

Carleton University

Horizon Europe Partnership Development Grant Guidelines

Source:

Carleton International, Office of the Vice-President (Research, Innovation and International) (OVPRII).

Purpose:

The **Horizon Europe Partnership Development Grant** is an internal funding program that supports Carleton faculty members in building networks or partnerships towards submitting a project with a consortium to a Horizon Europe Pillar II call for proposals. Funds can be used for travel to conferences, match-making events, or in-person meetings for the purpose of establishing a consortium or preliminary planning for a Horizon Europe proposal with either new or existing partners in European Union member states and "[associated countries](#)". The grant does not fund research project activities with an international partner.

About Horizon Europe Pillar II

Horizon Europe is the European Union's (EU) main research and innovation program and the world's largest, with a total budget of €95.5 billion (2021-2027). Canada joined Horizon Europe in July 2024 as an associate country under Pillar II: Global Challenges and European Industrial Competitiveness. Pillar II grant sizes typically range from €4-15 million.

Pillar II is organized into six clusters (i.e., themes); within each cluster are a number of calls for proposals with corresponding topics, which have unique criteria and deadlines. All applications must involve projects developed by a consortium (partnership of organizations across different nations, including a European member state and Horizon Europe-associated country).

For more information on Horizon Europe, see the resources at:

<https://carleton.ca/ci/international-research-projects/horizon-europe-2024/>

Deadlines:

Mandatory intent to apply: **Friday, December 12, 2025**

Submission of application: **Monday, January 19, 2026**

Value:

The award provides up to CAD\$10,000 per project. Depending on the number of applications received and availability of funds, projects may be partially funded.

Duration:

Grants will be tenable for a 1 year. No extensions will be granted.

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Guidelines

Eligibility

Applicants must hold a full-time faculty position at the rank of Assistant, Associate or Full professor at Carleton University at the time of application (i.e. appointment date on or before the applicant submission deadline).

Applications from any discipline are eligible and welcome. However, the PI's research and expertise must fit within and contribute to one of the thematic clusters, missions, or cross-cutting initiatives of Horizon Europe Pillar II: Global challenges and European industrial competitiveness. The thematic clusters are:

- Health
- Culture, Creativity & Inclusive Society
- Civil Security for Society
- Digital, Industry and Space
- Climate, Energy and Mobility
- Food, Bioeconomy, Natural Resources, Agriculture & Environment
- Horizon Europe Missions
- New European Bauhaus (NEB)

Budget

- Eligible expenses include:
 - Travel costs for Carleton PI and/or team member (i.e. postdoctoral fellow)
 - Research, meeting, and communications costs or other costs associated with partnership development
 - Expenses associated with the development of funding proposals in collaboration with the international partner or consultancy firms
 - Membership fees to join and participate in working groups
 - Fees for conferences and brokerage events organized by Horizon Europe, consortia, or match-making organizations (ex. Crowdhelix)
- Non-eligible expenses include:
 - Research activity expenses (lab work, field work, testing, etc.)
 - Equipment and materials
 - Salaries of technical and professional staff
 - Teaching release
 - Expenses (including for travel) on behalf of other universities
 - Costs for initiatives that have alternative sources of funding

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Evaluation Criteria

1. Proposal of Activities

- Clear and detailed plan for (a) developing partnerships/network OR (b) developing a project proposal with an established consortium
- Indication of how activities will lead to an application to a Horizon Europe Pillar II call for proposals
- Appropriateness of the proposed timeline and probability that objectives will be met
- Alignment with the [Strategic Integrated Plan](#) and the [International Strategic Plan](#)
- Research and expertise fit with one of the thematic clusters of Pillar II and contribution to solving global challenges

2. Budget

- Appropriateness of the requested budget and justification of proposed costs
- Feasibility of the budget in relation to the proposed activities and objectives

For PIs with an established consortium: *A formal letter of invitation from the consortium coordinator is required as part of the application.*

Adjudication

A review committee, chaired by Carleton International, will review applications based on the criteria above and make recommendations regarding funding.

Application Package

- **Application Form**
- **CV:** must include currently active and applied for research grants, publications, student supervisions and record of knowledge mobilization activities.
- **Letter of invitation from coordinator for PI with established consortium** (if applicable)

Save as SINGLE pdf file, using naming convention: **PIlastname.PIfirstname.HEPDG2026.pdf**.

Submission Steps

☒ Log in to the [cuResearch portal](#)

- Choose “Apply New” from the top right menu, then under Section A: Research Funding, select “Approval Form”
- Project Info Tab: Enter your project title and SAVE
- Project Sponsor Info Tab: click on “Add New”, then select the following:

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- **Agency:** Carleton University – Carleton International
- **Program:** Horizon Europe Partnership Development Grant
- Attachments Tab: Upload your completed application package
- Approval Form Tab: Complete all required fields and SAVE
- Click SUBMIT
(Your application will be routed for electronic approval by your Department Chair/School Director and Associate Dean, Research (ADR). To view the signing authority routing for your file, consult the “Approvals” tab.)

Late or incomplete applications will not be accepted.