

Call for Mobility Project Proposals

Identification information

Partner country:	LATVIA
Partner organisation:	Latvian Academy of Sciences (LZA)
Programme:	Mobility projects
Period:	2019 - 2021

Legal framework

The call is based on the Agreement on Scientific Cooperation of the year 2015 between the Czech Academy of Sciences (hereinafter referred to as CAS) and the Latvian Academy of Sciences (LZA), and in accordance with art. 2 par. 2 of the Act No. 283/1992 Coll., on The Czech Academy of Sciences, as amended, and art. 3 par. 2 of the Statutes of the Czech Academy of Sciences.

Basic definition

Objectives

- Improvement of scientific cooperation between both countries;
- Stimulation of involvement of young researchers and PhD students;
- Supporting research teams aspiring to cooperate on large international projects in the future;
- Enabling the use of methodology, infrastructure and equipment for the mutual benefit of both institutions.

Eligibility criteria

Proposals from **all research fields** are accepted.

Maximum project duration is **3 years; i. m. 36 months**; extension beyond this period is not permitted.

Project proposals can be submitted:

- On the Czech side by a CAS institute;
- On the partner side researchers from the institutes of the LZA.

In case applicant submits more than one project proposal within one call, only one of them can be funded.

Only two subsequent projects realized by the same research teams can be funded.

Applicant submitting a proposal for a continuing project must describe outcomes of the running project and justify the reasons of submitting a proposal for a continuing project.

This shall be stated in the Project Proposal form in the part "Description of the project".

Research team

Each research team consists of:

- One principal investigator (senior or junior researcher);
- One or more co-investigators.

Research team members are divided into four categories:

- Senior researchers (5 or more years after receiving PhD.);
- Junior researchers – postdocs (less than 5 years after receiving PhD);
- PhD students;
- Others (e.g. engineers, technicians).

On the Czech side:

- All members must be employees of the CAS institutes.
- Out of the whole team, at least 1/3 must be junior researchers or PhD students.

On the Latvian side

- Research workers (scientists, research technical staff and research attending staff) employed at any research institute, university, higher education establishment and their institute and other research institution registered in the Register of Scientific Institutions kept by the Ministry of Education and Sciences of Republic of Latvia; the applicant's contract must have a duration of at least the length of the proposed project and the extent to ensure adequate capacity of the project. In the event that a research team member can no longer be involved in the execution of the project (transfer to another university or research facility, termination of employment for any other reason, etc.), director of the research institution shall inform the Latvian Academy of Sciences in due time about the changes in the team composition.

Range of exchanges

Number and length of exchanges and shares of individual co-investigators in exchanges must reflect the scope and objectives of the project and planned activities. **Days not used** during one calendar year cannot be transferred to subsequent years of the project.

Maximum exchange quota is **21 days/year/JP** for each of the parties.

Maximum number of approved projects: 2 (two)

Financial provisions

Funding is provided in the form of a **financial contribution toward the costs of mobility** (exchanges of Czech and partner members of the research team), in direct connection with the implementation of the project.

Financial contributions must be calculated and provided in compliance with the valid national legislation and internal regulations of the partner organisations.

Management of funds is the responsibility of the investigator's institute. Detailed conditions and rules of management of financial contributions are specified in internal guidelines of partner organizations. (CAS in the Czech Republic and LZA in Latvia)

Financial contributions can be provided only in the year of the exchange realisation, i. e. unclaimed requirements for financial contributions cannot be claimed in subsequent years.

Provision of financial contributions by the partner organisations is subject to availability of funds.

Realisation of the project starts from **1 January 2019** and ends no later than **31 December 2021**.

Financial contributions to Czech research team members

- a) **For international transportation – the CAS institute** covers the **international transport expenses** from the Czech Republic to the partner country and back inclusive **travel insurance**.
- b) **For subsistence in the partner country – the partner organisation (LZA)** covers:
 - daily allowance - **20 EUR/person/day**;
 - accommodation of up to **50 EUR / person/night**;
 - Cost of local and inter-city transfers is eligible if envisaged by the project plan. Domestic transport expenses by Latvia's long-distance public transport (bus, train) in actual amount spent, original ticket receipts required; the daily transfers between accommodation facility and the workplace are not reimbursable.

Financial contributions to partner research team members:

- a) **For international transportation – the partner organisation** covers the **international transport expenses** from the partner country to the Czech Republic and back inclusive **travel insurance**.
- b) **For subsistence – the CAS Head Office** covers:
 - **Accommodation expenses** of up to **1.600, - CZK/person/night**;
 - **Meal allowance and pocket money** in accordance with applicable legislation (Part VII. Act No. 262/2006 Coll., the Labour Code, as amended) and in accordance with the internal rules – for 2018 the maximum amount is 624, - CZK/person/day;
 - **Domestic transport expenses by Czech long-distance public transport (bus, train) in actual amount spent, original ticket receipts required**; the daily transfers between accommodation facility and the workplace are not reimbursable.

The above stated amounts are valid on the date of the call for proposals and are meant for the purposes of calculation of the project budget. In the event of significant changes in price levels or a change in legislation in the field of travel expenses, partner organizations reserve the right to make appropriate modifications to the above stated amounts and/or the method of calculation.

Selection process

Project proposal submission

Proposals must be **submitted in parallel to both partner organisations**.

On the Czech side:

The form of project proposal is available for download on the CAS website in the International cooperation section:

<http://www.avcr.cz/cs/veda-a-vyzkum/mezinarodni-vztahy/aktuality/>

The project proposal must be submitted to the CAS by the CAS institute within the stated deadline (the date of posting is decisive), namely:

- **by mail** in one copy (printed single sided in the A4 format, signed, stamped and unbound), envelope labelled „Lotyšsko/LZA – Mobility Projects 2019-2021“, addressed to the contact person (see below); and simultaneously
- **electronically** (one file copy - a completed form for administrative purposes) to the e-mail address of the contact person (see below)

Proposals submitted in other than the above described way, may be rejected on formal grounds.

By submitting project proposal, the applicant:

- agrees to processing of personal data within the meaning of the Act No. 101/2000 Coll., On Personal Data Protection, as amended;
- declares that the information he/she stated is accurate, true and complete and that he/she is aware that if otherwise they will face all the legal consequences;
- declares that, if approved, he/she will during the realization of the project follow:
 - [The Code of Ethics of researchers at the Academy of Sciences of the Czech Republic](#);
 - [The European Charter and Code for researchers](#);
 - [Recommendations of the International Commission "Self-Control in Science" \(Recommendations of the International Commission on Professional Self-Regulation in Science\)](#).

Partner applicant submits the project proposal to the partner organisation. Conditions for submission and relevant form/s are available from the website of the LZA in the International / Bilateral cooperation section <http://www.lza.lv>

Evaluation and Selection

Consists of two-step process:

- At the national level, project proposals are evaluated by both partner organizations based on their internal rules.
- At the international level, it is decided on the final selection of projects with regard to the results of national assessments; total number of projects approved for funding is dependent on the financial possibilities of both partner organizations.

Criteria for evaluation of project proposals on the Czech side

- **Quality of the project:**
 - Scientific relevance (concept, innovative character in relation to the state-of-the art, quality of objectives);
 - Methodology, work plan of activities and outputs;
 - Impact of project results, their dissemination and use.
- **Quality of research teams:**
 - Composition and expertise of research teams;
 - Complementarity in terms of content, methodology and equipment; previous cooperation and outputs;
 - Justification of collaboration needs.
- **Active involvement of junior researchers and PhD students.**
- **Added value and broader impact of bilateral cooperation.**

Schedule

2 May/2018	Announcement of the call for project proposals
29 June 2018 24:00	Deadline for submission of project proposals
September./ 2018	Completion of the assessment at national level
October/ 2018	Completion of the joint assessment at international level
November/ 2018	Approval of the final results by both partner organisations
December/ 2018	Announcement of results

Contact persons

On the Czech side:

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