

Formal eligibility check for the Call within Cooperability Program,
Crossing Borders Grant - 2015

Formal eligibility criteria:	Proposal did not fulfil formal eligibility criteria if:
	<i>condition not met/form or letter not submitted/does not include all requested information</i>
<i>Who can apply</i>	
Beneficiary (Administering organization) is included in the Register of scientific organizations	
main applicant or Co-applicant who works and lives in Croatia has not already been the Project leader or Co-leader (in already financed project) within the UKF Research Cooperability Program	
<i>In general</i>	
proposal is submitted by the deadline stipulated in the Call	
project budget is from 750.000 HRK to 1.500.000 HRK	
the project lasts for min. of 12 and max. of 24 months	
all documents (forms and letters) are in English language, or equally in English and Croatian language	
<i>Proposal includes filled-in forms (on the official forms):</i>	
1. Research Cooperability Program, Crossing Borders Grant - Application Form 2015 – signed by the main applicant and co-applicant and the responsible person of the Beneficiary (Administering organization).	
2. Research Cooperability Program, Crossing Borders Grant - Financial plan, 2015	
3. Research Cooperability Program, Crossing Borders Grant - Curriculum Vitae Form 2015 - for the main applicant and co-applicant	
4. Research Cooperability Program, Crossing Borders Grant - Baseline Survey 2015	
<u>Proposal includes letters (signed, include all information as requested in para 6. of the Call) :</u>	

<p>1. Letter of commitment and support of the Beneficiary (Administering organization) to accept and administer the proposed research project, which includes: administration of funds, engagement of their current employees and facilities, newly employed researchers, providing technical and other support according to proposed plan. The Beneficiary (Administering organization) should accept all responsibilities originating from and connected to the proposed research project. The letter must confirm that the main applicant/co-applicant will be employed for the whole duration of the project.</p>	
<p>2. Letter of commitment and support of the Partner organization abroad which engages the main applicant / co-applicant to support the proposed research project, to accept all responsibilities originating from and connected to the proposed research project including hosting and supporting the Croatian researchers according to the proposed project plan, and to support and allow the main applicant / co-applicant's engagement on the proposed project for the whole duration of the project.</p>	
<p>3. Letters of commitment and support of other Partner organizations on participating in the project implementation. Legal organizations involved must accept all responsibilities originating from and connected to the proposed research project.</p>	
<p>4. Letter(s) of financial commitment for matching funding in the amount of at least 20% of the amount requested from the UKF. At least 5% of matching funding of the amount requested from UKF shall be in form of financial contributions (cash contributions). Other matching funding may be in form of in kind contributions (goods or services) needed for research. This financial commitment can be given by any or more organizations involved in the project.</p>	
<p>5. Two recommendation letters for the main applicant (describing the qualities and capabilities of the main applicant). If sent by post, the date of sending the letter of recommendation (as read on the envelope) is within the proposal deadline.</p>	

