



### **HERA JRP National Eligibility Requirements**

*Please note that this list may not be complete since it is updated only as information becomes available to the HERA JRP Handling Agency from the participating funding agencies. It remains your responsibility to check with your national funding agency for the most recent requirements.*

This document will be updated as soon as new information is available.

**Last update: 17 August 2009**

## Austria (FWF)

### FWF Eligibility Requirements for HERA JRP applicants based in Austria

**Note that the Austrian participation must fit within the limitations of a HERA JRP Collaborative project. Each HERA JRP collaborative research project:**

- a) must be collaborative (involve at least 3 countries);
- b) may include any type of researcher (senior, post-doc, PhD) that is in accordance with national eligibility, but the type of the researcher must be justified;
- c) may not exceed the maximum budget size of 1 M€, the size of the national eligible cost in that will be determined by the national research councils, and salaries will be calculated according to national regulations;
- d) have a maximum length of three years;
- d) must be carried out by a balanced consortium, but distribution of funding over countries may be uneven;
- e) may involve research, researcher training, travel, knowledge transfer and knowledge dissemination.

**National eligibility as to who may apply and what costs are eligible, must be checked with the HERA contact person at FWF before a consortium submits the complete HERA JRP Outline Proposal to the HERA JRP electronic proposal submission system. If a consortium is invited to submit a Full Proposal, each of the National PIs has to deliver a commitment letter from the appropriate authorities of their university/research institution.**

#### Who can apply?

Any scholar working in Austria who has the necessary qualifications, the required infrastructure and sufficient free capacity to carry out in full the project for which support is requested, may participate in a HERA JRP CRP consortium as Project Leader (PL) or as Principle Investigator (PI). "Independent scholars" (Selbstantragsteller) are also allowed to apply within a HERA JRP CRP.

Non-academic partners may be part of a HERA JRP consortium as Associated Partners but cannot function as formal Project Leader (PL) or Principle Investigator (PI).

**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 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 at his/her own institute and for representing the Collaborative Research Project (CRP) 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 all reporting duties pertaining to the CRP funded within the context of the HERA JRP.

The PL can participate as a PL only in one proposal and only under one of the two themes of the HERA JRP.

**Principal Investigator (PI):** Each Principal Investigator (PI) is responsible for leading project activities at his/her institute. The PI status is not limited to researchers at any specific career stage. There may be more than one PI per eligible country per CRP, but only one per university/research institution. PIs are responsible for providing the PL with the required information and financial data in order for the PL to be able to fulfil his/her reporting obligations.

PIs are allowed to be involved in more than one proposal under the following specific conditions:

- *the PI needs to inform his/her PLs about the CRP proposals (s)he is involved in;*
- *the total number of hours the PI participates in the submitted CRP proposal(s) must be lower than the number of hours (s)he is employed by his/her university/research institution.*

#### What types of funding are eligible for Austrian researchers?

Only project specific costs may be requested, i.e. personnel and non-personnel costs that are essential to carry out the project and that go beyond the resources made available from the research institution's so-called "infrastructure".

With the exception of projects submitted by "independent scholars", no personnel costs may be requested for PL and / or PI. It should be noted that the length of service of scientific co-workers may not exceed six years, irrespective of the extent (full- or part-time) of the contracts held. Applicants who are "independent scholars" are not subject of this restriction.

Please note that provisions for inflation have to be taken into account when applying for personnel; FWF will NOT reimburse the annual increase to the approved personnel costs due to inflation.

- Eligible personnel costs: (maximum project duration 3 years)
  - Contracts of employment (Dienstvertrag) for full- or part-time employees (Post-doc positions, PhD-student positions) according to the current FWF salary scheme including provisions for inflation. It is not permitted to apply for PhD-student positions where the extent of employment exceeds 75% (which corresponds to 30 hours per week).
  - Reimbursement for work on an hourly basis (Geringfügig Beschäftigte).
  - Scholarships (Forschungsbeihilfe) only for people who have not yet completed a Diploma in a relevant subject.

- Eligible material costs are e.g.:

At CRP level (will be administrated by the PL)

- Travel & accommodation & meeting costs
- Costs for knowledge transfer
- All joint publication costs (incl. editing and translation costs)

At national PI level, the following costs are eligible

- equipment costs, material costs, travel costs, other costs, contracts for work and services.

- Eligible general costs:

An amount for smaller, unforeseen costs necessary for the project, such as repairs, student assistance etc. are to be calculated as 5% of the total funding requested. No justification for general costs has to be included in the written project description.

- Eligible overhead costs:

A contribution to the indirect cost of the research institution amounting to 20% of all other cost categories is eligible.

#### Non-permissible costs:

FWF does not finance infrastructure of basic equipment at research institutions. This category includes all facilities that are required for the normal operations of the research institution (such as buildings, installations, communication facilities, scientific equipment considered as infrastructure and so on).

#### **CONTACT:**

Fonds zur Förderung der Wissenschaftlichen Forschung  
Geistes- und Sozialwissenschaften  
Dr. M. (Monika) Maruska  
Sensengasse 1, 1090 WIEN, AUSTRIA

E-mail address: [monika.maruska@fwf.ac.at](mailto:monika.maruska@fwf.ac.at)



## Croatia (HAZU)

### **HAZU Eligibility Requirements for HERA JRP applicants based in Croatia**

**Note that the Croatian participation must fit within the limitations of a HERA JRP Collaborative project. Each HERA JRP collaborative research project:**

- a) must be collaborative (involve at least 3 countries);
- b) may include any type of researcher (senior, post-doc, PhD) that is in accordance with national eligibility, but type of researcher must be justified;
- c) may not exceed the maximum budget size of 1 M€, the size of the national eligible cost in that will be determined by the national research councils, and salaries will be paid according to national ratio;
- d) have a maximum length of three years;
- d) must be carried out by a balanced consortium, but distribution of funding over countries may be uneven;
- e) may involve research, researcher training, travel, knowledge transfer and knowledge dissemination.

**National eligibility as to who may apply and what costs are eligible, must be checked with the HERA contact persons at the Croatian Academy of Sciences and Arts before a consortium submits the complete HERA JRP Outline Proposal to the HERA JRP electronic proposal submission system. If a consortium is invited to submit a Full Proposal, each of the National PIs has to deliver a commitment letter from the appropriate authorities of their university/research institution.**

#### Who can apply?

Croatian researchers may participate in a HERA JRP CRP consortium as a Project Leader or as a Principle Investigator. A researcher with a minimum degree PhD from the humanities can submit a proposal. A person who is submitting a proposal must be permanently employed at a scientific institution (institute or university) or an institution outside the HE, for example, a museum. A researcher who is submitting a proposal must ensure that the project is not financed from any other source. It is strongly recommended to include young researchers/scientific associate as project members.

Non-academic partners may be part of a HERA JRP consortium as Associated Partners but cannot function as formal Project Leader (PL) or Principle Investigator (PI).

**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 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 at his/her own institute and for representing the Collaborative Research Project (CRP) 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 all reporting duties pertaining to the CRP funded within the context of the HERA JRP.

The PL can participate as a PL only in one proposal and only under one of the two themes of the HERA JRP.

**Principal Investigator (PI):** Each Principal Investigator (PI) is responsible for leading project activities at his/her institute. The PI status is not limited to researchers at any specific career stage. There may be more than one PI per eligible country per CRP, but only one per university/research institution. PIs are responsible for providing the PL with the required information and financial data in order for the PL to be able to fulfil his/her reporting obligations.

PIs are allowed to be involved in more than one proposal under the following specific conditions:

- the PI needs to inform his/her PLs about the CRP proposals (s)he is involved in;
- the total number of hours the PI participates in the submitted CRP proposal(s) must be lower than the number of hours (s)he is employed by his/her university/research institution.

#### What costs are eligible for Croatian researchers?

- Up to 10% - overheads
- Up to 30% - meeting/seminar organizational costs, all costs related to travel (accommodation, transport), all costs related to the field work
- Up to 30% - all joint publication costs (incl. editing and translation costs), research results dissemination, knowledge transfer; books; computer equipment (computers, lap tops), all other material costs related to research
- Up to 30% - honorarium for all project members

What costs are not eligible for Croatian researchers?

- Costs for a PhD or PostDoc student

**CONTACT:**

The Croatian Academy of Arts and Sciences.  
Mrs J. (Jelena) Đukić  
Zrinski trg 11, 10000 ZAGREB, CROATIA

E-mail address: [jdukic@hazu.hr](mailto:jdukic@hazu.hr)



## Denmark (DASTI)

### **DASTI Eligibility Requirements for HERA JRP applicants based in Denmark**

**Note that the Danish participation must fit within the limitations of a HERA JRP Collaborative project. Each HERA JRP collaborative research project:**

- a) must be collaborative (involve at least 3 countries);
- b) may include any type of researcher (senior, post-doc, PhD) that is in accordance with national eligibility, but type of researcher must be justified;
- c) may not exceed the maximum budget size of 1 M€, the size of the national eligible cost in that will be determined by the national research councils, and salaries will be paid according to national ratio;
- d) have a maximum length of three years;
- d) must be carried out by a balanced consortium, but distribution of funding over countries may be uneven;
- e) may involve research, researcher training, travel, knowledge transfer and knowledge dissemination.

**National eligibility as to who may apply and what costs are eligible, must be checked with the HERA contact persons at DASTI before a consortium submits the complete HERA JRP Outline Proposal to the HERA JRP electronic proposal submission system. If a consortium is invited to submit a Full Proposal, each of the National PIs has to deliver a commitment letter from the appropriate authorities of their university/research institution.**

#### Who can apply?

To participate in a HERA JRP CRP consortium as Project leader you must be at the level of a senior researcher/associate professor.

Non-academic partners may be part of a HERA JRP consortium associated partner but can not function as formal Project Leader (PL) or Principle Investigator (PI).

**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 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 at his/her own institute and for representing the Collaborative Research Project (CRP) 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 all reporting duties pertaining to the CRP funded within the context of the HERA JRP.

The PL can participate as a PL only in one proposal and only under one of the two themes of the HERA JRP.

**Principal Investigator (PI):** Each Principal Investigator (PI) is responsible for leading project activities at his/her institute. The PI status is not limited to researchers at any specific career stage. There may be more than one PI per eligible country per CRP, but only one per university/research institution. PIs are responsible for providing the PL with the required information and financial data in order for the PL to be able to fulfil his/her reporting obligations.

PIs are allowed to be involved in more than one proposal under the following specific conditions:

- *the PI needs to inform his/her PLs about the CRP proposals (s)he is involved in;*
- *the total number of hours the PI participates in the submitted CRP proposal(s) must be lower than the number of hours (s)he is employed by his/her university/research institution.*

#### What are eligible costs for Danish researchers?

- You can apply for funding of all costs relevant and necessary and directly connected to the proposed research project. The application needs to be in accordance with the budgetary requirements described in the Danish Research Council for the Humanities' Call for Proposals available at [www.fi.dk/fkk](http://www.fi.dk/fkk).
- Overhead. Grants administered by government institutions and other institutions subject to the rules regarding grant-funded research activities in the Danish Ministry of Finance's budget guidelines ("*budgetvejledning*") are to include an overhead contribution of 44 per cent of the direct expenditure.

#### **CONTACT:**

The Danish Agency for Science, Technology and Innovation  
Research Council for the Humanities  
Ms I. (Inger) Schow

Bredgade 40, DK-1260 KOPENHAGEN, DENMARK

E-mail address: [insc@fi.dk](mailto:insc@fi.dk)

## Estonia (EsfSF)

### **EstSF Eligibility Requirements for HERA JRP applicants based in Estonia**

**Note that the Estonian participation must fit within the limitations of a HERA JRP Collaborative project. Each HERA JRP collaborative research project:**

- a) must be collaborative (involve at least three countries);
- b) may include any type of researcher (senior, post-doc, PhD) that is in accordance with national eligibility, but type of researcher must be justified;
- c) may not exceed the maximum budget size of 1 M€, the size of the national eligible cost in that will be determined by the national research councils, and salaries will be paid according to national ratio;
- d) have a maximum length of three years;
- d) must be carried out by a balanced consortium, but distribution of funding over countries may be uneven;
- e) may involve research, researcher training, travel, knowledge transfer and knowledge dissemination.

**National eligibility as who may apply and what costs are eligible, must be checked with the HERA contact persons at EstSF before a consortium submits the complete HERA JRP Outline Proposal to the HERA JRP electronic proposal submission system. If a consortium is invited to submit a Full Proposal, each of the National PIs has to deliver a commitment letter from the appropriate authorities of their university/research institution.**

#### Who can apply?

Researchers at Estonian institutions may participate in a HERA JRP CRP consortium as Project Leader (PL) or as Principle Investigator (PI). PL/ PI must be a holder of the doctoral degree of Estonia or an equivalent academic degree and s/he must have published at least three publications within the last five years, which comply with the following requirements:

- a) Articles indexed by Thomson Reuters Web of Science and/or published in journals indexed by ERIH (European Reference Index of the Humanities) categories A and B;
- b) Peer-reviewed articles in other international research journals with an ISSN code and international editorial board, which are circulated internationally and open to international contributions; articles of ERIH category C;
- c) Peer-reviewed research monographs published by international publishers\*;
- d) Articles/chapters in books published by the international publishers\* (including collections indexed by the Thomson Reuters ISI Proceedings).

\* Listed in our electronic system: <https://www.etis.ee/otsingud/classification.aspx>

Non-academic partners may be part of a HERA JRP consortium as Associated Partners but cannot function as formal Project Leader (PL) or Principle Investigator (PI).

**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 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 at his/her own institute and for representing the Collaborative Research Project (CRP) 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 all reporting duties pertaining to the CRP funded within the context of the HERA JRP.

The PL can participate as a PL only in one proposal and only under one of the two themes of the HERA JRP.

**Principal Investigator (PI):** Each Principal Investigator (PI) is responsible for leading project activities at his/her institute. The PI status is not limited to researchers at any specific career stage. There may be more than one PI per eligible country per CRP, but only one per university/research institution. PIs are responsible for providing the PL with the required information and financial data in order for the PL to be able to fulfil his/her reporting obligations.

PIs are allowed to be involved in more than one proposal under the following specific conditions:

- the PI needs to inform his/her PLs about the CRP proposals (s)he is involved in;
- the total number of hours the PI participates in the submitted CRP proposal(s) must be lower than the number of hours (s)he is employed by his/her university/research institution.

#### What are eligible costs for Estonian researchers?

- Eligible personnel costs: (maximum project duration 3 years)
  - one or more PhD(s): maximum eligible costs per PhD € 13.800



- one or more Postdoc(s): maximum eligible costs per Postdoc € 57.520
- one or more senior researcher(s): maximum eligible costs per senior researcher will be paid according to national ratio

- Eligible material costs are e.g.:

At CRP level (will be administrated by the PL)

- Travel & accommodation & meeting costs
- Costs for knowledge transfer
- All joint publication costs (incl. editing and translation costs)

At national PI level, the following costs are eligible

- Other material costs

Overhead costs must not exceed maximum of 20% of eligible costs.

**CONTACT:**

Estonian Science Foundation  
Ms. K. (Kati) Kio  
Endla 4, 10142 TALLINN, ESTONIA

E-mail address: [kati@etf.ee](mailto:kati@etf.ee)

## Finland (AKA)

### **AKA Eligibility Requirements for HERA JRP applicants based in Finland**

**Note that the Finnish participation must fit within the limitations of a HERA JRP Collaborative project. Each HERA JRP collaborative research project:**

- a) must be collaborative (involve at least 3 countries);
- b) may include any type of researcher (senior, post-doc, PhD) that is in accordance with national eligibility, but type of researcher must be justified;
- c) may not exceed the maximum budget size of 1 M€, the size of the national eligible cost in that will be determined by the national research councils, and salaries will be paid according to national ratio;
- d) have a maximum length of three years;
- d) must be carried out by a balanced consortium, but distribution of funding over countries may be uneven;
- e) may involve research, researcher training, travel, knowledge transfer and knowledge dissemination.

**National eligibility as to who may apply and what costs are eligible, must be checked with the HERA contact person at AKA before a consortium submits the complete HERA JRP Outline Proposal to the HERA JRP electronic proposal submission system. If a consortium is invited to submit a Full Proposal, each of the National PIs has to deliver a commitment letter from the appropriate authorities of their university/research institution.**

#### Who can apply?

The applicant who intends to act as project leader (PL) or principal investigator (PI) in a HERA JRP CRP consortium must have the qualifications of a professor or adjunct professor or be a researcher with a doctorate.

Non-academic partners may be part of a HERA JRP consortium as Associated Partners but cannot function as formal Project Leader (PL) or Principle Investigator (PI).

**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 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 at his/her own institute and for representing the Collaborative Research Project (CRP) 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 all reporting duties pertaining to the CRP funded within the context of the HERA JRP.

The PL can participate as a PL only in one proposal and only under one of the two themes of the HERA JRP.

**Principal Investigator (PI):** Each Principal Investigator (PI) is responsible for leading project activities at his/her institute. The PI status is not limited to researchers at any specific career stage. There may be more than one PI per eligible country per CRP, but only one per university/research institution. PIs are responsible for providing the PL with the required information and financial data in order for the PL to be able to fulfil his/her reporting obligations.

PIs are allowed to be involved in more than one proposal under the following specific conditions:

- *the PI needs to inform his/her PLs about the CRP proposals (s)he is involved in;*
- *the total number of hours the PI participates in the submitted CRP proposal(s) must be lower than the number of hours (s)he is employed by his/her university/research institution.*

#### What are eligible costs for Finnish researchers?

Research projects are granted funding for purposes of hiring scientific staff and other personnel, for the acquisition of equipment and supplies as well as for other direct research costs. The funding may also include funds for travel, for arranging research training courses, for seminars and language checking, and for work on the team by a researcher returning from abroad. Grants may be allocated for research training or research abroad or for work on the team by a foreign researcher for a maximum of one year. A research visit exceeding one year requires an employment relationship in Finland.

#### **CONTACT:**

Academy of Finland

Research Council for Culture and Society  
Ms. S. (Satu) Huuha-Cissokho  
Vilhonvuorenkatu 6, 00500 HELSINKI, FINLAND

E-mail address: [satu.huuha-cissokho@aka.fi](mailto:satu.huuha-cissokho@aka.fi)

## **Iceland (RANNIS)**

### **RANNIS Eligibility Requirements for HERA JRP applicants based in Iceland**

**Note that the Icelandic participation must fit within the limitations of a HERA JRP Collaborative project. Each HERA JRP collaborative research project:**

- a) must be collaborative (involve at least 3 countries);
- b) may include any type of researcher (senior, post-doc, PhD) that is in accordance with national eligibility, but type of researcher must be justified;
- c) may not exceed the maximum budget size of 1 M€, the size of the national eligible cost in that will be determined by the national research councils, and salaries will be paid according to national ratio;
- d) have a maximum length of three years;
- d) must be carried out by a balanced consortium, but distribution of funding over countries may be uneven;
- e) may involve research, researcher training, travel, knowledge transfer and knowledge dissemination.

**National eligibility as to who may apply and what costs are eligible, must be checked with the HERA contact person at RANNIS before a consortium submits the complete HERA JRP Outline Proposal to the HERA JRP electronic proposal submission system. If a consortium is invited to submit a Full Proposal, each of the National PIs has to deliver a commitment letter from the appropriate authorities of their university/research institution.**

#### Who can apply?

Senior researchers who have acquired recognized experience in research and the management of large research projects may participate in a HERA JRP CRP consortium as Project Leader or as Principle Investigator.

Researchers not formally affiliated with an institution recognised by RANNIS may be part of a HERA JRP consortium but can not function as formal project leader (PL) or principle investigator (PI).

Non-academic partners may be part of a HERA JRP consortium as Associated Partners but cannot function as formal Project Leader (PL) or Principle Investigator (PI).

**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 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 at his/her own institute and for representing the Collaborative Research Project (CRP) 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 all reporting duties pertaining to the CRP funded within the context of the HERA JRP.

The PL can participate as a PL only in one proposal and only under one of the two themes of the HERA JRP.

**Principal Investigator (PI):** Each Principal Investigator (PI) is responsible for leading project activities at his/her institute. The PI status is not limited to researchers at any specific career stage. There may be more than one PI per eligible country per CRP, but only one per university/research institution. PIs are responsible for providing the PL with the required information and financial data in order for the PL to be able to fulfil his/her reporting obligations.

PIs are allowed to be involved in more than one proposal under the following specific conditions:

- *the PI needs to inform his/her PLs about the CRP proposals (s)he is involved in;*
- *the total number of hours the PI participates in the submitted CRP proposal(s) must be lower than the number of hours (s)he is employed by his/her university/research institution.*

#### What are eligible costs for Icelandic researchers?

- Eligible personnel costs: (maximum project duration 3 years)
  - one or more PhD(s)
  - one or more Postdoc(s)
  - one or more senior researcher(s)
- Eligible material costs are e.g.:

At CRP level (will be administrated by the PL)

- Travel & accommodation & meeting costs
- Costs for knowledge transfer
- All joint publication costs (incl. editing and translation costs)

At national PI level, the following costs are eligible

- Other material costs (contact RANNIS to check eligibility of proposed material costs)

In accordance with the RANNIS-Icelandic Research Fund Rules and Guidelines overhead and facilities are not recognized as eligible cost. This means that in the official budget form, at overhead "0" must be filled in.

**CONTACT:**

Icelandic Centre for Research  
Mr. M. (Magnús) Lyngdal Magnússon  
Laugavegi 13, IS-101 REYKJAVIK, ICELAND

E-mail address: [magnus@rannis.is](mailto:magnus@rannis.is)



IRCHSS

## Ireland (IRCHSS)

### IRCHSS Eligibility Requirements for HERA JRP applicants based in Irish Institutions

**Note that the Irish participation must fit within the limitations of a HERA JRP Collaborative project. Each HERA JRP collaborative research project:**

- a) must be collaborative (involve at least 3 countries);
- b) may include any type of researcher (senior, post-doc, PhD) that is in accordance with national eligibility, but type of researcher must be justified;
- c) may not exceed the maximum budget size of 1 M€, the size of the national eligible costs within the entire consortium budget will be determined by the eligible costs of national research councils, and salaries will be paid according to national ratios;
- d) have a maximum length of three years;
- d) must be carried out by a balanced consortium, but distribution of funding over countries may be uneven;
- e) may involve research, researcher training, travel, knowledge transfer and knowledge dissemination.

**National eligibility as to who may apply and what costs are eligible, must be checked with the HERA contact persons at IRCHSS before a consortium submits the complete HERA JRP Outline Proposal to the HERA JRP electronic proposal submission system. If a consortium is invited to submit a Full Proposal, each of the National PIs has to deliver a commitment letter from the appropriate authorities of their university/research institution.**

#### Who can apply?

Project Leaders (PL) and Principal Investigators (PI) shall be full-time members of the academic staff, either permanent or on temporary contracts of sufficient duration to cover the period of the proposed project, of a third-level institution within the meaning of Section One of the Higher Education Authority Act, 1971 and/or in receipt of public funding as approved by the Minister for Education and Science for the purposes of the Free Fees Initiative. Applications will also be accepted from permanent members of the academic research staff at the Economic and Social Research Institute (ESRI) and the Dublin Institute for Advanced Studies (DIAS).

Researchers not formally affiliated with an institution recognised by IRCHSS may be part of a HERA JRP consortium but can not function as formal project leader (PL) or principle investigator (PI).

Non-academic partners may be part of a HERA JRP consortium as Associated Partners but cannot function as formal Project Leader (PL) or Principle Investigator (PI).

**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 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 at his/her own institute and for representing the Collaborative Research Project (CRP) 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 all reporting duties pertaining to the CRP funded within the context of the HERA JRP.

The PL can participate as a PL only in one proposal and only under one of the two themes of the HERA JRP.

**Principal Investigator (PI):** Each Principal Investigator (PI) is responsible for leading project activities at his/her institute. The PI status is not limited to researchers at any specific career stage. There may be more than one PI per eligible country per CRP, but only one per university/research institution. PIs are responsible for providing the PL with the required information and financial data in order for the PL to be able to fulfil his/her reporting obligations.

PIs are allowed to be involved in more than one proposal under the following specific conditions:

- the PI needs to inform his/her PLs about the CRP proposals (s)he is involved in;
- the total number of hours the PI participates in the submitted CRP proposal(s) must be lower than the number of hours (s)he is employed by his/her university/research institution.

#### Eligible costs:

Eligible personnel costs for the purpose of the HERA JRP must be sought at agreed national rates. These are available at: <http://www.iaa.ie/iaa-activities/documents/2008ResearcherSalaryScales.pdf>

Total personnel costs must not exceed the following limits over the maximum project duration

- one or more Postgraduate / PhD Candidate(s):  
maximum eligible costs per person € 95,000
- one or more Postdoctoral Fellow(s):  
maximum eligible costs per person : € 165,000
- one or more senior researcher(s):  
maximum eligible costs per senior researcher (replacement costs) € 126,000

Eligible material costs can include:

- Travel & accommodation & meeting costs
- Costs for knowledge transfer
- All joint publication costs (incl. editing and translation costs)
- Other material costs
- Consumables

The cost of institutional overheads may be included at a rate of up to 25% of overall direct costs less equipment.

**CONTACT:**

Irish Research Council for the Humanities and Social Sciences  
Mrs. S. (Sorcha) Carthy  
Shelbourne Road, Ballsbridge, DUBLIN 4, IRELAND

E-mail address: [scarthy@irchss.ie](mailto:scarthy@irchss.ie)

## Luxembourg (FNR)

**Note that the Luxembourgish participation must fit within the limitations of a HERA JRP Collaborative project. Each HERA JRP collaborative research project:**

- a) must be collaborative (involve at least 3 countries);
- b) may include any type of researcher (senior, post-doc, PhD) that is in accordance with national eligibility, but type of researcher must be justified;
- c) may not exceed the maximum budget size of 1 M€, the size of the national eligible cost in that will be determined by the national research councils, and salaries will be paid according to national ratio;
- d) have a maximum length of three years;
- d) must be carried out by a balanced consortium, but distribution of funding over countries may be uneven;
- e) may involve research, researcher training, travel, knowledge transfer and knowledge dissemination.

**National eligibility as to who may apply and what costs are eligible, must be checked with the HERA contact persons at FNR before a consortium submits the complete HERA JRP Outline Proposal to the HERA JRP electronic proposal submission system. If a consortium is invited to submit a Full Proposal, each of the National PIs has to deliver a commitment letter from the appropriate authorities of their university/research institution.**

### Who can apply?

Funds provided by FNR in the framework of HERA project funding are aimed at beneficiary organisations as specified in article 3 of the law creating the FNR, namely:

- a public research centre or the CEPS/INSTEAD in Luxembourg;
- the University of Luxembourg;
- those public bodies, departments or establishments authorised in their respective fields to undertake research activities and to develop and transfer technology with a view to furthering scientific progress or technological innovation.

Each proposal must be accompanied by the approval of the person authorized to legally commit the institutions of the involved researchers.

Researchers not formally affiliated with an institution eligible at the FNR may be part of a HERA JRP consortium but can not function as formal project leader (PL) or principle investigator (PI).

Non-academic partners may be part of a HERA JRP consortium as Associated Partners but cannot function as formal Project Leader (PL) or Principle Investigator (PI).

**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 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 at his/her own institute and for representing the Collaborative Research Project (CRP) 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 all reporting duties pertaining to the CRP funded within the context of the HERA JRP.

The PL can participate as a PL only in one proposal and only under one of the two themes of the HERA JRP.

**Principal Investigator (PI):** Each Principal Investigator (PI) is responsible for leading project activities at his/her institute. The PI status is not limited to researchers at any specific career stage. There may be more than one PI per eligible country per CRP, but only one per university/research institution. PIs are responsible for providing the PL with the required information and financial data in order for the PL to be able to fulfil his/her reporting obligations.

PIs are allowed to be involved in more than one proposal under the following specific conditions:

- *the PI needs to inform his/her PLs about the CRP proposals (s)he is involved in;*
- *the total number of hours the PI participates in the submitted CRP proposal(s) must be lower than the number of hours (s)he is employed by his/her university/research institution.*

### What are eligible costs for Luxembourgish researchers?



### **Personnel costs (maximum project duration 3 years)**

The payroll costs of all staff (excluding PhDs), full or part-time who work on the project, and whose time can be supported by a full audit trail may be included. In order not to limit the funding of PhD Student to a project funding limited in time, salaries for PhD students will not be covered by HERA project funding. They should be covered by FNR internal institutional funding or the PhD grant scheme (e.g. AFR of the FNR 'Aides à la formation de recherche', [www.fnr.lu](http://www.fnr.lu)). Please be aware that the AFR funding decision may take some time. In order not to jeopardize the start of the project, the FNR encourages applicants to submit AFR proposals before the final funding decision of the HERA.

Additional costs (overhead, consumables, etc.) for PhD students are eligible project costs.

The FNR encourages the involvement of (Bachelor or Master) students in the project in order to strengthen their interest in research.

The FNR will not cover costs of persons already funded by the State or by other funding sources.

The FNR will only finance the profiles of the personnel indicated in the application and changes of profile (e.g. Post-doc to technician) have to be requested in writing in advance and receive formal approval by the FNR. An addendum to the contract will be prepared if necessary.

Lump sums for staff categories may be used provided these are based on a real-figure calculation (which must be added and explained in the application form).

The FNR expects project staff to use timesheets so that their actual time is recorded against a project to form the basis of the costs charged. Where a person is contracted to work 100% of their time on a single project (whether they are working full-time or part-time), timesheets are not necessary as their costs can only be charged to that activity. In all other cases, timesheets or project time records are required.

### **Equipment**

The FNR will only finance equipment listed in the original proposal. Additional equipment has to be requested in writing in advance and receive formal approval by the FNR.

### **Consumables**

The applicant needs to indicate the nature of the consumables and justify the estimation of the total costs.

### **Travel Cost**

The FNR will cover the real expenses for travel, subsistence and conference fees. Expenditures should be in accordance with an institution's own regulations.

To avoid administrative burden at submission and in order to give the applicant team the necessary flexibility, the budget for travel expenses, subsistence and conference fees is calculated on a lump sum basis: 1500 € per year and per 12 person\*months (in relation to the total project effort).

If the project team requires a higher budget for travel, please justify in detail the amount.

### **Subcontracting**

This line provides for expenditure on services provided by subcontractors. Contracting partners may subcontract specific services (limited in time) which are essential for the project but do not represent core elements of the project work which cannot be directly assumed by one of the contracting-partners and where this proves necessary for the performance of their work under the project. In case the subcontracted service fulfils these criteria, please describe the service, indicate the price (market price) and specify the reason why you resort to a third service in the application form:

- Why an expert or technical assistance is needed.
- How many hours' work the subcontractors are expected to provide.
- All covered costs, must be substantiated.

#### **○ Indirect Costs**

##### *Overhead*

This heading may provide for ongoing expenses which cannot be attributed to any specific activity, but are still necessary for the action to be realized.

Overhead expenses may include but are not limited to accounting, advertising, depreciation, indirect labour, insurance, interest, legal fees, rent, repairs, supplies, taxes, telephone and utilities.

Overhead must not include depreciation costs of large equipment having been completely funded by FNR in other previous programmes.

Overhead costs have to be reasonable and based on an auditable calculation in order to guarantee proper audit trail. Overheads must be identifiable and justified by the accounting system of the participant as being incurred in direct relationship with the eligible direct costs attributed to the project.

External financial contributions

*Sources of funding outside of the FNR and the contracting institution should be indicated. The Aides à la Formation-Recherche (AFR) is considered an external source of funding. Contributions by non-contracting partners (i.e. the partner's research effort in the frame of the project) are not considered as an external source of funding.*

○ **Other costs**

VAT is not an eligible cost in case the institute can reclaim VAT from the Luxembourg tax authorities in conformity with Luxembourg indirect tax regulation.

Costs for knowledge transfer are eligible.

**CONTACT:**

Fonds National de la Recherche, Luxembourg  
Mrs. S. (Susanne) Rick  
6, rue Antoine de Saint-Exupéry  
B.P. 1777, L-1017 Luxembourg, LUXEMBOURG

E-mail address: [susanne.rick@fnr.lu](mailto:susanne.rick@fnr.lu)

## Netherlands (NWO)

### **NWO Eligibility Requirements for HERA JRP applicants based in the Netherlands**

**Note that the Dutch participation must fit within the limitations of a HERA JRP Collaborative project. Each HERA JRP collaborative research project:**

- a) must be collaborative (involve at least 3 countries);
- b) may include any type of researcher (senior, post-doc, PhD) that is in accordance with national eligibility, but type of researcher must be justified;
- c) may not exceed the maximum requested funding size of 1 M€, the size of the national eligible cost in that will be determined by the national research councils, and salaries will be paid according to national ratio;
- d) have a maximum length of three years;
- d) must be carried out by a balanced consortium, but distribution of funding over countries may be uneven;
- e) may involve research, researcher training, travel, knowledge transfer and knowledge dissemination.

**National eligibility as to who may apply and what costs are eligible, must be checked with the HERA contact persons at NWO before a consortium submits the complete HERA JRP Outline Proposal to the HERA JRP electronic proposal submission system. If a consortium is invited to submit a Full Proposal, each of the National PIs has to deliver a commitment letter from the appropriate authorities of their university/research institution.**

#### Who can apply?

Senior researchers at Dutch universities or NWO- and KNAW-institutes may participate in a HERA JRP CRP consortium as Project Leader or as Principle Investigator.

Researchers not formally affiliated with an institution recognised by NWO may be part of a HERA JRP consortium but can not function as formal project leader (PL) or principle investigator (PI).

Non-academic partners may be part of a HERA JRP consortium as Associated Partners but cannot function as formal Project Leader (PL) or Principle Investigator (PI).

**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 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 at his/her own institute and for representing the Collaborative Research Project (CRP) 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 all reporting duties pertaining to the CRP funded within the context of the HERA JRP.

The PL can participate as a PL only in one proposal and only under one of the two themes of the HERA JRP.

**Principal Investigator (PI):** Each Principal Investigator (PI) is responsible for leading project activities at his/her institute. The PI status is not limited to researchers at any specific career stage. There may be more than one PI per eligible country per CRP, but only one per university/research institution. PIs are responsible for providing the PL with the required information and financial data in order for the PL to be able to fulfil his/her reporting obligations.

PIs are allowed to be involved in more than one proposal under the following specific conditions:

- *the PI needs to inform his/her PLs about the CRP proposals (s)he is involved in;*
- *the total number of hours the PI participates in the submitted CRP proposal(s) must be lower than the number of hours (s)he is employed by his/her university/research institution.*

#### What are eligible costs for Dutch researchers?

- Eligible personnel costs: (maximum project duration 3 years)
  - one or more PhD(s): maximum eligible costs per full time PhD € 200.000
  - one or more Postdoc(s): maximum eligible costs per full time Postdoc: € 200.000
  - one or more senior researcher(s): eligible costs per senior researcher: when working halftime on the CRP for the full project duration, replacement costs can be reimbursed to a maximum of € 75.000
- Eligible material costs are e.g.:
  - Travel & accommodation & meeting costs
  - Costs for knowledge transfer

- All joint publication costs (incl. editing and translation costs)
- Other material costs (contact NWO to check eligibility of proposed material costs)

All budget items must be justified.

In accordance with the NWO-VSNU agreement, the non-staff costs exclude infrastructure costs (accommodation, office automation, books, i.e. costs of facilities which can be regarded as part of the normal infrastructure for the discipline concerned) and overheads. As no overhead costs will be reimbursed, this means that in the official budget form, at overhead "0" must be filled in.

**CONTACT:**

Netherlands Organization for Scientific Research  
Mrs A. (Alice) Dijkstra  
P.O. Box 93425, 2509 AK THE HAGUE, THE NETHERLANDS

E-mail address: [hera@nwo.nl](mailto:hera@nwo.nl)

**Norway (RCN)**

**RCN Eligibility Requirements for HERA JRP applicants based in Norway**

**Note that the Norwegian participation must fit within the limitations of a HERA JRP Collaborative project. Each HERA JRP Collaborative research project:**

- a) must be collaborative (involve at least 3 countries);
- b) may include any type of researcher (senior, post-doc, PhD) that is in accordance with national eligibility, but type of researcher must be justified;
- c) may not exceed the maximum budget size of 1 M€ in total;
- d) have a maximum length of three years;
- e) must be carried out by a balanced consortium, but distribution of funding over countries may be uneven;
- f) may involve research, researcher training, travel, knowledge transfer and knowledge dissemination.

**National eligibility as to who may apply and what costs are eligible, must be checked with the HERA contact persons at RCN before a consortium submits the complete HERA JRP Outline Proposal to the HERA JRP electronic proposal submission system. If a consortium is invited to submit a Full Proposal, each of the National PIs has to deliver a commitment letter from the appropriate authorities of their university/research institution.**

Who can apply?

Researchers at Norwegian universities, university colleges or other Norwegian research institutions (incl. museums) may participate in a HERA JRP consortium as Project Leader (PL) or as Principle Investigator (PI).

Non-academic partners may be part of a HERA JRP consortium as Associated Partners but cannot function as formal Project Leader (PL) or Principle Investigator (PI).

**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 Handling Agency and is responsible for communication with the other Principal Investigators of his/her CRP. 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 all reporting duties pertaining to the CRP funded within the context of the HERA JRP.

**In addition, the PL is also in charge of his/her own Individual Project at his/her institute as Principal Investigator number 1. The PL can participate as a PL in one HERA JRP proposal only and only under one HERA JRP theme.**

**Principal Investigator (PI):** Each Principal Investigator (PI) is responsible for leading project activities at his/her institute. The PI status is not limited to researchers at any specific career stage. There may be more than one PI per eligible country per CRP, but only one per university/research institution. PIs are responsible for providing the PL with the required information and financial data in order for the PL to be able to fulfil his/her reporting obligations.

PIs are allowed to be involved in more than one proposal under the following specific conditions:

- o *the PI needs to inform his/her PLs about the CRP proposals (s)he is involved in;*
- o *the total number of hours the PI participates in the submitted CRP proposal(s) must be lower than the number of hours (s)he is employed by his/her university/research institution.*

What are eligible costs for Norwegian researchers?

- o Eligible personnel costs:

National eligible cost will be determined by the national research councils, and salaries can be calculated according to national rules. Salaries can be calculated according to Norwegian rules, but the RCN will recommend Norwegian partners/institutions to co-fund their participation in HERA-projects.

Senior researchers holding a position may apply for replacement costs, maximum € 75 000 for 3 years.

Maximum eligible personnel costs are based on the Norwegian rates for fellowship grants/positions in 2009 (maximum project duration 3 years):

Doctoral research fellowship	Lump sum allocation: NOK 800 000 per year, total 2,4 mill NOK for 3 years. All costs must be given in Euros. In budget for the IPs all costs must be given in Euros and national currency.  The RCN will recommend Norwegian partners to co-fund.
Post-doctoral research fellowship	Lump sum allocation: NOK 800 000 per year.

and Researcher positions	All costs must be given in Euros. In budget for the IPs all costs must be given in Euros and national currency.  The RCN will recommend Norwegian partners to co-fund.
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The rates for lump sums include compensation for indirect costs, and additional overhead will not be granted. Overhead is not applicable if salaries or replacements costs are based on RCN's rates for lump sums.

All costs must be given in Euros. In budget for the IPs all costs must be given in Euros and national currency.

- Eligible material costs/operating expenses are e.g.:
- At CRP level (will be administrated by the PL)
- Travel & accommodation & meeting costs
  - Costs for knowledge transfer
  - All joint publication costs (incl. editing and translation costs)

At national PI level, the following costs are eligible:

- Other operating expenses

**CONTACT:**

The Research Council of Norway  
Department for the Humanities  
Division of Science  
Mrs S. (Solbjørg) Rauset  
P.O.Box 2700 St.Hanshaugen, N-0131 OSLO, NORWAY

E-mail address: [sol@forskningsradet.no](mailto:sol@forskningsradet.no)



## Slovenia (MHEST)

### **National Eligibility Requirements for HERA JRP applicants based in Slovenia (MHEST – Ministry of Higher Education, Science and Technology)**

**Note that the Slovenian participation must fit within the limitations of a HERA JRP Collaborative project. Each HERA JRP collaborative research project:**

- a) must be collaborative (involve at least 3 countries);
- b) may include any type of researcher (senior, post-doc, PhD) that is in accordance with national eligibility, but type of researcher must be justified;
- c) project proposal may not exceed the maximum budget size of 1 M€, the size of the national eligible cost in that will be determined by the national research councils, and salaries will be paid according to national ratio;
- d) have a maximum length of three years;
- d) must be carried out by a balanced consortium, but distribution of funding over countries may be uneven;
- e) may involve research, researcher training, travel, knowledge transfer and knowledge dissemination.

**National eligibility as to who may apply and what costs are eligible must be checked with the HERA contact persons at MHEST before a consortium submits the complete HERA JRP Outline Proposal to the HERA JRP electronic proposal submission system. If a consortium is invited to submit a Full Proposal, each of the National PIs has to deliver a commitment letter from the appropriate authorities of their university/research institution.**

#### Who can apply?

Researchers (senior, post-doc, PhD) who are registered at Slovenian Research Agency (ARRS).

Slovenian universities, faculties or institutes may participate in a HERA JRP CRP consortium as Project Leader or as Principle Investigator.

Non-research, non-academic partners may be part of a HERA JRP consortium as Associated Partners but cannot function as formal Project Leader (PL) or Principle Investigator (PI).

**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 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 at his/her own institute and for representing the Collaborative Research Project (CRP) 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 all reporting duties pertaining to the CRP funded within the context of the HERA JRP.

The PL can participate as a PL only in one proposal and only under one of the two themes of the HERA JRP.

**Principal Investigator (PI):** Each Principal Investigator (PI) is responsible for leading project activities at his/her institute. The PI status is not limited to researchers at any specific career stage. There may be more than one PI per eligible country per CRP, but only one per university/research institution. PIs are responsible for providing the PL with the required information and financial data in order for the PL to be able to fulfil his/her reporting obligations.

PIs are allowed to be involved in more than one proposal under the following specific conditions:

- o *the PI needs to inform his/her PLs about the CRP proposals (s)he is involved in;*
- o *the total number of hours the PI participates in the submitted CRP proposal(s) must be lower than the number of hours (s)he is employed by his/her university/research institution.*

#### **What are eligible costs for Slovenian researchers?**

- o Eligible personnel costs: (maximum project duration 3 years)

Eligible costs – Salary per senior researcher, PhD, post-doc <i>per hour</i>	17,88 EUR per hour
Eligible costs – Salary taxes and social & health security per senior researcher, PhD, post- doc <i>per hour</i>	2,88 EUR per hour

Eligible material costs	Max. 7,56 EUR per hour <ul style="list-style-type: none"> <li>• Travel &amp; accommodation &amp; meeting costs</li> <li>• Consumables</li> <li>• Costs for knowledge transfer</li> <li>• Publication costs (incl. editing and translation costs)</li> </ul>
Amortisation per hour	Max 2,83 EUR per hour

Source: Slovenian Research Agency (ARRS): Funding for research projects in 2009; B category, 22.07.2009.

**\*\*Important information for all applicants that are applying with a research project that is under Slovenian rules classified under C category:** For details please follow the link (please see the table II. Raziskovalni projekti): <http://www.arrs.gov.si/sl/progproj/cena/cena-09-jul.asp> at Slovenian Research Agency website where the exact amounts for costs under the C category are defined. MHEST will verify if particular research project is eligible to be financed under the C category.

Overheads are under Slovenian rules defined as running costs for covering the costs of institution. Overheads are therefore calculated as a maximum of 15% of eligible material costs. These costs are used for covering the running costs and other fixed costs of the institution. In 2<sup>nd</sup> phase submission, these costs should be specified under the field of *Overheads* in HERA budget template.

At the Full Proposal stage all Slovenian PIs must again contact MHEST as the proposed budget will be examined by MHEST prior to official submission. Each Slovenian PI has to submit (to MHEST only) a special national budget template that is available on MHEST website. A name of all Slovenian participants should be entered into the template with hours planned for each year of the project (max 3 years).

Furthermore, at the Full Proposals stage, each Slovenian PIs must submit a formal commitment letter signed by the proper authority from their institution (dean or director of the institute) to both MHEST and the HERA JRP Handling Agency which states:

- Title and acronym of the Collaborative Research Project.
- Full name of the applicant (PI or PL) involved in the CRP from the host institution concerned.
- Confirmation that the institution designated by the applicant shall be the institution where the proposed research is conducted.
- Confirmation of the employment/contractual status of the applicant; the position title, the start and end dates of the contract must be indicated.
- Confirmation of approval of the proposed research and the regulations concerned with the execution of the research by the competent authorities of the host institution.
- Confirmation that researchers involved have enough free research hours on their disposal.
- Confirmation of approval of the budget of the Individual Project of the PI/PL concerned.
- *Written statement for all those applicants that are applying with the HERA JRP research projects that can be under Slovenian national rules classified under C category. MHEST will verify if particular research project is eligible to be financed under C category.*
- Signatures and full names of the applicant and the competent authority of the host institution; date and place.
- Signed letter must be sent by post.

#### **CONTACT:**

Ministry of Higher Education, Science and Technology  
 Mr D. (Davor) Kozmus  
 Kotnikova 38, 1000 LJUBLJANA, SLOVENIA  
 E-mail address: [davor.kozmus@gov.si](mailto:davor.kozmus@gov.si)



## **Sweden (VR)** **VR Eligibility Requirements for HERA JRP applicants based in Sweden**

**Note that the Slovenian participation must fit within the limitations of a HERA JRP Collaborative project. Each HERA JRP collaborative research project:**

- a) must be collaborative (involve at least 3 countries);
- b) may include any type of researcher (senior, post-doc, PhD) that is in accordance with national eligibility, but type of researcher must be justified;
- c) project proposal may not exceed the maximum budget size of 1 M€, the size of the national eligible cost in that will be determined by the national research councils, and salaries will be paid according to national ratio;
- d) have a maximum length of three years;
- d) must be carried out by a balanced consortium, but distribution of funding over countries may be uneven;
- e) may involve research, researcher training, travel, knowledge transfer and knowledge dissemination.

**National eligibility as to who may apply and what costs are eligible, must be checked with the HERA contact persons at MHEST before a consortium submits the complete HERA JRP Outline Proposal to the HERA JRP electronic proposal submission system. If a consortium is invited to submit a Full Proposal, each of the National PIs has to deliver a commitment letter from the appropriate authorities of their university/research institution.**

### Who can apply?

Senior researchers holding a Ph D affiliated to Swedish universities, university colleges or other Swedish research institutions (e.g. museums) recognised by VR, may participate in a HERA JRP consortium as Project Leader (PL) or Principal Investigator (PI). Given that the host institution agrees to host and employ the applying researcher if funds are granted, employment is not required at the time of submission of the application.

Doctoral students may participate in a HERA JRP consortium only if their doctoral research is well and clearly integrated in the consortium research programme. Doctoral course training and other curricular activities are not funded.

Non-academic partners may be part of a HERA JRP consortium as Associated Partners but cannot function as formal Project Leader (PL) or Principle Investigator (PI).

**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 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 at his/her own institute and for representing the Collaborative Research Project (CRP) 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 all reporting duties pertaining to the CRP funded within the context of the HERA JRP.

The PL can participate as a PL only in one proposal and only under one of the two themes of the HERA JRP.

**Principal Investigator (PI):** Each Principal Investigator (PI) is responsible for leading project activities at his/her institute. The PI status is not limited to researchers at any specific career stage. There may be more than one PI per eligible country per CRP, but only one per university/research institution. PIs are responsible for providing the PL with the required information and financial data in order for the PL to be able to fulfil his/her reporting obligations.

PIs are allowed to be involved in more than one proposal under the following specific conditions:

- *the PI needs to inform his/her PLs about the CRP proposals (s)he is involved in;*
- *the total number of hours the PI participates in the submitted CRP proposal(s) must be lower than the number of hours (s)he is employed by his/her university/research institution.*

### What are eligible costs for Swedish researchers?

Eligible personnel costs: (maximum project duration 3 years)

One or more senior researcher(s), PhDs

One or more Post-doc(s)

One or more Ph.D. student(s) (for restrictions on Ph.D. student participation - see above)

Eligible material costs are e.g:

Travel & accommodation & meeting costs

Costs for knowledge transfer

All joint publication costs (incl. editing and translation costs)  
At national PI level, the following costs are eligible:  
Other operating costs

NB. For each Swedish Individual Project (IP), overhead costs should be calculated according to national rules, i. e. for Sweden maximum 35%. Overhead costs should be calculated on the sum total of all budget items, i e salary position, equipment, travel, consumables/running costs, publication and dissemination costs and, if applicable, other operating costs for the Swedish IP.

**CONTACT:**

The Swedish Research Council  
Humanities and Social Sciences  
Dr. L (Lena) Johansson de Château  
103 78 STOCKHOLM, SWEDEN

E-mail address: [lena.johansson.dechateau@vr.se](mailto:lana.johansson.dechateau@vr.se)



## **United Kingdom (AHRC)**

### **AHRC Eligibility Requirements for HERA JRP applicants based in UK**

***Note that researchers that are submitting a proposal to HERA are encouraged to discuss the proposal with AHRC and with their institution's Research Office.***

***UK participation in the HERA JRP must fit within the limitations of a HERA JRP Collaborative project. Each HERA JRP collaborative research project (CRP):***

- a) must be collaborative (involve at least 3 countries);
- b) may include any type of researcher (senior, post-doc, PhD) that is in accordance with national eligibility, but type of researcher must be justified;
- c) may not exceed the maximum budget size of 1 M€, the size of the national eligible cost in that will be determined by the national research councils, and salaries will be paid according to national ratio;
- d) have a maximum length of three years;
- d) must be carried out by a balanced consortium, but distribution of funding over countries may be uneven;
- e) may involve research, researcher training, travel, knowledge transfer and knowledge dissemination.

**In addition to the eligibility criteria set out in the HERA JRP call, UK researchers will need to follow AHRC eligibility criteria.**

#### **Who can apply from the UK as a Project Leader and Principal Investigator?**

- o Members of the academic and academic-related staff of Higher Education Institutions (HEI) directly funded by Higher Education Funding Council for England, Department for Employment and Learning for Northern Ireland, Higher Education Funding Council for Wales and Scottish Funding Council, and AHRC-recognised Independent Research Organisations (IROs). The following organisations have been recognised by the AHRC as IROs and are eligible to apply for research funding: The British Library, The British Museum, The National Archives, The National Gallery, The national Maritime Museum, The National Portrait Gallery, National Museums Wales, Royal Commission on the Ancient and Historical Monuments of Scotland, Tate, The Victoria and Albert Museum
- o Full-time and part-time members of staff on teaching and/or research contracts. Staff already employed on research contracts that relate to specific projects and grants (e.g. Research Assistants) are not eligible to apply for funding but can be part of the project.
- o Staff at Research Council Institutes may also be eligible to apply. The list of Research Council Institutes is available here: <http://www.rcuk.ac.uk/research/eligibility.htm>

Your contractual arrangement with the host Research Organisation must be in place at the point of application and must cover both the period of the award and the monitoring period (three months after the end of the award). This contractual arrangement cannot be dependent on the success of the application.

In addition the following may be eligible to apply but may not be eligible to charge for their time:

- o a researcher at an eligible Research Organisation who is not a salaried member of staff (for example honorary fellow or visiting fellow), may also apply but only if s/he has a formal contractual arrangement with the Research Organisation at the point of application. Evidence of this contractual arrangement with the host Research Organisation must be provided, and the host Research Organisation must support and endorse your application. The contractual arrangement must outline the nature of your relationship with the Research Organisation, state the contact that you are expected to maintain with its staff and students, and you must be able to demonstrate that your research proposal fits in with its research culture and strategies.
- o Professors Emeriti are eligible to apply. If you are a holder of any other senior non-stipendiary post you may also be eligible to apply for funding.

You should contact the office if you are in one of these situations.

**The consortium should consist of :**

**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 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 at his/her own institute and for representing the Collaborative Research Project (CRP) 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 all reporting duties pertaining to the CRP funded within the context of the HERA JRP.

The PL can participate as a PL only in one proposal and only under one of the two themes of the HERA JRP.

**Principal Investigator (PI):** Each Principal Investigator (PI) is responsible for leading project activities at his/her institute. The PI status is not limited to researchers at any specific career stage. There may be more than one PI per eligible country per CRP, but only one per university/research institution. PIs are responsible for providing the PL with the required information and financial data in order for the PL to be able to fulfil his/her reporting obligations.

PIs are allowed to be involved in more than one proposal under the following specific conditions:

- *the PI needs to inform his/her PLs about the CRP proposals (s)he is involved in;*
- *the total number of hours the PI participates in the submitted CRP proposal(s) must be lower than the number of hours (s)he is employed by his/her university/research institution.*

**Project Members:** project members from the UK side of the project can be Research Assistant or PhD student. If a project studentship is linked to your project, please see ensure that the eligibility below are met.

### **Project studentships**

Funding may be sought for one or two full-time (three years) PhD project studentships whose work will contribute to the project as a whole. The studentship must fall completely within the duration of the project. Funding cannot be sought to complete a PhD which has already started or will start prior to the start date of the Research Grant project.

Each studentship must provide added value to the project, but also allow the student sufficient independence to make their own original contribution to scholarship. The project should be a viable project without the contribution of the project student, but the student(s) should benefit from working within the structure of the project as a whole. Project studentships may, on the advice of reviewers, be removed from a project before funding is confirmed.

The proposed student(s) must meet specific conditions relating to academic qualifications which are outlined in Appendix A of this document: *Project Studentship Notes*.

PhD Project Students must be supervised by a Principal Investigator named on the proposal. The supervisor must be based at the HEI where the project student is registered.

PhD Project Studentships will either be eligible for a full award (tuition fees and maintenance) or for fees only award. The type of award will depends on whether the proposed student meets the residency criteria outlined in Appendix A: *Project Studentship Notes*.

#### Eligible costs for UK researchers

The UK elements of the projects should be costed on the basis of the full economic costs (FEC) of the research. Please see full guidance in Appendix B of this document *Summary of Resources required for the UK element of the project* for more detailed guidance about filling the budget form for the UK element of the project.

## **Appendix A: Project Studentship Notes**

### **Eligibility Criteria**

In order to be eligible for an award from the AHRC, the student must meet certain conditions relating to residence, to academic qualifications, to subjects and to scheme criteria. Full guidance can be in the AHRC Guide to Student Eligibility <http://www.ahrc.ac.uk/FundingOpportunities/Documents/Guide%20to%20Student%20Eligibility.pdf>. A summary of student eligibility is provided below.

#### **1. Residency criteria**

The institution at which the project student will study is responsible, in the first instance, for determining his or her residency status, based on information provided by the student and in accordance with the rules followed by the Research Councils. You should therefore contact your institution in the first place if you have any questions about his or her eligibility for an award.

#### **To be eligible for full award**

A full award covers both the cost of tuition fees and a maintenance grant. To be eligible for a full award, the student must show that s/he has a relevant connection with the United Kingdom (UK), usually through residence. A relevant connection with the UK may be established if:

- the student has been ordinarily resident in the UK throughout the three-year period immediately preceding the start of the academic year in which the award will commence; and
- the student has not been resident in the UK, during any part of that three-year period, wholly or mainly for the purposes of full-time education (EU students should refer to paragraph below EU students); and
- if the student is subject to immigration control, has settled status in the UK within the meaning of the Immigration Act 1971 (i.e. is not subject to any restriction on the period for which s/he may stay).

### **EU Students**

If you are a non-UK, EU national, you are eligible for a full award if you can establish a relevant connection with the UK and Islands, i.e. if you have been ordinarily resident in the UK throughout the three year period immediately preceding the start of your course. Where the three year period of ordinary residence has been wholly or mainly for the purpose of receiving full-time education, eligibility is limited to those who were ordinarily resident in the EEA immediately prior to this period.

### **To be eligible for a fees-only award:**

If the student is a national of a Member State of the European Union other than the UK, and s/he does not meet the UK residency requirement set out above and has not been ordinarily resident in the UK for the three years prior to the start of their course, they may be eligible to apply for a fees-only award, i.e. an award which provides payment of fees but not a maintenance grant. The student must have been ordinarily resident in the EU for the three years immediately preceding the start of the academic year in which the project studentship will commence, and have been accepted to study at a higher education institution in the UK.

The countries of the EU are currently: Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and the UK.

### **Temporary absence from the UK**

If the student is a UK citizen who has spent an extended period living outside the UK, either for study or for employment, s/he will need to show that they have maintained a relevant connection with the UK and that the absence was temporary.

'Temporary' does not depend solely on the length of the absence. A period of ordinary residence will not be treated as being interrupted by an absence which is caused by:

- the student's parents' or spouse's temporary absence abroad, for reasons of training or employment
- the student or student's spouse's temporary full time education abroad.

If the student is an expatriate, or the child (whether born in the UK or overseas) of an expatriate, and s/he appears to have returned to the UK solely for the purpose of fulltime education, s/he will need to demonstrate that his or her absence was temporary. S/he will need to show that:

- the absence abroad was temporary
- attempts were made to remedy the breach with the UK at the earliest opportunity
- there was no intention to sever links with the UK
- links have been maintained or re-established through visits, or vacation work, and subsequent resettlement in the UK.

Indefinite Leave to Remain (ILTR)

### **Indefinite Leave to Remain**

If the student has been granted Indefinite Leave to Remain (ILTR) by the Home Office, s/he has been given the right to reside in the UK, and thus has settled status and may be eligible for a full award. ILTR is usually given to those who have already spent a period in the UK, and are looking to take up British Citizenship. If the student has ILTR status, s/he must still establish a relevant connection. Documentary evidence will need to be provided if the application is successful.

### **Refugees and Exceptional Leave to Remain (ELTR)**

If the student has been granted full refugee status by the Home Office, or is the child or spouse of a refugee, s/he is eligible to apply for a full award so long as they have not ceased to be resident since being granted asylum or refugee status.

Documentary evidence (such as a letter from the Immigration and Nationality Department of the Home Office) will need to be provided if the application is successful.

If the student is an 'asylum seeker', s/he is required to demonstrate settled status if s/he is to be eligible for an award.

If s/he has not been recognised by the Home Office as meeting the terms of the 1951 United Nations Convention on Refugees, s/he may be granted Exceptional Leave to Remain (ELTR) or Exceptional Leave to Enter (ELTE). In that case, s/he is eligible to apply for an award if s/he has spent the previous three years in the UK, providing that this has not been wholly or mainly for the purposes of full-time education. Documentary evidence will need to be provided if the application is successful.

### **Migrant workers from European Union countries**

If the student or their parents or spouse are working in the UK as EU citizens with migrant worker status, s/he is eligible under Article 7 (2) and Article 12 of Council Regulation (EEC) No. 1612/68 to apply for a full award including a maintenance grant. A

migrant worker is an EU citizen who is employed in a member state of the EU who should be treated as a national of that member state. The following conditions must be met:

- the employment must be full-time and of significant duration. Therefore, if s/he is engaged in part-time or short-term casual employment, or has been effectively unemployed, s/he cannot be considered to hold migrant worker status. Additionally, the employment should normally be expected to be relevant to the previous or future course of study, although employment of a 'professional' nature may be considered on its merits
- the employment must not be ancillary, that is, taken up with a view towards engaging in subsequent studies, or subject to the student being accepted for the training for which s/he has applied. An example of this would be if the student has been employed as a Research Assistant in a university department where a future award is to be held.
- if the student is the child of migrant workers, it must be shown that their residence is as a consequence of the parent's past or present employment. A child who has not been resident in the UK during the parent's employment, or departed with the parent at the cessation of that employment, will not be eligible to claim for migrant worker status.

### **Migrant workers from European Economic Area (EEA) member states**

If the student is a citizen of the EEA member states of Iceland, Liechtenstein or Norway, and s/he meets the migrant worker requirements set out in paragraph 11 above, you will be eligible for a full award. However, as these countries are not member states of the EU, if you are a citizen of these countries and do not meet the migrant worker requirements you will not be eligible for a fees-only award.

### **Visas and Work Permits**

If the student is resident in the UK on a student visa, work permit or dependent visa, and thus has restrictions on the time s/he may stay in the UK, s/he cannot demonstrate a relevant connection or settled status. S/he will not, therefore, be eligible to apply for an award.

## **2. Academic Qualifications**

Prospective postgraduate students should be graduates of a recognised HEI. Other qualifications may be considered only very exceptionally. The Council's normal expectation is that students who receive funding through the Research Grants scheme should, in addition, have gained some formal postgraduate qualification. If they do not have such a qualification, they must show evidence of sustained experience beyond first degree level that is specifically relevant to the doctoral research project and which qualifies them, exceptionally, as prepared for doctoral research without prior formal postgraduate training. If the student has already gained or completed the requirements for a doctoral degree, they may not apply for studentship funding towards a second doctorate. Qualifications gained outside the UK must be equivalent to a relevant UK degree. AHRC uses NARIC [www.naric.org.uk](http://www.naric.org.uk) to ascertain equivalence.

### **Supervision**

Supervision of Project Students is the responsibility of the HEI where the student is registered and will be awarded their degree. The lead supervisor has responsibility for providing high-quality support and training in subject specific and more generic areas: for monitoring and assessing the student's development and continuing training needs and for their overall academic progress.

## **3. Scheme**

### **Length of Award**

A full time studentship award attached to a Research Grant lasts for a period of three years. The length of the studentship must fall within the length of the JRP grant.

### **Research Training**

The AHRC has an established Research Training Framework which it expects HEI's to follow for its funded doctoral students. Details of the framework can be found on our website at: <http://www.ahrc.ac.uk/FundingOpportunities/Pages/ResearchTrainingFramework.aspx>.

### **3. Subject**

All project studentships must fall within the AHRC's subject domain. Full details can be found on the AHRC's website <http://www.ahrc.ac.uk/FundingOpportunities/Pages/Eligibility.aspx>.

## **Appendix B: Summary of Resources required for the UK element of the Project**

### **Guidance on completing the Requested Budget form:**

**In addition to the HERA JRP budget tables, UK participants should complete the Summary of Resources template below (you can download this template in Word format on the HERA JRP website). You should contact your Research Office in order to get advice on how to complete the form.**

**All costs that contribute to the full economic costs (FEC) of the proposal should be included. 80% of the total cost of the project should be requested from HERA and allowance for inflation can be included. All resources requested must be fully justified in a Justification of Required Resources statement, which should be attached to the summary of resources form.**

**All costs should fall under one of the following cost headings:**

- **Directly Incurred:** These are costs that are explicitly identifiable as arising from the conduct of a project, are charged as the cash value actually spent and are supported by an audit record. They include:
  - **Staff:** payroll costs requested for staff, full or part-time, who will work on the project and whose time can be supported by a full audit trail during the life of the project.
  - **Travel and Subsistence:** funds for travel and subsistence for use by staff who work on the project where these are required by the nature of the work.
  - **Equipment:** The cost of individual items of equipment dedicated to the project and costing more than £3000 (including VAT). Where equipment or survey costs exceed £50,000 in total (including VAT), then the amount above this figure will be funded in full and will automatically be entered under the 'Exceptions' heading.
  - **Other costs:** Costs of other items dedicated to the project, including consumables, books, survey fees, purchase/hire of vehicles, publication costs or recruitment and advertising costs for staff directly employed on the project. Items of equipment costing less than £3000 should also be included under this heading.
- **Directly Allocated:** These are the costs of resources used by a project that are shared by other activities. They are charged to projects on the basis of estimates rather than actual costs and do not represent actual costs on a project-by-project basis. They include:
  - Investigator: Proposals will need to show the costs of Principal Investigator if their time charged to the project is based on estimates rather than actual costs.
  - Estates: These costs may include building and premises costs, basic services and utilities, and any clerical staff and equipment maintenance or operational costs not already included under other cost headings.
  - Other Directly Allocated: These costs may include, for example, the costs of technical staff or access to institutional research facilities such as equipment, IT systems.
- **Indirect Costs and Estates:** These include non-specific costs charged across all projects based on estimates that are not otherwise included as Directly Allocated costs. They include the costs of the Research Organisation's administration such as personnel, finance, library and some departmental services.

Estate and Indirect Costs are specific to each Research Organisation and do not require justification in your Case for Support. Research Organisations that have implemented the TRAC costing methodology and have passed the Quality Assurance (QA) process should apply their own estate and indirect costs. Non-Research Organisations that are not required to implement TRAC must have a robust costing methodology in place that has been validated in order to apply their own estates and indirect cost rates. The standard default rates should be used where Research Organisations have not yet developed their own rates.

- **Exceptions:** These are Directly Incurred costs that Research Councils will fund in full (i.e. at 100%), subject to actual expenditure incurred, or items that are outside FEC.

**All costings should be at current prices, inclusive of VAT and other taxes where applicable. In the first page of the summary of resources, you can include an allowance for inflation. You can include an allowance for inflation by applying 1.5 % to the total budget of the first year of the award, 2.25% to the total of the second year of the award and 3.375% to the total of the third year of the award. The total with inflation should be the amount used towards the 1 M€, limit for JRP collaborative research project.**

**Resources to be provided by project partners, whether cash or in-kind contributions, should be clearly identified in the proposal. These contributions are not considered to be part of the FEC of the project.**

**All cost associated with the UK element of the project must be justified in an attachment entitled "Justification of Resources".** This statement should be used to justify the resources required to undertake the research project. Applicants should:

- Explain why the indicated resources are needed, taking account of the nature and complexity of the research proposed. Note that it is not sufficient merely to list what is required.
- Have regard for the breakdown of resources into the summary fund headings Directly Incurred, Directly Allocated and (where appropriate) Exceptions.
- In some cases, such as investigator time, use of internal facilities and shared staff costs (all likely to be Directly Allocated costs), the basis of the costing need not be justified, but the need for the resources does need justification.

- Try to be explicit about the need for the level of investigator time sought, bearing in mind the complexity of the research, the need to manage the project and supervise staff and any wider considerations such as collaboration or facilities usage.
- Estates and indirect costs do not need to be justified.

### **Budget for studentships**

A full-time full award studentship should be costed at £60,000 for London institutions and £54,000 non-London institutions. This will cover 3 years of maintenance and fees. A fees-only award should be costed at £ 10,450 for three years. College fees for the university of Oxford and University of Cambridge should be costed at £6510 for three years if applicable. The student must meet the eligibility rules, outlined in Appendix A.

### **CONTACT:**

Arts and Humanities Research Council  
Ms. C. (Christelle) Pellecuer  
Lewins Mead, BRISTOL BS1 2AE, UNITED KINGDOM

E-mail address: [c.pellecuer@ahrc.ac.uk](mailto:c.pellecuer@ahrc.ac.uk)



## Summary of Resources Required for the UK element of the Project

### Financial resources

Summary fund heading	Fund heading	Full economic Cost	HERA contribution	% HERA contribution
Directly Incurred	Staff			80
	Travel & Subsistence			80
	Equipment			80
	Other Costs			80
	<b>Sub-total</b>			
Directly Allocated	Investigators			80
	Estates Costs			80
	Other Directly Allocated			80
	<b>Sub-total</b>			
Indirect Costs	Indirect Costs			80
Exceptions	Equipment			100
	<b>Total at current price</b>			
	<b>Total with inflation</b>			

### Summary of staff effort requested

	Months
Investigator	
Research	
Other	
<b>Total</b>	

Estimated cost of project students	£
<b>Total project cost including students</b>	£

### Breakdown of Resources Required per Year of Project

	Full economic cost	HERA contribution	% HERA contribution	Total with inflation
<b>Year 1</b>				<b>+1.5 %</b>
<b>Year 2</b>				<b>+ 2.25%</b>
<b>Year 3</b>				<b>+3.375%</b>
<b>Total</b>				



Principal Investigator							
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**Costs by Project Year**

	<b>Name /Post Identifier</b>	Year 1	Year 2	Year 3
Directly Allocated Posts				
	Total			

**Students**

Role	Name	Organisation	Start Date	Full-Time [Y/N]	Estimated Cost
Project Student					
Project Student					

**Equipment (over £3,000)**

Description	Country of Manufacture	Delivery Date	Basic price £	Import duty £	VAT £	Yr 1	Yr 2	Yr 3	Total £
					<b>Total £</b>				

**Travel and Subsistence**

Destination and purpose		Yr 1	Yr 2	Yr 3	Total £
(i) Within UK					
(ii) Outside UK					

		<b>Total £</b>			

Other Directly Incurred Costs

Description	Yr 1	Yr 2	Yr 3	Total £
Total £				

Other Directly Allocated Costs

Description	Yr 1	Yr 2	Yr 3	Total £
Total £				

Estates and Indirect Costs

	Yr 1	Yr 2	Yr 3	Total
Estates Costs				
Indirect Costs				