

# Collaborate to Innovate

Access to European funding

#### Registering your organisation for a PIC code

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### What is a PIC code?

- A <u>Participant</u> <u>Identification</u> <u>C</u>ode is a unique 9digit identifier for the European Commission to confirm your organisation's details
- Before registering it is recommended that you confirm your organisation does not already have a PIC code, follow the link below: http://ec.europa.eu/research/participants/portal/d esktop/en/organisations/register.html
- Your PIC code can be used 48 hours after the registration process
- First you will need to register with ECAS via the Unique Registration Facility (URF)

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### What is ECAS?

Prior to registering further you need to create an ECAS (the <u>European</u> <u>Commission's user</u> <u>Authentication</u> <u>Service</u>) account:

• ECAS enables authorised users to log in to a wide range of Commission information systems, using a single username and password.

• A LEAR (Legal Entity Appointed Representative) must also have an ECAS account in order to manage organisation data. The same applies for Account Administrators, assigned by the LEAR. Note: You can only create a LEAR account for an organisation after the validation of this organisation's data.

• For more information, see ECAS help at: https://webgate.ec.europa.eu/cas/help.html



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### What is a LEAR?

• The Legal Entity Appointed Representative (LEAR) is a person within an organisation appointed to be the correspondent with the Commission on all issues related to the legal status of the entity

• After appointment, the LEAR becomes the exclusive Contact Person of the organisation in URF and is responsible for facilitating the and preventing a duplicate registration for their organisation.

• Under Horizon 2020, the LEAR can nominate Account Administrators who have the rights to perform the same actions so that they can assist in his/her work.



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#### How do I receive a PIC code?

• PICs are administered via the Unique Registration Facility (URF)

 As explained you must have an ECAS account to access the URF

 Once you have registered with ECAS then you have access to more EC information and also the URF

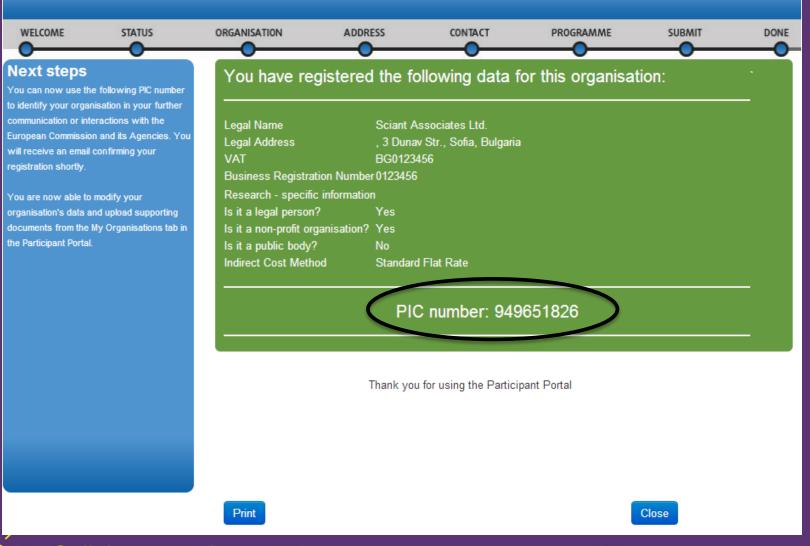
• A PIC code will be allocated as shown in the example in the following slide







# **PIC number allocated**



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#### Will my financial capacity be checked?

The official line from the European Commission is as follows:

"Before granting funding, the Commission <u>may</u> check your organisation's financial viability, depending on the type of organisation and various other criteria.

You can check your organisation's financial viability yourself using this Financial self-check tool. The tool uses the ratios described in the section of legal entity validation of the H2020 Grants Manual."

 Only coordinators in projects requesting funding from the Union of €500,000 or more will be subject to a financial viability check, in which they must prove that they have the resources to implement the project

• The self check can be completed by going to:

http://ec.europa.eu/research/participants/portal/desktop/en/organis ations/lfv.html





### Summary

• To avoid complications or delays it is advised that you register your organisation for a **PIC** 

• You will first need to register on **ECAS** to access further EC sites

 Someone from your organisation will also be required to register as your <u>LEAR</u>

 Your financial viability will not be checked at this stage, but you have the opportunity to selfcheck should you wish







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http://ec.europa.eu/research/participants/data/supp ort/manual/urf.pdf





