



**Water Joint Programming Initiative
(Water JPI)**

2018 JOINT CALL

**Closing the Water Cycle Gap –
Sustainable Management of
Water Resources**

FAQ

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CALL DOCUMENTATION

Q – What acronym should I use for my project?

R – In order to avoid any conflict with other projects, institutions or else, it is highly recommended to check if the acronym you have picked is already used. If so, you should consider another one.

Q – Are the call documents available in native languages?

R – All the call documents are exclusively provided in English on the Water JPI webpage dedicated to the 2018 Joint call. Therefore, as this is a Joint Transnational Call, the submission language is English.

Q – Is there a template for CVs (format, font size, page margin...)?

R – 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).

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

R – Each CV should be uploaded preferably as separate files.

Q – 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?

R – It should be the CV of the Principal Investigator, therefore the one representing the institution.

Q – What is exactly meant with the term "different environments" in "encourage international participation in different environments"?

R – Different countries may present for example different climates, environments, land-uses or groundwater uses in these environments.

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Q – Must case studies be proposed for European "and" non-European countries or for European "and/or" non-European countries?

R – In page 2 of the Call Announcement, it is written: **European and non-European regions.**

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ELIGIBILITY

Q – 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)?

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

R – 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).
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Q – Eligibility of a non-profit, scientific research organisation

R – It will depend on 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.

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

R – 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.

If the institution is participating to the project on their own funds, it will not count in the minimum number of partners required.

Q – Eligibility of a municipality or policy-makers

R – 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 is possible for France under the ANR funding rules.

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

R – 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 2018 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).

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

R – 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.

Q – 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)?

R – 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.

Q – What is the funding rate for large Companies?

R – 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.

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

R – 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).

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

R – 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).

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

R – 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.

Q – I understood from the Call that the proposals should add research and innovation to projects that are already going on. It is possible to submit proposals that add the development of new tools to apply in ongoing projects?. And we can add new sites for ongoing studies?

R – The Call is for New RDI projects, based on State of the Art. Considering your different questions, it could be development of new tools to apply on existing demonstration sites or new sites.

Q – What are we expect to demonstrate in the section "Added-value of the partnership to Water RDI"?

R – The proposal should highlight how the partnership will provide an added value to the project instead of working separately.

Q – What were the success rate of previous calls?

R – The success rate is around 15% but it is highly dependent on the Country, the Call and the Topic.

Q – How the evaluation of the Pre-proposals is made to ensure that all countries agree with the proposal? Are there cases where one country like the project and other not?

R – The evaluation is not country dependent. Pre-proposals are evaluated by independent scientific experts. Countries are only allowed to declare the projects eligible or not depending on the National Regulations. This National Eligibility Check take place before the scientific evaluation of the Pre-proposals.

Q – Themes vs/ sub-themes: Are those two separate sub-themes? Or they should be adressed together under one of the Themess?

R – You have to address at least one of the entire sub-topics listed in the challenge (including sub-bullets) but you are encouraged to integrate more than one sub-topic in your proposal.

Q – Do we need to specify case studies for Stage I or can we leave it for Stage 2?

R – Case studies should be presented at Stage I.

Q – “Three eligible partners from three different countries” means 1 partner from each country or three partners?

R – You must have one partner from each country as a minimum but you may have several partners from the same country. Please check the National Regulations of the different countries funding partners involved in your consortium.

Q – What if we end up with a consortium with eligible partners, within the total budget and national budgets BUT after the first evaluation phase it turns up that the national budget of a partner exceeds the maximum amount allocated for the said country (for example 4 partners from Cyprus are members of consortia requesting 175k each while the max for Cyprus is 400k).

R – In the National Regulations of each country you can find the “Maximum Amount allowed Per Proposal”. For Cyprus, for example, the maximum amount per proposal is 200,000 € if the partner is coordinator or 175,000€ if the participation is only as partner. This means that all the Cypriot partners together cannot exceed 200,000€ or 175,000€.

Q – After the 1st round acceptance, is the proposal going to be further evaluated nationally?

R – In the frame of the 2018 Joint Call, the scientific evaluation of the proposals is international and done jointly by the Water JPI partners funding this call. All the Water JPI partners share a common procedure. Additional evaluations at the national level are not allowed.

Q – Could you clarify how we have to consider topics, sub-topics and the bullet points in Pre-proposals?

R – A Pre-proposal has to take into account all the bullet points under at least one entire sub-topic.

Q – Are estuaries concerned by this call in addition to freshwater environments for example taking into account the continuum freshwater-estuaries?

R – You can work under transitional waters but not marine ecosystems. Estuaries are concerned but not coastal areas and marine environments.

OPEN DATA

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

R – 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

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

R – 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.

Q – If the joint project generates Patent or IP rights, who would own it?

R – The consortium will be the only one owning the IPR generated by the project. The consortium may also decide to go for Opt Out Option. This should be specified in the Consortium Agreement to be signed by all the partners.

BUDGET FOR THE APPLICATIONS

Q – What are the eligibility conditions for the “Equipment” part of the project budget?

R – 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.

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Q – Where should we include “Analysis” budget?

R – Two different situations can be encountered:

1. The analysis is done within a partner organisation. It is therefore part of the “other direct costs” of this partner.
 2. The analysis is subcontracted to an external contributor, the costs have to be declared in sub-contracting.
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Q – Are the Overheads required part of the maximum grant requirement?

R – 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.

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

R – 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).

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

R – 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).

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Q – Is there a minimum Co-funded budget required ?

R – No, there is not.

Q – The South African grant is very small. Can another eligible country institution in the consortium sub-contract a named researcher from a university there, so to finance their involvement?

R – This could be a possibility if the conditions of the related Funding Agency are fulfilled. Please check carefully national regulations.

Q – Should the total budget of 1.5 M be distributed evenly between the partners? Is there a total % that each partner can contribute to avoid most of the budget covered by one country?

R – An evenly distribution of the budget between partners is not required but it should not be imbalanced. Balance between partners will also be assessed by evaluators in terms of time dedicated to the project.

Q – Should we fill out both tabs in the budget template or just the second one? The information is organized differently in both.

R – The budget template is composed, indeed, of two tabs. The first tab provides guidance on which items should be included in each field of the budget table (second tab). The Budget Table is the only tab you have to fill in.

Q – Must the budget spreadsheet be a combined budget for all members of the consortium or does each partner upload their own?

R – Only one budget file has to be provided for the pre-proposal. The budget template is conceived with three lines by partner (one line for the requested funding, one line for the own contribution and one line for the total).

Q – As a member of a consortium, we have, for our project, a partner from a non-eligible country. We know that he can be partner, as long as he is not asking for funds. Can we at least include in our budget, our partner’s travel expenses?

R – It is possible, as long as it is justified. Please check the national regulations.

Q – If a researcher from a non-participating country can provide a key expert advice within the project, can it be "outsourced" by the project already in the budget?

R – Subcontracting is one of the financial categories appearing in the Budget Table template. If eligible under the national regulations applying, you have to justify in your proposal the need for this and include the requested amount in the financial file.

Q – In National regulations, what does minimum budgets mean? Does it mean, for example, that France will not join projects with a total budget lower than 1 Million?

R – If a minimum budget is mentioned in the **National Regulations**, this means that the requested budget by the partner to the related funding agency cannot be lower than this minimum. Projects may request up to a total of 1.5 M€, there is no minimum amount to be requested.

Q – Can the budget balance between partners change between pre-proposal and proposal stages?

R – Small changes and adjustments are allowed but they should not represent more than 5% between the 2 steps.

Q – When multiple partners plan to join in a consortium in Brazil, are there budgetary limitations for the entire country of Brazil, or is it State based?

R – In Brazil, the National Regulations are State dependent. You should contact your National Contact Points to have a precise answer on this.

Q – Will projects under this call be funded 100% or do institutes require match-funding?

R – Projects can be funded 100% but this is dependent on the National Regulations of each country. Please check carefully the national regulations.

Q – How do applicants of different countries have to consider the budget of their respective countries?

R – You should consider the budget of your whole project. Each partner must look into the National Regulations in order to respect the national limitations.

SUBMISSION PLATFORM

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

R – 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.

Q – 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?

R – 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.

Q – 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?

R – 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.

Q – 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...)?

R – 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.

Q – 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?

R – 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.

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

R – 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.

Q – 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?

R – 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.

Q – 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.

R – 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.

Q – 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?

R – The coordinator CANNOT 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.

Q – 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?

R – 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 in Step 2.

Q – In the online categories for the partners (and coordinator) there isn't "University" as an option from the drop-down menu (I don't know if I am supposed to put "other public" or if it is a "public laboratory" or something else). I also don't know if that changes based on the country (I am the coordinator and PI from Sweden).

R – You should choose the category corresponding to the "University" status in your country.

Q – Should all the information for partners should be filled in the ANR submission platform (used for this call) at this 1st stage ?

R – The ANR submission platform is the one used for this 2018 Joint Transnational call. Therefore all required information should be submitted on this platform. A maximum of information should be provided since the first stage and at least all the mandatory fields (marked with a red star in the submission platform).

Q – Who is supposed to make the electronic submission? The coordinator? the partners? Both?

R – The submission of your pre-proposal will be automatically made by the system at the closing date if your proposal is complete. The Coordinator is the only one allowed to create and complete the data about the proposal. Partners are invited to join the Consortium by the Coordinator and they can see the information he provided. Partners are allowed to provide their administrative and financial data (“Partners/Organisation files” Tab) or change the information provided by the Coordinator on their behalf.

Q – Does every project partner submit their own pre-proposal at their own funding agencies or does only the project coordinator submit it via the JPI page?

R – The project coordinator submit the proposal prepared by the consortium through the submission platform.

Q – How can I, as coordinator, invite/add partners in the online submission system specifically? I haven't found the right button?

R – This is explained in detail in the “Users Guidelines for the Electronic Submission Platform” available in the 2018 Joint Call webpage, page 11.

Q – Is the French project title in the online submission system really mandatory?

R – No, you can copy-paste the English title in this field as well.

BUILD A CONSORTIUM

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

R – For networking, please join the LinkedIn Group “WATER JPI – Researchers Forum”: which now counts over 1350 members.

https://www.linkedin.com/search/results/groups/?keywords=water%20jpi%20researchers%20forum&origin=SWITCH_SEARCH_VERTICAL

Q – What is the procedure to be partner of a Water JPI call proposal / project?

R – 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.

Q – 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?

R – 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).

Q – How stakeholders can participate in a project? Must they provide their own budget and be declared as partners?

R – A stakeholder can:

- ✓ Be a partner with a dedicated budget
- ✓ Take part in an Advisory Board or Stakeholder Board. Costs associated to his/her participation should be supported by one of the partners of the project (often the Coordinator or the partner in charge of the Communication).

Q – Are the research partners of a consortium supposed to collaborate and propose integrated research or should they present for example, their national case study separately?

R – We are looking for integrated approaches.

Q – An organization plans to submit two non-conflicting proposals, A and B. Assuming that proposal A is successfully through to the second phase, but proposal B is not.... Can the Institute name a scientist in the second phase of proposal A as an ordinary participant, if that scientist was a partner-coordinator in the non-successful proposal B?

R – The enlargement of the Consortium between step 1 and step 2 is not allowed. The Consortium must remain the same.

Q – Participation of stakeholders is expected: could you please detail what type of stakeholders are relevant for the Call?

R – This is depending mainly on the topic addressed. For example, water sanitation is mainly related with stakeholders from private companies but any kind of stakeholder is relevant for the Call.

Q – Is it possible to include sub-contractors or should all other partners join at their own expense?

R – Sub-contracting is one of the financial categories that you can find in the budget table. Partners joining the Consortium can request funding to their national funding agency (if they are eligible) or participate to the project with their own contribution.

Q – I read in the guidelines that if a partner belongs to a country out of the list of the funding partners organizations, they can contribute with their own fund to the project. So what are the outcomes to them and what are their responsibilities?

R – All the partners of a Consortium have to sign the Consortium Agreement and share the outcomes of the co-funded project. Partner on their own contribution will be assessed by the Evaluation Panel and must provide a letter of commitment. The Project Consortium Agreement will set the Intellectual Property Rights provisions as approved by all project partners.

Q – Is there a specific format for Letter of Commitment? What information should appear in this document?

R – The format of the Letter of Commitment is free. The only mandatory thing to specify in the document is the amount committed by the partner and the tasks funded by this financial contribution.

Q – Could two partners from 4 in the consortium come from the same country?

R – Yes, this is a possibility. You should pay attention to the implementation criteria, a real collaboration, integrative research need a balance between the number of partners of different nationalities and this also implies limitations regarding the grant to share. You will still need to fulfil the national regulations in terms of Maximum Grant request for a proposal. The composition of the consortium will be assessed in Step 2 (Implementation criteria – cf p10 Call Announcement)

Q – Researchers outside the participating funding countries can be invited as members of the advisory board of a project? Do they have to come with own contribution for travel expenses and meeting attendance?

R – The expenses linked to travel and accommodation of the Advisory Board members can be covered by one of the consortium Partners if eligible to the national regulations applying to the ad hoc partner(s).

Q – Some countries have requirements for the proposal to be strictly research-focused / low-technology oriented, others are requiring the proposal to be application-oriented. (1) Does that implies that such countries are not compatible and should not form a consortium? (2) How will the call general requirements be weighted in comparison with the national requirement? How will the evaluators take the national requirement into account?

R – The focus of a proposal depends on the challenge and the sub-topics covered. Challenge 2 for example need to have technology. Pre-proposals will be first submitted to a General Eligibility Check made by the Call secretariat. After that, a National Eligibility Check will take place. Pre-proposals declared eligible will be sent for to scientific experts who will make a scientific evaluation of the projects using the evaluation criteria described in the Call Announcement.

Q – Should all the stakeholders be identified at the first stage? Should all of them have agree?

R – They should be mentioned in the Pre-proposal and you should get a formal commitment for Step 2.

Q – In the pre-proposal phase the project coordinator must have the PhD degree or can he have it in the Full-proposal phase?

R – There is no formal requirement on PhD under the Water JPI call provisions. Please check carefully the National regulations.

Q – Can a partner funded in previous Water JPI calls be part of a consortium in 2018 and have the same chances to be funded than any other partner?

R – Yes, this is a different Call, a different competition.

Q – Do projects need to have a partner from industry, or is it optional (and maybe dependant on national regulations)?

R – The participation of stakeholders (i.e. small and medium enterprises (SMEs), industries, authorities, public administrations, associations, as well as civil society organisations is encouraged but this is not a pre-requisite.
