

# Call for Mobility Project Proposals

## Identification

Partner country:	<b>Latvia</b>
Partner organisation:	<b>Latvian Academy of Sciences (LZA)</b>
Programme:	<b>Mobility Projects</b>
Implementation period:	<b>1.1.2025 – 31.12.2027</b>
Maximum project duration:	<b>3 years, i.e. 36 months</b> Extension beyond this period is not permitted.

The Call is open from 15 April until 10 June 2024 (23:59).

## Legal framework

The call is based on the Agreement on Scientific Cooperation of the year 2015 between the Czech Academy of Sciences (hereinafter referred to as “CAS”) and the Latvian Academy of Sciences (hereinafter referred to as “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 early career researchers and PhD students
- support of 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 countries

### Eligibility criteria

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

Project proposals can be submitted:

- **on the Czech side** by the [CAS institutes](#)

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

Only two subsequent mobility projects implemented by the same research team 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 must 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 (8 or more years after receiving PhD at the time of submission of the project proposal)
- junior researchers – postdocs (less than 8 years after receiving PhD at the time of submission of the project proposal)
- PhD students
- others (e.g. undergraduate students, engineers, technicians)

The research experience does not include maternity and parental leave, work disability lasting more than 90 days, compulsory military service, the period during which care is provided to a person who is considered to be dependent on the assistance of another natural person under the Social Services Act.

### On the CAS side

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

### Range of visits

**Number and length of visits** must reflect the scope and objectives of the project and planned activities. **Days not used** during the given calendar year cannot be transferred to the following year/s of the project implementation.

**Maximum exchange quota is twenty-one (21) days per research team and year** for each of the partner organisations.

**Maximum number of approved mobility projects: two (2)**

### Financial provisions

**Financial contributions** are provided solely to cover **mobility costs related to 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 and spent only in the year when visits take place and cannot be claimed in the following year/s.

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

### Financial contributions to the Czech research team members

**a) For international transportation – the CAS institute** covers the **international transport expenses** from the Czech Republic to Latvia and back (including **travel insurance**).

**b) For subsistence in Latvia – LZA** covers:

- **accommodation expenses** of up to **80** EUR/person/night including VAT if LAS guest rooms are occupied.
- **daily allowances** **20** EUR/person/day
- **domestic long-distance public transport expenses** – only in case that such a trip is necessary for the project implementation. A bus or a train ticket. Financial contributions do not cover daily commute to/from the workplace.

### **Financial contributions to the Latvian research team members**

a) **For subsistence in the Czech Republic – the CAS Head Office** covers:

- **accommodation expenses** of up to **1 600** CZK/person/night including VAT
- **daily allowance** in accordance with applicable national legislation (Part VII. Act No. 262/2006 Coll., the Labour Code, as amended), and in accordance with the internal rules – the maximum amount in 2024 is **1 114** CZK/person/day.
- **domestic long-distance public transport expenses** – only in case that such a trip is necessary for the project implementation. A bus or a train ticket (II. class) can be reimbursed, including seat reservation. No other means of transport can be reimbursed. Financial contributions do not cover daily commute to/from the workplace.

The above stated amounts are valid on the date of the call for project 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 organisations 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** according to their instruction. Only project proposals considered eligible by both partner organisations will be evaluated.

#### **On the CAS side**

- **Complete project proposals in Czech or English must be submitted in the KIS application and simultaneously via the CAS data mailbox** within the stated deadline.
- **Only project proposals submitted simultaneously in the KIS application and via the CAS data mailbox by the deadline of the call are considered as submitted and will be evaluated.**
- Project proposals submitted in any other way will be rejected on formal grounds.

The process of submitting a project proposal is as follows:

- 1) The applicant (PI) is requested to register in the KIS application as “an applicant” at <https://kis.avcr.cz/kis2/oms/register>, and fill in a project proposal.
- 2) After completing the project proposal, the applicant (PI) must forward the complete project proposal via her/his KIS account to the director of the respective CAS institute for approval – the director will receive a notification e-mail.
- 3) The director of the CAS institute must approve and submit the project proposal to OMS KAV ČR (Division of International Cooperation, Head Office of the CAS) via her/his KIS account, and simultaneously send it as a PDF document to the CAS data mailbox (CAS ID fr6adt5) by the stated deadline.

By submitting a project proposal, the director of the CAS institute and the applicant (PI):

- Confirms she/he has read and understood the Privacy Policy (<https://www.avcr.cz/en/academic-public/international-affairs/bilateral-cooperation/practical-information-and-links/>). She/he confirms that the partner principal investigator as well as the members of both research teams are also familiar with the Privacy Policy.
- Confirms that the CAS institute will support the project in accordance with Guideline No. 15/2019 of the Academy Council of the CAS from 26 November 2019 on the Support for International Cooperation at the Research Institutes of the Czech Academy of Sciences, as subsequently amended in Guideline No. 17/2021.
- Declares that the information she/he stated is accurate, true and complete and that she/he is aware that if otherwise, there may be legal consequences.
- Declares that, if approved, during the implementation she/he will follow:
  - [The Code of Ethics for Researchers of the Czech Academy of Sciences](#)
  - [The European Code of Conduct for Research Integrity \(Revised Edition 2023\)](#)

## **Evaluation and Selection**

Consists of two-step process:

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

## **Criteria for evaluation of project proposals**

- **Scientific and formal quality:**
  - quality of project implementation (concept, approach, methodology, time schedule, outcomes)
  - state-of-the-art
  - innovation potential and perspective to broaden knowledge
  - expected mutual benefits for both research teams
  - potential of project results and its possible outreach
- **Quality of research teams:**
  - justification of collaboration needs
  - competence and qualification of research team members
  - level of involvement of junior researchers and PhD students
  - research teams' complementarity
  - previous cooperation
- **Appropriate project budget**

## **Evaluation of the final report**

The project results and outputs will be evaluated. For definition of results see the [Methodology for Evaluating Research Organisations and R&D&I Purpose-tied Aid Programmes \(2017+\)](#).

## Schedule

<b>15 April 2024</b>	<b>Announcement of the call for project proposals</b>
<b>10 June 2024 23:59</b>	<b>Deadline for submission of project proposals (both KIS and data mailbox)</b>
Sept./Oct. 2024	Completion of the assessment at national level
November 2024	Completion of the joint assessment at international level
Nov./Dec.2024	Approval of the final results by both partner organisations
<b>December 2024</b>	<b>Announcement of results</b>

## Contact persons

### On the CAS side

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