

Frequently asked questions – Second ERA-CAPS Call

1. Scope of the Call

Q 1: Which topics can be addressed in the framework of this Call?

A 1: Please refer to section 4 of the Call Notice. The call is broad in scope, covering all areas of molecular plant science. Please also consult the National Annex of your participating national funding organisation, because there may be restrictions with some of the participating organisations as to what can be funded, due to the specific profile or portfolio of the respective organisation.

2. Eligibility

Q 2: Who can apply?

A 2: Eligibility varies as it depends on the rules of the relevant national funding programmes. The call is open for researchers from universities and research centres. Partners from industry are generally welcome, but most of the participating funding organisations will not fund project parts of private partners. Please refer to section 8 of the Call Notice, and the relevant National Annexes. Prospective partners are strongly recommended to discuss eligibility with their national/regional funding agency, if recommended in the respective National Annex, and in any case if industry partners are to be involved in the consortium.

Q 3: What is the minimum size of the Consortium in the framework of the ERA-CAPS call?

A 3: The Consortium must consist of a minimum of three partners located in three different countries. At least two of these must be ERA-CAPS partner or observer countries contributing funding to the call, as specified in the Call Notice. There is no upper limit on the number of partners; however, the individual consortium must demonstrate that its size is manageable with respect to project coordination. It is, therefore, strongly recommended to involve not more than seven partners in your consortium.

Q 4: Can partners outside the ERA-CAPS partner and observer countries/regions participate?

A 4: This Call is primarily directed at those nations/regions that are partners of the ERA-CAPS network. The list of participating funding agencies is detailed in the Call Guidelines. Additional project partners can join consortia as a third party if they can provide their own source of funding.

Q 5: Can applicants be involved in more than one project?

A 5: Please contact your National Call Coordinator if you plan to participate in more than one consortium. Some of the participating funding organisations will accept participation in more than one project, while others do not.

Q 6: Is there a maximum level of project costs that should originate in any one country within a project?

A 6: Although there is no firmly defined split of funding between countries within a project, it is recommended, as a guide, that a maximum of 70% of the total project costs should originate in any one country.

3. Application Process

Q7: Do all prospective applicants have to contact their National Call Coordinator (NCC) prior to submission of the proposal?

A7: Please refer to the relevant National Annex to find out whether this is generally required from your national/ regional funding organisation. Even if it is not, all applicants planning to involve private partners should contact their NCC before going ahead with the proposal preparation. In any case it is recommended that at least the Project Leader sends a short email message to the Call Secretariat, informing about the consortium (PIs, Co-PIs) and the topic/ preliminary title of the proposal.

Q 8: Where can I find all the necessary forms for submitting a proposal?

A 8: For its second Call ERA-CAPS uses two submission systems; one for pre-proposals that is web-based and accessible through: <http://www.surveygizmo.co.uk/s3/1476471/eracapsapplicationform>, and one for full proposals that is DFG's on-line submission system ELAN . At the time of full proposal submission access to the system will be granted via the following weblink: https://elan.dfg.de/dana-na/auth/url_2/welcome.cgi. Users must register on the website prior to gaining access to the submission system. The *Call Notice*, *Call Guidelines (Guidelines for Application)*, the *Application Form* and a user manual specifically adapted for ERA-CAPS proposals (*ELAN Manual for electronic submission of ERA-CAPS proposals*) can be downloaded from the ERA-CAPS website (<http://www.eracaps.org/joint-calls/era-caps-calls>). The Call Secretariat will also provide relevant information.

Q 9: Does every partner have to submit a proposal, or is there just one joint proposal for the consortium? Who should submit?

A 9: There is one joint proposal required per consortium. One consortium member from an ERA-CAPS partner or observer country contributing funding to the call must submit their proposal on behalf of the consortium, using the electronic submission tool (see Q8/A8). This does not have to be the Project Leader. For the full proposals, some funding agencies will require the submission of further documents and/or supporting information in parallel to the proposal submission, or at a later stage. Please refer to the relevant National Annexes, and/or contact your National Call Coordinator.

Q 10: Will I receive confirmation of receipt?

A 10: The consortium member submitting the proposal will receive an automatic email confirming receipt of the submitted proposal.

Q 11: Is it permissible to supply a proposal in a national language?

A 11: All Proposal documents must be submitted in English. In addition, the title and summary of the proposal should also be provided in the national languages of the PIs/ Co-PIs applying for funds in the framework of the ERA-CAPS Call. Required national/regional documents must be provided to the relevant funding agencies according to the existing national/regional rules (please refer to the relevant National Annexes).

Q 12: Is it necessary to provide a Consortium Agreement with the proposal?

A 12: A Consortium Agreement is not required at the time of submission. A template for a Consortium Agreement will be provided by ERA-CAPS. This template is highly recommended to be used by ERA-CAPS consortia. The Consortium Agreement should be signed before the project starts. If one or more private partner is involved, the Consortium Agreement must be signed before the first national/regional funding installments can be transferred.

Q 13: What are the timescales for the Call Process?

A 13: The timescales for the Call Process are given in the Call Notice.

Q 14: Can I request an extension of the deadline to submit a proposal to the first ERA-CAPS Call?

A 14: No. The Call deadline for Proposals is fixed: 14 March, 2014, 12:00 CET

4. Evaluation

Q 15: How are Proposals evaluated?

A 15: Please refer to section 6 of the Call Notice.

Q 16: Will I get feedback on the project submission?

A 16: The ERA-CAPS Call Secretariat will send feedback on the external evaluation to the project coordinator after all external reviews have been received. Feedback on these reviewer comments can then be sent by the consortium within one week and will be taken into account by the Review Panel (Rebuttal; please refer to section 6.2 of the Call Notice).

The consolidated summary of the Panel recommendation will be made available to applicants after the funding decisions have been made.

5. Funding

Q 17: Who is funding this call?

A 17: The funding comes from the national/regional funding agencies, so each project partner is responsible for providing the required national documents (if there are any) to the relevant agency. Please refer to the relevant National Annexes.

Q 18: What exactly is funded?

A 18: The level of funding and the costs covered are dependent on the rules of the relevant programmes of the national/ regional funding organisation. Please refer to the relevant National Annex, and contact your National Call Coordinator for any remaining questions.

Q 19: Is there bonus funding available for transnational cooperation?

A 19: Only some programmes offer a bonus for transnational cooperation. Partners are recommended to discuss this with the appropriate National Call Coordinator.

Q 20: Is every partner within the consortium required to apply for funding in the framework of an ERA-CAPS proposal?

A 20: No, partners may use their own financial means if they wish but they must confirm this source of funding at the application stage. However, the minimum requirements with respect to consortium size (see A 3) have to be met.

Q 21: What happens if a partner fails to be awarded funding by their respective national/regional agencies?

A 21: One of the eligibility requirements of ERA-CAPS is that all partners either receive funding from their respective national/regional agencies or use their own financial means. It is the role of the Moderating Panel for the first ERA-CAPS Call (please refer to section 6.4 of the Call Notice) to ensure that all partners within a consortium recommended by the Review Panel receive funding – or, if that is not possible for financial reasons, the whole consortium will not be funded.

6. Project Implementation

Q 22: How long does it take before the projects can actually start?

A 22: It is expected that funding decisions will not be made earlier than March 2015. The length of time before projects can start after this date will be dependent on the funding organisations involved in the individual consortia.

Q 23: Is it a problem if a project starts before the final decision by the national/regional agencies?

A 23: It is recommended that the project should only start after the funding decisions have been made.

Q 24: What happens if a partner leaves the consortium?

A 24: The issue over what happens if a partner leaves should be covered by the Consortium Agreement.

Acknowledgement

For part of this FAQ list, a template of the ERA-LEARN platform (www.era-learn.eu) has been used.