



## Terms and Conditions

### Enlighten Your Research @ EaP

Enlighten Your Research @ EaP (EYR@EaP) is organized by EaPConnect and a number of National Research and Education Networks (NRENs) in Europe.

#### 1. Definitions

The website:	<a href="https://www.eapconnect.eu/research">https://www.eapconnect.eu/research</a>
NREN:	National Research and Education Network
Organizing NRENs:	For the list of organizing NRENs visit here: <a href="https://www.eapconnect.eu/partner/">https://www.eapconnect.eu/partner/</a>
Program:	Enlighten Your Research @ EaP
EYR@EaP Organizing Committee:	A team comprised of representatives from each NREN responsible for organizing the program.
Applicant:	Anyone who submits a draft proposal or anyone who is named in the draft proposal as a team member.
Team:	All the people mentioned as members/co-applicants in the submitted draft and/or final proposal.
Main applicant:	The team member (a researcher) that will be considered the administrative contact and will be responsible for communicating with the EYR@EaP organizing committee, with other applicant institutions, and with all the members of the team, as defined in the draft and final proposals.
Co-applicant:	A co-applicant can be of any type, such as (but not limited to) research and other partners.
Network coordinator:	The team member assigned to this task is responsible for ICT and/or communication with the ICT department within their own institute. Every participating institute should provide and name one network coordinator. If a network connection is required, the network coordinator must be able to approve its establishment within the institutes involved.
Participating institute:	An institute is participating when people from that institute are team members mentioned in a submitted draft proposal.



# ENLIGHTEN YOUR RESEARCH

**EaPConnect**

Eastern Partnership Connect

Draft proposal:

The submitted 1<sup>st</sup> round proposal, based on the template made available on the program website.

Final proposal:

The proposal submitted in the 2<sup>nd</sup> round of the application process, which only approved applicants from the 1<sup>st</sup> round are invited to submit.

## 2. Applicants and application teams

### Applicant and team requirements for proposals:

- 1) **International project:** Each team must consist of a minimum of two researchers affiliated with different institutions in different participating countries.
- 2) **Main Applicant:**
  - a) Each team needs to assign one of their members as the main applicant. This member will be considered the administrative contact and will also be responsible for communication between the involved institutions.
  - b) The main applicant must be a researcher who takes part in the program on behalf of his or her institution.
  - c) The main applicant must be affiliated with a research institution that is connected to the Organizing NRENs (<https://www.eapconnect.eu/partner/>) or affiliated NRENs.
- 3) **Co-applicants:** Co-applicants can be of any type, such as (but not limited to) research and other partners. This information will be requested in the final proposal template.
- 4) **Network coordinator:** For the draft proposal, it is sufficient to include one network coordinator in the team, however, more than one may participate (and is appreciated). If a network connection is involved, the network coordinator must be able to approve its establishment within all the involved institutions. This information will be requested in the final proposal template.
- 5) **Other:**
  - All team members – including the network coordinator(s) – need to give their (written) approval to the final proposal.
  - Teams may submit multiple proposals.
  - Several teams from the same institute can participate, provided each team submits a separate proposal.

### Second round – the final proposal

- 1) Only teams with approved draft proposals from the first round will be asked to submit a final proposal.
- 2) Each team must include at least one network coordinator. If a network connection is involved, the network coordinator must be able to approve its establishment within all the involved institutions.
- 3) Likewise, all team members – including the network coordinator(s) and the institution coordinator(s) – need to give their (written) approval to the final proposal.



### 3. Submission details

- Draft proposals must be submitted using the link on the website <https://www.eapconnect.eu/research>. The applicants will receive e-mail confirmation of their submission.
- The deadline for submission of the draft proposal is 7 April 2017.

### 4. Application process

- The application process consists of two rounds:
  - \* The first round consists of a draft proposal submitted on the website. Eligible proposals will continue to the second round.
  - \* The second round consists of a set of consultation meetings to prepare a final proposal with technical requirements.
- The subject of the proposal can be chosen freely and may involve any field of research.
- The draft and final proposals must adhere to the guidelines described in the *Call for proposals* and the *Submission guidelines* that can be found, along with other document templates, on the website <https://www.eapconnect.eu/research>.
- Both the draft proposal and the final proposal should be submitted in English.
- Applicants retain the intellectual property rights to their proposal.
- A consultation team from the organizing NRENs will contact the qualified candidates of the first round and their ICT department(s) to discuss the technical, organizational and financial feasibility of the proposal. The outcomes of this discussion should be incorporated into the final proposal.
- Further guidelines and criteria for elaborating the proposals in the second round will be communicated to the main applicant upon approval of the first round proposal.
- The EYR@EaP organizing committee reserves the right to use the awarded proposals for publicity and promotion via different media channels. The awarded teams can cooperate with the Organizing NRENs on publicity and communications and act as ambassadors for e-Infrastructure services as demonstrated in their proposal, for example by giving presentations at conferences or taking part in interviews.

### 5. The selection procedure

- The selection procedure consists of two stages.
  - \* In the first stage, the selection committee reviews all draft proposal submissions and compiles a shortlist of the proposals that are eligible for the next round.
  - \* In the second stage, the selection committee will choose the final proposals.
- Representatives of the organizing NRENs will form the selection committee.
- The qualified candidates from the first round will be notified no later than 8 May 2017.
- Teams that qualify to the second round must submit the final proposal no later than 3 July 2017.
- Teams that agree to submit their final proposal are obliged to provide the consultation team with the necessary information to determine the technical, organizational and



financial feasibility of the proposal. The outcomes of discussions with the consultation team should be incorporated into the final proposal.

- The awarded projects will be announced on 1 August 2017 and be publically announced during the Eastern Partnership E-Science Conference in Minski, Belarus ([www.eapconference.org](http://www.eapconference.org)).
- Implementation and integration of the awarded services and/or support will start after December 2017.

## 6. Awarded services or resources

- The awarded teams receive the following:
  1. Free visit to the Eastern Partnership E-Science Conference in Minsk, Belarus (for the main applicant only) on 27-28 September 2017;
  2. Opportunity to present their research project at the EaP E-Science conference;
  3. Support and advice on end-to-end network connectivity and use of services;
  4. Commitment to an agreed level of (network) resource provisioning and support for 1 year.

## 7. Project selection procedures

- In principle, the EYR@EaP organizing committee will correspond only with the main applicant, via e-mail and/or telephone. He/she needs to ensure that he/she can be contacted through an operational e-mail address, which should be made known to the EYR@EaP organizing committee.
- The EYR@EaP organizing committee will appoint a selection committee and will determine and undertake a diligent and transparent proposal selection.
- The selection committee acts in good faith in granting the awards, and reserves the right not to grant awards.
- Decisions made by the EYR@EaP organizing committee regarding the interpretation of these terms and conditions and the awarding decisions are binding and final.

## 8. Disclaimer

- The participating teams are responsible for the content and nature of their submission to the EYR@EaP program.
- The participating teams are responsible for ensuring that no legal obligations, no rules of public order or decency and no rights of third parties are violated, according to the laws of the countries involved. They must also ensure that their submission results in no unlawful act and/or in no damage to others. Teams indemnify the organizing NRENs from any and all costs and damages that could result from infringing on these and other obligations.
- No rights can be derived from suggestions and instructional materials provided by the organizing NRENs regarding the EYR@EaP program.
- Under certain unforeseen circumstances, the organizing NRENs reserve the right to change the terms and conditions of the program at any time. The latest version of this document can be found on the website.