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**H.F.R.I.**  
Hellenic Foundation for  
Research & Innovation

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GENERAL SECRETARIAT FOR RESEARCH AND INNOVATION  
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**3rd Call and Management and Implementation Guide for H.F.R.I.  
Research Projects**

**to Support Faculty Members and Researchers**

**Submission start date:** Wednesday 1st of November 2023, 12:00 (Greece time)

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**The Director of the Hellenic Foundation for Research and Innovation, having regard to:**

1. Law 4429/2016 (OGG A' 199) on the "Hellenic Foundation for Research and Innovation and other provisions", as in force, and especially articles 2 par. 1, 5 par. 2 to 9, 8 par. 9 and 10 and 9 par. 7 thereof;
2. Decision No. 195245/15.11.2018 issued by the Ministers of Education, Research and Religious Affairs, as well as Finance and Administrative Reconstruction on the "Internal Rules of Operation of the Hellenic Foundation for Research and Innovation (H.F.R.I.)" (OGG B' 5252), as in force (OGG B' 3369),
3. Law 4310/2014 (OGG A' 258) on "Research, technological development and innovation and other provisions", as in force;
4. Law 4957/2022 on "New Horizons in Higher Educational Institutions: Strengthening the quality, functionality and connection of Higher Educational Institutions with society and other provisions" (OGG A' 141);
5. Law 3187/2003 on "Higher Military Educational Institutions (ASEI)" (OGG A' 233), as in force;
6. Decision No. 35627/31.03.2021 issued by the Deputy Minister of Development and Investments on the "Establishment of the Scientific Council of the Hellenic Foundation for Research and Innovation" (Issue for Specially Positioned Employees and Administrative Bodies of Public or Broader Public Sector Entities No. 246);
7. Decision No. 38750/12.4.2022 of the Deputy Minister of Development and Investments on the appointment of Mrs. Aikaterini Kouravelou to the position of Director of H.F.R.I. (Issue for Specially Positioned Employees and Administrative Bodies of Public or Broader Public Sector Entities No. 335);
8. The Agreement as of 15.07.2016 between the Hellenic Republic and the European Investment Bank;
9. Decision No. 104217/1.11.2022 of the Deputy Minister of Development and Investments regarding "a) Amendment of the ministerial decision no. 29898/26.02.2019. b) Amendment of the ministerial decision no. 133182/20.12.2019. c) Approval of the annual planning of actions and resource allocation of the Hellenic Foundation for Research and Innovation (H.F.R.I.) for 2023" (OGG B' 5687),
10. Decision No. 7886/21.12.2018 issued at the 39th Meeting of H.F.R.I.'s Scientific Council on the "Approval of the assumption of multi-year obligations" (IUN: 78E046M77Γ-Φ37), as in force and following its 14th amendment by Decision No. 65109/10.04.2023 issued at the 150th Meeting of H.F.R.I.'s Scientific Council; (IUN: 692K46M77Γ-MΔ5),
11. Decision No. 53660/13.09.2022 of the 131st Meeting of H.F.R.I.'s S.C. on the "Evaluation of proposals/applications in the context of the actions of the Hellenic Foundation for Research and Innovation" (IUN: ΩMI246M77Γ-OΞ8), as in force,
12. Decision No. 69155/29.06.2023 of the 157th Meeting of the S.C. of H.F.R.I. on the approval of the terms of the 3rd Call for H.F.R.I. Research Projects for the support of Faculty Members and Researchers",

13. Regulation (EU) 651/2014 of the European Commission of June 17th, 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty (OJ L 187, 26.6.2014),
14. the Commission Notice on the notion of State aid as referred to in Article 107(1) of the Treaty on the Functioning of the European Union (2016/C 262/01),
15. the Commission Communication on the “Framework on state aid for research and development and innovation” (2022/C 414/01),
16. Opinion No. 66088-20-07-2023/20.7.2023 of the Special State Aid & Funding Tools Service (EYKE-XE),
17. Decision No. 48954/11.5.2022 of H.F.R.I.’s S.C. on delegation of powers to the Director of the Foundation (OGG B’ 2464),

## CALLS

Interested Faculty Members and Researchers to submit proposals under the "3rd Call for H.F.R.I. Research Projects for the support of Faculty Members and Researchers", according to the terms and conditions presented below.

### 1 OBJECTIVE AND GENERAL INFORMATION OF THE ACTION

This 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.

Principal Investigators (henceforth “PI”) of the Projects can be Faculty Members (article 140 of Law 4957/2022) of Higher Educational Institutions and Higher Military Educational Institutions in Greece, as well as Researchers of Research Centres - Institutes (henceforth “RC-I”, article 18 of Law 4310/2014) and University Research Institutes (henceforth “URI”) of Greece.

The proposed Project (henceforth “Proposal”) should be original, refer to a cutting-edge research sector, have significant scientific impact and meet criteria of high scientific quality and excellence. Depending on the rank held by the project's PI, it will fall into one of the following two (2) categories:

**Category I:** Projects of academic or research staff holding a faculty member or researcher position at the first two entry levels in Higher Educational Institutions, RC-I, URI and Higher Military Educational Institutions respectively.

**Category II:** Research projects of academic or research staff holding a faculty member or researcher position at the two highest levels in Higher Educational Institutions, RC-I, URI and Higher Military Educational Institutions respectively.

Host Institutions (henceforth “HI”) of the Projects may be Higher Educational Institutions, Higher Military Educational Institutions, RC-I and URI of Greece as well as the Hellenic Foundation for European & Foreign Policy and the Foundation for Economic and Industrial Research. In case the project is funded, the HI issues a written certificate of acceptance of the Project.

The action is adapted to the specific characteristics of the research effort in each of the scientific areas covered and no thematic or geographical restrictions of any kind apply.

The Projects to be funded will be selected through an evaluation process. The Proposals will be assessed by Evaluation Committees (henceforth “EC”), which will consist of renowned scientists, specialised in the Scientific Areas (henceforth “SA”) of the research covered by the Call, as well as of independent experts, if deemed necessary, and in line with the provisions of article 5 (6) of Law 4429/2016, as in force. The whole process is governed by strict rules of confidentiality, which are binding for all participating parties.

This call is part of H.F.R.I.’s action programme in accordance with Decision No. 104217/1.11.2022 of the Deputy Minister for Development and Investments “a) Amendment of the ministerial decision no. 29898/26.02.2019. b) Amendment of the ministerial decision no. 133182/20.12.2019. c) Approval of the annual planning of actions and resource allocation of the Hellenic Foundation for Research and Innovation (H.F.R.I.) for 2023” (OGG B’ 5687).

## 2 SCIENTIFIC AREAS

Each Proposal may be submitted in one (1) scientific field/sub-field of one (1) of the following SA:

**SA.1 “Physical Sciences”**

**SA.2 “Engineering Sciences and Technology”**

**SA.3 “Life Sciences”**

**SA.4 “Agricultural Sciences – Food Science & Technology”**

**SA.5 “Mathematics & Information Sciences”**

**SA.6 “Social Sciences”**

**SA.7 “Humanities & Arts”**

**SA.8 “Environment & Energy”**

**SA.9 “Management and Economics of Innovation”**

The individual scientific fields and subfields of the nine (9) SAs are set out in [Annex I](#).

## 3 PROJECT FUNDING BUDGET AND LIMITS

The total public expenditure for the Call amounts to **€55,080,000**.

The maximum funding limit of each Project is defined according to the SA in which it is submitted and based on the following *Table 1*:

**Table 1.** Maximum funding limits of Projects per SA

Scientific Area	Maximum funding limit
SA.1 “Physical Sciences”	€300,000
SA.2 “Engineering Sciences and Technology”	€300,000
SA.3 “Life Sciences”	€300,000
SA.4 “Agricultural Sciences – Food Science and Technology”	€300,000
SA.5 “Mathematics and Information Sciences”	€300,000
SA.6 “Social Sciences”	€200,000
SA.7 “Humanities and Arts”	€200,000
SA.8 “Environment and Energy”	€300,000
SA. 9 “Management and Economics of Innovation”	€200,000

The allocation of the available budget per Project Category (I and II) and per SA will be determined by a relevant decision of H.F.R.I.’s Scientific Council (henceforth “S.C.”).

The total funding budget of each SA is not affected by the maximum funding limit of the Projects.

## 4 DURATION OF PROJECTS

- The duration of the Projects may vary from **36 to 48 months**.
- Costs for each Project may be incurred from its start date.

## 5 PREVENTION OF DOUBLE FUNDING

A necessary condition for a Project to be funded is that it shall not have received or is not currently receiving funding by any means from any other institution for its full scope or part thereof. Synergies with other research projects shall only be permitted on the basis of complementarity and a clearly defined and separate role with regard to the scope of the respective projects, in order to fully ensure the prevention of double funding.

## 6 ENSURING RESEARCH INTEGRITY

In all stages of the evaluation process pertaining to the Proposal as well as during the funding and implementation of the Project, PIs and Research Team (henceforth “RT”) members should behave in



line with rules of ethics and deontology and with respect for the scientific truth, the academic freedom, the human dignity, the environment, as well as the intellectual and industrial property. Any case of unethical scientific conduct shall be examined and may lead to exclusion from the evaluation process or to the revocation of the Funding Award Decision. In particular, the appropriation, falsification, plagiarism and misleading presentation of third-party scientific data and achievements is prohibited.

## **7 PUBLIC FUNDING OF NON-ECONOMIC ACTIVITIES OF RESEARCH AND KNOWLEDGE DISSEMINATION ORGANISATIONS**

Funding under this Action does not constitute state aid and amounts to a percentage of 100% when the projects' HIs are Research and Knowledge Dissemination Organisations (Research Organisations) and carry out activities of a non-economic nature as specifically mentioned below:

According to the definition of point ff) of item 16 of the Communication of the European Commission titled "Framework on state aid for research and development and innovation" (2022/C 414/01), a "*Research and Knowledge Dissemination Organisation*" or "*Research Organisation*" means an entity (such as universities or research institutes, technology transfer agencies, innovation intermediaries, research-oriented physical or virtual collaborative entities) irrespective of its legal status (organised under public or private law) or way of financing, whose primary goal is to independently conduct fundamental research, industrial research or experimental development, or to widely disseminate the results of such activities by way of teaching, publication or knowledge transfer.

Additionally, according to point 20 of the above Communication, the following activities are generally of non-economic nature:

a) the primary activities of the Research Organisation and especially:

- education for more and better skilled human resources,
- independent R&D for more knowledge and better understanding,
- wide dissemination of research results on a non-exclusive and non-discriminatory basis, for example through teaching, open-access databases, open publications or open software.

b) knowledge transfer activities, where they are conducted either by the Research Organisation (including their departments or subsidiaries) or jointly with, or on behalf of other such entities, and where all profits from those activities are reinvested in the primary activities of the research organisation. The non-economic nature of those activities is not prejudiced by contracting the provision of corresponding services to third parties by way of open tenders.

Furthermore, where a research organisation is used for both economic and non-economic activities, public funding falls under State aid rules only insofar as it covers costs linked to the economic activities. In this case, in order for the public funding of non-economic activities not to be considered state aid, both types of activities as well as the expenses, the funding and their revenues from the provision of services or the sale of goods must be clearly separated and monitored by an accountant,

so that the subsidisation of the economic activity can be avoided, i.e. covered by the subsidisation of the non-economic activity (cross-subsidisation).

According to item 21 of the Communication: *"...where the research organisation is used almost exclusively for a non-economic activity, its funding may fall outside State aid rules in its entirety, provided that the economic use remains purely ancillary, that is to say corresponds to an activity which is directly related to and necessary for the operation of the research organisation or research infrastructure or intrinsically linked to its main non-economic use, and which is limited in scope. For the purposes of this framework, the Commission will consider this to be the case where the economic activities consume exactly the same inputs (such as material, equipment, labour and fixed capital) as the non-economic activities and the capacity allocated each year to such economic activities does not exceed 20% of the relevant entity's overall annual capacity (item 21 of the above Communication of the European Commission).*

Furthermore, in the European Commission's opinion, other institutions such as: a) Public services belonging to the central administration within the meaning of par. 1 (f) of article 14 of Law 4270/2014 (OGG A' 143), b) Legal Persons governed by Public Law (such as Museums with independent legal entity, Public Hospitals, the Academy of Athens, the National Library, the National Gallery, etc.) and c) Legal Persons governed by Private Law, established by Law or Presidential Decree and subsidised by the State, although they do not fall within the definition of a Research Organisation, may be funded by analogy as Research Organisations and the funding may be considered as non-state aid under item 19 of the above Communication. Also, they may receive 100% funding for the total eligible costs, provided that they cumulatively meet the following conditions:

1. Their primary activities are not economic, according to the European Commission's Communication on the concept of state aid (2016/C 262/01).
2. There is a provision for research activity in the Institution's Articles of Association.
3. Research results from the specific research project will be widely disseminated on a non-exclusive and non-discriminatory basis, for example through teaching, databases, publications or open access software.
4. Any resulting profits will be reinvested in the Institution's non-economic activities.
5. There will be separate accounting monitoring for the use of the specific infrastructure as well as separate accounting monitoring of the non-economic and (if any) economic activities of the institution.

Lastly, it is highlighted that in case a private company within the meaning of the European Commission's Communication on the "Framework on state aid for research and development and innovation" (2022/C 414/01) participates in the Proposal as a Collaborating Organisation, the absence of indirect aid to the company must be ensured as defined in points 29 and 30 of the Communication.

## 8 ELIGIBILITY CONDITIONS

The terms and conditions of participation in this Call are as follows:

### 8.1 Principal investigator

**Each Proposal is submitted by one (1) PI**, as follows:

For proposals for **Category I** Projects the PI must hold one of the following positions:

- Assistant Professor
- Serving Lecturer
- Grade C Researcher or Staff Research Scientist C
- Grade D Researcher or Staff Research Scientist D

For Proposals for **Category II** Projects the PI must hold one of the following positions:

- Grade A Professor
- Associate Professor
- Grade A Researcher or Staff Research Scientist A
- Grade B Researcher or Staff Research Scientist B

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 (henceforth "FAD") to be issued. Failure to meet this condition will result in the Proposal being incomplete and therefore ineligible for funding.

Faculty members who carry out a research project in an RC-I or in a URI as collaborating research staff can designate the RC-I or URI as a HI with which they collaborate.

**The PI may submit only one (1) Proposal under the Action.**

**The PI may participate as a RT member in one (1) more Proposal under the Action.**

**It is not allowed for PIs to participate in this Call (either as PIs or as RT members) if their Proposal has been funded in the framework of the "2nd Call for H.F.R.I. Research Projects for the support of faculty members and researchers" or in the framework of the Action "Funding of Basic Research (Horizontal support for all Sciences), National Recovery and Resilience Plan (Greece 2.0)".**

*Failure to meet the above conditions entails the ineligibility of the Proposal to be evaluated.*

## 8.2 Composition of the Research Team

Academic and Research staff of the HI and/or 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 may participate in the RT, apart from the PI.

The RT must consist of at least two (2) paid members (in addition to the PI) who will be postdoctoral researchers, PhD candidates, or postgraduate students. The above condition does not apply to Proposals to be submitted under SA.7 “Humanities and Arts”.

Professors and Researchers Emeriti may participate in the present Call as remunerated RT members.

Retired Professors and Researchers may participate in the present Call only as non-remunerated RT members.

**Each RT member (except for the PI) may participate (as a member) in two Proposals maximum under the action.**

There is no limitation regarding the maximum number of members that constitute the RT of a Proposal.

It is not necessary to name all RT members when submitting the Proposal. If a RT member has not been named for a position, the required qualifications for the position should be defined when submitting the Proposal. These positions shall be filled based on these qualifications and following a call for expression of interest issued by the HI, in line with provisions of Law 4957/2022 and other current legislation.

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.

## 8.3 Host Institution - Beneficiary of funding

The following are appointed as HIs of the Research Project:

- Higher Educational Institutions as defined in article 3 of Law 4957/2022 (OGG A' 141), as in force.
- RC-I of article 13a of Law 4310/2014 (OGG A' 258), as in force.
- URI, i.e. legal persons governed by private law established by virtue of the provisions of Laws 2083/1992 (OGG A' 159) and 3685/2008 (OGG A' 148).
- Higher Military Educational Institutions of Law 3187/2003 (OGG A' 233)
- the Hellenic Foundation for European & Foreign Policy

- the Foundation for Economic and Industrial Research

**When submitting the Proposal, the PI must declare the details of the HI.**

All potential HIs shall be available for selection on the online submission platform in the form of a drop-down menu allowing only one selection.

**In case funding is approved, the PI must submit a Project acceptance certificate by the HI (Letter of Commitment)**

*Failure to submit the Project acceptance certificate by the HI during the funding stage renders the Proposal non-eligible for funding.*

## **8.4 Collaborating Organisations (CO)**

For the implementation of the Project it is possible to collaborate with educational and research institutes, as well as public or private institutions of any kind, domestic or foreign. The collaboration with these Institutions concerns the support/assistance to the Project's implementation and, depending on the SA and the specific elements of the Project, it can concern (for example) the conduction of experiments, access to files, collections and libraries, training on using the equipment etc. and requires (in order to be evaluated) a **letter of intent** from the CO. In the letter of intent to collaborate, the legal representative of the CO confirms the intention to collaborate with the PI in the context of the Project and adequately describes the type of collaboration, i.e. the staff involved, the equipment, the infrastructures or the specific resources to be used, as well as the estimated duration of the collaboration.

If the collaboration does not concern access to an institution's infrastructure and/or resources, but is rather a collaboration between Professors/Researchers, it is not necessary to designate as CO the Institution to which the respective RT member belongs. In this case, the Letter of Intent is signed only by the respective cooperating member of the RT.

The PI must document in the Proposal the selection of the specific CO based on objective evidence, such as the existence of high-level expertise in methods related to the implementation of the proposed research project, the existence and extensive experience in the use of special research equipment or other resources (libraries, archives, collections, etc.), the international acceptance and recognition of the CO, as documented by the achievements of the scientific staff with whom the collaboration will take place.

## **9 BUDGET AND ELIGIBLE COST CATEGORIES**

The Project budget is broken down into the following direct and indirect costs.

In order to be considered eligible, each cost should fall under the terms described in the present Section and be provisioned in the Proposal. Cost eligibility begins on the Project start date and it is terminated at the end of its duration, as specified in the FAD.

For the approval of costs (as eligible) it is necessary to comply with and submit the relevant documents, as defined in the “Guide to Eligibility and Verification of Costs under the actions of H.F.R.I.” which will be posted on the Foundation's website.

The project budget per cost category and the restrictions per cost are presented in the following *Table 2*:

**Table 2.** Financing rates per cost category

Cost categories	Percentage restrictions
<b>DIRECT COSTS</b>	
Staff costs (PI and RT members)	≥ 40% of the total budget
Costs for consumables	-
Travel allowances and dissemination costs	-
Equipment costs	-
Costs for third party services	≤ 10% of the total budget
Other costs	-
<b>INDIRECT COSTS</b>	<b>=10</b> of the direct costs

## 9.1 Direct costs

The direct costs of the Project include the remuneration of the PI and RT members, the costs for consumables, dissemination and mobility, equipment cost, as well as costs for third party services and other costs.

### 9.1.1 Personnel remuneration costs

This category includes remunerations for the PI and the RT members:

#### 9.1.1.1 PI's salary cost

The PI's remuneration may not exceed the amount of **€1,000.00 per month** and is subject to the maximum limit of earnings and additional fees provisioned 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.

If the PI retires at any time before the completion of the Project, they cannot remain as Project's PI and must be replaced as specified in par. 18.2 herein.

#### 9.1.1.2 Research Team members' remuneration

The remunerated RT members may be Faculty Members and Researchers, Postdoctoral Researchers, PhD Candidates, Postgraduate Students as well as other scientific, technical or auxiliary staff.

The total monthly remuneration for RT members shall be arranged as follows:

1. The salary of **Faculty Members, Researchers, Staff Research Scientists, Professors and Researchers Emeriti** that are part of the RT may not exceed the amount of **€1,000.00** per

month and is subject to the maximum limit of earnings and additional fees provisioned 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.

2. For **Postdoctoral Researchers (PR)** participating in the RT, gross monthly remuneration is calculated as follows:
  1. In case of a fixed-term private law employment contract, gross monthly remuneration is configured according to the provisions of Chapter B of Law 4354/2015, as in force, and are to a minimum equal to the thresholds set in article 18 par. 12 indent a) of Law 4310/2014.
  2. In case of a project lease contract, monthly earnings can amount to up to **€2,000.00** (including all contributions, regardless of the human effort<sup>1</sup>), plus VAT and in accordance with the lowest thresholds set in article 18 par. 12 indent a) of Law 4310/2014.
3. For **PhD Candidates, Postgraduate Students and other scientific, technical and auxiliary staff of the RT**, gross monthly earnings are calculated as follows:
  1. In case of a fixed-term private law employment contract, gross monthly remuneration is configured according to the provisions of Chapter B of Law 4354/2015, as in force.
  2. In case of a project lease contract, monthly remuneration may amount to **€1,500.00** (including all contributions, regardless of the human effort<sup>2</sup>) plus VAT.

RT members who belong to the staff of the HI or other public sector body (holding a public law or an open-term private law employment contract or a fixed-term private law employment contract) can receive an extra remuneration up to **€500.00** per month for providing additional work, beyond their working schedule, in accordance with the legislation in force.

**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.**

Table 3 below summarizes the above terms and payment limits.

**Table 3.** RT members remuneration

Remunerated RT member categories	Determination of monthly salary
Faculty Members , Researchers, Staff Research Scientists and Professors and Researchers Emeriti	The salary of Faculty Members, Researchers, Professors and Researchers Emeriti may not exceed the amount of <b>€1,000.00</b> per month and is subject to the maximum limit of earnings and additional fees provisioned in Article 2 of Law

<sup>1</sup> The PR is remunerated on the basis of the hourly rate set by the HI.

<sup>2</sup> Similarly, for the staff concerned, see the immediately preceding footnote.



	3833/2010 combined with the provisions of Laws 4354/2015 (articles 13 and 28) and 4472/2017 (articles 130-135 and 156).
Postdoctoral Researcher	Gross monthly earnings: a) Fixed-term private law employment contract: in line with the provisions of Chapter B of Law 4354/2015, as in force and to a minimum equal to the thresholds set in article 18 par. 12 indent a) of Law 4310/2014. b) Project lease contract: up to <b>€2,000.00</b> plus VAT per month and in accordance with the lower thresholds set in article 18 par. 12 indent a) of Law 4310/2014.
Scientific staff (PhD Candidates, Postgraduate Students), Technical and Auxiliary staff	Gross monthly earnings: a) Fixed-term private law employment contract: in line with the provisions of Chapter B of Law 4354/2015. b) Project lease contract: up to <b>€1,500.00</b> plus VAT per month.
Staff that works in the HI or other Institution of the public sector (article 14 par. 1 point a of Law 4270/2014) under a public law employment contract or an open-term private law employment contract or a fixed-term private law employment contract.	Extra remuneration for additional work up to <b>€500.00</b> per month, according to the relevant legislation in force.

The above are gross amounts, upon which all legal deductions and employee contributions are calculated, as in force and per case. In order to calculate the total amount of staff remuneration charged to the project, legal employer's contributions are added to the above amounts and constitute eligible Project costs. Regarding project lease contracts, if provided for under law, Value Added Tax (VAT) shall be also added to above amounts, which is an eligible project cost.

The salary of RT members working abroad under any employment contract is not an eligible cost.

All non-remunerated RT members may receive travel allowances for the project's needs (e.g. commuting costs, overnight lodging and daily allowance) only for transit which took place in the context of project implementation.



The remunerated RT members who have not been nominated in the Proposal will be selected by the HI in accordance with the provisions of Laws 4310/2014, 4386/2016 and 4957/2022, as in force, and on the basis of the qualifications specified in the PTB.

**The remuneration costs for the PI and the other RT members should amount to at least 40% of the Project's total budget.**

### 9.1.2 Costs for consumables

Costs for consumables are eligible when pertaining exclusively to Project implementation. Indicatively, they involve the purchase of direct consumption materials (e.g. lab consumables, reagents, etc.) that are necessary for the implementation of the project. This category does not include general office supply costs, such as paper, stationery, PC consumables, etc., as these are commonly included in the overhead and may be eligible only when the project particularities require an unusual amount of relevant costs for its implementation. In this case, special and sufficient documentation is required in the project budget.

For the procurement of consumables the HIs must apply the provisions of Law 4412/2016 on "Public Contracts for Projects, Procurement and Services (adaptation to Directives 2014/24/EU and 2014/25/EU)" (OGG A' 147), as in force, when considered contracting authorities within the meaning of said law, and the provisions of Law 4957/2022 (Chapter 27 and in particular Article 250), as in force.

### 9.1.3 Travel allowances and dissemination costs

These are expenses incurred in the context of disseminating the results of the Project and complying with the rules of publicity. Indicatively, these include publication costs in scientific journals, registration costs in conferences relating to speeches / communication or posters, costs for organising and conducting workshops and/or conferences, costs for publishing monographs and books, costs for producing audio-visual material, costs for website development and publicity in social media. For all of the above to be considered eligible, they have to be connected to the implementation of the Research Project.

It is highlighted that if a project deliverable is a scientific publication, then it should be published in an open access journal.

Furthermore, this category also includes costs pertaining to the PI's and RT members' travelling in Greece or abroad for participating in conferences with the purpose to present Research Project outcomes or for conducting field research or collaborative research with RT members belonging to other Institutions in Greece or abroad. In case collaborative research is performed, a necessary condition for cost eligibility is to submit a pertinent letter of intent from the CO.

This category also includes as eligible costs the travel costs of non-remunerated members of the RT, provided that either they belong to a CO, or their seat is explicitly mentioned in the letter of intent submitted by them as cooperating members of the RT.

Costs in this category are incurred in line with the provisions of Subparagraph D “Costs for Travelling in and out of State” of Paragraph D of article 2 of Law 4336/2015 (OGG A’ 94) as in force.

It is noted that in case of cancellation or postponement of conferences or meetings or travelling for reasons of force majeure, the costs resulting from the cancellation of tickets, participation, accommodation and/or organisation of relevant events may be considered eligible and burden the Project budget, provided that they were incurred at a time when the HI could not have foreseen the cancellation/postponement. Furthermore, it must be ensured that costs or part thereof are not refunded from other sources. Any amounts refunded (e.g. by insurance coverage, air carrier, accommodation, etc.) are not considered eligible costs.

#### **9.1.4 Costs for equipment procurement**

It is possible to purchase new or used equipment, when deemed necessary for the implementation of the Project. For this cost to be considered eligible, special documentation as to the usefulness of this equipment for the implementation of the Project is deemed necessary, while it is also required that its purchase has taken place within the first half of the Project’s implementation duration at the latest.

Any customs clearance costs are eligible if they are included in the cost of equipment, provided that they are mentioned in the call and in the contract.

For the procurement of equipment the HIs must apply the provisions of Law 4412/2016 on “Public Contracts for Projects, Procurement and Services (adaptation to Directives 2014/24/EU and 2014/25/EU)” (OGG A’ 147), as in force, when considered contracting authorities within the meaning of said law, and the provisions of Law 4957/2022 (Chapter 27 and in particular article 250), as in force.

#### **9.1.5 Costs for third party services**

This category includes costs that must be reimbursed in order to use or access lab research equipment, research infrastructure or other resources that are necessary for the implementation of the Project. Indicatively, apart from the costs for using or accessing lab research equipment or infrastructure, this category may include eligible costs for accessing resources deemed necessary for the implementation of the Research Project, such as: access to databases, subscriptions to libraries, archives and collections of domestic and foreign Institutions, procurement of software for specialized research purposes, costs for software updates, digitisation of printed and audiovisual files and further use of them, costs for acquiring satellite data etc. Finally, this category includes eligible costs related to the provision of services by domestic or foreign Academic or Research Institutions and/or private companies and which are necessary for the implementation of the Project.

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

### 9.1.6 Other Costs

This category includes costs that cannot be included in other categories. Indicative costs included in this category are: special telecommunications costs (such as the use of satellite communication), repair costs for important equipment, etc.

These costs are considered eligible, provided they are specifically mentioned in the Proposal and there is special relevant justification of such need for the successful implementation of the Project.

Especially for costs related to servicing and repairing research equipment, in addition to the above, the provision should also be substantiated by a simple cost-benefit analysis and refer to equipment deemed important for the implementation of the Project. Eligible are costs for necessary accessories and replacement parts, labour costs and possible shipping costs.

This category also includes costs for certified public accountant services, which are mandatory.

For the purposes of incurring the costs of this paragraph, the HIs are obliged to apply the provisions of Law 4412/2016 on “Public Contracts for Projects, Procurement and Services (adaptation to Directives 2014/24/EU and 2014/25/EU)” (OGG A’ 147), as in force, when considered contracting authorities within the meaning of said law, and the provisions of Law 4957/2022 (Chapter 27 and in particular Article 250), as in force.

## 9.2 Indirect costs

This category includes the management and operating costs of the HI, which are not directly related to the implementation of the Project and are calculated in relation to the Project’s direct costs. These indirect costs include for example the economic management support, office supplies (stationery, PC consumables, etc.) and energy supplies, telecommunications services, etc.

**Indirect Costs are eligible without the presentation of the corresponding receipts/invoices and must be equal to 10% of the total remaining (direct) costs.**

## 10 PROPOSAL SUBMISSION

When submitting Proposals, the following shall be filled in:

- General information (Section A)
- Research Proposal (Section B1 and Section B2)
- Additional documents (Letter of Intent from the CO/COs and other documents)

### 10.1 Section A: General information

Section A includes the PI’s details and information about the Proposal, including the title, acronym, duration of the Project and the (short) abstract of the Proposal. The abstract should clearly present the

objectives of the Proposal and the way these should be accomplished. In case the Project is funded, this abstract may possibly be published (something that the PI and the other RT members shall explicitly and unreservedly accept by submitting the Proposal) and therefore must be brief and precise, not including confidential information. In addition, in this section, the PI of the Proposal selects the SA<sup>3</sup> that corresponds to the Proposal.

More specifically, in Section A, the following information shall be filled in:

- **General information of the Proposal**
  - Category
  - SA, scientific field and subfield<sup>4</sup>
  - Title (in Greek and English)
  - Acronym
  - Abstract (up to 2000 characters, in Greek and English)
  - Keywords (up to 10)
  - Project duration (in months)
  - Detailed budget and documentation of expenses
  - Work Packages
  - Deliverables
  - Milestones
- **PI details** (Full name, contact details, Tax ID., etc.)
- **Host Institution** (School, Department, Institute, etc.)
- **Collaborating Organisations** (School, Department, Institute, Country etc.) *[if applicable]*

The table of ethics is also completed in this section and serves to identify possible ethical aspects of the Project. **This table should be filled in even if there are no deontology issues.**

The PI may also specify up to two (2) names of scientists he/she wishes for them to be excluded from the evaluation of the Proposal.

Information in Section A is submitted in **English** (apart from the Proposal title and abstract, which are also submitted in Greek).

## 10.2 Section B: Research Proposal

Section B consists of two (2) sub-sections, Section B1 and Section B2, which shall be submitted in **English**.

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<sup>3</sup> The designation of the SA that corresponds to the Project is selected by the PI and it cannot be altered after the final submission date of the Proposal to the electronic platform.

<sup>4</sup> See [Annex I](#).

Templates for these two separate sections with the parts and fields that must be included respectively in Sections B1 and B2 of the Proposal will be available on the H.F.R.I. website [https://www.elidek.gr/call/3h\\_dep/](https://www.elidek.gr/call/3h_dep/). Each Proposal page might contain a header presenting the PI's full name, the acronym of the Proposal and the respective Section of the Proposal (Section B1, Section B2.1 etc.), as well as a footer with reference to the corresponding SA (SA.1, SA.2, etc.) and to the total number of pages.

Table 4 below lists the suggested technical specifications to be followed in all submitted documents. The page limits for each part should be strictly applied. Information and texts outside these limits will not be evaluated.

**Table 4.** Technical specifications for texts

Page Size	Font	Font Size	Line Spacing	Page Margins
A4	Times New Roman, Arial, Calibri or similar	11 pt (at least)	Single (at least)	Top-Bottom: 1.5 cm Left-Right: 2 cm

### 10.2.1 Section B1: PI's CV and Scientific Achievements (maximum: 10 pages)

Section B1 includes the detailed curriculum vitae and the scientific achievements of the PI, i.e. all those elements that reflect the research and academic career of the PI.

Furthermore, this Section should include:

- i. the research projects in which the PI participates and/or has participated in any capacity, as well as other research Proposals related to the Project that have been submitted to national or international research funding actions and in which the PI participates,
- ii. the total list of publications made by the PI in peer-reviewed international scientific journals and/or books, book chapters, and/or publications/presentations in peer-reviewed conference proceedings and/or patents and/or monographs, etc.

Section B1 is submitted in **English** as a Portable Document Format (henceforth "PDF") file and can be **up to ten (10) pages long**. Any text outside these limits will not be taken into consideration during evaluation.

### 10.2.2 Section B2: Detailed presentation of the research Proposal

Section B2 should describe the scientific, technical and/or academic aspects of the Project as well as the methodology and work plan. This section should describe the role of the PI and all members of the RT in the implementation of the Project and include a full assessment of the real Project cost.

Section B2 consists of the following two (2) sub-sections (Section B2.1. Research Proposal, Section B2.2. CVs of RT members).

#### Section B2.1. Research Proposal (maximum: 16 pages)

The detailed presentation of the research Proposal should describe the following:

▪ **Excellence, State of the art and Objectives**

This section shall clearly define the Project objectives in relation to the current scientific state of the art. When describing the Project, it should be mentioned how and why it is important for the scientific field, to which it applies. Also, its relevance to the SA in which it is submitted should be documented. It should also describe its wider impact on science and/or technology and/or arts/culture and/or society. This section will identify (if any) the particularly innovative or unconventional aspects of the Project.

Indicative units that may be included in this section are:

- Relevance with the Scientific Area to which the Proposal is submitted (Relevance with the Scientific Area)
- Proposal objectives and necessity/challenges
- State-of-the-art & Innovation
- Scientific and/or social impact

▪ **Methodology and Implementation**

This section provides a detailed description of the suggested methodology, including, as per case, basic interim targets. The proposed methodology should be described and justified in terms of the scientific state of the art, including any particularly innovative or unconventional aspects concerning the “high risk/high gain” balance. In addition, any intermediate stages where results may require adjustments to project planning should be reported.

The involvement of all RT members has to be fully justified, with emphasis on the scientific added value they bring to the Project.

Indicative data that may be included in this section are:

- Research Methodology
- Work plan: Work Packages, Gantt Chart, Deliverables and Milestones Table, Table of Risks and Contingency plan
- Project RT structure: Roles and responsibilities of the PI and the RT members.
- Ethical and Deontological issues: Description of the measures that will be taken to address any Ethics and Deontology issues that may arise from the implementation of the proposed project in accordance with the PI's statement in Part A (*where applicable*).

It is highlighted that the detailed budget by category of expenses should be included in Section A. Any budget details included in Sections B1 and/or B2 will not be taken into account in the evaluation.

The initial page (cover page) of the Proposal (Section B2.1) should include: i) the Category, ii) the PI's full name, iii) the title, iv) the acronym, v) the SA, the scientific field and the sub-field (*where applicable*), vi) the Project duration (in months), vii) the Project budget (in €), viii) the proposed HI and ix) the COs (*if any*).

Section B2.1 is submitted in **English** and may be up to sixteen (16) pages long, cover page and bibliographic references included. Any text outside these limits will not be taken into consideration during evaluation. Section B2.1 shall be submitted exclusively as a single PDF file.

### **Section B2.2. Research Team Members** (1 page per member)

In Section B2.2, brief CVs of all named members of the RT are submitted, which may also include selected scientific publications in scientific journals related to the scope of the Project.

Furthermore, the skills required for every unnamed position of the RT are listed.

This specific Section is submitted in **English** and can be up to one (1) page long per RT member. Section B2.2 shall be submitted exclusively as a single PDF file.

**The Proposal is submitted by the PI**

**exclusively online via the H.F.R.I.'s web portal**

**(<https://portal.hfri.gr/>)**

**Submission start date:** Tuesday, 3rd of October 2023, 12:00 (Greece time)

**Submission end date:** Thursday 2nd of November 2023, 13:00 (Greece time)

*The PI is exclusively responsible for the accuracy of data submitted on the online submission platform.*

## **11 CHECK AND EVALUATION**

The evaluation will be conducted by Evaluation Committees in line with the provisions of article 5 par. 5 to 8 of Law 4429/2016, as in force.

## 11.1 Admissibility and eligibility check for the Proposal

Proposals are checked as to the completeness of all necessary data and documents required, the observance of participation terms and limitations as well as other terms of this Call, as described in detail in *Section 8* herein. Furthermore, the fulfilment of the following conditions is checked:

1. The proposed project constitutes an “R&D project” as defined in point dd) of item 16 of the European Commission Communication “Framework for State Aid for Research and Development and Innovation’ (2022/C 414/01),
2. The Proposal falls within the concept of a non-economic activity in accordance with item 20 of the abovementioned (1) Communication,
3. a. The HI is a “research and knowledge dissemination organisation” according to the definition of point ff) of item 16 of the abovementioned (1) Communication or  
b. the HI is a legal person governed by public law/legal person governed by private law that has been established by law or presidential decree and is subsidised by the State and may be financed by analogy as a “research and knowledge dissemination organisation”, while the funding may be considered as non-state aid under item 19 of the above (under 1) Communication. Furthermore, it may receive 100% funding for all eligible costs, because the following conditions are met:
  - ba. Their primary activities are not economic, according to the European Commission’s Communication on the concept of state aid (2016/C 262/01).
  - bb. There is a provision for research activity in the HI’s articles of association.
  - bc. Research results from the Project will be widely disseminated on a non-exclusive and non-discriminatory basis (e.g. through teaching, databases, publications, open access software, etc.).
  - bd. Any resulting profits will be reinvested in the HI's non-economic activities.
  - be. There will be separate accounting monitoring for the use of the specific infrastructure as well as separate accounting monitoring of the non-economic and (if any) economic activities of the HI.
4. In case the HI conducts activities of economic and non-economic nature, in order for the public funding of non-economic activities not to be considered state aid, both types of activities as well as the costs, the funding and their revenues must be clearly separated and monitored by an accountant, so that cross-subsidisation of the economic activity is effectively avoided, i.e. the subsidisation of the economic activity is not covered by the subsidisation of the non-economic activity (cross-subsidisation)

Irrespective of the fact that all Proposals are checked as to their completeness and eligibility prior to the evaluation of their content, if, at any stage of the check and evaluation process, it is ascertained that a Proposal fails to meet any of the relevant criteria, it shall be excluded from the evaluation process.



## 11.2 Evaluation

The evaluation of the Proposals shall be performed by Evaluation Committees, consisting of five (5) to twenty (20) members, in line with the provisions of Decision No. 53660/13.09.2022 (IUN: ΩΜΙ246Μ77Γ-ΟΞ8) by H.F.R.I.'s S.C. on the "Evaluation of Proposals/Applications under the Hellenic Foundation for Research and Innovation Actions", as applicable, and which is posted on the H.F.R.I.'s website. If deemed necessary due to the specialised scope of the Proposals, a non-binding evaluation of one or more Proposals may be requested from one or more independent experts, at the discretion of each EC. The final decision for the evaluation of each Proposal shall be made by the Committee. The said experts and the members of Evaluation Committees come from the Register of Certified Evaluators of paragraph 11 of Law 4429/2016 and, until its creation, from the Register of Certified Evaluators referred to in Article 27 of Law 4310/2014 (OGG A' 258) and have the qualifications related to the subject matter of the Project to be evaluated. The Evaluation Committees and independent experts are designated by the Scientific Council in line with the provisions of article 5 of Law 4429/2016. If expert scientists required for a specific evaluation are not available or the existing ones do not meet the needs of the evaluation in question, expert scientists, not included in the Register of Certified Evaluators, who are foreign tax residents may be designated as members, pursuant to a decision made by the Scientific Council.

## 11.3 Confidentiality

The whole process is governed by rule of confidentiality. The EC members and independent experts sign a declaration of confidentiality and non-conflict of interest. All EC members and independent experts owe full confidentiality before, during and after the evaluation, as to the entire evaluation process.

## 11.4 Evaluation Process

The process of evaluating the Proposals will be completed in one (1) Phase, during which the Proposal will be evaluated for each one of its two main evaluation criteria.

In particular, the full research Proposal (Section B1 and Section B2) will be evaluated in terms of the scientific profile of the PI and their capacity for successful implementation of the Project as well as in terms of the scientific excellence of the Proposal [originality, appeal and possibility of implementation of the Project by the HI and the members of the RT].

The evaluation criteria and their weighting factors are listed in detail in the following *Table 5*.

**Table 5: Evaluation Criteria**

Criteria	Weighting factor
<b>Criterion 1. Principal investigator</b>	<b>0.40</b>
<b>A. Scientific Achievements</b> <ul style="list-style-type: none"> <li>▪ Scientific work (scientific publications, participation in conferences, distinctions, awards, participation in international and national research programs, etc.)</li> <li>▪ Degree of scientific scope and resonance abroad</li> </ul>	0.15.
<b>B. Ability and role for the implementation of the project</b> <ul style="list-style-type: none"> <li>▪ Degree of scientific autonomy</li> <li>▪ To what extent the PI has the necessary scientific expertise/experience and ability for the successful implementation of the research proposal</li> <li>▪ PI's role in the implementation of the project</li> </ul>	0.25
<b>Criterion 2. Research Proposal</b>	<b>0.60</b>
<b>A. Objectives, originality and potential impact of the project</b> <ul style="list-style-type: none"> <li>▪ Relevance of the research proposal to the Scientific Area</li> <li>▪ Clarity of the research proposal objectives</li> <li>▪ Degree to which there are ambitious objectives that go beyond the current scientific/technological state of the art (e.g. development of new techniques, tools, concepts, theories and/or approaches)</li> <li>▪ Degree to which the research proposal is of "high risk/high gain" nature (<i>where applicable</i>)</li> <li>▪ Innovative nature and potential impact of the research proposal</li> </ul>	0.40
<b>B. Methodology and Implementation</b> <ul style="list-style-type: none"> <li>▪ Degree to which the proposed research methodology is appropriate for achieving the Project objectives</li> <li>▪ Degree to which the Proposal entails the development of new methodologies or the implementation of a methodology which shall lead to progress beyond the current scientific/technological state of the art</li> <li>▪ Degree to which the Project implementation plan, time schedules and budget are necessary and justified</li> <li>▪ Ability, expertise degree and complementarity of the RT members as a whole for achieving the Proposal's objectives</li> <li>▪ Degree to which the observance of the rules of research ethics is ensured (<i>where applicable</i>)</li> </ul>	0.20

The EC rates the evaluation criteria on a scale of 0 to 5, as follows:

- **(0 – 0.49) – Insufficient:** The proposal either fails to meet the criterion or cannot assess the criterion due to insufficient or incomplete information.
- **(0.5 – 1.49) – Weak:** The proposal does not sufficiently meet the criterion and/or there are inherent weaknesses.
- **(1.5 – 2.49) – Moderate:** The proposal meets the criterion in general but there are significant and substantial weaknesses.
- **(2.5 – 3.49) – Good:** The proposal meets the criterion at a good level but there is a number of shortcomings.
- **(3.5 – 4.49) – Very Good:** The proposal meets all aspects and dimensions of the criterion at a very good level but there is a small number of shortcomings.
- **(4.5 – 5) – Excellent:** The proposal meets all relevant aspects and dimensions of the criterion. Any shortcomings shall be classified as minor.

In case two or more Proposals receive the same overall score, priority is given to the Proposal that has received the highest score in sub-criterion "2A. Objectives, originality and potential impact of the project". In case the Proposals have received the same score also in sub-criterion 2A, priority is given to the Proposal that has received the highest score in sub-criterion "1B. Ability and role for the implementation of the project". In case the Proposals have received the same score also in sub-criterion 1B, priority is given to the Proposal that has received the highest score in sub-criterion "2B. Methodology and Implementation".

In order for a Proposal to be eligible for funding it should receive a minimum score (threshold) of **3.5** in each of the two Criteria separately but also in total.

Based on the above grading combined with the minimum grade (**3.5**), the Proposals are ranked based on an A - B scale, as described in *Table 6* below.

**Table 6.** Grading of Proposals

Grade	Description
A	The Proposal sufficiently meets all evaluation criteria and is recommended for funding if there is sufficient budget.
B	The Proposal does not sufficiently meet all evaluation criteria and is not recommended for funding.

### 11.5 Possibility of partial budget approval

The Evaluation Committee, upon justified decision, may partially approve or amend the proposed Project budget, taking into account the terms and restrictions of this Call.

## 11.6 Verification of copies

In order to verify the accuracy of data and supporting documents submitted online through the Web Portal (either at the submission stage or at the implementation stage), H.F.R.I. conducts a sample check on at least five percent (5%) of the copies submitted by the beneficiaries during the immediately following quarter, requesting the assistance of the agencies or bodies that issued the original documents in line with paragraph 2 of article 11 of Law 2690/1999, as in force.

## 12 EVALUATION RESULTS

After the evaluation of the Proposal is completed, the results are communicated to the Project's PI along with a personalised report, which includes the Proposal's evaluation (A or B) and the evaluation report of the Evaluation Committee.

PIs are entitled to submit a **substantiated objection solely on decision legality grounds** within a deadline of ten (10) days from the communication of the evaluation results. Objections are judged by three-member Objection Committees, which shall decide within an exclusive deadline of ten (10) days (article 5, par. 8 of Law 4429/2016). The Objection Committee's decision is announced to the H.F.R.I. Director and communicated to the person who lodged the objection.

## 13 ISSUING THE FUNDING AWARD DECISION

Following the completion of the Proposal evaluation process, the H.F.R.I. Director issues the Funding Decision with the List of Projects to be funded, in line with the available budget. This decision is an enforceable administrative act and is subject to petition for annulment before the Administrative Court of Appeal.

It is noted that the above Funding Decision, as well as the Funding Award Decision for each Project (see below par. 13.1.) which include, among others, the details of the HI and the PI as well as the general details of the Project (full title and approved budget), will be posted, for reasons of transparency, on the websites of H.F.R.I. (<https://www.elidek.gr/>), GSRI (<https://gsri.gov.gr/>) and DIAVGEIA (<https://diavgeia.gov.gr/>).

Once the Funding Decision is published, PIs receive a letter of approval, whereby they are invited to submit the necessary supporting documents to H.F.R.I. (see below par. 13.1) - Supporting documents and information for issuing the Funding Award Decision) in order to issue the Funding Award Decision.

A necessary condition for the Funding Award Decision to be issued and for a Project to be funded is that it shall not have received, or is receiving or is to receive funding from any other Institution for its full scope or part thereof.

The Project Technical Bulletin (PTB) shall be attached to the Funding Award Decision. The PTB includes the Proposal information, as it has been formulated following its evaluation by the competent Evaluation Committee, including the updated Project budget.

The project's start date is specified by H.F.R.I. and is expressly referred to in the Funding Award Decision.

The HIs are obliged to include the Project in their budget in order to receive the respective advance funding.

It is pointed out that when the Project is included in the HI's budget, its preparation must have been approved by the competent Research Ethics Committee (hereinafter "REC") of the HI, in accordance with the provisions of Law 4957/2022 and the relevant decision by REC must be mentioned in the decision to include the Project.

**The Project's PI accepts that messages sent via email, and especially those sent to the email address they declared during the submission of the Proposal, are considered notifications and signal the commencement of all legal processes and deadlines.**

### **13.1 Supporting documents and information for issuing the Funding Award Decision**

After issuing the List of Projects to be funded, beneficiary PIs receive a letter of approval, also communicated to the HI, whereby they are invited to submit the following necessary supporting documents to H.F.R.I.'s I.S., **within the deadline that shall be defined in the above mentioned letter**, for the Funding Award Decision to be issued.

1. A Project acceptance certificate by the HI, signed (by electronic signature or via gov.gr) by their legal representative.
2. A solemn declaration of Law 1599/1986 (*Annex V*) signed (by electronic signature or via gov.gr) by the legal representative of the HI in which it will be stated that:
  - All listed information regarding the research Project numbered “...” and titled “.....” as well as the supporting documents submitted are true and accurate.
  - The research Project numbered “.....” and titled “.....”, which is to be funded, has not been funded, is not funded nor will be funded by any other Institution for its scope, in full or in part.
  - The HI is a research and knowledge dissemination organization within the meaning of item ee of point 16 of the Communication of the European Commission on the "Framework on state aid for research and development and innovation" (2022/C 414/01) and either it carries out activities of a non-financial nature (within the meaning of point 19 of the Communication) or its financial activity is purely ancillary and does not exceed 20% of the total annual capacity of the Organization,

**or (select the one that applies)**

the HI is a legal person governed by public law/legal person governed by private law established by law or PD and subsidized by the state and the following conditions are met:

- a. Its main activities are not financial, according to the European Commission's Communication on the concept of state aid (2016/C 262/01).
  - b. There is a provision for research activity in the HI's articles of association.
  - c. Research results from the Project will be widely disseminated on a non-exclusive and non-discriminatory basis (e.g. through teaching, databases, publications, open access software, etc.).
  - d. Any resulting profits will be reinvested in the HI's non-financial activities.
  - e. There will be separate accounting monitoring for the use of the specific infrastructure as well as separate accounting monitoring of the non-financial and (if any) financial activities of the HI.
- The HI's funding under the Action concerns its main activity and/or all the profits from the knowledge transfer activities will be reinvested in its main activities, in order for its funding to be considered as non-state aid according to points 19 and 20 of the European Commission's Communication on the "Framework on state aid for research and development and innovation" (2022/C 414/01), and receive 100% funding.
  - In case a private company within the meaning of the European Commission's Communication on the "Framework on state aid for research and development and innovation" (2022/C 414/01) participates in the Proposal as a Collaborating Organization, the absence of indirect aid to the company is ensured as defined in points 29 and 30 of the Communication.
  - The HI and/or PI accept the terms and conditions of the Call, the MIG, as well as all their related obligations, such as for example the obligations to comply with the EU and national legislation and the rules of publicity.
  - The HI and/or PI accept that messages received by H.F.R.I. via email are considered notices and mark the initiation of all legal processes and deadlines, for both the HI and the PI.
  - There will be wide dissemination of the Project's research results on a non-exclusive and non-discriminatory basis (e.g. through teaching, databases, publications, open access software, etc.).
3. Documentation on the possibility of accounting separation of financial and non-financial activities of the HI. The Documentation shall include: A copy of the document with which the report of the last financial year, the funding report, the budget and the financial statements of the Special Account (Balance Sheet) were submitted to the Court of Audit and the General Accounting Office, in accordance with the applicable provisions, as well as copies of relevant information.

Moreover, an extract of the chart of accounts of the revenue and expenditure accounts will be submitted, from which the separation of financial and non-financial activities will arise. If the separation of activities is not performed by coding the accounts, then a subledger of indicative revenue and expenditure accounts will be submitted, from which the separation of financial and non-financial activities will arise.

It is underlined that the separation of financial and non-financial activities concerns the overall activity of the organization and not only the project for which a proposal is submitted.

4. Act of assumption of duties or corresponding act/contract, in case this was not submitted with the Proposal.
5. Submission of an updated HI's budget in the corresponding fields of the IS.

In case deficiencies are found during the verification of the supporting documents, it will be possible to submit additional documents/information within fifteen (15) calendar days from the communication of the deficiency to the HI.

Following the submission and verification of all aforementioned supporting documents, the Funding Award Decision is issued by the H.F.R.I. Director, an integral part of which are the Project's details, as it has been formulated after its evaluation by the competent Evaluation Committee, including the updated Project budget.

## **14 FUNDING REIMBURSEMENT – REQUIRED SUPPORTING DOCUMENTS**

### **14.1 In general**

The funding of each Project amounts, at most, to the sum mentioned in the Funding Award Decision.

The funding amount is paid in stages (instalments) during the implementation of the Project. Each instalment corresponds to a specific percentage of the total budget approved for the Project. The final instalment (final balance payment) is deposited after the conclusion of the Project. Its amount depends on the total Project costs that were finally certified and on the instalments already deposited.

H.F.R.I. settles each instalment by transferring the corresponding amount in the HI's bank account, following the submission of supporting documents, as they shall be designated by H.F.R.I.'s Financial Services.

### **14.2 Funding Reimbursement**

#### **14.2.1 Advance payment**

Once the Funding Award Decision has been issued and supporting documents defined in *Annex III* have been submitted, an advance payment amounting to 60% of the approved Project budget is granted, upon HI's request.



### **14.2.2 Interim payment**

The interim payment amounts to 30% of the approved Project budget and is remunerated, upon HI's request and if, after auditing the physical and financial scope, which will be carried out by the competent H.F.R.I. agent, in accordance with the provisions in Paragraphs 9 and 14.1.1 hereof, it is established that costs have been incurred to a percentage of at least forty percent (40%) of the total approved budget of the Project.

### **14.2.3 Final balance payment**

The final instalment (final balance payment) is deposited following an audit – verification of the completion of the Project as to its physical and financial scope, its final receipt and the issuance of a Project Completion Certificate. In this stage, the final cost of the Project eligible for funding is finalized, in combination with examining whether the Funding Award Decision requirements have been met or not.

## **15 IMPLEMENTATION PROCESS - PROJECT MONITORING**

H.F.R.I. is responsible for monitoring and auditing the implementation of Projects under this Action regarding their approved physical and financial scope. More specifically, H.F.R.I. monitors the evolution of the Projects, their financial progress, the target achievement through deliverables and milestones for each Project, taking the necessary measures to ensure an uninterrupted cash flow towards the Projects, while also taking corrective measures if deemed necessary.

The PI and HI are fully liable to H.F.R.I. for implementing their Project and securing its progress, for appropriately adhering to time schedules, other conditions and restrictions, as well as for completing the physical and financial scope, based on the Funding Award Decision.

H.F.R.I. reserves the right, whenever deemed necessary, to audit the course of the Projects' implementation in terms of their physical and financial scope, with on-site inspections at the venue where they are being implemented and at the HI's registered office, and/or with conduct of an administrative verification of information submitted by HIs and PIs. In any case, the PI and HI shall be timely notified by H.F.R.I. of the time and place that H.F.R.I. has found most suitable for conducting the audit.

Project audit – verification includes both its physical and financial scope and may be carried out with the assistance of specialized experts.

### **15.1 Progress Reports**

The Project Progress Reports are submitted exclusively by the PI and the HI and are accompanied by the required supporting documents as defined in the "Cost Eligibility and Verification Guide under H.F.R.I.'s Actions".



### 15.1.1 Interim Progress Report

In the context of Project implementation, it is mandatory to submit an Interim Progress Report to H.F.R.I., in order to pay an interim instalment amounting to 30% of the approved funding. It should be noted that the Interim Progress Report can be submitted if at least 40% of the financial scope of the Project has been implemented<sup>5</sup>.

The Interim Progress Report of the Project includes:

1. Reference to the physical scope of the Project that has been implemented within the reporting period (including any Project dissemination and publicity actions).
2. Deliverables completed within the reporting period.
3. Milestones accomplished within the reporting period.
4. Reference to the Project's financial scope, as implemented within the reporting period.
5. Copies of cost receipts within the reporting period.
6. A detailed description of any amendments and other changes in the physical and financial scope.

### 15.1.2 Final Progress Report

The Project Final Progress Report must be submitted within an exclusive period of seventy-five (75) calendar days from the end date of the Project and includes:

1. Reference to the entire physical scope of the Project that has been implemented throughout the duration of the project's implementation (including any Project dissemination and publicity actions).
2. Deliverables completed within the reporting period.
3. Milestones accomplished within the reporting period.
4. Reference to the Project's financial scope, as implemented within the reporting period.
5. Copies of cost receipts within the reporting period.
6. A detailed description of any amendments and other changes in the physical and financial scope throughout the duration of the project's implementation.
7. An extended summary of the Final Report (*1,000 to 2,500 words in Greek and English*) in a format appropriate to be uploaded/published on H.F.R.I.'s website or wherever deemed necessary by H.F.R.I. This summary should also include, among others, the objectives and conclusions that arose during the implementation of the Project.

The verification the physical and financial scope of the Project shall be carried out based on information included in the Final Progress Report, where it will be decided whether or not a final balance payment is to be made, as well as its exact amount or, should reason occur, the recovery of any unduly paid funding. If the Final Progress Report is not submitted within six (6) months from the expiry

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<sup>5</sup> The Interim Report is certified if it is submitted at least up to twelve (12) months before the end of the project. In case the Interim Report is not submitted within the above time limit, H.F.R.I. may carry out an Exceptional Audit in order to check the progress of the Project implementation.

of the above deadline for its submission, there is a case of revocation of the Funding Award Decision as defined in par. 19 hereof.

If, due to specific scientific, research or academic reasons, the Project cannot lead to the results outlined in the PTB, a documented scientific report shall be drawn up by the PI and be submitted to H.F.R.I., while also communicated to the HI. H.F.R.I. shall evaluate the research effort in whole as well as the interim deliverables, proceeding with the review of costs already incurred and their approval/verification or not.

## **15.2 Audit - Verification Process**

Project verifications/audits in this action are divided into administrative and onsite. The administrative verification is carried out remotely, based on the information and documents submitted by the Project's PI and HI, while the onsite verification is conducted by the verifying agent in charge at the venue of the Project's implementation.

In order for the PI and HI to be prepared accordingly for the onsite verification, H.F.R.I. sends a written notice at least fifteen (15) calendar days before its performance listing the date and place of its performance, the estimated duration and method of its performance, as well as any information or personnel that should be available to the verifying agent. On their part, the beneficiaries (PI and HI) must facilitate the verifying agent and follow their instructions, also observing any deadline for sending additional information on pending matters identified. A key condition for the unhindered conduct of the verification is that all responsible staff of the beneficiaries above shall be present during the onsite verification.

Shortcomings that may have been identified during a verification may be covered within a deadline of fifteen (15) calendar days from the date the HI was notified (by mail or email).

After the verification is carried out and any identified shortcomings are covered or in case of failure doing so within this deadline, the verification is concluded with the preparation of a pertinent report. The verification report includes the items to be verified (control points), relevant findings and any recommendations or corrections. If the onsite verification is carried out via sampling, H.F.R.I. shall record the pertinent sample-selection methodology.

## **15.3 Approval of verification results - PI/HI Objections**

Upon verification process conclusion (onsite or administrative) and in order for funding to be reimbursed, the verifying agent shall draft the verification report, submitting it to H.F.R.I. and notifying the PI and HI with the Finalization Decision.

The HI and the PI are notified of the verification results in writing, so as:

- i. to submit any objections, should they disagree with its findings, or
- ii. to receive the remaining funding, provided that the verification has not identified any irregularities or the HI and the PI accept the verification report findings.

Once the results of the verification report are communicated, the PI is entitled to submit documented objections to H.F.R.I. to the results of the verification report. The time frame, in which this right may be exercised and the deadline, in which the permissive or dismissive decision must be issued, as well as any relevant administrative procedures are specified in H.F.R.I.'s Internal Rules of Operation, as posted on H.F.R.I.'s website and as in force from time to time. Should the deadline for lodging objections expire with failure to do so, it is considered that the verification results have been accepted by the HI and the PI.

H.F.R.I. is responsible for sending the objection review results in terms of the audit-verification report results to the PI and the HI.

After H.F.R.I. reviews the objections to the results of the verification report or the deadline for their submission expires with failure to do so, the verification report is finalized and communicated to the HI and the PI. In case where the final verification report contains a recommendation for corrective actions, the financially corrected amount is approved by the H.F.R.I. Director and is registered in the IS and the Project funding amount that may have already been entered is reduced accordingly. The final verification report and the decision of revocation and recovery (see below par. 19) are communicated to the HI and the PI.

The audit/verification request, the approved verification report, as well as any filed objections and all relevant accompanying documents are then kept in the Project file within H.F.R.I.'s IS.

#### **15.4 Exceptional Progress Check**

An Exceptional Progress Check is performed when H.F.R.I. estimates that the progress required in implementing the physical and/or financial scope of a Project has not been achieved, or the Funding Award Decision and MIG terms and conditions as well as the national and European legislation in force are not being respected.

The Exceptional Progress Check is conducted as per case by one or more experts or a Committee, appointed by decision of the H.F.R.I. Director. The Exceptional Progress Check report assesses the implementation progress and the possibility of successful Project completion.

For the rest, the administrative procedures of par. 14.2 and 14.3 above shall apply.

### **16 PI AND HI RESPONSIBILITIES**

The PI represents the Research Team in all communications with H.F.R.I., takes all necessary measures for the effective supervision of Project implementation, from a scientific aspect, guiding the RT throughout all Project implementation phases. They are responsible for notifying H.F.R.I. on time of any incident or change in circumstances that may affect the Project's progress, for achieving objectives, for keeping the agreed schedule and for producing deliverables. They are also responsible for submitting all relevant amendment requests.

## 16.1 PI and HI responsibilities

The PI is primarily responsible for the proper implementation of the Project and is assisted by the HI. Both the PI and the HI should:

1. Observe the terms of the Call, the MIG and the Funding Award Decision.
2. Observe EU and National Legislation when implementing the Project, and especially with regard to the law on public contracts, state subsidies, sustainable development, gender equality, non-discrimination of and accessibility for People with Disabilities [article 7 of the Regulation (EU) 1303/2013].
3. Observe the commitments of the Regulation (EU) 2021/240, including the achievement of green and digital goals in the transmission process, the principle of “do no significant harm”, the sound financial management, the effective prevention of fraud and conflict of interest, the avoidance of double funding.
4. Keep a separate account for the Project or have adequate accounting codification, from which the entry of all costs fully corresponding to declared expenses can be tracked.
5. Keep a separate bank account that will be used exclusively for the Project.
6. Take all necessary actions for updating H.F.R.I. and/or the IS with data and documents of the Project, thus ensuring the accuracy, quality and completeness of submitted information.
7. Not receive any subsidies from another Institution for the implementation of the Project or part thereof and/or part of the eligible costs, in violation of restrictions regarding the accumulation of state subsidies.
8. Not transfer or replace fixed assets acquired under the Project without H.F.R.I.’s approval.
9. Place posters at the venue of Project implementation stating that: **The Research Project titled “.....” is implemented under H.F.R.I.’s action “3rd Call for H.F.R.I. Research Projects to Support Faculty Members and Researchers” (H.F.R.I. Project No.:.....).**
10. Make reference to the Project’s funding from national and EU funds through this Call, using the wording above (under 9.) as well as relevant logos, indicated by H.F.R.I., in all types of publicity activities regarding the Project (e.g. announcements in print and electronic media, presentations in workshops and conferences, scientific papers in national and international journals, events, etc.), as well as by posting on their website. This update is carried out in every document used during the implementation of the Project or issued in the context of the Project.
11. For every cost related to the Project, the Project No. (H.F.R.I.) **must** be mentioned in the corresponding document.
12. Accept their inclusion in the List of projects/beneficiaries of H.F.R.I. which is published by the Foundation on the web portals <https://gsri.gov.gr/> and <https://www.elidek.gr/> and in which the name of the HI, a summary of the Project, the start and end date of the Project, the total eligible cost, etc. are mentioned.

13. Communicate immediately and necessarily to the competent department of H.F.R.I.: (a) any information that becomes necessary regarding the Project in the form of references or reporting of specific data, (b) any amendment to the physical or financial scope of the Project that lays down the need to amend the Project Technical Bulletin and (c) any possible inability of the PI or HI to implement the Project.

Additionally, the PI and HI shall be responsible for:

1. Collecting all required information, supporting documents and other documents.
2. Filling out forms and sending them to H.F.R.I.'s competent department on time.
3. Cooperating with H.F.R.I. during audits – verifications.

Any violation of the MIG and the Funding Award Decision terms entails corrective measures, pursuant to the provisions specified in H.F.R.I.'s Internal Rules of Operation and other legislation in force.

## 16.2 Obligations following the completion of the Project

1. The HI must return any interest accumulated in the bank account kept to make Project payments only. It is noted that any generated income (from any cause) and interest are offset against the last instalment of funding, while any bank charges associated with the movement of the account and/or taxes may be deducted from interest.
2. All original supporting documents and receipts for Project costs are kept by the HI throughout the duration of the Project and for further **five (5) years at least** from the date the last funding instalment was paid and made available to the competent H.F.R.I. or EU auditors, when requested, regardless of whether they are not obliged to keep the supporting documents and receipts pertaining to the implementation of the Project by virtue of other provisions of the national legislation. These supporting documents and information are kept either as originals or as certified copies of the originals or in commonly accepted data carriers, including electronic versions of original documents or documents that exist only in electronic form.
3. The HI should provide the evidence required to document the separation between financial and non-financial activities according to point 19 of the European Commission's Communication on the "Framework on state aid for research and development and innovation" (2022 /C 414/01) and the Special State Aid Service (EYKE) Circular under Ref. No. 49939/EYKE1942/13.05.2016 (*ANNEX VII*). H.F.R.I. checks in particular the fulfilment of the conditions by which the HI was considered to fall under the provisions of points 19 to 21 of the above Communication of the European Commission.
4. In case a private company within the meaning of the European Commission's Communication on the "Framework on state aid for research and development and innovation" (2022/C 414/01) participates in the Project as a Collaborating Organization, the HI should provide evidence that the absence of indirect aid to the company is ensured as defined in points 29 and 30 of the Communication.

5. The HIs and the PI shall take all necessary actions, so that any original intellectual creation of speech, art or science with content created in the context of the Project's implementation will be available to the public free of charge and will not generate any income for a period of five (5) years from the end of the Project. In particular, in the event of publishing a book, this should either be available for free or be in e-book format and free access to the Internet should be assured.

## 17 PUBLICITY OBLIGATIONS

In every dissemination and publicity action in the context of the Project, its funding through this Action should be clearly stated, using the appropriate wording, as well as the relevant logos.

Dissemination actions may be carried out, inter alia, in the form of:

- Communication and/or publication in scientific or non-scientific journals (either by individual RT members or the entire team).
- Promotion in websites and social media.
- Printing of handouts (e.g. flyers).
- Participation in conferences, seminars, workshops, etc.
- Production of audiovisual material.

With regard to publications in scientific or non-scientific journals, it is noted that this obligation is independent of research Project completion, depending only on whether the published research was conducted under the funded Project (this also applies to publications made following Project completion).

The PI is responsible for fulfilling this obligation, which is underlined as a necessary minimum condition for the eligibility of costs in question and/or the eligibility of related mobility costs (*if any*).

Below there is a text that should accompany each dissemination/publicity action related to the Project, as a minimum condition for the eligibility of corresponding budget costs<sup>6</sup>:

**Το ερευνητικό Έργο με τίτλο.....υλοποιείται στο πλαίσιο της δράσης του ΕΛ.ΙΔ.Ε.Κ. «3η Προκήρυξη ερευνητικών έργων ΕΛ.ΙΔ.Ε.Κ. για μέλη ΔΕΠ και ερευνητές/τριες» (Αριθμός Έργου ΕΛ.ΙΔ.Ε.Κ.:.....)**

**The research project is implemented in the framework of H.F.R.I call "3rd Call for H.F.R.I.'s Research Projects to Support Faculty Members & Researchers" (H.F.R.I. Project Number: .....).**

Failure to implement the information and communication measures may result in a flat-rate correction of all Project costs.

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<sup>6</sup> The relevant logos will be available on H.F.R.I.'s website.

## 18 AMENDMENTS

### 18.1 In general

The terms for implementing the Project, as specified in the Call and in the Funding Award Decision, are binding and essential. Any unilateral change by the HI or the PI without prior approval from the H.F.R.I. Director constitutes reason to cease the Project's funding.

Following a request by the HI or the PI, it is possible to amend the Funding Award Decision and the approved PTB by decision of the H.F.R.I. Director. The request shall document the suggested necessity to change Project details, which may pertain to its physical or financial scope, as well as the corresponding terms of the Funding Award Decision in order to achieve its objectives. The request is submitted through H.F.R.I.'s IS within a reasonable time prior to the implementation of the requested amendment and is accompanied by all supporting documents and information justifying the amendment need.

**A condition for the amendment request to be accepted is that the proposed changes do not affect the original objectives of the approved Proposal, do not change details in a way that invalidates the eligibility and/or positive evaluation based on the criteria of the Call and do not increase the overall approved budget.**

**An amendment request submitted less than thirty (30) calendar days from the Project completion date shall not be reviewed.**

Amendment requests shall not be reviewed until all necessary accompanying information and supporting documents provisioned below or in the Funding Award Decision have been submitted. Provided that all necessary documents and information have been submitted, requests are reviewed on a case per case basis, with/or without the assistance of an external expert and/or a competent committee appointed by H.F.R.I.

In the event that the amendment request is accepted, individual information of the Project and the Funding Award Decision are amended accordingly by decision of the H.F.R.I. Director. The HI and the PI are informed by notification of the relevant decision and the relevant documents are registered in H.F.R.I.'s project file.

If the amendment request is not accepted, the H.F.R.I. Director issues a justified decision rejecting the request. The decision is communicated to the HI and the PI, who henceforth undertake to implement the Project in accordance with the original Funding Award Decision. **It is pointed out that in the context of the implementation of the Projects, the PTB may be amended maximum three (3) times.**

### 18.2 Amendment cases

1. Extension of the duration of the Project can be granted **only once (1)** (unless it concerns reasons of force majeure) and provided that it is necessary for the successful completion of the Project.
2. A request to replace a PI may only be submitted in the case of PI's retirement during the implementation of the Project and/or in exceptional cases of force majeure (e.g. illness, death,



etc.). In these cases, the continuation or not of the Project is decided by H.F.R.I. after assessing the special characteristics of the Project and taking into account special factors such as, but not limited to, the maturity of the Project, the value of the Project and the deliverables, its impact, etc. For the continuation of the Project, it is mandatory to submit a relevant documented request, in which a new PI with corresponding qualifications will be proposed by the HI, following the recommendation of the former PI and/or the RT.

3. Amendment of information that significantly affects the extent and implementation method of the Project's physical scope (e.g. use of techniques/methodology to conduct research of lesser technical weighting, restriction of provisioned deliverables, etc.).
4. Transfer of amounts between Project cost categories that results in an increase or decrease **greater than 25%** of the approved budget in force for said cost categories (i.e. in the cost category being reduced and the cost category/ies being increased, respectively), provided that all terms and conditions of the Funding Award Decision are met.
5. Transfer of an amount to a non-approved but eligible cost category/ies, which leads to a decrease **greater than 10%** of the initially approved category budget, from which the amount is transferred, provided that all terms and conditions of the Funding Award Decision are met.
6. Change of the HI is permitted only in specific cases following a fully justified documentation of the necessity for change and provided that there is adequate assurance that the Project objectives will not be affected by the change.
7. Change in human effort (increase or decrease) greater than 25% provided that the conditions of the Funding Award Decision are met.

### 18.3 Amendments regarding HI information

In case of changes in the HI details, they are obliged to notify H.F.R.I. by sending the new information and/or filling out the relevant fields of the IS, such as:

- change in the trade name and/or legal form,
- change of legal representative,
- change of registered office or project implementation venue

The above changes are reviewed by H.F.R.I.'s Department of Research Projects and, if necessary, the Funding Award Decision is amended and the HI is notified accordingly.

### 18.4 Changes not constituting amendments

The following changes, not constituting amendments within the meaning of paragraphs 18.1 – 18.3 above, are permitted without the need to submit an amendment request in the context of Project implementation and the PI is obliged to include them in the Project's progress reports. Examples include:



1. Replacement of a member of the RT: In case of replacement of a member of the RT, the new member should have equivalent formal qualifications and the same or related specialty (subject matter) as the member being replaced and be selected in accordance with the relevant provisions of Laws 4310/2014, 4386/2016 and 4957/2022, as in force.
2. Withdrawal of members of the RT (without replacing them) or addition of new members to the RT according to the relevant provisions of Laws 4310/2014, 4386/2016 and 4957/2022, as in force.
3. Addition/Change of Collaborating Organization under the condition of submission of a relevant letter of intent by the new organization.
4. Change of staff category: In case a team member changes staff category during the implementation of the Project, it is possible to include them in the new category and increase their remuneration accordingly.
5. Transfer of amounts between Project cost categories, which alters (increases/decreases) the approved budget in force for said categories (i.e. the cost category being reduced and the one being increased after the transfer, respectively) totally/cumulatively up to 25%, provided that all terms and conditions of the Funding Award Decision are met.
6. Transfers of amounts to a non-approved but eligible cost category/ies, which alter (decrease) the total amount of cost categories from which the transfer takes place, totally/cumulatively up to 10%, provided that all terms and conditions of the Funding Award Decision are met.
7. Transfer of amounts between specialized cost sub-categories within the same cost category (e.g. staff remuneration), without limitations. Furthermore, it is allowed to add new sub-categories within the same cost category as long as it is documented that they are directly related to the implementation of the physical scope of the Project.
8. Transfer of human effort between categories of Project staff.
9. Change in human effort (increase or decrease) up to 25% provided that the conditions of the Funding Award Decision are met.
10. Changes in the duration of work packages and the deadlines for deliverables and milestones, within the approved total Project time schedule.
11. Replacement of approved equipment by equipment with similar technical characteristics and functionality, provided it is documented that the new equipment will be able to lead to the same or improved research result compared to the approved equipment.

The above changes may be carried out under the responsibility of the PI and/or the HI throughout the Project, without prior approval. These are attached to the pertinent verification request towards H.F.R.I., where they are clearly reflected in comparison with the Funding Award Decision articles in force. Their acceptance is subject to the approval of the verification agent, who examines whether the change falls under the permissible cases listed above and whether it complies with the remaining terms of the Call and the Funding Award Decision.

Any other issue or amendment, not falling under any of the above noted (under 18.2 - 18.4) cases of Project information change, is placed under the consideration of H.F.R.I., is reviewed by H.F.R.I.'s Department of Research Projects and, if required, the Funding Award Decision is amended.

### **18.5 Discontinuation of the Research Project**

Discontinuation of the Project may take place either upon a reasoned request of the PI or on behalf of H.F.R.I. in case of the PI's inability to implement the Project in accordance with the Funding Award Decision, as well as in any other case of objective inability to implement the Project.

In all discontinuation cases, an Exceptional Progress Report as well as deliverables produced until the time of discontinuation are submitted. After these have been evaluated, funding is limited to the costs that have already been incurred and approved/certified under the aforementioned evaluation. In case the HI has already received an amount higher than the one finally approved up to the time of discontinuation, the excess amount shall be returned to H.F.R.I.

## **19 REVOCATION OF FUNDING**

The Funding Award Decision may be revoked by decision of the H.F.R.I. Director in the following cases:

1. Provided that, before the approved implementation time schedule has been concluded, the PI submits a resignation to H.F.R.I. in writing, stating inability to implement the Project.
2. As a sanction, following failure to comply with the terms of the Funding Award Decision, as arising from the relevant certifications. Indicatively, the process is activated upon determination of:
  - i. expiry of the Project implementation deadline,
  - ii. inability to verify the physical scope of the Project,
  - iii. inability to certify the financial scope and the cost eligibility of the Project, based on the original invoices and other supporting documents and documenting information arising from the verification procedures,
  - iv. inability to confirm the existence of an adequate verification trail,
  - v. in case the HI or the PI fails to comply with H.F.R.I.'s recommendations resulting from an administrative or an onsite verification.
3. Failure to submit the Final Progress Report within six (6) months after its submission end date.

The occurrence of the aforementioned events is confirmed by H.F.R.I.'s Department of Research Projects and a documented Funding Revocation Decision is issued by the H.F.R.I. Director, which is then communicated to the HI and the PI. Relevant documents are placed in the pertinent project file kept by H.F.R.I.

In case of searching unduly or illegally paid sums, provisions in articles 51 and 52 of H.F.R.I.'s Internal Rules of Operation shall apply.

## 20 COMPLETION OF PROJECTS

Based on the verification report results and overall information of the Project, the H.F.R.I. Director drafts and publishes the Project Completion Certificate through the IS.

Necessary conditions for Project completion are:

- Verification of the completion of the physical scope through the implementation of specified deliverables, milestones as well as of the achievement of key Project objectives, or designation of separate deliverables, milestones completed in whole or in part.
- PI and HI compliance with obligations described in the Funding Award Decision.
- PI and HI compliance with any recommendations from previous verifications/inspections/audits conducted for the Project.

The Project Completion Certificate:

- Certifies that the implementation of the physical scope (Project deliverables and objectives) has been completed.
- Certifies that the implementation of the Project's financial scope has been completed and the final result of verifying costs incurred throughout the Project is reflected.
- Specifies the final funding amount to be paid, reflecting amounts that have already been paid, as well as the amount remaining to be paid.
- Specifies the final funding scheme.
- Establishes whether the PI and HI obligations have been met, as specified in the Funding Award Decision, including any obligations related to publicity.
- Establishes the PI's and HI's compliance with any recommendations from previous verifications/inspections/audits conducted for the Project.
- Specifies the exact date that the HI assumes each Long-term Obligation, as it has been predetermined in the Funding Award Decision.

H.F.R.I. communicates the Project Completion Certificate to the HI and the PI. All relevant documents and documentation are archived in the Project file.

## 21 COMMUNICATION - INFORMATION

Detailed information and briefing on this Call will be provided by H.F.R.I.'s Department of Research Projects via email: [researchdepartment@elidek.gr](mailto:researchdepartment@elidek.gr) and by calling +30 210-6412410, +30 210-6412420.

The Call and its Management-Implementation Guide will be posted on H.F.R.I.'s website [www.elidek.gr](http://www.elidek.gr) as well as on GSRI's website <https://gsri.gov.gr/>.

**The Director of the Hellenic Foundation for Research and Innovation**

**Dr. Aikaterini Kouravelou**

## ANNEX I.

### SCIENTIFIC AREAS, SCIENTIFIC FIELDS AND SUBFIELDS<sup>7</sup>

#### SA1. Physical Sciences

##### 1.1. Physical Sciences

- 1.1.1. Acoustics
- 1.1.2. Atomic Physics
- 1.1.3. Molecular and chemical physics
- 1.1.4. Condensed matter physics
- 1.1.5. Nanosciences and nanotechnology
- 1.1.6. Fluids and plasma physics
- 1.1.7. Nuclear physics
- 1.1.8. Optics
- 1.1.9. Quantum optics
- 1.1.10. Laser Physics
- 1.1.11. Particles and field Physics
- 1.1.12. Nanotechnology

##### 1.2. Chemical Sciences

- 1.2.1 Analytical chemistry
- 1.2.2 Applied and industrial chemistry
- 1.2.3 Colloid chemistry
- 1.2.4 Inorganic and nuclear chemistry
- 1.2.5 Organic chemistry
- 1.2.6 Physical chemistry
- 1.2.7 Electrochemistry
- 1.2.8 Nanotechnology
- 1.2.9 Molecular architecture
- 1.2.10 Chemical theory

##### 1.3. Material sciences

- 1.3.1. Material synthesis
- 1.3.2. Structure-Property relation
- 1.3.3. Functional and Advanced materials
- 1.3.4. 2D Materials
- 1.3.5. Materials properties (e.g. thermal, electrical, mechanical)
- 1.3.6. Polymer science
- 1.3.7. Composite materials
- 1.3.8. Nanotechnology

##### 1.4. Universe Sciences

- 1.5.1 Astronomy

<sup>7</sup> The scientific fields and subfields are only provided as an example and they may be differentiated in the electronic submission platform.

- 1.5.2 Astro-physics/chemistry/biology
- 1.5.3 Solar system
- 1.5.4 Stellar
- 1.5.5 Galactic and extragalactic astronomy
- 1.5.6 Planetary systems
- 1.5.7 Cosmology
- 1.5.8 Space science
- 1.5.9 Instrumentation

**1.5. Other physical sciences**

**SA2. Engineering Sciences & Technology**

**2.1 Civil, Surveying & Architectural engineering**

- 2.1.1 Civil engineering
- 2.1.2 Architecture engineering
- 2.1.3 Construction engineering
- 2.1.4 Municipal and structural engineering
- 2.1.5 Transport engineering
- 2.1.6 Structural Engineering
- 2.1.7 Other

**2.2 Electrical, electronic & communication engineering**

- 2.2.1 Electrical and electronic engineering
- 2.2.2 Optical and systems engineering
- 2.2.3 Communication engineering and systems
- 2.2.4 Telecommunications
- 2.2.5 Computer hardware and architecture
- 2.2.6 Robotics and automatic control
- 2.2.7 Automation and control systems
- 2.2.8 Other

**2.3 Mechanical engineering**

- 2.3.1 Applied mechanics
- 2.3.2 Thermodynamics and thermal engineering
- 2.3.3 Fluid mechanics and turbomachinery
- 2.3.4 Aerospace engineering (aeronautics & astronautical engineering)
- 2.3.5 Manufacturing engineering and machine design
- 2.3.6 Automotive engineering
- 2.3.7 Naval engineering
- 2.3.8 Nuclear related engineering
- 2.3.9 Other

**2.4 Environmental engineering & biotechnology**

- 2.4.1 Environmental engineering
- 2.4.2 Ocean and coastal engineering

- 2.4.3 Other environmental engineering
- 2.4.4 Environmental biotechnology
- 2.4.5 Bioremediation
- 2.4.6 Bioprocessing technologies, biocatalysis
- 2.4.7 Bioproducts, biomaterials, biofuels etc.
- 2.4.8 Bio-derived novel materials
- 2.4.9 Other

## **2.5 Computer and telecommunications engineering**

- 2.5.1 Information and intelligent systems engineering
- 2.5.2 Computer engineering
- 2.5.3 Computational methods in engineering
- 2.5.4 Other

## **2.6 Chemical and materials engineering**

- 2.6.1 Chemical process engineering
- 2.6.2 Other chemical engineering
- 2.6.3 Petroleum engineering (fuels, oils)
- 2.6.4 Energy and fuels
- 2.6.5 Materials engineering
- 2.6.6 Mining and mineral processing
- 2.6.7 Nanotechnology
- 2.6.8 Catalysis
- 2.6.9 Energy production/processes (fuel cells, batteries, etc.)
- 2.6.10 Other

## **2.7 Medical engineering**

- 2.7.1 Medical engineering
- 2.7.2 Medical laboratory technology
- 2.7.3 Biomedical engineering
- 2.7.4 Other

## **2.8 Other Engineering Sciences and Technology**

### **SA3. Life Sciences**

#### **3.1 Molecular and Structural Biology, Biochemistry and Molecular biophysics**

- 3.1.1 Molecular synthesis, modification, mechanisms and interaction
- 3.1.2 Biochemistry
- 3.1.3 Molecular biophysics
- 3.1.4 Structural biology
- 3.1.5 Metabolism
- 3.1.6 Signalling pathways

#### **3.2 Genetics, 'Omics', Bioinformatics and System Biology**

- 3.2.1 Molecular and population genetics
- 3.2.2 Quantitative genetics

- 3.2.3 Genomics
- 3.2.4 Metagenomics
- 3.2.5 Transcriptomics
- 3.2.6 Proteomics
- 3.2.7 Metabolomics
- 3.2.8 Glycomics
- 3.2.9 Bioinformatics
- 3.2.10 Computational Biology
- 3.2.11 Biostatistics
- 3.2.12 System Biology
- 3.2.13 Genetic Epidemiology
- 3.2.14 Epigenetics

### **3.3 Cellular and Developmental Biology**

- 3.3.1 Cell biology
- 3.3.2 Cell physiology
- 3.3.3 Signal transduction
- 3.3.4 Organogenesis
- 3.3.5 Developmental genetics
- 3.3.6 Pattern formation in plants and animals
- 3.3.7 Stem cell Biology

### **3.4 Physiology, Pathophysiology and Endocrinology**

- 3.4.1 Organ physiology
- 3.4.2 Pathophysiology
- 3.4.3 Endocrinology
- 3.4.4 Metabolism
- 3.4.5 Ageing
- 3.4.6 Tumorigenesis
- 3.4.7 Cardiovascular disease
- 3.4.8 Metabolic syndrome

### **3.5 Neurosciences and Neural Disorders**

- 3.5.1 Neural cell function and signalling
- 3.5.2 Neural bases of cognitive and behavioral processes
- 3.5.3 Neuroanatomy and neurophysiology
- 3.5.4 Neurochemistry and neuropharmacology
- 3.5.5 Neuroimaging
- 3.5.6 Systems neuroscience
- 3.5.7 Neurological and psychiatric disorders

### **3.6 Oncology and Cancer Research**

- 3.6.1 Cancer biology
- 3.6.2 Cancer diagnosis research
- 3.6.3 Cancer treatment research



### **3.7 Immunity and Inflection**

- 3.7.1 The immune system and related disorders
- 3.7.2 Biology of infectious agents and infection
- 3.7.3 Biological basis of prevention and treatment of infectious diseases

### **3.8 Applied Medical Technologies, Diagnostics, Therapies and Public Health**

- 3.8.1 Diagnostic tools
- 3.8.2 Diagnosis and treatment of disease
- 3.8.3 Epidemiology and public health
- 3.8.4 Pharmacology
- 3.8.5 Clinical medicine
- 3.8.6 Regenerative medicine
- 3.8.7 Medical ethics

### **3.9 Ecology, Evolution, Population and Environmental Biology**

- 3.9.1 Evolutionary biology
- 3.9.2 Population, community and ecosystem ecology
- 3.9.3 Animal behavior
- 3.9.4 Biodiversity
- 3.9.5 Biogeography
- 3.9.6 Marine Biology
- 3.9.7 Eco-toxicology
- 3.9.8 Microbial ecology

### **3.10 Applied Life Sciences, Biotechnology, and Molecular and Biosystems Engineering**

- 3.10.1 Applied plant and animal sciences
- 3.10.2 Applied biotechnology
- 3.10.3 Environmental and marine biotechnology
- 3.10.4 Genetic engineering
- 3.10.5 Synthetic and chemical biology
- 3.10.6 Applied Bioengineering

### **3.11 Other Life Sciences**

## **SA4. Agricultural Sciences – Food Science & Technology**

### **4.1 Agriculture, forestry, and fisheries**

- 4.1.1 Agriculture
- 4.1.2 Forestry
- 4.1.3 Fishery
- 4.1.4 Soil science
- 4.1.5 Horticulture
- 4.1.6 Viticulture
- 4.1.7 Agronomy
- 4.1.8 Plant breeding

### **4.2 Animal and Veterinary science**

- 4.2.1 Animal breeding
- 4.2.2 Animal nutrition
- 4.2.3 Animal physiology
- 4.2.4 Other animal and veterinary sciences

#### **4.3 Biodiversity**

#### **4.4 Agricultural biotechnology**

- 4.4.1 Agricultural biotechnology
- 4.4.2 Food biotechnology
- 4.4.3 Molecular and genomic plant breeding, market assisted selection
- 4.4.4 Biomass feedstock production technologies
- 4.4.5 Agricultural biotechnology and food biotechnology related ethics

#### **4.5 Ecology – Synthetic Biology**

#### **4.6 Food sciences and Technology**

- 4.6.1 Dairy science and technology
- 4.6.2 Food chemistry
- 4.6.3 Food engineering
- 4.6.4 Food microbiology
- 4.6.5 Food packaging
- 4.6.6 Food processing
- 4.6.7 Food technology
- 4.6.8 Molecular gastronomy
- 4.6.9 New product development
- 4.6.10 Quality control

#### **4.7 Computational biology, systems biology, Genetics, "omics" and Bioinformatics**

#### **4.8 Applied Technologies, Diagnostics, Public Health**

- 4.8.1 Rapid methods/Diagnostic tools

#### **4.9 Epidemiology public health**

#### **4.10 AI and Data Science in Agriculture & Food Science**

#### **4.11 Other Agricultural Sciences and Food sciences and Technology**

### **SA5. Mathematics & Information Sciences**

#### **5.1 Mathematics**

- 5.1.1 Logic and foundations
- 5.1.2 Algebra and number theory
- 5.1.3 Algebraic and complex geometry
- 5.1.4 Geometry and topology
- 5.1.5 Lie groups, Lie algebras

- 5.1.6 Analysis
- 5.1.7 Operator algebras and functional analysis
- 5.1.8 ODE, PDE and dynamical systems
- 5.1.9 Mathematical physics
- 5.1.10 Probability and statistics
- 5.1.11 Discrete mathematics and combinatorics
- 5.1.12 Numerical analysis
- 5.1.13 Mathematical aspects of computer science
- 5.1.14 Scientific computing, computational science and symbolic computation
- 5.1.15 Control theory, optimization and mathematical finance
- 5.1.16 Application of mathematics in sciences, industry and society

## 5.2 Computer and information sciences

- 5.2.1 Computer architecture, pervasive computing, ubiquitous computing
- 5.2.2 Computer systems, parallel/distributed systems, sensor networks, embedded systems, cyber-physical systems
- 5.2.3 Software engineering, operating systems, computer languages
- 5.2.4 Theoretical computer science, formal methods, and quantum computing
- 5.2.5 Cryptology, security, privacy, quantum crypto
- 5.2.6 Algorithms, distributed, parallel and network algorithms, algorithmic game theory, computational geometry
- 5.2.7 Artificial intelligence, intelligent systems, multi agent systems
- 5.2.8 Computer graphics, computer vision, multimedia, computer games
- 5.2.9 Human computer interaction and interface, visualization, robotics
- 5.2.10 Web and information systems, database systems, information retrieval and digital libraries, data fusion
- 5.2.11 Machine learning and data processing
- 5.2.12 Natural language processing and signal processing (e.g. speech, image, video)
- 5.2.13 Scientific computing, computational methods, simulation and modelling tools
- 5.2.14 Bioinformatics, computational biology, systems biology, biocomputing and DNA and molecular computation

## 5.3 Other mathematics

## 5.4 Other Computer and information sciences

## SA6. Social Sciences

### 6.1 Anthropology, Ethnology

- 6.1.1 Anthropology of gender
- 6.1.2 Anthropology of religion
- 6.1.3 Cultural anthropology
- 6.1.4 Economic anthropology
- 6.1.5 Medical anthropology
- 6.1.6 Political anthropology
- 6.1.7 Visual anthropology

**6.2 Economics and Business**

- 6.2.1 Economics
- 6.2.2 Finance
- 6.2.3 Management/Marketing
- 6.2.4 (Applications of) quantitative methods to economics and business
- 6.2.5 (Economy of) Sustainable growth/economic alternatives (circular economy, social and solidarity economy)

**6.3 Educational Sciences**

- 6.3.1. Lifelong learning
- 6.3.2. New technologies in education
- 6.3.3. Non formal education/museum education
- 6.3.4. Politics of education/education policies
- 6.3.5. Sociology of education/history of education
- 6.3.6. Special education
- 6.3.7. Teaching and learning art and humanities
- 6.3.8. Teaching and learning natural sciences / mathematics

**6.4 Law, Organization Theory, Public Administration**

- 6.4.1. Civil law
- 6.4.2. Commercial law
- 6.4.3. Comparative law
- 6.4.4. Constitutional law
- 6.4.5. Criminal law/Criminology
- 6.4.6. International law
- 6.4.7. Philosophy/History of law
- 6.4.8. Public administration law

**6.5 Media and Communications**

- 6.5.1. Computational media studies
- 6.5.2. Cultural media studies
- 6.5.3. Journalism
- 6.5.4. Semiotics
- 6.5.5. Visual communication
- 6.5.6. Visual semiotics

**6.6 Political Science**

- 6.6.1. Comparative politics
- 6.6.2. Contentious politics
- 6.6.3. Greek politics
- 6.6.4. International relations

6.6.5. Political sociology

6.6.6. Political theory

**6.7 Psychology and Cognitive Sciences**

6.7.1. Clinical/Counseling psychology

6.7.2. Cognitive psychology/Neurosciences

6.7.3. Critical psychology

6.7.4. Cross-cultural psychology

6.7.5. Developmental psychology

6.7.6. Educational/School psychology

6.7.7. Health psychology

6.7.8. Organizational/Occupational psychology

6.7.9. Political psychology

6.7.10. Social psychology

**6.8 Social and Economic Geography**

6.8.1. Applied economic geography

6.8.2. Critical geography

6.8.3. Cultural geography

6.8.4. Theoretical economic geography

6.8.5. Urban geography

6.8.6. Urban sociology

**6.9 Sociology**

6.9.1. Applied sociology

6.9.2. Community informatics/social network

6.9.3. Critical sociology

6.9.4. Cultural/leisure sociology

6.9.5. Demography

6.9.6. Educational sociology

6.9.7. Ethnographic sociology

6.9.8. Sociology of work

6.9.9. Sociology of youth

6.9.10. Visual/Cyber sociology

**SA7. Humanities & Arts**

**7.1 History and archaeology**

7.1.1 Classical archaeology

7.1.2 Byzantine archaeology

- 7.1.3 Archaeometry
- 7.1.4 Prehistory and protohistory
- 7.1.5 Ancient history
- 7.1.6 Medieval history
- 7.1.7 Early modern history, modern and contemporary history
- 7.1.8 Colonial and post-colonial history, global and transnational history, entangled histories, history of international relations
- 7.1.9 Social history, economic history
- 7.1.10 Oral history, public history
- 7.1.11 Institutional history, political history
- 7.1.12 Military history, war history
- 7.1.13 Gender history, history of ideas, intellectual history and history of sciences and techniques, cultural history, history of collective identities and memories
- 7.1.14 Historiography, theory and methods of history
- 7.1.15 Other

## **7.2 Languages and literature**

- 7.2.1 General Language Studies
- 7.2.2 Specific languages
- 7.2.3 General literature studies
- 7.2.4 Literary theory
- 7.2.5 Specific literatures
- 7.2.6 Linguistics

## **7.3 Philosophy, ethics and religion**

- 7.3.1 Philosophy, history and philosophy of science and technology
- 7.3.2 Philosophy of mind, epistemology and logic
- 7.3.3 Ethics (except ethics related to specific subfields)
- 7.3.4 Theology
- 7.3.5 Religious studies

## **7.4 Arts (arts, history of arts, performing arts, music)**

- 7.4.1 Arts, Art history
- 7.4.2 Architectural design
- 7.4.3 Performing arts studies (Musicology, Theater science, Dramaturgy)
- 7.4.4 Cultural studies
- 7.4.5 Studies on Film, Radio and Television

## **7.5 Other humanities**

## **SA8. Environment & Energy**

### **8.1 Climate change**

- 8.1.1. Observations and remote sensing
- 8.1.2. Modelling and projections
- 8.1.3. Impact studies

8.1.4. Adaptation and mitigation strategies

**8.2 Ecology**

8.2.1. Molecular ecology

8.2.2. Organismal ecology

8.2.3. Population ecology

8.2.4. Community ecology

8.2.5. Human ecology

**8.3 Meteorology**

8.3.1. Weather forecasting

8.3.2. Experimental meteorology

8.3.3. Hydrometeorology

8.3.4. Agricultural meteorology

8.3.5. Environmental meteorology

**8.4 Oceanography**

8.4.1. Chemical oceanography

8.4.2. Marine biology – Ichthyology

8.4.3. Coastal morphodynamics and marine geology

8.4.4. Physical oceanography

**8.5 Earth and related environmental sciences**

8.5.1. Climatology

8.5.2. Geochemistry and geophysics

8.5.3. Geology

8.5.4. Hydrology

8.5.5. Atmospheric sciences

8.5.6. Mineralogy

8.5.7. Marine sciences

8.5.8. Paleontology

8.5.9. Physical geography

8.5.10. Water resources

**8.6 Energy resources**

8.6.1. Fossil and nuclear energy

8.6.2. Energy grids

8.6.3. End use efficiency

8.6.4. Policies and economics

**8.7 Renewable energy resources and systems**

8.7.1. Bioenergy

8.7.2. Geothermal energy

- 8.7.3. Hydraulic energy
- 8.7.4. Solar energy
- 8.7.5. Wind energy
- 8.7.6. Hydrogen and fuel cells
- 8.7.7. Wave and tidal energy
- 8.7.8. Hybrid systems
- 8.7.9. Energy storage
- 8.7.10. Emerging technologies

#### **8.8 Energy and the built environment**

- 8.8.1. Sustainable building design
- 8.8.2. Sustainable urban living
- 8.8.3. Energy technologies for buildings
- 8.8.4. Smart innovative materials
- 8.8.5. Smart buildings in smart cities

#### **8.9 Sustainable mobility and logistics**

- 8.9.1. Sustainable urban mobility
- 8.9.2. Freight transport and logistics

#### **8.10 Circular economy**

- 8.10.1. Bioeconomy
- 8.10.2. Sustainable industry and manufacturing systems
- 8.10.3. Waste and resource management
- 8.10.4. Water in the circular economy

### **SA9. Management & Economics of Innovations**

- 9.1 Innovation Systems, Innovation Policy, Innovation Governance and Metrics**
- 9.2 Innovation and Entrepreneurship**
- 9.3 Innovation Strategy, Organization and Management at the Business, Industry and Sectoral Level**
- 9.4 ICT enabled Innovation, Digitisation and Industrial Renewal**
- 9.5 Globalization of Innovation, global value chains, and catch-up processes**
- 9.6 Innovation and Finance**



## ANNEX II.

**SOLEMN DECLARATION**

(article 8 of Law 1599/1986)

The accuracy of the information submitted along with this declaration may be cross-checked against the files kept by other services (article 8, par. 4 of Law 1599/1986)

TO:	<b>Hellenic Foundation for Research and Innovation (H.F.R.I.)</b>						
Name:		Surname:					
Father's Full Name:							
Date of Birth:							
I.D. Card No.:			Tel.:				
VAT number:							
Place of residence:		Street:		No.:		Postal Code:	
e-mail:							

On my own responsibility and being fully aware of the sanctions<sup>(8)</sup> stipulated in the provisions of par. 6 of article 22 of Law 1599/1986 as the legal representative of [*Name of Institution*], I declare that:

- a. All data mentioned in the Research Project under No. "....." and title "....." which was submitted under the "3rd Call for H.F.R.I. Research Projects to Support Faculty Members and Researchers" as well as the submitted supporting documents are true and accurate.
- b. The Research Project numbered "....." and titled ".....", which is to be funded, has not been funded, is not funded nor will be funded by other institutions for its scope, in full or in part.
- c. The Institution is a research and knowledge dissemination organization within the meaning of item ee of point 16 of the Communication of the European Commission on the "Framework on state aid for research and development and innovation" (2022/C 414/01) and either it carries out activities of a non-financial nature (within the meaning of point 19 of the Communication) or its financial activity is purely ancillary and does not exceed 20% of its total annual capacity.

**OR (SELECT THE ONE THAT APPLIES)**

<sup>(8)</sup> Any person who knowingly states false facts, or denies or conceals true facts, by means of a written solemn declaration in line with article 8 shall be punished with imprisonment of at least three months. If the same person intended to obtain proprietary benefit for himself/herself or for another person to the detriment of a third party, or if said person intended to harm a third party, she/he may be sentenced up to ten (10) years imprisonment.

- c. the HI is a legal person governed by public law/legal person governed by private law established by law or PD and subsidized by the state and the following conditions are met:
1. Its main activities are not financial, according to the European Commission's Communication on the concept of state aid (2016/C 262/01).
  2. There is a provision for research activity in the HI's articles of association.
  3. Research results from the Project will be widely disseminated on a non-exclusive and non-discriminatory basis (e.g. through teaching, databases, publications, open access software, etc.).
  4. Any resulting profits will be reinvested in the HI's non-financial activities.
  5. There will be separate accounting monitoring for the use of the specific infrastructure as well as separate accounting monitoring of the non-financial and (if any) financial activities of the HI.
- d. The Institution's funding under the Action concerns its main activity and/or all the profits from the knowledge transfer activities will be reinvested in its main activities, in order for its funding to be considered as non-state aid according to point 20 of the European Commission's Communication on the "Framework on state aid for research and development and innovation" (2022/C 414/010), and receive 100% funding.
- e. In case a private company within the meaning of the European Commission's Communication on the "Framework on state aid for research and development and innovation" (2022/C 414/01) participates in the Project as a Collaborating Organization, the absence of indirect aid to the company is ensured as defined in points 29 and 30 of the Communication.
- f. The Host Institution and the Principal Investigator accept the terms and conditions of the Call, the Management-Implementation Guide of the Action, the Recovery Fund and the Management and Control System as well as all their related obligations, such as the obligations to comply with the EU and national legislation and the rules of publicity, the acceptance of the audits carried out by the competent national and European bodies and any other obligations arising from the Regulation, the NRRP and the Funding Award Decision. In addition, they accept the special conditions arising from EU Regulation 651/2014.
- g. The Host Institution and the Principal Investigator accept that messages received by H.F.R.I. via email in the email address(es) to be specified are considered notices and mark the initiation of all legal processes and deadlines, for both the HI and the PI.
- h. The Host Institution and the Principal Investigator accept that H.F.R.I. may publish on the Internet data concerning the implementation of the project.
- i. There will be wide dissemination of Project research results on a non-exclusive and non-discriminatory basis (for example through teaching, databases, publications, open access software, etc.).

At

Date

The undersigned

-----  
[SIGNATURE]

*(Stamp, legal representative details)*

### **ANNEX III.**

#### **SUPPORTING DOCUMENTS FOR FUNDING REIMBURSEMENT**

To reimburse the funding, the following supporting documents shall be submitted (where required):

1. Decision to include the Project funding in the budget of the Host Institution.
2. Tax clearance certificate for the collection of funds from entities other than Central Administration or Proof of Awareness about debts to the State.
3. Social insurance clearance certificate for collecting cleared receivables of a fixed amount from the State or a Certificate for withheld (settled) social insurance contributions.
4. Bank account number (IBAN).

Upon payment of each instalment, the corresponding cash receipt voucher must be issued and sent and/or submitted to H.F.R.I.'s IS.