

The following is a translation from Estonian. In case of disputes, the Estonian text shall prevail.

Conditions and Procedure for Team Grants

Chapter 1 GENERAL PROVISIONS

1. Scope of Application

- 1.1. This directive establishes the conditions and procedure for applying for, evaluating, awarding, allocating, and reporting on team grants (hereinafter also *grant*).
- 1.2. The Estonian Research Council (hereinafter *Council*) is entitled to make well-considered decisions and consult experts where necessary in relation to matters not covered by this directive.

2. Goal

- 2.1. The team grant is aimed at supporting a strong research team and the researcher leading the team in conducting high-quality research and educating the next generation of researchers (incl. doctoral students).
- 2.2. The team grant is awarded for the implementation of an independent research project, and it is not intended for covering the own contribution of other research projects.

3. Team Project

A team project (hereinafter also *project*) is a description of a scientific study with a clearly defined research problem and a plan for conducting fundamental or applied research to address this problem.

4. Applicant of the Team Grant

- 4.1. A person (hereinafter also *applicant*) with a doctoral degree can apply for the grant upon receiving consent from a positively evaluated Estonian R&D institution (hereinafter *institution*). The institution will give the consent for submitting the application and for fulfilling its obligations by confirming the application.
- 4.2. An applicant can simultaneously apply for one postdoctoral, starting, or team grant. The applicant cannot simultaneously be listed as a member of the senior research staff in a starting or team grant application.
- 4.3. A person cannot apply for the grant if:
 - 4.3.1. he/she is the Principal Investigator (hereinafter also *PI*) of a starting grant or team project that will continue during the year following the call;
 - 4.3.2. his/her participation as a member of the (senior) research staff in a starting grant or team project will continue during the year following the call;
 - 4.3.3. his/her team and/or starting grant applications submitted during the two previous

consecutive calls did not pass the qualification threshold set by the Council in at least one evaluation criterion;

4.3.4. his/her team and/or starting grant application submitted during the previous call did not pass the qualification threshold set by the Council in at least two evaluation criteria;

4.3.5. he/she has, during the three years before applying for the grant, failed to submit the report on a previous project funded by the Council by the deadline without a valid reason or the report has not been accepted by the Council;

4.3.6. a serious breach of contract, intentional presentation of false information, plagiarism, or fraudulent activities have become evident in the previous grant application submitted by him/her to the Council or in his/her activities in the previous project funded by the Council and if less than three years have passed since the discovery of the breach of contract by 1 January of the year of the call.

4.4. The applicant must be the PI of the project for which the grant is applied for.

4.5. The applicant is required to regularly monitor the messages sent via the Estonian Research Information System (hereinafter ETIS) and keep the contact information in ETIS up to date.

5. Processing Grant Applications

5.1. The Council is responsible for processing grant applications.

5.2. The application process takes place in ETIS. The submission of the application and the communication with the applicant is conducted via ETIS. The decisions made during the stages of the application process, incl. the decision to approve or not to approve the application, will be announced via ETIS.

Chapter 2

CONDITIONS FOR APPLYING FOR THE GRANT

6. Applying for the Team Grant

6.1. The period of the annual call for applications is established and announced by the Council on the homepage (<https://etag.ee/en/>).

6.2. The applicant is to submit the application, which has been approved by the institution, to the Council via ETIS.

6.3. The application must be written in English.

6.4. The application shall specify the following:

6.4.1. the applicant and the institution;

6.4.2. the title of the project in Estonian and in English;

6.4.3. a summary of the project in Estonian and in English;

6.4.4. the grant period;

6.4.5. the scientific background of the project, incl. the interdisciplinarity of the project (if applicable);

- 6.4.6. the main objectives of the project, research questions and/or (excl. justified exceptional cases) hypotheses, methods, and the work plan, incl. tentative annual work plans, the availability of the infrastructure necessary for achieving the objectives of the project, and risk reduction measures and a back-up plan;
- 6.4.7. the expected results of the project, their scientific importance and importance outside academia as well as the potential impact, possible directions for future research, and the potential applicability of the results;
- 6.4.8. an explanation about how the research and the results of the project will be disseminated to the scientific community and the wider public;
- 6.4.9. an explanation about how the compliance with the principles of research ethics will be secured during the implementation of the project and a comment on whether the project requires a licence from a specific ethics committee or the licence has already been obtained, or, if the project necessitates compliance with the Nagoya Protocol, an explanation about which genetic resources will be used and whether the project requires the due diligence declaration or the due diligence declaration has already been submitted;
- 6.4.10. an explanation about which data will be generated during the implementation of the project and how the data will be managed;
- 6.4.11. information about the resubmission of the application, stating the application number and the applicant (if applicable);
- 6.4.12. the grant amount applied for pursuant to the fixed grant amounts set out in the "Guidelines for Budgeting Grant Applications" (hereinafter *budget guidelines*) as well as the justification for the budget, incl. the distribution of direct costs;
- 6.4.13. a description of the applicant's R&D activities during the past 10 years, indicating his/her contribution to the peer-reviewed publications, industrial property item(s), and to the projects of great relevance for the implementation of the proposed project that have been linked to the application; the previous team leadership as well as supervision experience of Master's and doctoral students;
- 6.4.14. if present, the three most noteworthy results of the latest or ongoing personal research project funded by the Council and led by the applicant, which are relevant in the context of the application;
- 6.4.15. information on the cooperation necessary for the implementation of the project and, if necessary, documents confirming the cooperation;
- 6.4.16. ETIS entries of the member(s) of the (senior) research staff who are involved in the project, their role and the distribution of their tasks. The research team specified in the application must, respective of the grant type, comply with the conditions established in the clauses 8.2 or 9.6.1.. The members of the senior research staff must have a doctoral degree or equivalent qualification at the time the application is submitted. A member of the senior research staff cannot simultaneously be listed as a member of the (senior) research staff in another team or starting grant application and cannot participate in an

- ongoing starting grant or team project in such a way that the participation periods coincide (excl. the doctoral students mentioned in clause 8.5.);
- 6.4.17. description of the roles of the research staff, the competence required for the implementation of the project, and distribution of the tasks;
 - 6.4.18. if necessary, additional documents;
 - 6.4.19. a confirmation that the principles of research ethics and good research practice will be adhered to during the conception and implementation of the project.
- 6.5. The Council is entitled to demand additional information and documents from the applicant and the institution.

7. Principal Investigator of the Team Project

- 7.1. If the grant application will be approved, then at the time of implementing the project the PI of the team project has to be employed with a workload at least 0.8 at the institution on the basis of an employment contract with a place of work in Estonia. In exceptional cases, the Evaluation Committee may consider eligible the PI who is employed with a workload of less than 0.8 at the institution if this does not jeopardise the successful realisation of the project.
- 7.2. During the grant period, the PI of the team project cannot be any of the following:
- 7.2.1. the recipient of the postdoctoral grant awarded by the Council;
 - 7.2.2. the PI or the member of the (senior) research staff of a starting project;
 - 7.2.3. the PI or the member of the (senior) research staff of another team project;
 - 7.2.4. a member of the (senior) research staff of the same team project;
 - 7.2.5. the recipient of the returning researcher grant;
 - 7.2.6. the recipient of the mobility support grant.
- 7.3. It is not possible to replace of the PI of the team project after the submission of the application or during the grant period. In justified cases, it is possible to request the replacement of the PI of the team project for a fixed period with a member of the senior research staff of the project (e.g., in case of the parental leave of the PI of the team project, the suspension of the employment contract, long-term incapacity to work) or for the remaining grant period (e.g., in case the employment contract between the PI and the institution has been terminated, the workload of the PI has changed, the PI has moved to another country, the PI has died). The Evaluation Committee shall consider the justification for the replacement of the PI as well as the qualifications and abilities of the proposed new PI to continue implementing the project, and shall make a proposal to the Management of the Council:
- 7.3.1. to approve the application requesting the replacement of the PI;
 - 7.3.2. not to approve the application requesting the replacement of the PI.
- 7.4. The decision to approve or not to approve the application requesting the replacement of the PI is concluded by a directive of the Management of the Council. If the Management of the Council does not approve the application requesting the replacement of the PI, the grant contract shall be terminated prematurely pursuant to clause 21.

8. Participants of the Team Project

8.1. In addition to the PI, the following people participate in the implementation of the project:

8.1.1. member(s) of the senior research staff. The member of the senior research staff is a person with a doctoral degree or equivalent qualification conducting fundamental or applied research, or development activities. The member of the senior research staff has to be employed at a positively evaluated Estonian R&D institution during the implementation of the project and their monthly salary shall be fully or partially remunerated from the grant;

8.1.2. other member(s) of the research staff. The other member of the research staff is a person whose work is intrinsically related to the project presented in the application and who does not meet the requirements of the member of the senior research staff. The member of the other research staff has to be employed or study at a positively evaluated Estonian R&D institution during implementing the project.

8.2. The team has to consist of a minimum of three people during the entire period of the team project, including the PI and at least one member of the senior research staff.

8.3. The member of the senior research staff cannot simultaneously be any of the following:

8.3.1. the PI or one of the other members of the research staff of the same project;

8.3.2. the recipient of the postdoctoral grant awarded by the Council, or the PI or the member of the (senior) research staff of a starting project or another team project;

8.3.3. the recipient of the returning researcher grant;

8.3.4. the recipient of the mobility support grant.

8.4. During the grant period, the other member of the research staff of a team project cannot be the member of the senior research staff of a starting project.

8.5. A doctoral student can simultaneously be the member of the other research staff of a team project and the member of the senior research staff of a starting project if his/her supervisor is the PI or the member of the senior research staff of either of those projects.

9. Amount of the Team Grant

9.1. The team grant contains costs directly related to the implementation of the project and overhead costs.

9.2. Direct costs consist of staff costs and research costs.

9.2.1. Staff costs consist of the salary along with any and all state taxes, contributions, compensations arising from law, and scholarships for students.

9.2.2. Research costs are direct costs that are necessary for conducting research and stem from the characteristics of the project.

9.3. Overhead costs are incurred by the institution and are related to the management of the grant by the institution in order to provide a high-quality research environment for the participants of the project.

9.4. The Council may establish the maximum amounts for various types of costs.

9.5. The Council establishes fixed grant amounts in the budget guidelines. Grants are divided into two fixed grant amounts (small, large) based on the specifics of the research field, the methods used in the project, and the number of participants.

- 9.6. The grant amount *large* can only be applied for the projects that meet all the following requirements:
- 9.6.1. in addition to the PI, the research team, during the entire period of the project, includes at least three members of the senior research staff who are employed at a positively evaluated Estonian R&D institution with the workload of at least 0.5,
 - 9.6.2. the PI and the members of the senior research staff have during or prior to the year when the call takes place not participated as the members of the (senior) research staff in any starting or team projects that will continue during the year following the call and that have been funded by the Council,
 - 9.6.3. a detailed calculation of the budget has been provided in the application.
- 9.7. The applicant is entitled to request a smaller amount than the fixed grant amount.

10. Funding Period of the Team Grant

The funding period of the team grant is up to five full years. As a rule, the grant period begins on 1 January following the year of the call. In justified cases, it is possible to request a later start date of the project, but in this case the end date of the project will not be extended.

Chapter 3

EVALUATION OF APPLICATIONS AND AWARD OF GRANTS

11. Checking the Technical Details of the Applications

- 11.1. The Council is responsible for checking the technical details of the applications.
- 11.2. When checking the technical details of the applications, it will be determined if:
 - 11.2.1. the application, the applicant, the team, and the institution meet the requirements and
 - 11.2.2. the grant amount applied for meets the requirements.
- 11.3. While checking the technical details, the content of the applications will not be evaluated.
- 11.4. In case formal inaccuracies which can be corrected without changing the content of the application are present, the Council will set a deadline of up to ten working days for correcting the mistakes.
- 11.5. The Council has the right to reject the application without processing it if:
 - 11.5.1. the application, the applicant, the team, the institution, or the grant amount applied for does not meet the requirements and it has been impossible to correct the inaccuracies stipulated in clause 11.4;
 - 11.5.2. the applicant did not correct the inaccuracies within the time limit established by the Council, or
 - 11.5.3. the applicant has made changes in the application that are unrelated to the correction of formal inaccuracies specified by the Council.

12. Evaluation of the Applications

- 12.1. The applications are evaluated on the basis of the "Guidelines for Evaluating Team Grant

Applications” (hereinafter *evaluation guidelines*) established by the Council.

- 12.2. The Council shall set a qualification threshold in the evaluation guidelines for evaluating the applications. If the application does not pass the qualification threshold in at least one evaluation criterion, then the application will not be approved. The application will also not be approved if it receives less than 80% of the maximum final score.
- 12.3. After the technical details of the applications have been checked, the Evaluation Committee will decide which Expert Panel will process which application. On the basis of §7 of the Regulation No. 74 “The Procedure for the Formation and the Rules of Procedure of the Evaluation Committee of the Estonian Research Council” issued by the Minister of Education and Research on 27 February 2011, the Evaluation Committee shall form the Expert Panels for ensuring the expertise necessary for evaluating the applications. The composition of the Expert Panel shall be concluded by a directive of the Management of the Council.
- 12.4. In the Expert Panel, each application will be reviewed by at least three independent experts. The Expert Panel will confirm the preliminary final evaluation of each application and will form the preliminary ranking list of the respective panel.
- 12.5. The Council will make the preliminary final evaluation and the position of the applicant in the ranking list known to the applicant and to the institution.
- 12.6. The applicant and the institution are entitled to submit a written joint opinion and make objections regarding the preliminary final evaluation within the time limit established by the Council (hearing). At the hearing, only the objections about adherence to procedural rules and possible factual errors will be considered.
- 12.7. Based on the preliminary final evaluations and the results of the hearing, the Evaluation Committee will approve the final evaluations of the applications as well as the final ranking lists of the applications.
- 12.8. The Council is entitled to reject the application without processing if intentional presentation of false information, plagiarism or fraudulent activities become evident, or the applicant, the institution, the team, the application or the grant amount applied for no longer meet the requirements.
- 12.9. During the processing of applications, the applicant and the institution are obliged to immediately inform the Council if circumstances affecting the compliance of the application with the requirements arise.

13. Award of the Grant

- 13.1. The Evaluation Committee will submit a justified proposal to the Management of the Council:
 - 13.1.1. to approve the application and award the grant (funding proposal);
 - 13.1.2. not to approve the application.
- 13.2. The proposal will be made for each of the following R&D fields: Exact Sciences, Biological and Environmental Sciences, Engineering and Technology, Medical and Health Sciences, Agricultural and Veterinary Sciences, Social Sciences, and Humanities and the Arts.
- 13.3. When making the funding proposal, the Evaluation Committee will take into account the funding

allocated for the call and its distribution between the fields to be funded as stipulated in clause 13.2. When distributing the funding between the starting and team grants of the respective field, the Evaluation Committee will adhere to the principle that the funding proposal shall be made to at least one starting and one team grant application, provided that there is at least one application among both grant types which qualifies for funding. If there is enough funding allocated, all the highest-ranking applications of the ranking lists will be approved.

- 13.4. When making the funding proposal, the Evaluation Committee will take into account the position of the application in the ranking list of team grant applications without skipping a single application.
- 13.5. If there are several ranking lists in one field to be funded, then these ranking lists will not be combined into one. The Evaluation Committee will first make a funding proposal to the highest-ranking application of each ranking list. The following funding proposals will be made by taking into account that not a single application within the same ranking list will be skipped. If there is not enough funding allocated for approving all the highest-ranking applications of the ranking lists, and also for making the funding proposals to the next applications in the ranking list, the Evaluation Committee will take into account the following aspects of equal weight:
 - 13.5.1. the diversity of the sub-fields among the research projects has to be encouraged;
 - 13.5.2. the inclusion of different institutions has to be encouraged;
 - 13.5.3. the gender balance among the PIs whose applications receive funding proposals has to be encouraged;
 - 13.5.4. the age balance among the PIs whose applications receive funding proposals has to be encouraged.
- 13.6. When considering the principles stipulated in clauses 13.5.1 and 13.5.2, starting and team grant applications for which funding proposal is being decided can be compared.
- 13.7. When the criteria listed in the subclauses of clause 13.5 are exhausted, the Evaluation Committee has the right to compare applications based on final evaluations and requested grant amounts.
- 13.8. Funding proposals will be made until the funds are depleted. The Evaluation Committee compiles a waiting list of the application(s) to be approved in each R&D field stipulated in clause 13.2 in case some applicants waive the grant, or additional funds are allocated for the call.
- 13.9. The applications that have received the funding proposal or were assigned to the waiting list shall be forwarded to be evaluated by the Expert Panel on Research Ethics and Data Management. Regarding the rest of the applications, the Evaluation Committee will submit a proposal to the Management of the Council not to approve them.
- 13.10. The Evaluation Committee may prescribe certain conditions that the PI and the institution are required to fulfil upon receiving the grant.
- 13.11. After the evaluation of the applications by the Expert Panel on Research Ethics and Data Management and before making the decision to approve the application, the Council will ask a confirmation from the applicant and the institution regarding the acceptance of the grant. If the Evaluation Committee has prescribed certain conditions that must be fulfilled in order to receive the grant, the applicant and the institution have to submit a consent to ensure the compliance

with these conditions.

- 13.12. The decision to approve the application and award the grant or not to approve the application is concluded by a directive of the Management of the Council.
- 13.13. If the applicant whose application was to be approved by the Management of the Council based on the proposal made by the Evaluation Committee, or who has been awarded the grant by the Management of the Council waives the grant before the beginning of the new call, or additional funds are allocated for the call, then the team grant will be awarded to the next applicant in the waiting list.

Chapter 4

ALLOCATION OF GRANTS AND CONTINUATION OF FUNDING

14. Allocation of the Grant

- 14.1. The grant is allocated to the institution based on a tripartite contract (hereinafter *grant contract*) entered into by the Council, the institution, and the PI that is signed annually via ETIS. The grant contract entails the rights, obligations, and responsibilities of the parties.
- 14.2. The grant contract shall be entered into after the decision stipulated in clause 13.12 has been made.
- 14.3. If it becomes evident before entering into the grant contract that the applicant, the team, the institution, the application, or the grant amount applied for no longer meet the requirements, then the Council is entitled not to enter into the grant contract and to award the grant to the next applicant pursuant to clause 13.13.
- 14.4. The institution shall enter into an employment contract with the PI, if such a contractual relationship did not already exist before the allocation of the grant, within one month after signing the grant contract.

15. Continuation of Funding

- 15.1. In case of multi-annual projects, a new grant contract is concluded each year.
- 15.2. The information necessary for concluding the contract is submitted via ETIS and must be approved by the institution. The PI has to submit the following information within the time limit established by the Council:
 - 15.2.1. changes in the composition of the members of the senior research staff and members of the other research staff;
 - 15.2.2. a summary of the research conducted during the previous contractual period, incl. the activities which required consultation with or a licence from a specific ethics committee, and significant changes in the research plan, compared to what was initially envisaged;
 - 15.2.3. a licence from a specific ethics committee (if applicable);
 - 15.2.4. the distribution of the direct costs financed with the grant;
 - 15.2.5. the fulfilment of the conditions prescribed upon receiving the grant (if applicable).

- 15.3. The PI of the team project lasting for four or five years shall prepare, in Estonian or English, an interim report during the third year on the preceding period of the project. The interim report, after having been approved by the institution, has to be submitted to the Council via ETIS by the deadline set by the Council. The interim report shall include the following:
 - 15.3.1. a summary of the results of the project and of the research that has been conducted thus far, incl. full texts of the publications that have been published as a result of the project, industrial properties, and the activities which required consultation with or a licence from a specific ethics committee. Pursuant to clause 20.1, the publications that do not contain a reference to the grant must not be included in the interim report;
 - 15.3.2. an overview of the public outreach activities undertaken to introduce the research related to this project to the wider public;
 - 15.3.3. information on significant changes in the project, incl. changes in the composition of the members of the (senior) research staff, significant changes in the research plan, compared to what was initially envisaged, and explanations concerning the sustainability of the project;
 - 15.3.4. an overview of how the data was managed;
 - 15.3.5. the fulfilment of the conditions prescribed upon receiving the grant (if applicable).
- 15.4. The Council is entitled to demand additional information from the PI and the institution.
- 15.5. The interim report will be assessed by the Evaluation Committee, who shall make a proposal to the Council either to accept the report or not to accept the report. The Evaluation Committee can recommend the Council to prescribe conditions for the continuation of the grant in order to ensure the sustainability of the project. If the project is not sustainable, the Evaluation Committee does not approve the report and makes a proposal to the Council not continue the grant.
- 15.6. If it is necessary for ensuring the sustainability of the project or the fulfilment of other conditions established by this directive, the Council, with recommendations from the Evaluation Committee, is entitled to prescribe certain conditions in the grant contract. The PI and the institution are required to fulfil these conditions to continue receiving funding.
- 15.7. If the Council does not identify significant changes concerning the sustainability of the project or in the fulfilment of other conditions established by this directive, the new grant contract will be signed to continue funding at the requested rate, but no more than at the rate of the fixed grant amount of this grant type.
- 15.8. The Council is entitled to make a proposal to the PI and to the institution to continue funding the project with a grant amount *large* at a lower rate than requested if the continuation of the project has been hindered by changes:
 - 15.8.1. in the composition of the (senior) research staff in a way that the requirements for the requested grant type are no longer fulfilled,
 - 15.8.2. in the research plan,
 - 15.8.3. or other circumstances have become evident, due to which continuing the project with the respective requested grant amount is no longer appropriate.
- 15.9. The Council is entitled to make the decision not to continue funding the project with a directive

of the Management of the Council if:

- 15.9.1. the conditions stipulated in clauses 8.2, 13.10, 13.11, 15.5, or 15.6 have not been fulfilled;
 - 15.9.2. the sustainability of the project, incl. the fulfilment of planned objectives, has significantly decreased or is insufficient;
 - 15.9.3. the PI has not submitted the information stipulated in clauses 15.2 or 15.3 within the prescribed time limit, incl. a licence from a specific ethics committee (if applicable);
 - 15.9.4. the PI has failed to submit the report on the previous project funded by the Council by the deadline without a valid reason or the report has not been accepted by the Council;
 - 15.9.5. the Council did not approve the interim report;
 - 15.9.6. the PI and/or the institution did not agree with the conditions stipulated in clause 15.5 or 15.6, or with the proposal stipulated in clause 15.8;
 - 15.9.7. the principles of research ethics and good research practice have not been followed;
 - 15.9.8. there are other adverse and justified circumstances.
- 15.10. Before making the decision stipulated in clause 15.9, the PI and the institution are entitled to submit a written joint opinion and make objections within the time limit established by the Council.

16. Changing the Institution

- 16.1. The PI of the team project is entitled to change the institution if the PI starts working at another positively evaluated Estonian R&D institution. In order to do that, the PI shall submit a request to the Council along with the consent of the new institution and a confirmation stating that the previous institution has been informed about this change. If necessary, the changes in the research staff will be specified in the request.
- 16.2. Based on the request, the Evaluation Committee shall evaluate the quality and sufficiency of the research environment of the new institution, sustainability of the project and, if necessary, the suitability of research team for achieving the objectives of the project. The Evaluation Committee proposes to the Council to approve or not to approve the request. Consequently, in case of
 - 16.2.1. approval, the Council shall enter into a new grant contract with the PI and the new institution. The Council shall terminate the grant contract entered into with the PI and the previous institution;
 - 16.2.2. disapproval, a new grant contract will not be entered into.
- 16.3. Until the new grant contract is concluded, the Council shall suspend the payments.
- 16.4. After the termination of the grant contract, the previous institution is required to refund the unused grant money along with a proportional fee of overhead expenses to the Council's bank account no later than seven calendar days upon receiving the corresponding claim for refund from the Council.

Chapter 5 TEMPORARY SUSPENSION AND TERMINATION OF THE PROJECT

17. Temporary Suspension of the Project

- 17.1. The PI may request the temporary suspension of the project in case of maternity or parental leave, compulsory military service, serious illness, or other exceptional circumstances, due to which the implementation of the project will become impossible or significantly more difficult.
- 17.2. The request for the temporary suspension of the project has to be submitted prior to the beginning of the suspension period in agreement with the institution to the Management of the Council.
- 17.3. The PI may request the temporary suspension of the project for up to three years. The end date of the project will be extended by the suspension period.
- 17.4. The grant contract will be suspended for the temporary suspension period of the project.

18. Termination of the Project

- 18.1. The project will end on the end date of the grant period.
- 18.2. All the activities financed with the grant have to be carried out and all the costs of the activities must be paid by the end date of the project. In justified cases, paying for the activities necessary for achieving the objectives of the project is allowed within one month after the end date of the project.
- 18.3. The institution is required to refund the unused grant money along with a proportional fee of overhead costs to the Council's bank account no later than seven calendar days upon receiving the corresponding claim for refund from the Council. The PI and the institution are required to submit the final report of the project pursuant to clause 19.

19. Submission of the Final Report

- 19.1. The PI shall prepare the final report of the project in Estonian or English. The final report, after having been approved by the institution, has to be submitted via ETIS within the time limit established by the Council.
- 19.2. The final report shall include the following:
 - 19.2.1. the results in accordance with the objectives set in the application, incl. the main results of the project in the form of a popular science summary both in Estonian and in English, the full texts of the publications that have been published as a result of the project and contain a reference to the grant, and the industrial property items. Pursuant to clause 20.1, the publications that do not contain a reference to the grant must not be included in the final report;
 - 19.2.2. the potential scientific and societal impact of the results, incl. the potential applicability and importance for Estonian culture, society, and/or economy as well as possible directions for future research (if applicable);
 - 19.2.3. public outreach activities;

- 19.2.4. a report on the usage of the grant in accordance with the accounting records of the institution;
 - 19.2.5. the overview of how the data was managed;
 - 19.2.6. the fulfilment of the conditions stipulated in clauses 13.10, 13.11, 15.5, or 15.6 (if applicable);
 - 19.2.7. if the project necessitated compliance with the Nagoya Protocol, an explanation of how the due diligence obligations were met;
 - 19.2.8. additional information directly related to the project that the PI or the institution deem relevant;
 - 19.2.9. other materials necessary for introducing the project requested by the Council in the ETIS form.
- 19.3. If the PI fails to submit the final report by the deadline, then the final report shall be prepared and submitted by the institution.
- 19.4. The Council will either approve or not approve the final report. The Council will not approve the report if the report does not meet the requirements established by this directive and the inaccuracies have not been corrected within the time limit established by the Council. Neither will the final report be approved if the requirements for the use of the grant have been violated, especially if the circumstances described in clauses 21.1.4-21.1.8 have occurred. The decision and its justification will be made available to the PI and to the institution via ETIS.

20. Making the Results of the Project Public

- 20.1. Upon the publication of the results of the project, a reference to the grant that was used for funding the project must be included. (The reference to the grant is mandatory for publications related to the project which are of category 1-3 by ETIS classification.)
- 20.2. The full texts of the publications that have been published as a result of implementing the project that also contain a reference to the grant will be made freely available by the institution via ETIS, unless limited by publishing restrictions, copyright, or other intellectual property laws.
- 20.3. If a publishing house restricts access to the articles temporarily, then the institution will make the full texts of the articles published as a result of implementing the project freely available via ETIS once the restriction has expired.
- 20.4. The main results of the project in the form of a popular science summary both in Estonian and in English will be made available to the public by the Council via ETIS.

Chapter 6

PREMATURE TERMINATION OF THE GRANT AND RECLAMATION OF THE GRANT

21. Premature Termination of the Grant

- 21.1. The Council is entitled to terminate the awarded grant prematurely if:
 - 21.1.1. the PI or the institution have submitted the respective request;

- 21.1.2. during the implementation of the project, the PI or the research team no longer meet the requirements stipulated in clauses 7.1, 7.2, 8, or 9.6.1;
 - 21.1.3. the PI is unable to lead the project (the death of the PI, serious illness, transitioning to other employment, moving to another country, or other substantial and justified circumstances) and the PI and/or the institution have not requested the replacement of the PI pursuant to clause 7.3;
 - 21.1.4. the PI, the participant(s) of the project, or the institution have fundamentally violated the requirements stipulated in this directive or by the legislation;
 - 21.1.5. the licence from a specific ethics committee has not been submitted prior to the beginning of human or animal experiments;
 - 21.1.6. the PI and the institution have failed to fulfil the conditions stipulated in clauses 13.10, 13.11, 15.5, or 15.6 within the prescribed time limit;
 - 21.1.7. the PI or the institution have intentionally presented false information, or plagiarism or fraudulent activities have become evident in the project-related activities of the PI;
 - 21.1.8. there are other adverse and justified circumstances.
- 21.2. After the revocation of the decision to award the grant or to continue funding the project and after the consequent premature termination of the grant contract, the institution is required to refund the unused grant money along with a proportional fee of overhead costs to the Council's bank account no later than seven calendar days upon receiving the corresponding claim for refund from the Council. The PI and the institution are required to submit the final report pursuant to clause 19.
- 21.3. If the decision of awarding the grant or the decision to continue funding is repealed retrospectively, then the Council may reclaim the grant from the institution.

22. Audit and Reclamation of the Grant

- 22.1. The institution is required to allow the Council or a person authorised by the Council to audit the use of the grant and provide necessary assistance, including allowing access to the premises and the territory of the institution and submitting all the requested documents for the purpose of verifying the correctness of the information provided.
- 22.2. A grant not used for the intended purpose may be reclaimed by the Council from the institution along with a proportional fee of overhead costs.