POLICY ENLARGE

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POLICY ENLARGE

Policy Enlarge Open Call Frequently Asked Questions

WP3: Joint Calls and Actions
FundingBox

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R&I POLICY SUPPORT FOR ENLARGEMENT COUNTRIES

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POLICY ENLARGE

EXECUTIVE SUMMARY

Welcome to the Frequently Asked Questions (FAQ) guide for the Policy Enlarge Open Call. This document provides clear, authoritative, and applicant-friendly guidance to assist potential applicants in preparing high-quality, fully compliant proposals across all three Funding Instruments.

The FAQs consolidate key rules, procedures, and conditions set out in the official Open Call documentation into a quick-reference format organised around four core areas:

- Eligibility & Consortium Composition: Rules on mandatory cross-border partnerships, eligible target regions (the 10 Enlargement Countries), entity types, and country-specific conditions (including full eligibility for Georgian research actors and exclusions regarding Hungarian public interest trusts).
- Budget, Co-Funding & Financial Rules: Information on grant caps, the 80% funding rate, lump-sum payment tranches, and rules for fulfilling the mandatory 20% co-funding through in-kind staff time.
- Application & Submission Requirements: Submission portal guidelines, the English language mandate, strict single-grant caps per entity, and rules regarding the responsible use of Generative AI tools.
- Evaluation & Selection Process: A breakdown of the multi-stage evaluation process, pre-scoring rules, scoring thresholds for evaluation criteria (Excellence, Impact, and Implementation), and consensus ranking.

Note for Applicants: This FAQ document is designed to clarify and assist with the interpretation of the Call guidelines. It does not replace or modify the official Open Call Terms and Conditions or the Guide for Applicants, which remain the governing reference documents for all applications.

If you have any questions about our application process, feel free to reach out to our helpdesk at policyenlarge.helpdesk@fundingbox.com.

In case of any technical issues or problems, please include the following information in your message:

- your username, phone number and email address;
- details of the specific problem, such as error messages you encountered, bug description, i.e. if a dropdown list isn't working, etc.; and
- screenshots of the problem.

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- Eligibility & Consortium Composition

1.1. Are Georgian Public universities eligible to participate?

Under current EU assistance regulations, project support remains available for initiatives that directly benefit civil society and citizens in Georgia. As a result, Georgian research organisations and individual researchers continue to be fully eligible for funding. Specifically, public universities and research institutions based in Georgia may join and participate in Open Call consortia without restriction.

1.2. How can potential applicants register for the Policy Enlarge webinars and information days?

Registration for central online events is managed via official portal links:

- **1st Open Call Info Session (23 September 2026 at 10:00 CEST):** https://www.enlargement-infohub.eu/events/1st-webinar-policy-enlarge-open-call-presentation/
- **2nd Open Call Webinar – "How to Apply" (14 October 2026 at 12:00 CEST):** https://www.enlargement-infohub.eu/events/policy-enlarge-webinar-how-to-apply/

1.3. Can two companies located in two different eligible countries but having the same individual founder/ultimate beneficial owner participate in a joint consortium?

According to the open call's Terms and Conditions, all companies participating in the consortium must be independent. Because the companies share the same ultimate beneficial owner, they cannot be considered independent.

1.4. The "Type of entity" dropdown for both organisations lists only researcher profiles. Is "Researcher" the correct option for the applicant and host institutions?

The appropriate selection depends on the host institution's nature; applicants should pick the organisation type that most accurately represents their actual activities.

1.5. Could you please clarify what you mean by a “permanent residence permit” in this context?

This rule is mandatory: candidates must possess a permanent residency status, meaning short-term or temporary authorisations are ineligible.

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REVIEWED 1.6. Under Funding Instrument #3, can I apply as an individual researcher based on my employment at a public cultural institution, without a University being a project partner?

Individual natural persons cannot apply as standalone, unaffiliated applicants under Funding Instrument #3. All secondees must be formally affiliated with an independent legal entity established in an eligible Enlargement Country.

Consortium Requirement for track A mobility scheme: Your public cultural institution (as the sending entity) must form a cross-border mobility partnership with an independent host entity located in another Enlargement Country or in an EU Member State / Horizon Europe Associated Country.

1.7. Is there an age limit for applicants?

No, there is no official age limit. The call emphasises early-career researchers and talent development; however, there are no formal eligibility rules that impose age restrictions. Any researcher, creative professional, or entrepreneur affiliated with an eligible legal entity and holding permanent residence in an eligible Enlargement Country may participate.

1.8. Could you please confirm whether a TTO staff member with this role can participate as a secondee under Funding Instrument #3? If so, under which participant category and conditions?

Yes, Technology Transfer Office (TTO) staff members are eligible to participate as secondees under FI#3 as affiliated personnel of research organisations, universities, or innovation/incubation networks.

1.9. Is a large-scale private company which has an R&D department eligible to apply for Funding Instrument #3 for the POLICY ENLARGE Open Call?

Please note the target secondee categories for Funding Instrument #3. Under the Call rules (Terms and Conditions Section 2, Table 1, and Annex 1 Section 3), mobility grants under Funding Instrument #3 are strictly restricted to the following profiles:

- Researchers affiliated with a Research Organisation or Academia Research Group
- Artists, designers, and creative professionals in Creative Industries
- Entrepreneurs, start-up founders, and innovators from SMEs and start-ups
- Staff from European incubation networks within enlargement countries

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1.10. Under Funding Instrument #3, can an Italian company participate as a host entity hosting a secondee from an independent organisation in an eligible enlargement country? Who is responsible for submitting the application on the portal: the secondee, the sending organisation, or the host?

Under Funding Instrument #3 (Path 2: Cross-Enlargement Secondments), host entities can be legal entities—including private companies, research bodies, universities, and incubators—established in an EU Member State (such as Italy), an Overseas Country/Territory, or a Horizon Europe Associated Country.

Proposals, under Funding Instrument 3, should be submitted by secondees who are citizens or have permanent residence permits of an eligible Enlargement Country (Albania, Bosnia and Herzegovina, Georgia, Kosovo, Moldova, Montenegro, North Macedonia, Serbia, Türkiye, or Ukraine). They must belong to one of the following eligible categories:

- Researchers[1] affiliated to a Research organization[11] or an Academia Research Group[12] established in an enlargement country.
- Artists, designers, cultural heritage experts, media professionals, and other creative individuals[2] belonging to Creative Industries[3] established in enlargement countries.
- Entrepreneurs, start-up founders, and innovators[4] from SMEs and start-ups established in enlargement countries, and staff from European incubation networks[5] within enlargement countries.

[1] **Researchers** are professionals primarily engaged in the conception or creation of new knowledge, products, processes, methods, and systems, as well as in the management of the projects concerned (https://ec.europa.eu/eurostat/statistics-explained/index.php?title=Glossary:Researcher)
[2] **Creative professionals** are individuals whose primary occupation involves the application of individual creativity, skill, and talent to generate original ideas, intellectual property, and culturally significant products or services (https://www.unesco.org/reports/reshaping-creativity/2022/en)
[3] **Creative Industries** are industries which have their origin in individual creativity, skill and talent and which have a potential for wealth and job creation through the generation and exploitation of intellectual property (UNESCO, https://unevoc.unesco.org/bilt/TVETipedia+Glossary/lang=en/show=term/term=Creative+industries)
[4] **Entrepreneur** is a person who identifies and acts upon economic opportunities by developing, producing, and selling goods or services, assuming the inherent risks in creating or expanding economic activity (OECD - https://msmepolicy.unescap.org/defining-entrepreneurship-and-entrepreneurs)
[5] **Incubation networks** refers to interconnected system of business incubators and other entrepreneurship support organizations (such as accelerators, research centers, universities, investors, and government bodies) that collaborate strategically

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1.11. Under Funding Instrument #3 (Track B / Cross-Enlargement Secondments), who receives the grant payment in their bank account: the individual secondee, the sending organisation, the Italian host, or both legal entities?

For Track B (Cross-Enlargement Secondments), the consortium consists of two independent legal entities: the sending organisation in the eligible Enlargement Country and the host organisation in the EU Member State (e.g., Italian host). However, the grant covers only the secondee's costs from an enlargement country.

1.12. Under Funding Instrument #3 (People-to-People Cooperation Projects), can a regional Chamber of Commerce, business support organisation, or sectoral trade association established in an eligible Enlargement Country (such as Kosovo) apply as a sending legal entity under the "European incubation networks" category? Is a clean tech association or sectoral entity established in an EU Member State (such as Slovenia) eligible to act as the host organisation?

Under Funding Instrument #3 (Path 2: Cross-Enlargement Secondments), secondments involve a one-way placement from a natural person affiliated to an independent legal entity in an eligible Enlargement Country (e.g. Kosovo) to a host legal entity established in an EU Member State (e.g. Slovenia), an Overseas Country/Territory (OCT), or a Horizon Europe Associated Country.

Host and sending institutions need to fall under these categories:

They must belong to one of the following eligible categories:

- Researchers affiliated to a research organisation or an academic research group established in an enlargement country.
- Artists, designers, cultural heritage experts, media professionals, and other creative individuals belonging to Creative Industries established in enlargement countries.
- Entrepreneurs, start-up founders, and innovators from SMEs and start-ups established in enlargement countries, and staff from European incubation networks within enlargement countries.

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1.13. Under Funding Instrument #3 (People-to-People Cooperation Projects), does an applicant's existing unpaid, remote research affiliation with a host institution in a Horizon Europe Associated Country (such as the United Kingdom) affect their eligibility to undertake a physical secondment from their sending institution in an eligible Enlargement Country (such as Georgia)?

Eligibility of the Host Institution (UK): Yes. The United Kingdom is a Horizon Europe Associated Country, making the University of UK fully eligible to act as a host organisation under Funding Instrument #3 (Path 2/B: Cross-Enlargement Secondments). An unpaid, remote research affiliation does not automatically disqualify your application or prevent the University of the UK from serving as your host entity , and both institutions remain legally independententities. Your proposal should clearly explain why a physical 15-day secondment is necessary, highlighting specific activities (e.g., physical lab/equipment access, face-to-face mentoring, or hands-on collaborative research) that go beyond your existing remote affiliation.

1.14. Visitor requirements: Please confirm whether the visitor must both (a) be a citizen or permanent resident of an eligible enlargement country and (b) be formally affiliated with an independent legal entity established in an eligible enlargement country. Must nationality/permanent residence and the sending organisation be in the same country?

Individual natural persons cannot apply as standalone, unaffiliated applicants under Funding Instrument #3. All secondees must be formally affiliated with an independent legal entity established in an eligible Enlargement Country. Under Funding Instrument #3 (Small Grants for People-to-People Cooperation Projects), secondees must be natural persons who are either citizens of an eligible Enlargement Country or hold a permanent residence permit in an eligible Enlargement Country.

1.15. Can two universities (one established in Georgia and one in another eligible Enlargement Country) apply together under Funding Instrument #1 without a business partner? Does a private university LLC count as a business partner?

Two universities from two different Enlargement Countries can apply under FI#1. Private universities are categorised as academic entities.

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1.16. Can an organisation established in an eligible Enlargement Country apply for funding if it is already a partner or beneficiary in the main POLICY ENLARGE project?

POLICY ENLARGE partners and their affiliated entities can NOT be involved in the Financial Support to Third Parties recipients' projects, nor their employees and associates, including persons working under an employment contract or a contract equal to or similar to an employment contract and board members. Former employees and associates shall also be excluded if they were involved in the project execution at any stage.

You can find the list of partners here: https://cordis.europa.eu/project/id/101289627

1.17. Under Funding Instrument #3, what types of legal entities established in enlargement countries are eligible to participate as sending organisations or affiliated entities for secondees?

Under Funding Instrument #3: Small Grants for People-to-People Cooperation Projects: Researchers affiliated to a Research organization or an Academia Research Group. Artists, designers, cultural heritage experts, media professionals, and other creative individuals belonging to Creative Industries. Entrepreneurs, start-up founders, and innovators from SMEs and start-ups established in enlargement countries, and staff from European incubation networks - affiliated with independent legal entities are eligible.

1.18. Under Funding Instrument #1, does an applicant's academic affiliation as a doctoral student at a public university in an Enlargement Country (such as Georgia) affect their eligibility to participate as a researcher in a project team, if that university is not a formal consortium partner or grant recipient?

Georgian Public Universities can participate as applicants in Policy Enlarge Open call. Applications under Funding Instrument #1 must be submitted by a cross-border consortium of at least **two independent legal entities**, each established in a different eligible Enlargement Country (Albania, Bosnia and Herzegovina, Georgia, Kosovo, Moldova, Montenegro, North Macedonia, Serbia, Türkiye, or Ukraine). This means that you cannot participate as a single researcher.

Please check the Eligible Entity Categories in the call terms of reference.

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1.19. Under Funding Instrument #2 (Collaborative Uptake of Results), can an SME incorporated in an eligible Enlargement Country (such as Türkiye) serve as the lead applicant, partnering with an independent company, research body, or non-profit from another eligible Enlargement Country?

Türkiye is one of the 10 target Enlargement Countries under the Policy Enlarge Open Call (alongside Albania, Bosnia and Herzegovina, Georgia, Kosovo, Moldova, Montenegro, North Macedonia, Serbia, and Ukraine).

An SME in Türkiye is fully eligible to act as the lead applicant (submitting party) for FI#2, provided it partners with at least one independent legal entity established in a different eligible Enlargement Country.

1.20. Under Funding Instrument #1, can an individual researcher participate in the project teams of two separate proposals submitted by two completely distinct legal entities (e.g., a university and a private company in Moldova) partnering with different international institutions? If both proposals are pre-selected, can both receive funding, and are there specific declarations or restrictions required regarding the researcher's dual affiliation?

Yes, both organisations can apply for and receive funding, provided they are separate legal entities with no shared ownership or legal control. The same researcher may also participate in both project teams, provided that the projects have separate objectives, activities and budgets, with no double funding. Please also ensure that the researcher's combined working is in line with Article 6 of the Horizon Europe Annotated Grant Agreement (AGA).

1.21.The Open Call Terms and Conditions state that each third party (legal entity) may benefit from no more than one Policy Enlarge grant "irrespective of the Funding Instrument or Cut-off Date", with an exception for large entities such as universities where different departments are involved. Regarding the one-grant rule:

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- General Rule: Each organisation or applicant can receive only one grant within the entire POLICY ENLARGE project, up to a maximum limit of €60,000. This rule applies regardless of whether they apply under FI#1, FI#2, or FI#3.

- Exception, (this will be checked case by case during the formal check): Large entities (such as universities) may receive a second grant only if a different department or unit within the organisation applies. The same department or unit cannot receive more than one grant.

1.22. Are entrepreneurs eligible to apply to Funding Instrument 3?

Entrepreneurs affiliated with an independent legal entity are eligible.

● Budget, Co-Funding & Financial Rules

2.1. Clarification on 20% Co-funding Requirement

Under the "80/20 Rule," all grants cover up to 80% of the total estimated project budget. The remaining 20% co-funding obligation must be clearly reflected in the budget section of your application form and can be fulfilled via in-kind contributions, including staff time from participating institutions.

While detailed cost justifications are not required, please ensure that the allocated budget and timeframe are sufficient to complete all proposed deliverables and outputs, as disbursements follow a lump-sum payment structure.

2.2. Payment recipient for F3. Will the lump sum be paid to the bank account of the applicant institution or to the secondee personally?

The secondees, i.e., the applicants for the mobility program, have to be natural persons belonging to one of the following profiles. The secondees have to be natural persons who are citizens of an eligible enlargement country or a person with a permanent permit in an enlargement country:

- Researchers affiliated to a Research organization or an academic research group established in an enlargement country.
- Artists, designers, cultural heritage experts, media professionals, and other creative individuals belonging to Creative Industries established in enlargement countries.
- Entrepreneurs, start-up founders, and innovators from SMEs and start-ups established in enlargement countries, and staff from European incubation networks within enlargement countries.

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According to the Call documentation, grant payments are transferred directly to the official bank account of the applicant that signs the Sub-Grant Agreement. During the formal check following proposal selection, applicants must submit an official Bank Identification Form confirming their bank details.

REVIEWED 2.3. Should daily subsistence allowances (per diems) be categorised under "Travel" or "Other direct costs"?

Based on the Call documentation, budget estimations across cost categories and project stages may be as follows:

- **Personnel Costs:** Calculated by multiplying the Full-Time Equivalent (FTE) person-months assigned by each participating team per stage by the corresponding monthly rates.
- **Travel Costs:** Includes relocation and transportation expenses, daily subsistence allowances (per diems), visa fees, and other travel-related expenditures.
- **Other Direct Costs:** Covers additional necessary project-related direct expenditures, such as scientific publications, conference fees, purchases, goods, services or specific administrative charges not falling under travel.

2.4. Grant amount for a 15-day cross-enlargement secondment. The call page mentions EUR 2,500 to 5,000 per secondee depending on the format. What is the applicable amount, or the maximum, for one secondee on a 15-day secondment to an EU Member State?

As outlined in the Call documentation, the grant allocation for a 15-day cross-enlargement secondment to an EU Member State is structured as follows:

- Single Secondee Format: Cross-enlargement secondments assign a single secondee to a host institution located in an EU Member State for a maximum duration of 15 days.
- Funding Rate & Maximum Grant: The Policy Enlarge grant provides co-funding for up to 80% of the overall calculated project budget. For a 15-day placement, the maximum grant award cap is €5,000 and the total budget of the project is €6,250.

2.5. Bank account for grant payments

According to the Call documentation, grant payments are transferred directly to the official bank account of the applicant that signs the Sub-Grant Agreement. During the formal check following proposal selection, applicants must submit an official Bank Identification Form confirming their bank details.

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2.6. Can team members receive any **personal payment/remuneration** for practical training or research activities carried out within the project, or should such contributions only be recorded as staff time/in-kind contribution?

Staff members directly participating in project execution must have their efforts recorded under personnel costs, including their co-funding.

2.7. Payment Schedule (25% Advance and 75% Final Payment)

Policy Enlarge grants operate under a lump-sum model disbursed in two scheduled payment tranches:

- Stage 1 (Month 1): You receive a 25% advance payment upon the approval of your Individual Follow-up Plan (IFP) to help pre-finance the start of the project and mobility activities.
- Stage 2 (Month 6): The remaining 75% final payment is disbursed at the end of the project following the submission and approval of your final deliverable and KPIs.

2.8. Under F3: Is the second €2,500 given to the European host for a visit back?

No, for visits to an EU Member State, the European host does not receive a second payment or visit back. Under Funding Instrument #3, the grant structure depends on which mobility path you select:

- Path 2 (Track B in the application form): Cross-Enlargement Secondments (Enlargement Country → EU Member State / Horizon Europe Associated Country): This is a one-way mobility placement (up to 15 days) for a secondee from an Enlargement Country. The European host entity does not receive funds for a visit back. Instead, the total grant (up to €5,000, covering 80% of eligible costs) is allocated entirely to fund the single secondee's travel, accommodation, daily subsistence and other costs related to the performance of the secondment activities.
- Path 1: Intra-Enlargement Secondments (Enlargement Country A ↔ Enlargement Country B): This path requires a two-way reciprocal exchange between two different Enlargement Countries. In this specific format, the €5,000 project grant is split as €2,500 per secondee, funding one exchange visit in each direction

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2.9. If our institution requests the maximum partner grant of EUR 4,000, should our total institutional budget in the application form be EUR 5,000 (consisting of EUR 4,000 in grant funding and EUR 1,000 in co-funding)? How should these amounts be entered in the OnePass application form?

Yes, exactly. Under the 80/20 funding rule, the grant covers up to 80% of your total proposed budget baseline, while your institution must co-fund the remaining 20% from own resources. Therefore, if your institution requests the maximum partner grant of EUR 4,000, your total institutional budget baseline in the application form must be EUR 5,000 (where EUR 4,000 is requested grant funding and EUR 1,000 is co-financing).

Verify that the total budget declared for the project reflects this exact 80+20 ratio before final submission, as financial entries in the eForm cannot be modified after submission.

2.10. Under Funding Instrument #3 (Track B / Cross-Enlargement Mobility), can any part of the grant cover the host entity's staff time in an EU Member State (such as Italy) for mentoring, training, supervision, or other necessary hosting activities? Can that allocation be paid directly to the host organisation, and how does the €4,000 per-partner cap apply.

The €4,000 individual partner ceiling applies specifically to Funding Instrument #1 and Funding Instrument #2 (where an €8,000 project grant is divided between consortium partners up to €4,000 per partner). In FI#3 Track B, the entire mobility grant of up to €5,000 is fully allocated to fund the single secondee from the Enlargement Country.

To clarify the per-partner financial limits for Funding Instrument #3, the following details have been added:

- Track A (Intra-Enlargement Mobility Scheme): Capped at a maximum of EUR 2,500 per individual consortium partner.
- Track B (Cross-Enlargement Mobility Scheme): The full mobility grant of up to EUR 5,000 is dedicated exclusively to funding the single secondee from the Enlargement Country.

REVIEWED 2.11. Can a project include a subcontractor located outside the eligible project area?

Subcontracting is permitted up to a maximum of 14% of the total project budget under Funding Instrument #1 and Funding Instrument #2.

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Subcontracting must be explicitly justified in the project application. All proposed subcontracting costs will be carefully reviewed during external evaluation to confirm that the requested subcontracting is strictly necessary, realistic, and directly linked to project deliverables.

2.12. Under Funding Instrument #1, can the mandatory 20% co-funding requirement be provided entirely by one consortium partner (for example, in a project with a total budget of €10,000 where Partner A provides €2,000 in co-funding and requests a €4,000 grant, while Partner B requests a €4,000 grant with €0 co-funding), or must each funded institution meet the 80/20 ratio separately?

Under Funding Instrument #1 (Small Grants for Joint Regional Innovation Actions), the 80/20 funding rule applies to the overall project budget baseline. In a project with a €10,000 total project budget, requesting €8,000 in FSTP grant funding (80%) and demonstrating €2,000 in co-funding (20%) satisfies the Call conditions.

2.13. What is the maximum grant budget allowed per project and per partner for each of the three Policy Enlarge funding instruments?

- FI#1 (Joint Regional Innovation Actions): Maximum project grant is €8,000 (covering up to 80% of a €10,000 total budget baseline), with a strict cap of €4,000 per partner entity.
- FI#2 (Collaborative Uptake of Results): Maximum project grant is €8,000 (covering up to 80% of a €10,000 total budget baseline), with a strict cap of €4,000 per partner entity.
- FI#3 (People-to-People Cooperation Projects): Maximum grant is €5,000 per mobility project (covering up to 80% of eligible costs):
    a. Track A (Intra-Enlargement Secondments): Capped at €2,500 per individual partner / secondee (total €5,000 grant for two reciprocal visits).
    b. Track B (Cross-Enlargement Secondments): Up to €5,000 allocated 100% to the sending legal entity / single secondee from the Enlargement Country (total budget baseline €6,250). EU/Associated host entities receive €0 direct grant funding.

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2.14. Can our project cover costs such as travel or accommodation of external experts who are not members of the consortium?

Project budgets must comply with the call Terms and Conditions and accurately reflect the proposed activities. All cost items included in the project budget require clear justification and will be evaluated for necessity, realism, and alignment with project goals.

● Application & Submission Requirements

3.1. What are the deadlines to submit projects?

The call is "Continuously Open" from 9 September 2026 until 3 May 2028. This allows consortia to submit proposals when their concepts are fully matured. Quarterly cut-off dates are used to process applications in batches.

- Cut-off Dates (17:00 Brussels Time)
- Cut-off Date 1: 12 November 2026
- Cut-off Date 2: 5 May 2027
- Cut-off Date 3: 3 November 2027
- Cut-off Date 4 (Final): 3 May 2028

3.2. In case of any technical issues or problems, please include the following information in your message:

- your username, phone number and email address;
- application number ID
- details of the specific problem, such as error messages you encountered, bug description, i.e. if a dropdown list isn't working, etc.; and
- screenshots of the problem.

3.3. Supporting letters: We have a signed letter of commitment from the host institution and one from the sending institution. Should these be uploaded with the application, or will they only be requested at the formal check stage?

According to the Call documentation, supporting letters (such as letters of commitment from host or sending institutions) do not need to be uploaded with your initial application form.

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The evaluation of your proposal is based strictly on the information and declarations completed directly within the online application form. Unrequested attachments or external documents will not be reviewed by external experts during the evaluation phase.

3.4.Host confirmation at submission stage: Does the application require a signed letter or confirmation from the host institution at the time of submission, or is a declaration in the application form sufficient?

No, a signed letter from the host institution is not required at submission.

Completing the self-declarations in the online application form is sufficient to submit your application. Official supporting documents—including signed commitment letters from host or sending institutions—will only be requested during the Formal Check stage if your project is pre-selected for funding.

3.5. One-grant rule for institutions: Section 2 (point 10) of the Terms and Conditions allows an exception for large entities such as universities when different departments are involved.

Under the general ground rules of the Policy Enlarge Open Call, a third party may benefit from no more than one Policy Enlarge grant across the entire Open Call duration. However, the Call documentation explicitly provides an exception for large legal entities, such as universities and public authorities, where different departments, faculties, or research units are engaged in distinct activities; this will be assessed case by case.

3.6. How should the 20% co-financing be presented and calculated in the application form?

The total project budget presented in the application form must clearly reflect both the grant requested (up to 80%) and the co-funded portion (20%).

3.7. When will grant payments be disbursed, and how are project activities pre-financed during the 6-month support programme?

According to the Call documentation, Policy Enlarge grants are disbursed in two lump-sum instalments linked to approved project milestones rather than line-item cost receipts:

- Stage 1 (Month 1 – Initial Advance): 25% of the total grant is paid within the first month following approval of your Individual Follow-up Plan (IFP), providing early funds to pre-finance project activities.

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- Stage 2 (Month 6 – Final Payment): 75% of the total grant is paid at the end of the 6-month programme upon approval of your final deliverable and Key Performance Indicators (KPIs).

To receive each payment tranche, your project must achieve a score of at least 7 out of 10 points in the milestone evaluation. Because payments follow a lump-sum model based on agreed outputs, you do not need to collect or submit individual expense receipts to receive your grant disbursements

3.8. Under Funding Instrument #3 (Small Grants for People-to-People Cooperation Projects), is physical mobility to the host organisation mandatory, or can the project be conducted through online or hybrid cooperation (e.g., between a university in Ukraine and a university in Poland)?

Secondments are the defining mechanism through which FI#3 mobility grants are implemented. For cross-enlargement cooperation (such as between a University in Ukraine and a university in Poland), the project must include a physical secondment of a participant from Ukraine to the host institution in Poland for up to 15 days.

3.9. Under F#3, what formal evidence of affiliation with an independent legal entity is required? Must my employer formally endorse or authorise the mobility application?

Under Funding Instrument #3 (Small Grants for People-to-People Cooperation Projects), secondees cannot apply as standalone, unaffiliated individuals; they must be formally affiliated with an independent legal entity established in an eligible Enlargement Country.

- At Submission Stage: No proof of employment or supporting documents need to be uploaded. Evaluation is conducted based strictly on the self-declarations completed directly within the online application form.
- At Formal Check Stage: Shortlisted finalists undergo formal verification prior to signing the Sub-Grant Agreement. For FI#3, specific documents are requested to confirm the legal status of the sending organisation and the formal affiliation of the secondee.

3.10. Under Funding Instrument #3, does the 15-day limit for cross-enlargement secondments refer to calendar or working days? Can a secondment be followed immediately by an additional period funded by the host, and does the return travel remain eligible?

The 15-day limit for secondments is calculated based on calendar days.

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Regarding expense eligibility, costs incurred outside the designated support program timeframe cannot be claimed. However, a host-funded extension immediately following the 15-calendar-day FI#3 secondment is permitted, provided there is a clear operational and financial demarcation, zero double funding, and complete fulfilment of all stipulated FI#3 deliverables and KPIs.

3.11. Under Funding Instrument #3 (Cross-Enlargement Secondment), what is the maximum grant amount for a researcher travelling from Moldova to an EU host entity, given the EUR 4,000 per-partner limit mentioned in the Call text? Must the EU host entity be a formal co-applicant and signatory to the Sub-Grant Agreement, especially if it provides co-financing?

Funding Instrument #3 supports cross-border mobility projects with a maximum total grant of up to €5,000 per project (covering up to 80% of an estimated total project budget baseline of €6,250).

The signatories for the SGA are the entities receiving project funding.

3.12. Is a separate budget template available to download for Funding Instrument #1 (FI#1), or should the budget be completed directly within the online application form?

The project budget is an integrated section within the online application form hosted on the FundingBox OnePass platform (https://opportunities.getonepass.eu/opportunities/policy-enlarge). Applicants enter their proposed figures, cost allocations, and partner budget distribution directly into the online form fields. Unrequested extra attachments or custom spreadsheets will not be reviewed by evaluators.

3.13. When preparing a proposal on the OnePass portal, must the second legal entity be fully confirmed and registered before starting the online application, or can partner details be added and updated while drafting the application?

Proposals are created and completed directly online via the OnePass submission portal (https://opportunities.getonepass.eu/opportunities/policy-enlarge).

The designated lead partner can initiate the application form on OnePass and save progress as a draft. Partner information, administrative profiles, and cost splits can be entered and edited at any point during the drafting phase prior to final submission.

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By the time of final submission, all fields concerning both consortium partners must be complete, accurate, and backed by the mandatory online self-declarations. Once submitted, application contents cannot be modified.

3.14. What is the maximum budget to be included in the eForm for Funding Instrument 2?

The total budget to be entered in the eForm is €10,000, with €8,000 being the maximum grant offered by PolicyEnlarge.

3.15. Under Funding Instrument #3 (Track B / Cross-Enlargement Secondments), does the maximum 15-calendar-day mobility period have to be completed in one continuous visit?

Regarding the cross-enlargement secondments under Track B, please note that they are subject to a strict cumulative ceiling of 15 calendar days.

• Evaluation & Selection Process

4.1. Under Funding Instrument #3 (People-to-People Cooperation Projects), what legal documents, commitment letters, or administrative evidence are required from a host organisation established in an EU Member State (or Horizon Europe Associated Country) if the project is shortlisted for funding?

Under Funding Instrument #3 (Track B), the required verification documents include a company registration document, legal representation credentials (if needed) and host institutional commitment confirmation confirming acceptance of the secondee, availability of hosting facilities, mentoring/supervision arrangements, and agreed secondment dates depending on the objectives of the secondment period.

4.2. Under Funding Instrument #3 (People-to-People Cooperation Projects), for an applicant based in an Enlargement Country (such as Albania) planning a cross-border research secondment, how do the quarterly cut-off dates align with project start dates, and how long after a cut-off date can a project begin?

Following each quarterly cut-off date and the subsequent evaluation and formal check process, selected projects are expected to start approximately 3 months after each cut-off date.

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Examples:

- Cut-off Date 1 (12 November 2026): Projects evaluated under this round are expected to start approximately 3 months later, in early 2027.
- Cut-off Date 2 (5 May 2027): Projects evaluated under this round are expected to start approximately 3 months later, in late July 2027.

4.3. Under Funding Instrument #3 (Track B / Cross-Enlargement Secondments), who signs the Sub-Grant Agreement (SGA), and who is entitled to receive the grant payment?

Only eligible applicants established in the target Enlargement Countries are entitled to receive FSTP grants and sign the SGA.

● Projects implementation & Execution

5.1. What happens if our project outputs or deliverables are not accepted during the milestone evaluation?

According to the Call documentation, Policy Enlarge grant disbursements follow a lump-sum model based on the approval of agreed deliverables and Key Performance Indicators (KPIs). Progress is evaluated out of 10 points, and a minimum score of 7 out of 10 points is required to receive full payment. If your deliverables or KPIs do not meet expected standards (scoring below 7 points), the following actions may be taken:

- Remediation: You may be granted extra time to complete or revise your outputs.
- Financial Reduction.

5.2. For an application submitted by 12 November 2026, what are the expected earliest and latest mobility dates?

The starting date of the projects selected under the first CoD is early next year, 2027.

5.3. Which supporting documents are mandatory—for example, confirmation of attendance, evidence of training and knowledge transfer, travel documents or records of staff time? How are the agreed outputs and KPIs assessed for release of the final payment?

No Financial Receipts or Timesheets: Because grants are disbursed as fixed lump sums against agreed results, you are not required to submit travel tickets, hotel bills, boarding passes, timesheets, or payroll records during financial reporting. However, you must follow

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your national and institutional policies in this regard as the EC, OLAF or other auditing bodies might claim this information.

Within Month 1 of the Support Programme, selected beneficiaries draft their IFP together with their assigned Follow-up Mentor to formalise the project work plan, budget split, deliverables, and KPIs. To verify deliverable completion, beneficiaries submit technical and qualitative evidence specified in their IFP (such as joint policy briefs, training/mentoring materials, workshop attendance sheets, secondment/transfer-back reports, or cooperation roadmaps).

5.4. Under Funding Instrument #1, can grant payments be disbursed directly into the personal bank accounts of individual project team members, or must the grant be paid into the official bank account of the participating legal entity?

Under the Policy Enlarge Open Call rules for FI#1 (and FI#2), financial support is awarded to legal entities forming a cross-border consortium. Each consortium member participating in the project is an independent legal entity (e.g., university, research institute, company, non-profit). Grant disbursements are made by the FSTP Manager directly to the official institutional bank account of each signatory legal entity, as confirmed via an official Bank Identification Form submitted during the Formal Check stage.

5.5. If actual expenditure differs from the indicative budget, is it possible to redistribute amounts between budget categories while achieving the agreed deliverables and KPIs?

Policy Enlarge grants operate strictly under a lump-sum model linked to the completion and approval of agreed project outputs, deliverables, and Key Performance Indicators (KPIs), rather than actual cost reimbursement. Because beneficiaries are not required to submit line-item expense receipts or payroll audits, they enjoy operational flexibility to adjust internal spending across budget categories during implementation. As long as the agreed deliverables and KPIs are achieved according to the Sub-Grant Agreement (SGA) and Individual Follow-up Plan (IFP), budget redistribution between internal categories does not require a formal financial amendment.

5.6. Is a single joint final technical/scientific report sufficient as the main final deliverable, or are additional outputs (such as manuscript drafts or cooperation roadmaps) mandatory? Are any other formal deliverables required during the project?

Under the Policy Enlarge 6-month Support Programme lifecycle, third-party projects operate under a lump-sum model structured around two formal payment milestones:

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- Stage 1 (Month 1): The Individual Follow-up Plan (IFP), which formalises the project work plan, budget allocation, deliverables setup, and Key Performance Indicators (KPIs).
- Stage 2 (Month 6): The Final Deliverable / Final Report evaluating completed project outputs and KPI achievement.

There are no other mandatory intermediate formal reports or fixed administrative deliverables required by the Call rules. Furthermore, while the Technical Annex (Annex 1) lists illustrative examples of outputs for Funding Instrument #1 (such as cooperation roadmaps, joint innovation reports, or concept notes), specific additional outputs are not mandatory by default. Applicants define their project-specific deliverables according to their objectives, and a single joint scientific/technical report presenting activities, results, analysis, and conclusions is fully sufficient as the main final deliverable if approved in the IFP. Outputs should represent proof of the work performed and justify the expenses related to the implemented project.

5.7. Does submitting an application on OnePass require a qualified electronic signature (QES) or uploaded signed documents, and at what stage is a formally signed Sub-Grant Agreement required?

No qualified electronic signature (QES) or paper documents are required at the application stage. Applications are submitted entirely online through the OnePass eForm, by completing the mandatory self-declarations and the Declaration of Honour directly on the platform.

Only applicants whose proposals are pre-selected for funding will be required to sign a Sub-Grant Agreement (SGA). This takes place after the evaluation and selection process and the completion of a Formal Check, which verifies the applicant's legal registration and financial standing. The SGA must be signed before the project starts.

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