

RI-LINKS2UA HORIZON 2020 PROJECTS PREPARATION GRANT SCHEME

TERMS OF REFERENCE

1) Objectives

The main objective of this call is to stimulate cooperation in joint proposals within the framework of the Horizon 2020 Research and Innovation programme between R&I actors from the EU and Ukraine.

Under RI-LINKS2UA, the **first call of the “Horizon 2020 Project Preparation Grant”** offers financial support of 1200 EURO (lump-sum), for 10 selected applicants from Ukrainian institutions preparing Horizon 2020 proposals.

The RI-LINKS2UA call for H2020 projects preparation grant supports Ukrainian applicants, who address the H2020 open calls in the 2016-2017 Work Programmes H2020, **Open Calls 2017** (closing by **31.10.2017**).

2) Eligible activities under this call:

- Organisation of preparatory H2020 proposal writing workshop related to the H2020 call in Ukraine
- Participation in the H2020 proposal writing workshop in EU countries (invitation from the proposal coordinator from the EU country)
- Participation in international brokerage events related to the H2020 call in EU countries that you intend to receive a project preparatory grant

3) Eligible Budget per Applicant

10 selected Ukrainian applicants will be supported with a Grant of 1200 Euros. Grant will be paid in two instalments: first payment: 50% after being eligible and second payment: 50% after the project proposal was submitted.

The Grant can cover the following expenses:

- Travel expenses (air/economy and train/2nd class)
- Accommodation
- Technical and/or logistical support for the preparation of meetings or workshops

The budget will not cover staff costs.

The Grant holders should keep originals and provide copies of all documents (invoices, receipts, etc.). For expenses of local RI-LINKS2UA partner, all originals must be kept until 31.1.2021.

All accounting must be made in compliance with the legal norms of the respective countries and the usual accounting practices of the respective organisations.



4) Eligible Applicants

- Research Institutes
- Universities
- Companies with RTDI activities (including SMEs)
- NGOs with RTDI activities

The applicant must have a legal status in Ukraine.

5) Implementation

- An Applicant for a Grant must have at least one partner from an EU member state.
- The applicant must select an open call under H2020 Work Programme 2016-2017, Open Calls 2017 (H2020 Calls closing by 31.10.2017)
- The 10 applicants with the highest scores will be awarded with grants after the selection process (1200 EURO per grant).
- The project preparation support grant scheme will provide financial support to researchers to cover travel and accommodation expenses, technical and/or logistical support for the preparation of meetings or workshops, visa costs. This will be disbursed by the Local Partner (NIP) in two instalments: first when proposal writing begins and second instalment only after receiving proof that proposal was submitted.
- All eligible applications will be evaluated by international evaluation panel (3 experts provided by RI-LINKS2UA project consortium) (see subsections 5A and 5B).
- The distribution of the Grant budget will be administered by the Ukrainian Grant Holder (NIP).
- As part of the Grant, the grant holder accepts the obligation to provide the NIP all information requested about the outcome of his/her activities (conducted meeting, proposals submitted, partnerships established) including the final report.

5A) Eligibility of Applications

Applications for project preparation support grants must include information on:

- Selected call within H2020, Work Programme 2016-2017, Calls 2017 for which a new proposal is intended or being prepared
- Scientific basis for the proposal (state of the art concerning the specific research topics, gaps to be filled in the current knowledge, relevance of proposed activities) and the expected impact of the research
- Financial estimation on how the grant will be used



- Names and contact details of the EU partner organisations. If possible, a (brief) description of previous experience in previous bilateral activities
- Comply with the submission procedure and terms
- Submit a completely filled in application form along with all requirements
- Be submitted in English

The NIP will be responsible for the formality and eligibility check.

5b) Evaluation and Selection of Applications

The applications will be evaluated on the basis of the following criteria:

Evaluation Criteria	Scoring
Accordance with formal requirements of this Call (see 5A)	Yes/No
Provided concept note of the H2020 proposal according to the identified call	In/Out of cope
Research performance/scientific excellence of the applicant: - 5 of the most important publications, relevant to the event - total number of publications - total number of citations - patents, if any - participation in projects related to the topic of the Brokerage Event	5 points
International cooperation activities of the applicant: - projects and/or structured cooperation with other countries; - trainings abroad; - participation in international conferences	5 points
Commitment to take full advantage of the participation in the event: - Expected outcome, concrete plans for further cooperation (become a member of a Horizon 2020 consortium, already existing international contacts etc.) - Other planned activities (poster, presentation etc.)	5 points

Additional evaluation criteria

- Encouragement of the SME and young researchers
- Gender equality
- Responsible Research and Innovation approach in accordance with the selected H2020 call



Applications which do not comply with the eligibility criteria will not be considered within the evaluation process.

6) Duration

April – October 2017

Deadline

The deadline for applications is **15 March 2017**.

Timeschedule

Publication of the first Call:	14 February 2017
Deadline for applications:	15 March 2017
Applications evaluation and selection of the 10 best applicants	15 April 2017
Payment (first instalment)	30 April 2017
Payment (second/final instalment)	After submission of the project proposal to H2020 and received final report (no later than 31.10.2017)

Submission of Grant Applications

The grant application must be submitted via e-mail to the NIP:

Olena Koval

National Information Center for Ukraine-EU S&T cooperation

Gorkiy street, Kyiv, 03680, Ukraine

tel/fax: 380+44 529-03-32

[e-mail:nip@fp7-ncp.kiev.ua](mailto:nip@fp7-ncp.kiev.ua)

Annex:

- Application form

