



# **Horizon Europe**

## **European Research Council (ERC)**

### **Frontier Research Grants**

## **Information for Applicants to the Advanced Grant Call**



**European Research Council**  
Executive Agency

Established by the European Commission

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# Information for Applicants to the Advanced Grant 2022 Call



**European Research Council**  
Executive Agency

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## European Research Council (ERC) Frontier Research Grant

Version 2.0  
20 January 2022

**Warning: The budget table and description of resources are part of the online submission form (Section 3 - Budget). Do NOT include them in Part B2.**

## IMPORTANT TO NOTE

The present document is based on the legal documents setting the rules and conditions for the ERC frontier research grants, in particular:

- the [ERC Work Programme 2022](#)<sup>1</sup>,
- the European Research Council Rules of Submission, and the related methods and procedures for peer review and proposal evaluation relevant to the specific programme implementing Horizon Europe (hereinafter [ERC Rules of submission and evaluation under Horizon Europe](#)), and
- the [Model Grant Agreement used for ERC actions](#).

This document does not supersede the afore-mentioned documents, which are legally binding. In case of any discrepancies the European Commission, the ERC Executive Agency or any person or body acting on their behalf cannot be held responsible for the use made of this document.

The [Guide for ERC Peer Reviewers](#) – applicable to the Advanced Grant call, provides practical information on the evaluation process.

National Contact Points ([ERC NCPs](#)) have been set up across Europe<sup>2</sup> by the national governments to provide information and personalised support to ERC applicants in their native language. The mission of the ERC NCPs is to raise awareness, inform and advise on ERC funding opportunities as well as to support potential applicants in the preparation, submission and follow-up of ERC grant applications. For details on the ERC NCP in your country please consult the [ERC website](#) or the [Funding & Tenders Portal](#).

## Abbreviations

<b>AC</b> – Associated Country <sup>3</sup>	<b>F&amp;T Portal</b> – <a href="#">Funding &amp; Tenders Portal</a> Single Electronic Data Interchange Area (SEDIA)
<b>ADG</b> – <a href="#">Advanced Grant</a>	<b>HE FP</b> – <a href="#">Horizon Europe Framework Programme</a>
<b>COG</b> – <a href="#">Consolidator Grant</a>	<b>HI</b> – Host Institution
<b>ERC</b> - <a href="#">European Research Council</a>	<b>PI</b> – Principal Investigator
<b>ERC NCPs</b> – <a href="#">ERC National Contact Points</a>	<b>PIC</b> – <a href="#">Participant Identification Code</a>
<b>ERC panel</b> – ERC peer review evaluation panel	<b>PM</b> – Panel Member
<b>ERC WP</b> – <a href="#">ERC Work Programme 2022</a>	<b>STG</b> – <a href="#">Starting Grant</a>
<b>ERCEA</b> – <a href="#">European Research Council Executive Agency</a>	<b>SYG</b> – <a href="#">Synergy Grant</a>
<b>EU MS</b> – EU Member States	

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<sup>1</sup>C(2021) 4860 of 14 July 2021

<sup>2</sup>This applies to EU Member States and Associated Countries. Some other countries also provide this service.

<sup>3</sup> Please check the Horizon Europe Programme Guide on the EU Funding & Tenders Portal for up-to-date information on the current position for Associated Countries.

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# 1. ERC ADVANCED GRANTS 2022

## 1.1 ERC FUNDING PRINCIPLES

The ERC Advanced Grants are part of the main ERC frontier research grants 2022 funded by the European Union's [Horizon Europe Framework Programme](#) (HE FP) for Research and Innovation.

The ERC's main frontier research grants aim to empower individual researchers and provide the best settings to foster their creativity. **Scientific excellence** is the sole criterion of evaluation. Please see below an overview of all ERC 2022 main frontier research grant calls.



### Single Principal Investigator (PI) heading research teams

The ERC ADG grants support individual researchers who are already established research leaders with a recognised track record of research achievements and who can demonstrate the ground-breaking nature, ambition and feasibility of their research proposal. In certain fields (e.g. in the humanities and mathematics), where research is often performed individually, the 'team' may consist solely of the Principal Investigator.

### Research fields – no predetermined priorities

The ERC's frontier research grants operate on a 'bottom-up' basis and applications can be made in any field of research with an emphasis on the frontiers of science, scholarship and engineering<sup>4</sup>. In particular, the ERC encourages proposals of a multi- or interdisciplinary nature which cross the boundaries between different fields of research, pioneering proposals addressing new and emerging fields of research or proposals introducing unconventional, innovative approaches and scientific inventions. The focus is on the PI and on the individual team. Support for consortia is provided by other calls under Horizon Europe. Projects wholly or largely consisting in the collation and compilation of existing material in new databases, editions or collections are unlikely to constitute ground-breaking or "frontier" research, however useful such resources might be to subsequent original research. Such projects are therefore unlikely to be recommended for funding by the ERC's panels. The ERC aims at funding truly novel ideas not just continuations of ongoing projects or existing collaborations. Frontier research is also expected to be risky. It is important, however, that the risk is well assessed and mitigating measures outlined in the proposal.

### Evaluation and peer review

The ERC's evaluation process is conducted by peer review panels composed of renowned scientists and scholars. The panel chair and members are selected by the ERC Scientific Council on the basis of

<sup>4</sup> Research proposals within the scope of Annex I to the Euratom Treaty, namely those directed towards nuclear energy applications must be submitted to relevant calls under the [Euratom Framework Programme](#).

their scientific merits. The panels may be assisted by independent external experts working remotely.

## Open Access

Open science is a core principle of the ERC. The ERC is committed to the principle of open access to any published output of research, including in particular peer-reviewed articles and monographs. It also supports the basic principle of open access to research data and data related products such as computer code. The ERC considers that providing free online access to all these materials can be the most effective way to ensure that the fruits of the research it funds can be accessed, read and used as the basis for further research. Under Horizon Europe, beneficiaries of ERC grants must ensure open access to all peer-reviewed scientific publications<sup>5</sup> relating to their results as set out in the [Model Grant Agreement used for ERC actions](#). Beneficiaries must ensure that they or the authors retain sufficient intellectual property rights to comply with their open access requirements. In addition, beneficiaries of ERC frontier research grants funded under the 2022 ERC Work Programme will automatically be covered by the provisions on research data management as set out in the [Model Grant Agreement used for ERC actions](#). In particular, whenever a project generates research data, beneficiaries are required to manage it in line with the principles of findability, accessibility, interoperability, and reusability as described by the FAIR principles initiative<sup>6</sup>, and establish a data management plan within the first six months of project implementation. Open access to research data should be ensured under the principle 'as open as possible, as closed as necessary'. These provisions are designed to facilitate access, re-use and preservation of the research data generated during the ERC funded research work.

## Funding

Advanced Grants can be up to a maximum of EUR 2 500 000 for a period of 5 years. **For projects of shorter duration the maximum size of the grant is reduced pro rata.**

Additional funding up to EUR 1 000 000 can be requested in the proposal to cover the following eligible costs when these are necessary to carry out the proposed work:

- (a) "start-up" costs for PIs moving to the EU or an Associated Country from elsewhere as a consequence of receiving the ERC grant and/or
- (b) the purchase of major equipment and/or
- (c) access to large facilities and/or
- (d) other major experimental and field work costs, excluding personnel costs.

Additional funding is not subject to *pro rata temporis* reduction for projects of shorter duration. All funding requested is assessed during evaluation.

Eligible project costs will be reimbursed at a funding rate of 100% for direct costs plus a flat-rate of 25% for indirect costs<sup>7</sup>.

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<sup>5</sup> This includes peer-reviewed book chapters and long-text publications such as monographs, edited collections, critical editions, scholarly exhibition catalogues, or PhD theses.

<sup>6</sup> [The FAIR Guiding Principles for scientific data management and stewardship | Scientific Data \(nature.com\)](#)

<sup>7</sup> Excluding the direct eligible costs for subcontracting, and any unit costs, which include indirect costs.

## Research integrity

Cases of scientific misconduct such as fabrication, falsification, plagiarism or misrepresentation of data<sup>8</sup> may result in the rejection of proposals in accordance with section 3.11 of the [ERC Rules of submission and evaluation under Horizon Europe](#). Please also note that plagiarism detection software is used to analyse all submitted proposals to detect similar proposals submitted by different PIs. A procedure is in place to assess alleged or suspected cases of scientific misconduct. Scientific misconduct may result in the rejection of the proposal from the current call and a possible restriction on submission of proposals to future calls, as provided in the relevant ERC Work Programme.

## Advanced Grant profile

Principal Investigator must provide a list of achievements reflecting their track record. A short narrative describing the scientific importance of the research outputs and the role played by the Principal Investigator in their production may also be included.

Applicants are encouraged to evaluate their track-record and research independence against the below-mentioned benchmarks, in order to judge their likelihood for success and to avoid investing effort in proposals that are very unlikely to succeed.

In the context of the Covid-19 outbreak, applicants may mention in Part B1 of their research proposal (section b. Curriculum Vitae) any specific situation caused by the pandemic that had a negative impact on their CV or track record.

### Advanced Grant

ERC Advanced Grant Principal Investigators are expected to be active researchers and to have a track record of significant research achievements in the last 10 years which must be presented in the application. A competitive Advanced Grant Principal Investigator must have already shown a record which identifies them as an exceptional leader in terms of originality and significance of their research contributions.

Advanced Grant applicant PIs are expected to demonstrate a record of achievements in the past ten years appropriate to their research field and at least matching one or more of the following benchmarks, for instance: 10 publications as main author in major international peer-reviewed multidisciplinary scientific journals, and/or leading international peer-reviewed journals and peer-reviewed conferences proceedings of their respective field; 3 major research monographs (for research fields where publication of monographs is the norm). Applicants PIs should clearly report joint authorships and co-corresponding roles in their publications. They may also demonstrate a record of invited presentations in well-established international conferences, organization of international conferences, granted patents, leading research expeditions, awards, prizes, academy memberships etc.<sup>9</sup>.

Any documented career break during the last ten years should be clearly explained in the dedicated section of the CV, if the PI wishes to extend the track record beyond ten years.

<sup>8</sup> For example if (i) in the list of publications, the order of authors does not appear as indicated in the original publications; (ii) the written consent of the research collaborators mentioned in the proposal is not obtained by the call submission deadline.

<sup>9</sup> See the [ERC WP 2022](#) for the full description of the AdG profile, possible extensions of the period under consideration for the assessment of research achievements and career breaks.



## 1.2 ADMISSIBILITY AND ELIGIBILITY

### Admissible and eligible proposals

All proposals must be complete, readable, and accessible. They must be submitted by eligible Principal Investigators before the relevant call deadline. Please see [section 2.1](#) for an overview of a complete ERC proposal. Proposals that do not meet these criteria may be declared inadmissible. All scientific fields are eligible for ERC funding<sup>10</sup>.

All applications and the related supporting information are reviewed to ensure that all admissibility and eligibility criteria are met. The proposal's content should be related to the objectives of the call and must meet all its admissibility and eligibility requirements as defined in the ERC Work Programme 2022. If there are doubts about the admissibility or eligibility of a proposal, the peer review evaluation may proceed pending a final decision by the admissibility and eligibility review committee. The fact that a proposal is evaluated in such circumstances does not constitute proof of its admissibility or eligibility. If it becomes clear before, during or after the peer review evaluation phase, that one or more of the admissibility or eligibility criteria has not been met (for example, due to incorrect or misleading information), the proposal will be declared inadmissible or ineligible and it will be rejected.

### Host institution

The HI must engage and host the PI for at least the duration of the project, as defined in the grant agreement<sup>11</sup>. It must either be established in an EU MS or an AC as a legal entity created under national law, or it may be an international European research Organisation (such as CERN, EMBL, etc.), the European Commission's Joint Research Centre (JRC) or any other entity created under EU law. International organisations with headquarters in an EU MS or AC will be deemed to be established in this EU MS or AC. Any type of legal entity, public or private, including universities, research organisations and undertakings can host Principal Investigators and their teams. The ERC welcomes applications from PIs hosted by private for-profit research centres, including industrial laboratories. Normally the PI will be employed by the HI, but cases where, for duly justified reasons, the PI's employer cannot become the HI, or where the PI is self-employed, can be accommodated. The specific conditions of engagement will be subject to clarification and approval during the granting procedure or during the amendment procedure for a change of HI.

Legal entities from an EU MS or AC that are public bodies, research organisations or higher education institutions (including private research organisations and private higher education institutions) must have a gender equality plan or an equivalent strategic document in place for the duration of the project. The gender equality plan or equivalent must fulfil the mandatory requirements listed in Annex 5 of the ERC Work Programme 2022.

During the granting process, the financial capacity of applicant legal entities will be assessed, if required<sup>12</sup>.

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<sup>10</sup> Research proposals within the scope of Annex I to the Euratom Treaty, namely those directed towards nuclear energy applications shall be submitted to relevant calls under the Euratom Framework Programme.

<sup>11</sup> [Model Grant Agreement used for ERC actions](#)

<sup>12</sup> Applicants must have stable and sufficient resources to successfully implement the projects and contribute their share. Organisations participating in several projects must have sufficient capacity to implement all these projects. The financial capacity of applicant legal entities will be verified in accordance with Article 198(5) of the Financial Regulation and Article 27 of the Horizon Europe Regulation.

## Principal Investigator

ERC grants are open to researchers of any nationality who intend to conduct their research activity in any EU MS or AC. The research team may be of national or trans-national character. The PI does not need to be employed by the HI at the time when the proposal is submitted. However, the PI must be engaged by the latter at least for the duration of the grant. Grant proposals are submitted by the PI taking scientific responsibility for the project, on behalf of the host institution.

## Expected time commitment

With the support of the HI, the successful PIs are expected to lead their individual teams and devote a significant amount of time to the project. They will be expected to dedicate a minimum of 30% of their working time to the ERC project and spend a minimum of 50% of their working time in an EU MS or an AC. The time commitment must be clearly indicated in the administrative form (Part A).

## Submission restrictions

The ERC calls are highly competitive. Thousands of high quality proposals are received each year and only outstanding proposals are likely to be funded. In order to maintain the quality and integrity of ERC's evaluation process, restrictions on applications are in place.

The following general restrictions apply for the ERC 2022 frontier research calls (StG, CoG, AdG and SyG):

- A researcher may participate as PI in only one main ERC frontier research project at any one time.<sup>13</sup> A new main frontier research grant project can only start after the duration of the project fixed in a previous main frontier research ERC grant agreement has ended.
- A researcher participating as PI in an ERC frontier research project may not submit a proposal for another main ERC frontier research grant, unless the existing project ends no more than two years after the call deadline<sup>14</sup> (i.e. current grantees of a main ERC frontier grant can apply to the 2022 AdG call only if their current grant ends by 28 April 2024 – two years after the 2022 AdG call submission deadline).
- A PI who is a serving Panel Member for a 2022 ERC call or who served as a Panel Member for a 2020 ERC call may not apply to a 2022 ERC call for the same type of grant<sup>15</sup>.
- A PI may submit proposals to different main ERC frontier research grant calls published under the same Work Programme, but only the first eligible proposal will be evaluated. The other proposal(s) will be declared ineligible, unless withdrawn by the applicants.

Additional restrictions have been designed to allow unsuccessful Principal Investigators (as listed below) the time necessary to develop a stronger proposal. Therefore the outcome of the evaluation of previous submissions may prevent applications to the AdG2022 call. Inadmissible, ineligible or withdrawn proposals do not count against any of the restrictions listed below.

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<sup>13</sup> Including all PIs supported under the Synergy Grant.

<sup>14</sup> According to the duration of the project defined in the previous grant agreement of the main frontier research grant.

<sup>15</sup> The members of the ERC panels alternate to allow panel members to apply to the ERC calls in alternate years.

Call to which the PI applied under previous ERC WP and proposal evaluation outcome		2022 ERC calls to which a PI is <u>not</u> eligible
<b>2020 and 2021 Starting, Consolidator, Advanced Grant or 2020 Synergy Grant</b>	Rejected on the grounds of a breach of research integrity	Starting, Consolidator, Advanced and Synergy Grant
<b>2020 Starting, Consolidator or Advanced Grant</b>	C at Step 1	Starting, Consolidator and Advanced Grant
<b>2020 Synergy Grant</b>	A, or B at Step 3	No restrictions
	B at Step 1 or 2	No restrictions
	C at Step 1	Advanced and Synergy Grant
<b>2021 Starting, Consolidator or Advanced Grant</b>	A, or B at Step 2	No restrictions
	B, or C at Step 1	Starting, Consolidator and Advanced Grant

The year of an ERC call refers to the WP under which the call was published and can be established by its call identifier. A 2022 ERC call is therefore one that was published under the WP 2022 and will have 2022 in the call identifier (for example ERC-2022-AdG).

### 1.3 EVALUATION PROCESS

The ERC's peer review evaluation process has been carefully designed to identify scientific excellence irrespective of gender, age, nationality or institution of the PI and other potential biases, and to take career breaks as well as unconventional research career paths into account<sup>16</sup>. The evaluations are monitored to guarantee transparency, fairness and impartiality in the treatment of proposals.

A single submission of the full proposal is followed by a two-step evaluation.

#### ERC evaluation panels<sup>17</sup>

The peer review is carried out by 27 evaluation panels (ERC panels), covering all fields of science, engineering and scholarship (see panel details and ERC keywords in [Annex 4.1](#)). For operational reasons they are divided into three main research domains:

- Physical Sciences and Engineering (11 Panels),
- Life Sciences (9 Panels) and,
- Social Sciences and Humanities (7 Panels).

<sup>16</sup> Regarding negative impacts of the Covid-19 outbreak on a Principal Investigator's curriculum vitae or track record, see section 2.3 Research proposal of this guide.

<sup>17</sup> Please refer to the [Guide for Peer Reviewers](#) for details.

Before the deadline of a call, the names of the 27 panel chairs are published on the ERC website. The names of panel members are published after the evaluation process is concluded.

**No Contact allowed with Peer Reviewers at any time**

*Please note that, in accordance with section 3.2 of the [ERC Rules of submission and evaluation under Horizon Europe](#), any direct or indirect contact about the peer review evaluation of an ERC call between an applicant legal entity or a PI submitting a proposal on behalf of an applicant legal entity, and any independent external expert involved in the peer review evaluation under the same call, in view of attempting to influence the evaluation process, is strictly forbidden. Such contact can constitute an exclusion situation and, may result in the decision of the ERCEA to reject the proposal concerned from the call in question (Article 141 of the Financial Regulation).*

*ERC Peer Reviewers are bound to confidentiality during as well as after the evaluation. Thus, any contact with Peer Reviewers to gain information on the evaluation process is not allowed.*

**Panel allocation and panel budgets**

It is the applicant's responsibility to choose and indicate the most relevant ERC panel ('primary evaluation panel') for the evaluation of the proposed research and to indicate one or more ERC keywords representing the research fields involved. The applicant may indicate a secondary evaluation panel.

When choosing the panel, please take careful note of the panel details and ERC keywords in Annex 4.1. The ERC Scientific Council reviewed the ERC panels' structure since the 2021 calls, to redefine the contours of panels and enrich the descriptors, aiming at optimising scientific coverage while taking into account previous application numbers. This also resulted in the addition of two new panels: SH7 - Human Mobility Environment and Space and PE11 - Materials Engineering. The number of panels in the Life Sciences Domain did not change, however, the descriptors of some panels have been revised to address the multidisciplinary aspects of the domain and the continuum between its different areas, with translational work often seamlessly emerging from basic studies.

The initial allocation of the proposal to a panel will be based on the preference expressed by the applicant. However, when necessary due to the expertise required for the evaluation, a proposal may be reallocated to a different panel with the agreement of both panel chairs concerned. In such cases, applicants are informed of the reallocation of the proposal through the notification for the invitation to the interview (if applicable) or the information letter with the final outcome of the evaluation of their proposal.

The composition of the ERC evaluation panels are by nature multi-disciplinary. The evaluation panel will determine if additional reviews by appropriate members of other panel(s) or additional remote experts are needed.

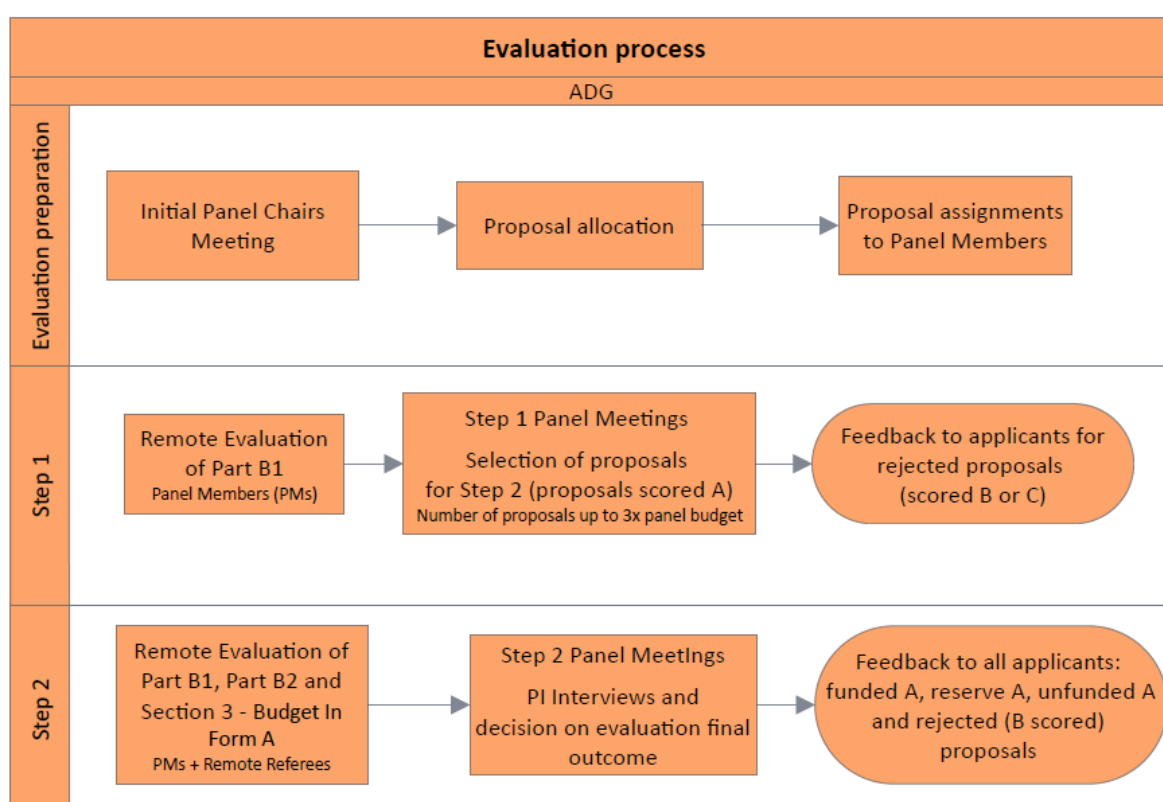
An indicative budget is allocated to each panel in proportion to the budgetary demand of its assigned proposals. **This important principle ensures comparable success rates between the individual panels regardless of how many proposals each panel evaluates.** Depending on the budget available for the call, a budgetary cut-off applies to the call ranking list at both Step 1 and Step 2. Only proposals ranked A at Step 1 will be further evaluated and only the highest ranked A proposals at Step 2 will be invited for grant preparation until the call budget is spent. The remaining proposals recommended for funding may be funded by the ERC if additional funds become available.

## Evaluation process and important dates

An indicative evaluation timeline is available for the [Advanced Grant](#) Call on the ERC web-site and outlined below.



At both evaluation Steps, every proposal will be evaluated for each of the two main elements of the proposal: Research Project and Principal Investigator. The ERC independent external experts deliver individual proposal reviews in a remote evaluation phase at both Step 1 and Step 2, which constitute the starting point for the panels' discussion. The ERC panels assess and score the proposals on the basis of the panels' overall appreciation of strengths and weaknesses of each proposal.



## STEP 1

At Step 1 the extended synopsis together with the PI's track record and CV will be evaluated (Part B1 – see [section 2.3](#)). After the remote evaluation phase, each panel meets to discuss all the proposals assigned to the panel. Proposals will proceed to Step 2 based on the outcome of the Step 1

evaluation. The maximum number of proposals evaluated by the panel at Step 2 may not exceed three times the panel's indicative budget. At the end of Step 1 of the evaluation the proposal will receive one of the following scores:

**A score** - is of sufficient quality to pass to Step 2 of the evaluation,

**B score** - is of high quality but not sufficient to pass to Step 2 of the evaluation<sup>18</sup>,

**C score** - is not of sufficient quality to pass to Step 2 of the evaluation<sup>19</sup>.

The Step 1 evaluation outcome is provided to the applicants receiving a B or a C score through an information letter together with an evaluation report. It includes the score and the panel ranking range of their proposal, the panel comment explaining the panel decision as well as the individual comments given by each reviewer. This communication is uploaded to the Funding & Tenders Portal accounts of the PI and HI main contact person (see [section 3.2](#)). Applicants who receive an A score are invited for an interview to present their project at the Step 2 panel meeting. Each panel decides on the exact format of its interviews (duration, number of slides allowed, time allocated to the presentation and the questions and answers session), which will be communicated to the applicants shortly after Step 1. Applicants who receive an A score pass to Step 2 of the evaluation and will not receive a Step 1 evaluation report.

## STEP 2

At Step 2, the full proposal (Part B1, Part B2 plus Section 3 – Budget and time commitment, present in the administrative form) will be evaluated. After a remote evaluation phase the panels meet again. Step 2 includes an interview of approximately 30 minutes of each applicant<sup>19</sup>. The first part of the interview will consist of a presentation of the research project by the PI (5-10 minutes). The remaining time will comprise a questions and answers session. The PI may expect questions also related to the detailed budget table and resources section, which are at full title part of the application. The evaluation panels will review the requested budget for proposals recommended for funding and, if appropriate, recommend adjustments. In exceptional and justified cases such as illness, maternity or force majeure, if unable to attend in person, in case of on site meetings, a panel member may participate remotely by electronic means (video-conferencing or telephone-conferencing), subject to the ERCEA's agreement.

*The details of the interview arrangements will be communicated to the selected applicants shortly after the Step 1 evaluation is completed.*

*In view of the confidentiality of the evaluation process, applicants invited to a Step 2 interview **should not share the identity of panel members** within their scientific communities until their names have been published on the ERC website.*

The assessment by the panels will take into account the interview and all individual reviews and the panels' overall appreciation of the strengths and weaknesses of the proposal. At the end of Step 2, following the timeline described above, applicants will be informed of the outcome of the evaluation. The score of their proposal can be either A or B.

**A score** proposals fully meet the ERC's excellence criterion and are recommended for funding. Such projects will be funded on a priority order based on their rank, if sufficient funds are available. This means that it is very likely that not all proposals scored 'A' will be funded by the ERC.

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<sup>18</sup> The applicants may be subject to restrictions on submitting proposals to future ERC calls based on the outcome of the evaluation. Applicants will need to check the restrictions in place for each call.

<sup>19</sup> Should a planned interview not be possible for reasons beyond the control of the ERCEA, the panel will have to take its decision based on the information made available to it.

**B score** proposals meet some but not all elements of the ERC's excellence criterion and will not be funded.

## Evaluation outcome

The Step 2 evaluation outcome is provided to all applicants through an information letter together with an evaluation report. It includes the final score, the panel ranking range of their proposal, the panel comment explaining the panel decision as well as the individual comments given by each reviewer. This communication is uploaded to the Funding & Tenders Portal accounts of the PI and HI main contact person (see [section 3.2](#)).

After each peer review evaluation a report is prepared by the ERCEA services and made available to the Programme Committee. The report provides information on the proposals received, it includes names of Host Institutions and personal data i.e. names of applicant PIs, evaluation scores of proposals, ranked lists as well as panel comments and individual reviews. A subset of information is also made available to the National Contact Points. The NCP report provides the names of the Host Institution and personal data, i.e. the name of the applicant PIs, evaluation scores of the proposals and ranked lists. Applicants have different rights as regards the processing of their personal data<sup>20</sup>.

## Panel comments

Comments by the individual reviewers may reflect divergent views. Differences of opinions about the proposal are part of the scientific debate and are legitimate. Furthermore, the ERC panel may take a position that is different from what could be inferred from the individual reviews. A panel discussion could reveal an important weakness that was not identified by the individual reviewers. The panel comment reflects the final decision taken by the panel either by consensus decision or by majority vote based on the individual assessments and the discussion within the panel.

## Evaluation criteria

The "scientific excellence" evaluation criterion will be applied in conjunction of both: (i) the ground-breaking nature, ambition and feasibility of the research project, and, (ii) the intellectual capacity, creativity and commitment of the PI:

### 1. Research Project - Ground-breaking nature, ambition and feasibility

Ground-breaking nature and potential impact of the research project

- To what extent does the proposed research address important challenges?
- To what extent are the objectives ambitious and beyond the state of the art (e.g. novel concepts and approaches or development between or across disciplines)?
- To what extent is the proposed research high-risk/high-gain (i.e. if successful the payoffs will be very significant, but there is a high risk that the research project does not entirely fulfil its aims)?

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<sup>20</sup> Applicants have the right to access their personal data, the right to rectify them, if necessary, and/or to restrict its processing or erase them, if applicable. They are also entitled to object to the processing of their personal data, where applicable. If they would like to exercise their rights under the Regulation 2018/1725, if they have comments, questions or concerns, regarding the collection and use of their personal data, applicants are free to contact the ERCEA Controller at [ERCEA-B2-CALL-COORDINATION@ec.europa.eu](mailto:ERCEA-B2-CALL-COORDINATION@ec.europa.eu)

### Scientific Approach

- To what extent is the outlined scientific approach feasible bearing in mind the extent that the proposed research is high-risk/high-gain *[based on the Extended Synopsis at Step 1]*?
- To what extent are the proposed research methodology and working arrangements appropriate to achieve the goals of the project *[to be assessed at Step 2 based on the full Scientific Proposal]*?
- To what extent does the proposal involve the development of novel methodology *[to be assessed at Step 2 based on the full Scientific Proposal]*?
- To what extent are the proposed timescales, resources and PI commitment adequate and properly justified *[to be assessed at Step 2 based on the full Scientific Proposal]*?

### 2. Principal Investigator - Intellectual capacity and creativity

- To what extent has the PI demonstrated the ability to conduct ground-breaking research?
- To what extent does the PI have the required scientific expertise and capacity to successfully execute the project?
- To what extent has the PI demonstrated sound leadership in the training and advancement of young scientists?

## 1.4 ETHICS AND SECURITY

### Ethics

Every project funded by the ERC under Horizon Europe is subject to an ethics review process. The ethics review process is independent from the evaluation procedure and the evaluation panels do not have access to the ethics documents.

Please see Annex A to the [ERC Rules of submission and evaluation under Horizon Europe](#) for a detailed description of the ERC Ethics Review procedure.

The process is aimed at ensuring that all the research and innovation activities under Horizon Europe comply with ethics principles and relevant national, Union and international legislation, including the [Charter of Fundamental Rights of the European Union](#) and the [European Convention on Human Rights](#) and its Supplementary Protocols.

The main areas that are addressed during the ethics review process include:

1. Human embryonic stem cells and human embryos
2. Human participants
3. Human cells/tissues
4. Personal data
5. Animals
6. Non-EU countries
7. Environment, health and safety
8. Artificial Intelligence

When submitting their proposal, applicants must complete the Ethics Issues Table as part of the submission form and provide an ethics self-assessment and supporting documentation where needed as separate annex(es). Please see the [How to Complete your Ethics Self-Assessment](#) document for guidance. It is important to provide a complete overview of all ethics issues during the



submission phase in order to speed up the ethics review process. Applicants should be aware that no grant agreement can be signed by ERCEA prior to a satisfactory conclusion of the ethics review procedure.

## Security

Under Horizon Europe applicants are requested to identify if the proposed activity will use and/or generate information which might raise security concerns. When submitting their proposal, applicants must complete the security issues table (section 4 of the online proposal submission form) and provide, if applicable, available supporting documentation (as separate annexes). For proposals selected for funding, additional information regarding security issues may be requested at a later stage.

## 1.5 MEANS OF REDRESS, ENQUIRIES AND COMPLAINTS

Please see the section 3.9 of the [ERC Rules of submission and evaluation under Horizon Europe](#) for a detailed description of the admissibility, eligibility procedures, enquiries and complaints, and evaluation review procedures.

Means of redress:

Upon receiving the information letter with the evaluation report or with the results of the admissibility and eligibility review, the PI and/or the HI (applicant legal entity) may request an admissibility, eligibility or evaluation review, if there is an indication that the results of the admissibility or eligibility checks were incorrect or that there has been a procedural shortcoming or a manifest error of assessment.

A request can be made if the PI and/or the HI consider that the applicable procedure has not been correctly applied to the proposal.

The evaluation review procedure is not meant to call into question the scientific judgement made by the peer review panel. It will look into procedural shortcomings and – in rare cases – into factual errors.

The information letter provides a link for the PI and/or the HI to introduce the request. The letter will specify a deadline for the receipt of any such requests, which will be 30 days from the date of receiving the information letter. A formal notification is considered to have been accessed by the applicant 10 calendar days after sending, if not accessed before in the system<sup>21</sup>.

Requests must be:

- related to the evaluation process, or admissibility/eligibility checks, for the call and grant in question;
- set out using the online form, including a clear description of the grounds for complaint;
- received within the time limit specified in the information letter;
- sent by the PI and/or the HI.

Requests that do not meet the above-mentioned conditions, or do not deal with the admissibility, eligibility or evaluation of a specific proposal, will not be admitted.

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<sup>21</sup> Evaluation result letters are formal notifications. This means that deadlines triggered by these letters (evaluation review request, etc.) must be counted accordingly (i.e. access date + 1 day (event) + 30 days (deadline) OR sending date + 1 day (event) + 10 days (embargo period) + 30 days (deadline), if the letter was not accessed in the system).

An acknowledgment of receipt will be sent no later than two weeks after the deadline for submitting the request indicating the estimated date of a final reply.

A redress committee may be convened to examine the request for the admissibility, eligibility or evaluation process. The redress committee will bring together staff of the ERC Executive Agency with the requisite scientific, technical and legal expertise. The committee shall be chaired by and include staff of ERCEA who were not involved in the evaluation of the proposals. The committee's role is to ensure a coherent interpretation of the requests, based on all available information related to the proposal and its evaluation, and fair and equal treatment of all applicants.

In case of the evaluation review procedure, the committee itself, however, does not re-evaluate the proposal. Depending on the nature of the complaint, the committee may review the evaluation report, the individual comments and examine the profile and expertise of the experts. The committee may also contact the panel chair/panel member(s) concerned. The committee will not call into question the scientific judgement of appropriately qualified panels of experts. In light of its review, the committee will recommend a course of action to the Responsible Authorizing Officer (RAO) for the call. If there is clear evidence of a shortcoming that could affect the eventual funding decision, it is possible that all or part of the proposal will be re-evaluated.

Please note:

- a partial or total re-evaluation will only be carried out if there is evidence of a shortcoming that affects the quality of the assessment of a proposal.
- the committee may confirm the initial outcome if it concludes that the errors identified would not substantially affect the outcome of the evaluation nor the ranking of the project;
- the evaluation score following any re-evaluation will be regarded as definitive. It may be lower than the original score;
- only one request at the time for evaluation review per proposal will be considered by the committee;
- all requests for evaluation review will be treated in confidence.

The above procedure does not prevent the applicants from resorting to any other means of redress such as:

- requesting a legal review of the Agency decision under Article 22 of Council Regulation 58/2003<sup>22</sup> ('Article 22 request'), within 1 month of receiving the ERCEA's letter; or
- bringing an action for annulment under Article 263 of the TFEU<sup>23</sup> ('Article 263 action') against the Agency, within 2 months of receiving the ERCEA's letter.

Applicants may choose which means of redress they wish to pursue. Applicants are asked not to take more than one formal action at a time. Once the Agency/Commission communicates the final decision on an action, applicants can take a further action against that decision. Deadlines for a further action will start to run from when applicants receive the final decision<sup>24</sup>.

**Other types of complaints on decisions affecting the involvement of applicants in the programme:**

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<sup>22</sup> O J L 11, 16.01.2003, p.1.

<sup>23</sup> Treaty on the Functioning of the European Union (OJ C 326, 26.10.2012, p. 47–390).

<sup>24</sup> Please be aware that, as per Article 22 of Regulation 58/2003, reaching a final decision on an Article 22 request may generally take more than 30 days. Therefore, if you first file an Article 22 request you may not be able afterwards to submit an evaluation review request within the 30 days deadline.

Any other complaint against a decision affecting the involvement of applicants in Horizon Europe shall be addressed to the Agency Director within 30 calendar days from the receipt of the communication of the Agency decision<sup>25</sup>.

## 1.6 QUESTIONS RELATED TO THE CALL

Useful information can be found on the [ERC website](#) and more specifically on the pages dedicated to the [Advanced Grant Call](#). An extended set of Frequently Asked Questions for the ERC calls is available on the [ERC website](#). They can be filtered by calls or categories, and answer the most common questions on how to prepare and submit an ERC application.

A series of instructional videos giving information about the whole ERC application process (drafting the proposal, its evaluation steps and PI's interview) is available on the [funding](#) page of the ERC website.

For additional questions related to the call, please contact the relevant Call coordination team: [ERC-2022-ADG-APPLICANTS@ec.europa.eu](mailto:ERC-2022-ADG-APPLICANTS@ec.europa.eu). For questions related to the ethics issues of the proposal, please contact the Ethics Support team: [ERC-ETHICS-REVIEW@ec.europa.eu](mailto:ERC-ETHICS-REVIEW@ec.europa.eu)

For questions on open access to scientific publications and research data management, please see the section on Open Science in the [Model Grant Agreement used for ERC actions](#) or contact [ERC-OPEN-ACCESS@ec.europa.eu](mailto:ERC-OPEN-ACCESS@ec.europa.eu).

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<sup>25</sup> A formal notification is considered to have been accessed by the applicant 10 calendar days after sending, if not accessed before in the system.

## 2. COMPLETING AN APPLICATION

### 2.1 OVERVIEW OF AN ERC APPLICATION

An ERC application is composed of:

- the administrative form (Part A) **including the detailed budget table, description of resources (Section 3 – Budget) and time commitment (Section 5 – Other questions);**
- completed Part B1 template (Extended Synopsis, Curriculum Vitae, Track Record);
- completed Part B2 template (Scientific Proposal: a. State-of-the-art and objectives; b. Methodologies);
- completed HI support letter;
- if applicable, any additional supporting documentation related to ethics and security issues.

### 2.2 THE ADMINISTRATIVE FORM

The administrative form is accessed via the call submission link in the [Funding & Tenders Portal](#). The electronic form has 5 sections (approximately 25 pages in total), which need to be completed before a submission can take place. Many fields are mandatory and specific to the ERC calls and we therefore advise to create a draft proposal well in advance of the submission deadline. **All mandatory fields are marked in red if left empty. Failure to fill in any mandatory field will block submission (see [Annex 4.5](#)).**

**1 – General Information** section contains information about the research proposal, including the project duration, title, acronym and abstract. Furthermore, in this section you will select the ERC evaluation panel which you believe is best suited to evaluate the research proposal. If the proposal covers several scientific disciplines you may indicate a 'secondary review panel'. You may indicate up to four ERC keywords as listed in [Annex 4.1](#) that cover your proposal subject. The abstract should provide a clear understanding of the objectives of the research proposal and how they will be achieved. The abstract will be used as a short description of your research proposal in the evaluation process. Please note that in case your proposal is funded the abstract will be published. It must therefore be short and precise and should not contain confidential information. This section also contains general declarations related to the proposal and participation in Horizon Europe<sup>26</sup>. The declarations have to be filled in by the Principal Investigator on behalf of the Host Institution and “We” has to be understood as both “the Principal Investigator” and “the Host Institution”.

**2 – Participants** section contains information about the PI and the HI. One section will appear for each beneficiary. The name and e-mail of contact persons including the PI and HI contact are **read-only**. Further details such as ORCID number, researcher ID, other ID, last name at birth, gender, nationality etc., should be provided for the PI as well as the address and telephone number of each contact person. The PI’s mobile number is an essential information for the Step 2 interview logistics.

This section contains new fields compared to previous calls under the below headings:

- Gender Equality Plan (GEP): ‘yes/no’ tick box question to be filled in by the HI contact person. Only Public bodies, Higher education institutions (including private research organisations and private

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<sup>26</sup> Please note that the ERCEA may at any time during the evaluation process request the applicants to provide the written consent mentioned in the declarations. These consents should not be submitted with the application, but the applicant must ensure the written consent from all participants prior to the call submission deadline.

higher education institutions) and Research organisations must answer this question. This answer will not affect the evaluation of the project.

In case the proposal is selected for funding, the HI must have a Gender Equality Plan or an equivalent strategic document in place for the duration of the project. The GEP or equivalent must fulfil the mandatory requirements<sup>27</sup> listed in Annex 5 of the Work Programme 2022 and will be necessary before the signature of the grant agreement.

- Departments carrying out the proposed work: The data field “Links with other proposal participating organisations” is optional and only to be filled if there are dependencies with other participating Host Institutions (for example, team members from another HI). This field should not to be filled for mono-beneficiary grants.

- Person in charge of the proposal (Principal Investigator): on this page there is a new field on the ‘career stage’ of the PI. This information will not be provided to the evaluators and it will not be evaluated. The field on the career stages refers to the ones defined in Frascati 2015 manual (see below). Please choose the appropriate option:

Category A – Top grade researcher: the single highest grade/post at which research is normally conducted. Example: ‘Full professor’ or ‘Director of research’.

Category B – Senior researcher: Researchers working in positions not as senior as top position but more senior than newly qualified doctoral graduates (ISCED level 8). Examples: ‘associate professor’ or ‘senior researcher’ or ‘principal investigator’.

Category C – Recognised researcher: the first grade/post into which a newly qualified doctoral graduate would normally be recruited. Examples: ‘assistant professor’, ‘investigator’ or ‘post-doctoral fellow’.

Category D – First stage researcher: Either doctoral students at the ISCED level 8 who are engaged as researchers, or researchers working in posts that do not normally require a doctorate degree. Examples: ‘PhD students’ or ‘junior researchers’ (without a PhD).

**3 – Budget** section contains the proposal budget including the total estimated eligible project costs and the requested EU contribution for the project. The costs are given in whole Euros (not kilo Euros). A description and justification of the resources should be provided in the text box (Section C. Resources) under the budget table.

**The budget table and description of resources will be made available to the independent external experts evaluating the proposal. The Section C. Resources has a maximum length of 8000 characters (including spaces).** Please refer to [section 2.3](#) for further instruction on how to draw up the budget.

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<sup>27</sup> A Gender Equality Plan of an Applicant Legal Entity must cover the following minimum process-related requirements:

- Publication: formal document published on the institution’s website and signed by the top management
- Dedicated resources: commitment of resources and gender expertise to implement it
- Data collection and monitoring: sex/gender disaggregated data on personnel (and students for institutions concerned) and annual reporting based on indicators
- Training: Awareness raising/training on gender equality and unconscious gender biases for staff and decision-makers.

Content-wise, recommended areas to be covered and addressed via concrete measures and targets are the following:

- work-life balance and organisational culture
- gender balance in leadership and decision-making
- gender equality in recruitment and career progression
- integration of the gender dimension into research and teaching content
- measures against gender-based violence including sexual harassment.

Other strategic documents such as a development plan, an inclusion strategy or a diversity strategy are considered as equivalent if they meet the requirements listed above.

**4 – Ethics and security** section consists of the ethics issues table, and the security issues table. **The ethics issues table** serves to identify any ethical aspects of the proposed work. This table has to be completed even if there are no issues (simply confirm that none of the ethical issues apply to the proposal). Please note that, in case you answer YES to any of the questions, you are requested to provide an Ethics Self-Assessment and additional ethics documentation as annexes, if applicable and available at the time of submission, as detailed in the [Ethics Self-assessment step by step](#). Please refer to [section 1.4](#) for further details.

**The security issues table** serves to identify if the proposed activity will use and/or generate information which might raise security concerns. The table provided has to be completed by answering YES or NO to all questions. Where necessary and applicable, you are requested to provide available documentation as annexes. For proposals selected for funding, additional information regarding security issues may be requested at a later stage.

**5 – Other questions** section contains information on the academic training of the PI (collected for statistical purposes only) as well as declarations related to eligibility and expected working time spent in EU or an AC and dedicated to the ERC project. AdG applicants are expected to spend as a minimum 50% of their working time in EU or an AC and to commit as a minimum 30% of their working time to the ERC project. The personnel cost for the PI's salary provided in section "3 - Budget" cannot be higher than the percentage indicated in this section. This information will be provided to the independent external experts at Step 2 together with section "3 - Budget" (see [Annex 4.3](#)).

This section also contains permission statements on sharing evaluation data. These data-related consents are entirely voluntary.

This section also comprises a specific declaration regarding the written consent of all participants and researchers mentioned in the proposal. The applicant PI will have to declare that, at the time of submission, they have the written consent of all participants on their involvement and on the content of their proposal, as well as of any researcher mentioned in the proposal on their participation in the project (either as team member, collaborator, other PI or member of the advisory board). Please note that the ERCEA may request the applicant PI at any time during the evaluation, to provide proof of the written consent obtained prior to the call submission deadline. The ERCEA may request the applicant PI at any time during the evaluation, to provide proof of the written consent obtained prior to the call submission deadline.

Finally, as established in section 3.3 of the [ERC Rules of submission and evaluation under Horizon Europe](#), applicant PIs may identify up to three reviewers to be excluded from the evaluation of their proposal and indicate their details in this section.

## 2.3 THE RESEARCH PROPOSAL

The research proposal consists of Part B1, Part B2 and Section 3 – Budget and time commitment from section 5 – "Other questions" (present in the submission form – Part A). The templates of Part B1 and Part B2 are provided in the submission system and their use is **strongly recommended**. Each proposal page **shall** carry a **header** presenting the **PI's last name**, the **acronym of the proposal**, and the reference to the respective proposal section (**Part B1** or **Part B2**).

The following parameters **must** be respected for the layout:

Page Format	Font Type	Font Size	Line Spacing	Margins
A4	Times New Roman Arial or similar	At least 11	Single	2 cm side 1.5 cm top and bottom

In fairness to all applicants, the **page limits will be strictly applied**. Only the material that is presented within these limits will be evaluated. Peer reviewers will only be asked to read the material presented within the page limits, and will be under no obligation to read beyond them<sup>28</sup>.

Be aware that at **Step 1 only Part B1** is evaluated by the panel members (they have no access to – other parts and sections). At **Step 2 Parts B1, B2 and Section 3 – Budget and time commitment** are evaluated by panel members and Remote Reviewers. When drafting Part B1, pay particular attention to the Extended Synopsis (section a) and do not think of it as simply complementing Part B2. It is important that Part B1 contains all essential information.

During the Step 1 evaluation the panel members' expertise covers a wide range of proposals within a research field. The panel members are asked to act as generalists when evaluating the proposals. Further expertise on each proposal retained to Step 2 is brought to the evaluation by Remote Reviewers. Remote Reviewers are scientists and scholars who do not participate in the panel meetings and who deliver their individual reviews before the Step 2 panel meeting.

#### **Part B1 (References should be included – they do not count towards the page limit)**

The Part B1 cover page should list the name of the PI and HI, the title, acronym and abstract of the proposal as well as the project duration (in months). The abstract should be a maximum of 2000 characters and must be a copy/paste of the abstract from the submission form, section 1. For interdisciplinary/cross-panel proposals please indicate the additional ERC review panel(s) and explain why the proposal needs to be considered by more than one panel.

**Section a: Extended Synopsis of the scientific proposal** (max. 5 pages) should contain all essential information including the feasibility of the scientific proposal since the panel will only evaluate Part B1 at Step 1. References should be included (they do not count towards the page limits).

**Section b: Curriculum vitae** (max. 2 pages) should follow the suggested template. Hyperlinks should be avoided, as experts are under no obligation to review external documents. Include (and explain) any career breaks or unconventional career paths, so that professional achievements are fairly assessed by the evaluation panels. If applicable, any impact Covid-19 had on the scientific productivity may be highlighted<sup>29</sup>. List also any on-going grants and on-going and submitted grant applications in the funding ID table (this table will not count towards the page limits). Please note that also grants where your participation was *pro bono*, i.e. no funds were received, should be listed.

<sup>28</sup> The working language of the ERC evaluation panels is English. Therefore, the evaluation reports will be available in English only. If the proposal is not in English, the ERCEA will provide a version of the proposal translated using computer-aided technology. An English translation of the abstract must be included in the proposal.

<sup>29</sup> In the context of the Covid-19 outbreak, any specific situation caused by the pandemic with a negative impact on the curriculum vitae or track record should be mentioned under this section.

**Section c: 10 years track-record** (max. 2 pages) should list important achievements, including up to 10 of the most important publications<sup>30</sup>. The track-record can be extended beyond ten years, in case of certain career breaks, as foreseen in the ERC WP, provided they are duly reported in Section b: Curriculum vitae. The publications should be properly referenced, including all authors in the published order (see section 1.1 on Research integrity). Field relevant bibliometric indicators as well as research monographs, any translations thereof, may also be included. If applicable include: granted patent(s); invited presentations to internationally established conferences and/or international advanced schools; Prizes/Awards/Academy memberships etc.

A short narrative describing the scientific importance of the research outputs and the role played by the Principal Investigator may be included.

## **Part B2 (References should be included – they do not count towards the page limit)**

**The limit of 14 pages applicable to the ‘Scientific Proposal’ as per the ERC WP 2022 will apply to Part B2.**

**Section a: State-of-the-art and objectives.** Specify the proposal objectives in the context of the state of the art in the research field. It should be clear how and why the proposed work is important for the field, and what impact it will have if successful, such as how it may open up new horizons or opportunities for science, technology or scholarship. Highlight any particularly challenging or unconventional aspects of the proposal, including multi- or inter-disciplinary aspects.

**Section b: Methodology.** Describe the proposed methodology in detail including any key intermediate goals. Explain and justify the methodology in relation to the state of the art, and particularly novel or unconventional aspects addressing the 'high-risk/high-gain' balance. Highlight any intermediate stages where results may require adjustments to the project planning.

## **Section 3 – Budget (included in the online form)**

**PLEASE NOTE: The budget table and description of resources are part of the online form (Section 3 – Budget). The description of resources (Section C. Resources, text box under the budget table) should provide a clear description of the costs and justification of the proposal budget.**

**With the exception of clear mistakes (detected cases of obvious clerical error<sup>31</sup>), in case of inconsistencies between the budget table and the description of resources, the figures entered in the budget table will prevail.**

### **Budget table**

The ERC funds up to 100% of the total eligible costs. The costs cover the full project duration<sup>32</sup>. This includes the direct costs of the project plus a flat-rate financing of indirect costs calculated as 25% of the total eligible direct costs [excluding the eligible costs for subcontracting, and any unit costs

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<sup>30</sup> Preprints should be freely available from a preprint server; they should be properly referenced and either a link to the preprint or a DOI should be provided.

<sup>31</sup> See Articles 151 and 200(3) of the Financial Regulation and section 2.3 of ERC Rules of Submission and Evaluation under Horizon Europe.

<sup>32</sup> The maximum award is reduced pro rata temporis for projects of a shorter duration (e.g. for a project of 48 months the maximum requested EU contribution allowed is 2.000.000 €). Additional funding to cover major one-off costs is not subject to pro-rata temporis reduction for projects of shorter duration (e.g. with additional funding it is possible to request a maximum EU contribution of 3.000.000 € for a project of 48 months).



(internally invoiced goods and services), which already include indirect costs]. The flat rate is automatically calculated by the system.

Only Euro integers should be used when preparing the budget table.

**The budget table is subdivided in different cost categories:**

- A. Direct personnel costs** (PI, senior staff, post docs, students, other personnel costs).
- B. Subcontracting costs** (no indirect costs).
- C. Purchase costs** [travel and subsistence, equipment (including major equipment), consumables (including fieldwork and animal costs), publications (including any costs related to Open Access fees) and dissemination, and other additional direct costs].
- D. Internally invoiced goods and services** (no indirect costs).

If **additional funding**<sup>33</sup> above the ceiling of 2.500.000 € is requested for (a) covering eligible 'start-up' costs for a PI moving from another country to the EU or an AC as a consequence of receiving an ERC grant and/or (b) the purchase of major equipment and/or (c) access to large facilities and/or (d) other major experimental and field work costs, excluding personnel costs, the request has to be **fully justified it in the description of the resources and the figures included in the budget table**. Please note that any additional funding request under (a), (b) and (d) may be subject to 25% overhead.

Additional funding is meant to cover relatively large costs that would exceed the normal grant maximum. Any cost requested under additional funding must be necessary for the implementation of the proposed research activities.

Please note that for relocation costs under (a) 'start-up' costs category, the cost of the PI's one-way ticket to EU or AC may be requested, only if in line with the normal practice and the accounting policy of the host institution, and within the duration of the project; other personal costs (e.g. tickets of family members and all relocation costs related to them) incurred because of moving to the EU or AC cannot be claimed on the grant.

For the purchase of any piece of equipment, including major equipment, applicants can only charge on the ERC grant the total annual depreciation costs in relation to the total percentage of use of the equipment for the proposed research activity, according to the accounting policy of the host institution.

In case the total estimated eligible costs differ from the requested EU contribution, specify in Section C. Resources what exactly is funded from other sources. Please carefully check all values of the budget table. **The requested EU contribution has to be filled in manually. Please make sure to update the 'Requested EU contribution' if changes are made in any of the cost categories.**

For more information on eligible and non-eligible direct and indirect costs as well as the different cost categories, applicants should consult the [Model Grant Agreement used for ERC actions](#).

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<sup>33</sup> Additional funding costs of ERC frontier research grants are a separate cost category in the Model Grant Agreement used for ERC actions. These costs will be eligible if they fulfil the eligibility conditions set out in the Model Grant Agreement for this cost category, if they are incurred for the activities and objectives for which the additional funding may be awarded, and if they are in line with the specific eligibility conditions for the other relevant cost categories as set out in the Model Grant Agreement (e.g. costs related to a purchase of major equipment must also fulfil the specific eligibility conditions for the cost category for "Equipment").

**Section C. Resources (Text box below the budget table: maximum 8000 characters allowed including spaces)**

1. State the amount of funding considered necessary to fulfil the research objectives. The project cost estimation should be as accurate as possible. The requested budget should be fully justified and in proportion to the actual needs. Describe all the cost categories considered necessary for the project. The evaluation panels assess the estimated costs carefully: **unjustified budgets will be reduced.**
2. Specify your commitment in terms of percentage of working time you are willing to devote to the proposed project<sup>34</sup> and, if applicable, the percentage of salary claimed on the grant.
3. Describe the size and nature of the team, indicating, where appropriate, the key team members and their roles. In case one or more team members are engaged by another host institution, their participation has to be fully justified with respect to the scientific added value they bring to the project and in relation to the additional financial cost this may impose. When estimating your personnel costs take into account the dedicated working time to run the project. If applicable, describe the staff included under the 'Other personnel costs' category (e.g. technician, etc.). Specify all cost items included under the 'Other additional direct costs' category (e.g. certificate on the financial statement).
4. Explain and describe in detail any additional funding requested for the project. It needs to be indicated in the budget table and well justified for the successful implementation of the project. Please also indicate under which of the above-mentioned four cost categories the request falls in.
5. Include a short technical description of any requested equipment, why it is needed and the planned usage for the project.
6. Include a realistic estimation of the costs for Open Access for project outputs. Costs for providing immediate Open Access to publications (article processing charges/book processing charges) are eligible if they are incurred during the lifetime of the project.
7. Describe any existing resources not requiring EU funding that will be used for the project, such as infrastructure and equipment.

The information entered in section 3 - Budget (including “Section C. Resources”) of the administrative submission form (Part A) together with the time commitment enter in section 5 of the administrative submission form (Part A) will be provided to the independent external experts in the form of Proposal Budget Report for their assessment. An example of Proposal Budget Report is shown in [Annex 4.3](#).

## **2.4 SUPPORTING DOCUMENTATION**

A scanned copy of the following supporting documentation needs to be submitted with the proposal by uploading them electronically in PDF format:

- **Host Institution support letter** please make sure to use the new 2022 template. As applicant's legal entity, the HI must confirm its support to the project and to the PI. As part of the application, the institution must provide a binding statement that the conditions of independence are already fulfilled or will be provided to the PI if the application is successful. The template letter is part of the zip-file available in the submission system (see [Annex 4.2](#)). The complete text should be copied and printed on paper with the official letterhead of the HI, blue-inked signed, stamped and dated by the institution's legal representative. In case the HI support letter is digitally signed, there is no need to stamp it. **Proposals that do not include this institutional statement may be declared inadmissible.**

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<sup>34</sup> You are expected to dedicate as a minimum 30% of your working time to the ERC project.

- Documents related to the **ethics** issues (i.e. supporting documentation). Where necessary, applicant PIs shall provide any available documentation, such as: (a) favourable opinion(s) of the relevant ethics committee(s); (b) the regulatory approval(s) or authorization(s) of the competent national or local authority(ies) in the country in which the research is to be carried out; (c) templates of information sheets and informed consent forms, etc. The supporting documentation must be provided to the ERCEA at the latest during the ethics review. If such documentation is available and provided with the application at submission stage, it may help speed up the ethics review process following evaluation. **Please note that the ethics self-assessment is now included in section 4 of the online proposal submission form.**
- Documents related to the **security** issues (i.e. supporting documentation). Where necessary, the applicant PIs shall provide available documentation at submission stage. For proposals selected for funding, additional information regarding security issues may be requested at a later stage.

Copies of official documents can be submitted in any of the EU official languages. **Document(s) in any other language must be provided together with a certified translation into English or into any other official EU language.**

Please provide only the documents requested above. Unless specified in the call, any hyperlinks to other documents, embedded material, and any other documents (company brochures, support letters, reports, audio, video, multimedia etc.) will be disregarded. **Experts will not have access to any supporting documentation during the evaluation.**

**All annexes, i.e. the host institution support letter and, where relevant, documentation already available related to ethics and security issues should be provided and uploaded as separate pdf documents. They do not count towards the maximum page limits of the proposal.**

### 3. SUBMITTING AN APPLICATION

#### 3.1 IMPORTANT INFORMATION BEFORE YOU BEGIN

- Regularly consult the [Funding & Tenders Portal](#) call page for updated information on the call.
- Make sure that the personal information added in the Submission Form is accurate as this information is used to personalise the communications to applicants and the Evaluation Reports.
- In case of technical problems with the submission system please contact [EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu](mailto:EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu) or get in touch with the **IT Helpdesk** directly on **+32 (2) 29 92222** to receive immediate assistance.
- Registration and submission via the F&T Portal submission system should be done as early as possible and well in advance of the call deadline. **Applicants, who wait until shortly before the closing of the call to start uploading their proposal, take a serious risk that the uploading will not be concluded in time and that their submission will fail.**
- Only the person creating the draft proposal will have the right to manage the access rights of other people to the proposal and will be able to modify any parts of the proposal and to submit it, whereas the other contacts will only be able to edit the parts related to their personal data.
- Be aware that only one person should work on the forms at any given time. If two persons work on the forms at the same time, in case of a save conflict, the last save wins, which means that you risk overwriting changes made by another person if you are working in parallel. We therefore recommend that you give 'read-only' access to your additional contact persons (other contacts) unless it is absolutely necessary to grant full access. Remember that the Host Institution main contact person has full access – it is not possible to grant them 'read-only access'.
- Up to the call deadline it is possible to re-edit, download or withdraw a proposal. **ONLY the last updated version of your proposal submitted before the deadline will be evaluated;** no later version can be accepted and no earlier version can be recovered from the submission system. Once the deadline has passed, no further additions, corrections or resubmissions are accepted. However, a read-only access to the submitted proposal is available for 90 days after the call deadline.
- **Submit your proposal as early as possible** (at least 48 hours prior to the deadline of the call) to avoid being confronted with last minute issues shortly before the call deadline. There is no reason in delaying the submission for confidentiality concerns as the system does not allow any access to the proposals before call deadline (other than to selected data that is part of the Submission and Evaluation of Proposals Assent Disclaimer).
- In some rare occasions the proposal may be altered while being converted into a PDF file. Before uploading the file, please check that everything is correct. Additionally, please download and verify all uploaded files in due time before the submission deadline.

Submission is deemed to occur only if the submission sequence described in point 3.2 below has been followed and not when the applicant starts uploading the proposal.

## 3.2 HOW TO APPLY

The ERC grant applications can only be submitted in response to a 'call for proposals' and only via the Electronic Submission Service. Calls announced in the ERC Work Programme 2022 are published on the [ERC website](#) and the [Funding & Tenders Portal](#).

### USER GUIDANCE

- proposals must be submitted electronically using the electronic submission system of the web-based [Funding & Tenders Portal](#) (F&T Portal)<sup>35</sup>;
- the [user guide](#) of the Submission Service is available online;
- the [IT HOW TO](#) wiki site provides an online IT manual with screenshots;
- the F&T Portal [Online Manual](#) describes the standard process of proposal submission.

The submission of an ERC proposal includes 6 practical Steps:

#### **Step 1 and 2 – Logging in and Selection of the call**

To be able to create and submit a proposal and, in general to login to the Funding & Tenders Portal, first [register an EU Login account](#) (step 1). Each time you access the proposal for editing, this user ID (EU Login) is requested. The same user ID is used for all later interactions with the ERCEA, including notification of the results of the evaluation<sup>36</sup>. Under the “Search” function, you may search for ERC-2022-ADG (step 2). Soon after the opening of the call, you will be able to access the Electronic Submission page. The 'Start Submission' button is available under the “Start submission” section of the call. You will need to select HORIZON ERC Grants to open the submission page. When you click 'Start Submission' and confirm your choice, you will move to the next step: Step 3 – Create a Draft proposal.

#### **Step 3 – Create a draft proposal**

Here, you fill in the pre-registration data for the proposal. These data will be used by the ERCEA in order to plan the evaluation. Once this page is completed and you will progress to the next Step, you will not be able to return to this page, but certain data, such as Acronym (maximum 20 characters) and Short Summary (abstract) can be modified at a later stage (i.e. when editing the submission forms). **Be careful to choose the correct Participant Identification Code (PIC) number for your Host Institution.** An [online tool](#) is available to search for existing PICs and the related organisations. Organisations not yet having a PIC must self-register (via the same page) before starting the application process.

#### **Step 4 – Participants (manage your partners and/or edit contact details)**

At this step, you MUST enter the name and e-mail of the PI and the Main Host Institution Contact person<sup>37</sup>. You may also add the LEAR as a contact person (e.g. as a team member with read-only rights). These **contact details** are saved **directly from this step** into the administrative form where they cannot be edited. You can, at any time before submission, return to the “Participants List” and add or delete any contact person and/or change the access rights. In case you foresee partner

<sup>35</sup> In duly justified exceptional circumstances the ERCEA may authorise submission by other means than the electronic submission system.


<sup>36</sup> Further details are available here: <https://webgate.ec.europa.eu/cnpn/public/ecas-signup.cfm>

<sup>37</sup> Be careful to type the correct e-mail address of the PI and all contact persons at this Step. Please note that if the Principal Investigator and the administrative contact person is the same person (because the PI is self-employed), you must use two different e-mail addresses as the system does not allow two identical e-mail addresses to be entered.

organizations in your proposal, their contact details must also be entered. Remember always to save the updated contact details before leaving the “Participants List” page. Once the changes are saved, an automatic invitation is sent to all contacts' e-mail addresses. The persons invited as participants can access the proposal after logging in to the Funding & Tenders Portal – with the EU Login account linked to the given e-mail address – under the 'My Proposals' tab.

If they have not yet registered an EU Login account, the PI or the applicant legal entity's contact person will receive an activation e-mail inviting them to activate their EU Login account. Following this first activation, the EU Login account will be maintained for subsequent communications or feedback. In order to be able to submit your proposal after saving the changes made in the Participants List (e.g. editing participants' details, adding a partner to the proposal), you have to re-open the **administrative** form ('Edit forms' button), revise the changes, validate and save the form. Failure to do so will prevent you from submitting your proposal. Further details are available in the [Online Manual](#) and [Submission Service User Manual](#).

### **Step 5 – Proposal forms (edit and complete the proposal)**

This step is the core of the submission process, as from this step, you **can edit the online administrative forms**, view the history, print the draft proposal, **download templates**, **upload files** and **submit** the proposal by clicking on the relevant buttons. Guidance on how to fill in the administrative forms is provided directly in the form as ghost text for the single entries or as additional help text hidden behind question-marks . Some parts of the form will be prefilled based on the data entered at pre-registration or in the Beneficiary Register. Please use the functionality '**Validate form**' button to check the validity and completeness of your data. Any blocking error or warning will be listed at the end of the validated form. **If any mandatory field is not filled, the submission of your proposal will fail.**

Further information on the preparation of the application (the online administrative submission form and Proposal Parts B1 and B2) is given in [section 2](#) of this document.

- **All files must be uploaded in the submission system as PDF ('portable document format'). Other file formats will not be accepted by the system.** Irrespective of any page limits specified in this document, there is an **overall limit of 10 Mbytes to the size of each uploaded document (Part B1, B2, and supporting documentation)**. However, it is advised to limit the size of Parts B1 and B2 to 2 Mbytes each.
- **Embedded material and any other documents** (company brochures, scientific papers, reports, audio, video, multimedia, etc.) sent either electronically or by post to the ERCEA or uploaded directly in the Funding & Tenders Portal **will be disregarded**.

There are restrictions to the name given to the Part B files: use alphanumeric characters; special characters and spaces must be avoided. You are advised to clean your document before converting it to PDF (e.g. accept all tracked changes, delete notes). Check that your conversion software has successfully converted all the pages of your original document (e.g. there is no problem with page limits or page view), and that captions and labels have not been lost from your diagrams.

**Completing the Proposal submission forms in the submission system and uploading all the necessary files does not yet mean that your proposal is submitted (mandatory files: Part B1, Part B2, Host Institution support letter and if applicable: Ethical Self-assessment and supporting documentation for ethics and security issues).** Once there is a consolidated version of the proposal, **the 'SUBMIT' button must be pressed**. The system performs a limited automatic validation of the proposal. Any problems such as missing data, wrong file format or excessive file size will appear as a list of warnings and/or errors on the screen. You may submit your proposal with warnings (marked in

yellow), but it is not possible to submit a proposal until all errors (marked in red) are corrected. Please note that the electronic checks by the submission system do not replace the formal admissibility and eligibility review and do not confirm that the contents of these files respond to the requirements of the call.

#### **Step 6 – Manage the submitted Proposal**

By hitting the “Submit” button the proposal is submitted. It does not mean that the proposal is valid, admissible and eligible in all respects. After submission, your proposal will be available for download with an e-receipt in the system. You will receive a confirmation e-mail with the summary data of the submitted proposal. Please, note that this e-mail may end up in the spam folder or be blocked by the anti-spam system of your organisation.

At this step, you can re-edit the proposal (by clicking on “Edit forms” or uploading revised Part B1 and B2) and update the information in the “Participants List” (Step 4 and 5). **You may continue to modify the proposal and submit revised versions overwriting the previous one until the call deadline.** The sequence above must be repeated each time. The last version of your proposal submitted before the deadline is the one that will be reviewed for admissibility and eligibility and evaluated. No earlier version can be recovered from the submission system.

**Check if the proposal is complete.** Once submitted, it is recommended to verify the proposal and its content by downloading all submitted files. The ERCEA strongly advises to submit a first version of your proposal at least 48 hours prior to the call deadline. Incomplete proposals (where parts or sections of the proposal and/or the host institution's commitment statement are missing) may be declared inadmissible and will not be evaluated<sup>38</sup>. The final version of the proposal must be submitted **before the deadline of the call**.

**Warning: Please note that in the last hours prior to call deadline, the download option for checking your submitted proposal may be disabled due to a high pressure on the system.** In this case, the ERCEA will inform the applicants via the call page on the [Funding & Tenders Portal](#) (under 'call summary') that the function has been disabled. **If the e-receipt and download option have been disabled, you may review your submitted proposal by selecting “View Submitted” and clicking on 'View History' to verify which attachments have been uploaded.**

### **3.3 HOW TO WITHDRAW A PROPOSAL**

To withdraw a proposal **before the call deadline** use the "withdraw proposal" button from the 'My proposals' tab when logged in on the Funding & Tenders Portal. After the call deadline, proposals may be withdrawn at any moment **until the day preceding the panel meetings** when a final decision on the outcome of the evaluation of the proposal is established. A withdrawn proposal will not be considered for evaluation nor count against possible re-application restrictions as set out in the [ERC Work Programme 2022](#).

To withdraw a proposal **after the call deadline**, please send an e-mail to the call-specific mailbox [ERC-2022-ADG-APPLICANTS@ec.europa.eu](mailto:ERC-2022-ADG-APPLICANTS@ec.europa.eu) and include a signed scanned letter requesting the formal withdrawal. The letter should mention the name and the acronym of the proposal as well as the call identifier (for example ERC-2022-AdG). In the case of two or more proposals submitted by the same PI, the ERCEA services may ask the PI to withdraw one or more of those proposals. In the case of no reaction by the PI to this request, only the first eligible submitted proposal will be evaluated.

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<sup>38</sup> See also section 2.4 'Admissibility and eligibility checks' in the [ERC Rules of submission and evaluation under Horizon Europe](#) and in the section "Proposal submission and description" of the [ERC Work Programme 2022](#).



## 4. ANNEXES

### 4.1 ERC EVALUATION PANELS AND KEYWORDS

ERC panels cover all fields of research in three domains: Physical Sciences and Engineering (PE), Life Sciences (LS), and Social Sciences and Humanities (SH).

The list of keywords and descriptors associated to each panel is indicative and not exhaustive; applications are welcomed from all fields and disciplines even if not specifically mentioned under a given panel.

### Physical Sciences and Engineering

#### PE1 Mathematics

All areas of mathematics, pure and applied, plus mathematical foundations of computer science, mathematical physics and statistics

- PE1\_1 Logic and foundations
- PE1\_2 Algebra
- PE1\_3 Number theory
- PE1\_4 Algebraic and complex geometry
- PE1\_5 Lie groups, Lie algebras
- PE1\_6 Geometry and Global Analysis
- PE1\_7 Topology
- PE1\_8 Analysis
- PE1\_9 Operator algebras and functional analysis
- PE1\_10 ODE and dynamical systems
- PE1\_11 Theoretical aspects of partial differential equations
- PE1\_12 Mathematical physics
- PE1\_13 Probability
- PE1\_14 Mathematical statistics
- PE1\_15 Generic statistical methodology and modelling
- PE1\_16 Discrete mathematics and combinatorics
- PE1\_17 Mathematical aspects of computer science
- PE1\_18 Numerical analysis
- PE1\_19 Scientific computing and data processing
- PE1\_20 Control theory, optimisation and operational research
- PE1\_21 Application of mathematics in sciences
- PE1\_22 Application of mathematics in industry and society

#### PE2 Fundamental Constituents of Matter

Particle, nuclear, plasma, atomic, molecular, gas, and optical physics

- PE2\_1 Theory of fundamental interactions
- PE2\_2 Phenomenology of fundamental interactions
- PE2\_3 Experimental particle physics with accelerators
- PE2\_4 Experimental particle physics without accelerators
- PE2\_5 Classical and quantum physics of gravitational interactions
- PE2\_6 Nuclear, hadron and heavy ion physics
- PE2\_7 Nuclear and particle astrophysics
- PE2\_8 Gas and plasma physics
- PE2\_9 Electromagnetism
- PE2\_10 Atomic, molecular physics
- PE2\_11 Ultra-cold atoms and molecules
- PE2\_12 Optics, non-linear optics and nano-optics



- PE2\_13 Quantum optics and quantum information
- PE2\_14 Lasers, ultra-short lasers and laser physics
- PE2\_15 Thermodynamics
- PE2\_16 Non-linear physics
- PE2\_17 Metrology and measurement
- PE2\_18 Equilibrium and non-equilibrium statistical mechanics: steady states and dynamics

### **PE3 Condensed Matter Physics**

Structure, electronic properties, fluids, nanosciences, biological physics

- PE3\_1 Structure of solids, material growth and characterisation
- PE3\_2 Mechanical and acoustical properties of condensed matter, lattice dynamics
- PE3\_3 Transport properties of condensed matter
- PE3\_4 Electronic properties of materials, surfaces, interfaces, nanostructures
- PE3\_5 Physical properties of semiconductors and insulators
- PE3\_6 Macroscopic quantum phenomena: e.g. superconductivity, superfluidity, quantum Hall effect
- PE3\_7 Spintronics
- PE3\_8 Magnetism and strongly correlated systems
- PE3\_9 Condensed matter – beam interactions (photons, electrons, etc.)
- PE3\_10 Nanophysics, e.g. nanoelectronics, nanophotonics, nanomagnetism, nanoelectromechanics
- PE3\_11 Mesoscopic quantum physics and solid-state quantum technologies
- PE3\_12 Molecular electronics
- PE3\_13 Structure and dynamics of disordered systems: soft matter (gels, colloids, liquid crystals), granular matter, liquids, glasses, defects
- PE3\_14 Fluid dynamics (physics)
- PE3\_15 Statistical physics: phase transitions, condensed matter systems, models of complex systems, interdisciplinary applications
- PE3\_16 Physics of biological systems

### **PE4 Physical and Analytical Chemical Sciences**

Analytical chemistry, chemical theory, physical chemistry/chemical physics

- PE4\_1 Physical chemistry
- PE4\_2 Spectroscopic and spectrometric techniques
- PE4\_3 Molecular architecture and Structure
- PE4\_4 Surface science and nanostructures
- PE4\_5 Analytical chemistry
- PE4\_6 Chemical physics
- PE4\_7 Chemical instrumentation
- PE4\_8 Electrochemistry, electrodialysis, microfluidics, sensors
- PE4\_9 Method development in chemistry
- PE4\_10 Heterogeneous catalysis
- PE4\_11 Physical chemistry of biological systems
- PE4\_12 Chemical reactions: mechanisms, dynamics, kinetics and catalytic reactions
- PE4\_13 Theoretical and computational chemistry
- PE4\_14 Radiation and Nuclear chemistry
- PE4\_15 Photochemistry
- PE4\_16 Corrosion
- PE4\_17 Characterisation methods of materials
- PE4\_18 Environment chemistry

## **PE5 Synthetic Chemistry and Materials**

New materials and new synthetic approaches, structure-properties relations, solid state chemistry, molecular architecture, organic chemistry

- PE5\_1 Structural properties of materials
- PE5\_2 Solid state materials chemistry
- PE5\_3 Surface modification
- PE5\_4 Thin films
- PE5\_5 Ionic liquids
- PE5\_6 New materials: oxides, alloys, composite, organic-inorganic hybrid, nanoparticles
- PE5\_7 Biomaterials synthesis
- PE5\_8 Intelligent materials synthesis – self assembled materials
- PE5\_9 Coordination chemistry
- PE5\_10 Colloid chemistry
- PE5\_11 Biological chemistry and chemical biology
- PE5\_12 Chemistry of condensed matter
- PE5\_13 Homogeneous catalysis
- PE5\_14 Macromolecular chemistry
- PE5\_15 Polymer chemistry
- PE5\_16 Supramolecular chemistry
- PE5\_17 Organic chemistry
- PE5\_18 Medicinal chemistry

## **PE6 Computer Science and Informatics**

Informatics and information systems, computer science, scientific computing, intelligent systems

- PE6\_1 Computer architecture, embedded systems, operating systems
- PE6\_2 Distributed systems, parallel computing, sensor networks, cyber-physical systems
- PE6\_3 Software engineering, programming languages and systems
- PE6\_4 Theoretical computer science, formal methods, automata
- PE6\_5 Security privacy, cryptography, quantum cryptography
- PE6\_6 Algorithms and complexity, distributed, parallel and network algorithms, algorithmic game theory
- PE6\_7 Artificial intelligence, intelligent systems, natural language processing
- PE6\_8 Computer graphics, computer vision, multimedia, computer games
- PE6\_9 Human computer interaction and interface, visualisation
- PE6\_10 Web and information systems, data management systems, information retrieval and digital libraries, data fusion
- PE6\_11 Machine learning, statistical data processing and applications using signal processing (e.g. speech, image, video)
- PE6\_12 Scientific computing, simulation and modelling tools
- PE6\_13 Bioinformatics, bio-inspired computing, and natural computing
- PE6\_14 Quantum computing (formal methods, algorithms and other computer science aspects)

## **PE7 Systems and Communication Engineering**

Electrical, electronic, communication, optical and systems engineering

- PE7\_1 Control engineering
- PE7\_2 Electrical engineering: power components and/or systems
- PE7\_3 Simulation engineering and modelling
- PE7\_4 (Micro- and nano-) systems engineering
- PE7\_5 (Micro- and nano-) electronic, optoelectronic and photonic components
- PE7\_6 Communication systems, wireless technology, high-frequency technology
- PE7\_7 Signal processing

- PE7\_8 Networks, e.g. communication networks and nodes, internet of Things, sensor networks, networks of robots
- PE7\_9 Man-machine interfaces
- PE7\_10 Robotics
- PE7\_11 Components and systems for applications (in e.g. medicine, biology, environment)
- PE7\_12 Electrical energy production, distribution, application

## **PE8 Products and Processes Engineering**

Product and process design, chemical, civil, environmental, mechanical, vehicle engineering, energy processes and relevant computational methods

- PE8\_1 Aerospace engineering
- PE8\_2 Chemical engineering, technical chemistry
- PE8\_3 Civil engineering, architecture, offshore construction, lightweight construction, geotechnics
- PE8\_4 Computational engineering
- PE8\_5 Fluid mechanics
- PE8\_6 Energy processes engineering
- PE8\_7 Mechanical engineering
- PE8\_8 Propulsion engineering, e.g. hydraulic, turbo, piston, hybrid engines
- PE8\_9 Production technology, process engineering
- PE8\_10 Manufacturing engineering and industrial design
- PE8\_11 Environmental engineering, e.g. sustainable design, waste and water treatment, recycling, regeneration or recovery of compounds, carbon capture & storage
- PE8\_12 Naval/marine engineering
- PE8\_13 Industrial bioengineering
- PE8\_14 Automotive and rail engineering; multi-/inter-modal transport engineering

## **PE9 Universe Sciences**

Astro-physics/chemistry/biology; solar system; planetary systems; stellar, galactic and extragalactic astronomy; cosmology; space sciences; astronomical instrumentation and data

- PE9\_1 Solar physics – the Sun and the heliosphere
- PE9\_2 Solar system sciences
- PE9\_3 Exoplanetary science, formation and characterization of extrasolar planets
- PE9\_4 Astrobiology
- PE9\_5 Interstellar medium and star formation
- PE9\_6 Stars – stellar physics, stellar systems
- PE9\_7 The Milky Way
- PE9\_8 Galaxies – formation, evolution, clusters
- PE9\_9 Cosmology and large-scale structure, dark matter, dark energy
- PE9\_10 Relativistic astrophysics and compact objects
- PE9\_11 Gravitational wave astronomy
- PE9\_12 High-energy and particle astronomy
- PE9\_13 Astronomical instrumentation and data, e.g. telescopes, detectors, techniques, archives, analyses

## **PE10 Earth System Science**

Physical geography, geology, geophysics, atmospheric sciences, oceanography, climatology, cryology, ecology, global environmental change, biogeochemical cycles, natural resources management

- PE10\_1 Atmospheric chemistry, atmospheric composition, air pollution
- PE10\_2 Meteorology, atmospheric physics and dynamics
- PE10\_3 Climatology and climate change
- PE10\_4 Terrestrial ecology, land cover change
- PE10\_5 Geology, tectonics, volcanology

PE10\_6 Palaeoclimatology, palaeoecology  
 PE10\_7 Physics of earth's interior, seismology, geodynamics  
 PE10\_8 Oceanography (physical, chemical, biological, geological)  
 PE10\_9 Biogeochemistry, biogeochemical cycles, environmental chemistry  
 PE10\_10 Mineralogy, petrology, igneous petrology, metamorphic petrology  
 PE10\_11 Geochemistry, cosmochemistry, crystal chemistry, isotope geochemistry, thermodynamics  
 PE10\_12 Sedimentology, soil science, palaeontology, earth evolution  
 PE10\_13 Physical geography, geomorphology  
 PE10\_14 Earth observations from space/remote sensing  
 PE10\_15 Geomagnetism, palaeomagnetism  
 PE10\_16 Ozone, upper atmosphere, ionosphere  
 PE10\_17 Hydrology, hydrogeology, engineering and environmental geology, water and soil pollution  
 PE10\_18 Cryosphere, dynamics of snow and ice cover, sea ice, permafrosts and ice sheets  
 PE10\_19 Planetary geology and geophysics  
 PE10\_20 Geohazards  
 PE10\_21 Earth system modelling and interactions

### **PE11 Materials Engineering**

Advanced materials development: performance enhancement, modelling, large-scale preparation, modification, tailoring, optimisation, novel and combined use of materials, etc.

PE11\_1 Engineering of biomaterials, biomimetic, bioinspired and bio-enabled materials  
 PE11\_2 Engineering of metals and alloys  
 PE11\_3 Engineering of ceramics and glasses  
 PE11\_4 Engineering of polymers and plastics  
 PE11\_5 Engineering of composites and hybrid materials  
 PE11\_6 Engineering of carbon materials  
 PE11\_7 Engineering of metal oxides  
 PE11\_8 Engineering of alternative established or emergent materials  
 PE11\_9 Nanomaterials engineering, e.g. nanoparticles, nanoporous materials, 1D & 2D nanomaterials  
 PE11\_10 Soft materials engineering, e.g. gels, foams, colloids  
 PE11\_11 Porous materials engineering, e.g. covalent-organic, metal-organic, porous aromatic frameworks  
 PE11\_12 Semi-conducting and magnetic materials engineering  
 PE11\_13 Metamaterials engineering  
 PE11\_14 Computational methods for materials engineering

## **Life Sciences**

### **LS1 Molecules of Life: Biological Mechanisms, Structures and Functions**

*For all organisms:*

Molecular biology, biochemistry, structural biology, molecular biophysics, synthetic and chemical biology, drug design, innovative methods and modelling

LS1\_1 Macromolecular complexes including interactions involving nucleic acids, proteins, lipids and carbohydrates  
 LS1\_2 Biochemistry  
 LS1\_3 DNA and RNA biology  
 LS1\_4 Protein biology  
 LS1\_5 Lipid biology  
 LS1\_6 Glycobiology  
 LS1\_7 Molecular biophysics, biomechanics, bioenergetics  
 LS1\_8 Structural biology  
 LS1\_9 Molecular mechanisms of signalling processes

- LS1\_10 Synthetic biology
- LS1\_11 Chemical biology
- LS1\_12 Protein design
- LS1\_13 Early translational research and drug design
- LS1\_14 Innovative methods and modelling in molecular, structural and synthetic biology

## **LS2 Integrative Biology: from Genes and Genomes to Systems**

*For all organisms:*

Genetics, epigenetics, genomics and other 'omics studies, bioinformatics, systems biology, genetic diseases, gene editing, innovative methods and modelling, 'omics for personalised medicine

- LS2\_1 Genetics
- LS2\_2 Gene editing
- LS2\_3 Epigenetics
- LS2\_4 Gene regulation
- LS2\_5 Genomics
- LS2\_6 Metagenomics
- LS2\_7 Transcriptomics
- LS2\_8 Proteomics
- LS2\_9 Metabolomics
- LS2\_10 Glycomics/Lipidomics
- LS2\_11 Bioinformatics and computational biology
- LS2\_12 Biostatistics
- LS2\_13 Systems biology
- LS2\_14 Genetic diseases
- LS2\_15 Integrative biology for personalised medicine
- LS2\_16 Innovative methods and modelling in integrative biology

## **LS3 Cellular, Developmental and Regenerative Biology**

*For all organisms:*

Structure and function of the cell, cell-cell communication, embryogenesis, tissue differentiation, organogenesis, growth, development, evolution of development, organoids, stem cells, regeneration, therapeutic approaches

- LS3\_1 Cell cycle, cell division and growth
- LS3\_2 Cell senescence, cell death, autophagy, cell ageing
- LS3\_3 Cell behaviour, including control of cell shape, cell migration
- LS3\_4 Cell junctions, cell adhesion, the extracellular matrix, cell communication
- LS3\_5 Cell signalling and signal transduction, exosome biology
- LS3\_6 Organelle biology and trafficking
- LS3\_7 Mechanobiology of cells, tissues and organs
- LS3\_8 Embryogenesis, pattern formation, morphogenesis
- LS3\_9 Cell differentiation, formation of tissues and organs
- LS3\_10 Developmental genetics
- LS3\_11 Evolution of developmental strategies
- LS3\_12 Organoids
- LS3\_13 Stem cells
- LS3\_14 Regeneration
- LS3\_15 Development of cell-based therapeutic approaches for tissue regeneration
- LS3\_16 Functional imaging of cells and tissues
- LS3\_17 Theoretical modelling in cellular, developmental and regenerative biology

#### **LS4    Physiology in Health, Disease and Ageing**

Organ and tissue physiology, comparative physiology, physiology of ageing, pathophysiology, inter-organ and tissue communication, endocrinology, nutrition, metabolism, interaction with the microbiome, non-communicable diseases including cancer (and except disorders of the nervous system and immunity-related diseases)

- LS4\_1    Organ and tissue physiology and pathophysiology
- LS4\_2    Comparative physiology
- LS4\_3    Physiology of ageing
- LS4\_4    Endocrinology
- LS4\_5    Non-hormonal mechanisms of inter-organ and tissue communication
- LS4\_6    Microbiome and host physiology
- LS4\_7    Nutrition and exercise physiology
- LS4\_8    Impact of stress (including environmental stress) on physiology
- LS4\_9    Metabolism and metabolic disorders, including diabetes and obesity
- LS4\_10    The cardiovascular system and cardiovascular diseases
- LS4\_11    Haematopoiesis and blood diseases
- LS4\_12    Cancer
- LS4\_13    Other non-communicable diseases (except disorders of the nervous system and immunity-related diseases)

#### **LS5    Neuroscience and Disorders of the Nervous System**

Nervous system development, homeostasis and ageing, nervous system function and dysfunction, systems neuroscience and modelling, biological basis of cognitive processes and of behaviour, neurological and mental disorders

- LS5\_1    Neuronal cells
- LS5\_2    Glial cells and neuronal-glial communication
- LS5\_3    Neural development and related disorders
- LS5\_4    Neural stem cells
- LS5\_5    Neural networks and plasticity
- LS5\_6    Neurovascular biology and blood-brain barrier
- LS5\_7    Sensory systems, sensation and perception, including pain
- LS5\_8    Neural basis of behaviour
- LS5\_9    Neural basis of cognition
- LS5\_10    Ageing of the nervous system
- LS5\_11    Neurological and neurodegenerative disorders
- LS5\_12    Mental disorders
- LS5\_13    Nervous system injuries and trauma, stroke
- LS5\_14    Repair and regeneration of the nervous system
- LS5\_15    Neuroimmunology, neuroinflammation
- LS5\_16    Systems and computational neuroscience
- LS5\_17    Imaging in neuroscience
- LS5\_18    Innovative methods and tools for neuroscience

#### **LS6    Immunity, Infection and Immunotherapy**

The immune system, related disorders and their mechanisms, biology of infectious agents and infection, biological basis of prevention and treatment of infectious diseases, innovative immunological tools and approaches, including therapies

- LS6\_1    Innate immunity
- LS6\_2    Adaptive immunity
- LS6\_3    Regulation of the immune response
- LS6\_4    Immune-related diseases
- LS6\_5    Biology of pathogens (e.g. bacteria, viruses, parasites, fungi)

- LS6\_6 Infectious diseases
- LS6\_7 Mechanism of infection
- LS6\_8 Biological basis of prevention and treatment of infection
- LS6\_9 Antimicrobials, antimicrobial resistance
- LS6\_10 Vaccine development
- LS6\_11 Innovative immunological tools and approaches, including therapies

### **LS7 Prevention, Diagnosis and Treatment of Human Diseases**

Medical technologies and tools for prevention, diagnosis and treatment of human diseases, therapeutic approaches and interventions, pharmacology, preventative medicine, epidemiology and public health, digital medicine

- LS7\_1 Medical imaging for prevention, diagnosis and monitoring of diseases
- LS7\_2 Medical technologies and tools (including genetic tools and biomarkers) for prevention, diagnosis, monitoring and treatment of diseases
- LS7\_3 Nanomedicine
- LS7\_4 Regenerative medicine
- LS7\_5 Applied gene, cell and immune therapies
- LS7\_6 Other medical therapeutic interventions, including transplantation
- LS7\_7 Pharmacology and toxicology
- LS7\_8 Effectiveness of interventions, including resistance to therapies
- LS7\_9 Public health and epidemiology
- LS7\_10 Preventative and prognostic medicine
- LS7\_11 Environmental health, occupational medicine
- LS7\_12 Health care, including care for the ageing population
- LS7\_13 Palliative medicine
- LS7\_14 Digital medicine, e-medicine, medical applications of artificial intelligence
- LS7\_15 Medical ethics

### **LS8 Environmental Biology, Ecology and Evolution**

*For all organisms:*

Ecology, biodiversity, environmental change, evolutionary biology, behavioural ecology, microbial ecology, marine biology, ecophysiology, theoretical developments and modelling

- LS8\_1 Ecosystem and community ecology, macroecology
- LS8\_2 Biodiversity
- LS8\_3 Conservation biology
- LS8\_4 Population biology, population dynamics, population genetics
- LS8\_5 Biological aspects of environmental change, including climate change
- LS8\_6 Evolutionary ecology
- LS8\_7 Evolutionary genetics
- LS8\_8 Phylogenetics, systematics, comparative biology
- LS8\_9 Macroevolution and paleobiology
- LS8\_10 Ecology and evolution of species interactions
- LS8\_11 Behavioural ecology and evolution
- LS8\_12 Microbial ecology and evolution
- LS8\_13 Marine biology and ecology
- LS8\_14 Ecophysiology, from organisms to ecosystems
- LS8\_15 Theoretical developments and modelling in environmental biology, ecology, and evolution

### **LS9 Biotechnology and Biosystems Engineering**

Biotechnology using all organisms, biotechnology for environment and food applications, applied plant and animal sciences, bioengineering and synthetic biology, biomass and biofuels, biohazards

- LS9\_1 Bioengineering for synthetic and chemical biology
- LS9\_2 Applied genetics, gene editing and transgenic organisms

- LS9\_3 Bioengineering of cells, tissues, organs and organisms
- LS9\_4 Microbial biotechnology and bioengineering
- LS9\_5 Food biotechnology and bioengineering
- LS9\_6 Marine biotechnology and bioengineering
- LS9\_7 Environmental biotechnology and bioengineering
- LS9\_8 Applied plant sciences, plant breeding, agroecology and soil biology
- LS9\_9 Plant pathology and pest resistance
- LS9\_10 Veterinary and applied animal sciences
- LS9\_11 Biomass production and utilisation, biofuels
- LS9\_12 Ecotoxicology, biohazards and biosafety

## Social Sciences and Humanities

### SH1 Individuals, Markets and Organisations

Economics, finance and management

- SH1\_1 Macroeconomics; monetary economics; economic growth
- SH1\_2 International trade; international management; international business; spatial economics
- SH1\_3 Development economics; structural change; political economy of development
- SH1\_4 Finance; asset pricing; international finance; market microstructure
- SH1\_5 Corporate finance; banking and financial intermediation; accounting; auditing; insurance
- SH1\_6 Econometrics; operations research
- SH1\_7 Behavioural economics; experimental economics; neuro-economics
- SH1\_8 Microeconomic theory; game theory; decision theory
- SH1\_9 Industrial organisation; entrepreneurship; R&D and innovation
- SH1\_10 Management; strategy; organisational behaviour
- SH1\_11 Human resource management; operations management, marketing
- SH1\_12 Environmental economics; resource and energy economics; agricultural economics
- SH1\_13 Labour and demographic economics
- SH1\_14 Health economics; economics of education
- SH1\_15 Public economics; political economics; law and economics
- SH1\_16 Historical economics; quantitative economic history; institutional economics; economic systems

### SH2 Institutions, Governance and Legal Systems

Political science, international relations, law

- SH2\_1 Political systems, governance
- SH2\_2 Democratisation and social movements
- SH2\_3 Conflict resolution, war, peace building, international law
- SH2\_4 Legal studies, constitutions, human rights, comparative law
- SH2\_5 International relations, global and transnational governance
- SH2\_6 Humanitarian assistance and development
- SH2\_7 Political and legal philosophy
- SH2\_8 Big data in political and legal studies

### SH3 The Social World and its Diversity

Sociology, social psychology, social anthropology, education sciences, communication studies

- SH3\_1 Social structure, social mobility, social innovation
- SH3\_2 Inequalities, discrimination, prejudice
- SH3\_3 Aggression and violence, antisocial behaviour, crime
- SH3\_4 Social integration, exclusion, prosocial behaviour
- SH3\_5 Attitudes and beliefs
- SH3\_6 Social influence; power and group behaviour
- SH3\_7 Kinship; diversity and identities, gender, interethnic relations



- SH3\_8 Social policies, welfare, work and employment
- SH3\_9 Poverty and poverty alleviation
- SH3\_10 Religious studies, ritual; symbolic representation
- SH3\_11 Social aspects of teaching and learning, curriculum studies, education and educational policies
- SH3\_12 Communication and information, networks, media
- SH3\_13 Digital social research
- SH3\_14 Social studies of science and technology

#### **SH4 The Human Mind and Its Complexity**

Cognitive science, psychology, linguistics, theoretical philosophy

- SH4\_1 Cognitive basis of human development and education, developmental disorders; comparative cognition
- SH4\_2 Personality and social cognition; emotion
- SH4\_3 Clinical and health psychology
- SH4\_4 Neuropsychology
- SH4\_5 Attention, perception, action, consciousness
- SH4\_6 Learning, memory; cognition in ageing
- SH4\_7 Reasoning, decision-making; intelligence
- SH4\_8 Language learning and processing (first and second languages)
- SH4\_9 Theoretical linguistics; computational linguistics
- SH4\_10 Language typology; historical linguistics
- SH4\_11 Pragmatics, sociolinguistics, linguistic anthropology, discourse analysis
- SH4\_12 Philosophy of mind, philosophy of language
- SH4\_13 Philosophy of science, epistemology, logic

#### **SH5 Cultures and Cultural Production**

Literary studies, cultural studies, study of the arts, philosophy

- SH5\_1 Classics, ancient literature and art
- SH5\_2 Theory and history of literature, comparative literature
- SH5\_3 Philology; text and image studies
- SH5\_4 Visual and performing arts, film, design and architecture
- SH5\_5 Music and musicology; history of music
- SH5\_6 History of art and architecture, arts-based research
- SH5\_7 Museums, exhibitions, conservation and restoration
- SH5\_8 Cultural studies, cultural identities and memories, cultural heritage
- SH5\_9 Metaphysics, philosophical anthropology; aesthetics
- SH5\_10 Ethics and its applications; social philosophy
- SH5\_11 History of philosophy
- SH5\_12 Computational modelling and digitisation in the cultural sphere

#### **SH6 The Study of the Human Past**

Archaeology and history

- SH6\_1 Historiography, theory and methods in history, including the analysis of digital data
- SH6\_2 Classical archaeology, history of archaeology, social archaeology
- SH6\_3 General archaeology, archaeometry, landscape archaeology
- SH6\_4 Prehistory, palaeoanthropology, palaeodemography, protohistory, bioarchaeology
- SH6\_5 Palaeography and codicology
- SH6\_6 Ancient history
- SH6\_7 Medieval history
- SH6\_8 Early modern history
- SH6\_9 Modern and contemporary history
- SH6\_10 Colonial and post-colonial history
- SH6\_11 Global history, transnational history, comparative history, entangled histories
- SH6\_12 Social and economic history

- SH6\_13 Gender history, cultural history, history of collective identities and memories, history of religions
- SH6\_14 History of ideas, intellectual history, history of economic thought
- SH6\_15 History of science, medicine and technologies

## **SH7 Human Mobility, Environment, and Space**

Human geography, demography, health, sustainability science, territorial planning, spatial analysis

- SH7\_1 Human, economic and social geography
- SH7\_2 Migration
- SH7\_3 Population dynamics: households, family and fertility
- SH7\_4 Social aspects of health, ageing and society
- SH7\_5 Sustainability sciences, environment and resources
- SH7\_6 Environmental and climate change, societal impact and policy
- SH7\_7 Cities; urban, regional and rural studies
- SH7\_8 Land use and planning
- SH7\_9 Energy, transportation and mobility
- SH7\_10 GIS, spatial analysis; big data in geographical studies

## 4.2 HOST INSTITUTION SUPPORT LETTER TEMPLATE 2022

**Print on paper bearing the official letterhead of the host institution**

### **Commitment of the host institution for ERC Calls 2022<sup>39, 40, 41</sup>**

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 their proposal be retained.

**Performance obligations of the *applicant legal entity* (Host Institution) that will become the coordinator of the HE 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 (Host Institution) commits itself to ensure that the action tasks described in Annex 1 of the Agreement are performed under the guidance of the principal investigator who is expected to devote:

- in the case of a Starting Grant at least 50% of her/his working time to the ERC-funded project (action) and spend at least 50% of her/his working time in an EU Member State or Associated Country;
- in the case of a Consolidator Grant at least 40% of her/his working time to the ERC-funded project (action) and spend at least 50% of her/his working time in an EU Member State or Associated Country;
- in the case of an Advanced Grant at least 30% of her/his working time to the ERC-funded project (action) and spend at least 50% of her/his working time in an EU Member State or Associated Country.

The applicant legal entity (Host Institution) commits itself to respect the following conditions for the principal investigator and their team:

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<sup>39</sup> A scanned copy of the signed statement should be uploaded electronically via the Funding & Tenders Portal in PDF format.

<sup>40</sup> The statement of commitment of the host institution refers to most obligations of the host institution, which are stated in the [Model Grant Agreement used for ERC actions](#) (MGA). The MGA is available on the [F&T Portal](#). The reference to the time commitment of the Principal Investigator is stated in the ERC Work Programme 2022.

<sup>41</sup> This statement (on letterhead paper) shall be signed (in blue ink or digitally) by the institution's legal representative indicating their name, function, email address and, in case of blue ink signature, along with the stamp of the institution.

- a) host and engage the principal investigator for the whole duration of the action;
- b) 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 Researchers<sup>42</sup> — 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 action are aware of them;
- c) enter — before grant signature— 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 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 action;
  - iv) selection and supervision of the other team members, in line with the profiles needed to conduct the research and in accordance with the beneficiary'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 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 their 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 beneficiary's usual management practices;
  - v) general logistics of the action;
  - vi) access to the electronic exchange system;

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<sup>42</sup>[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).

- h) inform the principal investigator immediately (in writing) of any events or circumstances likely to affect 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, if requested by the principal investigator and provided that the objectives of the action remain achievable (portability; see Article 41 of the Agreement);
- k) respect the fundamental principle of research integrity and ensure that persons carrying out research tasks under the action follow the good research practices and refrain from the research integrity violations described in the European Code of **Conduct for Research Integrity**<sup>43</sup>. **If any such violations or allegations occur, verify and pursue them and bring them to the attention of the Agency.**

**For the applicant legal entity (Host Institution):**

Date



Name and Function



Email and Signature of legal representative



Stamp of the applicant legal entity (Host Institution)<sup>44</sup>

**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.**

<sup>43</sup> [The European Code of Conduct for Research Integrity](#) of ALLEA - All European Academies, Berlin 2017

<sup>44</sup> No need to stamp this letter of support when it is digitally signed.

### 4.3 PROPOSAL BUDGET REPORT<sup>45</sup>

<b>Proposal number</b>	999999
<b>Acronym</b>	ERC proposal
<b>Title</b>	Title describing the ERC proposal
<b>Evaluation panel</b>	XXx
<b>Principal Investigator</b>	First Name, Last Name
<b>Host Institution</b>	Name of Institution, country
<b>Project duration</b>	xx months (this information will be extracted from the administrative submission form, 1 - General information)
<b>Time commitment of the PI to the project</b>	xx% (this information will be extracted from the administrative submission form, section 5 - Other questions)

#### Budget summary

Beneficiary organisation(s)	Total cost (€)	Requested AMT (€)
1. Name of Institution, country	x,xxx,xxx.00	xxx,xxx.00

#### Budget details

Cost Category / Beneficiary			Name of Institution	Total
A. Personnel costs	PI		xx	xx
	Senior Staff		xx	xx
	Postdocs		xx	xx
	Students		xx	xx
	Other Personnel costs		xx	xx
Total Personnel costs			Xxx	Xxx
B. Subcontracting costs (no indirect costs)			xx	xx
C. Purchase costs	C.1 Travel and subsistence		xx	xx
	C.2. Equipment incl. major equipment		xx	xx
	C.3 Other goods, works and services	Consumables incl. fieldwork and animal costs	xx	xx
		Publications (incl. Open Access fees) and dissemination	xx	xx
		Other additional direct costs	xx	xx
		C.3 Total other goods, works and services	Xx	Xx
Total Purchase costs (C1 + C2 + C3)			Xxx	Xxx
D. Internally invoiced goods and services (no indirect costs)			Xx	Xx
E. Indirect costs (= 25% * (A + C1 + C2 + C3))			Xxx	Xxx
Total eligible costs (A + B + C + D + E)			X.xxx.xxx	X.xxx.xxx
Requested EU contribution			X.XXX.XXX	X.XXX.XXX

<sup>45</sup> This is an example of how the Proposal Budget Report looks like for the independent external experts. Please note that the layout may be further adapted when needed and in case of partner organization.

## Section C. Resources

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I plan to allocate .... (one to max. two descriptive text pages) – max. 8000 characters

If applicable, please specify the cost items covered by your '*Other personnel costs*' category and 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): xxx (Cost in EUR)

Justification:

#### 4.4 DATA PROTECTION NOTICE

All [legal notices](#) are accessible on the F&T Portal.

The Privacy Statement on 'Grant management and registration/validation of participants' relevant to this document is available [here](#).



## 4.5 LIST OF BLOCKING FIELDS and WARNINGS IN THE ONLINE FORM

**BLOCKING FIELDS:** The submission of the proposal will be blocked unless the error/missing entry is corrected

### Section 1 – General Information

Acronym, Title, Duration, Primary ERC Review Panel, ERC Keyword 1, Abstract

Declaration on explicit consent on participation and content of the proposal

### Section 2 – Participants

PI: First name, Last name and E-mail (can only be entered in the Participants section in the submission system)

PI: Nationality, Date of birth, Gender, Country of birth, Place of birth, Town, Country

Main contact person (for ERC HI contact person): contact First name, Last name and email (can only be entered in the Participants section in the submission system)

### Section 3 - Budget

The total Requested EU contribution must not be zero (0.00)

### Section 4 – Ethics and security

No blocking fields

### Section 5 – Other questions

Percentage of working time in an EU Member State or Associated Country over the period of the grant

Percentage of working time the PI dedicates to the project over the period of the grant

Declaration of acknowledgement of eligibility requirements

Conformation of written consent obtained from participants and researchers

**WARNINGS:** The submission of the proposal will not be blocked

### Section 1 – General Information

Previous submission of similar proposal

Non mandatory declarations

## **Section 2 – Participants**

PI: ORCID number, Career Stage, Last name at Birth, Title, Country of residence, Contact address

Contact address of HI and contact person: Gender, Position in org., Department,

## **Section 3 – Budget**

Budget table: Field of Total Eligible Costs and Requested EU contribution per participant is zero (0.00)

Section C. Resources has less than 1500 characters

## **Section 4 – Ethics and security**

Declaration of assessment of ethics issues

## **Section 5 – Other questions**

Date of earliest award (PhD or equivalent)

Sharing of evaluation data: consent to disclose the results, name and proposal details if not funded due to budget limitations; consent to publish name and proposal details if funded.