



EUROPEAN UNION

The Funding & Tenders Portal: what you need to know

Erasmus+

Enriching lives, opening minds

2021-2027



1. EU Login

Creating your personal account



Create a new EU Login account

- Click on the "Register" button
- Enter your name & (professional) e-mail address
- Click on the link you receive via e-mail
- Set up your password

Single sign-on: 1 EU Login account = 1 e-mail address = 1 person

DO NOT SHARE YOUR EU LOGIN CREDENTIALS!

Personalised access to the user account

Thabeng Rapitso
n0092pwb



EN

Search...



- My Person Profile
- My Formal Notification(s)
- My Task(s)



Discover the funding & tenders opportunities

Find out how to participate by following [these key steps](#).

Personalised access to the IT tools

Find calls for proposals

Explore the available EU funding opportunities by searching for calls for proposals within your topics of interest, find partners and submit a proposal.

Find calls for tenders

Find business opportunities in the calls for tenders managed by EU institutions, bodies and agencies.

View projects and results

Browse through EU funded projects and learn about the results. Invest in opportunities and get inspired by the highlights and success stories.

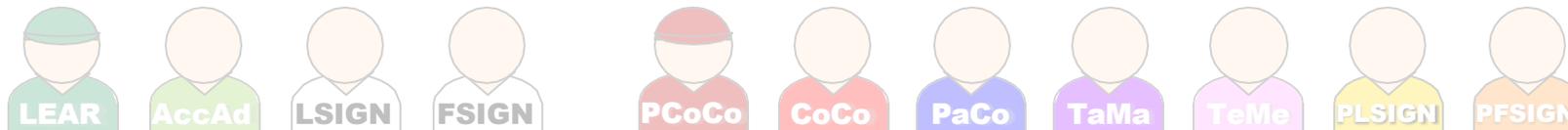
Work as an expert

Proposals and projects need evaluations, monitoring and domain-specific knowledge advice from experts.

Personalised services

Personalised access to the Funding & Tenders Portal is based on 3 elements:

1. Each user is supposed to have a **unique EU Login account**, which is the **unique identifier for persons** (linked to their professional email address).
2. Each EU Login account is linked to one (or more) **PIC number(s)**, which are the **unique identifier for organisations**.
3. Each EU Login account is linked to all the **roles** that the user has in projects and/or organisations through IAM.



Manage your EU Login account



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My Account



My account details



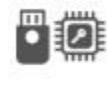
Configure my account



Delete my account



Manage my mobile devices



Manage my Security Keys and Trusted Platforms



Manage my mobile phone numbers



Manage my eIDs



Display my sessions

You can view the sessions opened for visited applications.

Click on the gear icon if you want to change your EU Login password

Enable 2-factor authentication

- Make your EU Login account **more secure with 2-step authentication**
 - Install the **EU Login mobile app** (App Store / Google Play) and login **with a QR code** or a **PIN code**
 - Authenticate via an **SMS confirmation**
 - Use a **Trusted Platform** (e.g. Windows Hello)
- Add a new mobile device, manage your registered devices, change your EU Login password, etc. directly in EU Login ("**My Account**")



- My Person Profile
- My Formal Notification(s)
- My Task(s)

- My roles
- Security Settings
- IT Helpdesk
- My Account
- Logout



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Security Settings

Need help?

By default access to My Area is secured with a password

You can increase the security by opting for 2-step verification. To access your projects, proposals and organisation data, you will then have to login with something you know (your password) and something you own (e.g. mobile phone or device).

You will have to **register your mobile phone or device** as a second authentication factor before you can activate the 2-step verification for your account.

[More about 2-step verification](#)

2-step verification is **inactive** for your account

Activate

First register your mobile device...

...then activate the 2-step authentication

Confirmation of activation

Europa / Funding & Tenders Portal notification

Dear Funding & Tenders Portal User,

You activated [2-step verification](#) for accessing the My Area section of the Funding & Tenders Portal with your account. If you did not perform this operation yourself, please contact the [IT helpdesk](#) without delay.

With kind regards,
European Commission - Funding & Tenders Portal team

Please do not reply to this message

This notification was generated by the Funding & Tenders Portal of the European Commission.

If you want to change the frequency of receiving notifications with importance "Normal", you can do it in the [Funding & Tenders Portal > My Notifications > Preferences](#)



2-factor authentication at login

This website uses cookies. Learn more about the [European Commission's cookie policy](#) Close this message X

EU Login
One account, many EU services

Where is ECAS? English (en)

research requires you to authenticate
Sign in to continue

Welcome back
(European Commission)
[Sign in with a different e-mail address?](#)

Password

[Lost your password?](#)

Choose your verification method

EU Login Mobile App PIN Code

Password

EU Login Mobile App PIN Code

EU Login Mobile App QR Code

Mobile Phone + SMS

Token

Token CRAM

Sign in

Easy, fast and secure: download the **EU Login app**

Download on the App Store | GET IT ON Google Play | Get it from Microsoft

2. Participant register

Participant Identification Code (PIC)





the funding & tenders opportunities

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-  My Person Profile
-  My Formal Notification(s)
-  My Task(s)

[Home](#) > [Funding](#) > Participant Register

Participant Register

 The participant register is now multilingual! Select your preferred language from the top right corner of the Portal.

If you want to participate in a call for proposals or in a call for tenders with eSubmission, your organisation needs to be registered and have a 9-digit Participant Identification Code (PIC). Please quote your PIC in all correspondence with the Commission.

The register contains all participants of EU programmes.

Is your organisation already registered? PIC search

Please check whether your organisation has already been registered. If so, no need to register it again.

 [Find a registered organisation](#)

Register your organisation

To register your organisation or as a natural person, you need to login into the Portal or, if you are a new user, create your account.

Check what information you need to register in the Online Manual - and keep it to hand during the registration procedure. To start registration, click on the button below:

-  My Person Profile
-  My Formal Notification(s)
-  My Task(s)

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 [Register your organisation](#)

You can suspend the registration process at any time: the data entered can be saved as draft and you can continue your registration later. To return to your registration, please log in and get into My Organisation(s) in the My Area section. Incomplete, draft registrations are automatically deleted after one year.

Additionally, for actions where the SME status is an eligibility criterion (like, e.g. the EIC Accelerator) you must also carry out the SME self-assessment.

Should your project or tender be successfully evaluated, the registered data will be verified by the Central Validation Service team before the signature of the Grant Agreement or of the Framework Contract.

Share this page

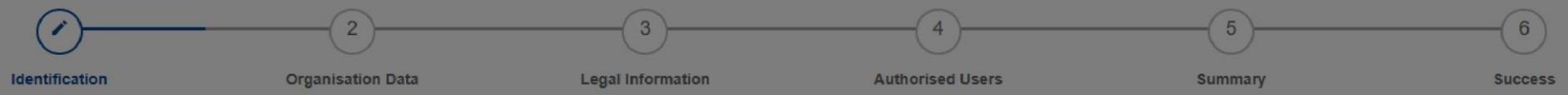
-  X
-  Facebook
-  LinkedIn
-  Telegram



- MY PERSON PROFILE
- MY ORGANISATION(S)
- GRANTS
 - My Proposal(s)
 - My Project(s)
- MY FORMAL NOTIFICATION(S)

Participant 's Register

Need help?



Identification

Legal n

Registration co

Registration n

VAT nu

W

Welcome to the Participant Register

The Registration wizard will guide you through the registration process.

Please have the relevant documents at hand, to make sure you fill in everything correctly.

Registration will take 5-10 minutes. The system will automatically save your information if in case you need to close the wizard. Your data will be restored the next time when you re-enter the page.

Your/organisation PIC number will be displayed at the end, when registration is completed. PIC: Participant Identification Code

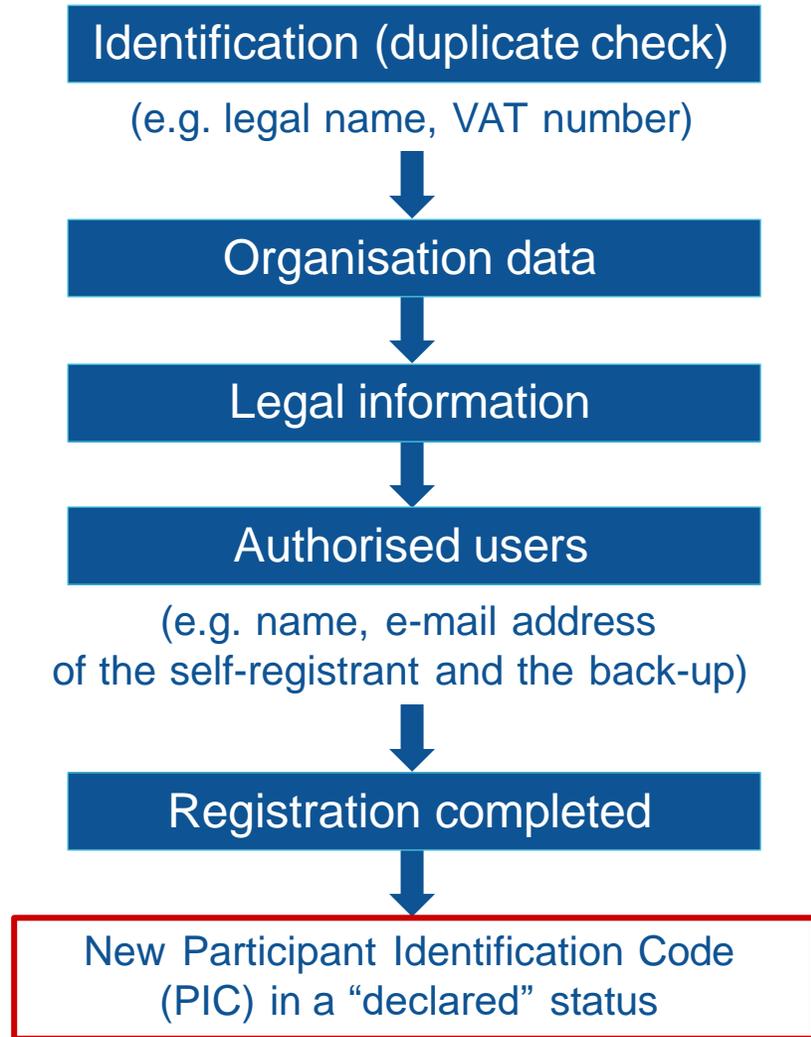
OK

Save

Review the Form

Next

How to register in the Participant Register



The screenshot shows the 'Participant's Register' interface. At the top, there is a progress bar with six steps: 1. Identification (active), 2. Organisation Data, 3. Legal Information, 4. Authorised Users, 5. Summary, and 6. Success. A 'Need help?' link is in the top right corner.

The 'Identification' section contains the following fields:

- Legal name * (text input, 240 characters)
- Registration country * (dropdown menu)
- Registration number * (text input, 50 characters)
- VAT number * (text input, 20 characters) with a toggle switch labeled 'not applicable'.
- Website * (text input, 500 characters)

At the bottom, there are two buttons: 'Review the Form' (red) and 'Next' (blue).

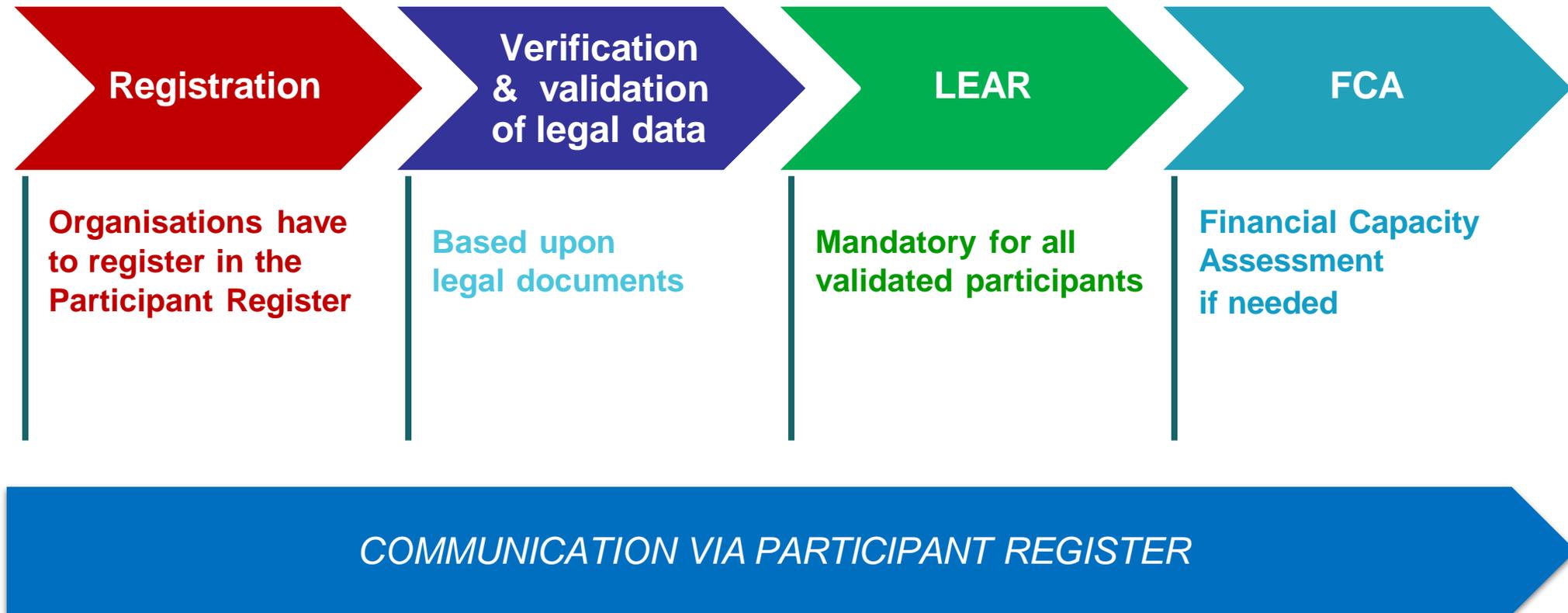
Participant Register

- The person who registers an organisation receives the **Self-Registrant role**: this person is the **contact person with the Commission services** for this organisation **until a LEAR is appointed**
- When the registration is completed, the PIC number is **provisional**, meaning that the submitted data then needs to be validated by the Validation Services
- **All contact with the Validation Services must take place inside the Participant Register**

Legal validation

- Registration data is verified by REA Central Validation Service (CVS) **after a successful evaluation**
- The legal validation of a participant is done **once**, when the entity has to sign its first Grant Agreement or Contract
- It is **reused** for future participations in EU grant and procurement actions
- Validation is required for **all beneficiaries and affiliated entities** (linked third parties under Horizon 2020)

Validation Process Overview



3. Search funding & tenders

Browse the funding opportunities & find partners



EUROPEAN UNION

Academic Recognition Information Centres (NARIC)

ERASMUS-EDU-2024-NARIC

or proposal

General information

Programme
Erasmus+ (ERASMUS+)

Call
European Higher Education Area (EHEA) and National Academic Recognition Information Centres (NARIC) (ERASMUS-EDU-2024-EHEA-NARIC)

Type of action
ERASMUS-LS ERASMUS Lump Sum Grants

Type of MGA
ERASMUS Lump Sum Grant [ERASMUS-AG-LS]

[Open For Submission](#)

Deadline model
single-stage

Opening date
19 September 2024

Deadline date
18 December 2024 17:00:00 Brussels time

- Topic description
- Topic updates
- Mission
- Destination
- Conditions and do...
- Budget overview

 My Person Profile

 My Formal Notification(s)

 My Task(s)

Filters

Quick search

3 item(s) found

Use the filters to narrow down your search results

Programme Erasmus+ (ERASMUS+)

National Academic Recognition Information Centres (NARIC)

ERASMUS-EDU-2024-NARIC | Call for proposal

Opening date: **19 September 2024** | Next deadline: **18 December 2024** | Single-stage

 [Open For Submission](#)

Programme: **Erasmus+ (ERASMUS+)** | Type of action: **ERASMUS Lump Sum Grants**

European Higher Education Area (EHEA)

ERASMUS-EDU-2024-EHEA | Call for proposal

Opening date: **19 September 2024** | Next deadline: **18 December 2024** | Single-stage

 [Open For Submission](#)

Programme: **Erasmus+ (ERASMUS+)** | Type of action: **ERASMUS Lump Sum Grants**

Erasmus Charter for Higher Education

ERASMUS-EDU-2022-ECHE-CERT-FP | Call for proposal

Opening date: **23 February 2022** | Next deadline: **28 January 2025** | Multiple Cut-off

 [Open For Submission](#)

- My Person Profile
My Formal Notification(s)
My Task(s)

Home > Funding > Calls for proposals

Calls for proposals

Calls for proposals are funding opportunities issued by the European Union institutions, agencies and bodies. These are direct financial contributions, known as grants, that are awarded to third-party beneficiaries (e.g., research organisations, public entities, non-governmental organisations, and private companies) to engage in activities that serve EU policies.

More details

Filters

3 item(s) found

[Calendar Icon] [RSS Icon] [Opening date ...] [Dropdown Arrow]

Quick search

Select... [Search Icon]

Programme Erasmus+ (ERASMUS+) [Close Icon]

Programmin... [Dropdown Arrow]

Erasmus+ (E... [Dropdown Arrow]

Call [Dropdown Arrow]

Submission s... [Dropdown Arrow]

National Academic Recognition Information Centres (NARIC)
ERASMUS-EDU-2024-NARIC | Call for proposal
Opening date: 19 September 2024 | Next deadline: 18 December 2024 | Single-stage
[Open For Submission]
Programme: Erasmus+ (ERASMUS+) | Type of action: ERASMUS Lump Sum Grants

European Higher Education Area (EHEA)
ERASMUS-EDU-2024-EHEA | Call for proposal
[Open For Submission]

- My Person Profile
- My Formal Notification(s)
- My Task(s)

Home > Funding > Calls for proposals > National Academic Recognition Information Centres (NARIC)

National Academic Recognition Information Centres (NARIC)

ERASMUS-EDU-2024-NARIC

Topic Call for proposal

Internal navigation
General information
Topic description
Topic updates
Mission
Destination
Conditions and do...
Budget overview

General information

Programme
Erasmus+ (ERASMUS+)

Navigation area

Call
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- My Person Profile
- My Formal Notification(s)
- My Task(s)

- My Person Profile
- My Formal Notification(s)
- My Task(s)
- Topic updates
- Mission
- Destination
- Conditions an
- Budget overvi
- Partner search**
- Start submiss
- Topic Q&As
- Get support
- Call informati
- Call updates

Partner search announcements for the topic

Topic information

Topic
National Academic Recognition Information Centres (NARIC)
ID
ERASMUS-EDU-2024-NARIC
Expertise offers
10
Expertise requests
0

Published **Withdrawn**

Search by name, description... Expertise request, Expertise offer Search

10 item(s) found Sort by

ALTERCONTACTS Organisation Contact

AlterContacts is a Think Tank for Sustainable Development comprised of 300 experts in 42 countries. Awarded two Erasmus+ grants. It has a Special Consultative Status with the United Nations. The UN recommends our methods as SDG Good Practices. Together with Higher Education Institutions and vocational schools, we have done several bottom-up projects dedicated to improving student and staff mobility, and international cooperation with a wide range of relevant stakeholders.

Organisation type	Private for profit organisation	Type of request	Expertise offer
Country	Netherlands	Request date	09 Oct 2024
Status	Published		

Creating partner search announcements linked to a topic can only be done by the LEAR or the Account Administrators for organisations!



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[My Person Profile](#)[My Formal Notification\(s\)](#)[My Task\(s\)](#)[Home](#) > [Funding](#) > Partner search

Partner search

Filters

6629 item(s) found

 Newest  

Quick search

Select...  Match whole words onlyType Erasmus+ (E... Topic Country 

All filters

Programme Erasmus+ (ERASMUS+) 

Carmen GARCÍA MÉNDEZ

Projects: 1 | Partner search announcements: 0

Person

"Organisation" and "Person" profiles are clearly indicated

GEA - SOCIETA COOPERATIVA SOCIALE

Small or medium-size enterprise

PADOVA |  Italy

Projects: 0 | Partner search announcements: 6

Organisation

Marvin KASTNER

Person

- My Person Profile
- My Formal Notification(s)
- My Task(s)

Edit the information visible on your person profile

Thabeng RAPITSO

jay.t@live.co.uk

Import from OrCID

This tool is not for the management of expert CV. Expert CV can be managed from My Expert Area.

✔ Your profile is public Last updated on 27/09/2024 10:00:04

- About me
- Education
- Work experience
- Publications

Decide if a whole section should be visible or not, or fine-tune the visibility down to every individual field

Personal details

Date of birth 23/06/1986

City of birth Machoaboleng

Country of birth Lesotho



- My Person Profile
- My Formal Notification(s)
- My Task(s)

Home > Funding > Partner search > Carmen GARCÍA MÉNDEZ

Carmen GARCÍA MÉNDEZ

Last updated on 25/10/2024

 Contact person

Internal navigation

My organisations

EU Funding

My organisations

2 item(s) found

 Filter...

COMUNIDAD DE MADRID

34 Project(s)

Type Public Organisation

Validated

IES MANUEL DE FALLA

0 Project(s)

Type Private for profit organisation

Declared

My projects

1 item(s) found

 Filter...

EUducation Matters

EUM

Contact a user of the Partner Search



Dear Carmen GARCÍA MÉNDEZ,

I am contacting you for the following reason: *

Your message...

My Name:

Thabeng Rapitso

My Email:

jay.t@live.co.uk

I agree to use this Contact Request Form in accordance with the [Terms and Conditions](#) of the Funding & Tenders Portal electronic exchange system. I acknowledge, in particular, that the use of the Contact Form for commercial purpose or spamming is forbidden.

Please answer below:

Antispam Audio version Refresh



Select the number **29** or **twenty-four** by moving the slider.

Contact person

Filter... [Search icon]

Validated

Declared

Filter... [Search icon]

Filter... [Search icon]

Spam/phishing: what to do?

- As a user, there is **no obligation for you to reply to contact attempts!**
- If you have any doubt, please remember that:
 - ❑ **Your personal information is never disclosed to the sender**
 - ❑ **The EC services never ask for any sensitive information via email**
 - ❑ **A copy of every F&T Portal notification received via email is available through your notifications on the F&T Portal itself**
- **Do not forget to activate 2-factor authentication for increased security!**

View your notifications

- My Person Profile
- My Formal Notification(s)
- My Task(s)



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Find calls for te

Find business op
institutions, bodie

Work as an exp

Proposals and pr
knowledge advice

Notifications 12

- 30/09/2024**
PDM-URF Calls
RE: PIC No 878987035 - PIC validation - Completed
[Mark as read](#)
- 17/09/2024**
PDM-URF Calls
RE: PIC No 878987035 - Documents submitted
[Mark as read](#)
- 16/09/2024**
PDM-URF Calls
RE: PIC No 878987035 - Documents submitted
[Mark as read](#)
- 11/09/2024**
PDM-URF Calls
PIC validation - Request for documents PIC : 878987035
[Mark as read](#)
- 31/07/2024**
PDM-URF Calls
LEAR appointment - Missing documents - Reminder
[Mark as read](#)
- 15/07/2024**
PDM-URF Calls
RE: PIC No 878987035 - Documents submitted
[Mark as read](#)

[Manage notifications](#)

slido

Please download and install the Slido app on all computers you use



**Do you think you can now
navigate alone?**

① Start presenting to display the poll results on this slide.

4. Your proposal

General Advice



SIMPLE & CONCRETE

Use examples, justify your statements, and use references where necessary as proof

4

EXPLICIT

Do not assume experts will always immediately understand; **avoid** or explain abbreviations

5

RIGOROUS

The application is the basis on which your project will be implemented; it is also the cornerstone of your partnership commitment

6

FOCUSED

Stick to what is asked. Respect the page limits

7

COHERENT

Avoid contradictions, avoid 'patchwork'

3

COMPLETE

Proofread to ensure you have followed all the instructions, and that the proposal fulfils all the mandatory requirements

2

CLEAR

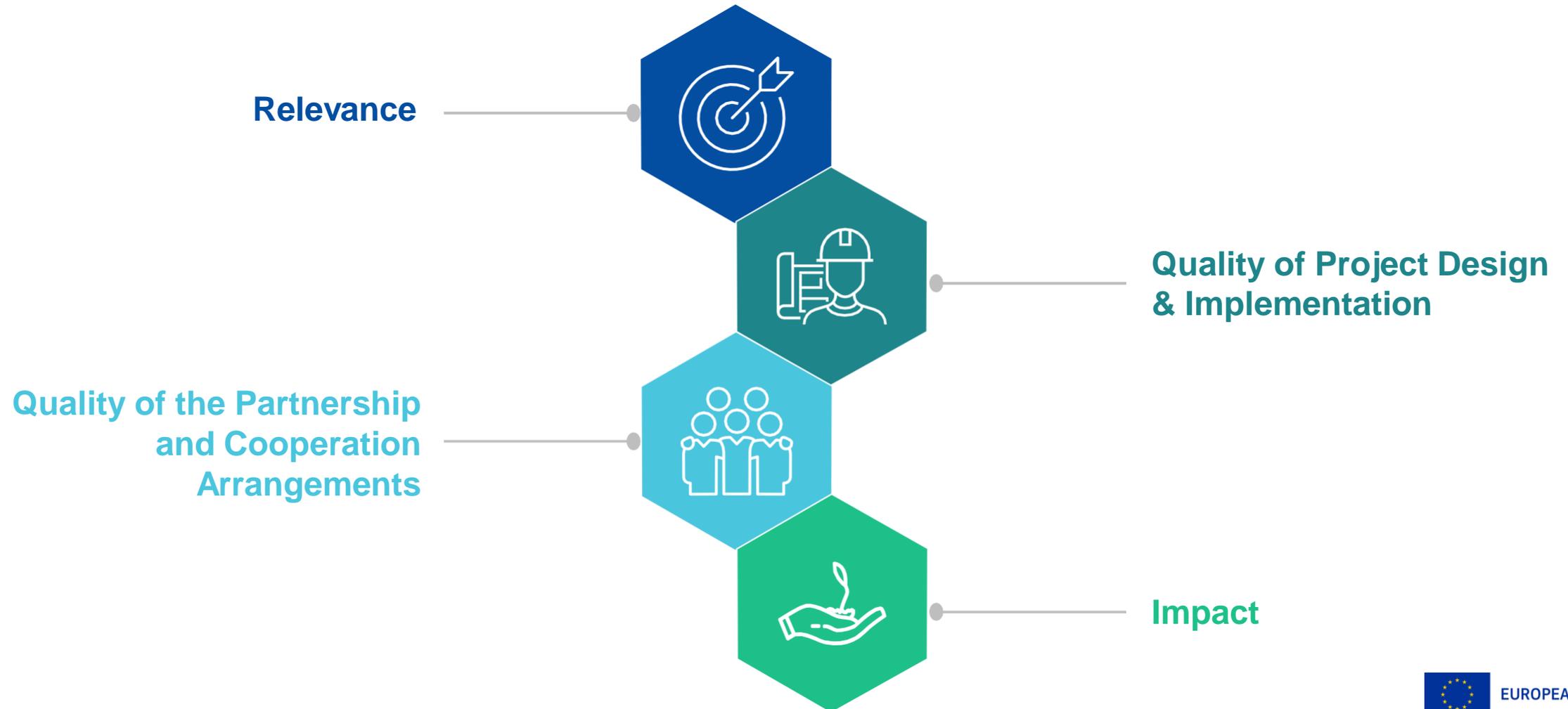
Respond to the sub-points of the Award Criteria paying attention to the specific context

1



Don't forget to **submit** your application **well in advance** of the deadline!

Award Criteria



Help!

Am I really supposed to remember all this on FTOP?



Need help?

European Commission | EU Funding & Tenders Portal

Thabeng Rapitso n0092pwb EN

Home Funding Procurement Projects & results News & events Work as an expert Guidance & documents

My Person Profile
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Guidance & documents

- Guidance & manuals
- Reference documents
- How to participate
- FAQ
- Helpdesk & support
- Videos

- Guidance & Manuals

- [Guidance & Manuals | EU Funding & Tenders Portal](#)

- [Online Manual - Online Manual - Funding Tenders Opportunities](#)
- [IT How to - IT How To - Funding Tenders Opportunities](#)

Thank you and all the best!

Please contact us at: EACEA-EPLUS-ERASMUS-MUNDUS@ec.europa.eu



rapitso.thabeng@hotmail.com