



Eesti Teadusagentuur
Estonian Research Council

**Norwegian-Estonian Research Cooperation
Programme**

**Introduction to the Joint Call
procedure and administration**

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Tallinn

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General principles

Areas and topics called

- proposals for research projects are invited **in all areas of research**
- the subject of the research projects is not prescribed

Types of research and types of projects

- basic and/or applied research
- joint research projects involving at least one Estonian partner (**Project Promoter**) and one Norwegian partner (**donor project partner**)

Cooperation with at least one research team from Norway (donor project partner) is a **mandatory criterion** for the projects

Allocation for projects

minimum amount of project grants – 50 000 EUR

maximum amount of project grants – 300 000 EUR
(including overhead costs)

Eligible duration of projects

up to 36 months

the projects must end no later than **30 April 2016**

Eligibility criteria for Project Promoters

application is submitted by Estonian research and development institution (**Project Promoter**). Eligible applicants are research and development institutions as defined by the Organisation of Research and Development Act of Estonia. Research team consists of a **principal investigator** (researcher in charge) and **research staff** (main participants, including doctoral students)

Eligibility criteria for principal investigator (researcher in charge):

must be a holder of the doctoral degree of Estonia or an equivalent academic degree (awarded by the deadline of submission of the grant application, at the latest)

Eligibility criteria for main participants

The main participant of the project is a person who participates in the substantial performance of the project. The main participant of the project shall have at least the master's degree or the respective qualification

Eligibility criteria for project partner(s)

Project partners have to be public or private research and development institutions or private law enterprises

Institutions established in countries outside of Estonia or Norway (third countries) can participate as **additional project partners**.

Project costs will not be covered for third country partners from the project grant except for travel costs for participants from their institution.

Eligible costs

- personnel costs
- scholarships (stipends) for master and doctoral students assigned to the project studying in the Estonian universities
- subcontracting
- travel costs
- other costs
- institutional overhead to cover the research institution's infrastructure costs:
 - 60 percent of the research expenses (excluding subcontracting) for Norwegian institutions;
 - 20 percent of the research expenses (excluding subcontracting) for Estonian institutions

Non-recoverable value added tax is an eligible project cost

Division of the budget between the partners will not be fixed in advance and will be a matter of agreement between the partners

How to apply

- Applications are submitted electronically via **Estonian Research Information System** (hereinafter referred to as the ETIS) by Estonian research and development institutions (by Project Promoters)
- **Project Promoter** has the main responsibility for initiating, preparing and submitting the application

The following materials must be added to the application form (as doc or pdf files):

- (1) Scientific rationale of the project;
- (2) Financial background of the project
- (3) CVs
- (4) Upon formalising the application in the ETIS, it shall be noted whether human research or animal experiments are conducted within the given project and the permit granted therefore shall be added

(1) The scientific rationale of the project shall clearly set out the following:

1. duration and expected total cost of the project;
2. general theoretical background of the project;
3. main objectives and working hypotheses of the project, ethical aspects of research;
4. outline of the research methods

The text of sub-clauses 1–4 shall be limited to 15,000 characters (in English with spaces)

5. institutions and persons participating in the project;
6. forecast on the publications
7. expected significance of the project with respect to the science, national economy, social sphere, culture, international level, etc;
8. description of research environment (including infrastructure related to the proposed research);
9. expected time schedule of the research by years;
10. list of bibliography.

(2) The financial background of the project should include a justification and calculations for the funding applied for and intended expenses by major cost categories during the whole project (by project years and by Project Promoter and project partner(s))

For Project Promoter and each project partner a separate budget should be planned and prepared in accordance with their accounting principles and usual internal rules

- costs should be stated in Euros
- requested budgets may differ by years
- the total requested budget is a sum of Project Promoter and project partner(s)' budgets

(3) CVs

Project Promoter's research team members and research team members of Estonian project partners should have their CVs in the ETIS

Donor project partner's principal investigator's CV is inserted to the application form (under the heading 'Project Partners in Norway') as a separate pdf or doc file

The CVs shall include the list of significant scientific publications (up to 10 publications within the last ten years preferably related to the subject of the project)

Proposal language

Proposal must be written in English (summary and title should be written also in Estonian)

Proposal submission

- the grant application shall be submitted only electronically via the ETIS
- to submit an application via the ETIS, the applicant must be registered as a user of the system and follow the instructions given in the ETIS
- the basis of the realisation of the grant project is a legal person (hereinafter referred to as the Institution). Proposals are presented via the ETIS to the responsible persons nominated by the Institutions. Responsible persons shall approve the application electronically via the ETIS.
- call for proposals will be open for two months
- any technical issues about using ETIS can be resolved by contacting technical support. Their contact details are available on both the opening page of the ETIS as well as the application's page

Evaluation

- each proposal is evaluated by at least three international experts

Proposals are evaluated on the basis of the following criteria:

- scientific and/or technical excellence;
- quality and efficiency of the implementation and the management, added value from the international cooperation;
- potential impact through the development, dissemination and use of project results.

Based on the independent expert evaluations a ranking list is prepared

The Programme Operator in cooperation with the Programme Committee will make its decision to finance/refuse to finance an application on the basis of the ranking list and recommendations received from the Programme Committee

Tentative timetable

Matchmaking event for Project Promoters and Project partners:
21.09.2012

Open call publication: October/November 2012
End of the open call: December/January 2012

Planned start of the selection period: December/January 2012

Planned end of the selection period: April 2013

Planned start of the projects: May 2013

Seminar for the Project Promoters (the start-up event for the projects funded): May 2013

End of the projects: 30. April 2016

Final conference: November 2016

Further information and support

- Regulation on the implementation of the Norwegian Financial Mechanism 2009 - 2014

http://www.eeagrants.org/asset/4443/1/4443_1.pdf

- Annex 12 Rules for the establishment and implementation of donor partnership programmes falling under the Programme Areas “Research within Priority sectors” and “Bilateral Research Cooperation”

http://www.eeagrants.org/asset/3667/1/3667_1.pdf

Contact details for further information and support

Ms. Iige Maalman iige.maalman@etag.ee (Estonian Research Council)

- webpage of the Estonian Research Council www.etag.ee
- Call information will be published also on ETIS webpage www.etis.ee



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Thank you for your attention!