



The Malta Council for
Science & Technology



PARLIAMENTARY SECRETARIAT
FOR FINANCIAL SERVICES,
DIGITAL ECONOMY AND INNOVATION

The Malta Council for Science and Technology

Framework Programme Unit:

PARADISE Call

Frequently Asked Questions (F.A.Q.)

Revision Date: 4th November 2020

This measure falls under the Evaluators category under the PARADISE Call which is supported through Malta Government funds and is managed by the Malta Council for Science and Technology, on behalf of the Foundation for Science and Technology

This document is continuously update. The Council reserves the write to update this document at its discretion. Applicants are responsible to ensure they are referring to the most recent version of this document

F.A.Q

Question 1.:

The application states “Please tick whether your application falls under State Aid de minimis Regulation or State Aid Not Applicable. Applicants may only opt for one option”.

If within the same application the lead coordinator is ***** and a partner organization is a private entity, would we opt for the non-state aid or state aid? And would the partner entity be eligible for 100% funding even if they are a private entity?

Answer 1.:

The lead coordinator is the applicant and must select depending on his legal status - falls under State Aid de minimis Regulation or State Aid Not Applicable. Applicants may only opt for one option.

The beneficiary receiving the funds is the main applicant. Kindly refer to Terms of Reference for eligible costs, the coordinator in his role has to ensure to administer the fund according to its in house normal accounting practices on behalf of the partners (if any) and dispense the funds accordingly.

Question 2.:

If ***** applies as partner, then *****’s legal signatory would not need to sign on the application?

Answer 2.:

When participating as partner details need to be provided as indicated in the application form.

Question 3.:

Could certification bodies be considered as a prospect partner, then having these eventual costs eligible for refund?

Answer 3.:

Yes, they can be considered as a partner. This particularly relevant when the certifying body is a stakeholder in your proposal and contributes the proposal. Eligible costs can be claimed from the project.

Question 4.:

Would it be accepted to include laboratorial analysis leading to certifications as one of the activities proposed? For example, EcoCert?

Answer 4.:

Yes, where the laboratory analysis includes a research element. Kindly refer to Terms of Reference for eligible costs.

Question 5.:

We are preparing together with ***** a proposal for a SUA on Plastics. As we are involving in this SUA strongly a Foreign certified and qualified entity, we have come out with a doubt relating on how to involve it.

There is an Option to include it as a Foreign Partner or we can insert it in the list of organizations to be invited as expert. We have seen also there is a 25% of Subcontracting available too.

In order to declare it property we have 2 options:

- A) Insert this entity as Foreign Partner in the Additional Partner Organization's SECTION 1. Scope is to underline there is a deep relationship at a level of a partnership and not limited to an event. Our idea was to use contribution as subcontractor and coverage of costs when invited to Malta.

B) Alternatively we do not name them in Additional Partner Organization's SECTION 1 and just use them as expert to be invited and as subcontractor.

What is the best way to indicate such relationship?

Answer 5.:

Both options are permissible, it is at the discretion of the coordinator to establish the relationship and propose accordingly the involvement.

For clarity in the Application From:

- Section One the table "Partner Organisations" should list legal entities that have mutually agreed with the coordinator to participate.
- Section Two item "4. Foreseen participants (other than those listed under Section1)" this list should be used to earmark participants/individuals/experts preidentified as contributing to the SUA.

Question 6.:

We would like to enquire whether it is possible for ***** to apply for the PARADISE call with 2 different ideas but having the same Lead Researcher.

Answer 6.:

Kindly refer to terms of reference, under 6.2 Requirements:

"There is no limit on the number of participations as a partner, however:

- *Each Legal entity may only submit one proposal as the Lead Coordinator.*
- *Each consortium needs to have different partners. It is not allowed to have the same consortium submitting more than one application."*

Question 7.:

Is there a word count limit in the different sections of the application?

Answer 7.:

No, unless otherwise specifically indicated in the application form.

Question 8.:

Should a consortium agreement be set at application stage OR only if the fund is granted, at grant agreement stage?

Answer 8.:

Consortium agreements can be signed at Grant agreement stage.

Question 9.:

Is there a mandatory audit that we need to account for in our budget for this scheme?

Answer 9.:

No. The council however retains the right to carryout audits.

Question 10.:

Is there an eligibility for indirect costs in this scheme?

Answer 10.:

No, eligible costs are only funded.

Question 11.:

Under Section 2 number 9 'Budget description':

If there are 3 partners within the Team, and they will each claim eligible costs, can they be the ones who also 'supplement' with in-kind work e.g. providing additional hours which will not be claimed for?

For example, ***** would provide 6 hours per week of personnel costs which are claimed + another 2 hours per week which are provided as supplementary.

Answer 11.:

Yes such an arrangement can be proposed. If such hours are declared at proposal stage these will also so need to be reported during implementation.

Question 12.:

Under Section 2 number 9 'Budget description':

If an entity is not part of the hypothetical official 3-partner group mentioned above, but will be providing its expertise in-kind, would that be included under 'supplementary funding' or under 'other potential funding'?

If this is included under supplementary funding, then what is the difference between 'supplementary funding' or under 'other potential funding'?

Answer 12.:

It should be listed under other potential funding.

Question 13.:

When working out the budget we noted that the guidelines do not pose any restrictions with respect to specific work packages.

Is there a recommended % of the total project value for the 'Project management' work package?

Are report writing and publication writing considered eligible under personnel costs? If so, is there a recommended % of the total project value for these?

Answer 13.:

No restrictions are imposed, applicants are guided to have well-structured budgets in coherent with selection criteria to sustain the activities.

Question 14.:

The ToR stipulates that “Beyond the scientific proposal, a budget breakdown and timeline are also required. The inclusion of Gantt chart is recommended.”

In terms of budget breakdown, is the amount of total eligible costs for the whole hypothetical 3-partner group enough?

For example:

Total person-months and respective personnel costs per WP for the WHOLE hypothetical 3-partner group

Total equipment costs for the whole hypothetical 3-partner group

Etc

OR

Would one need to divide them per partner?

For example:

The total person-months and respective personnel costs per WP for each partner

The equipment costs for each partner

Etc

OR

Would one also need to provide a breakdown of the actual number of personnel working on each work package for each partner?

Answer 14.:

Applicants are guided to provide a budget breakdown describing all the eligible costs and where applicable of the consortium. In the cases of Consortium, the total eligible costs of the partnership should be described at the level of the respective partner.

Question 15.:

Regarding gender issue considerations, how would it is best to show this in the application?

Answer 15.:

Applicants are guided to incorporate gender dimensions holistically in the proposal.

Question 16.:

Further clarification to Q&A 7. related to word count limit, Section 2 states “*Please keep proposals short: max. 10 pages (including existing titles and instructions, using the present fonts and font size).*” We presume this page limit is for section 2 only. Are we correct?

Answer 16.:

Yes - it specifically indicated in this part of the application form.

Question 17.:

Can we add annexes with further information to the application form?

Answer 17.:

Yes.

Question 18.:

The ToR states that “*Beyond the scientific proposal, a budget breakdown and timeline are also required. The inclusion of Gantt chart is recommended.*” Is additional information required beyond the information that will be provided in Sections 2 Numbers 8 and 9 in the proposal sheet?

Answer 18.:

It is appropriate to sustain the use of the resources across the application.

Question 19.:

With regards to Annex 1, Principal & CEO's signature would ONLY be required on page 3 of document pages 2 and 3 "NON-STATE AID JUSTIFICATIONS FOR – PUBLIC RESEARCH AND KNOWLEDGE DISSEMINATION ORGANISATIONS". Are we correct?

Answer 19.:

Yes the legal representative of PUBLIC RESEARCH AND KNOWLEDGE DISSEMINATION ORGANISATIONS must sign on page 3 of this document.

Question 20.:

With regards to Section One of the application form "Applicant Details", whose name should be included in this section? The name of the Principal Investigator or Director or Lear or CEO? (applicant details are requested again in Section 4.4)

Answer 20.:

In Section One, Principle Investigator should be named. Section 4.4 needs to be signed by both the principal investigator and legal representative of the entity as indicated in the respective table.

Question 21.:

Further to question 20. Section 4.4 requests the following details:

Signature & Stamp of the Applicant:

The applicant needs to have sufficient authority to ensure the adequate degree of commitment and support for the activities.

Signature & Stamp of CEO / Chairman / Rector of Applicants Entity:

Applications should be endorsed by the applicant's CEO/Chairman/Rector, as the case may be.

Who does the “applicant” refer to and who would need to sign (and rubber stamp) in this case?

Answer 21.:

Kindly refer to answer 20.

Question 22.:

In Section 4.1 h the application requests the following information:

Name and Surname of Natural Person granted authorisation

Who would be the Natural person? Does this include the list of people who should be contacted related to the application, e.g. the lead researcher, the LEAR, the Senior research officer?

Answer 22.:

This would be the Principle Investigator or any other person within the entity that has been delegated the authority.

Question 23.:

The eligible costs do not specifically list equipment and consumables (e.g. chemicals). Is equipment and consumables an eligible cost? If so, which of the list of eligible costs does it align with?

Answer 23.:

Such cost can be proposed under item f), these have to directly contribute to research and are subject to MCST’s approval to be considered as eligible costs. Note this item will be considered up to a certain extent of the proposal budget, applicants are guided to limit the claim under this item.

Question 24.:

Are fuel costs for sampling purposes (e.g. for research marine vessels) eligible costs?

Answer 24.:

Yes.

Question 25.:

Should the application be submitted only in pdf form?

Answer 25.:

Only .pdf format.

Question 26.:

How can other partners sign the application form? (as there is only a space for the main applicant)

Answer 26.:

Partners (if any) are not required to sign the application form. However, partner details need to be provided as indicated in the application form.

Question 27.:

Refence to Question 26. If their signature is not required, how we can make sure of their commitment to the project- any other proof needed?

Answer 27.:

If the proposal is selected for funding and there is a partnership, a consortium agreement should be in place between the consortia prior to the grant agreement.

Question 28.:

The page limit, 10 pages, how strict it is.

Answer 28.:

The page limit is in line with the amount of funding available and should be sufficient for applicants to convey the proposal.