



Co-ordination Action **CA 266111**

ERA-NET **MARTEC**

Maritime Technologies II

D 1.1
Common call procedures

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Dissemination Level		
PU	Public	X
PP	Restricted to other programme participants (including the Commission Services)	
RE	Restricted to a group specified by the consortium (including the Commission Services)	
CO	Confidential, only for members of the consortium (including the Commission Services)	

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Executive summary

The ERA-NET MARTEC II (2011 – 2014) is an EU funded project in the 7th Framework Programme. The MARTEC partnership consists of 16 partners and 10 observers from 22 European countries.

As a contribution to the development of the European Research Area, the objective of MARTEC is to form a sustainable network and partnership of key funding agencies and ministries aiming at deepening the understanding of conditions for management of maritime technologies research between the key European countries actively funding RTD in this sector. In co-operation with the European industrial maritime cluster and other stakeholders this network intends to work out a strategy for future maritime technological research funding through trans-national programmes and calls which are coherent with the European research policy and the strengthening of the European Research Area.

Due to the nature of maritime industry RTD, MARTEC will put particular emphasis on the co-ordination of national R&D programmes which are strategically planned to provide funding for projects which contribute to improving the international competitiveness of the European shipping and marine technology industry. The typical projects funded are technologically oriented with industrial partners involved.

In order to achieve these objectives, it is of importance for MARTEC to interact with representatives from the industry and the research communities. It is of particular interest to keep a close cooperation with the Technology Platform WATERBORNE.

This report presents the results of task 1.1. – Common call procedures. All necessary steps of a common call are described. The processes include the publication, the evaluation and the decision. Some national information is also included.

Abbreviations

SC – steering committee

NCP – National Contact Point

Common Call Procedures

1 Publication Process

1.1 Circulation of call materials several month before a call (call text, call flyer, preparation of web page)

Call text, call flyer and MARTEC web pages have to be prepared several months before a call. A first draft of these documents has to be distributed to partners, observers and other interested parties one month before a steering committee (SC) meeting. Partners agreed on a common deadline at the end of April each year. Examples of the call text, call flyer and web pages (preparation of call 2012) are included in the annexes.

1.2 Time needed to join a call (decision of MARTEC partners)

Deadlines of general calls are well known among MARTEC partners, as the date was scheduled to the end of May for the first three calls. The deadline was changed to one month earlier (end of April) during the last call, in order to give more time for to internal decision processes.

At the latest during the SC meeting the partners should decide if they will join the call. This will make sure that all information is included in the documents in the right time. On the other hand it is still possible to join the call later, even during the publication process.

1.3 Publication of a call and project partner search

Most of the project partners know each other already from existing networks. The aim of MARTEC is also to support the integration of newcomers. For that issue a partner search forms have been developed and brokerage events will be organised. An example of a partner search form is included in the annex. A brokerage event will be organised the first time in 2012. The publication of a call will be done 4 month before the deadline latest (e.g. at the end of December for the deadline at the end of April). The publication will be done mainly on the MARTEC web page. A further distribution to Netwatch and European networks (WATERBORNE TP, Transport NCPs) will be organised by the MARTEC coordinator. The information of national services will be arranged by the MARTEC call partners.

1.4 Application process

Before and during the call the project partners have to consider their national requests. Announcements regarding the national procedures can be found on the MARTEC web pages. In case of any doubts project partners should contact the MARTEC national contact person of their country. All information and forms can be found and downloaded on the MARTEC web pages: <http://www.martec-era.net/opencall/>.

After the registration on the web page <http://www.martec-era.net/login>, the project coordinators can upload their application forms. The full application document has to be submitted only by the coordinator of a proposal. An automatic message will appear on the screen as soon as the registration has been finalised:

Open Call - Registration

Thank you for your registration for the Open Call on MARTEC. Your account will be activated after a formal check. Afterwards you will have the ability to upload your project documents.

The coordinator of a proposal receives the following message if she/he filled in the registration lines accordingly:

Dear xxxxxxx,
Thank you for your registration for the Open Call on MARTEC. Your account will be activated after a formal check. Afterwards you will have the ability to upload your project documents.
Yours sincerely...

The MARTEC coordinator receives the following message:

Dear Administrator,
A new Open Call account registration was submitted by xxxxxxxx from xxxxxxxx . Please activate the new account if a formal check was successful.

As soon as the MARTEC coordinator has accepted the new registration, the project coordinator receives the following information:

Dear xxxxxxx,
Your Open Call account was successfully activated.
After login you can upload your documents.
Please login here: <http://www.martec-era.net/login/>
Yours sincerely...

And the MARTEC coordinator receives the following email:

Dear Administrator,
The coordinator account of xxxxxxxx has been activated.

In a next step the project coordinators can submit their proposals. After submission she/he receives the following message:

Open Call – Submission
Your submission has been successfully transmitted.

Project coordinators can update their personnel data as well as the documents till the deadline. The submitted proposals will be stored on the internal pages in the folder “call submissions” after they have been uploaded by the project coordinators. All MARTEC II project partners can see and download the available applications.

2 Evaluation Process

2.1 Automatic information if applicants of MARTEC partners are involved (just after submission)

A document can only be uploaded when at least 2 different in MARTEC involved countries are engaged in the project.

Afterwards the MARTEC partners of the involved counties receive the following email:

Dear partner,
The Open Call document(s) of the project xxxxxx was submitted.
A research partner of your country is involved in this project. Please, check the submitted documents on the internal sites under the "Open Call Submissons" link in the left navigation.
Best regards ...

2.2 Information to MARTEC (call) partners (three days after deadline at the latest)

The MARTEC coordinator will provide a first e-mail to the involved MARTEC partners. This e-mail will include basic information on the number of proposals and possible deviations in the

application process. The e-mail should also remind the partners of the proposals location in the internal web page.

2.3 Information to MARTEC (call) partners (one week after the deadline at the latest)

The MARTEC partners of the call will receive basic information of the proposals, some statistics and a call for experts at the latest one week after the deadline of the call by e-mail:

Dear MARTEC Call Partners,
you will find some details of the MARTEC call 20xx attached.
Please have a look to the attachment and provide details of needed experts (name, e-mail, phone).
Please send any comments by
I will also start to ask partners and observers regarding needed experts.
Best regards,

For the selection of the experts different ways will be checked during the calls:

- MARTEC – Database (INNOVAMAR)
- Proposed experts by partners (per topic)
- FP7 – Database (CORDIS)

MARTEC – Database (INNOVAMAR)

The MARTEC II partner INNOVAMAR has developed an expert database during the first MARTEC project. This database can be used also in the future calls. The weak point of this database is that the information on experts is not complete. In some cases precise information of expert profiles are needed to select the right person.

Proposed experts by partners (per topic)

MARTEC partners and observers will be asked by the MARTEC coordinator to provide name, e-mail address and telephone number of national experts in the requested areas within two weeks. This process should be streamlined to not more than 10 days. The MARTEC coordinator will provide basic information of the proposals and the request for needed experts in certain areas to all partners and observers. MARTEC partners and observers have the opportunity to provide one expert per proposal and country.

FP7 – Database (CORDIS)

The European Commission offers its database of experts to organisations, which are involved in ERA-NETs. The MARTEC coordinator has asked for the permission to the database in August 2011 in order to use the service from 2012 to 2014. Due to the longer application process this database could not be used in the call procedure 2011.

2.4 Selection of experts (3 weeks after the deadline at the latest)

The MARTEC coordinator will display all information of experts in a list. It is recommended to have up to two experts more per proposal in order to approach the required number of experts. With the following criteria he will select the experts:

- No experts of countries which are involved in the proposal
- No experts, who are involved in any other proposal
- No more than 3 evaluations per country and person (except the proposals are all in the same area)
- 4 experts per proposal in 2011 (4 x 7 = 28)
- The use of 3 or 4 experts will be discussed during the SC meeting 2011

2.5 Information exchange with experts

2.5.1 Request to experts (4 weeks after the deadline at the latest)

In a first step the MARTEC coordinator will ask the selected experts per e-mail:

*Dear national expert,
your expert details are available in our database or you were proposed by your national authorities to be an evaluator of a MARTEC call 20XX.
Attached are some information of MARTEC, of the MARTEC call, the MARTEC full proposal form and the guide for MARTEC evaluators.
Successful applicants can receive national funds from participating ministries (no EU funds).
At this stage, we would only need to know if you are able to evaluate a proposal with the title "....." in the months of June and July. Remote evaluation of the full proposal will be done from 1st June to 21st June and consensus from 22nd June to 15th July. We will offer to you an online portal if possible.
Upon your response and the choice of evaluators, you would receive complete detailed information within the next week.
Evaluators can apply for a lump sum of 250 € per evaluated full proposal after accepted evaluation. One expert may summarise the consensus report and can receive further 100 €.
All information on evaluation is confidential!
Please reply directly to this electronic address r.fiedler@fz-juelich.de within one week.
Attachments: Call Flyer, Call Text, Full Proposal Form, Guide for Evaluation, MARTEC Flyer*

2.5.2 Information to experts (5 weeks after deadline latest)

Experts who answered will receive a second e-mail one week later. In case of all experts gave a positive answer a further selection is necessary. The experts can be removed from the list if they are partly on vacation or have only limited time during the period. The remaining experts receive the following answer then:

*Dear Expert,
thank you for agreeing to act as an expert in the evaluation of MARTEC 20XX call.
You were selected to be an evaluator in the MARTEC call procedure for the following proposal:
Titel of Proposal
The remote evaluation is planned for a maximum of 3 weeks.
We would appreciate an evaluation before (2 weeks).
I will distribute all evaluation reports including details of experts if I received all finalised reports.
The leading expert should finalise a consensus report with the information of all evaluation reports by (further 3 weeks) latest.
If the leading expert delivers the consensus report by email, he should send a copy to the other experts to make sure that the consensus was reached.
With this email you receive the proposals as well as annex I (draft for evaluation report) and
annex II (confidentiality statement).
Please return annex II together with the evaluation report and a short notice if you are willing to finalise the consensus report before (3 weeks).
A scanned version delivered by email is sufficient.
Please do not hesitate to contact me in case of questions.
Annexes: Guide for Evaluation (Annex 1), Confidentiality Statement (Annex 2)*

2.5.3 Alternative - Information to experts

Dear Expert,

thank you for agreeing to act as an expert in the evaluation of MARTEC 20XX call.

You were selected to be an evaluator in the MARTEC call procedure for the following proposal:

Titel of Proposal

The remote evaluation is planned for a maximum of 3 weeks.

We would appreciate an evaluation before (2 weeks).

We established an online evaluation on web page (e.g. www.martec-era.net/experts).

User name: xxxxxx

Password: xxxxxx

You will find the guide for evaluation after registration and the acceptance of the confidential statement.

Next stage of evaluation can be reached after the finalisation of your report. You will see the evaluations of the other experts after their finalisation. The leading expert should finalise a consensus report with the information of all three reports by (further 3 weeks) latest.

Please do not hesitate to contact me in case of questions.

2.5.4 Absence of Conflicts of Interest and Confidentiality Statement

In case of an electronic evaluation, the statement for this issue is as follows:

Absence of Conflicts of Interest and Confidentiality Statement

I hereby confirm the understanding and acceptance of the code of conduct for independent experts.

I declare neither to have presented any of the proposals in the latest MARTEC call nor to maintain any direct or indirect link with any of the applicant's proposals.

I will inform the MARTEC coordinator if a possible direct or indirect conflict of interest arises during the evaluation process.

Furthermore, I declare not to relay to third parties any information regarding the proposals I have been involved with during the process of evaluation (including but not limited to details about the proposal itself, its authors and evaluation results), without the express written approval of a MARTEC representative.

The independent expert will be held personally responsible for maintaining the confidentiality of any document or electronic file made available to him/her and for returning, erasing or destroying all confidential documents or files upon completing the evaluation as instructed. Evaluators may not show the contents of proposals or information on applicant legal entities, principal investigators or eventual team members to third parties (e.g. colleagues, students, etc.) without the express written approval of the MARTEC representative. It is strictly forbidden for evaluators to discuss, directly or indirectly, proposals with the applicants.

I agree to the statements mentioned above.

Save Decision

[Cancel, back to proposal list](#)

2.5.5 Information to experts after evaluation, before consensus

New experts may ask some questions during the evaluation process. It is the due of the MARTEC coordinator to make sure that all evaluations return in time and to remember the experts if reports are still missing by the deadline. The MARTEC coordinator has to identify a leading expert during the first evaluation process at the latest. Expert groups who delivered the reports will receive a further email:

*Dear experts,
thank you, all three (four) evaluation reports of the proposal xxxxxxxxxx are available now (see attachments).*

(expert) ... is ready to finalise the consensus report.

The evaluations (attached) are as follows: xxxxxxxxxx

Contact details: xxxxxxxxxx

There are opposite views for this proposal, at least in some categories.

A consensus can be different than the average.

There will be no consensus meeting.

Information exchange can be done by email and phone.

Please have in mind that scores should reflect the evaluation comments and vice versa.

*Please finalise the consensus report as soon as possible.
The report should be available by (further 3 weeks) latest.*

The leading expert has to make sure that all three experts agree on the final scores and evaluation comments.

2.5.6 Information to MARTEC (call) partners

The MARTEC coordinator will inform the partners of the call first (e.g.):

Dear MARTEC Partners of the Call 20xx,
the results of the MARTEC call 20xx are available now (see attachment).
I will store all evaluation reports on the internal web page within this week.
Furthermore I will inform the project coordinators and distribute the consensus reports on XXth August.
It would be good if you can report your national preferences by the end of the month.
Further details will be discussed during the SC meeting on xxxxx.
I will inform the coordinators of the proposals regarding first evaluation results on xxxxx.
Best regards,

2.5.7 Information to project coordinators (2 weeks after evaluation latest)

The project coordinators will receive information in this way:

*Dear xxxxx,
thank you for the participation in the MARTEC call 20XX.
You find attached the evaluation consensus report of your proposal.
Following results are available after receiving all consensus reports.
Proposal: XXXXXXXXXX
Score: X.XX of 5.00
Initial Ranking: X of XX
Nevertheless, rank x to x are close together.
It seems that there is no chance for proposals on current rank x and x.
Other proposals depend on the national view, the final ranking and the available national funds.
Final decisions will be made by the steering committee meeting on xxxxx.
I would be grateful if you could inform the other participants of your proposal.
Do not hesitate to contact me in case of questions.
Best regards,
E-Mail CC: National Contact Person*

3 Decision Process

3.1 Information to MARTEC partners (call)

As soon as the evaluation process (see 2.5.6) is finalised the MARTEC partners are informed. A close communication of the MARTEC partners is needed before the steering committee meeting. In particular the German partners need to know the preferences of the other funding organisations, because of comprehensive national procedures.

3.2 National decision processes

The national decision processes differ from each other. In some cases the MARTEC partners can communicate their preferences shortly after the availability of the evaluation results. And in

other, the MARTEC partners need the results of the national procedures and calls, which can last several months.

Belarus

The National Academy of Sciences of Belarus is an owner and/or manager of a number of National Scientific Programmes, adopted for 2011-2015. Funding and thematic of projects are revised every year parallel to the MARTEC calls in December – March (it is possible to make alterations in financing and themes of next year before the end of May of the present year). So Belarus scientific organizations, participating in MARTEC calls can be sure in their financing from the side of National Budget. Moreover, decision about participating of Belarus scientific organizations in MARTEC can be an impulse for allocation of additional (or priority) financing.

Denmark

Denmark has no funds allocated to the MARTEC cooperation and the possibilities for supplementary Danish financing depend on the research and development issues concerned. Furthermore there are public as well as private financing possibilities and these possibilities vary over time.

For the time being following possibilities for funding can be listed:

The Business Innovation Fund (Fonyelsesfonden): www.ebst.dk

Eco Technologies (Miljøeffektiv teknologi): www.mst.dk

Danish Agency for Science Technology and Innovation (Forsknings- og Innovationstyrelsen): www.fi.dk

The Danish Energy Agency (Energistyrelsen): www.ens.dk

The Danish Maritime Fund (Den Danske Maritime Fond): www.dendanskemaritimfond.dk

Procedures, times for calls, application deadlines and evaluation criteria differ for the listed possibilities.

MARTEC is not an integrated part in the calls and practical solutions will be found in case of a MARTEC application.

National applicants have to make sure that the Fund receives the national request in the same time as the MARTEC application arrives at MARTEC.

Finland

TeKes (the Finnish Funding Agency for Technology and Innovation) is the national funding organisation in Finland and is the one who receives the national funding requests in MARTEC. The funding of proposals must be applied from the TEKES programmes. Companies are able to apply funding openly. Also TEKES funds the Strategic Centers of Sciences (SHOK's), through which the MARTECII programmes can also be directed to TEKES funding. Currently there is no specific programme directly dedicated to maritime technology or maritime industry. (Currently there are 25 TEKES programmes running. For more detailed information please visit TEKES web page.) Maritime related projects are eligible for TEKES funding if the proposal is in line with TEKES strategy and criteria and this way suitable for active programmes.

France

There is an internal evaluation parallel to the transnational evaluation. Proposals which receive low scores in the transnational evaluation will not receive any support. Further preferences will be discussed within two month after the transnational evaluation. The national applicants have to submit all national documents before the SC meeting. Successful national applicants will receive a draft contract before the end of the calendar year.

Germany

There is a national eligibility check and an internal evaluation parallel to the transnational evaluation. Proposals which receive low scores in the transnational evaluation as well as in the national evaluation will not receive any support. Further preferences will be discussed within one month after the transnational evaluation. Successful national applicants will receive a letter with some application details two months before the SC meeting. The national applicants have to submit all national documents before the SC meeting.

Iceland

The Icelandic Research Fund (RANNIS) administers the main public competitive funds and strategic research programmes in Iceland. That includes the two principal funding instruments for research and technical development, the Icelandic Research Fund and the Technology Development Fund respectively. RANNIS also runs competitive research and innovation funds for students, strategic programmes and administers funding for infrastructure and equipment. All programmes receive scores and the decision is based on that procedures. The MARTEC II calls will have the same decision.

Lithuania

There is a national eligibility check and an internal evaluation parallel to the transnational evaluation. Proposals which receive low scores in the transnational evaluation as well as in the national evaluation will not receive any support. Further preferences will be discussed within one month after the transnational evaluation. Successful national applicants will receive a letter with some application details two months before the SC meeting. The national applicants have to submit all national documents before the SC meeting.

Norway

There is a national eligibility check prior to the transnational evaluation. National applicants have to apply to RCN with the national application latest at the same time as the time limit for the MARTEC application. Before each call, there is a pre-set amount available for funding for national applicants in MARTEC. The scores in the transnational evaluation and the recommendation from the SC will decide which proposals that will receive funding (within the limits of the (pre-set) funds available).

Poland

In order to perform the national eligibility check, as soon as the proposal has been submitted by the coordinator to the MARTEC secretariat at the same time NCBiR should receive all necessary documents until the call's deadline. These documents should include a summary of the proposal in Polish. No internal evaluation is made at this stage.

Romania

After passing the national eligibility check, the proposals in which Romanian partners are involved will be financed in accordance with the transnational evaluation scores (from the highest score to the lowest) until reaching the allocated budget size for the Call.

Spain

There is a national eligibility check and an internal evaluation parallel to the transnational evaluation. Proposals which receive low scores in the national evaluation will not receive any support. Potential proposals which receive low scores in the transnational evaluation but above thresholds in the national evaluation could still be financed if other countries involved agree. The national documents have to be submitted, preferably, by transnational call deadline or at least two months before the SC meeting.

Turkey

The national applicants have to submit all national documents before the SC meeting. There is a national eligibility check and an internal evaluation parallel to the transnational evaluation. The company applies for the project. Then the project is taken for preliminary examination and then

sent to independent experts who will prepare evaluation report. Upon the completion of the evaluation reports, the relevant Technology Group Committee gives final decision of "acceptance", "rejection" or "may be funded". Proposals which receive low scores in the transnational evaluation will not receive any support.

3.3 Steering Committee recommendation

Transnational evaluations will be available before the SC meeting. The MARTEC coordinator will distribute all consensus reports to the internal MARTEC web page. Partners of the call can get also the detailed evaluation reports of each expert. The MARTEC coordinator will summarise all evaluation results during the SC meeting. After this procedure an initial ranking will be available. The ranking may be changed during the SC meeting. The SC recommendation is more relevant than the initial ranking. The final ranking will be decided during the SC meeting.

3.4 Final national procedures and decision

Belarus

The Belarus applicants of the MARTEC call will only be supported if they are participants of national projects, which are the same (similar) to a MARTEC proposal. National procedures can take up to 6 months after the SC meeting. The funded organisation (institutes of National Academy of Sciences of Belarus and other scientific and educational establishments, funded from the side of National Academy of Sciences of Belarus) prepares the documents for the funding decision. A funding date can be recommended if all national documents are available. The final decision will be made by the responsible ministry (National Academy of Sciences of Belarus) in a last step.

Denmark

The starting point is the respective calls, application deadlines, evaluation procedures and decisions on funding for the Danish funding possibilities

Practical solutions will be found in case of a MARTEC application to align with the MARTEC procedures and the involved MARTEC countries.

Finland

TEKES is making the national funding decision independently from the MARTEC decision. Decisions are made by the particular programme or TEKES criteria to which the proposal is submitted. The decision process is continuous during the programme. The projects to be funded are chosen by evaluating them as a whole:

- intended business or other utilisation
- technology, innovation or know-how to be developed
- resources to be used
- cooperation to be developed or utilised
- societal and environmental wellbeing factors to be promoted
- impact of Tekes' funding and expert work

France

Germany

The German applicants of the MARTEC call will only be supported if the other funding organisations are willing to support their national applicants in the same MARTEC proposal, too.

National procedures can take up to 6 months after the SC meeting. This can take even longer if further national documents are missing. It is recommended for MARTEC partners to have a close communication after the SC meeting to organise a common starting date of the project for all applicants. The funding organisation (JÜLICH) prepares the documents for the funding decision. A funding date can be recommended if all national documents are available. The final decision will be made by the responsible ministry (BMW) in a last step.

Iceland

The Division of Analysis, Evaluation and Indicators monitors research and development activities and resource allocation in Iceland, evaluates the results of scientific research, technical development and innovation and participates in international benchmarking of the results. The researchers and senior advisors at the Icelandic Research Fund (RANNIS) play an active part in collaborative Nordic and European projects in areas relating to statistics and policy-making in science, technology, innovation and other aspects of the knowledge based economy. The MARTEC II calls will have the same decision

Lithuania

The Lithuanian applicants of the MARTEC call (after Government decision) will only be supported if the other funding organisations are willing to support their national applicants in the same MARTEC proposal, too. National procedures can take up to 8 months after the SC meeting. This can take even longer if further national documents are missing. It is recommended for MARTEC partners to have a close communication after the SC meeting to organise a common starting date of the project for all applicants. The funding organisation (Transport ministry) prepares the documents for the funding decision. A funding date can be recommended if all national documents are available. The final decision will be made by the responsible ministry (Transport ministry) in a last step.

Norway

The scores in the transnational evaluation and the recommendation from the SC will decide which proposals that will receive funding (within the limits of the (pre-set) funds available). The Norwegian applicants of the MARTEC call will only be supported if the funding organisations from other countries also are willing to support their national applicants in the same MARTEC proposal. There will be a close communication to the other MARTEC partners after the SC meeting to agree on a common starting date of the project for all applicants. In case that the funding requests from national applicants in top ranked proposals exceed the pre-set amount available for Norwegian participants, the possibility to increase the pre-set amount will be subject to special consideration. It may be up to two months period after the SC meeting to decide if the pre-set amount could be increased or not. The successful national applicants will receive information shortly after the SC meeting with information of the procedures and earliest possible start-up date, depending on the other funding organisations decisions. There will be established a contract with the Norwegian partner (only one contract with the main partner of a Norwegian consortia if there is more than one Norwegian partner in the MARTEC proposal). The Contract will be in accordance with the general regulations for contracts between Norwegian applicants and the funding organisation (RCN).

Poland

If project with Polish applicants is ranked as high to receive funds, then it have to submit missing national documents, including summary of proposal in Polish. After that, the Interdisciplinary Team of Experts on International Projects (ITEIP, internal NCBI's body) presents his opinion on financial part of project (based on a set of documents related to the application (international application, review, ranking list of the competition, an international expert panel recommendations, etc.). Opinion of the team, taking into account the assessment of the evaluation committee (e.g. an international panel of experts) proposes the amount of the grant or its refusal to grant, together with the reasons. The amount of the appropriations accounts cannot be higher than that specified in the application. Based on the opinion of the

ITEIP the NCBIR's Director decides to refuse funding or financing. Usually, projects can start at the beginning of the next year (January, February).

Romania

The Romanian applicants of the MARTEC call will only be supported if the other funding organisations are willing to support their national applicants in the same MARTEC proposal, too. National procedures can take up to 3 months after the final decision on the list of projects to be financed is made. MARTEC partners should have a close communication after the SC meeting to organise a common starting date of the project for all applicants.

Spain

Due to MARTEC proposals are built around several entities of different countries in order to work together in a unique project, Spanish applicants of the MARTEC call will only be supported if the other funding organisations are willing to support their national applicants in the same MARTEC proposal, too. If national documents have been submitted on time (at the MARTEC deadline) national procedures can take no more than two months after the SC meeting.

Turkey

The Turkish applicants of the MARTEC call will only be supported if the other funding organisations are willing to support their national applicants in the same MARTEC proposal, too. National procedures may take up to 1 month after the SC meeting. The final decision is almost done during the national evaluation as: "project will be fund if other MARTEC partners are willing to fund", "the project may be funded depends on other MARTEC partners" or "the project will not be funded. Only projects decided as "may be funded" in national evaluation are re-evaluated after SC meeting.

4 Common Documents

Full proposal form

Consortium agreement

Annexes -

- Call text
- Call flyer
- Web pages
- Partner search form
- MARTEC flyer
- Guide for evaluation
- Confidentiality statement