2017 JOINT CALL

FAQ

Content

CALL DOCUMENTATION

QUESTION - Are the call documents available in native languages?

ANSWER - All the call documents are exclusively provided in English on the Water JPI webpage dedicated to the 2017 Joint call. Therefore, as this is a Joint Transnational Call, the submission language is English.

QUESTION - Is there a template for CVs (format, font size, page margin…)?

ANSWER - The only mandatory limit is one page per CV. The format is free but you should avoid cluttering the document. The CV is an annex to the scientific document (see dedicated section on the guidelines for applicants and on the submission platform).

QUESTION – Do we have to put all CVs in one single file or should we upload them in separately?

ANSWER - Each CV should be uploaded preferably as separate files.

QUESTION – CV to be provided: should it be the CV of the person representing the institution or the CV of the institution with all intended staff?

ANSWER - It should be the CV of the Principal Investigator, therefore the one representing the institution.

ELIGIBILITY

QUESTION - Are Knowledge and Innovation Communities (KICs), which have set-up legal entities in different countries eligible for funding (legal entities are set-up as association and are receiving funding from EIT, hence from H2020 budget)?

And if yes, what are the funding conditions (funding rate)?

ANSWER - We can distinguish two situations:

- If it's the KIC legal entity, three eligibility rules apply:
  1. The KIC can participate in a proposal only as a partner (coordinating the proposal is however not possible);
  2. The KIC can only participate at its own expense; and
  3. The participation of the KIC will not count towards the minimum number of eligible partners (general eligibility rule of three different organisations from three different Funding Partner Countries).
- If it's the national partner of the KIC, then the national rules should apply:
  1. The national partner of the KIC should come from a Funding Partner Country;
  2. The national partner of the KIC should be eligible under the national regulations. Please check the national regulation document and contact your national contact point; and
  3. The national partner of the KIC will count towards the minimum number of eligible partners.

QUESTION – Eligibility of Joint Research Center (JRC), the European Commission's in-house science service

ANSWER – Three eligibility rules apply:

1. The JRC can participate in a proposal only as a partner (coordinating the proposal is not possible);
2. The JRC can only participate at its own expense and will not receive any EC contribution *(if this applies such as in Joint Call under ERA-NET Cofund)*; and
3. The participation of JRC will not count towards the minimum number of eligible partners (general eligibility rule of three different organisations from three different Funding Partner Countries).

QUESTION – Eligibility of non-profit, scientific research organisation

ANSWER - It will depend of the eligibility of the institution versus its location and the Funding Partner Country national regulations. If so, it will count as a national partner towards the minimum number of eligible partners.

QUESTION – Eligibility of UN agency like the Food and Agriculture Organization (FAO) to receive funds and to be part of a consortium

ANSWER - It will depend of the eligibility of the institution versus its location and the Funding Partner Country national regulations. If it is eligible, it will count as a national partner towards the minimum number of eligible partners.
For instance, if the institution is seeded in Rome, is the institution eligible to request funds to the Italian funder, if any? - the national regulations should then apply.

QUESTION – Eligibility of a municipality or policy–makers

ANSWER - It will depend of the eligibility of the institution versus its location and the Funding Partner Country national regulations. If so, it will count as a national partner towards the minimum number of eligible partners.
For instance, it's possible for France under the ANR funding rules.

QUESTION – Eligibility of a partner from a country that is not taking part as Funding Partner Country

ANSWER - For all partners from countries not participating in the call, they can only participate in a consortium as partner (non-coordinating), at their own expense and they will not count towards the minimum number of eligible partners "three different organisations" rule from three different FPO countries for eligibility purposes.
These partners will have to join an engagement letter stipulating that they are committing xx.xxx,xx euros to the project.

Note: In some calls (not the case of the 2017 joint call), some funding agencies may fund partners from other countries if associated to a partner from their country (e.g. Canadian case in the 2016 joint call, due to their national regulations).

QUESTION – Is it possible to involve partners from countries non-participating in the Call?

ANSWER - Yes, following one of these two options:
- As proper partner of the project: you should enter/add this institution/organisation on the submission platform as new partner. When completing their information online, they should tick the box Partners/Organisations without requested funding. They will have to join an engagement letter stipulating that they are committing xx.xxx,xx euros to the project.
- As supporting organisation: in this case, you should not enter/add the organisation on the submission platform. You just mention them in the scientific document. You will have to join a support letter.

QUESTION – A Consortium Coordinator can only participate in the proposal he/she is coordinating (i.e. if the principal investigator is the coordinator of a proposal, he/she cannot participate in any other proposal, neither as a coordinator nor as a partner)?

ANSWER – Yes, this rule applies to each annual call.
Attention, there may be some additional national regulations also applying. So be careful at the national level, to avoid duplication of funding, and in case of limit in the number of proposals you can apply to.

QUESTION – What is the funding rate for large Companies?

ANSWER - This depends of the national regulations of the Funding Partner Organisation. This has to be checked versus the location of the partner to be involved in the consortium.

QUESTION – Which types of actions are eligible: Basic research? Applied research? Innovation actions? Education? Capacity building?

ANSWER - This depends of the national regulations of the Funding Partner Organisation. This has to be checked with the Funding agency of the partner to be involved in the consortium. Some may fund only basic / academic research, others can fund from basic research to innovation. In general, Education activities are not eligible. Capacity Building may be relevant and eligible in particular for the implementation of new "products" (e.g. sensors, models).

QUESTION – Should application fields proposed in the application be necessarily located in one of the funding partner countries?

ANSWER - This is not mandatory. Nevertheless, the applicants will need to check if the related costs will be eligible under the national regulations of the consortium partners. The local partners will have to bring their own funds (letter of commitment required for the applications).

QUESTION – Are there preliminary checks by national agencies involved in the Joint Transnational Call?

ANSWER - This is Agency dependent. Please see the national regulations. Nevertheless, it is highly recommended to contact your national contact point for a pre-check of your eligibility.

OPEN DATA

QUESTION – What does "metadata" mean in this call ? Do we have a common contact point to forward queries about "open data"?

ANSWER - The reference text for Open Access and Open Data is based on the EC H2020 pilot guide available at: https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-pilot-guide_en.pdf

QUESTION – Open Data / Open Access versus Intellectual Property Rights (IPR)?

ANSWER - Open Access requirements for all scientific publications produced by the projects funded by the co-funded call will support both Green Open Access (immediate or delayed open access provided through self-archiving), and Gold Open Access (immediate open access provided by a publisher).

In the case of Green Open Access, partners will deposit (as soon as possible and at the latest on publication) a machine-readable electronic copy of the published version or final peer-reviewed manuscript accepted for publication in a repository for scientific publications. In addition, partners will ensure open access to the deposited publication and bibliographic metadata.

In case of any IPR issue, the consortium may decide to go for Opt Out Option and covers this within the project consortium agreement.

BUDGET FOR THE APPLICATIONS

QUESTION – What are the eligibility conditions for the "Equipment" part of the project budget?

ANSWER - This is part of the national regulations: each partner within a Consortium has to check the national / agencies regulations for the equipment he/she is planning to buy/use in the proposal.

QUESTION – Where should we include "Analysis" budget?

ANSWER – Two different situations can be encountered:

1. The analysis are done within a partner organisation. It's therefore part of the "other direct costs" of this partner.
2. The analysis are subcontracted to an external contributor, the costs have to be declared in sub-contracting.

QUESTION – Are the Overheads required part of the maximum grant requirement?

ANSWER - Yes. This should be done considering each agency maximum grant requirement. Please also note that the limit of 1.5 million euros per proposal grant required applies.

QUESTION – If any in-kind contribution is proposed, where should it be integrated?

ANSWER - This should be included in the line "OWN FUNDING" for the relevant columns where in-kind contribution will be provided (on the budget excel template).

QUESTION – Is it necessary to submit a budget for the pre-proposal (step 1)?

ANSWER - Yes, for each partner involved in the consortium. At this stage, there is no requirement for detailing the requested budget (i.e. no need to break down the budget into Work Packages and Tasks).

SUBMISSION PLATFORM

QUESTION – The foreseen coordinator made a mistake and added himself/herself as a partner in the Submission Platform. How to change again?

> **ANSWER -** On the "Partnership and tasks" Tab, go to the left side of the name of the partner you want to modify and move the mouse on the three points and then click on Modify partner/organisation. He/she does not need to delete the information, just has to click on the box to declare himself/herself as project coordinator.
> If this doesn't work, please provide the Call secretariat with a screenshot of the page with the error message.

QUESTION – There are some changes in terms of role in the proposal; the foreseen initial coordinator will become a partner and a partner will take the coordination position. How can we change this?

> **ANSWER -** The foreseen initial coordinator has the rights to make the changes, and he/she should make the required changes.
> On the "Partnership and tasks" Tab, go to the left side of the name of the partner you want to modify and move the mouse on the three points and then click on Modify partner/organisation. He/she does not need to delete the information, just to click on the box to declare the new role.
> If it doesn't work, please provide the Call secretariat with a screenshot of the page with the error message.

QUESTION – The coordinator has submitted a version of the pre-proposal but has/ wants to amend it. Can he/she replace the former scientific document or do she/he have to contact the Call Secretariat to delete the pre-proposal before she/he submit the final version?

> **ANSWER –** The coordinator is allowed to replace the former scientific document. He/she just has to upload a new one before the official submission deadline. It will replace the previous document.

QUESTION – Are there fields that are mandatory to complete from the leader of each partner organisation in the online Administrative Data Section (e.g. location of their office, mobile phone…)?

ANSWER - Beside each mandatory field, you will see a red star. We recommend all applicants to dully complete the following fields: date of birth, office and mobile phone. However, these fields are not mandatory.

QUESTION – After submitting a pre-application, the coordinator is not receiving an e-mail of confirmation, as indicated in the User Guidance document. Does the system work well?

ANSWER - The coordinator should receive an email providing his/her login and password to connect to the submission platform. Sometimes these emails go the spam box. Please check the spam box. Please note that the email is sent to the email address that was provided when pre-registering.

QUESTION – How can I add members of my research centre? Do they have to register first to the Submission Platform?

ANSWER - In the tab Partners / organisations files, select your organisation, at the bottom of the page, you have a part called Scientific team partner's member. By clicking on "add a new member", you can add member of your research centre. They will then receive an invitation email to access to the submission platform.

QUESTION – Should the publishable abstract and the short summary of the pre-proposal be exactly the same or can we add parts to the abstract as long as it is within the 600 words limit?

ANSWER - As stated in the pre-proposal template, the short summary can be the same as the publishable abstract (on the electronic platform), i.e. can be the same or not.

Note: the summary provided in the scientific component of the pre-proposal (Part B) has no limit; however, you should be aware that you only have 5 pages to include all items mentioned in the table of contents of this document.

QUESTION – One of our partners just has permit to participate for 24 months due the length of his contract. Should the entire consortium restrict the project to 24 months because of this partner or could the entire project be proposed for 36 months and this particular partner participate in his Work Package for 24 months.

ANSWER - The Consortium Coordinator needs to indicate the total length of the project, in this case 36 months. There is no problem that one of the partners has a shorter-term collaboration, as long as this is clear in the description of work.

QUESTION – Is it possible to remove a pre-proposal submitted on line? Can this be done prior to the call deadline? Should some folders be empty for doing so?

> **ANSWER -** The coordinator CAN NOT delete a pre-proposal submitted online prior to the submission deadline. This action should be required by email to the call secretariat who will do it.
>
> Note: if the pre-proposal is submitted without all required information, the pre-proposal will be declared as non-eligible and will not be evaluated.

QUESTION – Do we need any letters of support at this stage? Do they need to come from each partner organisation/institution? If there are letters of support should they include in-kind and in-cash contributions?

> **ANSWER -** You can mention the supporting organisations in the scientific document and add each letter of support as an annex to your scientific document (in the dedicated Scientific Document Tab on the submission platform).
>
> For partners joining the consortium on their own funds, the information related to in-kind and in-cash contribution must be specified in a letter of commitment.

BUILD A CONSORTIUM

QUESTION – Where can I find partners or a consortium to join?

ANSWER - For networking, please join the Linkedin Group "WATER JPI – Researchers Forum": https://www.linkedin.com/groups/8455262 that counts on 1100 members.

QUESTION – What is the procedure to be partner of a Water JPI project?

ANSWER - To officially become partner of a project, the project Coordinator must add you (and your institution) on the submission platform as partner in the project consortium. Following that, you will receive an e-mail granting you with access rights to the submission platform (login and password) and proposal. You will be able to see all the information provided by the Coordinator on the proposal and change/complete the information about you and your institution, if needed.

QUESTION – Is it obligatory for the projects to have a private company or other "end-users" in the consortium? Will a project only consisting of partners from universities and research institutes be eligible as well?

ANSWER - A consortium that consists of project partners from universities and research institutes only would be eligible under the general eligibility criteria. But, for example, for the first sub-theme, depending on their proposals, the evaluators may find important to have other types of partners (in terms of potential impacts).