



The EU Framework Programme  
for Research and Innovation

# HORIZON 2020



ERC Advanced Grant 2015

Administrative forms (Part A)  
Research proposal (Part B1 and Part B2)  
Letter of Commitment of the Host Institute

Version 1.0  
9 February 2015

**Disclaimer**

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

Research and  
Innovation

# Horizon 2020

## Excellent Science

Call:  
Topic:  
Type of action:  
Proposal number:  
Proposal acronym:

### Table of contents

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

#### How to fill in the forms

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

Proposal ID

Acronym

## 1 - General information

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

### Abstract

Short summary (max. 2,000 characters, with spaces) to clearly explain:

- the objectives of the proposal
- how they will be achieved
- their relevance to the work programme.

Will be used as the short description of the proposal in the evaluation process and in communications with the programme management committees and other interested parties .

- Do not include any confidential information.
- Use plain typed text, avoiding formulae and other special characters.

If the proposal is written in a language other than English, please include an English version of this abstract in the "Technical Annex" section.

Remaining characters

2000



*Proposal ID*

*Acronym*

In order to best review your application, do you agree that the above non-confidential proposal title and abstract can be used, without disclosing your identity, when contacting potential reviewers?  Yes  No

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under the 7th Framework Programme, Horizon 2020 or any other EU programme(s)?  Yes  No

Example - not for submission

Proposal ID

Acronym

**Declarations**

|  |                          |
|--|--------------------------|
| 1) The Principal Investigator declares to have the explicit consent of all applicants on their participation and on the content of this proposal.*   | <input type="checkbox"/> |
| 2) The information contained in this proposal is correct and complete.   | <input type="checkbox"/> |
| 3) This proposal complies with ethical principles (including the highest standards of research integrity — as set out, for instance, in the <a href="#">European Code of Conduct for Research Integrity</a> — and including, in particular, avoiding fabrication, falsification, plagiarism or other research misconduct).   | <input type="checkbox"/> |
| 4) The Principal Investigator hereby declares that ( <i>please select one of the three options below</i> ):  |                          |
| - in case of multiple participants in the proposal, the coordinator has carried out the self-check of the financial capacity of the organisation on <a href="http://ec.europa.eu/research/participants/portal/desktop/en/organisations/lfv.html">http://ec.europa.eu/research/participants/portal/desktop/en/organisations/lfv.html</a> or to be covered by a financial viability check in an EU project for the last closed financial year. Where the result was “weak” or “insufficient”, the Principal Investigator confirms being aware of the measures that may be imposed in accordance with the <a href="#">H2020 Grants Manual (Chapter on Financial capacity check)</a> . | <input type="radio"/>    |
| - in case of multiple participants in the proposal, the Principal Investigator is exempt from the financial capacity check being a public body including international organisations, higher or secondary education establishment or a legal entity, whose viability is guaranteed by a Member State or associated country, as defined in the <a href="#">H2020 Grants Manual (Chapter on Financial capacity check)</a> .  | <input type="radio"/>    |
| - in case of a sole participant in the proposal, the applicant is exempt from the financial capacity check.  | <input type="radio"/>    |
| 5) The Principal Investigator hereby declares that each applicant has confirmed to have the financial and operational capacity to carry out the proposed action. Where the proposal is to be retained for EU funding, each beneficiary applicant will be required to present a formal declaration in this respect.   | <input type="checkbox"/> |
| The Principal Investigator is only responsible for the correctness of the information relating to his/her own organisation. Each applicant remains responsible for the correctness of the information related to him and declared above. Where the proposal to be retained for EU funding, the coordinator and each beneficiary applicant will be required to present a formal declaration in this respect.  |                          |

According to Article 131 of the Financial Regulation of 25 October 2012 on the financial rules applicable to the general budget of the Union (Official Journal L 298 of 26.10.2012, p. 1) and Article 145 of its Rules of Application (Official Journal L 362, 31.12.2012, p.1) applicants found guilty of misrepresentation may be subject to administrative and financial penalties under certain conditions.

**Personal data protection**

Your reply to the grant application will involve the recording and processing of personal data (such as your name, address and CV), which will be processed pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. Unless indicated otherwise, your replies to the questions in this form and any personal data requested are required to assess your grant application in accordance with the specifications of the call for proposals and will be processed solely for that purpose. Details concerning the processing of your personal data are available on the [privacy statement](#). Applicants may lodge a complaint about the processing of their personal data with the European Data Protection Supervisor at any time.

Your personal data may be registered in the Early Warning System (EWS) only or both in the EWS and Central Exclusion Database (CED) by the Accounting Officer of the Commission, should you be in one of the situations mentioned in:

- the Commission Decision 2008/969 of 16.12.2008 on the Early Warning System (for more information see the [Privacy Statement](#)), or
- the Commission Regulation 2008/1302 of 17.12.2008 on the Central Exclusion Database (for more information see the [Privacy Statement](#)).



Proposal ID

Acronym

## List of participants

| # | Participant Legal Name | Country |
|---|------------------------|---------|
| 1 |                        |         |

Example - not for submission



*Proposal ID*

*Acronym*

*Short name*

## 2 - Administrative data of participating organisations

### Host Institution

**PIC**

**Legal name**

*Short name:*

*Address of the organisation*

Street

Town

Postcode

Country

Webpage

*Legal Status of your organisation*

Research and Innovation legal statuses

Public body ..... no

Legal person ..... no

Non-profit ..... no

International organisation ..... no

International organisation of European interest ..... no

Secondary or Higher education establishment ..... no

Research organisation ..... no

Small and Medium-sized Enterprises (SMEs) ..... no

Nace code



Proposal ID

Acronym

Short name

*Department(s) carrying out the proposed work*

**Department 1**

Department name

Same as organisation address

Street

Town

Postcode

Country

Example - not for





| Proposal ID | Acronym | Short name |
|-------------|---------|------------|
|-------------|---------|------------|

## Principal Investigator

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

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

Researcher ID  *If you have a researcher identifier number (e.g. ResearcherID, ORCID) please enter it here.*

|                             |                      |                       |   |
|-----------------------------|----------------------|-----------------------|---|
| Last Name*                  | <input type="text"/> | Last Name at Birth    | <input type="text"/>                                    |
| First Name(s)*              | <input type="text"/> | Gender*               | <input type="radio"/> Male <input type="radio"/> Female |
| Title                       | <input type="text"/> | Country of residence* | <input type="text"/>                                    |
| Nationality*                | <input type="text"/> | Country of Birth*     | <input type="text"/>                                    |
| Date of Birth* (DD/MM/YYYY) | <input type="text"/> | Place of Birth*       | <input type="text"/>                                    |

*Contact address*  Same as organisation address

|  |  |          |                      |
|--|--|----------|----------------------|
| Current organisation name                                | <input type="text"/>   |          |                      |
| Current Department/Faculty/Institute/<br>Laboratory name | <input type="text"/>   |          |                      |
| Street   | <input type="text"/> <i>Please enter street name and number.</i> |          |                      |
| Postcode/Cedex   | <input type="text"/>   | Town*    | <input type="text"/> |
| Phone*   | <input type="text"/> +XX XXX XXXXX                               | Country* | <input type="text"/> |
| Phone2 / Mobile  | <input type="text"/> XXXX XXXXXXXXXXXXX                          |          |                      |

E-mail\*

### Qualifications

|                                 |                            |                      |
|---------------------------------|----------------------------|----------------------|
| Earliest award (PhD, Doctorate) | Date of award (DD/MM/YYYY) | <input type="text"/> |
|---------------------------------|----------------------------|----------------------|



| Proposal ID | Acronym | Short name |
|-------------|---------|------------|
|-------------|---------|------------|

*Contact address of the Host Institution and contact person*

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

Organisation Legal Name

First name\*

Last name\*

E-Mail\*

Position in org.

Department

Same as organisation address

Street

Town  Postcode

Country

Phone  Phone2/Mobile

Example



Proposal ID

Acronym

Go to

### 3 - Budget

| Participant Number in this proposal | Organisation Short Name | Organisation Country | Total eligible costs/€ (including 25% indirect costs) ? | Requested grant/€ |
|-------------------------------------|-------------------------|----------------------|---|-------------------|
| 1                                   |                         |                      | 0   | 0                 |
| Total                               |                         |                      | 0   | 0                 |

Draft for submission

Proposal ID

Acronym

Short name null \* Proposal \* Ethics \* ethics\_title \* sub1

## 4 - Ethics issues table

|  |   |      |
|--|---|------|
| <b>1. HUMAN EMBRYOS/FOETUSES</b>   |   | Page |
| Does your research involve <a href="#">Human Embryonic Stem Cells (hESCs)</a> ?                              | <input type="radio"/> Yes <input checked="" type="radio"/> No |      |
| Does your research involve the use of human embryos?   | <input type="radio"/> Yes <input checked="" type="radio"/> No |      |
| Does your research involve the use of human foetal tissues / cells?  | <input type="radio"/> Yes <input checked="" type="radio"/> No |      |
| <b>2. HUMANS</b>   |   | Page |
| Does your research involve human participants?   | <input type="radio"/> Yes <input checked="" type="radio"/> No |      |
| Does your research involve physical interventions on the study participants?                                 | <input type="radio"/> Yes <input checked="" type="radio"/> No |      |
| Does it involve invasive techniques?   | <input type="radio"/> Yes <input checked="" type="radio"/> No |      |
| <b>3. HUMAN CELLS / TISSUES</b>  |   | Page |
| Does your research involve human cells or tissues (other than from Human Embryos/ Foetuses, i.e. section 1)? | <input type="radio"/> Yes <input checked="" type="radio"/> No |      |
| <b>4. <a href="#">PERSONAL DATA</a> (ii)</b>   |   | Page |
| Does your research involve personal data collection and/or processing?                                       | <input type="radio"/> Yes <input checked="" type="radio"/> No |      |
| Does your research involve further processing of previously collected personal data (secondary use)?         | <input type="radio"/> Yes <input checked="" type="radio"/> No |      |
| <b>5. <a href="#">ANIMALS</a> (iii)</b>  |   | Page |
| Does your research involve animals?  | <input type="radio"/> Yes <input checked="" type="radio"/> No |      |

Example - not for submission

| Proposal ID  | Acronym |   |
|--|---------|---|
| <b>6. THIRD COUNTRIES</b>  |         | Page  |
| Does your research involve non-EU countries?   |         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Do you plan to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)? (v)               |         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Do you plan to import any material from non-EU countries into the EU?<br><i>For data imports, please fill in also section 4.<br/>           For imports concerning human cells or tissues, fill in also section 3.</i> |         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Do you plan to export any material from the EU to non-EU countries?<br><i>For data exports, please fill in also section 4.<br/>           For exports concerning human cells or tissues, fill in also section 3.</i>   |         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| If your research involves <a href="#">low and/or lower middle income countries</a> , are benefits-sharing measures foreseen? (vii)   |         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Could the situation in the country put the individuals taking part in the research at risk?  |         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| <b>7. ENVIRONMENT &amp; HEALTH and SAFETY</b><br>See legal references at the end of the section. (vi)  |         | Page  |
| Does your research involve the use of elements that may cause harm to the environment, to animals or plants?<br><i>For research involving animal experiments, please fill in also section 5.</i>                       |         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Does your research deal with endangered fauna and/or flora and/or protected areas?   |         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Does your research involve the use of elements that may cause harm to humans, including research staff?<br><i>For research involving human participants, please fill in also section 2.</i>                            |         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| <b>8. DUAL USE</b> (vii)   |         | Page  |
| Does your research have the potential for military applications?   |         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| <b>9. MISUSE</b>   |         | Page  |
| Does your research have the potential for malevolent/criminal/terrorist abuse?   |         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| <b>10. OTHER ETHICS ISSUES</b>   |         | Page  |
| Are there any other ethics issues that should be taken into consideration? Please specify  |         | <input type="radio"/> Yes <input checked="" type="radio"/> No |

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

Proposal ID

Acronym

## 5 - Call specific questions

| Eligibility   |  |
|---|--|
| <p>I acknowledge that I am aware of the eligibility requirements for applying for this ERC call as specified in the ERC Work Programme 2015, and certify that, to the best of my knowledge my application is in compliance with all these requirements. I understand that my proposal may be declared ineligible at any point during the evaluation or granting process if it is found not to be compliant with these eligibility criteria.*</p>  | <input type="checkbox"/>                           |
| Data-Related Questions and Data Protection<br>(Consent to any question below is entirely voluntary. A positive or negative answer will not affect the evaluation of your project proposal in any form and will not be communicated to the evaluators of your project.)  |  |
| <p>For communication purposes only, the ERC asks for your permission to publish your name, the proposal title, the proposal acronym, the panel, and host institution, should your proposal be retained for funding.</p>   | <input type="radio"/> Yes <input type="radio"/> No |
| <p>Some national and regional public research funding authorities run schemes to fund ERC applicants that score highly in the ERC's evaluation but which can not be funded by the ERC due to its limited budget. In case your proposal could not be selected for funding by the ERC do you consent to allow the ERC to disclose the results of your evaluation (score and ranking range) together with your name, non-confidential proposal title and abstract, proposal acronym, host institution and your contact details to such authorities?</p>  | <input type="radio"/> Yes <input type="radio"/> No |
| <p>The ERC is sometimes contacted for lists of ERC funded researchers by institutions that are awarding prizes to excellent researchers. Do you consent to allow the ERC to disclose your name, non-confidential proposal title and abstract, proposal acronym, host institution and your contact details to such institutions?</p>   | <input type="radio"/> Yes <input type="radio"/> No |
| <p>The Scientific Council of the ERC has developed a monitoring and evaluation strategy in order to help it fulfil its obligations to establish the ERC's overall strategy and to monitor and quality control the programme's implementation from the scientific perspective. As provided by section 3.10 of the ERC Rules for Submission, a range of projects and studies may be initiated for purposes related to monitoring, study and evaluating the implementation of ERC actions. Do you consent to allow the third parties carrying out these projects and studies to process the content of your proposal including your personal data and the respective evaluation data?<br/>           The privacy statement on grants (<a href="http://erc.europa.eu/document-library">http://erc.europa.eu/document-library</a>) explains further how your personal data is secured.</p> | <input type="radio"/> Yes <input type="radio"/> No |

### Excluded Reviewers

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



Proposal ID

Acronym

## Validation result

Show Error

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

Show Warning

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

Section

Description

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

Example - not for submission

**ERC Advanced Grant 2015**  
**Research proposal [Part B1]<sup>1</sup>**  
*(Part B1 is evaluated both in Step 1 and Step 2*  
*Part B2 is evaluated in Step 2 only)*

Proposal Full Title

PROPOSAL ACRONYM

**Cover Page:**

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

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

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

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

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

---

<sup>1</sup> Instructions for completing Part B1 can be found in the 'Information for Applicants to the Advanced Grant 2015 Calls'.



**Section a: Extended Synopsis of the scientific proposal (max. 5 pages)**

*[The Extended Synopsis should give a concise presentation of the scientific proposal, with particular attention to the ground-breaking nature of the research project, which will allow evaluation panels to assess, in Step 1 of the evaluation, the feasibility of the outlined scientific approach. Describe the proposed work in the context of the state of the art of the field. References to literature should also be included.]*

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

Example, not for submission

**Section b: Curriculum vitae** (max. 2 pages)

*[The template below is provided only for guidance. It may be modified as necessary and appropriate.]*

**PERSONAL INFORMATION**

Family name, First name:

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

Nationality:

Date of birth:

URL for web site:

- EDUCATION**

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

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

- CURRENT POSITION(S)**

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

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

- PREVIOUS POSITIONS**

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

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

- FELLOWSHIPS AND AWARDS**

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

200?            Award received from Name of Institution/ Country

198? – 199?    Scholarship, Name of Faculty/ Department/Centre, Name of University/ Institution/ Country

- SUPERVISION OF GRADUATE STUDENTS AND POSTDOCTORAL FELLOWS**

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

- TEACHING ACTIVITIES (if applicable)**

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

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

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

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

- **INSTITUTIONAL RESPONSIBILITIES (if applicable)**

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

- **COMMISSIONS OF TRUST (if applicable)**

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

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

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

- **MAJOR COLLABORATIONS (if applicable)**

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

- **CAREER BREAKS (if applicable)**

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

**Appendix: All ongoing and submitted grants and funding of the PI (Funding ID)**  
Mandatory information (does not count towards page limits)

**On-going Grants**

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

**Applications**

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

**Section c: Ten years track-record** (max. 2 pages)

(see 'Information for Applicants to the Advanced Grant 2015 Calls'– instructions for completing 'Part B' of the proposal)

Example, not for submission

**ERC Advanced Grant 2015  
Research proposal [Part B2]<sup>1</sup>  
(not evaluated in Step 1)**

**Part B2: The scientific proposal** (max. 15 pages)

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

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

**Section b. Methodology**

Example, not for submission

---

<sup>1</sup> Instructions for completing Part B2 can be found in the 'Information for Applicants to the Advanced Grant 2015 Calls'.

**Section c. Resources (including project costs)**

(Note: State and fully justify the amount of funding considered necessary to fulfil the objectives for the duration of the project. To facilitate the assessment of resources by the panels, the use of the following budget table is strongly suggested. All eligible costs requested, should be included in the budget. **Please use whole Euro values only.**)

| Cost Category   |  | Total in Euro                                   |
|---|--|---|
| Direct Costs <sup>2</sup>   | Personnel  | PI <sup>3</sup>                                 |
|   |  | Senior Staff                                    |
|   |  | Postdocs  |
|   |  | Students  |
|   |  | Other   |
|   | <i>i. Total Direct costs for Personnel (in Euro)</i> |   |
|   | Travel   |   |
|   | Equipment  |   |
|   | Other goods and services                             | Consumables                                     |
|   |  | Publications (including Open Access fees), etc. |
|   |  | Other (please specify)                          |
|   | <i>ii. Total Other Direct Costs (in Euro)</i>        |   |
| <b>A – Total Direct Costs (i + ii) (in Euro)</b>                                |  |   |
| <b>B – Indirect Costs (overheads) 25% of Direct Costs<sup>4</sup> (in Euro)</b> |  |   |
| <b>C1 – Subcontracting Costs (no overheads) (in Euro)</b>                       |  |   |
| <b>C2 – Other Direct Costs with no overheads<sup>5</sup> (in Euro)</b>          |  |   |
| <b>Total Estimated Eligible Costs (A + B + C) (in Euro)<sup>6</sup></b>         |  |   |
| <b>Total Requested Grant (in Euro)<sup>6</sup></b>                              |  |   |

The project cost estimation should be as accurate as possible. Significant mathematical mistakes may reflect poorly on the credibility of the budget table and the proposal overall. The evaluation panels assess the estimated costs carefully; unjustified budgets will be consequently reduced.

The requested contribution should be in proportion to the actual needs to fulfil the objectives of the project.

|  |          |
|--|----------|
| <b>For the above cost table, please indicate the % of working time the PI dedicates to the project over the period of the grant:</b> | <b>%</b> |
|--|----------|

Specify briefly your commitment to the project and how much time you are willing to devote to the proposed project in the resources section. Please note that you are expected to spend a minimum of 30% of your total working time on the ERC project and a minimum of 50% of your total working time in an EU Member State or Associated Country.

<sup>2</sup> An additional cost category 'Direct costing for Large Research Infrastructures' applicable to H2020 can be added to this table (below 'Other Goods and services') for PIs who are hosted by institutions with Large Research Infrastructures of a value of at least EUR 20 million and **only** after having received a positive ex-ante assessment from the Commission's services (see 'Information for Applicants to the Advanced Grant 2015 Calls' for more details).

<sup>3</sup> When calculating the salary, please take into account the percentage of your dedicated working time to run the ERC funded project (i.e. minimum 30% of your total working time).

<sup>4</sup> Please note that the overheads are fixed to a flat rate of exactly 25%.

<sup>5</sup> Such as the costs of resources made available by third parties which are not used on the premises of the beneficiary (see 'Information for Applicants to the Advanced Grant 2015 Calls' for details).

<sup>6</sup> These figures MUST match those presented in the online proposal submission form, section 3 – Budget.

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

**Commitment of the host institution for ERC Calls 2015<sup>1, 2, 3</sup>**

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

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

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

be retained.

**Performance obligations of the applicant legal entity that will become the beneficiary of the grant agreement, should the proposal be retained and the preparation of the grant agreement be successfully concluded:**

The *applicant legal entity* commits itself to engage the *principal investigator* for the duration of the grant to:

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

---

<sup>1</sup> A scanned copy of the signed statement should be uploaded electronically via the Participant Portal Submission Service in PDF format.

<sup>2</sup> The statement of commitment of the host institution refers to most obligations of the host institution, which are stated in the ERC grant agreement. The ERC model grant agreement is available on the ERC website at <http://erc.europa.eu> and via [http://ec.europa.eu/research/participants/portal/desktop/en/funding/reference\\_docs.html](http://ec.europa.eu/research/participants/portal/desktop/en/funding/reference_docs.html).

<sup>3</sup> This statement (on letterhead paper) shall be signed by the institution's legal representative and stating his/her name, function, email address and stamp of the institution.



- c) establish a *supplementary agreement* with the *principal investigator* which specifies that the *applicant legal entity* shall:
- i) support the *principal investigator* in the management of the *team* and provide reasonable administrative assistance to the *principal investigator*, in particular as regards:
    - a. the timeliness and clarity of financial information,
    - b. the general management and reporting of finances,
    - c. the advice on internal *applicant legal entity* management practices,
    - d. the organisation of *project* meetings as well as the general logistics of the *project*.
  - ii) provide research support to the *principal investigator* and his/her *team members* throughout the duration of the *project* in accordance with Annex 1 ERC Grant Agreement, in particular as regards infrastructure, equipment, products, access rights and other services as necessary for the conduct of the research;
  - iii) ensure that the *principal investigator* and his/her *team members* enjoy, on a royalty-free basis, access rights to the *background* and the *results* needed for their activities under the *project* as specified in Annex 1 ERC Grant Agreement;
  - iv) ensure that the *principal investigator* enjoy adequate contractual conditions, in particular as regards:
    - a. the provisions for annual, sickness and parental leave,
    - b. occupational health and safety standards,
    - c. the general social security scheme, such as pension rights.
  - v) guarantee the necessary scientific independence of the *principal investigator*, in particular as regards:
    - a. the selection and supervision of other *team members*, hosted and engaged by the *applicant legal entity* or other legal entities, in line with profiles needed to conduct the research, including the appropriate advertisement, and in accordance with the beneficiary's usual management practices;
    - b. the use of the budget to achieve the scientific objectives;
    - c. the preparation of scientific reports to the *ERC Executive Agency*;
    - d. the authority to publish as senior author and invite as co-authors only those who have contributed substantially to the reported work.

- vi) inform the *principal investigator* of any circumstances affecting the implementation of the *project* or leading potentially to a suspension or termination of the ERC Grant Agreement;
- vii) subject to the observance of applicable national law and to the agreement of the *ERC Executive Agency*, the transfer of the grant agreement as well as any pre-financing of the grant not covered by an accepted cost claim to a new legal entity, should the *principal investigator* request to transfer the entire *project or part of it* to this new legal entity. The *applicant legal entity* shall submit a substantiated request for amendment or notify the *ERC Executive Agency* in case of its objection to the transfer.

For the host institution (applicant legal entity):

Date

\_\_\_\_\_

Name and Function

\_\_\_\_\_ ; \_\_\_\_\_

Email and Signature of legal representative

\_\_\_\_\_ ; \_\_\_\_\_

Stamp of the host institution (applicant legal entity)

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