

Action B: Checklist for applicants

Please note:

- Proposals must be written in English.
- Proposals that do not meet the national/regional eligibility criteria and requirements will be declined without further review.
- All fields must be completed using Arial 11, single-spaced, margins of 1.27 cm. Incomplete proposals, proposals using a different format or exceeding length limitations of any sections will be rejected without further review.
- “Self-financed” Group members must provide evidence that their organisations will support their activities (official letter of support).
- Letters of support are not requested and won’t be forwarded to the Evaluation Committee.

In order to make sure that your application is eligible to this call, **please collect the information required to tick all the sections below before starting to complete the pre-proposal and full application forms:**

GENERAL CONDITIONS:

- ☐ The project proposal is **synthesis research projects** (it aims at answering research questions using existing data sets. No new primary data will be collected or produced part of this proposal).
- ☐ The project proposal addresses the **AIM(S)** of the call
- ☐ The project proposal meets at least one of the **THEMES** of this call
 - *The project proposal does not only address Theme 1. If my proposal addresses Theme 1, it should also address Theme 2 and/or Theme 3.*
 - *This should also be considered by projects relevant for Theme 4.*

Nota bene: any project that does not fit within the thematic priorities described in the complete announcement of opportunity will not be recommended for funding, regardless of its scientific quality.

COMPOSITION AND ELIGIBILITY OF THE CONSORTIUM:

- ☐ The project proposal involves group members from at least five different countries participating in the BiodivERSA call. For proposals including researchers from outermost regions and overseas countries and territories, if two outermost regions and overseas countries and territories are from the same country, these are counted as two participating countries. Where a proposal includes three or more researchers from outermost regions and overseas countries and territories from the same country, these will be counted as two participating countries.
- ☐ The group members are employed by an eligible organisation in one of the countries participating to the call.
- ☐ I have carefully checked that the Group members are eligible. No changes Group members (person) will be allowed between pre-proposal and full proposals stage.
- ☐ The proposal includes a funding request for at least one post-doctoral fellow (2-year-long position), who is attached to the Coordinator.
- ☐ Each group member involved in the project has read its Funding Organisations rules National and in case of doubt has contacted its national/regional funding organisations to confirm its eligibility and make sure it complies with its national/regional funding organisation’s rules.
- ☐ Non-eligible group members are aware that they cannot request funding and that they must provide an official signed letter of support declaring that their organisation will support their activities at the second step.