

Health NCP Net

Lump sum Funding in Horizon Europe for
Health NCPs - Q&A

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The aim of this document is to help Health NCPs provide the best possible advice and support in order to assist applicants prepare high-quality grant applications.
This document is provided for information only.

INTRODUCTION AND BACKGROUND

Lump sums in Horizon Europe projects are a simplified form of EU funding where the grant amount is fixed in advance and does not depend on the actual costs incurred. During the application phase, the costs incurred for each work package (WP) are calculated for each partner. Here, the expenditures for personnel costs, travel, equipment, consumables, publications, etc. are estimated as accurately as possible by cost category. This results in a fixed lump sum per partner and per work package, which is then recognized and reimbursed pro rata by the European Commission at the end of each reporting period. The payment schedule and cash flow follow the same rules as in actual cost projects - i.e. pre-financing (typically set at 80% for one reporting period or 160% of the average funding per period for multiple periods), interim payments, and final payment.

The European Commission already provides a big collection of the most important information, guiding documents and links (including to recordings of past events) on [lump sum funding on the Funding and Tenders portal](#).

Especially the [FAQs section](#) of the Funding and Tenders Portal provides many answers to many frequently asked questions. If you cannot find the answer to your question in this document, please check whether it is already listed and answered there.

This document will provide you with a short list of mostly **health-related questions on lump sum funding raised by Health NCPs** and was created in collaboration by Health NCPs from the [HNN 3.0](#) project and Legal and Financial NCPs from the [NCP4HE](#) project.

1. Question:

What is the best way to structure the Work Packages (WP) in proposals that have Clinical Trials? Should it be one WP for each trial or more? How many WPs are accepted?

Answer:

In general, there can be [as many WPs as needed](#) but no more than what is manageable. WPs with a long duration may be split along the reporting periods (usually 18 months), therefore it is not recommended to have only one WP per trial unless it is very short. More than one trial can be combined in several WPs e.g. for the study initiation, midterm recruitment and Last-Patient-Out.

2. Question:

The number of participating Clinical Trial Centers can be very high with projects that have clinical trials. Is it advisable to divide the WPs in that case?

Answer:

WPs can be divided as needed. E.g. it is recommended to [split long-lasting WPs](#) along the reporting periods such as WPs for management, communication, and dissemination. The number of Clinical Trial Centers is not decisive.

3. Question:

If an activity (e.g., a clinical study) is divided into multiple WPs, what about deliverables of the respective work packages that have a repetitive name? Can they simply be numbered consecutively, or would that be too confusing?

Answer:

Work packages with a long duration may be split along the reporting periods. The numbering of the deliverables should be appropriate to the WP and can be numbered consecutively. They deliverables need to be listed in Table 3.1c of Part B of the proposal.

It is possible that the splitted work packages contain the same tasks (e.g. project management). In this case, there is no need to repeat the same description for each split work package in the proposal (part B, table 3.1b) ([Lump sum Funding Guide for Participants by the EU Commission](#)).

4. Question:

Salaries of clinical professors tend to be very high, increasing staff costs above average. How can this be included and make sure costs are properly justified?

Answer:

Check if the personnel costs per month included in the lump sum budget table are reasonable compared with the distribution of personnel costs in the [dashboard](#). Very high personnel costs should receive special attention. The monthly rates in the Personnel Cost Dashboard are not to be understood as maximum amount. Nevertheless, evaluators may propose lower amounts unless they are well justified in the proposal. Applicants are strongly encouraged to justify high personnel costs and/or high monthly rates in the comment tab of the lump sum budget table.

5. Question:

For the long WPs (e.g. management or communication) divided in parts, should each part be named specifically or is e.g. management 1, 2, 3 enough?

Answer:

The WPs of a split long WP can have the same name and simple be numbered, e.g. by the different Reporting Periods in the Management WP (WP1=Management RP1, WP2=Management RP2 etc.) ([Lump sum Funding Guide for Participants by the EU Commission](#)).

6. Question:

Is there practical training on working with the budget table (also submission), plus tips on how to structure the project to make the budget table manageable?

Answer:

The European Commission provides a big collection of the most important information, guiding documents and links (including to recordings of past events) on [lump sum funding on the Funding and Tenders portal](#). A [step-by-step guide](#) can be found here. Additionally, you can find training at the [Bridge2HE-Website](#).

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