ERC GRANT SUBMISSION

EXAMPLE SUBMISSION INSTRUCTIONS FOR PIs

If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.

Create and account, log on to the Funding & Tenders portal and find the right call for proposals, e.g. ERC Consolidator Grant 2020.

Click on „Start Submission“.

We suggest using Internet Explorer or Firefox as a browser when accessing Part A via the Funding & Tenders portal (Chrome and Safari usually do not work very well). If you are using IE or Firefox, and are receiving error messages, please get in touch with the IT support of Goethe-University as they may need to adjust your browser settings.
Enter the Goethe-University’s PIC (Participant Identification Code): 999978724.

Select your role in the proposal.

Enter your acronym, abstract and select the evaluation panel.

You can change this at any time after you have started the application process.

If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
You have to add a Main Host Institution Contact, which is one of the three EU Officers in the Research Service Center.

To add this contact, click on ‘+’

Put in the name and contact details of one of the following EU Officers (the person whom you have been in contact with)...

Sarah Raphael (ERC)
Kristina Wege (FB 1-10)
Ilonka Bartoszek (FB 11-16)

...and use the following email address
rsc-eu@uni.frankfurt.de

If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni.frankfurt.de.
If you want to see the info for Principal Investigator (PI), you click on the “edit” symbol.
The system will have used the info you provided when first creating your portal account. Therefore, some of the info can only be changed by editing it in your general account.

If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
To fill in the Administrative Forms, click on “edit forms”, which will open an editable PDF.

If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
You can go through all steps via the navigation on top or go to the individual sections via the table of contents.

If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
### ERC Grant Submission

**Proposal Submission Forms**

**European Research Council Executive Agency**

<table>
<thead>
<tr>
<th>Proposal ID</th>
<th>SEP-210540927</th>
<th>Active</th>
<th>delete</th>
</tr>
</thead>
</table>

**Free Keywords**

In addition, please enter free text keywords that you consider best characterise the scope of your proposal. The choice of keywords should take into account any multi-disciplinary aspects of the proposal.

**Abstract**

... 

Remaining characters 1997

In order to best review your application, do you agree that the above non-confidential proposal title and abstract can be used, without disclosing your identity, when contacting potential reviewers?

- Yes
- No

Please contact us, if you have questions.
In most cases, the third option for Declaration 4) will be correct. Please contact us, if you are unsure.
Don’t miss to fill out further contact information by opening up the elaborated form via the “show” button.

If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
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All this info will already be filled in automatically.
If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
You can leave it to us to fill out this section. As long as we are Main Host Institution Contact and have access and edit rights, we fill in the fields here.

If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
Since the budget table and justification are no longer part of the B2 proposal part, you will have to insert your budget numbers in the table. Please note that you also have to provide a number for the last two columns.

You will have to provide a convincing justification of the budget in the text field. Please make sure that the text does not exceed 8000 characters (=2 pages) and that the text in part B2 AND (TOGETHER WITH) the budget justification does not exceed 15 pages.

If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
When going through this ethics questionnaire, you declare any ethical issue and refer to the page of your part B2 proposal where the relevant project part is described.

Should you need to elaborate on your ethical issue, you can upload an Ethical Self-Assessment as a separate document in the upload section.

<table>
<thead>
<tr>
<th>1. HUMAN EMBRYOS/FOETUSES</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does your research involve Human Embryonic Stem Cells (hESC)?</td>
<td>Yes No</td>
</tr>
<tr>
<td>Does your research involve the use of human embryos?</td>
<td>Yes No</td>
</tr>
<tr>
<td>Does your research involve the use of human foetal tissues / cells?</td>
<td>Yes No</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. HUMANS</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does your research involve human participants?</td>
<td>Yes No</td>
</tr>
<tr>
<td>Does your research involve physical interventions on the study participants?</td>
<td>Yes No</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3. HUMAN CELLS / TISSUES</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does your research involve human cells or tissues (other than from Human Embryos/ Foetuses, i.e. section 1)?</td>
<td>Yes No</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4. PERSONAL DATA</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does your research involve personal data collection and/or processing?</td>
<td>Yes No</td>
</tr>
<tr>
<td>Does your research involve further processing of previously collected personal data (secondary use)?</td>
<td>Yes No</td>
</tr>
</tbody>
</table>

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If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.

If you are a medical doctor (Dr.med.), please get in touch with us to discuss your eligibility for Starting or Consolidator Grant calls.

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5 - Call specific questions

**Academic Training**

Are you a medical doctor or do you hold a degree in medicine? Please note that if you have also been awarded a PhD, your medical degree may be your first eligible degree.

Date of earliest award (PhD or equivalent) - DD/MM/YYYY

With respect to the earliest award (PhD or equivalent), I request an extension of the eligibility window, (indicate number of days) [see the ERC 2020 Work Programme and the Information for Applicants to the Starting and Consolidator Grant 2020 Calls].

**Eligibility**

Please indicate your percentage of working time in an EU Member State or Associated Country over the period of the grant: Please note that you are expected to spend a minimum of 50% of your total working time in an EU Member State or Associated Country.

Please indicate the % of working time the PI dedicates to the project over the period of the grant. Please note that the PI is expected to dedicate a minimum of working time to the project (30% for AdG, 40% for CoG and 50% for StG). The personnel cost for the PI provided in section 3-Budget cannot be higher than the percentage indicated here. This information will be provided to the experts at Step 2 together with the section 3-Budget.

I acknowledge that I am aware of the eligibility requirements for applying for this ERC call as specified in the ERC Annual Work Programme, and certify that, to the best of my knowledge my application is in compliance with all these requirements. I understand that my proposal may be declared ineligible at any point during the evaluation or granting process if it is found not to be compliant with these eligibility criteria.*
Data-Related Questions and Data Protection (Consent to any question below is entirely voluntary. A positive or negative answer will not affect the evaluation of your project proposal in any form and will not be communicated to the evaluators of your project.)

For communication purposes only, the ERC asks for your permission to publish, in whatever form and medium, your name, the proposal title, the proposal acronym, the panel, and host institution, should your proposal be retained for funding.

Some national and regional public research funding authorities run schemes to fund ERC applicants that score highly in the ERC’s evaluation but which cannot be funded by the ERC due to its limited budget. In case your proposal could not be selected for funding by the ERC do you consent to allow the ERC to disclose the results of your evaluation (score and ranking range) together with your name, non-confidential proposal title and abstract, proposal acronym, host institution and your contact details to such authorities? This consent is entirely voluntary and refusal to give it will in no way affect the evaluation of your proposal.

The ERC is sometimes contacted for lists of ERC funded researchers by institutions that are awarding prizes to excellent researchers. Do you consent to allow the ERC to disclose your name, non-confidential proposal title and abstract, proposal acronym, host institution and your contact details to such institutions? This consent is entirely voluntary and refusal to give it will in no way affect the evaluation of your proposal.

The European Research Council Executive Agency (ERCEA) occasionally contacts Principal Investigators of funded proposals for various purposes such as communication campaigns, pitching events, presentation of their project’s evolution or outcomes to the public, invitations to represent the ERC in national and international forums, studies etc. Should your proposal be funded, do you consent to the ERCEA staff contacting you for such purposes?

For purposes related to monitoring, study and evaluating implementation of ERC actions, the ERC may need that submitted proposals and their respective evaluation data be processed by external parties. Any processing will be conducted in compliance with the requirements of Regulation (EU) 2018/1725.

If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
When you are done, validate your results to check them for errors.

If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
Please contact us, if you have questions.

If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
When you are ready, upload your Parts B1, B2 along with the Host Support Letter, your PhD certificate (if applicable) and any necessary additional documents in the upload section.

You can change (overwrite) the documents at any point before the call deadline, also after submission. We strongly encourage you to submit a full proposal at least the day before the deadline, as errors in the EU Commission’s IT system might occur on the day of the deadline.

Before the final submission, validate your proposal again to check for errors.

If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.
To look at your proposal again, you go to ‘My Proposal(s)’ and click on “actions” and then “edit draft”.

If you have more than one proposal search for the proposal acronym.

If you have any questions, please contact the Research Service Center (RSC) at Goethe-University via rsc-eu@uni-frankfurt.de.