

## GLOSSARY

### Collaborative Research Project (CRP)

A Collaborative Research Project (CRP) must comprise at least four Principal Investigators, each based in an eligible university or a research institute in a different CHANSE Call country (later referred to as “4-4 rule”). Each participating researcher (e.g. senior, post-doc, Ph.D. researcher) must be based at an eligible institution and be considered eligible for funding by the Funding Organisation of the CHANSE Call country where he/she works. Each CRP be between 24 and 36 months in duration. There is no cap on an individual CRP. However, a maximum budget of € 1,5 million across all participating partners is recommended.

Each project team should strive to include researchers at different stages in their careers, including postdoctoral and Ph.D. researchers, as team members. To stimulate knowledge exchange outside the academic community the inclusion of Cooperation Partners is encouraged. CHANSE aims at promoting equality and diversity in research. Applying consortia are therefore strongly encouraged to take into account the following aspects: gender diversity, academic age balance and geographical diversity. For more information please consult the CHANSE Call announcement. The project must be balanced in terms of contributions from the four or more partners based in four or more different countries A budget of one national research team should not exceed 50% of the overall CRP budget, while different partners from the same country may request up to 60% of the overall CRP budget. Please check also National Eligibility Requirements for more information regarding national budget caps.

### Cooperation Partners (CPs)

Cooperation Partners are:

- stakeholders, for example in the public sector, policy makers, and the creative and cultural sectors who may provide significant added value and valuable insights into the CRP from the user’s perspective. Their role is to support knowledge transfer of the projects into society. They can be included in the proposal in a collaborative and advisory capacity to help explore the knowledge exchange potential of the proposed research;
- researchers and entities in countries that are not participating in the CHANSE programme call or at organisations not eligible for funding in the CHANSE countries or partners not performing research.

CPs are not eligible for funding in the CHANSE call, however, some Funding Organisations allow for costs for CPs depending on National/Regional Eligibility Requirements. CPs cannot act as a PL or PI in the proposal and the “4-4- rule” does not apply for them.

### Eligibility criteria

The Outline and Full Proposals will be subjected to an eligibility check according to commonly agreed CHANSE Call criteria and National/Regional Eligibility Requirements (applicable in the country where the applicants intend to receive their grants). In order to be evaluated, proposals must be:

#### Coordinator

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- submitted via the Electronic Proposal Submission System before the submission deadline (some Funding Organisations require additional national forms, please consult also National/Regional Eligibility Requirements in this regard);
- submitted by an eligible research team;
- complete and filled into the prescribed template.

### **External Referee**

A referee is an internationally recognised expert in the research field relevant to a given CRP Full Proposal. Referees are selected from a pool of scholars suggested by the Review Panel members and CHANSE Funding Organisations. Referee reports will be made available (anonymously) to the applicants for their information and for rebuttal (optional). The CHANSE Review Panel will rank all Full Proposals based on the referee reports and the applicants' responses to these.

### **Full Proposal**

Applicants of the successful Outline Proposals are invited to submit Full Proposals. Detailed requirements for Full Proposals and instructions on how to complete the application forms will be made available once Full Proposals are being invited.

### **National/Regional Eligibility Requirements**

The National/Regional Eligibility Requirements are national/regional regulations introduced by national/regional Funding Organisations which must be followed by national/regional teams involved in international projects. To check the eligibility of the PI and the entity, please identify your respective national/regional Funding Organisation and read carefully its requirements available in the *National/Regional Eligibility Requirements* documents. In case of any queries, please contact your respective Funding Organisation directly.

### **Outline Proposal**

Outline Proposals provide the general ideas for a CRP by specifying the topic of the CRP, the description of the methodology and an indication of the requested budget of the project. Detailed requirements as to the format of Outline Proposals are provided in the Call documentation.

### **Project Leader (PL)**

The PL is responsible for carrying out and managing the research project, in addition to his/her project related research. S/he will be the contact point for the CHANSE Call Secretariat throughout the application and running phase and is responsible for communication with the other partners of her/his CRP. The PL is responsible for the intellectual agenda and coherence of the project, as well as the management of the complete CRP including the reporting duties for the overall collaborative project. In addition, the PL is responsible for leading the project activities at her/his own institution.

### **Principal Investigator (PI)**

The PI is responsible for leading research activities at her/his institution and for reporting to the national/regional Funding Organisation (if required) as well as to the PL. In one project there may be more than one PI from one country<sup>1</sup> but only one PI per university or research institution. CVs of all PIs must be included in the proposal.

### **Review Panel (RP)**

The RP is the evaluation body of the CHANSE call, being composed of experts evaluators from a variety of disciplines in the social sciences and humanities. The total number of members will depend on the number of Outline Proposals submitted and full proposals invited to the 2nd stage.

The RP composition will be published on the CHANSE website after the final results have been communicated to the applicants, except for those RP members who disagree with publication of their name. The review assignments will remain confidential.

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<sup>1</sup> Please check National/Regional Eligibility Requirements as this varies by Funding Organisation.