

CO-REACH Joint Call SSR

Guidelines for applicants and FAQs

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Aims of the Joint Pilot Call SSR

Under the umbrella of the ERA-NET CO-REACH, partners from the following countries have joined forces to launch the CO-REACH SSR Programme:

- Austria (BMWF)
- Finland (AKA)
- France (MAEE, MESR)
- Germany (DFG, BMBF)
- The Netherlands (KNAW, NWO)
- United Kingdom (AHRC, BA, ESRC)

The CO-REACH SSR programme intends to bring together Chinese and European researchers working in the **social sciences and (to some extent) in the humanities**, to collaborate on a joint topic of mutual interest, and thereby explore the possibilities of future scientific cooperation in the field of the social sciences and/or the humanities.

The programme offers opportunities in a wide range of research areas in the social sciences, extending into the humanities. The broad definition of research topics is intended to offer maximum opportunity for flexibility among researchers in devising research proposals.

The programme is aimed both at European and Chinese scholars experienced in collaborating together and at those with little or no previous experience of working together in China and/or Europe.

For general **information on the CO-REACH Joint Call SSR**, please consult the following **documents on the CO-REACH** website:

- Call text
- Country specific information and National Contact Persons
- Guidelines for applicants & FAQs
- Glossary: managing and evaluating bodies of the call
- Hierarchy of decision making bodies

For further questions, please contact

- The **Joint Call Secretariat** (cf. below)
- The **National Contact Persons** (cf. below)

Joint Call Secretariat

The Joint Call Secretariat of the CO-REACH Joint Call SSR administers the call. For further information on the call or in case of general questions related to the call, please contact:

CO-REACH Joint Call Secretariat

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National Contact Persons (NCP) & country specific information

Since the CO-REACH Social Science Call is funded from a “virtual common pot”, each partner is bound to national regulations when it comes to funding. In addition, the modalities of funding vary from country to country, and sometimes even from organization to organization. For example, some organizations are not able to fund minor research costs, whereas others are. For further information on specific national requirements, please refer to the **table of country specific information that can be found on the CO-REACH website**. Moreover, please contact the “National Contact Persons” for general information on the call and especially for country specific requirements applying to the call (e.g. questions of eligibility, supported funding schemes, etc). Here is a **list of the National Contact Persons**:

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Conditions for application: composition of applicant groups, eligibility, added value

Applications may be submitted by academics, higher education institutions and/or non-university research establishments located in the countries of the partners participating in the call. Since **eligibility** criteria are subject to national regulation, all applicants are strongly advised to take a close look at the details given in the “country specific requirements” (cf. above) and contact the respective National Contact Points (cf. above) in their home countries prior to submitting a proposal.

Each **applicant group** must involve a **minimum of two researchers/research groups from two different participating European CO-REACH-SSR member states as well as a minimum of one researcher/research group from China.**

Please note: A high number of partners in an applicant group is not a decisive factor in the selection procedure. Therefore applicants should not add partners for the sake of it. The precise configuration should be determined by the research question and project design. All partners should have a significant role in the project (q.v. selection criteria).

Researchers/research groups from non-SSR-partner countries may participate in projects if they secure their own funding. They should state clearly in the proposal whether these funds are already secured or how they plan to secure funding before the start of the project. If the contribution of the third party is considered essential for the success of the entire proposal, the third party will be required to document the availability of their funds before the final funding decision.

One **principal investigator** (PI) on the European side and one principal investigator from China should be clearly indicated. The Chinese PI must be an academic based in one of CASS' institutes. Please see Annex II of the call text for a list of potential collaborating institutes. Non-CASS academics may not act as principal investigators on the Chinese side,

but can be included in the team. Please note that the **PI on the Chinese side is required to contact the CASS National Contact Point** (cf. above) before pre-registration.

The programme is aimed both at European and Chinese scholars experienced in collaborating together and at those with little or no previous experience of working together in China and/or Europe. In any case, each collaborative project should clearly demonstrate the **added value from working together**.

How to find Chinese partners

In order to ease liaison between European and Chinese scientists, a list of potential CASS collaborating institutes is given in **Annex II of the call text**. These scientists serve as contact points to other Chinese colleagues, including researchers from outside of CASS.

Language Requirements

For organizational reasons, proposals have to be submitted in **English only**.

Type of funding

Researchers may apply for one or several of the following funding instruments (funding modes). A **combination of different funding instruments is possible** in a given network.

Projects can include:

- **Exchange research visits** by European and Chinese scientists between Europe and China (funding of mobility)
- **Workshops, Seminar Series** and / or **Summer Schools**
- **Research costs** including minor fieldwork, data sets, consumables, small equipment, training for junior researchers; and **in some cases personnel costs**.

Details of eligible costs are subject to the specific administrative regulations of the various funding organisations participating in the call and may therefore vary from country to country and institution to institution. Clarification on eligibility may be obtained from the individual funding agencies (cf. Country specific requirements and National Contact Points below).

Individual researchers of successful collaborative projects will be funded directly by the respective national funding organizations. Funding will be administered according to the terms and conditions of the responsible national funding organizations, taking into account all other applicable national regulations and legal frameworks.

Amount of funding

The funding model for the CO-REACH Joint Call SSR is a virtual common pot.

The total amount of funding available within the CO-REACH SSR Programme is approx. 1.750.000 €.

The **scope for individual projects is up to 100.000 - 200.000 € comprising all (!) partners** of a network (i.e. at least two European researchers/research groups and at least one Chinese researcher/research group). Well-grounded exceptions are possible.

Please consult the country specific information sheets for national restrictions on the budget.

Duration of funding

Projects will be funded for a maximum period of two years. Each research group is subject to the rules and regulations of its respective national funding agency.

Number of applications allowed

Only one proposal can be submitted per applicant.

Proposal submission

1. General information & web tool

The submission process is divided into two phases: Pre-registration and full proposal submission. Each proposal for a research network has to be pre-registered electronically. The link to pre-registration is located on the CO-REACH website. **Only pre-registered proposals will be allowed to submit a full proposal.** Please consider this step as an indication of intent, not of commitment. For **full proposal submission**, information inserted for pre-registration can be re-used and, if necessary, altered when submitting the full proposal.

The link to the **web tool** for pre-registration and full proposal submission can be found on the CO-REACH homepage. All information must be inserted in English. The process of inserting data for pre-registration and full proposal submission can be completed in several sessions. The inserted data can be saved (please make sure to always press the “save” button!) and be re-used or altered in the next session.

2. Deadlines for pre-registration & submission of full proposals

Deadline for pre-registration:	28 October 2008, 12:00 noon, CET
Deadline for full proposal submission:	10 December 2008, 12:00 noon, CET

Submission periods:

Pre-registration:	20 August – 28 October 2008
Full Proposal:	3 November – 10 December 2008

Please note:

- **Only pre-registered proposals will be allowed to submit a full proposal.**

- **The Principal Investigator (PI) on the Chinese side is required to contact the CASS National Contact Point (cf. above) prior to pre-registering.**

3. Pre-registration

Pre-registration period: 20 August – 28 October 2008

Pre-registration must be done **electronically** following the link on the CO-REACH website.

The following information is required:

- Names and affiliation(s) of the principal investigator
- Names and affiliation(s) of other partners participating in the planned research network
- Title of the research project (research network)
- Thematic identification of the proposal plus keywords
- Abstract (max. ½ page)

All information must be inserted directly into the web tool. No documents can be uploaded.

Please note:

- **Only pre-registered proposals will be allowed to submit a full proposal.**
- **The Principal Investigator (PI) on the Chinese side is required to contact the CASS National Contact Point (cf. above) prior to pre-registering.**

4. Full-proposal submission:

Full proposal submission period: 3 November – 10 December 2008

Full proposals can only be submitted if the project has been pre-registered. Data inserted for pre-registration can be re-used and, if necessary, altered when submitting the full proposal.

Full proposals must be submitted **electronically** to the Joint Call Secretariat using the link on the CO-REACH website.

The following information is required:

Basic project data:

- Names and affiliation(s) of the principal investigator
- Names and affiliation(s) of the researchers participating in the planned research project; if necessary, identification of research group leaders
- Title of the research project (research network)
- Thematic identification of the proposal plus keywords
- Abstract (max. ½ page)

Detailed information (to be uploaded as *one* pdf document)

- Background and current state-of-play in the research field in China and in Europe and rationale for project (max. ½ page)
- Added value of the proposed Chinese-European collaboration: including, motivation for cooperation and, if applicable, history of Chinese-European interaction (max. ½ page)
- Work plan: including, aims, methodology, envisaged funding modes, involvement of participants, time plan, project coordination and management (max. 3 pages)
- Financial plan for each participating researcher. Justification of requested budget, specifying co-funding from other sources necessary for the project, if applicable (max. 1 page)
- Annexes
 - o CVs and relevant publication records for the last five years for each participating researcher (1-2 pages for each researcher/research group)
 - o If applicable: possible use of expected project results, including data management and data sharing (max. ½ page)
 - o If applicable: handling of intellectual property rights (IPR) (e.g. any barriers to sharing materials or results), both within and outside the research consortium (max. 1 page)
 - o If applicable: outline of programme of workshops/summer schools etc. (max. 2 pages)

- A letter of intent declaring the project partners willingness to collaborate if the project is approved has to be annexed to the full proposal submission **including the signatures of the European and the Chinese PI.**

Please note: The Principal Investigator (PI) on the Chinese side is required to contact the CASS National Contact Point (cf. below) before proposal submission.

Confirmation of receipt

The applicant will receive a confirmation of receipt shortly after submission.

Selection procedure & timeline for evaluation

Pre-registration documents will only be checked for eligibility of the applicants and the suitability of the field of research. They **will not be assessed**. Their purpose is solely to enable the Joint Call Secretariat to pre-structure the peer-review based evaluation process.

The Joint Call Secretariat, together with the CO-REACH partner organisations, will assess all **full proposals** to ensure that they meet the call's **formal criteria** (date of submission; number of participating countries; inclusion of all necessary information in English; appropriate limits on length) and that applicants are eligible to submit applications according to national rules. Full Proposals not meeting the formal criteria will be declined and the PIs will be informed.

Internationally renowned scientific experts in the relevant fields will carry out the scientific evaluation of full proposals according to specific evaluation criteria (see below). This review process will involve **written peer review** and a **panel meeting**, held by the Scientific Evaluation Committee (SEC).

Based on the recommendations from the review process, the Programme Steering Committee (PSC), consisting of representatives from CO-REACH partner organisations will short-list the projects to be funded.

The PSC's short-list will then be submitted to the national funding agencies which will make the final funding decisions. (This last step is necessary since the funding for the call is based on a virtual common pot model.)

Depending on the number and quality of short-listed applications, the CO-REACH funding organizations reserve the right to make the final award decision.

For further information on the Scientific Evaluation Committee (SEC) or the Programme Steering Committee please consult the "glossary: managing and evaluating bodies of the call" (which can be found on the CO-REACH website).

Timeline:

- Deadline for proposal submission: 10 December 2008
- Formal eligibility check/peer written review process: December 2008 – March 2009
- Scientific Evaluation Committee Meeting & Programme Steering Committee Meeting: March 2009
- Decision making process in national funding organizations: March – April 2009
- **Notification of applicants: May 2009**

Selection criteria

Primary Criteria:

- I. Scientific quality and originality of the project and of the research (innovative potential, adequate methodology)
- II. Relevance to the aim(s) of the call
- III. Academic excellence of the applicants (e.g. previous scientific track record, publications in scientific journals, standing of the institute the applicants belong to).
- IV. Feasibility of the project (project governance, adequate budget, resources, time schedule)
- V. Level of collaborative interaction between the groups and added value of the consortium

Secondary Criteria:

- VI. Social relevance of the expected results
- VII. Contribution to the scientific community

No additional criteria will be used for evaluation and selection.

Number of projects to be funded per country

Each participating country in the CO-REACH Social Science Call will decide how many projects it will fund. The final number of available grants depends upon the scientific quality of applications and the availability of funding.

Please consult the list of country specific information for details (on the CO-REACH website for further details).

When can projects start?

Joint projects should start by **mid 2009**.

Project follow-up and monitoring

Each project coordinator, on behalf of all participating teams, has to submit a **halfway report** to the CO-REACH Joint Call Secretariat **after one year** of the project.

In addition, each research group will be expected to report to its funding agencies, in accordance with each national funding agency's regulation.

The **final project report** has to be submitted to the respective national funding agencies.

For both the halfway and the final report, deliverables may, for instance, comprise reports on workshop/summer schools as well as a comparative report on current European-Chinese

research approaches to the issues addressed in the project. In addition to that deliverables may include reports on joint research activities, e.g. questionnaire development and testing, or reports on pilot interviews or field work as well as a draft joint research proposal for a more extensive research project.

Further information

For further information, please visit the CO-REACH website:

<http://www.co-reach.org>