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## **6th Call for Action “Science and Society”**

### **Current Nutritional Awareness**

**Submissions Start Date:** Wednesday, 30 October 2024, 12:00 (EEST)

**Submissions Closing Date:** Tuesday, 3 December 2024, 13:00 (EEST)

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

1. Law 4429/2016 (A' 199) on “Hellenic Foundation for Research and Innovation and other provisions,” as in force, especially Articles 2 par. 1, 5 par. 2-9, 8 par. 9 and 10 and 9 par. 7(b) thereof;
2. Decision No. 195245/15.11.2018 issued by the Ministers of Education, Research and Religious Affairs, Economy and Administrative Reform on “Internal Regulation of the Hellenic Foundation for Research and Innovation (H.F.R.I.)” (B' 5252), as in force, and especially Articles 33-52 thereof;
3. Law 4310/2014 (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 (H.E.I.): Strengthening the quality, functionality and connection of H.E.I. with society and other provisions” (A' 141), as in force;
5. Law 3187/2003 on “Higher Military Educational Institutions (H.M.E.I.)” (A' 233), as in force;
6. The Commission Notice on the notion of State aid as referred to in Article 107 par. 1 of the Treaty on the Functioning of the European Union (2016/C 262/01);
7. The Commission Notice on the “Framework on state aid for research and development and innovation” (2022/C 414/01);
8. Decision No. 35627/31.03.2021 issued by the Deputy Minister of Development and Investment on “Establishing 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 Institutions No. 246);
9. Decision No. 38750/12.04.2022 issued by the Deputy Minister of Development and Investment on the “Appointment of Dr. Aikaterini Kouravelou as the Director of the Hellenic Foundation for Research and Innovation (H.F.R.I.)” (Issue for Specially Positioned Employees and Administrative Bodies of Public or Broader Public Sector Institutions No. 335);
10. Joint decision No. 124433/22.12.2023 issued by the Minister and the Deputy Minister of Development and Investment on the “Amendment of Ministerial Decisions No. 29898/26.02.2019, 133182/20.12.2019, 104217/1.11.2022, and approval of the annual programming of activities and allocation of resources of the Hellenic Foundation for Research and Innovation (H.F.R.I.) for the year 2024” (B' 7724);
11. Decision No. 7886/21.12.2018 issued at the 39th Meeting of H.F.R.I.’s Scientific Council (S.C.) on the approval of the assumption of multi-year obligations” (IUN: 78E046M77Γ-Φ37) as in force following its 16th amendment by Decision No. 80430/25.01.2024 issued at the 173rd Meeting of H.F.R.I.’s Scientific Council (S.C.) (IUN:Ψ8EB46M77Γ-ΨTE);
12. The Agreement of 15.07.2016 between the Hellenic Republic and the European Investment Bank;

13. Decision No. 53660/13.09.2022 issued at the 131st Meeting of the H.F.R.I.’s Scientific Council (S.C.) on the “Evaluation of proposals/applications within the context of the actions of the Hellenic Foundation for Research and Innovation” (IUN: ΩMI246M77Γ-OΕ8), as in force after its amendment by Decision No. 73970/30.10.2023 issued at the 165th Meeting of the H.F.R.I.’s Scientific Council (S.C.) (IUN: 6K3K46M77Γ-Ε4Τ);
14. Decision No. 93225/05.09.2024 issued at the 176th Meeting of the H.F.R.I.’s Scientific Council (S.C.) on the approval of the 6th Call for Action “Science and Society” under the title “Current Nutritional Awareness”;
15. Opinion No. 94059/19.09.2024 of the Special Service for State Aid and Financial Instruments (EYKE – XE).

## **CALLS**

All interested parties to submit Proposals within the framework of the 6th Call for Action, “Science and Society”, under the title “**Current Nutritional Awareness**”, in line with the terms and conditions set out below.

### **1. OBJECTIVE AND GENERAL INFORMATION OF THE ACTION**

The emblematic Action “**Science and Society**” aims to promote the popularisation of science and in particular the dissemination of scientific knowledge to the general public and cultivate a more widespread research mentality.

This Call’s main objective is to disseminate and promote to the society at large the research work that has been produced or is in progress by/at research institutions in the country regarding nutrition, and in particular, the safety, ethics of production and consumption as well as the reduction of food waste. The Action aims to inform and educate on issues of food awareness, consumer and nutritional behaviour, aspiring to reduce food waste.

The activities included in the Proposals fall into the following four (4) Categories. Proposals are required to contain activities in Category 4 and a minimum of three (3) Categories in total.

#### **1st Category: Identification and categorisation of the research findings**

Indicatively, it may include the following activities:

- Techniques for selecting and categorising research results based on the target audience.
- Establishing structured outreach programmes that incorporate both online and in-person elements.

## **2nd Category: Creation/Use of a digital platform**

Indicatively, it may include the following activities:

- Strategies for engaging Social Media (hereinafter “SM”) websites and launching mobile applications to share research findings.
- Creating serious or educational games to promote learning.
- Popularising research by developing attractive and user-friendly digital content (e.g. infographics, videos, articles, etc.).
- Use of virtual reality (VR) and augmented reality (AR) experiences, integration of gamification, interactive webinars, citizen science projects, art and science collaborations, storytelling and collaboration with influencers.

## **3rd Category: Community involvement/engagement**

Indicatively, it may include the following activities:

- Working with local community centres, schools and libraries.
- Organising scientific exhibitions, as well as exhibitions and interactive conferences for the broader public.
- Working with local and national media to promote research findings.
- Production of podcasts and radio programmes focusing on research topics.
- Establishment of clubs and collections in educational institutions to promote scientific research and innovation.
- Develop training programmes for teachers to integrate research findings into their teaching curriculum.
- Distribution of research kits, virtual laboratories and educational software to the target audience.

## **4th Category: Feedback and evaluation mechanisms**

Indicatively, it may include the following activities:

- Methods for collecting and analysing feedback from outreach efforts (e.g. through serious/educational games).
- Metrics to evaluate the range and impact of the dissemination strategies..

Host Institutions (hereinafter referred to as “H.I.”) of the Projects can be Higher Educational Institutions (hereinafter referred to as “H.E.I.”), Higher Military Educational Institutions (hereinafter referred to as “H.M.E.I.”), Research Centres-Institutes (hereinafter referred to as “R.C.-I.”) and University Research Institutes (hereinafter referred to as “U.R.I.”) in Greece, the Hellenic Foundation

for European and Foreign Policy (hereinafter referred to as “ELIAMEP”) as well as the Foundation for Economic and Industrial Research (hereinafter referred to as “IOBE”).

In the event that the Project is funded, the H.I. shall submit a certificate of commitment to the Project. The funded Projects will be selected through an evaluation process. Proposals will be assessed by an Evaluation Committee (hereinafter referred to as “E.C.”), which will be constituted by renowned scientists and external experts, if necessary, and in accordance with the provisions of Article 5 par. 6 of Law 4429/2016, as in force. Strict confidentiality rules for all parties involved bind the whole process.

This Call constitutes part of the H.F.R.I.’s program of actions in accordance with Decision No. 124433/2023 issued by the Deputy Minister of Development and Investment on the “Amendment of Ministerial Decisions No. 29898/26.02.2019, 133182/20.12.2019, 104217/01.11.2022, and approval of the annual planning of actions and allocation of resources of the Hellenic Foundation for Research and Innovation (H.F.R.I.) for the year 2024” (B’ 7724).

## **2. BUDGET AND PROJECT FUNDING LIMITS**

The public expenditure for the Call amounts to **1.000.000€**.

The maximum funding limit for each Project amounts to **100.000€**.

## **3. DURATION OF PROJECTS**

The duration of the projects may vary from 18 to 24 months.

The realisation of costs for each Project commences from its start date.

## **4. PREVENTION OF DOUBLE FUNDING**

A prerequisite for funding the Project is that the Project has not been or is not funded in any way by any other Institution for all or part of its scope. Synergy with other research projects is allowed only in terms of complementarity and a clearly defined and distinct role regarding the scope of the respective projects to ensure that double funding is strictly prevented.

## **5. 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, the Principal Investigator (hereinafter referred to as “PI”) and the members of the Research Team (hereinafter referred to as “RT”) must demonstrate behaviour in accordance with the rules of ethics and conduct and with respect for scientific truth, academic freedom, human dignity, the environment, intellectual and industrial property. Any unethical scientific behaviour will be monitored and may lead to exclusion from the evaluation process or revocation of the Funding Award Decision. More specifically, the appropriation, falsification, plagiarism and misleading presentation of third-party scientific information and achievements is prohibited.

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

Funding under this Action does not constitute state aid. It amounts to a percentage of 100% when the H.I. of the projects are Research and Knowledge Dissemination Organizations (Research Organizations) and engage in activities of a non-economic nature, as specifically mentioned below:

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

In addition, according to point 20 of the above Notice, the following activities are generally non-economic in nature:

a) the primary activities of the Research Organization and in particular:

- training activities to ensure more and better qualified human resources;
- independent R&D for greater knowledge and better understanding;
- wide dissemination of research results on a non-exclusive and non-discriminatory basis, for instance, through teaching, databases, publications or open-access software.

b) knowledge transfer activities, where they are carried out either by a division or by the Research Organization (including its divisions or subsidiaries) or jointly with or on behalf of other such institutions and where all profits from such activities are reinvested in the principal activities of the

Research Organization. The non-economic nature of these activities is not affected by the contracting out of the provision of the corresponding services to third parties through open processes.

Furthermore, where a Research Organization is involved in economic and non-economic activities, its funding falls within the scope of the state aid provisions to the extent that it covers costs related to its financial activities. In this instance, for the public funding of non-economic activities not to be considered state aid, the two types of activities, as well as their costs, financing and revenues from the provision of services or the sale of goods, must be separated and accounted for, so that the subsidy for the economic activity is not effectively covered by the subsidy for the non-economic activity (cross-subsidy).

*According to point 21 of the Notice, “[...] 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 Organization 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 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 Institution’s overall annual capacity”.*

Furthermore, the European Commission considers other institutions such as a) Public Services constituting part of the Central Administration as defined in 4270/2014 (A’ 143), Article 14, par. 1σ, 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, albeit not falling under the definition of a Research Organization, may be funded by analogy as Research Organizations and the funding may be considered as non-state aid under point 19 of the above mentioned Notice, and may receive 100% funding for all eligible costs, provided that they meet the following cumulative criteria:

1. The Institution’s principal activities are not economic, in accordance with the European Commission’s Notice 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. The research results from this research Project will be widely disseminated on a non-exclusive and non-discriminatory basis, for instance, through teaching, databases, publications or open-access software.

4. Any resulting profits will be reinvested in the Institution’s non-financial activities.

5. Separate accounting records will be kept for this infrastructure, as well as separate accounting records for the institution’s non-financial and (if any) financial activities.

It should also be noted that in case a private company, in the sense defined in the European Commission’s Notice on the “Framework on state aid for research and development and innovation” (2022/C 414/01), participates in the Proposal as a Collaborating Organisation, there should be assurance of the absence of indirect aid to the company, as defined in points 29 and 30 of the Notice.

## 7. ELIGIBILITY CONDITIONS

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

### 7.1 Host Institution – Beneficiary of Funding

The following may be identified as H.I. of the research projects:

- H.E.I. as determined in Article 3 of Law 4957/2022 (A’ 141), as in force;
- R.C.-I. under article 13a of Law 4310/2014 (A’ 258), as in force;
- U.R.I., i.e., private law legal entities that have been formed under the provisions of Law 2083/1992 (A’ 159) and 3685/2008 (A’ 148);
- H.M.E.I. under Law 3187/2003 (A’ 233)
- ELIAMEP
- IOBE.

The H.I. details should be provided upon submission of the Proposal.

All potential H.I. will be available for selection on the online submission platform as a drop-down menu.

**The PI should submit a Letter of Commitment issued by the H.I.**

*Failure to submit the Certification of Host Institution Commitment during the funding stage renders the Proposal non-eligible for funding.*

## 7.2 Collaborating Organisations (CO)

For the implementation of the Project, cooperation with research and educational institutions and all types of public and private sector Institutions in Greece and abroad is possible. Cooperation with these institutions involves supporting/assisting the implementation of the Project and, depending on the categories of activities included and the particular characteristics of the Project, may involve (indicatively) conducting experiments, access to archives, collections and libraries, training in the use of equipment, etc.

**In case funding is awarded, the PI is required to submit a Letter of Intent from the CO.**

## 7.3 Principal Investigator

Faculty Members of H.E.I. (article 140 par. 1 of Law 4957/2022) and H.M.E.I. (article 8 of Law 3187/2003) as well as Researchers and Special Research Scientists (hereinafter referred to as “SRS”) from R.C.-I. (article 18 of Law 4310/2014) may submit proposals as Principle Investigators (hereinafter referred to as “PI”).

**Those elected to the corresponding post but whose appointment decision has not been issued are not eligible to participate in this Call as PI.**

Faculty Members conducting research work at an R.C.-I. or U.R.I. as Affiliated Research Staff may designate the R.C.-I. or U.R.I. with which they are affiliated as H.I. Similarly, Faculty Members or Researchers carrying out research work as Affiliated Research Staff at ELIAMEP or IOBE may designate ELIAMEP or IOBE, respectively, as H.I.

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

**The PI is not allowed to participate as a member of a Research Team for another Proposal under this Action.**

*Failure to meet the above conditions will result in the Proposal being ineligible for evaluation.*

## 7.4 Research Team Composition

Apart from the PI, participation in the RT is open to academic and research staff of the H.I. and/or COs, postdoctoral researchers, doctoral candidates, postgraduate students, other staff of the H.I. or other public sector institutions working under public law or an open-term private law employment contract (e.g. Laboratory Teaching Staff Member, Specialised Teaching Staff Member, technical

scientists, specialised scientific associates, technicians, support staff, etc.) or any temporary staff to be contracted by the H.I. exclusively for the implementation of the Project.

The RT must consist of at least one (1) remunerated member (other than the PI) who should be a postdoctoral researcher, PhD candidate or postgraduate student and be engaged throughout the Project.

Retired and Emeritus Professors/Researchers may participate in this Call as non-remunerated members of the RT.

**Each RT member is allowed to participate in only one (1) Proposal under this Action.**

*Failure to meet the above condition will result in the Proposals being deemed ineligible.*

There is no limitation on the maximum number of members constituting the RT of a Proposal.

It is not necessary to designate all RT members by name when submitting the Proposal. If the RT member for a position has not been named, the required qualifications for the position should be defined when submitting the Proposal. These positions will be filled based on these qualifications and under the provisions of Law 5094/2024 and other applicable legislation.

It should be noted that the positions of Faculty Members and Researchers in the RT should be designated.

Academic and Research staff employed in any type of employment relationship in Academic and Research Institutions abroad may participate in the RT only as non-remunerated staff.

## **8. BUDGET AND CATEGORIES OF ELIGIBLE COSTS**

The Project budget is made up of direct and indirect costs.

For each cost to be eligible, it must fall within the scope of this Section and be provided for in the Proposal.

Cost eligibility begins from the commencement date of the Project and concludes on completion of its duration, as determined in the Funding Award Decision (hereinafter referred to as “FAD”).

***For the costs to be approved (eligible), it is necessary to comply with and submit the relevant supporting documents, as defined in the “Cost Eligibility and Verification Guide under the H.F.R.I.’s Actions”, which will be available on the Foundation’s website.***

The research Project budget by cost category and the funding limits per cost are presented in *Table 1* below.

**Table 1.** Funding percentages per cost category

COST CATEGORIES		PERCENTAGE
<b>DIRECT COSTS</b>	Personnel costs (PI and RT members)	≥ 40 of the total budget
	Consumables costs	-
	Equipment costs	
	Dissemination and Travel Costs	-
	Third-party costs	≤ 10% of the total budget
	Other costs	-
<b>INDIRECT COSTS</b>		= 10% of all direct costs

## 8.1 Direct Costs

The direct costs of the Project include PI and RT members’ remuneration, consumables costs, equipment costs, dissemination and travel costs, third-party costs and other costs.

### 8.1.1 Personnel Cost

This includes PI and RT members’ remuneration, as follows:

#### 8.1.1.1 PI Remuneration

The PI’s remuneration cannot exceed the amount of **400,00€ per month**.

If the PI retires at any time before the completion of the Project, he/she cannot continue as a PI of the Project and must be replaced in accordance with the provisions of par. 18.2 herein.

#### 8.1.1.2 Remuneration of Research Team members

Remunerated RT members may be Faculty Members and Researchers, Postdoctoral Researchers, PhD Candidates, Postgraduate Students and other scientific, technical or support staff.

The total monthly remuneration of RT members is as follows:

1. The remuneration of the **Faculty Members, Researchers, regular staff of the H.I., the CO and/or other public sector institution** participating in the RT cannot exceed the amount of **400,00€**.
2. For **Postdoctoral Researchers (hereinafter referred to as “PR”)** participating in the RT, the monthly gross salary is calculated as follows:
  - i. In the case of a fixed-term private law employment contract, the monthly gross remuneration is determined in accordance with the provisions of Chapter B of Law 4354/2015, as in force, and is at least equal to the thresholds set in article 18 par. 12a of Law 4310/2014.
  - ii. In the case of a Project lease agreement, monthly remuneration may amount to up to **2.000,00€** (including all contributions, regardless of human effort<sup>1</sup>), plus VAT, and in accordance with the thresholds set in article 18 par. 12a of Law 4310/2014.
3. For **PhD Candidates, Postgraduate Students and other scientific, technical and support staff of the RT**, the monthly gross remuneration is calculated as follows:
  - i. In the case of a fixed-term private law employment contract, the monthly gross remuneration is determined in accordance with the provisions of Chapter B of Law 4354/2015, as in force.
  - ii. In the case of a Project lease agreement, monthly remuneration may amount to up to **1.500,00€** (including all contributions, regardless of human effort<sup>2</sup>), plus VAT.

**In the case of Project funding, the remunerated RT members shall not be paid under another H.F.R.I. Action for the duration of their remunerated employment on the Project and a full-time employment status.**

*Table 2* outlines the terms and remuneration thresholds listed above.

**Table 2.** *Monthly remuneration of RT members*

<b>CATEGORY OF RT MEMBERS</b>	<b>MONTHLY REMUNERATION</b>
Faculty Members, Researchers,	Their remuneration cannot exceed the amount of <b>400,00€</b> per month.

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<sup>1</sup> The PR is remunerated on an hourly rate basis set by the H.I.

<sup>2</sup> See the previous footnote for this staff category.

SRS and other regular staff of the H.I., CO and other public sector institutions	
Postdoctoral Researcher	<p>Monthly gross remuneration:</p> <p>a) for a fixed-term private law employment contract, it is determined in accordance with the provisions of Chapter B of Law 4354/2015, as in force, and is at least equal to the thresholds set in article 18 par. 12a of Law 4310/2014.</p> <p>b) for a Project lease agreement: up to <b>2.000,00€</b> plus VAT in accordance with the thresholds set in Article 18 par. 12a of Law 4310/2014.</p>
Scientific staff (PhD candidates, postgraduate students), Technical and Support Staff	<p>Monthly gross remuneration:</p> <p>a) a fixed-term private law employment contract, it is determined in accordance with the provisions of Chapter B of Law 4354/2015, as in force</p> <p>b) for a Project lease agreement: up to <b>1.500,00€</b> plus VAT.</p>

The above are gross amounts upon which all legal deductions applicable in each case are calculated. In order to calculate the total amount of staff remuneration charged to the Project, the statutory employer’s contributions are added to the above amounts and constitute eligible Project costs. In the case of Project lease contracts, Value Added Tax (VAT), which constitutes an eligible Project cost, shall also be added to the above amounts if required by law.

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

All non-remunerated RT members may receive travel costs (i.e., transportation, lodging and daily allowance) for the needs of the Project only for trips within the Project implementation framework.

The remunerated RT members who have not been identified by name in the Proposal will be selected by the H.I. according to the provisions of Laws 4310/2014, 4386/2016 and 5094/2024, as in force, and according to the qualifications set out in the Technical Documentation of the Project (hereinafter referred to as “TDP”).

**The remuneration costs of the PI and the entire RT of the Project should constitute at least 40% of the total budget of the Project.**

### 8.1.2 Consumables Costs

Consumable costs are eligible if they are exclusively related to the Project implementation. Indicatively, they may relate to the purchase of consumables necessary for the implementation of the Project. This category does not include costs for general office supplies, such as forms, stationery, computer consumables, etc., as these fall under general operating costs and may be eligible only when the specific characteristics of the Project require non-routine related costs for its implementation. In this instance, specific, adequate documentation is required in the Project budget.

For the procurement of consumables, the H.I. 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)” (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.

### 8.1.3 Equipment Costs

It is possible to purchase equipment (new or used) necessary for the Project implementation. In order to be considered eligible, the cost requires specific documentation as to the usefulness of the equipment for the implementation of the Project, **and the purchase must be completed within the first half of the Project implementation period at the latest.** The above condition does not apply in cases where the equipment is purchased at a cost of up to **1.500,00€ (including VAT).**

Customs clearance costs are eligible as long as they are included in the equipment costs and provided that they are mentioned in the call for tenders and the contract.

For the procurement of consumables, the H.I. 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)” (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.

### 8.1.4 Dissemination and Travel Costs

These are costs incurred in disseminating the Project’s results and complying with publicity rules. Indicatively, they include costs for publications in scientific journals, costs for registration in conferences with a speech/announcement or poster, costs for the organisation and hosting of workshops and/or conferences, costs for the publication of monographs and books, costs for the

production of audiovisual material, for the development of websites and promotion on social media. For all the above to be eligible, they must be directly linked to the implementation of the Project.

It should be noted that if the Project deliverable is a scientific publication, it should be published in an open-access journal.

In addition, this category also includes costs related to travel of the PI and the Project’s RT domestically or abroad to participate in conferences for the presentation of Project results, for field research or research cooperation with RT members affiliated with other Institutions in Greece or abroad. In the case of research collaboration, the submission of the relevant Letter of intent by the CO is a prerequisite for eligibility for the costs.

This category also includes as eligible costs the travel costs of non-remunerated RT members, provided that either they belong to a CO or their seat is explicitly mentioned in the Letter of intent they have submitted 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 (A’ 94), as in force.

It should be noted that in case of cancellation or postponement of conferences or meetings, or travel for reasons of force majeure, costs resulting from the cancellation of tickets, participation, accommodation and/or organisation of the relevant events may be considered eligible and charged to the Project budget, provided that they were incurred at a time when the H.I. could not have foreseen the cancellation/postponement. Furthermore, it should be ensured that the costs or part of them are not reimbursed by other sources. Any amounts reimbursed (e.g. from insurance coverage, air carrier, accommodation, etc.) do not constitute eligible costs.

### **8.1.5 Third-party Costs**

This category includes the costs required to be paid for the use of or access to research laboratory equipment, research infrastructure or other resources necessary for the implementation of the Project. Indicatively, eligible costs in this category may include, in addition to the costs for the use of or access to research laboratory equipment or infrastructure, costs for access to resources necessary for the implementation of the research Project, such as access to databases, subscriptions to libraries, archives and collections of national and international institutions, procurement of software programs for specific research purposes, software updates, conversion of printed and audiovisual files costs for obtaining satellite data, etc. Finally, costs related to the provision of services by Academic or Research Institutions and/or private companies in Greece or abroad, which are necessary for the implementation of the Project, also fall under this category and are eligible.

**The costs of this category may amount to up to 10% of the total Project budget.**

### 8.1.6 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 necessary 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.

Concerning the 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 necessary for the implementation of the Project. Eligible are costs for necessary accessories and replacement parts, labour costs and possible shipping costs.

Furthermore, this category also includes costs for chartered accountant services.

For the implementation of the costs referred to in this paragraph, the H.I. are obliged to comply with the provisions of Law 4412/2016 on “Public Contracts for Projects, Procurement and Services (adaptation to Directives 2014/24/EU and 2014/25/EU)” (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.

## 8.2 Indirect Costs

This category includes management and operating costs of the H.I., which are not directly related to the implementation of the Project and are calculated in relation to the Project’s direct costs. Indirect costs include, but are not limited to, financial management support, costs for office supplies (stationery, computer consumables, etc.), energy supplies, telecommunication services, etc.

**Indirect Costs are eligible without the submission of corresponding supporting documents and must be equal to 10% of the remaining (direct) costs.**

## 9. PROPOSAL SUBMISSION

Applicants are required to provide the following information when submitting their Proposal:

- General Information (Section A)<sup>3</sup>
- Research Proposal (Sections B1 and B2)
- Additional documents [Letter of intent issued by the CO(s), and other documents].

## 9.1 Section A: General Information

Section A lists the PI details and information about the Proposal, including the title, acronym, the duration of the Project and the (short) summary of the Proposal. The summary should clearly present the objectives of the Proposal and how they will be achieved. This summary may be made public if the Project is funded (a fact that the PI and the other RT members expressly and unconditionally accept by submitting the Proposal) and, therefore, must be brief and accurate and should not contain confidential information.

In particular, Section A should consist of the following information:

- **General Information of the Proposal**
  - Title (both in Greek and English)
  - Acronym
  - Summary (up to 2000 characters in Greek and English)
  - Keywords (up to 10)
  - Project Duration (in months)
  - Detailed Budget and Cost Documentation
  - Work Packages
  - Deliverables
  - Milestones
- **PI details** (Full name, contact details, VAT ID No., etc.)
- **H.I.** (School, Department, Institute, etc.)
- **CO** (School, Department, Institute, Country, etc.) *[if applicable]*

In this section, an ethics table is also completed to identify possible ethical aspects of the Project. **This table ought to be completed even if no ethical issues are raised.**

The PI also has the option to indicate up to two (2) names of scientists he/she wishes to exclude from the evaluation of the Proposal submitted.

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<sup>3</sup> The information is entered in the corresponding fields of the online submission platform.

The information in Section A should be submitted in **English** (except for the title and Proposal Summary, which is submitted in both Greek and English).

## 9.2 Section B: Research Proposal

Section B consists of two (2) subsections, Section B1 and Section B2, which are submitted in **English**.

It is recommended that each page of the Proposal contains a header with the full name of the PI, the acronym of the Proposal and the corresponding Section of the Proposal (Section B1, Section B2.1, etc.), as well as a footer with a reference to the total number of pages.

Table 3 lists the recommended technical specifications for all submitted documents. The page limits for each section should be strictly applied. Only information presented within these limits will be evaluated

*Table 3. Document Technical Specifications*

Page	Font	Font Size	Line Spacing	Page Margins
A4	Times New Roman, Arial, Calibri or similar	11 pt (minimum)	Single (minimum)	Top-Bottom: 1,5 cm Left-Right: 2 cm

### 9.2.1 Section B1: PI’s CV (maximum: 6 pages)

Section B1 includes the PI’s detailed CV and scientific achievements, i.e., all those details that reflect the research and academic career of the PI.

Indicatively, this section should include:

- i. Research projects in which the PI participates and/or has participated in any capacity, as well as other research Proposals related to the Project submitted to national or international research funding actions in which the PI participates;
- ii. A comprehensive list of the PI’s publications in peer-reviewed international 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 (hereinafter referred to as “PDF”) file and may be **up to six (6) pages long**. Any text exceeding this limit shall not be taken into account during the evaluation.

## 9.2.2 Section B2: Detailed Presentation of the Proposal

Section B2 should describe the scientific, technical and/or academic aspects of the Project as well as its methodology, work plan and anticipated impact. Furthermore, this section should describe the role of the PI and all RT members in the implementation of the Project and include a full estimate of its actual cost.

Section B2 consists of the following two (2) subsections (Section B2.1. Research Proposal and Section B2.2. CVs of the RT members).

### Section B2.1. Research Proposal (maximum: 10 pages)

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

- **Proposal objectives and sustainability**

This section describes the objectives/scope of the proposed Project in relation to the categories it includes. In addition, the feasibility of the Project, its viability and its innovative nature (*if applicable*) should be substantiated.

- **Scientific and/or social impact**

This section presents the expected impact of the Project on a scientific and/or social level as a result of its dissemination and publicity plan.

- **Methodology and Implementation**

This section provides a detailed description of the suggested methodology, including, as per case, basic interim targets. Each RT member’s participation must be substantiated, emphasising the scientific added value they bring to the Project and how they complement each other.

Indicatively, this section may include the following:

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

It should be noted that the detailed budget by cost category should be included in Section A. Any budget figures included in Sections B1 and/or B2 shall not be taken into account during the evaluation.

The cover page of the research Proposal (Section B2.1) should include i) the PI’s full name, ii) the title, iii) the acronym, iv) the Project duration (in months), v) the Project budget (in €), vi) the proposed H.I., and vii) the CO (*if any*).

Section B2.1. is submitted in **English** and may be **up to ten (10) pages**, including the cover page and the bibliography. Any text exceeding this limit shall not be taken into account during the evaluation. Section B2.1 is submitted exclusively as a PDF file.

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

Section B2.2 shall include short CVs of all RT members mentioned by name, which may include selected scientific publications in scientific journals related to the Project scope.

In case the CV of a member mentioned by name is not included in Section B.2.2., the participation of this member shall not be evaluated in the implementation of the Project.

Even if the RT positions have not been designated, the qualifications of the person who will fill them should be listed.

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

**The Proposal is submitted by the PI**

**exclusively online through the H.F.R.I. web portal**

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

**Submissions Start Date:** Wednesday, 30 October 2024, 12:00 (EEST)

**Submissions Closing Date:** Tuesday, 3 December 2024, 13:00 (EEST)

*The PI is solely responsible for the accuracy of the information submitted on the online submission platform.*

## **10. CHECK AND EVALUATION**

The evaluation will be carried out by E.C. in accordance with the provisions of article 5 par. 5-8 of Law 4429/2016, as in force.

## 10.1 Admissibility and Eligibility Check

Proposals are checked as to the admissibility of all the required and necessary information and documentation, as well as the compliance with the conditions and restrictions for participation in this Call, as described in detail in *Section 7* hereof. Furthermore, compliance with the following conditions is also reviewed:

1. The proposed Project constitutes an “R&D Project” as defined in item 16, point λ) of the European Commission Notice titled “Framework on state aid for research and development and innovation” (2022/C 414/01);
2. The Proposal falls under the concept of a non-financial activity according to point 20 of the abovementioned (1) Notice;
3. a. The H.I. constitutes a “research and knowledge dissemination organisation” according to the definition in item 16, point λβ of the abovementioned (1) Notice or  
b. The H.I. 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 abovementioned (1) Notice and receive 100% funding for all eligible costs, provided that the following conditions are met:
  - ba. Its principal activities are not economic, in accordance with the European Commission’s Notice on the concept of state aid (2016/C 262/01).
  - bb. There is a provision for research activity in the H.I.’s Articles of Association.
  - bc. The research results from this Project will be widely disseminated on a non-exclusive and non-discriminatory basis (i.e., through teaching, databases, publications, open-access software, etc.).
  - bd. Any resulting profits will be reinvested in the H.I.’s non-financial activities.
  - be. Separate accounting records will be kept for the use of this infrastructure, as well as separate accounting records for the non-financial and (if any) financial activities of the H.I.
4. In case the H.I. engages in activities of an economic and non-economic nature, in order for the public funding of non-economic activities not to be considered as state aid, the two types of activities, as well as their costs, financing and revenues, must be separated and accounted for, to avoid that the subsidy of the economic activity is effectively covered by the subsidy of the non-economic activity (cross-subsidy).

Notwithstanding the fact that all proposals are checked for admissibility and eligibility prior to the substantive evaluation of their content if at any stage of the screening and evaluation process, it is

found that a Proposal does not meet any of the relevant criteria, it is excluded from the evaluation process.

## **10.2 Evaluation**

The Proposals are evaluated by E.C. consisting of five (5) to twenty (20) members per the provisions of the S.C. of the H.F.R.I. Decision No. 53660/13.09.2022 (IUN: ΩMI246M77Γ-ΟΞ8) titled “[Evaluation of Proposals/Applications under the Hellenic Foundation for Research and Innovation Actions](#)”, as in force, and which is posted on the H.F.R.I.’s website. If deemed necessary due to the specific scope of the Proposals, at the discretion of each E.C., a non-binding evaluation of one or more Proposals may be requested by one or more external experts. The Committee shall make the final decision on the evaluation of each Proposal. These experts and the members of the Evaluation Committees come from the Register of Certified Evaluators of paragraph 11 of Law 4429/2016 and, before that, from the Register of Certified Evaluators referred to in Article 27 of Law 4310/2014 (A’ 258) and have the qualifications related to the subject matter of the Project to be evaluated. The Scientific Council of the H.F.R.I. designates the E.C. and external experts in line with the provisions of article 5 of Law 4429/2016. Should there not be the required experts for a particular evaluation or the existing ones do not meet the requirements of the particular evaluation, it is allowed, pursuant to a decision of the S.C., to appoint as members experts who are foreign tax residents and are not included in the Register of Certified Evaluators.

## **10.3 Confidentiality**

Strict rules of confidentiality bind the whole process. E.C. members and external experts are required to sign a confidentiality and non-conflict of interest declaration. All members of the E.C. and external experts shall maintain complete confidentiality regarding all aspects of the evaluation process before, during, and after the evaluation.

## **10.4 Evaluation Process**

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

More specifically, the entire research Proposal (Sections B1 and B2) will be evaluated in terms of the scientific profile of the PI and his/her ability to successfully implement the Project, as well as in terms

of the scientific excellence of the Proposal (state-of-the-art, impact and implementation feasibility of the Project by the PI and the RT members).

**It should be noted that in the case the Proposal does not include any activity in Category 4 or activities in at least two (2) of the other three (3) categories, then it will be deemed ineligible by the E.C.**

The evaluation criteria and their weighting factors are detailed in *Table 5* below.

**Table 5. Evaluation Criteria**

EVALUATION CRITERIA	Weighting Factor
<p><b>1. Quality</b></p> <ul style="list-style-type: none"> <li>▪ Clarity and relevance of the objectives of the proposed Project.</li> <li>▪ Innovation and credibility of the proposed approach/methodology.</li> <li>▪ Feasibility and sustainability of the proposed Project.</li> </ul>	20%
<p><b>2. Impact</b></p> <ul style="list-style-type: none"> <li>▪ Impact (on a scientific and/or social level [schools/libraries/ local associations/wider public, etc.]) based on the conditions of the activities it involves.</li> <li>▪ Effectiveness of proposed measures for the dissemination and publicity of the research results of the proposed Project.</li> </ul>	50%
<p><b>3. Methodology and Implementation</b></p> <ul style="list-style-type: none"> <li>▪ Quality and effectiveness of the work plan for the proposed Project.</li> <li>▪ PI’s role and commitment to the proposed Project.</li> <li>▪ Capacity, level of expertise and the degree to which the RT members complement each other in relation to the proposed Project.</li> <li>▪ Feasibility of the proposed budget.</li> </ul>	30%

The E.C. grades the evaluation criteria on a scale of 0 to 100 as follows:

- **(0 – 19) – Insufficient:** The Proposal fails to meet the criterion, or the criterion cannot be evaluated due to insufficient or incomplete information.
- **(20 – 39) – Weak:** The Proposal either partially meets the criterion and/or has serious inherent weaknesses.
- **(40 – 59) – Moderate:** Whilst the Proposal generally meets the criterion, there are important and substantial weaknesses.

- **(60 – 79) – Good:** The Proposal meets the criterion to a good level, but there are several shortcomings.
- **(80 – 89) – Very Good:** The Proposal meets all aspects and dimensions of the criterion to a very good level, but there is a small number of shortcomings.
- **(90 – 100) – Excellent:** The Proposal meets all relevant aspects and dimensions of the criterion. Any shortcomings are considered to be of minor importance.

In case two or more Proposals receive the same overall score, priority is given to the Proposal with the highest score in Criterion “2. Impact”. In case the Proposals have also received the same score in Criterion 2, then priority is given to the Proposal that has received the highest score in Criterion “3. Methodology and Implementation”.

For a Proposal to be eligible for funding, it must receive a threshold **score of 70** in each of the three (3) criteria separately and in total.

Based on the above grading combined with the threshold score (**70**), the Proposals are ranked on an A - B scale, as detailed in *Table 6* below.

**Table 6. Proposal Grading**

<b>GRADE</b>	<b>DESCRIPTION</b>
A	The Proposal meets all evaluation criteria and is recommended for funding if the budget allows it.
B	The Proposal does not sufficiently meet all evaluation criteria and is not recommended for funding.

### **10.5 Possibility of partial budget approval**

The E.C. may, upon a substantiated decision, partially approve or modify the proposed budget for the Project, taking into account the terms and limitations of the Call.

### **10.6 Verification of copies**

In order to verify the accuracy of the information and supporting documents submitted electronically through the Web Portal (either at the submission stage or at the implementation stage), the H.F.R.I. carries out a sample check on at least five per cent (5%) of the copies submitted by the beneficiaries

within the next quarter, requesting the assistance of the services or institutions that issued the originals in accordance with paragraph 2 of article 11 of Law 2690/1999, as in force.

## 11. EVALUATION RESULTS

Upon completion of the Proposal evaluation, the results are communicated to the Project PI with a personalised report, which includes the Proposal evaluation (A or B) and the evaluation report issued by the E.C.

The PI have the right to submit a **substantiated objection on grounds of the legality of the decision** within ten (10) days of the communication of the evaluation results. The objections are judged by a three-member Objections Committee, which shall decide within ten (10) days (article 5, paragraph 8 of Law 4429/2016). The decision of the Objections Committee shall be communicated to the Director of the H.F.R.I. and shared with the objecting party.

## 12. ISSUING THE FUNDING AWARD DECISION

Following the completion of the Proposals evaluation process, the Director of the H.F.R.I. issues the Funding Decision with the Final Ranking of the Projects suggested for funding in line with the available budget. This decision is an enforceable administrative act and is subject to a petition for annulment before the Administrative Court of Appeal.

It should be noted that the aforementioned Funding Decision as well as the FAD for each Project (see below par. 12.1), which include, among others, the details of the H.I. and the PI as well as the general details of the Project (full title and approved budget), will be posted, for transparency reasons on the websites of the H.F.R.I. (<https://www.elidek.gr/>), GSRI (<https://gsri.gov.gr/>) and DIAVGEIA (<https://diavgeia.gov.gr/>).

Following the publication of the Funding Decision, the PI receive a letter of approval inviting them to submit the required supporting documents to the H.F.R.I. (see below, par. 12.1 - *Supporting documents and information for the issuance of the Funding Award Decision*) for the issuance of the FAD.

A prerequisite for the issuance of the FAD and the funding of the Project is that the latter has not been funded, is not being funded, nor does any other entity fund it for part or all of its scope.

The H.F.R.I. determines the Project start date, which is explicitly stated in the FAD.

The H.I. must include the Project in their budget to receive the respective pre-financing payment.

It should be noted that when the Project is included in the budget of the H.I., its preparation must have been approved by the competent Research Ethics Committee (hereinafter referred to as “R.E.C.”) of the H.I., in accordance with the provisions of Law 4957/2022, as in force, and the corresponding decision of the R.E.C. must be mentioned in the Host Institution Decision of the Project.

**The PI of the Project accepts that messages sent by email, and in particular to the electronic address indicated during the submission of the Proposal, constitute notice and entail the commencement of all legal processes and deadlines.**

### **12.1 Supporting documents and information for the issuance of the Funding Award Decision**

Following the issuing of the List of research projects to be funded, the PI beneficiaries receive a letter of approval, communicated to the H.I. as well, whereby they are invited to submit to the H.F.R.I.’s Information System (hereinafter referred to as “I.S.”), **within the deadline specified in the Letter of approval**, the following required supporting documents for the FAD to be issued.

1. Certification of Host Institution Commitment signed (by electronic signature or via gov.gr) by its legal representative.
2. Written documentation/confirmation on the possibility of accounting separation of financial and non-financial activities of the H.I. It should be noted that the separation of financial and non-financial activities concerns the organisation’s overall activity and not only the Project for which a Proposal is submitted.
3. Submission of an updated budget of the H.I. in the corresponding fields of the I.S.
4. A Solemn Declaration of Law 1599/1986 (*Annex I*) signed by electronic signature or via gov.gr) by the legal representative of the H.I. in which it should be stated that:
  - All information regarding the Project under the number “.....” and title “.....” as well as the submitted supporting documents are true and accurate.
  - The Project to be funded under number “.....” and title “.....” has not been funded, is not funded, and will not be funded by any other Institution for part or all of its scope.
  - The H.I. is a research and knowledge dissemination organisation in the sense of point λβ) of item 16 of the European Commission Notice titled “Framework on state aid for research and development and innovation (2022/C 414/01)” and either performs activities of a non-economic nature (within the meaning of point 19 of the Notice) or its

economic activity, if any, is purely ancillary and does not exceed 20% of the total annual capacity of the Institution.

**or (select whichever applies)**

- the H.I. is a legal person governed by public law/legal person governed by private law established by law or PD and subsidised by the state, and the following conditions are met:
  - a. Its principal activities are not economic, in accordance with the European Commission’s Notice on the concept of state aid (2016/C 262/01).
  - b. There is a provision for research activity in the H.I.’s Articles of Association.
  - c. The research results from this Project will be widely disseminated on a non-exclusive and non-discriminatory basis (i.e., through teaching, databases, publications, open-access software, etc.).
  - d. Any resulting profits will be reinvested in the H.I.’s non-financial activities.
  - e. Separate accounting records will be kept for the use of this infrastructure, as well as separate accounting records for the non-financial and (if any) financial activities of the H.I.
- The H.I.’s funding under the Action is for its core activity, and/or all the profits from the knowledge transfer activities will be reinvested in its core activities for its funding to be considered as non-state aid under points 19 and 20 of the European Commission Notice titled “Framework on state aid for research and development and innovation” (2022/C 414/01), and to receive 100% funding.
- In case a private company, in the sense defined in the European Commission’s Notice on the “Framework on state aid for research and development and innovation” (2022/C 414/01), participates in the Proposal as a Collaborating Organisation, there should be assurance of the absence of indirect aid to the company, as defined in points 29 and 30 of the Notice.
- The H.I. and the PI accept that the messages they receive from the H.F.R.I. by email constitute notice and entail the commencement of all legal consequences and deadlines, both for the H.I. and the PI.
- There will be wide dissemination of the research results of the Project on a non-exclusive and non-discriminatory basis (i.e., through teaching, databases, publications, open-access software, etc.), in the sense defined in the European Commission’s Notice

on the “Framework on state aid for research and development and innovation” (2022/C 414/01).

- No “net revenue” (profit) can be generated from the Project’s activities, and the activities/products produced (e.g. digital platforms, educational material, games) will be made available free of charge and without any promotional activities.
- The H.I. and the PI accept the terms and conditions of the Call, as well as all their related obligations, such as the obligations to comply with the EU and national legislation and the rules of publicity.

In the event that shortcomings are found during the verification of the Supporting documents, there will be given the opportunity to submit additional documents/information within fifteen (15) calendar days from the notification of the shortcoming to the H.I.

Following the submission and review of all the above Supporting documents, the Director of H.F.R.I. issues the FAD, an integral part of which is the TDP, which lists the elements of the Project as it has been developed after its evaluation by the competent Evaluation Committee, including the updated Project budget.

## **13. FUNDING REIMBURSEMENT – REQUIRED SUPPORTING DOCUMENTS**

### **13.1 Overview**

The maximum amount of funding for each Project is the amount indicated in the FAD.

The amount of funding is paid in stages (instalments) over the duration of the Project. Each instalment corresponds to a certain percentage of the total approved Project budget. The final instalment (final balance payment) is paid after the completion of the Project, and the amount depends on the final total certified costs of the Project and the instalments that have already been deposited.

The H.F.R.I. settles each instalment by transferring the corresponding amount to the H.I.’s bank account after submitting the supporting documents designated by the H.F.R.I.’s Financial Services.

### **13.2 Funding Reimbursement**

#### **13.2.1 Pre-financing Payment**

After the FAD is issued and the Supporting documents listed in *Annex II* are submitted, upon the request of the H.I., a pre-financing payment of 60% of the approved Project budget is granted.

### **13.2.2 Interim Payment**

The interim payment amounts to 30% of the approved Project budget and is remunerated upon the H.I.’s request and provided that, 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 8 and 14.1.1 hereof, it is established that costs have been incurred to a percentage of at least forty per cent (40%) of the total approved budget of the Project.

### **13.2.3 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 finalised, and the FAD requirements are examined to determine whether they have been met.

## **14. IMPLEMENTATION PROCESS - PROJECT MONITORING**

The H.F.R.I. is responsible for monitoring and reviewing the implementation of the approved physical and financial scope of the Projects under this Action. In particular, the H.F.R.I. monitors the progress of the projects., their financial progress, the achievement of the objectives through the deliverables and milestones of each Project and takes the necessary measures to ensure proper financial flow to the projects and, when required, takes corrective measures.

The PI and the H.I. are solely liable to the H.F.R.I. for the implementation and ensuring the progress of the Project, the correct observance of the time schedules and other conditions and restrictions, as well as the completion of the physical and financial scope of the Project in accordance with the FAD.

The H.F.R.I. reserves the right to control, whenever deemed necessary, the progress of the implementation of the physical and financial scope of the projects by visiting the execution site and the H.I.’s headquarters and/or by administrative verification of the information submitted by the H.I. and the PI. In any case, the PI and the H.I. shall be informed in advance by the H.F.R.I. of the time and place that the H.F.R.I. considers most appropriate for the audit.

The audit-verification of the Project includes both its physical and financial scope and can be conducted by consulting experts.

### **14.1 Progress Reports**

The Project Progress Reports pertain to the physical and financial scope of the Project and are submitted exclusively by the PI and the H.I. accompanied by the required supporting documents defined in the “Cost Eligibility and Verification Guide under the H.F.R.I.’s Actions”.

### 14.1.1 Interim Progress Report

As part of the Project implementation, submitting an Interim Progress Report to the H.F.R.I. is mandatory to receive a 30% interim instalment of the approved funding. It should be noted that the Interim Progress Report can only be submitted if at least 40% of the financial scope of the Project has been implemented<sup>4</sup>.

The Interim Progress Report of the Project includes:

1. Reference to the physical scope of the Project that has been implemented during the reporting period (including dissemination and publicity actions of the Project).
2. The completed deliverables for the reporting period.
3. The milestones achieved for the reporting period.
4. Reference to the financial scope of the Project that has been implemented during the reporting period.
5. Copies of the cost receipts for the reporting period.
6. A detailed description of any modifications and other changes to the physical and financial scope.

### 14.1.2 Final Progress Report

The Final Progress Report is submitted within an exclusive period of seventy-five (75) calendar days from the completion date of the Project, and it includes:

1. A report on the entire physical scope of the Project that has been implemented throughout the Project (including dissemination and publicity actions of the Project).
2. Deliverables completed within the reporting period.
3. Milestones reached within the reporting period.
4. Reference to the entire financial scope of the Project.
5. Copies of the cost receipts for the reporting period.
6. A detailed description of any amendments and other changes in the physical and financial scope of the entire duration of the Project.
7. An Extended Summary of the Final Report (*1.000 to 2.500 words in both Greek and English*) in a format suitable for posting/publication on the H.F.R.I. website or where deemed

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<sup>4</sup> The Interim Progress Report is validated if it is submitted at least six (6) months prior to the completion of the Project.

appropriate by the H.F.R.I. The summary shall include, among other things, the objectives and conclusions reached during the implementation of the Project.

Based on the data of the Final Progress Report, the verification of the physical and financial scope of the Project will be carried out, and it will be determined whether or not to pay the final balance payment, as well as the exact amount thereof or, should the reason arise, reimbursement of the unduly paid amounts. If the Final Progress Report is not submitted within six (6) months from the elapsed deadline for its submission, the FAD will be subject to revocation as specified in *Section 18* hereof.

If, for specific scientific, research or academic reasons, the Project cannot achieve the results foreseen in the TDP, a documented scientific report should be prepared by the PI, which is submitted to the H.F.R.I. and communicated to the H.I. The H.F.R.I. will evaluate the overall research effort and interim deliverables and will proceed to review and approve/verify or not the expenses already incurred.

## **14.2 Audit - Verification Process**

The verifications/audits of the Project under this Action are divided into administrative and onsite. The administrative verification is conducted remotely based on the information and documents submitted by the PI and the H.I. of the Project, while the onsite verification is conducted by the competent verification body at the Project implementation site.

For the PI and the H.I. to be adequately prepared for the onsite verification, the H.F.R.I. shall inform in writing at least fifteen (15) calendar days before the onsite verification is to take place, mentioning the date and place of the onsite verification, the estimated duration and method of implementation, as well as of all information or personnel that have to be at the disposal of the verification body. The PI and the H.I. are expected to facilitate the verification body and comply with its instructions and the dates for sending additional information on any unresolved issues identified. The presence of the competent officials of the above beneficiaries during the onsite verification is an essential condition for its smooth implementation.

Shortcomings that may have been identified during the verification process may be addressed within fifteen (15) calendar days from the date the H.I. was notified (either by post or email).

Once the verification has been carried out and any shortcomings detected have been addressed or the time limit has elapsed without compliance, the verification is completed by drawing up the corresponding report. The verification report shall set out the elements to be verified (checkpoints), the corresponding findings and any recommendations or corrections. In case the onsite verification is carried out via sampling, the H.F.R.I. shall record the relevant sample selection methodology.

### **14.3 Approval of Verification Results –PI/H.I. Objections**

Upon completion of the verification (onsite or administrative) and in order for the funding to be awarded, the body that carried out the verification prepares and submits to the H.F.R.I. the verification report, which is communicated to the PI and the H.I. with the Finalization Decision.

The H.I. and the PI are informed in writing of the results of the verification to:

- i. Object if they disagree with the verification results or
- ii. Receive the balance of the funding if no irregularities are found in the verification or if the H.I. and the PI accept the report results.

Once the results of the verification report have been communicated, the PI has the right to submit substantiated objections to the results to the H.F.R.I.<sup>5</sup>. The timeframe within which this right can be exercised, the timeframe within which a positive or negative decision must be issued, and the relevant administrative procedures are specified in the current Internal Regulation of the H.F.R.I., which is posted on the H.F.R.I. website. After the deadline for submitting objections has passed without any action being taken, the verification results are presumed to have been accepted by the H.I. and the PI.

The H.F.R.I. is responsible for sending the investigation results of the objections raised against the results of the audit-verification report to the PI and the H.I.

Upon investigation of the objections raised against the results of the verification report by the H.F.R.I. or failure to meet the deadline, the verification report shall be finalised and communicated to the H.I. and the PI. In case the final verification report contains a recommendation for corrective action, it is approved by the Director of the H.F.R.I., the amount of the financial correction is entered in the I.S., and the amount of the Project’s funding, if any, already registered, is reduced accordingly. The final verification report and the revocation and recovery decision (see paragraph 19 below) are communicated to the H.I. and the PI.

The verification request, the approved verification report, any objections raised, and all relevant supporting material are kept in the Project file in the I.S. of the H.F.R.I.

### **14.4 Extraordinary Progress Check**

An Extraordinary Progress Check is carried out when it is assessed by the H.F.R.I. that the required progress in the implementation of the physical and/or financial scope of a Project has not been

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<sup>5</sup> If more than one objection is submitted (on the same verification report), only the last submission received within the deadline will be taken into consideration.

achieved or that the terms and conditions of the FAD and the MIG, as well as the applicable national and European legislation, are not adhered to.

The Extraordinary Progress Check is carried out on a case-by-case basis by one or more experts or by a Committee appointed by the decision of the Director of the H.F.R.I. The conclusion of the Extraordinary Progress Check assesses the progress of implementation and the possibility of successfully completing the Project.

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

## **15. PI AND H.I. RESPONSIBILITIES**

The PI represents the RT in its communication with the H.F.R.I., takes all necessary measures for the effective supervision of the Project implementation from a scientific point of view and guides the RT in all phases of the Project implementation. He/she is responsible for promptly informing the H.F.R.I. of any event or change in circumstances that are likely to affect the progress of the Project, the achievement of the objectives, the adherence to the approved schedule, and the production of deliverables. He/she is responsible for submitting relevant requests for modifications.

### **15.1 PI and H.I. Obligations**

The PI, with the assistance of the H.I., is solely responsible for the proper implementation of the Project. Both the PI and the H.I. should:

1. Observe the terms of the Call, the MIG and the FAD.
2. Observe EU and National Legislation when implementing the Project, especially regarding the law on public contracts, state subsidies, sustainable development, gender equality, non-discrimination 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 accounting section for the Project or have adequate accounting coding showing the recording of all costs fully corresponding to the declared costs.
5. Keep a separate bank account that will be used exclusively for the Project.

6. Take all necessary actions to update the H.F.R.I. and/or the I.S. with information and documents on the Project, thus ensuring the accuracy, quality, and admissibility of the 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 the H.F.R.I.’s approval.
9. Ensure wide and non-discriminatory access to the Project’s results as well as their dissemination (in case of creation of a digital platform, educational material/games, etc.) free of charge. Otherwise, there will be a financial correction and recovery of the amount of net revenue generated.
10. To place posters with information about the Action and the funding from the H.F.R.I. at the place where the Project is implemented (H.I. or/and CO).
11. Make reference to the Project’s funding by the H.F.R.I. through this Action using the appropriate wording and the relevant logos, as detailed in Section 16, in any kind of publicity action related to the Project (e.g. announcements in the printed and electronic press, presentations at workshops and conferences, scientific papers in national and international journals, events), as well as in relevant postings on their website. This information shall be included in all documents used in the implementation of the Project or issued within the framework of the Project.
12. For every cost related to the Project, the Project No. (H.F.R.I.) **must** be mentioned in the corresponding document.
13. Accept their inclusion in the List of the H.F.R.I. Project/beneficiaries published on the web portals <https://gsri.gov.gr/> and <https://www.elidek.gr/>, which indicates the name of the H.I. Project summary, Project start and end date, total eligible costs, etc.
14. To notify immediately and mandatorily to the competent department of the H.F.R.I.: a) any information that becomes necessary regarding the Project, in the form of reports or providing specific information, b) any modification that occurs in the physical or financial scope of the Project that implies a modification of the TDP, and c) possible inability of the PI or the H.I. to implement the Project.

In addition, the PI and H.I. are responsible for:

1. Gathering all required information, supporting documents and documentation.

2. Completing the forms and sending them in time to the competent department of the H.F.R.I.
3. Cooperating with the H.F.R.I. when carrying out audits - verification checks.

Any violation of the terms of the MIG or the FAD shall result in the adoption of corrective measures in accordance with the specific provisions of the H.F.R.I.’s Internal Regulation and other legislation in force.

## 15.2 Obligations Following the Project Completion

1. The H.I. is obliged to return the interest generated to the bank account held exclusively for the Project payments. It should be noted that any generated income (from any cause) and interest shall be offset against the final instalment of the funding. Any bank charges associated with the account activity and/or taxes may be deducted from the interest.
2. The H.I. is obliged to keep and make available to the competent bodies of the H.F.R.I., throughout the duration of the Project implementation and for five (5) years after its completion, all documents, supporting documents and data of the Project, in any way stipulated, either in hard copy or in electronic form, in order to be able to verify that the progress and completion of the implementation of the physical and financial scope of the Project is in accordance with the timeline, the terms of implementation, the applicable institutional framework and the specific provisions of the Call, this Guide and the FAD.
3. All original supporting documents and invoices of the Project costs shall be kept by the H.I. throughout the duration of the Project and after that **for at least five (5) years** from the date of payment of the last instalment of the funding and shall be made available to the competent inspection bodies of the H.F.R.I. or the EU, if an audit is requested, regardless of the fact that other provisions of national legislation do not require them to keep the supporting documents and invoices of the Project’s implementation. The information mentioned above and supporting documents shall be kept either in originals or certified copies of the originals or in commonly accepted information carriers, including electronic versions of the original documents or documents existing only in electronic form.
4. The H.I. should provide the evidence required to document the separation between financial and non-financial activities according to point 19 of the European Commission’s Notice 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. The H.F.R.I. checks that the conditions under which the H.I. was considered to fall within the provisions of points 19-21 of the abovementioned Commission Notice are fulfilled.

5. In case a private company, in the sense defined in the European Commission’s Notice on the “Framework on state aid for research and development and innovation” (2022/C 414/01), participates in the Project as a Collaborating Organisation, there should be assurance of the absence of indirect aid to the company, as defined in points 29 and 30 of the Notice.
6. The H.I. and the PI shall take all necessary steps to ensure that any original intellectual creation of discourse, art or science with content created within the framework of the implementation of the Project is made available to the public free of charge and does not generate any income. Additionally, in the case of a book publication, it should either be made available free of charge or be in e-book format and free online access should be ensured.

## 16. PUBLICITY OBLIGATIONS

Each dissemination and publicity action under the Project should clearly indicate that it is funded through this Action, using appropriate wording and logos.

Among other things, dissemination actions may take the form of:

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

Regarding publications in scientific or non-scientific journals, it should be noted that this obligation is irrespective of the completion of the Project and depends only on whether the research published has been carried out within the framework of the funded Project (also applicable to publications after the completion of the Project).

The PI is responsible for complying with this obligation, which is noted to be a necessary minimum condition for eligibility for the specific costs and/or the costs of associated transportation (*if any*).

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

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

Το Έργο με τίτλο «.....» υλοποιείται στο πλαίσιο της 6ης Προκήρυξης της Δράσης του ΕΛ.ΙΔ.Ε.Κ. «Επιστήμη και Κοινωνία» με τίτλο «Σύγχρονη Διατροφική Συνείδηση» (Αριθμός Έργου ΕΛ.ΙΔ.Ε.Κ.:.....)

The Project “.....” is implemented in the framework of H.F.R.I.’s 6th Call of “Science and Society” Action entitled “Current Nutritional Awareness” (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.

## 17. AMENDMENTS

### 17.1 Overview

The terms for implementing the Project, as specified in the Call and the FAD, are binding and essential. Any unilateral change by the H.I. or the PI without prior approval from the Director of the H.F.R.I. constitutes a reason for discontinuing the Project’s funding.

At the request of the H.I. or the PI, it is possible, by decision of the Director of the H.F.R.I., to modify the FAD and the approved TDP. The request shall document the necessity of the proposed change in the Project’s aspects in order to achieve its objectives, which may relate to its physical or financial scope, as well as the corresponding terms of the FAD. The request shall be submitted through the H.F.R.I.’s I.S. within a reasonable time before the required implementation of the modification and shall be accompanied by all documents and information supporting the need for the modification.

**In order for the amendment request to be accepted, the proposed changes must not affect the original objectives of the approved Proposal and must not alter information in such a way as to invalidate eligibility and/or positive evaluation based on the criteria of the Call and must not increase the total 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 FAD have been submitted. Provided all the required 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 the H.F.R.I.

In the event that the amendment request is accepted, the individual information of the Project and the FAD are amended accordingly by decision of the Director of the H.F.R.I. The HI and the PI are notified 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 Director of the H.F.R.I. shall issue a substantiated decision rejecting the request. The decision is communicated to the H.I. and the PI, who hereinafter commit to implementing the Project in accordance with the original.

**It should be noted that in the context of Project implementation, the TDP may be amended a maximum of three (3) times.**

## 17.2 Amendment Cases

1. An extension to the Project implementation period may be granted for **one (1) time only** (except for reasons of force majeure), provided that it is necessary for the successful completion of the Project.
2. A request for replacing the PI may be submitted only in case of retirement of the PI during the Project implementation and/or in exceptional cases of force majeure (e.g. illness, death, etc.). In such cases, the continuation or not of the Project is decided by the H.F.R.I. after assessing the particular characteristics of the Project and taking into account specific factors such as, but not limited to, the maturity of the Project, the value of the Project and its deliverables, its impact, etc. For the continuation of the Project, a documented request must be submitted in which the H.I. recommends a new PI with equivalent qualifications upon 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 category(ies) that results in an increase or decrease of the applicable approved budget of these cost categories (i.e. the cost categories being decreased and those being increased, respectively) by **more than 25%**, provided that the terms and conditions of the FAD are met.
5. Transfer of amounts to a non-approved but eligible cost category(ies) that results in a reduction of **more than 10%** of the initially approved budget of the category from which the amount is being transferred, provided that the terms and conditions of the FAD are met.
6. A change of the H.I. is allowed only in special cases with complete and justified documentation on the necessity of the change and provided that adequate safeguards are provided that the achievement of the Project’s objectives is not affected by this change.
7. A change in human effort (increase or decrease) of more than 25%, provided that the conditions of the FAD are met.

### **17.3 Amendments Regarding H.I. Information**

The H.I. is obliged to inform the H.F.R.I. in every case of change of its information by sending the new information and/or entering it in the respective fields of the I.S., as indicatively:

- 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 the Department of Research Project of the H.F.R.I. and, if necessary, the FAD is amended, and the H.I. is informed accordingly.

### **17.4 Changes that do not constitute amendments**

In the context of the Project implementation, the following changes are allowed without the need to submit an amendment request, which do not constitute an amendment in the sense of par. 17.1 – 17.3 above, and the PI shall include them in the Project Progress Reports. Indicatively:

1. Replacement of a member of the RT: In case of replacement of a member of the RT, the new member should have equivalent qualifications and the same or related expertise (subject matter) as the member being replaced and should be selected in accordance with the provisions of Laws 4310/2014, 4386/2016 and 4957/2022, as in force.
2. Withdrawal of RT members (without being replaced) or addition of new members to the RT<sup>7</sup> in accordance with the provisions of Laws 4310/2014, 4386/2016 and 4957/2022, as in force.
3. Addition/Change of the Collaborating Organisation provided that the new organisation submits a letter of intent.
4. Category change of staff: In case a team member changes staff category during the Project implementation, he/she can be included in the new category with a corresponding increase in the amount of his/her remuneration.
5. Transfer of amounts between cost categories of the Project which changes (increases/decreases) the existing approved budget of these cost categories (i.e., the cost category that decreases and the one that increases respectively after the transfer) in total/aggregate up to 25%, provided that the terms and conditions of the FAD are met.

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<sup>7</sup> Faculty members and Researchers cannot be added as new members of the RT.

6. Transfers of amounts to a non-approved but eligible cost category(ies) that change (reduce) the total amount of the cost categories from which the transfer is made up to a total/aggregate of 10%, provided that the terms and conditions of the FAD are met.
7. Transfer of amounts between more specific cost subcategories within the same cost category (e.g., personnel cost) without any limitation. Furthermore, adding new subcategories within the same expenditure category is allowed if it is documented that they are directly linked to the implementation of the physical scope of the Project.
8. Transfer of human effort between Project staff categories.
9. A change in human effort (increase or decrease) of more than 25%, provided that the conditions of the FAD are met.
10. Changes in the duration of the work modules and the time to reach the deliverables and milestones within the approved overall Project schedule.
11. Replacement of approved equipment by equipment with equivalent technical characteristics and functionality, provided that it is documented that the new equipment will have the potential to lead to the same or improved research result compared to the previously approved equipment.

The above changes may be implemented under the responsibility of the PI and/or the H.I. throughout the duration of the Project without prior approval. They shall accompany the corresponding verification request and be submitted to the H.F.R.I., where they shall be clearly reflected in relation to the applicable FAD information. Their acceptance shall be subject to the approval of the verification entity, which shall examine the inclusion of the change in the above cases of permitted changes and its compliance with the other terms of the Call and the FAD.

Any other issue or amendment not falling under any of the above (under 17.2 – 17.4) cases of change of Project aspects shall be brought to the attention of the H.F.R.I., reviewed by the Department of Research Project of the H.F.R.I. and, if necessary, the FAD shall be amended.

### **17.5 Discontinuation of the Research Project**

Discontinuation of the Project may occur either upon a justified request of the PI or on behalf of the H.F.R.I. in case of the PI’s inability to implement the Project in accordance with the FAD, as well as in any other case of objective inability to implement the Project.

In each case of discontinuation, an Extraordinary Progress Report is submitted, including the deliverables that have been completed up to the point of the discontinuation. Once these have been evaluated, funding is limited to the costs already incurred and approved/certified in the framework

of the above evaluation. If an amount greater than the final approved amount has been paid to the H.I. by the time of discontinuation, the excess amount shall be returned to the H.F.R.I.

## **18. REVOCATION OF FUNDING**

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

1. In case the PI submits a written resignation to the H.F.R.I. before the approved implementation schedule is terminated, stating that the Project cannot be implemented.
2. As a sanction for non-compliance with the FAD conditions, as evidenced by the relevant certifications. Indicatively, the process is initiated when it is established:
  - 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 eligibility of Project costs based on the original supporting documents and other supporting documents and documentation resulting from the verification process,
  - iv. inability to confirm the existence of an adequate verification trail,
  - v. in case of non-compliance of the H.I. or the PI with the recommendations of an administrative or onsite verification by the H.F.R.I.
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 the H.F.R.I.’s Department of Research Project, and the H.F.R.I. issues a documented Funding Revocation Decision. Director, which is then communicated to the H.I. and the PI. Relevant documents are placed in the pertinent Project File kept by the H.F.R.I.

In the event of a search for unduly or illegally paid amounts, the provisions of Articles 51 and 52 of the H.F.R.I. Internal Regulation shall apply.

## **19. COMPLETION OF PROJECTS**

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

The prerequisite conditions for the completion of the Project are:

- The verification of the completion of the physical scope through the completion of the planned deliverables, milestones and the achievement of the key Project objectives or the identification of the individual deliverables and milestones that have been fully or partially realised.
- Compliance by the PI and the H.I. with the obligations described in the FAD.
- The compliance of the PI and the H.I. with any recommendations of prior verifications/inspections/audits carried out on the Project.

The Project Completion Certificate:

- Certifies that the implementation of the physical scope (Project deliverables and objectives) has been completed.
- Certifies the completion of the financial scope of the Project and reflects the final result of the expenditure verification carried out on the entirety of the Project.
- 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 the H.I. obligations have been met, as specified in the Funding Award Decision, including any publicity-related obligations.
- Ascertains the compliance of the PI and the H.I. with any recommendations of previous verifications/inspections/audits carried out on the Project.
- Determines the exact date of incurrence of each H.I. Long-Term Obligation as stipulated in the FAD.

The H.F.R.I. shares the Project Completion Certificate with the H.I. and the PI. All relevant documents and documentation are filed in the electronic Project file.

## **20. COMMUNICATION - INFORMATION**

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

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

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

**Dr Aikaterini Kouravelou**

**ANNEX I**

**SOLEMN DECLARATION**

(article 8 of Law 1599/1986)

The accuracy of the information submitted in this declaration may be verified based on the records of other services (Article 8, par. 4 of Law 1599/1986)
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TO:	<b>Hellenic Foundation for Research and Innovation (H.F.R.I.)</b>						
Name:		Surname:					
Father's Full Name:							
Date of Birth:							
ID Card No:		Tel.:					
VAT No.:							
Place of residence:		Street:		No.:		P.C.:	
Email:							

I am solely responsible and aware of the sanctions<sup>(8)</sup> provided for by the provisions of par. 6 of article 22 of Law 1599/1986; as the legal representative of [*name of Institution*], I declare that:

1. All listed information regarding the research Project under the number "....." and title "....." submitted in the framework of the 6th Call for Action "Science and Society" titled "Current Nutritional Awareness" as well as the submitted supporting documents are true and accurate.
2. The research Project to be funded under the number "....." and title "....." has not been funded, is not funded, and will not be funded by any other Institution for part or all of its scope.
3. The Institution is a research and knowledge organisation in the sense of point λβ) of item 16 of the European Commission Notice titled "Framework on state aid for research and development and innovation (2022/C 414/01)" and either performs activities of a non-economic nature (within the

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<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 of imprisonment.

meaning of point 19 of the Notice) or its economic activity, if any, is purely ancillary and does not exceed 20% of the total annual capacity of the Institution.

**OR (SELECT WHICHEVER APPLIES)**

3. The host Institution is a legal person governed by public law/legal person governed by private law established by law or PD and subsidised by the state, and the following conditions are met:
  - i. Its principal activities are not economic, in accordance with the European Commission’s Notice on the concept of state aid (2016/C 262/01).
  - ii. There is a provision for research activity in the H.I.’s Articles of Association.
  - iii. The research results from this Project will be widely disseminated on a non-exclusive and non-discriminatory basis (i.e., through teaching, databases, publications, open-access software, etc.).
  - iv. Any resulting profits will be reinvested in the H.I.’s non-financial activities.
  - v. Separate accounting records will be kept for the use of this infrastructure, as well as separate accounting records for the non-financial and (if any) financial activities of the H.I.
4. The H.I.’s funding under the Action is for its core activity, and/or all the profits from the knowledge transfer activities will be reinvested in its core activities for its funding to be considered as non-state aid under point 20 of the European Commission Notice titled “Framework on state aid for research and development and innovation” (2022/C 414/01), and to receive 100% funding.
5. No “net revenue” (profit) can be generated from the Project’s activities, and the activities/products produced (e.g. digital platforms, educational material, games) will be made available free of charge and without any promotional activities.
6. There will be wide dissemination of the research results of the Project on a non-exclusive and non-discriminatory basis (i.e., through teaching, databases, publications, open-access software, etc.).
7. In case a private company, in the sense defined in the European Commission’s Notice on the “Framework on state aid for research and development and innovation” (2022/C 414/01), participates in the Proposal as a Collaborating Organisation, there should be assurance of the absence of indirect aid to the company, as defined in points 29 and 30 of the Notice.
8. The Host Institution and the Principal Investigator accept the terms and conditions of the Call, as well as all their related obligations, such as the obligations to comply with the EU and national legislation and the rules of publicity, compliance with the audits carried out by the competent bodies and any other obligations arising from the Funding Award Decision.
9. The Host Institution and the Principal Investigator accept that the messages they receive from the H.F.R.I. by email constitute a notice and entail the commencement of all legal consequences and deadlines, both for the H.I. and the PI.

10. The Host Institution and the Principal Investigator consent to the H.F.R.I. publishing information concerning the Project's implementation online.

City

Date

The undersigned

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[SIGNATURE]

*(Stamp, legal representative details)*

## **ANNEX II**

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

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

1. The decision to include the Project funding in the budget of the Host Institution.
2. Tax clearance note for collecting money from entities other than the Central Administration or clearance note for debts towards 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).

The corresponding bill of collection should be issued upon payment of each instalment and sent and/or submitted to the I.S. of the H.F.R.I.