



EUROPEAN COMMISSION
CONSUMERS, HEALTH, AGRICULTURE AND FOOD EXECUTIVE AGENCY
CHAFEA/D – Promotion of Agricultural Products Unit
Head of Unit


INTERPORC

MARQUÉS DE URQUIJO, NUMBER 10 2ND
LEFT
28008 MADRID
SPAIN

Subject: Promotion of Agricultural Products
Call: AGRI-MULTI-2019
Project: 874747 — FromFarmToFork
GAP invitation letter

Dear Madam/Sir,


I am writing in connection with your proposal for the above-mentioned call.


Having completed the evaluation, we are pleased to inform you that your proposal has passed this phase and that we would now like to start **grant preparation**.

Please find enclosed the evaluation summary report (ESR) for your proposal.

Invitation to grant preparation

Grant preparation will be based on the following:

1. **Project:** 874747 — FromFarmToFork
2. **Topic:** MULTI-D-2019 — Support for multi programmes – Information and promotion in any third country(ies)
3. **Type of action:** AGRI-MULTI-THIRD COUNTRIES
4. **Project officer:** 
Promotion of Agricultural Products Unit

 Please always use the Participant Portal messaging function (via your [Funding & Tenders Portal account](#)). Do NOT contact us via other means (email, letter, etc.) — unless explicitly asked to do so.

5. **Maximum grant amount:**

Requested EU contribution (according to proposal): 3 159 696.00 EUR

Maximum grant amount (proposed amount, after evaluation): 3 159 696.00 EUR

6. **Project duration:** 36 months
7. **Grant preparation:**

Preparation of grant data & annexes: 3 weeks after receiving this letter

⚠ The annexes (description of the action, estimated budget, etc.) must be based on the proposal you submitted and the clarifications provided (if any). You may normally NOT make changes to the project/project budget/consortium composition (except if required by us). Please immediately inform the project officer if you need to make a change (*e.g. bankruptcy, etc.*).

⚠ Please be aware that your proposal may still need to undergo an ethics review or security scrutiny (and the results will then have to be implemented by you).

Once we have checked the information you have encoded, you will have 2 weeks to submit your final version — to bring it in line with our comments.

Declaration of honour (DoH): 6 weeks after receiving this letter

⚠ Please note that each applicant should also submit a signed and scanned DoH for each one of their linked third parties.

Signature: within 3 months after receiving this letter (planned date)

⚠ Please note that repeated failure to respect deadlines during grant preparation may lead to the rejection of your proposal (or a consortium member). Lack of cooperation will be taken to mean that you are no longer interested.

8. **Participant Portal**

Grant preparation (including signature) will be done exclusively through the Participant Portal electronic exchange system (login via your [Funding & Tenders Portal account](#)). Do NOT contact us via other means (email, letter, etc.) — unless explicitly asked to do so.

Please be aware that linked third parties (if allowed) must be registered and validated as legal entities in the Participant Portal [Participant Register](#). ⚠ Register them immediately, if not already done.

Please note that some of your legal and financial data in the Beneficiary Register is read-only and can be updated only by a LEAR (via the Participant Portal My Organisation(s) page). You will therefore be contacted soon to appoint a [LEAR](#).

9. **Other**

Not applicable

ℹ For more information on grant preparation, *see the [Online Manual](#)*. You can refer to this document also for programmes other than H2020 since the procedures are very similar.

⚠ Please note that this letter does **NOT** constitute a **formal commitment for funding**. The final decision on your project will only be taken at a later stage, since it depends on the finalisation of grant preparation and further checks which we still need to make (*for instance, financial capacity, non-exclusion, etc.*).

For calls with a limited number of proposals to be funded: If a call can fund only a limited number of proposals, grant preparation may be moreover be stopped if other proposals move up in the ranking after a successful evaluation review and re-evaluation procedure.

⚠ For UK applicants: Please note that until the United Kingdom leaves the EU, nothing changes with regard to participation and funding in EU programmes. Please be aware however that the eligibility

criteria must be complied with for the *entire* duration of our framework partnerships/grants. If the United Kingdom withdraws from the EU during that period (without an agreement ensuring eligibility for UK beneficiaries), you will cease to receive EU funding or be required to leave the project on the basis of the contractual provisions on termination.

I would be grateful if you could inform the other members of your consortium (if any) of this letter.

For any questions, please contact us via your [Funding & Tenders Portal account](#).

Yours faithfully,

A grey rectangular box used to redact the signature of the sender.

Enclosure: Evaluation summary report (ESR)