

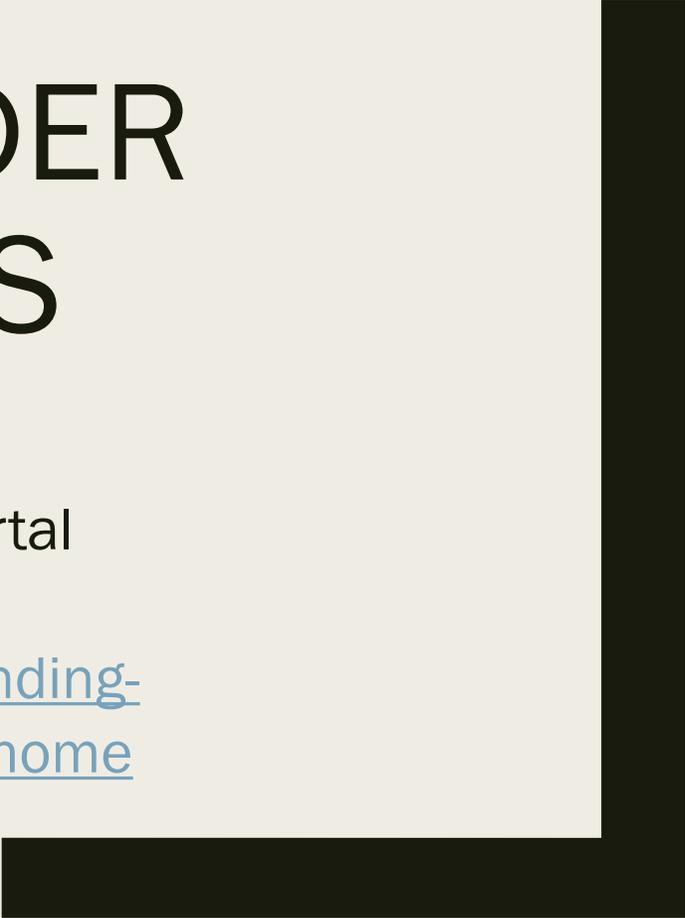


FUNDING & TENDER OPPORTUNITIES

EUROPEAN COMMISSION

Project application and follow-up portal

Website: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home>



Funding & tender opportunities (the Single Electronic Data Interchange Area) is the entry point for participants and experts in funding programmes and tenders managed by the European Commission and other EU bodies.

Find calls for proposals and tenders

Search calls for proposals and tenders by keywords, programmes...

EU Programmes

3rd Health Programme (3HP)	Asylum, Migration and Integration Fund (AMIF)	Consumer Programme (CP)	Creative Europe (CREA)	European Defence Industrial Development Programme (EDIDP)	EU Aid Volunteers Programme (EUAID)	Erasmus+ Programme (EPLUS)	Europe For Citizens (EFC)
European Maritime and Fisheries Fund (EMFF)	European Statistics (ESTAT)	HERCULE III (HERC)	Horizon 2020 Framework Programme (H2020)	Internal Security Fund Borders and Visa (ISFB)	Internal Security Fund Police (ISFP)	Justice Programme (JUST)	Pilot Projects and Preparatory Actions (PPPA)

[Click !](#)

Step 1: Create a new user

Create an account

[Help for external users](#)

First name

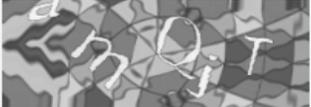
Last name

E-mail

Confirm e-mail

E-mail language
English (en) ▾

Enter the code

By checking this box, you acknowledge that you have read and understood the [privacy statement](#)

Step 2: You will receive a confirmation e-mail. Confirm your email and create your password.

Dear [REDACTED]

You have been registered in EU Login.

Your email address is [\[REDACTED\]](mailto:[REDACTED]).

To create your password, follow the link below:

[this link](#)

You have a maximum of 24 hr, starting from the time that this message was sent, to create your password, but you are encouraged to do so immediately if possible. After this time, you can make another request by following the same link: you will then need to re-enter your username and confirm your request.

If the above link does not work, you can copy the following address (make sure the complete address is copied!) and paste it into your browser's address bar:

<https://webgate.ec.europa.eu/cas/init/initialisePasswordLogin.cgi?wayf.domain=external&wayf.remember=checked&wayf.submit=Select&uid=n002oz0j&resetCode=y0FEIb1yacy0MoCwqTaAzzoGzZ64R9N4OpCJr0TkN3Bq&service=https%3A%2F%2Fec.europa.eu%2Finfo%2Ffunding-tenders%2Fopportunities%2Fapi%2Fauthentication%2Flogin.html%3Ffrom%3Dhttps%3A%2F%2Fec.europa.eu%2Finfo%2Ffunding-tenders%2Fopportunities%2Fportal%2Fscreen%2Fmyarea%2Fproposals>

Instead of replying to this message, if you have a problem, please follow the help or contact information on the site where you were trying to register.

Note that it may take up to 5 minutes after reception of this mail before the above-mentioned site will recognize your registration.

Sent to you by EU Login

Step 3: Login with your email and password

EU Login
One account, many EU services

Where is ECAS?  English (en) 

Sign in to continue

Welcome
yerdal@e-co.com.tr
(External)

[Sign in with a different e-mail address?](#)

Password

[Lost your password?](#)

Choose your verification method

Password 



Sign in

My Organisation(s)

GRANTS

My Formal Notification(s)

My Organisation(s)

Online manual
"Register in the Participant Register"

IT HOW TO
"Participant Register"

More info

Results: 2

Search..

LEGAL NAME	PIC	VAT	STATUS	ACTIONS
ECO Danismanlik Egitim Ticaret Ltd Sti	903209778	3240451875	DECLARED	Actions
Krea Icerik Hizmetleri ve Produksiyon A.S.	939079020	TR2950111141	DECLARED	Actions

Do you want to continue the registration of your organisation to receive a PIC?

If you started the registration of your organisation in the Commission register some time ago, but did not finalise it - your organisation has not received a PIC number yet - you will not be able to see it above in the section My organisations. Please continue its registration by clicking on the button that leads you to the registration tool. You may check the information that will be necessary for the registration in the [user manual](#).

CONTINUE REGISTRATION

European Commission > Research & Innovation > Funding & Tenders Portal > Participant Register

Welcome Identification Organisation Contact Summary Success

Identification

Please fill in some preliminary information about your organisation required to check if this organisation has already been registered, as well as to identify any existing PIC numbers of similar organisations that could potentially match your request.

Legal name *

Establishment/Registration country *

Registration number

VAT number *

Website

Legal name

--Select one--

Registration number

VAT number

VAT number not applicable

The format should be *www.homepage.domain - for example, www.mycompany.com.*

STEP 4: Register your company

[Click !](#)

Modify Organisation

Complete your company information and register the form.

Activity log | [Activity log](#) | [Organisation](#) | [LEAR](#) | [Bank Accounts](#) | [Programme specific information](#) | [SME](#) | [Financial capacity](#) | [Messages](#) | [Documents](#) | **New update request**

Activity log HOW TO H2020 online manual

There are no recorded actions in the Participant Register

Organisation

Organisation data

Legal name *	<input type="text" value="ECO Danismanlik Egitim Ticaret Ltd Sti"/>
Business name	<input type="text" value="Business name"/>
<i>Describe the legal status of your organisation by selecting the appropriate options</i>	
Legal status	<input type="radio"/> a natural person <input checked="" type="radio"/> a legal person <input checked="" type="radio"/> private entity <input type="radio"/> public body <input type="radio"/> non-profit <input checked="" type="radio"/> for profit
Official language *	<input type="text" value="Turkish (tr)"/>
Establishment/Registration country *	<input type="text" value="Turkey (TR)"/>
Legal form *	<input type="text" value="LIMITED SIRKET"/>
VAT number *	<input type="text" value="XXXXXXXXXX"/> <input type="checkbox"/> VAT number not applicable
Registration number	<input type="text" value="XXXXXXXXXX"/>
Registration date	<input type="text" value="Registration date dd-MM-y"/>
Registration authority	<input type="text" value="Registration authority"/>

Legal Address

Official registered address of the participant

Street name and number *	<input type="text" value="And Sokak No 8-9"/>
P.O. Box	<input type="text" value="P.O. Box"/>

[Click !](#)

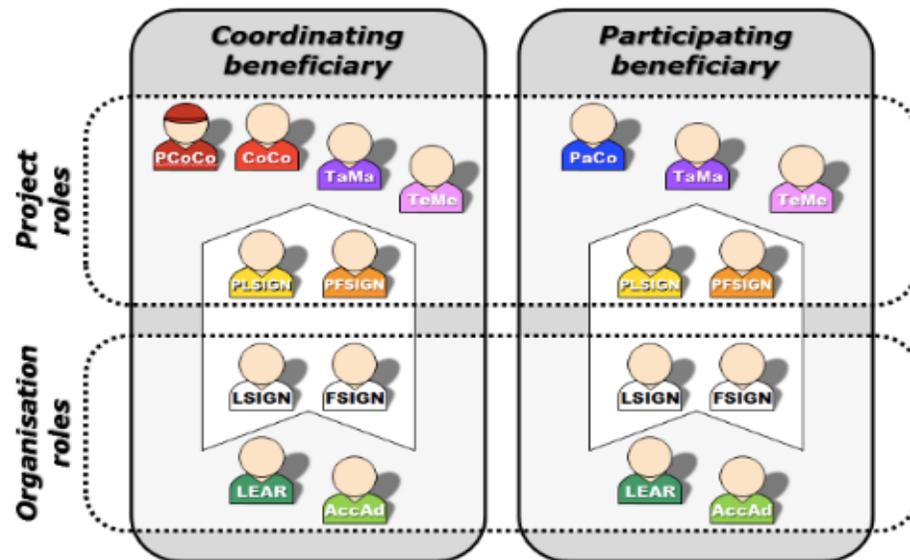
☐ LEAR IS IMPORTANT !

Define your roles in the project and organization.

[Click !](#)

Roles - Overview

The picture below shows all the roles involved in managing projects and organisational data on the Funding & Tenders Portal.



ORGANISATION ROLES

1. Legal Entity Appointed Representative (LEAR)

LEAR is the main administrative contact between an organisation and the Commission appointed by an organisation.

LEARs have system rights to:

- update their organisation's data on the Funding & Tenders Portal
- appoint (/revoke) representatives of their organisation to electronically sign a grant agreement
- appoint (/revoke) representatives of their organisation to electronically sign financial statements for project costs
- appoint (/revoke) Account Administrators within their organisation to help LEARs in their work



Roles for the organisation:

ECO Danismanlik Egitim Ticaret Ltd Sti

Please enter the contact name and details

Role *

First Name *

Last Name *

Email *

* required field

Ok

Cancel

STEP 5: SME VALIDATION

To apply for the SME Instrument Program, you must verify that you are a SME.

Activity log
Organisation
LEAR
Bank Accounts
Programme specific Information
Legal Status
FP7 ICM
Certification
SME
Financial capacity
Messages
Documents

Submit changes

There are no certifications for this organisation

SME

Provide information about your SME status. Carry out the **SME Self-Assessment** below or provide the **SME Self-Declaration** (Yes/No). When using the Self-Declaration, please check the [Commission definition of SMEs](#) before. The SME Self-Assessment is mandatory for some actions, like the SME instrument topics, for which the SME status is an eligibility criterion.

For more information on the SME instrument, see the [Online Manual](#).

SME information is NOT obligatory if you are applying only for the Erasmus+, Creative Europe, Europe for Citizen or EU Aid Volunteer programmes.

SME Self-Assessment

In some Horizon 2020 calls (specified in the topic conditions and submission system) the SME Self-Assessment is mandatory and the lack of it may block your submission. Find additional information about the SME Self-Assessment on the [IT HOW TO wiki](#).

SME Self-Declaration

If the SME Self-Assessment is not necessary in your case (e.g. for the Education, Audio-visual and Culture programmes), use the declaration below.

I declare my organisation as

SME Non SME as from

[Click !](#)

ECO DANISMANLIK EGITIM TICARET LTD STI

We first need to know if ECO Danismanlik Egitim Ticaret Ltd Sti has closed and approved annual accounts, or if ECO Danismanlik Egitim Ticaret Ltd Sti is an enterprise recently created with no closed annual accounts yet.
Does ECO Danismanlik Egitim Ticaret Ltd Sti have closed and approved annual accounts?

Yes No

Do the last closed and approved annual accounts show a turnover generated by ECO Danismanlik Egitim Ticaret Ltd Sti's activity?

Yes No

You are now required to insert financial data related to the last closed accounting period.
If **ECO Danismanlik Egitim Ticaret Ltd Sti** is part of a group, you may use the consolidated accounts of the group.

Please enter data from the last closed accounting period

Will you use consolidated accounts?

Yes No

Individual accounts

Date of closure of the accounts

Staff Headcount

Currency of the annual accounts

Annual turnover

Annual balance sheet total

STEP 6: LET'S APPLY FOR SME INST PHASE-1 PROJECT!

European Commission | Funding & tender opportunities | Single Electronic Data Interchange Area (SEDIA)

Welcome Eda Erdal (nerdaled)

Manage my area | SEARCH FUNDING & TENDERS | HOW TO PARTICIPATE | PROJECTS & RESULTS | WORK AS AN EXPERT | SUPPORT

My Organisation(s)

GRANTS

My Proposal(s)

My Formal Notification(s)

Search funding & tenders

Funding updates

Archived funding (FP7-CIP)

Funding opportunities (the Single Electronic Data Interchange Area) is the entry point for participants and experts in funding programmes and tenders managed by the European Commission and other EU bodies.

You can:

- Search and apply for funding opportunities in calls for proposals
- Search a call for tender and submit a tender
- Manage your grants
- Register as an expert, manage contracts and payments online.

You can filter open calls in this section.

The screenshot shows a grants portal interface. On the left is a blue sidebar with navigation options: 'My Organisation(s)', 'GRANTS', 'My Proposal(s)', and 'My Formal Notification(s)'. The main content area is titled 'Funding and tenders' and shows '217 results'. It includes a search bar, a 'Sort by' dropdown (set to 'opening date'), and an 'Online manual' button. The main content area lists three grants:

- Grant** FutureEnginePrize-01-2016 H2020-FutureEnginePrize-2016
Types of action: Inducement Prize | **Programme:** Horizon 2020
Open for submission | *Opening date:* 20 April 2016 | *Deadline model:* single-stage
Deadline date: 20 August 2019 17:00:00 Brussels time
- Grant** Fast Track to Innovation (FTI) EIC-FTI-2018-2020
Types of action: Innovation action | **Programme:** Horizon 2020
Open for submission | *Opening date:* 07 November 2017 | *Deadline model:* multiple cut-off
Deadline date: 21 February 2018 17:00:00 Brussels time *more deadlines* ▼
- Grant** SME instrument EIC-SMEInst-2018-2020
Types of action: SME instrument phase 1 | **Programme:** Horizon 2020
Open for submission | *Opening date:* 07 November 2017 | *Deadline model:* multiple cut-off
Deadline date: 08 February 2018 17:00:00 Brussels time *more deadlines* ▼

[Click !](#)

Select the phase you want to apply.

[Topic description](#)

[Conditions and documents](#)

[Partner Search](#)

[Submission service](#)

[Get support](#)

[Call information](#)

[Call Updates](#)



[Go back to search results](#)

Select your type of action to start submission

To access the Electronic Submission Service, please click on the submission-button next to the type of action that corresponds to your proposal. You will then be asked to confirm your choice of the type of action and topic, as these cannot be changed in the submission system. Upon confirmation, you will be linked to the correct entry point.

To access existing draft proposals for this topic, please login to the Funding & Tenders Portal and select the My Proposals page of the My Area section.

Type of Action: SME instrument phase 1 [SME-1]

[Start SUBMISSION](#)

Type of Action: SME Instrument (grant only and blended finance) [SME-2b]

[Start SUBMISSION](#)

Get support



[Online manual](#)
"Submit a proposal"



[IT HOW TO](#)
"Submission of Proposals"

[Go to top](#)

[Click !](#)

Select your company and start entering your project data.

FUNDING SCHEME CREATE DRAFT PARTIES EDIT PROPOSAL SUBMIT

version will replace the previously submitted one.

Your organisation

PIC* Short name*

903209778 And Sokak No 8-9 Ankara, TR VAT:3240451875

Organisations you have been previously associated with. Click to select.

PIC: 903209778 ECO Danismanlik Egitim Ticaret Ltd Sti And Sokak No 8-9 Ankara, TR	PIC: 939079020 Krea Icerik Hizmetleri ve Produksiyon A.S. Yildiz Caddesi No:34 Istanbul, TR
---	---

Search for your organisation PIC

Your Role

Please indicate your role in this proposal

Main contact

Contact person

Your Proposal

Please choose an acronym for your proposal. It will appear also in the "General Information" section of the submission form Part A and can also be updated there.

Acronym* Please restrict acronym to latin characters only

Short Summary (max. 2000 characters)*
Character count: 6

[Click !](#)

For Phase 1:

Fill in the Administrative Form.

All Annexes should be uploaded in PDF, convert them all.

“Validate” to ensure all forms are uploaded successfully and finally press the "Submit" button.

Step 5
Edit Proposal

H2020-EIC-SMEInst-2018-2020

USER NAME
[REDACTED]

TOPIC
EIC-SMEInst-2018-2020

TYPE OF ACTION
SME-1

A.B.C. **ACRONYM**
MANUSPOST

FINAL ID | 868620
DRAFT ID | SEP-210580795

TUE 07 **DEADLINE (Brussels Local Time)**
May 2019 17:00:00

0 **Closed**

Check Config

Download Part B Templates

Edit Proposals' Forms

In this step you can edit the administrative forms and upload the proposal itself.

Administrative Forms

Edit will open the forms.

edit forms **view history** print preview

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments.

Technical Annex Section 1-3	upload	Manus1-3.pdf	delete		
Technical Annex Section 4-5	upload	Manus_4-5.pdf	delete		
Optional annex 3: Ethics Supporting Document(s)	upload				

<< Step 4 - Parties **validate** submit

For EIC Accelerator:

Technical Annex and other requested attachments for EIC Accelerator (grant only and blended finance) [SME-2b]

The screenshot displays the 'PARTIES' step of the EIC Accelerator proposal submission process. The top navigation bar includes 'LOGIN', 'FUNDING SCHEME', 'CREATE DRAFT', 'PARTIES', 'EDIT PROPOSAL', and 'SUBMIT'. The left sidebar contains metadata: TOPIC (EIC-SMEInst-2018-2020), TYPE OF ACTION (SME-2b), ACRONYM (deneme), DRAFT ID (SEP-210607382), and a deadline of October 2019 17:00:00 with 72 days left until closure. A 'Check Config' button with a warning icon is also present. The main content area shows instructions for editing forms and a list of attachments for upload, including 'Proposal', 'Annexes 1-3 (Ethics and Security, CVs, Others)', 'Annex 4 - Financial and corporate information Excel file (submitted in Excel format:xls, xlsx, ods)', 'Annex 4 - Financial and corporate information Excel file (submitted as pdf)', 'Annex 5 - Pitch-Deck', 'Optional Ethics Supporting Document(s)', and 'Optional Other Supporting Document(s)'. Each attachment has an 'upload' button, a red 'X' icon, and a help icon. At the bottom, navigation buttons include '<< Step 4 - Parties', 'validate', and 'submit'.

LOGIN FUNDING SCHEME CREATE DRAFT **PARTIES** EDIT PROPOSAL SUBMIT

TOPIC
EIC-SMEInst-2018-2020

TYPE OF ACTION
SME-2b

A.B.C. ACRONYM
deneme

DRAFT ID | SEP-210607382

WED 09 DEADLINE (Brussels Local Time)
October 2019 17:00:00

72 days left until closure

Check Config

Download Part B Templates

Visit our 'How to' user guide

Visit our 'H2020 Online Manual'

Edit will open the forms. ?

edit forms view history print preview

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. ?

Proposal	upload	✗	?
Annexes 1-3 (Ethics and Security, CVs, Others)	upload	✗	?
Annex 4 - Financial and corporate information Excel file (submitted in Excel format:xls, xlsx, ods)	upload	✗	?
Annex 4 - Financial and corporate information Excel file (submitted as pdf)	upload	✗	?
Annex 5 - Pitch-Deck	upload	✗	?
Optional Ethics Supporting Document(s)	upload		?
Optional Other Supporting Document(s)	upload		?

<< Step 4 - Parties validate submit

After the submission, the green box will appear along with the Project ID

The screenshot displays a web interface for proposal submission. At the top, a navigation bar includes links for LOGIN, FUNDING SCHEME, CREATE DRAFT, PARTIES, EDIT PROPOSAL, and SUBMIT. The current step is 'Step 6 Submit'. A green success message states: 'Your proposal has been successfully submitted. Your proposal was submitted on: 13 February 2019 at 14:42:50 (Brussels Local Time) as part of the H2020-EIC-SMEInst-2018-2020 call, before the deadline of 07 May 2019 at 17:00:00 (Brussels Local Time). Your project ID is 868620. This number is important and will be used as future reference during the evaluation process.' Below this, a 'Revisit your Proposal' section contains three buttons: 're-edit proposal' (disabled), 'download' (active), and 'withdraw proposal' (disabled). A left sidebar provides details for the proposal: H2020-EIC-SMEInst-2018-2020, USER NAME (redacted), TOPIC EIC-SMEInst-2018-2020, TYPE OF ACTION SME-1, A.B.C. ACRONYM (redacted), FINAL ID 868620 and DRAFT ID SEP-210580795, DEADLINE (Brussels Local Time) May 2019 17:00:00, and a status of 0 Closed. At the bottom left, there are links for 'Check Config', 'Visit our 'How to' user guide', and 'Visit our 'H2020 Online Manual''. A '<< back' button is located at the bottom right.

LOGIN FUNDING SCHEME CREATE DRAFT PARTIES EDIT PROPOSAL SUBMIT

Step 6

Submit

H2020-EIC-SMEInst-2018-2020

USER NAME [REDACTED]

TOPIC EIC-SMEInst-2018-2020

TYPE OF ACTION SME-1

A.B.C. ACRONYM [REDACTED]

FINAL ID 868620
DRAFT ID SEP-210580795

TUE 07 DEADLINE (Brussels Local Time)
May 2019 17:00:00

0 Closed

Check Config !

[Visit our 'How to' user guide](#)

[Visit our 'H2020 Online Manual'](#)

Your proposal has been successfully submitted

Your proposal was submitted on: **13 February 2019 at 14:42:50 (Brussels Local Time)** as part of the **H2020-EIC-SMEInst-2018-2020** call, before the deadline of **07 May 2019 at 17:00:00 (Brussels Local Time)**.
Your project ID is **868620**. This number is important and will be used as future reference during the evaluation process.

Revisit your Proposal

The facility to re-edit is not available for this call. [re-edit proposal](#)

You may download a timestamped and digitally signed PDF version of your submitted proposal [download](#)

The facility to withdraw is not available for this call. [withdraw proposal](#)

<< back

Checklist for the Submission

- Register your company to the EC participant portal and get your PIC number
- SME Validation Test (Obligatory)
- Financial Capacity Check (Optional before the submission, Obligatory before the contract signature if you are granted the project)
- Prepare your Abstract (Short project summary- max 2000 characters)

For Phase 1:

- Prepare Section 1-3 and Section 4-5 documents in PDF format

Proposal Template: https://ec.europa.eu/research/participants/data/ref/h2020/call_ptef/pt/2018-2020/h2020-call-pt-sme-1-2018-20_en.pdf

For EIC Accelerator (SME-2b):

Prepare:

- Proposal in PDF

Proposal Template: https://ec.europa.eu/research/participants/data/ref/h2020/call_ptef/pt/2018-2020/h2020-call-pt-eic-sme-2-2018-20_en.pdf

- Annexes 1-3 (Ethics and Security, CVs, Others)
- Annex 4 - Financial and corporate information Excel file (submitted in Excel format and PDF separately)
- Annex 5 - Pitch-Deck
- Validate and complete the submission

Security and Confidentiality Issues

Guiding Principles for Evaluators

- *Independence*
 - *You are evaluating in a personal capacity*
 - *You represent neither your employer, nor your country!*
- *Impartiality*
 - *You must treat all proposals equally and evaluate them impartially on their merits, irrespective of their origin or the identity of the applicants*
- *Objectivity*
 - *You evaluate each proposal as submitted; meaning on its own merit, not its potential if certain changes were to be made*
- *Accuracy*
 - *You make your judgment against the official evaluation criteria and the call or topic the proposal addresses, and nothing else*
- *Consistency*
 - *You apply the same standard of judgment to all proposals*

Security and Confidentiality Issues

Evaluators sign a contract with the EC, which define the confidentiality issues very clear. According to this grant they must:

- Not discuss evaluation matters, such as the content of proposals, the evaluation results or the opinions of fellow experts, with anyone, including:
 - *Other experts or Commission/Agencies staff or any other person (e.g. colleagues, students...) not directly involved in the evaluation of the proposal*
 - *The sole exception: your fellow experts who are evaluating the same proposal in a consensus group or Panel review*
- Not contact partners in the consortium, sub-contractors or any third parties
- Not disclose the names of your fellow experts
 - *The Commission publishes the names of the experts annually - as a group, no link can be made between an expert and a proposal*
- Maintain the confidentiality of documents, paper or electronic, at all times and wherever you do your evaluation work (on-site or remotely)
 - *Return, destroy or delete all confidential documents, paper or electronic, upon completing your work, as instructed*