ERA·MIN 3

RAW MATERIALS FOR THE SUSTAINABLE DEVELOPMENT
AND THE CIRCULAR ECONOMY

ERA-MIN Joint Transnational Call (JTC) 2023 - Frequently Asked Questions (FAQ)

1. How many steps does the call have?

This is a one-step call. Only full proposals are accepted.

2. Do all Funding Organizations support all topics and subtopics?

No. The supported topics and sub-topics by each Funding Organisation may be consulted in Table 2 of the Call Text. Please check also the corresponding national/regional Funding Organisation regulations (Appendix IV of the Call Text document) for any possible restrictions.

3. How many main call topics and sub-topics must the proposal address?

It is mandatory to select one main call topic and at least one sub-topic, and the selection can be transversal to all main call topics. For example, you may choose topic number 1 and any sub-topics from main topics 4 and 5, subject to national/regional funding rules.

Please check table 2 and Appendix IV of the Call Text to become aware of the topics and sub-topics which are eligible for funding by the different Funding Organisations named in the Call.

4. Are wood and rubber under the scope of the ERA-MIN JTC 2023?

No. The scope of the Joint Call is needs-driven research on primary and secondary **minerals and metals**.

5. Are fuel and food mineral and metals eligible for funding?

No.

6. Which segments of raw materials are addressed by the ERA-MIN JTC 2023?

The call addresses three segments of non-fuel, non-food raw materials: Metallic minerals, Construction materials, Industrial minerals. Other materials may be addressed if this would be essential for the developed technologies or services. Proposals mainly focusing on materials not addressed by this call (e.g. food, fuels, plastics, rubber, wood) will be deemed ineligible and excluded from any further evaluation. If you have any doubt regarding the eligibility of the topic of your proposal, please contact the person of your respective Funding Organisation as well as the Joint Call Secretariat (JCS).

7. Where does one submit the proposal? What is the submission deadline?

The proposals must be submitted through the ERA-MIN Electronic Submission System (ESS) no later than **30th March 2023, at 17:00:00 CEST (Central European Summer Time).**

8. Who must submit the proposal?

The proposals must be submitted by the lead researcher of the consortium coordinator institution.

9. Will an extension of the proposal submission deadline be possible?

No. The proposals must be submitted no later than 30th March 2023, at 17:00:00 CEST. Only when all mandatory fields are completed, the coordinator can click on "Submit" which completes the submission of the application on the ESS.

10. Are extra forms or documents necessary to accompany the proposal?

If required, national/regional submission forms or documents must be submitted directly to the respective Funding Organisation according with their deadlines. Please see the requests of each funding organization in Appendix IV of the Call Text.

11. How many and which countries must take part in the consortium for the proposal to be considered eligible?

The consortium must be composed of, at least, three (3) independent legal entities eligible and requesting funding from the participating Funding Organisations of, at least, three (3) different countries where, at least, one (1) country is an EU Member State named in this Call or the EU Associated Country (Turkey).

Please note that independent legal entities from participating Funding Organisations that are not EU Member States, namely Canada (Québec) and South Africa are encouraged to participate in eligible consortia.

12. How can a potential coordinator/applicant find consortium partners?

To find potential partners to build a consortium, ERA-MIN3 offers an online partnering tool to help you to find cooperation possibilities within the ERA-MIN Joint Calls. It can be used in the following ways:

- Post a Partner Offer/Request

- Search List of Partner Offers/Requests posted by others

This tool is available at: https://www.submission-era-min.eu/partner-search.
The Partner search service launched by the European Commission is also available here.

EEN (Enterprise Europe Network) offers a general partner search tool available [here](#).

You may also use the [ERA-MIN Joint Call LinkedIn Group](#).

13. What kind of organisations can participate in the call?

The following types of organisations are eligible for funding in a consortium: University, Public Research Organisation, Private Research Organisation, Small and Medium Enterprises, Large Enterprises, Non-profit organisations, public authorities, consultancies, and others.

Large, medium and small-size companies are particularly encouraged to apply.

Please check first Table 3 and more details in Appendix IV of the Call Text to acquaint yourself with the eligible organisations for funding by the participating funding organisations.

14. What are the eligibility criteria for the applicants' organisations?

The lead researcher representing the consortium coordinator institution must be eligible and requesting funding, as well as, be established in a country/region participating in the ERA-MIN JTC 2023.

A Lead Researcher can only submit one proposal as the consortium coordinator but can join other proposals as consortium partner.

Each applicant requesting funding must comply with the national/regional funding criteria and regulations of their respective Funding Organisation to ensure the eligibility of the consortium proposal (see Appendix IV of the Call Text document).

Researchers from the participating Funding Organisations or of the Scientific Evaluation Board (SEB) cannot apply to this Call.[1]

15. How many Curriculum Vitae can be uploaded by each organisation?

Each coordinator/partner organisation must submit a Curriculum Vitae (CV) for the lead researcher. Additionally, up to 2 (two) CVs of key personnel within the organisation may be submitted. No more than 3 pages of CV document as pdf (maximum 2 MB) can be uploaded per project partner.

16. How many pages can the Curriculum Vitae of researchers have?

The maximum number of pages allowed for each Curriculum Vitae is one (1); the ERA-MIN template provided must be used and uploaded on the ESS by each partner.

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[1] As an exception Forschungszentrum Jülich GmbH (JÜLICH) is eligible to apply since measures were already established to avoid any possible conflict of interest with Project Management Jülich as a beneficiary of ERA-MIN3, which is a largely independent unit within the research centre Forschungszentrum Jülich GmbH (JÜLICH).

17. Which documentation is mandatory as annexes of the proposal?

The following documentation must be uploaded on the ESS for eligibility purposes:

- Curriculum Vitae of the lead researcher and up to two key personnel for each applicant organisations;

- Form A – Proposal Description including Gantt Chart, References and Ethic Issues table;

- Form B - Statement of Commitment, duly filled and signed by the lead researcher **or** the legal representative of the applicant organisation that is requesting funding;

- If applicable, Form C - Declaration of own funding, duly filled and signed by the lead researcher **or** the legal representative of the associated partner organisation that is not requesting any funding and participates only with own contribution.

18. Are all fields in the Proposal Description (Form A) required to be filled?

Yes. This is an eligibility criterion.

19. Do all fields on the ESS must be filled?

Yes. This is an eligibility criterion. The ESS will not validate the proposal if a field is not filled or a document is missing. Without this automatic validation the ESS will not allow the submission of the proposal.

20. In which section(s) of the proposal should the Technology Readiness Level (TRL) be mentioned?

The H2020 definitions of TRL are available in Appendix II of the Call Text.

The start and target TRL for each partner activities in the project should be indicated in the partner profile at section "TRL".

The start and target TRL for the project should be indicated in section 1.3 of Form A (Proposal Description) and also on the proposal data on the ESS).

Additionally, the start and target TRL for each activity and partner should be indicated in the table Work package/task description in section 3.1 of Form A.

21. What are the types of activities allowed in the description of the task/Work Package (table) in section 3.1 of Form A?

In the table Work Package/tasks, the type of activities for each Work package must be described. The options are: BR (Fundamental/Basic Research); AR (Industrial/Applied Research); ED (Experimental development); MGT (Management) or OTH (Other).

See the Guide for proposal submission for more details.

22. How many images/pictures/graphs/tables can be used in the proposal?

There is **no maximum** number of pictures/images/graphs/tables. Their use is allowed in any section 1–3 of the Proposal Description (Form A) which cannot exceed 30 pages including all pictures/images/graphs/tables.

23. Does the coordinator need to upload a Gantt Chart?

Yes. The Gantt Chart must be created using the Excel spreadsheet created for this purpose and paste it at the end of section 3 of Form A (Proposal Description).

24. Is the Ethics issues table mandatory?

Yes, the H2020 "Ethics issues table" (filled in with "yes" or "no") is mandatory. Applicants should always describe any relevant ethical aspects in their research plans. If a research permit or a statement by an ethics committee is required for the implementation of the project, applicants shall provide information on the permits or permit proposals. In case ethical issues apply, applicants mark respective issues in the table and indicate the section number of the proposal.

This table is included in the Form A Word file template.

25. Is a copy of the Consortium Agreement mandatory in the proposal?

No. In the section 3.2 of the proposal, a brief description of the consortium agreement principles (such as partners' rights and duties, conflict solving position with regards to intellectual property rights management) should be described following agreement among the consortium partners.

26. What is the maximum size of the pdf for the Form A - Proposal Description?

The maximum size of the pdf is 10Mb. The ESS only allows upload of pdf documents.

27. What do you mean by person-months (PM)? Where should these be declared?

This is a value expressed in full months equivalent to the total work of a researcher throughout the project. To calculate this, begin by estimating the percentage of a full-time working week for all tasks of a professional nature that is dedicated by the researcher in each of the different stages of the project. One person-month (PM) is equivalent to one person working full time during one month. More examples:

- 1 person at 100% for 12 months = 12 person-months

- 1 person at 50% for 6 months = 3 person-months

- 1 person at 30% for 6 months = 1.8 person-months

- 1 person at 50% for 2 weeks = 0.25 person-months

The total number of person-months (PM) is calculated by adding up the amount of time dedicated to the project for all the stages.

Total person-months (PM) per partner/associated partner, including eligible for requesting funding and own contribution, should be clearly stated in the **Persons-months table** in section 3.1 of Form A. This table will be used to calculate the effort in person-months per country, which is an eligibility criterion, as written in the Call Text: "*the total efforts of partners from one country in a proposal is <u>not exceeding 70% of the total project efforts (measured in Person-Months)</u>*."

28. Do I need to provide the total person-months for each consortium coordinator/partner?

Yes. It is compulsory to complete the table of person-months (section 3.1 of Form A) with the total person-months for each partner, including the coordinator.

The data provided on this table will be used to assess the eligibility criteria on consortium balance. This must be consistent with the data provided and justified in the financial comments on the ESS.

29. Will a selected project receive funding from ERA-MIN 3?

No. Each beneficiary in a proposal selected for funding will be funded directly by the Funding Organisation of their own country/region.

Applicants must comply with their respective national/regional rules and eligibility criteria of their respective Funding Organisations.

Applicants are encouraged to read carefully the National/Regional Funding Regulations (Appendix IV of the Call Text).

30. Do I need to upload the Financial plan (Excel spreadsheet) on ESS?

No. The Excel spreadsheet "Financial Plan" provided on https://www.era-min.eu/joint-call/era-min-joint-call-2023 aims to help the consortium and the project coordinator to fill in the financial table of the proposal.

Solely the coordinator enters all values of financial plan as well as the financial comments directly on the ESS.

31. What kind of application do partners not requesting funding need to fill in?

Applicants need to be listed as **Associated partners** in Form A (Proposal Description), participate in WPs/tasks, declare person-months in a specific table, declare own costs on **Financial Plan** table and upload a duly signed Form C – Statement of Own Funding, providing evidence of sufficient funds.

32. What would be the responsibilities of the <u>partners not requesting funding</u> during the project lifetime?

Partners need to sign the Consortium Agreement and report their activities to the project coordinator who has the responsibility to submit the annual project progress reports to the JCS.

33. Which actions are advised to organisations that support the project but do not participate in any tasks of the project?

These organisations can be, for example, sample providers or members of an Advisory Board, and are neither listed as partners in the application nor required to sign Form C. However, the organisations could sign another kind of statement specifying their role in the project which would be uploaded on the ESS "Support Letter" menu option by the coordinator.

34. Is it possible to indicate that a proposal has already been submitted to a previous ERA-MIN call?

Each proposal will be considered as new and re-submissions will not be processed differently. However, it should be indicated in Form A (Proposal Description, section 1.1) whether or not a similar proposal was submitted (see Form A, section 1.1) and how the recommendations of the evaluation were addressed in the updated version.

35. Which are the policy documents to be considered in the evaluation sub-criterion 2.4 *"Extent of the contribution to the development of technological solutions and services for the implementation of the Strategic Implementation Plan of the European Innovation Partnership on Raw Materials and the ERA-MIN Research Agenda"*?

The documents referred to in this evaluation sub-criterion are mentioned in the Call Text and available online at: https://www.era-min.eu/sites/default/files/publications/era-min_research_agenda.pdf (ERA-MIN Research Agenda - 2013) and eip-sip-part-1.pdf (era-min.eu) and eip-sip-part-2.pdf (era-min.eu) (SIP of EIP RM).

36. Does the ERA-MIN JTC 2023 address gender and equality?

Yes. Gender equality in the project team regarding participation and influence is an important evaluation criterion. Additionally, the call includes a specific sub-topic (5.3) for projects focusing on the analysis and/or promotion of gender equality in the raw materials sector.