
Ulysseus Seed Funding Programme: Call#2 (2026)

Administrative Guidance Webinar 24 September 2026

WP4.1 Members



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Purpose of This Session

What we will cover today

- Summary of Call #2
- How and when you can use your seed funding
- What activities are expected during the project
- How and when to report results
- Practical tips for compliance and smooth project management



Call #2 results

- **Call #2 generated remarkable interest and broad engagement:**
 - 28 (+1 invalid) applications submitted, demonstrating high readiness for cooperation
 - 28 applications approved – 21 expanded R&I Groups, 7 new R&I Groups
 - 290 unique researchers from partner universities actively involved
 - 31 associated partners contributed expertise, innovation, and external perspectives
 - 325 positions filled across 28 research groups
 - **Approved R&I Groups & Focus Areas**
 - 7 new R&I Groups focused on Innovation Hub topics
 - 6 expanded R&I Groups centred on IH topics
 - 15 expanded R&I Groups addressing common research areas
- This participation highlights a strong commitment to diversity and inclusion, with 119 women and 95 young researchers involved.

When is it possible to utilize the seed funds?

- The funding period for the R&I Groups (**expanded** and **new**) in call #2 began on **1 July 2026**.
- The funded activity period is **12 consecutive months from the date of seed funding approval (30 June 2027)**.
- Within this period, your R&I Group should:
 - Plan and carry out collaborative activities (meetings, workshops, exchanges)
 - Prepare possible follow-up actions (e.g. joint proposals, publications, innovation projects)
- No costs incurred outside this 12-month period shall be eligible for funding under the grant, unless an amendment to the Grant Programme is approved by Task Force 4.1.

Timeline & Activity Period

What happens to the existing R&I Groups from call #1?



What you can fund?

- You must spend the seed funding **only on activities directly supporting your R&I Group's development and work.**
 - **Travel and accommodation** for in-person meetings between R&I Group members (sustainable travel preferred)
 - **Workshops, seminars, or networking events** to define research goals and foster collaboration of your R&I Group
 - **Meeting costs:** room rental, materials, technical services, catering (coffee breaks, etc.)
 - Small **services directly linked to your R&I Group's activities** (e.g. printing, facilitation)
- Other Specific costs:
 - Only if directly related to R&I Group activities and approved in advance by the EC Project offices through the Ulysseus General Manager

What you cannot fund?

- Certain costs cannot be covered with the seed funding under any circumstances:
 - Salaries, honoraria, or staff costs
 - Overheads or indirect costs
 - Equipment purchases
 - Conference participation fees
 - External consultancy or proposal writing services
 - Activities unrelated to the creation or consolidation of the R&I Group
 - Costs outside the approved 12-month project period

How to manage and spend your funds correctly

- **Each partner university manages its own allocated budget**
- **Follow your university's internal financial rules** – reimbursement procedures and documentation requirements may differ
- **Keep original documentation** for all expenses (tickets, invoices, receipts, participant lists)
- **Use Erasmus+ mobility schemes for travel when possible** — they are preferred and often with simplify reporting
- If you don't spend the entire seed funding, unspent funds usually cannot be carried over — they will be reallocated within the programme
- Coordinate spending decisions within your R&I Group members to avoid duplication or ineligible costs
- Look for of additional funds and sources outside seed funding to support your R&I Group activities

Who to contact for financial questions

Partner	Local Contact for RIGs	Position in Ulysseus	E-mail
USE	Francisco Martínez	Financial Officer	financial-ulysseus@us.es
UniCA	Pauline Achard	Project Manager UniCA	pauline.achard@univ-cotedazur.fr
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UoM	Branka Zizic	Project Manager UoM	zizicb@ucg.ac.me



Guidelines for documenting and submitting your project progress

- Your R&I Group has several mandatory reporting tasks:
- **Update your Ulysseus Open Science Repository profiles:** Add the name of your new R&I Group and its focus area.
- **Final Report (due at the end of the 12-month period):**
 - Overview of activities and achievements
 - Objectives reached and key outcomes
 - List of members and partners involved
 - Details of travel, meetings, and collaborative events
 - Roadmap for follow-up activities or future plans
- **Annual Short Report:**
 - Submitted each January until the end of the Ulysseus project.



What is interesting to report

- Meeting & Workshop
- Mobility
- Publication
- Project Proposal
- Stakeholder Engagement
- Dissemination
- Training session
- Collaboration
- Patent
- Other

Tips, strategies, and support

- Plan activities early – 12 months pass quickly
- Communicate regularly with all partners and stakeholders
- Ensure every member contributes and updates their database profile
- Document your meetings, workshops, outputs, etc...
- Discuss and align on future funding opportunities during your collaboration
- For questions or issues: research@ulyssseus.eu or ask your local financial officer



Thank you

research@ulyssseus.eu

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