

RESEARCH POTENTIAL 2009-2 (INTERNATIONAL COOPERATION) Frequently Asked Questions

I. Sources of Information

I.1. Where can I find information on the calls under the Research Potential?

The Commission services publish all relevant information on the Research Potential calls on the CORDIS web site <http://cordis.europa.eu/fp7/dc/index.cfm>

More information under Research Potential could be also found on:
http://cordis.europa.eu/fp7/capacities/convergence-regions_en.html

I.2. Where can I get assistance?

Assistance on the content

FP7 Enquiry Desk: <http://ec.europa.eu/research/index.cfm?pg=enquiries>

Assistance on EPSS (online submission)

For technical questions on the use of the electronic proposal submission system (EPSS):

[EPSS Helpdesk](#)

Phone: +32 2 233 37 60

EPSS user guide is available at

<http://cordis.europa.eu/fp7/dc/index.cfm?fuseaction=UserSite.FP7SubmitProposalPage>.

Assistance in identifying partners

The Commission's CORDIS server offers a number of services and information sources which may be useful in partner search for participation in Research Potential calls

http://cordis.europa.eu/fp7/partners_en.html .

General Assistance

Applicants can find assistance in the Member States and in the Associated Countries through the National Contact Points (NCPs). Their contact details, including their e-mail addresses can be found at http://cordis.europa.eu/fp7/ncp_en.html.

I.3. A pre-proposal check on eligibility is foreseen for REGPOT 2009 calls?

No pre-proposal eligibility check is offered for 2009 REGPOT calls.

II. General Aspects

II.1. What's the definition of the convergence regions?

Convergence regions are defined as those regions having per capita gross domestic product (GDP) less than 75% of the average GDP of the EU-25 (Commission Decision C(2006)3475 of 4th August 2006 and Commission Decision C(2007) 1283 of 26 March 2007 amending Decision 2006/595/EC as concerns Bulgaria and Romania). In the above mentioned Commission Decisions you can find the list of regions eligible for funding from the Structural Funds under the Convergence objective for the period 2007-2013. 'Phasing out' regions are considered as convergence regions but not those classified as 'Phasing in'.

II.2. Which are the outermost regions?

Outermost regions are defined according to the article 299§2 of the EC Treaty: Guadeloupe, French Guiana, Martinique and Réunion (the four French overseas departments), the Canaries (Spain), and the Azores and Madeira (Portugal).

II.3 Which are the Mediterranean partner countries (MPC) ?

According to the work programme the MPC are Algeria, Egypt, Jordan, Lebanon, Morocco, Tunisia, Syrian Arab Republic, Palestinian-Administered Areas and Libya,

II.4. What does it mean that the topic can be "any research topic covered by the EC FP7"?

Applications may be made in any thematic S&T field of competence of the applicant, other than those specifically excluded from the 7th Framework Programme (FP). However, applications in S&T fields of competence of the applicant within the scope of Annex I of the 7th FP EURATOM, namely those applications directed towards nuclear energy applications, are not in scope of this call.

II.5. Is there an average size of research entity to submit proposals?

An average size in terms of number of researchers is not mentioned in the Work programme. However, the Work programme indicates that a significant size means for example a University Department, a Faculty or a specialised Research Institution composed usually by several research teams or laboratories.

II.6. What kind of activities will be supported under Research Potential – International Cooperation ?

Under Research Potential – International Cooperation support will be provided to selected research entities for:

- Exchange of know-how and experience through trans-national two-way secondments of research staff between the selected research entities in the MPC and partner organisations in the EU member states and / or Associated States;
- Recruitment by the MPC selected entities of incoming experienced researchers, including as a mean to particularly encourage the return of nationals having left the country, for teaching training and/or joint research activities; and hiring of new young researchers to reinforce the human potential of the MPC selected research entities

- Acquisition, development, or upgrading of research equipment for the selected MPC research entities;
- Organisation of workshops and conferences to facilitate knowledge transfer at regional, national and international level involving both the selected MPC entities' own research staff and invited researchers from other countries in the frame of the development of the selected MPC entities international training capacities and reputation; participation of the research staff of the selected entities under the scheme at international conferences or short term training events, for knowledge sharing, network building and to expose them to a more international environment.;
- Dissemination and promotional activities to ensure increased visibility of the selected MPC entities and their activities.

II.7. Are projects on scholarships eligible under Research Potential?

Although a project supporting fellowships for selected Ph.D. research oriented students can reinforce the S&T potential of a research entity, it is not an activity that can be supported under Research Potential.

II.8. Are activities on education issues under Research Potential?

No, Research Potential addresses only *research related capacity building*.

II.9. What is meant exactly by referring to "highest quality and/or most promising research entities"?

The applicants should provide evidence of the 'excellence' of their research entity in terms of e.g. main research activities, organisation of the entity (who is doing what and short description of available research facilities in terms of staff and durable equipment), short CVs of the most important researchers of their entity, list of more recent and significant publications, number of PhD's and/or post-PhD students/fellows followed by the entity, collaborations with private or public RTD entities in the country or elsewhere, possible participation in research programmes or activities funded by the EC, other national or international organisations or the private sector, etc.

II.10. Do I have to describe the research work to be undertaken by the experienced incoming researchers to be hired?

Yes and also to clearly explain how the experienced incoming researchers will contribute to the applicant's research potential increase. Keep in mind that funding of research work is not eligible under this call.

III. Participation

III.1. Can my organisation be involved in several proposals?

There are no limitations to how many proposals or successful projects an organisation can be involved in. This depends upon the operational capacity of the applicants.

III.2. Can physical persons apply to the call?

Legally speaking "yes". However, the proposal has to meet the objectives of the Research Potential calls and applicants have to clearly demonstrate that they have a high level research capacity and potential for increase.

III.3. May a research entity established in a Country associated to the EC 7th Framework Programme apply in REGPOT-2009 calls?

In Associated Countries, regions equivalent to the EC's convergence regions may have been identified in the international instruments associating them to the 7th Framework Programme. A public or a private research entity (as a single proposer) which is established as a legal entity in such a region can apply to the call. All regions of Turkey, Serbia, Croatia, FYROM, Montenegro and Albania are considered as equivalent to convergence regions and are therefore eligible for participation.

III.4 What is the minimum requirement for participants in the REGPOT- International Co-operation call?

There should be at least 3 research entities participating. Thereof, one must be established in a MPC, one established in a convergence or outermost region in the EU and one in any other Member State or Associated Country.

III.5 Which of the above mentioned entities should be the co-ordinator?

The co-ordinator can be any of these three categories who has the necessary capacities to manage the project.

III.6. Is a research entity established in a Third Country eligible in REGPOT-2009-1 call?

Research entities established in Third Countries which are not associated to the EC 7th Framework Programme are not eligible for participation under REGPOT 2009-1 call.

IV. About the applications process

IV.1. How do I submit my application?

Proposals for Research Potential are submitted only as an electronic proposal via the web-based Electronic Proposal Submission System (EPSS), which is reached via the CORDIS call page: <http://cordis.europa.eu/fp7/dc/index.cfm>

In exceptional cases, when a proposal coordinator has absolutely no means of accessing the EPSS, and when it is impossible to arrange for another member of the consortium to do so, an applicant may request permission from the Commission to submit on paper.

Further information on this exceptional facility can be found at:
ftp://ftp.cordis.europa.eu/pub/fp7/docs/calls/fp7-evrules_en_pdf.zip

IV.2. What should proposals for Research Potential consist of?

A proposal has two parts:

Part A will contain the administrative information about the proposal and the participants. The information requested includes a brief description of the work, contact details and characteristics of the participants, and information related to the funding requested. The information in part A is entered through a set of online forms.

Part B is a "template", or list of headings, rather than an administrative form. You should follow this structure when presenting the scientific and technical content of your proposal. The template is designed to highlight those aspects that will be assessed against the **evaluation criteria**. It covers, among other things, the nature of the proposed work, the participants and their roles in the proposed project, and the impacts that might be expected to arise from the proposed work including the contribution on the regional capacity building. Detailed information and justification of the budget categories should also be included in this part of the proposal. In this respect tables summarising budget distribution per activity, cost category and work package is recommended to be provided.

Any additional material sent with the proposal (company brochures, supporting documents and reports, videos etc.) will be disregarded. In proposals submitted electronically, other embedded material (audio, video multimedia etc.), attached files or hyperlinks to other documents will be disregarded. Only black and white copies are used for evaluation and you are strongly recommended, therefore, not to use colour in your document.

The Guide for Applicants provides all necessary information on these issues (<http://cordis.europa.eu/fp7/dc/index.cfm>).

IV.3. Do we need supporting documents for a Research Potential proposal submission?

Other than the proposal itself (parts A and B), no further supporting documentation is required.

V. Financial Aspects

V.1. Which percentage of EC contribution a proposal could receive under Research Potential?

The EC contribution for all calls under Research Potential may reach a maximum of 100% of the total eligible costs.

V.2. Do Research Potential calls support research activities?

Research Potential calls will not support the funding of research and technological joint projects.

V.3. Should the project's budget be of 1million Euro and if it's less, the evaluation will be less favourable?

The budget depends on the size, the needs and the activities proposed in the Action Plan by each applicant legal entity as well as of the proposal's duration. The budget should be realistic, feasible and reasoned accordingly and this will be analysed during the scientific evaluation.

V.4. What type of costs will be covered for the secondment of staff?

Neither salaries nor complements of salaries for seconded staff will be covered by the Commission under this activity. However, as a general rule, costs related to travel, accommodation and any other expenses related to the seconded staff stay abroad, excluding funding of joint research, could be eligible costs. It should be also stressed that every reimbursement as regards staff and living costs will be according to the practice in each country and individual organisation. Appropriate justification for these activities should be provided under the relevant Work package of part B of the proposal.

V.5. What is the percentage of reimbursement of indirect costs in the case of Coordination and Support Actions?

Indirect costs may be based on a flat rate or actual costs. A detailed explanation of the applicability of these methods of calculation of indirect costs can be found at Annex 3 of the Guide for Applicants. The transitional flat rate of 60% for indirect costs applies only to funding schemes that include research and technological development and demonstration activities, which is not the case for Coordination and Support Actions.

In the case of Coordination and Support Actions, the reimbursement of indirect eligible costs for every beneficiary may reach a maximum of 7% of the direct eligible costs, excluding the direct eligible costs for subcontracting and the costs of resources made available by third parties which are not used on the premises of the beneficiary.

V.6. How we should estimate the depreciation for equipment?

The calculation of the depreciated value for equipment should be based on the participant's/beneficiary's usual practice for depreciation. Equipment depreciation must be in accordance with the usual accounting and management principles and practices of the participant, Article 31 of the FP7 Rules for Participation (and assuming that they meet recognised standards) and not be created purely for the EC project.

Please beware that equipment costs are only eligible for the MPC partners (see II.5).

V.7. Is it possible for the applicant legal entity to purchase equipment and install it in the premises of another organization if the venue is more appropriate for e.g. measurements?

The equipment should be installed and entirely used in the premises of the applicant legal entity in the MPC. If such equipment is to be partially used for any other purpose than capacity building at the benefit of the applicant's research potential, this should be clearly indicated in the proposal.

V.8. Is there any upper funding limit for the management activities under Coordination and Support Actions?

No, there is no limit as such.

V.9. The percentage of EC contribution varies for the different categories of partners (e.g. private, public, non-profit organisations)?

For the Coordination and Support Actions, the eligible costs might be up to 100% for all types of partners (private, public, non-profit).

VI. Legal Aspects and Grant Agreement

VI.1. Can tasks be sub-contracted?

As a general rule contractors must have the capacity to carry out the work themselves. Subcontracting is derogation to this general rule and is limited to specific cases. Beneficiaries may subcontract other minor services and supplies, which do not represent core elements of the project work, which cannot be directly assumed by them and where this proves necessary for the performance of their work under the project.

Conditions related to activities subcontracted:

- Subcontracts may only cover the execution of a limited part of the project (Article II.7 of Annex II of the FP7 model grant agreement). Therefore, generally core elements of the project can not be subcontracted. Coordination tasks of the coordinator such as the distribution of funds, the review of reports and other tasks mentioned under Article II.2.3 to GA cannot be subcontracted;
- Article II.7 of the FP7 model contract stipulates that: “recourse to the award of subcontracts must be duly justified in Annex I having regard to the nature of the project and what is necessary for its implementation”;
- Even though certain services may be performed by a subcontractor, the beneficiary maintains full responsibility for carrying out the project, retains the intellectual property generated, if any, and must ensure that certain provisions of the model contract are reflected in the agreement with the subcontractor. (Article II.7 of the FP7 model contract).

For more information on subcontracting please consult:

- Model Grant Agreement, Annex II: http://cordis.europa.eu/fp7/calls-grant-agreement_en.html

VI.2. Assistance on IPR Issues

The IPR-Helpdesk has as its main objective to provide first line IP related assistance to current and potential EC-RTD contractors, and in particular on Community diffusion and

protection rules and issues relating to IPR in international projects. Another objective is to raise awareness of the importance of protecting and exploiting Europe's IPR assets.

It operates a free helpline offering first line assistance on IPR related issues:

e-mail: ipr-helpdesk@ua.es

tel. : +32 0 213 41 63

fax. : +32 0 213 41 69

URL: <http://www.ipr-helpdesk.org>