

Regulations

MOSTMICRO-ITQB Exploratory Projects

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FOREWORD

Whereas,

The aim of MOSTMICRO-ITQB is to support research on understanding biological processes at the molecular, structural, cellular or population levels, with a focus on microbes important for human health, biotechnology, and the environment;

Some MOSTMICRO-ITQB Laboratories may have scientific questions/ideas of high relevance and priority but no funds to explore those to prepare for coming calls for funding;

Robust preliminary results in exploratory areas are often required to support external funding applications;

It is important to stimulate exploratory projects, as this will support sustainability in the Research Unit's operation;

The MOSTMICRO-ITQB Executive Board decided to launch an internal Call for Exploratory Projects, the Regulations for which are set forth below.

ARTICLE 1 - SCOPE AND OBJECT

1. These Regulations outline access conditions and support rules to projects under the MOSTMICRO-ITQB Exploratory Call for projects and funded by MOSTMICRO-ITQB Base Funding (reference UIDB/04612/2020).

ARTICLE 2 - PROJECTS TYPOLOGY

1. The projects to be supported should be exploratory research projects, oriented to supporting original ideas and seeking to obtain preliminary results to support subsequent funding applications, focused on understanding biological processes at the molecular, structural, cellular or population levels, with a focus on microbes important for human health, biotechnology, and the environment.
2. Each project will be funded with 25000€ for one year.

ARTICLE 3 - BENEFICIARIES

1. The Instituto de Tecnologia Química e Biológica António Xavier of the Universidade NOVA de Lisboa, (ITQB NOVA) is the sole beneficiary.
2. The potential involvement of other entities, as partners in the project, is permitted but it does not grant them the status of funding beneficiary.

ARTICLE 4 - CRITERIA FOR PROJECT ELIGIBILITY

1. The criteria for project eligibility are the following:
 - i. Proposals must be submitted by a MOSTMICRO-ITQB Lab Head (the ANNEX 1 contains the list of eligible MOSTMICRO-ITQB Laboratory Heads)
 - ii. Each MOSTMICRO-ITQB Lab Head can submit one proposal only.
 - iii. The Lab Head in charge of the project shall be responsible for the application, project direction, fulfilment of aims proposed and of rules underlying the granting of funds;
 - iv. The application must provide a technical characterization and a substantiated budget with a costs structure appropriate to the aims;
 - v. The application must justify the research project's contribution to the research strategy of the MOSTMICRO-ITQB Research Unit;
 - vi. The application must explain how the proposed research will support subsequent funding applications, and future calls of interest in the next two years;
 - vii. The project must have a maximum duration of 12 months.

ARTICLE 5 - EXPENSES

1. For the project typology foreseen, the following expenses are eligible:
 - a) Direct costs:
 - Expenses with human resources dedicated or related to the development of R&D activities related to the project execution in all mandatory components by the applicable labour legislation, including charges with grant holders directly supported by the beneficiaries;
 - Expenses with missions in the country and abroad, and directly attributable to the project;
 - Acquisition of scientific and technical tools and equipment;
 - Subcontracts directly related to the project scientific tasks;
 - Expenses related to the national and foreign record of patents and other forms of intellectual protection,
 - Expenses with the demonstration, promotion, and disclosure of project's outputs;
 - Acquisition of other goods and services directly related to the project implementation, including costs with consultants that do not establish subcontracts;
2. To determine the value of the reimbursable eligible expenses, Value Added Tax (VAT) is deducted whenever the beneficiary entity is liable for VAT and can exercise the right to such deduction.

- 3 Indirect costs are not eligible.

ARTICLE 6 - APPLICATIONS SUBMISSION

1. Applications submission is carried out within the scope of a tender procedure.
2. The application is submitted in English.
3. Applications are submitted in the period and pursuant to the conditions outlined in the call for applications notice.

ARTICLE 7 - VERIFICATION OF ADMISSIBILITY AND ELIGIBILITY OF APPLICATIONS

1. Verification of formal requirements of admissibility and eligibility of proposing entities and projects is carried out by the MOSTMICRO-ITQB Executive Committee.

ARTICLE 8 - ASSESSMENT PANELS

1. Assessment will be carried out by the MOSTMICRO-ITQB Scientific Advisory Board Members (SAB) who will remotely assess proposals.
2. It is the responsibility of the SAB Members to:
 - a) Apply the assessment criteria set out in the Call for Applications notice and the guidelines for evaluation;
 - b) Elaborate an assessment opinion on each project;
 - c) Rank applications and elaborate a decision about 4 projects to be funded;
 - d) Identify conflicts of interest situations verified during the panel operation, if applicable.

ARTICLE 9 - ASSESSMENT CRITERIA

1. Applications are assessed considering the proposal merit based on the criteria set out in the Call for Applications notice and the corresponding guidelines for evaluation.
2. Applications assessed will be listed in decreasing order of proposal merit.
3. The four best-ranked proposals will be selected for funding.

ARTICLE 10 - NOTICE OF DECISION

1. The MOSTMICRO Executive Committee will inform the applicants of the decision outcome of their proposal and of the corresponding opinion of the assessment panel by email.

ARTICLE 11 - APPEALS

1. The decision of the Evaluation Panel is final, and no appeals will be allowed.

ARTICLE 12 - PROJECT CHANGES

1. Any major changes to the proposed work plan must be justified and requested in writing to the MOSTMICRO Executive Committee.
2. Any changes to the proposed budget implying more than a 20% change in the distribution of funds among the different expense categories must be justified and requested in writing to the MOSTMICRO Executive Committee.
3. The change of Lab Head is not permitted; if the Lab Head leaves the ITQB NOVA or can no longer implement the project due to some long-term impairment, the project will be closed and the unused funds returned to the MOSTMICRO-ITQB Base funding to be used for other purposes.

ARTICLE 13 - PAYMENTS

1. A payment of a 100% of the funding approved for the project is made to the MOSTMICRO-ITQB Funding Line of the Lab Head within 10 working days from the acceptance of the approval decision by the Lab Head.

ARTICLE 14 - FINAL REPORT

1. For purposes of follow-up and final assessment, the Lab Heads must submit to the MOSTMICRO Executive Committee a final report in English describing the work carried out, outputs obtained and deviations from the proposed works program or approved budget. In addition, the report should explain how the project results supported/will support subsequent funding applications, and how it contributed to fulfil the goals of the MOSTMICRO-ITQB Research Unit.
2. Scientific publications and other project's outputs must be disclosed pursuant to an Open Access policy, from the project or from other funds available to the PI.
3. The final scientific report is to be submitted within 45 calendar days after the project's conclusion.
4. The final scientific report is assessed by the MOSTMICRO Executive Committee.
5. Failure to submit either or both reports will determine the exclusion of the Lab Head from any future MOSTMICRO-ITQB Exploratory Project calls.

ARTICLE 15 - DATE OF ENTRY IN FORCE

1. These Regulations apply from the date the call opens.

ANNEX 1 - ELIGIBLE MOSTMICRO-ITQB LABORATORY HEADS AS OF NOVEMBER 2022:

GROUP G1 - METALLOPROTEINS AND BIOENERGETICS

- 1 Miguel Teixeira
- 2 Ricardo Louro
- 3 Smilja Todorovic

GROUP G2 - MOLECULAR MODELING, SYSTEMS & SYNTHETIC BIOLOGY

- 4 António Baptista
- 5 Cláudio Soares
- 6 Manuel Nuno Melo
- 7 Isabel Rocha

GROUP G3 - PHARMACEUTICAL & SMALL BIOACTIVE MOLECULES

- 8 Ana Petronilho
- 9 Rita Ventura
- 10 Beatriz Royo
- 11 Ana Pina
- 12 Pedro Mateus

GROUP G4 - STRUCTURE, FUNCTION & DYNAMICS OF BIOMOLECULES

- 13 Pedro Matias
- 14 Margarida Archer
- 15 Tiago N. Cordeiro

GROUP G5 - GENE EXPRESSION AND STRESS SURVIVAL

- 16 Cecília Arraiano
- 17 Catarina Pimentel
- 18 Pedro Domingos
- 19 Lígia Saraiva Teixeira

GROUP G6 - METABOLOMICS PROTEOMICS AND BIOACTIVITY

- 20 Ana V. Coelho

GRUPO G7 - BACTERIAL CELL BIOLOGY AND PATHOGENESIS

- 21 Adriano O. Henriques
- 22 Mariana Gomes Pinho
- 23 Zach Hensel
- 24 Pedro Matos Pereira

GRUPO G8 - MICROBIOLOGY OF HUMAN PATHOGENS

- 25 Hermínia de Lencastre
- 26 Maria Miragaia
- 27 Raquel Sá-Leão

GROUP G9 - MICROBIAL METABOLISM & BIOCATALYSIS

- 28 Cristina Silva Pereira
- 29 Inês Cardoso Pereira
- 30 Lígia O. Martins
- 31 Sarela Garcia Santamarina
- 32 Felipe Conzuelo