



UK Research Office
Brussels



European Research Council
Established by the European Commission

ERC 2023 Advanced Grant Call Webinar

Session 2:

Submitting your proposal and
how it is evaluated by the ERC

30 November 2022

erc-uk@ukro.ac.uk



Who is who

Sean Rowlands

– European Advisor and ERC National Contact Point

Dr Phil Holliday

– European Advisor and ERC National Contact Point

Prof. Alessandro Troisi

Guest Presenter: University of Liverpool, ERC Advanced Grantee 2020 for A-to-B



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What will be covered in this webinar?



UKRO & UK Participation in Horizon Europe



Recap about the ERC



Submission Process



How the proposal is evaluated



Guest speaker and Q&A



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Housekeeping

- All participants will be muted for the duration of the webinar.
- Please use the Q&A function to submit questions.
- A chat function is available and will be monitored.
- You can 'up vote' your favourite questions on Q&A.
- We will be recording this session.
- Slides will be shared after the webinar on the event page.



About UKRO

We support UK organisations involved in EU R&I funding

UK National Contact Point for the [ERC](#) and [Marie Skłodowska-Curie Actions](#)

A Brussels-based team of advisors

Unique partnership between UKRI and more than 140 subscribing organisations

Part of UKRI's wider [International team](#)



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UK participation in Horizon Europe

On 24 December 2020: negotiations on the UK-EU Trade and Cooperation Agreement concluded

The [announcement](#) sets out the UK's intention to **associate to Horizon Europe**

- This includes **full participation in the programme** (with the exception of the EIC Fund)
- UK entities can participate in/coordinate projects and receive funding from Horizon Europe, incl. ERC grants

[European Commission's Q&A](#) confirms **UK eligibility to apply**.

[UKRO Portal](#) provides more detail and is updated with latest info on UK participation



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UK-EU TRADE AND COOPERATION AGREEMENT

Summary

December 2020

Questions from Monday's webinar:

How can team members from other Institutions/countries be funded?

Do we need formal agreements in place at the time of application?

According the [2023 ERC Work Programme](#) (pg. 32): *"Where they bring scientific added value to the project, additional team members may also be hosted by additional legal entities, which may be established anywhere, including outside the European Union or Associated Countries, or international organisations... Other legal entities established outside the European Union or Associated Countries may be eligible for funding provided that their participation is deemed essential for carrying out the action "*

Standard Horizon Europe personnel cost rules can apply to ERC team members (whether they are based at the host institution or elsewhere, event when overseas).

Have a look at Article 6.2.A in the [annotated model grant agreement](#) for more guidance.

Your host institution rules will apply as well. They are likely to have experience you can use for your budgeting so get in touch with them ASAP



Questions from Monday's webinar:

Do we need formal agreements between organisations/team members in place at the time of application?

The ERC does not require any formal agreements but you can have these in place.

In our experience, successful multi-beneficiary ERC grants have consortium agreements in addition to the standard ERC grant agreement between the Host Institution and the funder.

Consortium agreements are usually finalised and signed during the grant agreement preparation.

When submitting the proposal, applicants are only required to have written consent from all named team members in the proposal (on file, not submitted to the ERC unless specifically requested post-deadline)



Questions from Monday's webinar:

Do we need to submit support letters from the various laboratories/organisations where we plan to carry out proposed research?

No.

The only letter of commitment required is from the Host Institution.

The ERC only asks that you have written consent from all people involved at the time of submission, and this can just be an email it doesn't need to be an official document.

You don't need to upload these written consents, just have them all collected on file and ready to present to the ERC if they ask for them specifically.



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Questions from Monday's webinar:

How often do successful ERC Advanced applications apply for less than the maximum budget allowed? Would this be seen as 'not' ambitious if one does not push the limit to the max?

Statistics, show the predominant approach is to request the maximum budget but you don't have to.

Budget requests are one of factors you can do some homework about on the ERC website:

<https://erc.europa.eu/projects-statistics>

Remember that with ERC high ambition is a key part of the evaluation criteria but this is based on scientific impact. The evaluator's consideration of value-for-money (not the same as "is it cheaper than others") is secondary to this evaluation of the ambition.

The maximum amount of the grants is reduced *pro rata temporis* for projects of a shorter duration.

If you request a lower overall budget you cannot increase it at any time during the project, so be careful not to limit yourself unnecessarily.



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Questions from Monday's webinar:

If all of my research time is charged to a different grant, can I just allocate 30% (or more) of my time to the ERC but without charging it?

Yes this is possible.

It is not eligible to have your time double funded by the ERC and another grant. If there is any overlap between grants you should make sure only one grant funds your time.

The ERC's eligibility condition is for the time commitment itself, not the funding of it. Similarly you can partially charge for your committed time. Make sure you discuss this in detail with your Host Institution.

It's also important be sure that you are free to carry out your ERC activities in the time commitment dedicated to your ERC.



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Recap about the ERC

Brief overview as presented in Session 1



What is the European Research Council?



The ERC's mission:

- Support PI-driven frontier research across all fields
- Fund projects purely on the basis of scientific excellence
- Encourage the highest quality research in Europe

What makes the ERC unique:

- Excellence is the only criteria
- Funding is distributed **on researcher demand**
- Freedom given to PIs to lead their project with anyone in the world in their team



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ERC Frontier Research Grant Schemes

The ERC funds

- the best 'frontier research' proposals
- submitted by excellent researchers
- in the research field of their choice

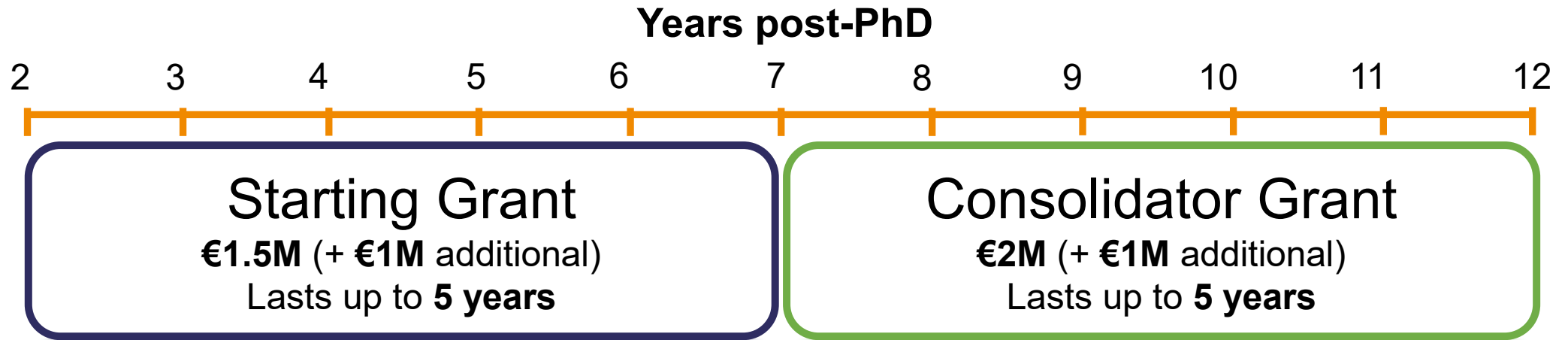
Projects are led by a Principal Investigator

- plus team members (if required)
- NOT the same as a collaborative grant

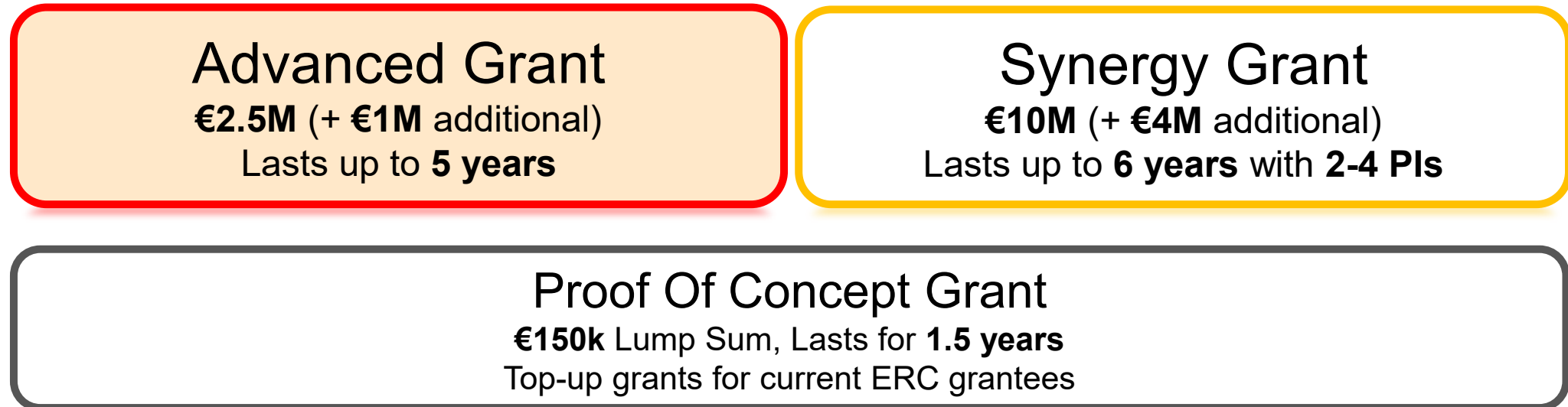
Funds any field of research

- Evaluation by 27 expert panels under 3 domains:
 - Physical Sciences and Engineering (PE)
 - Life Sciences (LS)
 - Social Sciences and Humanities (SH)





No PhD Requirements



2023 Advanced Grant Call Details

Call Identifier	ERC-2023-AdG
Budget	€597 Million
Estimated no. grants funded	246



ERC Submission Process

- Online forms
- Documents to upload & application templates



Key Steps for Proposal Submission

Register in the Funding & Tender Opportunities Portal and create an ECAS account



Get in touch with your research support office



Add relevant contact people to the online application



Submit early and often – latest version will be accepted

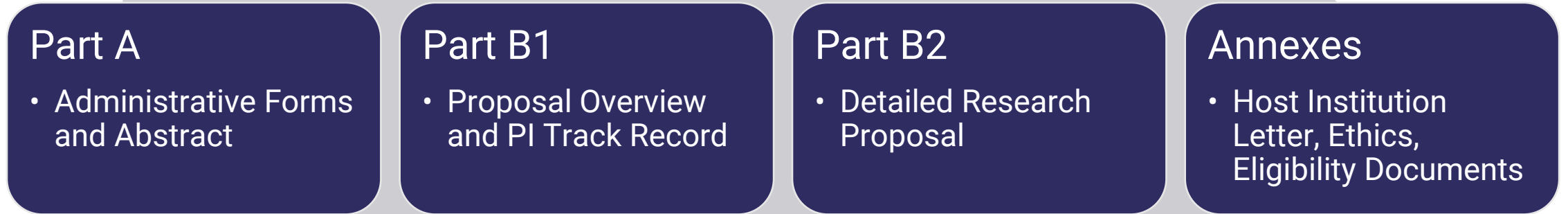


Keep the Information for Applicants in front of you throughout!!!



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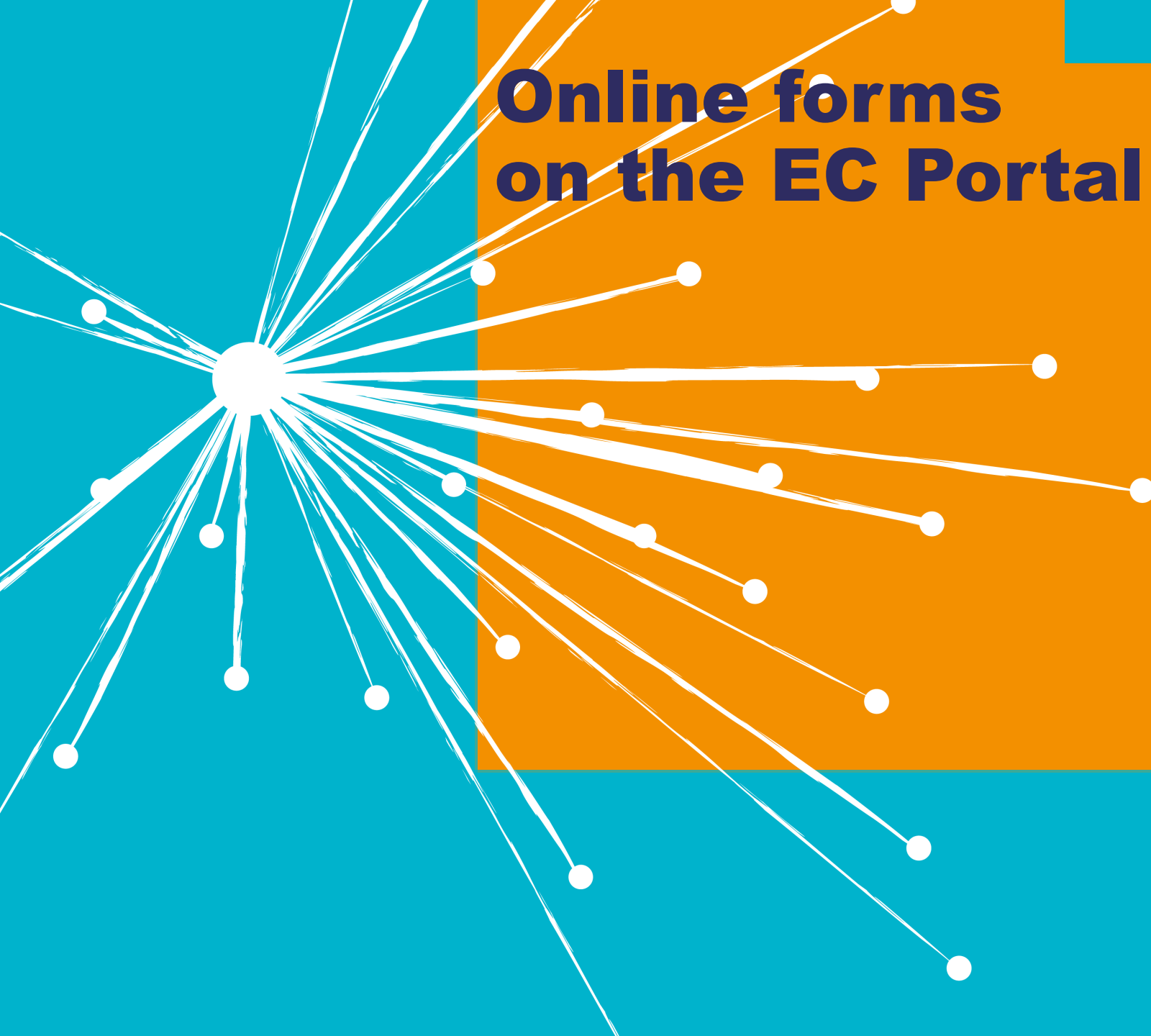
ERC Proposal Parts



1-step submission: all parts of the proposal are submitted together at deadline

- Part A is filled in online on the Funding and Tenders Portal
- Part B1, Part B2 and the Annexes are uploaded as PDFs to the Funding and Tenders Portal.

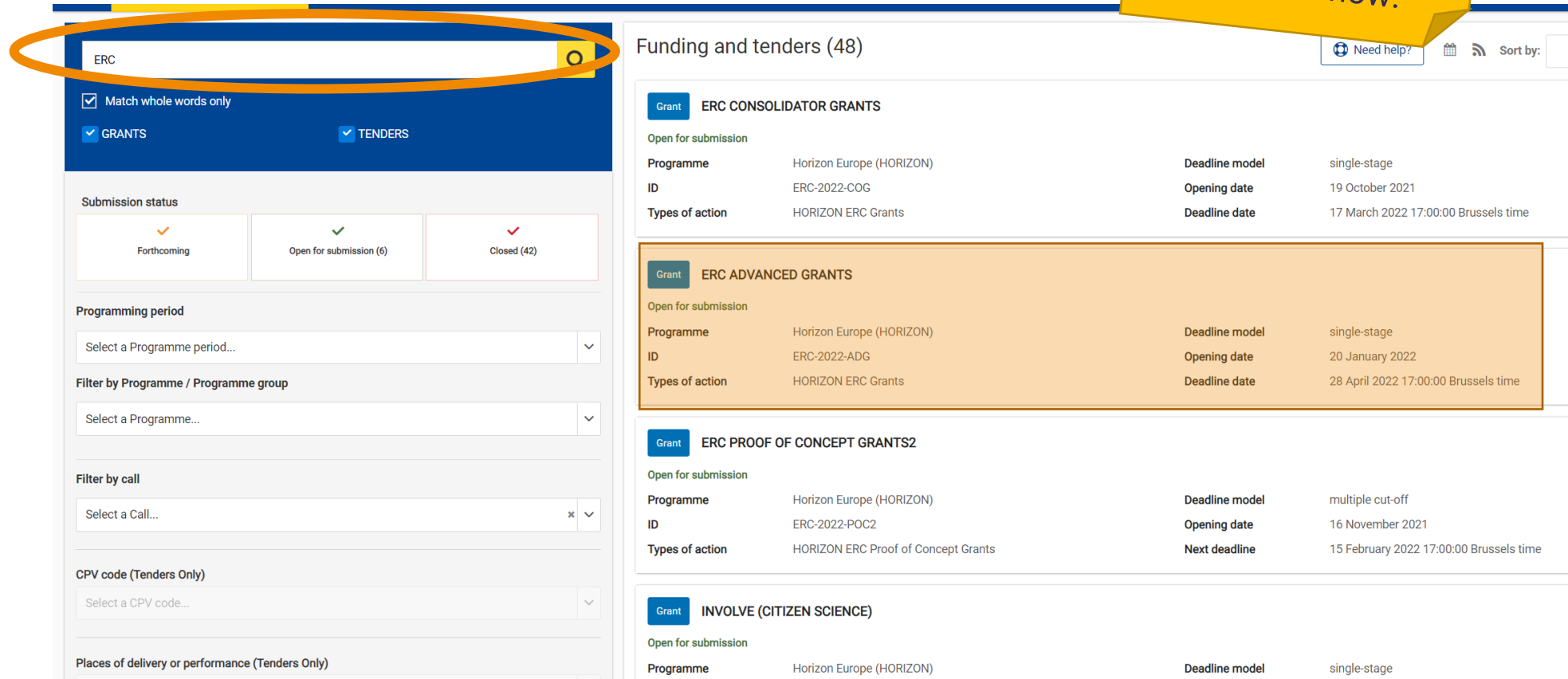
Online forms on the EC Portal



Find the call on the Funding & Tenders Portal

2023 Call will be listed soon!
You can look at the 2022 for now.

Use the [topic search](#)



ERC

☒ Match whole words only

☒ GRANTS ☒ TENDERS

Submission status

Forthcoming Open for submission (6) Closed (42)

Programming period

Select a Programme period...

Filter by Programme / Programme group

Select a Programme...

Filter by call

Select a Call...

CPV code (Tenders Only)

Select a CPV code...

Places of delivery or performance (Tenders Only)

Funding and tenders (48)

Need help?

Sort by:

Grant ERC CONSOLIDATOR GRANTS

Open for submission

Programme Horizon Europe (HORIZON)

ID ERC-2022-COG

Types of action HORIZON ERC Grants

Deadline model single-stage

Opening date 19 October 2021

Deadline date 17 March 2022 17:00:00 Brussels time

Grant ERC ADVANCED GRANTS

Open for submission

Programme Horizon Europe (HORIZON)

ID ERC-2022-ADG

Types of action HORIZON ERC Grants

Deadline model single-stage

Opening date 20 January 2022

Deadline date 28 April 2022 17:00:00 Brussels time

Grant ERC PROOF OF CONCEPT GRANTS2

Open for submission

Programme Horizon Europe (HORIZON)

ID ERC-2022-POC2

Types of action HORIZON ERC Proof of Concept Grants

Deadline model multiple cut-off

Opening date 16 November 2021

Next deadline 15 February 2022 17:00:00 Brussels time

Grant INVOLVE (CITIZEN SCIENCE)

Open for submission

Programme Horizon Europe (HORIZON)

Deadline model single-stage



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TOPIC ID: ERC-2022-ADG

General information

Call updates

UK Entity Warning on the EC Portal

We are aware of this warning on the EC portal but we understand **it will not block a UK-hosted submission.**

Because....

The [ERC's website](#) says this

UK's participation in Horizon Europe

The UK is expected to soon become an associated country to the EU's R&I Framework Programme Horizon Europe. The UK will therefore have the same rights and obligations as other countries associated to the Programme. [Read more.](#)

And the [EC's Q&A](#) (updated Dec 2021) says...

The General Annexes attached to the main Horizon Europe work programme (2021-2022) ensure that UK applicants are treated as if the UK is an associated country throughout the process, from admissibility and eligibility to evaluation, up until the preparation of grant agreements. However, grant agreements can only be signed if the association has come into force. The same treatment is also granted to any applicants from other associated countries currently engaged with the European Commission in an active process of association.

The screenshot shows the EC portal interface. On the left, under 'Call data', it lists: Call: ERC-2022-ADG, Topic: ERC-2022-ADG, Type of action: HORIZON-ERC, and Type of MGA: HORIZON-AG. Below this is a warning icon and text: 'Topic and type of action can only be changed by creating a new proposal.' Under 'Proposal data', it shows Acronym: Test and Draft ID: SEP-210831987. A blue button 'Download Part B templates' is at the bottom. On the right, a warning message states: 'Call requires at least 1 participant(s) from different EU Member States and Associated countries, currently you have 0.' Below this, it shows 'Number of participants: 1' and 'Host Institution' details for UKRI (UNITED KINGDOM RESEARCH AND INNOVATION, SWINDON, UK, PIC: 906446474). A contact 'Sean Rowlands - Principal Investigator' is listed. Buttons for 'Change organisation', 'Contact organisation', and 'Add Partner' are visible.



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And we were able to submit a test 2022 proposal to with a UK Host Institution despite the warning

First page of the submission platform

IDENTIFY THE HOST INSTITUTION (PIC number)

Find your organisation

PIC Short name

Search for your organisation

Organisations you have been previously associated with. (Click to select)

BASIC DETAILS ABOUT THE PROPOSAL

Your proposal

Please choose an acronym for your proposal.
It will appear also in the "General Information" section of the Application Form Part A and can also be updated there.

Acronym Enter value

Short Summary Enter value

ERC Panel

SAVE AND GO TO NEXT STEP

WHAT IS YOUR ROLE ON THE PROPOSAL?

Your role

Please indicate your role in this proposal

☒ Principal Investigator
☐ Main Host Institution Contact
☐ Contact person

Select your primary evaluation panel (e.g. LS3/SH1/PE4 etc)

See a full list of ERC panels and keywords in [Annex 4 of the Information for Applicants](#) document (from page 30)

Anything you enter in this part of the form **can be edited later!**



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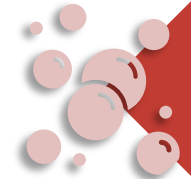
The Abstract in Part A



First thing that everyone looks at



Used by the panel chair to choose which panel members will undertake the Step 1 review



Mention interdisciplinary elements



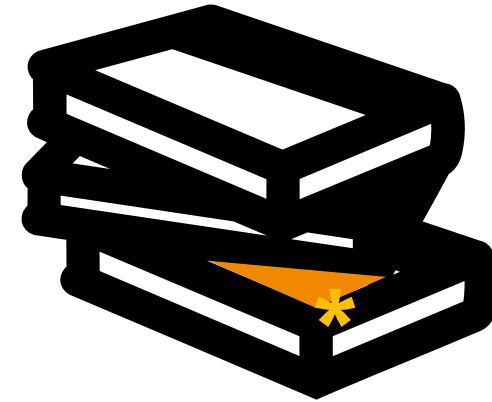
Public facing – a version will be available on CORDIS if your project is selected

Add excellence to your abstract

The Abstract is the key information in the cover page from Part A for influencing evaluation:

- The first glimpse of your proposal for the panel chair, panellists etc.
- Used as a reference for sorting how it will be evaluated (choice of remote evaluators etc)
- Can help the proposal to become familiar to stand out in a large pile of proposals.

***Make it exciting and memorable
for panellists!***



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Created by Orin zuu
from the Noun Project

ERC Panel Structure

Make your choice on the EC Portal

Must choose a best-fit primary evaluation panel

Optional secondary evaluation panel

Optional free key words

Applicants can flag their proposal as interdisciplinary

Physical Sciences & Engineering	Life Sciences	Social Sciences & Humanities
PE1 Mathematics PE2 Fundamental Constituents of Matter Particle PE3 Condensed Matter Physics PE4 Physical and Analytical Chemical Sciences PE5 Synthetic Chemistry and Materials PE6 Computer Science and Informatics PE7 Systems and Communication Engineering PE8 Products and Processes Engineering PE9 Universe Sciences PE10 Earth System Science PE11 Materials Engineering	LS1 Molecules of Life: Biological Mechanisms, Structures & Functions LS2 Integrative Biology: From Genes and Genomes to Systems LS3 Cellular, Developmental and Regenerative Biology LS4 Physiology in Health, Disease and Ageing LS5 Neuroscience and Disorders of the Nervous System LS6 Immunity, Infection and Immunotherapy LS7 Prevention, Diagnosis and Treatment of Human Diseases LS8 Environmental Biology, Ecology and Evolution LS9 Biotechnology and Biosystems Engineering	SH1 Individuals, Markets and Organisations SH2 Institutions, Governance and Legal Systems SH3 The Social World and its Diversity SH4 The Human Mind and Its Complexity SH5 Cultures and Cultural Production SH6 The Study of the Human Past SH7 Human Mobility, Environment, and Space <div>Read the descriptors</div>

<https://erc.europa.eu/document-category/evaluation-panels>

Main proposal page on EC portal

Part A: Administrative Forms

Online only

Part B1 & Part B2

- Upload PDFs based on editable templates
- Other documents listed below uploaded separately as PDFs

Part B1 & Part B2

Editable templates available to download

Support for EC portal use

- Not support on content of proposals
- Any issues during submission should be logged with the helpdesk

Proposal forms

Deadline
28 April 2022 17:00:00 Brussels Local Time

Call data:
Call: ERC-2022-ADG
Topic: ERC-2022-ADG
Type of action: HORIZON-ERC
Type of MGA: HORIZON-AG

Proposal data:
Acronym: test
Draft ID: SEP-210830145

Download Part B templates
Download part B templates

Support & Helpdesk
Online Manual IT How To
IT Helpdesk FAQ
Service Desk:
EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu

Administrative forms (Part A)
Edit forms View history Print preview

Part B and Annexes
In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments.

Part B1	Upload
Part B2	Upload
HI support letter	Upload
Annex 1	Upload
Annex 2	Upload
Annex 3	Upload
Annex 4	Upload
Annex 5	Upload
Annex 6	Upload

[BACK TO PARTICIPANTS LIST](#) **VALIDATE** **SUBMIT**

Avoid IT issues on the Funding & Tenders Portal



Validate your proposal regularly



Avoid using special characters for filenames

Only alphanumerical characters (A-Z, a-z, 0-9), _ (underscore), - (dash), . (dot) or space are allowed.



Submit early and often

Each submission overwrites the last, so only your final version will go to evaluators



EC unlikely to accept anything after deadline

if there are IT issues and no submission at all

Having a problems?
Contact the EC's IT Helpdesk
ASAP

Log the problem with screenshots and clear description of the problem.

Once you have contacted the helpdesk and your issue has been logged, you can try to resolve the issue with minor fixes, e.g.:

- Try using a different browser or computer.
- Try again at another time of day when traffic might be lower on the portal.



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Call the EC IT Helpdesk if it is urgent:
+32 2299 2222

Part A – Administrative forms

Navigate by chapter or pages

How to fill in the forms

The screenshot shows the HORIZON administrative form interface. At the top, there is a navigation bar with links: "< Exit form", "Table of contents", and "General Information >". Below this is a sub-navigation bar with "Table of contents", "Validate form", "Save form", and "Save & exit form". The main content area is titled "Application forms" and displays the following information:

HORIZON
Call: ERC-2023-COG
(Call for Proposals for ERC Consolidator Grant)
Topic: ERC-2023-COG
Type of Action: HORIZON-ERC
(HORIZON ERC Grants)
Proposal number: SEP-210899104
Proposal acronym: test
Type of Model Grant Agreement: HORIZON Action Grant Budget-Based

Below this information is a "Table of contents" section with a table listing sections and their corresponding "Show" buttons:

Section	Title	Action
1	General information	Show
2	Participants	Show
3	Budget	Show
4	Ethics and security	Show
5	Other questions	Show

At the bottom of the form, there is a section titled "How to fill in the forms" with a "Read more" button. The footer of the page includes the text "ERC ver 2.00 20220922" and "Last saved 30/09/2022 15:57:09".

Orange arrows point from the "Table of contents" link in the top navigation bar and the "Table of contents" link in the main content area to the "Navigate by chapter or pages" box. A green arrow points from the "How to fill in the forms" section to the "How to fill in the forms" box.

Part A – PI Declaration of Consent

Declaration in the online form,
Keep your written consents on file

- Written consents **should not be submitted with the application**, but the applicant must ensure they have written consent from all participants prior to the call submission deadline.
- The written consent **doesn't need to be an official letter**, our understand is that an email with the essential info and clear consent would work.
- **ERC Executive Agency may request the written consent after the deadline**, as evidence of research integrity, any time during the call process.

Application forms

[Table Of Contents](#)[Validate Form](#)[Save](#)[Save&Close](#)

Proposal ID **SEP-210732071**

Acronym **FAD**

Declarations

[?](#)

Field(s) marked * are mandatory to fill.

1) We declare to have the explicit consent of all applicants on their participation and on the content of this proposal. *

☐

Part A - Budget & Resources

3 - Budget

Please indicate the costs for each cost category as accurate as possible using only Euro integers. The 'Total eligible costs' of the project will be automatically calculated based on the figures inserted in the individual columns. The 'Requested EU contribution' has to be filled in manually. Please make sure to update the 'Requested EU contribution' if updates are made in any of the cost categories.

PI: When calculating the salary, please take into account the percentage of your working time dedicated to the ERC project.

Other personnel costs and Other additional direct costs:

If applicable, please specify this cost category in the Resources section (textbox below).

Internally invoiced goods and services:

Costs for host institution invoices and invoices for other entities should be included here; e.g. access to large facilities, access to other services that are charged as unit costs.

For more details on the budget table, please consult the ERC Information for Applicants document applicable to the call and year. Please note that the budget table and the description of resources will be made available to the experts evaluating the proposal at Step 2.

	PI	Senior Staff	Postdocs	Students	Other Personnel costs	A. Total personnel costs €	B. Subcontracting Costs € (No indirect costs)	C.1 Travel and subsistence	C.2 Equipment - including major equipment	Consumables incl. fieldwork and animal	Publications (incl. Open Access fees) and dissemination	Other additional direct costs	C.3 other work
--	----	--------------	----------	----------	-----------------------	----------------------------	---	----------------------------	---	--	---	-------------------------------	----------------

Make sure the figures match

Section C. Resources (Maximum 8000 characters allowed)

This section and the budget table will be made available to the experts evaluating the proposal at Step 2. Important: your description of resources will be truncated once it exceeds the maximum allowed characters. Please ensure your description is complete before submitting.

State and fully justify the amount of funding considered necessary to fulfil the objectives for the duration of the project. The project cost estimation should be as accurate as possible. The evaluation panels assess the estimated costs carefully; unjustified budget requests will be consequently reduced. Please specify if you will use third parties giving in-kind contributions to the action.

If applicable, please specify the cost items covered by your 'Other personnel costs' category and the cost items covered by your 'Other additional direct costs' category.

Request for additional funding if applicable (All items MUST be included in the overall budget table above): (Cost in EUR)

Justification:

Additional funding:

- Mixed with main budget in the table in the fitting cost category column
- Written separately in the resources text

Part A - Budget

Budget and Resources description [are seen by evaluators](#) but no longer count towards B2 Page limit

Applicants fill in a different table but [Section 4.3](#) shows how it ends up looking

Four main sections:

- Personnel
- Subcontracting
- Purchase
- Internally invoiced good and services

ERC specific: all 'Additional Funding' requested must be

- Included in the overall budget table
- Mixed with main budget in the table in the fitting cost category column
- *For example: fieldwork costs would go under Travel & Subsistence along with non-fieldwork travel like conferences*

Funding requested for 'Other personnel costs' & 'Other additional direct costs'

- Entered as a **total figure** on your budget table
- **Broken down in the Resource section text**, with each item briefly described

Budget summary

Beneficiary organisation(s)	Total cost (€)	Requested AMT (€)
1. Name of Institution, country	x,xxx,xxx.00	xxx,xxx.00

Budget details

Cost Category / Beneficiary		Name of Institution	Total	
A. Personnel costs	PI	xx	xx	
	Senior Staff	xx	xx	
	Postdocs	xx	xx	
	Students	xx	xx	
	Other Personnel costs	xx	xx	
Total Personnel costs		Xxx	Xxx	
B. Subcontracting costs (no indirect costs)		xx	xx	
C. Purchase costs	C.1 Travel and subsistence		xx	xx
	C.2. Equipment incl. major equipment		xx	xx
	C.3 Other goods, works and services	Consumables incl. fieldwork and animal costs	xx	xx
		Publications (incl. Open Access fees) and dissemination	xx	xx
		Other additional direct costs	xx	xx
		C.3 Total other goods, works and services	Xx	Xx
Total Purchase costs (C1 + C2 + C3)		Xxx	Xxx	
D. Internally invoiced goods and services (no indirect costs)		Xx	Xx	
E. Indirect costs (= 25% * (A + C1 + C2 + C3))		Xxx	Xxx	
Total eligible costs (A + B + C + D + E)		X,xxx,xxx	X,xxx,xxx	
Requested EU contribution		X,XXX.XXX	X,XXX.XXX	

⁵³ This is an example of how the Proposal Budget Report looks like for the experts. Please note that the layout may be further adapted when needed.

Part A – Description of Resources

**Budget and Resources description
are seen by evaluators but no longer
count towards B2 Page limit**

Specify all the resources required and justify them against the needs of the project.

Follow [Information for Applicants Section 2.3. \(page 26\)](#)

Unjustified budget lines may be reduced or count against your proposal.

Suggested elements to briefly describe and justify:

- Describe **your commitment** to the project
- Describe **all the cost categories** considered necessary for the project
- Describe the **size and nature of the team**, indicating the key team member(s) and their roles, or key vacant roles, specify and justify if they based at organisations other than the Host
- Describe any requested **equipment**, justify why you need it and how much it will be used
- Include the costs for **Open Access** to project outputs including data management
- Describe any **additional funding** requested for the project
- Describe any **existing resources that will be used but don't require funding**

Template for Resources Description (from [Information for Applicants](#) page 47)

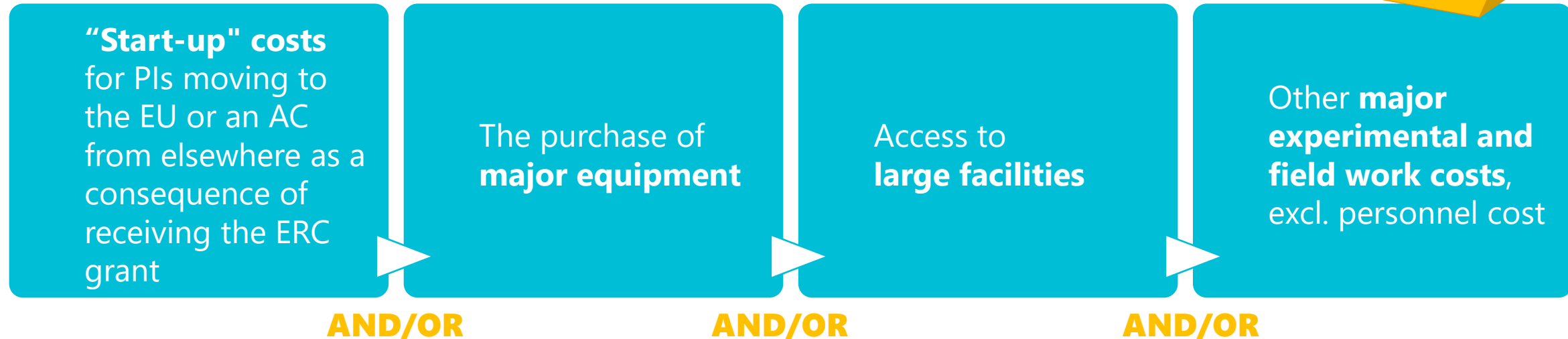
- “*I plan to allocate*” +Justification
- Max. 8000 characters
(equivalent to about 2 pages)
- You can request **additional funding** if applicable.
 - Provide a total figure (cost in EUR)
 - Address specific grounds for additional funding in your justification..
 - Described separately from main budget in Resources section text.

ERC Additional funding

Additional funding up to €1 million (incl. 25% indirect costs) can be requested to cover the following eligible costs when these are necessary to carry out the proposed work:

Additional funding:

- Mixed with main budget in the table in the fitting cost category column
- Written separately in the resources text



Special features of Additional Funding:

- What fits into the 4 categories in your field will vary from other fields
- If this additional part of the budget is not spent it cannot be transferred
- Same amount available to all ERC schemes

Part A – Ethics & Security questions

- Follow Horizon Europe guidance document: [‘How to complete your ethics self-assessment’](#)
- UK applicants should **answer ‘yes’ on questions about non-EU activity**. This will not affect eligibility.
- Answering ‘yes’ on certain questions may require a **brief text response** from the applicant.
- Applicants can **upload documents** related to some questions.
- Free text character limits:** 5000 per text box
- If the character limit is too short, we recommend using a separate document **uploaded as an optional PDF annex on the main submission page**. Make a reference to the annex in the Ethics text box in the application form.



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4 - Ethics & security

Ethics Issues Table

	Page
1. Human Embryonic Stem Cells and Human Embryos	
Does this activity involve Human Embryonic Stem Cells (hESCs)?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Does this activity involve the use of human embryos?	<input type="radio"/> Yes <input checked="" type="radio"/> No
2. Humans	
Does this activity involve human participants?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Does this activity involve interventions (physical also including imaging technology, behavioural treatments, etc.) on the study participants?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Does this activity involve conducting a clinical study as defined by the Clinical Trial Regulation (EU 536/2014)? (using pharmaceuticals, biologicals, radiopharmaceuticals, or advanced therapy medicinal products)	<input type="radio"/> Yes <input checked="" type="radio"/> No
3. Human Cells / Tissues (not covered by section 1)	
Does this activity involve the use of human cells or tissues?	<input type="radio"/> Yes <input checked="" type="radio"/> No
4. Personal Data	
Does this activity involve processing of personal data?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Does this activity involve further processing of previously collected personal data (including use of preexisting data sets or sources, merging existing data sets)?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Is it planned to export personal data from the EU to non-EU countries? Specify the type of personal data and countries involved	<input type="radio"/> Yes <input checked="" type="radio"/> No
Is it planned to import personal data from non-EU countries into the EU or from a non-EU country to another non-EU country? Specify the type of personal data and countries involved	<input type="radio"/> Yes <input checked="" type="radio"/> No
Does this activity involve the processing of personal data related to criminal convictions or offences?	<input type="radio"/> Yes <input checked="" type="radio"/> No
5. Animals	
Does this activity involve animals?	<input type="radio"/> Yes <input checked="" type="radio"/> No
6. Non-EU Countries	
Will some of the activities be carried out in non-EU countries?	<input type="radio"/> Yes <input checked="" type="radio"/> No
In case non-EU countries are involved, do the activities undertaken in these countries raise potential ethics issues?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Is it planned to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Is it planned to import any material (other than data) from non-EU countries into the EU or from a non-EU country to another non-EU country? For data imports, see section 4.	<input type="radio"/> Yes <input checked="" type="radio"/> No
Is it planned to export any material (other than data) from the EU to non-EU countries? For data exports, see section 4.	<input type="radio"/> Yes <input checked="" type="radio"/> No

Include page references to relevant sections in Part B1 & B2 for each issue if you answer ‘Yes’

Part A – Responses on non-EU activity

Ethics Section 6, Non-EU countries – “Will some of the activities be carried out in non-EU countries?”

- Answer **yes for UK activity** and cite relevant points in the proposal.
- Similarly if there are any other activities outside EU member states.

Ethics Section 4, Personal data – “Is it planned to export personal data from the EU to non-EU countries?”

- Explain how these exports are **in accordance with GDPR** (Chapter V of the [General Data Protection Regulation 2016/679](#)).
- Mention the **EU Adequacy Decisions for the UK** on the protection of individuals regarding the processing of personal data and free movement of such data from the EU to the UK.

Security Section 1 EU classified information – “Does this activity involve non-EU countries?”

- You need to answer **yes for UK activity** if the project involves **EU classified information** ([EUCI; see Article 3 definition](#))



Documents to upload & application templates



Supporting Documents

About the Applicant

- Documentation to support extension of the eligibility window (if relevant)
 - Birth certificates
 - Doctor's letters
 - Proof of leave from an employer or previous employer
 - Etc.

About the Institution

- Host Institution support letter (using the [NEW template](#), on official headed letter)
- Documentation to support extension of the 10-year track record (if applicable)

About the Project

- Ethics documents if requested by the Part A Ethics questionnaire (e.g. ethics committee decisions, licenses etc.)
- If the character limit in the Ethics questionnaire is too short, upload appropriate responses as PDF annexes.

UPLOAD AS
PDF DOCUMENTS

4.2 HOST INSTITUTION SUPPORT LETTER TEMPLATE 2020
(Print on paper, bearing the official letterhead of the host institution)

Commitment of the host institution for ERC Calls 2020¹⁾

The institution hereby confirms that it is associated to the proposal and that it will be responsible for the administrative and financial management of the project, which is the legal entity.

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By which the obligations listed below will be addressed should the proposal be selected for funding.

Performance obligations of the applicant legal entity that will become the beneficiary of the ERC Grant Agreement (hereafter referred to as the Agreement), should be outlined and the preparation of the Agreement be successfully concluded:

The applicant legal entity commits itself to hosting (and engaging) the principal investigator who is expected to devote:

- a) ensure that the work will be performed under the scientific guidance of the principal investigator who is expected to devote:
 - in the case of a Starting Grant at least 10% of her/his working time to the project (action) and spend at least 50% of her/his working time in a State or Associated Country;
 - in the case of a Consolidator Grant at least 40% of her/his working time to the project (action) and spend at least 50% of her/his working time in a State or Associated Country;
 - in the case of an Advanced Grant at least 30% of her/his working time to the project (action) and spend at least 50% of her/his working time in a State or Associated Country.
- b) carry out the work to be performed as it will be identified in Annex 1 of the Agreement, taking into consideration the specific role of the principal investigator;
- c) enter — before signature of the Agreement — into a "supplementary agreement" with the principal investigator, that specifies the obligation of the applicant legal entity to meet its obligations under the Agreement;
- d) provide the principal investigator with a copy of the signed Agreement;
- e) guarantee the principal investigator's scientific independence, in particular for the:
 - i) use of the budget to achieve the scientific objectives;
 - ii) authority to publish as senior author and invite as co-authors those who have contributed substantially to the work;
 - iii) preparation of scientific reports for the project (action);
 - iv) selection and supervision of the other team members (hosted (and engaged) by the applicant legal entity as other legal entities), in line with the profiles needed to conduct the research and in accordance with the applicant legal entity's usual management practices;
 - v) possibility to apply independently for funding;
 - vi) access to appropriate space and facilities for conducting the research;
- f) provide — during the implementation of the project (action) — research support to the principal investigator and the team members (regarding infrastructure, equipment, access rights, products and other services necessary for conducting the research);
- g) support the principal investigator and provide administrative assistance, in particular for the:
 - i) recruitment of the team members and their mobility;
 - ii) management of the project (action);
 - iii) financial management practices;
 - iv) security schemes, such as personal security, etc.

For the host institution (applicant legal entity):

Date: _____

Name and Position: _____

Printed name and signature of legal representative: _____

Stamp of the host institution (applicant legal entity): _____

IMPORTANT NOTE: In order to be complete a full set of documents to be included in the proposal must be the following:

Official documents can
be submitted in any
EU official language
OR
certified translation
into any EU language



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Proposal Formatting & Templates

Page limits will be strictly applied

Page formatting will be systematically checked by the ERCEA

References do not count towards page limit

Templates:

- [2022 Advanced Grant application form template](#) (PDF version)



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Page Format:
A4

Header: [PI surname], [Project acronym] & [Proposal section (Part B1 or Part B2)]

Font:

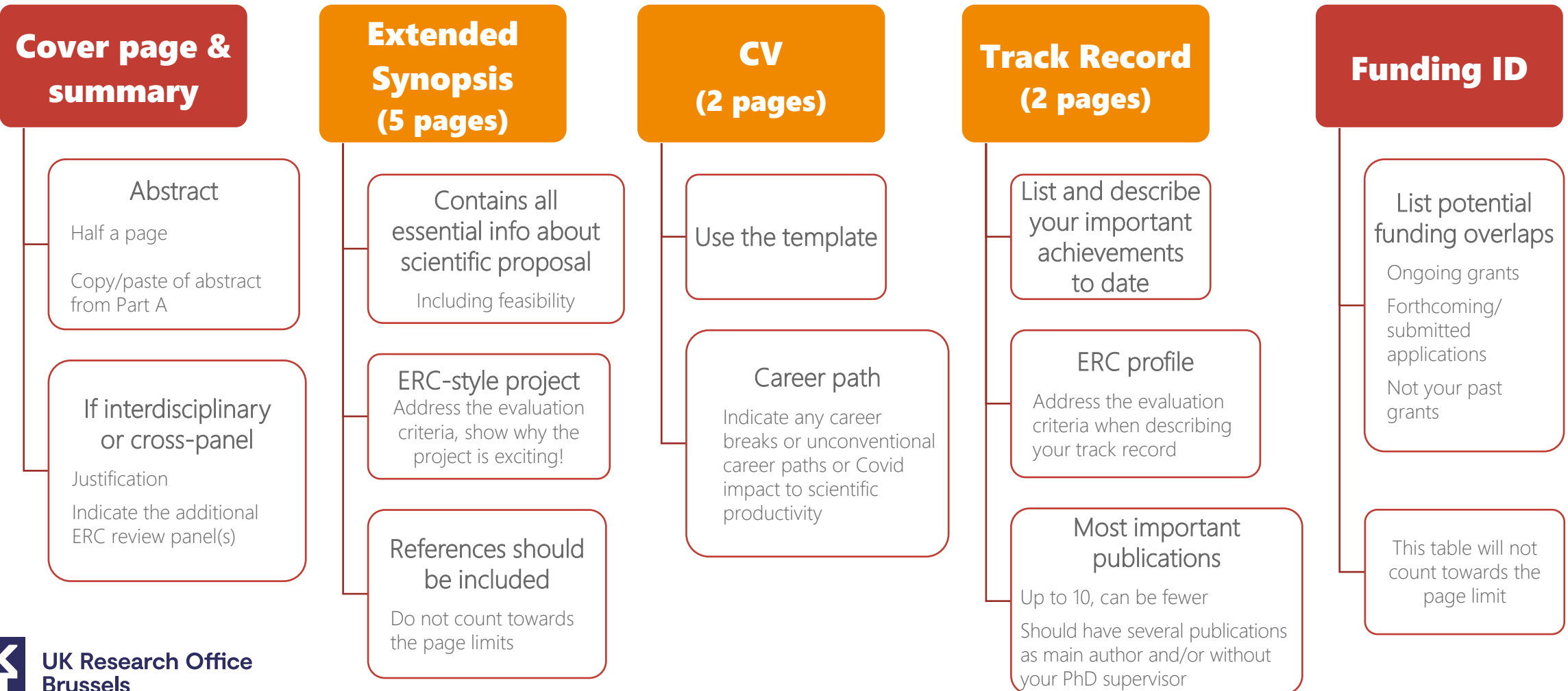
- Times New Roman, Arial or Similar
- At least font size 11,
- Single line spacing

Side margin:
2 cm

Bottom margin:
1.5 cm

Part B1:

Evaluated at Step 1 & Step 2



Bibliometrics and Impact Factors

ERC has formally endorsed the [San Francisco Declaration on Research Assessment \(DORA\)](#):

Do not use journal-based metrics, such as Journal Impact Factors, as a surrogate measure of the quality of individual research articles, to assess an individual scientist's contributions, or in hiring, promotion, or funding decisions

What does this mean for applicants?

- Publications listed in the “track record” (Part B1) **can have contextual details** incl. field-relevant bibliometric indicators
- **Journal Impact Factor will be disregarded** anywhere in the proposal



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Part B2 - only seen if proposal is retained for Step 2



Describe the team in Part B1 or B2?

PIs should describe their team in Part B2, including how they fit in with the work plan and methodology

With Part B1's 5 page limit, it is unlikely there will be space for describing the team

The priority in Part B1 is an eye-catching presentation of:

- the **Project** and
- the **Principal Investigator**



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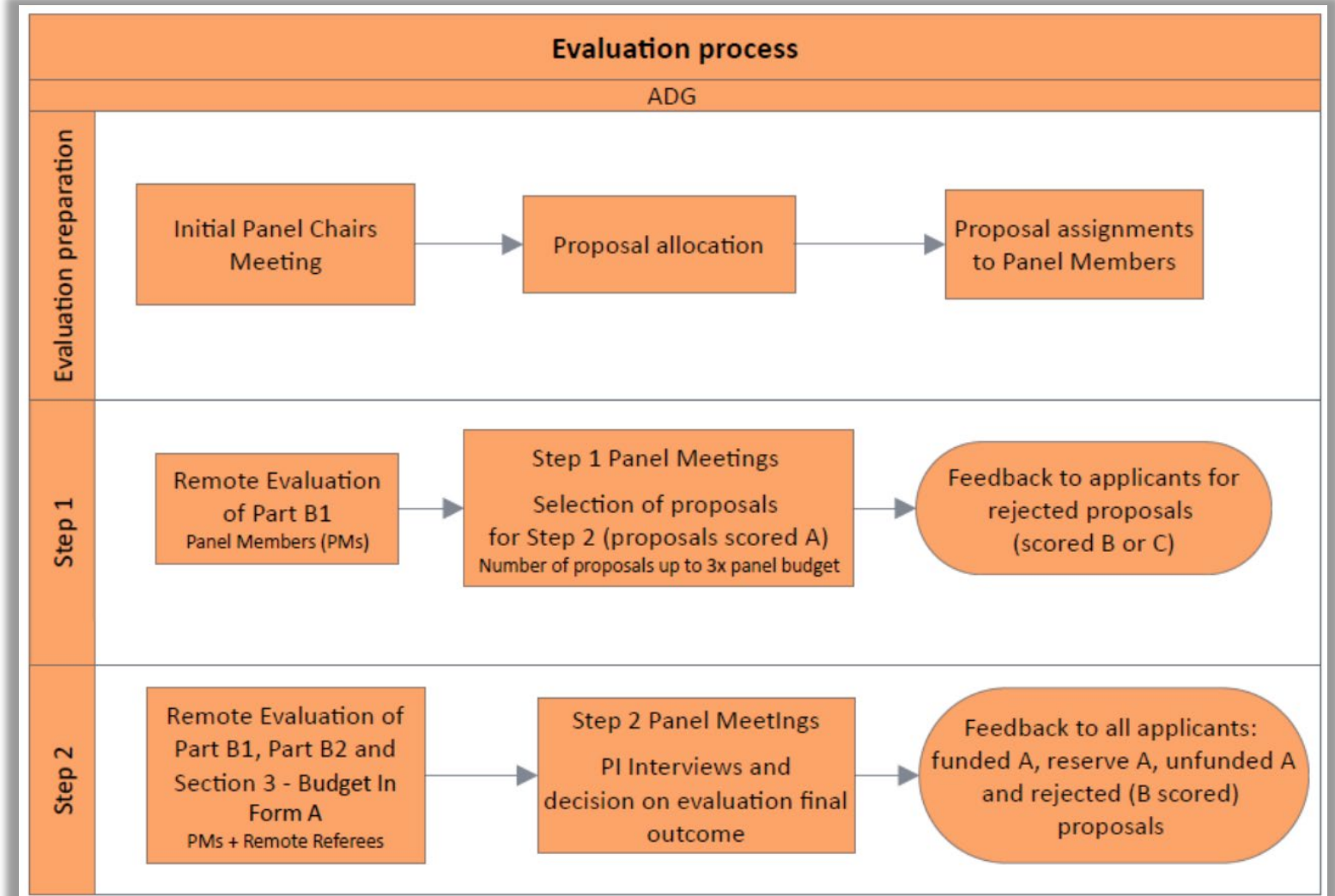
ERC Evaluation Process & Criteria



Evaluation Process

- **January 2024**
Feedback to unsuccessful applicants about Step 1 evaluation.

Interview invitations sent to successful candidates passed to Step 2
- **August 2024**
All applicants informed about Step 2 evaluation



Advanced Grant applicants also have interviews at Step 2 (~30 min presentation and Q&A)

[WATCH OUR WEBINAR ON INTERVIEWS](#)

Evaluation Outcomes

Proposal Grading	Stage	Funded?	Reapplication Restrictions?
A	2	If sufficient budget	None
B	2	No	None
B	1	No	1 Year
C	1	No	2 Years

PIs with proposals which do not progress to Step 2 are given “demand management” restrictions

- Restrictions are produced from Starting, Consolidator and Advanced Grant calls
- Restrictions from Starting Grant calls apply to subsequent Consolidator Grant calls
- Synergy Grant calls only produce restrictions for Advanced Call applicants
- Restrictions from Horizon 2020 apply in Horizon Europe

ERC evaluation criterion

Excellence of one aspect
is not more important
than that of the other

Research project's

ground-breaking nature
ambition
feasibility

Principal Investigator's

intellectual capacity,
creativity
commitment

Excellence
is the sole evaluation criterion

- Proposals marked by panel from: 1 – 5 (non-competitive to outstanding)
- Numerical marks not communicated to applicant
- Outcome of panel meetings expressed as A, B or C



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**Proposals are not judged on socioeconomic
impact or relevance to European policy**

Expert ranking and automatic funding cut-off

Budgets are set by researchers' demand

$$\frac{\text{Requested EU Contribution (Panel)}}{\text{Requested EU Contribution (Total)}} \times \text{Available Budget} = \text{Panel Budget}$$

Normalised Accumulated Budget (NAB)

$$\frac{\text{Funding Requested} + (\text{Funding for Higher Ranked Proposals})}{\text{Panel Budget}} \times 100 = \text{NAB}$$

Expert evaluators make a ranking list
the cut off is decided automatically

Example: If a Panel has a €6 million budget:

- 3 projects selected
- 1 on reserve list

Rank	Funding	Score	NAB	Funded?
1	€2M	A	$1/3 \times 100 = 33\%$	Yes
2	€2M	A	$(1+1)/3 \times 100 = 67\%$	Yes
3	€2M	A	$(1+1+1)/3 \times 100 = 100\%$	Yes
4	€2M	A	$(1+1+1+1)/3 \times 100 = 133\%$	Reserve?
5	€2M	B	$(1+1+1+1+1)/3 \times 100 = 168\%$	No
6	€2M	B	$(1+1+1+1+1+1)/3 \times 100 = 200\%$	No

Proposals with a NAB between 0% and 100% are funded.



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The evaluation criteria

1. Research Project - Ground-breaking nature, ambition and feasibility

The Project

To what extent:

- does the proposed **research address important scientific challenges?**
- are the objectives **ambitious and beyond the state of the art?**
- is the proposed research **high risk/high gain?**

The Scientific Approach

To what extent:

- is the outlined scientific approach **feasible** bearing in mind the high risk/high gain?
- are the research methodology and working arrangements **appropriate to achieve project goals?**
- the proposal involves the **development of novel methodology?**
- are the **timescales, resources and PI commitment adequate** and properly justified?

2. Principal Investigator - Intellectual capacity and creativity

The Principal Investigator (PI)

To what extent:

- has the PI demonstrated the ability to conduct ground-breaking research?
- does the PI provide evidence of creative independent thinking?
- does the PI have the required scientific expertise and capacity to successfully execute the project?

Typical Reasons for Rejection

Proposed Project and Scientific Approach

- Scope is too narrow or too broad or not focussed enough etc.
- Incremental research, not ground breaking
- Work plan not detailed enough or unclear
- Insufficient risk management

Principal investigator

- Insufficient track-record
- Insufficient (potential for) independence
- Insufficient experience in leading projects



Evaluation summary reports

All ERC applicants receive
evaluation summary reports,
whether successful or unsuccessful

These reports include:

Panel score (A, B or C)

Ranking range

(1% for the highest ranked - 100% for the lowest)

Panel comment

Summary of decisive, collective final evaluation
meeting by generalist panel of experts

Reviewer comments (proposals reaching Step 2)

Independent reviews by experts close to your field
carried out before panel meeting

Do not necessarily reflect
the panel's final opinion



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Refer back to Session 1

Your understanding of the evaluation process and other guidance today should inform your proposal writing.

We covered proposal writing in Session 1, the slides and a recording are available [here](#)



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**Slides to take
away for your
proposal
writing**



Tips & Tricks to Remember

Speak ASAP with your Host Institution's Research Support

- Find colleagues to proofread drafts against evaluation criteria
- You need a strong CV (in relation to your career stage)

Read all call documentation and evaluation criteria

- Evaluators are experts, but not necessarily in your exact area
- Study previous ERC projects within your research area

The best proposals take time to write

- Use clear and concise language, make it easy to find information in your proposal
- Explain jargon used in your country/research area
- Include diagrams, images, tables if appropriate

Proposal Advice

Questions to ask yourself

Does the proposal go beyond the state of the art ?

Is it timely? (Why wasn't it done in the past? Is it feasible now?)

What is the risk? Is it justified by the potential gain? Do I have a plan for managing the risk?

Why is my proposal important?

Why am I the best/only person to carry it out?

Am I internationally competitive as a researcher at my career stage and in my discipline?

Am I able to manage a 5-year project with a substantial budget?

Key points

Read all call documentation and the evaluation criteria

Be specific and don't provide unsupported opinions or comments

Clearly address ALL of the evaluation criteria

Make it easy for the evaluators to find the information

Pitch to generalists: evaluators will be experts, but not necessarily in your exact area

Use clear and concise language and explain country/research area specific jargon

Include diagrams, images, tables if appropriate

Research previous and current projects

Find colleagues to proof read drafts with the evaluation criteria

Check your proposal's coherence

Does my methodology support my scientific objectives/questions?

Do I have the right resources to carry this out?

Does the latest version of the B1 match the B2?

Scientific Questions	Methodology 1	Methodology 2	Methodology 3	Methodology 4
Questions 1	X			
Question 2		X		
Question 3	X		X	
Questions 4				

Evaluators are looking for feasibility in the proposal.

If something does not work in the text, it raises concerns for the project.

Activity (Methodology)	Team Member 1	Team Member 2	Team Member 3	Team Member 4
Activity 1	X			
Activity 2		X		
Activity 3	X		X	
Activity 4				



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Useful links

- [2023 ERC Starting & Consolidator Grant Information for Applicants](#)
- [2023 ERC Work Programme](#)
- [ERC Youtube Channel- explainer videos](#)
- [EURAXESS UK webinar on 'Strategy on applying for a Consolidator Grant'](#)
- [Find out more about ERC Experts who review proposals](#)
- [ERC FAQ page](#)
- [ERC Information Service](#) – the best way to find out about previously funded projects



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Remember
Read the
Information for Applicants
&
Submit your proposal
early and often!





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Guest speaker followed by Q&A



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