

Call for Mobility Project Proposals

Identification information

Partner country:	LATVIA
Partner organisation:	Latvian Academy of Sciences (LZA)
Programme:	Mobility projects
Period:	1 January 2022 – 31 December 2024

Legal framework

The call is based on the Agreement on Scientific Cooperation between the Czech Academy of Sciences (hereinafter referred to as CAS) and the Latvian Academy of Sciences (LZA), and in accordance with art. 2 par. 2 of the Act No. 283/1992 Coll., on the Czech Academy of Sciences, as amended, and art. 3 par. 2 of the Statutes of the Czech Academy of Sciences.

Basic definitions

Objectives

- Improvement of scientific cooperation between both countries;
- Stimulation of involvement of young researchers and PhD students;
- Supporting research teams aspiring to cooperate on large international projects in the future;
- Enabling the use of methodology, infrastructure and equipment for the mutual benefit of both institutions.

Eligibility criteria

Project proposals from **all research fields** are accepted.

Maximum project duration is **3 years, i.e. 36 months**; extension beyond this period is not permitted.

Project proposals can be submitted:

- **On the Czech side** by a CAS institute;
- **On the Latvian side** by State/University research institute in Latvia

In case applicant submits more than one project proposal within one call, only one of them can be funded.

Only two subsequent projects realized by the same research teams can be funded.

Applicant submitting a project proposal following a running project with the same team must justify the need for a continuing project and describe outcomes of the running project. This shall be stated in the Project Proposal form in the part “Description of the project”.

Research team

Each research team consists of:

- One principal investigator (senior or junior researcher);
- One or more co-investigators.

Research team members are divided into four categories:

- Senior researchers (5 or more years after receiving PhD);
- Junior researchers – postdocs (less than 5 years after receiving PhD);
- PhD students;
- Others (e.g. engineers, technicians).

On the Czech side:

- All members must be employees of the CAS institutes.
- Out of the whole team, at least 1/3 must be junior researchers or PhD students.

On the Latvian side:

- All applicants are employed at Latvian research institutes, University or University research institutes registered in the Register of Scientific Institutions kept by the Ministry of Education and Sciences of Republic of Latvia; the applicant's contract must have a duration of at least the length of the proposed project and the extent to ensure adequate capacity of the project. In the case when the research team member can no longer participate in the project (termination of employment contract, etc.), the director of the research institution shall inform the Latvian Academy of Sciences in due time about the changes in the team composition.

Range of exchanges

Number and length of exchanges and shares of individual research team members in exchanges must reflect the scope and objectives of the project and planned activities. **Days not used** during one calendar year cannot be transferred to subsequent years of the project.

Maximum exchange quota is **21 days per research team and year/project** for each of the parties.

Maximum number of approved projects: 2 (two).

Financial provisions

Funding is provided in the form of **financial contributions toward the costs of mobility** (exchanges of Czech and partner research team members) in direct connection with the implementation of the project.

Financial contributions must be calculated and provided in compliance with the valid national legislation and internal regulations of the partner organisations.

Financial contributions can be provided only in the year of the exchange realisation, i.e. unclaimed requirements for financial contributions cannot be claimed in subsequent years.

Provision of financial contributions by the partner organisations is subject to availability of funds.

Financial contributions to Czech research team members

- a) **For international transportation – the CAS institute** covers the **international transport expenses** from the Czech Republic to Latvia and back inclusive **travel insurance**.
- b) **For subsistence in Latvia – the LZA** covers:
- **Accommodation up to 60,-** Eur/person/night;
 - **Daily allowance – 20 EUR/person/day;**
 - **Domestic transport expenses** - Cost of local and inter-city transfers is eligible if envisaged in the project plan. Domestic transport expenses by Latvia's long-distance public transport (bus, train) in actual amount spent, original ticket receipts required; the daily transfers between accommodation facility and the workplace are not reimbursed.

Financial contributions to Latvian research team members

- a) **For international transportation – the Latvian Academy of Sciences** covers the **international transport expenses** from Latvia to the Czech Republic and back, inclusive **travel insurance** - one project participant who is a Member of the Latvian Academy of Sciences (1 visit per year). Other participants shall cover the travel expenses by their Institution or other sources.
- b) **For subsistence – the CAS Head Office** covers:
- **Accommodation expenses** of up to **1.600**, - CZK/person/night;
 - **Meal allowance and pocket money** in accordance with applicable legislation (Part VII. Act No. 262/2006 Coll., the Labour Code, as amended) and in accordance with the internal rules - the maximum amount in 2021 is **725**, - CZK/person/day;
 - **Domestic transport expenses** by Czech long-distance public transport (bus, train) in actual amount spent, original ticket receipts required; the daily transfers between accommodation facility and the workplace are not reimbursable.

The above stated amounts are valid on the date of the call for proposals and are meant for the purposes of calculation of the project budget. In the event of significant changes in price levels or a change in legislation in the field of travel expenses, partner organizations reserve the right to make appropriate modifications to the above stated amounts and/or the method of calculation.

Project proposal submission

Project proposals must be submitted in parallel to both partner organisations.

On the Czech side:

- Project proposals in Czech or English must be complete and submitted within the stated deadline exclusively via the "KIS" online application
- The applicant is requested to register in the KIS application using the following link <https://kis.avcr.cz/kis2/oms/register>, and fill in a project proposal. After finishing the proposal, the applicant shall forward it through his KIS account to the Director of his CAS Institute for its approval. The Director shall approve the proposal by submitting

the project proposal to OMS KAV ČR (Division of International Cooperation, Head Office of the CAS) via his KIS account. **Bear in mind that all project proposals must be submitted by the CAS Institute Directors by 31 May 2021.** Proposals submitted in any other way may be rejected on formal grounds.

By submitting project proposal, the applicant:

- Agrees to processing of personal data contained in the project proposal pursuant to the relevant Czech legislation;
- Declares that the information he/she stated is accurate, true and complete and that he/she is aware that if otherwise they will face all the legal consequences;
- Declares that, if approved, he/she will during the realization of the project follow:
 - [The Code of Ethics of researchers at the Czech Academy of Sciences;](#)
 - [The European Code of Conduct for Research Integrity](#)
 - [Recommendations of the International Commission "Self-Control in Science" \(Recommendations of the International Commission on Professional Self-Regulation in Science\)](#)

On the Latvian side:

- Project proposals in Latvian or English must be completed and submitted **by 31 May 2021** by sending it by mail, addressing it to **International relations dept., Latvian Academy of Sciences, Akademijas laukums 1, Riga, LV-1050** or sending the proposal by E-mail using the following link:
https://www.lza.lv/images/Pieteikuma_Forma_2021.docx

By submitting project proposal, the applicant:

- Agrees to processing of personal data contained in the project proposal pursuant to the relevant Latvian legislation;
- Declares that the information he/she stated is accurate, true and complete and that he/she is aware that if otherwise they will face all the legal consequences;
- Declares that, if approved, he/she will during the realization of the project follow:
 - [The Code of Ethics of Scientist at the Latvian Academy of Sciences](#)
 - [The European Code of Conduct for Research Integrity](#)
 - [Recommendations of the International Commission "Self-Control in Science" \(Recommendations of the International Commission on Professional Self-Regulation in Science\).](#)

Evaluation and Selection

Consists of two-step process:

- At the national level, each partner organisation evaluates submitted proposals based on its internal rules and prepares a ranking list.
- At the international level, both partner organisations exchange their ranking lists, merge them, negotiate the final ranking and approve the proposals selected for funding. Total number of projects approved for funding is dependent on the financial possibilities of both partner organizations.

Criteria for evaluation of project proposals

- **Quality of the project:**
 - Scientific relevance (concept, innovative character in relation to the state-of-the art, quality of objectives);
 - Methodology, work plan of activities and outputs;
 - Impact of project results, their dissemination and exploitation.
- **Quality of research teams:**
 - Composition and expertise of research teams;
 - Complementarity, methodology and equipment; previous cooperation and outputs;
 - Justification of collaboration needs.
- **Active involvement of junior researchers and PhD students.**
- **Added value and broader impact of bilateral cooperation**

Schedule

01. 04. 2021	Announcement of the call for project proposals
31. 05. 2021 24:00	Deadline for submission of project proposals
September 2021	Completion of the assessment at national level
October 2021	Completion of the joint assessment at international level
November 2021	Approval of the final results by both partner organisations
December 2021	Announcement of results

Contact persons

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