

Annex 2

Eligibility Switzerland, Swiss National Science Foundation

1 Eligibility

The Swiss applicants must meet the eligibility requirements of the SNSF. The [SNSF Funding Regulations](#), the [General implementation regulations](#) and the [Regulations on Project Funding](#) are applicable or applicable mutatis mutandis. Please note that private companies are not eligible for funding.

2 Funding Modalities

A maximum amount of CHF 350,000 is allocated per project for the Swiss side. Article 7 of the [Regulations on Project Funding](#) defines the eligible costs:

- salaries of scientific and technical staff in research projects within the scope of the salary ranges and rates prescribed by the SNSF;
- salaries of the Principal Investigators based in Switzerland cannot be covered by MAPS;
- material costs that are directly related to the research work, namely material of enduring value, expendable items, field expenses, travel expenses, third-party charges, cost of computing time and data as well as of providing open access to research data;
- direct costs incurred through the use of research infrastructure linked to the research work;
- costs for the organisation of conferences and workshops in connection with the funded research;
- costs for national and international cooperation and networking activities carried out in connection with the funded research.

As of 1 April 2018, fees for open access publications are no longer eligible costs within SNSF grants and have to be requested separately via *mySNF*. The SNSF considers applications for Book Processing Charges (BPS) as of 1 April and for Article Processing Charges (APC) and Book Chapter Processing Charges (BCPC) as of 1 October 2018. Please visit www.snf.ch/oa for further information.

Swiss applicants may not apply for their own salaries.

Please note that each project must:

- comprise at least three eligible Principal Investigators, including two applicants from two different participating countries (Bulgaria, Croatia, Hungary, Romania, or Poland) and one applicant from Switzerland.

Grants will be managed according to standard SNSF rules.

Researchers from third countries, who make a partial contribution to the project without being responsible for the project can be included as project partners (in the Swiss part), but costs must correspond to no more than **20% of the overall Swiss budget**. However, please note that researchers who are located in a country participating in MAPS call cannot be included as project partners.

3 Submission

Swiss applicants must submit the application via the online submission system [mySNF](#). Please select the “Programmes – Enlargement Contribution – MAPS”.

A Data Management Plan (DMP) is requested for approved grants according to the requirements issued by the SNSF. Funds can only be released once the DMP has been submitted. Missing or inaccurate statements in the DMP need to be added/revised at the latest before the release of the payment of the second instalment. A definitive and updated version of the DMP must be provided by the end of the project grant. For more details on the DMP format requirements and procedure see: [Data Management Plan \(DMP\) - Guidelines for researchers \(snf.ch\)](#)

For more information, please contact:

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Eligibility Bulgaria, Science Directorate, Ministry of Education and Science

1 Eligibility

The applicants from Bulgaria should:

- be representatives of higher education institutions under Art. 85 para. 1, item 7 of the Higher Education Act, which are accredited by the National Evaluation and Accreditation Agency (NEAA) to conduct training for the educational and scientific degree "doctor" OR
- be representatives of Scientific organizations under Art. 47, para. 1 of the Higher Education Act, which are accredited by the NEAA to conduct training on the educational and scientific degree "doctor"
- have at least a doctorate (PhD)
- have the rights to supervise PhD students under Art. 9, para 3 of the Regulations on the Implementation of the Development of Academic Staff in the Republic of Bulgaria Act
- have at least four years of research experience after finishing their PhD (the research experience might be achieved in Bulgaria or abroad).
- Applicants can submit a proposal to MAPS even if they hold another Bulgarian grant or have applied for one;
- An applicant can participate in only one proposal.

2 Funding Modalities

A maximum amount of CHF 350,000 is allocated per project for the Bulgarian side.

- The salary costs of the Bulgarian team members are 1) in line with the salaries paid by the host institution or 2) according to the ones applied for the National programme VIHREN bellow. The approach that favors the applicant should be applied.
- Payment to the principal investigator/researcher (including social security and all other payments from the beneficiary organization): 7000 BGN/month for 100% time working on the project.
- The remuneration of each senior associate and post-doctoral student hired by the team will be BGN 5 200 and BGN 4 100, respectively,
- and of a young scientist without PhD degree - BGN 2 300 per month.
- The mentioned remunerations also include the employers' insurances. In the case of part-time work, wages are reduced proportionately.
- Material costs that are directly related to the research work, namely material of enduring value, expendable items, field expenses, travel expenses, third-party charges, cost of computing time and data as well as of providing open access to research data;
- Direct costs incurred through the use of research infrastructure linked to the research work;
- Costs for the organisation of conferences and workshops in connection with the funded research;
- Costs for national and international cooperation and networking activities carried out in connection with the funded research.

3 Submission

The applications only need to be submitted via mySNF by the Swiss applicant. The Bulgarian applicant does not need to submit the application in Bulgaria.

For more information, please contact:

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Eligibility Croatia, Croatian Science Foundation (HRZZ)

1 Eligibility

1.1 Personal Eligibility (Croatian applicants)

All Croatian applicants must meet the following eligibility requirements of the HRZZ:

- The Croatian applicant may have the status of a Principal Investigator (PI) and/or team member or PI and a co-PI on a maximum two HRZZ projects: as a PI of one project and a team member or co-PI on another project or as a team member and co-PI on two projects. This does not include the role of PI and team members in HRZZ projects ending on 31 October 2024.
- Co-PIs on projects are PIs on projects in bilateral programmes and ERA-NET programmes.
- Applicants to this Programme are considered as Co-PIs.
- The Croatian applicant must be an active researcher with at least four years of experience after PhD and be permanently employed at an eligible institution at the time of application and should have a valid employment contract throughout the entire duration of the project.
- The Croatian research team should consist of at least two team members (including PI) not including research staff planned to be employed on the project. Applicant can participate in only one project proposal.

1.2 Institutional Eligibility (Croatian institutions)

Eligible institutions are public or private universities, scientific institutes, non-profit research institutions and Croatian Academy of Sciences and Arts.

The Applicant can submit a project proposal only in the area for which the scientific organisation in which he/she is employed at and where the project will be implemented has been accredited. Applicants need to be permanently employed at an eligible institution.

Commercial companies and organisations are not eligible for funding.

2 Funding Modalities

A maximum amount of CHF 350,000 is allocated per project for the Croatian side. Article 7 of the [Regulations on Project Funding](#) defines the eligible costs:

- Salaries of scientific (doctoral students and post-doctoral students) and technical staff in research projects. Personnel costs and personnel cost categories have to be in line with the Croatian national legislation (gross amount, including commute costs to and from work, vacation and Christmas bonuses)
- Salaries of the Principal Investigators cannot be covered by MAPS;

- Material costs that are directly related to the research work, namely material of enduring value, expendable items, field expenses, travel expenses, third-party charges, cost of computing time and data as well as of providing open access to research data;
- Direct costs incurred through the use of research infrastructure linked to the research work;
- Costs for the organisation of conferences and workshops in connection with the funded research;
- Costs for national and international cooperation and networking activities carried out in connection with the funded research.
- Indirect costs (5%)

Croatian applicants may not apply for their own salaries.

Please note that each project must comprise of at least three eligible Principal Investigators, including one applicant based in Switzerland and two applicants from two different participating countries (Bulgaria, Croatia, Hungary, Romania, or Poland).

3 Submission

Swiss applicants must submit the joint application via the online submission system [mySNF](#).

Croatian principal investigator shall also submit the project proposal to the Croatian Science Foundation via the EPP system by submitting the following documents, the latest by 01.07.2024 by 12:00 CET:

1. Administrative Form – it should bear the original signatures of the Principal Investigator and the Head of the Institution and the Institution's stamp.
2. Financial Plan – contains elaborated financial resources required that need to be related to specific objectives and activities from the Work Plan (for the Croatian research group only).
3. Institutional Support Letter- document on a maximum of 2 pages, containing a detailed and complete description of the support provided by the Institution, signed by the Applicant and the Head of the Institution, and bearing the Institution's stamp.
4. Signed Letters of Intent for participation in the proposed project for all Croatian research group members who are not employed at the Institution hosting the project – (Letter of Intent for an associate from Croatia shall be signed by the Head of the Institution and the associate, while the Letter of Intent for an associate from abroad shall be signed by the associate).
5. Ethical clearance if applicable.

All documentation related to the application shall be submitted in English. The Applicant shall be responsible for the equivalence of the project proposal submitted to the SNSF by the principal investigator in Switzerland and HRZZ will not be responsible for any discrepancies. Only proposals submitted to both, the HRZZ and the SNSF in prescribed deadline shall be subjected to the eligibility check.

For more information, please contact:

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Eligibility Hungary, National Research, Development and Innovation Office (NRDIO)

1 Eligibility

1.1 Personal Eligibility (Hungarian applicants)

The Hungarian Principal Investigators must meet the following criteria:

- have obtained their PhD at least 4 years prior to the submission deadline;
- be scientifically independent researchers and be able to lead the project team;
- be employed under an employment contract at an eligible research institution for the duration of the whole project, giving them access to the relevant research infrastructure.
- can participate in only one proposal.

1.2 Institutional Eligibility (Hungarian institutions)

For this call higher education institutions, central budgetary research institutions, non-profit research institutions, members may submit an application for support in line with the following eligibility rules:

- a) Enterprises with legal personality, non-profit economic associations, those with GFO codes 572, 573 which have at least one closed, approved, full (365 day) business year and maintain double-entry bookkeeping.
- b) From among the non-profit organisations those who have GFO code 551,552,559, 562,563,569,599, or 931, and according to Annex 1 of Act CCIV of 2011 on the national higher education are considered as non-state-owned higher education institutions but recognized by state and are considered as research and knowledge transfer organisations according to Article 2 (83) of Decree No. 651/2014/EU of the European Commission.
- c) Entities and entities operated by state budgetary rules with GFO code 311,312,322,341,342,381, or 382, and considered research-knowledge transfer organisations according to Article 2 (83) of Decree No. 651/2014/EU of the European Commission.

2 Funding Modalities

The maximum amount of CHF 3,948,749 is allocated per call for the Hungarian side. A maximum amount of CHF 350,000 is allocated per project for the Hungarian side.

Personnel costs have to be defined according to the host institution's usual policy on remuneration. The upper limit of personnel costs (gross salary) for researchers max. HUF 1 500 000 / person/month in the case of technicians and support staff: max. HUF 700 000/person/month.

3 Submission

The applications only need to be submitted via mySNF by the Swiss applicant. The Hungarian applicant does not need to submit the application in Hungary.

For more information, please contact:

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National Research Development and Innovation Office
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Poland, National Science Centre (NCN)

1 Eligibility

1.1 Personal Eligibility (Polish applicants)

The Polish Principal Investigators must meet the following criteria:

- have obtained their PhD at least 4 years prior to the submission deadline;
- be scientifically independent researchers and be able to lead the project team;
- be employed under an employment contract at an eligible research institution for the duration of the whole project, giving them access to the relevant research infrastructure.

1.2 Institutional Eligibility (Polish institutions)

The project must be submitted by a Swiss applicant. All Swiss applicants must meet the eligibility requirements of the SNSF specified in annex 2 for Switzerland.

Each project must comprise at least three eligible Principal Investigators, including two applicants from two different participating countries (Bulgaria, Croatia, Hungary, Romania or Poland) and one applicant from Switzerland.

The Polish Principal Investigator must be employed under an employment contract throughout the duration of the project in one of the following types of eligible host institutions:

1. universities;
2. federations of science and HE entities;
3. research institutes of the Polish Academy of Sciences, operating pursuant to the Act on the Polish Academy of Sciences of 30 April 2010 (Journal of Laws of 2020, item 1796, as amended);
4. research institutes operating pursuant to the Act on Research Institutes of 30 April 2010 (Journal of Laws of 2022, item 498);
5. international research institutes established pursuant to separate Acts, operating in the Republic of Poland;
6. Łukasiewicz Centre operating pursuant to the Act on the Łukasiewicz Re-search Network of 21 February 2019 (Journal of Laws of 2020, item 2098);
7. institutes operating within the Łukasiewicz Research Network;
8. Polish Academy of Arts and Sciences;
9. other entities involved in research independently on a continuous basis;
10. research centres of the Polish Academy of Sciences within the meaning of the Act on the Polish Academy of Sciences of 30 April 2010;
11. scientific libraries;
12. legal entities with their registered office in Poland;
13. President of the Central Office of Measures.

Groups of entities⁶ comprising of at least two entities mentioned in sections 1-7 may also apply. In such case the host institution of the Principal Investigator is the leader of the group of entities, which provides merit-based and financial information in the application and reports for the entire group. The CV in the application is provided by the PI only.

2 Funding Modalities

A maximum amount of CHF 350,000 is allocated per project for the Polish side. All costs of the Polish part of the project are covered by SNSF. The call is not co-funded from the Polish national contribution.

It is not necessary to submit the application in the national application system of the NCN. Merit based and financial details concerning the Polish side of the partnership must be completed in the SNSF's electronic submission system mySNF. A declaration, signed by an authorised representative of the Polish host institution confirming the institution's necessary involvement and support for the project should it be awarded funding, must be submitted in mySNF. More details and template of the declaration are available on the NCN web site.

The Polish host institution is not required to sign a grant agreement with the NCN, nor submit any financial reports. The grant agreement is signed by the Polish PI and an authorised representative of the Polish host institution, the consortium partners including an authorised representative of the respective host institution as well as the Swiss PI, who is responsible for transferring funds to the Polish host institution.

Eligible costs are specified in the call text.

VAT is eligible if the host institution is entitled to reclaim VAT.

Personnel costs are eligible under the following conditions:

- Actual salaries plus social security charges, benefits and other statutory costs included in the remuneration of the Principal Investigator up to a limit of 190,000 PLN per year, researchers up to a limit of 140,000 PLN per year and specialist auxiliary staff, lab managers and technicians up to a limit of 100,000 PLN per year can be covered according to national regulations and standard policy on remuneration at the host institution. These amounts concern full-time employment for a full year. Full time direct involvement in the implementation of the project must be supported by documentation in line with national and internal regulations e.g., employment contract, an appointment or secondment decision etc. In the case of employment for less than the entire year, the limits are proportionally calculated. In the case of part-time direct involvement in the implementation of the project the percentage of time spent on project implementation must be indicated in a document in line with national and internal regulations e.g., employment contract, an appointment or secondment decision etc. In case of part-time involvement in the project the limit is proportionally calculated.
- If the host institution opens a new post required for the implementation of the project, transparency of the vacancy announcement and selection procedure must be ensured.

⁶ Entities other than the PI's host institution are NOT "project partners" referred to in chapter 5.1 and the list of eligible costs of the Call for Proposals.

- Additional remuneration for work performed as part of a project's implementation may be planned for members of the research team whose salaries are not covered partly or fully from the project budget. Additional remuneration can be claimed pursuant to full- or part-time employment contracts (e.g. in the form of a benefit, in Polish “dodatek”), as well as pursuant to civil law contracts. Research team members remunerated pursuant to an employment contract by a host institution may receive additional remuneration only in a form other than pursuant to a civil law contract.
- Additional remuneration is eligible up to a limit of 5,000 PLN per month for the Principal Investigator, 2,000 PLN per month for the researcher and 1,000 PLN per month for specialist auxiliary staff, lab managers and technicians. The overall amount of additional remuneration for all project team members, cannot exceed the limit of 9,000 PLN per month. Additional remuneration is eligible expenditure if the rules applicable at the host institution provide for such payments. Additional remuneration is eligible in case of those members of the research team, whose actual salaries are not claimed from the project budget.

3 Submission

The applications only need to be submitted via mySNF by the Swiss applicant. The Polish applicant does not need to submit the application in Poland.

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Eligibility Romania, UEFISCDI

1 Eligibility

Each project must comprise at least three eligible applicants: one applicant from Romania, one from Switzerland and at least one applicant from at least one different participating country (Bulgaria, Croatia, Hungary or Poland).

No project partners are allowed to be included in the consortium from the Romanian side.

1.1 Personal requirements for the submission of proposals (Romanian applicants)

- a) The RO applicant has a doctorate. Additionally, the RO applicant :
 - has obtained the PhD at least 4 years prior to the submission deadline;
 - is a scientifically independent researcher being able to lead the project team;
 - must have a position at an eligible Romanian host institution for an indefinite or specified period, which covers at least the period of the funding contract, or has the employment agreement, from the host institution, at least for the period of the funding contract, having access to the relevant research infrastructure;
- b) A given person can submit, as a RO applicant, only one application per call and only one team per country can be funded within one consortium;
- c) It is forbidden to submit project proposals which relate to already financed activities or are funded by other sources, national or international;
- d) RO applicant can submit a proposal to the MJRP call even if he/she holds another UEFISCDI grant or have applied for one;
- e) In case of personal constrains and the impossibility to continue the JRP implementation, the RO Principal Investigator jointly with the host institution will do all the diligences for assuring the proper continuity of the JRP (finding a new PI who must also fulfill the eligibility criteria for the PIs, making all the contractual arrangements etc). For this replacement, a written permission shall be obtained from the UEFISCDI.

1.2 Institutional requirements for the submission of proposals (Romanian host institutions)

- a) The project is implemented in a Romanian public research organization, respectively university, research institute and other like it (institutions or research centers of the Romanian Academy), hereinafter referred to as the RO host institution. The RO host institution cannot be an enterprise, in the sense of state aid legislation;
- b) The RO host institution is not declared, according to the law, to be in a state of payment default; it does not have accounts blocked following a court order; it has not made inaccurate declarations concerning the information required by UEFISCDI for the selection of contractors; it has not broken the terms of another funding contract signed previously with a Contracting Authority;

- c) The RO host institution agrees to ensure the necessary administrative support, to provide access to all necessary infrastructures, to support the implementation of the JRP in good conditions and to employ the members of the Romanian JRP team, while observing all legal provisions in force, if the JRP is selected for funding.

2 Funding Modalities

A maximum amount of CHF 350.000 is allocated per project for the Romanian team (85% of the grant is covered by funds of the second Swiss Contribution and 15% from national co-financing). For the budget of national co-financing, the RO PI will sign a contractual agreement with UEFISCDI. The budget of 85% grant will be managed according to the SNSF rules.

Eligible costs

- **Personnel / Staff costs** for the RO Principal Investigator, staff assigned to the project (researchers, master and PhD students, technicians and other research supporting staff directly involved in the project), comprising salaries plus social security charges and other statutory costs included in the remuneration, provided that this corresponds to the RO host institution usual policy on remuneration. The research team members will be paid according to the provisions of the Governmental Decision no.1188/2022 (upper ceiling) with subsequent changes and additions.
- **Equipment and consumable costs** necessary for the JRP, including: equipment, consumables & materials used in the framework of the JRP and for research activities, costs for access to the research infrastructure of third parties; *the maximum percentage for equipment within a JRP should not exceed 30% of the total RO project budget;*
- **Cost for subcontractors:** the costs for specific services from subcontractors that are necessary for the project *does not exceed a maximum of 20% of the total RO project budget;*
- **Travel costs** (including travel and accommodation costs, subsistence allowances, conferences fees, medical insurances, visa fees) corresponding to international travel of the Romanian team members, for documentation periods (visit each other), participation in high level scientific conferences thematically linked to the JRP, workshops and communications in the field of the JRP;
- **Other direct costs** – costs for organizing of seminars and conferences, dissemination of results, publication, information / bibliography expenses, provided that they are directly linked to the JRP implementation; costs for ORD (Open Research Data) must be taken into account at the time of submission of application;
- **Costs for Open Access publications** will be possible to request separately via the OA platform of the SNSF (it will be possible to fund OA publications even in cases in which the Swiss PI is not involved);
- **Overhead (indirect costs)** are calculated as a percentage of direct expenses: personal&staff costs, equipment and consumable costs, travel costs and other direct costs (*excluding subcontracting*). As a rule, indirect expenses will not exceed 5% (flat rate) of the RO project budget.

Possible savings in one of the budget categories may be transferred to cover higher costs in another category (except indirect costs). Such transfers shall, however, not exceed 15% of the total allocation. For transfers above this limit, written permission shall be obtained from the SNSF and the UEFISCDI.

3 Main Obligations of the Romanian Principal Investigator (RO PI) and the Host Institution

- a) are both responsible for the implementation of the JRP;
- b) RO PI compiles and sends to the Swiss PI the scientific and financial reports during the course of the JRP, and a final report, at the time and in the format requested by SNSF; for national co-financing budget, the RO PI will report to UEFISCDI;
- c) RO PI communicates about the ongoing activities and publishes open positions in the project (including on the website www.euraxess.ro);
- d) RO PI ensures that the staff involved in the project have created and updated their scientific profile in the BrainMap software platform (<https://brainmap.ro>);
- e) The RO PI is obliged to publish research results achieved through the JRP in appropriate form and according to SNSF's standards (requirements will be set out in the Grant Agreement); publishes up to date information on the project activities (at least a summary and the list of publications supported by the project) on the JRP webpage, in English;
- f) The RO PI shall consult and agree with the Swiss PI and other PIs from participating EU-13 countries on the ownership of any intellectual property and/or the terms of commercial exploitation;
- g) The RO PI shall duly inform UEFISCDI (during and after a JRP) of any agreements concluded and/or measures taken in view of protecting and/or exploiting the JRP discoveries and/or inventions;
- h) The RO PI shall inform UEFISCDI (during and after a JRP) about patents that result from the JRP;
- i) The RO PI shall be exclusively liable for the conduct of its auxiliary personnel and subcontractors (if the case).

4 Submission

The RO PI must submit in the UEFISCDI online submission platform/dedicated section to the call: [UDiManager by UEFISCDI \(uefiscdi-direct.ro\)](http://UDiManager.by.UEFISCDI.uefiscdi-direct.ro) the same application submitted by Swiss PI via SNSF's electronic submission system mySNF (www.mysnf.ch), together with specific documents necessary in the process of eligibility verification (D1 – Declaration of non-financing from other sources, certification of legality and accuracy of the information submitted; D2 – Declaration by the host institution that it meets the definition of a research organization; D3 – Declaration of financial eligibility of the host institution; D4 – Declaration of the host institution certifying the acceptance of the project implementation in the institution; D5 - VAT Declaration) and his/her CV (in a format provided by SNSF).

For more information, please contact:

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