

The Romanian-EEA Research Programme 2012-2017

**RO14 - Programme Area:
Research within priority Sectors**

Guide for Applicants

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Guide for Applicants

- I. Definitions
- II. Eligibility of applicants and project proposal
- III. Applying to the Programme call; Funding application
- IV. Budget – eligible costs
- V. Contracting
- VI. Reporting and payments

Guide for Applicants

I. Definitions:

PO – Programme Operator

IA – Implementing Agency

PC – Programme Committee

DS – Donor States

JRP – Joint Research Projects

PP – Project Promoter

PI – Principal Investigator

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II. Eligibility of applicants and project proposal:

- a) Eligible participants
- b) Eligibility of Project Promoter
- c) Eligibility of Romanian Principal Investigator
- d) Eligibility of Project Proposal

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a) Eligible participants:

- Research organisations as defined in the Community Framework for State Aid for Research and Development and Innovation (2006/C 323.01) can apply for funding as Project Promoters and partners;
- Small and medium-sized enterprises as defined in the Community Framework for State Aid for Research and Development and Innovation (2006/C 323.01) can participate only as partners;
- Norwegian SMEs which consider themselves to qualify as Research Organisations are requested to contact the Research Council of Norway to clarify the issue in cooperation with MEN. Icelandic SMEs should contact RANNIS.
- Entities based in third-countries may participate in the projects, but are **not eligible for funding** from the Romanian-EEA Research Programme. Their activities have to be funded from a different source.

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b) Eligibility of Project Promoter (from Romania):

RO PP agrees:

- to ensure the necessary administrative support;
- to provide access to all necessary infrastructures;
- to support the implementation of the JRP in good conditions;
- to employ the members of its own team;
- to observe all legal provisions in force if the JRP is selected for funding.

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c) Eligibility of Principle Investigator:

- RO PI must have a doctorate;
- RO PI must have a work contract with the PP;
- it is not allowed to request funds for activities which had already obtained funding from the state budget;
- it is possible to change the RO PI only with a written permission from PO.

Note: The involvement of PI must be significant and sufficient for a proper implementation of the project.

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d) Eligibility of Project Proposal:

- Type of projects: JRPs submitted by consortia comprising at least one Romanian and at least one entity from the Donor States (Norway, Iceland and Liechtenstein);
- Project duration: up to 36 months (funding will end on 30th of April 2017)
- Project proposals must fulfill all the eligibility criteria :
 - deadline for submission to be respected;
 - minimum conditions as referred in the call (e.g. eligible beneficiaries);
 - completeness of the proposal;
 - scope of the call;
 - the proposals need to be submitted in English via online submission system:
www.uefiscdi-direct.ro

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III. Applying to the Programme call; Funding application

- one single stage of application;
- the proposals need to be submitted via online submission system: www.uefiscdi-direct.ro, dead-line 17 January 2014, no later than 23:00 (Romanian time);
- only the PP (PI) will be authorized to submit a proposal, using an ID and password;
- an acknowledgement of receipt is sent to PP after submitting.

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Funding application:

- Annex 1.1 – the online forms;
- Annex 1.2 – core funding application form (.doc);
- Annex 1.3 – the statement automatically generated by the system;
- Annex 1.4 – State Aid declarations (.doc);
- Annex 1.5 – VAT Declaration (.doc).

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IV. Budget – eligible costs

- a) Currency
- b) Preparatory costs
- c) General rules
- d) Eligibility of expenditures
- e) Budgetary flexibility
- f) Direct costs
- g) Overheads
- h) Excluded costs
- i) Proof of expenditures

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a) Currency

- RO lei
- The European Central Bank's exchange rate from the date of the call launch will be used for calculating all costs related to the project application and implementation

b) Preparatory costs

- for the Project Promoter and project partners from the Donor States only

c) General rules

- total budget for the call: 21.681.063 euro (85% DS contribution; 15% national co-financing);
- the minimum amount of grant assistance to be applied for is EUR 500.000 and the maximum amount is EUR 1.500.000;

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d) Eligibility of expenditures – they have to meet the following criteria:

- they are incurred between the first and final dates of eligibility of a project as specified in the project contract;
- they are connected with the subject of the project contract and they are indicated in the estimated overall budget of the project;
- they are proportionate and necessary for the implementation of the project;
- they must be used for the sole purpose of achieving the objectives of the project and its expected outcomes, in a manner consistent with the principles of economy, efficiency and effectiveness;
- they are identifiable and verifiable, in particular by being recorded in the accounting records of the Project Promoter and determined according to the applicable accounting standards of the country and according to generally accepted accounting principles;
- they comply with the requirements of applicable tax and social legislation.

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e) Budgetary flexibility:

- a reallocation of funds among the budget headings does not require the prior approval of the PO/IA and does not result in an addendum to the contract if such reallocation shall not exceed 15% of the total budget of the project;

f) Direct costs:

- Staff; Travel and subsistence allowances for staff; Equipment; Purchase of land and real estate (art 7.5 Regulation...); Consumables and supplies; Other costs (dissemination of information, audits, translations, subcontracting – no more than 15% of the total project budget).

VAT is not considered an eligible cost in case the entity can reclaim VAT from the national tax authorities in conformity with national indirect tax regulations.

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g) Overheads:

- g.1) Entities which have participated in EU FP7 projects;
- g.2) Entities with an analytical accounting system (without an FP7 code)
- g.3) Entities without analytical accounting systems (without an FP7 code)
 - Research organisations and SMEs: 60% flat rate.

h) Excluded costs

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i) Proof of expenditures:

- the ordinary requirement for the Project Promoter will be to attach a statement of expenditures (list of invoices, accounting documents) for the period concerned to the annual reports submitted to the PO;
- a certificate by an independent and certified auditor, certifying that the claimed costs are incurred in accordance with the national law and accounting practices of the project partner's country, shall be seen as sufficient proof of expenditure incurred by a Project Promoter or a project partner;
- proof of expenditure shall not be submitted by a Project Promoter or a project partner where the total grant from the programme to the respective Project Promoter or project partner is less than EUR 375,000.

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V. Contracting

- a) Funding decision
- b) Negotiation and contract
- c) Partnership agreement

VI. Reporting and payments

- a) Periodic reporting
- b) Final reporting
- c) Reporting on scientific publications
- d) Payments to the PP and Project partners



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Thank you for your attention!

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