

Annex 2: Template of National Funding Regulations plus check list.

Applicants will be advised to check with the respective national Call Contact Person the eligibility as to who may apply and what costs are eligible before a consortium submits the complete application.

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Who can apply?

The call follows the funding rules of the Academy project funding. The leader of the Finnish sub-project (the principal investigator) must have the **qualifications of a professor or a docent**. The Academy of Finland funds only researchers working in the fields covered by the Research Council for Culture and Society of the Academy of Finland (social sciences and humanities).

What types of costs are eligible for funding?

- Direct Costs Yes.
- Indirect Costs Yes.

Upper funding limits for eligible costs? None.

The budget must be prepared in accordance with the full cost model, including the amount of funding to be applied for from the Academy. Draft the online application so that the Academy's contribution to funding comes to no more than 70 %.

Additional national eligibility criteria for the proposal beyond the general criteria in the Terms of Reference of the Joint Transnational Call

Call contact points:

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For further information, please see below:

National funding rules of the Academy of Finland

The Academy of Finland, Research Council for Culture and Society has reserved EUR 500,000 to fund the participation of successful Finnish research groups in ERANet-LAC joint projects. The amount of funding has been reserved to fund Finnish research groups working in the fields covered by the Research Council for Culture and Society (social sciences and humanities) under topic *ICT platform for Learning and Inclusion*. The Academy aims to fund 2-3 projects under this topic.

The call follows the funding rules of the Academy project funding.

Who is eligible to apply?

The leader of the Finnish sub-project (the principal investigator, or PI) **must have the qualifications of a professor or docent**.

If the PI does not have an employment relationship with, for example, a university or research institute, they must explain in the application how their salary will be covered during the project's funding period. Applicants must describe this at the application stage.

Funding

Academy Project funding can be used to cover both direct and indirect research costs of the research team arising from, for example, the following:

- working hours (salary)
- research
- travel
- national and international collaboration and mobility
- work and researcher training abroad
- preparation of international projects
- publishing (e.g. open access publishing using the golden route).

Academy Project funding is primarily intended towards the salaries of researchers who work full-time on the project and for other project costs. The applicant can also be a Finnish consortium.

Salary costs of principal investigator

Academy funding for research projects is primarily intended for the salaries of full-time researchers working on the projects and for other research costs. The salary costs of the PI can, with certain limitations, be incorporated into the total project costs (see below).

1 Including PI's salary (for project management) in total project costs

The salary costs must not be significant in relation to the project's total costs. For example, a three-year research project must not include more than 4,5 months of the PI's effective working hours. This is equivalent to approximately 1.5 months a year.

2 Applying for funding for PI's salary (for research)

The Academy can grant a maximum of twelve months of funding towards the salary of a PI for conducting research.

The funding is intended to support project implementation and is granted only for well-substantiated research-related reasons (e.g. work abroad, return to Finland or transfer to another research organisation or a company in Finland).

The salary costs of the PI can be incorporated into the total project costs in accordance with what is stated in the research plan. The PI's tasks must be clearly described in the research plan.

3 Granting salary funding to PI with no employment relationship

If the PI does not have an employment relationship with, for example, a university or research institute, they must give an account of how their salary will be covered during the funding period. These details must be accounted for at the application stage.

Retired researchers can be granted funding on the same grounds as other researchers.

The Academy of Finland funding is granted under the full cost model where Academy's funding up can be up to 70 % of the total costs of a project. Academy funding can be used to cover both direct project costs (e.g. direct salaries) and indirect costs (e.g. costs for premises). **Draft the ERANet-LAC online application so that only funding requested from the Academy (max 70 % of total costs) is included.** After all proposals have been evaluated the Academy of Finland will invite the successful Finnish candidates to submit their proposal to the Academy of Finland's online service in which you must include also the funding share of the site of research (at least 30 % of total costs). In the Academy of Finland's online service you must include a funding plan in accordance with the full cost model, including the amount of funding to be applied for from the Academy. Draft the application so that the Academy's contribution to funding comes to no more than 70 %.

We require that the site of research (e.g. university department) provides the research project with all necessary basic facilities. These are determined based on the nature of the research and are the same as those available to other research staff at the site: office and laboratory premises, equipment (incl. computer equipment), and telecommunications, telephone, mailing, copying and library services, etc.

In the application, give a cost estimate including an estimate of the annual amount of funding needed, itemised by type of expenditure. The cost estimate must be realistic and justified by type of expenditure in the research plan. The Academy allocates the funding to the researcher's host organization (site of research).

Academy funding to organisations outside the central government (e.g. universities) is seen as a discretionary government transfer. Since the funding is allocated not to individual researchers but to their host organisations, the organisation – not the researcher – is regarded as the recipient of the transfer (as per the Finnish Act on Discretionary Government Transfers), and will accordingly be required to assume all related obligations. The host organisation receiving the transfer is permitted to use it solely to fund the research carried out by the PI named in the application.

Staff to be hired with Academy research funding must have an employment relationship with the site of research or the organisation receiving the funding.

Academy research funding is a form of co-funding in which the funds to finance the costs of a project come from at least two sources. When Academy funding is applied for, universities, research institutes and other research organisations commit to the co-funding by contributing their percentage of the costs.

Before submitting your application, you must agree with the administration at your own organisation on the contribution of the site of research to the funding of the project. As the total project costs must not include any costs that do not pass through the books of the site of research, you must check with your own organisation whether the funding planned as the own funding contribution suits this purpose. When calculating the total projects costs at the application and decision-making stage, we will only take into account funding that has been confirmed (e.g. through a decision by the body that has granted the funding).

The maximum funding percentage is applied in calculating estimated total costs both at the application and decision-making stage and in calculating real total costs during the course of the project (payment procedure). The percentage is applied to all project costs, that is, to both direct and indirect costs, including overheads.

The Academy will fund a research project only if the application includes a commitment by the site of research. You must agree on this commitment in advance with a representative of the site of research. After the call has closed, we will request the commitment by the site of research from the person indicated in the application.

The applicant must – before submitting the application – determine from their own organisation the funding contribution, the coefficients and the VAT practice of the site of research, and agree on them with the commitment issuer. The coefficients will be valid during the entire funding period.

If there are no other funding sources, the site of research must cover at least 30% of the costs of a project under full costing. If there are other sources, their contributions must also pass through the books of the site of research.

The competent person of the site of research issues the commitment on behalf of the site of research. By issuing the commitment, the site undertakes to, for instance:

- secure the necessary basic facilities for the project, which are the same as those available to other research staff at the site: office and laboratory premises,

equipment (incl. computer equipment), and telecommunications, telephone, mailing, copying and library services

- fund the project (in accordance with full costing) with the funding contribution presented in the funding plan.

Full guidelines will be available on the Academy of Finland's website at:

<http://www.aka.fi/en/funding/how-to-apply/> and
<http://www.aka.fi/en/funding/how-to-use-the-funding/>