



**ERANet-LAC**  
**2<sup>nd</sup> Joint Call on Research and Innovation**

**Guide for Applicants**

**FOR THE 2<sup>nd</sup> JOINT CALL FOR  
TRANSNATIONAL RESEARCH and / or INNOVATION PROJECTS  
WITHIN THE ERANET-LAC FRAMEWORK**

*Please note: This Guide is based on the rules and conditions contained in the legal documents applicable to the ERANet-LAC Second Joint Transnational Call in Research and / or Innovation Projects and the national funding schemes of the ERANet-LAC Programme Owners/Programme Managers in the Member States.*

## CONTENT

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## ANNEX 1 – NATIONAL CALL CONTACT PERSONS (CCP)

### PREFACE

This “**Guide for Applicants**” provides information about the procedure for the submission of project proposals under the **ERANet-LAC Second Joint Transnational Call in Research and / or Innovation Projects**.

Part I provides overall information for applicants using a “frequently asked questions” type of guide. In part II exemplary screenshots of the actual online submission procedure via the online submission tool “pt-online” are presented as well as a step-by-step advice on how to proceed with your submission. However, the submission of a project via the online tool should be self-explanatory.

For additional information about the Second Joint Transnational Call, please refer to the **ERANet-LAC website**, available at [www.eranet-lac.eu](http://www.eranet-lac.eu)

If your questions are not answered in this guide, please contact the national **Call Contact Person** (CCP) of your country of residence or the Joint Call Secretariat at CYTED (see Annex 1).

## **I. GENERAL INFORMATION FOR APPLICANTS**

### **What is an ERANET scheme?**

ERANET is an instrument of the EU's Seventh Framework Programme for Research, Technological Development and Demonstration Activities (FP7). Its main purpose is to support transnational activities between EU Members States and Associated countries in order to coordinate national research policies.

### **What is the ERANet-LAC project?**

ERANet-LAC is a Network of the European Union (EU), Latin America and the Caribbean Countries (CELAC) co-funded by the European Commission within the 7th Framework Programme for Research and Technology Development (FP7). The ERANet-LAC consortium includes 18 partners from 16 EU-CELAC partner countries. The joint activities initiated by the consortium are open for all interested research funding organizations in both regions (Europe and Latin-America/Caribbean).

Among the ERANET-LAC joint activities are two transnational joint calls. They have the objective to further promote Joint Innovation and Research Activities between the European Union (EU), Latin America and the Caribbean Countries (LAC). The 1<sup>st</sup> transnational call was launched in September 2014 and the 2<sup>nd</sup> call will be open from 1<sup>st</sup> December 2015 until 10<sup>th</sup> March 2016.

### **What are the main objectives of the ERANet-LAC project?**

ERANet-LAC supports the political process of implementing the Joint Initiative for Research and Innovation (JIRI) and strengthens the bi-regional partnership in Science, Technology and Innovation by planning and implementing concrete joint activities.

### **Which are the fundamental principles of the 2<sup>nd</sup> ERANet-LAC Joint Call?**

The ERANet-LAC Calls for Collaborative Research and / or Innovation projects are transnational research support instruments developed by and for the countries participating as funding institutions in the calls. They are implemented through a coordinated funding scheme whereby each Funding Party will fund its own national scientific teams within a multilateral project ("Virtual Common Pot", see as well page 7). This money is used for the competitive support of Collaborative Research and/or Innovation projects that will have an impact on enhancing the cooperation potential between the EU MS/AC region, Latin America and the Caribbean countries.

### **Which countries are participating in the 2<sup>nd</sup> ERANet-LAC Joint Call?**

Argentina, Barbados, Belgium, Bolivia, Brazil, Chile, Colombia, Dominican Republic, Ecuador, Finland, France, Germany, Guatemala, Italy, Latvia, Mexico, Norway, Panama, Peru, Poland, Portugal (tbc), Romania, Spain, Trinidad and Tobago, Turkey and Uruguay.

### **Which institutions are providing funding for the call?**

The "Group of Funding Parties" comprises the following institutions:

1. Argentina: Ministry of Science, Technology and Productive Innovation, MINCyT,
2. Barbados: Caribbean Science Foundation Inc., CSF

3. Belgium: Belgian Science Policy, BELSPO
4. Belgium: Fund for Scientific Research, F.R.S.-FNRS
5. Bolivia: Ministry of Education - Vice Ministry of Science and Technology, MINEDU
6. Brazil: National Council for Scientific and Technological Development, CNPq
7. Brazil: Research Support Foundation of the State of Rio de Janeiro, FAPERJ
8. Brazil: Research Support Foundation of the State of Sao Paulo, FAPESP
9. Chile: National Council for Science and Technological Research, CONICYT
10. Colombia: Administrative Department of Science, Technology and Innovation, COLCIENCIAS
11. Dominican Republic: Ministry of Higher Education, Science and Technology, MESCyT
12. Ecuador : Secretariat of Higher Education, Science, Technology and Innovation, SENESCYT
13. Finland : Academy of Finland, AKA
14. France: Institute of Research for Development, IRD
15. Germany: AiF Project GmbH | Project management agency of BMWi, AiF
16. Germany: Federal Ministry of Education and Research, BMBF
17. Guatemala: National Council of Science and Technology, CONCYT
18. Italy: Ministry of Health, SANITA
19. Italy: National Research Council, CNR
20. Latvia: State Education Development Agency, VIAA
21. Mexico: National Council of Science and Technology, CONACYT
22. Norway: The Research Council of Norway, RCN
23. Panama: National Secretary of Science, Technology and Innovation, SENACYT
24. Peru: National Council of Science, Technology and Innovation, CONCYTEC
25. Poland: National Centre for Research and Development, NCBR
26. Portugal: Foundation for Science and Technology, FCT (tbc)
27. Romania: Executive Agency for Higher Education, Research, Development and Innovation Funding, UEFISCDI
28. Spain: Institute of Health Carlos III, ISCIII
29. Spain: Ministry of Economy and Competitiveness, MINECO
30. Trinidad & Tobago: National Institute of Higher Education, Research, Science and Technology, NIHERST
31. Turkey: The Scientific and Technological Research Council of Turkey, TUBITAK
32. Uruguay: National Research and Innovation Agency of Uruguay, ANII

## **The list of participating countries does not comprise all EU Member States and Associated countries. Does that mean that the countries that are not listed are not eligible for participation and funding?**

Partners from countries that are not listed may also be part of consortia as long as they are able to clearly demonstrate an added value to the consortium and secure their own funding. However, the coordinator and the majority of partners in a consortium must be eligible to be funded by the funding organizations participating in this Joint Transnational Call. The self-financed/associated partners must provide the Call Secretariat with a **signed official** letter of support from their Head of Department or Financial Director. A pdf-version of this letter must be included as an annex at the end of the proposal when submitted.

## **What are the fundamental principles of the 2<sup>nd</sup> Joint Call?**

The fundamental principles of the call guiding the selection of projects to be funded are:

- **Transparency.** The process for reaching funding decisions will be clearly described and available to any interested party.
- **Equality of treatment.** All proposals shall be treated alike, irrespective of where they originate or the identity of the proposers.
- **Ethical considerations.** Any proposal that contravenes fundamental ethical principles may be excluded from being evaluated and selected at any time.

## **Which research topics are eligible for funding under the 2<sup>nd</sup> Joint Call?**

Research proposals can be submitted in the thematic fields: Biodiversity/Climate Change, Bioeconomy, Energy, Health and Information and Communication Technologies, ICT).

The following list shows the titles of the topics and the countries that are funding each of the topics mentioned. Proposals must match the topics listed (please see the call text for the detailed formulation of the topics):

### **BIODIVERSITY**

#### **Topic 1: Ecosystem-based adaptation and resilience**

Participating countries: Argentina (MINCyT), Belgium (BELSPO), Bolivia (MINEDU), Brazil (FAPERJ and FAPESP), Chile (CONICYT), Dominican Republic (MESCYT), Finland (AKA), France (IRD), Germany (AiF and DLR), Guatemala (CONCYT), Italy (CNR), Panama (SENACYT), Peru (CONCYTEC), Spain (MINECO), Trinidad and Tobago (NIHERST), Romania (UEFISCDI), Turkey (TUBITAK), Uruguay (ANII)

#### **Topic 2: Waste management, recycling and urban mining**

Participating countries: Argentina (MINCyT), Belgium (F.R.S.-FNRS), Bolivia (MINEDU), Brazil (FAPERJ and FAPESP), Dominican Republic (MESCYT), Germany (AiF and DLR), Guatemala (CONCYT), Italy (CNR), Latvia (VIAA), Panama (SENACYT), Peru (CONCYTEC), Poland (NCBR), Romania (UEFISCDI), Turkey (TUBITAK), Uruguay (ANII)

### **BIOECONOMY**

#### **Topic 3: Biorefinery - Fractionation and valorisation of residual biomass to intermediate and/or final high added value bioproducts**

Participating countries: Argentina (MINCyT), Bolivia (MINEDU), Brazil (CNPq, FAPERJ and FAPESP), Chile (CONICYT), Colombia (COLCIENCIAS), Dominican Republic (MESCYT), Ecuador (SENESCYT), Finland (AKA), Germany (AiF and DLR), Italy (CNR), Latvia (VIAA), Norway (RCN), Panama

(SENACYT), Peru (CONCYTEC), Poland (NCBR), Romania (UEFISCDI), Turkey (TUBITAK), Uruguay (ANII)

#### **Topic 4: Biorefinery - Lignocellulosic biorefinery platform: Production of high-value bio-based products**

Participating countries: Argentina (MINCyT), Bolivia (MINEDU), Brazil (CNPq, FAPERJ and FAPESP), Colombia (COLCIENCIAS), Dominican Republic (MESCYT), Ecuador (SENESCYT), Germany (AiF and DLR), Italy (CNR), Latvia (VIAA), Norway (RCN), Panama (SENACYT), Poland (NCBR), Romania (UEFISCDI), Trinidad and Tobago (NIHERST), Turkey (TUBITAK), Uruguay (ANII)

### **ENERGY**

#### **Topic 5: Wind Energy - Advancement of small/medium-scale wind turbines in EULAC countries**

Participating countries: Argentina (MINCyT), Bolivia (MINEDU), Brazil (FAPERJ and FAPESP), Dominican Republic (MESCYT), Finland (AKA), Latvia (VIAA), Mexico (CONACYT), Panama (SENACYT), Portugal (FCT-tbc), Spain (MINECO), Romania (UEFISCDI), Turkey (TUBITAK), Uruguay (ANII)

#### **Topic 6: Solar thermal energy - Energy storage technologies**

Participating countries: Argentina (MINCyT), Bolivia (MINEDU), Brazil (FAPERJ and FAPESP), Chile (CONICYT), Dominican Republic (MESCYT), Finland (AKA), Latvia (VIAA), Mexico (CONACYT), Panama (SENACYT), Peru (CONCYTEC), Poland (NCBR), Portugal (FCT-tbc), Romania (UEFISCDI), Spain (MINECO), Trinidad and Tobago (NIHERST), Turkey (TUBITAK), Uruguay (ANII)

### **HEALTH**

#### **Topic 7: Cancer - Improving the quality of care and quality of life of dying cancer patients**

Participating countries: Argentina (MINCyT), Bolivia (MINEDU), Brazil (CNPq, FAPERJ and FAPESP), Germany (AiF and DLR), Italy (SANITA), Latvia (VIAA), Norway (RCN), Panama (SENACYT), Poland (NCBR), Portugal (FCT-tbc), Spain (ISCIII), Romania (UEFISCDI), Turkey (TUBITAK), Uruguay (ANII)

#### **Topic 8: Infectious diseases - Research in prevention of infectious diseases and promotion of well-being**

Participating countries: Argentina (MINCyT), Belgium (F.R.S.-FNRS), Bolivia (MINEDU), Brazil (CNPq, FAPERJ and FAPESP), Dominican Republic (MESCYT), Ecuador (SENESCYT), Germany (AiF and DLR), Italy (SANITA), Latvia (VIAA), Panama (SENACYT), Peru (CONCYTEC), Poland (NCBR), Portugal (FCT-tbc), Romania (UEFISCDI), Spain (ISCIII), Trinidad and Tobago (NIHERST), Turkey (TUBITAK), Uruguay (ANII)

### **ICT**

#### **Topic 9 (ICT in relation with HEALTH): Improving wellbeing and inclusiveness through e-health, m-health, and active and assisted living (AAL) solutions**

Participating countries: Argentina (MINCyT), Barbados (CSF), Bolivia (MINEDU), Brazil (CNPq, FAPERJ and FAPESP), Dominican Republic (MESCYT), Italy (SANITA), Latvia (VIAA), Norway (RCN), Panama (SENACYT), Portugal (FCT-tbc), Romania (UEFISCDI), Spain (ISCIII), Trinidad and Tobago (NIHERST), Turkey (TUBITAK), Uruguay (ANII)

#### **Topic 10: Smarter, inclusive and sustainable cities**

Participating countries: Argentina (MINCyT), Barbados (CSF), Belgium (F.R.S.-FNRS), Bolivia (MINEDU), Brazil (CNPq, FAPERJ and FAPESP), Chile (CONICYT), Dominican Republic (MESCYT), Ecuador (SENESCYT), Latvia (VIAA), Mexico (CONACYT), Panama (SENACYT), Peru (CONCYTEC), Portugal (FCT-tbc), Romania (UEFISCDI), Trinidad and Tobago (NIHERST), Turkey (TUBITAK), Uruguay (ANII)

**Do I need to have an agreement with my national funding body in order to submit a proposal within the ERANet-LAC Joint Call?**

No. Any eligible institution from a country participating in the ERANet-LAC call can submit a proposal directly to the Joint Call Secretariat using the CYTED Call Management System <http://calleranet-lac.cyted.org>.

The participating countries have appointed national Call Contact Persons (CCP) who will help research institutions from the respective countries to submit applications. If you need special support and assistance for your project preparation, please contact your CCP (a list of CCPs is provided in Annex 1) and also at the ERANet-LAC website at [www.eranet-lac.eu/joint-calls.php](http://www.eranet-lac.eu/joint-calls.php).

### **Which Funding Scheme will be applied in the Joint Call?**

The 2<sup>nd</sup> Joint Transnational Call will be implemented through a **coordinated funding scheme** where each Funding Party will fund its own national scientific teams within a multilateral project ("**Virtual Common Pot**"), with a view to harmonize the funding contributions in order to guarantee the funding of the highest-quality projects with added value for bi-regional cooperation which have been selected through a peer review process.

The country contributions are listed in the Funding Contribution Table in Annex 2 of the Call Text.

### **How do I submit a project proposal under the ERANet-LAC Joint Call?**

Project proposals are submitted through the web-based Call Management System CYTED-Webtool. In order to start the application procedure, please go to <http://calleranet-lac.cyted.org> and follow the indications provided

Note that proposals submitted by post, e-mail, fax or any other means will not be accepted and rejected without further review.

### **In addition to the online submission procedure, should I submit a paper copy of the proposal?**

No, you should not send a paper version of the project proposal to the Call Secretariat. Some funding organizations may, however, ask for a copy of the application for internal processes (see the National Regulations annexed to the Call Text for details). If funded, you may also be asked to provide further information to each funding agency.

### **Is there a deadline for the submission of a project proposal?**

Yes. The deadline for the submission of a research proposal is **10<sup>th</sup> March 2016, 15:00 CET**. Note that access to the on-line submission system will be closed after the deadline.

### **What are the national eligibility criteria?**

The ERANet-LAC call includes 32 different national funding organizations with their own call management system. In order to respect the necessary national funding rules and procedures, national eligibility criteria have been defined by the participating countries. Project partners are advised to check in advance what type of costs are eligible for national beneficiaries as well as the funding rates and limits of the countries in question. See details in the internal/ national Eligibility and Funding Rules ([http://eranet-lac.eu/Joint\\_Calls.php](http://eranet-lac.eu/Joint_Calls.php)) and/or contact your national Call Contact Person (Annex 1).

### **Which types of institutions are eligible for participation and funding?**

Applicants can represent public and private scientific, research, technological and innovation

institutions on national, federal or EU-LAC regional level, research active industry and NGOs and other institutions involved in research and or innovation activities, as long as they are eligible for funding according to the respective national and/or institutional regulations. To check if your institution is eligible for funding, see the specific internal/ national funding regulations (see [http://eranet-lac.eu/Joint\\_Calls.php](http://eranet-lac.eu/Joint_Calls.php)) and/or contact your national Call Contact Person (Annex 1 and ERANET-LAC website).

### **How can I find the appropriate partner institutions?**

ERANet-LAC supports the identification of partner institutions in Latina-America/Caribbean and Europe. On the project website [http://eranet-lac.eu/Joint\\_Calls.php](http://eranet-lac.eu/Joint_Calls.php) a partner search tool is published to help bring together interested applicants from countries in both regions.

All requests will be published in the search tool and made available to all interested institutions immediately.

### **Can I be an evaluator and a partner of a project proposal at the same time?**

No! If you are the coordinator or a partner in a project proposal of the ERANet-LAC Joint Call, you are not allowed to perform as an evaluator.

Evaluators are selected by the Group of Funding Parties from a database following a pre-selection procedure through the Call Secretariat.

### **What is the role of the coordinator?**

The project coordinator, has the overall responsibility for the project, and will represent the consortium in all communication with the Call Secretariat. The coordinator is responsible for submitting the proposal, and will receive the results of the evaluation. The contact data for the Coordinator her/himself (and optionally for her/his support staff) as well as for the institution must be given in the proposal.

It is recommended that the coordinators counter check the eligibility of all partners with the CCPs. (see list of CCPs in Annex 1). Coordinators are allowed to contact the partners' national CCPs.

### **What is the role of the principal investigator?**

There should be a principal investigator (PI) for each of the national research groups. Within a joint proposal, the principal investigator from each country will be the contact person towards the respective national funding organizations.

One of these PIs should be selected through the project consortium as coordinator to represent the consortium, submit the proposal, and establish any further communication with the Call Secretariat. The principal investigators within a joint proposal (Latin-American/Caribbean and European) will be the contact persons for the respective national funding organizations.

### **Must all partners be included in the project proposal at the submission stage?**

Yes. The whole consortium must be identified and included from the start of the project. It is important to ensure that the minimum participation requirements are met (see next question below) and that all consortium partners are eligible for funding according to the national eligibility and funding rules.



### How many partners must cooperate in a project proposal?

Each consortium submitting a proposal must involve a minimum of four eligible partners from four different countries with at least two countries from each region (see the list of funding organizations above).

There might be defined a maximum number of national partners applying for funding in the institutional rules of each funding organisation. The coordinator and the majority of partners in a consortium must be eligible for the funding organizations participating in this Call.

**Self-financed associated partners** may also be part of the consortia if they can clearly demonstrate an added value to the consortium and secure their own funding.

The associated partners must provide the Call Secretariat with a **signed official** letter of support from their Head of Department, Financial Director, or equivalent position, stating the commitment of the organization/company to provide its own funding. This letter must be included as an annex at the end of the proposal submission form.

Only transnational projects will be funded. Each collaborative consortium should have the optimal critical mass to achieve ambitious scientific/innovation goals and should clearly show an added value from working together.

### Can I submit more than one proposal as a coordinator?

No. However, one research institution – as a legal entity – is allowed to participate as a coordinator or partner in several project proposals.

### May I submit a proposal twice?

A given proposal may only be submitted for one of the topics supported within the framework of the ERANet-LAC call; otherwise it will be considered non eligible.

Researchers are only allowed to participate in one proposal as principal investigator of the coordinating institution (see above page 8).

### What happens if one of the project partners is found ineligible for funding after the submission of a project proposal?

The inclusion of a non-eligible partner in a proposal leads to the rejection of the entire proposal without further review.

### Should I provide a detailed financial plan when submitting a project proposal?

Yes. The project coordinator is expected to calculate the overall costs and the requested amounts per partner. In the online application form it is required to give a detailed description of the requested funds for each cost category (labour costs, travel and subsistence, events, equipment, consumables, subcontracts, overheads, other costs).

### How many applicants from a country are allowed to participate in a project?

Each funding organization decides about a maximum number of national partners applying for funding. Please ask your CCP (Annex 1) in case this is not defined in the national rules of your country.

### What are the requirements for a Consortium Agreement?

Each consortium selected for funding must provide a Consortium Agreement (CA), signed by all participants, to clarify the potential Intellectual Property Rights (IPR) matters (such as licensing in, licensing out, patent and exploitation strategy). The consortium agreement must be sent to the call secretariat before 31<sup>st</sup> January 2017. It must address (as a minimum), the following points:

- Common start date and duration of the research and / or innovation project
- Organization and management of the project
- Role and responsibilities of each partner resources and funding
- Confidentiality and publishing
- Intellectual Property Rights
- Decision making within the consortium
- Handling of internal disputes
- The liabilities of the research partners towards one another (including the handling of default of contract)

Any issues regarding funding are a bilateral matter between each project partner and the relevant funding organization and should be excluded from the CA. The CA, together with any other information required by national regulations, must be made available upon request to the national funding agencies.

Standard documents that can be used as templates and modified according to the specific needs of the consortium can be found at: <http://www.desca-2020.eu/>

## **What are the evaluation criteria for a project proposal?**

The evaluation procedure will be done according to the criteria defined in the following:

### **1. Excellence**

*Note: The following aspects will be taken into account, to the extent that the proposed work corresponds to the topic description:*

- Clarity and pertinence of the objectives;
- Credibility of the proposed approach;
- Soundness of the concept, including trans-disciplinary considerations, where relevant;
- Extent that proposed work is ambitious, has innovation potential, and is beyond the state of the art (e.g. ground-breaking objectives, novel concepts and approaches).

### **2. Impact**

*Note: The following aspects will be taken into account, to the extent to which the outputs of the project should contribute at the European and/or International level:*

- The expected impacts listed in the topic description under the relevant topic;
- Enhancing research and innovation capacity and integration of new knowledge;
- Any other environmental and socially important impacts;
- Effectiveness of the proposed measures to exploit and disseminate the project results (including management of IPR), to communicate the project, and to manage research data where relevant.
- In case of industry and SME participation: Strengthening the competitiveness and growth of companies by developing innovations meeting the needs of global markets, and where

relevant, by delivering such innovations to the markets

- Added value for the EU-LAC cooperation in R&D&I

### 3. Quality and efficiency of the implementation

*Note: The following aspects will be taken into account:*

- Coherence and effectiveness of the work plan, including appropriateness of the allocation of tasks and resources;
- Complementarity of the participants within the consortium (when relevant);
- Appropriateness of the management structures and procedures, including risk and innovation management.

No additional criteria will be used for evaluation and selection of the proposals.

### What are the rating scores for a project proposal?

The evaluation procedure will be done according to the above mentioned criteria. Each evaluation criterion will be measured through categories and on the above 5 - 1 scale.

EXCELLENT = 5 points The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.
VERY GOOD = 4 points The proposal addresses the criterion very well, but a small number of shortcomings are present.
GOOD = 3 points The proposal addresses the criterion well, but a number of shortcomings are present.
FAIR = 2 points The proposal broadly addresses the criterion, but there are significant weaknesses.
POOR = 1 point The criterion is inadequately addressed, or there are serious inherent weaknesses.
0 points The proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.

### What is the evaluation procedure for the ERANet-LAC Joint Call?

The selection of the proposals for funding is based on an international, independent remote peer-review procedure. A dedicated pool of evaluators, consisting of external independent experts, will assess anonymously the merits of the submitted proposals. Each proposal will be evaluated by three external independent evaluators. Following the peer-review process, Scientific Expert Committees, consisting of scientifically multidisciplinary experts with large experience in managing, following and evaluating transnational projects in each of the thematic areas, will consolidate the results of the evaluation and make recommendations to the Group of Funding Parties (GFP).

The final recommendation for funding rests with the Group of Funding Parties. The formal funding decision will be made by the respective national Funding Party.

### What are the reporting requirements for projects funded in the ERANet-LAC Joint Call?

If required, each participant should submit financial and scientific reports to their **national funding organisations**, according to national regulations. The progress and final results of each individual contract/letter of grant will be monitored by the respective national/regional funding organisations.

Funding recipients must ensure that all outcomes (publications, etc.) of funded projects include a proper acknowledgement of ERA-Net LAC and the respective national/regional funding partner organisations.

The outcome will contribute to the overall evaluation of the ERANet-LAC Joint Transnational Call.

### What is the schedule for the call?

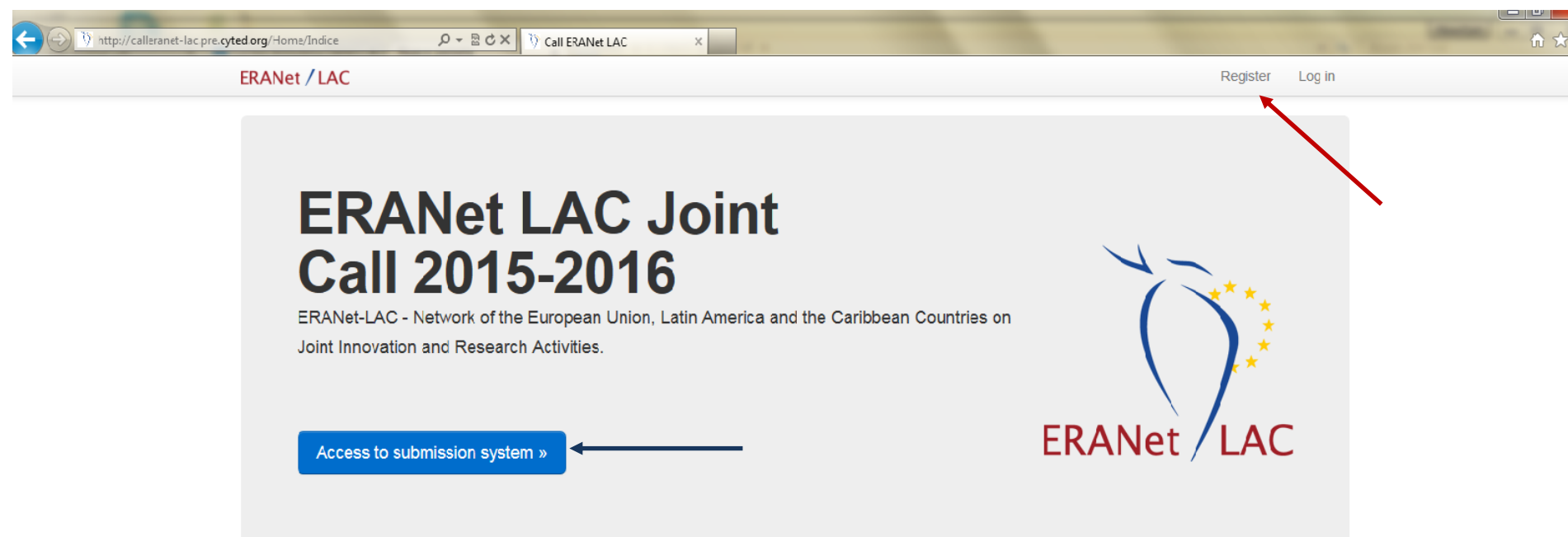
Publication of the Joint Call	Tuesday, 1 <sup>st</sup> December 2015
Deadline for proposal submission	Thursday, 10 <sup>th</sup> March 2016 (15.00 CET)
Eligibility check	Upon submission of the proposal – 17 <sup>th</sup> March 2016
External evaluations	1st April until 27th May 2016
Scientific Evaluation Committees' meeting (ranking of proposals)	13th June – 8th July 2016
Meeting of funding parties to decide which proposals will be funded	Beginning of September 2016
Communication of funding confirmation to the applicants	Mid / End of September
Preparation of national/ regional funding contracts/funding decisions	September until November 2016
Start of projects	November 2016 – January 2017
Delivery of consortium agreements to the Call Secretariat	Before 31 <sup>st</sup> January 2017
Maximum duration of projects	36 months

### Where can I find more information about the ERANet-LAC project and the Joint Call?

Please visit the website <http://www.eranet-lac.eu> for further information about the ERANet-LAC project and the 2<sup>nd</sup> Joint Call.

The application procedure is managed by the Call Management System of CYTED:  
<http://calleranet-lac.cytcd.org>.

## II. SCREENSHOTS OF THE ONLINE APPLICATION PROCEDURE



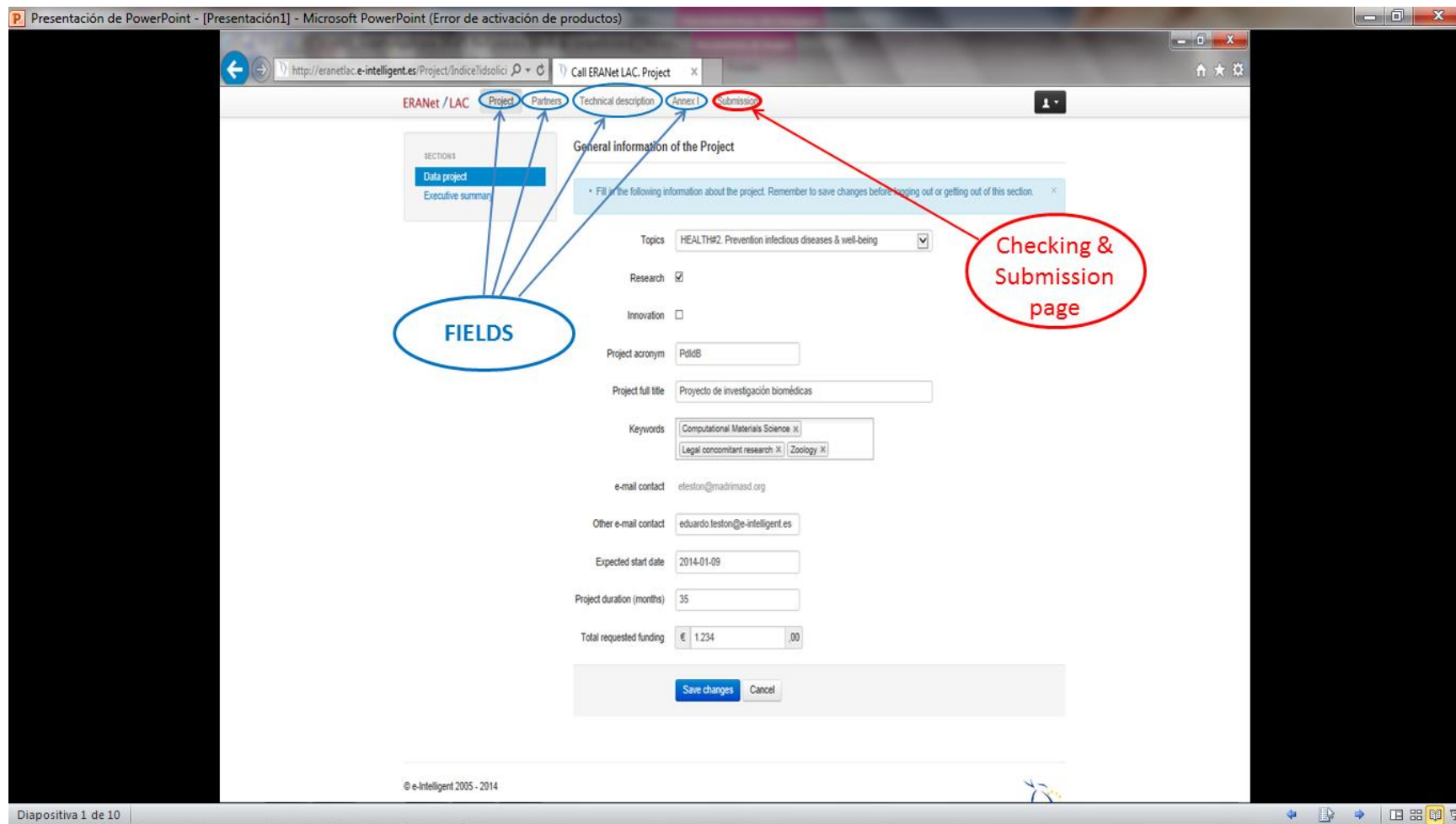
### Main activities

- Promotion of mutual opening and coordination of existing programmes, infrastructures and cooperation.
- Implementation of two Joint Calls for Research / Innovation projects: The first one was launched in 2014 and the second one is open from the 1st of December, 2015 until 10th of March 2016.
- Coordination of a consultation process to inform funding agencies and research institutions from both regions about the joint actions.
- Building a platform for EU and CELAC funding agencies.

### Beneficiaries

ERANet-LAC fosters the involvement of numerous national and international research and innovation funding organizations from Europe, Latin-America and the Caribbean countries. The specific initiatives are demand-driven through a bottom-up approach, guaranteeing a real interest from both sides.

**Registration:** Before you can log into the electronic proposal submission system, you need to register. Please click on the top right icon "Register", enter your E-mail address and follow the instructions. During the registration process you will receive back a password via the given E-mail address. Then you can **Access to the submission system** (blue button) with E-mail address and password. After login you can enter data and information about your research project.



The application form is structured in four different fields or pages (access buttons on the top): **Project**, **Partners**, **Technical description** & **Annex**. The fifth page, **Submission**, allows the checking and final submission of the proposal.

http://eranetlac.e-intelligent.es/Project/Indice?idsolici Call ERANet LAC. Project

ERANet / LAC Project Partners Technical description Annex I Submission

SECTIONS  
Data project  
Executive summary

### General information of the Project

• Fill in the following information about the project. Remember to save changes before logging out or getting out of this section. ✕

Topics HEALTH#1. Interventions metabolic & cardiovascular diseases ▼

Research ☒

Innovation ☐

Project acronym PdiB

Project full title Proyecto de investigación biomédicas

Keywords Computational Materials Science ✕  
Legal concomitant research ✕ Zoology ✕

e-mail contact eleston@madrimasd.org

Other e-mail contact eduardo.teston@e-intelligent.es

Expected start date 2014-01-09

Project duration (months) 35

Total requested funding € 1.234 ,00

Save changes Cancel

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**Step 1:** the page **Project** is referred to the general information and includes two sections: Project data (topic, research and/or innovation project, acronym, title, keywords, e-mail contact, start date, duration, requested funding) and Executive summary

http://eranetlac.e-intelligent.es/Partner/Index/38?idsc Call ERANet LAC. Partner


ERANet / LAC Project Partners Technical description Annex I Submission

### Partner of the Project

Head/ Responsible	Organization/ Institution	Acronym	Type of partner	Funding Agency	Country	
?		value?	Beneficiary	<undefined>		Action ▾
?		value?	Beneficiary	<undefined>		Action ▾
?		value?	Beneficiary	<undefined>		Action ▾
?		value?	Beneficiary	<undefined>		Action ▾
?		value?	Beneficiary	<undefined>		Action ▾
?		value?	Beneficiary	<undefined>		Action ▾
?		value?	Beneficiary	<undefined>		Action ▾

Click the next button to add a new partner [Add partner](#)

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**Step 2:** the page **Partners** compiles the full list of project partners. Click on the “Add partner” button to start the listing.



For every partner included in the list, there are 4 sections:

**Partner data:** organization/institution, acronym, center, department, group/laboratory/unit, full name, title and position of the group leader, members of the group, address, city, post code, country, telephone, e-mail, website.

**Financial data:** type of partner, funding agency, activity type, total effort (person months), total costs, total requested funding.

**Project costs:** personnel, equipment, materials, subcontracting, travel and subsistence costs, other costs, overheads.

**CV and professional experience:** brief CV of the coordinator and the group leader (Principal investigators) including a list of each partner's 5 most relevant publications in the last five years.

http://calleranet-lac.pre.cyted.org/Section/Indice?dsolicitud=8Voc

Technical description. Call ...

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ERANet / LAC Project Partners Technical description Annex Submission

SECTIONS

- Publishable summary of the project
- Scientific and technological challenge
- Technical and scientific description of the project
- Work plan
- Transnational/EU-CELAC related benefit and added value
- Exploitation of results and (if applicable) potential for economic impact
- Main facilities and Equipment
- Status of Consortium Agreement
- Related proposals submitted to other funding agencies

### Publishable summary of the project

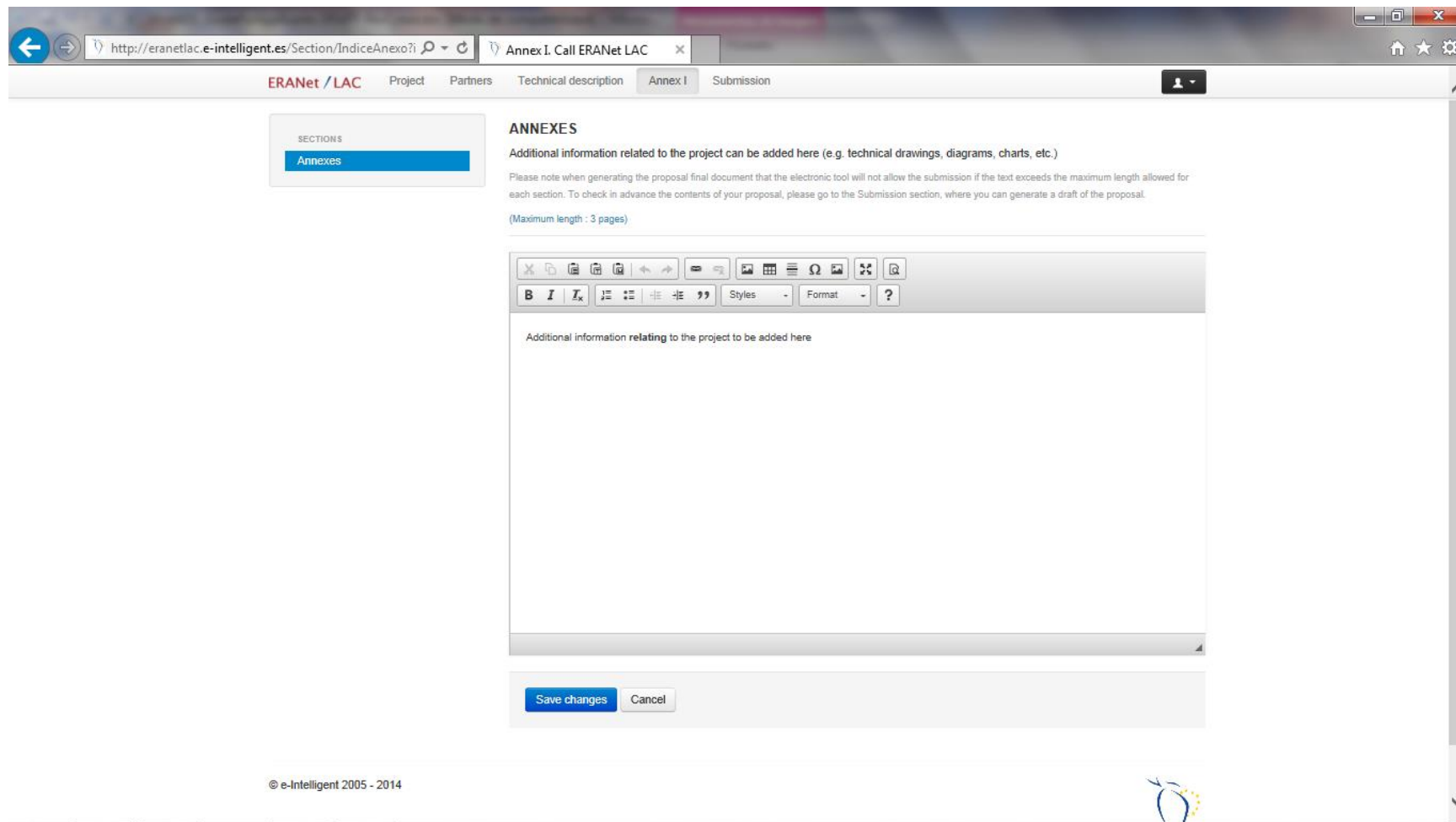
This summary will be used solely for publication purposes

Please note when generating the proposal final document that the electronic tool will not allow the submission if the text exceeds the maximum length allowed for each section. To check in advance the contents of your proposal, please go to the Submission section, where you can generate a draft of the proposal. To check the outcome and length of the inserted information, please click on the "Preview" button (top right icon: [icon]).

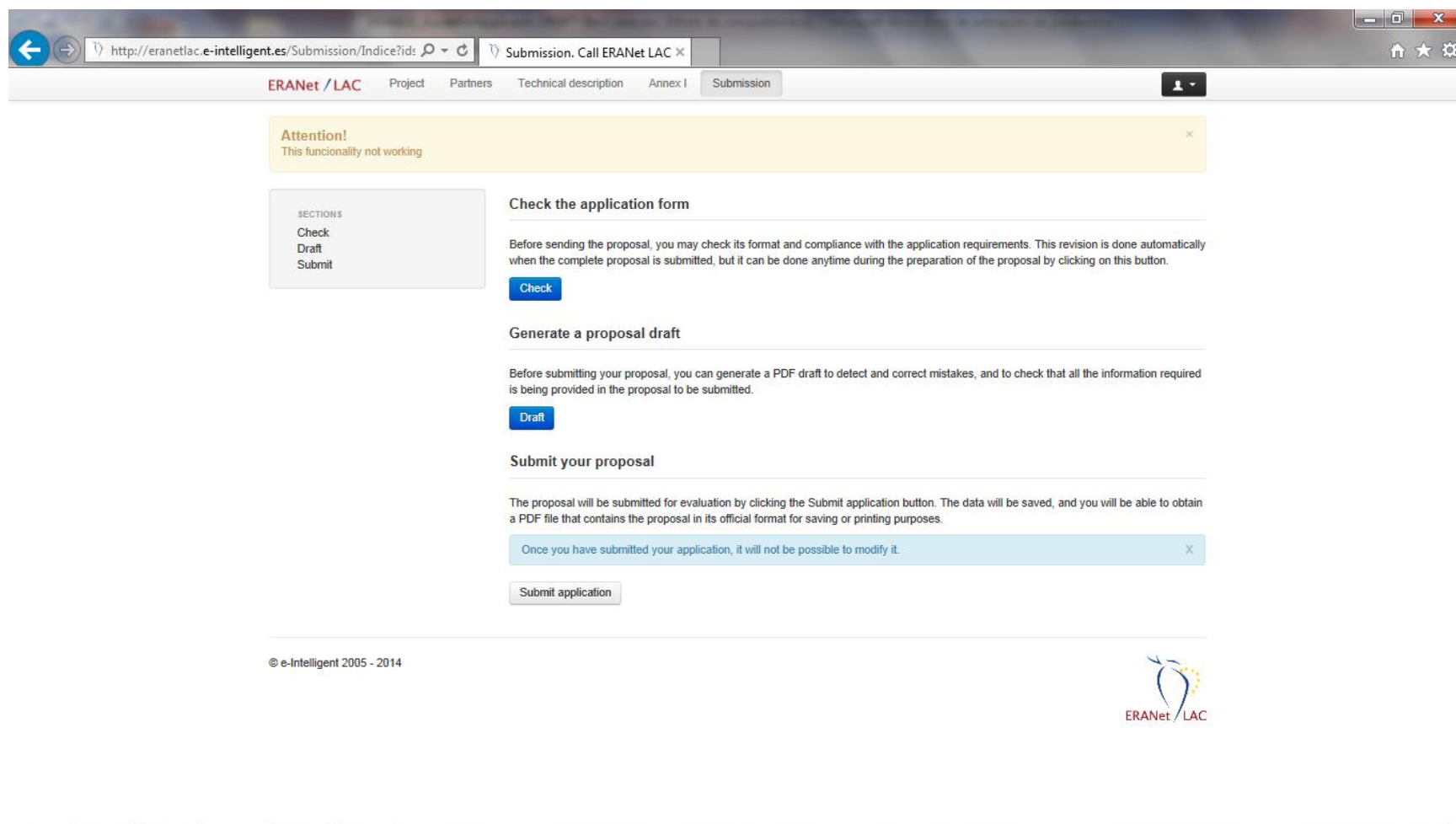
(Maximum length : 1/4 page)

Save changes Cancel

**Step 3:** the page **Technical description** includes nine sections: Publishable summary of the document; Scientific and technological challenge; Technical and scientific description of the project; Work plan; Transnational/EU-CELAC related benefit & added value; Potential for economic impact and exploitation of results; Main facilities and equipment; Status of consortium agreement; Related proposals submitted to other funding agencies.



**Step 4:** the page **Annex** allows including in the proposal any additional information that the applicants may consider relevant: texts, figures, charts, letter/s of commitment from associated partners, etc.



**Step 5:** On the page **Submission** you can check at any time if the proposal adjusts to the application requirements (this revision is nevertheless done automatically when the proposal is submitted). Additionally a .pdf file can be generated before submitting the proposal in order to detect and correct mistakes. The proposal will be submitted for evaluation by clicking the “Submit application” button. Afterwards you’ll be able to generate a .pdf file for saving or printing purposes. Please be aware that once submitted the proposal cannot be modified.

## Annex 1 – Call Secretariat and Call Contact Persons

### ERANet-LAC Joint Call Secretariat and the National and Regional Contact Persons

The **ERANet-LAC Call Secretariat (CS)** is entrusted with the overall operational management of the ERANet-LAC Joint Call. It is the general contact point for first questions related to the Joint Call, the application process and the use of the CYTED webtools.

The **Call Contact Persons (CCPs)** are located in each country which participates in the ERANet-LAC Joint Call. One of their main tasks is to advise the potential applicants from their countries/regions on the applicable national/regional regulations during the proposal submission process.

Country	Funding org.	Contact person	Contact details
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