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Vastavusnõuded Eesti taotlejatele partnerluste rahvusvahelistel ühiskonkurssidel osalemiseks

National Eligibility Criteria for grant applications in partnership calls for transnational research projects

The project is carried out by consortia, in which various research entities apply for support from national funding organisations. Each participant in a funded project will be funded by their national Funding Organisation. It is mandatory for all Estonian applicants to follow the national eligibility criteria. Please note that if one of the partners is not eligible, the entire proposal might be considered ineligible.

If a positive financing decision is made, the Host Institution and the Funding Organisation enter into a bilateral agreement.

1. Project Participants

1.1. **The Host Institution** could be any legal entity that is registered and located in Estonia.

The Host Institution (the final recipient) is the applicant to which the grant will be allocated.

The Host Institution must confirm to Estonian Research Council (with a confirmation letter after the submission deadline) that the project can be carried out on their premises and that they will employ the Principal Investigator during the proposed project, should the project receive funding.

If the Host Institution is an undertaking, then State aid and de minimis aid must be taken into account.

If the support is State aid or de minimis aid, then support will not be granted to a Host Institution who is subject to a support withdrawal decision pursuant to a previous European Commission decision deeming the aid illegal and incompatible with the common market, if that decision has not been complied with.

1.2 The Principal Investigator is a researcher who acts as the Estonian team leader in the project proposal. The Principal Investigator will be responsible for how the grant is used and how Estonia's part in the project is executed.

The Principal Investigator:

1.2.1 must have an updated public profile in the Estonian Research Information System (ETIS) by the submission deadline;

1.2.2 must hold a doctoral degree or an equivalent qualification. The degree must be awarded at the latest by the submission deadline of the grant application;

1.2.3 must have published at least three articles that comply with the requirements of Clause 1.1 of the ETIS classification of publications, or at least five articles that comply with the requirements of Clauses 1.1, 1.2, 2.1 or 3.1, within the last five calendar years prior to the proposal submission deadline.¹ International patents are equalled with publications specified under Clause 1.1. A monograph (ETIS Clause 2.1) is equalled with three publications specified in Clause 1.1 if the number of authors is three or fewer. If the applicant has been on pregnancy and maternity or parental leave or performed compulsory service in the Defence Forces, or has another good reason, they can request the publication period requirement to be extended by the relevant period of time.

2. Budget

2.1 Research expenses consist of **direct costs** (personnel costs, travel costs and other direct costs) and **subcontracting costs**. The research expenses must be used to carry out the project and be separately identifiable.

2.2 Direct costs

2.2.1 Personnel costs are monthly salaries with social security charges and all the other statutory costs of the project participants, calculated according to their commitment and in proportion to their total workload at their Host Institution.

2.2.2 Travel costs may cover expenses for transport, accommodation, daily allowances and travel insurance.

2.2.3 Other direct costs are:

- consumables and minor equipment related to the project;
- publication and dissemination of project results;
- organising meetings, seminars or conferences (room rent, catering);
- fees for participating in scientific forums, conferences and other events related to the project;

¹ ETIS classification: **1.1.** *Scholarly articles indexed by Web of Science, Science Citation Index Expanded, Social Sciences Citation Index, Arts & Humanities Citation Index, Emerging Sources Citation Index and/or indexed by Scopus (excluding chapters in books);* **1.2.** *Peer-reviewed articles in other international research journals with an ISSN code and international editorial board, which are circulated internationally and open to international contributions;* **2.1.** *Scholarly monographs;* **3.1.** *Articles/chapters in books published by the publishers listed in Annex (including collections indexed by the Web of Science Book Citation Index, Web of Science Conference Proceedings Citation Index, Scopus)*

- patent costs;
- all other costs that are identifiable as clearly required for carrying out the project (e.g. translation, copy editing, webpage hosting, etc.) and comply with the eligible costs.

2.2.4 Subcontracting costs should cover only the additional or complementary research related tasks (e.g. analyses, conducting surveys, building a prototype, etc.) performed by third parties. Subcontracting costs should not be included in the overhead calculation. The activities and budget should be described in the proposal. Core project tasks should not be subcontracted. Subcontracting costs may not exceed 15% of the total costs.

2.4 Indirect costs are overhead from the personnel costs only, which may not exceed 15% and should cover the general expenses of the Host Institution. Costs for equipment and services intended for public use (a copy machine or a printer that is publicly used, phone bills, copy service, etc.) should be covered from the overhead.

2.5 Double funding of activities is not acceptable.

3. State Aid

EU Regulations on State aid and de minimis aid must be taken into account when requesting funding from the Estonian Research Council (ETAg).

Support is not considered to be State aid for research and development, if the project has ties to the non-economic activities of the Research (or Host) Institution, as long as the research and development activities and the related costs, funding and revenue can be clearly separated, thus avoiding the cross subsidisation of economic activity.

The criteria defined in Clauses 17-22 of Communication from the European Commission – Framework for State aid for research and development and innovation (2014/C 198/01) forms the basis for determining whether the activities carried out are economic activities and whether the Host Institution is an undertaking who is considered to be a State aid recipient when it receives support.

When an entity applies for State aid or de minimis aid, it has to fill in the **State aid form**. No tax arrears are allowed on the proposal submission date.

If State aid and de minimis aid are given, the documents related to giving the support must be kept for 10 years as of the date when the agreement was entered into.

State aid pursuant to the Block Exemption Regulation

If the support is considered to be State aid, then support is given on the basis of Article 25, 25a or 25c of Commission Regulation (EU) No 651/2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty (OJ L 187, 26.6.2014,

p. 1–78) (hereinafter the Block Exemption Regulation), and the provisions of the Commission Regulation and Section 34² of the Estonian Competition Act apply.

State aid is not given in cases specified under Articles 1(2) to (5) of the Block Exemption Regulation.

If State aid is given on the basis of Article 25, the eligible costs of the project activities must comply with the requirements specified under Article 25(3) of the Block Exemption Regulation (except clause (c)), and the maximum aid intensity must comply with Articles 25(5) and (6). For State aid given on the basis of Articles 25a or 25c, see rules laid down in mentioned Articles accordingly.

If the support applied for can be considered to be State aid, the application must include the information specified in Article 6(2) of the Block Exemption Regulation, and the application has to be submitted before the start of the activities.

If State aid is given, then the costs of the activities carried out before application submission will not be eligible for aid.

De minimis aid

If support is considered de minimis aid, then giving support is subject to Commission Regulation (EU) No 1407/2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid (OJ L 352, 24.12.2013, p. 1–8) (hereinafter the De Minimis Aid Regulation), and the provisions of the Regulation and Section 33 of the Estonian Competition Act apply.

De minimis aid is not given in cases specified under Article 1(1) of the De Minimis Aid Regulation.

In case of de minimis aid, the maximum aid intensity must comply with Article 3 of the De Minimis Aid Regulation.

De minimis aid given to the Host Institution together with de minimis aid applied for as support cannot exceed 200,000 euros during the current financial year and the two previous financial years.

Article 5 of the De Minimis Aid Regulation applies to cumulating de minimis aid.

A single undertaking is an undertaking specified in Article 2(1) of the De Minimis Aid Regulation.

4. Grant Agreement

If a positive funding decision is made, the Estonian Research Council enters into a grant agreement with the Host Institution. Information on the transnational project must be entered into ETIS once the agreement has been signed.

The Consortium Agreement should be signed at the latest six months after the grant agreement has been signed. If one year has elapsed and the CA has not been signed, the next instalment of funding will not be paid out.

5. Research Involving Human Subjects or Animal Testing

If human research or animal testing are intended in the project, a positive resolution by the Human Research Ethics Committee or the Authorisation Committee for Animal Experiments must be submitted to the Estonian Research Council by the start of the relevant activities.

6. Nagoya Protocol

By applying for funding by the Estonian Research Council, the applicants agree to consider the relevance of the Nagoya protocol for their research, and to submit the Due Diligence Declaration, if applicable.