PREPARING A RESEARCH FUNDING CALL: REGULATIVE ACTS AND DOCUMENTS; TYPES OF GRANTS, APPLICATION FORMS, DEADLINES AND GUIDANCE SYSTEM

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TARTU 2020

Personal research funding in Estonia

- **Call preparation**
- **Types of grants**
- **Regulative acts and documents**
- **Application forms**
- **Deadlines and guidance system**

RESEARCH FUNDING

- Funding is based on the new concept of grants implemented since 2017, which aims to increase **baseline funding** and to develop **research grant system** based on the researchers' career model;

- The grants are financed from the Estonian state budget;

- Total yearly amount of 40 mln eur for grants (has stayed almost the same for at least 12 years, 10-15 mln to new grants);

- Basic and applied research

[1]https://www.etag.ee/wp-content/uploads/2018/03/New-Framework-of-Grants-and-Baseline-Funding_2016_short-version.pdf

RESEARCH GRANTS

- Who can apply for research funding :
    - All researchers who work at positively evaluated Estonian R&D institutions,
    - regardless of their citizenship or country of origin

- The calls are organised by the Estonian Research Council

- The Evaluation Committee of the Estonian Research Council is responsible for the evaluation of the applications as well as for making the funding decisions.
    - quality of research
    - capacity for conducting research projects
- Research grant system is based on the researchers' career model

GRANT TYPES

Grant type	Career stage	Duration	Min and max amounts per year (fixed)	Number of research staff members
Postdoctoral grant (outgoing)	up to 5 years after PhD	12-36 months	42 840 – 45 360 +reallocation	Individual (PI only)
Start-up grant	2-7 years after PhD	12-48 months	60 250 – 105 500	PI and 1-2 research staff members
Team grant	established researchers	12-60 months	168 750 – 257 125	PI and 4-6 research staff members
New! Proof-of-concept grant	researcher with PhD degree	up to 12 months	up to 100 000	PI and 2-4 research staff members

https://www.etag.ee/en/funding/research-funding/

Post-doc grant

First PhD degree ≤5 years

Start-up grant
>2 and ≤7 years

Team grant

Eesti Teadusagentuur
Estonian Research Council

POST-DOCTORAL GRANT (PJD)

- Aimed at supporting **the launch of a research career** at strong R&D institutions and in highly qualified research groups **in a foreign country**
- For the implementation of an independent research project
- Individual grant
- PhD has been obtained no more than five years prior to 1 January of the year of the call
- **Duration of the grant: 12-36 months**
- **Amount of the grant: 42 840 – 45 360 euros** (experimental, non-experimental project), in addition **reallocation allowance**
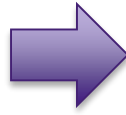
START-UP GRANT (PSG)

- Aimed at supporting researchers with initial research experience to launch their **independent research career at an Estonian R&D institution**
- **For starting their own independent research team or programme**
- Eearly-career scientist who has already produced excellent supervised work, is ready to work independently and shows potential to be a research leader
- **2-7 years of experience since completion of PhD**
- **Duration of the grant: up to 4 years**
- **Amount of the grant:** 60 250 – 105 500 euros (experimental, non-experimental project)

Post-doc grant
≤5 years

First PhD degree

Start-up grant
>2 and ≤7 years

Team grant

Eesti Teadusagentuur
Estonian Research Council

TEAM GRANT (PRG)

- Aimed at supporting researchers working at Estonian R&D institutions in **continuing their research career, ensuring high-quality research, leading a strong research team, and educating** the next generation of researchers (incl. doctoral students)
- Support for excellent researchers at the career stage at which they are already established research leaders
- Team grant
- PI is expected to be active researcher who has a track-record of significant research achievements in the last 10 years
- **Duration of the grant: up to 5 years**
- **Amount of the grant:** 168 750 – 257 125 euros (experimental, non-experimental project)

A PROOF-OF-CONCEPT GRANT

A proof-of-concept grant is aimed at supporting the **implementation of experimental development projects** at Estonian R&D institutions.

- PI has already received a research grant for research project previously and now wants to **explore the commercial or societal potential of work**

- First call in 2019

- Prerequisite for applying proof-of-concept grant is the previous research of the applicant, in which **technology readiness level at least 4** has been achieved

- **Duration of the grant:** up to 1 year

- **Amount of the grant:** 100 000 euros

TARGET GRANT IN 2020

- Exceptional research funding call for **target grants in July 2020**
- **For solving the problems caused by the SARS-CoV-2 infection**
- The research idea collection was organised by the Estonian Research Council
- A total of 2.1 million euros was received from the Ministry of Education and Research
- To fund **applied research and experimental development projects** for developing the prototypes for innovative solutions, products, and services in five thematic areas:
  - **materials and surface treatment agents inhibiting the spread of the virus;**
  - **new types of personal protective equipment;**
  - **technological solutions for the reduction of virus particles in indoor air;**
  - **technological solutions to reduce the workload on the health care sector;**
  - **solutions based on data analysis to assess the spread of the virus and to predict the impact of the measures.**
- The thematic areas of the call have been defined by the Ministry of Education and Research, based on the outcomes of the idea collection
- **29 applications** were received, and **13 grants** were funded (60 000-200 000 euros per grant)
- Duration of the projects: 12 - 16 months

REGULATIVE ACTS AND DOCUMENTS

Call regulative acts are prepared by Department of Research Funding and approved by the Evaluation Committee of the Estonian Research Council **before the call.**

- **Application guidelines (PJD, PSG, PRG, Proof-of-concept grant)**
  – establishes the conditions and procedure for applying for, evaluating, awarding, allocating, and reporting on grants
- **Evaluation guidelines**
  – specifies the evaluation criteria
- **Budget guidelines**
  – Specifies the fixed amount for every call and the budget requirements

Supporting documentations

- **Application form templates**
  – Application in Word-format in order to support applicant to prepare the application before filling in the actual application form in ETIS
- **Budget tool**
  – This is a working tool for applicants helping to choose the correct fixed grant amount

OTHER DOCUMENTS

- **Frequently asked questions about grants: call 2020**
  Collection of questions obtained from applicants and feedback questionnaires
- **Guidelines for Completing Your Ethics Self-Assessment for Grant Application**
  - These guidelines are designed to help applicant think about the ethical issues of the project and to describe these issues in the application.
  - Proposed research has to comply with ethical principles and relevant national, Union and international legislation.
- **The recommended form for the data management plan**
  - During the first six months of the project, the PI of the project has to submit a data management plan (DMP) to the Estonian Research Council (ETAg). The template available at the Digital Curation Center (DCC) can be used.
- **Guidelines regarding bibliometric background information**
  - The bibliometric data of each applicant is among the additional materials of the application and could be used by the Expert Panel and the Evaluation Committee.
- **Technology readiness levels (TRL) (proof-of-concept grant)**
  - Classification according to the Horizon 2020

Call 2020

The 2020 call for grant applications (postdoctoral, start-up and team grant) was opened from 1 March 2020 to 17:00 (Estonian time) on 7 April 2020.
NB! The application is submitted only after the institution has confirmed it via ETIS. Please follow the deadlines of your institution.
The following grant conditions and procedures, and budget guidelines have been established in January 2020.
The evaluation guidelines have been established in February 2020.

	Application guidelines	Evaluation guidelines	Budget guidelines	Application form template	Budget tool
Postdoctoral grant	PJG_AG	PJG_EG	Budget guidelines for PJG, PSG and PRG	PJG_AF	–
Start-up grant	PSG_AG	PSG_EG		PSG_AF	PSG_BT
Team grant	PRG_AG	PRG_EG		PRG_AF	PRG_BT

Frequently asked questions about grants: call 2020
Guidelines for Completing Your Ethics Self-Assessment for Grant Application
The recommended form for the data management plan
Guidelines regarding bibliometric background information

APPLICATION

- All of the application (and later reporting) process takes place online in **ETIS** (*Estonian Research Information System* – database of grants, publications, researchers etc. *www.etis.ee*);
- Application contains information about
  - the scientific background – *why the study is needed, gap in knowledge?*
  - objectives, hypothesis – *what is your research question?*
  - Methods, research plan, risk mitigation plan - *how will you answer your research question?*
  - expected results and their scientific impact - **What do you intend to accomplish, measure, improve, or affect?**
  - importance for Estonia, dissemination plan – *Who will benefit from the outcomes and how?*
  - ethics and data managements - *Is the research ethical? How the data will be handled?*
  - research staff - *Who will do the work?*
  - previous R&D results of the PI – *Is PI (and staff) qualifyed for this research?*
  - Budget – *How much money is needed to get outcomes?*

PRG1000 application 2021   Status: Under review

Desktop

Users

R&D institutions

Projects

Research

Reviewing

Expertise

Statistics

Messages

Classification

Portal

Support:
7300373, etis@etag.ee

Application   Justification   Ethics and data   Staff   R&D results   Impact   Budget   Additional information   Messages   Printing   Expertise   Review   Combined evaluation

Consolidated evaluation   Preliminary decision   Decision

General data

Download application and other related files (zip)

Project title in Estonian

Project title in English

Principal Investigator

ResearcherID

Institution

Project start (year)   2021

Project end (year)   2025

Preferred expert committee   Medical and health sciences

Field of research, speciality, %

Frascati Manual classification	ETIS classification	CERCS classification	%
3.1 Basic medicine	3. Health 3.1. Biomedicine	B470 Physiology	60,0

15

GENERAL PRINCIPALS FOR GRANTS

- A person can simultaneously apply for only one grant;

- A person cannot be the PI or senior staff member of several projects;

- Dissemination of the call

  - Press releases after approval of application quidelines

  - Seminars in Tartu and in Tallinn and in different R&D institutions

  - Press releases

    - when the call is open
    - When the call is over: statistics of applications
    - When funding decisions have been taken: which grants were funded

RESEARCH FUNDING APPLICATION PROCESS

Eesti Teadusagentuur
Estonian Research Council

6 research fields according to the OECD Frascati 2015 manual

- **Medical and health sciences**
- **Humanities and the arts**
- **Natural sciences**
- **Agricultural and veterinary sciences**
- **Social sciences**
- **Engineering and technology**

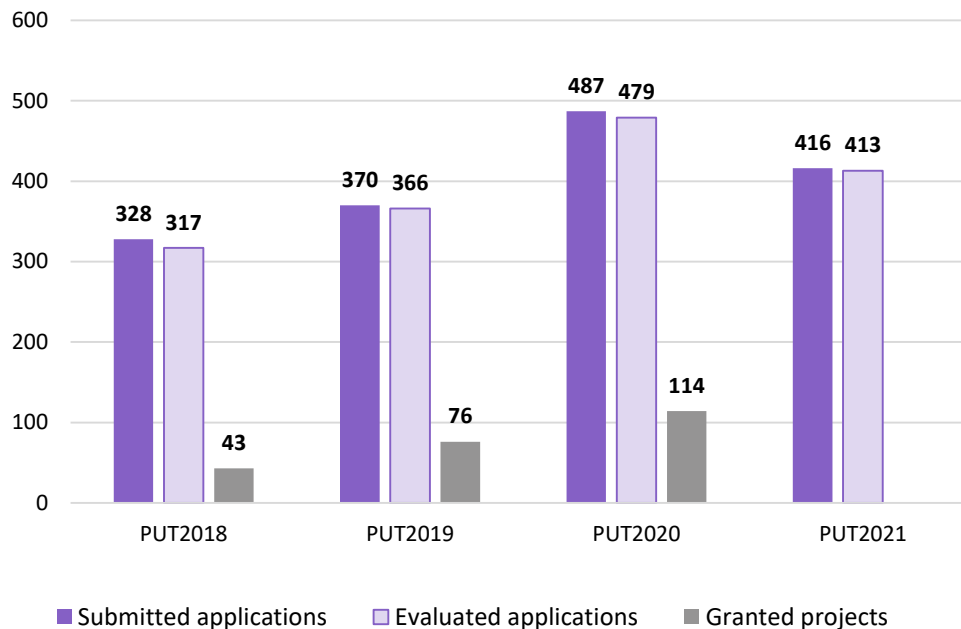| Timetable	
Preparing documents	November-January
Dissemination of the call	January-February
Call open	March
Technical check	April
Evaluation (peer-review)	May-September
Expert Panel and Evaluation Committee meetings	October
Preliminary decision	November
Final decision	December

GUIDANCE SYSTEM

Estonian Research Council

- **Department of Research Funding: head and 6 research funding officers** (4 PhD and two MSc) responsible for their own field (according to Frascati);
- Provides administrative support in every step of the application process:
  - dissemination of the call, consulting applicants, consulting R&D institutions,
  - eligibility check,
  - recruit and assist external reviewers,
  - assist the Evaluation Committee and the Expert Panel and ensure that the evaluation process is fair and in line with the principals of the call guidelines.
- Assists project leaders during the implementation of the project (incl. with contracts and reports)

- **Estonian Research Information System (ETIS)**
  - Technical support how to fill in the application form

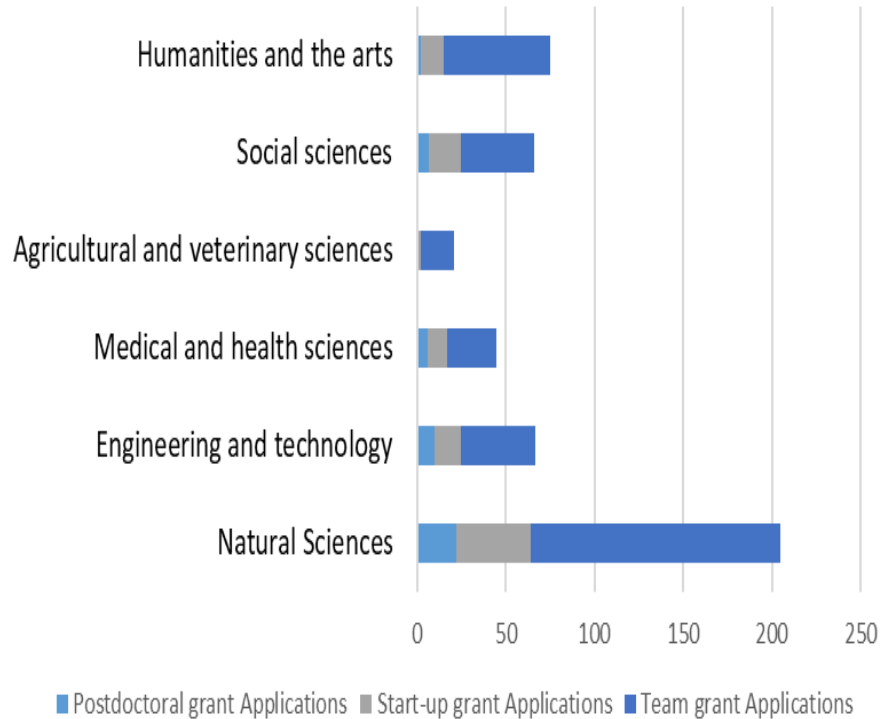**Estonian R&D Institutions**
  - **National Funds Coordinators:** Administrative support mainly in institution specific questions
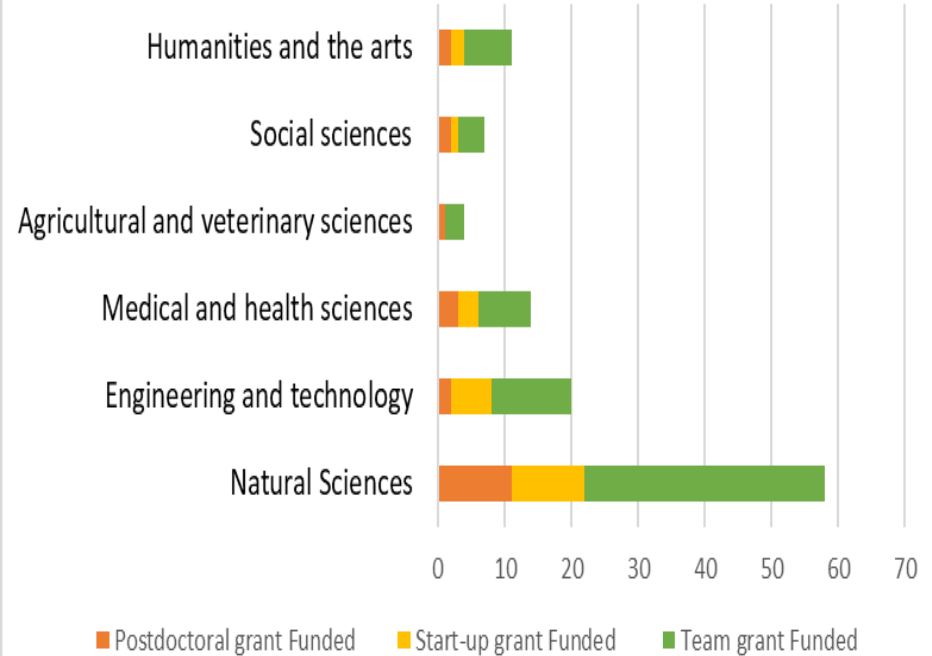
NUMBER OF GRANT APPLICATIONS

The successrate ~20%

Number of application in call 2019

Number of funded applications in call 2019, projects started in 2020

Postdoctoral grant Applications Start-up grant Applications Team grant Applications

Postdoctoral grant Funded Start-up grant Funded Team grant Funded

Thank You for Your kind attention!

Any questions?