

EXPRO PROJECT 2025 – extract from the Tender Document

Part C1 – justification of project proposal

Filled out in English; a file created outside the application; converted to the PDF format – max. size of 6 MB.
The max. length of this part is 15 pages of A4 format using a standard font 11, single spacing.

Part C1 has a prescribed structure and must include the following:

- a) **a summary of the current state of knowledge** of the subject matter in the given scientific field, and a **description of the Applicant's contribution** to date to the research in the given matter and/or related issues ;
- b) a statement of the substance and timeliness of the Grant Project, its **aims, methods** including conceptual and methodical procedures, a detailed schedule, and Project phases (project phases and the accomplishment of each aim must be associated with the expected results); where relevant to the Project and the course thereof, **a description of the implications for addressing possible biological differences (sex) or differences in the experience and needs of women and men (gender)**, and/or their interaction; information shall also be included as to **whether the results of the research will be as beneficial, functional and safe as possible for both men and women**;
- c) **identification of the risks** to the achievements of the project results, including the **intensity** of such risk, their probability, and **ways to minimise** the risks;
- d) history of **international collaboration** and international collaboration planned within the project, where collaboration is demonstrated within the Project in an appropriate manner;
- e) if a Co-organization is involved, its involvement in the project **must be explained and justified**, as well as **its contribution and detailed description** of its participation in the project;
- f) **information on the readiness of the Applicant** and his or her institution, on the equipment to be used for the Project on-site, and about the opportunities for collaboration; additionally, information about the enforcement of **the principles of responsible research and innovations (RRI)**, if any, including the strategic tools of human potential development and the improvements of the Organization's working conditions (e.g. the assurance of high ethical standards of research, development of gender equity plans and/or measures to improve gender equity within **HR Awards**, etc.);
- g) **description of the team and a detailed concept of the team's development in the course of the project**; justification of / reasoning behind the participation of Co-Applicants, Professional Co-workers and other collaborators, professional and other, the definition of their roles in dealing with the subject matter, including the expected aggregate workload of the individual workers;
- h) project management: the plan for the **management** and **governance** of the project;
- i) a brief description of the **research data to be generated, used, and stored** in the course of the Project, and how these data will be handled; in particular, **information on the availability and dissemination of the research results and research data**, in accordance with the principle that research results and **research data are not made public only where justified** (an update shall be provided with each Interim Report and Final Report); the Beneficiary agrees to **submit a Data Management Plan (DMP) no later than the date of delivery of the first Interim Report**, and to update the DMP periodically as needed;
- j) a brief description of the **potential benefits** of the project and **possible future application potential**;
- k) a brief plan of **how the project results will be communicated to their potential users and the public**; in the communication of the project results, the Beneficiary shall mention the Czech Science Foundation as the Provider of grant funding for the Project;
- l) references/ **citations of the literature** and publications used.

The information for Part C1 listed above may be supplemented by information based on the specific focus of the given project.

Part C2 – expected project results

Verbal description of the result types, with emphasis on quality (not quantity), as defined in Annex 7 to this Tender Document which are expected to be published as part of the Grant Project (articles in leading international journals, monographs, articles in international proceeding etc.).

The only results which shall be accepted are publications in leading international journals, or articles in other journals ranked among the top 10% in a given field, or articles published during the reference period and selected among ISI Highly Cited, other publications with an IF, articles in proceedings from major international conferences, monographs or chapters in monographs published by leading publishing houses. In the event that the definition of the types of results changes in the course of the project compared to this Tender Document, the results shall be evaluated in accordance with Annex 7 of the Tender Document applicable to the public tender published in the year in which the results are evaluated.

4.3. Evaluation of the Professional Standard of the Project Proposal

During the evaluation of the proposals, the following elements shall be assessed simultaneously:

- a) **originality, quality, and overall quality** of the Grant Project Proposal, and the breakthrough ideas in it;
- b) **competence and qualifications of the Applicant and/or Co-applicant**, and those of any Professional Collaborators, to carry out the Grant Project, wherein the professional skills of those individuals shall be assessed as well as their creative contributions in their scientific field vis-à-vis the focus of the Project Proposal, taking into account their research and experimental development results to date; in addition, the **Applicant's track record of contribution to the development of the relevant scientific discipline** in an international context is also assessed, taking into account the length of his or her scientific career to date;
- c) **readiness of the Applicant and Co-applicant to carry out** the Grant Project with regard to their technical and institutional resources, taking into account the cooperations proposed; the following shall also be taken into account: the adoption and enforcement of the principles of **responsible research and innovation (RRI)**, including the strategic tools of human potential development, and the improvements of the Organization's working conditions, the existence of a **plan for the development of gender equity** and/or measures to improve **gender equity within HR Awards**, etc.

During the **evaluation of quality and level of the Grant Project Proposal**, the following criteria shall be assessed from the viewpoint of the professional focus of the Discipline Committee to which the proposal has been submitted:

- a) **scientific aim** (aims of the Project Proposal) – an assessment of whether the project seeks to address the issues of **significance in an international context** and significantly **advances** the current state of knowledge, whether clear and specific aims have been defined, and their level of difficulty, significance, and feasibility; the **proportionality of the scale** of the problem proposed for exploration shall be assessed in relation to the resources required and the time necessary for such exploration, as well as the balance between the importance of the project objective and the risk of not achieving it;
- b) proposed **Project methodology**:
 - 1. concept, preparation, and adequacy of the proposed methodology, including the **time schedule** of the solution;
 - 2. adequacy (especially in terms of the amount of workload and the share of individual team members in the expected outputs of the Grant Project), and the **composition of qualifications in the work team**, the involvement of students and, postdocs and the role of individual team members in problem solving; the balanced representation of women and men in the team shall also be taken into account;
- c) the **expected quality of the project outputs**;

d) **international cooperation** – expected involvement of institutions abroad in carrying out the Grant Project, mutual use of each other's equipment by the cooperating institutions, and the deployment of complementary approaches and methodologies;

e) **process, outputs and ways of carrying out any previous grant projects carried out by the Organization, Co-organizations, Applicant and/or Co-applicants** if they have ever carried out any such grant project using funds granted by the Provider; any previous violation of the rules by the Organization, Co-organization, Applicant and/or Co-applicant in the management of the targeted funds granted in the past, satisfaction of all obligations defined in the Agreement or the Decision on Grant Funding, the interim and final evaluations of such Grant Projects, if any, shall be taken into account.

4.4. Evaluation of the Proposed Costs

The following elements shall be assessed within the evaluation of proposed costs:

- a) **appropriateness of the proposed costs, and the amount of workload**, in relation to the Project Proposal and its **anticipated results**;
- b) **legitimacy of individual items** of the proposed costs;
- c) **proportion of funds requested from the Provider** in the total amount of proposed costs (i.e. the Proportion of Funding from the Provider);
- d) **satisfaction of the requirements for the volume and definition of eligible costs** pursuant to article 3.2. (5) to (8) and Article 3.3. of this Tender Document.