



HELLENIC REPUBLIC
MINISTRY FOR DEVELOPMENT
GENERAL SECRETARIAT FOR RESEARCH AND INNOVATION
HELLENIC FOUNDATION FOR RESEARCH AND INNOVATION

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FREQUENTLY ASKED QUESTIONS-ANSWERS

3rd CALL FOR H.F.R.I. RESEARCH PROJECTS TO SUPPORT FACULTY MEMBERS AND RESEARCHERS

Version 1.0

LIST OF FREQUENTLY ASKED QUESTIONS-ANSWERS

01. General

Question 01: What is the purpose of the "3rd Call for H.F.R.I. Research Projects to support Faculty Members and Researchers"?

The Action aims to support the implementation of selected research projects (henceforth: "Projects") of high scientific quality and excellence, in the context of promoting the research activity in Greece.

Question 02: What is the total budget of the Call?

The total budget for the Action amounts to **€55,080,000**.

The allocation of the available budget per Project Category (I and II) and per Scientific Area (henceforth "SA") will be determined by a relevant decision of H.F.R.I.'s Scientific Council (henceforth "SC").

Question 03: What may be the duration of the proposed Projects?

The duration of the proposed Projects may vary from 36 to 48 months.

02. Conditions of Participation

Question 04: Who is eligible to submit a Proposal as a Principal Investigator (PI)?

Faculty Members of all levels of the Higher Educational Institutions (henceforth "AEI") and the Higher Military Educational Institutions (henceforth "ASEI") of Greece and Researchers and Staff Research Scientists (SRS) of all levels of the Research Centres and Institutes (henceforth "RC-I") and the University Research Institutes (henceforth "URI") of Greece may submit a Proposal as Principal Investigators (henceforth "PI") under this Call.

Question 05: May term Faculty Members and Researchers submit a Proposal as Principal Investigators (PI)?

Yes. Term Faculty Members and Researchers may participate in this Call as PIs.

Question 06: May Professors Emeriti and Researchers submit a proposal as Principal Investigators (PI)?

No. According to Section 8.2. of the Call, Professors Emeriti or retired and Researchers may participate in the Action only as members of the Research Team (henceforth "RT"). In particular, Professors Emeriti/Researchers may participate as remunerated members of the RT, while retired Professors/Researchers may only participate as non-remunerated members of the RT.

Question 07: Can an elected Faculty Member, whose appointment decision has not yet been published, submit a proposal as a PI?

Yes. According to Section 8.1 of the Call: *“Eligible to participate as PIs are also those who have been elected in the respective position until the Proposal’s submission date, regardless of whether they have assumed their duties or not. In case they have not assumed duties when submitting the Proposal, they are required to submit with it **the minutes or the decision of their election** and then they must submit the act of assumption of duties or a relevant act, contract etc., in order for the Funding Award Decision to be issued. Failure to meet this condition will result in the proposal being incomplete and therefore ineligible for funding”.*

It is clarified that the following documents are accepted:

Minutes of the meeting of the electoral body for the election or advancement of a Faculty Member (according to art. 148 of Law 4957/2022).

Rector's act on appointment: issued within 1 month after the completion of the Faculty Member's election or advancement process, by virtue of which the elected or advanced Faculty Member is appointed (according to art. 149 of Law 4957/2022).

Question 08: Can Professors or Researchers of Institutions abroad who at the same time have a relationship of Collaborating or Visiting Professors/Researchers in Higher Educational Institutions by virtue of Law 4957/2022, or Research Institutions by virtue of Law 4310/2014, as in force, submit a Proposal as PIs?

No. According to the Call, project PIs may be Faculty Members and Researchers belonging to the regular staff of the HIs specified in Section 8.3. of the Call. It is noted that Academic and Research staff members employed in foreign Institutions under any employment relationship may only participate in the RT as non-remunerated staff.

Question 09: May a Faculty Member or Researcher on leave submit a Proposal as PI?

Yes. Faculty Members and Researchers on leave may submit a Proposal as PI. In case their Proposal is approved for funding, they will have to interrupt their leave in order to undertake Project PI's duties in accordance with the provisions of the current legislation.

Question 10: Members of Laboratory Teaching Staff (LTS) of AEI may submit a Proposal as PI?

No. According to Sections 8.1 and 8.2 of the Call, members of Laboratory Teaching Staff (henceforth “LTS”) of AEI may participate in the Action only as RT members.

Question 11: Under which category should a Faculty Member or Researcher, who has been promoted to a higher rank (e.g. Assistant Professor to Associate Professor), but their appointment has not yet been published in the Government Gazette, submit the Proposal?

In such a case, the Faculty Member or Researcher submits the Proposal based on the rank to which they have been elected, regardless of whether it has been published in the Government Gazette.

Question 12: Is there a limit to the number of Proposals that a PI can submit and/or participate in?

Yes. According to Section 8.1. of the Call, a PI may submit only one (1) Proposal and participate as a member of the RT in one (1) more Proposal under the Action.

Question 13: Is there any restriction regarding the participation in this Call of Project PIs funded in the context of another H.F.R.I. Action?

Yes. It is not allowed for PIs to participate in this Call (either as PIs or as RT members) if their Proposal has been funded under the “2nd Call for H.F.R.I. Research Projects to Support Faculty Members and Researchers” or under the Action “Basic Research Financing (Horizontal support for all Sciences), National Recovery and Resilience Plan (Greece 2.0)”.

Question 14: Which Institutions may act as Host Institutions (HIs) in the context of the Action?

According to Section 8.3 of the Call, the following may be designated as HI:

- Higher Educational Institutions (AEI) of Greece as specified under article 3 of Law 4957/2022 (A' 141), as in force.
- Research Centres – Institutes (RC-I) of article 13a of Law 4310/2014 (A' 258), as in force.
- University Research Institutes (URI), i.e. private law legal persons established by virtue of the provisions of Laws 2083/1992 (A' 159) and 3685/2008 (A' 148).
- Higher Military Educational Institutions (ASEI) of Law 3187/2003 (A' 233).
- The Hellenic Foundation for European & Foreign Policy (henceforth “ELIAMEP”).
- The Foundation for Economic and Industrial Research (henceforth “IOBE”).

Question 15: The different faculties within the same AEI can be considered as different Institutions?

No. The Faculties and the different Faculty Departments of the same AEI as well as the different Departments/Institutes or laboratories of the same Research Centre-Institute are not considered as different Institutions.

Question 16: Which Organizations may participate in the Action as Collaborating Organizations (COs)?

According to Section 8.4 of the Call, all types of national or foreign public and private sector organizations may participate as Collaborating Organizations (henceforth “COs”), in addition to the Institutions that can operate as HIs.

Question 17: Is there a limit to the maximum number of Proposals in which an Academic or Research Institution can participate as HI and/or as CO?

No. The Call does not set any restrictions regarding the number of Proposals an Institution may participate in as HI and/or as CO.

Question 18: Who may participate as RT members?

The following persons can participate in the RT (apart from the PI): Academic and Research staff of the HI and/or Collaborating Organizations (henceforth “COs”), postdoctoral researchers, PhD candidates, postgraduate students, other staff working for the HI or other public sector institutions under a public law employment contract or an open-term private law employment contract (e.g. Special Educational Staff, Lab Teaching Staff, Technical Scientists, specialized scientific associates, technicians, auxiliary staff etc.) or other temporary staff who shall be contracted with the HI exclusively for project implementation purposes.

Question 19: Can undergraduate students participate as RT members?

No. Undergraduate students may not participate as members in a RT.

Question 20: Can a RT member participate in two Proposals?

Yes. According to Section 8.2 of the Call, each RT member (except for the PI) may participate (as a member) in a maximum of two (2) Proposals under the Call.

Question 21: Can natural persons who have the status of civil servant, but do not belong to the regular staff of the HI, participate in the RT?

Yes. A natural person who has the status of civil servant in a public sector body [article 14 par. 1 point a) of Law 4270/2014] may be employed in the Project under a project lease contract. More specifically, according to the provisions of Law 4957/2022 (articles 127 and 243 par. 6), since the participation of the civil servant in the Project concerns additional work for remuneration which is performed outside working hours, a private work permit is not required from the public sector body. In any other case, the procedure of article 31 of the Code on the Status of Public Servants and Employees of Legal persons governed by public law (Law 3528/2007) on the private work permit for remuneration shall be applied.

This staff will be paid an additional fee of up to €500.00 per month for additional work, beyond their working hours, in accordance with current legislation.

In case the civil servant is on unpaid leave, they may participate in the Project and be remunerated in accordance with the provisions of Section 9.1.1 and *Table 3* of the Call (e.g. as a Postdoctoral Researcher), provided that they have obtained a private work permit from the public sector body.

It is noted that academic and research staff employed in Academic and Research foreign Institutions under any employment relationship may only participate in the RT as non-remunerated staff.

Question 22: Is it necessary for all RT members to be denominated when submitting the Proposal?

No. According to Section 8.2 of the Call, it is not necessary that all RT members have been denominated when submitting the Proposal. If a RT member has not been named, the required qualifications for their position should be specified when submitting the Proposal, so that any selection is made based on these qualifications, in case of funding, in accordance with the provisions of Law 4957/2022 and other current legislation. In particular, for the recruitment of temporary staff, the provisions of articles 243 (par. 4) and 244 of Law 4957/2022 shall be applied.

It is noted that no selection process is required for the denominated members of the RT.

Question 23: Should PhD Candidates and Postdoctoral Researchers be fully employed in the Project?

No. The Call does not set any restrictions regarding the working time of RT members in the Project.

Question 24: What applies regarding the requirement in Section 8.2 of the Call, according to which “the RT shall consist of at least two (2) paid members (in addition to the PI) who are postdoctoral researchers, PhD candidates or postgraduate students”?

According to the above requirement, throughout the duration of the Project, at least two (2) paid members (in addition to the PI) should be employed in the RT. These members will be postdoctoral researchers, PhD candidates or postgraduate students. The above condition does not apply for Proposals to be submitted under SA.7 “Humanities and Arts”.

Question 25: What applies regarding the employment of pensioners in the RT?

Pensioners of any status may participate in the RT only as unpaid members.

03. Budget and Cost Categories

Question 26: Is there a limit to the percentage different cost categories can cover in relation to the total budget?

Yes. Percentage restrictions per cost category are presented in detail per cost category in *Table 2 (Section 9)* of the Call.

Question 27: Is there an upper limit to the total budget requested for the Proposal?

Yes. The total budget requested depends on the SA to which the proposal is submitted and may be up to the amounts indicated in *Table 1 (Section 3)* of the Call.

Question 28: Can the provision of services by an Academic or Research Institution or company in Greece or abroad be considered as an eligible cost?

The provision of services by Academic or Research Institutions and/or private companies is subject to the cost category “*Costs for third party services*” pursuant to Section 9.1.5 of the Call. The costs of

this category can amount to a percentage up to 10% of the total project budget.

Question 29: What are the applicable provisions regarding the PhD Candidates' remuneration?

According to *Section 9.1.1* of the Call, the PhD Candidates are part of the Scientific staff of the Project and their gross monthly earnings in the Project are calculated as follows:

- a) for a fixed-term private law employment contract: configured according to the provisions of Chapter B of Law 4354/2015, as in force.
- b) for a project lease contract: they may amount to €1,500.00 (including all contributions, regardless of the human effort), plus VAT.

Question 30: What are the applicable provisions regarding the Postdoctoral Researchers' remuneration?

According to *Section 9.1.1* of the Call, the gross monthly earnings of the Postdoctoral Researchers in the Project are calculated as follows:

- a) for a fixed-term private law employment contract: to a minimum equal to the thresholds set in article 18 par. 12 point a) of Law 4310/2014 and pursuant to the provisions of Chapter B of Law 4354/2015, as in force,
- b) for a project lease contract the monthly earnings can amount to up to €2,000.00 (including all contributions, regardless of the human effort), plus VAT and must be to a minimum equal to the thresholds set in article 18 par. 12 indent a) of Law 4310/2014.

Question 31: Do the amounts for a project lease contract indicated in *Table 3* of the Call correspond to full-time employment?

No. According to the Call, the maximum monthly remuneration amounts for a project lease contract do not necessarily correspond to full-time employment. In particular, an RT member who will be contracted under a project lease contract may be compensated with the corresponding amount for a percentage (and not for the total) of his/her contracted time.

Question 32: Do the amounts indicated in *Table 3* of the Call include employer's contributions?

According to *Section 9.1.1* (page 15) of the Call, the maximum monthly remuneration of research assistants (e.g. PhD Candidates) and Postdoctoral Researchers who will be contracted under a project lease contract includes all legal contributions. In the event that these RT members have an employment contract (fixed-term private law employment contract), the legal employer's contributions are added to the respective amounts.

Question 33: Can PhD Candidates and Postdoctoral Researchers be remunerated by a compensatory scholarship under the Call?

No, the Call does not provide for the award of compensatory scholarships to PhD Candidates or Postdoctoral Researchers. According to the Call, PhD Candidates and Postdoctoral Researchers are

remunerated on the basis of project lease contracts or fixed-term employment contracts and their remuneration is subject to the provisions of *Section 9.1.1* thereof.

Question 34: What are the applicable provisions regarding the remuneration of Faculty Members, Researchers and Staff Research Scientists participating as RT members not belonging to the HI's staff?

According to *Section 9.1.1* of the Call, the remuneration of Faculty Members, Researchers and Staff Research Scientists, regardless of whether they belong to the staff of the HI or of another Institution in Greece, cannot exceed the amount of €1,000.00 per month and is subject to the maximum salary and additional fees limit provided for in article 2 of Law 3833/2010 combined with the provisions of Laws 4354/2015 (articles 13 and 28) and 4472/2017 (articles 130-135 and 156), as in force.

Question 35: Can regular staff members of the HI participate in the RT as remunerated members?

Yes. According to *Section 9.1.1* of the Call, regular staff members of the HI holding a public law or an open-term private law employment contract or a fixed-term private law employment contract may participate in the RT and receive additional fees of up to €500.00 per month for providing additional work beyond their normal working hours and in accordance with the current legislation. The same applies to the members of the regular staff of the COs and/or other Bodies of the public sector.

Question 36: What happens if a member of the RT is remunerated under another action of H.F.R.I.?

According to *Section 9.1.1* of the Call: *"In case the Project is funded, remunerated RT members cannot receive salaries from another H.F.R.I. action for full-time employment status and for the duration of their remunerated employment in the Project funded under this action"*. Consequently, the remunerated RT members may receive salaries under another H.F.R.I. action, provided they do not exceed any contractual time corresponding to full-time employment as long as they are employed in the funded Project.

Question 37: Is the cost for equipment acquisition eligible?

Yes. According to the Call, the purchase cost (acquisition cost) of scientific equipment is eligible, provided that the necessity of the equipment for the implementation of the project is adequately documented. Furthermore, its purchase must be completed within the first half of the Project implementation period at the latest.

Question 38: Which costs can be included under "Travel allowances and dissemination costs"?

Transportation expenses may include expenses for traveling, accommodation, daily out-of-office allowance, mileage allowance, conference attendance expenses, etc. in accordance with the provisions of Subparagraph D "Expenses of Travellers within and outside of Greece" of Paragraph D of Article 2 of Law 4336/2015 (OGG A' 94), as in force.

Question 39: Are the transportation costs of invited speakers eligible in the context of a workshop/conference?

Yes. The transportation costs of invited speakers who are not RT members are eligible and are included in the expenditure category “Travel allowances and dissemination costs” under the condition that they are provided for in the approved PTB and are carried out in accordance with the provisions of Subparagraph D “Expenses of travellers within and outside of Greece” of Paragraph D of Article 2 of Law 4336/2015 (OGG A' 94), as in force, and the relevant supporting documents are submitted.

Question 40: In the case of third party services where the subcontractor has been indicated during the submission of the Proposal, is a tender procedure required?

For expenses relating to the provision of third parties services (through contracts by natural and legal persons) and in particular, in the case of public contracts where the beneficiaries are public bodies or public sector bodies and where they act as contracting authorities, the procedures provided for in Law 4412 /2016 (OGG A' 147) “Public Contracts for Projects, Supplies and Services” as in force, and Law 4957/2022 (Chapter 27 and in particular Article 250) shall be observed, regardless of whether the subcontractor has been indicated during the submission.

Question 41: What applies regarding the services of a certified public accountant?

The services of certified public accountants are mandatory in the final report.

Certified public accountants are selected by the beneficiaries and the cost of their employment is eligible under the expense category “Other costs”. The work of the certified public accountants includes - among other things - submitting an attestation/report on the verification of the legality and regularity of the execution and payment of expenses within the eligibility period, the correct accounting of these expenses and the adequacy of the corresponding supporting documents.

04. Submission and Evaluation Process

Question 42: How many stages of submission and evaluation are necessary for the completion of this Call?

The submission of all documents and supporting documents under this Call will be carried out in one (1) phase. The evaluation of the submitted Proposals will be also completed in one (1) phase in accordance with the provisions of Section 11 of the Call.

Question 43: Who is responsible for the submission of the Proposal on H.F.R.I. web portal?

According to the provisions of the Call, the PI of the Project shall be exclusively responsible for submitting the Proposal on H.F.R.I. web portal (<https://portal.hfri.gr/>).

Question 44: What about the selection of a Scientific Area?

The selection of a Scientific Area is the sole responsibility of the PI and it is not possible to change it

after the deadline for submission of proposals and/or transfer a Proposal from one Scientific Area to another during the evaluation. It is underlined that the relevance of the Proposal to the Scientific Area to which it is submitted is subject to evaluation (under Criterion 2A of the Call).

Question 45: How to complete Part A? Will there be a template available?

No. There will be no template for Part A.

Part A is completed by entering data/attaching documents in the corresponding fields of H.F.R.I.'s Web Portal.

Indicatively, the following information shall be filled in:

General Information on the proposal (Category, SA/scope/sub-scope, Title, Acronym, Summary, Keywords, Duration, Detailed Budget and documentation of costs, Work Packages, Deliverables, Milestones),

PI details (Full name, contact details, Tax ID., etc.)

HI details (School, Department, Institute, etc.)

COs details (School, Department, Institute, Country etc.) *[if applicable]*.

Question 46: In which part of the Proposal is the budget indicated?

The budget per category of expense, as well as the documentation of expenses are declared in Part A, in the corresponding fields of H.F.R.I.'s Web Portal. Please note that any budget items included in Sections B1 and/or B2 will not be taken into account during the evaluation.

Question 47: Where does the minimum score required to make a Proposal eligible for funding (evaluation A) apply?

According to Section 11.4. of the Call, in order for a Proposal to be eligible for funding it should receive a minimum total score of **70** in each of the two main Criteria ("1. Principal investigator (PI) and 2. "Research Proposal") as well as in total.

Question 48: How is the final evaluation of Proposals determined in A and B?

Proposals are ranked into A and B based on their total score combined with the minimum score per criterium and in total.

Question 49: How are the results communicated to the potential beneficiaries?

The results are communicated to the PI of the Proposals through H.F.R.I.'s web portal, where the PIs can access the evaluation report with the Evaluation Committee's comments, the score (numerical) and the classification of their Proposal (A or B).