Programme
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THE RULES FOR APPLICANTS AND BENEFICIARIES - SPECIFIC PART CALL EXCELLENT RESEARCH

Programming period 2021–2027

Version:	2
Issued by:	P JAC Managing Authority
Date of entry into force:	The date of publication on the P JAC website
Effective date:	04.10.2022

Co-funded by the European Union

MINISTRY OF EDUCATION, YOUTH AND SPORTS

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SUMMARY OF CHANGES

Chapter	Specification of the change compared to version 1 effective from 14.07.2022	Justification of the revision
2	Clarification of the definition: Researcher from abroad.	Clarifying information for applicants/beneficiaries.
5.2	Names modification of mandatory annexes in English.	Alignment of terminology translations across related documents of the call.
5.7	Missing footnote text added; footnote No. 31.	Correction of an administrative error.
5.7	Clarification of the headline in Activity No.2 - “Expected results / indicators of the activity”.	Brought into compliance with the Rules for Applicants and beneficiaries - general part.
5.7	Clarification of the indicator name in Activity No. 2 “Expected results / indicators of the activity”.	Correction of an administrative error.
5.7	Text clarification of the footnote No. 26, ERC SYNERGY added to the listing.	Brought into compliance with updated Annex No. 1 – Evaluation criteria, approved by the Monitoring Committee, held on November 3, 2022.
5.7	Text added – Activity No. 6 - Selection of the staff participating in mobilities.	Clarifying information and brought into compliance with annex Mobility calculator arrivals/departures.
7.8	Clarification of the name of the Specific objective 1.1.	Correction of an administrative error.
7.8	Correction of the call number – indicator 240 002.	Correction of an administrative error.
7.8	Clarification of the indicator 214 021 specification.	Clarifying information for applicants/beneficiaries.
7.8	Clarification of the Horizon Europe missions titles.	Brought into compliance with Regulation (EU) 2021/695 of the European Parliament and of the Council of 28 April 2021 establishing Horizon Europe - the Framework Programme for Research and Innovation, laying down its rules for participation and dissemination.

13	Specification of the form and method of documentation of the mandatory annexes to the grant application, including a model annex.	Clarifying information for applicants.
13	Template of the mandatory optional annex "Overview of public contracts" added.	Clarifying information for applicants.
13	Clarification of the detailed description of the annexes – Feasibility Study and Grant application (EN) and Gantt Chart.	Clarifying information for applicants.

1. CHAPTER – INTRODUCTION

The Rules for Applicants and Beneficiaries - specific part for call Excellent Research complement/modify the Rules for Applicants and Beneficiaries - general part (hereinafter referred to as the “RfAB - general / specific part"). While the RfAB - general part provide rules for all applicants and beneficiaries of P JAC, the RfAB - specific part contain additional and specifying rules for call Excellent Research under the relevant chapters.

The RfAB - specific part, version 1, is released along with the text of the call no later than on the day of the call publication in IS KP21+. This version of the RfAB is binding for all applicants and beneficiaries of the call.

The P JAC Managing authority (the MA) has the power to issue additional versions of the rules / methodological letters on the rules, providing additional / modifying conditions for applicants and beneficiaries. The release of these updates is notified to applicants and beneficiaries through the news section of the P JAC website, or through internal dispatches in IS KP21+. When preparing and submitting their grant applications, applicants are obligated to follow the version of the RfAB - Specific Part that is in force on the date of submission of the application.

The binding nature of the relevant versions of the rules in the preparation and subsequent implementation of a project is defined in ch. 1 of the RfAB - general part.

1.1. OVERVIEW OF PRIORITIES AND SPECIFIC OBJECTIVES OF THE P JAC

Provided in the RfAB - general part.

2. CHAPTER – DEFINITIONS OF TERMS USED

Provided in the RfAB - general part. The following additional terms are used for projects under this call:

Excellent worker

An excellent worker is an expert whose results are comparable internationally (a researcher whose H-index and publication activity, or generation of application results, are comparable internationally). Including this type of worker in the project's expert team is possible but not necessary (mandatory), however, it is not possible to include this type of worker in the administrative team.

Family allowance

The family allowance is intended to ensure the researcher's contact with his/her family members. The aim is to reconcile the researcher's work and private life. A family member is considered to be a spouse or person with an equivalent relationship legally defined in the country where it was formalized, or own dependent child or a dependent child entrusted to their care. If the researcher is entitled to this allowance, it counts towards the minimum personnel expenditure.

International Scientific Board of the Project / International Scientific Advisory Board (ISAB)

The ISAB is an independent advisory body on the strategy and evaluation of the activities of the project's expert team. ISAB is mainly composed of prominent foreign R&D personalities or prominent foreign R&D personalities working abroad and of at least one member from the application sector. ISAB oversees and evaluates the quality of professional project activities on an annual basis and makes expert recommendations in all fields covered by the project.

Junior researcher

A junior researcher is a researcher who was awarded his/her Ph.D. or equivalent academic title (equivalent to ISCED level 8) no more than 7 years ago. That period may be extended by the period of maternity and parental leave, long-term illness (more than 90 days), care for a family member (more than 90 days), pre-attestation preparation or military service. The time period of 7 years relates to the date of starting the physical implementation of the project.

Key worker

A key worker is a person who is essential for the implementation of the project (e.g. the Research work package leader). Including this type of worker in the project's expert team is possible but not necessary (mandatory), however, it is not possible to include this type of worker in the administrative team.

Management and administrative staff of the research organization

For the purposes of this call, management and administrative staff are defined as staff of the research organization who cannot be classified as research/academic or technical staff, but whose activities have an impact on the level of research activity of the organization. These include types such as staff acting as leaders and managers, staff ensuring human resources or intellectual property protection for the organization. This does not include staff types such as maintenance workers, supply workers, mailroom workers, etc.

The positions of Research project manager and Research work package leader are considered to be professional research management positions, not purely management/administrative positions.

Minimum personnel expenditure

The gross monthly remuneration due to a researcher, i.e. the salary/wages, social security and health insurance paid by the employer and any other employer contributions related to the payment of the salary, and mobility or family allowance paid to the researcher.

Mobility

Outgoing mobility is a researcher's working visit outside the Czech Republic (CZ) and incoming mobility is a researcher's working visit in CZ. Each mobility represents the stay of one worker abroad or in CZ.

The duration of mobility is expressed in months, where the minimum duration of a mobility is 1 month and the maximum duration of a mobility is 6 months for outgoing stays, while the total duration of all outgoing stays of one worker can be a maximum of 12 months, for incoming mobility the maximum is cumulatively 24 months. The total duration of the mobility abroad must not exceed 50% of the total time of the staff member in the project.

The mobility duration includes the time worked and an aliquot part of the leave, incapacity for work for up to 2 months, care for a family member for up to 2 months and an obstacle to work for which the salary and wage/salary compensation paid by the employer are due.

Modernised R&D workplace

A modernised R&D workplace is defined as a workplace that is intended to serve the research community for the implementation of research and/or the implementation of activities developing research collaboration. A workplace is an organizational unit of a research institution that has a clearly thematic profile, is clearly defined in terms of organization and/or has separate accounting, or it may be a similarly separated unit shared by several research institutions. Modernisation means improving the condition of the spaces used, the research equipment, resources or service delivery capacity. The modernisation must be carried out thanks to the P JAC support.

Open Science

Open Science is an approach to the scientific process based on open collaboration[1] using digital tools and effective dissemination. The key concept is **Open Access**, which means the online availability of research outputs provided free of charge to the end user. Open Access primarily relates to research publications and data, but more broadly Open Science is also targeted at other types of outputs, such as software, algorithms, protocols, models, workflows and electronic laboratory journals. An important part of the open science process is the responsible **management of research data** throughout the research lifecycle, including, but not limited to, organization, storage, preservation, security, quality assurance, allocation of persistent identifiers (PIDs) and licensing. In the process of managing and sharing research data, emphasis is placed on adherence to the so-called **FAIR[2] principles**. Open data access follows the principle of "as open as possible and as closed as necessary"[3].

Output

The term is explained in the Rules for Applicants and Beneficiaries - general part. For the projects in this call, this means mainly equipment, building modifications, etc. with an estimated value of more than CZK 1 million (excluding VAT). Purchased equipment, building modifications, etc. with an estimated value of less than CZK 1 million (excluding VAT) can be aggregated by the applicant into coherent sets (functional units), but always with a sufficient level of detail (necessary to assess the need for them and the principles of economy, efficiency and effectiveness) and interrelatedness.

Ph.D. student

A Ph.D. student is a person who is enrolled in a doctoral programme (full-time or combined) at a higher education institution.

Productive hour

Actual hours worked, for which the employee is entitled to wages/salary or remuneration under an agreement, or hours for which the employee is entitled to wage/salary compensation e.g. wage compensation for work incapacity paid by the employer excluding hours of public holidays and leave.[4] The productive hour is the unit used to define the unit cost.

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[1] *Open* collaboration means collaboration involving all relevant knowledge actors (academia, industry and commerce, public administration, but also other end-users such as citizens and society as a whole).

[2] FAIR stands for *findability*, *accessibility*, *interoperability* and *reusability* of research data and metadata. For more about FAIR principles see: www.go-fair.org/fair-principles/

[3] According to the H2020 Program Guidelines on FAIR Data.

[4] An hour worked or an hour for which the employee is entitled to wage/salary compensation paid by the employer cannot be reported as a productive hour if the employer has been reimbursed for the cost of the hour(s) by another entity (e.g., reimbursement of wages/salary to the employer by the Czech Social Security Administration for an employee's leave of absence related to a children and youth event).

Reconstruction

Reconstruction means building modifications of the relevant building while maintaining its external floor plans, horizontal and vertical dimensions of the existing building.

Researcher / Academic staff

A researcher is understood to be such a staff member who creates new or expands the existing knowledge, usually by managing and/ or performing activities that involve a conception or creation of new knowledge, products, processes, methods and systems, applying scientific concepts and theories. These are mostly employees who, according to the Standard Classification of Occupations (CZ-ISCO) are included in main class 2 (Specialists). Researchers include Ph.D. students (doctoral students), if they are employees of the relevant organisation and are engaged in the R&D activities. The job of a researcher usually involves carrying out R&D, including management or supervision of those activities (e.g. management of research of post-graduate students); dissemination and use of scientific knowledge gained in the study of the various scientific disciplines; collecting, processing, analysing and interpreting scientific papers and reports[5].

Researcher from abroad / Foreign researcher

A researcher from abroad means a researcher who has worked outside the Czech Republic for at least 2 years during the last 5 years (as of the date of starting to work in the professional team of the project or the date of starting the mobility) in research on at least 0.5 FTE or was a Ph.D. (or similar form – ISCED level 8 equivalent) student abroad for at least 2 years over the last 5 years. Citizens of the Czech Republic are not excluded.

Senior researcher

A senior researcher is a researcher who was awarded his/her Ph.D. or equivalent academic title (equivalent to ISCED level 8) more than 7 years ago. That period may be extended by the period of maternity and parental leave, long-term illness (more than 90 days), care for a family member (more than 90 days), pre-attestation preparation and military service.

Technical staff

A member of the technical staff, for the purposes of this call, is a person who ensures exclusively professional operation / functioning of the purchased infrastructure and their job within the project is not to conduct research. The technical staff does not include administrative staff or researchers.

3. CHAPTER – LEGAL BASIS AND OTHER INITIAL DOCUMENTATION

Provided in the RfAB - general part.

[5] The position of Expert Project Manager is considered a researcher.

4. CHAPTER – COMMUNICATION BETWEEN THE MA AND THE APPLICANT/BENEFICIARY

Provided in the RfAB - general part.

5. CHAPTER – PREPARATION, SUBMISSION AND APPROVAL OF GRANT APPLICATIONS

5.1. ANNOUNCEMENT OF THE CALL

The Excellent Research call is announced as a round call, using a single-round evaluation model, i.e. the applicant submits the grant application within the deadline set in the call. Before submitting an application, all applicants have the opportunity to consult questions about the call with the MA representatives via the e-mail address Spickovyvyzkum@msmt.cz.

5.2. PREPARING THE GRANT APPLICATION

Provided in the RfAB - general part.

In addition, the following applies for projects under this call:

The **project objectives** are specified by the applicant by reference to the key activities in the grant application in IS KP21+ and in the Feasibility Study, which are identical. The project objectives thus formulated will become a commitment of the beneficiary, the non-fulfilment of which will be subject to the administrative discretion of the MA on charges (sanctions).

The applicant shall submit, together with the grant application through IS KP21+, the mandatory and mandatory-to-select annexes. An overview of all mandatory / mandatory-to-select annexes is shown in the table in ch. 13, in Annex 7 indicating how the documents are to be presented. The annexes to the grant application will be submitted either in Czech or English. The only exception is the Feasibility Study, which is submitted by the applicant in both languages. The annexes submitted in English are: grant application in an English version, Gantt chart, CVs/selection criteria of the expert team, CVs/selection criteria of the ISAB members, Mobility Calculator - incoming/outgoing. The annexes that can be submitted in Czech or English, are the partnership contract or the partnership principles, and the partnership declaration.

All annexes that are presented in English shall be submitted by the applicant in a single zip file entitled "Annexes in English" or similar, in the following recommended structure:

1. Grant application,
2. Feasibility study,
3. Gantt Chart,
4. CV/Selection criteria of the expert team (both applicant and partner/partners),

4.1. Research project manager (if applicable)

4.2. Research work package leaders

4.3. Other members of the expert team

5. CV/selection criteria of members of ISAB,
6. Mobility calculator – incoming/outgoing.

The applicant is obligated to select and fill in specific data items (SDIs) in IS KP21+ when submitting the grant application. Further information on filling in the SDIs is provided in ch. 7.8.5.

5.3. ELIGIBILITY OF APPLICANTS/PARTNERS

Eligible applicants/partners are defined in ch. 5 of the call.

Eligible applicants/partners must meet all of the following requirements (how to document them, exceptions and other information are set out in the RfAB - general part, section 5.3)[6]**:**

A) The applicant/partner meets the definition of eligible applicants/partners in the call, based on the type and legal form;

B) The applicant/partner is not in insolvency proceedings;

C) The applicant/partner is not in liquidation;

D) The applicant / partner with a financial contribution is not subject to execution proceedings, tax execution or enforcement proceedings;

E) The applicant / partner with a financial contribution meets the debt-free conditions;

F) The applicant / partner has no criminal record[7];

G) The applicant / partner with a financial contribution is not an undertaking in difficulty[8];

H) The applicant / partner with a financial contribution, which is a legal person, identifies their ownership structure pursuant to Section 14 paragraph 3(e) of the budgetary rules[9]. The applicant's ownership structure does not include persons subject to restrictions under Council Regulation (EU) 2022/576 amending Regulation (EU) No 833/2014 concerning restrictive measures in view of Russia's activities destabilising the situation in Ukraine of 8 April 2022, as amended;

I) The applicant/partner with a financial contribution is not an entity registered, established or at least 25% controlled by persons registered or established in countries included in the list of jurisdictions which are considered high risk third countries under Article 9(2) of Directive (EE)

[6] See also the requirements for documenting the relevant annexes in ch. 13.

[7] Corporate integrity and good repute of individuals (of the statutory body).

[8] The prohibition on aid to undertakings in difficulty does not apply to firms that were not in difficulty as of 31 December 2019 but only ran into difficulty during the period from 1 January 2020 to 31 December 2021 (as a result of the COVID-19 pandemic).

[9] If the partner with a financial contribution is a foreign legal entity, it shall provide evidence of its beneficial owner either by means of an extract from a foreign register similar to the register of beneficial owners or, if no such foreign register exists, by providing the identification data of all persons who are the beneficial owner of the foreign legal entity, and shall provide documents showing the relationship of all the persons to the foreign legal entity, in particular an extract from a foreign register similar to the commercial register, a list of shareholders, a decision of the statutory body on the payment of a share of profits, the memorandum of association, the articles of association or the statutes.

2015/849 (AML Directive) or which are not effectively governed by EU or internationally agreed tax standards (so-called tax havens)[10];

J) The applicant meets the minimum annual turnover threshold for the last two consecutive closed accounting periods, each of 12 months (which exist). The applicant is required to demonstrate, through an annex to the grant application, that the annual turnover of the applicant organization/company is at least 30% of the amount of the total eligible expenditure of the project, indicated in the grant application. In the case of projects where the implementation involves partner/partners with a fin. contribution, a relevant portion of the total eligible expenditure corresponding to the share of the partner/partners with a fin. contribution can be demonstrated by the applicant through the partner/partners with a fin. contribution;

K) The applicant / partner with a financial contribution has its own resources for co-financing the project implementation and for financing the sustainability of the project outputs/products for the duration of the project sustainability;

L) The applicant/partner has secured its funding institution's approval to implement the project;

M) The applicant/partner meets the definition of a research and knowledge dissemination organization according to Article 1.3(15)(ee) of the Framework for State Aid for Research, Development and Innovation (2014/C 198/01) and will fulfil this condition throughout the project's implementation and sustainability.

5.4. PARTNERSHIP

Provided in the RfAB - general part.

5.5. TERRITORIAL ELIGIBILITY OF PROJECTS

The eligible place of implementation is the territory of the Czech Republic, the project Activity 6 can be implemented also outside the Czech Republic, in the EU or outside the EU.

On the "Place of implementation" tab, the applicant fills in the Name of the territorial unit - indicates the relevant regions where the project is actually implemented.

If the place of implementation is outside the Czech Republic, both in the EU and outside the EU, the applicant enters this information in the IS KP21+ in the text field on the tab Implementation outside the Czech Republic.

The call will support exclusively operations with an impact on all three categories of regions.

In accordance with the text of the approved programme, the ratio of the number of R&D workplaces in each category of regions was used as an objective indicator for setting the ratio for each category of regions.

The corresponding ratio between the categories of regions:

40% less developed regions: 39% transition regions: 21% more developed region.

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[10] The list of tax havens is published here: https://ec.europa.eu/taxation_customs/tax-common-eu-list_en#heading_0.

This ratio is set uniformly for the whole call, the applicant does not fill in anything in IS KP21+.

5.6. ELIGIBILITY OF TARGET GROUPS

The eligibility of target groups is defined in ch. 4.3 of the call:

- staff of research organisations;
- students of doctoral programmes at HEIs.

5.7. ELIGIBILITY OF PROJECT ACTIVITIES

Project activities

The activities are divided into compulsory, optional and excluded. The compulsory/optional activities to be implemented in the project are selected by the applicant from a predefined list provided in IS KP21+.

Compulsory activities

The applicant is obligated to implement all of the following compulsory activities:

Activity 1 Project Management - see RfAB - general part

For the projects of this call, the costs of the administrative team, which is part of the core project team, are reported through lump sums. The amount of the lump sum is determined by the applicant using the Lump Sum Calculator (b1) (see ch. 8.2.1 of this document for details).

Only the following positions can be included in the administrative team that is part of the core project team:

Chief Project Manager

The Chief Project Manager is responsible for the proper implementation of the project, coordinates and is co-responsible for the work of the entire team in cooperation with selected members of the expert implementation team, with whom he/she communicates on an ongoing basis. Directly manages and oversees the activities of the project's administrative team (including budget execution). Evaluates and is responsible for maintaining the project schedule and for meeting the project's goals and its purpose. Is responsible for the administration of project change procedures and for the project implementation reports submitted, including payment requests and other mandatory annexes. Performs ongoing monitoring of the project implementation and is responsible for managing risks associated with the project implementation. Coordinates and supervises the administration of selection procedures. Communicates with the granting authority and, where appropriate, with other inspection bodies. Provides assistance during project inspections/audits.

Project Manager

The Project Manager is co-responsible for the proper implementation of the project, administratively coordinates and continuously monitors the work of the implementation team, is co-responsible for maintaining the project schedule and delivering on the project objectives, cooperates in the administration of project change procedures, carries out continuous monitoring of the project implementation, participates in the preparation and submission of project implementation reports and mandatory annexes, is co-responsible for the management of risks associated with the project implementation, provides assistance during project inspections/audits. Communicates with members of the expert team. Oversees the administration of selection procedures related to the project implementation. Supervises compliance of the project implementation with the methodological documentation of the P JAC. Is responsible for the formal correctness of the submitted outputs. Ensures compliance with publicity rules. Works closely with the Financial Manager and the Administrative Officer.

Financial Manager

The Financial Manager is responsible for the fulfilment of the eligibility conditions of the project expenditure, prepares the financial part of the project implementation report, completes and edits payment requests. Oversees the implementation of expenditure in accordance with the methodological documentation of the P JAC, i.e. compliance with the conditions of the project expenditure eligibility and is responsible for the correct demonstration of project expenditure. Collects supporting documents to substantiate the eligibility of expenditure. Monitors project budget execution, project financial plan execution and collaborates on the administration of project change procedures with an impact on the financial plan and the budget or its execution. Cooperates with accountants or other team members, works closely with the Project Manager and the Administrative Officer. Communicates with the granting authority and participates in project inspections/audits.

Administrative Officer

The Administrative Officer carries out administrative activities according to instructions of the Chief Project Manager, Project Manager and Financial Manager, maintains documentation on the project implementation, ensures administrative tasks in preparing the project implementation reports, participates in the organisation of project implementation team meetings and meetings of project implementation team members (e.g. with suppliers), keeps record of correspondence related to the project implementation, archives project documentation**.**

The projects of this call are required to create the position of the Chief Project Manager. The applicant includes the other three positions in the administrative team as needed.

Activity 2 Implementation of top-level research projects that achieve international excellence through quality and originality

The aim of the activity is the implementation of research work packages, preferably interdisciplinary, which have the potential to create cutting-edge research results applicable in the future.

The project will include top-level research work packages that have the potential to achieve excellence in international comparison due to their quality and originality. Research work packages carrying out only basic research **cannot** be included in the project. However, researchwork packages that have the potential to produce an applicable result will be included. The grant application may contain more than one researchwork package, but at least one must be included.

Classification according to the P JAC Areas of Expertise and Disciplines[11]

For the purpose of evaluation, the applicant must classify the grant application under one main field (or a separate field group in case the given group is not divided into fields, such as the field group OPJAK_1P_2P_8 - Information science) according to the P JAC Areas of Expertise and Disciplines, in which the application will also be appraised. Furthermore, where relevant, the grant application

[11] See link: https://opjak.cz/dokumenty/

may be assigned to one or more subsidiary fields (or field groups, see explanation above). The fields relevant for this call are OPJAK_1P_2P_1.1 to OPJAK_1P_2P_9.24. The applicant classifies the grant application under the relevant fields or field groups (see explanation above) in IS KP21+. In the Feasibility Study, the applicant indicates one main field and then minor field(s) (or field group, see explanation above).

The researchwork package must be logically related to the applicant's research area(s). The applicant describes in the Feasibility Study the research results achieved in that area. The applicant's existing results in the area will be subject to an objective evaluation, at the level of the researchers proposed for the expert team.

OECD FORD classification[12]

Projects of an interdisciplinary nature are favoured in the evaluation.

An **interdisciplinary project** is defined as a project in which two or more scientific disciplines interact with respect to common objectives and results, as evident from the field focus, the description of the methods and procedures used, or the expertise of the experts involved in the researchwork package(s). All research work packages must be in the same main field according to the FORD second-level classification. If the project is interdisciplinary, at least one researchwork package must be placed in one or more of the secondary fields according to the FORD second-level classification, in addition to the main field. In the case of an interdisciplinary project, the applicant indicates in ch.r 3 of the Feasibility Study the secondary fields of the FORD second-level classification covered by the researchwork package(s), and also describes and justifies the linkage of those fields to the project.

Broad classification (FORD science areas)	**Fields according to the FORD second-level classification**
1. Natural Sciences	1.1 Mathematics
	1.2 Computer and information sciences
	1.3 Physical sciences
	1.4 Chemical sciences
	1.5 Earth and related environmental sciences
	1.6 Biological sciences
	1.7 Other natural sciences
2. Engineering and Technology	2.1 Civil engineering
	2.2 Electrical engineering, electronic engineering, information engineering
	2.3 Mechanical engineering
	2.4 Chemical engineering
	2.5 Materials engineering
	2.6 Medical engineering
	2.7 Environmental engineering

[12] Table 2.2 in Frascati Manual 2015, link: https://www.oecd-ilibrary.or0g/docserver/9789264239012-en.pdf?expires=1651492557&id=id&accname= guest&checksum=0C74F0A451025900220FAB35F067393F

	2.8 Environmental biotechnology
	2.9 Industrial biotechnology
	2.10 Nano-technology
	2.11 Other engineering and technologies
3. Medical and Health Sciences	3.1 Basic medicine
	3.2 Clinical medicine
	3.3 Health sciences
	3.4 Medical biotechnology
	3.5 Other medical sciences
4. Agricultural and Veterinary Sciences	4.1 Agriculture, forestry and fisheries
	4.2 Animal and dairy science
	4.3 Veterinary science
	4.4 Agricultural biotechnology
	4.5 Other agricultural sciences
5. Social Sciences	5.1 Psychology and cognitive sciences
	5.2 Economics and business
	5.3 Education
	5.4 Sociology
	5.5 Law
	5.6 Political Science
	5.7 Social and economic geography
	5.8 Media and communications
	5.9 Other social sciences
6. Humanities and the Arts	6.1 History and archaeology
	6.2 Languages and literature
	6.3 Philosophy, ethics and religion
	6.4 Arts (arts, history of arts, performing arts, music)
	6.5 Other humanities

Each grant application must be in line with at least one domain of research and innovation specialisation or at least one RIS3 mission as defined in Annex 1 Cards of Thematic Areas (version 3) to **the National RIS3 Strategy**, which is Annex 4 to the call. Specifically: the grant application must focus on R&D of at least one of the key enabling technologies (KETs) and emerging technologies and/or R&D of at least one of the strategic R&D&I themes in the application sectors and/or R&D of at least one of the social sciences and humanities (SSH) themes defined for the domain of specialisation and/or R&D contributing to at least one RIS3 mission objective. Grant applications that do not demonstrate linkage with at least one domain of the research and innovation specialisation of the National RIS3 or with a RIS3 mission objective will not be supported. Furthermore, if linkage with only one strategic theme of R&D&I/KETs/SSH/mission objective is demonstrated, and at the same time the project contributes only minimally to that theme/objective, the application will not be supported.

The degree of contribution of the project to the implementation of the RIS3 strategy in the research and innovation specialisation domains or in the areas of RIS3 mission objectives will be appraised with points. Compliance with the RIS3 strategy and the degree of contribution must be described by the applicant in a separate annex called "Compliance with the RIS3 strategy".

As a condition of funding the project, an **International Scientific Advisory Board (ISAB) must be established** prior to the date of the legal act. If the applicant already has an ISAB in place at the institution and it meets the specified conditions, it can be used for the project. The applicant is obligated to provide sufficient-quality professional support for the project by submitting a list of ISAB experts who will supervise and evaluate the quality of expert project activities and make professional recommendations in all fields covered by the project, on an annual basis. The ISAB will be composed of prominent foreign research and development personalities and at least one member from the application sector. The quality of the ISAB members will be assessed as part of the evaluation process; the applicant will provide the CVs of the members for that purpose. If the applicant does not have an ISAB in place at the time of submitting the application, the applicant can provide the qualification requirements for its members in the application. The ISAB will provide annual written critical comments and recommendations on the achievement against the project's objectives, the quality of its results and outputs, the transfer of knowledge and the exploitation of its application potential.

The applicant will fully ensure the ISAB's activities throughout the project and until the submission of the final project implementation report. After each ISAB meeting, the applicant shall submit the minutes with the conclusions of the meeting with the ISAB together with the applicant's response to the recommendations or a plan for their implementation in the next project implementation report. Expenditure related to the ISAB activities for the project are eligible costs (e.g. remuneration for ISAB members, travel expenditure or other related expenditure proportional to the use made of the ISAB for the project).

Gender in research content

In order to increase the quality and relevance of research outputs for society as a whole, the projects are assessed and monitored as to how the ROs take into account the gender dimension in the proposed research.

Promoting the integration of the gender dimension into research content falls under one of the six priorities of the European Research Area. It is an important element of the European Commission's strategy for gender equality in research and innovation. An assessment of the relevance of the gender dimension to the project was required of applicants in Horizon 2020 and this requirement has been reinforced in Horizon Europe. It is now the duty of all applicants to Horizon Europe to comment on the issue in the context of the proposed project.[13] In addition, the assessment of the inclusion of this perspective is part of the conditions of support of many European granting authorities[14].

[13] https://www.horizontevropa.cz/files_public/elfinder/1276/Factsheet%20EC.pdf.

[14] Manual of the Technology Agency of the Czech Republic: GENDER DIMENSION IN RESEARCH CONTENT: When and how to take it into account in projects. Available at: https://www.tacr.cz/wp-content/uploads/documents/2021/01/18/1610962134_Gender%20ve%20v%C3%BDzkumu%20-%20p%C5%99%C3%ADru%C4%8Dka_pdf.pdf

In the relevant part of the grant application (a defined section of the Feasibility Study), the applicant shall describe how the envisaged researchwork packages/programmes take into account gender issues. The applicant must describe whether and how this perspective is relevant to the proposed research, how it is reflected in the research design in terms of research questions and the methodology and procedures used, and how it is planned to be handled in the interpretation and presentation of the results.[15]

The assessment of gender mainstreaming in the research content is subject to the objective evaluation of the grant application. During the implementation, gender consideration is described as part of the implementation of the horizontal principle of equal opportunities for men and women. It must be clear from the description that gender issues are still part of the research content.

Further information on gender themes is provided in the document "*Gender Dimension in P JAC R&D projects*", available on the P JAC website.

Open Science

A mandatory condition of funding is the application of open science as an approach to the scientific process based on open collaboration and effective dissemination of knowledge. In accordance with this concept, the **applicant/beneficiary** is **obligated to ensure** in particular:

- **open access to scientific publications** that result from research funded under the programme;
- **management of research data** (including that on which the scientific publications are based) **according to FAIR principles** and open access to such data in accordance with the principle of "as open as possible, as closed as necessary". It is possible to set up a position in the project of an expert on data management according to FAIR principles - a datasteward. His/her involvement in the project is considered eligible at a maximum of 0.1 FTE/month or 17 hours/month.

The applicant/beneficiary is also encouraged to apply other extensions of the open science practices in the project, which will be positively evaluated in the project's objective evaluation.

The applicant shall describe all open science procedures (mandatory and optional) applied in the project in the relevant section of the Feasibility Study.

An expanded explanation of the concept of open science in this call is provided in a separate document, *Handbook of Open Science Procedures in the P JAC*, which is available on the P JAC website.

Description of mandatory Open Science procedures

1. The applicant/recipient is obligated to ensure open access to peer-reviewed scientific publications on the results of the research by:

a) depositing a machine-readable electronic copy of the final publisher version or the final version of the peer-reviewed manuscript accepted for publication (i.e. the version with incorporated comments resulting from the peer-review process) in a trusted repository for scientific publications, no later than on the date of publication;

b) enabling immediate open access to the deposited publication under the terms of the latest available version of the Creative Commons Attribution International (CC BY) public licence[16];

[15] https://genderedinnovations.stanford.edu/.

[16] Creative Commons licenses are a set of public licenses that bring new possibilities for publishing copyrighted works and strengthen the

monographs and other long text formats may be made accessible under the terms of a public licence that excludes modification of the publication or its commercial use (e.g. CC BY-NC, CC BY-ND, CC BY-NC-ND);

c) ensuring open access to the metadata of the publications stored in the repository so that they comply with the General Recommendations for Metadata Description[17];

d) preserving the economic rights of the copyright holder to the extent necessary to comply with the obligations imposed;

e) providing information (via the repository) on any further research output or any other tools needed to verify the conclusions of the scientific publication.

2. The applicant/beneficiary shall ensure that the research data collected and generated during the project are managed in accordance with the FAIR principles, in particular by:

a) developing a Data Management Plan[18] in accordance with the FAIR principles and submitting it together with the grant application, during the project and at the project closure[19];

b) storing the research data in a trusted repository according to the Data Management Plan;

c) ensuring open access to research data deposited in the repository under the terms of the latest available version of the Creative Commons Attribution International (CC BY) public licence or its equivalent, in accordance with the principle of "as open as possible, as closed as necessary" with respect to privacy, personal data protection, confidentiality, legitimate commercial interests and intellectual property rights of third parties, state security or other legitimate interests, and other legitimate constraints (the justification must be provided in the Data Management Plan and a regular review of the justification must be ensured)[20];

d) ensuring open access to the metadata of the research data stored so that they comply with the General Recommendations for Metadata Description[21];

e) providing information (via the repository) on any other research results or tools and instruments needed to re-use or validate the research data (unless legitimate reasons for restricting this information apply).

<u>Description of optional Open Science procedures</u>

The applicant/beneficiary is also encouraged to practice other open science practices and principles such as:

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author's position in deciding under what conditions the work will be made publicly available. The CC BY license allows the work to be freely shared (reproduced and distributed through any medium in any format) and adapted (remixed, transformed, and to build upon the material for any purpose, including commercial) under the sole condition of crediting the originator. For an explanation of other variants, see the summary link http://www.creativecommons.cz/licence-cc/varianty-licence/.

[17] See https://doi.org/10.48813/yt6w-6h15

[18] A *Data Management Plan* is a document that describes the handling of research data during and after the project. The content of the Data Management Plan must correspond to the template for the HORIZON Europe programme, see https://doi.org/10.48813/sstg-4g21.

[19] The **Data Management Plan submitted by the applicant/beneficiary must reflect the current status, have the following form and be submitted at the following project stages: (**a) at the time of submitting the grant application as an annex to the Feasibility Study, (b) as an annex to the first Implementation Report presented 24 months after the start of the project implementation, (c) as an annex to the Final Implementation Report.

[20] Recipients and other project participants are not obliged to disclose research data if the disclosure would unduly interfere with the recipient's right to protection of intellectual property, the right to protection of privacy and personal data, the right to protection of trade secrets, state security or other legitimate interests (e.g. in the case of possible commercial exploitation).

[21] See https://doi.org/10.48813/yt6w-6h15

- preliminary and timely open sharing of research results (e.g. through preregistration/ registered report/ preprint publishing)[22];
- managing research outputs beyond peer-reviewed publications and research data (e.g. software, models, algorithms, workflows, open lab journals);
- participating in open peer review[23] (publishing in journals and platforms that provide open peer review);
- involving other relevant actors (end-users, academia and industry, public authorities, NGOs, etc.) in the open co-development of researchwork packages.

Optional open science procedures will be reported by the beneficiary in the annex to the Implementation Report, called Evidence of optional open science procedures (see ch. 7.2.1).

<u>Expected results / indicators of the activity</u>

The following indicators are monitored:

- Number of research organizations supported;
- Number of institutions affected by the intervention;
- Number of contributions at expert events;
- Publications (selected types of documents);
- Publications - letter, review, conference/proceedings paper;
- Number of publications published in the first quartile of the most influential journals in the field;
- Publications (selected types of documents) in the first quartile of publications according to the industry-standard citation rate;
- Publications (selected types of documents) with foreign co-authorship produced by the supported entities;
- Publications (selected types of documents) co-authored by research organizations and business corporation;
- Other non-publication results (selected types);
- Patent applications.
- Other types of results can be implemented but will not be reflected in the indicators. These include, for example, conferences or workshops, the topic of which corresponds with the project.

Activity 3 Capacity development of expert teams

The aim of the activity is to increase the research performance of the institution by developing the capacity of the expert teams on the supported researchwork package through the acquisition and permanent involvement of quality key personnel, including the long-term involvement of researchers, technicians and other expert staff from abroad, and through the development of their professional competences.

[22] Established English terms
[23] an established English term

The research work package will be implemented by the project's expert team. The expert team is usually composed of research, technical and other expert staff.

The expert team must be created in such a way that it covers sufficient research potential at the level of **senior researchers** and at the same time is able to absorb **young researchers** (students of doctoral programmes or junior researchers), whom it scientifically educates and professionally develops. The expert team must include **foreign researchers** (as defined above), and may also include **other staff** (technical staff and other experts) **from abroad and researchers with foreign experience** to such an extent/quality[24] that the team can be considered fully internationalised, which will be assessed by external experts as part of the evaluation process.

The size of the expert team is not specified, the size and composition must match the requirements of the researchwork package. The size and composition of the team shall be described by the applicant in the grant application. **The expert team must include at least the following positions: Research project manager (only in the case of multiple research work packages), Research work package leader, other researchers.**

The applicant/project partner is **obligated to entrust the management of at least one researchwork package to a Junior researcher.** In the case of a project with a single researchwork package, the position of the Research work package leader must be filled by a junior researcher and, at the same time, the position of Research project manager must not be filled in the project.

Together with the grant application, the applicant shall submit CVs for at least the following positions: Research project manager (only for projects with multiple researchwork packages) and Research work package leader. For key staff and excellent researchers, the applicant shall submit CVs or selection criteria for the positions (if the positions are still vacant). In addition, at its discretion, the applicant shall provide, for the purposes of the evaluation, the CVs of those nominated members of the expert team who are relevant for assessing the quality of the expert team from the applicant's perspective[25]. The applicant shall specify in the Feasibility Study the key and excellent staff including the justification of their excellence/key competence for the project.

The involvement of a researcher who has been successful in one of the ERC calls of the EU Framework Programme for Research and Development is an indicator of the high quality of the expert team; this will be given bonus points in the evaluation[26], but the involvement of such a researcher is not obligatory. Information on the involvement of such a person shall be included by the applicant in the Feasibility Study.

The expert team is led by the **Research project manager[27]** who is responsible for the expert part of the project. The Research project manager must be involved in the project at a minimum of 0.3 FTE. The

[24] The important aspect is not only the quantity of these workers but especially their quality.

[25] It is the responsibility of the applicant to determine to what extent the expert team will be staffed (documented CVs) so that its quality can be assessed against the relevant criterion. Applicants are reminded that this criterion is highly emphasised in the evaluation and is one of the most important in the overall project evaluation.

[26] The bonus applies to a member of the expert team who will be involved in the project with a minimum of 0.2 FTE and has been awarded one of the ERC grants (ERC STARTING GRANT, ERC CONSOLIDATOR GRANT, ERC ADVANCED GRANT, ERC SYNERGY GRANT or ERC PROOF OF CONCEPT) between 2007 and 2022 under the 7th Framework Programme for Research, Technological Development and Demonstration Activities, or the H2020 Framework Programme for Research and Innovation, or Horizon Europe. Specifically, either: (a) he/she has been awarded any of the ERC grants as the Principal Investigator of a project, or (b) he/she has been successful as the Principal Investigator in all rounds of evaluation by ERC expert panels, the outcome of which has been concluded by an international panel of ERC evaluators with the statement: "The proposal is of good quality and fundable but not retained for funding due to budgetary constraints", or a similar statement which clearly shows that the project has passed the last round of the ERC international panel evaluation, that it is fundable, but that support could not be provided from European funds in the final stage due to the lack of available ERC funding. At the same time, such researcher must have demonstrable research results in one of the fields indicated in the submitted application.

[27] In the case of one research plan, this position must not be filled in the project.

Research project manager's place of work may be outside the applicant's place of work, but only up to a limit of 30 % of his/her total time spent on the project.[28] The role of the project manager is performed at the applicant's place of work for the duration of the project, starting prior to the date of the legal act.[29] The applicant is obligated to provide, before the conclusion of the legal act at the latest, a signed employment contract with the Research project manager, effective for at least the expected duration of the project implementation.

<u>Minimum qualification requirements for the Research project manager:</u> [30]

- demonstrable foreign cooperation in the R&D and/or application sector abroad;
- demonstrable results in R&D, including application results (if relevant in the given field). The qualification requirements for this position will only be met by researchers who have a predominance of R&D results (publications and application results) in the main field of the researchwork package(s) according to the FORD second-level classification[31]. In the relevant CV, the applicant shall include all results of the researcher's R&D since 2016 inclusive, from which it can be demonstrated that the researcher's predominant R&D results are in the main field of the researchwork package(s) according to the FORD second-level classification;
- demonstrable experience in managing an international team of a size corresponding to the planned expert team of the project.

The Research project manager must have an employment contract with the applicant institution, concluded at the latest when supporting documents are provided for issuing the legal act.

Under the corresponding selection criterion, the evaluated aspect is the quality of the results to date, specifically:

- h-index of the researcher,

For the period from 2016[32] inclusive:

- Publications (highlighting the 5 most significant) in leading international peer-reviewed scientific journals, peer-reviewed conference proceedings and/or monographs in their respective research areas (the most significant publications are those where the researcher/staff member is the lead author or where he/she is an author without the presence of his/her Ph.D. supervisor as co-author of the publication), references to preprints may be included if they are freely available (preprints should be properly referenced and either a link to the preprint or a DOI should be provided),
- scientific prizes, awards, academic memberships,

[28] This limit does not include business trips to conferences, etc.

[29] If the Research project manager's employment is terminated, the position must be filled with an adequate replacement within 9 months. This change will be treated as a major change with no impact on the legal act. The beneficiary must immediately appoint a temporary replacement for the Research project manager.

[30] The requirements will be derived from the information provided in the relevant part of the Feasibility Study and the presented CVs.

[31] Table 2.2 in Frascati Manual 2015, link: https://www.oecd-ilibrary.or0g/docserver/9789264239012-en.pdf?expires=1651492557&id=id&accname= guest&checksum=0C74F0A451025900220FAB35F067393F

[32] That period may be extended by the period of maternity and parental leave, long-term illness (more than 90 days), care for a family member (more than 90 days), pre-attestation preparation and military service.

- application results, including patents granted, if relevant,
- international grants received.

The level and duration of this experience is subject to evaluation with regard to the specifics of the field.

<u>The Research work package leader leads and is responsible for a specific research work package.</u>

<u>Minimum qualification requirements for Research work package leaders:</u>[33]

- must be a personality well recognised in the main field of the researchwork package(s) according to the FORD second-level classification at international level, fulfilling the requirements for the R3 or R4 level (Established Researcher / Leading Researcher[34]), i.e. with a rich publication history, managerial qualities, demonstrable success in obtaining grants in international R&D programmes and other R&D experience normally required for lead researchers in prestigious foreign R&D workplaces;
- demonstrable results in R&D, including application results (if relevant in the given field).

Under the corresponding selection criterion, the evaluated aspect is the quality of the results to date, specifically:

- h-index of the researcher,

For the period from 2016[35] inclusive:

- 5 most significant publications in leading international peer-reviewed scientific journals, peer-reviewed conference proceedings and/or monographs in their respective research areas (the most significant publications are those where the researcher/staff member is the lead author or where he/she is an author without the presence of his/her Ph.D. supervisor as co-author of the publication), references to preprints may be included if they are freely available (preprints should be properly referenced and either a link to the preprint or a DOI should be provided),
- scientific prizes, awards, academic memberships,
- application results (including patents granted, if relevant),
- international grants received.

The level and duration of this experience is subject to evaluation with regard to the specifics of the field.

<u>Minimum qualification requirements for Research work package leaders in the case of a junior researcher:</u>[36]

- the researcher must have significant international scientific experience (e.g. obtaining a Ph.D. degree abroad or a longer-term research stay at a foreign institution during or after the Ph.D. studies of a minimum of 12 months or short-term repeated research stays at a foreign institution of a similar duration cumulatively, or work experience in the application sector abroad in the given research area where the researcher conducted research, or cooperation with foreign authors that

[33] The requirements will be derived from the information provided by the applicant in the presented CVs or from the selection criteria.
[34] https://euraxess.ec.europa.eu/europe/career-development/training-researchers/research-profiles-descriptors
[35] That period may be extended by the period of maternity and parental leave, long-term illness (more than 90 days), care for a family member (more than 90 days), pre-attestation preparation and military service.
[36] The requirements will be derived from the information provided by the applicant in the presented CVs or from the selection criteria.

resulted in joint publications). The level of this international experience is one of the evaluation criteria;

- the researcher must also have authored publications in prestigious international journals or achieved another comparable result demonstrating excellence.

  Under the corresponding selection criterion, the evaluated aspect is the quality of the results to date, specifically:

  - h-index of the researcher,

For the period from 2016[37] inclusive:

- at least 3 most significant publications (the most significant publications are those where the researcher/staff member is the lead author or where he/she is an author without the presence of his/her Ph.D. supervisor as co-author of the publication), references to preprints may be included if they are freely available (preprints should be properly referenced and either a link to the preprint or a DOI should be provided),
- scientific prizes, awards, academic memberships,
- cooperation with the application sector / patents granted,
- grants received.

The level and duration of this experience is subject to evaluation with regard to the specifics of the field.

The applicant/partner shall create conditions for the expert team similar to those that are standard for the implementation of prestigious projects at European level[38], in particular:

- guarantee scientific independence for the Research project manager and the Research work package leaders, in particular as regards:
  - the use of the budget to achieve the scientific objectives set out in the project;
  - permission to publish as lead author and to invite as co-authors those who have made substantial contributions to the publication;
  - preparation of the scientific part of the project reports;
  - selection and supervision of other members of the expert team in accordance with the profiles required to carry out the research and in accordance with the usual management practices of the beneficiary;
  - access to the research workplaces and equipment necessary for the implementation of the research work packages that are the subject of the project;
- provide during the implementation of the project:
  - support for the Research project manager, Research work package leaders and members of the expert team (regarding infrastructure, equipment, access rights, products and other services necessary to carry out the research);

[37] That period may be extended by the period of maternity and parental leave, long-term illness (more than 90 days), care for a family member (more than 90 days), pre-attestation preparation and military service.
[38] Information for Applicants to the Starting and Consolidator Grant Calls European Research Council (ERC) Frontier Research Grants

- support the Research project manager and the Research work package leaders and provide administrative support, in particular as regards:
    - general management of the work and their team;
    - scientific reports, in particular ensuring that team members send their scientific results to the Research project manager;
    - financial reporting, in particular the provision of timely and clear financial information;
    - the application of the beneficiary's usual management practices;
    - general project logistics;
    - access to the information system;
- immediately inform the Research project manager (in writing) of any events or circumstances that could affect the implementation of the project.

The way of ensuring these conditions is specified by the applicant in the Feasibility Study in ch. 9, it can be, for example, a commitment in an employment contract, in an internal directive of the applicant/partner, etc. The beneficiary will be bound to comply with these conditions by the legal act on transferring/providing the grant.

Gender

In terms of compliance with the principles of gender equality in the expert teams, the beneficiary shall demonstrate the application of, or implement the following measures within the project or the applicant's institution:

- the applicant institution applies gender equality tools within its internal policies. This fact is documented in the grant application by an obtained HR Award, including a description of how the gender equality policy is regulated and implemented in the institution, or by a Gender Equality Plan that is approved at the level of the applicant organization, published on the website and implemented;
- the staffing of expert teams is, in general, gender-balanced, taking into account the situation in the given field/area of research. The applicant should primarily aim for equal involvement of staff in the implementation of research activities regardless of gender. It will describe its approach in the relevant section of the Feasibility Study.

The assessment of how gender equality is taken into consideration within the RO and the expert teams will be evaluated in the evaluation of the grant application. During the implementation, compliance with these principles is monitored as part of fulfilling the horizontal principle of equal opportunities for men and women. The description must show that these principles continue to be respected.

The development of professional competences of researchers, related to the activities and focus of the project, is supported by training in the form of specialised courses, training and similar educational activities that are directly related to the research activities/researchwork packages of the project. These do not include long-term and lifelong education or courses focused on developing soft skills.

Expected results / indicators of the activity

The following indicators are monitored:

- Researchers working in supported research workplaces;
- Number of persons directly affected by the ERDF intervention.
- Other types of results/outputs can be implemented but will not be reflected in the indicators. This includes, for example, completed professional courses, training and similar educational activities.

Activity 4 Development of internationalisation

The aim of this activity is to support the development and establishment of new international collaborations of expert teams, including support for the preparation of grant applications for international grant competitions.

The establishment and development of cooperation with foreign organizations is carried out by the project team within the project activities and is used mainly for the implementation of joint research work packages and the transfer of practical knowledge and experience. The establishment of cooperation may be declared, for example, in a Memorandum of Understanding (MoU) or other adequate contractual relationship. The declaration of a relationship contains the intention related to the research activities of the project and the expected form of the possible cooperation, beneficial for the parties involved. The applicant shall document at least one new international cooperation established within the project implementation.

Under the activity, grant applications for international grant competitions, related to the project[39], will be prepared. Grant applications submitted to international research, development or innovation programmes or international cooperation programmes are monitored in the indicator Number of submitted grant applications - international. It is a condition that during the implementation of the project, at least one grant application will be submitted in this way. Commissioned cooperation such as contractual research or other forms not having the nature of a grant scheme shall be excluded from the above indicator.

Expected results / indicators of the activity

The following indicators are monitored:

Number of supported R&D cooperations;

Number of contributions at expert events;

Number of submitted grants - international;

Number of submitted grants - national;

Publications (selected types of documents) with foreign co-authorship produced by the supported entities.

Other types of results can be implemented but will not be reflected in the indicators. These include conferences, workshops, etc.

[39] In order to avoid double funding, it is not possible to claim the funds for the preparation of the grant application prepared under the P JAC project from the grant for which the application is being prepared.

Optional activities

The applicant may choose any of the optional activities listed below**:**

Activity 5 Modernization and upgrade of infrastructure, purchase of infrastructure necessary for the implementation of researchwork packages

The aim of the activity is to create appropriate conditions for the implementation of high-quality and internationally competitive research through the reconstruction and equipment of a modern state-of-the-art facility.

Within this activity, it is possible (following the supported Activity 2) provide a material and technical base for the functioning of the supported expert teams of the project and the supported research work packages, thus contributing to the creation of knowledge that has the potential to produce applicable results, and to the competitiveness of the team/research organizasion on an international scale.

The applicant shall indicate in the Feasibility Study the existing and the newly acquired infrastructure necessary for the implementation of the researchwork package. The acquisition of new apparatus and material equipment must be duly justified.

Building modifications are a permitted activity, including the necessary staffing (e.g. technical supervision of the investor, author's supervision) if directly related to the installation of the acquired infrastructure or to the requirements of the expert team for the location. Reconstructions are permitted on condition that the external ground (layout) plan and height of the existing building is not changed.

Expected results / indicators of the activity

The indicator Number of modernised R&D workplaces is monitored.

Activity 6 Mobilities of the expert team

The aim of this activity is mainly cooperation on research work packages implemented within the project, sharing experience and establishing relationships with foreign institutions.

Mobilities of the expert team - outgoing can be carried out by members of the expert team (except for the Research project manager and Research work package leaders) who are involved in the project with a minimum of 0.5 FTE, both to EU and non-EU countries. The total (cumulative) duration of mobility abroad per one worker must not exceed 50% of the total time for which the worker has been involved in the project[40].

Mobilities are divided into two types, namely "**Mobilities of the expert team - incoming**" and "**Mobilities of the expert team - outgoing**".

In the case of Mobility of the expert team - incoming, this may also include incoming experts/researchers from abroad to the beneficiary/partner institution for the purpose of exchanging experience/ establishing cooperation/ collaboration on researchwork packages that are the subject of the project implementation. The minimum duration of mobility is 1 month. The duration of an incoming researcher's stay in the Czech Republic is limited to a maximum of 2 years cumulatively.

[40] This condition does not apply in exceptional cases such as long-term incapacity for work, maternity leave, death, in which it is not possible to meet this condition before the end of the project implementation for lack of time.

In the case of Mobility of the expert team - outgoing, i.e. trips abroad, the duration of each mobility is limited to a minimum of 1 month, a maximum of 6 months and the total duration of all trips of one employee can be a maximum of 1 year.

The indicative mobility plan[41] must be described in ch. 13 of the Feasibility Study with a summary description of the focus of the mobilities (showing the objective of the mobilities in relation to the activities in the project and their contribution to the project). The grant application is accompanied by an Incoming/Outgoing Mobility Calculator in which the applicant provides more detailed information - i.e. destination, duration of the mobility, FTE. Changes to the Incoming/Outgoing Mobility Calculator are subject to the project change rules. Detailed information on how to make changes to the Calculator is given below in ch. 7.4 of the RfAB - specific part. The total cost of the mobilities of the expert team is calculated automatically by the Incoming/Outgoing Mobility Calculator and the applicant indicates this amount in the project budget[42].

Selection of the staff to participate in mobilities

The final selection of the staff for mobilities is made during the project implementation. The mobilities in the Incoming/Outgoing Mobility Calculator are intended for a job position, not for a specific person (it is not a requirement to provide the specific name of the staff member, see basic information directly in the Mobility Calculator - arrivals/departures).

After selecting a specific staff member for a given mobility, the beneficiary must update the relevant row related to the mobility in the Incoming/Outgoing Mobility Calculator.

The fulfilment of all the parameters set out in the follow-up documentation to the call for researcher mobility will be assessed by the MA during the project implementation.

General eligibility conditions of units, assessed in the implementation:

- The applicant must justify the need for the mobility;
- The applicant must define the specific and unambiguous objectives and benefits of the mobility for the project, e.g. establishing new or expanding existing cooperation, gaining contacts, transferring knowledge, transferring research methods, etc.
- The involvement of the researcher in the research work in the organisation must be adequate to their contribution to the specific work carried out in the supported project (their role, degree of involvement, knowledge and experience in the field). In the case of outgoing mobilities, the involvement of the researcher in the host organisation must be adequate with regard to the potential for their development (so that the quality, experience of the worker correspond to their involvement in the team).
- In the case of outgoing mobilities, the host organisation must have sufficient experience and capacity for the stay of the researcher. The contribution of the mobility to the project will be assessed in terms of the contribution to development of the applicant/partner's institution as a whole. In the application, the applicant will take into account the duration of the visa procedure and will deal with the risk of possible visa refusal when drawing up the project timetable.

[41] This is an indicative list of planned mobilities, which will be specified during the implementation of the project following the selection of the staff members. The total amount of eligible costs as shown in the budget under the item "Unit Costs - Total" remains binding.
[42] Detailed information on reporting/documentation with regard to unit cost financing is provided in ch. 8.2.2 of the RfAB - specific part.

Expected results / indicators of the activity

The following indicators are monitored:

Incoming mobilities;

Outqoing mobilities;

Excluded activities:

- New construction, real estate purchases. Activities associated with construction that would not preserve the external floor plants and horizontal and vertical dimensions of the existing building;
- activities related to the refinement and marketing of a product, outsourcing of supported project activities (the implementation of a supported activity as a whole cannot be outsourced to another entity), carrying out contract research or providing research services by the beneficiary or partner within the project activities.

5.8. HORIZONTAL PRINCIPLES

Provided in the RfAB – general part.

In addition, the following applies for projects under this call:

Within the description in the grant application and in the project reports of the extent to which the project contributes to the horizontal principles, the applicant/beneficiary shall also describe, under the implementation of the horizontal principle Equal opportunities for men and women, the consideration of gender in the research content as well as how the gender equality principles are respected within the RO and the expert teams.

5.9. PROJECT BUDGET AND FINANCIAL PLAN

5.9.1. PROJECT BUDGET

Provided in the RfAB - general part. In addition, the following applies for projects under this call:

Budget structure

The project costs are categorized in the project budget in order to define the costs that are the basis for the calculation of the flat-rate costs:

Category 1.1.1 Expenditure forming the basis for calculating flat-rate costs

1.1.1.1 Direct expenditure:

Direct expenditure - investment

- Buildings and construction
- Movable property
- Intangible fixed assets

Direct expenditure - non-investment:

- Tangible assets
- Intangible assets
- Depreciation
- Personnel expenditure (expert team only, rates according to methods a1) and a2) - see ch. 5.9.1 of RfAB - general part
- Authors' contributions
- Travel expenditure
- Purchase of services
- Direct support

<u>1.1.1.2 Lump sums</u>

- Lump sums - administrative team (rates according to method (b1)), for details see ch. 5.9.1. of RfAB - general part.

A lump sum will be used to determine the amount of personnel costs for members of the administrative team who are part of the core project team. The core project team is described in more detail in ch. 5.7 of the RfAB - general and specific part.

The amount of the lump sum in the project budget line "Lump sum - Personnel expenditure - administrative team" is entered manually by the applicant. The amount of the lump sum shall be determined by the applicant in accordance with the description of the lump sum set out in ch. 8.2.1 hereof, using the Lump Sum Calculator (b1).

The lump sum is entered by the applicant in the project budget in the format: number of months of project implementation x monthly personnel expenditure of the administrative team. This method of entering a lump sum into the project budget will enable its partial reporting.

<u>1.1.1.3 Unit costs</u>

- 1.1.1.3.1 Unit costs - expert team (rates according to method b2)), for details see ch. 5.9.1 of RfAB - general part.

    These unit costs are determined by the applicant using the Unit Cost Calculator - Personnel Costs per Employee (b2).

- 1.1.1.3.2 Unit costs of mobilities - incoming (optional Activity 6)
- 1.1.1.3.3 Unit costs of mobilities - outgoing (optional Activity 6)

The unit cost of mobility (incoming, outgoing) is determined by the applicant using the Incoming/Outgoing Mobility Calculator. The applicant shall enter in the budget the cumulative amount for incoming mobilities and the cumulative amount for outgoing mobilities.

1.1.1.4 Reserve for personnel expenditure

- Reserve for personnel expenditure

The method for calculating the maximum amount of the reserve for personnel expenditure is set out in the RfAB - General Part. For the purpose of calculating the reserve, the amount of 'personnel expenditure (excluding reserve)' shall be determined as follows:

'Personnel expenditure (excluding reserve)' = amount of budget chapter 'Personnel expenditure' (from chapter 1.1.1.1.2.4) + amount of budget chapter 'Lump sums - administrative team' (chapter 1.1.1.2) + amount of chapter 'Unit costs - expert team' (chapter 1.1.1.3.1).

Category 1.1.2 Flat-rate costs

An amount is specified in the project budget for flat-rate costs, which is calculated by multiplying the flat rate of 7% by the sum of the expenditure listed in category 1.1.1 (flat-rate costs are further defined in ch. 8.2.3). The budget item Flat-rate costs is generated automatically, the applicant does not edit it.

The **total eligible expenditure** is the sum of the expenditure of all the above categories.

Further information on the eligibility of direct expenditure amounts is provided in ch. 8.1 - general and specific part.

Further information on the eligibility of expenditure reported using simplified cost options is provided in ch. 8.2 of the RfAB - general and specific part.

Determining the prices/rates in the project budget

For the division of the implementation team into expert and administrative see RfAB - general part, ch. 5.7.

For the projects of this call, the rates of wages/ salaries/ remuneration under agreements can only be determined in the following ways:

Expert team - the rates of wages/ salaries/ remuneration under agreements shall be determined using any of the following:

(a1) Setting the unit rate using the Information System on Average Earnings,

(a2) Setting the unit rate individually,

(b2) Unit costs - expert team.

It is up to the applicant/beneficiary to choose whether to set the rate for the member of the expert team as (a1), (a2) or (b2). The selected method of setting the rate also determines the method of reporting the expenditure: setting the rate using method (a1) or (a2) means direct reporting of personnel expenditure (see ch. 8.1), setting the rate according to method (b2) means using simplified cost options (see ch. 8.2.2). The rate can be set using method (b2) only if all the requirements specified in the RfAB - general part, ch. 5.9.1., are met.

The setting of the rates for key staff /excellent researchers under method (a1) is only possible with the limitations arising from the definition of key/excellence personnel in Chapter 2.

The rate may be set individually using method (a2) only for key/excellent staff, if a unit rate set under method (a1) is not appropriate for them.

Administrative team (only positions that are part of the "core project team") - wage/salary/remuneration rates under agreements are set according to (b1) Lump sums - administrative team.

When drawing up and modifying the project budget, the applicant must respect the following limits of the chapters/sub-chapters of the project budget[43]:

Budget line "Direct expenditure - investment"- maximum 50% of the total eligible project expenditure.

Project budget chapter "Buildings and construction" - maximum 20% of the total eligible project expenditure.

Budget chapter "Purchase of services" - maximum 49% of the total eligible project expenditure.

The sum of budget items 1.1.1.3.2 Unit costs - mobilities (incoming) and 1.1.1.3.3 Unit costs - mobilities (outgoing) - maximum 15% of the total eligible project expenditure.

5.9.2. PROJECT FINANCING PLAN

Provided in the RfAB - general part.

5.10. METHODS OF PROJECT FINANCING

Provided in the RfAB - general part.

5.10.1. EX-POST FINANCING

Provided in the RfAB - general part. For the projects of this call, this method of financing will apply to all beneficiaries, except as specified in ch. 5.10.2 and 5.10.4 of the RfAB - general part.

5.10.2. EX-ANTE FINANCING

Provided in the RfAB - general part.

5.10.3. FINANCING BY MEANS OF COMBINED PAYMENTS

Not relevant for the projects of this call.

5.10.4. FINANCING OF STATE ORGANIZATIONAL UNITS AND THEIR CONTRIBUTORY ORGANIZATIONS

Provided in the RfAB - general part.

[43] The limits do not have to be respected from the viewpoint of budget execution. For more details on the eligibility of expenditure contained in the chapters/sub-chapters of the project budget see ch. 8.1.5 Eligible costs by type.

5.10.5. CO-FINANCING RULES

Provided in the RfAB - general part.

In addition, the following applies for projects under this call:

During project implementation, each approved payment is automatically broken down into public and own resources in the monitoring system. Only the amount of public resources will be credited to the beneficiary's account. The amount of own resources is put in the project by the beneficiary itself.

Co-financing from the beneficiary's own resources is set according to the type of beneficiary as % of the total eligible project expenditure as follows:

- state organizational units and contributory organisations of state organizational units[44]: min. **0%**
- Research organizations and public higher education institutions[45]: min. **5%**
- private entities carrying out activities in the general interest[46]: min. **5%**

5.11. CONSTRUCTION WORK

Provided in the RfAB - general part.

5.12. FINANCIAL ANALYSIS (FINANCIAL GAP CALCULATION)

Not relevant for the projects of this call.

5.13. RECEIVING OF GRANT APPLICATIONS

Provided in the RfAB - general part.

5.14. PROJECT APPROVAL PROCESS

Stages of the approval process incl. sub-deadlines[47] (WD – working day):

[44] This also applies to state higher education institutions.
[45] The definition of a research organization is based on the definition in the Community Framework for State Aid for Research, Development and Innovation, the GBER and the Act on R&D&I Support.
[46] This category of applicants/beneficiaries includes e.g. associations, public benefit societies, institutes, foundations and private higher education institutions that are public benefit societies and registered associations.
[47] The sub-deadlines are indicative.

eligibility check and formal check - internal evaluators	30 WDs
objective evaluation steps 1 and 2 of the objective evaluation - evaluation committee	60 WDs
project selection - compiling a list of recommended/not recommended/waiting projects - MA	5 WDs
completion of documentation for the legal act - MA	15 WDs
issuing the legal act on grant award / transfer – MA	40 WDs

5.14.1. ELIGIBILITY CHECK AND FORMAL CHECK

The eligibility and formal requirements are checked by internal evaluators as one step.

The criteria of eligibility and formal check have an exclusive function, i.e. the grant application either meets or does not meet the criteria (or the criteria are not applicable to it).

The criteria for eligibility and formal requirements are rectifiable (i.e. the applicant can supplement the data during the approval process upon an invitation of the MA/granting authority to rectify the deficiencies) and non-rectifiable (i.e. the non-compliance always means exclusion from the approval process without the possibility of remedy by the applicant).

If one of the rectifiable criteria is not met and at the same time all non-rectifiable criteria are met, the applicant is asked exactly once through IS KP21+ to rectify the defects of the grant application [48](e.g. supplying the missing information/documents)[49], usually within 10 working days of the date of delivery of the notice to rectify the defects. The deadline for the rectification of defects may be extended upon request of the applicant sent to the MA/granting authority via IS KP21 + before the original deadline expires. The request for extending the period for rectification of defects shall include a justification and a deadline till which the period for rectification of defects is to be extended. Modifications to the application made by the applicant beyond the invited removal of defects are not admissible.

If the applicant, based on an invitation to remove a defect, does not remove the defect within the prescribed period, the grant application is excluded from the approval process and the granting authority stops the proceedings[50].

If any non-rectifiable criterion is not met, the grant application is excluded from further approval process and the granting authority stops the proceedings - see ch. 5.16 for more.

[48] See Sec. 14k par. 1 of the budgetary rules.
[49] If the applicant receives a new invitation for rectification, it will concern another defect, i.e. the applicant is asked to rectify each defect only once.
[50] See Sec. 14k par. 2 of the budgetary rules.

5.14.2. OBJECTIVE EVALUATION

The objective evaluation is carried out by the evaluation committee according to selection criteria. The criteria for the objective evaluation, including their function and description of the evaluation method, form a separate annex to the call.

The objective evaluation phase is divided into two steps.

The evaluation committee follows the Statutes and the Rules of Procedure of the Evaluation Committee, the models of which are available on the programme website at the link: https://opjak.cz.

The criteria of objective evaluation have an evaluating, excluding or a combined function:

- the evaluation criteria are the criteria, for the fulfilment/non-fulfilment of which a score is allocated;
- the exclusion criteria are the criteria the non-fulfilment of which means the exclusion of the grant application from the approval process;
- the combined criteria are criteria for the fulfilment/non-fulfilment of which a score is allocated, and if the minimum score, which is set in the call, is not achieved, the grant application is excluded from the approval process.

The evaluation committee marks the evaluation in an evaluation table, where it gives a score for each criterion and provides a comment/ justification for each score given.

The evaluation committee always justifies its opinions. The minutes of the evaluation committee meeting are published on the programme website within 15 working days from the date of the meeting in the given step.

Step 1 of the objective evaluation

Objective evaluation of each grant application in is carried out in Step 1 by an evaluation committee consisting of domestic and foreign evaluators selected from the MA Database of Evaluators with respect to the thematic focus of the submitted grant applications. The maximum score that a grant application can receive in Step 1 of the objective evaluation is 165 points. Based on the results of Step 1 of the objective evaluation, the evaluation committee determines whether the project will advance to Step 2 of the objective evaluation:

- **YES** - if the project receives 125 or more points and it also meets the minimum score for all combined criteria and simultaneously meets all the exclusion criteria. The grant application proceeds to Step 2 of the objective evaluation.
- **NO** - if the project receives less than 125 points, and/or fails to meet the minimum score in at least one combined criterion. The grant application is excluded from further approval process.

In Step 1 of the objective evaluation, the evaluation committee assigns verbal descriptors which are converted into a score expressed as a number in MS2021+. The evaluation committee follows the definition of verbal descriptors for the criterion in Annex 1 to the call. The evaluation committee assigns a rating expressed by a descriptor as Excellent, Very Good, Good, Sufficient or Insufficient based on the severity of the reservations formulated. The specific set of descriptors that can be assigned is listed for each criterion in Annex 1 to the call, i.e. only some of the descriptors listed below may be relevant for a given criterion.

The evaluation committee assigns one of the following descriptors to each criterion based on the severity of the reservations formulated:

1) Excellent - the application successfully adresses all assessed aspects of the criterion at an excellent level (the score corresponds to 100 % of the maximum score of the criterion);
2) Very good - the application adresses assessed aspectc of the criterion very well . The shortcomings identified by the Evaluation Committee are minor (the score corresponds to 80 % of the maximum score of the criterion);
3) Good - the application addreses the assessed aspects of the criterion well. The shortcomings identified by the Evaluation Committee are more extensive (the score corresponds to 60 % of the maximum score of the criterion);
4) Sufficient - the application adresses the assessed aspects of the criterion only partially and/or very generally. The evaluation committee has more extensive objections, but the feasibility of the project is not compromised (the score corresponds to 40 % of the maximum score of the criterion);
5) Insufficient - the application fails to address the assessed aspects of the criterion and/or there are major shortcomings and/or the criterion cannot be evaluated due to missing or incomplete information. The objections of the Evaluation Committee are serious and/or the feasibility of the project is at risk (the score corresponds to 0% of the maximum score of the criterion).

Step 1 of the objective evaluationwill be completed usually within 30 working days from the date of completion of the previous phase of the approval process. The result of Step 1 of the objective evaluationwill be notified to the applicant by an internal dispatch.

Step 2 of objective evaluation

Objective evaluationin Step 2 is carried out by an evaluation committee consisting of domestic evaluators selected from the MA's Database of Evaluators with respect to the thematic focus of the submitted grant applications.

The maximum score that the evaluation committee may assign to one grant application in Step 2 of the objective evaluationis 106 points. Based on the results of the objective evaluation, the evaluation committee will determine whether the project is/isn't recommended for financing:

- **YES** - if the project receives 60 or more points and it also meets the minimum score for all combined criteria and simultaneously meets all the exclusion criteria. The grant application proceeds to the next phase of the approval process.
- **NO** - if the project receives less than 60 points, and/or fails to meet the minimum score in at least one combined criterion and/or fails to meet at least one exclusion criterion[51]. The grant application is excluded from further approval process.

Step 2 of the objective evaluationwill be completed usually within 30 working days from the date of completion of the previous step of evaluation. The result of the objective evaluationwill be notified to the applicant by an internal dispatch.

Grant applications that meet the conditions of the objective evaluation, i.e. that pass Steps 1 and 2 of the objective evaluation, will proceed to the project selection phase - see ch. 5.14.4.

[51] For projects in which no building modifications are planned, the exclusion criterion "Construction" automatically receives the value "fulfilled".

5.14.3. EX-ANTE CHECK

Provided in the RfAB - general part.

5.14.4. PROJECT SELECTION

The project selection phase involves compiling a list of recommended/non-recommended projects and, where appropriate, a list of waiting projects. All applicants are subsequently informed of the results of the approval process - see ch. 5.14.5 of the RfAB - general part, successful applicants are invited to prepare the documents necessary for issuing the legal act - see ch. 6.4.

For this call, it is possible to compile a list of waiting projects. The list of waiting projects includes grant applications ranked according to their final evaluationscores, which have fulfilled all the conditions for being recommended for funding but there is not enough funding for them in the allocation set for the announced call.

The final score of the grant application, which determines the ranking of the grant application in the list of recommended/not recommended/waiting projects, is determined by adding up the scores for Step 1 and Step 2 of the objective evaluation.

In case the limit of the available allocation falls between grant applications with the same score (e.g. three grant applications have 200 points, but there is not enough allocation for two of them), the Managing Authority will decide to increase the allocation so that all grant applications with the same score are supported, or none of the grant applications at the limit of the available allocation will be supported (e.g. none of the three borderline grant applications with 200 points), i.e. the call allocation will not be exhausted.

Determining the final ranking of grant applications in the list of recommended/waiting projects:

The applications recommended for funding are first grouped according to their science areas as structured in the OECD Fields or Research and Development (FORD) classification (level 1 or broad classification)[52]. The reason for taking into account the FORD level 1 science areas of the applications in the selection of projects is the effort to spread the support over as many science areas as possible.

The final ranking of the projects is made as follows:

A. The division of projects into groups according to FORD science areas:

   The MA divides the projects into FORD science areas according to the main field of the project in the P JAC Areas of Expertise and Disciplines[53], which was selected by the applicant in the Feasibility Study according to the OECD-FORD/ P JAC Fields Converter, see the table below.

B. The sequence of projects in each group:

   In each FORD science area, projects are ranked according to their final score in descending order, starting with the project with the highest total score (a sum of scores for Steps 1 and 2 of the objective evaluation).

C. Selection step 1 (best projects in the FORD science area):

[52] https://read.oecd-ilibrary.org/science-and-technology/frascati-manual-2015_9789264239012-en#page61
[53] https://opjak.cz/dokumenty/

The final ranking is made of projects in the first place in the FORD science areas "Humanities and the Arts", "Social Sciences" and "Agricultural and Veterinary Sciences")/ and of projects in the first two places in FORD science areas "Natural Sciences", "Engineering and Technology" and "Medical and Health Sciences"[54]. If a FORD science area is empty (i.e. no project from that science area has advanced to the project selection phase), no project will be selected from that area for the final ranking. In the event that more than one equally scored application is ranked first or first and second in a given group, all equally scored applications meeting the conditions of Step 1 of the selection process will be included in the final ranking.

D. Selection step 2 (projects without considering their FORD science areas):

The projects remaining after selection step 1 are included in the final ranking in the order of their final score, in descending order starting from the project with the highest score, and regardless of their FORD science group.

E. Compiling a list of waiting projects:

After taking into account the available allocation, a list of projects recommended for funding and a list of waiting projects ranked according to the final score are compiled.

A converter between OECD - FORD fields and the P JAC Areas of Expertise and Disciplines:

Broad classification (FORD science areas)	Fields according to the annex P JAC Areas of Expertise and Disciplines
1. Natural Sciences	OPJAK_1P_2P_2.1_General mathematics OPJAK_1P_2P_2.2_Applied statistics, operational research OPJAK_1P_2P_2.3_Management theory and systems OPJAK_1P_2P_2.4_Information theory OPJAK_1P_2P_2.5_Theoretical physics OPJAK_1P_2P_2.6_Elementary particles and high energy physics OPJAK_1P_2P_2.7_Nuclear, atomic and molecular physics, accelerators OPJAK_1P_2P_2.8_Optics, masers and lasers OPJAK_1P_2P_2.9_Acoustics and vibrations OPJAK_1P_2P_2.11_Fluid Mechanics OPJAK_1P_2P_2.12_Plasma and gas discharge physics OPJAK_1P_2P_2.13_Physics of solids and magnetism OPJAK_1P_2P_2.14_Astronomy and celestial mechanics, astrophysics OPJAK_1P_2P_2.15_Biophysics OPJAK_1P_2P_3.1_Inorganic chemistry OPJAK_1P_2P_3.2_Analytical chemistry, separation OPJAK_1P_2P_3.3_Organic chemistry OPJAK_1P_2P_3.4_Macromolecular chemistry OPJAK_1P_2P_3.5_Biochemistry OPJAK_1P_2P_3.6_Physical chemistry and theoretical chemistry OPJAK_1P_2P_3.7_Electrochemistry OPJAK_1P_2P_3.8_Nuclear and quantum chemistry, photochemistry

[54] The reason for this is the different number of fields in each group: (1. Humanities and the Arts (5 fields), 2. Social sciences (12 fields), 3. Medical and Health Sciences (22 fields), 4. Agricultural and Veterinary Sciences (11 fields), 5. Natural Sciences (40 fields), 6. Engineering and Technology (31 fields). For this reason, it was decided that in groups with more than 20 fields, support would be granted to projects in the first two places, as opposed to groups with less than 20 fields, in which only projects in the first place would be supported.

	OPJAK_1P_2P_4.1_Hydrology and limnology OPJAK_1P_2P_4.2_Geology and mineralogy OPJAK_1P_2P_4.3_Seismology, volcanology and Earth structure OPJAK_1P_2P_4.4_Geochemistry OPJAK_1P_2P_4.5_Earth magnetism, geodesy, geography OPJAK_1P_2P_4.7_Atmospheric sciences, meteorology OPJAK_1P_2P_4.9_Air pollution and control OPJAK_1P_2P_4.10_Water pollution and control OPJAK_1P_2P_4.11_Contamination and decontamination of soil including pesticides OPJAK_1P_2P_4.12_Nuclear waste, radioactive pollution and control OPJAK_1P_2P_4.13_ Solid waste and its control, recycling OPJAK_1P_2P_4.15_Protection of landscape areas OPJAK_1P_2P_5.1_Morphological disciplines and cytology OPJAK_1P_2P_5.2_Genetics and molecular biology OPJAK_1P_2P_5.6_Botany OPJAK_1P_2P_5.7_Zoology OPJAK_1P_2P_5.8_Ecology - communities OPJAK_1P_2P_8_Information science
2. Engineering and Technology	OPJAK_1P_2P_2.10_Thermodynamics OPJAK_1P_2P_3.9_Industrial chemistry and chemical engineering OPJAK_1P_2P_4.8_Mining industry including coal extraction and processing OPJAK_1P_2P_5.9_Biotechnology and bionics OPJAK_1P_2P_6.19_Medical facilities, devices and equipment OPJAK_1P_2P_7.2_Agricultural machinery and structures OPJAK_1P_2P_7.13_Food industry OPJAK_1P_2P_9.1_Electronics and optoelectronics, electrotechnology OPJAK_1P_2P_9.2_Sensors, detectors, measurement and regulation OPJAK_1P_2P_9.3_Computer hardware and software OPJAK_1P_2P_9.4_Use of computers, robotics and its applications OPJAK_1P_2P_9.5_Non-nuclear energy, energy consumption and use OPJAK_1P_2P_9.6_Nuclear energy OPJAK_1P_2P_9.7_Metallurgy, metallic materials OPJAK_1P_2P_9.8_Ceramics, refractory materials and glass OPJAK_1P_2P_9.9_Composite materials OPJAK_1P_2P_9.10_Other materials OPJAK_1P_2P_9.11_Corrosion and surface treatment of materials OPJAK_1P_2P_9.12_Fatigue and fracture mechanics OPJAK_1P_2P_9.13_Civil engineering OPJAK_1P_2P_9.14_Construction OPJAK_1P_2P_9.15_Land transport systems and equipment OPJAK_1P_2P_9.16_Industrial processes and processing OPJAK_1P_2P_9.17_Machinery and tools OPJAK_1P_2P_9.18_Other mechanical engineering OPJAK_1P_2P_9.19_Quality and reliability management, testing OPJAK_1P_2P_9.20_Propulsion, engines and fuels

	OPJAK_1P_2P_9.21_Aeronautics, aerodynamics, aircraft OPJAK_1P_2P_9.22_Space technologies OPJAK_1P_2P_9.23_Navigation, communication, detection and countermeasures OPJAK_1P_2P_9.24_Firearms, ammunition, explosives, combat vehicles
3. Medical and Health Sciences	OPJAK_1P_2P_1.17_Safety and health protection, human - machine OPJAK_1P_2P_4.14_Impact of the environment on health OPJAK_1P_2P_5.3_Immunology OPJAK_1P_2P_5.4_Physiology OPJAK_1P_2P_5.5_Microbiology, virology OPJAK_1P_2P_6.1_Cardiovascular diseases including heart surgery OPJAK_1P_2P_6.2_Endocrinology, diabetology, metabolism, nutrition OPJAK_1P_2P_6.3_Pneumology OPJAK_1P_2P_6.4_Oncology and haematology OPJAK_1P_2P_6.5_Other subspecialties of internal medicine OPJAK_1P_2P_6.6_ORL, ophthalmology, dentistry OPJAK_1P_2P_6.7_Paediatrics OPJAK_1P_2P_6.8_Neurology, neurosurgery, neurosciences OPJAK_1P_2P_6.9_Traumatology and orthopedics OPJAK_1P_2P_6.10_Surgery including transplant surgery OPJAK_1P_2P_6.11_Gynecology and obstetrics OPJAK_1P_2P_6.12_Psychiatry, sexology OPJAK_1P_2P_6.13_Hygiene OPJAK_1P_2P_6.14_Epidemiology, infectious diseases and clinical immunology OPJAK_1P_2P_6.15_Dermato-venerology OPJAK_1P_2P_6.16_Other specialties OPJAK_1P_2P_6.17_Public health services, social medicine OPJAK_1P_2P_6.18_Pharmacology and pharmaceutical chemistry
4. Agricultural and Veterinary Sciences	OPJAK_1P_2P_4.6_Pedology (soil study) OPJAK_1P_2P_7.3_Cultivation, crop rotation OPJAK_1P_2P_7.4_Fertilisation, irrigation, tillage OPJAK_1P_2P_7.5_Plant-breeding OPJAK_1P_2P_7.6_Diseases, pests, weeds and protection of plants OPJAK_1P_2P_7.7_Livestock farming OPJAK_1P_2P_7.8_Livestock nutrition OPJAK_1P_2P_7.9_Improvement and breeding of livestock OPJAK_1P_2P_7.10_Animal diseases and vermin, veterinary medicine OPJAK_1P_2P_7.11_Forestry OPJAK_1P_2P_7.12_Fishery
5. Social Sciences	OPJAK_1P_2P_1.4_Political sciences OPJAK_1P_2P_1.5_Management, governance and administration OPJAK_1P_2P_1.6_Documentation, library science, work with information OPJAK_1P_2P_1.7_Juridical sciences OPJAK_1P_2P_1.8_Economy OPJAK_1P_2P_1.10_Literature, mass media, audiovisual

	OPJAK_1P_2P_1.11_Sport and leisure activities OPJAK_1P_2P_1.13_Teaching and the school system OPJAK_1P_2P_1.14_Psychology OPJAK_1P_2P_1.15_Sociology, demography OPJAK_1P_2P_1.16_Urban, area and transport planning OPJAK_1P_2P_7.1_Agricultural economy
6. Humanities and the Arts	OPJAK_1P_2P_1.1_Philosophy and religion OPJAK_1P_2P_1.2_History OPJAK_1P_2P_1.3_Archaeology, anthropology, ethnology OPJAK_1P_2P_1.9_Linguistics OPJAK_1P_2P_1.12_Arts, architecture, cultural heritage

5.14.5. ANNOUNCING THE RESULTS OF THE APPROVAL PROCESS

Provided in the RfAB - general part.

5.15. STATEMENT ON THE SUPPORT DOCUMENTS FOR ISSUING THE DECISION - REQUEST FOR REVIEW

Provided in the RfAB - general part.

5.16. DECISION REJECTING THE APPLICATION / RESOLUTION TO DISCONTINUE PROCEEDINGS

Provided in the RfAB - general part.

6. CHAPTER – ISSUING THE LEGAL ACT ON GRANT AWARD / TRANSFER.

6.1. PROVIDING FINANCIAL SUPPORT TO THE APPLICANT

Provided in the RfAB - general part.

6.2. FORMS OF ALLOCATING THE FUNDING

Provided in the RfAB - general part.

6.3. NOTIFYING THE APPLICANT OF THE APPROVAL OF THEIR APPLICATION FOR P JAC AID

Provided in the RfAB - general part.

6.4. DOCUMENTS REQUIRED TO ISSUE A LEGAL ACT ON GRANT AWARD / TRANSFER

Successful applicants must send all required documents to the granting authority before the legal act on grant award / transfer is issued.[55] These documents must be sent by applicants within the deadline set by the granting authority (as a rule, 15 working days).[56] The way the documents are to be delivered, exceptions and other information concerning the beneficiary's obligations before the legal act is issued are set out in the RfAB - general part, ch. 6.4. If the required supporting documents for the decision are not provided, the granting authority will reject the application.

The following documents are required for this call:

1) **Power of attorney / authorisation for representation**
2) **Consent of the applicant's funding institution to implementing the project**
3) **Declaration on the connection with other undertakings**
4) **Partnership contract**
5) **Clause certifying the funding institution's consent to the legal entity entering into a partnership contract**
6) **Proof of debtlessness**[57] - proof of zero debt to the tax office and the Czech Social Security Administration.
7) **Proof of a minimum annual turnover**
8) **Declaration on the size of the enterprise**
9) **Document on bank account/sub-account** – information about the bank account or sub-account designated for financial transactions related to the approved project.
10) **Document on the bank account of the founder**[58]
11) **Evidence that all entities involved in the implementation of the project that will receive aid (applicants/partners with a financial contribution) are not undertakings in difficulty**[59]
12) **Internal accounting guidelines of the beneficiary**

In addition, the projects under this call must provide:

13) **Evidence of the establishment of the International Scientific Advisory Board of the project**

    On whose behalf: the applicant.

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[55] See Sec. 14k par. 3 of the budgetary rules.
[56] Where it is specified in the following text that the documents are to be provided by the partner, it is an obligation of the applicant to provide the relevant document on behalf of the partner.
[57] Not older than 90 calendar days.
[58] Optional if the funding institution is also the granting authority.
[59] The prohibition on aid to undertakings in difficulty does not apply to firms that were not in difficulty as of 31 December 2019 but only ran into difficulty during the period from 1 January 2020 to 31 December 2021 (as a result of the COVID-19 pandemic).

When to provide it: in all cases.

Form of evidence: plain copy.

14) **Valid employment contract of the Research project manager**

    On whose behalf: the applicant.

    When to provide it: in all cases.

    Form of evidence: plain copy.

15) **Building permit or building authority approval**

    On whose behalf: applicant/partner with a financial contribution.

    When to provide it: in the case of implementation of optional Activity 5 Modernisation and upgrade of infrastructure, acquisition of infrastructure necessary for the implementation of the researchwork packages, if not already supplied with the grant application. For more information see ch. 5.11.

    Form of evidence: plain copy; in the case of a solemn declaration, the original or a certified copy.

The different forms of providing the application annexes are described in ch. 5.2 of the RfAB - general part.

Moreover, the applicant shall complete the ID numbers of all known entities on the Supported Entities screen in IS KP21+ in relation to indicators 244 001 and 244 011 before the legal act on grant award / transfer is issued.

6.5. ALLOCATION OF FINANCIAL SUPPORT

Provided in the RfAB - general part.

6.6. FINANCIAL MILESTONES

Provided in the RfAB - general part.

7. CHAPTER – PROJECT MONITORING AND ADMINISTRATION

7.1. TIMEFRAME FOR PROJECT IMPLEMENTATION

Provided in the RfAB - general part.

7.2. PROJECT REPORTS

Provided in the RfAB - general part.

7.2.1. PROJECT IMPLEMENTATION REPORT (INCLUDING PAYMENT APPLICATION)

7.2.1.1. Project Implementation Report

Provided in the RfAB - general part.

In addition, the following applies for projects under this call:

The length of the reporting periods for the project implementation reports (PIRs) are as follows:

- First reporting period (1st PIR) - provided in the RfAB - general part.
- Next reporting period (2nd to nth PIR) - the period from the end of the previous reporting period for a period of 6 months.
- Last reporting period (Final PIR) - provided in the RfAB - general part.

Annexes to the Project Implementation Report

The beneficiary is obligated, inter alia, to submit the annexes listed in ch. 5.7 and 7.8 together with the PIRs and the Final PIR for the relevant activities:

- **Updated Data Management Plan –** see ch. 5.7, section Description of Mandatory Open Science Procedures, point 2, letter a) - the beneficiary shall submit an updated Data Management Plan together with the PIR immediately following the expiry of 24 months from the start of the project implementation, and with the Final PIR.
- **Evidence of optional open science procedures** – is specified in the Manual of Open Science Procedures in the P JAC.
- The **minutes with the conclusions of the meeting with the ISAB** together with the applicant's response to the recommendations, or the plan for their implementation - to be submitted by the beneficiary together with the PIR immediately following the ISAB meeting, at least once per calendar year. In the case where there is less than 2 months between the ISAB meeting and the submission of the PIR, the above-mentioned documents may be submitted with the next PIR.
- **Mobility Report** – to be submitted by the beneficiary after each completed mobility (in Czech or English),
if the relevant supported activity of the call is implemented. The minimum requirements for the content of the report are: name of the staff member, FTE in the project, duration of the mobility (from-till), destination, name of the organization (for outgoing mobilities); a brief description showing the purpose of the mobility and whether the set objective was achieved. The report also includes a report/statement of eligible productive hours (in Czech or English).
- **Summary roster for selected indicators** – to be documented in the PIRs/Final PIR. The summary roster contains sub-rosters for specific indicators on individual sheets, see ch. 7.8. The beneficiary shall fill in only the relevant roster where there is an increment of the indicator value.

Additional information to the project implementation reports

Project information provided in the PIR / Final PIR outside the project change procedure

Provided in the RfAB - general part.

In addition, the following applies for projects under this call:

- changes in the implementation team staff, excluding the key personnel, the excellent researchers, the Research project manager and the Research work package leaders;
- changes in the staffing of the ISAB, provided that the change is such that the staffing remains consistent in scope and qualifications with the original staffing.

Specific data items

In the PIR, the beneficiary reports the values of specific data items, see ch. 7.8.5.

Overview of the economic use of the supported capacities

The beneficiary/partner with financial contribution submits annually (with PIR or separately, but always by 31 July of the year following the reporting year at the latest) the form "Overview of the economic use of the supported capacities" according to the Methodology for reporting economic activities in terms of State aid in P JAC (available at www.opjak.cz), see also ch. 7.6.3.

7.2.1.2. Payment Application

Provided in the RfAB - general part.

7.2.2. INFORMATION ON THE PROJECT

Provided in the RfAB - general part.

7.2.3. PROJECT SUSTAINABILITY REPORT

Provided in the RfAB - general part.

In addition, the following applies for projects under this call:

The projects in this call have a sustainability period of **5 years.**

The **reporting period for the project sustainability report (PSR)** is provided in RfAB - general part.

Additional information to the project sustainability reports

Project information provided in the PSR / Final PSR outside the project change procedure

In the sustainability report, the beneficiary reports, for example, on the following:

– a simple replacement of assets, especially in connection with technological development, where the same kind of assets are replaced by more technologically advanced ones.

Specific data items

In the PSR, the beneficiary reports the values of specific data items, see ch. 7.8.5.

Overview of the economic use of the supported capacities

The beneficiary/partner with financial contribution submits annually (with PSR or separately, but always by 31 July of the year following the reporting year at the latest) the form "Overview of the economic use of the supported capacities" according to the Methodology for reporting economic activities in terms of State aid in P JAC (available at www.opjak.cz), see also ch. 7.6.3.

7.3. MONITORING VISIT

Provided in the RfAB - general part.

7.4. CHANGES TO THE PROJECT AND SUPPLEMENTATION OF THE PROJECT

Provided in the RfAB - general part.

The following additions to the general rules for making changes apply to the projects in this call:

– It is not possible to transfer funds from cost category 1.1.1.3.2 - unit costs of mobilities - incoming and from 1.1.1.3.3 unit costs of mobilities - outgoing to other cost categories. Transfers between categories 1.1.1.3.2 and 1.1.1.3.3 are allowed.

– It is not possible to change the unit rate determined through b2) to a2) for a specific employee in a specific position. A change in the unit rate set through b2) to the one set through a1) is possible only in exceptional cases.

7.4.1. NON-SIGNIFICANT CHANGES IN THE PROJECT

7.4.1.1. Non-significant material changes

Provided in the RfAB - general part.

7.4.1.2. Non-significant changes of a financial character

Provided in the RfAB - general part.

7.4.2. SIGNIFICANT CHANGES IN THE PROJECT

Provided in the RfAB - general part.

7.4.2.1. Significant changes constituing a change of the legal act on grant award / transfer

Provided in the RfAB - general part.

7.4.2.2. Significant changes (substantial)

Provided in the RfAB - general part.

In addition, the following significant changes must be reported for projects under this call:

- a **change of key personnel, excellent researcher[60], Research project manager or research work package leader** (i.e. a change where evidence of the quality of the staff member is required via CV). This is a project staff member who is responsible within the expert team for the implementation of one of the project activities/stages or must meet the expertise and qualification requirements defined in the call.
- a **change in the equipment or a functional unit** with a value of more than CZK 5 million excluding VAT;
- a **change in the staffing of the ISAB**, resulting in that the staffing does not remain consistent in scope and qualifications with the original staffing.
- **changes to data in the annex Incoming/Outgoing Mobility Calculator:**
  - change of destination (for outgoing mobility only);
  - new information on the use of savings to implement new mobilities;
- **increased amounts in the project budget lines 1.1.1.3.2 and 1.1.1.3.3, in which the unit costs are allocated** for the implementation of Activity 6 Mobilities of the expert team (unless it is a transfer between budget lines 1.1.1.3.2 and 1.1.1.3.3 at up to 15% of the volume of expenditure of the line from/to which the funds are transferred);
- **transfers of appropriations** between budget lines 1.1.1.3.2 and 1.1.1.3.3 exceeding 15 % of the volume of expenditure of the line from/to which the appropriations are transferred;
- a change in determining the unit rate of a specific employee in a specific position from method (b2) to method (a1).

7.4.3. CHANGES IN THE POST-PROJECT IMPLEMENTATION PERIOD AND IN THE PROJECT SUSTAINABILITY PERIOD

Provided in the RfAB - general part.

[60] It also applies to a new key/excellent staff member in the project.

7.5. PUBLIC CONTRACTS AWARDING AND PUBLIC PROCUREMENT CONTROLS

Provided in the RfAB - general part.

7.6. STATE AID AND TREATMENT OF ASSETS

The provided funds do not constitute state aid as reffered in Art. 107(1) of the Treaty on the Functioning of the European Union. The support will be granted for the implementation of non-economic activities as defined in paragraph 19 of the Framework for State aid for research and development and innovation (2014/C 198/01); any economic use must be only ancillary in accordance with par. 20 of the Framework for State aid for research and development and innovation.

Further information on the State aid conditions relevant to this call is provided in ch. 7.6.3, 7.6.5 and 7.6.6 of the RfAB - general part.

7.6.1. INTRODUCTION TO STATE AID

Provided in the RfAB - general part.

7.6.2. STATE AID IN EDUCATION

Not relevant for the projects of this call.

7.6.3. STATE AID FOR R&D AND EDUCATION INFRASTRUCTURE

Provided in the RfAB - general part.

7.6.4. EXCEPTIONS THAT ALLOW THE STATE AID WITHOUT THE NEED FOR NOTIFICATION BY THE EC

Not relevant for the projects of this call.

7.6.5. THE BASIC RESPONSIBILITIES OF THE APPLICANT / BENEFICIARY CONCERNING THE STATE AID

Provided in the RfAB - general part.

7.6.6. CONSEQUENCES OF A BREACH OF STATE AID RULES

Provided in the RfAB - general part.

7.7. PUBLICITY

Provided in the RfAB - general part.

7.8. INDICATORS

The following pages provide an overview of the indicators for this call, the conditions for their reporting, documentation and financial corrections (sanctions) that will be imposed on the beneficiary failing to achieve the indicator values.

The indicator system for the call Excellent Research

Priority 1: Research and development

Specific Objective 1.1: Developing and strengthening research and innovation capacities and deploying advanced technologies

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
Outputs	205 002	Researchers working in supported research facilities	FTE/year - jobs	Mandatory to select Mandatory to achieve	Definition: Number of researchers using directly, in their line of activity, the research facility or the equipment for which the support is awarded. The indicator is measured in terms of annual full time equivalents (FTEs), calculated according to the methodology provided in the OECD Frascati Manual 2015. The project must improve the research facility or the quality of research equipment. Replacements without quality increase are excluded, as is maintenance. The research facility may be public or private. The R&D vacant positions are not counted, neither are support staff for R&D (i.e. posts not directly involved in R&D activities).*If more researchers are employed in the facility as a direct consequence of the project (i.e. vacant positions filled or new posts created), the*	The indicator values are monitored / reported regularly but only for the first year of the project implementation. In the relevant PIR, the beneficiary will provide the annex "Roster of staff", which will list the researchers included in the expert team for each supported institution, including their FTE for the relevant reporting period, and that only in the first year of the project implementation. This is supported by a copy of the researcher's employment contract (or agreement to perform work, or agreement to carry out a job). The originals of these documents may be checked during checks on the spot.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
					new researchers are counted in RCR102 - Research jobs in supported entities) [61]. Annual FTE of R&D personnel is defined as the ratio of working hours actually spent on R&D during a calendar year divided by the total number of hours conventionally worked in the same period by an individual or a group. By convention a person cannot perform more than one FTE on R&D on an annual basis. The number of hours conventionally worked is determined on the basis of normative/ statutory working hours. A full time person will be identified with reference to their employment status, the type of contract (full time or part time) and their level of engagement in R&D (see OECD in reference, ch. 5.3). *For the definition of research organizations see RCO07.* [62] Specification:	

[61] Not relevant for P JAC projects.

[62] Research organizations are entities whose primary objective is to carry out independently basic research, industrial research and experimental development and to disseminate the results of these activities through teaching, publications or knowledge transfer.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
					Researchers included in the project's expert team in the first year of the project implementation are counted. The first year means 12 consecutive months starting from the start date of the project implementation.	
	244 001	Number of research organizations supported	Organisation	Mandatory to select Mandatory to achieve	Definition: Number of research organizations, which were supported. Specification: The entities financially supported under the project, i.e. legal entities of the beneficiary, partner(s) with a financial contribution, which meet the definition of a research organization according to the Framework for State Aid for Research, Development and Innovation, are counted.	The value of the indicator is reported in the first PIR. In the event of a change in the project entities (e.g. a partner is added during implementation), the value achieved is updated in the PIR after this change. The applicant/beneficiary edits this indicator on the Supported Entities screen. As part of the editing, before the legal act is issued, all the organization IDs known to the beneficiary should be filled in and the screen updated in the PIR, see the IS KP21+ User Guides for Applicants/Beneficiaries for more details.
	210 181	Number of contributions to expert events	Contributions	Mandatory to select Mandatory to achieve	Definition: Number of presentations at expert events (conferences/congresses/ workshops etc.) that are intended for the expert public. Such contributions take	The indicator values are monitored / reported regularly during the project implementation. The beneficiary shall provide the annex "Roster of contributions at expert events" in

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
					the form of a lecture or poster, for example. The topic of the expert event and the contribution must be related to the supported project and the contribution must contribute to the fulfilment of the project objectives.Specification: The professional public means persons who understand and know the area discussed. The conference contribution must be presented by at least one member of the project's expert team (or a representative of the beneficiary/ partner institution) supported by P JAC. Contributions to events organised by the beneficiary/partner of the project are also counted.	the relevant PIR. For projects supported by the P JAC, only contributions to conferences that took place during the implementation of the project in the P JAC will be counted. The beneficiary will document the achievement against the indicator e.g. by the conference programme / list of participants of the "poster session", where the names of the speakers will be visible, or by a confirmation of the conference organiser about accepting the contribution or poster at the conference. Alternatively, it can also be documented, e.g. by a ppt presentation or other form of presentation at the event (photo documentation, video, etc.) In the event that the same contribution is reported by more projects approved in the P JAC, it will be counted pro rata to each supported beneficiary. It is therefore necessary that, in the event of reporting a jointly achieved result, the institutions supported by the P JAC report only the proportionate part of the result on the basis of mutual agreement.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
	208 002	Incoming mobilities	Mobility	Optional to select Mandatory to achieve	Definition: Number of incoming mobilities of R&D staff from other institutions to the institution involved in the project for the purpose of knowledge transfer, experience transfer or mutual cooperation. Specification: The mobility activity of the researcher must be linked substantively to the project plan. The indicator must be linked to the optional activity Mobilities of the expert team.	The indicator values are monitored / reported regularly during the project implementation. It is reported following the end of mobility. It is evidenced by a copy of a document proving the duration of the mobility (e.g. employment contract, travel order, superior's consent to the mobility, invitation letter) and reports on the mobility implementation. The originals of these documents may be checked during checks on the spot.
	204 032	Outgoing mobilities	Mobility	Optional to select Mandatory to achieve	Definition: Number of outgoing mobilities of R&D staff from the institution involved in the project to another institution for the purpose of knowledge transfer, experience transfer or mutual cooperation. Specification:	The indicator values are monitored / reported regularly during the project implementation. It is reported following the end of mobility. It is evidenced by a copy of a document proving the duration of the mobility (e.g. employment contract, travel order, superior's consent to the mobility, invitation

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
					The mobility activity of the researcher must be linked substantively to the project plan. Only a member of the project's expert team can participate in an outgoing mobility. The indicator must be linked to the optional activity Mobilities of the expert team.	letter) and reports on the mobility implementation. The originals of these documents may be checked during checks on the spot.
	240 002	Number of modernised R&D workplaces	Workplaces	Optional to select Mandatory to achieve	Definition: A modernized R&D workplace is a workplace that is intended to serve the research community for implementation of research and development, for development of cooperation in research and development or for training of future researchers. Modernization means the construction modifications of used premises, equipping with research equipment, resources or capacities to provide services. The modernisation must be carried out with the support of the P JAC.	The indicator values are monitored during the project implementation and are reported after the modernization of the R&D workplace is fully completed, at the latest in the Final PIR. In the Feasibility Study, the applicant/beneficiary shall identify the "R&D workplace(s) to be modernised" and to specify the "outputs" (equipment, building modifications, etc.) through which it will be upgraded. The indicator value is considered achieved after the modernization of the relevant R&D workplace is completed (the outputs assigned to the relevant R&D workplace in the Feasibility Study are implemented), i.e.

					Specification: Number of R&D facilities that have been modernised from a project under Call 008 Excellent Research. A workplace is an organizational unit of a research institution that has a clearly thematic profile, is clearly defined in terms of organization and/or has separate accounting, or it may be a similarly separated unit shared by several research institutions. Upgraded R&D facilities set up by one or more research organizations will be counted. If an R&D workplace is set up by more than one research organization, it is counted only once. It is compulsory to link the indicator to optional activity of the call "Modernization and upgrade of infrastructure, acquisition of infrastructure necessary for the implementation of researchwork packages".	after the equipment purchased is put into use and/or after the planned building modifications are completed (issuance of the approval-for-use decision, handover of the premises for use, permission for test operation, etc.). It is proven by submitting a copy of the approval-for-use decision, permission for use, handover and/or acceptance certificate or other relevant document, as well as an accounting document on the purchase, proof of inclusion in assets (e.g. inventory card) based on the type of the equipment or infrastructure. For the purposes of a check on the spot, the beneficiary shall demonstrate the implementation of the output (e.g. the physical presence of the device, the execution of the construction, etc.), including the originals of relevant documents (e.g. the approval-for-use decision). The original documents proving the eligibility of the project expenditure (e.g. invoices, inclusion in assets) are also to be presented. Each R&D workplace is reported only once in the project.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
Results	244 011	Number of institutions affected by interventions	Institution	Mandatory to select Mandatory to achieve	Definition: Number of institutions affected by the intervention through the implemented project. Specification: Each institution is reported only once under this indicator (organization ID number) in the project. The project entities are counted, i.e. in this call the legal entities of the beneficiary, the partner(s) without financial contribution, the partner(s) with financial contribution.	The value of the indicator is reported in the Final PIR, in the case of an institution with the optional activity "Modernisation and upgrade of infrastructure, acquisition of infrastructure necessary for the implementation of research projects", the value can be reported after completed modernisation and start of use. This is evidenced by partnership contracts. If they have been documented together with the grant application, they do not need to be documented again in the PIR. The applicant/beneficiary edits this indicator on the Supported Entities screen. As part of the editing, before the legal act is issued, all the organization IDs known to the beneficiary should be filled in and the screen updated in the PIR, see the IS KP21+ User Guides for Applicants/Beneficiaries for more details.
	214 021	Publications from supported projects	Publications	Mandatory to select Mandatory to achieve	Definition: Number of publications from supported projects. Publications can be in the form or articles, book chapters or books	The indicator values are monitored/ reported regularly during the project implementation and in the first year of the project sustainability.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
					(including co-publications). The contribution of the supported project should be clearly identifiable. The indicator covers works which have been submitted and accepted for review by peer-review publications. Specification: Only selected types of publications such as articles, book chapters or books are counted in this indicator, regardless of being published in specific databases. The publication must be submitted to the peer review process no earlier than on the start date of the physical implementation of the project. At least one co-author or author of the publication is a researcher from the supported project. To be accepted under the indicator, it must be published / its peer review process completed with a positive result - recommendation for publication.	In the grant application, the applicant indicates the target value date in the format n+1 years, where n is the expected date of completion of the physical implementation of the project. The beneficiary submits a roster of publications in an annex to the PIRs and the first PSR. In the roster, it is necessary to provide either a permanent link (URL address) or a permanent DOI in the form of a URL that is linked to a trusted repository where the full text (files) and metadata are stored, and which allows the issued publication to be unambiguously found, or refers to the attached document "Conclusion of the peer review". In addition, the author (or co-author) and the institution, on behalf of which they publish, must be mentioned. For selected items of the roster, copies may be requested of documents proving e.g. the link to a supported entity and its staff (in particular timesheets of staff with FTE for the beneficiary / partner) or the very existence of printed publications. The originals of these

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
						documents may be checked at random during checks on the spot. All mandatory open science procedures must be completed (see ch. 5.7). In the event that the same publication is reported by more projects approved in the P JAC and OP RDE (sustainability), it will be counted pro rata to each supported beneficiary. It is therefore necessary that, in the event of reporting a jointly achieved result, the institutions supported by the P JAC/OP RDE report only the proportionate part of the result on the basis of mutual agreement.
	214 022	Publications - letters, reviews, conference/proceeding papers	Publications	Optional to select Mandatory to achieve	Definition: Number of publications created within the supported project. Publications of the type 'letter', 'review', 'conference paper' and 'proceeding paper' and an article in a special issue of a journal dedicated to the publication of conference papers are counted. At least one co-author or author of the	The indicator values are monitored/ reported regularly during the project implementation and in the first year of the project sustainability. In the grant application, the applicant indicates the target value date in the format n+1 years, where n is the expected date of completion of the physical implementation of the project.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
					publication is a researcher from the supported project. The contribution of the supported project to the publication must be clearly identifiable. The publication must be recommended for publication through a peer-review process. The publication must be submitted to the peer-review process no earlier than the date of the start of the physical implementation of the project. Specification: Only selected types of publications are counted in this indicator, regardless of being published in specific databases. To be accepted under the indicator, it must be published / its peer review process completed with a positive result - recommendation for publication.	The beneficiary submits a roster of publications in an annex to the PIRs and the first PSR. In the roster, it is necessary to provide either a permanent link (URL address) or a permanent DOI in the form of a URL that is linked to a trusted repository where the full text (files) and metadata are stored, and which allows the issued publication to be unambiguously found, or refers to the attached document "Conclusion of the peer review". In addition, the author must be mentioned (or co-author) and the institution, on behalf of which it is published. For selected items of the roster, copies may be requested of documents proving e.g. the link to a supported entity and its staff (in particular timesheets of staff with FTE for the beneficiary/ partner institution) or the very existence of printed publications. All mandatory open science procedures must be completed (see ch. 5.7). The originals of these documents may be checked during checks on the spot. In the event that the same publication is reported by more projects approved in the P JAC and OP RDE (sustainability), it will be

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
						counted pro rata to each supported beneficiary. It is therefore necessary that, in the event of reporting a jointly achieved result, the institutions supported by the P JAC/OP RDE report only the proportionate part of the result on the basis of mutual agreement.
	214 026	Number of publications published in the first quartile of the most influential journals in the field	Publications	Mandatory to select Optional to achieve	Definition: Number of publications created within the supported project. The number of "article", "letter" and "review" publications registered in the Thomson Reuters Web of Science or Scopus databases are counted. At least one co-author or author of the publication is a researcher from the supported project. The contribution of the supported project to the publication must be clearly identifiable. The publication must be submitted to the peer review process no earlier than the date of the start of the physical implementation of the project and	If one publication is published in more than one database, the value will be counted only once for this indicator. The indicator values are monitored/ reported regularly during the project implementation and in the first year of the project sustainability. In the grant application, the applicant indicates the target value date in the format n+1 years, where n is the expected date of completion of the physical implementation of the project. The beneficiary submits a roster of publications in an annex to the PIRs and the first PSR. In the roster, the field under which the publication is reported should be indicated. In addition, the author (or co-

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
					published no later than the period of the 1st project sustainability report. Publications published in journals ranked in the first quartile of the most influential journals in the field according to the Article Influence Score (AIS) in Web of Science or the Scimago Journal Rank (SJR) in the Scopus database will be included.. Specification: Publications published in journals that are in the first quartile of the most influential journals in the field in the year of publication are counted (i.e. the year of publication and the year of the journal's assessment are the same). To be accepted under the indicator, it must be published / its peer review process completed with a positive result - recommendation for publication.	author) and the institution, on behalf of which they publish, must be mentioned. The beneficiary proves the presence in the first quartile with a printscreen from the relevant database, or it is possible to use information from the bibliometric analysis for individual fields from Methodology 17+.
	214 027	Publications (selected types of documents) in the first quartile of	Publications	Mandatory to select	Definition: Number of publications created within the supported project. The number of	If one publication is published in more than one database, the value will be counted only once for this indicator.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
		publications according to industry-standard citation rate		Optional to achieve	"article", "letter" and "review" publications registered in the Thomson Reuters Web of Science or Scopus databases are counted. At least one co-author or author of the publication is a researcher from the supported project. The contribution of the supported project to the publication must be clearly identifiable. The publication must be submitted to the peer review process no earlier than the date of the start of the physical implementation of the project. Specification: The field-standardised citation index will be monitored for all publications at the same moment - at the end of the sustainability period. The data sources will be the WoS-InCites and Scopus databases. The percentile of citation of the article among all articles in the field is available from the WoS-InCites and Scopus databases.	The indicator value will be reported once at the end of the sustainability period with the Final PSR. In the grant application, the applicant indicates the target value date in the format n+5 years, where n is the expected date of completion of the physical implementation of the project. The beneficiary submits a roster of publications in an annex to the Final PSR.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
	214 023	Publications (selected types of documents) with foreign co-authorship produced by supported entities	Publications	Mandatory to select Mandatory to achieve	Definition: Number of publications created within the supported project. Publications of the type "article", "book", "book chapter", "letter", "review" and "conference/proceeding paper" are counted. Publications must be co-authored by researchers from domestic and foreign institutions. A foreign co-author is not considered to be a researcher who is also a member of the implementation team of the supported project and has an employment contract with the project beneficiary/partner. At least one co-author or author of the publication is a researcher from the supported project. The contribution of the supported project to the creation of the publication must be clearly identifiable. The publication must be recommended for publication on the basis of a peer-review process. The publication must be	The indicator values are monitored/ reported regularly during the project implementation and in the first year of the project sustainability. In the grant application, the applicant indicates the target value date in the format n+1 years, where n is the expected date of completion of the physical implementation of the project. The beneficiary submits a roster of publications in an annex to the PIRs and the first PSR. In the roster, it is necessary to provide either a permanent link (URL address) or a permanent DOI in the form of a URL that is linked to a trusted repository where the full text (files) and metadata are stored, and which allows the issued publication to be unambiguously found, or refers to the attached document "Conclusion of the peer review". In addition, the author must be mentioned (or co-author) and the institution, on behalf of which it is published. For selected items of the roster, copies may be requested of documents proving e.g. the

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
					submitted to the peer review process no earlier than the date of the start of the physical implementation of the project.. Specification: Only selected types of publications are counted in this indicator, regardless of being published in databases.	link to a supported entity and its staff (in particular timesheets of staff with FTE for the beneficiary/ partner) or the very existence of printed publications. The originals of these documents may be checked at random during checks on the spot. All mandatory open science procedures must be completed (see ch. 5.7). In the event that the same publication is reported by more projects approved in the P JAC and OP RDE (sustainability), it will be counted pro rata to each supported beneficiary. It is therefore necessary that, in the event of reporting a jointly achieved result, the institutions supported by the P JAC/OP RDE report only the proportionate part of the result on the basis of mutual agreement.
	214 024	Publications (selected types of documents) co-authored by research organizations and	Publications	Optional to select Mandatory to achieve	Definition: Number of publications created within the supported project. Publications of the type "article", "book", "book chapter", "letter", "review" and	The indicator values are monitored/ reported regularly during the project implementation and in the first year of the project sustainability.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
		business corporation			"conference/proceeding paper" are counted. At least one of the co-authors of the publication is a researcher from research organisation involved in the supported project and at least one of the co-authors is a representative of a business corporation. The contribution of the supported project to the publication must be clearly identifiable. The publication must be recommended for publication through a peer-review process. The publication must be submitted to the peer-review process no earlier than the date of the start of the physical implementation of the project. . Specification: Only selected types of publications are counted in this indicator, regardless of being published in databases.	In the grant application, the applicant indicates the target value date in the format n+1 years, where n is the expected date of completion of the physical implementation of the project. The beneficiary submits a roster of publications in an annex to the PIRs and the first PSR. In the roster, it is necessary to provide either a permanent link (URL address) or a permanent DOI in the form of a URL that is linked to a trusted repository where the full text (files) and metadata are stored, and which allows the issued publication to be unambiguously found, or refers to the attached document "Conclusion of the peer review". In addition, the author must be mentioned (or co-author) and the institution, on behalf of which it is published. For selected items of the roster, copies may be requested of documents proving e.g. the link to a supported entity and its staff (in particular timesheets of staff with FTE for the beneficiary/ partner) or the very existence of printed publications.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
						All mandatory open science procedures must be completed (see ch. 5.7). The originals of these documents may be checked at random during checks on the spot. In the event that the same publication is reported by more projects approved in the P JAC and OP RDE (sustainability), it will be counted pro rata to each supported beneficiary. It is therefore necessary that, in the event of reporting a jointly achieved result, the institutions supported by the P JAC/OP RDE report only the proportionate part of the result on the basis of mutual agreement.
	214 031	Other non-publication results (selected types)	Results	Optional to select Mandatory to achieve	Definition: Non-publication research results (selected types) of projects supported by the P JAC, which correspond to category II. 4 of the Definition of Types of Results of the Methodology of Evaluation of Research Organizations and Programmes of Special Purpose Support for Research, Development and Innovation approved	The indicator values are monitored / reported regularly during the project implementation. The beneficiary will attach the annex “Roster of other non-publication results” to the relevant PIR. In view of the wider range of results that can contribute to the value of this indicator, it is possible to count in the value of the indicator

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
					by Government Resolution No. 107 of 8 February 2017.. Specification: Only the following types of other non-publication results corresponding to Category II can be reported under this indicator. Non-publication results of Annex 4 Definition of types of results of the Methodology for Evaluating Research Organizations and Research, Development and Innovation Purpose-tied Aid Programmes, approved by Government Resolution No 107 of 8 February 2017. These are the following types of results: Z (except semi-operation), F, H, G (functional sample only), N, R, S, V.	only results that meet all the requirements for the entry of the result into the RIV/IS R&I database and for which this is subsequently documented to the MA. At the same time, it is necessary to demonstrate their substantive link to the project, and a link to the implemented research activities of the project/project plans. The originals of the documents may be checked during checks on the spot. Specific data items (SDIs) are linked to the indicator - see ch. 7.8.5.
	203 121	Number of submitted grants - international	Grant application	Mandatory to select Mandatory to achieve	Definition: Number of grant applications submitted by research teams supported by P JAC to international research, development or	The indicator values are monitored / reported regularly during the project implementation.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
					innovation programmes or international cooperation programmes. An international research, development or innovation programme is a programme whose terms and conditions do not limit participation to only an institution from the Czech Republic to, regardless of whether the provider is a Czech or foreign entity. An international cooperation programme is a research, development or innovation programme in which research organizations from the Czech Republic compulsorily participate in a consortium with foreign entities.Specification: Grant applications submitted that have successfully passed the initial stage of formal and admissibility checks or similar checks are counted. International competitions in the form of prizes won and/or obtaining apparatus/computation time and/or financial instruments are also counted.	The beneficiary shall provide the annex "Roster - overview of grant applications submitted" in the relevant PIR. This is evidenced by a certificate of submission or other document proving the submission of the grant application and by a copy of the submitted grant application (project proposal) or its equivalent. The originals of these documents may be checked during checks on the spot. SDIs are linked to the indicator - see ch. 7.8.5. In the event that the same grant is reported by more projects approved in the P JAC and OP RDE (sustainability), it will be counted pro rata to each supported beneficiary. It is therefore necessary that, in the event of reporting a jointly achieved result, the institutions supported by the P JAC/OP RDE report only the proportionate part of the result on the basis of mutual agreement.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
					Only grant applications that have a demonstrable link to the research focus of the project supported by the P JAC and whose subject is research and related activities (not, for example, only education) will be counted. For projects supported by the P JAC, only grant applications submitted during the implementation of the project in the P JAC will be counted. At least one member of the expert team of the P JAC project must be involved in the submitted grant application (this person was a member of the expert team of the P JAC project at the time of submission of the grant application to the international programme in question).	
	203 111	Number of submitted grants - national	Grant application	Optional to select Mandatory to achieve	Definition: Number of grant applications submitted by research teams supported by P JAC to national research, development or innovation programmes. A national research, development or innovation programme is a programme in	The indicator values are monitored / reported regularly during the project implementation. The beneficiary shall provide the annex "Roster - overview of grant applications submitted" in the relevant PIR.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
					which only institutions from the Czech Republic can compete as main applicants, regardless of whether the provider is a Czech or foreign entity. An institution from the Czech Republic is defined as an entity of the applicant which has its seat, establishment or branch in the Czech Republic. At the same time, a national research, development or innovation programme is a programme where a partnership with a foreign entity is not compulsorily required. Specification: Grant applications submitted that have successfully passed the initial stage of formal and admissibility checks or similar checks are counted. National competitions in the form of prizes won and/or obtaining apparatus/computation time and/or financial instruments are also counted. For projects supported by the P JAC, only grant applications submitted during the	This is evidenced by a certificate of submission or other document proving the submission of the grant application and by a copy of the submitted grant application (project proposal) or its equivalent. The originals of these documents may be checked during checks on the spot. SDIs are linked to the indicator - see ch. 7.8.5. In the event that the same grant is reported by more projects approved in the P JAC and OP RDE (sustainability), it will be counted pro rata to each supported beneficiary. It is therefore necessary that, in the event of reporting a jointly achieved result, the institutions supported by the P JAC/OP RDE report only the proportionate part of the result on the basis of mutual agreement.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
					implementation of the project in the P JAC will be counted. Only grant applications that have a demonstrable link to the research focus of the project supported by the P JAC and whose subject is research and related activities (not, for example, only education) will be counted. At least one member of the expert team of the P JAC project must be involved in the submitted grant application (this person was a member of the expert team of the P JAC project at the time of submission of the grant application to the national programme in question).	
	214 001	Patent applications submitted	Patent applications	Optional to select Mandatory to achieve	Definition: Number of patent applications submitted and validated ("filing"), and which are due to projects supported. The ultimate granting of the application is not a requirement. The supported project should have a clearly identifiable contribution to the patent for which the application is	The indicator values are monitored/ reported regularly during the project implementation and in the first year of the project sustainability. The beneficiary will attach the annex "Roster of other non-publication results" to the relevant PIR. In the grant application, the applicant indicates the target value date in the format

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
					submitted. *Patent applications for designs (models) are part of indicator RCR07*[63]*.* Specification: Patent applications at the stage after receiving the international search report or its equivalent will be counted in the indicator. Both national and international applications can be counted in the indicator. The subject matter of a patent application is counted only once if it is separately patented in more than one country. At least one of the originators of the patent application must be a member of the expert team.	n+1 years, where n is the expected date of completion of the physical implementation of the project. It shall be documented by a reference/copy of the International Search Report (ISR) or its equivalent, from which it will be possible to verify information on the existence of the application, the originators of the invention, the name/wording of the invention and information on the filing date of the patent application. Copies of documents proving, for example, a link to the R&D centre staff may be requested for selected items. The originals of these documents may be checked at random during checks on the spot. In the event that the same patent application is reported by more projects approved in the P JAC and OP RDE (sustainability), it will be counted pro rata to each supported beneficiary. It is therefore necessary that, in the event of reporting a jointly achieved result, the institutions supported by the P JAC/OP RDE report only the proportionate

[63] Not relevant for P JAC projects.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
						part of the result on the basis of mutual agreement. SDIs are linked to the indicator - see ch. 7.8.5.
	203 541	Number of supported R&D collaborations	Cooperation	Mandatory to select Mandatory to achieve	Definition: Total number of intended collaborations with another institution or its part in order to share experience or to implement the activities of the supported project. Specification: Collaborations taking place during the project implementation period are counted, regardless of the date of concluding the cooperation agreement, which could precede the start date of the project implementation. At least one collaboration must be established during the implementation of the project (the date of conclusion of the cooperation agreement must fall within the implementation period).	The indicator values are monitored/reported at the end of the collaboration in the nearest PIR. If the collaboration continues after the end of the project implementation, it will be reported in the Final PIR. The indicator value is counted at the moment of submission of the collaboration report, which is submitted after the end of the collaboration or with the Final PIR. It shall be supported by a copy of the cooperation agreement (agreement, contract, MoU or similar document) from which it will be possible to verify the parties, purpose, objective, material description of the cooperation and the period for which the agreement is concluded. The beneficiary will submit the collaboration report no later than in the Final PIR. The originals are kept by the beneficiary with the project documentation for checks on the spot.

Type	NCI code	Indicator name	Measurement unit	Attribute	Definitions and specifications for the call	Monitoring and documentation
						SDIs are linked to the indicator - see ch. 7.8.5.
	244 021	Number of persons directly affected by ERDF intervention	Persons	Mandatory to select Mandatory to achieve	Definition: Number of people directly affected by the ERDF intervention through the supported project. Specification: Research and technical staff of the beneficiary/partner (persons in an employment relationship with the beneficiary/partner entities) included in the expert team are counted. In addition to the above, researchers participating in the incoming mobility activity are also counted, immediately after the end of the mobility. Within the project, each person is counted in the indicator only once, regardless of the type of support or form of involvement.	The values are reported continuously, at the latest in the Final PIR. In the relevant PIR / Final PIR, the beneficiary will provide an annex "Roster of staff", which will list the researchers included in the expert team for each supported institution. SDIs are linked to the indicator - see ch. 7.8.5.

7.8.1. TYPES OF INDICATORS

Provided in the RfAB - general part.

7.8.2. VALUES OF INDICATORS

Provided in the RfAB - general part.

7.8.3. BREAKUP AND COUNTING OF INDICATOR VALUES

Provided in the RfAB - general part.

7.8.4. INDICATOR ATTRIBUTES

Provided in the RfAB - general part.

7.8.5. INDICATOR REPORTING PRINCIPLES

Provided in the RfAB - general part.

In addition, for the projects of this call, selected indicators are subject to the obligation of the beneficiary to monitor and report other project data through specific data items.

The table below provides an overview of the SDIs, when filling them in the IS KP21+ the applicant/beneficiary follows the IS KP21+ User Guide and the description given for the specific SDI in the IS KP21+.

Specific Data Items (SDIs)[64]

SDI code	Specific data item name	Specification for the call
OPJAK_VaV13	Other non-publication results	The selection of the SDI is **mandatory for those who choose indicator 214 031** Other non-publication results (selected types) to which the SDI is linked. This is a more detailed specification, based on the types of results listed below: - Z_{tech} – tested technology; - Z_{odru} – variety; - Z_{plem} – breed; - F_{uzit} – utility model; - F_{prum} – design; - G_{funk} – functional sample;

[64] The meaning and use of the SDIs is described in the RfAB - general part, ch.. 5.2.

		- H - results reflected in legislation, standards, guidelines and regulations and in approved conceptual strategic documents - N_{met} – methodology; - N_{pam} – heritage procedure; - N_{map} – specialized map with specialized content - R – software; - S - specialized public database; - V - research report. Only the results reported in the above mentioned indicator are included in the SDI. When applying for grant, the applicant selects the relevant items/result types from the code list and fills in the value achieved as zero. Subsequently, the beneficiary updates the SDI during implementation in the PIR/ Final PIR together with reporting the achieved indicator value, for more details see the description of the SDI in IS KP21+. The SDI must therefore be consistent with the indicator. If an item previously selected from the code list is not used by the beneficiary during the project, it is reported in the Final PIR with the 0 value. An additional item/type not yet selected can only be added during the implementation through a change procedure.

Example of filling in the SDI:

Code	CZ title	Obligation	Number	Price/Rate	Date	Yes/No	Codelist	Text
OPJAK_VaV13	Other non-publication results	*not applicable*	*fill in 0*	*not applicable*	*not applicable*	*not applicable*	Z_{tech} – tested technology	*not applicable*
							Z_{odru} – variety	
							Z_{plem} – breed	
							F_{uzit} – utility model	
							F_{prum} – design	
							G_{funk} – functional sample	
							H - results reflected in legislation, standards, guidelines and regulations and in approved conceptual strategic documents	

							N_{met} – methodology	
							N_{pam} – heritage procedure	
							N_{map} – specialized map with specialized content	
							R – software	
							S - specialized public database	
							V - research report	

SDI code	Specific data item name	Specification for the call
OPJAK_VaV1	Grants obtained or Seals of Excellence	The selection of this **SDI** for the project **is mandatory**. The SDI further specifies indicators 203 121 Number of submitted grant applications - international and 203 111 Number of submitted grant applications - national, according to the criteria listed below: - type obtained (international / national / seal of excellence); - the amount received (in CZK, at the exchange rate of the European Central Bank (ECB) on the date of the grant award legal act or a similar document); - coordination of CZ institutions.[65] Only grants previously reported in the above mentioned indicators can be included in the SDI. Grants from national or international research, development or innovation programmes or international cooperation programmes and Seals of Excellence obtained by expert teams supported from P JAC are reported. When applying for grant, the applicant selects the relevant items/types from the code list and fills in the value achieved in the relevant fields as zero. Subsequently, the beneficiary updates the SDI when preparing the PIR/Final PIR or PSR/Final PSR, i.e. the SDI relates to the duration of the project and the entire period of sustainability, for more details see the description of the SDI in IS KP21+. If an item previously selected from the code list is not used by the beneficiary during the project, it is reported in the Final PSR with 0 values. An additional item/type not yet selected can only be added during the implementation through a change procedure.

[65] In the case of consortium projects, the number of grants coordinated by the Czech institution is indicated.

Example of filling in the SDI:

Code	CZ title	Obligation	Number	Price/Rate	Date	Yes/No	Codelist	Text
OPJAK_VaV1	Grants obtained or Seals of Excellence	*not applicable*	*fill in 0*	*fill in 0*	*not applicable*	*not applicable*	international	*fill in 0*
							national	
							Seal of Excellence	

SDI code	Specific data item name	Specification for the call
OPJAK_VaV8	Patents obtained	The selection of the SDI is **mandatory for those who select indicator 214 001** Patent applications submitted, to which the SDI is linked. Only granted patents originally reported in the above indicator as patent applications can be included in the SDI. In the grant application, the applicant fills in the value achieved as zero (field 'number'). Subsequently, the beneficiary updates the SDI value during implementation when preparing the PIR/Final PIR or PSR/Final PSR, i.e. the SDI relates to the duration of the project and the entire period of sustainability.

Example of filling in the SDI:

Code	CZ title	Obligation	Number	Price/Rate	Date	Yes/No	Codelist	Text
OPJAK_VaV8	Patents obtained	*not applicable*	*fill in 0*	*not applicable*	*not applicable*	*not applicable*	*not applicable*	*not applicable*

SDI code	Specific data item name	Specification for the call
OPJAK_VaV6	Supported collaborations - R&D	The selection of this **SDI** for the project **is mandatory**. The SDI specifies indicator 203 541 Number of supported collaborations - R&D, according to the criteria listed below: - category of collaborating entity (enterprises/ HEIs/ research organizations other than HEIs/ central government and local government/ secondary schools/ other entities); - total number and number of foreign entities; - organization ID for CZ entities/name for foreign entities. Only the collaborations included in this indicator are included in the SDI. When applying for grant, the applicant selects the relevant items from the code list and fills in the values achieved in the relevant categories as zero, and puts a dash “-” in the ‘text’ field. Subsequently, the beneficiary updates the SDI during implementation in the PIR together with reporting the achieved indicator value, for more details see the description of the SDI in IS KP21+. The SDI must therefore be consistent with the indicator. If an item previously selected from the code list is not used by the beneficiary during the project, it is reported in the Final PIR with 0 values. An additional item/category not yet selected can only be added during the implementation through a change procedure.

Example of filling in the SDI:

Code	CZ title	Obligation	Number	Price/Rate	Date	Yes/No	Codelist	Text
OPJAK_VaV6	Supported collaborations - R&D	*not*	*fill in 0*	*fill in 0*	*not*	*not applicable*	enterprises	*fill in a dash “_”*
							HEI	
							Research organisations, except HEIs	
							central and local government	
							secondary school	
							other entities	

SDI code	Specific data item name	Specification for the call
OPJAK_VaV5	Persons directly affected by the ERDF intervention - number of women	The selection of this **SDI** for the project **is mandatory**. The SDI tracks the number of women supported under indicator 244 021 Number of persons directly affected by the ERDF intervention. So only the persons included in this indicator are included in the SDI. The applicant completes the SDI when submitting the grant application by filling in the value achieved as zero (in the 'number' field). Subsequently, the beneficiary updates the SDI value during implementation in the PIR/Final PIR in accordance with the value reported for indicator 244 021.

Example of filling in the SDI:

Code	CZ title	Obligation	Number	Price/Rate	Date	Yes/No	Codelist	Text
OPJAK_VaV5	Persons affected by the ERDF intervention - number of women	*not applicable*	*fill in 0*	*not applicable*	*not applicable*	*not applicable*	*not applicable*	*not applicable*

SDI code	Specific data item name	Specification for the call
OPJAK_VaV12	Funds obtained from the sale of licences for the research results of the project	The selection of this **SDI** for the project **is mandatory**. Only funds received in relation to the research results of a project supported by the P JAC can be included in the SDI. In the grant application, the applicant fills in the value achieved as zero (field 'price/rate'). The beneficiary updates the SDI value (in CZK, according to the ECB exchange rate as of the date of concluding the licence agreement or its equivalent) when preparing the PIR/Final PIR or PSR/Final PSR, i.e. the SDI relates to the duration of the project and the entire period of sustainability.

Example of filling in the SDI:

Code	CZ title	Obligation	Number	Price/Rate	Date	Yes/No	Codelist	Text
OPJAK_VaV12	Funds obtained from the sale of licences for the research results of the project	*not applicable*	*not applicable*	*fill in 0*	*not applicable*	*not applicable*	*not applicable*	*not applicable*

SDI code	Specific data item name	Specification for the call
OPJAK_VaV15	Horizon Europe and Green Deal missions	The selection of this **SDI** for the project **is mandatory**. The SDI monitors the project's contribution to the Horizon Europe and European Green Deal missions.[66] The applicant fills in the SDI when submitting the grant application by selecting the relevant areas from the code list and filling in the "text" field with a dash "-". If the applicant concludes that the project does not contribute in any way to the Horizon Europe / Green Deal missions, he/she selects the option "No contribution" from the code list. Subsequently, the beneficiary adds the information to the SDI in the first PIR, for more see the description of the SDI in IS KP21+. In the event of a need to extend the contributions to the Horizon Europe / Green Deal missions during the project implementation with another category, beyond those in the grant application, another category of contribution can be added by means of a change procedure in the form of an insignificant change to the project.

Example of filling in the SDI:

Code	CZ title	Obligation	Number	Price/Rate	Date	Yes/No	Codelist	Text
OPJAK_VaV15	Horizon Europe and Green Deal missions	*not applicable*	*not applicable*	*not applicable*	*not applicable*	*not applicable*	Mission Horizon Europe - Adaptation to Climate Change including Societal Transformation	*Please provide more detailed information, just fill in "-" in the application.*
							Mission Horizon Europe - Cancer	

[66] https://ec.europa.eu/info/strategy/priorities-2019-2024/european-green-deal_cs

							Mission Horizon Europe – Healthy Oceans, Seas, Coastal and Inland Waters	
							Mission Horizon Europe - Climate-Neutral and Smart Cities	
							Mission Horizon Europe – Soil Health and Food	
							Green Partnerships	
							Other contributions to the Green Deal	
							No contribution	

7.8.6. REPORTING PROJECT PARTICIPANTS AND PERSONAL DATA PROTECTION

Not relevant for this call.

7.8.7. FINANCIAL CORRECTIONS FOR NOT ACHIEVING INDICATOR VALUES

Provided in the RfAB - general part.

7.9. PROJECT CLOSURE

7.9.1. FORMAL TECHNICAL PROJECT IMPLEMENTATION CLOSURE IN TERMS OF FORMAL ARRANGEMENTS

Provided in the RfAB - general part.

7.9.2. TIMEFRAME FOR PROJECT CLOSURES

Provided in the RfAB - general part.

7.9.3. PROJECT IMPLEMENTATION CLOSURE IN TERMS OF MONITORING AND FINANCING

Provided in the RfAB - general part.

In addition for this call, some products and outputs of the project can be documented after the closure of the project. However, this applies only to products and outputs used to achieve the values of indicators which, according to ch. 7.8, can be reported during the sustainability period - in such case, the beneficiary must document the products and outputs of the project on the deadline specified for the indicator at the latest.

7.9.4. NON-ACHIEVEMENT OF THE PURPOSE OF THE GRANT AT THE END OF THE PROJECT IMPLEMENTATION

Provided in the RfAB - general part.

7.9.5. NON-STANDARD TERMINATION OF THE PROJECT IMPLEMENTATION

Provided in the RfAB - general part.

7.10. SUSTAINABILITY OF THE PROJECT

For the projects of this call, a **sustainability period of 5 years** is set, which in the case of projects financed ex-post starts on the day following the date on which the project acquired the status "Project financially closed by the Managing Authority" and in the case of projects financed ex-ante starts on the day following the actual date of completion of the physical implementation of the project.

The beneficiary obligations during the project sustainability period are based on Article 65 CPR. For projects supported under this call, the beneficiary is obliged to ensure that within the specified period of 5 years there is no:

- cessation of the the productive activity[67] or its transfer outside the NUTS level 2 region in which the project received support (except where the productive activity is ceased due to a non-fraudulent bankruptcy),
- change in ownership of an item of infrastructure which gives to a firm or a public body an undue advantage,[68]
- substantial change adversely affecting the nature, objectives or implementation conditions of the project, which would jeopardize its original objectives.

Failure to comply with the above sustainability conditions will result in a repayment of the grant from the beneficiary in an amount proportional to the period of non-compliance.

The beneficiary/partner is also obliged to organize **at least 2 full-day awareness-raising events for specialists in the field,** during the sustainability period to inform about the achievement of the objectives of the supported project at the time of implementation and its further activities during the sustainability period. These events shall be organised by the beneficiary/partner no earlier than one year after the end of the project implementation. Failure to comply with this obligation will result in a reduced levy of CZK 100,000 for each awareness-raising event not organised.

Expenditure related to the financing of the sustainability of the project outputs during the project sustainability period are not covered by the funds of the approved budget for the implementation of the project. These expenditure may be covered either from the beneficiary's own resources, or the beneficiary may ensure sustainability of the project outputs by participating in programmes enabling sustainability.

[67] For this call, 'productive activity' is defined as a research and development activity. It applies only to projects involving an investment in infrastructure or productive investment (see Article 5 of the ERDF Regulation).
[68]This applies only to projects involving an investment in infrastructure or productive investment (see Article 5 of the ERDF Regulation).

The beneficiary shall submit interim and final project sustainability reports (PSRs) for the period defined in the legal act on grant award / transfer. Detailed information about the types of reports to be submitted in the sustainability period is in ch. 7.2.3

Changes made during the sustainability period are subject to the the rules and procedures set out in ch. 7.4.3.

In the event that the beneficiary (or the operator, if the beneficiary transfers the assets acquired from the project to it) has a right to deduct input VAT in connection with the assets or services paid for from the project, the beneficiary must notify the MA of such fact and return the amount of the entitlement for VAT deduction (including in the event that the right to deduction arises for the operator after the beneficiary has transferred the assets acquired under the project to the operator).

During the sustainability period, the MA may also carry out checks on the spot (detailed information is provided in ch. 9).

7.11. RETENTION OF DOCUMENTS

Provided in the RfAB - general part.

8. CHAPTER – EXPENDITURE ELIGIBILITY AND REPORTING

Provided in the RfAB - general part.

8.1. DIRECT EXPENDITURE REPORTING

Provided in the RfAB - general part. In addition, for the projects of this call, this method of reporting is applied to expenditure of budget cost category 1.1.1.1. Expenditure reported / included in other budget cost categories cannot be reported under budget cost category 1.1.1.1.

8.1.1. ACCOUNTING AND DOCUMENTATION

Provided in the RfAB - general part.

8.1.2. BANK ACCOUNT, CASH REGISTER AND OTHER PAYMENT METHODS

Provided in the RfAB - general part.

8.1.3. VALUE ADDED TAX

Provided in the RfAB - general part.

8.1.4. GENERAL CONDITIONS OF EXPENDITURE ELIGIBILITY

Provided in the RfAB - general part. In addition, the following applies for projects under this call:

Time eligibility:

Expenditure is eligible from the date the call is announced. This date is the earliest possible date of expenditure eligibility. Before the date of project implementation star, the only eligible expenditure is that related to the preparation of construction design documentation, i.e. of the documents listed in Table 4 Overview of required documents for the construction part of the project (in ch. 5.11 of the RfAB – general part).

8.1.5. ELIGIBLE EXPENDITURE BY TYPE

Provided in the RfAB - general part. In addition, the following applies for projects under this call:

Only those parts of ch. 8.1.5 of RfAB – general part, which apply to expenditure that can be reported in budget cost category 1.1.1.1[69], are relevant for the applicant/beneficiary. This concerns the following types of expenditure:

A. INVESTMENT EXPENDITURE

A.1. Tangible fixed assets (INV) (usability over 1 year)

A.1.2. Investment chapter of the budget "Buildings and construction" - eligible is only expenditure related to building modifications of the existing building, see bullet (2) Building modifications of the existing building, namely those that preserve the external layout and height of the existing building .

A.1.3. Investment chapter of the budget "Moveables"

A.2. Investment chapter of the budget "Intangible fixed assets" (usability over 1 year)

B. NON-INVESTMENT EXPENDITURE

B.1 Non-investment chapter of the budget "Tangible assets"

B.2 Non-investment chapter of the budget "Intangible assets" (usability under 1 year)

B.3 Non-investment chapter of the budget "Depreciation"

B.4 Non-investment chapter of the budget "Personnel expenditure"

In addition, for the projects of this call, the time sheets are also maintained by those employees of the project who work for the project on the basis of one employment contract but, in the same calendar month, perform activities in several positions, some of which are paid from direct expenditure.

B.5 Non-investment chapter of the budget "Authors' contributions"

B.6 Non-investment chapter of the budget "Travel expenditure" - this chapter can cover expenditure for foreign travel (outside Activity 6) or other expenditure related to short-term incoming visits of experts, such as incoming visits of members of the International Scientific Advisory Board of the project or short-term incoming visits of other experts.

[69] The budget categories are detailed in Ch. 5.9.1.

B.7 Non-investment chapter of the budget "Purchase of services" - this chapter covers, among other things, **expenditure for open science** - e.g. publication fees, fees for long-term data archiving, costs of the services of a data steward (an expert in data management in accordance with the FAIR principles).

For the projects of this call, it is not possible to declare in chapter B.7 the services consisting in the activities of the administrative team of the project (the costs of the activities of the administrative team that is part of the core project team are reported through lump sums, the costs of the activities of the administrative team that is part of of the supporting project team are included in the flat-rate costs of the project).

B.8 Non-investment chapter of the budget "Direct support"

8.1.6. IN-KIND CONTRIBUTIONS

Not relevant for the projects of this call.

8.1.7. INELIGIBLE COSTS

Provided in the RfAB - general part.

Ineligible costs include those related to the excluded activities specified in ch. 5.7 and also:

- acquisition of motor vehicles and means of transport, with the exception of vehicles and means of transport that are the subject of the research activities.

8.2. SIMPLIFIED COST OPTIONS (SCO)

8.2.1. LUMP SUMS

Provided in the RfAB - general part. In addition, for the projects of this call, this method of expenditure reporting is applied to expenditure of budget category 1.1.1.2.

Setting the lump sum for the personnel expenditure of administrative team members who are part of the core project team (the "lump sum") and reporting it:

Activity	The lump sum is used to pay the personnel expenditure of the administrative team members who are part of the core project team. The activity of the administrative team members who are part of the core project team mainly consists in the administrative management of the project, the financial management and the administrative activities connected with managing the project. The project management also includes activities consisting in monitoring the project implementation, reporting expenditure to the granting authority, communication with the granting authority, etc. The list of positions whose personnel expenditure can be included in the calculation of the lump sum, and the job description of these administrative positions is provided in ch. 5.7, Activity 1: Project management, RfAB - general and specific part.

	The maximum FTE of the Chief Project Manager is 1.0 FTE per calendar month. Wages/salaries of the administrative team members, included in the lump sum, include: a) gross wage, salary or remuneration from the agreements of employees working on the project, including statutory compensations (e.g. sick leave paid by the employer, compensation for vacation including vacation accruing during maternity leave, compensation for personal impediment to work or service – examination or treatment by a doctor, wedding, birth of a child, graduation, attending a funeral of a family member, sick leave, etc.), or additional payments (e.g. for overtime work, work on a holiday provided the work was directly related to the project, rewards and bonuses, etc.); b) social and health insurance contributions paid by the employer; c) statutory employer's liability insurance; d) other mandatory expenditure of the employer: contributions to the cultural and social needs fund, or the social fund (if required by law), etc.[70] The beneficiary is not entitled to declare the personnel expenditure of the members of the administrative team who are part of the core project team in expenditure categories 1.1.1.1 or 1.1.1.3.1.
The lump sum amount	**The lump sum expresses the sum of personnel expenditure of the administrative team members (who are part of the core project team) for the entire period of the project implementation.** The lump sum amount is determined separately for each project, using the Lump Sum Calculator (b1), which is attached to the grant application. The amount of the lump sum depends on: 1) the wage/salary rates for positions included in the administrative team (set by the MA based on statistics of the Information System on Average Earnings, the individual wage/salary rates are always preset in the Lump Sum Calculator (b1) and the applicant/beneficiary cannot change them); 2) the FTEs of the members of the administrative team (determined by the applicant who enters the data into the Lump Sum Calculator (b1)); 3) number of months of the project implementation.
Updating the lump sum amount	The MA updates the amounts of wages/salaries for the positions of the administrative team members who are part of the core project team, usually twice a year following the publication of the statistical data of the Information System on Average Earnings for a closed first half year and a closed calendar year. After the update of the amounts, the MA will publish a new version of

[70] The cost of meal vouchers and the meal voucher flat rate are not included in the calculation of the lump sum.

	the Lump Sum Calculator (b1)[71] in which the updated amount of wages/salaries will be provided. During the project implementation, the beneficiary can update the amount of the lump sum indicated in the project budget, using the updated Lump Sum Calculator (b1). No other way of updating the lump sum amount stated in the project budget is possible.
Eligibility conditions	The lump sum amount is declared by the beneficiary in parts (partial performance). The beneficiary is entitled to declare a part of the lump sum amount attributed to the completed reporting period of project implementation, for which the beneficiary is submitting Payment Application / PIR, or Final Payment Application / Final PIR. The amount of the partial performance of the lump sum, which the beneficiary is entitled to declare for the reporting period, is calculated as the product of the amount of monthly personnel expenditure of the administrative team and the number of calendar months included in the reporting period. The partial performance of the lump sum included in the Payment Application is considered eligible if the MA approves the PIR/ Payment Application or the Final PIR / Final Payment Application. In a Payment Application, the beneficiary can include a partial performance of a lump sum, in which, for example, for a four-month reporting period, the personnel expenditure of the administrative team for less than 4 months are included - in such case, the unclaimed part of the partial performance of the lump sum can be included in one of the later Payment Applications, but no later than in the Final Payment Application (in this case, the Payment Application may include more monthly personnel expenditure of the administrative team than correspond to the number of months of the reporting period for which the Payment Application / PIR is submitted. The number of monthly personnel expenditure of the administrative team included in the partial performances of the lump sum may not at any time during the project implementation exceed the number of already elapsed calendar months of the project implementation, which were part of the reporting periods for which Payment Applications / PIRs have already been submitted.
Objectives and description of implementation	The aim of using a lump sum for the personnel expenditure of the administrative team members who are part of the core project team is to reduce the administrative burden when reporting personnel expenditure related to their activities. **Determining the amount of a lump sum in the project budget for the grant application** The applicant determines the lump sum amount using the Lump Sum Calculator (b1), for more details see the Lump Sum Amount in this table above.

[71] It can be indicatively expected that the Lump Sum Calculator (b1) will be updated at the beginning of April and October of the given year, but always following the published data of the Information System on Average Earnings.

	The lump sum is entered by the applicant in the project budget in the format: number of months of project implementation x monthly personnel expenditure of the administrative team (this method of entering the lump sum in the project budget will enable its partial reporting). *Example:* *The project has a 30-month implementation period. With the help of the Lump Sum Calculator (b1), the applicant calculated a lump sum, i.e. the amount of personnel expenditure for the administrative team members (who are part of the core project team) for the entire duration of the project at CZK 12,000,000 and the amount of monthly personnel expenditure of the administrative team at CZK 400,000. That is, the applicant enters the lump sum amount (CZK 12,000,000) into the project budget as a product of the monthly personnel expenditure of the administrative team (CZK 400,000) and the number of months of the project implementation (30). The data must be filled into the project budget in accordance with the Lump Sum Calculator (b1).* **Reporting the lump sum amount in the Payment Application** The beneficiary reports the lump sumps in the Payment Application. As a rule, the beneficiary includes in the Payment Application the partial performance of a lump sum calculated on the basis of the number of calendar months in the reporting period for which the beneficiary is submitting the PIR or Payment Application. For lump sum eligibility see Eligibility Conditions in this table above. **Changing the lump sum amount during the project implementation** The amount of the lump sum stated in the project budget can be increased in the event of: - an increase in the wage/salary rates of the administrative team positions by the MA (see the description of Updating the lump sum amount in this table above) - in such case, the items with the original and the new amount of monthly personnel expenditure of the administrative team must be differentiated in the budget, - an extension of the project implementation period; The beneficiary is entitled to use the budget category 1.1.1.2 Lump sums for the increase of the budget category 1.1.1.4 Reserve for personnel expenditure (applicable for an increase from the 25th month of the project implementation inclusive), or to use funds from other budget items, in accordance with the rules for making changes, see ch. 7.4 for more details.

8.2.2. STANDARD SCALE OF UNIT COSTS

Provided in the RfAB - general part. In addition, for the projects of this call, this method of reporting is applied to expenditure of budget category 1.1.1.3.
Determination and reporting of unit costs of personnel expenditure of the expert team members is detailed in ch 5.9.1 of the RfAB – general part.

Furthermore, two types of unit costs are related to the implementation of optional Activity 6 Mobilities of the expert team, namely unit costs of the mobilities of the expert team - incoming, and unit costs of the mobilities of the expert team - outgoing. The setting and reporting of these unit costs is as follows:

Number of the supported activity according to the call	**Supported Activity 6**
Name of the supported activity	**Mobilities of the expert team - incoming**
Objectives of the activity	The goal of the activity is cooperation on research work packages implemented within the project and the transfer of foreign experience into the research organisation(s) through the involvement of high-quality researchers from abroad in expert teams in the Czech Republic. The long-term goal is the internationalization of research.
Description of the implementation of the activity	Incoming stays of experts/researchers from abroad to the beneficiary/partner institution will be implemented for the purpose of exchanging experience/ establishing cooperation/ collaboration on research work packages that are the subject of the project implementation. The minimum duration of a mobility is 1 month. The duration of an incoming researcher's stay in the Czech Republic is limited to a maximum of 2 years cumulatively. The worker arrives in the Czech Republic on the basis of a **memorandum, letter of invitation** or a similar document between a Czech and a foreign research organisation. After completing the mobility, the worker is obligated to draw up a **Mobility Report** (in Czech or English), setting out: name of the worker, FTE in the project, duration of mobility (from-till), destination; a brief description showing the goal of the mobility and indicating whether the set goal was achieved. The beneficiary is entitled to report a maximum of 1,720 productive hours for a 1.0 FTE of one employee over a period of 12 consecutive calendar months. The maximum number of productive hours is proportionally reduced in the case of an employee employed part-time (e.g. 0.5 FTE) and if the employee's involvement in the project implementation is shorter than a period of 12 consecutive calendar months.
Unit of activity	1 productive hour of a researcher in a Czech research organisation.
Unit cost	The amount of the unit cost is equal to the amount that must cover the minimum personnel costs of the researcher's mobility (including all mandatory expenditure), which is **CZK 757** plus, where relevant, a family allowance of **CZK 108**.
Target group	Staff of research organizations; students of doctoral programmes at HEIs.

Activity output	Implemented mobility of a researcher in a research organization in the Czech Republic.
Documenting the output in the PIR	- A copy of the Mobility Report for the reporting period, including the report/statement of eligible productive hours (in Czech or English); - a copy of the employment contract and, if necessary, another contractual document between the beneficiary and the researcher indicating the amounts to be paid to the researcher - minimum personnel costs.
Documenting the output during checks on the spot	The on-the-spot check will inspect mainly the following: - the original of the Mobility Report for the reporting period, including the report/statement of eligible productive hours (in Czech or English); - documents/reports from payroll accounting, on the basis of which the report/statement of eligible productive hours of the researcher is filled out; - originals of labour-law documents incl. any other documents from which it is clear that the researcher is entitled to receive the minimum personnel costs out of the value of the unit cost; - documentation of payments to the researcher; - interview with the researcher; - if relevant, documents showing the legitimate entitlement to the family allowance.
Output indicator	208 002 Incoming mobilities

Number of the supported activity according to the call	**Supported Activity 6**
Name of the supported activity	**Mobilities of the expert team - outgoing**
Objectives of the activity	The outgoing mobilities of supported persons in foreign organizations are expected to improve the qualifications and professional knowledge of the supported persons, transfer know-how to the Czech research organization and network with experts from foreign centres. The long-term goal is the internationalization of research.
Description of the implementation of the activity	Mobilities of the expert team - outgoing can be carried out by members of the expert team (except for the Research project manager and Research work package leaders) who are involved in the project with a minimum of 0.5 FTE. The duration of one outgoing mobility is limited to a minimum of 1 month, a maximum of 6 months and the total duration of all trips of one employee can be a maximum of 1 year. The worker will travel to a foreign organization on the basis of e.g. a **memorandum, letter of invitation** or a similar document between a Czech and a foreign research organization. After completing the mobility, the worker is obligated to draw up a **Mobility Report** (in Czech or English), setting out: name of the worker, FTE in the project, duration of mobility (from-till), destination, name of the organization, a brief

<table>
<tr><td></td><td>description showing the goal of the mobility and indicating whether the set goal was achieved.
It is assumed that the worker works at least 4 hours every working day.</td></tr>
<tr><td>Unit of activity</td><td>1 person-day of the outgoing mobility</td></tr>
<tr><td>Unit cost</td><td>The value of the unit cost is determined as follows:
<table>
<tr><th>The value of the correction coefficient of the destination according to the annex to Call no. 3</th><th>Calculation of the amount per day</th><th>Amount per day</th></tr>
<tr><td>0.480 – 0.799</td><td>CZK 4 364 x 0.75</td><td>CZK 3 273</td></tr>
<tr><td>0.8 – 0.999</td><td>CZK 4 364 x 0.875</td><td>CZK 3 818</td></tr>
<tr><td>1.0 – 1.520</td><td>CZK 4 364</td><td>CZK 4 364</td></tr>
</table>
The total number of unit costs for 1 outgoing mobility is declared based on the number of working days of the mobility, completed in the foreign organization.
The unit cost can be used by the beneficiary to cover the travel expenditure of the supported person (transfer to the destination, local travel expenditure), accommodation, meals + out-of-pocket expenditure, costs of the consumables associated with practical training, etc.
Personnel expenditure of the outgoing mobility participants are not part of the unit cost. This expenditure can be declared as direct expenditure.</td></tr>
<tr><td>Target group</td><td>Staff of research organizations;
students of doctoral programmes at HEIs.</td></tr>
<tr><td>Activity output</td><td>Implemented outgoing mobility of a researcher in a research organization abroad.</td></tr>
<tr><td>Documenting the output in the PIR</td><td>A copy of the Mobility Report (in Czech or English) for each completed outgoing mobility, signed by the participant and his/her immediate superior or their relevant proxy and a relevant representative of the foreign institution;
a copy of the travel order of the mobility participant without the related documents (transport tickets, etc.)
memorandum or a similar document.</td></tr>
<tr><td>Documenting the output during checks on the spot</td><td>The on-the-spot inspection will check the following:
originals of the Mobility Reports;
original of the travel order of the mobility participant;[72]
employment contract of the mobility participant (job title);
documents from which it will be possible to check the beginning and the end of the mobility (attendance system, report from a business trip, etc.).
The on-the-spot check exclusively checks the compliance of the data with the data given in the Mobility Report.</td></tr>
<tr><td>Output indicator</td><td>204 032 Outgoing mobilities</td></tr>
</table>

[72] As part of the travel order, the beneficiary is obligated to pay the amount of pocket money to the employee, as set out in the applicable version of the decree.

8.2.3. FLAT-RATE COSTS

Provided in the RfAB - general part. In addition, for the projects of this call, this method of expenditure reporting is applied to expenditure of budget category 1.1.2.

The flat rate is determined according to point (a) of ch. 8.2.3 RfAB – general part, at 7%. The amount of flat-rate costs (budget category 1.1.2) is equal to the product of the flat rate and the amount of expenditure in budget category 1.1.1.

8.3. PROJECT INCOME

Provided in the RfAB - general part.

9. CHAPTER – CHECKS AND AUDITS

Provided in the RfAB - general part.

10. CHAPTER – VIOLATION OF THE TERMS OF THE LEGAL ACT

Provided in the RfAB - general part.

11. CHAPTER – COMMENTS ON THE DOCUMENTS OF THE MA AFTER THE ISSUANCE OF THE LEGAL ACT

Provided in the RfAB - general part.

12. CHAPTER – LIST OF ABBREVIATIONS

Provided in the RfAB - general part. The following additional abbreviations are used for projects under this call:

DMP	Data management plan
ECB	European central bank
FORD	Fields or Research and Development according to OECD
ISAB	International Scientific Advisory Board / International Expert Panel
MIT	Ministry of Industry and Trade
OECD	Organization for Economic Co-operation and Development

RIS3 strategy	National Research and Innovation Strategy for Smart Specialisation of the Czech Republic 2021-2027
RO	Research organization
VOZV	Institutional support for the development of research organizations according to the evaluation of the results achieved by them

13. CHAPTER – ANNEXES

Annex 1: Sample - standard form for processing an application for review

Provided in the RfAB - general part.

Annex 2: Sample – Form for comments on the documents of the MA in implementation

Provided in the RfAB - general part.

Annex 3: Objection to controller's bias

Provided in the RfAB - general part.

Annex 4: Objection to the inspection findings

Provided in the RfAB - general part.

Annex 5: Objection to the Measure on non-payment of a part of the grant

Provided in the RfAB - general part.

Annex 6: Test against the criteria of an undertaking in difficulty

Provided in the RfAB - general part.

Annex 7: Annexes to the grant application - list and method of evidencing

Overview of the relevant annexes to the grant application is in the table below. The current versions of the template annexes to the grant application are available in the IS KP21+ under the announced calls (selected templates are also available on the P JAC website). Updates of the template annexes to the grant application are not considered modifications of the call. If there is no template, the document or the evidence must be created by the applicant.

Forms of presenting the annexes:

- original (or electronic original) – a document primarily made electronically and signed by a recognized electronic signature of a statutory representative (authorized person) directly in the document, or a document subsequently signed by a statutory representative (authorized person) in IS KP21+ using a "seal";
- officially certified copy (in electronic form) – a physically (manually) signed document that contains a legalization clause and has subsequently undergone an authorized conversion of the original from paper form to electronic form (contains an authentication clause);
- simple copy - simple scan of a document, a digital document. If the template of the annex contains a field for signature, it must contain a signature. It is possible to provide a scan of the document physically signed by a statutory representative/ authorized person. If it is an annex without a template, or its template does not contain a field for signature, a simple scan of the document or a digital document without a signature is provided.

The forms of documentation are described in more detail in RfAB – general part, ch. 5.2 Preparation of the grant application.

Before the legal act is issued, the applicant has the obligation to provide a Czech translation of the documents submitted in English upon request.

Name of the mandatory annex to the grant application	Form and method of documentation (original / copy)	Language	Link to the evaluation criterion	Presented by
Solemn declaration: - initial - final	To be filled out in IS KP21+ Original	Czech	F2	Applicant
Declaration of acceptability: (summary solemn declaration) - own funds - consent of the funding institution - execution (enforcement) - non-indebtedness - integrity (of natural and legal persons) - the entity is not a firm in difficulty - unpaid recovery order (unlawful public aid)	Plain copy (the signed original is maintained by the applicant)	Czech	F3, F4, P3	Applicant Exceptions: **Ensuring own funds** - not required from State organizational units (SOUs) and their contributory organizations, schools and educational establishments funded by ministries and entities with 0% co-financing of the project; **Consent of the funding institution** - declared only by SOU contributory organizations, SOUs funded by another SOU and contributory organizations of territorial self-governing units; **Non-indebtedness** - not required from SOUs and their contributory organizations; **Integrity of individuals** - not required from SOUs **Integrity of legal entities** - not required from SOUs and territorial self-governing units.
Statement of compliance of the project with state aid rules	Template available. Plain copy (the signed original is maintained by the applicant)	Czech	F3, F9	Applicant

Name of the mandatory annex to the grant application	Form and method of documentation (original / copy)	Language	Link to the evaluation criterion	Presented by
Grant application in English **(Grant application)**	Template available Annex 1 in a zip file Simple copy	English	V1.1.1 – V1.6.1	Applicant
Feasibility study **(Feasibility study)**	Templates are available, maximum 100 pages (CZ version). The applicant shall submit annex in Word. The English version of the Feasibility Study is Annex 2 in a zip file. Simple copy	Czech and English*	F3, P1, P8, P9, V1.1.1 – V1.6.1, V2.1.1-V.2.9.1	Applicant
Gantt chart **(Gantt chart)**	Annex 3 in a zip file Simple copy	English	F3, V1.1.2, V2.7.3	Applicant
CV / selection criteria of the expert team (**CV / selection criteria** of the expert team - applicant and partner/partners)	Annex 4 in a zip file Provided by the applicant also on behalf of the partner. Simple copy	English	F3, V1.2.1	Applicant / partner A CV must be documented for the positions of the Research project manager (in the case of multiple research work packages) and Research work package leaders, and it is optional for other expert positions. - selection criteria documented for vacant positions

Name of the <u>mandatory</u> annex to the grant application	Form and method of documentation (original / copy)	Language	Link to the evaluation criterion	Presented by
CV / selection criteria of ISAB members (**CV / selection criteria** of members of ISAB)	Annex 5 in a zip file Simple copy	English	F3, V1.6.1	Applicant - CV documented in the case of filled positions, otherwise the applicant presents the selection criteria
Comment on budget	Template available The applicant creates the annex in IS KP21+ by exporting the budget to Excel and adding a column with a comment on the budget items. Simple copy	Czech	F3, V2.6.1, 2.7.1, V2.7.2	Applicant
Compliance with RIS3 strategy	Template available. Simple copy	Czech	F3, V2.3.1-4	Applicant
Implementation team	Template available. The applicant submits the annex in the Excel format. Simple copy	Czech	F3, F13, V2.1.1, V2.6.1	Applicant
Lump sum calculator (b1)	Template available. Simple copy	Czech	F3, V2.1.1, V2.6.1	Applicant (the annex also contains data for the partner, if relevant)

* The Feasibility Study annex must be documented in both Czech and English, each as a separate document (the English version in the "Annexes in English" zip file).

Name of the mandatory-to-select annex to the grant application	Form and method of documentation (original / copy)	Language*	Link to the evaluation criterion	Presented by
Power of attorney / mandate	To be filled out in IS KP21+ or own document. Original or certified copy	Czech	F3, F4	Each applicant / partner in case of representing a statutory representative, see Annex 7 to RfAB – general part
Solemn declaration: - initial - final	Template available. Provided by the applicant on behalf of the partner. Simple copy	Czech / English	F3, F4	Partner

Declaration of acceptability (summary solemn declaration) - **own funds** - **consent of the funding institution** - **execution (enforcement)** - **non-indebtedness** - **integrity (of natural and legal persons)** - **the entity is not a firm in difficulty** - **unpaid recovery order (unlawful public aid)**	Template available. Provided by the applicant on behalf of the partner. Simple copy	Czech / English	F3, F4, P4	Partner <u>Exceptions:</u> **Ensuring own funds** - declared only by a partner with a financial contribution in case of co-financing; - not declared by SOUs, their contributory organizations, schools and educational establishments funded by ministries; **Consent of the funding institution** - declared only by partners who are contribution organizations or SOUs funded by another SOU; **Executions** - declared only by a partner with a financial contribution **Non-indebtedness** - declared only by a partner with a financial contribution - not required from SOUs and their contributory organizations; **Integrity of individuals** - not required from SOUs; **Integrity of legal entities**

Name of the <u>mandatory-to-select</u> annex to the grant application	Form and method of documentation (original / copy)	Language*	Link to the evaluation criterion	Presented by
				- not required from SOUs and territorial self-governing units.
Statement of compliance of the project with state aid rules	Template available. Provided by the applicant on behalf of the partner. Simple copy	Czech / English	F3, F9	Partner with a financial contribution
Proving ownership structure	Template available. Provided by the applicant on behalf of the partner. Simple copy	Czech / English	F3, F5	Applicant and partner with a financial contribution Exceptions: Not documented by SOUs and entities whose ownership structure can be verified from public registers managed by the State (for more see ch. 5.3 RfAB – general part).
Proof of turnover	Simple copy	Czech	F3, F10	Applicant Not documented by entities whose annual turnover can be verified from publicly accessible registers managed by the State. At the request of the MA, the applicant provides a link to their organization in the relevant register.
Statutory declaration on the proof of turnover	Plain copy (the signed original is maintained by the applicant)	Czech	F3, F10	Applicant <u>In the event that at the time of filing the grant application, the last accounting period of the</u>

Name of the <u>mandatory-to-select</u> annex to the grant application	Form and method of documentation (original / copy)	Language*	Link to the evaluation criterion	Presented by
				<u>applicant / partner with a fin. contribution is not closed, the applicant / partner shall provide a solemn declaration that the turnover for the last closed period will be demonstrated before issuing the legal act on the grant award / transfer.</u>
Evidence demonstrating compliance with the definition of an eligible applicant / partner of a Research and knowledge dissemination organization	Documents confirming that the definition of an eligible applicant is met and the formal requirements arising from the definition of a Research and knowledge dissemination organization in accordance with the Framework (e.g. foundation charter, articles of association, memorandum of association) are set. Provided by the applicant on behalf of the partner. Simple copy	Czech	F3, P3, P4	Applicant and partner <u>Exceptions:</u> not required from SOUs, their contributory organizations, public HEIs and public research institutions and other entities whose eligibility can be verified from public registers managed by the State.

Name of the mandatory-to-select annex to the grant application	Form and method of documentation (original / copy)	Language*	Link to the evaluation criterion	Presented by
Partnership contract	Template available. Simple copy	Czech / English	F3, P4, P5, V1.2.1	It is documented if the Partnership contract has already been concluded. If the contracting party is a legal entity funded by the state, a region, a municipality or a union of municipalities, and at the same time a clause certifying the consent of the funding institution/authority of the legal entity to the legal entity entering into the partnership contract is stipulated by law as a condition for the validity of the partnership contract, this clause must be provided.
Partnership principles and statement of partnership	Template available. Simple copy	Czech / English	F3, P4, P5	It is documented if the partnership contract has not yet been signed.
Definition of synergies and border areas with activities implemented in the EXCELES programme	Simple copy	Czech	F3, P2	Applicant It is evidenced in the event that the applicant/project partner was supported in the Programme for the Support of Excellent Research in Priority Areas of Public Interest in the Healthcare Sector - EXCELES in one of the areas that are addressed in the project submitted to P JAC.

Name of the mandatory-to-select annex to the grant application	Form and method of documentation (original / copy)	Language*	Link to the evaluation criterion	Presented by
Unit cost calculator - personnel expenditure per employee (b2)	Template available. Simple copy	Czech	F3, F13, V2.6.1	Applicant/partner in cases where personnel expenditure are determined as unit costs per employee according to point (b2), see ch. 5.9.1 RfAB — general part.
Reports from the wage system for determining the rate in the form of unit costs according to point (b2)	Provided by the applicant on behalf of the partner. Simple copy	Czech	F3, F13, V2.6.1	Applicant/partner in cases where personnel expenditure are determined as unit costs per employee according to point (b2), see ch. 5.9.1 RfAB — general part.
Incoming/outgoing mobility calculator (Mobility calculator – incoming/outgoing)	Annex 6 in a zip file Template available. Simple copy	English	F3, F14, V1.1.3	Applicant It is documented in cases where the applicant chose optional Activity 6 Mobilities of the expert team.
Building design documentation, construction budget and documents according to the Building Act, if relevant	Provided by the applicant on behalf of the partner. Simple copy	Czech	F3, V2.7.1, V2.7.2, V2.7.3	Applicant / partner Documented in cases where the applicant chose Activity 5 Modernization and upgrade of infrastructure, acquisition of infrastructure necessary for the implementation of research work packages.
Overview of public contracts	Template available. Plain copy.	Czech	F2, V2.5.1, V2.7.3	The applicant fills in information on public contracts in the template and in IS KP21+ in the Public

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	Along with completion in the public contracts module in IS KP21+			Contracts module[73] and links the project to the related public contracts.

* In the event that it is stated that an annex is to be presented in Czech/English language, it means that the applicant can present an annex either in Czech or in English. It is not necessary to present both language versions.

[73] The user manual for the work of the applicant/beneficiary in IS KP21+ Public Contracts is available at: www.opjak.cz.

DETAILED DESCRIPTION OF THE DOCUMENTED ANNEXES:

1) **Feasibility study**

Instructions for completing the Feasibility Study are given directly in its template, the document is submitted in both Czech and English. The maximum number of pages of the Feasibility Study in Czech, including its appendices, is 100. The English version is a translation of the Czech version of the Feasibility Study (except for the annex Data Management Plan, which is submitted only in Czech).

2) **Comment on budget**

The applicant attaches a comment on the budget to the grant application at least at an extent corresponding to the recommended model published together with the documentation for the call. The comment on the budget represents the budget set out in IS KP21+ expanded by a detailed description of the items and a description of determining the required costs of individual key equipment / building modifications, including a reference to the location of the relevant documents for determining the amount of the required costs (i.e., e.g. a reference to the annex to the grant application with offers, screenshots, documents documenting the execution of market research). The applicant generates the budget in IS KP21+ by exporting it to Excel by pressing the button "Export Standard" and adds a column with a comment on the budget items.

3) **Gantt chart**

This is a detailed project schedule, at minimum indicating key activities, research work packages, main outputs from key activities and main tenders (main tenders are those whose implementation and related purchases are necessary for the implementation of the project. These are mainly the purchase of equipment, implementation of construction works or other essential purchases necessary for the realisation of the project), and indicating the linkage of activities between relevant parts.

4) **Definition of synergies and border areas with activities implemented in the EXCELES programme**

This annex is mandatory in the event that the applicant/project partner was supported in the Programme for the Support of Excellent Research in Priority Areas of Public Interest in the Healthcare Sector - EXCELES in one of the areas that are addressed in the project submitted to P JAC. In this appendix, the applicant/partner describes any synergies and comments on the areas in which the activities of both projects border on each other.

5) Grant application (EN)

This annex is a translation of the print version of the grant application in Czech language (PDF version of the grant application form, which is produced using the Print button in the top bar of the grant application in IS KP21+) while maintaining the structure and chapter headings according to the model of the annex (Grant application in EN).