

THE ULTIMATE GUIDE ON EU GRANTS AND FUNDING

From Proposal Writing to Project Management

- EU Grants and Funding Programmes
- EU Project Design and Management
- Monitoring and Reporting
- Case Studies, Tools and Resources

Brussels Academy Publication

The Ultimate Guide on EU Grants and Funding: From Proposal Writing to Project Management, created by experts at Brussels Academy, equips you with the knowledge and tools to master the entire process of securing and managing EU funding.



SUMMARY

The European Union (EU) provides financial support across a wide range of sectors through grants, programs, and initiatives, fostering economic growth, unity, and addressing societal challenges. This book aims to demystify EU funding and equip readers with practical tools to confidently approach grant opportunities.

Produced by experts from the Brussels Academy, this book is grounded in practical experiences, ensuring readers gain actionable insights.

To use this book effectively, you can start from the beginning for a comprehensive understanding, or jump to specific sections for targeted information. Gain practical insights from real-world examples through the case study approach, and apply theoretical knowledge with hands-on tools such as practical exercises and checklists. Stay updated with a curated list of tools and readings in Section 9. Engage with the future by staying informed about upcoming changes and trends in EU grants, and use the supplementary information section for quick reference on terms and EU agencies.

This comprehensive guide is designed to help individuals navigate the dynamic landscape of EU grants, offering both foundational knowledge and practical tools.

* All rights to this book are reserved by the Brussels Academy. Unauthorised reproduction or use of any part of this book for commercial purposes is strictly prohibited.

BRUSSELS ACADEMY 2

TABLE OF CONTENTS

1. Introduction	7		
1.1 Target Audience of the Book	7		
1.2 How to Use This Book	9		
1.3 Overview of EU funding			
THE SCALE OF EU FUNDING	13		
Key Motivations Behind EU Funding	13		
The Diversity of Funding Areas	14		
The Changing Landscape of EU Funding	14		
2. Understanding the Landscape of EU Funding	16		
2.1 History and evolution of EU grants	16		
From Post War Reconstruction to the European Economic Community (1950s — 1960s)	16		
Growing Pains and the Introduction of Structural Funds (1970s - 1980s)	18		
The Maastricht Era to the post–Lisbon Treaty (1990s – 2020s)	18		
Contemporary Challenges and Responses.	19		
2.2 Differentiating between Grants, Funds, and Programmes	19		
Funds	19		
Programmes	20		
Grants	21		
3. EU Grant categories and Overview	23		
3.1 Research and Innovation	23		
Horizon Europe	23		
Euratom Research and Training Programme	25		
3.2 REGIONAL AND URBAN DEVELOPMENT			
European Regional Development Fund (ERDF)			
COHESION FUND	29		
European Social Fund Plus (ESF+)	30		
3.3 Education and Training: The Erasmus+ programme			
3.4 European Citizens and Values: the CERV programme	35		
3.5 Culture and Creativity: the Creative Europe programme	37		
3.6 AGRICULTURE AND RURAL DEVELOPMENT	39		
COMMON AGRICULTURAL POLICY (CAP)	39		
European Agricultural Fund for Rural Development (EAFRD)	41		
3.7 Maritime and Fisheries: the European Maritime and Fisheries Fund (EMFAF)			
3.8 Environment and Climate Action: the LIFE programme	45		
3.9 Migration and Home Affairs	48		
Asylum, Migration and Integration Fund (AMIF)	48		
Internal Security Fund (ISF)	50		

BRUSSELS ACADEMY 3

52
54
55
55
57
57
57
58
59
60
60
60
60
63
64
66
68
68
69
71
72
73
76
76
80
81
81
82
85
87
91
24
94
94
94
95
96
96
96

6.3.1 Project Design	97
6.3.2 Budget Preparation	98
6.3.3 Consortium Building (if applicable)	98
6.4 Stage 4: Filling out the Application Form	98
6.4.1 Application Form	99
6.4.2 Tips for Filling Out the Application	99
6.5 Stage 5: Proposal Submission	100
6.6 Expert Tips	101
7. Project Management Post-Grant Approval	102
7.1 Kick-starting the project: Initial setup and team orientation	102
7.2 Monitoring and evaluation	104
7.2.1 The Foundations of M&E	105
7.2.2 The Importance of M&E in EU Grants	105
7.2.3 Designing an M&E System for EU Grants	105
7.2.4 Common Challenges and How to Overcome Them	106
7.2.5 Key EU M&E Resources and Platforms	106
7.3 REPORTING REQUIREMENTS	107
7.3.1 Understanding Grant-Specific Requirements	107
7.3.2 Breaking Down the Reporting Process	108
I. Preparation Phase	108
2. Drafting the Report	108
3. Submission	108
7.3.3 Multi partner project's reporting	109
7.3.4 Addressing Feedback and Iterations	109
7.3.5 Ensuring Continuity	109
7.4 Financial management and audits	109
7.4.1 DIFFERENT AUDIT TYPES	110
7.4.2 The In-depth Guide to Preparing for an Audit	111
7.4.3 Overcoming Financial Management Challenges	111
7.5 Risk management and mitigation	111
7.5.1 Why is Risk Management Vital for EU Grant Projects?	112
7.5.2 Key Steps in Risk Management	112
7.2.3 Mitigation Strategies Tailored for EU Grants	115
7.2.4 Tools, Techniques and Resources	115
8. Case Studies	117
8.1 Example I: A local NGO applying for a small-scale environmental protection grant — Beginner Level	117
8.1.1 Understanding EU Grant Landscape	117
8.1.2 The Beginning: Identifying the Problem	117

<u>13.</u>	Further Reading	143
<u>12.</u>	GLOSSARY OF TERMS	140
<u>11.</u>	Conclusion	139
10.2	2 Evolving sectors of interest	135
		134
	FUTURE PERSPECTIVES I UPCOMING CHANGES IN EU GRANT STRUCTURES	134
10	Fuzuer Property and	134
9.4	.4 Workshops and Webinars	132
9.4.2 Intermediate Level Courses 9.4.3 Advanced Level Courses		132
		131
9.4.1 Beginner Level Courses		130
9.4	Online courses and workshops	129 130
9.3	PLATFORMS FOR PARTNER SEARCH	
9.2	Proposal writing software and tools	127
9.1	THE EU OFFICIAL DOCUMENTATION AND WEBSITES	126
<u>9.</u>	Tools and Resources	126
8.3	EXAMPLE III: A MULTI-COUNTRY PROJECT FOCUSING ON INFRASTRUCTURE DEVELOPMENT — ADVANCED LEVEL	123
	5 Оитсоме	122
3.2.	4 Challenges and Learnings	122
3.2.	3 Application Process and Evaluation	121
8.2.	2 Proposal Writing	121
8.2.	.1 Choosing the Right Grant	120
8.2	EXAMPLE II: A CONSORTIUM OF UNIVERSITIES APPLYING FOR A RESEARCH GRANT — INTERMEDIATE LEVEL	119
8.1.6	6 The Result and Beyond	119
8.1.	5 The Wait, Feedback, and Re-evaluation	119
8.1.4	4 Proposal Development: A Step-by-Step Process	118
8.1.3	3 FINDING THE PERFECT FIT: THE LIFE PROGRAMME	118