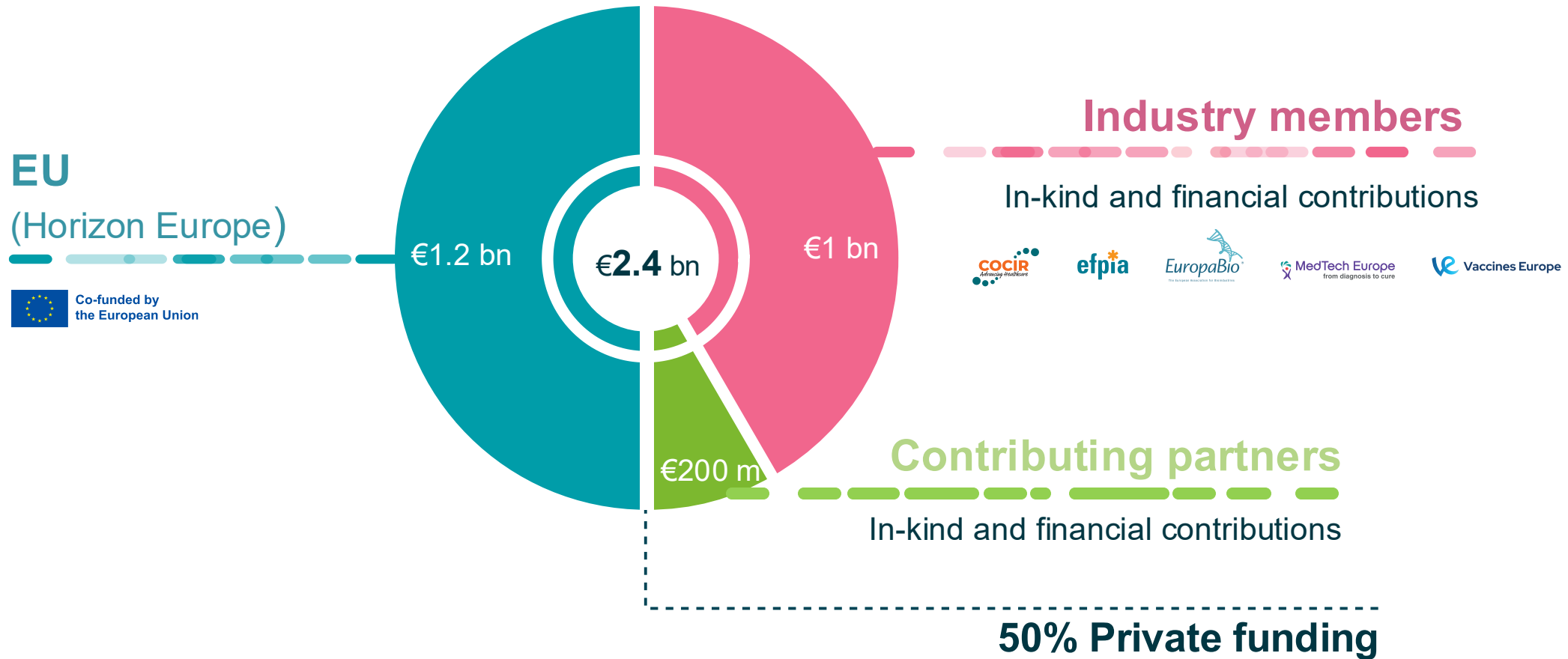
*more info - please refer to https://www.ihl.europa.eu/sites/default/files/IHI_Guide_for_Applicants.pdf



What?

IHI-public private partnership

50% Public funding



IHI Proposal budget

Minimum 45% contribution
 (IKOP + FC + IKAA) ≥ 45% of action's (eligible costs + IKAA)

Proposal Total eligible costs

Incurring by entities

Requesting IHI funding
(sme, non-profit, patient organisations, academics,...)

In Single-stage calls
“Hybrid” participants:
Contributing IKOP and/or cash (FC)
and
Requesting IHI funding
(priv. members, contrib. partners)

Not requesting funding but contributing in-kind (IKOP) and/or cash (FC)
(private members, contributing partners)

IKAA
Not project eligible costs
 (private members only, **not** contrib. partners)

Costs fully reimbursed

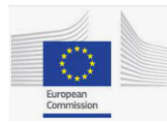
Costs not reimbursed

Public funds mainly Cash (EC)

Private funds (private members, contributing partners)



Co-funding principle

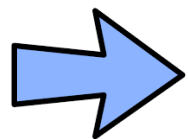


and contributing partners

45% Eligibility Criterion

Private members and/or contributing partners must contribute at least 45% of the action's eligible costs and costs for additional activities

$$(IKOP + FC + IKAA) \geq 45\% \text{ of action's (eligible costs + IKAA)}$$



Annex to the budget and types of participants verifies automatically if your proposal reaches 45%

If threshold not reached collectively → (full) proposal NOT evaluated

45% Eligibility Criterion

- 45% can be reached with only one or several contribution types (e.g only with IKOP)
- 45% must be maintained during project implementation
- Prudent approach recommended for proposals: **aim for 50%**
- Coordinator of the proposal must submit a Declaration (Annex) to confirm that the required 45% contribution will be provided



- What types of contributions?

Contributions types



- **IKOP** - In-kind contributions to Operational activities
Eligible costs incurred in implementing IHI project
- **FC** - Financial contributions
Cash contributions to project BEN to support eligible costs for project implementation
- **IKAA** - In-kind contributions to Additional Activities
Costs for implementing additional activities

Contributing Partners



Private members



Contributing partners can contribute IKOP or FC or both, but not IKAA.

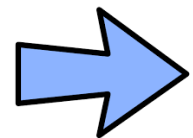


IKOP

In-Kind contribution to Operational activities

IKOP

- Consist of eligible costs incurred in implementing project tasks (foreseen in the DoA)
- Not reimbursed by IHI
(five cost categories: personnel costs, subcontracting costs, ...)
- Only eligible costs can be considered IKOP



Make sure all costs comply with the eligibility conditions of HE
(Art 6 of MGA)

HE cost eligibility conditions (Art 6.1 MGA)

Costs must be:

- **Actually incurred** (real)
- Incurred during the project lifetime (start date – end date)
- **Connected** to the action and **necessary** for its implementation
- Foreseen in the estimated **budget**
- **Reasonable**, justified

...

HE cost eligibility conditions (Art 6.1 MGA)

...

- Identifiable and **verifiable** (auditable*) incurred by the entity and recorded in its accounts in line with usual cost accounting practices of the entity
- In line with the **accounting standards** of the country where the entity is established
- Comply with the applicable **national law** on taxes, labour and social security



At the planning stage, plan the budget with eligibility criteria in mind

*Certification of costs by independent auditor required at project end if (IKOP+FC) ≥ EUR 430 000 or requested IHI funding ≥ EUR 430 000

Examples of costs (not) eligible

Software license fees:

- ✗ Software developed by the entity before start of project and license fees used to valorize its use by the consortium
- ✓ License fees paid by the entity during the project implementation

Data

- ✗ Pre-existing data: represents a scientific value but is not a cost recorded in the accounts of the entity during project implementation
- ✓ Costs for generating/harmonising/transforming data or other actions on data are eligible costs

Five cost categories

- A. Personnel costs: (employee, in-house consultant, seconded personnel,...)
- B. Subcontracting costs (outsourced project tasks)
- C. Purchase costs (travel, equipment,...)
- D. Internally invoiced goods and services
- E. Indirect costs: 25% - automatic

A. Personnel costs [\(art 6.2 A in MGA\)](#)



Examples of calculation methods for Personnel costs are available in the [HE annotated model grant agreement](#)

In all cases:

must keep records of days worked on the project

[\(declarations](#) signed monthly by the person and his/her supervisor, unless another reliable time-record system is in place).

B. Subcontracting costs [\(art 9.3 and art 6.2 B in MGA\)](#)

- The CP contracts a third party to work on project task(s)
- Contractual link between the subcontractor and the CP based on business conditions as it includes a profit margin for the subcontractor
- Selection of subcontractor: the CP should follow its usual internal practice, ensure best value for money (or lowest price if appropriate), transparency, no conflict of interest
- Subcontracting between beneficiaries: NOT allowed
- Keep records: contract, invoice, documentation justifying the subcontractor selection

C. Purchase costs [\(art 6.2 C in MGA\)](#)

- Travel, accommodation and subsistence (in line with the internal travel policy, if any)
- Equipment (depreciation cost – part used for the project)
- Other goods, works or services, if necessary to implement the project
- Purchases between beneficiaries: NOT accepted.

D. Internally invoiced goods and services

[\(art 6.2 D2 MGA\)](#)

- The beneficiary will itself provide or produce goods or services to be directly used for the action (e.g: self-produced consumables, specific devices or facilities,...)
- Calculated as Unit cost following the beneficiary's usual cost accounting practices.
- Fulfill the general eligibility conditions ([Art 6 MGA](#))

E. Indirect costs [\(art 6.2 E in MGA\)](#)

- Fixed flat rate as 25% of the direct costs (excluding subcontracting costs and internally invoiced goods and services)
- Calculated automatically for all beneficiaries (also CPs providing IKOP)



No indirect costs should be included in the other costs categories (no double counting allowed)

How to calculate IKOP?

Single-stage calls (e.g. call 12):

IKOP = (total eligible costs - requested IHI funding, if any)

CP may request IHI funding (if eligible)

Two-stage calls:

IKOP = total eligible costs

CP normally not eligible to receive IHI funding as pre-identified in topic text

IKOP includes 'EU' and 'non-EU' IKOP

EU IKOP	Non-EU IKOP
<p>Eligible costs incurred <u>WITHIN</u></p> <ul style="list-style-type: none">• 27 EU Members States• 21 Third countries associated to Horizon Europe (new version 01.01.2026)	<p>Eligible costs incurred <u>OUTSIDE</u></p> <ul style="list-style-type: none">• 27 EU Members States• 21 Third countries associated to Horizon Europe
<p>Examples: Belgium, Norway, New Zealand</p>	<p>Example: USA, Australia, China</p>
<p>Special cases for Call 12: Topic 1-3: Switzerland, UK, Canada, South Korea, Japan* Topic 5: UK, Canada</p> <p><i>*transitional arrangements – EU IKOP only if at GA signature date, association agreement is in force</i></p>	<p>Special cases for Call 12: Topic 4: UK, Canada, South Korea, Switzerland Topic 5 South Korea, Switzerland, Japan</p>

Limitation of 'Non-EU' IKOP

- Max **20%** non-EU IKOP at programme level (in all projects together)
- For some IHI Calls: **specific limit per project** set in the Call text
- Call 12: max **20%** non-EU IKOP per proposal
 - If more than 20% non-EU IKOP in proposal? → in case the proposal is selected, during grant preparation stage, non-EU should be reduced to maximum 20% and the minimum of 45% contribution maintained.

- 
- Financial Contributions
(FC)

Financial contributions (FC)

- Cash paid by a **contributing partner** to a beneficiary to support (a part of) its project eligible costs
- Count for the 45% threshold only if the recipient of the FC is eligible for receiving funding
- Based on a legal agreement between the two parties
- Explained in Proposal Part B (FC provider, FC recipient, activity to perform with the FC received) and set in estimated budget.

What is your total contribution?

+ A. Personnel costs
+ B. Subcontracting costs
+ C. Purchase costs
+ D. Internally invoiced goods and services
+ E. Indirect costs
= TOTAL eligible costs

- IHI funding, if any

= IKOP (of which 'non-EU' IKOP, if any)

+ Financial contributions, if any (FC)

= TOTAL contribution (IKOP + FC)



Financial table
in the
CP application letter
(single-stage call)



- How?

- 
- Applying to become a contributing partner in single-stage calls

Applying to become a contributing partner in single-stage calls



We will talk about:

- ✓ How to prepare your application
- ✓ How to submit it as a part of the single-stage proposal
- ✓ Common mistakes and their consequences for your proposal

We will not talk about:

- ✗ How to join an ongoing IHI project as a contributing partner - *please see: [guide for contributing partners](#)*

Preparing your CP application in single-stage calls as part of a proposal (1/5)



Step 1:

- ✓ Check that your organisation is not affiliated to an IHI JU private member
- ✓ Check that your planned contribution to IHI JU is eligible (art 6 MGA)

Step 2:

Read our [guide for contributing partners](#) which describes the application process in detail and explains how the contributing partner system works in practice (including the deadline for application!)

Step 3:

Download the [most recent template of the application letter for single-stage calls](#) from our website and fill it in:

<https://www.ihl.europa.eu/shape-our-future-research/become-contributing-partner>

Preparing your CP application in single-stage calls (2/5)

Step 3: the template of the application letter for single-stage calls:

✓ it is compulsory! an updated version regularly published

✓ 4 parts of the letter - description of:

Part 1 - the applicant contributing partner
your legal details, PIC number, details of your organisation, but also its mission and objectives

Part 2 - contribution to IHI JU's objectives
your contribution to the strategic objectives of IHI JU and the topic you apply for

All parts are compulsory!

Chair of the IHI JU Governing Board
c/o the IHI JU Programme Office
IHI JU, TO 56, 1049 Brussels, Belgium

[Place, date]

Re: [IHI JU Call No / Topic No, Topic title]

Dear sir/madam,

On behalf of [Organisation Name] of [Registered Address] and in accordance with Council Regulation (EU) No 2085/2021 of 19th November 2021 establishing the Joint Undertakings under Horizon Europe and repealing Regulations (EC) No 219/2007, (EU) No 557/2014, (EU) No 558/2014, (EU) No 559/2014, (EU) No 560/2014, (EU) No 561/2014 and (EU) No 642/2014 and specifically Articles 9, 17, 116, and 118 therein;

we wish to apply to become a contributing partner to the IHI JU Joint Undertaking.

Part 1 - Description of the applicant contributing partner

[Please insert an introduction to the applicant contributing partner:

- the full name and legal form, full address and place and country of establishment;
- full name and email address of the contact person of the applicant contributing partner;
- if you have a PIC number, you should also state it here.

The introduction should also describe your organisation, including your mission and objectives.]

Part 2 – Description of the applicant contributing partner's contribution to IHI JU's objectives

2.1 Contribution to the strategic objectives of IHI JU

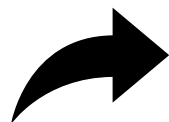
[Refer to the IHI JU general and/or specific objectives as described in the [IHI JU Strategic Research and Innovation Agenda](#) and explain how your participation as a contributing partner in proposal [*insert proposal acronym*] will contribute to the overall achievement of IHI JU's objectives.]

2.2 Contribution to the IHI JU topic [*insert number*] titled: [*insert full title of the topic*]

[Explain briefly how your contribution to the proposal is relevant for the achievement of the objectives/outcomes of this particular topic.]

Preparing your CP application in single-stage calls (3/5)

Step 3: the template of the application letter for single-stage calls:



Part 3 - contribution to the proposal

fill in the **financial table** and add a description of your planned contribution to the proposed project (amounts in line with the data in the proposal!)

Part 4 – declarations

your acceptance of the legal framework, confirming you will meet the commitments related to being a CP

All parts of the letter are compulsory!

Category	Total amount (EUR)	Out of which non-EU ² (EUR)	Brief explanation (Please provide a description of the costs, and specify the work package(s) in which the costs are incurred)
A. Personnel costs³ (in line with Article 6.2.A of AGA, pages 45-84)			
B. Subcontracting costs (in line with Article 6.2.B of AGA, pages 70-73)			
C. Purchase costs (Equipment, travel and subsistence, other goods, works and services) (in line with Article 6.2.C of AGA, pages 74-92)			
D. Internally invoiced goods and services (in line with Article 6.2.D.2 of AGA, pages 110-113)			
E. Indirect costs⁴ (25% of (A+C))	<i>[insert indirect costs: (25% of (A+C))]</i>	<i>[insert indirect costs: (25% of (A+C))]</i>	N/A
TOTAL ELIGIBLE COSTS (A + B+ C + D + E)			N/A

F. Requested IHI JU funding <i>if applicable</i>		N/A	N/A
Total in-kind contribution to operational activities (IKOP) [(A+B+C+D+E)-F]	<i>[insert] total IKOP: [(A+B+C+D+E)-F]</i>	<i>[insert] Total non-EU IKOP: (A+B+C+D+E)</i>	N/A
Financial contribution (FC), if any		N/A	Beneficiary ⁶ in the consortium who will receive the FC to work on the action: <i>[insert legal name of Beneficiary]</i>
Total contribution (Total IKOP + FC)	<i>[insert total]</i>	<i>[insert total]</i>	N/A

Preparing your CP application in single-stage calls (4/5)

Step 4:

Download the [checklist](#) for the application letter for single-stage calls

- ✓ the checklist is designed to help you make sure that your letter contains all the compulsory elements
- ✓ the checklist follows the structure of the application letter template – will help you write it!
- ✓ before finalising and submitting your letter make sure that all the items on this checklist are ticked



Checklist for preparing an application letter to be an IHI contributing partner via a single-stage call for proposals

This checklist is designed to help you write an IHI JU contributing partner application letter for IHI JU single-stage calls. For ease of use, the checklist follows the structure of the application letter template, the use of which is obligatory. It also highlights the relevant section(s) of the IHI guide for contributing partners where you can find more information.

All elements mentioned on the checklist must be included in your application. Before submitting your contributing partner application letter to IHI JU Programme Office please, make sure that all the items on this checklist are ticked.

If you have any questions, please refer to the IHI guide for contributing partners, which can be downloaded from the [IHI website](#), or [contact](#) the IHI JU programme office.

Preparing your CP application in single-stage calls (5/5)

Step 5: Finalise the letter of application

How do I sign this letter? → two options

- print the final letter, sign it manually on paper with a handwritten signature, and scan it. Keep it! We might ask for it later; OR
- qualified electronic signature (QES) but only if in line with the European Union's eIDAS Regulation.
- See the list of qualified trust service providers per EU member state on [the eIDAS website](#).

And who should sign it?

- only the legal representative of the applying entity who is properly authorised to sign in accordance with the applicable law. CEO? CFO?

Step 6: Send it within the deadline! How? See the next slide.

Important note: IHI JU office will submit your application to the GB only if your proposal is selected for funding.

Submission of applications in single-stage calls as a part of the proposal (1/4)



For the in-kind contribution from a contributing partner to be counted towards the 45% threshold, a **final application** needs to be submitted as a part of the proposal!

- The applicant contributing partner must send the pdf of the final signed letter **to the coordinator of their proposal**
- The coordinators are responsible for uploading the final application letters in the EU Funding and Tenders Portal along with the rest of the proposal documents, as a part of the wider proposal
- If the proposal includes more than one contributing partner, the coordinator must prepare **one pdf document** containing all the contributing partners' application letters

The pdf must be uploaded in the appropriate section of the submission environment of the Funding and Tender portal as illustrated on the next slide

Submission of applications in single-stage calls (2/4)

CP Annex in the Funding & Tender Portal - compulsory for all single-stage proposals when CPs are present in the proposal!

The screenshot displays the 'Funding: Submission Service' interface. On the left, there are sections for 'Call data' (Call: HORIZON-JU-IHI-2025-09-single-stage, Topic: HORIZON-JU-IHI-2025-09-05-single-stage, Type of action: HORIZON-JU-RIA, Type of MGA: HORIZON-AG), 'Proposal data' (Acronym: Test-Call-9-topic-5, Draft ID: SEP-211114269), 'Download Part B templates', and 'Support & Helpdesk' (Online Manual, IT How To, IT Helpdesk, FAQ). The main area is titled 'Administrative forms (Part A)' and includes buttons for 'Edit forms', 'View history', and 'Print preview'. Below this is the 'Part B and Annexes' section, which contains a list of uploadable items: 'Part B', 'Contributing partner applications', 'Declaration of in-kind contribution commitment', 'In-kind contributions to additional activities (IKAA)', 'Essential information for clinical studies', 'Annex Budget and Type of Participants', and 'Ethics'. Each item has an 'Upload' button. A red box highlights the 'Contributing partner applications' row, with red arrows pointing to the 'Upload' button and the text 'Contributing partner applications'. At the bottom right, there are buttons for 'BACK TO PARTICIPANTS LIST', 'VALIDATE', and 'SUBMIT'.

Submission of applications in single-stage calls (3/4):

Lack of submission of CP applications in single-stage calls

- CP Annex not submitted at all, but CPs listed in the proposal?
- CP Annex submitted but empty or some applications missing?
- CP Annex submitted but the applications not complete / not signed?
- The CP application submitted after the deadline for submission of proposals?
- The CP application submitted not as a part of the proposal (*f.ex. by email*)?



Proposal may be still admissible if other admissibility criteria maintained (*for example the minimum consortium composition without the CPs*)

BUT → each CP checked individually at eligibility checks

→ **if the application not in order** → at the eligibility check stage that CP contribution will not be counted towards satisfying the 45% in-kind **eligibility criterion** for that single-stage **proposal**

Submission of applications in single-stage calls (4/4):

Lack of submission of CP applications in single-stage calls

- **Important!** 45% is counted without the CP(s) with 'missing' or 'broken' applications at the eligibility checks
- Hence it may result in your proposal becoming ineligible!



Assessment at the evaluation stage - single-stage calls

Applications of contributing partners and their contributions are assessed by independent experts under the criteria of '*Quality and efficiency of the implementation of the proposal*'

- **CP applications missing in the proposal** - the evaluators will consider the missing application letter(s) a **shortcoming**
- **NO constituent or affiliated entities of the IHI private members** present in the applicant consortium – the 45% eligibility criterion only based on applicant contributing partners – will be considered as a **weakness**



Keep in mind the public-private character of IHI JU projects!

The involvement and contributions of the IHI JU private members are key and crucial components of IHI JU projects

Summary - avoid these common mistakes!



- Proposed contributions not eligible (make sure you read Article 6 of MGA!)
- Applicant affiliated to an IHI JU private member (*for example via a national association*)
- Mismatch → application letter vs the proposal
- Info on non-EU contribution missing. If zero → state zero

Other common mistakes?



- Template not followed or key information missing
- Letter not finalised: *f.ex. explanatory footnotes not deleted, not on the CPs' letterhead*
- Letter not signed and signature invalid:
 - unauthorised person signing
 - signed using a scanned (and not handwritten) signature
 - containing a digital / electronic signature that is not an eIDAS Regulation signature

Prepare your letter in advance and talk with your coordinator!
Do not wait until the last day before the submission of proposals deadline!



Applying to become a
contributing partner
in two-stage calls

CPs in two-stage calls (1/2)

- in **two-stage calls** → **pre-identified industry consortium**:
 - industry partners from the healthcare sectors
 - (who are) affiliated to private members of IHI JU
- contributing partners in two-stage calls:
 - **generally join the pre-identified industry consortium**, and
 - support a particular IHI JU topic and not a particular proposal
- hence, **call text can also** include:
 - the name of the contributing partner(s); and
 - indicative budget: CP's in-kind and/or financial contribution (which may be matched).

CPs in two-stage calls (2/2)

- To have a contribution matched by the IHI JU, the applicant CP:
 - has to submit their application letter prior to the finalisation of the call topic text
 - IHI JU may decide to match such contribution.
- What if a CP joins the pre-identified industry consortium after the call topic text has been published?
 - Must be agreed with the pre-identified industry consortium
 - IHI JU cannot at this point match the applying contributing partner's contribution anymore.

Preparing your CP application in two-stage calls

Follow the steps:

Step 1:

- ✓ Check that your organisation is not affiliated to an IHI JU private member
- ✓ Check that your planned contribution to IHI JU is eligible

Step 2:

Read our [guide for contributing partners](#)

Step 3:

Download the most recent [template of the application letter for two-stage calls](#) from our website and fill it in: <https://www.ihj.europa.eu/shape-our-future-research/become-contributing-partner>

Additional declaration of a CP: confidentiality applicable, in particular, to: *call topic preparation and publication, proposal submission and evaluation, pre-identified industry consortium formation*

Step 4: (optional but recommended): Send your **draft** letter to the IHI Programme Office via [email](#) (*in Word*) for review

Step 5: Finalise the letter of application, taking into account the feedback of the IHI Programme Office and **send** your letter of application **within the deadline** (*if you would like to have your contribution matched*)

The IHI Governing Board

- approval & participation in IHI JU projects

Assessment by the IHI JU Governing Board

The Governing Board of IHI JU will look at:

✓ **strategic relevance:**

- 1) whether the involvement supports the achievements of the IHI JU objectives (Council Regulation and [IHI JU Strategic Research and Innovation Agenda](#))
 - 2) demonstrated relevance and potential added value of the proposed contribution (activities, duration and nature of contributions) of the applicant CP for the achievement of the IHI JU project
- ✓ whether costs to be incurred by the applicant CP in implementing the IHI JU project fulfil the eligibility criteria as specified in the Horizon Europe Model Grant Agreement (Articles 6.1 and 6.2)
- ✓ other aspects on case-by-case basis (such as: financial or operational capacity of the applicant CP to provide the envisaged contribution, impact of the contribution on the programme level non-EU cap)

Two-criteria approach for assessing CP applications by the GB

1. Is the applicant a potential 'partner'?

Demonstrate: → the ability to make a meaningful, key contribution to the strategic & specific objectives of IHI JU in its specific area of research

→ ability to act as an investor (similar to the IHI private members)

Keep in mind: IHI is a public-private partnership!

2. Is the applicant actually 'contributing'?

- the type / the nature of the contribution → does it meet the objectives of the IHI JU topic and/or project?
- the net value (EUR) of the contribution and eligibility (art 6.1 MGA)
- 'hybrid'* contributing partners? the net value (EUR) → contribution minus funding requested

More details? Read the [Guide for Contributing partners](#) chapter 4

*contributing partners in single-stage calls eligible for funding and requesting funding

After the assessment by the IHI JU Governing Board

- accepted or rejected → the GB always makes the final decision on the application
- no limitation on the number of topics or projects to apply
- to BUT each topic / project → a separate application and a separate GB's assessment

After the GB approval – read chapter 5 of Guide for contributing partners which describes in detail how approved CPs participate in IHI JU projects

Type of participant	Do they sign the grant agreement	Do they sign the consortium agreement
Contributing partner as a beneficiary* (point 2.4.1 CP Guide)	YES	YES
Contributing partner as an affiliated entity** (point 2.4.2 CP Guide)	NO	YES
Contributing partner as an associated partner** (point 2.4.3 CP Guide)	NO	YES

*It is expected that CPs established outside of EU / HE associated countries take up the role of beneficiaries.

** CPs taking up the role of AEs and APs do not sign the GA but are identified within.

- 
- Points to remember

Points to remember



Contributing partners:

- **strategic relevance:** demonstrate relevance and potential added value of their proposed contribution for the achievement of the objectives of the IHI JU project – read about the GB assessment criteria
- costs incurred by contributing partners in implementing IHI projects fulfil the eligibility criteria as specified in the Article 6 of the HE MGA
- In single-stage call, submit your application letter as a part of the proposal by your coordinator → otherwise your contribution won't count towards the 45% threshold at the proposal eligibility check! **Don't wait till the last day before the deadline!**
- make sure that your legal entity is **not affiliated** directly or via a regional or national organisation **to an IHI JU private member** (COCIR, EFPIA (including Vaccines Europe), EuropaBio and MedTech Europe)
- read the IHI Guide on CPs <https://www.ihj.europa.eu/shape-our-future-research/become-contributing-partner>
- use the most updated CP application letter **template** and the CP **checklist** from IHI JU website
- still in doubt, send us an [email](#)

Useful documents

- [Guide for Contributing Partners](#)
 - [CP Application letters templates](#)
 - [CP Checklist](#)
- [Model Grant Agreement \(MGA\)](#) for Horizon Europe, including Annex 5 applicable to JUs
- [Draft AGA](#) annotated version of MGA (contains practical examples)
- [Frequently asked questions](#) for IHI Calls
- [IHI guide for applicants](#)
- [Annex to the budget and types of participants](#)



Thank you for your attention

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After the webinar, send any questions
to the **IHI Programme Office**

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infodesk@ihi.europa.eu



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