



## Croatian Science Foundation



## Call for Proposals "Research Projects"

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(Call Identifier: IP-06-2016)

*This Call for proposals is based upon the General Acts of the Croatian Science Foundation. By applying to the Call you accept their terms and obligations. The terms in the masculine gender used in this Call for Proposals are neutral and refer to persons of either gender.*



## About the programme

The programme funds basic research that creates new knowledge and enhances the existing knowledge of a specific area and that is focused on a better understanding of research subject, as well as applied research implemented with clear technological, economic or social objectives.

### Call objectives:

- development of Croatian scientific research area
- creating new knowledge, with the ultimate goal of strengthening the Croatian economy and welfare of society
- supporting research groups engaged in internationally and/or nationally significant issues and whose Principal Investigators are prominent scientists with internationally recognized achievements and active research groups
- creating a critical mass of research groups that can be competitive at an international level and scientists who can be mentors to a new generation of young researchers.

### The Call in brief:

**Call release date:** 3 May 2016

**Application deadline:** 2 June 2016 until 13:00 (CET)

**Research area:** all scientific areas

**Principal Investigator:** a distinguished researcher with internationally recognized achievements in science and/or technology within the area of the proposed project

**Total budget:** 40.000.000,00 kn

**Maximum funding amount per project:** up to 1.000.000,00 kn for 4-year projects from all scientific areas, except for projects from social sciences and humanities for which the maximum amount of funding is 600.000,00 kn for 4-year projects

**Project funding duration:** from 2 to 4 years

**Estimated beginning of the project:** December 2016/ January 2017



## Principal Investigator

- researcher responsible for scientific research and conducting the entire project
- an active researcher (PhD, experience in project management, established and active research group which is evident from applicant's track record, relevant publications and/or patents within the research area of the proposed project) with internationally recognized achievements and proved successful mentorship of young researchers
- permanently employed at a public Croatian university, public research institute in the Republic of Croatia or other legal entities conducting scientific activity registered in the Registry of scientific organisations of the Ministry of science, education and sports and which meet minimal conditions set by the Ordinance on Conditions for Issuing Licence for Scientific Activity, Conditions for Re-accreditation of Scientific Organisations and Content of Licence (NN 83/10)<sup>1</sup>. Principal Investigator may submit the project proposal exclusively in the area or areas for which the scientific organization of his employment is accredited
- the applicant can submit only one project proposal per Call
- full members of the Croatian Academy of Sciences and Arts can be Principal Investigators even if they are not permanently employed.

*Detailed information on who can apply for the Call can be found in the **Guidelines for Applicants for the "Research Projects" Call for proposals (Call identifier: 06- 2016)**.*

### Institutional support

The competitiveness of the research group is not possible without the institutional support and HRZZ will, therefore, support projects with a clearly described and real support of the institution at which the proposed project will be implemented (adequate space, administrative assistance, existing scientific infrastructure, equipment which will be made available to the Principal Investigator, etc.).

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<sup>1</sup> The scientific organization must meet the following criteria: the economic use is a secondary activity or activity which is

- directly related to the work of research organization or research infrastructure and is required for this work or is
- inextricably connected with the main non-economic use and
- its scope is limited.

This is the case when economic activities spend identical inputs (e.g. materials, equipment, workforce and fixed capital) as non-economic activities, and capacities are awarded to economic activity do not exceed 20% of total annual capacities of the institution.



## Conditions of project proposal submission

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- projects lasting from 2 to 4 years that deal with internationally competitive and nationally relevant issues
- projects carried out by an active and established research group whose contribution is transparent and planned according to the project's work plan
- research that has strong and unquestionable institutional support
- research that has not been previously conducted or funded from other sources but can show separate relevant impact on society or the creation of new knowledge and technologies.



## Funding

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Total budget for "Research Projects" programme for the year 2016 is 40.000.000,00 kn.

Maximum funding amount for a single 4-year research project is 1.000.000,00 kn for projects from all scientific areas, except for the social sciences and humanities for which the maximum funding amount per one 4-year project is 600.000,00 kn.

Annual funding amount for all scientific fields cannot be higher than 250.000.00 kn, except for projects from the social sciences and humanities area where the annual funding amount cannot exceed 150.000.00 kn.

Total requested amount of funds should reflect a realistic estimation on research needs and must be completely justified.

HRZZ will transfer the money to the bank account of the institution that submitted the project.

### Eligible costs<sup>2</sup>:

- material costs,
- personnel costs,
- equipment costs,
- dissemination and cooperation costs (up to 70.000,00 kn per year),
- indirect costs. Indirect costs are eligible for a maximum of 5% of the total requested amount of funds and only if there is a good explanation and specifications for their use.

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<sup>2</sup> Detailed explanation of eligible costs can be found in *Guidelines for Applicants for the "Research Projects" Call for proposals (deadline: June 2016)*.



## Application content and process<sup>3</sup>

Submission of a project proposal is made **only in electronic version** via Electronic Application and Assessment System (EPP) available on HRZZ website or hyperlink <https://epp.hrzz.hr/>.

Complete application documentation is submitted in Croatian and English language. Principal Investigator is responsible for the equivalence of the project proposal in both languages and the Foundation will not be held responsible for any discrepancies.

Project proposals must be complete and submitted into the electronic system before the Call deadline. **Incomplete applications and applications submitted after the stated deadline will not be taken into consideration.**

### Key application elements:

- **Application is submitted by the Principal Investigator on behalf of the institution where the project will be implemented (the applicant is the legal entity).**
- **All application documentation is submitted simultaneously through the Electronic Application and Assessment System (EPP) which can be accessed via HRZZ website or hyperlink <https://epp.hrzz.hr/>.**
- **Application forms, number of pages and characters are strictly defined and no deviations are possible.**
- **Project proposal application is regulated by rules that need to be studied before submitting the project proposal.**

### Obligatory application content:

- 1. Administrative form** – must contain the original signatures of the Principal Investigator and the head of the institution and the institution's official stamp.
- 2. Application form** consisted of:
  - Part A – which contains Principal Investigator's CV, 5-year *track record* that includes most successful papers where the Principal Investigator is the leading author and other relevant achievements;
  - Part B – which contains a detailed description of the planned research in the context of achieved results and the latest developments in the area of research, objectives, methodology, resources, ethical issues;

<sup>3</sup> Detailed instructions on application content and guidelines on completing the application can be found in *Guidelines for Applicants for the "Research Projects" Call for proposals (deadline: June 2016)*.

- Part C – which contains the list of team members and the description of their roles and tasks.
- 3. Institutional support form** (1 document with a maximum of 2 pages – detailed description of institutional support, statement, original signatures of the Principal Investigator and the head of the institution and the institution's official stamp);
  - 4.** Signed **letters of intent** for participation in the proposed research for all team members and consultants that are not employed at the institution where the project will be implemented;
  - 5. Financial plan;**
  - 6. Work plan.**

**Supporting documentation:**

- Other documentation.

**All documentation listed under 1-6 is mandatory for all applicants. Incomplete applications and applications submitted after the stated deadline will not be taken into consideration.**

Before submitting the project proposal it is necessary to study **Guidelines for Applicants for the "Research Projects" Call for proposals (deadline: June 2016)**. The guidelines can be found on HRZZ website [www.hrzz.hr](http://www.hrzz.hr).



## Evaluation

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**IMPORTANT NOTE: All applicants and their team members are invited to create or update their CROSBİ profiles (<http://bib.irb.hr/>) because the information will be used in project proposal evaluation.**

Procedure of evaluation of project proposals will include Croatian and international experts.

1. Project proposals that satisfied the administrative check, have complete and appropriately certified documentation and meet the Call conditions will be forwarded to evaluation.
2. Evaluation panels assess project proposals according to "Research Projects" Call for proposals evaluation criteria. Best evaluated project proposals shall be forwarded to peer review.
3. Peer review will be conducted by international experts according to evaluation criteria. Evaluation panel members will then assess project proposals according to additional criteria.
4. Based on the results of the evaluation, panels make a ranking list which is the basis of recommendations for project proposal funding.

Evaluation criteria are made available on HRZZ website [www.hrzz.hr](http://www.hrzz.hr)



## Obligations of the Principal Investigator

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- knowledge and acceptance of principles of financing and implementation of projects funded by the Croatian Science Foundation and the obtaining of all necessary permits before the use of Foundation's funds
- compliance with the project's work and financial plan and other contractual obligations
- development and maintenance of project web pages
- accountability in project management and a transparent and efficient financial resources spending. Research results must be made publicly available, published in scientific journals and other publications available to the general public
- accepting the possibility of occasional check of the project progress carried out by an HRZZ expert committee and regular submission of periodic narrative and financial reports and final report
- if during its implementation, the project came to a discovery that could be protected by a patent or other form of intellectual property, it is essential to immediately notify HRZZ
- compulsory notification of published papers, conference proceedings, poster, etc. and emphasis of Foundation's financial support.



## Project proposal deadline

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Deadline for submitting applications is **2 June 2016 until 13:00 (CET)**.



## Contact

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All enquiries related to the Call will be accepted only **via the following e-mail address:**  
[istrazivacki@hrzz.hr](mailto:istrazivacki@hrzz.hr).