

**Pilot Joint Calls of S&T Programme Owners from  
EU Member States, countries associated to the 7<sup>th</sup> EU RTD  
Framework Programme and Russia  
Collaborative Science & Technology Projects**

**Terms of Reference**



Supported by :

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## 1. Background Information

Building on mutual interest of Programme Owners in the Russian Federation, EU Member States (EU MS) and countries associated to the EU RTD Framework Programme (AC) to implement coordinated joint pilot activities towards a multilateral funding scheme including **Collaborative S&T Projects and Innovation Projects**, two “**Groups of Funding Parties**” have been established.

These Groups of Funding Parties will be supported in this process by the consortium of the ERA-Net RUS Project, which is funded by the European Commission through a Coordination and Support Activity under the 7<sup>th</sup> EU RTD Framework Programme. The consortium will facilitate the preparation process of joint funding activities and assist the operational management of their implementation.

As concerns **Collaborative S&T Projects**, the relevant Group of Funding Parties (“**GFP/STP**”) will launch a **Pilot Joint Call for S&T Projects (“PJC/STP”)** on 15<sup>th</sup> March 2011 to be closed on 31<sup>st</sup> May 2011. With this Call interested project consortia including partners from the respective countries will be invited to submit **Proposals** for collaborative S&T projects.

The Members of the GFP/STP, represented by a Steering and Coordinating Committee (“**SCC/PJC/GFP**”), are responsible for defining the principles of the Call as well as for the steering, decision making and monitoring of its implementation.

They will provide respective funds and administrative services for supporting national beneficiaries in S&T projects to be jointly selected. Details of the implementation of the Call have been agreed upon by all members of the GFP/STP in an Implementation Agreement with these Terms of Reference being an integral part thereof.

The following Programme Owners have signed the **Implementation Agreement for the Collaborative S&T projects (“IA/STP”)**, thus confirming their participation in the GFP/STP and their readiness to pledge financial contributions for funding the projects selected through the PJC/STP:

- Federal Ministry of Education and Research, BMBF (Germany)
- Russian Foundation for Basic Research, RFBR (Russia)
- Russian Academy of Sciences (RAS), Central Part (Russia)
- Ural Branch of RAS (Russia)
- Siberian Branch of RAS (Russia)
- Far Eastern Branch of RAS (Russia)
- Russian Foundation for Humanities, RFH (Russia)
- National Centre for Scientific Research, CNRS (France)
- Ministry of Higher Education and Research, MESR (France)
- Institute for Agricultural Research, INRA (France)
- Academy of Finland, AKA (Finland)
- Research Council of Norway, RCN (Norway)
- Ministry of Education, Lifelong Learning and Religious Affairs, General Secretariat for Research and Technology, GSRT (Greece)
- Scientific and Technological Research Council of Turkey (TÜBİTAK), Turkey
- University of Geneva (Swiss Leading House for Swiss-Russian S&T Cooperation) acting on behalf of the Swiss State Secretariat for Education and Research (Switzerland)

- Estonian Science Foundation, ETF (Estonia)
- The National Centre for Research and Development, NCBIR (Poland)
- Ministry of Science and Innovation, MICINN (Spain)

The SCC/GFP/STP will be assisted by a **Joint Call Secretariat (JCS)** located at one of the consortium partners. The Mandate of the Joint Call Secretariat is defined by the Funding Parties through the Implementation Agreement for the Collaborative S&T projects and its annex “Terms of Reference for the Joint Call Secretariat”.

The PJC/STP will be implemented through a **coordinated funding scheme** whereby each funding party will fund its own teams within a multilateral project (“**Virtual Common Pot**”), with a view to harmonize the funding contributions in order to guarantee the funding of as many as possible of the projects selected through a peer review process.

The financial contributions of each Member of the GFP/STP will be topped-up by a share of INTAS’ funds on a pro-rata basis, calculated on the basis of the total costs of the projects, excluding taxes. Each Programme Owner will receive a share corresponding to the ratio between its financial contributions to the PJC/STP (as determined by the final result of the call) and the total financial contributions of all Programme Owners (as determined by the final result of the call).

**The indicative total financial contribution** to the STP/PJC will be of € 5.930.000 with an additional of about €1.000.000 from INTAS donation.

## 2. Collaborative S&T Projects

### □ Scope of the instrument

By **Collaborative S&T Project** is meant a joint undertaking by a partnership of institutions (“consortium”) designed to produce new knowledge through fundamental, experimental and/or theoretical scientific research, whereby each team of the partnership actively pursues specific objectives with a view to pooling the results to contribute to common, well-defined objectives.

The goal of the PJC/STP is to create long-term research collaboration between EU MS/AC and Russia. Research collaboration of a high standard between teams from EU Member States and/or Associated Countries and Russia will be supported through open competition.

The collaborative S&T projects will address research themes as specified below. Projects may also include dedicated measures to enhance mobility, exchanges and access to medium/large scale infrastructures, with the aim to promote researchers mobility and to foster the development of long-term research collaboration.

### □ Thematic Focus

Research proposals regarding the following thematic fields can be submitted:

1. Innovative materials and cutting edge technological processes
  - ultrahigh-power laser sources
  - intelligent materials and nanomaterials
  - quantum optics

2. Environmental research and climatic change
  - biodiversity and ecophysiology of natural ecosystems
  - climate change in the arctic and subarctic regions
  - Material sciences connected with energy conversion and storage
3. Research on serious human health problems
  - viral infections: HIV and Hepatitis
  - auto-immune diseases
  - neurodegenerative diseases
4. Contemporary socio-economic studies
  - social security systems and welfare state (in the context of globalization)
  - labour, labour market, and employment
  - transformation of the educational system

#### **Eligible applicants and Project Consortium**

Applicants must be eligible for funding by their respective national Funding Party. They can represent research and higher education entities and companies. Details can be found in the **Annex a** to these Terms of Reference.

The **project consortium** must comprise project partners from at least 3 different countries, of which at least one from Russia. These project partners must be eligible for funding by their respective national Funding Party which are members of the Group of Funding Parties. Each project partner will be represented by a team leader. One of the team leaders must be designated as Coordinator. Applicants non-eligible for funding could join any consortium submitting a proposal in the context of this PJC, however on their own expenses.

#### **Duration**

The duration of a project must be **up to 24 months**.

#### **Funding**

The funding will depend on each respective funding party. Related information can be found in the following table.

<b>Name of Funding Party</b>	<b>Indicative contribution</b>
Federal Ministry of Education and Research, BMBF (Germany)	€ 500.000
Russian Foundation for Basic Research, RFBR (Russia) <sup>1</sup>	€ 300.000
Russian Academy of Sciences, Central Part, RAS (Russia)	€ 400.000
Ural Branch of RAS (Russia)	€ 150.000
Siberian Branch of RAS (Russia)	€ 150.000
Far Eastern Branch of RAS (Russia)	€ 150.000

<sup>1</sup> Amount of RFBR contribution is subject to the Federal Authority approval for the RFBR budget in 2012-2013.

Russian Foundation for Humanities, RFH (Russia)	€ 150.000
National Centre for Scientific Research, CNRS (France)	€ 300.000
Ministry for Higher Education and Research, MESR (France)	€ 500.000
Institute for Agricultural Research, INRA (France)	€ 80.000
Academy of Finland, AKA (Finland)	€ 1.000.000
Research Council of Norway, RCN (Norway)	€ 500.000
General Secretariat for Research and Technology ( Greece)	€ 400.000
Scientific and Technological Research Council of Turkey TÜBİTAK, (Turkey)	€ 100.000
University of Geneva (Swiss Leading House for Swiss-Russian S&T Cooperation) acting on behalf of the Swiss State Secretariat for Education and Research (Switzerland) <sup>2</sup>	€ 550.000
Estonian Science Foundation, EFT	€ 100.000
The National Centre for Research and Development, NCBIR (Po- land)	€ 300.000
Ministry of Science and Innovation, MICINN (Spain)	€ 300.000

The funding of a collaborative S&T project will depend on the nature and duration of the proposed research and must be justified in terms of the resources needed to achieve the objectives of the project. The funding requested should therefore be realistically adjusted to the actual needs of the project, taking into account any other funds available.

In case a project partner cannot receive its funding from its national funding organisation in a selected project, this specific project will not be retained for funding, unless this partner agrees to fund its total share on its own budget.

### 3. Eligibility of Proposals

Proposals must:

- Be in the scope and in the thematic focus of the call as described in Sections 2
- Meet the consortium composition requirements as specified in Section 2
- Be submitted by at least 3 applicants from 3 different countries which are eligible to receive funding from their national members of the Group of Funding Parties as specified in Section 2
- Comply with the allowed duration as specified in Section 2
- Comply with the funding requirements as specified Section 2
- Comply with the terms of the submission procedure as specified in Section 5
- Be complete according to the rules described in these Terms of Reference

<sup>2</sup> All grants for 2012 are subject to the budgetary approval by the Swiss Parliament in 2011.

- Be submitted in the English language
- Meet the submission deadline as specified in Section 1.

The Joint Call Secretariat checks that Proposals meet the eligibility criteria as set out above.

**Only Proposals meeting all above eligibility criteria will be processed by the Joint Call Secretariat**

The Joint Call Secretariat will ask the GFP/STP to check and confirm the eligibility of applicants participating in a project consortium according to their national regulations.

With this respect, internal eligibility criteria / national rules of the Funding Parties will be available in **Annex a**.

**Project proposal applicants are strongly advised to contact their National Contact Point (NCPs) in due time before submission, to check their national eligibility.** The list of NCPs is provided at the website.

**Non eligible Proposals will be rejected.**

#### **4. Allowable Project Costs**

Allowable project costs are grouped in categories as described below. They might differ for individual partners in a given project consortium depending on national regulations of their respective Funding Party.

With this respect, internal eligibility criteria / national rules of the Funding Parties will be available in **Annex a**.

##### **Funding might cover**

- Labour costs (as defined by the partner institution) of the research staff and other personnel
- personnel exchange (travel expenses)
- costs related to organising seminars and workshops within the project
- acquisition of material and small-scale research equipment
- Overhead costs
- Other relevant costs

##### **Nature of costs**

If not specified differently by individual Funding Parties in Annex a the following nature of cost is agreed upon:

##### **Labour Costs**

Participating institutions may claim for labour costs according to their internal rules, respecting regulations as defined by the responsible national Programme Owner.

## □ *Operational Costs*

### **Travel and Subsistence**

- National and international travel at the most economic fare available.
- Visa and social security or other insurance costs relating to the travel period.
- Accommodation and other subsistence costs according to the internal rules of the participating institution, respecting regulations as defined by the responsible national Programme Owner.

### **Equipment**

- Any participating institution may purchase equipment respecting national procurement rules and procedures.
- All equipment financed by the grant must be purchased or manufactured after the commencement date of the project contract.
- Costs for infrastructure, operation, transportation, etc. required for the project.

### **Consumables**

- Costs of materials or goods, including those required for repair or maintenance of equipment.

### **Other costs**

- Costs for publication, dissemination and patenting etc. which cannot be classified under the previous cost items but are required for the project implementation.
- Management, organisational and subcontracting costs required to run the project.

## **5. Submission of Proposals**

Proposals will be submitted, evaluated and decided upon by the Group of Founding Parties according to the procedures described in sections 5-7 of these Terms of Reference.

**Only submissions through the on-line submission system “PT-Outline” will be accepted. Proposals sent by post, e-mail, telex or facsimile will be rejected without notice.**

### ***5.1. How to use the On-line Submission System***

#### **5.1.1 Registration in the On-line Submission System**

In order to submit a proposal the Project Coordinator should access the on-line submission system through <http://www.pt-it.de/ptoutline/application/stprojects>

When accessing the submission system for the first time the Project Coordinator will be asked to enter her/his e-mail address. In return s/he will receive by e-mail a *user ID* and a *password*. Her/his account will be activated after receiving the password.

#### **5.1.2 Access to the Submission System**

By using the *password* all partners in the consortium are able to execute their own part of the project proposal submission and to replace the proposal partly or fully with an updated version.

**!!! Submission just before the deadline should be avoided.** High Internet traffic during the last days before the submission deadline of the Call may make the access difficult.

### 5.1.3 Acknowledgement of receipt and registration number

After final submission of the Proposal, the Project Coordinator will automatically receive by e-mail an acknowledgement of receipt with the Proposal's registration number.

### 5.1.4 Deadline

All Proposals must be finally submitted by the Project Coordinators before the deadline as specified in Section 1.

**Access to the On-line Submission System will be closed after the deadline.**

All members of the GFP/STP will be provided access to the on-line submission system.

## 5.2. *Structure of the Proposal*

### SECTION A. GENERAL INFORMATION

#### A1. Proposal Details

- Title. Give the title of your project (less than 200 characters).
- Keywords: Identify the keywords selected from the keyword list (see Annex: List of Keywords).
- Free words: Supply additional free words to further specify your scientific subject.
- Intended starting date: not earlier than 1 January 2012.
- Duration: up to 24 months .
- Total cost: estimated overall budget of the project
- Participation of any research team of this Proposal in any other Proposal in this Call.

#### A2. Summary (max. 1 page)

Summarise the objectives, give a short description of the research activities and expected results of the project.

#### A3. Background and Research Objectives (max. 3 pages)

Give a detailed justification of the objectives of the project against the state-of-the art in the scientific area of the project:

- Describe as precisely as possible the scientific objectives of the project. Whenever possible, quantify the objectives in terms of measurable outcomes.



- Give the scientific basis for your project and describe the present state-of-the-art concerning the specific research topics of your project. Identify important gaps to be filled in the current knowledge.
- Explain the novel character of the research proposed. Show how the objectives of the project aim at significant advances in the state-of-the-art through extending the current knowledge and/or filling the gaps identified.
- If relevant, highlight the multidisciplinary character of the project, whereby the activities in the project will tend to draw on a range of scientific disciplines and explain how this interdisciplinarity is going to be exploited.
- Explain the relevance and importance of the research programme proposed, in terms of concrete applications (scientific, technological, innovative) and in terms of economic and societal impact.
- If the proposal is part of a larger national or international project, explain its precise role and how it fits into this wider context.

#### **A4. Project Description (max. 10 pages)**

Give an overall description of the research project and justify the methodology chosen to reach the objectives.

- Give an overall description and the general approach and methodology chosen to achieve the objectives. Highlight the particular advantages of the methodology chosen; quantify the expected project results.
- Explain where there is a potential for synergy effects between different tasks of the project and how this is going to be exploited.
- Give references of relevant scientific publications.

#### **SECTION B. TEAM INFORMATION (max. 1p. per partner)**

- Identify the participating teams and the institutions to which they belong
- Identify the Project Coordinator and the team leaders.

For each team, the following information should be given:

- Team Details:
  - Give the total number of team members. The size of each team should be limited to those people actually needed for performing the tasks.
  - Describe the background and particular expertise of the team against the tasks to be performed. Describe how the teams complement each other in the performance of the project.
  - If relevant, a maximum of five references of relevant, recent scientific publications, patents which best show the capability of the research team to perform the work proposed. Indicate for each the name of the authors, the title of the article, the journal or other publication, the date and place of issue. If a publication exists on a website, give its address.
  - Describe the relevant instrumentation and infrastructure available in view of the tasks assigned to the team.
- Contact details of the Project Coordinator and each team leader.

**SECTION C. PROJECT MANAGEMENT (max. 2p.)**

- Describe how the overall coordination, monitoring of the project will be implemented. Provide if possible a project organisation chart. Indicate the decision schemes foreseen in the project (decision boards, coordination meetings).
- If appropriate set up a detailed diagram giving the time schedule of the tasks and mark their interrelations; add milestones where important goals will be reached and/or decisions on further approach will have to be made; indicate a critical path marking those events which directly influence the overall time schedule in case of delays.
- Explain how information flow and communication will be enhanced within the project (e.g. collaboration and task meetings, exchange of scientists).
- Risk management: Indicate where there are risks of not achieving the objectives and fall-back positions, if applicable.

**SECTION D. BREAKDOWN OF COSTS**

- For each team, give the cost breakdown and a brief justification for all allowable costs.

**SECTION E IMPACT OF PROJECT RESULTS (max. 1 page)**

- Describe the expected results of your project and the utilization potential.
- Describe the expected impact of the research project results in terms of economical and societal needs of Russia and the EU.
- Sketch out a result exploitation plan which explains:
  - i. how the new knowledge generated through the project and other deliverables of the project such as data bases, problem solving concepts, computer codes, technical solutions etc.) will be exploited;
  - ii. if relevant: how innovative technologies/concepts will be further exploited through an implementation plan for the projects' results;
  - iii. How intellectual property, including foreground knowledge, patents, copyrights, license agreements and any other arrangements will be managed.

**6. Evaluation and Selection of Proposals for further processing**

Proposals for Collaborative S&T Projects will be evaluated as described below.

***6.1. Fundamental principles***

The fundamental principles governing the evaluation of project proposals are:

- **Transparency.** The process for reaching funding decisions will be clearly described and available to any interested party.
- **Equality of treatment.** All proposals shall be treated alike, irrespective of where they originate or the identity of the proposers.

- **Ethical considerations.** Any proposal that contravenes fundamental ethical principles may be excluded from being evaluated and selected at any time.

## 6.2. *Peer-Review Procedure*

The selection of the proposals for funding is based on an *international, independent peer-review procedure*.

First, a dedicated *pool of evaluators* appointed by the GFP/STP, consisting of external independent experts, assesses anonymously the merits of the submitted proposals.

Second, a *Scientific and Innovation Council* will be appointed by the GFP/STP, consisting of high level scientific experts. Each Funding Party is invited to nominate two experts in different thematic fields addressed by the Call. The JCS will select one expert per Funding Party ensuring the balance between the thematic fields addressed by the Call and keeping in mind the objective of gender balance. The proposal by the JCS will be consolidated by the Group of Funding Parties.

The Scientific and Innovation Council will consolidate the results of the evaluation and make recommendations to the GFP/STP in terms of a short list of Proposals proposed for funding including a reserve list. The Scientific and Innovation Council will in particular consider proposals that have received an abnormally broad span of scores from the evaluators. The Scientific and Innovation Council will also prioritize between proposals having received the same score, giving priority to the scientific merit, and taking into account the objective of achieving a fair balance between the sub-topics of the call.

The final funding decision rests with the Group of Funding Parties.

### 6.2.1. **Appointment of Evaluators**

The evaluators of the pool of evaluators are selected on the basis of their competence, irrespective of their nationality, age and affiliation.

In general, evaluators need to have skills and knowledge appropriate to the relevant scientific and technological fields in which they are asked to assist. All evaluators must also have a proven experience in one or more of the following areas or activities:

- management or evaluation of S&T projects;
- international cooperation in science and technology; development of human resources;
- use of the results of research and technological development projects;
- technology transfer and innovation.

Evaluators must also have the appropriate language skills required for the proposals to be evaluated.

For each Proposal, three independent evaluators, of which at least one from Russia and one from an EU-MS/AC are selected by the Joint Call Secretariat from the pool of evaluators (Eval-Inco), with a view to achieve maximum competence for the evaluation.

Funding Parties are encouraged to review the national experts chosen from the Eval-Inco database and to invite additional evaluators to register in the database. Keywords and free words specified in the proposal help selecting the most suitable evaluators in the field of the Proposal.

### 6.2.2. Conflict of Interest and Confidentiality

The GFP/STP relies on the integrity of evaluators to base their opinion with strict impartiality exclusively on the basis of the information given in the proposal and against the established evaluation criteria.

When choosing an evaluator, the Joint Call Secretariat takes all reasonable steps to ensure that s/he is not faced with a conflict of interest in relation to the proposals, which s/he is requested to assess. The evaluators commit themselves to inform the Joint Call Secretariat whenever a conflict of interest arises in the course of their duties. When so informed, the Joint Call Secretariat takes all necessary actions to remove the conflict of interest.

The evaluators are committed to maintain the confidentiality of the information contained within the proposals they evaluate and of the evaluation process and its outcome.

The Joint Call Secretariat is committed to maintain the anonymity of the evaluators.

## 6.3 Evaluation and Selection Procedure

### 6.3.1. Eligibility Check

The Joint Call Secretariat checks that Proposals meet the eligibility criteria as set out in section 3. All Proposals that meet the eligibility criteria undergo the evaluation and selection procedure as described below.

The Joint Call Secretariat will ask the GFP/STP to check and confirm the eligibility at the level of partner institutions participating in a project consortium according to their national regulations.

Proposals that meet all eligibility criteria undergo the evaluation and selection procedure as described below.

### 6.3.2. Evaluation Procedure

The evaluation is performed on-line, using the on-line submission and evaluation system **PT-Outline**. Each evaluator receives access to the proposal and submits on-line the results of her/his evaluation. The access to Proposals is protected by user names and passwords.

The evaluators are not informed on the other experts evaluating the same proposal. Each evaluator therefore assesses each Proposal independently without exchanging views with the other evaluators.

The evaluation procedure consists of a number of steps as indicated below.

- **Step 1: Individual evaluation of Proposals**

Each evaluator fills in an individual evaluation form whereby s/he gives a score to each evaluation item, resulting in an overall score for the Proposal. The evaluator also checks the compliance of the Proposal with the thematic focus of the call.

- **Step 2: Ranking List**

From the total scores  $x_i$  given by each evaluator the **average score**  $\langle x_i \rangle$  of each Proposal is calculated and retained to prepare a **preliminary ranking list**.

- **Step 3: Scientific and Innovation Council (in its configuration for S&T projects)**

The preliminary ranking list prepared by the Joint Call Secretariat is reviewed by the Scientific and Innovation Council.

### **Guidelines for the Scientific and Innovation Council will be provided.**

Based on this preliminary ranking list, the Scientific and Innovation Council prepares a final list of all Proposals recommended for funding together with their tentative budgets. The Scientific and Innovation Council reports to the GFP/STP which makes the decision on the final list of projects to be funded and on a reserve list of projects eligible for funding. Given specific internal regulations, some Funding Parties will confirm their commitment only after approval of the minutes of the GFP/STP meeting by their dedicated decision bodies.

The final outcome of the evaluation, including the overall score and key remarks made by the evaluators and the Scientific and Innovation Council will be made available to the coordinators of the Proposals after the evaluation and selection procedure has been completed.

### ***6.4. Evaluation Criteria***

The evaluators are requested to assess Proposals against a set of criteria, each of which may be awarded a maximum of 5 points per criterion according to the following scale:

<p><b>5: EXCELLENT</b> The proposal successfully addresses all relevant aspects of the criterion in question. Any shortcomings are minor.</p>
<p><b>4: GOOD</b> The proposal addresses the criterion well, although certain improvements are possible.</p>
<p><b>3: FAIR</b> While the proposal broadly addresses the criterion, there are significant weaknesses that would need correcting.</p>
<p><b>2: POOR</b> There are serious inherent weaknesses in relation to the criterion in question.</p>
<p><b>1: VERY POOR</b> The criterion is addressed in a cursory and unsatisfactory manner.</p>
<p><b>0: NOT RELEVANT</b> The proposal fails to address the criterion under examination or cannot be judged due to missing or incomplete information.</p>

#### **6.4.1 Rating criteria**

The set of criteria for collaborative S&T projects includes the scientific merit of the research objectives, the expected impact of the project, the quality of the consortium, the quality of the project management and the quality of the presentation of the proposal. The maximum score is 5. For criteria 1-4 the threshold is 3 points out of 5.

The following criteria are to be applied:

**(I) Scientific Merit of the project (40%), including:**

How clearly are the scientific objectives described?

How well described is the relevance and importance of the proposed research from a scientific point of view?

How novel and promising is the proposed research?

How can the research objectives be realistically achieved in the time frame proposed against the current state-of-the-art?

How clearly explained is the research programme? Is it well focussed on the research objectives?

How appropriate are the applied methodologies to reach the research objectives?

Do the results lead to significant advances in science?

**(II) Expected Impact of the project (25%), including:**

Does the results response to economical or societal needs?

Will the project result in applications for developing new, or improving existing technological products, systems or methods?

Does the Proposal adequately plan: to use and disseminate project results by means of appropriate tools (publications, conferences, public policy proposals, etc.); to exploit the innovation potential through a technology implementation plan including demonstration, prototype or pilot plants, etc; to manage intellectual property, including patenting, copyrights, license agreements, etc?

**(III) Quality of the consortium (15%), including:**

Does the qualification of the teams meet the requirements of the tasks?

Do all the teams make a significant scientific contribution to the project?

Is a significant added value of a collaborative approach to be expected?

Is the size of the teams justified by the tasks they assume?

Does the consortium provide the technical resources including research infrastructures needed for carrying out the tasks?

Do the teams involved collectively bring a significant added value for reaching the objectives of the project?

Do the members of the consortium have sufficient experience in international cooperation?

**(IV) Quality of the project management (15%), including:**

Is the Project Coordinator qualified to manage efficiently the resources and competences brought in the consortium in view of achieving the objectives of the project?

How appropriate is the requested funding and its proposed allocation to each team?

Are the divisions of tasks and resources appropriate for reaching the objectives?

How appropriate and realistic is the proposed workflow and time schedule? Does the proposal foresee adequate monitoring & control mechanisms and fall-back options?

Is the use of information and communication tools adequately foreseen (e.g. meetings, data exchange, and joint working periods)?

Is the decision making scheme appropriate to fulfil the needs of international collaboration.

**(V) Quality of the presentation of the Proposal (5%)****7. Decision Making by the Group of Funding Parties**

The members of the GFP/STP will take the final decision on the Proposals on a consensus basis, building on the recommendations of the Scientific and Innovation Council. A concluding meeting of the SCC/GFP/STP will be convened and supported by the JCS.

In preparation of the concluding meeting of the GFP/STP, the ranking list prepared by the Scientific and Innovation Council will be presented to the Funding Parties, which will check the eligibility of requested funds and return an estimated national budget for each project based on their own national regulations.

The minutes of the meeting will be prepared by the JCS and finally adopted by the GFP/STP. When adopted, the minutes are binding for the members of the GFP/STP.

The JCS will inform the applicants about the results of the evaluation process and successful applicants about the next steps.

**8. Project Contracts and Project Monitoring**

Following the final decision taken by the GFP/STP, the JCS and the GFP will present all necessary documents to the Funding Parties in order to start in parallel contract negotiations with national members of those consortia whose Proposal has been selected for funding. If needed, additional information based on national regulations will be requested.

For each collaborative S&T project approved for funding, two contracts will be executed in parallel:

- an **Umbrella Project Contract** to be signed on the one hand by the Joint Call Secretariat on behalf of the GFP/STP and on the other hand by the coordinator of each project consortium.
- a **National Contract/Grant Agreement** to be signed between each participating institution in a consortium and its corresponding Funding Party in case these organisations are two separate legal entities.

Overall consistency between all contracts/agreements will be ensured by the Members of GFP/STP.

- The **Umbrella Project Contract** will regulate horizontal issues of relevance for the whole project consortium in order to ensure the quality of international cooperation. It will set forth general terms and conditions of cooperation in the project including the signing of a **Consortium Agreement** and an agreement on the fair management of Intellectual Property Rights (IPR - background and foreground). As a rule, knowledge created in a project shall be owned by the participants generating it. The Umbrella project Contract will set out the reporting duties of the Coordinating institution on behalf of the consortium as a whole.

The Umbrella Project Contract will include as annexes the Proposal, the Consortium

Agreement and the Agreement on the IPR/Exploitation of the project results.

- **National Contracts/Grant Agreements** will regulate the transfer of funds to national beneficiaries based on national regulations. They will establish the legal ground for project funding at national level according to the rules and regulations of the respective Funding Party.

The management of INTAS funds will be handled at national level through the National Project Contracts as well. In case INTAS funds cannot be handled at national level the Joint Call Secretariat will administer these funds by means of separate contracts with beneficiaries in the respective countries.

The Joint Call Secretariat will be responsible for the overall monitoring of the projects building on annual reports as well as a final report to be submitted by the project consortia according to the terms of the Umbrella Contract. Those reports will be available for information and further use by the Funding Parties. The JCS will analyse the reports and will prepare a concluding report for the GFP/STP.

The outcome will contribute to the overall evaluation of the ERA-NET RUS Pilot Joint Calls.



## **Annex of internal eligibility criteria/ national rules**

**Country: Estonia**

**Funding Institution: Estonian Science Foundation (ETF)**

### **Who can apply?**

Applicant may be individual or research group lead by individual. Applicant (in case of research group - Estonian sub-project leader) has eligibility requirements – holding of the doctoral degree of Estonia or an equivalent academic degree (awarded by the deadline of submission of the application, at the latest), and must have published at least three publications within the last five years (2006-2010), which comply with the requirements of clauses 1.1 of the classification of publications of the Estonian Research Information System ETIS (hereinafter referred to as the ETIS), or at least five publications, which comply with the requirements of clauses 1.1, 1.2, 2.1 and 3.1 of the classification of publications of the ETIS. Submission of the proposal has to be approved by applicant's institution (Estonian research institute, university, SME, NPO etc) and later, the grant contract will be concluded via it.

### **What types of costs are eligible for funding?**

Basic principle is that ETF will cover only additional costs related with project implementation.

#### **I Eligible costs as direct costs**

##### **a. Costs of personnel**

Personnel costs of the technical assistance staff (technicians, students) are eligible. Scholarships to master's candidates and PhD students involved into projects are eligible as in ETF standard grants.

Additional remuneration shall not be paid out to the team participants (leading research fellows, senior research fellows and other researchers) and professors and docents, who get paid for full-time work.

##### **b. Costs of durable equipment**

Funding for equipment can be provided. However, the detailed explanation has to be submitted.

##### **c. Consumables and supplies**

Any consumables necessary for implementation of the project are eligible costs.

##### **d. Subcontracting**

Subcontracting and related costs are eligible. However, the subcontracting tasks can not be the core tasks of the projects but can be only some minor services (chemical analyses, translation and editing costs etc). The project management task shall not be subcontracted.

##### **e. Other costs:**

#### ***Events***

Funding can be provided for the organization of workshops in Estonia only. Estonian partner can foresee also reimbursement of accommodation and travel costs of foreign guests and in this case, all relevant taxes are eligible costs.

#### *Travel*

Travel costs are eligible as they are necessary for implementation of project.

#### *Subsistence allowance*

The subsistence allowance per day is eligible in the amounts specified as tax free according to the Estonian legislation.

#### II Indirect Costs: Overheads

Eligible 20% of direct research costs

#### **Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**

If human research or animal experiments are intended in the research project, the positive resolution of the Ethics Review Committee or permit committee of the conduct of animal experiments with respect to the performance of the project addressed to the ETF shall be submitted before funding decision is made.

#### **Upper funding limits for the eligible costs**

There is no upper limit. However, the applicants are strongly recommended to watch out for the average annual support to internal projects in respective fields. The statistics about averages could be found at [www.etf.ee](http://www.etf.ee).

#### **National Contact Point:**

Estonian Science Foundation  
Mr. Meelis Sirendi  
Phone: +372 699 6212  
Email: [meelis@etf.ee](mailto:meelis@etf.ee)

## **Annex of internal eligibility criteria/ national rules**

### **Country: Finland**

### **Funding Institution: Academy of Finland (AKA)**

The Academy of Finland supports only projects in the theme *intelligent materials and nanomaterials*.

### **Who can apply?**

Funding for Academy projects is primarily granted to research teams that are composed of researchers who have already earned their doctorate. In principle, a project to be funded shall serve Finnish research and society or international collaboration.

The applicant (the principal investigator of a research project) for Academy funding must have the qualifications of a professor or an adjunct professor or be a researcher with a doctorate.

The Academy of Finland will provide funding only insofar as the site of research undertakes to provide the researcher with the necessary basic facilities for research.

Academy funding is allocated to the researcher's host organisation.

Academy funding to organisations outside the national economy (e.g. universities) is classed as discretionary Government transfers. Since these funds are allocated not to individual researchers but to their host organisation instead of the researcher, the host organisation is regarded as the recipient of the transfer in accordance with the Act on Discretionary Government Transfers, and will accordingly be required to assume all related obligations. The decision to grant a discretionary Government transfer is subject to specific conditions, in that the organisation receiving the transfer is permitted to use the transfer in question solely for funding research carried out by the principal investigator named in the application.

Staff to be hired with Academy research funding must have an employment relationship with the site of research or the organisation that has received the funding.

The Academy of Finland will provide funding for research projects only insofar as the institution serving as the site of the research undertakes to provide the project with the necessary basic facilities, which are the same as those available for other research staff at the institution, such as office and laboratory premises, equipment (incl. computer equipment), and telecommunications, telephone, mailing, copying and library services.

### **What types of costs are eligible for funding?**

#### **I Eligible costs as direct costs**

- a. Costs of personnel
- b. Costs of durable equipment
- c. Consumables and supplies
- d. Subcontracting

e. Other costs:

*Events*

*Travel*

*Subsistence allowance*

II Indirect Costs: Overheads

**Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**

As a rule, the drafting, issuing and implementation of Academy research funding decisions shall adhere to the full cost model. Academy research funding is a joint venture in which funds to finance the costs of each project always come from at least two sources. When applying for Academy funding, universities, research institutes and other research organisations commit to contributing a certain percentage of the project costs. The Academy's funding contribution for a project is specified in the funding decision and comes to a maximum of 80 per cent. This funding percentage is equally applicable to all project costs, that is, both direct and indirect costs. Indirect costs include indirect employee costs and overheads.

Funding to cover the salary costs of the principal investigator of an Academy project may be granted for a period of no more than twelve months. The funds are intended to facilitate implementation of the project and they will only be made available for well-substantiated reasons expressly concerned with research. These reasons may include working abroad, returning to Finland, and moving to another research organisation or company in Finland.

The justification for the salary of the principal investigator shall be presented in the research plan. If the principal investigator of a research project does not have an employment relationship with, for example, a university or research institute, he or she shall explain in the application how his or her salary will be covered during the project's funding period. It is the applicant's responsibility to give an account of these details at the application stage.

Academy funding can be used to cover both direct project costs (e.g. direct wages and salaries) and indirect costs (e.g. rents for premises). All these costs are covered by the same funding percentage specified in the decision.

Research grants awarded by the Academy can be used for the following purposes relating to the research plan of a research project: salaries and fees, indirect employee costs, grants normally paid for work or studies abroad, and for the research visit by a foreign researcher in Finland of no more than twelve months, travel costs, equipment costs, costs for arranging seminars, costs for inviting a foreign researcher and for other direct costs resulting from project implementation. If the Academy requires an auditors' report on the project, the auditing costs may be accepted from the project costs. Value added tax is also paid from Academy research grants, provided that it is not deductible in taxation and the activity has not been carried out in the form of business activity.

Research funding granted by the Academy may only be used for the purpose specified in the funding decision. If the Academy has set a condition, specified in the decision, for the awarding of the funding, it must be adhered to.

Any supplies, equipment and literature acquired with Academy funding will remain in the ownership and possession of the site of research.

The general conditions for Academy funding decisions apply to both the principal investigator of research and the site of research. If the application has been initiated by the principal investigator and the recipient of the funding specified in the Academy's decision is the site of research, both the principal investigator and the site of research are obliged to comply with these general conditions.

**All applicants are strongly advised to contact the National Contact Point and read the general conditions for funding decisions of the Academy of Finland. These conditions will be applied.**

<http://www.aka.fi/en-gb/A/For-researchers/Use-of-funding/General-conditions/Academy-of-Finland-general-conditions-for-funding-decisions2/>

### **Upper funding limits for the eligible costs**

200 000 € / year / project

### **National Contact Point:**

Academy of Finland  
Mr. Mikko Ylikangas  
Phone: +358977488378  
Email: [mikko.ylikangas@aka.fi](mailto:mikko.ylikangas@aka.fi)

## **Annex of internal eligibility criteria/ national rules**

**Country: France**

**Funding Institution: National Centre for Scientific Research (CNRS)**

**Who can apply?**

CNRS laboratories or Joint Research Units can apply.

**What types of costs are eligible for funding?**

**A / Allowable costs as direct costs**

a. Costs of personnel

Personnel included in the project may be from CNRS laboratories or Joint Research Units, whether they are hired by CNRS or by its partner institutions.

Personnel costs are covered by the general budget of CNRS and should be accounted as "Own funds" in the application form.

b. Costs of durable equipment

Only equipment purchased for the purposes of carrying out the action can be charged as direct costs. To be considered as eligible, a cost must be determined according to CNRS usual accounting practice for durable equipment.

For equipment over 800€ only depreciation costs can be covered. The percentage of depreciation should be calculated according to rules of the CNRS Direction of Financial Strategy, Real Estate and Modernization<sup>1</sup>.

c. Consumables and supplies

Any consumables necessary for the implementation of the project may be considered as direct eligible costs. Consumables are only eligible costs under the project if bought after the start date of the project. Consumables belonging to the basic facilities of an applicant are not eligible.

d. Subcontracting

The general rule should be that applicants shall implement the project and shall have the necessary resources to that end. However, it should be accepted that as an exception certain parts that are not "core" parts of the project may be subcontracted. Examples for minor services to be subcontracted are rent of locations, translation costs, costs for technical equipment in the context of the organisation of events or printing services etc.

Specific rules on national level apply to subcontracting. An estimate of costs should be asked to service providers over a certain amount, according to best value for money.

e. Other costs

*Events*

In general all costs directly related to the preparation and the implementation of events like workshops, conferences etc. are eligible.

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<sup>1</sup> [http://www.dgdr.cnrs.fr/dsfim/Reg\\_fin/Docs/Gest\\_adm/PCRD/Plan\\_amortissement\\_2007.pdf](http://www.dgdr.cnrs.fr/dsfim/Reg_fin/Docs/Gest_adm/PCRD/Plan_amortissement_2007.pdf)

### *Travel and subsistence allowance*

The national rules will be applied. Lump sums are taken as a basis for budget calculation. Nevertheless the final calculation will be done on the basis of invoices.

The maximum funding allowed for the budget paid by the Ministry of Higher Education and Research (MESR) is 5 000€ per year.

Estonia	Finland	Germany	Greece	Norway	Poland	Spain	Switzerland	Russia	Turkey
129€	220€	164€	167€	1465NOK	175€	132€	230CH	230€	165TL

### **B / Indirect Costs: Overheads**

Eligible costs as indirect costs are the overheads and are calculated as a percentage of the direct costs excluding subcontracting. In France public research, higher education bodies and non-profit R&D bodies should have an eligible overhead rate of 20 %.

### **Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**

#### **How to fill-in the cost table?**

Personnel costs should be accounted as “**Own funds**” in the cost table.

All other costs should be accounted as “**Requested funds**”.

All costs must be justified in terms of the resources needed to achieve the objectives of the project.

#### **Upper limit for the “Requested funds”**

40 000€ per project for 2 years, including an upper funding limit of 10 000€ from MESR to cover part or all of travel costs.

#### **National Contact Point:**

CNRS  
Mrs. Virginie Robin  
3 rue Michel-Ange  
75016 Paris  
Tel: +33 1 44 96 47 55  
Fax: +33 1 44 96 48 56  
Email: [Virginie.Robin@cnrs-dir.fr](mailto:Virginie.Robin@cnrs-dir.fr)

#### **Contact :**

CNRS  
Mrs. Martine Bonin  
3 rue Michel-Ange  
75016 Paris  
Tel: +33 1 44 96 51 53  
Fax: +33 1 44 96 48 56  
Email: [martine.bonin@cnrs-dir.fr](mailto:martine.bonin@cnrs-dir.fr)

## **Annex of internal eligibility criteria/ national rules**

**Country:** France

**Funding Institution:** INRA (French national institute for Agricultural research)

**Who can apply?**

INRA's researcher or researchers group included in an eligible consortium.

**What types of costs are eligible for funding?**

**I Eligible costs as direct costs**

- a. Costs of personnel - no
- b. Costs of durable equipment - no
- c. Consumables and supplies - yes
- d. Subcontracting - no
- e. Other costs:

*Events (seminars, meetings) - yes*

*Travel - yes*

*Subsistence allowance - yes*

II Indirect Costs: Overheads – no (0%)

**How to fill-in the table costs?**

In order to calculate the additional part from INTAS funds, applicants shall include the labour costs in the total costs.

In order to share the budget allocation between the MESR and the INRA, applicants shall include the travel costs and subsistence allowance in the MESR part up to 5 000€.

Estonia	Finland	Germany	Greece	Norway	Poland	Spain	Switzerland	Russia	Turkey
129€	220€	164€	167€	1465NOK	175€	132€	230CH	230€	165TL

**Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**

Be in the scope “Environmental research and climatic change“, in the focus of the thematic area “Biodiversity and ecophysiology of natural ecosystems“ (cf. Annex 2 of the Terms of reference, Collaborative S&T Projects, Thematic focus) and have as target to contribute to **adaptation to climatic change**.

**Upper funding limits for the eligible costs**



80 k€ per 2 years project including an upper funding limit of 10 000€ from MESR.

**National Contact Point:**

CNRS  
Mrs. Virginie Robin  
3 rue Michel-Ange  
75016 Paris  
Phone: +33 1 44 96 47 55  
Fax: +33 1 44 96 48 56  
Email: [virginie.robin@cnrs-dir.fr](mailto:virginie.robin@cnrs-dir.fr)

**Contact :**

INRA  
Mrs. Lidia Chavinskaia  
147, rue de l'Université  
75007 Paris  
Phone: +33 1 42 75 95 79  
Email: [Lidia.chavinskaia@paris.inra.fr](mailto:Lidia.chavinskaia@paris.inra.fr)

## **Annex of internal eligibility criteria/ national rules**

**Country: France**

**Funding Institution: Ministry of Higher Education and Research (MESR)**

**Who can apply?**

Scientific teams from public research and development entities, higher education institutions, public research establishments and non-university research institutions.

**What types of funding are eligible for researchers?**

**I Eligible costs as direct costs**

a. Costs of personnel

Personnel costs are not eligible but they shall appear in the total costs<sup>2</sup>.

b. Costs of durable equipment

No costs of durable equipment are eligible.

c. Consumables and supplies

Such costs are eligible for the duration of the project (up to 8 000€ / project for 2 years).

d. Subcontracting

No subcontracting is eligible.

e. Other costs:

*Events*

Expenses for the organisation of small scientific events (including the invitation of external experts): room / hall rent, all the consumables necessary for the implementation of the conference/ workshop, publications Translation costs are eligible.

*Travel*

Travel costs are eligible.

*Subsistence allowance*

Per diem are eligible.

The following lump sums are taken as a basis for budget calculation (National rules, see Table 1).

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<sup>2</sup> In order to calculate the additional part allocated to the project from INTAS funds, applicants shall include the labour costs in the total costs.

Table 1: Subsistence allowance per day for a scientific visit to (in Euro)									
Estonia	Finland	Germany	Greece	Norway	Poland	Spain	Switzerland	Russia	Turkey
129€	220€	164€	167€	1465NOK	175€	132€	230CH	230€	165TL

II Indirect costs: Overheads

No indirect costs are eligible.

**Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**

No

**Upper funding limits for the eligible costs**

40 000 € per project (2 years).

**National Contact Point:**

CNRS

Mrs. Virginie Robin

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75016 Paris

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Fax: +33 1 44 96 48 56

Email: [Virginie.Robin@cnrs-dir.fr](mailto:Virginie.Robin@cnrs-dir.fr)

**Contact:**

MESR

Mr. Jean-Luc Teffo, expert

Phone: +33 6 66 47 76 92

Email: [jean-luc.teffo@upmc.fr](mailto:jean-luc.teffo@upmc.fr)

## **Annex of internal eligibility criteria/ national rules**

**Country: Germany**

**Funding Institution: International Bureau (IB) of the Federal Ministry for Education and Research in Germany (BMBF)**

### **Who can apply?**

Research proposals may be submitted by German research institutions and universities and companies based in Germany with preference on research institutions and universities. Research institutions that receive joint basic funding from the Federal Government and the Länder can only be granted project funds to cover extra expenditure in addition to their basic financing.

### **What types of costs are eligible for funding?**

#### **I Eligible costs as direct costs**

a. Costs of personnel

Grants towards the costs of scientific staff, administrators and/or student assistants, required in connection with the proposed project can be provided.

b. Costs of durable equipment

Funding for equipment can be provided. However, this only includes equipment that does not form part of an institution's basic equipment (i.e. no PCs or equipment which is regularly used by the applicants).

c. Consumables and supplies

Any consumables necessary for the implementation of the project may be considered as direct eligible costs. Consumables are only eligible costs under the project if bought after the start date of the project. Consumables belonging to the basic facilities of an applicant are not eligible.

d. Other costs:

#### *Events*

With regard to the organization of workshops in Germany, grants can be provided towards expenses such as the preparation of the workshop, personal costs, catering and rental of the venue. For food and beverage per lunch/dinner a maximum amount of 30€ per person shall be applied.

#### *Travel*

As a general rule, travel costs (economy class) are eligible, provided the booking is implemented through the travel agency that is mandated by the International Bureau.

#### *Subsistence allowance*

The subsistence allowance per day (full day) in € including accommodation costs and meals in the context of the business trips should be applied as a lump sum given in the table below. The day of arrival and the day of departure are treated each as a half day.

<b>Table 2: Subsistence allowance per day for a scientific visit to</b> (in Euro)		
Russia Moscow, St. Petersburg	Russia Other	All other EU Members States and Associated Countries to FP7
107 €	94 €	94 €

## II Indirect Costs: Overheads

Overhead costs are eligible depending on the type of institution as well as on the respective accounting system.

### **Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (Section 4)**

Grants for commercial companies are calculated on the basis of the total project-related costs eligible for funding, up to 50% (60% for SMEs) of which can, as a rule, be covered by government grants, depending on how near the project is to application. The BMBF's policy requires an appropriate own contribution towards the eligible costs incurred - as a rule at least 50% (40% for SMEs).

Grants for universities, research and science institutions and similar establishments will be calculated on the basis of the eligible project-related expenditure (grants for Helmholtz centres and the Fraunhofer Gesellschaft (FhG) will be calculated on the basis of the project-related costs eligible for funding), up to 100% of which can be covered in individual cases.

### **Upper funding limits for the eligible costs**

Upper funding limits for the eligible costs in projects depend on whether the activities to be funded are economic or non-economic activities. In case of non-economic activities the upper funding limit should be 100% of the eligible costs.

German applicants in joint research consortia can receive up to €100,000 of funding per project.

### **National CONTACT Point:**

International Bureau of the Federal Ministry of Education and Research at the Project Management Agency c/o German Aerospace Center (DLR)

For scientific issues

Dr. Marion Mienert

International Bureau of the Federal Ministry of Education and Research at the Project Management Agency c/o German Aerospace Center (DLR)

Phone: + 49 228 3821 469

E-mail: [marion.mienert@dlr.de](mailto:marion.mienert@dlr.de)

For administrative issues:

Mrs. Andrea Kröll

International Bureau of the Federal Ministry of Education and Research at the Project  
Management Agency c/o German Aerospace Center (DLR)  
Phone : + 49 228 3821 413  
E-mail: [andrea.kroell@dlr.de](mailto:andrea.kroell@dlr.de)

## **Annex of internal eligibility criteria/ national rules**

**Country:** Greece

**Funding Institution:** General Secretariat for Research & Technology (GSRT) of the Ministry of Education, Lifelong Learning and Religious Affairs

**Who can apply:**

Universities, research centres, public/private SMEs and enterprises, sections of the public sector. The enterprises should have at least one (1) annual financial report and have published at least one (1) balance.

**What types of costs are eligible for funding:**

**I Eligible costs as direct costs**

- a. Costs of personnel
- b. Costs of durable equipment
- c. Consumables and supplies
- d. Fees for third parties
- e. Travel & Subsistence allowance
- f. Expenses required for the future use of the research project results

**II Additional Costs:** up to 5% of the total budget.

**Upper funding limits for the eligible costs:**

There is no upper limit per type of eligible cost. However the upper limits for the national public funding to private enterprises depend on the size of the enterprise and the type of the research performed (fundamental / basic research, industrial /applied research, experimental development), in accordance to the European State Rules.

**Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**

National eligibility criteria are further specified and defined in detail in the respective “Guide for applicants” about “European S&T Cooperation – Action for funding Greek organizations participating successfully in the Joint Calls for Proposals of European ERA-NETs”.

**National Contact Point:**

General Secretariat for Research & Technology (GSRT)  
Mrs. Maria Gialouri  
Phone: +30 210 7458093  
Email [m.gialouri@gsrt.gr](mailto:m.gialouri@gsrt.gr)

## **Annex of internal eligibility criteria/ national rules**

**Country: Norway**

**Funding Institution: The Research Council of Norway (RCN)**

**Who can apply?**

Research proposals may be submitted by Norwegian universities, university colleges and independent research institutes based in Norway.

**What types of costs are eligible for funding?**

**I Eligible costs as direct costs**

a. Costs of personnel

Includes the payroll and indirect expenses for R&D personnel at the Project Owner. R&D personnel means; the project manager as well as scientific and technical staff. Payroll and indirect expenses cover salary, social security costs and indirect costs such as rent, technical office assistance, ICT costs, etc.

b. Costs of durable equipment

This includes the depreciation costs for the infrastructure to be used in the project. Infrastructure funded by the Research Council is not to be included here. The depreciation schedule must correspond to that which is valid for the research infrastructure involved. If the infrastructure is being used in several projects, the depreciation costs are to be distributed between these. Only the percentage of the utilisation of the research infrastructure may be written off for the respective project. A full (100%) write-off may only be claimed for research infrastructure that cannot be used by other projects due to capacity limitations. The capacity of the equipment will determine the depreciation rate, viewed in relation to the overall period of depreciation. Good accounting practice and existing guidelines for write-offs and accounting must be employed.

b. Consumables and supplies

Includes consumables.

d. Subcontracting

To the extent that subcontractors are used, the task and their expertise should be clarified in the application.

e. Other costs

All direct project-related costs, such as costs for goods and services related to the project, and purchase of R&D services not included under b. Individual items of more than NOK 50,000 should be specified.

*Events*

Funding can be provided for the organization of workshops in the partner country. With regard to the organisation of workshops in Norway, grants can be provided towards



expenses such as the accommodation of the foreign guests, transfers within Norway, personal costs for the preparation of the workshop and rental of the venue.

#### *Travel*

*Travel costs are eligible for funding.*

#### *Subsistence allowance*

#### II Indirect Costs: Overheads

Overhead costs are eligible and should cover the actual costs. For universities and university colleges the budget for indirect costs should include an overhead of 25 per cent of the salary amount (including social security costs) being sought.

More application information from the Research Council of Norway:

[http://www.forskningsradet.no/en/Application\\_information/1138882212933](http://www.forskningsradet.no/en/Application_information/1138882212933)

The applicants will not have to send an additional application to the Research Council of Norway when they apply to the ERA.Net RUS.

#### **Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**

The Research Council of Norway will not take part in the innovation call, and information about SMEs etc. will not be relevant here.

#### **Upper funding limits for the eligible costs**

The upper funding limits for each application is 200 000 €.

#### **National Contact Point:**

The Research Council of Norway (RCN)

For scientific issues

Mrs. Birgit Jacobsen

The Research Council of Norway

Phone: +47 22 03 70 00

Email: [bija@rcn.no](mailto:bija@rcn.no)

For administrative issues

Mrs. Eli Margrethe Walseth

Email: [emw@rcn.no](mailto:emw@rcn.no)

## **Annex of internal eligibility criteria/ national rules**

**Country: Poland**

**Funding Institution: The National Centre for Research and Development (NCBiR)**

**Within the ERA.Net RUS call in Collaborative S&T projects Polish applicants can submit research proposals regarding two following thematic fields:**

1. Innovative materials and cutting edge technological processes

- ultrahigh-power laser sources
- intelligent materials and nanomaterials
- quantum optics

2. Research on serious human health problems

- viral infections: HIV and Hepatitis
- auto-immune diseases
- neurodegenerative diseases

### **Who can apply?**

Research proposals may be submitted by: scientific entity (including research institution), scientific consortium, scientific network, scientific and industrial centre, scientific centre of Polish Academy of Sciences, company with a status of a R&D centre, an entity entrusted with legal personality and with registered headquarters in Poland, company performing scientific research in other forms.

### **What types of costs are eligible for funding?**

Eligible costs for funding are stated in the Regulation of the Ministry of Science and Higher Education dated 28 October 2010 (Journal no. 215, position 1411, *Rozporządzenie Ministra Nauki i Szkolnictwa Wyższego z dn. 28 października 2010 r. w sprawie warunków i trybu udzielania pomocy publicznej i pomocy de minimis za pośrednictwem NCBiR (Dz. U. nr 215, poz. 1411)*).

#### **I Eligible costs as direct costs**

a. Costs of personnel

Costs of remunerations together with other labour costs like health and social insurance.

b. Costs of durable equipment

Eligible for funding for the time and range which is necessary to the project.

c. Consumables and supplies

These costs are eligible for funding provided that they are directly connected with the execution of the project. They belong to "Other operational costs" provided that the particular volume of consumables and supplies used for the execution of the project can be defined.

d. Subcontracting

Costs of research services as well as consulting services used exclusively for the purpose of the project. These costs cannot account for more than 70% of all eligible costs of a project.

e. Other costs:

*Events*

These costs are eligible for funding provided that the event is indispensable for execution of the project.

*Travel*

These costs are eligible for funding. They belong to the category "Other operational costs".

*Subsistence allowance*

These costs are eligible for funding. The amounts and way of calculating must be in line with the internal procedures of the entity.

*II Indirect Costs: Overheads*

These costs are eligible for funding. They belong to the category "Additional general costs". "Additional general costs" cannot account for more than 15% of all eligible costs of a project.

**Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**

An applicant is obliged to submit a national application for funding ("*Wniosek o dofinansowanie NCBiR*") together with attachments to The National Centre for Research and Development (NCBiR). The template of the national application form is available on the web page of NCBiR. The national application must be filled in Polish and submitted to NCBiR in parallel to submission of an international proposal meeting the deadline for submission – 31 May 2011.

The required attachments to a national application are the following:

- International proposal

and additionally in case of:

1. an entity representing the scientific network:
  - authorized copy of a network agreement
2. an entity representing scientific centre of Polish Academy of Sciences:
  - authorised copy of a document confirming establishment of such a centre
3. other entity (incl. enterprise):
  - statement that an entity has no overdue payments (budgetary fees, contributions to social and health insurance),
  - information on received state aid,
  - statement on a good financial standing of the entity,
  - statement that the entity is not obliged to reimburse the state aid based on the EC decision,
  - document confirming that the entity runs a business (ex. in Polish KRS – Registry of Companies),
  - statute or other document describing the internal organization of the entity,
  - financial statement (up to 3 years before application),
  - in case of a large enterprise – benchmarking analysis.

Only entities which have good financial standing can receive funding.

4. an entity representing a scientific consortium:
  - above mentioned information regarding each member of the consortium

- consortium agreement
- 5. an entity representing a scientific and industrial centre:
  - above mentioned information regarding each member of the centre
  - authorised copy of a document confirming establishment of such a centre

According to Polish law additional documents are required if a project concerns GMOs, research with participation of people, experiments with animals, research on protected organism, research with ionizing radiation.

According to NCBiR regulations the recommendation on the level of funding is made by the internal expert panel which should receive the national application and check the rationale for an amount of funding requested by the applicant. Therefore NCBiR needs ca. 4 weeks for this procedure. NCBiR includes this stage just after the unanimous decision taken by the GFP/STP on the projects to be funded.

Only projects fulfilling the following criteria can be funded:

- must be of innovative character,
- there is demand for the project's results,
- proposed solutions are comparable or better than existing technical, technological or organizational solutions,
- execution of a project is not questionable and obtaining expected results is effective from the economic perspective,
- planned costs in relation to range of research are justifiable.

### **Upper funding limits for the eligible costs**

Table 1. Maximum amount of funding depends on the type of research and the type of applicant:

Type of applicant	Scientific research and experimental development		
	Basic research (basic level 100%)	Industrial research (basic level 50%)	Experimental development (basic level 25%)
Scientific entity	100%	100%	100%
Micro/small enterprise	100%	50+20+15 (max 80%)	25+20+15 (max 60%)
Medium enterprise	100%	50+10+15 (max 75%)	25+10+15 (max 50%)
Large Enterprise	100%	50+15 (max 65%)	25+15 (max 40%)

Maximum level of funding as well as the conditions for increasing the funding (showed in Table 1. in this Annex) are defined by Polish law (Regulation of the Ministry of Science and Higher Education dated 28 October 2010, *Rozporządzenie Ministra Nauki i Szkolnictwa Wyższego z dn. 28 października 2010 r. w sprawie warunków i trybu udzielania pomocy publicznej i pomocy de minimis za pośrednictwem NCBiR (Dz. U. nr 215, poz. 1411)*).

### **National Contact Point:**

The National Centre for Research and Development (NCBiR)  
Mrs. Hanna Sroczynska, Mr. Cezary Blaszczyk  
Nowogrodzka 47a Street  
00-695 Warsaw, Poland  
GSM: +48 785 661 473 (Mrs. Sroczynska), +48 515 061 540 (Mr. Blaszczyk)  
Fax +48 22 20 13 408  
E-mail: [h.sroczynska@ncbir.pl](mailto:h.sroczynska@ncbir.pl)

## **Annex of internal eligibility criteria/ national rules**

**Country: Russia**

**Funding Institution: Central Branch of the Russian Academy of Sciences**

**Who can apply?**

Researchers from the institutes of the Russian Academy of Sciences, Central Branch.

**What types of costs are eligible for funding?**

**I Eligible costs as direct costs**

a. Costs of personnel

Justified contracts of work to support administration of the hosting RAS Institute, scientific staff, and post-graduate students including corresponding taxes.

b. Costs of durable equipment

Low-cost equipment.

c. Consumables and supplies

Consumables necessary for the project's implementation.

d. Subcontracting

The applicants are expected to implement the project by themselves and therefore should have all necessary human resources for that. However, as an exception, certain minor parts (e.g., rents, translation and interpretation, etc.) of the project may be subcontracted.

e. Other costs:

*Events*

Workshops and meetings of project's participants dedicated to the topic of the project may partially be supported if organized on the basis of a RAS institute, the eligible expenses to be covered are travel expenses, accommodation cost, meals, transportation cost, rental of a venue, publishing costs, management, visa support (post costs, customer's service, etc.). Once the accommodation and meals for the guests are covered, no additional per diem allowances will be provided.

*Travel*

Participation of the project's participants in relevant conferences can be supported, including the registration fee and travel costs.

#### *Subsistence allowance*

When travelling the subsistence allowance including accommodation costs, meals and local transportation can be covered in accordance with the law of the Russian Federation.

#### II Indirect Costs: Overheads

Overhead costs are not eligible.

#### **Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**

Simultaneous submission of the full proposal to RAS National Contact Point (see below).

#### **Upper funding limits for the eligible costs**

No upper funding limit.

#### **National Contact Point:**

Institution Koltzov Institute of Developmental Biology RAS  
Mrs. Elena Rovenskaya  
Email: [eroven@mail.ru](mailto:eroven@mail.ru)

## **Annex of internal eligibility criteria/ national rules**

**Country: Russia**

**Funding Institution: Far Eastern Branch of Russian Academy of Sciences (FEB RAS)**

**Who can apply?**

Research proposals may be submitted by scientific organizations of Far Eastern Branch of Russian Academy of Sciences.

**What types of costs are eligible for funding?**

**I Eligible costs as direct costs**

a. Costs of personnel

Grants towards the costs of scientific staff, administrators and/or post-graduate student assistants, required in connection with the proposed project can be provided.

b. Costs of durable equipment

Funding for low-cost equipment can be provided.

c. Consumables and supplies

Any consumables necessary for the implementation of the project, including consumables belonging to the basic facilities, may be considered as direct eligible costs. Consumables are only eligible costs under the project if bought after the start date of the project.

d. Subcontracting

The general rule should be that applicants shall implement the project and shall have the necessary resources to that end. However, it should be accepted that as an exception certain parts that are not "core" parts of the project may be subcontracted. Examples for minor services to be subcontracted are rent of locations, translation costs, costs for technical equipment in the context of the organisation of events or printing services etc.

e. Other costs:

*Events*

Funding can be provided for the organization of workshops in Russia. Grants can be provided towards expenses such as the accommodation of the guests, transfers within Russia and rental of the venue. Once the accommodation and meals for the guests are covered, no additional per diem allowances will be provided.

*Travel*

As a general rule, travel costs (economy class) to Program Owner's countries and within Russia are eligible.



### *Subsistence allowance*

The subsistence allowance per day including accommodation costs and meals in the context of the business trips should be applied in accordance with the budget rules of Russian Federation.

### II Indirect Costs: Overheads

Overhead costs are eligible within the limit of 20% of total project funding.

### **Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**

Proposals should be submitted to FEB RAS in Russian language electronically through the system "FEB RAS Grant":

<http://grant.febras.ru>

Moreover, proposals hardcopy in Russian language must be sent to FEB RAS Department of Innovation and International Relations to the address of National Contact Point Marina Shtets, 50, Svetlanskaya St., Vladivostok, Russia.

### **Upper funding limits for the eligible costs**

Upper funding limit should be 100% of the eligible costs.

Russian applicants in joint research consortia can receive up to €15,000 of funding per project.

### **National CONTACT Point:**

Far Eastern Branch of Russian Academy of Sciences

For scientific issues

Mr. Yury Kulchin

Presidium of the Far Eastern Branch of the Russian Academy of Sciences (FEB RAS)

Phone/Fax: + 7-4232-268890

E-mail: [kulchin@hq.febras.ru](mailto:kulchin@hq.febras.ru)

For administrative issues:

Mrs. Marina Shtets

Presidium of the Far Eastern Branch of the Russian Academy of Sciences (FEB RAS)

Phone/Fax: + 7-4232-264997

E-mail: [ompp@hq.febras.ru](mailto:ompp@hq.febras.ru)

## **Annex of internal eligibility criteria/ national rules**

**Country: Russia**

**Funding Institution: Ural Branch of Russian Academy of Sciences (UB RAS)**

### **Who can apply?**

Research proposals may be submitted by scientific organizations of Ural Branch of RAS.

### **What types of costs are eligible for funding?**

#### **I Eligible costs as direct costs**

a. Costs of personnel

Grants towards the costs of scientific staff, administrators and/or post-graduate student assistants, required in connection with the proposed project can be provided.

b. Costs of durable equipment

Funding for low-cost equipment can be provided.

c. Consumables and supplies

Any consumables necessary for the implementation of the project, including consumables belonging to the basic facilities, may be considered as direct eligible costs. Consumables are only eligible costs under the project if bought after the start date of the project.

d. Subcontracting

The general rule should be that applicants shall implement the project and shall have the necessary resources to that end. However, it should be accepted that as an exception certain parts that are not "core" parts of the project may be subcontracted. Examples for minor services to be subcontracted are rent of locations, translation costs, costs for technical equipment in the context of the organisation of events or printing services etc.

e. Other costs:

#### ***Events***

Funding can be provided for the organization of workshops in Russia. Grants can be provided towards expenses such as the accommodation of the guests, transfers within Russia and rental of the venue. Once the accommodation and meals for the guests are covered, no additional per diem allowances will be provided.

#### ***Travel***

As a general rule, travel costs (economy class) to Program Owner's countries and within Russia are eligible.

#### ***Subsistence allowance***

The subsistence allowance per day including accommodation costs and meals in the context of the business trips should be applied in accordance with the budget rules of Russian Federation.

## II Indirect Costs: Overheads

Overhead costs are eligible within the limit of 20% of total project funding.

### **Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (Section 4)**

All the proposals submitted to PJC that have the UB RAS as a FP must be reviewed and preliminary approved by the Expert Council of UB RAS. The approval sheet is to be attached to the submitted proposal and could be considered by the S&T Council.

### **Upper funding limits for the eligible costs**

Upper funding limit should be 100% of the eligible costs.

Russian applicants in joint research consortia can receive up to €25,000 of funding per project.

### **National CONTACT Point:**

Ural Branch of Russian Academy of Sciences

For scientific issues  
Mr. Nikolay Mushnikov  
Presidium of UB RAS  
E-mail: [mushnikov@prm.uran.ru](mailto:mushnikov@prm.uran.ru)  
Phone: + 7 343 3745934

For administrative issues:  
Mrs. Tamara Deeva  
Presidium of UB RAS  
E-mail: [deewa@prm.uran.ru](mailto:deewa@prm.uran.ru)  
Phone: + 7 343 3623323

## **Annex of internal eligibility criteria/ national rules**

**Country:** Russian Federation

**Funding Institution:** Siberian Branch of the Russian Academy of Sciences

**Who can apply?** Researchers from the institutes of the Siberian Branch of the Russian Academy of Sciences

### **What types of costs are eligible for funding?**

#### **I Eligible costs as direct costs**

a. Costs of personnel

Grants towards the costs of scientific staff, administrators and/or post-graduate student assistants, required in connection with the proposed project can be provided.

b. Costs of durable equipment

Funding for low-cost equipment can be provided.

c. Consumables and supplies

Any consumables necessary for the implementation of the project may be considered as direct eligible costs. Consumables are only eligible costs under the project if purchased after the start date of the project.

d. Subcontracting

The general rule is that applicants shall implement the project and shall have the necessary resources to that end. However, it should be accepted that as an exception certain parts that are not “core” parts of the project may be subcontracted. Examples for minor services to be subcontracted are rent of locations, translation costs, costs for technical equipment in the context of the organization of events or printing services, etc.

e. Other costs:

#### *Events*

Funding can be provided for the organization of workshops in Russia. Grants can be provided towards expenses such as the accommodation of the guests, transfers within Russia and rental of the venue. Once the accommodation and meals for the guests are covered, no additional per diem allowances will be provided.

#### *Travel*

As a general rule, travel costs (economy class) to Program Owner's countries and within Russia are eligible.

#### *Subsistence allowance*

The subsistence allowance per day including accommodation costs and meals in the context of the business trips should be applied in accordance with the budget rules of Russian Federation.

II Indirect Costs: Overheads

Overhead costs are eligible within the limit of 15% of total project funding.

**Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**

No

**Upper funding limits for the eligible costs**

Russian applicants in joint research consortia can receive up to €25,000 of funding per project.

**National Contact Point:**

Siberian Branch of the Russian Academy of Sciences

Mrs. Irina Zharkova  
Presidium of SB RAS  
Email: [perevod@sbras.nsc.ru](mailto:perevod@sbras.nsc.ru)  
Phone/fax: +7-383-330-82-40

## Annex of internal eligibility criteria/ national rules

**Country:** Russia

**Funding Institution:** Russian Foundation for Basic Research (RFBR)

RFBR does not fund "Quantum optics" in Topic 1, "Viral infections: HIV and hepatitis" in Topic 3 of the call and does not fund Topic 4 "Contemporary Socio-Economic Studies"

**Who can apply?**

Russian citizens.

**What types of costs are eligible for funding?**

I Eligible costs as direct costs

a. Costs of personnel

Salary and personal tax.

b. Costs of durable equipment

Purchase and installation, tech service, lease, spare parts, uniform.

c. Consumables and supplies

Stationery, reagents and reactants, animals and food for vivarium, scientific and technical literature, medicine.

d. Subcontracting

Salary and personal tax.

e. Other costs:

Communication, postage, publishing, software non-exclusive licence, meals for incoming foreign partners.

*Events*

Conference fees.

*Travel*

Transportation, hotel, visa and other travel documents if needed.

*Subsistence allowance*

Daily allowances.

II Indirect Costs: Overheads

Workbench rent, utility, communication.

**Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**

Registration through RFBR online grant system “grant-express” ([www.grant.rfbr.ru](http://www.grant.rfbr.ru))

\*Other additional criteria if will exist will be mentioned in the call announcement from RFBR.

**Upper funding limits for the eligible costs**

\*will be mentioned in call announcement from RFBR

**National Contact Point:**

Russian Foundation for Basic Research

Mr. Yaroslav Sorokotyaga

Email: [ysorokot@rfbr.ru](mailto:ysorokot@rfbr.ru)

Phone: +74959525682

## **Annex of internal eligibility criteria/ national rules**

### **Country: Russia**

### **Funding Institution: Russian Foundation for Humanities (RFH)**

**Within the ERA.Net RUS call in Collaborative S&T projects the RFH will consider for funding the following thematic fields:**

4. Contemporary social economic studies
  - social security systems and welfare state (in the context of globalization),
  - labour, labour market, and employment
  - transformation of the educational system

### **Who can it apply?**

The research projects of the Russian participants which reside and work in the Russian Federation can be allowed to compete – regardless of their age, academic rank, degree or occupation and subordination of the scientific organization, in which the author (author group) of the project is employed. The organization, which will be designated as the venue for the project in Russia, must have "scientific research" expressly included in the scope of activities determined by its charter.

### **What types of costs are eligible for funding?**

#### **I Eligible costs as direct costs**

##### **a. Costs of personnel**

Grants towards the costs of scientific staff, administrators and/or student assistants, required in connection with the proposed project can be provided.

##### **b. Consumables and supplies**

Any consumables necessary for the implementation of the project may be considered as direct eligible costs. Consumables are only eligible costs under the project if bought after the start date of the project. Consumables belonging to the basic facilities of an applicant are not eligible.

##### **c. Subcontracting**

The general rule should be that applicants shall implement the project and shall have the necessary resources to that end. However, it should be accepted that as an exception certain parts that are not "core" parts of the project may be subcontracted. Examples for minor services to be subcontracted are rent of locations, translation costs, costs for technical equipment in the context of the organisation of events or printing services etc.

##### **e. Other costs**

Travel and Subsistence allowance - financed in accordance with the norms approved by the Ministry of Finance of the Russian Federation.

### **Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**



One of the conditions of participation is the submission of application by the Russian participants to the Russian Foundation for Humanities. Conditions of registration and timing, you can see on the website [www.rfh.ru](http://www.rfh.ru).

The Organization through which the project will be carried out in Russia has a right to take up to 15% of the grant for the organizational, technical and financial support of the project.

**Upper funding limits for the eligible costs**

Russian applicants in joint research can receive up to €30,000 of funding per two year project.

**National Contact Point:**

Russian Foundation for Humanities

For scientific issues  
Mr. Yuri Vorotnikov  
Russian Foundation for Humanities  
E-mail: [info@rfh.ru](mailto:info@rfh.ru)  
Phone: 8 (499) 702-85-52

For administrative issues:  
Mr. Andrey Blinov  
Russian Foundation for Humanities  
E-mail: [blinov@rfh.ru](mailto:blinov@rfh.ru)  
Phone: 8(499) 702-85-64

## **Annex of internal eligibility criteria/ national rules**

**Country: Spain**

**Funding Institution: Ministerio de Ciencia e Innovación (MICINN)**

### **Who can apply?**

The MICINN will support research institutions located in Spain and will be responsible for the final decision regarding the awarding of funds to the Spanish partners, taking fully into account the transnational evaluation of the cooperative project and the financial resources available. The entities eligible for MICINN funding are universities and other public research institutions, technology centres ("centros tecnológicos"), and private non-profit institutions conducting R&D activities in Spain.

### **What types of costs are eligible for funding?**

#### **I Eligible costs as direct costs**

a. Costs of personnel

Labour costs for temporary contracts (technicians, postdocs) –it is important to note that fellowships are not eligible costs for MICINN

b. Costs of durable equipment

Only costs of small-scale equipment are eligible.

c. Consumables and supplies

Any consumables and supplies necessary for the implementation of the project may be considered as direct eligible costs. Consumables are only eligible costs under the project if bought after the start date of the project. Consumables belonging to the basic facilities of an applicant are not eligible.

d. Subcontracting

The general rule should be that applicants shall implement the project and shall have the necessary resources to that end. However, it should be accepted that as an exception certain parts that are not "core" parts of the project may be subcontracted. Examples for minor services to be subcontracted are rent of locations, translation costs, costs for technical equipment in the context of the organisation of events or printing services, etc.

e. Other costs:

*Events*

Costs related to the organization of workshops and seminars are eligible.

*Travel*

Costs related to scientist mobility (travel and accommodation) are eligible.

#### **II Indirect Costs**

Overheads are NOT eligible.

### **Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**

The MICINN will support research proposals included only in the following thematic fields:

- 1- Innovative materials and cutting edge technological processes
  - a. Ultrahigh-power laser sources
  - b. Intelligent materials and nanomaterials.
  - c. Quantum optics.
- 2- Environmental research and climatic change.
  - a. Biodiversity and ecophysiology of natural ecosystems
  - b. Climate change in the arctic and subarctic regions
  - c. Material sciences connected with energy conversion and storage.

Research projects related to the international call topic 3- (Research on serious health problems) and topic 4- (Contemporary socio-economic studies) are NOT eligible.

Once the transnational evaluation procedure has been completed and the researchers involved have been notified, the Spanish applicants that are offered funding will be invited to formally apply to the call of the Programa Nacional de Internacionalización de la I+D that will be implemented by the Dirección General de Cooperación Internacional y Relaciones Institucionales-MICINN.

### **Upper funding limits for the eligible costs**

The total costs of the Spanish part should not exceed 50.000 € per project. The MICINN will avoid double funding and will not finance projects or parts of projects that have been funded through other calls.

### **National Contact Point:**

Ministerio de Ciencia e Innovación (MICINN), DG. Cooperación Internacional y Relaciones Institucionales, SG. Programas Internacionales.

Mrs. María Colmenares Brunet, Jefe de Área de Acciones Estratégicas Internacionales.

c/ Albacete 5, 5ª Norte, 28071 Madrid, Spain.

Phone: +34-916038761

E-mail: [maria.colmenares@micinn.es](mailto:maria.colmenares@micinn.es)

## **Annex of internal eligibility criteria / national rules**

### **Country: Switzerland**

**Funding Institution: State Secretariat for Education and Research (SER), represented by University of Geneva – Swiss Leading House for S&T Cooperation Program with Russia**

### **Who can apply?**

Research proposals may be submitted by Swiss citizens or permanent residents of Switzerland based in a Swiss public University/Institute of Technology/University of applied sciences or research institution.

Proposers eligible for funding in Switzerland are: Swiss federal institutes of technology, cantonal universities of higher education, federal and cantonal research institutions, Swiss universities of applied sciences, other research institutions eligible for receiving federal funding.

Swiss SMEs are eligible to be part of a research consortium, but are not eligible for funding. Swiss SMEs are however encouraged to participate to Collaborative S&T projects in the framework of the present call.

### **What types of costs are eligible for funding?**

#### **I Eligible costs as direct costs**

##### **a. Costs of personnel**

Grants towards the costs of scientific staff, and/or student assistants, required in connection with the proposed project can be provided.

##### **b. Costs of durable equipment**

Costs of durable equipment are NOT covered.

##### **c. Consumables and supplies**

Any consumables necessary for the implementation of the project may be considered as direct eligible costs. Consumables are only eligible costs under the project if bought after the start date of the project. Consumables belonging to the basic facilities of an applicant are not eligible.

##### **d. Subcontracting**

The general rule should be that applicants shall implement the project and shall have the necessary resources to that end. However, it should be accepted that as an exception certain parts that are not "core" parts of the project may be subcontracted. Examples for minor services to be subcontracted are rent of locations, translation costs, costs for technical equipment in the context of the organisation of events or printing services etc.

##### **e. Other costs:**

## *Travel and Events*

It is agreed that the sending party pays for travel and accommodation.

Funding can be provided for the organization of workshops and for scientific visits in the partner country.

The funding rules are the following:

Living allowances for short-term visits (up to two weeks):

Faculty members: 125 € per diem

Students: 95 € per diem

Living allowances for long-term visits (more than two weeks):

Faculty members: 2480 € per month

Students: 1940 € per month

Travel costs for Swiss scientists travelling abroad (price of the plane ticket).

### II Indirect Costs: Overheads

Overhead costs are NOT eligible.

### **Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (Section 4)**

Grants for universities, research and science institutions will be calculated on the basis of the eligible project-related expenditure up to 100% of which can be covered.

### Costs for filing and obtaining patents: rules for institutions of higher education

Necessary expenses for patent applications (patent lawyers and patent office fees) that are needed to fulfill the funding objectives can be covered, provided that the expenses are incurred during the funding period and that they have not already been or are expected to be covered by other public funding providers.

### **Upper funding limits for the eligible costs**

For Collaborative S&T projects the upper funding limit is of 100% of the eligible costs.

Swiss applicants in joint research consortia can receive up to €100,000 of funding per project.

### **National CONTACT Point:**

University of Geneva - Swiss Leading House for Swiss-Russian scientific cooperation

Mrs. Irina Niggli

University of Geneva

UniDufour, Rectorat

1211 Genève 4

Phone: +41 22 379 71 96

Email: [irina.niggli@unige.ch](mailto:irina.niggli@unige.ch)

## **Annex of internal eligibility criteria/ national rules**

**Country:** Turkey

**Funding Institution:** The Scientific and Technological Research Council of Turkey (TÜBİTAK)

**Funding Programme:** The Support Programme for Scientific and Technological Research Projects (1001 – Research Projects)

**Who can apply?**

Applicants to the programme may be from Universities (public and private), R&D Institutes, Public and Private Corporations.

**What types of costs are eligible for funding?**

I Eligible costs as direct costs

a. Costs of personnel

Please check further the limitations from the relevant website.

b. Costs of durable equipment

c. Consumables and supplies

d. Other costs:

*Travel*

*Subsistence allowance*

**Additional National Eligibility Criteria for the proposal beyond the general criteria in the ToR of the PJC (section 3 Eligibility of proposals)**

### **PROJECT PERSONNEL REQUIREMENTS**

#### **A. Principal Investigator, Researchers and Advisers**

Principal Investigator, Researchers and Advisers:

- University personnel should have a PhD degree.
- Those working in a public institution or a private corporation should have an undergraduate diploma.
- The Principal Investigator should be the permanent staff of the organization making the project proposal.
- Except advisers, the principal investigator (PI) and researchers (Co - PI's) should reside and work in Turkey. (Foreign nationals can be PI/researcher in the projects if they are working in an organization in Turkey.)
- A researcher should have a contribution of at least 10% of the project workload.

- An adviser is allowed if the project requires special expertise on a specific subject. The number of advisers in a project is limited to the number of specific subjects in the project. The role of adviser in the project should be explained in detail in the project proposal.

#### **WHO CANNOT BE A PRINCIPAL INVESTIGATOR?**

University presidents and vice presidents, deans, academy and institute principles, surgeons general, general secretaries, general managers or state department heads, and members of the executive committee and advisory board of TÜBİTAK groups cannot be the principal investigator if they are working in those positions as of the application date. However, they can be researchers in at most two projects.

#### **FURTHER CONDITIONS MAY APPLY!**

#### **PLEASE CHECK TUBITAK WEBSITE FOR FURTHER CONDITIONS:**

<http://www.tubitak.gov.tr/home.do?ot=1&sid=367&pid=364>

#### **Upper funding limits for the eligible costs**

- For 2010, the annual budget limit for research projects is 120,000 TL (approx. 60.000 Euros) (scholarship payments are included, payments to the PI, Co-PI's and institution are excluded).
- Proposals for machine/equipment purchases should be balanced with the total budget.
- Total budget for scholarships should not exceed 4,000 TL.
- Projects that involve building infrastructure are not funded.

#### **PLEASE CHECK TUBITAK WEBSITE FOR FURTHER CONDITIONS:**

<http://www.tubitak.gov.tr/home.do?ot=1&sid=367&pid=364>

#### **National Contact Point:**

The Scientific and Technological Research Council of Turkey (TÜBİTAK)  
Mr. İlter HALILOGLU  
International Cooperation Department  
Phone: 0090 312 4685300/2781, Fax: 0090 312 4277483,  
E-mail: [eranetrus@tubitak.gov.tr](mailto:eranetrus@tubitak.gov.tr), [ilter.haliloglu@tubitak.gov.tr](mailto:ilter.haliloglu@tubitak.gov.tr)