EUGLOHRIA SEEDING GRANT

The EUGLOHRIA Seeding Grant Regulation for U.Porto applicants

Funding scheme to support research collaborations between the EUGLOHRIA partner Universities

Preamble

The European University Alliance for Global Health (EUGLOH) currently brings together the University of Paris-Saclay, Lund University, University of Szeged, University of Porto and Ludwig-Maximilian University of Munich. Since 2021, the European Commission, under the "Science with and for Society" programme within Horizon 2020, has been funding the "European University Alliance for Global Health – Transformation through Joint Research and Innovation Action" (EUGLOHRIA, more information on the following link: EUGLOHRIA | EUGLOH). EUGLOHRIA consolidates EUGLOH's efforts and achievements towards establishing a European University around Global Health by broadening its scope to include the "Research and Innovation" dimension.

In the context of the EUGLOHRIA project, the Alliance is pleased to announce the "EUGLOHRIA Seeding Grant" to researchers from any of the five EUGLOHRIA Alliance partner Universities funded by the European Commission under the "Science with and for Society" programme within the Horizon 2020. In the scope of work package 2, the overall goal of tackling global health crises (such as COVID-19) through research and innovation in the Alliance, the EUGLOHRIA seeding grant aims to: i) stimulate new pandemics-related research collaborations between researchers from different disciplines within EUGLOHRIA; ii) facilitate contacts and exchange of experience between researchers within the Alliance to bring knowledge to the research communities; iii) contribute to the dissemination of research activities among and between the universities within the Alliance.

The funding is primarily intended for planning joint research projects, e.g. through workshops or the organisation of research conferences hosted by the institutions within EUGLOHRIA, as well as short stays for relevant research activities to exchange experience and write joint research proposals for external funding collaborations. The application should clearly state how the seed grant contributes to strengthening the research or research environment to which the application relates. The seed funding applies to researchers working at the Higher Education Institutions and its Associated Entities, in the case of the University of Porto, within the EUGLOHRIA | EUGLOH Alliance.

The EUGLOHRIA Seeding Grant for U.Porto's applicants is based on the following guidelines:

1. Nature

1. The "EUGLOHRIA Seeding Grant" is a funding scheme to support and facilitate research collaborations between the EUGLOHRIA partner Universities, made available to researchers through a competitive application process.
2. The "EUGLOHRIA Seeding Grant" encompasses two stages: Stage 1 – selecting the projects to be supported; Stage 2 – implementing the chosen applications using the allocated budget.
3. The deadline for submitting the applications is the 15th of January, 2023, by 23:59 CET (22:59 WET). The "EUGLOHRIA Seeding Grant" will follow the following timeline:

Milestone	Date
Deadline for the submission of project proposals	**15th of January 2023**
Project review period	**15th of January -15th of February 2023**
Information about the outcome sent to applicants:	**15th of February 2023**
Start of project period:	**1st of March 2023**
End of project period:	**31st of October 2023**
Deadline for the final report to be submitted to the EUGLOHRIA project:	**30th of November 2023**

2. Objectives

1. The EUGLOHRIA seeding grant aims at the following:
   a. Stimulating new pandemics-related research collaborations between researchers from different scientific areas within EUGLOHRIA;
   b. Facilitating contacts and exchange of experiences between researchers within the Alliance to bring knowledge to the research communities; and
   c. Contribute to disseminating research activities among and between the partner Universities within the Alliance.

2. The grant support is primarily intended for planning joint research projects, e.g. through workshops, the organisation of research conferences hosted by the institutions within EUGLOHRIA, including short stays for researchers to exchange experiences and best practices, or for writing joint research proposals for external funding collaborations. The application should clearly state how the seeding grant applied for strengthens the research or research environment to which the application relates. The seed funding applies to researchers working at the institutions within the Alliance (only the five partners of the EUGLOHRIA Grant Agreement, link: EUGLOHRIA | EUGLOH).

3. Eligibility Criteria

1. All applications on pandemics-related research and initiatives with a minimum of two researchers, each affiliated to one different EUGLOHRIA partner University (University of Paris-Saclay, Lund University, University of Szeged, University of Porto or its Associated Entities and Ludwig-Maximilian University of Munich) are eligible.

2. The application must be accompanied by a statement of support from the U.Porto's Faculty or the Associated Entity (the U.Porto Associated Entities are listed on the following link: https://www.up.pt/portal/en/research/research-ecosystem/rd-structures/#ari) with which the applicant has a contractual link.

3. The applications must be submitted (application form, proposal including Annexes and funding agreement) no later than 15th January 2023 to the U.Porto EUGLOH administrative office (or by e-mail to euglohria@up.pt) by the primary applicant.

4. The selected Primary Applicant is responsible for the overall coordination of the project activities, the budget management and compliance with the regulations described in the present call. The responsibilities and specific roles of the project team should be clearly defined.

5. Following the dispositions in the "EUGLOHRIA Seeding Grant Instructions for applicants", applications must be submitted using the form made available on the EUGLOHRIA website, and the structure of the proposal needs to cover the following instructions:

   a. Maximum of 6 pages (approx. 2000 words; font: Arial, size 10, in English).

   b. Cover Page:
      i. Title of the project (maximum 200 characters, including spaces). The title of the project should clearly reflect the objective of the application. If granted, the project title may be used in communications about activities within the Alliance. It should therefore be easy to understand also for people that are not familiar with the subject of the application.
      ii. Primary applicant and co-applicant information names, followed by the institution's name.

   c. Page 1: Short description of the project idea in relevance (and explanation of its significance) to pandemics research, global health and the United Nations Sustainable Development Goals (SDGs), Agenda 2030.

   d. Page 2: Track records of the applicants relevant to the application.

   e. Page 3-6: Project plan: Background, objectives, research methods, description of project activities (work plan), the timeline of the project, and expected results.

   f. Annexe 1 - Budget: Outline and justification of the requested funding. Funds should be administered and spent according to the specific regulations outlined in point 5 and are subject to the refund of the total amount received to the U.Porto if the work plan is not executed.

   g. Annexe 2: CV of the principal applicants (minimum of two partners; maximum two pages each).

   h. Annexe 3: Up to five selected publications of relevance for the research application.

6. The Primary Applicant or co-applicants has a contractual relationship with the University of Porto or one of the U.Porto's associated entities. The funds will be transferred to the respective Faculty or Associated Entity, and the responsible financial officer will act as the contact person for the transfer and local disbursements of funds.

7. The budget proposal must include, as annexes, the corresponding supporting documents, with a minimum of three proposals (per item) that prove that the Primary Applicant consulted the market and opted for the most economically advantageous (best value for money) proposal.
8. Priority will be given to projects with more than two collaboration partners and those using existing infrastructures apart of the Excellence Core Facility Network (ECFN) (please use this link for further information: https://u-szeged.hu/euglohria), as well as with the industrial sector and networks associated with EUGLOHRIA partners.
9. The selected projects must be implemented from 1st March 2023 to 31st October 2023.
10. Proposals missing any formal criteria mentioned above will be excluded from evaluation.

4. Selection of Applications

1. According to the stipulations in the "EUGLOHRIA Seeding Grant Instructions for applicants", each proposal will be reviewed and evaluated by two academic reviewers (review board) from each of the five universities in the EUGLOHRIA alliance.
2. The review board at U.Porto will be composed by:
    a. Professor Henrique Barros, President of the Institute of Public Health, University of Porto (ISPUP); Full Professor at the Faculty of Medicine of the University of Porto; Local Academic Leader of WP2 within the EUGLOHRIA project.
    b. Professor José Carlos Machado, Coordinator of the Cancer Program at the Institute for Research & Innovation in Health of the University of Porto (i3S); Full Professor at the Faculty of Medicine of the University of Porto; Local Academic Leader of WP3 within the EUGLOHRIA project.
3. The review board has the opportunity (optional) to circulate its evaluation report (template) to other review boards, in other partner Universities, during the projects' review period and before the deadline for revision expires. Each review panel may also request information from the other review boards to support their review process.
4. The U.Porto EUGLOHRIA management team will analyse the applications against the eligibility criteria. Then, the U.Porto review board will rank the projects by evaluating the information indicated in the form and supporting documents required for this purpose.
5. Applications not submitted using the specific form and/or not including all the requested information will not be accepted.
6. The U.Porto EUGLOHRIA management team and the review board may ask the applicants for additional information to verify the applicants' documents and eligibility.
7. The evaluation criteria are those set out in Annex I of these Guidelines.
8. Each evaluation criterion will be scored from 0 to 3, except for criterion 4, which will be scored from 0 to 1.
9. The U.Porto EUGLOHRIA management team and the U.Porto review board will prepare and send an evaluation report to each candidate project involving U.Porto's researchers, regardless of whether they are selected to receive support or not.
10. Based on the evaluation score, each candidate project will be ranked, and the U.Porto EUGLOHRIA management team will prepare a reserve list.
11. The reports from the project evaluation will be sent to the academic leader at Lund University (euglohria@med.lu.se) to be compiled.
12. The review board carries out the review and presents a funding recommendation to the Executive Board of EUGLOHRIA, which then makes a final funding decision.

13. The final output (including the application form/proposal and evaluation reports) of all reviewed projects will be forwarded to the EUGLOHRIA Executive Board members for final validation and decision-making.
14. The outcome of the review process will be communicated to the U.Porto EUGLOHRIA management team and the U.Porto primary applicants on 15th February 2023 by U.Porto.
15. The decision of the EUGLOHRIA Executive Board is not subject to appeal.
16. The U.Porto EUGLOHRIA management team reserves the right not to allocate the funds available if there are not enough eligible applications. In this case, the EUGLOHRIA Executive Board may decide the course of action and potential budget reallocation.

5. Funding support

1. The maximum amount per project that can be applied is EUR 10.000. The U.Porto EUGLOHRIA management team and the review board reserves the right to contact the primary applicant and may propose changes to the budget, in result of the evaluation of the expenditures on a practical and resonable baisis, within the submitted in the application.
2. If approved, the total funding support will be paid by bank transfer (one single payment) after the signature of the "Funding Agreement" to the U.Porto Faculty/Department or Associated entity indicated in this document. In addition to the signature of the primary applicant, the Faculty/Department or Associated Entity must certify the bank details by completing and signing the "Funding Agreement".
3. According to the approved budget, the total funding support will be paid in a "lump-sum" fixed amount. This stipulated amount shall cover the entire scope of work outlined in the work plan and 100% of its completion. No funds shall be returned by the Faculty/Department/Associated Entity, nor the total funding support allocated shall be increased. The seeding grant can be used to cover costs related to, e.g. exchange/networking, preparation of research applications, generation of preliminary data, and research meeting participation/organisation, according to the project's work plan. Specific examples include:
   a. Advertisement (e.g. flyers, posters, brochures, etc.);
   b. Travel, accommodation, subsistence and attendance fees for conferences;
   c. Expenditure for translations of research and project's results;
   d. Expenditures for setting up electronic networks, software, and websites and expenditure for scientific publications/proposals for external funding initiatives and research applications;
   e. Direct research costs (e.g. laboratory and research infrastructures, materials/chemicals);
   f. Consumables for setting up workshops, seminars, and other research/academic events (teaching/learning materials for seminars/workshops, printing and copying costs);
   g. Consumables for projects (lab, fieldwork);
   h. Service providers, such as external experts participating in the projects' events, conferences, and workshops (e.g.: guest speakers).

5. All funded materials and outcomes of these proposals are funded through the EUGLOHRIA project and therefore must include the acknowledgement of EU funding H2020, according to the applicable publicity and visibility guidelines:

   i. Display the EUGLOHRIA logo (to be provided after selection);

    j.   Display the EU emblem and include the following text: "This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 101017572";

    k.   In the case of publications (e.g. studies and reports), the results must indicate the disclaimer that it reflects only the author's view and that the Agency is not responsible for any use that may be made of the information it contains (please read Article 29.5 of the [H2020 Annotated Model Grant Agreement](#)).

4. Project overheads and/or indirect costs are not eligible.

5. Hours allocated by people with a contractual relation, scholarship, or other types of link to the University of Porto, its Associated Entities, or projects based on these entities are not eligible.

6. The funding application must take place within a maximum period of 8 months, per what is indicated in paragraph 8 of point 3.

7. During the funding execution, regular contacts will be established with the selected applicants of each project to analyse and verify the effective development of the work plan.

8. The selected projects may be invited to present their experience and results at the Final Conference of the EUGLOHRIA project.

6. Obligations and responsibilities of selected applicants

1. The chosen projects must actively collaborate with the U.Porto EUGLOHRIA management team by communicating relevant activities and developments with a view to disseminating the project's results.

2. The responsibilities of the selected applicants include: providing information regarding the achievement of objectives and the success of the programme; being available to present the project, respecting the deadlines for delivering the stipulated results, and answering swiftly to all requests from the U.Porto EUGLOHRIA management team regarding the funded project.

3. The selected applicants agree to share all the tangible results and outcomes produced within the funded project, as well as to be contacted by the U.Porto EUGLOHRIA management team for activities and actions to monitor and develop the programme. The non-delivery of these elements provides for the refund of the entire amount received by the primary applicant to the U.Porto.

4. The selected applicants from U.Porto and Associated Entities must take measures to implement the principles set out in Points 1 and 2 of the Code of Practice annexed to the Commission Recommendation on the management of intellectual property in knowledge transfer activities, in line with the dispositions in ARTICLE 23a of the Grant Agreement number 101017572 — EUGLOHRIA.

5. Background and Foreground Intellectual Property of Projects which receive the seeding grant are owned and managed in compliance with EUGLOH Universities' own Intellectual Property Regulations.

6. The final report of the achievements and future perspectives of the project/initiative (maximum of 2 pages) should be submitted to the respective administrative office at the U.Porto by 30th November 2023, using the following e-mail address: euglohria@up.pt.

7. The U.Porto EUGLOHRIA management team will request the final reports from U.Porto's selected primary applicants for the seeding grant. The reporting form is available on the EUGLOHRIA website (link: EUGLOHRIA Seeding Grant | EUGLOH). The non-delivery of these elements within the prescribed period, entails refunding the entire amount received by the primary applicant to the U.Porto, via bank transfer, accompanied by a proof of transfer (sent by e-mail to: [euglohria@up.pt),](#) before the 30th of December 2023.

8. The project teams must cooperate in implementing the forms of support they are entitled to and referred to in the fifth section.

7. General Provisions

1. The decision of the University of Porto Governing Bodies may terminate this funding mechanism and call for proposals.

The evaluation criteria	Score Range
	The range of awardable grades for each item is as follows: 3: excellent; 2: average; 1: below average; 0: not available, except for item 4 using the highest score of 1 or the lowest score of 0.
1. Relevance of the project to pandemics research and global health: A high score (3=excellent) should be given if the topic and the proposal clearly refer to pandemics-related research. A score of 0 should be given if the project is unrelated to pandemics-related research.	0-3
2. Relatedness of the project to the United Nations Sustainable Development Goals (SDGs), Agenda 2030: The Sustainable Development Goals (SDGs) can be found at: https://sdgs.un.org/goals A high score (3=excellent) should be given if the topic and the proposal very clearly address one or more SDGs. A score of 0 should be given if the project is not related at all to the SDGs-related research.	0-3
3. Inter-/multidisciplinary approach of the project by involving researchers both within and outside their own faculties/disciplines to strengthen new translational research collaborations between researchers from different disciplines within EUGLOHRIA: A high score (3=excellent) should be given if the project involves at least 3 different faculties/disciplines. A score of 2 (=average) should be given for projects involving 2 different faculties/disciplines. For projects, without any visible involvement of other faculties/disciplines a score of 0 should be given.	0-3
4. Feasibility of project within the time frame: Please score the timeline with respect to the activities and objectives described in the proposal. The score 1 (=feasible) should be given if the project is feasible within the timeline. If a project is not feasible within the timeline, a score of 0 should be given.	0-1
5. Potential to facilitate contacts and exchange of experience between researchers within the Alliance to bring knowledge to the research communities: A high score (3=excellent) should be given if the project involves at least 3 partner universities. A score of 2 should be given for projects involving 2 partner universities. For projects without any visible involvement of other partner universities, a score of 0 should be given.	0-3