

# HERA

Humanities in the European Research Area

## HERA Joint Research Programme “Cultural Encounters” Glossary

### **Non-academic Associated Partners (AP)**

Non-academic Associated Partners (AP) are stakeholders, for example in the cultural, heritage or educational sector, media, or creative industries, who may provide significant added value and valuable insights to the CRP from the user’s perspective. They can be included in the proposal in an advisory and collaborative capacity to help explore the knowledge transfer/exchange potential of the proposed research.

### **Collaborative Research Project (CRP)**

Each Collaborative Research Project (CRP) must comprise at least **three Principal Investigators, each** based in an eligible university or a research institute **in a different HERA JRP country**. Each participating researcher (e.g. senior, post-doc, Ph.D.) must be based at an eligible institution and be considered **eligible** for funding by the funding organisation of the HERA JRP country where he/she works. Each CRP proposal can apply for research funding up to a maximum amount of 1M€ (across all partners) and can be of up to 36 months duration.

Each project team should strive to include researchers at different stages in their careers, including postdoctoral and PhD students, as Project Members. To stimulate knowledge transfer outside the academic community the inclusion of non-academic Associated Partners is also encouraged.

The project must be balanced in terms of contributions from the three or more partners based in three or more different countries but distribution of funding over countries may be uneven.

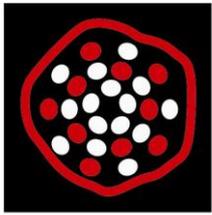
### **Eligibility Criteria**

The Outline and Full Proposals will be subjected to an eligibility check according to commonly agreed HERA JRP criteria and national eligibility criteria (applicable in the country where the applicants intend to receive their grants). In order to be evaluated, proposals must be:

- submitted via the online application form before the submission deadline;
- submitted by an eligible research team;
- complete and follow the prescribed format.

### **HERA Network**

Humanities in the European Research Area (HERA) is a partnership of a growing number of national humanities funding agencies across Europe. The main objective of HERA is to firmly establish the humanities in the European Research Area and to seriously engage the humanities in the Framework Programmes of the European Commission. HERA has been designed to deliver new levels of co-operative research policy and practice in the humanities by embarking on an ambitious programme of communication, enquiry and sharing of expertise. All HERA partners are dedicated to the establishment of best practice in funding mechanisms, the establishment of quality and impact assessment methods for humanities research, the coordination of national research programmes, the joint planning and lobbying for important humanities infrastructure initiatives and the joint selection of important humanities research priorities. HERA’s goal is to



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develop a new type of trans-national joint research funding programmes. More information about these HERA activities can be found on the HERA website: [www.heranet.info](http://www.heranet.info).

### **HERA Joint Research Programme (HERA JRP) “Cultural Encounters”**

HERA Joint Research Programme “Cultural Encounters” was prepared by the HERA Network members (see above). Please note that not all HERA Network members participate in the HERA JRP. The full list of the HERA JRP partners is available in the Call for Proposals and on the HERA website [www.heranet.info](http://www.heranet.info).

### **HERA JRP Board**

The overall responsibility for the governance of the HERA JRP lies with the HERA JRP Board, whose membership is formed by one representative from each participating funding organisation. The HERA JRP Board will monitor the project selection process and the progress and knowledge transfer activities of the funded projects.

Proposal assessment and selection are the responsibility of the international, independent Review Panel. The final funding decisions are made by the HERA JRP Board on the basis of the recommendations of the Review Panel.

### **HERA JRP Handling Agency (H.A.)**

The European Science Foundation (ESF) has been commissioned by the HERA JRP Partners to act as HERA JRP Handling Agency (H.A.) managing the call and selection process.

### **HERA JRP Quality Assurance Committee (QAC)**

The JRP CE Board ensures quality control by appointing the Quality Assurance Committee (QAC). QAC will consist of some members of the HERA JRP Board and will oversee:

- the composition of the Review Panel;
- the enforcement of procedures and guidelines during the Review Panel meetings;
- the enforcement of the conflict of interest guidelines.

The QAC will send an observer to all meetings of the Review Panel.

### **HERA JRP Review Panel (RP)**

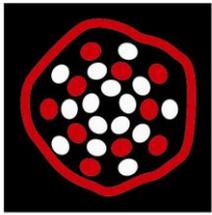
Proposal assessment will be the responsibility of an international, independent Review Panel (RP)<sup>1</sup>. The members of the RP are leading humanities scholars, appointed by the HERA JRP Board. The RP is also expected to monitor the overall research progress of the HERA JRP and the funded projects.

The RP is established once the Call for Proposals is published. The RP is composed of 24 international experts. All RP members are chosen on the basis of their expertise and scholarly excellence. The Review Panel members are appointed personally. Their names will be published on the HERA website after the Call for Proposals is formally launched as a measure of transparency. To ensure the high standards of integrity in all processes, rigorous “conflict of interest” guidelines will be followed.

As outcome of the full proposal review process, the Review Panel produces a ranking list of the projects recommended for funding. The final funding decision lies with the HERA JRP Board.

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<sup>1</sup> At the Full Proposal stage, in addition to RP assessments, each proposal will also be assessed by three anonymous referees.



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### **HERA JRP CE Project Leaders Group (PLG)**

A Project Leaders Group (PLG) will be established once the CRPs have commenced their funded research projects. The PLG is composed of the Project Leaders of all funded CRPs but external experts and non-academic stakeholders can be co-opted. The main tasks of the group will involve working with the HERA JRP Board and organising dissemination and knowledge transfer activities for the funded projects. It will also assist the Handling Agency in organising these activities.

### **Individual Project (IP)**

A research project led by a Principal Investigator (PI), based at a given host institution in a HERA JRP participating country and funded as part of a Collaborative Research Project. A minimum number of three Individual Projects makes up a Collaborative Research Project.

### **Principal Investigator (PI)**

A Principal Investigator (PI) is responsible for leading research activities at his/her institution. The PI status is not limited to researchers at any specific career stage after Ph.D., although in some countries applicants with equivalent research experience are also eligible to apply – please consult national eligibility requirements for further information. Other researchers (senior researchers, post-doctoral researchers, Ph.D. students) can be part of the PI's individual project team as Project Members (PMs).

### **Project Leader (PL)**

The Project Leader (PL) must be a senior researcher responsible for carrying out the CRP. S/he will be the contact point for the HERA JRP CE handling agency and is responsible for communication with the other Principal Investigators of his/her CRP. In addition, the PL is responsible for leading project activities of his/her Individual Project (IP) at his/her own institute and for representing the Collaborative Research Project as a whole. The PL is also responsible for the administrative and financial management of the complete CRP, i.e. if a CRP is granted, the HERA JRP Handling Agency will transfer the full CRP budget to the PL, who will be responsible for distributing funding to the CRP consortium partners. Finally, the PL is responsible for the intellectual agenda and coherence as well as all reporting duties pertaining to the CRP funded within the context of the HERA JRP.

### **Referee (external)**

A referee is an internationally recognised expert in the research field relevant to a given CRP proposal. Referees are selected by ESF from a pool of humanities scholars suggested by the HERA JRP funding agencies. Referees' reports will be made available (anonymously) to the applicants for their information and for rebuttal (optional). The HERA JRP Review Panel will rank all Full Proposals based on the referee reports and the applicant's responses to these. A list of all referees used for the international peer review will be published - unassigned to proposals - on the HERA website, once the selection process has been completed.