

## General tips for partner search and consortium building

- **Start early and get prepared to invest time and efforts!** | As soon as you see a Call for Proposal that could be relevant for you, you should start working to build and consolidate a consortium. This may take time and may need dedicated effort, especially to manage the communication with the different partners during the preparation of your proposal.
- **Make the most from your contacts** | Leveraging on your existing professional and personal contacts and networks may be a good start and can ensure you a first proficient working team to start design the proposal.
- **Know yourself, know your worth** | You will need to be extremely effective in terms of reaching out to potential partners and explaining why you are a good partner for their consortium. By starting from the requirements of the Call for Proposals, highlight and valorise your relevant expertise, previous experience, network of contacts and exploitable research results: *to what extent and how you and your organisation could contribute to the project in terms of skills, expertise, resources, and experience?*
- **Be social!** | Events in your field – especially those in presence - are an excellent place to find partners. So...don't be shy during networking sessions or even coffee breaks: promote yourself, your organisation and your ideas for cooperation!
- **Think beyond sectors...and borders!** | The ability to work in large, multidisciplinary, international projects is well liked and inevitable when building a consortium, especially under Horizon Europe. It can be of great advantage to find partners who already have experience in international cooperation. Likewise, if you have experience in international collaborations, let your potential partners know!



# 1. PARTNER SEARCH TOOLS

The official support structures of EU programmes provide a support service tailor-made to the special needs of collaborative research. This section provides guidance about the various **open partner search tools officially available** for applicants under Horizon Europe and beyond.

## Funding and Tenders Portal

### FUNDING & TENDERS PORTAL

The Funding and Tenders Portal (F&T Portal) is the single entry point for participants and experts in the funding programmes and tenders managed by the European Commission and other EU bodies. You can browse and search information through the portal without logging in, but to submit a proposal and other specific services, you may need to authenticate with your [EU Login](#).

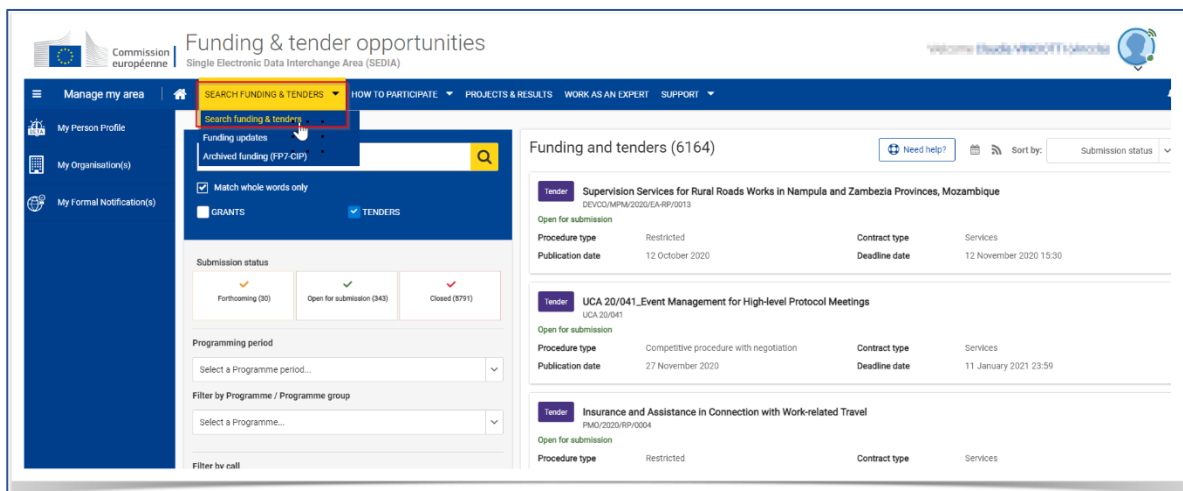
In the F&T Portal you can also find potential partners mainly in the following ways, which are described in detail in the next chapters:

- Directly from the [Topic Pages](#), either contacting the organisations having expressed their interest for a collaboration or expressing your own collaboration interest to apply for that specific topic.
- From the individual [Organisation Profiles](#), replying to their request(s) for a collaboration appearing at the bottom of their profile.
- Exploring the [Partner Search Tool](#).

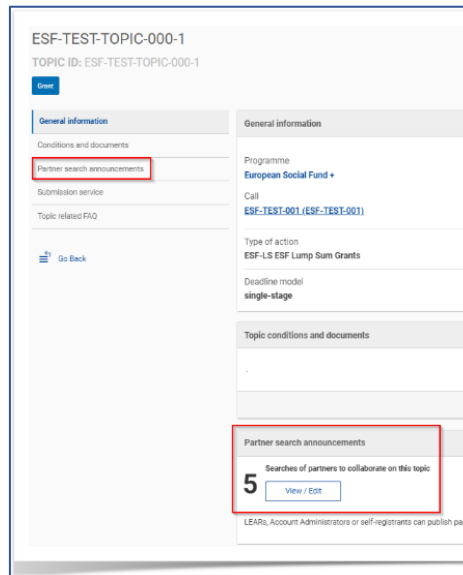
### a) The Topic Page

How to view Partner Search Announcements for the topic

- Access the [Search funding & Tenders](#) area in the F&T Portal. Search for *open* or *forthcoming* topics.



- After searching for a specific topic access the topic page by **clicking on the topic name** and either scroll down to the Partner Search section or select "**Partner search announcements**" from the menu on the left.



- Access the announcements by clicking on **View**.
- If you want to contact the organisation that has published the announcement, you can use the **Contact** button on the top to send a message to the organisation **using the form**:




## How to publish Partner Search Announcements for the topic

**Only LEARs (Legal Entity Appointed Representative), Account Administrators or self-registrants can publish partner requests on behalf of the organisation** for open and forthcoming topics after logging into the Portal. Any user having an active public Person Profile can also publish partner requests, but they will publish them on behalf of themselves, as individuals.

LEARs, Account Administrators or self-registrants can publish, then:

- **Expertise request:** as a potential coordinator or a beneficiary of a project application, you may need additional experts to join the consortium. Therefore, to find partners for your project ideas, you may publish an Expertise *request* announcement and make it visible to other users of the Partner search pages on the portal.
- **Expertise offer:** as an expert in the field, looking for consortium leaders and/or experienced partners who already have a planned project or growing consortium, you may publish an Expertise *offer* announcement and make it visible to other users of the Partner search pages on the portal.

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1. To publish Partner Search Announcements, these logged users should reach the same “Partner Search announcement” section in the Topic Page, as from step 1 to step 2 in [How to view Partner Search Announcements for the topic](#).
  2. Then, access the announcements by clicking on **Edit**.
  3. Click the **+Add** button on the top right corner of the page of the list of search announcements and access the **empty input form**;
  4. **Choose the profile** from which the announcement will be published:
    - If you have only 1 eligible role, the organisation or person data is automatically pre-filled
    - If you have several eligible roles, the person or organisation has to be selected from the available list of values (pre-filled with the profiles you are owning)
  5. Add a **description** as a free text explaining what the organisation or person can offer to potential partners on this topic, or its motivation for requesting collaboration on this topic. The text length is limited to 500 characters: be concise and effective!

Note that in the **Partner Search** pages, this profile is visible only when it is public, since you can prevent your user details from being shared. See [My Person Profile](#) for more information about managing your person profile in the Portal.

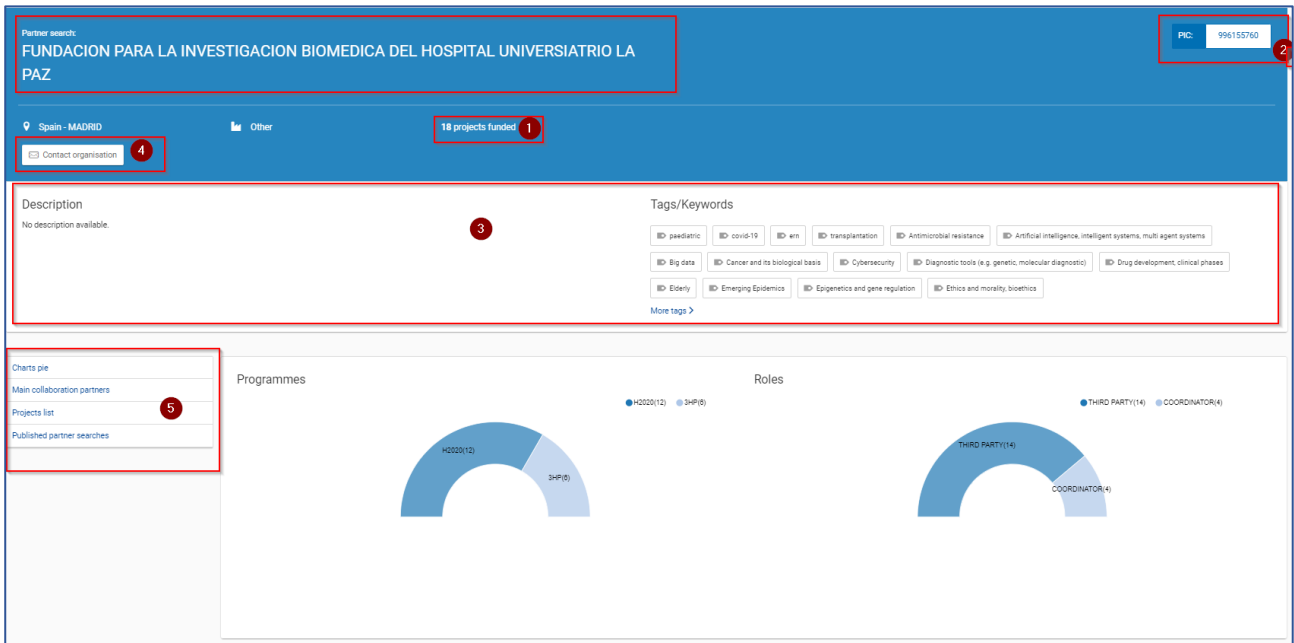
## b) The Organisation Profile

The “[Participant Register](#)” in the [F&T Portal](#) allows to look at dedicated organisation profiles, including *Partner Search Announcements* of this organisation. The individual organisation profile gathers:

- i. [General information about the organisation](#)
- ii. [Information on participation in EU Programmes](#)
- iii. [Information on main collaboration partners](#)
- iv. [Information on participation in EU funded projects](#)
- v. [Published partner searches](#)

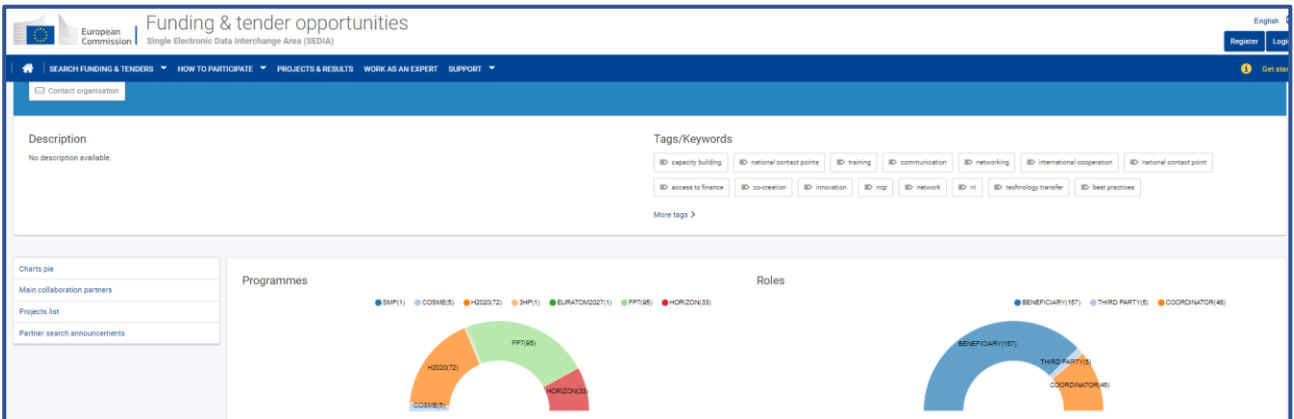
### i. General Information

At the upper part of the screen, you will be provided with information about the *projects* (1) and participation actions of the organisation, as well as identification information such as *name*, *location* and *PIC number* (2). Just below, the *presentation* of the organisation, if filled in, and the *keywords* are listed (3). The keywords displayed are those that organisations have selected to enter manually and the ones of funded projects in which the organisation is involved. In addition to this, you can contact the organisation by clicking on the **Contact Organisation** button (4).



## ii. Participation in EU Programmes

Through interactive charts pies, a visual representation of the *programmes* in which the organisation has participated and the *roles* that the organisation adopted in the different projects, are provided. These are interactive graphics, meaning that you can hide information by clicking on the corresponding item in the legend. Clicking one of the programmes/role in the legend will remove that particular item from the pie, showing the rest of programmes.



## iii. Main collaboration partners

This interactive map presents a quantitative overview of the *partners which the organisation has been engaged with* in EU funded projects. By zooming it is also possible to identify the name of the partner organisations in the map.



#### iv. Participation in EU Funded Projects

A list of the projects in which the organisation has been successfully involved as a coordinator or a partner, is there provided. By clicking on the title of the project, it's possible to read the full details of the project and its results. If the list contains many items, you can use the search box on the upper-right corner to filter out and find a specific project. Use the **Contact Project** button to contact the contacts of that organisation in the selected project through your EU login.

Projects list				
Results: 208				
TITLE	ACRONYM	PROGRAMME	PROJECT ID	ACTIONS
A Gathering place to co-design and co-create Adaptation	AGORA	HORIZON	101093921	Contact project
A Network of National Contact Points providing cutting-edge NCP services to the Knowledge Based Bio-Economy research community	BIO-NET	FP7	211363	Contact project
Access to Risk Finance and SMEs NCP cooperation network	ACCESS4SMES	H2020	723120	Contact project
Air Transport Network – Next Generation	AIRTN-NextGen	FP7	604952	Contact project
Argentinean Bureau for Enhancing Cooperation with the European Community in the Science, Technology and Innovation Area. Phase II	ABESTII	FP7	244327	Contact project
Argentinean Bureau for Enhancing Cooperation with the European Union in the Science, Technology and Innovation Area. Phase III	ABEST III	FP7	311952	Contact project
Assessment of Regional CAPabilities for new reactors Development through an Integrated Approach	ARCADIA	FP7	605116	Contact project
BEST PRACTICES AND INNOVATIONS FOR A SUSTAINABLE BEEKEEPING	B-THENET	HORIZON	101099812	Contact project
Better understanding, intensified engagement, training and development in regional bio-based systems	Engage4BIO	HORIZON	101099565	Contact project
Bilateral Coordination for the Enhancement and Development of S&T Partnerships between the European Union and the United States of America	BILAT4USA	FP7	244434	Contact project

#### v. Published Partner Searches

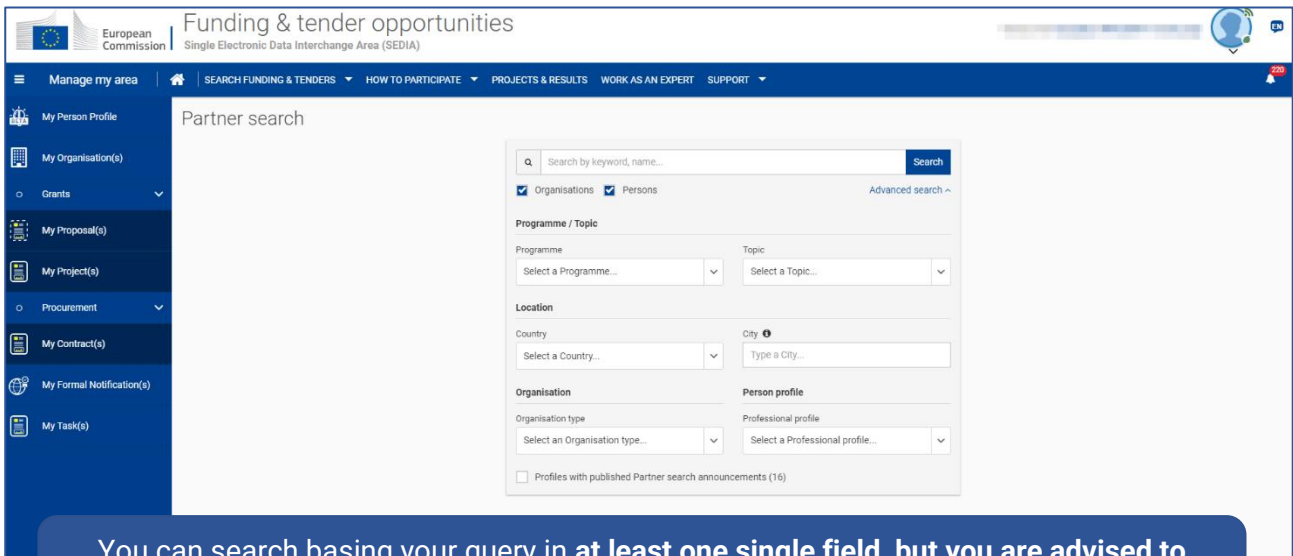
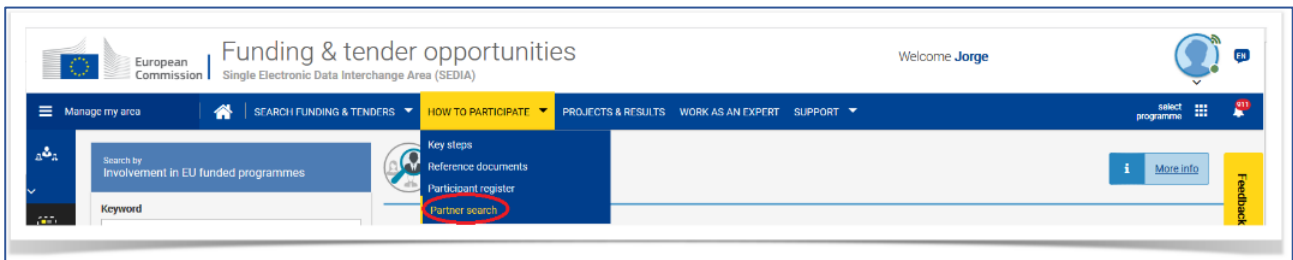
Finally, the Partner Search Profile in the F&T Portal includes a list of topics on which the organisation has an interest to participate in and for which they are currently searching for partners. The partner search can be *requests* for expertise or *offers* of expertise on a given topic. You can use the search box on the upper-right corner to search for specific requests/offers. By clicking on the topic, you will see the page where the offer/request for expertise has been published. Finally, use the actions button to **Contact the Organisation** through EU login.



REQUEST DATE	TOPIC	EXPERTISE REQUEST OR OFFER	ACTIONS
02-Jun-2020	Epidemiology/ICPI/ize-2020   EIC Horizon Prize for Early Warning for Epidemics sss	Expertise offer	<a href="#">Actions</a> <a href="#">Contact Organisation</a>
02-Jun-2020	3HP-2020-TEST2-topicA   3HP-2020-TEST2-topicA test	Expertise offer	<a href="#">Actions</a>

### c) The Partner Search Tool

[Partner Search on the F&T Portal](#) allows you to search for potential partners for project proposals.



You can search basing your query in **at least one single field**, but you are advised to **combine different criteria**, since the amount of matching results is limited to 500 entries

Please note that the names of the cities and the organisations can appear either in English or in the official language of the organisation, depending on how it was registered.



- The **Topic field** is a special free text field because even if you are able to type, only existing topics matching what you type will be presented as a list from which you can select one.
- Your matching **results** will appear in cards on the right of the Search form fields, including the number of projects in which the organisation is involved, as well as the Partner searches announcements.

The screenshot shows the 'Partner search (5)' interface. On the left, there are search filters for 'Programme / Topic' (set to 'Horizon 2020 Framework Programme (H2020 - 2014-2020) (5)'), 'Location' (Country, City), 'Organisation' (type and type), and 'Person profile' (Professional profile). A checkbox for 'Profiles with published Partner search announcements (5)' is checked. The main area displays five search results, each with an 'Organisation' button. The results are:

Organisation Name	Type	Location	Projects	Partner search announcements
HOFOR AS	Private for profit organisation	HOFFMANN / Österreich	130 Projects	3 Partner search announcements
TREASONS MEDIEN GMBH	Small or medium-size enterprise	ABSDORF / Austria	66 Projects	1 Partner search announcements
LANCASTER UNIVERSITY	Higher or secondary education establishment	LANCASTER / United Kingdom	673 Projects	1 Partner search announcements
AST ADVANCED SPACE TECHNOLOGIES GMBH	Other	STUHR / Germany	2826 Projects	1 Partner search announcements
CENTRE NATIONAL DE LA RECHERCHE SCIENTIFIQUE	Research Organisation	PARIS / France	910 Projects	1 Partner search announcements

- The **Organisation** button can be used to get to the individual organisation profile, with which the organisation can be contacted.