

## **ERC project proposal submission procedure**

Grants Unit of the Research Department

July 2021

ERC grants aim to provide long-term support to the most talented researchers in all scientific fields. These grants are highly competitive and are designed to support cutting-edge research that goes beyond the frontiers of current knowledge ('Frontier Research'). The choice of research topic is not restricted by the ERC grants and is entirely at the discretion of the investigator.

Scientists applying for ERC grants at Masaryk University can use the sophisticated individual support system ("ERC Support Scheme"), which is managed by the RMU Research Department's Grants Unit, to prepare their project proposal. In order to make the most of the support offered, researchers are advised to inform the RMU HS/OV of their intention to submit a project proposal as early as possible (at least four months before the deadline).

### **Contact persons for the ERC programme:**

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## 1. ERC Support Scheme at MU (ERC Support Scheme)

Similar to other types of projects in the Horizon Europe programme, the Grants Unit of the RMU Research Department provides an ongoing information service on ERC grants (organizing seminars, informing about current calls/events via the Newsletter, etc.)

For those seriously interested in submitting grant applications, we offer a number of additional services beyond these activities, aiming to increase the quality of submissions and the number of successful projects.

### 1.1 Project preparation phase (Step 1)

The following forms of support are provided to ERC grant applicants during the proposal preparation phase:

- **Specialised proposal preparation workshops** led by international experts
- **Individual consultation** of project proposals and the investigator's CV, including the possibility of detailed proof-reading by a foreign consultant (e.g. Gavin Thomson, Lotte Jaspers); language proof-reading (external company)
- **Individual consultations** at the RMU OC - consultation of the programme conditions, individual consultation of project proposals, checking of formalities, assistance with filling in online forms and submission of the proposal

### 1.2 Interview preparation phase (Step 2)

In case the Starting or Consolidator grant applicant receives an "A" grade in the first evaluation phase and thus advances to the second evaluation round, we offer to organize a mock interview within the ERC Support Scheme, or further cooperation with a foreign consultant (further consultation, provision of supporting documents, possibility to participate in training, etc.).

#### In order to participate in these support activities, you must:

Submit to the RMU a letter of recommendation from the head of the department/institute confirming that the researcher is a suitable candidate for the ERC scheme. This recommendation is a condition for full support under the ERC Support scheme. There is no mandatory template for the letter of recommendation.

The Vice-Chancellor for Research and Doctoral Studies decides on the granting of support and its intensity.

## 2. Submission of an ERC project

ERC project proposals are submitted electronically via the [Funding & Tenders Portal](#). A mandatory attachment to the proposal is the "**Commitment of the host institution**" letter signed by the rector of MU.

The project proposal must be registered in ISEP. To sign the "Commitment of the host institution" it is necessary to provide an approved project proposal guide generated from ISEP.

### Planning of investment costs in ERC projects

Capital costs can be incurred in ERC projects, whereby the accounting depreciation of equipment is eligible, not the purchase price of the equipment.

In exceptional cases, where equipment cannot be purchased with HS funds and pre-funding from centralized MU funds is required, a 'Request for Pre-Funding from Centralized MU Funds' must be submitted to the RMU at least 3 weeks before the proposal submission deadline. The application is reviewed by the Vice-Rector for Research and Doctoral Studies and forwarded to RMU for approval.

## 3. Useful links

- [Funding & Tenders Portal](#)
- ERC webpage: <http://erc.europa.eu/>
- ERC Work Programme [2020](#)
- [Proof of Concept ERC-2020-PoC](#)

- [Information for applicants](#)
- [Timeframe Proof of Concept 2020](#)