

# **RULES FOR THE COMPETITIVE FUNDING OF RESEARCH PROJECTS OF THE JOINT CENTRE OF PHYSICAL SCIENCES AND TECHNOLOGY, THE LITHUANIAN INSTITUTE OF ENERGY AND THE LITHUANIAN CENTRE OF AGRARIAN AND FORESTRY SCIENCES**

## **CHAPTER I GENERAL PROVISIONS**

1. The Rules for Competitive Funding of Research Projects of the Joint Centre for Physical Sciences and Technology, the Lithuanian Energy Institute and the Lithuanian Centre for Agrarian and Forestry Sciences (hereinafter - the Rules) lay down the rules for the allocation of funds for the funding of research and dissemination projects (hereinafter - the Project) administered by the Centre for Physical Sciences and Technology, the Lithuanian Energy Institute and the Lithuanian Centre for Agrarian and Forestry Sciences (hereinafter - the Institutes), and the procedure for the administration of these projects.
2. The aim of funding research projects is to unite the Institutes' researchers, to build strong, nationally, and internationally competitive research teams, to encourage the participation of researchers in national and international projects, and to broaden the scope of research.
3. Joint projects between researchers from the Institutes are funded by the Institutes. The specific annual amount to be allocated by the Institutes to the projects shall be specified in the call for proposals.
4. Terms used in the Rules:
  - 4.1. **Scientist team project** - the totality of the research, dissemination and other related activities and organisational arrangements carried out by a team of project workers (or a single scientist) within a defined timeframe to address the intended scientific objectives;
  - 4.2. **Project worker** - the person who carries out the work of a project, usually for the duration of the project;
  - 4.3. **Application** - the document submitted to the Institutes by the project manager and other project workers in order to obtain funding for the project;
  - 4.4. **Project manager** - the scientist who, together with the project workers, implements the project and manages its implementation;
  - 4.5. **Project** - means an application selected for funding under the Rules and implemented by project workers from at least two Institutes (project partners);
  - 4.6. **Violation of the principle of academic integrity in scientific activities** means at least one of the violations (or a part thereof) listed in sub-paragraphs 17.1 to 17.6 of the Recommendations on the Implementation and Supervision of the Adoption of Academic Codes of Ethics of Scientific and Educational Institutions adopted by the Controller of Academic Ethics and Procedures (hereafter referred to as the "Controller") by the Order of the Controller of Academic Ethics and Procedures of the Republic of Latvia of 31 March 2015, No.V-16, "On the Approval of the Recommendation on the Adoption of the Implementation and Supervision of the Adoption of the Code of Academic Codes of Ethics for Scientific and Educational Institutions".
  - 4.7. Other terms used in the Rules correspond to the terms used in the Law on Science and Studies of the Republic of Lithuania.

## **CHAPTER II GENERAL REQUIREMENTS FOR PROJECT WORKERS AND PROJECT COSTS**

### **SECTION 1 REQUIREMENTS FOR PROJECT WORKERS**

5. Project workers from at least two Institutes may apply.
6. A person may submit only one application for the same call as a project leader or as another project's worker.
7. The salaries set for project workers must be calculated within the limits of the Institute's official salaries.

8. The project manager must be employed by the executing body.

## **SECOND SECTION PROJECT EXPENDITURE REQUIREMENTS**

9. Project costs - the direct costs necessary to meet the objectives of a specific project.
10. The following types of direct costs are available:
  - 10.1. salaries of project workers (except FTMC);
  - 10.2. social security and other contributions of the project workers (except for FTMC);
  - 10.3. expenditure on services (excluding works of authorship);
  - 10.4. expenditure on goods;
  - 10.5. business trips' expenses for project workers.
11. Costs incurred in the implementation of the project are eligible if they are:
  - 11.1. real and substantiated by financial documents, supporting evidence of expenditure and proof of payment, or documents of equivalent probative value;
  - 11.2. incurred by the institutes running the project;
  - 11.3. incurred during the project implementation period;
  - 11.4. are for the sole purpose of implementing the objectives of the project and achieving the intended results, are necessary and consistent with the principles of economy and efficiency;
  - 11.5. incurred in accordance with the provisions of the Public Procurement Law of the Republic of Lithuania;
  - 11.6. corresponding to the types of expenditure referred to in point 9 of the Rules;
  - 11.7. input value added tax ("VAT") on the purchase of goods or services financed by the project.  
VAT paid by the project may not be included in the VAT report and VAT declaration.
12. Ineligible project implementation costs:
  - 12.1. interest on debt, the cost of buying land or property;
  - 12.2. fines, interest and legal costs;
  - 12.3. in-kind contribution;
  - 12.4. study costs;
  - 12.5. disbursements made to project workers under service and/or authorship contracts;
  - 12.6. the cost of acquiring tangible and intangible fixed assets;
  - 12.7. costs declared, incurred or reimbursed in relation to other projects;
  - 12.8. For FTMC staff - the salaries of the project workers and social security and other contributions.

## **CHAPTER III CALL FOR PROPOSALS**

### **SECTION 1 LAUNCHING CALLS FOR PROPOSALS AND SUBMITTING APPLICATIONS**

13. Applications are invited on a call-by-call basis.
14. The Institutes publish the themes and the call for proposals on their websites: [www.ftmc.lt](http://www.ftmc.lt); [www.lei.lt](http://www.lei.lt); [www.lammc.lt](http://www.lammc.lt) .
15. Applications shall be submitted using the form in Annex 1 to these Rules, in either Lithuanian or English, in the manner specified in the call for proposals.
16. The application shall be accompanied by a mandatory supplementary document - the Performance Assurance of the project submitted to the call for proposals (Annex 2) - which shall form an integral part of the application.
17. Applications will no longer be accepted after the closing date.

## **SECOND SECTION EVALUATION AND SELECTION OF APPLICATIONS**

18. After the closing date for receipt of applications, the applications are evaluated.

19. The applications submitted shall be peer-reviewed by the Application and Report Review Panel (hereinafter referred to as the 'Panel'), which is composed of scientists from all the Institutes and is set up by the Board of the Association of Scientific Research and Technology (RTO Lithuania).
20. The Board of the Association for Research and Technology (RTO Lithuania) may decide to include representatives of the administration in the evaluation panel.
21. Only projects that correspond to at least one of the RTO LT Thematic Priorities (Annex 6) [and relate to specifically identified and pressing challenges for society and the state, which are included in the Government Programme of the Republic of Lithuania and the legal acts related to its implementation](#), can be evaluated and selected for funding.
22. Main criteria for evaluating the application:
  - 22.1. Novelty, originality, relevance, significance of research for scientific development, impact on socio-economic development;
  - 22.2. rationality and validity of the aim, objectives, adequacy of the work plan, usefulness of cross-cutting/interdisciplinary research for knowledge generation;
  - 22.3. the possibility of patenting and commercialising the project results, or the possibility of applying for external funding (LMT, Horizon Europe, etc.) on the basis of project results;
  - 22.4. the reasonableness and justification of the estimated costs.
23. Targets:
  - 23.1. Number of proposals submitted to national calls for R&D&I projects;
  - 23.2. Number of proposals submitted to international calls for R&D&I projects;
  - 23.3. Number of scientific articles published and/or accepted for publication in scientific journals referenced in the Clarivate Analytics WoS database with a citation index.
24. In the event of a tie, priority is given to projects with workers from all three Institutes.
25. The application must correspond to one of the three annual RTO LT themes (Annex 6). Applications that do not comply at least partially with the themes (with a score of 0 for compliance with the themes) will not be considered for participation.
26. The evaluation of the application is carried out by means of an evaluation questionnaire (Annex 3).
27. The project leader will be informed of the outcome of the evaluation of the application by email to the email address provided in the application.

#### **CHAPTER IV PROJECT IMPLEMENTATION**

28. Successful project leaders are required to prepare and submit project abstracts in Lithuanian and English for publicity on the date of signing the contract.
  29. Acknowledgements should be accompanied by the following wording at the end of the published scientific articles: *"This work was carried out in the framework of the interinstitutional RTO Lithuania research programme."*
  30. The project leader submits the project's scientific reports to the Commission and presents the results of the research in a public event organised by the Commission.
  31. The scientific report is submitted after the project is completed.
  32. The scientific report shall be submitted using the report form (Annex 4).
  33. The evaluation of the scientific reports submitted shall be carried out by the Commission and shall be documented by completing the report form in Annex 5.
  34. The duration of the projects is 12 months from the date of signature of the contract.
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Annex 1 to the Rules for the competitive funding of research projects of the Joint Centre of Physical Sciences and Technology, the Lithuanian Energy Institute and the Lithuanian Centre for Agrarian and Forestry Sciences

## RESEARCH GROUP PROJECT APPLICATION

(Data)

### I. BASIC DATA ON THE PROJECT

Name in Lithuanian		<i>(No more than 100 characters with spaces)</i>
Name in English		<i>(No more than 100 characters with spaces)</i>
Acronym		<i>(One word)</i>
Unit(s)	Name	
	Address	
	phone	
	email	
Unit(s) of another institution	Name	
	Address	
	phone	
	email	
Unit(s) of another institution	Name	
	Address	
	phone	
	email	
Number of contractors		
Budget, EUR		
Home		
End		

### II. PROJECT WORKERS

Eil . No .	Position in the project	Degree in science	Name, surname	Telephone, Email, ORCID No.	Workplace
Project managers					
1.					
2.					
3.					

### III. PROJECT JUSTIFICATION AND DESCRIPTION OF ACTIVITIES

1. Aim and objectives	
<i>No more than 1000 stamps.</i>	
2. Relevance, novelty and prospectivity of the tasks to be addressed	
<i>No more than 2000 stamps.</i>	
3. Project topics state of research in Lithuania and abroad	
<i>Indicate who in Lithuania and in other countries is carrying out similar research and innovation activities and how the research and innovation activities planned in this project will differ from similar research and innovation activities (implemented or currently being carried out by the project workers or other researchers); what new things are to be learned or identified from the proposed research (maximum 2000 characters).</i>	
4. Project content and work plan	
<i>Describe the methods, the planned sequence of works, a project timetable (indicating the main works to be carried out by each project worker and the volume of work to be carried out), and the equipment available (up to a maximum of 4 000 stamps).</i>	
5. Expected results of research, innovation activities and planned outputs	
<i>Indicate the intellectual property objects to be created, indicating the percentage of ownership between the institutions.</i>	
<i>Indicate the other results, what other scientific and/or other outputs, in addition to the required final report, are intended to be submitted with the final report, and how the results are intended to be presented and publicised.</i>	
<i>Indicate the prospect of initiating joint national or European projects in the future, based on the results of this project</i>	
6. Additional information	
<i>If necessary, other information relevant to the project (maximum 2000 characters)</i>	
7. The aims and objectives of the project and its content are in line with one of the three thematic priorities of the RTO LT:	(x)
1. Sensors for the Green Deal - research for the development and application of innovative sensors and measurement equipment for the agriculture and forestry sectors and smart cities	
2. Development/application of new models and computational methods for climate change impacts and decarbonisation research	
3. Scientific solutions for green/smart cities	

#### IV. ESTIMATE OF PROJECT COSTS

Eil. No	Title of expenditure	Project funds, EUR (partner_1)	Project funds, EUR (partner_2)	Project funds, Eur (partner_3)
1.	Wages			
2.	Social security and other contributions			
3.	Expenditure on services (excluding works of authorship)			
4.	Expenditure on goods			
5.	Business trip expenses			
6.	Expenditure on fixed assets			
	Total:			

Partner\_1 Project Manager

Last name)

(Signature)

(First name

Partner\_2 Project Manager

Last name)

(Signature)

(First name

Partner\_3 Project Manager

Last name)

(Signature)

(First name

Annex 2 to the Rules for the competitive funding of research projects of the Joint Centre of Physical Sciences and Technology, the Lithuanian Energy Institute and the Lithuanian Centre for Agrarian and Forestry Sciences

### ENSURING THE IMPLEMENTATION OF THE RESEARCH TEAM PROJECT

The project participants commit to carry out the project under the following conditions if the project is funded.

Details of the project applied for:

<b>Name of the project</b>		
Partner_1	the institution	
	Unit	
	Project Manager	
	email	
Partner_2	the institution	
	Unit	
	Project Manager	
	email	
Partner_3	the institution	
	Unit	
	Project Manager	
	email	
<b>Partners' main activities:</b>		
Partner_1		1. 2.
Partner_2		1. 2.
Partner_3		1. 2.
<b>Partners' Primary Intellectual Property for the implementation of the Project:</b>		
Partner_1		
Partner_2		
Partner_3		
<b>The results of the intellectual activities jointly created by the Partners in the implementation of the Project Activities shall be the joint and several property of the Partners who created them, with the property rights being allocated between the Partners who created them:</b>		
Partner_1		percent.
Partner_2		percent.
Partner_3		percent.

Partner\_1 Project Manager .....  
(Signature) (First name, last name)

Partner\_2 Project Manager .....  
(Signature) (First name, last name)

Partner\_3 Project Manager .....  
(Signature) (First name, last name)





Annex 4 to the Rules for the competitive funding of research projects of the Joint Centre of Physical Sciences and Technology, the Lithuanian Energy Institute and the Lithuanian Centre for Agrarian and Forestry Sciences

### FINAL REPORT OF THE RESEARCH TEAM PROJECT

Name of the project	
Goal	
Objectives	
Main results obtained and their novelty	
Social, economic or societal impact (impact)	
Other important achievements	
Bibliographical list of key publications	

**PROJECT EXPENDITURE REPORT**

Eil. No.	Title of expenditure	Expenditure, EUR		
		LAMMC	FTMC	LEI
1.	Wages (including social security and other contributions)			
3.	Expenditure on goods and services			
4.	Expenditure on copyright works			
6.	Mission expenses			
7.	Expenditure on fixed assets			
	Total:			

**ANNEXES**

1. Annexes, ... Leaves.

Partner\_1 Project Manager

(Signature)

(First name, last name)

Partner\_2 Project Manager

(Signature)

(First name, last name)

Partner\_3 Project Manager

(Signature)

(First name, last name)

Annex 5 to the Rules for the competitive funding of research projects of the Joint Centre of Physical Sciences and Technology, the Lithuanian Energy Institute and the Lithuanian Centre for Agrarian and Forestry Sciences

## REVIEW OF THE DRAFT REPORT OF THE RESEARCH TEAM

(Date, time)

Reviewer's name, surname, scientific and pedagogical title

(signature)

email

**Name of the project**

**Reviewer's conclusions** (tick the appropriate answers):

*1. Relevance of the research:*

- The topic of the thesis has provided new scientific knowledge about the phenomenon or object under investigation
- Research-driven development of new technologies
- Research relevant to the development of the field (branch)

*2. Nature of work:*

- Applied research
- Fundamental research
- Applied and fundamental research

*3. The materials, equipment and methods used to address the topic are:*

- For example
- Partially suitable
- Not suitable

*4. The presentation of the results is:*

- Suitable for
- Partially appropriate
- Not applicable

*5. Dissemination of results:*

- monographs published by internationally renowned academic publishers;
- research articles in journals in the Q1 and Q2 quartiles (*Journal Rank in Categories*) according to Clarivate Analytics WoS DB "*Journal citation Reports*" data;
- Patent applications filed with the European Patent Office, the US Patent and Trademark Office, the Japanese Patent Office or other patent offices;
- Varieties
- Other peer-reviewed scientific articles

*6. Participation in international and other projects*

**Reviewer's conclusions on the draft report of the research team:**

1. The report is proposed for adoption
2. It is proposed not to adopt the report

3. Notes:

Annex 6 to the Rules for the competitive funding of research projects of the Joint Centre of Physical Sciences and Technology, the Lithuanian Energy Institute and the Lithuanian Centre for Agrarian and Forestry Sciences

### **RTO LITHUANIA THEMATIC PRIORITIES**

1. Sensors for the Green Deal - research for the development and application of innovative sensors and measurement equipment for the agriculture and forestry sectors and smart cities
2. Development/application of new models and computational methods for climate change impacts and decarbonisation research
3. Scientific solutions for green/smart cities