EUROPEAN RESEARCH EXECUTIVE AGENCY (REA)

REA.B – Green Europe
**B.3 – Biodiversity, Circular Economy and Environment**

**ANA CASINO**
**CONSORTIUM OF EUROPEAN**
**TAXONOMIC FACILITIES**
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BELGIUM

**Subject: Horizon Europe (HORIZON)**
**Call: HORIZON-CL6-2025-01**
**Project: 101286598 — TETTRIX**
**GAP invitation letter**

Dear Applicant,

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:**

   Project number and name: 101286598 — TETTRIX

   Topic: HORIZON-CL6-2025-01-BIODIV-03 — Strengthening taxonomic approaches for biodiversity

   Type of action: HORIZON Research and Innovation Actions

   Requested grant amount (proposal): 11 999 926.25 EUR

   Maximum grant amount (after evaluation): 11 999 926.25 EUR

   Project duration: 48 months

2. **Timetable and deadlines:**

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

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

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

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

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.

3. **Participant Register**

All partners participating as beneficiaries or affiliated entities must be registered and validated in the Participant Register.

Please note that some of your legal and financial data in this Register is read-only and can be updated only by a LEAR (via the Portal My Organisation(s) page). If you do not already have one, we will contact you soon for their nomination.

4. **How to contact us**

Project officer: Colombe WARIN
Biodiversity, Circular Economy and Environment

Grant preparation and grant signature will be done exclusively through the Funding & Tenders Portal (login via your Portal account). The Portal allows you to upload documents, send Messages and Formal Notifications. Avoid contacting us via other means (email, letter, etc.); this will allow us to keep the full project file all in the same place.

Please note that affiliated entities cannot directly access the Portal Grant Management System; grant preparation will therefore have to be done by their beneficiaries for them.

5. **Other**

For more information on grant preparation, *see the Online Manual*.

⚠ Please note that this letter does **NOT** constitute a **formal commitment for funding**. The final decision on your project (including the grant amount to be awarded) can be taken only later, when we have finalised grant preparation and the checks that still need to be done *(LEAR appointment, legal entity validation, financial capacity assessment, non-exclusion check, ethics review, security review, etc.)*.

We will try to proceed as swiftly as possible, but we rely on your good cooperation. If you do not reply to our requests or repeatedly miss grant preparation deadlines, we will consider that you are no longer interested in our grant (and reject your proposal).

More information on the evaluation of the call is published in a topic update in the Funding & Tenders Portal.

I would be grateful if you could inform everyone involved in your proposal of this letter.

For any questions, please contact us via your Funding & Tenders Portal account > My Project(s) > Actions > Manage Project > Process communications.

Yours faithfully,

Arnoldas MILUKAS
Head of Unit

Enclosure: Evaluation summary report (ESR)