

JOINT CALL FOR PROPOSALS

Biotechnology for a sustainable bioeconomy

Deadline for submission of proposals:
December 14th, 2018, 13:00 h (CET)

Guidelines for Applicants

Published on October 16th, 2018

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1. Background:

ERA CoBioTech brings together owners and managers of national and regional R&D&I programmes of EU Member States, associated states and non-EU countries with significant experience in research funding and coordination.

This call aims to attract proposals focused on biotechnology as a key enabling technology (KET) in the context of the bio-based economy. It tackles 21st century societal challenges such as decarbonisation of the economy and reduction of the reliance on fossil feedstocks. Therefore, funding provided by national and regional programmes (see ANNEX 2 of the Call Announcement) will be combined to launch this joint call for multilateral research projects addressing “Biotechnology for a sustainable bioeconomy”.

ERA CoBioTech aims to connect research partners with different but complementary scientific and technological expertise to maximise resources and share risks, costs, and skills. A prerequisite for support of transnational projects via this call is the inclusion of different players within a value chain. Whenever appropriate, this will enable the newly developed products, technologies or services to reach the market efficiently. Partnerships between academic researchers, and commercial and non-academic partners in the fields of biotechnology will improve and accelerate technology transfer. It will also strengthen European efforts to achieve a sustainable industrial development.

2. Project areas and scope

Aim of the joint call

The aim of the call is to contribute to the **transformation of the global economy from a dependence on fossil raw materials to a sustainable bio-based economy.**

The submitted proposals must be multidisciplinary and include **at least two** of the following scientific approaches:

- **Synthetic biology** for the design and construction of new biological parts, devices, and systems, or re-design of existing, natural biological systems for useful purposes by use of e.g. (but not limited to) orthogonal bio-systems, regulatory circuits, minimal genome approaches and protocells.
- **Systems biology** for optimisation of biological processes, including investigation of regulatory mechanisms in intra- and intercellular processes for bio-production, modelling, development of new computational methods and other new methodologies.
- **Use of bioinformatics tools** (e.g. data standardisation, modelling, open repositories) for the identification and utilisation of metabolic pathways. Datasets can have different origins, e.g. appropriate datasets on genomics, phenomics, proteomics, metabolomics, transcriptomics etc.; mapping and exploitation of cellular processes and metabolic capacities for bio-production and for strain/variety improvement are also included.
- **Biotechnological approaches** (possibly in combination with chemical ones) to transform bio-based building blocks into molecules in a sustainable way.

Project areas

Applications must be multidisciplinary and address one of the two topics as described below:

Topic A – Microbial communities (natural or synthetic), co-cultures and cascades of microorganisms for new products, value-added products and supply services as well as sustainable industrial processes.

Topic B – Pure cultures, cell free systems and enzymes for new products, value-added products and supply services as well as sustainable industrial processes.

Proposals should address the **sustainable production and conversion of different types of feedstocks and bioresources into value-added products** (e.g. bio-based materials, biofuels, biomedical products, flavours/fragrances, food/feed ingredients, pharmaceuticals, platform chemicals, pulp/paper products, textiles), or the **development or improvement of sustainable industrial processes and supply services** (e.g. upstream and downstream design, scale-up of biotechnological processes, systems approaches to bioprocesses and process development, gas fermentation).

Feedstocks and bioresources include, but are not limited to, syngas, waste and residues from households, agriculture, forestry, industrial by-products, and alternative raw materials.

Projects are expected to have a TRL ranging between 2 and 6 and should increase their initial TRL by 2 levels during the lifetime of the project.

Further, projects are required to consider the following principles:

- The inclusion of one or more industrial partner(s) and end-users or stakeholders is **strongly recommended, but not mandatory**.
- **All projects will be expected to include aspects relating to 'Responsible Research & Innovation' (see [ANNEX 3](#)), Communication and Dissemination and Data Management (see ANNEXES 4 & 5, respectively, in Call Announcement).** ERA CoBioTech has made a commitment to ensure that the programme is in line with the concept of 'RRI'. This is to ensure that the programme develops in ways that address meaningful societal demands and foster environmental sustainability and social justice. As part of this commitment, projects must 'build-in' investigation of the social, environmental, philosophical or political dimensions of their research. This may include, but is not limited to, collaborative work with partners outside the natural sciences and engineering.
- **Previously unsuccessful ERA CoBioTech grant proposals must not be directly resubmitted in their original version.** Resubmissions will only be considered if the proposal has been substantially improved. All proposals are checked in the peer review administration process to identify any direct resubmissions which will be rejected. Resubmitted proposals must be declared as such, and include details on the modifications which merit their re-consideration.
- All project partners should contribute to and benefit from an equitable and balanced cooperation.
- Results of collaborative projects must be shared within the research consortium through a controlled process that adequately protects and equitably allocates intellectual property rights used in, and generated during, joint research and development.

- Each **proposal** must include a max. two-page Communication and Dissemination Plan, detailing how a two-way dialogue with different public and stakeholder groups will be pursued. For more information see **Call Announcement ANNEX 4: Communication and Dissemination**.
- Additionally, each **proposal** will include a mandatory, max. two-page TRL plan on how higher TRLs will be achieved during the project lifetime or as a result of it (TRL definition: **Call Announcement ANNEX 3**). Ideally the engagement of industry (if applicable, see Table 2) to achieve a higher TRL can be described (e.g. the provision of tools, trainings, etc.) here.
- Participation in this call will require high quality Data Management (DM) standards to ensure the overall sustainability of biotechnology research and its expected outcome(s). All applying consortia have to dedicate a section of their **proposal** to DM within the project (mandatory, max. two pages). More information on Data Management requirements within this call is given in **Call Announcement ANNEX 5: Data Management**. Please check the web page for supporting webinars.

→ ***Please check the "National or regional regulations and eligibility criteria" (ANNEX 2) carefully because some of the topics described above are ineligible at all funding organisations.***

2.1. Budget & funding modalities

Funding of project partners is provided by the national or regional funding organisations according to *national or regional regulations, and national or regional eligibility criteria* (see **ANNEX 2 of the Call Announcement**). Note that national/regional budgets differ, which will affect the funding possibilities for lower ranked proposals.

All project partners are required to sign a Consortium Agreement (CA) before the official project start or no later than three months of the project start. Supporting information can be found under www.desca-2020.eu/. It is advisable to contact the respective funding organisations in order to check if there are the national and/or regional requirements about the obligation of the signature of a Consortium Agreement before applying for a grant.

3. ERA CoBioTech eligibility requirements

ERA CoBioTech has developed formal criteria that are applied in the eligibility check and evaluation process to ensure eligibility and to select the best projects. These criteria have been agreed on by all participating national or regional funding organisations and the ERA CoBioTech Call Steering Committee and are described below. **Please note that more specific criteria as detailed in Call Announcement ANNEX 2 “National or regional regulations and eligibility criteria” may also apply.**

Within a joint proposal, each group leader (for each partner organisation) will be the contact person for the relevant national or regional funding agency. All research groups agree to abide by the rules and agreements of the ERA CoBioTech call.

- Projects must address the scope of the call as outlined in the Call Announcement and in page 3. Proposals not addressing the scope of the call will be rejected. Additionally, applications should fit to the specific remit of the national/regional funding organisations (see ANNEX 2 of the Call Announcement); it is strongly recommended, that applicants contact their National/Regional Contact Persons (see ANNEX 1) before submission.
- Proposals must be written in English and submitted by **December 14th, 2018 (13:00 CET)** via the ERA CoBioTech submission website (<https://www.submission-cobiotech.eu/>).
- If national/regional forms are required, these must be submitted directly to the national/regional agency (see **ANNEX 2 of the Call Announcement**, “*National or regional regulations and eligibility criteria*”) by the deadlines stated there.
- The project duration must not exceed 3 years.
- If a proposal does not meet the minimum number of partners (see below), exceeds the eligible maximum number of partners, or if one of the partners requesting funding is considered ineligible, the proposal will be rejected before entering the evaluation phase.
- Project budgets must convincingly allow the achievement of the project goals and must not exceed national or regional funding limits for each partner (for details, see [ANNEX 2: “Summary of funding options and restrictions”](#) of this document and “National or regional regulations and eligibility criteria” (**ANNEX 2 of the Call Announcement**)).
- The travel and accommodation costs for attending the three status seminars should be included into the project budget.
- Project outputs are expected to provide benefits to all partner countries. Consortia need to be balanced between countries both in terms of number of partners and distribution of budget; such that all project partners contribute to and benefit from an equitable and balanced cooperation.
- The requested funding budget of each partner must not exceed national or regional funding limits, where applicable (for details, see [ANNEX 2](#) “*Summary of funding options and restrictions*” of this document and “*National or regional regulations and eligibility criteria*” in **ANNEX 2 of the Call Announcement**)
- Funding is provided according to the “nationality principle”, meaning that each participating national/regional funding agency funds its respective national/regional researchers in a particular project consortium. Funding is subject to national/regional eligibility regulations (see **ANNEX 2 of the Call Announcement**) and project partners should check their eligibility for funding prior to submission.
- Consortia must include at least three eligible partners requesting funding from three different countries providing funds to this call. Consortia can involve a **maximum of six partners**. A **maximum of eight partners** is acceptable if the **additional consortium**

partners are from any of these countries: Estonia, Latvia, Poland, Romania, Russia, Slovenia and Turkey. However, in any case **no more than two partners requesting funding may come from the same country.**

- **Examples:**

Eligible: 1 partner from Germany, 1 from UK, 1 from Spain, 2 from France, 1 from Belgium, 1 from Romania, 1 from Russia;

Eligible: 1 partner from Germany, 1 from UK, 1 from Spain, 2 from France, 1 from Belgium, 1 from Russia;

Eligible: 1 partner from Germany, 1 from UK, 3 from France (whereof 2 only requesting funding, 1 participating in-kind), 1 from Belgium, 1 from Russia;

Ineligible: 1 partner from Germany, 1 from UK, 1 from Spain, 2 from France, 2 from Belgium, 1 from Russia;

Ineligible: 1 partner from Germany, 1 from UK, 1 from Spain, 1 from France, 1 from Russia, 3 from Poland;

Ineligible: 3 partners requesting funding from Germany, 1 from UK, 1 from Spain, 1 from France;

- Partners from countries not participating in the call may participate in a project at their own expense, if their contribution is important to achieve the project goals. The coordinator should take steps to ensure that sufficient funds are secured from these additional partners, and evidence of the availability of funds should be provided prior to project submission (letter of commitment, to be uploaded via the left navigation bar of the submission tool). The same applies for partners of participating countries not requesting funding. **Partners participating at their own expense count towards the maximum number of partners but not to the minimum number of participants.**
- The coordinator of any applying consortium must be from an organisation that is eligible for funding from one of the agencies participating in the call, i.e. an organisation participating at own expense, without public funding provided via the ERA CoBioTech joint call, cannot act as coordinator. In such a case the proposal will be declared as ineligible and not forwarded to evaluation.
- **The participation of at least one industrial partner in the consortium is strongly recommended in both topics but not mandatory.** Large companies, small and medium-size enterprises (SMEs), non-commercial bodies and academic research groups/organisations may be part of a consortium, although some funders may not be able to fund industrial partners (see ANNEX 2 “Summary of funding options and restrictions” of this document and “National or regional regulations and eligibility criteria” in **ANNEX 2 of the Call Announcement**). Subcontractors can be included and are managed under the national or regional financing regulations of the eligible participant (see **ANNEX 2 of the Call Announcement**).

Please consider:

Not all funders can provide financial support to industrial partners (see **ANNEX 2 of the Call Announcement**). Please contact the relevant National Contact Person for more details.

3.1. Responsibility of the project coordinator

- The project coordinator will lead the consortium through the application procedure and is fully responsible for the overall project coordination.
- The project coordinator ensures that the project complies with the ERA CoBioTech requirements as detailed above and in the Call Announcement. While all partners must resolve possible queries with their respective national or regional agencies/ministries directly, the project coordinator has a responsibility to coordinate these activities in close contact with the ERA CoBioTech Call Office and the contact persons of his/her national or regional funding organisation.
- All communication with the ERA CoBioTech Call Office concerning the project will be through the project coordinator. Consequently, the project coordinator has to disseminate information provided by the ERA CoBioTech Call Office to all consortium partners
- Before submission of a proposal the coordinator has to ensure all consortium partners requesting funding from ERA CoBioTech are eligible for support from their respective national or regional ERA CoBioTech funding organisations. For partners who are ineligible for support from at least one of the ERA CoBioTech funding organisations (e.g. international partners from non-ERA CoBioTech countries) the coordinator has to ensure that these partners possess the required financial security to fulfil their tasks within the project via a letter of commitment/support. This letter can be uploaded as pdf file (max. 1MB size) only by the coordinator in a separate upload field in the submission system. A template for such a letter is provided there as well.

Note that the inclusion of an ineligible partner in a proposal will result in the rejection of the entire proposal.

3.2. Project funding

All consortium partners must prove sufficient financial stability to conduct the project properly. National or regional funding organisations will check the financial status of partners from their respective country/region.

4. Application procedure

4.1. Application scheme

It is a one stage application process (full proposal only), with the possibility of rebuttal. For questions related to the submission of your proposal, please contact the ERA CoBioTech Call Office of this call (era-ib@aei.gob.es). For technical issues please contact Project Management Juelich ptj-cobiotech@fz-juelich.de.

4.2 Proposal submission

Proposals will be evaluated according to the evaluation criteria given below:

- **Excellence**
 - Clarity and pertinence of the objectives
 - Soundness of the concept
 - Credibility of the proposed methodology
 - Quality and expertise of the consortium as a whole
- **Impact**

Extent to which the outputs of the project will contribute to impacts on:

 - At least 2 of the 4 scientific approaches shown above (see page 3), that should be conveniently explained and justified throughout the proposal.

- Technological and economic development by describing an envisioned plan to achieve a higher TRL of the processes and technologies, especially how to achieve an increase of the TRL by 2 levels compared to the initial TRL.
 - Non-academic and commercial partners, for instance through technological innovation and expanding the exploitation capabilities of potential industrial partners or involved end-users.
 - Sustainability of biotechnology research and its outcomes, supported by a Data Management (DM) plan.
 - ERA CoBioTech's commitment to Responsible Research & Innovation (RRI), for instance through investigation and consideration of:
 - o The environmental aspects of transformation to a bio-based economy (e.g. through Life Cycle Assessment); and/or
 - o Interdisciplinary collaboration with social sciences and/or humanities researchers; and/or
 - o Other innovative approaches to RRI within the ERA CoBioTech Programme (Please refer to the relevant ANNEX of this document).
 - Engagement with diverse public and stakeholder groups, through an efficient Communication and Dissemination plan addressing also communication with the general public
- **Quality and efficiency of the implementation**
- Quality and effectiveness of the work plan, including extent to which the resources assigned to work packages are in line with their objectives and deliverables,
 - Appropriateness of the management structures and procedures, including risk and innovation management,
 - Complementarity of the participants and extent to which the consortium as a whole brings together the necessary expertise,
 - Appropriateness of the allocation of tasks, ensuring that all participants have a valid role and adequate resources in the project to fulfil that role
 - The project budget is appropriate to the planned work and allows the achievement of the project goals.

Evaluation scores will be awarded for each of the three main criteria. Sub-criteria are aspects that the expert will consider in the assessment of that criterion. Each criterion will be scored out of 5 (half scores are allowed) and equally weighted.

The 0-5 scoring system for each criterion indicates the following assessment:

- 0 - *The proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.*
- 1 - *Poor. The criterion is inadequately addressed, or there are serious inherent weaknesses.*
- 2 - *Fair. The proposal broadly addresses the criterion, but there are significant weaknesses.*
- 3 - *Good. The proposal addresses the criterion well, but a number of shortcomings are present.*
- 4 - *Very Good. The proposal addresses the criterion very well, but a small number of shortcomings are present.*
- 5 - *Excellent. The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.*

The **threshold mark** for individual criteria will be **3**. The overall **threshold mark**, applying to the sum of the three individual scores, will be **10**.

4.3 Rebuttal stage

The evaluation process provides applicants with the opportunity to reply to issues raised by the assessments of reviewers. Coordinators of proposals will get access to the anonymized questions and comments raised by the evaluators concerning their proposal. This stage allows applicants to comment on factual errors or misunderstandings that may have been committed by the reviewers while assessing their proposal and to reply to reviewers' questions. Proposal coordinators may submit a single response to the reviews (max 2 pages with max. 1 figure in it) via ERA CoBioTech submission (www.submission-cobiotech.eu after receiving the reviews (see Table 1 "Call timeline"). This response is optional, i.e. no response does not exclude the proposal from the evaluation process.

Please note that issues not related to reviewers' comments or changes to the proposals (such as work plan, requested budget, etc.) will not be accepted and will not be taken into account.

International Evaluation Panel (IEP) meeting

The reviewers will meet in an IEP meeting to discuss each proposal and will decide on one final ranking list of proposals recommended for funding. Based on the ranking list and the available funding, the ERA CoBioTech Call Steering Committee will decide which projects will be funded.

Subsequently, the coordinators of the research consortia will be informed about funding decisions. Evaluation summaries will be provided. The coordinators of the research consortia are responsible for forwarding all information to their research consortium partners.

Completing the proposal form

- Please check that the information given in your proposal is correct.
- Please follow the template and be aware that the project description should allow the evaluators to properly assess all evaluation criteria as described in the Call Announcement
- Your proposal must include a separate
 - Data Management plan (upload a max 2-pages plan through the submission tool)
 - Communication and Dissemination plan, reaching out to the wider public (upload a max 2-pages plan through the submission tool)
 - Plan on how higher TRLs will be achieved in the long term (max. 8.000 characters)

Further details can be consulted in the "Full proposal template", which will be available on www.submission-cobiotech.eu from October 19, 2018.

- ERA CoBioTech will offer webinars on Data Management and Communication and Dissemination. Please check www.submission-cobiotech.eu for more information on the webinars-
- The project description is limited to a maximum of 20 DIN A4 pages, max. 60.000 characters including space (Arial 11pt, line pitch at least 1.15). Up to 1 additional DIN A4 page, max. 4.000 characters (including spaces, Arial 11pt, line pitch at least 1.15) is foreseen for the publishable project summary. Different subsections may vary in length. Inclusion of up to six graphics/images is allowed and possible (allowed formats are .jpg, .png or .gif, max. resolution 600x600px, max. file size 2MB). No additional documents will be considered.

Further details on the proposal submission will be published on www.submission-cobiootech.eu.

4.4. Information, communication & further assistance for applicants

- Each funding organisation has nominated contact persons (see **ANNEX 1 of this document and the Call Announcement**) who will provide information about specific national or regional regulations and requirements (see “*National or regional regulations, national or regional eligibility criteria*” in **ANNEX 2 of the Call Announcement**). It is strongly recommended to contact the relevant contact persons prior to the proposal submission process.
- The ERA CoBioTech Call Office is the central contact point for all official communication between the project consortium and the ERA CoBioTech Call Steering committee. The project coordinator is the only contact person for the ERA CoBioTech Call Office in all relevant questions during the application procedure. The project coordinator must provide all relevant information to the partners (see also section 3.1).
- For further assistance, please check the [ERA CoBioTech submission website](#).
- For additional information and support, please refer to the nominated contact persons (see **ANNEX 1 of this document and the Call Announcement**).

5. Ethical compliance

Ethics is an integral part of research activities funded by the European Union within the H2020 and ethical compliance is considered as pivotal to achieve research excellence. Therefore, all proposals must describe ethical issues raised, and how they will be addressed so as to conform to national, European and international regulations. Guidance on ethics within H2020 is provided in the [H2020 online manual](#) and a guideline for self-assessment can be found [here](#) and applied for this call.

The societal and ethical aspects must be addressed in the proposal (see **ANNEX 6 of the Call Announcement**). Proposals may be rejected from funding on ethics grounds if they do not comply with the European and national/regional legislation.

6. Responsible Research and Innovation

ERA CoBioTech has made a commitment to ensure that the programme is in line with the concept of ‘Responsible Research & Innovation’. This is to ensure that the programme develops in ways that address meaningful societal demands and foster environmental sustainability and social justice. As part of this commitment, projects must ‘build-in’ investigation of the social, environmental, philosophical or political dimensions of their research. This may include, but is not limited to, collaborative work with partners outside the natural sciences and engineering (see [ANNEX 3](#) for guidance).

7. Data Management issues

Data management is an essential component to the success of projects using systems/synthetic biology approaches and/or bioinformatic tools. Representatives from academia, industry, funding agencies, and scholarly publishers designed and jointly endorsed a concise and measurable set of principles referred to as FAIR Data Principles¹ with the intention to provide a guideline for reusability of data holdings. Four foundational principles - Findability, Accessibility, Interoperability and Reusability– are a necessity of data management. The EU Commission promotes the [FAIR Data Management](#) approach within the H2020.

¹ <http://www.nature.com/articles/sdata201618>

Participation in this ERA CoBioTech call requires high quality Data Management (DM) standards to ensure the overall sustainability of biotechnology research and its expected outcome(s). The Data Management plan should be appropriate and consistent with the DM requirements for this call published in the **ANNEX 5 of the Call Announcement**.

8. Open Access

Correspondingly with the EU Commissions [Guidelines on Open Access to Scientific Publications and Research Data in Horizon 2020](#) where possible, research data and scientific publication generated with ERA CoBioTech funding should be made available in an open access repository whenever feasible, but taking account *inter alia* of European and national data protection rules.

Further to ensuring adherence with the principles of open access all beneficiaries of ERA CoBioTech funding will be encouraged to:

- As soon as possible and at the latest on publication, deposit a machine-readable electronic copy of the published version or final peer-reviewed manuscript accepted for publication in a repository for scientific publications.
- Aim to deposit at the same time the research data needed to validate the results presented in the deposited scientific publications.
- Ensure open access to the deposited publication - via the repository - at the latest:
 - on publication, if an electronic version is available for free via the publisher, or
 - within six months of publication (twelve months for publications in the social sciences and humanities) in any other case

9. Communication and Dissemination

Communication and Dissemination of project activities and results are essential part of the Responsible Research and Innovation approach.

Each consortium has to develop and submit a Communication and Dissemination plan, specifying how the planned activities, including dissemination, communication and stakeholder interaction, will contribute to the impact of the project. Additionally, each project proposal should go beyond dissemination and envision how it will engage in two-way dialogue with diverse public and stakeholder groups. Proper reference must be given to ERA CoBioTech in all related publications, exhibitions, lectures and press information.

General guidance on communication planning for projects within the H2020 programme is available under:

http://ec.europa.eu/research/participants/data/ref/h2020/other/gm/h2020-guide-comm_en.pdf.

Detailed guidelines how to develop a Communication and Dissemination Plan for this ERA CoBioTech call can be found in the **ANNEX 4 of the Call Announcement**.

10. Confidentiality

ERA CoBioTech ensures complete confidentiality to applicants, i.e. the proposal will only be read by the national or regional funding organisations involved and by the international evaluation panel, and be handled by the ERA CoBioTech Call Office. All persons in charge will have signed a confidentiality agreement before they get access to the proposals. More information can be found in the submission tool (www.submission-cobiotech.eu).

11. Conflict of interest

In order to exclude individual conflicts of interest, the applicants are encouraged to provide a number of names of companies / research groups / individual evaluators (e.g. direct competitors,

names of individuals) who should be excluded from reviewing a particular proposal, with a maximum of five. Please send your request to the ERA CoBioTech Call Office, (era-ib@aei.gob.es / ptj-cobiotech@fz-juelich.de) stating the reason for excluding the potential referees. . Your request, which will be treated confidentially, must reach the Call Office by **11 January 2019**, which will be treated confidentially.

12. Project start and follow-up of the projects

Before the project begins or within three months of the project start, a Consortium Agreement should be signed by all consortium members and made available to the national or regional funding organisation on request, together with any other information required by national or regional regulations. The [DESCA model](#), recommended by the European Commission can be used, but it is not an obligation.

The follow up of each project is conducted by each of the national or regional funding organisations involved, according to national or regional regulations and to individual contracts between applicants and agencies/ministries.

Project coordinators are required to provide a mid-term project progress report and/or presentation, publishable project summaries and a final report via the ERA CoBioTech submission website.

Coordinators are required to present the results of their projects at status seminars. There will be three seminars, at kick-off, mid-term and at the end of the project. The travel and accommodation costs for attending the status seminars shall be paid from the travel budget of the project. Please note that the mid-term seminars are confidential and the final seminars non-confidential – presentations from final seminars will be disseminated and shared outside ERA CoBioTech.

ERA CoBioTech Call office

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State Research Agency (AEI)
Spain







ERA CoBioTech Submission Webpage: www.submission-cobiotech.eu

ERA CoBioTech webpage: <http://www.cobiotech.eu/>

13. Quick guide “How to apply to the ERA CoBioTech call”

- 1
 - Check the call scope and project topic areas
- 2
 - Build a consortium (ERA CoBioTech partnering tool: www.submission-cobiotech.eu)
 1. Think about what each partner would offer, and discuss what each wants to offer.
 2. Ensure that you have appropriate expertise for the different features of the call, including Responsible Research & Innovation.
- 3
 - Check carefully:
 - the general eligibility criteria and principles of the ERA CoBioTech call
 - The National Regulations of all consortium partners
- 4
 - Develop an appropriate plan for dissemination of the results and communication with the wider public in accordance to the guidelines of ERA CoBioTech (***Annex 4 of the Call Announcement***)
- 5
 - Select an appropriate DM approach and create a Data Management plan according to the requirements of ERA CoBioTech (***Annex 5 of the Call Announcement***)
- 6
 - Create a plan how to achieve a higher TRL (TRL Plan), when relevant, including exploitation and commercialisation of the project results
- 7
 - Complete your proposal according to the requirements in call text.
 - The project description should not exceed **max. 20 pages**
- 8
 - Submit your proposal via CoBioTech submission system: **www.submission-cobiotech.eu** before the deadline of **December 14, 2018, 13:00 h (CET)**
 - It is possible to submit your proposal several times - old version(s) will be replaced by new version(s)

ANNEX 1: National or regional contact persons

Country		Funding Organisation	National or Regional Contact Person (NCP)
BE		SPW-DGO6	Nicolas Delsaux nicolas.delsaux@spw.wallonie.be +32-81-334-520, +32-473-556-174
		FLANDERS	Marianne Claessens, scientific advisor, +32 2 432 42 09 marianne.claessens@vlaio.be Elsie Declercq, scientific advisor +32 2 432 42 78 elsie.declercq@vlaio.be
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ANNEX 2: Summary of funding options and restrictions

Please also read and follow the „National or regional regulations and guidelines and eligibility criteria“, as detailed in **ANNEX 2 of the Call Announcement**

The participation of an industrial partner is recommended for Topic A and B. Please note, that some (but not all) funding organisations require the involvement of an industrial partner in “their” national/regional share of a consortium (see table below).

Funding Organisation	Country	Indicative <i>total</i> national/regional funding (up to x M€)		Research topics excluded from funding	Funding of: universities (HES), research organisations (REC), companies (PRC)	Maximum funding per project partner (M€)	Additional documents required	Funding of PhD students possible	Any other national / regional restrictions (Start/end date of projects)
		Topic A	Topic B						
SPW-DGo6	BE	1		none	yes	N/A	Walloon request for funding form	No	At least one Walloon company mandatory in the consortium
VLAIO	BE	1		none	HES : no, REC : no, PRC : yes	0.5	Additional document for valorization of the project results in Flanders (see national regulations)	no	See national regulations
Innosuisse	CH	0.86		none	In accordance with national rules and conditions		In accordance with national rules and conditions	yes	See national criteria and conditions
BMBF	DE	1.5	none	Applications in ● Topic B ● Medicine & clinical research ● bioenergy	yes	none	see national rules and eligibility criteria (ANNEX 2)	yes	see national rules and eligibility criteria; consulting with the national contact person prior to submission is essential
SMWK	DE	1.5		none	HES: yes, REC: yes, PRC: no	none	none	yes	See Saxon guidelines The projects must start no later than 31.12.2019
ETAg	EE	0.3		none	All	0.15	Confirmation Letter by the Host Institution	Through regular salaries, no scholarships	The projects must end no later than 31.12.2022. See also national eligibility criteria
CDTI	ES	0.5		none	Only industrial partners can be funded. Universities and research institutions can take part under subcontracting by Spanish companies	No maximum funding per partner but there is a minimum budget per partner of 0.175	National documents have to be submitted to CDTI. For additional information, please see National ANNEX (ANNEX 2)	NO	See national regulations and eligibility criteria.
AEI	ES	0.7		none	Only HES and REC.	0.15 / 0.2 (coord)	According to national rules and conditions	yes	See national eligibility criteria
GOV OF NAVARRE	ES	0.1		none	In accordance with national rules and conditions	0.1	According to national rules and conditions	yes	See national eligibility criteria
ANR	FR	0.75		none	yes	0.25	none	yes	See national eligibility criteria.

Funding Organisation	Country	Indicative <i>total</i> national/regional funding (up to x M€)		Research topics excluded from funding	Funding of: universities (HES), research organisations (REC), companies (PRC)	Maximum funding per project partner (M€)	Additional documents required	Funding of PhD students possible	Any other national / regional restrictions (Start/end date of projects)
VIAA	LV	0.42		none	yes	0.21	none	yes	See national regulations and eligibility criteria
RCN	NO	1.4	-	Topic B	Yes	The total sum of the budgets of the Norwegian participants in each proposal must be limited to 0.520.	None	yes	See national requirements in annex 2
NCBR	PL	0,6		none	HES – yes, REC – yes, PRC – only in their R&D capacity	See national rules	no	See national rules	See national rules
UEFISCDI	RO	0.3		none	yes	0.2 / 0.25	none	yes	See UEFISCDI regulations
FASIE	RU	0.4		none	Only PRC. HES and REC can be sub-contractors of the PRC.	0,2 per project	The Russian applicant must submit the national application at online.fasie.ru. Applicants are encouraged to contact FASIE for details.	No	See ANNEX on National Regulations
MIZS	SI	0.63		none	All (in accordance with national regulations and state aid rules)	0.21 per project (regardless of no. of Slovenian partners in the project)	National documentation to be sent only after the completion of transnational call	Yes (tuition costs are not eligible)	See national regulations and criteria and refer to the MIZS website.
TUBITAK	TR	1		none	only companies can be funded	N/A	successful projects should apply for national funding program	no	none
UKRI -BBSRC	UK	2.23 (exchange rate in August 2018; equals £2m) UKRI-BBSRC contribution is capped at £2 million		UK aspects of projects must be within the remit of BBSRC (www.gov.uk/government/organisations/bbsrc). Food, animal feed and medical applications are excluded (pharm. precursors, antibiotics and recombinant biologics are acceptable)	Only HEIs, RCI and selected Independent Research Organisations (IRO) which are normally eligible to apply for BBSRC grants. No funding of industrial partners possible.	No restrictions Budgets of UK partners have to comply with the requirements of full economic costs.	Successful applicants will be required to submit an additional form through the Je-S system. Additional guidance will be provided.	no	See national regulations and eligibility criteria

ANNEX 3: Responsible Research & Innovation (RRI)

The successful technologies and innovations that ERA CoBioTech aims to produce will need to be more than just technical: they will be successfully embedded into social, environmental and political worlds. This means that they will have to be a part of social change. There is much evidence to suggest that it is challenging to predict exactly how such change comes about. Instead of attempting to address these questions after a technology is rolled out, it is sensible to try to 'design-in' consideration of the social, environmental, economic, political and cultural dimensions to technologies as they are being conceived, designed and tested.

If this process of 'innovation governance' is done well, ERA CoBioTech can help to produce new scientific knowledge, new technologies and innovations that are more democratic, more environmentally sustainable and that address more meaningful societal demands than may otherwise be the case. If such technologies and innovations actively design-in the insights and knowledge of public and stakeholder groups, they are more likely to be 'socially robust' because they will accommodate questions that may arise later in their development.

There are many forms of 'innovation governance' but the most prominent, and arguably best-developed, is 'Responsible Research & Innovation'. There are many national and transnational frameworks for Responsible Research and Innovation², but it is these broad goals of producing more useful, more thoughtful and more democratic innovations that are most important to follow.

Implementing Responsible Research and Innovation requires a multi-level approach that is attentive to different sites of innovation governance – universities, companies, policy arenas. This means that responsibility must be a collective one; researchers are not the only ones responsible for developing innovations. ERA CoBioTech acknowledges this and is working to develop programme-level mechanisms for Responsible Research and Innovation.

At the project level this call supports a wide range of methodologies that will investigate the social, environmental, political, regulatory, historical, ethical or cultural dimensions of such research. ERA CoBioTech is conscious of the fact that technologies and innovation are products of social processes, meaning that attention may be best directed towards the laboratory, project or institutional cultures that produce them. Consortia should develop an approach that is best-suited to their topic and available expertise. The following approaches may be particularly appropriate to this call.

Interdisciplinary collaboration.

Social sciences and humanities scholars may be interested in collaborating with you. Researchers in Science and Technology Studies, Sociology, Anthropology, Geography, Socio-legal studies, History, Environmental Studies, and others may each bring new insights and expertise to the questions raised by your project. Their research may focus on the social and political dimensions of the project. These may include, but are not limited to, questions about translational pathways, dual-use, interdisciplinarity, biosafety, biosecurity, intellectual property or changing cultures of work in the life sciences. Some of the most innovative and productive research in this space has attempted to build

² See for instance: Research Council of Norway:

https://www.forskningradet.no/servlet/Satellite?cid=1254020095535&pagename=VedleggPointer&target=_blank, UK EPSRC: <https://www.epsrc.ac.uk/research/framework/area/>, and the European Commission: <https://ec.europa.eu/programmes/horizon2020/en/h2020-section/responsible-research-innovation>

collaborative research endeavours that value the contributions of both the social and natural sciences, for instance by creating spaces for reflection and discussion informed by data from each discipline.

User and public engagement

The practice of discussing the outputs and benefits of science with members of the public is widespread and supported within many funding programmes. However, there are still relatively few opportunities to integrate public and stakeholder insights and knowledge into the design of research programmes. This is a challenging goal and takes careful consideration and appropriate resources but ERA CoBioTech welcomes approaches that attempt to achieve it in collaboration with social scientists.

Life Cycle Assessment (LCA)

LCA is an internationally standardised methodology ([ISO 14040: 2006](#)) that helps to quantify the environmental pressures related to goods and services (products). By attempting to account for the full life-cycle of the product, LCA helps to identify the trade-offs and potential areas for improvement³. The applicants in this ERA CoBioTech call may use and are encouraged to seek to advance the development of [LCA](#) or another robust methodology to assess the environmental implications of products, processes and technologies that may be developed or improved within the project.

Other forms of assessment

Environmental aspects are only one dimension of products, processes and technologies in development; other aspects can be assessed through tools beyond LCA. There are many well-established methodologies, including but not limited to: foresight studies; real time technology assessment; value sensitive design; user-driven design; critical design; techno-moral vignettes; citizen forums; co-production research; integrated assessment; alternatives assessment; multi-criteria mapping; socio-technical integration research; and a wide range of approaches within History and Philosophy of Science and Technology, Innovation Studies, Science and Technology Studies, Sustainability Science or Empirical Bioethics.

Questions to consider when developing your consortia proposal

The following questions may be helpful to consider when developing your proposal.

Core questions and assumptions

- What is the central idea of your project?
- Are there any assumptions that underpin it and that would affect its success?
- Are there any kinds of knowledge that would help address those assumptions?
- Does your university or organisation have researchers working on the social, political, ethical or environmental dimensions of the life sciences?

Integration

- Is it possible to develop a set of shared research questions for all your collaborators at the outset?

³ <http://ec.europa.eu/environment/ipp/lca.htm>

- Does the most important question revolve around research in the lab or some other site (such as the pathways for translation, regulation, or the environment)?
- Are there particular points in time or sites where input and exchange would be particularly valuable?
- Is it valuable for the RRI component to extend over the life of your project?
- Is it possible for insights from the social, environmental, or legal research to inform the outcomes of your project? Can you demonstrate this?

Support & flexibility

- Can you demonstrate that the RRI research is resourced appropriately?
- Are there any extra resources, such as travel and networking, that you require from the CoBioTech programme to support your RRI project?
- Is it possible for your consortia proposal to adapt to changing developments within the project over time?