FP7-JPROG-2011-RTD Project no. 277606-JHEP

JHEP

Coordination action in support of the implementation of a Joint Programming Initiative (JPI) on Cultural Heritage and Global Change: a new challenge for Europe

Instrument: Coordination and support actions (Coordinating type)

Deliverable 3.6

Report on testing launched calls

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Ministry of Cultural Heritage and Activities (Italy)

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Dissemination Level		
PU	Public	✔
PP	Restricted to other programme participants (including the Commission Services)	
RE	Restricted to a group specified by the consortium (including the Commission Services)	
CO	Confidential, only for members of the consortium (including the Commission Services)	

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Introduction

This deliverable 3.6 is the last of four documents produced within the Work Package 3 (WP3, Task 3.3) with the aim of summarize the whole process and documents implemented for the joint transitional calls in the frame of JHEP, the first Coordination and Support Action (CSA) for the Joint Programming Initiative "Cultural Heritage and global change: a new challenge for Europe" (JPICH).

The other deliverables foreseen will be:

- Deliverable 3.3 - Report on analysis procedure for the pilot call launch (already submitted on December 2013).
- Deliverable 3.4 - Report on activities procedure for funding; related the lesson learned during the funding decision and activities
- Deliverable 3.5 - Report on procedure for project evaluation; related the lesson learned during the evaluation procedure

According to the JHEP Description of Work (DoW): *This Work Package is dedicated to implementing the Joint Programming Initiative "Cultural Heritage".*

Work Package 3 is divided into the three following tasks:

- **Task 3.1:** Develop the Action Programme
- **Task 3.2:** Maximizing benefit from existing European initiatives for harmonization of activities within JPICH
- **Task 3.3:** Implementation of the Action Programme
  New transnational initiatives, e.g. joint calls for proposals will be developed upon recommendation of members of the GB and based on the principle of variable geometry following the research areas identified in Task 3.1. For the dedicated participants, joint calls for proposals will be prepared and the framework for collaboration established. The Task Leader will ensure comprehensive information of the GB/EB and will collaborate with WP5 (Monitoring and Evaluation) Framework for Monitoring and Evaluation in feedback analysis of the initial joint call as well as in order to draw the lessons learned and amend the next joint calls.

This deliverable 3.6 addresses on activities for call launching (pilot and second calls) and recommendations for future work. Follow up of the call results. In specific this deliverable 3.6 will resume the call supporting documents developed for the launch of the JPICH-JHEP first pilot call and second call.

The JPICH launched two calls within the frame of the CSA JHEP "Coordination action in support of the implementation of a Joint Programming Initiative (JPI) on Cultural Heritage and Global Change : a new challenge for Europe Heritage European Programme" and the HERITAGE PLUS Project: i) the JPI-JHEP pilot call in 2013; ii) the JPI-HERITAGE PLUS call in 2014.

1. JHEP First pilot call: documents implemented for launch

For implementing a call several documents must be prepared.

- Call announcement and call text
- Guidelines for applicants
- Project templates

1.1 Call announcement and call text

The call announcement is a brief description of the basic call parameters, including participating countries, eligible applicants, dates, deadlines, call scope and title, description of projects and consortia to be involved and criteria for projects evaluation.
The call announcement was published <u>at the same time on the day of the launch of Call</u> on the JPI Cultural Heritage web site, Heritage Portal web site and also, at the national level, on Ministry or Agency web sites. It is a binding document.

The JPICH-JHEP first pilot call was structured in the following six paragraphs:
1. Topic of the Call
2. Expected projects
3. Application Procedure
4. Eligibility and Evaluation
5. Forms, Guidelines and further information
6. Contact persons of participating countries and regions

The text of the call announcement was translated in all languages of the countries involved to be published into their institutional web site.

The text of the call announcement of the JPICH-JHEP pilot call is in **Annex 1**.

1.2. Guidelines for applicants

The guidelines for applicants contain all information concerning the joint call and detailed descriptions. Additionally, national requirements that are not the same for all call participants, shall be explicitly mentioned. In theory, the level of such additional requirements should be sought to be kept at a minimum level. It is important that requirements are known to the applicants in advance and not after the submission of the proposals. The names of the National Contact Point should also be published, with a recommendation to contact these persons prior to submission of proposals, in order to clarify national requirements and other national issues of importance.

In particular, the Guidelines for applicants to the JHEP/JPI Cultural Heritage first pilot call were structured in the following paragraphs:

1. Foreword
2. Call announcement

This document of Guidelines for applicants was uploaded on the JPICH-JHEP web site from the launch of the call until the end of the evaluation process, at disposal of the applicants and also of the evaluators.

The full text of the Guide lines for applicants of the JPICH-JHEP pilot call is in **Annex 2**.

1.3 Project template

In order to facilitate the evaluation and selection process, applicants were asked to use the same template to submit the project proposal. This template was available in download from the JPICH website in doc format to permit a simple compilation by the applicant.

Specifically, the project template used for JHEP/JPI Cultural Heritage first pilot call, was composed by the following sections:

Section A: Project Summary
Section B: Consortium description
Section C: Project contents
Section D: Description of the work
Section E: Implementation and Project costs
Section F: Exploitation of results and impact
Section G: Dissemination plan of project results
Section H: Ethical and legal issues
Section I: Short profile (CVs) of the staff members
Checklist for Proposers

This document as for the Guidelines for applicants was uploaded on the JPICH-JHEP web site from the launch of the call until the end of the evaluation process, at disposal of the applicants and also of the evaluators.

The text of the Project Template of the JPICH-JHEP pilot call is in **Annex 3**.

2. JHEP second call: documents implemented for launch

The JPICH-JHEP second call, was launched also under the umbrella of Heritage Plus project. This project was a Eranet Plus project and for this reason the second call was structured into two step:

First step - Pre-proposal submission and evaluations of the pre-proposals;

Second Step - Full proposal submission and new evaluation of the full proposals

For implementing the second call the following documents must be prepared.

- Call announcement and advertisement
- Guidelines for applicants
- Call FAQ and Glossary
- Pre-Proposal template
- Full Proposal template

In addition a detailed communication plan will be drafted to provide guidance for the promotion and marketing of second call, outlining the distribution of tasks and explore cooperation with other relevant initiatives (conferences, European Technology Platforms, European Commission). Communication tools such as national programme websites, publication in at least one international journal, presentations, press releases and networks established during the Pilot Call.

2.1 Call announcement

Also for the second call as for the first pilot call the call announcement is a brief description of the basic call parameters, including participating countries, eligible applicants, dates, deadlines, call scope and title, description of projects and consortia to be involved and criteria for projects evaluation.
The call announcement was published at the same time on the day of the launch of Call on the JPI Cultural Heritage web site, Heritage Portal web site and also, at the national level, on Ministry or Agency web sites. It is a binding document.
In addition, as the second call was under the umbrella of heritage plus project (Eranet plus) the an advertisement of the call was published also in one international journal - Research Professional and on Netwatch, CORDIS web site.

The JPICH-JHEP second call was structured in the following six paragraphs:
1. Topic of the Call
2. Who can apply?
3. Call basics
4. Application procedure
5. Forms, Guidelines and further information

The main difference respect the call announcement of the first pilot call were:
- The possibility to find partners in other countries and organisations, through a specific link http://www.jiscmail.ac.uk/HERITAGEPLUS.
- The publication of FAQs that were constantly updated according to the questions most 'frequently received from NCP
- The publication of the whole road map : from the launch at the end of the evaluation process.

The text of the call announcement was translated in all languages of the countries involved to be published into their institutional web site.

The official call document should only be published on the JPICH website to ensure version control of any documents that may be updated during the call (i.e FAQs, Glossary).

The text of the call announcement of the JPICH-JHEP second call is in **Annex 4**.

2.2 Guidelines for applicants

The guidelines for applicants contain all information concerning the joint call and detailed descriptions.

In particular, the Guidelines for applicants to the JHEP/JPI Cultural Heritage second pilot call were structured in the following paragraphs:

1. Introduction
2. Research Topics
3. Eligibility
4. Finding researchers to collaborate with
5. Application Procedures
6. Assessment procedures and criteria
7. Open Access Publishing, Dissemination and Knowledge Transfer/Exchange

   Annex A – National Eligibility Criteria

The content of this Guidelines are almost the same than the first pilot call. The main differences are:
- In the second call, differently than the first pilot call, the Guidelines for applicants contain a sheet for each funder of the call where are summarize the specific condition and rules need to be respected to be eligible at the call for applicants of that country.
- The two step (pre-proposal step and full step) are described
- Are specify the Project Structure and roles of Project Partners. The role of **Principal**

Investigator is introduced.
- Open Access Publishing was introduced for the research publication relating to project results
- Dissemination and Knowledge transfer/Exchange: projects should also develop links with stakeholders outside the academy in order to maximise the societal benefit of the research

The names of the National Contact Point should also be published, with a recommendation to contact these persons prior to submission of proposals, in order to clarify national requirements and other national issues of importance.

The text of the Guidelines for applicants of the JPICH-JHEP second call is in **Annex 5**.

2.3 Frequently Asked Questions (FAQ) and glossary

In order to help the applicants in their activities a specific document with the main and frequently questions submitted to the National Contact Point was summarized and answered in a common document uploaded into the official site of the call: JPICH-JHEP web site (www.jpi-culturalheritage.eu).

This document will be up-dated regularly until the dead line of submission of the pre-proposals.

The text of the FAQ ad Glossary of the JPICH-JHEP second call is in **Annex 6**.

2.3 Pre and Full Proposals Template

The structure and the content that must have the proposals were already explained into the Guidelines for applicants. As for the pilot call a Project Template was made available with the same structure and index both for the Pre-proposal step than for the Full Proposal step. Only difference was the number of the pages/words that was limited for the pre-proposal.

The text of the Proposal Template of the call of the JPICH-JHEP second call is **in Annex 7**.

3. JHEP first and second call comparison

The main information regarding number of Participating Countries, Eligible Partners, Call process, Time schedule, Call budget and Funding schema are summarized in the following Table 1.

Table 1. Data on JPI JHEP Pilot Call 2013 and JPI-HERITAGE PLUS Call 2014

Call	JPI JHEP Pilot Call	JPI HERITAGE PLUS Call
Topics	Research topics: - Methods, tools and modelling for understanding damage and decay mechanisms on tangible heritage (including buildings, sites and landscapes). - Materials, technologies and procedures for the conservation of tangible cultural heritage. - Use and re-use of buildings and landscapes, including the relationship between changes in use and public policy, including costs and added value. - Increasing understanding of cultural values, valuation, interpretation, ethics and identity.	Research topics: - Safeguarding tangible cultural heritage and its associated intangible expressions - Sustainable strategies for protecting and managing cultural heritage - Use and re-use of all kinds of cultural heritage
Eligible applicants	Universities, Research organizations, Enterprises Minimum of 3 Partners from 3 Countries	Universities, Research organizations, Enterprises Minimum of 3 Partners from 3 Countries
Countries involved	12 Countries:15 funding programme owners	15 Countries:18 funding programme owners
Call Budget	3.3 M€	6.6 M€ National Funding 3.1 M€ Maximum EC contribution (HERITAGE PLUS Project) Total call budget : 9.7 M€
Funding schema	Virtual common pot National funding decisions according to selection list	Virtual common pot National funding decisions according to selection list
Step of the call	One step	2 step: Pre-proposal submission Full Proposal submission
Proposals	89	Pre-proposal submitted Step 1: 352

received		Pre-proposal passed in Step 2 : 61
		Final proposal submitted in Step 2: 54
Number of funded projects	10	15

4. JHEP call: final launch recommendations for future call

After the experience of the first and second call launch the following remarks could be summarized in order to have a better performance during the launch of the call.

1. **Topic of the Call:** it is necessary to better define their contents and clarify that proposals can address more than one topic, in the case of several.

2. **Eligibility and evaluation:** Eligibility rules for the administrative checking have to be clarified better, in order to avoid the presentation of non-valid proposals for the scientific evaluation step. Furthermore, the applicants will be informed that if one of any of the groups is not eligible, then the project as a whole is not considered eligible.

3. Finally, more information generally could have been provided on the eligibility rules for each country , with a link to the more detailed eligibility criteria.

ANNEX 1   JPICH –JHEP Pilot Call announcement

Announcement

JPI Cultural Heritage – JHEP

Opens the Joint Pilot Transnational Call for Proposals:
Funding of Research Projects in Cultural Heritage

The First Transnational JHEP Pilot Call for Proposals is open today 10 January 2013. Deadline for submission will be April 5, 2013.

1. Topic of the Call

The research topics on which this JPICH-JHEP Joint Call is focused are:

1. Methods, tools (including non-invasive instruments) and modelling for understanding damage and decay mechanisms (including the effects of weathering and climate change) on tangible heritage (including buildings, sites and landscapes);
2. Materials, technologies and procedures for the conservation of tangible cultural heritage;
3. Use and re-use of buildings and landscapes, including the relationship between changes of use and public policy, including costs and added value (for example as a result of planning regulations and urban development);
4. Increasing understanding of cultural values, valuation, interpretation, ethics and identity around all forms of cultural heritage (tangible, intangible and digital heritage).

2. Expected projects

Funding possibilities will be offered to excellent and innovative networking and / or collaborative research projects. The project must have a maximum duration of 36 months. The overall budget of the call is about 3 million Euros. "

3. Application Procedure

Consortia consisting of at least 3 research groups, each based in an eligible institution from different country participating in this call (see the list below).

Applicants need to take into account the respective national eligibility criteria and funding conditions (see Guidelines for Applicant on www.jpi-culturageheritage.eu). All consortium partners must prove sufficient financial stability to conduct the project properly. The project coordinator has to make sure that all consortium partners provide the necessary information as requested from the agencies/ministries (see Guidelines for Applicant) to ensure the eligibility of the project. The deadline for submitting the project proposals is **April 5, 2013**. The applicants will be informed about the funding decision by August 2013.

4. Eligibility and Evaluation

Eligible proposals according to the JPICH/JHEP Joint Call criteria, will be forwarded to the relevant national funding institutions for national eligibility checks based on the eligibility criteria of the relevant national funding programmes.
All eligible proposals will be peer reviewed by experts prior to the final assessment and ranking by the Scientific Committee.
The evaluation criteria fall into four equally important categories: 1) Scientific and technical content, 2) Trans-national added value, 3) Consortium and Project Management, 4) Work plan, 5) Resources, 6) Impact and 7) Exploitation of results

5. Forms, Guidelines and further information

As each country / region participating in the JPICH/JHEP Joint Call may have additional national requirements it is strongly recommended to contact their national contact persons before submission for further information.

6. Contact persons of participating countries and regions

Country	Organization	Contact person	Contact data (e-mail and phone)
	Belgian Federal Science Policy (BELSPO)	Maaike Vancauwenberghe	vcau@belspo.be; T +32 2 238 36 78
	Research Foundation – Flanders (FWO)	Olivier Boehme	olivier.boehme@fwo.be; T. +32 2 550 15 45
	Research Promotion Foundation (RPF)	Eleana Gabriel	egabriel@research.org.cy; T. +357 22205046
	Danish Agency for Science, Technology and Innovation (DASTI)	Mette Bjerge	mbj@fi.dk; T. +45 7231 8302
	Ministère de la culture et de la communication (MCC) SG/SCPCI/ Département de la recherche, de l'enseignement supérieur et de la technologie (DREST)	- Astrid Brandt-Grau - Sylvie Max-Colinart	astrid.brandt-grau@culture.gouv.fr; T. +33 1 40 15 80 45 sylvie.max-colinart@culture.gouv.fr; T. +33 1 40 15 83 02
	Heritage Council (HCI)	Eimear O'Connell	eoconnell@heritagecouncil.ie; T. +353 56 7770777
	Ministero dell'Istruzione, dell'Università e della Ricerca (MIUR) Ministero per i Beni e le Attività Culturali (MiBAC)	Patrizia Bianconi	patrizia.bianconi@beniculturali.it; T. +39 3486060558
	Research Council of Lithuania (RCL)	Kornelija Janavičiūtė	kornelija.janaviciute@lmt.lt; T. +370 5 210 7396
	NWO Humanities Department Netherlands Organisation for Scientific Research	Brigit van der Pas	b.vanderpas@nwo.nl; T. +31 70 3440567
	Research Council of Norway (RCN)	- Eli Ragna Tærum - Nils Marstein	et@rcn.no; T. +47 22037283/+47 95898412 nils.marstein@ra.no; T. +47 98202828

	Narodowe Centrum Nauki (NCN)	*Anna Plater-Zyberk*	*anna.plater@ncn.gov.pl; T. +48 12 341 90 28*
	Ministry of Education, Science, Culture and Sport (MESCS)	*-Tatjana Švajger*	*tatjana.svajger@gov.si; T. +386 1 478 46 81*
	Ministerio de Economía y Competitividad (MINECO)	*Aníbal González Pérez*	*anibal.gonzalez@mineco.es; T. +34 91 603 87 49*
	Arts and Humanities Research Council (AHRC)	*Gail Lambourne*	*g.lambourne@ahrc.ac.uk; T. +44 1793 41 6082*

ANNEX 2   JPICH-JHEP Pilot call Guidelines for applicants

JPI – JHEP Call for proposal

GUIDELINES FOR APPLICANTS

JHEP Joint Pilot call

Launching: 10 January 2013

Deadline for submission of full proposals: 5 April 2013

JPI – JHEP Call for proposal

GUIDELINES FOR APPLICANTS

CONTENT

1. FOREWORD

A Joint Programming Initiative (JPI) provides a framework within which Member States and Associated Countries jointly address areas where public research programmes can respond to major societal challenges.

The goal of Joint Programming is to bring a new dimension to European research by aligning national programmes in participating countries and thereby contributing to the development of the European Research Area.

Concerted research action is needed to allow Member States and Associated Countries to maximise and exploit their research efforts by identifying a common vision, defining a strategic research agenda for research activities and implementing joint activities. A JPI strengthens this by avoiding duplication, filling gaps and creating critical mass by increasing European research visibility and impact at the international level.

The main objective of the JPI "Cultural Heritage and Global Change: a new challenge for Europe" (JPICH) is to address the strong relationships that link cultural heritage, technological innovation and economic development within the dynamic framework of the challenges and competitiveness of an enlarged European Union.

The JHEP coordination action is providing the necessary support to develop and implement the JPI by the development of a Strategic Research Agenda, coordination of joint research activities, extension of the partnership, evaluation and monitoring and stakeholder engagement.

The participating Member States and Associated Countries agree to join forces in order to launch a joint pilot call for research proposals as an important step towards the coordination of transnational strategies concerning Cultural Heritage Research, building on the dynamic developed by the JPI and JHEP process.

2. CALL ANNOUNCEMENT

2.1 Objectives of the JPI/JHEP Joint Pilot Call for Proposals

The following JPI-JHEP Consortium Partners and Signatories of a Memorandum of Understanding (MoU), are launching a Joint Pilot Call for Proposals (JPCP) to fund transnational research and networking projects in the field of cultural heritage:

Country	Organization
Belgium	Belgian Federal Science Policy (BELSPO)
Belgium (Region of Flanders)	Research Foundation – Flanders (FWO)
Cyprus	Research Promotion Foundation (RPF)
Denmark	Danish Agency for Science, Technology and Innovation (DASTI)
France	Ministère la culture et de la communication, SG/SCPCI/DREST
Ireland	The Heritage Council of Ireland – An Chomhairle Oidhreachta (HCI)
Italy	Ministero dell'Istruzione, dell'Università e della Ricerca (MIUR)
	Ministero per i Beni e le Attività Culturali (MiBAC)
Lithuania	Research Council of Lithuania (RCL)
Netherlands	Netherlands Organisation for Scientific Research (NWO)- Council for the Humanities
Netherlands	Cultural Heritage Agency (Rijksdienst voor het Cultureel Erfgoed) RCE
Norway	Research Council of Norway (RCN)
Poland	National Science Centre (Narodowe Centrum Nauki) NCN
Slovenia	Ministry of Education, Science, Culture and Sport (MESCS)
Spain	Ministerio de Economia y Competividad (MINECO) Secretaría de Estado de Investigación, Desarrollo e Innovación
United Kingdom	Arts and Humanities Research Council (AHRC)

The strategic objectives of the JPI-JHEP Joint Pilot Call for Proposals (JPCP) are**:**
- to pilot a jointly-organized call, establishing common processes and assessment criteria;
- to enable researchers in different countries to build effective collaborative networks on common transnational research topics in cultural heritage.

2.2 Research Topics

The research topics on which this JPI-JHEP Joint Call is focused are as follows:

1. Methods, tools (including non-invasive instruments) and modelling for understanding damage and decay mechanisms (including the effects of weathering and climate change) on tangible heritage (including buildings, sites and landscapes);
2. Materials, technologies and procedures for the conservation of tangible cultural heritage;
3. Use and re-use of buildings and landscapes, including the relationship between changes of use and public policy, including costs and added value (for example as a result of planning regulations and urban development);
4. Increasing understanding of cultural values, valuation, interpretation, ethics and identity around all forms of cultural heritage (tangible, intangible and digital heritage).

Applicants need to take into account the respective national eligibility criteria and funding conditions (see Annex 1). It is strongly recommended to contact your National/Regional Contact Point for further information (see Annex 2) and to check also the Summary Table (see Annex 3).

2.3 Eligibility Requirements

Prior to submitting Full Proposals, all applicants should contact their respective national funding organisations in order to verify eligibility and to ensure compliance with their relevant organisations' granting rules and regulations defining national eligibility with regards to qualifications of applicants and accuracy of budget items (see contact persons listed in Annex 2).

In order to be eligible for funding under the JHEP-JPI Joint Pilot call the Project Proposals (PPs) submitted must meet the following principles:

- Project consortia must consist of at least 3 research groups, each based in an eligible institution from a different country participating in this call (see the list in Annex 2);
- The Project Coordinator must be responsible for management of the complete research project, including annual activity reports and cost statements;

- Public or private organizations may participate according to national financing regulations (see Annex 1);
- The consortium must demonstrate sufficient research capacity in order to achieve the project objectives;
- The composition of the consortium should be efficient in size in order to accomplish the objectives proposed;
- Management of the Consortium must be outlined and explained;
- Applicants must follow the prescribed format of the call, provided via the call website: www.jpi-culturalheritage.eu.,complete all relevant sections and should not exceed the prescribed maximum length;
- The application form and the other requested documents must be submitted in time, within or before the deadline;
- Project costs must be eligible according to national eligibility rules and according to the type of project supported (for example, research project or networking) (see Annex 1).

2.4 Project budget

The total project budget can vary according to the project plan and the composition of the consortium. For each part of the project proposal the budget limits as stated in Annex 1 and Annex 3 per participating country are valid.

2.5 Project duration

The projects submitted must have a maximum duration of 36 months.

The project costs will be eligible from the date of notice of approval. Where national regulations foresee different conditions, national/ regional regulations will always prevail.

2.6 Dates and deadlines

Table 1. Call Timeline

Procedure	Time schedule
Launch of the Joint Call	10 January 2013

Submission deadline for proposals	5 April 2013, 18:00 CET (Brussels, Belgium time)
Eligibility check (including national eligibility evaluation)	From 10 April 2013 to 10 May 2013
Evaluation period (including international written peer review)	From 10 May 2013 to 30 June 2013
Communication of the proposals evaluation results to relevant national funding bodies	5 July 2013
Communication of the national funding decision to MIBAC	15 July 2013
Communication of decisions to project leaders by MIBAC	30 July 2013
National funding bodies to complete administrative procedures related to successful proposals	From 1 August to 30 October
Start projects	1 November 2013

2.7 Funding rules

In this call the eligibility rules of the respective national/regional institutions apply; each partner in a project proposal must be aware of the eligibility rules of the participating national funding organizations.

Information on the specific eligibility rules of each participating country is provided in Annex 1. For more detailed information, each applicant should contact the relevant National/Regional Contact Point (see Annex 2).

3. APPLICATION PROCEDURE

The Project Proposals (PPs) must be submitted electronically on the JPI/JHEP web site www.jpi-culturalheritage.eu only.

The PPs follow the prescribed format and have to be complete and correct, following the structure of the application form, which will be available on the website at: http:// www.jpi-culturalheritage.eu in the period between the publication of the call and the deadline for the submission of transnational research projects and activities.

Only the Project Coordinator (the partner who represents the consortium externally) is allowed to submit the proposal.

The Project Proposals (PPs) must be submitted in English.

The following items must be addressed in the proposal (see "proposal application form"):

1. Summary
2. Consortium description (description of each partner and qualifications of the consortium as a whole)
3. Project context (project objectives, progress from the state of the art and added value of transnational cooperation)
4. Description of the work (aims and objectives, research questions -if appropriate, methodology and work programme, main activities and milestones)
5. Project costs in euros only: total costs and breakdown per partner
6. Exploitation of results and impact
7. Dissemination plan of project results

In addition to the JPI/JHEP Project Proposals (PPs), each partner in the project must fulfill any specific local application rules/requirements of each national funding programme, but at the very least should include a breakdown of costs per participating country.

Failure to fulfill national eligibility criteria and other specific rules and regulations will render the entire application ineligible.

4. MANAGEMENT AND EVALUATION

4.1 Management of the call

The central coordinating body for the Joint Pilot Call is MiBAC, in liaison with MIUR, and it will be responsible for the overall coordination of the call. MiBAC shall also be responsible for overseeing the international peer review assessment process according to the rules agreed upon by the JHEP Steering Committee (STC) and the JPI Governing Board.

MiBAC will be assisted in its coordination role by the STC, but each of the Signatories must manage any administrative procedures related to successful proposals (responsibility for signing the contract with successful proposals, the administrative collection of financial reporting, etc).

4.2 Before the evaluation procedure

After the deadline for submission of proposals, the JPI/JHEP Coordinator (MIBAC - Italy) with the support of the Signatories will assess the proposals to ensure that they meet the call's eligibility criteria. Proposals which do not fulfill the following eligibility criteria will not be included in the evaluation:

- Proposals must be received by the JPI/JHEP web site within the deadline given in the call;
- Proposals must be complete (the application form is complete and all the requested documents submitted);
- Proposals must involve at least 3 participants as stated in the call.

Eligible proposals according to the JPI/JHEP Joint Call criteria above, will be forwarded to the relevant national funding institutions for national eligibility checks based on the eligibility criteria of the relevant national funding programmes.

4.3 Evaluation procedure

All eligible proposals will be assessed according to the Evaluation Criteria set out in Annex 4.

All eligible proposals will be peer reviewed by experts prior to the final assessment and ranking by the Scientific Committee.

The assessment of proposals will be undertaken by the Scientific Committee who will be supplemented, if necessary, by other experts chosen from a new list of independent

international experts proposed by JPI-JHEP Participants. The expertise of the committee will, therefore, cover all fields of research addressed in the call.

The Scientific Committee will then rank the proposals in order of research quality. An Evaluation Summary Report and the Projects Common Ranking list (binding) will be sent to the Signatories of the MoU for the final decision. The Signatories shall, according to the ranked list from the Scientific Committee, each assess possible project funding in relation to national funding and in accordance with the funding policies and decision-making of that Signatory.

A consensus meeting of the Signatories of the MoU is scheduled, in which the funding institutions agree whether a proposal should be rejected or recommended for funding, according to the Common Ranking List (binding) and the available budget. The Call Secretariat collects the outcome of the decisions by the Signatories of the MoU.

Any information provided will be treated as strictly confidential by the Scientific Committee.

In order to avoid any conflict of interest, individual Steering Committee Members, Executive Board and Governing Board Members, in addition to others directly involved in the assessment, process, must not apply to this call.

4.4 Decision process, funding and start of the projects

Approved projects will be funded by the respective national funding institution within the limits set by each Signatory. Each country will fund its own project participants.

A consortium agreement between the project partners is required for funding (following the final funding decision). The main function of the consortium agreement is to clarify IPR issues and responsibilities of the partners.

Funding contracts will then be signed between successful project participants and the respective national funding institution. The national/regional institution involved must formalize the funding granted to each one of the projects before October 30 2013.

The respective national funding institution will monitor the funded projects and will report periodically to the JHEP STC.

4.5 Payment Conditions

Payment for a project is subject to national funding rules.

ANNEX 1. Funding Programmes (alphabetic order by country)

Here all participating countries report the main information about the specific requirements of their funding programmes. For further information, please contact your national contact point (see Annex 2).

Country	Funding Institution/ Organization	Legal entities which can apply	Budget allocated to the call (Euro)	Type of project	Supported topics	Maximum grant for national participant (Euro)	For further information
Belgium	Belgian Federal Science Policy (BELSPO)	Belgian university institutions, public scientific institutions, non-profit research centres	400.000	Collaborative research	1,2	200.000	www.belspo.be/brain-be
Belgium (Region of Flanders)	Research Foundation – Flanders (FWO).	Flemish universities and research institutions.	400.000	Networking or collaborative research	1,2,3,4	200.000	www.fwo.be
Cyprus	Research Promotion Foundation (RPF)	The Host Organisation (HO) of a project could be a Research / Academic Organisation (cat. A.1 and A.2) or a Public Benefit Organisation (cat. Γ.1 and Γ.2) located permanently in the areas under the control of the Republic of Cyprus (excluding the UK Sovereign Base Areas). Partner Organisations (PA) could be	200.000	Collaborative research	1,2,3,4	100.000	www.research.org.cy

		Research / Academic Organisations (cat. A.1 and A.2), Enterprises (cat. B.1, B.2, B.3 and B.4) and / or Public Benefit Organisations (cat. Γ.1 and Γ.2) located in Cyprus or abroad. For Industrial (Applied) Research projects it is compulsory to include at least one (1) PA located permanently in the areas under the control of the Republic of Cyprus, of the following categories: Enterprises (cat. B.1, B.2, B.3 and B.4) or Public Benefit Organisations (cat. Γ.1 and Γ.2). Each project proposal may include up to four (4) Partner Organisations.					
Denmark	The Danish Council for Independent Research | Humanities (FKK)	Researchers who have obtained a PhD or equivalent qualifications.	100.000	Networking or collaborative research	1,3, 4	100.000 included overhead/ad ministration expenses	www.fi.dk/fkk
France	Ministère de la culture et de la communication (MCC)	Public and private research team, all Public and private actors involved in cultural heritage	300.000 (within the PNRCC))	Collaborative research (two years)	1,2	50.000	www.culturecommunication.g ouv.fr/Politiques-ministerielles/Recherche-Enseignement-superieur-Technologies/La-recherche-au-MCC/Programme-de-

							recherche-sur-les-materiaux-du-patrimoine
Ireland	The Heritage Council of Ireland – An Chomhairle Oidhreachta	Third level institutions, research institutions, private enterprises, individuals	100.000	Networking or collaborative research	1,2,3,4	50,000	www.heritagecouncil.ie eoconnell@heritagecouncil.ie
Italy	Ministero dell'Istruzione, dell'Università e della Ricerca (MIUR). Ministero per i Beni e le Attività Culturali (MiBAC).	Italian university institutions, public research institutions, enterprises	750.000	networking or collaborative research	1,2,3,4	100.000	www.miur.it www.mibac.it
Lithuania	Research Council of Lithuania (RCL)	Lithuanian higher education and research institutions.	100. 000	collaborative research	1,3,4	52.131 (180. 000 LTL)	www.lmt.lt
Netherlands	*NWO Humanities Department* *Netherlands Organisation for Scientific Research* *RCE Dutch Cultural Heritage Agency*	For specific information see web site: www.nwo.nl under geesteswetenschappen, international subsidiemogelijkheden	300.000	Networking, exchange visits, pilot projects and feasibility studies.	1,2,3,4	50.000	www.nwo.nl under geesteswetenschappen, international subsidiemogelijkheden
Norway	Research Council of Norway – RCN	Norwegian research institutions (university, university college, research institute or other institution at which research constitutes an	150.000	networking projects,(including coordination,	1, 3 and 4. Topic 2 may	50.000	www.forskningsradet.no/Miljo 2015

		important activity).		workshops and travel expenses)	be included in collaboration with one or more of the other topics		
Poland	National Science Centre (NCN)	Under this scheme the NCN will not offer grants that would be considered state aid (cf. http://www.ncn.gov.pl/finansowanie-nauki/pomoc-publiczna?language=pl	150.000	collaborative research	4	150.000	www.ncn.gov.pl
Slovenia	Ministry of Education, Science, Culture and Sport / MESCS	All of which are registered in Slovenia for Research activity.	100.000	networking or collaborative research	1,2,3,4	100.000	www.mizks.gov.si/
Spain	Ministerio de Economia y Competividad (MINECO)	Public and private Universities, Non-profit Research Centers or Institutions with a demonstrated activity in research and on the subject of the call	100.000	networking or collaborative research	1,2,3,4	No limit	http://www.idi.mineco.gob.es/portal/site/MICINN/menuitem.d20caeda35a0c5dc7c68b11001432ea0/?vgnextoid=bf2156bc1aea0210VgnVCM1000001034e20aRCRD
United Kingdom	Arts and Humanities Research Council (AHRC)	Proposals may only be submitted by Research Organisations who are eligible to apply to the AHRC. These organisations are: Higher Education Institutions that are directly funded for research by Higher Education	120.000	Research networking	3, 4	50,000 of which the UK contribution will vary according to the level of	www.ahrc.ac.uk/Funding-Opportunities/Pages/Funding-Opportunities.aspx

		Funding Council for England, Department for Employment and Learning, Higher Education Funding Council for Wales and Scottish Funding Council. Independent Research Organisations that have received Research Council recognition to apply to the AHRC is responsive mode. Research Council Institutes. For further information see Principle Investigator, Co-investigators, Members of staff at Research Council Institutes, Research Assistants and Early career and research projects.				costs requested from the UK	

ANNEX 2. Contact Point details

Hereunder are provided the contact data of the Signatories' Contact Points for this JPI - JHEP joint pilot transnational call for Join Research Projects on Cultural Heritage. The Contact Points are namely responsible for informing potential applicants about relevant national/regional issues (national eligibility criteria, eligible costs…).

Country	Organization	Contact person	Contact data (Mail and phone)
	Belgian Federal Science Policy (BELSPO)	Maaike Vancauwenberghe	vcau@belspo.be; T. +32 2 238 36 78
	Research Foundation – Flanders (FWO)	Olivier Boehme	olivier.boehme@fwo.be; T. +32 2 550 15 45
	Research Promotion Foundation (RPF)	Eleana Gabriel	egabriel@research.org.cy; T. +35722205046
	Danish Agency for Science, Technology and Innovation (DASTI)	Mette Bjerge	mbj@fi.dk; T.+45 7231 8302
	Ministère de la culture et de la communication (MCC) SG/SCPCI/ Département de la recherche, de l'enseignement supérieur et de la technologie (DREST)	- Astrid Brandt-Grau - Sylvie Max-Colinart	astrid.brandt-grau@culture.gouv.fr; T. +33 (0)1 40 15 80 45 sylvie.max-colinart@culture.gouv.fr; T. +33 (0)1 40 15 83 02
	Heritage Council (HCI)	Ms Eimear O'Connell	eoconnell@heritagecouncil.ie T: 353 56 7770777

🇮🇹	*Ministero dell'Istruzione, dell'Università e della Ricerca (MIUR).* *Ministero per i Beni e le Attività Culturali (MiBAC).*	*Patrizia Bianconi*	*patrizia.bianconi@beniculturali.it; T. + 39 3486060558*
🇱🇹	*Research Council of Lithuania (RCL)*	*Kornelija Janavičiūtė*	*kornelija.janaviciute@lmt.lt; T.+370 5 210 7396*
🇳🇱	*NWO Humanities Department* *Netherlands Organisation for Scientific Research*	*Brigit van der Pas*	*b.vanderpas@nwo.nl; T. +31 70 3440567*
🇳🇴	*Research Council of Norway (RCN)*	*-Eli Ragna Tærum* *-Nils Marstein*	*et@rcn.no; T.+4722037283/+4795898412* *nils.marstein@ra.no; T. +4798202828*
🇵🇱	*Narodowe Centrum Nauki (NCN)*	*Anna Plater-Zyberk*	*anna.plater@ncn.gov.pl; T. + 48 12 341 90 28*
🇸🇮	*Ministry of Education, Science, Culture and Sport / MESCS*	*-Tatjana Švajger* *-Marija Brus*	*tatjana.svajger@gov.si ; T. +386 1 478 46 81.* *marija.brus@gov.si ; T. 01 369-59-17.*
🇪🇸	*Ministerio de Economía y Competitividad (MINECO)*	*Aníbal González Pérez*	*anibal.gonzalez@mineco.es; T. +34 91 603 87 49*
🇬🇧	*Arts and Humanities Research Council (AHRC)*	*Gail Lambourne*	*g.lambourne@ahrc.ac.uk ; T. +44 1793 41 6082*

ANNEX 3

This table is provided only for your information on Countries/Signatories funding project, which should systematically be checked with your Contact Point (Annex 2) or web site (Annex 1)

Country	Organization	Type of Project	Supported Topics	Max. amount granted for national	Total national call budget
	Belgian Federal Science Policy (BELSPO)	Collaborative research	1,2	200.000	400.000
	Research Foundation – Flanders (FWO)	Networking or collaborative	1,2,3,4	200.000	200.000
	Research Promotion Foundation (RPF)	Collaborative research	1,2,3,4	100.000	200.000
	Danish Agency for Science, Technology and Innovation (DASTI)	Networking or collaborative research	1,3, 4	100.000 (included overhead/ administration	100.000
	Ministère de la culture et de la communication (MCC) SG/SCPCI/ Département de la recherche, de l'enseignement supérieur et de la technologie (DREST)	Collaborative research (two years)	1,2	50.000	300.000 (within the PNRCC))
	Heritage Council (HCI)	Networking or collaborative research	1,2,3,4	50.000	100.000
	Ministero dell'Istruzione, dell'Università e della Ricerca (MIUR). Ministero per i Beni e le Attività Culturali (MiBAC).	Networking or collaborative research	1,2,3,4	100.000	750.000
	Research Council of Lithuania (RCL)	Collaborative research	1,3,4	52.131 (180. 000 LTL)	100. 000
	NWO Humanities Department Netherlands Organisation for Scientific Research, in cooperation with State Heritage Agency	Networking, exchange visits, pilot projects and feasibility studies	1,2,3,4	50.000	300.000
	Research Council of Norway (RCN)	networking projects,(including coordination, workshops and travel expenses)	1, 3 and 4. Topic 2 may be included in	50.000	150.000

		collaborative research	4	150.000	150.000
	Narodowe Centrum Nauki (NCN)	collaborative research	4	150.000	150.000
	Ministry of Education, Science, Culture and Sport / MESCS	networking or collaborative research	1,2,3,4	100.000	100.000
	Ministerio de Economia y Competividad (MINECO)	networking or collaborative	1,2,3,4	No limit	100.000
	Arts and Humanities Research Council	Research networking	3, 4	50,000 of which the UK contribution will vary	120.000

ANNEX 4. Evaluation criteria

Eligible proposals will be evaluated against the following pre-determined evaluation criteria

	Criterion	Explanation	Weight (threshold/maximum)
1	Scientific and technical content	• Relevance to the objectives of the call • Innovative character in relation to the state-of-art • Contribution to advancement of knowledge or technology	• 5/10
2	Trans-national added value	• Added value generated by the international cooperation	• 3/6
3	Consortium	• Excellence of the involved partners • Quality of the consortium as a whole(complementarity and balance)	• 3/6
4	Work plan	• Effectiveness of the methodology • Adequacy and feasibility of the work plan	• 3/6
5	Resources	• Adequacy of the budget and other resources • Appropriate distribution of the resources	• 3/6
6	Impact	• Potential impact on the partners • Potential impact on the relevant industry • Potential impact on environment, safety and economic	• 5/10

7	Exploitation of results	• Potential diffusion for the project results • Appropriateness of exploitation plan • Dissemination plan of project results	• 3/6

ANNEX 3   JPICH-JHEP Pilot Call Project template

**JPI - JHEP JOINT PILOT TRANSNATIONAL CALL
for Joint Research Projects on Cultural Heritage**

TEMPLATE APPLICATION FORM FOR PROJECT PROPOSAL (PP)

Cover Page

Proposal full title:_____

Proposal acronym:_____

Name of the lead coordinator person:_____

Contact details of the coordinator:_____

List of participants:

Participant no.*	Participant organisation name	Participant short name	Organisation type	Country
1 (Coordinator)				
2				
3				
...				

* Please use this numbering in all parts of your proposal.

It is highly recommended to study all the relevant Call Information (eg. Guide for Applicants, Template Application form) before starting to write the proposal.

For further information on the Call please visit http://www.jpi-culturalheritage.eu

Research Topics (choose the topic/topics of the project proposal)

☐ 1. Methods, tools (including non-invasive instruments) and modelling for understanding damage and decay mechanisms (including the effects of weathering and climate change) on tangible heritage (including buildings, sites and landscapes);

☐ 2. Materials, technologies and procedures for the conservation of tangible cultural heritage;

☐ 3. Use and re-use of buildings and landscapes, including the relationship between changes of use and public policy, including costs and added value (for example as a result of planning regulations and urban development);

☐ 4. Increasing understanding of cultural values, valuation, interpretation, ethics and identity around all forms of cultural heritage (tangible, intangible and digital heritage).

Type of project (choose the type of project proposal)

☐ Networking

☐ Collaborative research

CONTENT

Section A: Project Summary

Section B: Consortium description

Section C: Project contents

Section D: Description of Work

Section E: Implementation and Project costs

Section F: Exploitation of results and impact

Section G: Dissemination plan of project results

Section H: 1.7 Ethical and legal issues

Section I: Short profile (CVs) of the staff members

Section A: Project Summary

Full name of the Project:	The title should be no longer than 200 characters (spaces included) and should be understandable to non-specialists in the field.
Project acronym:	The acronym will be used to identify the proposal efficiently in this call. It should be no longer than 10 characters
Project duration in months:	Insert the estimated duration of the project in full months.
Project abstract:	The abstract should provide the reader with a clear understanding of the objectives of the proposal, how they will be achieved, and their relevance to the research topic addressed. This summary will be used as the short description of the proposal in the evaluation process. It must therefore be short and precise. There is a limit of 2000 characters (spaces included).
Keywords:	5 maximum
Project costs (in Euros):	Estimated overall budget Estimated overall requested grant Estimated overall own funds

Section B: Consortium description

1. COORDINATOR (LEADING PARTNER)	
Country:	
Full legal name of organization in English:	For a **Public Law Body,** it is the name under which the organization is registered in the Resolution text, Law, Decree/Decision establishing the Public Body, or in any other document established at the constitution of the Public Law Body; for **Private Law Body**, it is the name under which the organization is registered in the national Official Journal (or equivalent) or in the national company register.
Organization short name in English:	Choose an abbreviation of the Organization's Legal Name, only for use in this proposal and all related documents. This short name should not be more <u>than 20 characters</u> long, and excluding special characters (./;…), e.g. CNR and not C.N.R.
Full legal name of organization in original language:	
Organization short name in original language:	
Organisation type:	
Full legal address:	
Web site:	
Contact person:	This is the main scientist or team leader in charge of the participant's proposal. For participant number 1 (the coordinator), this is the person who will be contacted regarding the proposal (e.g. for additional information, sending of evaluation results, etc.).
E-mail:	
Telephone 1 (including country code):	
Fax (including country code):	
Description of the institution-department:	
Participation in main tasks of the project per Work Package:	

2. PARTICIPANT n. 2	
Country:	
Full legal name of organization in English:	
Organization short name in English:	
Full legal name of organization in original language:	
Organization short name in original language:	
Full legal address:	
Web site:	
E-mail:	
Telephone 1 (including country code):	
Fax (including country code):	
Description of the institution-department:	
Participation in main tasks of the project per Work Package:	

3. PARTICIPANT n. 3	
Country:	
Full legal name of organization in English:	
Organization short name in English:	
Full legal name of organization in original language:	
Organization short name in original language:	
Full legal address:	
Web site:	
E-mail:	
Telephone 1 (including country code):	

Fax (including country code):	
Description of the institution-department:	
Participation in main tasks of the project per Work Package:	

PARTICIPANT n. ……	
Country:	
Full legal name of organization in English:	
Organization short name in English:	
Full legal name of organization in original language:	
Organization short name in original language:	
Full legal address:	
Web site:	
E-mail:	
Telephone 1 (including country code):	
Fax (including country code):	
Description of the institution-department:	
Participation in main tasks of the project per Work Package:	

Section C: Project contents

Maximum length for the whole of Section C (10 pages)

C.1 - Detailed project objectives

The objectives should be those achievable within the project, not through subsequent development. They should be stated in a measurable and verifiable form, including the milestones that will be reached.

C.2 - Short description of state of the art of the research/activities in the field of the project

C.3 - Added value of the project and transnational cooperation

Section D: Description of the work

A detailed description of the work plan should be presented, broken down into Work Packages (WPs), which should follow the logical phases of the project implementation (max. 10 WPs).

Maximum length for the whole of Section D (10 pages)

Section D.1 - Work Package description

Please insert for each WP:

Work Package no.		Start date [1]			
Work Package Leader					
Work Package title					
Type of Activity	*(e.g. research, development, demonstration, management, etc.)*				
Participant no.					
Participant short name					
Participant person months					

Objectives

Description of work

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[1] Measured in months from the project start date (month 1)

Deliverables
(brief description and month of delivery from the project start date - month 1)

Milestones (brief description and month from the project start date - month 1)

Section D.2 - Quality and effectiveness of the co-ordination mechanisms and associated work plan

Work Package lists, Deliverable lists, Milestone lists and GANTT

Work package (WP) overview list

WP no.	WP title	Type of activity	Lead. partic. no.	Lead. partic. short name	Person months	Start Month	End month
1	Management	Management					
2	Activities A	RTD					
3	Activities B	RTD					
4	Dissemination & Exploitation strategy	RTD					
…	Add more rows …						
	TOTAL						

Texts in Italics are examples only.

Deliverables overview list

Del. no.	Deliverable name	from WP no.	Nature/type of deliverable	Dissemination level (Public or restricted)	Delivery date (project month)
D1	*Mid-report*				Month 18
D2	*Final Report*				Month 36
	Add more rows as required				

Milestones overview list

No.	Milestone name	WP involved	Expected date (project month)
	Add more rows as required		

Section E: Implementation and Project costs (Maximum length: <u>5 pages</u>)
Section E.1 - Management structure and procedures
Section E.2 - Resources to be committed
Budget for Work Package
Budget for <u>Participants per country</u>

Summary overview of staff effort (in person months)

Partic. no.	Country	Participant short name	WP1	WP2	WP3	WP4	WP5	…	Total Person-months
1									
2									
3									
…		*Add more rows as required*							
Total Person-months									

Section F: Exploitation of results and impact (Maximum length: <u>10 pages</u>)

Section F.1 - Expected results of the Project

Section F.2 - Exploitation of Project results

Section F.3 - Foreseen Impact of the Project

Section G: Dissemination plan of project results

Section H: Ethical and legal issues (max 1 page)

SECTION I: Short profile (CVs) of the staff members/previous experience relating to project tasks (Maximum 1 pages for each member)

Checklist for Proposers

The proposal conforms to the Call Guidelines (see Guidelines for Applicants and specific rules in your country, if available).	☐
Every project partner has been in direct contact with his/her national or regional funding agency and has checked that their collaboration and their project contribution is eligible for funding.	☐
All partners who are not eligible for 100% funding are able to provide financial resources for their own contribution.	☐

Annex 4: Second call announcement

JPI Cultural Heritage – Heritage Plus Call

New funding opportunity for transnational proposals:

The Joint Programming Initiative in Cultural Heritage and Global Change is pleased to announce a new funding opportunity for transnational proposals in the area of cultural heritage.

This Heritage Plus call is designed to generate new, research-based knowledge to promote the sustainable use and management of cultural heritage and so to meet societal challenges and contribute to the development on the society. The call aims to fund excellent collaborative, transnational, interdisciplinary, innovative R&D projects focussed mainly on tangible cultural heritage research, while not excluding the interlinked aspects of intangible and digital heritage.

The call for pre-proposals will open on 3 March 2014 and the deadline for submission of the pre-proposals will be 28 April 2014.

Topics for the Heritage Plus joint call

The research topics on which the Heritage Plus Call is focused have been drawn from areas identified in the Strategic Research Agenda for the Joint Programming Initiative in Cultural Heritage and Global Change (http://www.jpi-culturalheritage.eu/2014/02/strategic-research-agenda-sra/).

 The call will support projects across three broad topics:

1. **Safeguarding tangible cultural heritage and its associated intangible expressions**

2. **Sustainable strategies for protecting and managing cultural heritage**

3. **Use and re-use of all kinds of cultural heritage**

Who can apply?

Only researchers based in countries that have committed to the Heritage Plus Call can apply for funding. These are:

• Belgium	• Cyprus	• Denmark
• France	• Israel	• Italy
• Lithuania	• Netherlands	• Norway
• Poland	• Portugal	• Romania
• Spain	• Sweden	• United Kingdom

Additional Funding is being provided by the European Commission.

Detailed eligibility criteria for researchers in each country will be published alongside the guidance.

Call basics

The Heritage Plus call will support well-defined, interdisciplinary and collaborative R&D projects that maximize the value of research outcomes.

- The total budget for the call is around 9 million EUROS

- Duration of projects: up to 36 months

- Each project must comprise of at least **three** research teams, each based in an eligible institution in a different country participating in the Heritage Plus Call. The maximum number of research teams in a project is **five.**

Application Procedure

The Heritage Plus call has a two-step submission and evaluation process according to the timetable below:

Procedure	Schedule
Launch of the Heritage Plus Call	3 March 2014
Deadline for submission of pre-proposals	28 April 2014, 18:00 CET (Brussels, Belgium time)
Invitation for full proposals or unsuccessful outcome issued	August 2014
Deadline for submission of full proposals	October 2014
Funding decisions	February 2015
Start of research projects	from April 2015

Forms, Guidelines and further information

The detailed guidelines for submitting a pre-proposal, including eligibility criteria for each country is available on the JPI website at

 www.jpi-culturalheritage.eu/joint-call.

In order to help researchers or interested partners to find partners in other countries and organisations, an **email group (called Heritage Plus)** has been set up so that researchers can subscribe to receive such requests, and to post requests themselves.

To use this service, you need to subscribe at the following link -
http://www.jiscmail.ac.uk/HERITAGEPLUS.

We recommend subscribing immediately but waiting until after Monday 10th March before posting your request in order to give all countries time to distribute information on the email group and for interested parties to subscribe.

Further detail on how to use this mailing list is provided in the guidelines and FAQs.

JPI Cultural Heritage and Global Change

Heritage Plus Call

Guidelines for Applicants: pre-proposals

Deadline for submission of pre-proposals: **28th April 2014**

This guidance should be read alongside the Frequently Asked Questions and Glossary documents.

1. Introduction

Under the ERA-NET Plus action "Development of new methodologies, technologies and products for the assessment, protection and management of historical and modern artefacts, buildings and sites" co-funded by the Seventh Framework Programme (FP7) of the European Commission, this call is for pre-proposals advancing research primarily on tangible cultural heritage including the interlinked aspects of digital and intangible heritage[2].

Heritage Plus is co-funded by various agencies in 15 participating countries (see **Annex A**) and the European Commission with a total budget of 9.0 million EUR. Heritage Plus is part of the Joint Programming Initiative in Cultural Heritage and Global Change (JPICH, www.jpi-culturalheritage.eu/). The Heritage Plus funding model agreed by the funders will ensure that the highest ranked proposals are funded.

Three broad topics have been identified to advance research in this area. These have been drawn from areas identified in the Strategic Research Agenda for the JPICH.

Aims of HERITAGE PLUS

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[2] Cultural heritage exists in tangible, intangible and digital forms. Tangible heritage includes artefacts (for example, objects, paintings, archaeological finds etc), buildings, structures, landscapes, cities, and towns including industrial, underwater and archaeological sites. It includes their location, relationship to the natural environment and the materials from which all these are made, from prehistoric rock to cutting edge plastics and electronic products. Intangible heritage includes the practices, representations, expressions, memories, knowledge and skills that communities, groups and individuals construct, use and transmit from generation to generation. Digital heritage includes texts, databases, still and moving images, audio, graphics, software and web pages. Some of this digital heritage is created from the scanning or converting of physical objects that already exist and some is created digitally, or 'born digital'. Whatever its genesis, it needs constant maintenance and management to be retained. Reference: JPICH SRA. For further detail on the definition of tangible and intangible heritage, please refer to: *UNESCO, Convention concerning the Protection of the World Cultural and Natural Heritage, Paris, 16 November 1972; UNESCO, Convention for the Safeguarding of the intangible Cultural Heritage, Paris, 17 October 2003.*

The Heritage Plus call is designed to generate new, research-based knowledge to promote the sustainable use and management of cultural heritage and so to meet societal challenges and contribute to the development on the society.

This HERITAGE PLUS Joint Call will be designed to fund excellent collaborative, transnational, interdisciplinary, innovative R&D projects focussed mainly on tangible cultural heritage research, while not excluding the interlinked aspects of intangible and digital heritage. The Strategic Research Agenda for the JPICH recognises that different types of heritage cannot be seen as separate entities and so any investigation of tangible heritage through projects funded through this call should also explore its intangible and digital aspects. An important outcome of the HERITAGE PLUS Call will be maximising the impact and added value of the research undertaken to non-academic stakeholders such as policy makers but in particular to NGOs and business, including SMEs. The intention is to narrow the gap between cultural heritage research and the implementation of the resulting knowledge to solve problems relating to the assessment, protection and management of cultural heritage.

Proposals that include ideas and knowledge that can be transferred to public and private stakeholders, and exploited in high value tools applied over the short to mid-term will be prioritised in the assessment process.

The aims of the call are:

- to support well-defined, interdisciplinary and collaborative R&D projects of the highest quality and standards that will lead to significant advances in our understanding of cultural heritage across the broader research community and in society.

- to maximise the value of research outcomes by promoting their transfer to individuals and organisations outside the immediate research community, to include, policy makers, businesses and commercial enterprises, the broader heritage sector, voluntary and community groups and the general public; where appropriate, to facilitate the knowledge transfer of those outcomes to both the research community and society where they will make a difference.

- to support a range of interactions and partnerships between cultural heritage researchers and a variety of user communities, to include, policy makers, businesses and commercial enterprises, the broader heritage sector, voluntary and community groups and the general public.

- to generate new and exciting knowledge exchange opportunities, foster entrepreneurial talent, and stimulate innovation so improving the competitiveness, productivity, and performance of businesses and commercial enterprises.

2. Research Topics

The research topics on which the Heritage Plus Call is focused on have been drawn from areas identified in the Strategic Research Agenda for the Joint Programming Initiative in Cultural Heritage and Global Change (www.jpi-culturalheritage.eu/2014/02/strategic-research-agenda-sra/). While applicants will be asked to identify a main topic which will be addressed by their project, they are not formally required to work on a single topic. It is therefore acceptable for a project to address issues from more than one of the Heritage Plus topics to help address the broader challenges affecting cultural heritage.

Cultural heritage is a complex area requiring an interdisciplinary approach. Proposals will be expected to integrate existing and available knowledge in different fields of study from as many disciplines as possible in order to move the field towards truly interdisciplinary heritage studies. It

is hoped that applicants will encourage the inclusion of researchers in their projects from these areas and from other disciplines not previously associated with research on cultural heritage.

The topics are set out below with indicative statements and questions – these are intended to explain the topics and stimulate proposals, not to prescribe or specify the projects to be funded.

The topics are:

1. Safeguarding tangible cultural heritage and its associated intangible expressions

This topic could include, for example, research into:

- developing materials, technologies, procedures and systems for the long-term monitoring and maintenance of all forms of heritage (including modern heritage), taking into account integrity and authenticity of the different historical and environmental contexts and historical layers of cultural heritage
- investigating changes in landscapes, sites, structure and material in the context of different environmental and global changes (including insights into material decay etc), and also the relationship between material and the site itself
- developing tools for decision making based on integrated risk assessments (assessing value and loss of value for example)

2.   Sustainable strategies for protecting and managing cultural heritage

This topic could include, for example, research into:

- understanding how the significance and the values that landscapes, sites, buildings and artefacts hold for individuals and communities is influenced by global changes
- opportunities for the production, recognition, revitalisation and regeneration of landscapes, sites, buildings and artefacts (including digital heritage and digital representations of)
- how the interaction and dialogue with heritage users influences the management of heritage and its environment
- the changing rights and responsibilities around cultural heritage including changing forms of access and governance, both nationally and more broadly;
- understanding the meanings that cultural heritage holds for people and how they perceive, use and interpret it;
- developing methodological tools for 'integrated landscapes'.

3. Use and re-use of all kinds of cultural heritage

This topic could include, for example, research into:

- how to balance historical integrity and authenticity to ensure that the interpretations and management (including access) of landscapes, sites, buildings and artefacts by different publics are taken into account, including in pluralistic societies
- how built and natural heritage is affected by the rebalancing between the surrounding natural environment and cultural and societal developments, including regulation and an exploration of planning and architecture/design issues
- an exploration of the contested and conflicting issues around access to cultural heritage, for example tourism vs. conservation, sustainability, authenticity etc

- exploring and integrating the available cultural heritage knowledge and information around use and reuse of heritage from different fields of study including, but not limited to, art history, science, digital heritage, conservation and maintenance, in order to move the field towards truly interdisciplinary heritage studies

3.   Eligibility

For this call each individual country's eligibility rules apply for the teams located in that country. Prior to submitting a proposal, applicants should check the eligibility criteria for each country, which can be found in **Annex A** along with contact details for participating agencies in each country. If you have any questions regarding the criteria please contact the relevant funding organisation in order to verify the criteria.

To be eligible, proposals must be:
*   **Submitted via the JPI Cultural Heritage website before the submission deadline (www.jpi-culturalheritage.eu/joint-call/)**
*   **Eligible, with respect to the relevant National Eligibility Criteria**
*   **Complete and in the prescribed format**

Please note that if any of the research teams or application forms are ineligible at the pre-proposal stage of this call, the whole project will be deemed ineligible and withdrawn. Applicants are strongly encouraged to check the eligibility rules for each country carefully before applying to this pre-proposal stage.

<u>Eligibility of Applicants</u>

In these guidelines, the term 'researcher' refers to anyone involved in gathering of data, information and facts for the advancement of knowledge, or development of tools and methodologies providing they are eligible according to their country's National Eligibility Criteria. These can include, for example, those from academia, institutions carrying out research, institutions responsible for the management and protection of cultural heritage, industry and/or SMEs.

*   Only researchers located in the countries participating in the Heritage Plus Call are eligible to apply, irrespective of their nationality. These are: Belgium, Cyprus, Denmark, France, Israel, Italy, Lithuania, Netherlands, Norway, Poland, Portugal, Romania, Spain, Sweden, and the United Kingdom.

*   Each project must comprise of at least **three** research teams, each from a different country participating in the Heritage Plus call and based in an eligible institution. The maximum number of research teams in a project is **five**.

*   Each participating researcher must be based at an eligible institution and be considered eligible for funding by the funding organisation(s) of the Heritage Plus country where he/she is located. **Please make sure you adhere to the National Eligibility Criteria for each country** (**Annex A**).

*   The consortium must demonstrate sufficient research capacity in order to achieve the project objectives and the management of the consortium must be outlined and explained.

Project Structure and roles of Project Partners

- Each project must comprise of **at least three eligible Principal Investigators (PI)**, each based in an eligible institution in a different country participating in the Heritage Plus Call. The application must identify one of the Principal Investigators as the **Project Leader.**

- **The Project Leader (PL)** is responsible for carrying out and managing the project, in addition to his/her project related research. The PL is a senior researcher with a solid experience of managing collaborative research projects. S/he will be the contact point for the Heritage Plus Coordinator throughout the application process and is responsible for communication with the other partners in the project. Finally, the PL is responsible for the intellectual agenda and coherence of the project as well any reporting duties.

- **A Principal Investigator (PI)** is responsible for leading research activities at his/her institution. The PI is also responsible for the administrative and financial management of funds (if successful) that will be transferred to his/her host institution. Other researchers (senior researchers, post-doctoral researchers) can be part of the PI Project **team** – please read the National Eligibility Criteria for each country (**Annex A**). There can be more than one PI per country but only one PI per institution.

    Associate Partners (AP)
    - The following participants in a Heritage Plus project should be referred to as **Associate Partners** in the pre-proposal – **these are any participants in a Heritage Plus project that would not usually be eligible according to the National Eligibility Criteria for their country (see Annex A).** They cannot have an integral role in the project and no other information can be submitted about them (for example, CVs).

    - The inclusion of other **stakeholders** is strongly encouraged in Heritage Plus projects as they can often provide significant added value and valuable insights to the project. They can contribute to a Heritage Plus project in an advisory and collaborative capacity to help explore the knowledge transfer/exchange potential and impact of the proposed research.

    - In addition, **researchers from non-Heritage Plus** participating countries can be included in, for example, advisory groups, workshops etc and their role can be described in the Description of Work.

    The contribution of APs to the project will need to be outlined within the application and a letter of support from the AP must be included.

Eligible Costs

- All costs must be eligible according to the national eligibility rules for each country involved in the project, including the maximum eligible cost per country (see next bullet point)

- For each project, research teams based in each country can request costs up to the available relevant national funding budget limit given in **Annex A**.

- Eligible costs will generally include direct costs such as employment costs, equipment, travel and meeting costs, consumables, dissemination and knowledge transfer costs. Please read the National Eligibility Criteria at **Annex A very carefully** to verify the eligibility of specific budget items according to the rules of the countries participating in your project.

- Countries will differ in the available support for non-academic/government/industry partners – please check the National Eligibility Rules for each country (see **Annex A**).

- The estimated budget must be given in Euros only.

- Recipients of Heritage Plus funding are strongly encouraged to use Open Access publishing wherever possible (see section 6. Open Access Publishing). If publishing under "author pays" regimes is foreseen at the application stage, the related costs should be included in the budget. Costs must be plausible, justified/substantiated and eligible according to the National Eligibility Criteria.

- Projects must not exceed **36 months** in duration. Projects must start from 1st April 2015 and finish by 31st March 2018 at the latest.

4. Finding researchers to collaborate with

In order to help researchers or interested partners to find partners in other countries and organisations, an email group (called Heritage Plus) has been set up so that researchers can subscribe to receive such requests, and to post requests themselves.

To use this service, you need to subscribe at the following link - http://www.jiscmail.ac.uk/HERITAGEPLUS.

Once you have subscribed to the service, you can then click on 'post new message' to send a message to all subscribers, which will include; your contact details, what type of researchers/partners you are seeking, and a short summary of your idea (maximum 200 words). We would ask you use this format to make it easier for subscribers to quickly see if a request/post if relevant to them.

We recommend subscribing immediately but waiting until after 10 Monday March 2014 before posting your request in order to give all countries time to distribute information on the email group and for interested parties to subscribe.

5.   Application Procedures

The Heritage Plus call has a two-step submission and evaluation process.

All proposals must be submitted electronically on the JPI Cultural Heritage website at (www.jpi-culturalheritage.eu/joint-call/). The deadline for submission is 28th April 2014. Late applications will not be accepted.

- All proposals, including the attachment, must be submitted in English.

- The proposal must be submitted by the Project Leader.

Pre-proposal Structure

All pre-proposals should be structured following the guidance below. All page lengths are inclusive of all text, tables (excluding budget table), references, diagrams, and pictures.

The pre-proposal application consists of two main parts:
- The application form, including budgets
- The description of work and associated information

Guidance for completing the two parts is provided below.

1. Application form

The application form for pre-proposals can be accessed via the JPI Cultural Heritage website at (www.jpi-culturalheritage.eu/joint-call/).

The form will ask for basic details such as the names, institution etc of the applicants, the project title and duration, and a summary of the project. The summary should be written in English, be no more than 300 words and provide:
- a brief context for the proposed research;
- the aims and objectives of the project;
- the relevance to the Heritage Plus aims and topics;
- expected outcomes/impacts of the Heritage Plus project.

Requested Budget

Please provide details of the budget requested using the pre-proposal budget template provided.

The templates for the budget tables are included in the application form template which can be downloaded from the JPI Cultural Heritage website at (www.jpi-culturalheritage.eu/joint-call/).

2. The Description of Work and associated information

One PDF file should be attached to the application form and titled **Description of Work**. All pages must be numbered with the project acronym in the header of each page. ***An application without a Description of Work will not be accepted.*** The Description of Work should be a self-contained description of the proposed research.

This PDF should consist of:

- An outline description of the research project.
- CVs for the Project Leader and all Principle Investigators (max one side of A4 each).
- Letters of support from each of the Associate Partners (if applicable).

Outline description of the work
The description of the work should be written in English and <u>should not exceed five sides of A4</u>. All pages must be numbered and each page should be headed with the project title or acronym. The minimum font size allowed is 11 (Arial or Times New Roman only). All margins should be at least 15 mm (not including footers or headers). Please note that the document should be in PDF format and should not exceed 10MB in size and should not be password protected.

The outline description of the work should include:

<u>Research</u>
- A brief, clear description of the aims, objectives and research questions. Why are these important?
- A brief description of the research context for the project, including references where necessary. What is the background or state-of-the-art of the project? What other research is being, or has been done, in this area? Why is the research you are proposing novel, timely and significant?
- A brief description of the research methods and work plan, including major milestones. Why is the chosen interdisciplinary approach appropriate for addressing the aims of the project and research questions? What new ideas, innovative approaches or advances in methods and tools will the project provide?

<u>Management</u>
- Consortium description to include a description of each partner and expertise of all members the consortium. Why is this balance of partners/expertise necessary to carry out the project?
- A brief explanation of the management plans. What plans are there for effective collaboration across the transnational consortium, including Associate Partners? How will the Project Leader ensure that all milestones are met?
- Brief justification of the resources requested.

<u>Impact</u>
- A brief statement on the fit to the a) aims and b) topics of the Heritage Plus call.
- Outline plans for dissemination and knowledge transfer/exchange, including the development of high-value tools. What are the plans for publication or other public output? How will the results of the project be exploited?
- A brief description of how copyright, intellectual property, ethical issues* and research integrity** relating to digital outputs and technologies will be dealt with.
- An overview of what ideas and knowledge could be transferred to public and private stakeholders as a result of the project. Why will the outputs and outcomes from the project be highly valued and used by researchers and non-academic stakeholders, including SMEs, heritage owners, public administrations, research partners and local communities?

*Research teams are responsible for ensuring that ethical issues relating to the research project are identified and brought to the attention of the relevant approval or regulatory body in their respective countries. Ethical issues should be interpreted broadly and may encompass, among other things, relevant codes of practice, the involvement of human participants, tissue or data in research, the use of animals, research that may result in damage to the environment and the use of sensitive economic, social or personal data.

**Research Integrity: When preparing your proposal and carrying out your research project, the HERITAGE Plus Management Group expects applicants to adhere to rules of good research practice as outlined in The European Code of Conduct for Research Integrity (http://www.esf.org/activities/mo-fora/research-integrity.html). The principles of integrity include, among others, fairness in providing references, giving credit, honesty in communication and impartiality and independence.

If you have problems using the JPI Cultural Heritage website, please email jpi.support@beniculturali.it (for technical support) and jpich.call@beniculturali.it (for more general questions).

Call Timetable

Procedure	Schedule
Launch of the Heritage Plus Call	3 March 2014
Deadline for submission of pre-proposals	28 April 2014, 18:00 CET (Brussels, Belgium time)
Eligibility check (including national eligibility check)	From 30 April 2014 to 26 May 2014
Evaluation of pre-proposals by Scientific Committee	From 28 May 2014 to 30 June 2014
Scientific Committee panel meeting	July 2014
Invitation for full proposals or unsuccessful outcome issued	August 2014
Deadline for submission of full proposals	20 October 2014
Evaluation and funding decisions	February 2015
Start of research projects	from April 2015
End of research projects	March 2018

Detailed requirements and instructions on how to complete the next stage will be made available once pre-proposals have been invited to submit a Full Proposal.

6. Assessment procedures and criteria

The assessment of pre-proposals

The assessment of eligible **pre-proposals** will be undertaken by the Scientific Committee of the JPI Cultural Heritage and Global Change supplemented, if necessary, by additional independent and international experts.

Pre-proposals will be assessed against the following evaluation criteria:

- Quality of the proposed research
- Compatibility with the scope of the Heritage Plus call
- Clarity of project aims, work programme, outcomes
- Added value through transnational cooperation

The assessment of Full Proposals

The assessment of **Full Proposals** will be undertaken by independent international peer reviewers covering all fields of research and technology relevant to the call topics. After the independent experts have carried out a remote evaluation of the full proposal, an international peer review panel will meet to discuss and agree upon a final score for each proposal, which will determine a ranking list. The Heritage Plus Management Group will ensure and verify the fair and equitable nature of the evaluation process and its compliance with the Heritage Plus guidelines. The European Commission and an independent observer assigned by them will verify the fairness of the selection process and its compliance with ERANET Plus rules and principles.

Eligible **Full Proposals** will be assessed against the following evaluation criteria:

Criterion		Threshold/ Score
Research and/or technological excellence – the quality of the trans-national project	• Sound concept, and quality of research questions and objectives • Progress beyond the state-of-the-art • Quality and effectiveness of the research, technological methodology and interdisciplinary approach, and associated work plan	3/5
Quality and efficiency of the implementation and the management	• Appropriateness of the management structure and procedures • Quality, and relevant expertise and experience of the individual participants (including experience of coordinating research across national boundaries) • Quality of the consortium as a whole (including complementarity, balance between disciplines, level of staffing, plans for effective collaboration), including other stakeholders • Appropriate allocation and justification of the resources to be committed (budget, staff, equipment)	3/5
Potential impact	• Fit to the a) aims and b) topics of Heritage Plus • Contribution of ideas and knowledge that can be transferred to public and private stakeholders, and exploited in high-value tools applied over the short to mid-term • Likelihood that the outputs and outcomes will be highly valued and used by researchers, non-academic stakeholders and society, including SMEs, heritage owners, public administrations, research partners and local communities. • Appropriateness of measures for the dissemination and/or exploitation	3/5

of Heritage-plus project results, and management of intellectual property.	

7. Open Access Publishing, Dissemination and Knowledge Transfer/Exchange

Open Access Publishing

Recipients of a Heritage Plus award are required to deposit an electronic copy of each of the published version(s) or final manuscript(s) accepted for publication of a research publication relating to project results published before or after the Heritage Plus award final report in an institutional or subject-based repository at the moment of publication. Heritage Plus award holders are required to make their best efforts to ensure that electronic copies become freely and electronically available to anyone through this repository:

- Immediately if a research publication is published "open access", i.e. if an electronic version is also available free of charge via the publisher;
  OR

- Within 6 months of publication.

Each publication must also be uploaded to the Heritage Portal at www.heritageportal.eu/.

Dissemination and Knowledge transfer/Exchange

Knowledge transfer and exchange activities are a crucial dimension to any proposed research project. In addition to the networking that takes place among academic partners and broader dissemination activities aimed at wider academic audiences, projects should also develop links with stakeholders outside the academy in order to maximise the societal benefit of the research. For example collaborations may include the creative, cultural and heritage sectors, broadcasters, museums, galleries, business, the public sector, voluntary, community and charitable organisations, policy makers and practitioners. Collaborations should be meaningful for all partners involved and enable joint learning throughout the duration of the project and beyond. Public engagement activities may also be included, where appropriate, to promote a wide understanding of the nature and impact of the research.

Contents

Summary of eligibility criteria

Country	Who can apply	Available budget per country	Maximum amount that can be requested, per project	Additional general criteria	National Contact Details
Belgium	The Belgian partner is employed by a Belgian university and/or public scientific institution, and/or non-profit research center institution (cfr list at http://www.belspo.be/belspo/fisc/wi_list_fr.stm)	The total budget available for Belgium is 100,000 EUR	The maximum amount per project must not exceed 100,000 EUR	At least 60% of the partner's budget is spent on personnel. The staff costs are limited to a maximum amount of: 60.000 €/year for a scientist with a Master's degree (regardless of years of experience) 90.000 €/year for a scientist with a PhD (regardless of years of experience) 50.000 €/year for a technician (regardless of years of experience)he staff budget for a Belgian coordinator and 10% maximum of the staff budget for the other Belgian partners.	Claudine Belleflamme, email: Claudine.BELLEFLAMME@belspo.be

Cyprus	The Host Organisation (HO) of a project could be a Research / Academic Organisation or a Public Benefit Organisation located permanently in the areas under the control of the Republic of Cyprus (excluding the UK Sovereign Base Areas). Partner Organisations (PA) could be Research / Academic Organisations, Enterprises and / or Public Benefit Organisations located in Cyprus.	The total budget available for Cyprus is 200,000 EUR	Up to €100.000,00 per project	Each project proposal may include up to two (2) Partner Organisations. - Each individual is allowed to participate in two project proposals only under the same Call for Proposals, regardless of the role he/she undertakes in each proposal - Each individual can participate in project proposals under one organisation only or as an Independent Researcher, regardless of his/her employment in more than one organisation. - The participation of organisations and individuals, which/whom the RPF's Board of Directors has decided to exclude from its Programmes, is forbidden. - Only one Independent Researcher (IR) may be included in each project proposal.	Achilleas Hadjikyriacou, Scientific Officer Tel:+357 22205021 Email: ahadjikyriacou@research.org.cy
Denmark	To participate in a JPI-CH consortium as Project Leader (PL) you must be at the level of a senior researcher. To participate in a JPI-CH Consortium as Principal Investigator (PI) you must hold a PhD or Equivalent qualifications	The total budget available for Denmark is 130,000 EUR	Maximum amount to be funded per project is €65,000 including overhead.		Ms Mette Bjerge Tel:+45 72318302 Email:mbj@fi.dk Ms Johanne Westergaard- Kabelmann Tel:+45 72318333 Email:jwk@fi.dk

France	Researchers based at organizations eligible to ANR funding (EPST, EPIC, Universities, public cultural institutions, private enterprises, societies…). Potential positions include junior and senior researchers, post-doctoral researchers, research assistants.	The total budget available for France is 1,000,000 EUR	Maximum amount to be funded per project for the whole French consortium (ANR and French Ministry of Culture and communication) may not exceed 250,000 EUR and a minimum of 50,000 EUR, for a maximum period of three years.		Mireille Brange, Mireille.BRANGE@agencerecherche.fr Maelle Sergheraert, Maelle.SERGHERAERT@agencerecherche.fr Tel:01 73 54 82 41
Israel	Universities and academic institutions recognised by the Israeli Council for Higher Education	The total Israeli budget available for the Heritage Plus call is 40,000 EUR	Maximum amount to be funded per project may not exceed 20,000 EUR		Dr Sinaia Netanyahu, Chief Scientist Telephone: 972 2 6553755 Email: Netanyahu-s@sviva.gov.il

| Italy | The following entities, having legal authority to enter into contracts, may, either individually or jointly, submit proposals for funding of the projects: Public Research Organisations, Universities, Research Institutes, Enterprises. Local Administrations can also participate to projects but in conjunction with one of the above mentioned entities. Each of the above mentioned entities is eligible for funding only if it is located in Italy. | The total available budget for Italy is 1,275,000 EUR | A minimum funding budget per project is not fixed. The funding request of Italian partners for each project, in terms of grant, cannot exceed 250.000 EUR

The maximum funding committed by Italy is 1.275.000 EUR as grants and 3.475.000 EUR as loans. | | MiBACT: Patrizia Bianconi Tel:+39 348 6060558 Email: Patrizia.Bianconi-01@beniculturali.it MIUR:Aldo Covello Tel:+39 069772 6465 or 3389364371 EMAIL: aldo.covello@miur.it OR Vincenzo Di Marco Tel:+39 069772 7727 OR Alessandra Cuscianna Email: alessandra.cuscianna@miur.it Tel: +39.0697727333 |

Lithuania	The main applicant is a Lithuanian higher education and research institution (which is listed in the Register of Ministry of Education and Science of Republic of Lithuania) together with principle investigator (researcher) in Lithuania. Museums, libraries and archives obtained of National status can submit proposals for funding of the projects only as partners of the main applicant.	The total available budget for Lithuania is 100,000 EUR	Maximum amount to be funded per project may not exceed 50,683 EUR (175 000 Lt). For one calendar year up to 26,065 EUR (90 000 Lt) can be requested.	The workload of each researcher of the Lithuanian team must be at least 20 hours multiplied by the duration of the project in months.	Kornelija Janaviciute Tel: +370 5 210 7396 Email: kornelija.Janaviciute@lmt.lt
Netherlands	**Project Leader -** Senior researchers in the Humanities who are employed at Dutch universities or NWO and KNAW institutes may apply for funding and participate in a HERITAGE Plus consortium as Project Leader. Note that the employment can be tenured appointment or a temporary appointment for the course of the application process and the research project. See full criteria for Netherlands for links to further information.	The total available budget for the Netherlands is 750.000 EUR	The budget requested per Dutch project team may not exceed 250,000 EUR	For the Netherlands this is a short document which can be found as annex to this call and can be downloaded from http://www.nwo.nl/over-nwo/organisatie/nwo-onderdelen/gw/internationale+financiering	NWO Humanities Department Netherlands Organisation for Scientific Research mailto:heritageplus@nwo.nl +31 70 3440567

Norway	Completed a doctoral degree or have corresponding Qualifications	The total available budget for Norway is 600,000 EUR	The maximum funding per project may not exceed 250,000 EUR.	Norway will support applications from all topics in the announcement. Norway will not support projects where the main topic is research and development of restoration/conservation technologies or techniques.	Eli Ragna Tærum, RCN, et@rcn.no, tel: +47 22037283 Tonte Hegard Ministry of Climate and Environment, tonte.hegard@kld.dep.no, tel +47 22245989
Poland	Collaborative Research Project (CRP) Proposals may only be submitted by: state cultural institutions for which the Minister of Culture and National Heritage is the organiser and cultural institutions of self-governments; state archives; pubic academies of fine art,theatre, film and music; non-governmental organisations. The organisations listed above can create a consortium with public Higher Education Institutions, Institutes of Polish Academy of Sciences, other (state) research institutes in order to implement the project.	The total available budget for Poland is 700,000 EUR	Maximum MKiDN contribution per project is 250,000 EUR		**MKiDN as Heritage Plus Beneficiary:** Dorota Janiszewska-Jakubiak djaniszewska@mkidn.gov.pl tel. +48-22-42-10-335 **NIMOZ as Heritage Plus National Contact Point:** Paulina Florjanowicz Director's Representative for International Relations pflorjanowicz@nimoz.pl Radosław Brudnicki National Contact Point for Heritage Plus in Poland rbrudnicki@nimoz.pl tel. +48-22-256-96-21 mobile +48-721-121-220

Portugal	The following entities, having legal authority to enter into contracts, may, either individually or jointly, submit proposals for funding of the projects: Higher Insitutions including their institutes and Research and Development Centres; Associate Laboratories; State Laboratories; Private non-profit institutions whose main objective is to carry out S&T activities; Companies; other public and private non-profit institutions which carry out or participate in scientific research activities.	The total available budget for Portugal is 300,000 EUR	The contribution of FCT to the HERITAGE PLUS call for proposals will be 300 000 EUR. Maximum funding per awarded project: • Up to 200,000 EUR if the applicant is the transnational project consortium coordinator; • Up to 125,000 EUR if the applicant is NOT the transnational project consortium	The percentage of time dedicated to transnational projects will not be added to the percentage of time dedicated to existing national projects.	Luisa Igreja Tel. +351 21 3911537 luisa.igreja@fct.pt Carlos Pereira Tel. +351 21 3924397 carlos.pereira@fct.pt

Romania		The total available budget for Romania is 200,000 EUR	The maximum funding per project is 75,000 EUR		
Spain	Only partners eligible under the Spanish "Programa Estatal de Investigación, Desarrollo e Innovación Orientada a los Retos de la Sociedad" of the "Plan Estatal de Investigación Científica y Técnica y de Innovación 2013-2016" can apply. Those include Universities, Public Research Institutions, Technological centers, and others non-profit Institutions performing RTD activities in Spain. The Principal Investigator (PI) must hold a PhD	The total available budget for Spain is 300,000 EUR	The maximum funding per project is 60,000 EUR		Aníbal González, anibal.gonzalez@mineco.es. Tel. +34 916 038 749

Sweden	Grants can be applied for by researchers with a PhD or higher at establishments of higher education research institutes or within the heritage sector. One necessary qualification for the award of grants is for at least two different institutions or disciplines to submit a joint application, but with one of them acting as applicant. For these purposes, "institution" includes both university departments and institutions in the heritage sector. "Disciplines" are branches of science/scholarship or specialised fields. The NHB has adopted this procedure with a view to encouraging cross- and multi-disciplinary co-operation between different institutions and sectors.	The total available budget for Sweden is 150,000 EUR	The maximum funding per project is 150,000 EUR		Christina.Fredengren@raa.se

United Kingdom	Proposals may only be submitted by Research Organisations who are eligible to apply to the AHRC. These organisations are: Higher Education Institutions (HEI) that are directly funded for research by Higher Education Funding Council for England, Department for Employment and Learning, Higher Education Funding Council for Wales and Scottish Funding Council; Independent Research Organisations that have received Research Council recognition to apply to the AHRC in responsive mode; and Research Council Institutes. To be eligible as a PI, the researcher must be actively engaged in postdoctoral research and be of postdoctoral standing. This means that they must either have a doctorate or can demonstrate in the application that you have equivalent research experience and/or training.	The total available budget for the UK is 750,000 EUR	The maximum funding per project is 250,000 EUR		Karen Buchanan, k.buchanan@ahrc.ac.uk or +44 (0)1793 416092; Gail Lambourne, g.lambourne@ahrc.ac.uk or +44 (0)1793 416082.

BELGIUM - BELSPO

HERITAGE PLUS

Eligibility of Proposals

Belgian proposers requesting a financial contribution from BELSPO need to meet all the eligibility criteria listed below. Proposals that do not meet one or more eligibility criteria will not be financed. The eligibility of each proposal is verified on the basis of information provided by the submitters in the submission file.

List of criteria

For all proposals submitted, the following criteria are examined. Only those that meet ALL these criteria are used for evaluation.

➢ The Belgian partner is employed by a Belgian university and/or public scientific institution, and/or non-profit research center institution (cfr list at http://www.belspo.be/belspo/fisc/wi_list_fr.stm) ☐

➢ The partner's budget is reserved exclusively for the project activities ☐

➢ Budgetary aspects:

▪ The maximum budget per partner is set at 100.000 € ☐

☐

▪ **Staff**: Pre-tax wages associated with increases in the cost of living, employers' social security and statutory insurance contributions, as well as any other compensation or allowance due by law and secondary to the salary itself and tax-free scholarships. Tax-free scholarships refer to a grant subject to a tax exemption under the tax laws. BELSPO prefers staff to be hired under a labour contract. ☐
☐

At least 60% of the partner's budget is spent on personnel

The staff costs are limited to a maximum amount of:

- 60.000 €/year for a scientist with a Master's degree (regardless of years of experience)
- 90.000 €/year for a scientist with a PhD (regardless of years of experience)
- 50.000 €/year for a technician (regardless of years of experience)

▪ **General operating costs**: this includes all current expenditures related to the project's implementation such as usual supplies and products for the laboratory, workshop and office, documentation, travel and accommodation, use of IT facilities, software, organisation of meetings, workshops and events, etc. The total amount of these operational costs is set at a flat rate of 15% maximum of the staff budget for a Belgian coordinator and 10% maximum of the staff budget for the other Belgian partners.

▪ **Specific operating costs** (invoices will be required): this includes specific operating costs not covered by the general operating costs such as costs for analysis, organisation of workshops, maintenance and repair of specific equipment purchased by the project, surveys.

- **Equipment:** Purchase and installation of scientific and technical apparatus and instruments, including computer hardware. Equipment needs to be purchased in the first half of the project.

- **Overheads**: Institutions' general overheads that cover, in one lump sum, administration, telephone, postal, maintenance, heating, lighting, electricity, rent, machine depreciation, and insurance costs. The total amount of this item may not exceed 5% of the total staff and operating costs.

- **Subcontracting**: Expenses incurred by a third party to carry out tasks or provide services that require special scientific or technical competences outside the institution's normal area of activity. The amount may not exceed 25% of the total budget allocated to the Belgian partner concerned.

Country: Cyprus

Organisation Name: Research Promotion Foundation (RPF)

Who can apply?

Beneficiaries

The Host Organisation (HO) of a project could be a Research / Academic Organisation (cat. A.1 and A.2) or a Public Benefit Organisation (cat. Γ.1 and Γ.2) located permanently in the areas under the control of the Republic of Cyprus (excluding the UK Sovereign Base Areas). Partner Organisations (PA) could be Research / Academic Organisations (cat. A.1 and A.2), Enterprises (cat. B.1, B.2, B.3 and B.4) and / or Public Benefit Organisations (cat. Γ.1 and Γ.2) located in Cyprus. Each project proposal may include up to two (2) Partner Organisations.

Conditions for participation

The general conditions for participation in project proposals are the following:
- Each individual is allowed to participate in two project proposals only under the same Call for Proposals, regardless of the role he/she undertakes in each proposal.
- Each individual can participate in project proposals under one organisation only or as an Independent Researcher, regardless of his/her employment in more than one organisations.
- The participation of organisations and individuals, which/whom the RPF's Board of Directors has decided to exclude from its Programmes, is forbidden.
- Only one Independent Researcher (IR) may be included in each project proposal.

The general terms and conditions regarding eligibility for participation and proposal submission, the categories of organizations and individuals and the roles of the participants are described in detail in Chapter 19 of the DESMI 2009-2010 Work Programme Document.

National priorities

The thematic priorities supported by the RPF are specified in the national call text. Proposals submitted under this call should relate to at least one of these themes.

What are the eligible costs for researchers in your country?

Maximum budget

Up to €100.000,00 per project

Duration of the project

12-36 months

Regulations and Conditions of Funding

For the budget distribution the following rules apply:
- All Cypriot organisations participating in a project proposal are entitled for funding irrespective of their role.
- Independent Researchers are only allowed to claim "Personnel Costs" and "Travel Costs" without exceeding 10.000 Euros.
- A Consortium Agreement must be submitted before signing the contract with RPF.

<u>Eligible Expenses</u>

The eligible cost categories (cf. DESMI 2009-2010 Work Programme Document) for the present Call are:

Personnel Costs
Research Instruments and Equipment Costs
Costs for External Services (up to 10%)
Dissemination (at least 2%)
Travel
Consumables
Access (up to 10%)
Overheads (up to 20%)
Specific Costs

Links to further information or documents:

For more information regarding Cyprus' national rules for participation please see relevant Call for Proposals and the DESMI 2009-2010 Work Programme Document on the RPF's website.

Contact:

Achilleas Hadjikyriacou, Ph.D., Scientific Officer, National Research Programmes Unit
Research Promotion Foundation, Tel: +357-22205021, ahadjikyriacou@research.org.cy

The Danish Council for Independent Research

Denmark (DFF)
DFF Eligibility Requirements for JPI-CH HERITAGE Plus applicants based in Denmark

The Danish Council for Independent Research (DFF) participates in a joint call under the Joint Programming Initiative Cultural Heritage. The Danish Council for Independent Research | Humanities (FKK) has on behalf of DFF allocated 130.000 € to Danish participation.

Who can apply?
To participate in a JPI-CH consortium as Project Leader (PL) you must be at the level of a senior researcher.

To participate in a JPI-CH consortium as Principle Investigator (PI) you must hold a PhD or have equivalent qualifications.

What are the eligible costs for Danish researchers?
The total Danish budget available for the HERITAGE Plus call is 130.000 € including overhead. Within this budget the Council expects to fund 1 to 2 projects. Maximum amount to be funded per project is 65.000 € including overhead.

You may apply for funding to cover expenses that are directly attributable to the suggested project and which are relevant and necessary in order to carry out the project, such as

- Scientific/academic salaries
- Technical/administrative salaries
- Equipment costs
- Operating costs (e.g. for data collection, travel costs, consumables, organization of scientific
conferences, workshops etc.)

Indirect costs - overhead:
- Grants administered by Danish state institutions, including Danish universities, subject to the rules regarding grant-funded research activities in the Danish Ministry of Finance's budget guidelines ("*Budgetvejledning"*), are to include an overhead contribution of 44 per cent of the Research Council's share of the direct expenses (*Example:* Having applied for 90.000 € including 44 per cent overhead, direct costs would be 62.500 € and overhead 39.600 €.)
- Other Danish public institutions, including regional and municipal institutions, are to include an overhead contribution of 3.1 per cent of the council's share of the direct expenses.

Funding criteria:
The Danish Council for Independent Research's rules for budgeting etc. described in the DFF Call for proposals A2013 and S2014 are to be followed:
http://fivu.dk/en/research-and-innovation/funding-programmes-for-research-and-innovation/calls/2013/call-files/uk_dff-call_autumn-2013_spring-2014-ydun.pdf

CONTACT:
The Danish Agency for Science, Technology and Innovation (DASTI)
The Danish Council for Independent Research | Humanities
Bredgade 40, DK-1260 Copenhagen K, DENMARK

Ms. Mette Bjerge
E-mail address: mbj@fi.dk, Phone: +45 72318302

Ms. Johanne Westergaard-Kabelmann
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HERITAGE PLUS call – eligibility rules for French applicants

Country
France

Organisation Name
Agence Nationale de la Recherche, Ministère de la culture et de la communication

Who can apply?
Researchers based at organizations eligible to ANR funding (EPST, EPIC, Universities, public cultural institutions, private enterprises, societies…). Potential positions include junior and senior researchers, post-doctoral researchers, research assistants…
For details please read: http://www.agence-nationale-recherche.fr/fileadmin/documents/2013/Reglement-financier-ANR-RF-2013-01.pdf

What are the eligible costs for researchers in your country?

Maximum amount to be funded per project (for the whole French consortium) may not exceed k€ 250 and be under 50k€, for a maximum period of three years.

Standard national rules apply, including for overheads. Staff costs, travel costs, outsourcing, investment costs and other costs are eligible under the provisions of the ANR's Règlement financier (See: http://www.agence-nationale-recherche.fr/fileadmin/documents/2013/Reglement-financier-ANR-RF-2013-01.pdf)

All budget items must be fully justified.
Please, include the financial budget table of ANR "document financier de soumission" (available on the ANR programme's webpage) when submitting the Full Proposal form.

Contact

Agence Nationale de la Recherche
212 rue de Bercy 75012 Paris

Mireille Brangé
Mireille.Brange@agencerecherche.fr
Responsable scientifique

Maëlle Sergheraert
Chargée de mission scientifique
Maelle.Sergheraert@agencerecherche.fr
01 73 54 82 41

Links to further information or documents:
"Modalités de participation et recommandations pour les participants français"

Office of the Chief Scientist

Israel Eligibility Criteria – Heritage Plus

Country
Israel

Organization Name
Ministry of Environmental Protection
The Israel Ministry of Environmental Protection participates in a joint call under the Joint Programming Initiative Cultural Heritage.

Who can apply?
Universities and academic institutions recognized by the Israeli Council for Higher Education

Funding commitment
The total Israeli budget available for the HERITAGE Plus call is 59.701 €
Within this budget the Ministry expects to fund 3 projects.

What are the eligible costs for researchers in your country?
- Salaries for researchers, research associates, students and technicians;
- Materials (disposable)
- Laboratory analysis
- Overhead cost
- Expanses for local travel.

Funding Criteria
Funding will be in accordance with the Ministry of Environmental Protection guidelines for financing research projects provided in the following link:
http://www.sviva.gov.il/SUBJECTSENV/ENVINFO/KOLKORE2014/Pages/Heritage2014.aspx
All Budget items must be justified

Maximum funding participation of the Israeli Ministry of Environmental Protection per awarded project
20000 € per project

Contacts:
Dr. Sinaia Netanyahu
Chief Scientist
Ministry of Environmental Protection
Kanfei Nesherim 5 Jerusalem, Postal Code 95464, POB 34033, Israel
Tel: 972-2-6553755
e-mail: Netanyahu-s@sviva.gov.il

Kanfei Nesharim St. 5, P.O. Box 34033, Jerusalem 95464
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Natanyahu-s@sviva.gov.il

MINISTERO DELL'ISTRUZIONE, DELL'UNIVERSITÀ E DELLA RICERCA
Direzione Generale per l'Internazionalizzazione della Ricerca

MINISTERO DEI BENI, DELLE ATTIVITÀ CULTURALI E DEL TURISMO

Segretariato Generale

Country:
Italy

Organisation Name:
Ministero dell'Istruzione, dell'Università e della Ricerca (MIUR).
Ministero per i Beni e le Attività Culturali e Turismo (MiBACT).

Who can apply?
The following entities, having legal authority to enter into contracts, may, either individually or jointly, submit proposals for funding of the projects:

- Public Research Organizations
- Universities
- Research Institutes depending from the Ministry of Cultural Heritage, Activities and Tourism
- Enterprises

Local Administrations can also participate to projects but in conjunction with one of the above mentioned entities.
Each of the above mentioned entities is eligible for funding only if it is located in Italy.

What are the eligible costs for researchers in your country?
It is eligible for funding any collaborative research project. Are eligible for funding fundamental research activities and industrial research activities, as defined in the European Commission Communication 2006/C323/01.

The maximum funding committed by Italy is 1.275.000 € as grants and 3.475.000 as loans.

The following costs borne by the recipients and incurred exclusively in the execution of the project are considered eligible:

- Personnel costs (including permanent personnel, temporary personnel, grant personnel, doctorates);
- Coordination cost (only for the partner which acts as project coordinator)
- Acquisition of scientific and technical instruments;
- Consultants;
- Dissemination cost (publications, conference presentations);
- Mission (only international missions for University and Public Research Organization. National missions and any kind of mission for private entities must be included in the overheads)
- Overheads, equal to 50% of the personnel cost

Please also include your country's maximum contribution per project.

A minimum funding budget per project is not fixed. The funding request of Italian partners for each project, in terms of grant, cannot exceed 250.000 €

Links to further information or documents:

In addition to the documents which will be published for the launch of the HERITAGE PLUS call, MIBACT and MIUR will publish in their web site a specific national call document with detailed information on all the above summarized issues, including also the funding levels and the additional national documents to be provided by Italian participants.

Contact:

MiBACT:

Patrizia Bianconi

JPICH Coordination Unit and Call Secretariat, Project manager

+39.348.6060558, patrizia.bianconi-01@beniculturali.it

Website: http://www.jpi-culturalheritage.eu/

MIUR:

Aldo Covello, DG for Internationalization of Research, Office for European Cooperation,

+39.06.9772 6465, +39.3389364371, aldo.covello@miur.it

Vincenzo Di Marco, DG for Internationalization of Research, Office for Research and Enterprises,

+39.06.9772 7727, vincenzo.dimarco@miur.it

Website:http://www.ricercainternazionale.miur.it/era/programmazione-congiunta/jpi-ch.aspx

Country:
Lithuania

Organisation Name:
Research Council of Lithuania (RCL)

Who can apply?

The main applicant is Lithuanian higher education and research institution (which is listed in the Register of Ministry of Education and Science of Republic of Lithuania) together with principle investigator (researcher) in Lithuania. Museums, libraries and archives obtained of National status can submit proposals for funding of the projects only as partners of the main applicant.

What are the eligible costs for researchers in your country?

The total Lithuanian budget available for the HERITAGE Plus call is € 100 000.

One project can require up to 50 683 € (175 000 Lt) in Lithuania. For one calendar year up to 26 065 € (90 000 Lt) can be requested.

Participations in the projects may last up to 36 months.

The workload of each researcher of Lithuanian team must be at least 20 hours multiplied by the duration of the project in months.

Eligible direct costs for Lithuanian researchers**:**
- Personnel
- Subcontracting
- Consumables
- Travel and Subsistence
- Equipment
- Other

Overheads:
- Up to 30% of Personnel and Subcontracting costs.

Researcher can participate only in one proposal per Call.

Links to further information or documents:

This is not a comprehensive list of requirements for the Lithuanian participants. All national rules will be listed in Lithuanian language in the "Description for Financing HERITAGE PLUS projects".

Contact:
Kornelija Janaviciute, Chief Officer, International Programmes Unit of Research Foundation
Research Council of Lithuania
E-mail: kornelija.janaviciute@lmt.lt
Tel: +370 5 210 7396
www.lmt.lt

HERITAGE PLUS call – eligibility rules for Dutch applicants

Country
The Netherlands

Organisation Name
Netherlands Organisation for Scientific Research/Dutch Heritage Agency

Who can apply?

Project Leader/main applicant
Senior researchers in the Humanities who are employed at Dutch universities or NWO and KNAW institutes may apply for funding and participate in a HERITAGE Plus consortium as Project Leader/Main applicant. Note that the employment can be a tenured appointment or a temporary appointment for the course of the application process and the research project. The General Terms and Conditions of NWO Grants 2011 state which Dutch organizations can submit a funding proposal to NWO.

Project Members/co-applicants
Researchers employed at Dutch universities or NWO- and KNAW-institutes can be a member of the HERITAGE Plus consortium. The Dutch part of the HERITAGE Plus consortium must comprise at least one half-time (0,5 fte) Postdoc for the full project duration.
Researchers not formally affiliated with a research institute recognised by NWO ("hogescholen", TNO, Dutch Cultural Heritage Agency, museums) can also be part of a HERITAGE Plus consortium, but cannot function as formal Project Leader. Personnel costs for researchers associated with these organisations will be reimbursed at the same level as the researchers employed at Dutch universities or NWO- and KNAW-institutes (see eligible costs).

Stakeholder involvement
It is strongly encouraged to include relevant stakeholders in the HERITAGE Plus consortia. Relevant stakeholders are those public or private partners relevant to setting up effective consortia targeting any of the priority themes for this call. The personnel costs of these stakeholder partners are not eligible for funding under this call; however material costs as specified below are eligible.

What are the eligible costs for researchers in your country?
The total Dutch budget available for the HERITAGE Plus call is € 750.000. The maximum duration of a HERITAGE plus project is 3 years. The budget per project (duration three years) may not exceed k€ 250.

Eligible **personnel costs** (maximum project duration 3 years) are:
- Temporary academic personnel (PhD, postdoc, assistant researcher). The personnel costs will be funded in accordance with the most recent version of the VSNU contract *Agreement for Funding Scientific Research* (VSNU contract 1-7-2013: postdoc 1.0 fte for 3 years € 199.465; PhD 1.0 fte for 3 years € 156.363). In the case of an assistant researcher the budget requested will be assessed against experience and the type of activities; most often that will mean using the NWO-HBO salary tables in the same VSNU contract.

- Temporary non-academic personnel. In the case of non-academic personnel the budget requested will be assessed against experience and the type of activities. The personnel costs will be funded in accordance with the most recent version of the VSNU contract *Agreement for Funding Scientific Research*.
- For senior permanent staff a Replacement Grant may be applied for. Replacement grants are based on standard amounts. The maximum amount that may be requested for the entire research project is €50,000 for an exemption of 0.5 FTE for a duration of 24 months. Lesser exemptions will be calculated proportionally. For example, the maximum that may be requested for an exemption corresponding to 0.5 FTE for a duration of 12 months is €25,000. The maximum Replacement Grant may be distributed over up to three persons.

Eligible **material costs** directly related to the project (up to a maximum of € 50.000) are:
- Costs for organizing project meetings and workshops (venue, travel and accommodation and subsistence costs). The material costs also include all costs pertaining to the project meetings for all consortium members.
- A benchfee of € 5.000 may be requested for each of the postdocs or PhDs in the project consortium for participating in international conferences and/or summer schools.
- Costs for knowledge exchange and valorisation activities.
- Joint publications costs.
- Other material costs (contact NWO to check eligibility of proposed material costs).

All budget items must be justified.
Note that in accordance with the NWO-VSNU agreement costs for consumables, i.e. computers, laptops, standard software and other costs that belong to the standard infrastructure of universities, research institutes, studios or labs (e.g. accommodation, books) are not eligible for funding. General costs for project management and coordination are also not eligible for funding. Overhead costs are not eligible.

Links to further information or documents:
- The most recent versions of the VSNU contract specifying eligible personnel costs: http://www.nwo.nl/financiering/hoe-werkt-dat/Salaristabellen
- Link to the Heritage Plus Call: http://www.jpi-culturalheritage.eu/
- Link to the JPI Cultural Heritage: http://www.jpi-culturalheritage.eu/
- Link to NWO Humanities: http://www.nwo.nl/en/about-nwo/organisation/nwo-divisions/gw
- Link to the Cultural Heritage Agency of the Netherlands: http://www.cultureelerfgoed.nl/en

Contact:
NWO Humanities Department
Netherlands Organisation for Scientific Research
heritageplus@nwo.nl
+31 70 3440567

Country: Norway

Organsation	The Research Council of Norway, RCN http://www.forskningsradet.no/en/Home_page/1177315753906
National contact point NCP	Eli Ragna Tærum, RCN, et@rcn.no, tel: +47 22037283 Tonte Hegard Ministry of Climate and Environment, tonte.hegard@kld.dep.no, tel +47 22245989
Eligible Institutions	See more about general application requirements: http://www.forskningsradet.no/en/General_application_requirements/1184159007037
Eligible Applicants	Completed a doctoral degree or have corresponding qualifications
Eligible Costs	Collaborative Research Project (Researchers project), see more about payroll and indirect expenses, rates for fellowship grants: http://www.forskningsradet.no/en/Payroll_expenses_and_rates/1138882216669 and requirements for Researcher project: http://www.forskningsradet.no/en/Researcher_project/1195592882768
Anticipated amount of funding for this call	Up to 0,6 Mio. €
Maximum amount per proposal	Within a single project proposal the maximum Norwegian contribution can be up to 250 000 Euros
Relevant national documents (links)	Call announcement from the RCN Miljø2015 web page: http://www.forskningsradet.no/prognett-miljo2015/Home_page/1224697848161 General RCN conditions for funding: http://www.forskningsradet.no/en/Application_information/1138882212933
Subject, relevance criteria	Norway will support applications from all topics in the announcement. Norway will not support projects where the main topic is research and development of restoration/conservation technologies or techniques.

Country: Poland

Organisation Name: Ministry of Culture and National Heritage (MKiDN)

Implementing agency: National Institute for Museums and Public Collections (NIMOZ)

Who can apply?

Collaborative Research Project (CRP) Proposals may only be submitted by:
  a) state cultural institutions for which Minister of Culture and National Heritage is the organiser
  b) cultural institutions of self-governments
  c) state archives
  d) public (state) Academies of Fine Arts, Theater, Film and Music
  e) non-governmental organisations

above entities listed from „a" to „e" can create consortium with public (state) Higher Educational Institutions, Institutes of Polish Academy of Sciences or (state) Research Institutes in order to implement the project.

The MKiDN has adopted this procedure with a view to encouraging cross- and multi-disciplinary co-operation between cultural heritage and research institutions. Direct application of research institutions is not possible due to legal constrains.

Organisation of dissemination activities (workshops, training activities, etc.) in Poland will be mandatory for Polish Partners as MKiDN is willing to strengthen transfer of projects findings to entire cultural heritage sector.

What are the eligible costs for researchers in your country?

Maximum MKiDN contribution per project is 250,000 EUR and minimum contribution per project is 25,000 EUR.

Eligible cost are:

  a) personnel cost,
  b) equipment,
  c) other (materials, travel, dissemination activity)
  d) subcontracting (research services, max. 50% of the project total budget)

Links to further information or documents:
http://www.nimoz.pl/pl/dzialalnosc/heritage-plus

Contact:
For MKiDN as Heritage Plus Beneficiary:

Dorota Janiszewska-Jakubiak

Deputy Director Department of Cultural Heritage
Ministry of Culture and National Heritage
ul. Krakowskie Przedmiescie 15/17
00-071 Warszawa
POLAND
e-mail: djaniszewska@mkidn.gov.pl
tel. +48-22-42-10-335

For NIMOZ as Heritage Plus National Contact Point:

National Institute for Museums and Public Collections
ul. Goraszewska 7
02-910 Warsaw
POLAND
- Paulina Florjanowicz
Director's Representative for International Relations
pflorjanowicz@nimoz.pl

- Radosław Brudnicki
National Contact Point for Heritage Plus in Poland
rbrudnicki@nimoz.pl
tel. +48-22-256-96-21
mobile +48-721-121-220

Country
Portugal

Organisation Name
Fundação para a Ciência e a Tecnologia

Who can apply?

The following entities, having legal authority to enter into contracts, may, either individually or jointly, submit proposals for funding of the projects:
- Higher Education Institutions, their institutes and R&D centres;
- Associate Laboratories;
- State Laboratories;
- Private non-profit institutions whose main objective is to carry out S&T activities;
- Companies;
- Other public and private non-profit institutions which carry out or participate in scientific research activities.

What are the eligible costs for researchers in your country?

The following costs borne by the recipients and incurred exclusively in the execution of the project are considered eligible:

- Human resources;
- Missions;
- Consultants;
- Acquisition of goods and services;
- Registration of patents;
- Adaptation of buildings and facilities;
- Acquisition of scientific and technical instruments;
- Overheads up to a limit of 20% of the eligible direct costs.

VAT should be included in the budget figures provided.

Percentage of costs covered by national funding:
- Large Enterprises, Groups and Associations of Enterprises, Medium Enterprises, Small Enterprises - 50%;
- Research Institutes and Universities - 100%.

Payments made to companies may not exceed 50% of the total cost of the company's participation. During the execution of the project, the recipients should present to FCT the documents related to the total expenses made.

Exception to national regulations
The percentage of time dedicated to transnational projects will not be added to the percentage of time dedicated to existing national projects.

Funding commitment
The contribution of FCT to the HERITAGE PLUS call for proposals will be 300 000 Euros.

Maximum funding per awarded project

- Up to 200 000 Euros if the applicant is the transnational project consortium coordinator;

- Up to 125 000 Euros if the applicant is NOT the transnational project consortium coordinator

Portuguese applicants must follow the *Regulations governing access to funding for scientific research and technological development projects — 2010 (with 2011 changes)* at: http://www.fct.pt/apoios/projectos/regulamento.phtml.en

Anticipated number of fundable research groups
1 - 2

Eligibility of project duration
Maximum 3 years.

Links to further information or documents:
Information available at http://www.fct.pt/apoios/projectos/regulamento.phtml.en

Contact:
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Departamento das Relações Internacionais (DRI)
FCT - Fundação para a Ciência e a Tecnologia
Av. D. Carlos I, nº126 - 7º
1249 - 074 Lisboa
Portugal

ROMANIA (RO)

Ministry Of National Education –Research Activity (MEN)

MEN Eligibility Criteria for HERITAGE PLUS Joint Call applicants based in RO

Each Joint European Research Project (JERP) :

a) may be submitted by legal RTD entities eligible according to the national regulations of the participating countries. The funding scheme targets at institutional collaboration: legal private persons only may not apply
b) must fall within the strategic subtopics established by the Strategic Research Agenda
c) will have duration of one to two years and need to include a substantial scientific contribution from each partner institution

Who can apply?
In Romania Higher Education Establishments, Public Research Centres, Private Non-profit Research Centres and the Commercial sector (including SMEs) are eligible for funding.

What are the eligible costs for researchers in your country?

Romania's maximum contribution per project: 75.000 Eur

I Eligible costs as Direct Cost

Events
In general all costs directly related to the preparation and the implementation of events like workshops, conferences etc. are eligible.

Travel
Here, lump sums are taken as a basis for budget calculation. Nevertheless the final calculation will be done on the basis of invoices. A general lump sum of 700 € (economy class & return ticket) for each travel to another HERITAGE PLUS country will be applied.

Subsistence allowance
The subsistence allowance per day (full day) in € including accommodation costs etc. in the context of the business trips should be applied according to the national legal rules. The figures for accommodation will be considered as upper funding limits and final calculation will be done on the basis of the invoices.

Consumables and supplies
Any consumables necessary for the implementation of the project may be considered as direct eligible costs. The costs for consumables and supplies for a Romanian participant are limited to 3600 € per year per project.

Costs of personnel
Personnel costs are costs for scientific and administrative personnel as well other supporting staff (temporary employees etc.) to the extent as they are employed on the research project. In order to avoid double funding, only the cost for additional personnel should be granted. In Romania the following upper limits for personnel costs are applied.

Ctr. no	Categories of activities	Level of studies	Position / professional degree	Upper limit in euro/ person/ month
1.	Activities requiring a high level of creativity and / or management experience and skills	Higher	CS I, CS II, IDT I, IDT II, university professor, university lecturer, programme / project manager	4300
2.	Activities requiring advanced knowledge of analysis and synthesis methods as well as application skills	Higher	CS II, IDT III, CS, IDT, university lecturer, , university assistant, programme / project manager, project responsible	2900
3.	Activities requiring knowledge of analysis and synthesis methods and research methodologies as well as application skills	Higher	Research assistant, doctor's degree candidate, master's degree candidate	1900
4.	Support activities	Higher or secondary	TI, TII, TIII, TS, other	1000

Subcontracting

The general rule should be that applicants shall implement the JERP and shall have the necessary resources to that end. However, it should be accepted that as an exception certain parts that are not "core" parts of the project may be subcontracted. Subcontracting should only be eligible when it deals with support services like rent of locations, translation costs, costs for technical equipment in the context of the organisation of events or printing services etc. For Romania the costs for subcontracting are limited to 10% of the overall contribution of MEN to the resp. JERP.

II Eligible costs as Indirect costs

Eligible costs as indirect costs are the overheads and are calculated as a percentage of the direct costs excluding subcontracting. Institutions belonging to all sectors should have an eligible overhead rate of 20 %.

III. Upper funding limits for the eligible costs

Upper funding limits for the eligible costs in JERPs are applying to non-economic activities for which the upper funding limit should be 100% of the eligible costs.

Contact:

Ministry of National Education –Research Activity (MEN)
Dr.Monica Alexandru
Tel.: +40-21-318 3064
E-mail: monica.alexandru@ancs.ro
Internet: http://www.research.edu.ro

Country: Spain

Organisation Name: MINECO

Who can apply?

Only partners eligible under the Spanish "*Programa Estatal de Investigación, Desarrollo e Innovación Orientada a los Retos de la Sociedad*" of the "*Plan Estatal de Investigación Científica y Técnica y de Innovación 2013-2016*" can apply.

Those include Universities, Public Research Institutions, Technological centers, and other non-profit Institutions performing RTD activities in Spain.

The Principal Investigator (PI) must hold a PhD. Other requirements might apply (see detailed information in the *Plan Estatal* documents below).

What are the eligible costs for researchers in your country?

The total available budget for Spain is 300,000 EUR. The maximum funding per project is 60,000 EUR.
Personnel, small equipment, consumables, coordination, travel and mobility cost, and other cost, are eligible according to national regulations (see. Art. 9 Orden ECC/1780/2013 below).
Overheads are not funded under this call.

Links to further information or documents:

Orden ECC/1780/2013, de 30 de septiembre, por la que se aprueban las bases reguladoras para la concesión de ayudas públicas del Programa Estatal de Investigación, Desarrollo e Innovación Orientada a los Retos de la Sociedad, en el marco del Plan Estatal de Investigación Científica y Técnica y de Innovación 2013-2016. («BOE» núm. 236, de 2 de octubre de 2013, páginas 80222 a 80256, http://www.boe.es/diario_boe/txt.php?id=BOE-A-2013-10259)

Resolución de 5 de noviembre de 2013, de la Secretaría de Estado de Investigación, Desarrollo e Innovación, por la que se aprueba la convocatoria para el año 2013 del procedimiento de concesión de ayudas correspondientes al Programa Estatal de Investigación, Desarrollo e Innovación Orientada a los Retos de la Sociedad, en el marco del Plan Estatal de Investigación Científica y Técnica y de Innovación 2013-2016. («BOE» núm. 266, de 6 de noviembre de 2013, páginas 89295 a 89333 http://www.boe.es/diario_boe/txt.php?id=BOE-A-2013-11617)

Contact:

Aníbal González,
anibal.gonzalez@mineco.es
Tel. +34 916 038 749

Country: Sweden

Organisation Name: Swedish National Heritage Board

Who can apply?

Grants can be applied for by researchers with a PhD or higher at establishments of higher education research institutes or within the heritage sector. One necessary qualification for the award of grants is for at least two different institutions or disciplines to submit a joint application, but with one of them acting as applicant. For these purposes, "institution" includes both university departments and institutions in the heritage sector. "Disciplines" are branches of science/scholarship or specialised fields. The NHB has adopted this procedure with a view to encouraging cross- and multi-disciplinary co-operation between different institutions and sectors. Great importance will be attached to the findings being disseminated within the NHB, the heritage sector and the universities.

What are the eligible costs for researchers in your country?

Among eligible costs are OH up to a certain level, but not the purchase of equipment or books that ought to be covered by this OH. Publication costs are not eligible.

Sweden's maximum contribution per project is 150,000 EUR.

Links to further information or documents:

http://www.raa.se/wp-content/uploads/2012/06/fou-program_2012-20161.pdf

Contact:

Please contact the Swedish team on jpi@raa.se

AHRC Eligibility Requirements for Heritage Plus applicants based in UK

Country: United Kingdom

Organisation: Arts and Humanities Research Council

Who can apply?

Organisations: Proposals may only be submitted by Research Organisations who are eligible to apply to the AHRC. These organisations are:

- Higher Education Institutions (HEI) that are directly funded for research by HEFCE, DEL, HEFCW and SFC

- Independent Research Organisations that have received Research Council recognition to apply to the AHRC in responsive mode (http://www.ahrc.ac.uk/FundingOpportunities/Pages/IndependentResearchOrganis ations.aspx)

- Research Council Institutes

Project Leaders (PL) and Principle Investigators (PI): To be eligible, the Investigator must be actively engaged in postdoctoral research and be of postdoctoral standing. This means that they either have a doctorate or can demonstrate in the application that they have equivalent research experience and/or training.

The Project Leader or Investigator must have a level of skills, knowledge and experience appropriate to the nature of the proposed project, including intellectual leadership of the project (or aspects of the project).

Project Leaders and Investigators from the UK must adhere to contractual requirements of AHRC Principle Investigators, please consult Section 3 of the AHRC Research Funding Guide for further information.

Eligible costs for UK researchers

The UK elements of projects must be costed on the basis of the full economic costs (FEC) of the research, and 80% of these costs can be claimed.

In order to cost the proposal accurately it is advised that applicants should calculate their budget using the directly allocated, directly incurred and indirect headings as a starting point.

There is no defined exchange rate for this call and you will not be required to state one in the application.

Only an indicative budget will need to be provided for the pre-proposal stage. A more detailed budget will be required if the applicant is invited to submit a full proposal. You are advised, therefore, to prepare the budget for the pre-proposals using the FEC headings and keep a record of this and the exchange rate both for audit purposes and for a full proposal.

For full guidance on costings see Section 2 on Costs in the AHRC Research funding Guide

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Heritage Plus Call

Frequently Asked Questions (FAQ) and Glossary

Please ensure you have read the **'Guidelines for Applicants: pre-proposals'** document before preparing your application

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Please note that this document will be up-dated regularly

Last update: 3 March 2014. Version 1.0

GENERAL

What is the main objective of the Heritage Plus Call?

The Heritage Plus call is designed to generate new, research-based knowledge to promote the sustainable use and management of cultural heritage and so to meet societal challenges and contribute to the development on the society.

This HERITAGE PLUS Joint Call will be designed to fund excellent collaborative, transnational, interdisciplinary, innovative R&D projects focused mainly on tangible cultural heritage research, while not excluding the interlinked aspects of intangible and digital heritage. The Strategic Research Agenda for the JPICH recognises that different types of heritage cannot be seen as separate entities and so any investigation of tangible heritage through projects funded through this call should also explore its intangible and digital aspects. An important outcome of the HERITAGE PLUS Call will be maximising the impact and added value of the research undertaken to non-academic stakeholders such as policy makers but in particular to NGOs and business, including SMEs. The intention is to narrow the gap between cultural heritage research and the implementation of the resulting knowledge to solve problems relating to the assessment, protection and management of cultural heritage.

Please ensure you read the **Guidelines for Applicants: pre-proposals** document for the full aims and objectives of the Heritage Plus call.

What type of projects can be supported under the Heritage Plus Call?

Transnational, collaborative R&D Projects will be supported. Projects can include an element of networking to support the research aims, questions etc.

Which countries are participating in the Heritage Plus Call?

Belgium, Cyprus, Denmark, France, Israel, Italy, Lithuania, the Netherlands, Norway, Poland, Portugal, Romania, Spain, Sweden, United Kingdom. A list of national contact points – who may be contacted for questions about national eligibility issues – can be found in the main Heritage Plus Call **guidelines for applicants** document.

What is the research theme that my project idea must fit within?

The Heritage Plus call focuses on specific topics related to the 'Development of new methodologies, technologies and products for the assessment, protection and management of historical and modern artefacts, buildings and sites'. To be eligible, applications **must** address **at least one** of the topics/themes outlined in the call document.

It is acceptable for a project to address issues from more than one of the Heritage Plus topics to help address the broader challenges affecting cultural heritage.

What character/size/duration must a Heritage Plus project have?

- be collaborative (involve research teams from at least three different Heritage Plus countries);
- may include any type of researcher that is in accordance with the national eligibility criteria for the relevant country, but the type of researcher must be justified;
- have a maximum duration of 3 years (36 months);
- must be carried out by a balanced and appropriate consortium, but the distribution of funding across countries may be uneven;
- may involve research, researcher training, travel, knowledge transfer/exchange activities as well as knowledge dissemination.

What should a Heritage Plus Research Project consortium look like?

A Heritage Plus consortium **must** consist of at least **three** research teams, each from a different country participating in the Heritage Plus call and based in an eligible institution. All applicants must meet the eligibility criteria for each country and you are strongly advised to carefully check this before applying (see **Annex A** of the call document). A list of national contact points is provided in the call document. Other stakeholders may be included. (further information on the inclusion of other stakeholders can be found below). The maximum number of research teams in a project is **five**.

Can proposals include partners from outside the cultural heritage sector?

Yes, proposals can include people or partners from outside the heritage sector but their involvement in the project must be justified, for example, because of their expertise or the potential for knowledge transfer/exchange and broader impact.

How can I find partners in other countries to collaborate with?

In order to help researchers or interested partners to find partners in other countries and organisations, an email group (called Heritage Plus) has been set up so that researchers can

subscribe to receive such requests, and to post requests themselves. To use this service, you need to subscribe at the following link - http://www.jiscmail.ac.uk/HERITAGEPLUS.

We recommend subscribing immediately but waiting until after Monday 10th March before posting your request in order to give all countries time to distribute information on the email group and for interested parties to subscribe.

Further detail is given below in the section called **Heritage Plus email group** on how to use this mailing list.

What if one of my partners is not eligible according to their country's eligibility rules?

If any of the teams are ineligible at the Pre-Proposal stage of this call, the whole project will be deemed ineligible and withdrawn.

What if I want to include someone who is based in non-participating country?

Partners from non-Heritage Plus participating countries can be included in, for example, advisory groups, workshops etc and their role can be described in the Description of Work, but they cannot have an integral role in the project and no other information can be submitted about them (for example, CVs).

What is the definition of a Heritage Plus Project Leader (PL)?

The Project Leader (PL) is one of the PIs responsible for carrying out and managing the Heritage Plus Project, in addition to his/her own Individual Project. The PL is a senior researcher with a solid experience of managing collaborative research projects. S/he will be the contact point for the Heritage Plus call secretariat throughout the application phase and is responsible for communication with the other partners of his/her project. Finally, the PL is responsible for the project's intellectual agenda and coherence, the work programme as a whole, as well as all the reporting duties.

What is the definition of a Heritage Plus Principal Investigator (PI)?

A Principal Investigator (PI) is responsible for leading research activities at his/her institution. The PI is also responsible for the administrative and financial management of funds (if successful) that will be transferred to his/her host institution. Other researchers (senior researchers, post-doctoral researchers) can be part of the PI Project **team** – please read the National Eligibility Criteria for each country which is included in the main **Guidelines for applicants** document for the Heritage Plus call. There can be more than one PI per country but only one PI per institution.

Can I submit several applications?

Project Leaders submit the application on the part of all partners (Principal Investigators) of the Heritage Plus Project. The Project Leader may act as Project Leader only for one proposal to the Heritage Plus Call.

A Principal Investigator is allowed to be involved in more than one Heritage Plus proposal provided the following conditions are met:

- the PI needs to inform his/her PLs about which proposals (s)he is involved in;
- the total number of hours per week the PI participates in the submitted proposal(s) must be

lower than the number of hours per week permitted by the National Eligibility Criteria for their country;

- it meets the eligibility criteria of their country

Can there only be one PI per institution for the Heritage Plus Call?

Yes. There can be only one PI per institution per project which means that you cannot have two PIs from the same institution listed on the same project. However, there is no limit with regard to the number of other applications a PI can be involved in an application to the Heritage Plus Call providing the conditions in the previous paragraph are met. In addition, other researchers (senior researchers, post-doctoral researchers) can be part of the PI Project team – please read the National Eligibility Criteria for each country which is included in the main **Guidelines for applicants** document for the Heritage Plus call.

Can I act as a PL in one Heritage Plus project and as a PI in another/others?

Yes, you may be involved as a PL in one project and as a PI in another/others, provided

- the PI needs to inform his/her PLs about which proposals (s)he is involved in;
- the total number of hours per week the PI participates in the submitted proposal(s) must be lower than the number of hours per week permitted by the National Eligibility Criteria for their country;
- it meets the eligibility criteria of their country

Do I have to have an agreement with my national funding organisation before I can submit a Heritage Plus proposal?

Please read the National Eligibility Requirements available in the **Annex A** of the Heritage Plus call document. You do not have to have agreement but your application must follow your national eligibility rules in addition to the general principles and requirements described in the Call for Proposals. You may contact your respective national funding organisations in order to verify eligibility if needed (see contact persons listed in the main **Guidelines for applicants** document for the Heritage Plus Call).

How do I submit a pre-proposal?

Both pre-proposals and Full Proposals must be submitted via the JPI Cultural Heritage website. The link to the online application form for pre-proposals is available on the **JPI Cultural Heritage website (**www.jpi-culturalheritage.eu/joint-call/**)**. Applicants should follow the proposal structure as indicated in the main **Guidelines for applicants** document for the Heritage Plus Call.

What if I have problems using the JPI Cultural Heritage portal?

For technical support, you should email jpi.support@beniculturali.it.

If you have more general questions about the portal, please email jpich.call@beniculturali.it.

In addition to the pre-proposal we submit online, do we have to submit a separate proposal to our national funding organisations?

No, but prior to submitting pre-proposals, all applicants must make sure that the application adheres to the National Eligibility Criteria available in **Annex A** of the main **Guidelines for applicants** document for the Heritage Plus Call.

HERITAGE PLUS EMAIL GROUP

Who can subscribe to the Heritage Plus email group?
Anyone interested in the Heritage Plus Call can join the email group.

Who can send messages to the list?
Anyone who has subscribed to the email group.

How can I find the list?
You can use the link at http://www.jiscmail.ac.uk/HERITAGEPLUS or you can search on the JISC website at www.jisc.ac.uk.

How do I reply to a post?
Please use the individual's contact details on their post to reply, rather than replying to the whole email group.

If someone replies to a message on the email group, who will see it?
Replies are sent to everyone on the email group so we would ask you use the individual's contact details to reply.

Who can view the subscriber names/emails?
Only the email group owner(s) – in this case AHRC, UK

Can I send messages with attachments/documents via the email group?
No.

HERITAGE PLUS PRE- PROPOSALS

What are Heritage Plus pre-proposals?
The project selection of the Heritage Plus is a two-step process: i) The pre-proposal stage, and ii) the Full Proposal stage. Successful applicants to the pre-proposal stage will be invited to submit Full Proposals. Pre-proposals provide the general ideas for the project by specifying the scope of the project, the description of the methodology and partners involved, as well as an indication of the requested budget of the project. Detailed requirements as to the format of pre-proposals are provided in the main **Guidelines for applicants** document for the Heritage Plus Call.

Is there a specific format that a Heritage Plus Pre-Proposal should have?
Yes. A pre-proposal must be written in **English** and can only be submitted via the online submission system – the **JPI Cultural Heritage website** (www.jpi-culturalheritage.eu/joint-call/). Further guidance is available in the main **Guidelines for applicants** document for the Heritage Plus Call.

Do the page/word limits include references and footnotes?
Yes, references and footnotes are included within the page/word limits.

What language should I use in the application form and Description of Work?
The pre-proposals, full proposal and all attachments must be submitted in English only.

What happens if I go over the page/word limits or forget to attach the Description of Work (and associated information)?

If any of the application forms are ineligible at the Pre-Proposal stage of this call, the whole project will be deemed ineligible and withdrawn.

What does a budget of a Heritage Plus pre-proposal have to include?

Eligible costs would generally include direct costs such as employment costs (PL, PIs, and other Project Members, e.g. Ph.D. students, researchers, etc., administrative personnel), equipment, travel and meeting costs, consumables, dissemination and knowledge transfer costs, and sometimes also indirect costs (or eligible overheads). Please read the **Guidelines for applicants: pre-proposals** document as well as the National Eligibility Requirements to verify the eligibility of specific budget items according to the rules of your national funding organisation. In case of doubt, please get in touch with the relevant agency for your country.

You should ensure you use the pre-proposal budget template provided on the JPI Cultural Heritage website.

Are the maximum amounts given in Annex A (column 4) per research team and/or per country?

The budget limits in the table are the maximum amount that can be requested by any research teams from that country. So if, for example, three out of the five research teams in a project are based in Poland, they can only jointly apply for a total of 250,000 EUR. If only one research team in a project is based in Poland, the same applies and they can apply for up to 250,000 EUR.

Can funding be distributed disproportionately among the project partners?

The funding among the Heritage Plus project partners can be different. The differences may be due to the different national eligibility rules (e.g. regarding the overheads) but also due to the division of work. It is advisable to think about the research questions first and what can be delivered across the **entire** consortium and then prepare the budget accordingly. Variation in budgets is expected and it may be worth emphasising to all your potential partners that you all need to consider more actively the amount of time being committed. An evenly balanced budget between partners that actually results in 80% of the research being done in France, and 10% in the UK and Lithuania for example is not likely to be considered a balanced research collaboration.

What currency should I use when describing the budgets?

The estimated budget must be given <u>in Euros only</u>.

What happens if any of the research teams are not eligible in the pre-proposal?

If any of the teams are ineligible at the Pre-Proposal stage of this call, the whole project will be deemed ineligible and withdrawn.

How will Heritage Plus pre-proposals be assessed?

This will be undertaken by the Scientific Committee of the JPI Cultural Heritage and Global Change (http://www.jpi-culturalheritage.eu/about-us/scientific-committee/) supplemented, if necessary, by additional independent and international experts.

Can I contact the JPI Scientific Committee to discuss my pre-proposal?

No, you should not contact any of members of the Scientific Committee to discuss your project proposal at any stage of the selection and ranking processes.

What are the assessment criteria for pre-proposals?

The Scientific Committee will assess the pre-proposals on four areas based on the information in your pre-proposal. The criteria are:

- Quality of the proposed research
- Compatibility with the scope of the Heritage Plus call
- Clarity of project aims, work programme, outcomes
- Added value through transnational cooperation

Who is the Heritage Plus Management Group?

The Heritage Plus Management Group is ultimate decision-making body for Heritage Plus. It consists of one representative from each participating organisation in Heritage Plus.

How long is the selection process?

The Call for pre-proposals was launched on 3rd March 2014 with a submission deadline of **18:00 CET pm on 28 April 2014**. Full Proposals will then be invited from the selected pre-proposals in August 2014, with a submission deadline in October 2014. The selection and ranking of Full Proposals will occur in February 2015 and the funding decisions are expected to be announced in February 2015. Projects are expected to start from April 2015.

FULL PROPOSALS

What are Heritage Plus Full Proposals?

The project selection of the Heritage Plus Call is divided in two phases: i) The pre-proposal phase and ii) the Full Proposal phase. Successful applicants of the pre-proposal phase will be invited to submit Full Proposals. Detailed requirements for Full Proposals and instructions on how to access to the online submission will be sent to successful applicants of the pre-proposal phase.

How will Heritage Plus Full Proposals be assessed?

The assessment of Full Proposals will be undertaken by independent international peer reviewers covering all fields of research and technology relevant to the call topics. After the independent experts have carried out a remote evaluation of the full proposal, an international peer review panel will meet to discuss and agree upon a final score for each proposal, which will determine a ranking list. The Heritage Plus Management Group will ensure and verify the fair and equitable nature of the evaluation process and its compliance with the Heritage Plus guidelines. The European Commission and an independent observer assigned by them will verify the fairness of the selection process and its compliance with ERANET Plus rules and principles.

What are the assessment criteria for Full Proposals?

Eligible Full Proposals will be evaluated according to the following selection **criteria**:

Criterion		Score
Research and/or technological excellence – the quality of the trans-national project	• Sound concept, and quality of research questions and objectives • Progress beyond the state-of-the-art • Quality and effectiveness of the research, the technological methodology and interdisciplinary approach, and associated work plan	3/5
Quality and efficiency of the implementation and the	• Appropriateness of the management	3/5

management	structure and procedures	
	• Quality, and relevant expertise and experience of the individual participants (including experience of coordinating research across national boundaries)	
	• Quality of the consortium as a whole (including complementarity, balance between disciplines, level of staffing, plans for effective collaboration), including other stakeholders	
	• Appropriate allocation and justification of the resources to be committed (budget, staff, equipment)	
Potential impact	• Fit to the a) aims and b) topics of Heritage Plus	3/5
	• Contribution of ideas and knowledge that can be transferred to public and private stakeholders, and exploited in high-value tools applied over the short to mid-term	
	• Likelihood that the outputs and outcomes will be highly valued and exploited by researchers, non-academic stakeholders and society, including SMEs, heritage owners, public administrations, research partners and local communities.	
	• Appropriateness of measures for the dissemination and/or exploitation of Heritage-plus project results, and management of intellectual property.	

Do the research teams/partners in a Full Proposal need to be the same as in the pre-proposal?
Yes, the research teams/partners need to be the same as in the pre-proposal. The only exception is if the Scientific Committee provided feedback recommending some changes to the partners because of, for example, expertise, experience etc.

What are the eligibility criteria for Full Proposals?
The eligibility criteria for Full Proposals are the same as those for pre-proposals.

Can I submit a Full Proposal if I have not submitted an pre-proposal?
No, if you did not submit a pre-proposal you cannot submit a Full Proposal.

Can I submit a Full Proposal if my pre-proposal was not successful and I was not invited to submit a Full Proposal?

No, only those applicants that were selected in the pre-proposal stage can submit a Full Proposal.

When are the Heritage Plus projects expected to start and end?

The maximum duration of a Heritage Plus project is 36 months. Projects should aim to start from April 2015 and should finish in early 2018.

Heritage Plus Call – Glossary

JPICH – A Joint Programming Initiative (JPI) provides a framework within which Member States and Associated Countries jointly address areas where public research programmes can respond to major societal challenges. The main objective of the JPI "Cultural Heritage and Global Change: a new challenge for Europe" (JPICH) is to address the strong relationships that link cultural heritage, technological innovation and economic development within the dynamic framework of the challenges and competitiveness of an enlarged European Union.

JHEP – the JHEP is the coordination action providing the necessary support to develop and implement the JPI. The actions include developing a Strategic Research Agenda, the coordination of joint research activities, extension of the partnership, evaluation and monitoring, and stakeholder engagement.

Heritage Plus Call – Under the ERA-NET Plus action "Development of new methodologies, technologies and products for the assessment, protection and management of historical and modern artefacts, buildings and sites" co-funded by the Seventh Framework Programme (FP7) of the European Commission the Heritage Plus Call has been launched to advance research primarily on tangible cultural heritage including the interlinked aspects of digital and intangible heritage.

Project Leader (PL) – is responsible for carrying out and managing the project, in addition to his/her project related research. The PL is a senior researcher with a solid experience of managing collaborative research projects. S/he will be the contact point for the Heritage Plus Handling Agency throughout the application process and is responsible for communication with the other partners in the project. Finally, the PL is responsible for the intellectual agenda and coherence of the project as well any reporting duties.

Principal Investigator (PI) – responsible for leading research activities at his/her institution. Other researchers (senior researchers, post-doctoral researchers, PhD students) can be part of the PI Project team.

Annex 7: Project Template

Heritage Plus Joint Call

Application Template for Pre-Proposals

Proposal full title:_____

Proposal acronym:_____

Name of the Project Leader:_____

Contact details :_____

List of Principal Investigators (PI):

PI no.*	PI's organisation name	PI short name	Organisation type	Country
1 (Project Leader)				
2				
3				
…				

* Please use this numbering in all parts of your proposal.

It is highly recommended to study all the relevant Call Information (eg. Guide for Applicants, FAQs, Glossary) before starting to write the proposal.

For further information on the Call please visit http://www.jpi-culturalheritage.eu

Research Topics

Please select the topic your project will address. If your project covers more than one topic, please indicate this in priority order (i.e. 1ˢᵗ, 2ⁿᵈ, 3ʳᵈ)

Safeguarding tangible cultural heritage and its associated intangible expressions

☐

☐

Sustainable strategies for protecting and managing cultural heritage

Use and re-use of all kinds of cultural heritage

☐

CONTENT

Section A: Project Summary – the summary should be in English, be no more than 300 words including:

- a brief context for the proposed research;
- the aims and objectives of the project;
- the relevance to the Heritage Plus aims and topics;
- expected outcomes/impacts of the Heritage Plus project

Section B: Requested Budget – use the template provided

The description of work and associated information should be an attachment in PDF format.

Please read the call documentation carefully to ensure you have included all the information required (eg. Description of the research project, CVs, Letters of support)

Section A: Project Summary

Full name of the Project:	The title should be no longer than 200 characters (spaces included) and should be understandable to non-specialists in the field.
Project acronym:	The acronym will be used to identify the proposal efficiently in this call. It should be no longer than 10 characters
Project duration in months:	Insert the estimated duration of the project in full months.
Project abstract:	The summary should be written in English, be no more than 300 words and provide: - a brief context for the proposed research; - the aims and objectives of the project; - the relevance to the Heritage Plus aims and topics; - expected outcomes/impacts of the Heritage Plus project.
Keywords:	5 maximum
Project costs (in Euros):	Estimated overall budget Estimated overall requested grant Estimated overall own funds

Section B : Overall requested Budget

Please provide an estimation of the overall budget (*in euros)* using the template below.

Budget Items	Total Budget PI 1 (Enter PI name)	Total Budget PI 2 (Enter PI name)	Total Budget PI 3 (Enter PI name)	Total Budget PI 4 (Enter PI name)	Total Budget PI 5 (Enter PI name)	**Total**
Employment Costs						
Equipment						
Travel and Meeting costs						
Consumables						
Dissemination and Knowledge Exchange Costs						
Other costs – Please specify						
Overheads						
Total						

Checklist for Proposers

The proposal conforms to the Call Guidelines (see Guidelines for Applicants and specific rules in your country, if available).	☐
Every project partner has been in direct contact with his/her national or regional funding agency and has checked that their collaboration and their project contribution is eligible for funding.	☐
All partners who are not eligible for 100% funding are able to provide financial resources for their own contribution.	☐