



European Research Council
Executive Agency

Established by the European Commission



Horizon 2020
European Union Funding
for Research & Innovation

European Research Council (ERC)

Proposal template for ERC Starting Grant 2020

Administrative forms (Part A)
Research proposal (Part B1 and Part B2)
Letter of commitment of the host institution

Version 1.0
18 July 2019

Disclaimer

This document is aimed at informing potential applicants for Horizon 2020 funding. It serves only as an example. The actual Web forms and templates, provided in the online proposal submission system under the Participant Portal, might differ from this example. Proposals must be prepared and submitted via the online proposal submission system under the Participant Portal.

HISTORY OF CHANGES			
Version	Publication Date	Change	Page
1.0	18.07.2019	▪ Initial version	1

Example, not to complete

Please check our [wiki](#) for help on navigating the form.

Horizon 2020 Excellent Science

Call:

()

Topic:

Type of action:

()

Proposal number:

Proposal acronym:

Deadline Id:

[Table of contents](#)

Section	Title	Action
1	General information	
2	Participants & contacts	
3	Budget	
4	Ethics	
5	Call-specific questions	

[How to fill in the forms](#)

The administrative forms must be filled in for each proposal using the templates available in the submission system. Some data fields in the administrative forms are pre-filled based on the steps in the submission wizard.

Proposal ID Acronym **Acronym is mandatory**

1 - General information

Topic	Type of Action
Call Identifier	Deadline Id
Acronym	<i>Acronym is mandatory</i>
Proposal title	<i>The title should be no longer than 200 characters (with spaces) and should be understandable to the non-specialist in your field.</i> <i>Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &</i>
Duration in months	
Primary ERC Review Panel*	
Secondary ERC Review Panel	(if applicable)
ERC Keyword 1*	As first keyword please choose one which is linked to the Primary Review Panel. <i>Please select, if applicable, the ERC keyword(s) that best characterise the subject of your proposal in order of priority.</i>
ERC Keyword 2	<i>Not applicable</i>
ERC Keyword 3	<i>Not applicable</i>
ERC Keyword 4	<i>Not applicable</i>
Free keywords	<i>In addition, please enter free text keywords that you consider best characterise the scope of your proposal. The choice of keywords should take into account any multi-disciplinary aspects of the proposal.</i>

Proposal ID

Acronym

Acronym is mandatory

Abstract

Remaining characters

2000

In order to best review your application, do you agree that the above non-confidential proposal title and abstract can be used, without disclosing your identity, when contacting potential reviewers?*

☐ Yes

☐ No

Declarations

In case of a Synergy grant application 'Principal Investigator' means 'corresponding Principal Investigator on behalf of all Principal Investigators', and 'Host Institution' means 'corresponding Host Institution'.

1) The Principal Investigator declares to have the written consent of all participants on their involvement and on the content of this proposal, as well as of any researcher mentioned in the proposal as participating in the project (either as other PI, team member or collaborator). The ERCEA may request the applicants to provide the written consent of all participants at any time during the evaluation process.*	☐
2) The Principal Investigator declares that the information contained in this proposal is correct and complete.	☐
3) The Principal Investigator declares that all parts of this proposal comply with ethical principles (including the highest standards of research integrity as set out, for instance, in the European Code of Conduct for Research Integrity and including, in particular, avoiding fabrication, falsification, plagiarism or other research misconduct).	☐
4) The Principal Investigator hereby declares that (<i>please select one of the three options below</i>):	
-- in case of multiple participants in the proposal, the Host Institution has carried out the self-check of the financial capacity of the organisation on http://ec.europa.eu/research/participants/docs/h2020-funding-guide/grants/applying-for-funding/register-an-organisation/financial-capacity-check_en.htm or to be covered by a financial viability check in an EU project for the last closed financial year. Where the result was “weak” or “insufficient”, the Host Institution confirms being aware of the measures that may be imposed in accordance with the H2020 Grants Manual (Chapter on Financial capacity check) .	☐
- in case of multiple participants in the proposal, the Host Institution is exempt from the financial capacity check being a public body including international organisations, higher or secondary education establishment or a legal entity, whose viability is guaranteed by a Member State or associated country, as defined in the H2020 Grants Manual (Chapter on Financial capacity check) .	☐
- in case of a sole participant in the proposal, the applicant is exempt from the financial capacity check.	☐
5) The Principal Investigator hereby declares that each applicant has confirmed to have the financial and operational capacity to carry out the proposed action. Where the proposal is to be retained for EU funding, each beneficiary applicant will be required to present a formal declaration in this respect.	☐
The Principal Investigator is only responsible for the correctness of the information relating to his/her own organisation. Each applicant remains responsible for the correctness of the information related to him and declared above. Where the proposal is to be retained for EU funding, the Host Institution and each beneficiary applicant will be required to present a formal declaration in this respect.	

Note:

For **multi-beneficiary applications**, the coordinator vouches for its own organization and that all other participants confirmed their participation and compliance with conditions set out in the call. If the proposal is retained for funding, each participant will be required to submit a formal declaration of honour confirming this.

False statements or incorrect information may lead to administrative sanctions under the Financial Regulation 2018/1046.

Personal data will be collected, used and processed in accordance with Regulation 2018/1725 and the [Funding & Tenders Portal privacy statement](#).

Please be however aware that, to protect EU financial interests, your data may be transferred to other EU institutions and bodies and be registered in the EDES database. Data in the EDES database is also subject to Regulation 2018/1725 and the [EDES privacy statement](#).

Proposal ID Acronym **Acronym is mandatory**

2 - Participants & contacts

#	Participant Legal Name	Country	Action
1			

Example, not to complete

Proposal ID Acronym **Acronym is mandatory** Short name

2 - Administrative data of participating organisations

Host Institution

PIC	Legal name
Short name:	
Address	
Street	
Town	
Postcode	
Country	
Webpage	
Specific Legal Statuses	
Legal person	unknown
Public body	unknown
Non-profit	unknown
International organisation	unknown
International organisation of European interest	unknown
Secondary or Higher education establishment	unknown
Research organisation	unknown
Industry (private for profit).....	unknown
Enterprise Data	
Based on the below details from the Beneficiary Registry the organisation is not an SME (small- and medium-sized enterprise) for the call.	
SME self-declared status.....	unknown
SME self-assessment	unknown
SME validation sme.....	unknown

Proposal ID

Acronym

Acronym is mandatory

Short name

Department(s) carrying out the proposed work

Department 1

Department name

Name of the department/institute carrying out the work.

☐ not applicable

☐ Same as proposing organisation's address

Street

Please enter street name and number.

Town

Please enter the name of the town.

Postcode

Area code.

Country

Please select a country

Proposal ID Acronym **Acronym is mandatory** Short name

Principal Investigator

The following information of the Principal Investigator is used to personalise the communications to applicants and the evaluation reports. Please make sure that your personal information is accurate and please inform the ERC in case your e-mail address changes by using the call specific e-mail address:

The name and e-mail of contact persons including the Principal Investigator, Host Institution contact are read-only in the administrative form, only additional details can be edited here. To give access rights and contact details of contact persons, please save and close this form, then go back to Step 4 of the submission wizard and save the changes.

ORCID If you have a ORCID number please enter it here (e.g. 9999-9999-9999-999X. where 9 represents numbers and X represents numbers up to 10)

Researcher ID The maximum length of the identifier is 11 characters (ZZZ-9999-2010) and the minimum length is 9 characters (A-1001-2010).

Other ID Please enter the type of ID here Please enter the identifier number here

Last Name* Last Name at Birth

First Name(s)* Gender* ☐ Male ☐ Female

Title Country of residence

Nationality* Country of Birth*

Date of Birth* (DD/MM/YYYY) Place of Birth*

Contact address

Current organisation name

Current Department/Faculty/Institute/Laboratory name

☐ Same as organisation address

Street Please enter street name and number.

Postcode/Cedex Town*

Phone* +xxx xxxxxxxxxx Country*

Phone2 / Mobile +xxx xxxxxxxxxx

E-mail*

Proposal ID Acronym Acronym is mandatory Short name

Contact address of the Host Institution and contact person

The name and e-mail of Host Institution contact persons are read-only in the administrative form, only additional details can be edited here. To give access rights and contact details of Host Institution, please save and close this form, then go back to Step 4 of the submission wizard and save the changes. Please note that the submission is blocked without a contact person and e-mail address for the Host Institution.

Organisation Legal Name

First name*

Last name*

E-Mail*

Position in org.

Department ☐ Same as organisation

☐ Same as organisation address

Street

Town Postcode Area code.

Country

Phone Phone2/Mobile



Proposal ID Acronym **Acronym is mandatory**

3 - Budget

Beneficiary Short Name	Direct costs														A. Total Direct Costs	B. Indirect Costs	C1. Subcontracti ng Costs	C2. Costs of in kind contribution s not used on the beneficiary's premises	Total Estimated Eligible Costs	Requested EU contribution
	Personnel						Other direct costs						A.3 Internally invoiced goods and services							
	PI	Senior Staff	Postdocs	Students	Other Personnel costs	A.1. Total direct costs for personnel	Travel	Equipment - including major equipment	Other goods and services					A.2. Total Other Direct Costs						
									Consum- ables incl. fieldwork and animal costs	Publications (incl. Open Access fees) and disseminatio n	Other additional direct costs	Total other goods and services								
	?																			
	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0	0.00	0.00	0	0	0.00	0.00
Total	0	0	0	0	0	0.00	0	0	0	0	0	0.00	0.00	0	0.00	0.00	0	0	0.00	0.00



Proposal ID Acronym **Acronym is mandatory**

Section C. Resources (Maximum 8000 characters allowed)

Important: This section replaces the former section 'C. Resources' of the Part B2. The information explaining your resources and the budget should not appear in your Part B2 document. Warning: your description of resources will be truncated once it exceeds the maximum allowed characters. Please make sure that your description is complete before submitting.

State and fully justify the amount of funding considered necessary to fulfil the objectives for the duration of the project. The project cost estimation should be as accurate as possible. The evaluation panels assess the estimated costs carefully; unjustified budgets will be consequently reduced. Maximum 8000 characters allowed.

Please specify the cost items covered by your 'Other personnel costs' category if applicable. Please also specify the cost items covered by your 'Other additional direct costs' category if applicable.

Request for additional funding if applicable (All items MUST be included in the overall budget table above): (Cost in EUR)

Justification:

Please indicate the % of working time the PI dedicates to the project over the period of the grant: %

Remaining characters 6651

Proposal ID _____ Acronym _____ **Acronym is mandatory**

4 - Ethics

1. HUMAN EMBRYOS/FOETUSES		Page
Does your research involve Human Embryonic Stem Cells (hESCs) ?	☐ Yes ☒ No	
Does your research involve the use of human embryos?	☐ Yes ☒ No	
Does your research involve the use of human foetal tissues / cells?	☐ Yes ☒ No	
2. HUMANS		Page
Does your research involve human participants?	☐ Yes ☒ No	
Does your research involve physical interventions on the study participants?	☐ Yes ☒ No	
3. HUMAN CELLS / TISSUES		Page
Does your research involve human cells or tissues (other than from Human Embryos/Foetuses, i.e. section 1)?	☐ Yes ☒ No	
4. PERSONAL DATA		Page
Does your research involve personal data collection and/or processing?	☐ Yes ☒ No	
Does your research involve further processing of previously collected personal data (secondary use)?	☐ Yes ☒ No	
5. ANIMALS		Page
Does your research involve animals?	☐ Yes ☒ No	
6. THIRD COUNTRIES		Page
In case non-EU countries are involved, do the research related activities undertaken in these countries raise potential ethics issues?	☐ Yes ☒ No	
Do you plan to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)?	☐ Yes ☒ No	
Do you plan to import any material - including personal data - from non-EU countries into the EU?	☐ Yes ☒ No	
Do you plan to export any material - including personal data - from the EU to non-EU countries?	☐ Yes ☒ No	
In case your research involves low and/or lower middle income countries , are any benefits-sharing actions planned?	☐ Yes ☒ No	
Could the situation in the country put the individuals taking part in the research at risk?	☐ Yes ☒ No	

Proposal ID Acronym **Acronym is mandatory**

7. ENVIRONMENT & HEALTH and SAFETY		Page
Does your research involve the use of elements that may cause harm to the environment, to animals or plants?	☐ Yes ☒ No	
Does your research deal with endangered fauna and/or flora and/or protected areas?	☐ Yes ☒ No	
Does your research involve the use of elements that may cause harm to humans, including research staff?	☐ Yes ☒ No	
8. DUAL USE		Page
Does your research involve dual-use items in the sense of Regulation 428/2009, or other items for which an authorisation is required?	☐ Yes ☒ No	
9. EXCLUSIVE FOCUS ON CIVIL APPLICATIONS		Page
Could your research raise concerns regarding the exclusive focus on civil applications?	☐ Yes ☒ No	
10. MISUSE		Page
Does your research have the potential for misuse of research results?	☐ Yes ☒ No	
11. OTHER ETHICS ISSUES		Page
Are there any other ethics issues that should be taken into consideration? Please specify	☐ Yes ☒ No	

I confirm that I have taken into account all ethics issues described above and that, if any ethics issues apply, I will complete the ethics self-assessment and attach the required documents. ☐

[How to Complete your Ethics Self-Assessment](#)

Proposal ID

Acronym

Acronym is mandatory

5 - Call specific questions

Academic Training	
Are you a medical doctor or do you hold a degree in medicine? Please note that if you have also been awarded a PhD, your medical degree may be your first eligible degree.	☐ Yes ☐ No
Date of earliest award (PhD or equivalent)* - DD/MM/YYYY	
With respect to the earliest award (PhD or equivalent), I request an extension of the eligibility window, (indicate number of days) [see the ERC 2020 Work Programme and the Information for Applicants to the Starting and Consolidator Grant 2020 Calls].	☐ Yes ☐ No
Eligibility	
Please indicate your percentage of working time in an EU Member State or Associated Country over the period of the grant:	
Please note that you are expected to spend a minimum of 50% of your total working time in an EU Member State or Associated Country.	
I acknowledge that I am aware of the eligibility requirements for applying for this ERC call as specified in the ERC Annual Work Programme, and certify that, to the best of my knowledge my application is in compliance with all these requirements. I understand that my proposal may be declared ineligible at any point during the evaluation or granting process if it is found not to be compliant with these eligibility criteria.*	☐
Data-Related Questions and Data Protection (Consent to any question below is entirely voluntary. A positive or negative answer will not affect the evaluation of your project proposal in any form and will not be communicated to the evaluators of your project.)	
For communication purposes only, the ERC asks for your permission to publish, in whatever form and medium, your name, the proposal title, the proposal acronym, the panel, and host institution, should your proposal be retained for funding.	☐ Yes ☐ No
Some national and regional public research funding authorities run schemes to fund ERC applicants that score highly in the ERC's evaluation but which can not be funded by the ERC due to its limited budget. In case your proposal could not be selected for funding by the ERC do you consent to allow the ERC to disclose the results of your evaluation (score and ranking range) together with your name, non-confidential proposal title and abstract, proposal acronym, host institution and your contact details to such authorities? This consent is entirely voluntary and refusal to give it will in no way affect the evaluation of your proposal.	☐ Yes ☐ No
The ERC is sometimes contacted for lists of ERC funded researchers by institutions that are awarding prizes to excellent researchers. Do you consent to allow the ERC to disclose your name, non-confidential proposal title and abstract, proposal acronym, host institution and your contact details to such institutions? This consent is entirely voluntary and refusal to give it will in no way affect the evaluation of your proposal.	☐ Yes ☐ No
The European Research Council Executive Agency (ERCEA) occasionally contacts Principal Investigators of funded proposals for various purposes such as communication campaigns, pitching events, presentation of their project's evolution or outcomes to the public, invitations to represent the ERC in national and international forums, studies etc. Should your proposal be funded, do you consent to the ERCEA staff contacting you for such purposes?	☐ Yes ☐ No
For purposes related to monitoring, study and evaluating implementation of ERC actions, the ERC may need that submitted proposals and their respective evaluation data be processed by external parties. Any processing will be conducted in compliance with the requirements of Regulation (EU) 2018/1725.	
Have you previously submitted a proposal to the ERC? If known, please specify your most recent ERC application details.	☐ Yes ☐ No

Proposal ID

Acronym

Acronym is mandatory

Excluded Reviewers

You can provide up to three names of persons that should not act as an evaluator in the evaluation of the proposal for potential competitive reasons.

First Name

Last Name

Institution

Town

Country

Webpage

Validation result

Show Error

The red 'Show Error' button indicates an error due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will be blocked** unless that specific field is corrected!

Show Warning

The yellow 'Show Warning' button indicates a warning due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will not be blocked** (proposal will be submitted with the missing or incorrect value).

Section

Description

The form has not yet been validated, click "Validate Form" to do so!

Example, not to complete

ERC Starting Grant 2020
Research proposal [Part B1]¹
(Part B1 is evaluated both in Step 1 and Step 2,
Part B2 is evaluated in Step 2 only)

Proposal Full Title

PROPOSAL ACRONYM

Cover Page:

- Name of the Principal Investigator (PI)
- Name of the PI's host institution for the project
- Proposal duration in months

Text highlighted in grey should be deleted.

Proposal summary (identical to the abstract from the online proposal submission forms, section 1).

The abstract (summary) should, at a glance, provide the reader with a clear understanding of the objectives of the research proposal and how they will be achieved. The abstract will be used as the short description of your research proposal in the evaluation process and in communications to contact in particular the potential remote referees and/or inform the Commission and/or the programme management committees and/or relevant national funding agencies (provided you give permission to do so where requested in the online proposal submission forms, section 1). It must therefore be short and precise and should not contain confidential information.

Please use plain typed text, avoiding formulae and other special characters. The abstract must be written in English. There is a limit of 2000 characters (spaces and line breaks included).

Explain and justify the cross-panel or cross domain nature of your proposal, if a secondary panel is indicated in the online proposal submission forms. There is a limit of 1000 characters, spaces and line breaks included.

¹ Instructions for completing Part B1 can be found in the 'Information for Applicants to the Starting and Consolidator Grant 2020 Calls'.

Section a: Extended Synopsis of the scientific proposal (max. 5 pages, references do not count towards the page limits)

[The Extended Synopsis should give a concise presentation of the scientific proposal, with particular attention to the ground-breaking nature of the research project, which will allow evaluation panels to assess, in Step 1 of the evaluation, the feasibility of the outlined scientific approach. Describe the proposed work in the context of the state of the art of the field. References to literature should also be included. Please use a reference style that is commonly used in your discipline such as American Chemical Society (ACS) style, American Medical Association (AMA) style, Modern Language Association (MLA) style, etc. and that allows the evaluators to easily retrieve each reference.]

Please respect the following formatting constraints: Times New Roman, Arial or similar, at least font size 11, margins (2.0cm side and 1.5cm top and bottom), single line spacing.

Example, not to complete

Section b: Curriculum vitae (max. 2 pages)

[Please follow the template below as much as possible (it may however be amended if necessary).]

PERSONAL INFORMATION

Family name, First name:

Researcher unique identifier(s) (such as ORCID, Research ID, etc. ...):

Date of birth:

Nationality:

URL for web site:

• EDUCATION

200? PhD
 Name of Faculty/ Department, Name of University/ Institution, Country
 Name of PhD Supervisor
199? Master
 Name of Faculty/ Department, Name of University/ Institution, Country

• CURRENT POSITION(S)

201? – Current Position
 Name of Faculty/ Department, Name of University/ Institution/ Country
200? – Current Position
 Name of Faculty/ Department, Name of University/ Institution/ Country

• PREVIOUS POSITIONS

200? – 200? Position held
 Name of Faculty/ Department, Name of University/ Institution/ Country
200? – 200? Position held
 Name of Faculty/ Department, Name of University/ Institution/ Country

• FELLOWSHIPS AND AWARDS

200? – 200? Scholarship, Name of Faculty/ Department/Centre, Name of University/ Institution/
 Country
200? Award, Name of Institution/Country
199? – 199? Scholarship, Name of Faculty/ Department/Centre, Name of University/ Institution/
 Country

• SUPERVISION OF GRADUATE STUDENTS AND POSTDOCTORAL FELLOWS (if applicable)

200? – 200? Number of Postdocs/ PhD/ Master Students
 Name of Faculty/ Department/ Centre, Name of University/ Institution/ Country

• TEACHING ACTIVITIES (if applicable)

200? – Teaching position – Topic, Name of University/ Institution/ Country
200? – 200? Teaching position – Topic, Name of University/ Institution/ Country

- **ORGANISATION OF SCIENTIFIC MEETINGS (if applicable)**

201? Please specify your role and the name of event / Country
200? Please specify type of event / number of participants / Country

- **INSTITUTIONAL RESPONSIBILITIES (if applicable)**

201? – Faculty member, Name of University/ Institution/ Country
201? – 201? Graduate Student Advisor, Name of University/ Institution/ Country
200? – 200? Member of the Faculty Committee, Name of University/ Institution/ Country
200? – 200? Organizer of the Internal Seminar, Name of University/ Institution/ Country
200? – 200? Member of a Committee; role, Name of University/ Institution/ Country

- **REVIEWING ACTIVITIES (if applicable)**

201? – Scientific Advisory Board, Name of University/ Institution/ Country
201? – Review Board, Name of University/ Institution/ Country
201? – Review panel member, Name of University/ Institution/ Country
201? – Editorial Board, Name of University/ Institution/ Country
200? – Scientific Advisory Board, Name of University/ Institution/ Country
200? – Reviewer, Name of University/ Institution/ Country
200? – Scientific Evaluation, Name of University/ Institution/ Country
200? – Evaluator, Name of University/ Institution/ Country

- **MEMBERSHIPS OF SCIENTIFIC SOCIETIES (if applicable)**

201? – Member, Research Network “*Name of Research Network*”
200? – Associated Member, Name of Faculty/ Department/Centre, Name of University/
Institution/ Country
200? – Founding Member, Name of Faculty/ Department/Centre, Name of University/ Institution/
Country

- **MAJOR COLLABORATIONS (if applicable)**

Name of collaborators, Topic, Name of Faculty/ Department/Centre, Name of University/
Institution/ Country

- **CAREER BREAKS (if applicable)**

Exact dates Please indicate the reason and the duration in months.

Appendix: Current research grants and any on-going applications related to the proposal of the PI (Funding ID)

Mandatory information (does not count towards page limits)

Current grants (Please indicate "No funding" when applicable):

<i>Project Title</i>	<i>Funding source</i>	<i>Amount (Euros)</i>	<i>Period</i>	<i>Role of the PI</i>	<i>Relation to current ERC proposal²</i>

On-going and submitted grant applications (Please indicate "None" when applicable):

<i>Project Title</i>	<i>Funding source</i>	<i>Amount (Euros)</i>	<i>Period</i>	<i>Role of the PI</i>	<i>Relation to current ERC proposal²</i>

² Describe clearly any scientific overlap between your ERC application and the current research grant or on-going grant application.

Section c: Early achievements track-record (max. 2 pages)³

(see 'Information for Applicants to the Starting and Consolidator Grant 2020 Calls' for completing this section)

Example, not to complete

³ Please list the order of authors as indicated in the original publication.

ERC Starting Grant 2020
Part B2¹
(not evaluated in Step 1)

Sections (a) and (b) of Part B2 together with section (c) Resources present in the online submission form should not exceed 15 pages. Budget table and References do not count towards the page limits.

Text highlighted in grey should be deleted.

Please respect the following formatting constraints: Times New Roman, Arial or similar, at least font size 11, margins (2.0 cm side and 1.5 cm top and bottom), single line spacing.

Section a. State-of-the-art and objectives

Section b. Methodology

Do NOT include any description of resources or budget table here (Part B2). The Resources section and the detailed budget table are now part of the online submission form (Part A, Section 3 - Budget). This section 3 will be extracted and provided to the peer reviewers.

¹ Instructions for completing Part B2 can be found in the 'Information for Applicants to the Starting and Consolidator Grant 2020 Calls'.

Print on paper bearing the official letterhead of the host institution

Commitment of the host institution for ERC Calls 2020^{1, 2, 3}

The <<please fill in here the name of the legal entity that is associated to the proposal and may host the principal investigator and the project (action) in case the application is successful>>, which is the applicant legal entity,

confirms its intention to sign a supplementary agreement with
<<please fill in here the name of the principal investigator>>

in which the obligations listed below will be addressed should the proposal entitled
<<acronym>> : <<title of the proposal>>

be retained.

Performance obligations of the *applicant legal entity* that will become the beneficiary of the H2020 ERC Grant Agreement (hereafter referred to as the Agreement), should the proposal be retained and the preparation of the Agreement be successfully concluded:

The *applicant legal entity* commits itself to hosting [and engaging] the *principal investigator* for the duration of the grant to:

- a) ensure that the work will be performed under the scientific guidance of the *principal investigator* who is expected to devote:
 - in the case of a *Starting Grant* at least 50% of her/his total working time to the ERC-funded project (action) and spend at least 50% of her/his total working time in an EU Member State or Associated Country;
 - in the case of a *Consolidator Grant* at least 40% of her/his total working time to the ERC-funded project (action) and spend at least 50% of her/his total working time in an EU Member State or Associated Country;
 - in the case of an *Advanced Grant* at least 30% of her/his total working time to the ERC-funded project (action) and spend at least 50% of her/his total working time in an EU Member State or Associated Country.
- b) carry out the work to be performed, as it will be identified in Annex 1 of the Agreement, taking into consideration the specific role of the *principal investigator*;

¹ A scanned copy of the signed statement should be uploaded electronically via the [Funding and Tenders Portal](#) Submission Service in PDF format.

² The statement of commitment of the host institution refers to most obligations of the host institution, which are stated in the H2020 ERC Model Grant Agreement (MGA). The [H2020 ERC MGA](#) is available on the Funding & Tenders Portal. The reference to the time commitment of the Principal Investigator is stated in the ERC Work Programme 2020.

³ This statement (on letterhead paper) shall be signed by the institution's legal representative indicating their name, function, and email address along with the stamp of the institution.

- c) enter — before signature of the Agreement — into a ‘*supplementary agreement*’ with the *principal investigator*, that specifies the obligation of the *applicant legal entity* to meet its obligations under the Agreement;
- d) provide the *principal investigator* with a copy of the signed Agreement;
- e) guarantee the *principal investigator's* scientific independence, in particular for the:
 - i) use of the budget to achieve the scientific objectives;
 - ii) authority to publish as senior author and invite as co-authors those who have contributed substantially to the work;
 - iii) preparation of scientific reports for the project (action);
 - iv) selection and supervision of the other *team members* (hosted [and engaged] by the *applicant legal entity* or other legal entities), in line with the profiles needed to conduct the research and in accordance with the *applicant legal entity's* usual management practices;
 - v) possibility to apply independently for funding;
 - vi) access to appropriate space and facilities for conducting the research;
- f) provide — during the implementation of the project (action) — research support to the *principal investigator* and the team members (regarding infrastructure, equipment, access rights, products and other services necessary for conducting the research);
- g) support the *principal investigator* and provide administrative assistance, in particular for the:
 - i) general management of the work and his/her team
 - ii) scientific reporting, especially ensuring that the team members send their scientific results to the *principal investigator*;
 - iii) financial reporting, especially providing timely and clear financial information;
 - iv) application of the *applicant legal entity's* usual management practices;
 - v) general logistics of the project (action);
 - vi) access to the electronic exchange system (see Article 52 of the Agreement);
- h) inform the *principal investigator* immediately (in writing) of any events or circumstances likely to affect the Agreement (see Article 17 of the Agreement);
- i) ensure that the *principal investigator* enjoys adequate:
 - i) conditions for annual, sickness and parental leave;
 - ii) occupational health and safety standards;
 - iii) insurance under the general social security scheme, such as pension rights;
- j) allow the transfer of the Agreement to a new beneficiary (‘portability’; see Article 56a of the Agreement).

- k) take all measures to implement the principles set out in the Commission Recommendation on the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers⁴ - in particular regarding working conditions, transparent recruitment processes based on merit and career development – and ensure that the *principal investigator*, researchers and third parties involved in the project (action) are aware of them.
- l) respect the fundamental principle of research integrity and ensure that persons carrying out research tasks follow the good research practices and refrain from the research integrity violations described in the European Code of Conduct for Research Integrity⁵. If any such violations or allegations occur, verify and pursue them and bring them to the attention of the Agency.

For the host institution (applicant legal entity):

Date

Name and Function

_____ ; _____

Email and Signature of legal representative

_____ ; _____

Stamp of the host institution (applicant legal entity)

IMPORTANT NOTE: In order to be complete all the above mentioned items are mandatory and shall be included in the commitment of the host institution.

⁴ [Commission Recommendation 2005/251/EC of 11 March 2005](#) on the European Charter for Researchers and on a Code of Conduct for the Recruitment of Researchers (OJ L 75, 22.3.2005, p. 67).

⁵ [The European Code of Conduct for Research Integrity](#) of ALLEA (All European Academies) and ESF (European Science Foundation) of March 2011.