



## **Terms of Reference**

# **Targeted Call for IncoNet EaP Twinning Grants “Grants & Coaching of EU-EaP Twinning Teams”**

17.11.2015

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## 1. Background Information

**The IncoNet Eastern Partnership (IncoNet EaP) project** aims to support the advancement of the bi-regional STI policy dialogue between the EU MS/AC as well as the countries of the Eastern Partnership, with an explicit focus on the societal challenges that have been identified to be of mutual interest for the two regions, namely Climate Change, Energy and Health. Within the IncoNet EaP a first call “**Twinning among Projects**” has been implemented as a funding instrument. **Now the IncoNet EaP project is offering Grants for the preparation of concrete project proposals for selected thematic calls within H2020.**

Twinning itself has a long tradition in Europe as a successful and efficient instrument in capacity building processes. With regard to the IncoNet EaP the specific objectives of the twinning instrument are first to increase the participation of EaP countries in calls of the EU`s programme H2020, second to reveal and select teams of EU and regional partners with the strongest collaboration potential and experience in the preparation and carrying out of EU projects, and third to support the information exchange among partners (travel costs for preparatory meetings) and to assist in the concrete preparation of thematic proposals.

### IncoNet EaP Project Consortium

The IncoNet EaP consortium comprises 19 renowned institutions from EU MS/AC as well as from all countries of the EaP. The project's scientific coordination lies with CeRISS, the Centre for Regional and International STI Studies and Support, Greece and ZSI – Centre for Social Innovation, Austria.

For more information on all partners, take a look at: <http://www.inco-eap.net/en/392.php>.

## 2. Call Content

### 2.1 Call Objectives

The main goal of the targeted call of “**Grants & Coaching of EU-EaP Twinning Teams**” is to identify longstanding EU and EaP cooperation and to ultimately support the preparation for proposals for the Calls of the new Work Programme 2016-2017 of the H2020 EU Programmes focusing on the three societal challenges:

1. Climate change
2. Health
3. Energy

Please see Annex I for the List of Open Calls in the 3 SCs (for which the deadline for submitting a proposal is on October 2016). As an exception, it is possible to support a preparation of proposal for a Call which is not included in this List but still targeting on the three Societal Challenges (and the deadline is on October 2016), upon the excellence of the application.

The IncoNet EaP project will offer through the EaP targeted grants:

- Active coaching of the selected twinning teams along the duration of their project: contacts, advice, and assistance for preparing the proposal through web-calls.
- Participation of the twinning team in preparatory meeting(s) for networking where the objectives of the relevant H2020 call will be analysed and a concrete proposal will be prepared.

The twinning teams, when selected, should work closely with the IncoNet EaP in order to receive mentoring and increase their possibilities for a successful proposal in a H2020 Call.

## 2.2 Call Budget and Call Modalities

Twinning teams will be supported with **up to 8.000 EUR** per successful application.

The grant can cover the following expenses:

- a. Travel expenses (air/economy and train/2<sup>nd</sup> class)
- b. Accommodation
- c. Technical and/or logistical support for event preparation (e.g. organisation of workshops, catering) - if necessary

The budget will not cover staff costs.

Remarks:

Technical and/ or logistical support for event preparations is paid as lump sum with 300 € for every event / workshop with up to 10 participants and 500 € for every event with more than 10 participants

Documents to be provided:

- a. Travel expenses: the coordinator of the Twinning Team is requested to present copies of all receipts as well as the original boarding passes
- b. Accommodation invoices
- c. Other expenses: the coordinator of the Twinning Team is requested to present: documents proving organised events (such as workshops) (e.g. agenda; attendance lists, etc.).

In general co-financing of the proposed activities from own or third sources is explicitly welcomed. However to prevent double-funding, individual expenses (e. g. individual flights) covered by the Twinning Grants may not be supported by additional funding. Therefore the Twinning Team members are requested to present papers signed by legally authorized persons, confirming that the requested funds are matched by according expenditures and that furthermore they are not receiving additional funding for the individual positions supported by the Twinning Grants.

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

The Twinning Teams accept that they may be reviewed by the European Commission at any time. To allow for a financial review of Grants, the coordinator of the Twinning Team is requested to keep all necessary documents (invoices, receipts...) for all supported expenses and archive them until 01.03.2022.

## 2.3 Eligible Applicants and Project Consortium

Participants in the call can be researchers from:

- Universities
- Research Institutes
- Companies with RTD activity and expertise related to the scientific fields of the 3 Societal Challenges (see 2.1)
- Project coordination and consulting organizations with experience in bilateral and multilateral cooperation between EU MS/AC and countries of the EaP

A **Twinning Team** must comprise at least **partners from two organisations** with one partner necessarily from an EU member state and one from a country of the EaP. One of the team members must be designated as “Coordinator”. The budget will be administered by a (the) European Partner within the twinning team. This institution (e.g. the coordinator of the project) is to be indicated in advance. The Coordinator serves as contact person for the IncoNet EaP Call Secretariat. The Coordinator is responsible for the financial administration of the Twinning Grant (see 2.2)

The Inco EaP project will only support applications that imperatively include 1-2 preparatory meetings among representatives of the partner organizations (and possibly with the IncoNet EaP team) in order to prepare the proposal, and work on the scientific/administrative details of the proposal.

In addition, it is possible for the twinning teams (depending on the twinning teams and upon agreement with the IncoNet EaP Team) to participate in preparatory meetings of already existent EU consortia in order to establish a cooperation for a common application to a H2020 Call.

## 2.4 Duration

The implementation of each grant should last till end of **June 2016** at the latest.

## 2.5 Deadline

The deadline for applications is on **15.01.2016**.

## 3. Eligibility of Applications

Applications for supporting Grants & Coaching of EU-EaP Twinning Teams from the EU MS/AC and countries of the EaP must:

- Be in the scope and in the thematic focus of the call as described in Section 2.1
- Comply with the funding requirements as specified in Section 2.3. More specifically:
  - a) Include information on the requested budget from IncoNet EaP /Financial Plan (see the attached excel file)
  - b) Include information on the preparatory meetings (place, time, number of participants, the actions for the preparation of the joint proposal etc.).
- Meet the consortium composition requirements as specified in Section 2.3 by including the following points:
  - a) Description of the member organisations, names and contact details of the twinning researchers, name of the Project Coordinator.
  - b) Information on the selected call within HORIZON 2020 (see Section 2.1), for which a new proposal is intended or being prepared.  
*Note: If your proposal is not related to the three Societal Challenges (Health, Energy, Climate Change), your application for “Twinning among Projects” grants will be not eligible.*
  - c) Information on the 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
  - d) A (brief) description of experience in previous S&T projects.
  - e) A list of up to 5 publications per partner.
  - f) An (anticipated) time schedule for the preparatory meetings.
- Comply with the allowed duration as specified in Section 2.4

- Meet the submission deadline as specified in Section 2.5.
- Comply with the submission procedure as specified in Section 6
- Be complete according to the rules described in these Terms of Reference
- Be submitted in English

#### **4. Evaluation and Selection of Applications**

The Grants & Coaching of EU-EaP Twinning Applications will be evaluated on the basis of the following criteria:

- Accordance with formal criteria as defined in section 3
- Relevance to the aims specified in this call and in the selected H2020 call, thematic priorities and conformance with the specified formal requirements
- Quality of the research approach
- Contribution to the promotion and intensification of EU-EaP cooperation in research and innovation.
- Feasibility of the Grant in the indicated timeframe
- Expertise and experience of the partners

#### **5. Funding Agreement and Rules**

If the Application has been successful, the team coordinator (appointed in advance) will sign an agreement as a confirmation of his obligations. The coordinator will be informed about the reporting procedures and the deadlines. The coordinator will administer the budget as a whole. The twinning team partners are responsible for the repartition of the funds amongst themselves.

Within 2 weeks after signing of the agreement 75% of the overall Grant budget will be transferred. Only after the end of the Grant and the submission of a final report the remaining 25% of the budget will be paid.. Should the Twinning Team refrain from using parts of the granted funds, it will be asked to retransfer the money to the donor within six weeks after providing the final report.

#### **6. Submission of Grant Applications**

The Grants & Coaching of EU-EaP Twinning Application, which must be written in English, should be submitted via e-mail to DLR.

[Maria.Josten@dlr.de](mailto:Maria.Josten@dlr.de)

Application forms can be found on [www.inco-eap.net/](http://www.inco-eap.net/) and [www.increast.eu](http://www.increast.eu).

## ANNEX I

### List of Open Calls in the 3 Societal Challenges (Health, Energy and Climate Change)

#### Health (19 Calls)

Identifier	Topic of the Call	Type of Action	Deadline
<a href="#">SC1-HCO-10-2016</a>	Support for Europe's leading Health ICT SMEs	CSA Coordination and support action	16 February 2016
<a href="#">SC1-HCO-11-2016</a>	Coordinated action to support the recognition of Silver Economy opportunities arising from demographic change	CSA Coordination and support action	16 February 2016
<a href="#">SC1-HCO-12-2016</a>	Digital health literacy	CSA Coordination and support action	16 February 2016
<a href="#">SC1-HCO-13-2016</a>	Healthcare Workforce IT skills	CSA Coordination and support action	16 February 2016
<a href="#">SC1-HCO-15-2016</a>	EU eHealth Interoperability conformity assessment	CSA Coordination and support action	16 February 2016
<a href="#">SC1-HCO-16-2016</a>	Standardisation needs in the field of ICT for Active and Healthy Ageing	CSA Coordination and support action	16 February 2016
<a href="#">SC1-PM-18-2016</a>	Big Data supporting Public Health policies	RIA Research and Innovation action	16 February 2016
<a href="#">SC1-HCO-02-2016</a>	Standardisation of pre-analytical and analytical procedures for in vitro diagnostics in personalised medicine	CSA Coordination and support action	13 April 2016
<a href="#">SC1-HCO-05-2016</a>	Coordinating personalised medicine research	CSA Coordination and support action	13 April 2016
<a href="#">SC1-PM-01-2016</a>	Multi omics for personalised therapies addressing diseases of the immune system	RIA Research and Innovation action	13 April 2016
<a href="#">SC1-PM-04-2016</a>	Networking and optimising the use of population and patient cohorts at EU level	RIA Research and Innovation action	13 April 2016
<a href="#">SC1-PM-06-2016</a>	Vaccine development for malaria and/or neglected infectious diseases	RIA Research and Innovation action	13 April 2016
<a href="#">SC1-PM-09-2016</a>	New therapies for chronic diseases	RIA Research and Innovation action	13 April 2016
<a href="#">SC1-PM-11-2016-2017</a>	Clinical research on regenerative medicine	RIA Research and Innovation action	13 April 2016
<a href="#">SC1-PM-21-2016</a>	Implementation research for scaling-up of evidence based innovations and good practice in Europe and low- and middle-income countries	RIA Research and Innovation action	13 April 2016
<a href="#">SC1-PM-02-2017</a>	New concepts in patient stratification	RIA Research and Innovation action	4 October 2016 (first stage)
<a href="#">SC1-PM-07-2017</a>	Promoting mental health and well-being in the young	RIA Research and Innovation action	4 October 2016 (first stage)
<a href="#">SC1-PM-08-2017</a>	New therapies for rare diseases	RIA Research and Innovation action	4 October 2016 (first stage)
<a href="#">SC1-PM-10-2017</a>	Comparing the effectiveness of existing healthcare interventions in the adult population	RIA Research and Innovation action	4 October 2016 (first stage)

## Energy (18 Calls)

Identifier	Topic of the Call	Type of Action	Deadline
<a href="#">EE-06-2016-2017</a>	Engaging private consumers towards sustainable energy	CSA Coordination and support action	15 September 2016
<a href="#">EE-11-2016-2017</a>	Overcoming market barriers and promoting deep renovation of buildings	CSA Coordination and support action	15 September 2016
<a href="#">EE-13-2016</a>	Cost reduction of new Nearly Zero-Energy buildings	CSA Coordination and support action	15 September 2016
<a href="#">EE-14-2016-2017</a>	Construction skills	CSA Coordination and support action	15 September 2016
<a href="#">EE-24-2016-2017</a>	Making the energy efficiency market investible	CSA Coordination and support action	15 September 2016
<a href="#">EE-25-2016</a>	Development and roll-out of innovative energy efficiency services	CSA Coordination and support action	15 September 2016
<a href="#">LCE-07-2016-2017</a>	Developing the next generation technologies of renewable electricity and heating/cooling	RIA Research and Innovation action	16 February 2016
<a href="#">LCE-08-2016-2017</a>	Development of next generation biofuel technologies	RIA Research and Innovation action	16 February 2016
<a href="#">LCE-25-2016</a>	Utilisation of captured CO <sub>2</sub> as feedstock for the process industry	RIA Research and Innovation action	16 February 2016
<a href="#">LCE-31-2016-2017</a>	Social Sciences and Humanities Support for the Energy Union	RIA Research and Innovation action	16 February 2016
<a href="#">LCE-01-2016-2017</a>	Next generation innovative technologies enabling smart grids, storage and energy system integration with increasing share of renewables: distribution network	RIA Research and Innovation action	5 April 2016
<a href="#">LCE-02-2016</a>	Demonstration of smart grid, storage and system integration technologies with increasing share of renewables: distribution system	IA Innovation action	5 April 2016
<a href="#">LCE-03-2016</a>	Support to R&I strategy for smart grid and storage	CSA Coordination and support action	5 April 2016
<a href="#">LCE-09-2016</a>	Increasing the competitiveness of the EU PV manufacturing industry	IA Innovation action	8 September 2016
<a href="#">LCE-13-2016</a>	Solutions for reduced maintenance, increased reliability and extended life-time of off-shore wind turbines/farms	IA Innovation action	8 September 2016
<a href="#">LCE-15-2016</a>	Scaling up in the ocean energy sector to arrays	IA Innovation action	8 September 2016
<a href="#">LCE-19-2016-2017</a>	Demonstration of the most promising advanced biofuel pathways	IA Innovation action	8 September 2016
<a href="#">LCE-20-2016-2017</a>	Enabling pre-commercial production of advanced aviation biofuel	IA Innovation action	8 September 2016

### Climate Change (12 Calls)

Identifier	Topic of the Call	Type of Action	Deadline
<a href="#">SC5-01-2016-2017</a>	Exploiting the added value of climate services	IA Innovation action	8 March 2016
<a href="#">SC5-03-2016</a>	Climate services market research	RIA Research and Innovation action	8 March 2016
<a href="#">SC5-05-2016</a>	A 1.5 million year look into the past for improving climate predictions	CSA Coordination and support action	8 March 2016
<a href="#">SC5-06-2016-2017</a>	Pathways towards the decarbonisation and resilience of the European economy in the timeframe 2030-2050 and beyond	RIA Research and Innovation action	8 March 2016
<a href="#">SC5-09-2016</a>	Operationalising insurance value of ecosystems	RIA Research and Innovation action	8 March 2016
<a href="#">SC5-10-2016</a>	Multi-stakeholder dialogue platform to promote innovation with nature to address societal challenges	CSA Coordination and support action	8 March 2016
<a href="#">SC5-11-2016</a>	Supporting international cooperation activities on water	CSA Coordination and support action	8 March 2016
<a href="#">SC5-13-2016-2017</a>	New solutions for sustainable production of raw materials	RIA Research and Innovation action	8 March 2016
<a href="#">SC5-14-2016-2017</a>	Raw materials Innovation actions	IA Innovation action	8 March 2016
<a href="#">SC5-15-2016-2017</a>	Raw materials policy support actions	CSA Coordination and support action	8 March 2016
<a href="#">SC5-16-2016-2017</a>	Raw materials international co-operation	CSA Coordination and support action	8 March 2016
<a href="#">SC5-25-2016</a>	Macro-economic and societal benefits from creating new markets in a circular economy	CSA Coordination and support action	8 March 2016