



**REGULATION CONCERNING THE  
AWARD OF IN-HOUSE RESEARCH  
IDEAS – TEAMS GRANTS**

**CODE: RG-29**


Edition: 5

Revision: 1

Page: 1 of 26


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## Section I. GENERAL PRINCIPLES

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### 1. AIM


This competition organized by “Grigore T. Popa” University of Medicine and Pharmacy of Iași is aimed at supporting scientific research, with a view to achieving nationally and internationally competitive results, which may be socially and economically implemented as latest technology. This competition is addressed to research teams / research group leaders with excellent prior scientific research results, as proven by the assessment form.

### 2. OBJECTIVES

- promoting original research and increasing research capacity, with positive effects on the competitiveness of the institution’s researchers at national level;
- dissemination of research results in ISI-ranked journals;
- increasing the capacity of researchers to successfully apply for national, European and international funding instruments;
- development of highly competitive human resources in “Grigore T. Popa” University of Medicine and Pharmacy of Iași.

### 3. REFERENCE DOCUMENTS

|                            |   |
|----------------------------|---|
| <b>SR EN ISO 9000:2015</b> | <i>Quality Management Systems. Basic Principles and Definitions</i>   |
| <b>SR EN ISO 9000:2015</b> | Quality Management Systems. Requirements  |
| <b>SR EN ISO 9004:2015</b> | <i>Quality Management Systems. Guidelines for Performance Improvement</i>   |
| <b>Law no. 1/2011</b>      | National Education Law, with later amendments and additions   |
| <b>Law no. 319/2003</b>    | Research-Development Staff Regulations, with later amendments and additions   |
| <b>G.O. no. 57/2002</b>    | Scientific Cercetarea and Technological Development   |
| <b>Law no. 206/2004</b>    | Good Conduct in Scientific Research, Technological Development and Innovation, with later amendments and additions                            |
| <b>Law 64/1991</b>         | Patents, with later amendments and additions  |
| <b>Law no. 83/2014</b>     | Employee inventions, with later amendments and additions  |
| <b>Law 8/1996</b>          | Copyright and related rights, with later amendments and additions   |
| <b>Law no. 98/2016</b>     | Public purchase, with later amendments and additions  |
| <b>G.D. no. 134/2011</b>   | Methodological instructions regarding the setting the categories of research-development and innovation stimulation costs, for public funding |
|                            | Charter of “Gr.T. Popa” University of Medicine and Pharmacy of Iași   |
|                            | European Charter of Researchers and Code of Conduct for Researcher Recruitment  |

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#### 4. DEFINITIONS AND ABBREVIATIONS

CA – Management Board;

UMF – “Grigore T. Popa” University of Medicine and Pharmacy;

DRU – Human Resources Department;

HS – Senate’s Decision


#### Section II. REGULATION DESCRIPTION

##### Art. 1. Competition Launch

The competition launch will be announced on the university website.

##### *Competition Timetable*

|   |   |
|---|---|
| 1. <i>Launch</i>  | 23.10.2019                                  |
| 2. <i>Submittal of funding applications</i>   | 15.11.2019-29.11.2019, 24h00                |
| 3. <i>Display of submitted applications</i>   | 02.12.2019                                  |
| 4. <i>Publication of results concerning eligibility</i>   | 06.12.2019                                  |
| 5. <i>Lodging eligibility appeals</i>   | 09.12. 2019, before 16h00                   |
| 6. <i>Publication of final eligibility results</i>  | 11.12.2019                                  |
| 7. <i>Eligible project assessment process</i>   | 12.12.2019-12.01.2020                       |
| 8. <i>Publication of initial results</i>  | 13.01.2020                                  |
| 9. <i>Lodging appeals</i>   | 15.01.2020, before 16h00                    |
| 10. <i>Publication of results after appeal solving</i>  | 16.01.2020                                  |
| 11. <i>Project presentation in an interview with the scientific board (check-list assessment)</i>   | 17.01.2020                                  |
| 12. <i>Lodging of appeals after the interview</i>   | 21.01.2020, before 16h00                    |
| 13. <i>Publication of results after appeal solving</i>  | 23.01.2020                                  |
| 14. <i>A new interview (if a project is rejected after the first interview)</i>   | 25.01.2020                                  |
| 15. <i>Publication of final results</i>   | 26.01.2020                                  |
| 16. <i>Competition result validation by the UMF Senate</i>  | In the first Senate meeting                 |
| 17. <i>Result publication on the University website – managers’ names, project titles and achieved scores)</i>  | After final result validation by the Senate |
| 18. <i>Execution of agreements (the approval of the ethics committee needs to be obtained within 3 months of the execution of the agreement and before the beginning of the project activities)</i> | before 29.02.2020                           |
| 19. <i>Carrying out of the project</i>  | 01.03.2020-28.02.2022                       |

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### Art. 2. Duration

The maximum grant duration is 24 months; however, the minimal criteria fulfilment term may be exceptionally extended, with official approval.

### Art. 3. Eligibility criteria

- ✓ the manager of the project for which funding is requested is a **teaching staff member/researcher** employed with “Grigore T. Popa” University of Medicine and Pharmacy - Iași with full-time employment contract, throughout the project’s term;
- ✓ a project manager may only compete for in-house research grants with a single project;
- ✓ confirms the lawfulness and accuracy of the information filled out in the application form (affidavit);
- ✓ CA members are forbidden from entering the competition as project managers;
- ✓ at least one team member must be enrolled as UMF Iași student (Ph.D., Master’s degree or Bachelor’s degree student);
- ✓ a maximum of two research team members may be employees of education or research-development institutions other than UMF Iași;
- ✓ if the research requires access to another infrastructure than the one already existing in the University, where applicable, the application needs to be accompanied by the approval of the head of laboratory/department in that institution (Cooperation Agreement, signed);
- ✓ the funding application may only be submitted to the faculty where the draft project manager is employed (for teaching staff members).

### Art. 4. Budget

The maximum financial support granted for this type of project is the equivalent of 10,000 Euros<sup>1</sup>. The grant expenditure structure, broken down by activities, destinations and categories, needs to comply with the provisions of the G.D. no. 134/2011.

### Art. 5. Allocation of grants


The allocation of grants is done to eligible applicants who achieve the minimum funding score: at least 80 out of 100. The scores are ranked in decreasing order and a maximum of 5 grants are allocated, regardless of the faculty where the applicant is employed. If the submitted projects fail to achieve the minimum score, the grants will not be allocated to those who failed to achieve the minimum required score.

### Art. 6. Team structure

A project team has the following structure:

- ✓ a project manager;
- ✓ a maximum number of 6 members (the project manager is not included) who may be senior researchers, postdoctoral researchers, young researchers, Ph.D., Master’s degree or Bachelor’s degree students. At least one team member must be enrolled as UMF Iași student (Ph.D., Master’s

<sup>1</sup> Calculated at a mean exchange rate of 4.7 lei/euro.

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degree or Bachelor’s degree student). A maximum of two research team members may be employees of education or research institutions other than UMF Iași.

#### Art. 7. Eligible costs

The expenses contracted for the carrying out, completion and dissemination/use of the research results are eligible costs:

- *logistics costs* – laboratory consumables and materials, equipment, access fees to research infrastructures of third parties, dissemination, information – documentation, etc.);
- *mobilities costs* – attending national and international scientific events (transportation, accommodation, per diem, participation fees), research traineeships in Romania and abroad; these costs should not exceed 5% of the amount of the grant, i.e. 500 EUROS.

Salary costs and subcontracting of grant-related works are not considered eligible costs.

#### Art. 8. Minimum performance criterion

The minimum performance criterion is:

- the publication of scientific papers in journals with cumulated impact factor<sup>2</sup> of at least 2.
- the submittal of at least one funding application in a national or international research grant competition.

The minimum performance criterion fulfilment deadline is 2 years of the commencement of grant carrying out.

#### Art. 9. Draft project submittal, assessment and selection procedure

**9.1. Presentation of the draft project.** Draft projects are submitted in a single stage, using the online application platform of UMF Iași (<http://grants.umfiasi.ro/login>). The funding application shall be entirely in English, according to Appendix 1.

List of documents to be uploaded on the application platform:


- ✓ funding application, according to the instructions given on the online application platform;
- ✓ affidavit;
- ✓ statement regarding the lack of other funding sources;
- ✓ cooperation agreement (where applicable);
- ✓ conflict of interest statement (where applicable).

*Remarks:*

Appendix 1- Funding application:

- a. please strictly abide by the rules specified in the form (number of characters, precise number of pages, observance of the formatting rules in the form and project presentation);
- b. please do not alter the initial page format, do not change the Header, Footer, page margin or font size (Times New Roman 12 pp, single spaced, margins 2.5 cm margins) settings. Any format change in the funding application makes it non-eligible.
- c. all boxes must be filled out.

<sup>2</sup> impact factor calculated by Clarivate Analytics

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## **9.2. Project assessment**


**9.2.1 Eligibility check.** The submitted draft projects are checked by the Scientific Committee members and the Human Resources Department of UMF Iași, in order to determine whether all the eligibility criteria have been met. Eligibility is determined based on the documents uploaded to the online application platform of UMF Iași. The list of draft projects declared eligible will be published on the UMF Iași website. Any complaints concerning the fulfilment of the eligibility criteria may be lodged at UMF Iași Registrar Office according to the competition timetable.

**9.2.2. Assessment.** Eligible draft projects are assessed, in terms of scientific quality, by nationally and internationally recognized experts. The assessors are selected by the University’s Scientific Research Committee and validated by the Scientific Vice-Rector’s Office. The assessment process and the conduct of the competition are monitored by the Scientific Vice-Rector’s Office through the Scientific Committee. The Scientific Committee members who are applicants (as project manager/team member) in the competition are suspended, by written notification sent to Scientific Vice-Rector’s Office, from any activity related to the assessment of the draft projects, throughout the project submittal term.

Each assessor will declare in writing his/her impartiality and competence in the project area subject to assessment, as well as his/her non-disclosure commitment. The assessor undertakes that at any time during the assessment process, in case he/she finds that one of these conditions is not met or that he/she is in a conflict of interests, he/she will notify the Scientific Vice-Rector’s Office in writing. If the Scientific Vice-Rector’s Office finds or is notified of the existence of a conflict of interests or other violation, he will take the necessary measures to replace the assessor in question. The assessments are anonymous, ensuring the confidentiality of the assessing experts.

**Individual assessment.** Each eligible draft project is independently assessed, online, by 3 assessing experts, 2 of whom are main assessors and one is the mediator. They award individual scores for each criterion, according to the assessment sheet. The scores awarded to each criterion must be grounded on short comments made by the 2 main assessors, who should point out the strengths and weaknesses. The mediator assessor will award scores but is not obliged to give written justifications for his/her choices at this stage. After the completion of the individual assessment process, each assessor will have access to the scores and comments of the other assessors. If he/she considers it necessary, the assessor may adjust his/her scores and comments initially granted.

**Panel assessment.** In order to award the final scores, a project will be assessed by a panel consisting of the Scientific Committee members and all the mediators involved in the process. Each project will be presented by the mediator, who will give justifications for the awarded scores, based on the comments of the main assessors. Following the panel discussions on each project, each of the members of the scientific committee and the mediator will state the total final score awarded following the panel discussion. In case any member of the panel considers that there are discrepancies in the assessors’ evaluations that need justification, the panel may decide to ask the main assessors to be present in the discussion. The final score of the project will be calculated on the basis of the arithmetic mean of all the scores that must be awarded by each panel member. The assessment report of each project will

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consist of the assessors’ initial observations, which may be altered following the panel discussions.

After obtaining the initial scores, a preliminary ranking will be made and the managers of the projects eligible for funding will be invited to present their Work Plan before the Scientific Working Committee. If the interview is inconclusive (score below 80 points), the application is disqualified. The project manager who ranks next in the preliminary ranking will be asked to present his/her Work Plan.

The interview will be scored with scores from 0-100, and the final score will represent the arithmetic mean between the initial assessment score and the interview score.

Any complaints related to the awarded score may be lodged at UMF Iași Registrar Office, according to the competition timetable. The complaint will be assessed by the initial assessors together with all the scientific committee members in a panel. The complaint about the awarded score will be settled according to the competition timetable.

### **9.3. Feedback**

The draft project managers are informed of the outcome of the assessment process and will each receive the final assessment report.

### **9.4. Funding**

The list of draft projects accepted for funding is established taking into account the number of projects submitted and the scores obtained. The projects with scores below 80 points will not be funded.

Remarks:


- 1. If human or animal subjects are involved during the course of the studies, the carrying out of the projects accepted for funding shall start only after obtaining the approval of the Research Ethics Committee for the work protocol of that project. The absence of this approval leads to the disqualification of the project and to the funding of the project that ranks next, provided the latter achieved the minimum score level.*
- 2. The assessments are anonymous, thus ensuring the confidentiality and fairness of the assessing experts. Their identity will not be disclosed.*
- 3. The assessors have the obligation not to disclose their identity or any information related to the assessment process during or after the competition; they must adhere to the same rules as in UEFISCDI competitions.*

## **Art. 10. MAIN OBLIGATIONS OF THE PARTIES**


### **“Grigore T. Popa” University of Medicine and Pharmacy of Iași (UMF Iași)**

1. Funds the project under the law, subject to the fulfilment of the performance criteria.
2. Supports the development of the project in good conditions, including by purchasing products, services or works required under logistics costs, according to the legislation in force.
3. Decides whether or not the project will be pursued, if the status of the project manager has changed (for example, internships/fellowships abroad after the start of the funding, termination of employment contract, maternity leave, etc.).



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4. Assesses the intermediate scientific and financial report 12 months after the start of the grants and makes recommendations to the project manager; if necessary, stops the funding.
5. At the end, it makes an overall assessment of the scientific and financial results obtained through the in-house grant program and can make the assessment results public. The time is chosen by UMF Iași
6. If the grant is used for evaluation/promotion purposes, it introduces in the contract provisions the obligation to fulfil the performance criterion.
7. In the event of non-fulfillment of the minimum performance criterion until the end of the grant, the scientific committee will analyze the evolution of the grant and, in accordance with the provisions of the national legislation on research failure, will determine, if appropriate, the amount spent and attributable to the Project Manager.
8. Research failure means that, following the proper development of the activities provided in a research project, with the delivery of the deliverables assumed under the funding agreement, the results achieved do not correspond to the expected ones (the working hypotheses stated in the draft project are not confirmed, the preliminary functionality in the draft project is not validated).
9. For an ongoing project, research failure may be identified by an assessment and monitoring committee convened for this purpose by UMF Iași (according to the provisions of art. 87 of the G.O. no. 57/2002 with later amendments and additions, and of art. 13 of the G.D. no. 583/2015 and of art. 1 item 17 of the Appendix to the G.D. no. 583/2015).
10. During the assessment and monitoring process, the committee will determine whether:
  - The project research team complied with the funding agreement and carried out the planned activities in good faith, even if the results are not the expected ones. This case falls under the risk of research;
  - The project research team improperly carried out the activities described in the funding agreement or did not carry them out at all, without notifying UMF Iași about the reasons that led to this situation. Therefore, the failure of the research is attributable to the Project Manager, and UMF Iași may ask the refund of the improperly used funds.
  - The process of identification and certification of the cases which fall under the risk of research consists of analysing:
    - The way of carrying out the activities within the project, according to the funding application enclosed to the funding agreement (observance of the content and timetable);
    - The way of obtaining results (theoretical or experimental), including the achievement of deliverables associated to the objectives/activities, even when they are different from the expected ones described in the funding application;
    - The way of informing UMF Iași about the possible discrepancies between the results obtained during project carrying out and the expected results described in the funding application.
11. Based on the report of the assessment and monitoring committee, UMF Iași accepts research failure and there is no obligation of refund of public funds.
12. If the assessment and monitoring committee finds that, due to the Project Manager’s own fault, the steps/activities and objectives set out in the implementation plan for which funding was received have not been carried out, the project will be interrupted and the funding share allocated from the program budget is refunded to UMF Iași.

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### Project Manager

1. Timely sends all the requested reports to UMF Iași, in the requested format.
2. Will take the necessary steps to obtain the approval of the Research Ethics Committee within the first 3 months of the commencement of the grant, BEFORE starting the actual research, *in case human or animal subjects are involved during the studies*.
3. After 6 months, the project manager will have to prove that he/she has obtained the ethical approval for carrying out the research and has initiated the procurements provided for in the draft project.
4. Drafts an intermediate scientific and financial report after 12 months of the beginning of the contract, according to the UMF Iași requirements.
5. On project completion, he/she drafts a self-assessment financial and scientific report.
6. The scientific and financial reports, as well as the *in extenso* scientific papers shall be submitted at the UMF Registrar Office on the dates set by UMF Iași.
7. The scientific results of the project will be made public during a scientific event held by UMF Iași.
8. In exceptional and well-grounded cases, he/she may request the project term to be extended by up to 12 months, **with no funding**; he/she must submit the extension request at least 3 months before the initially expected date of project completion.
9. Meets the ***minimum performance criterion described, the project manager being directly responsible for its fulfilment***. In case of non-fulfillment of the minimum performance criterion, the Project Manager will participate, at the request of the Scientific Committee, in the process of determination of the amounts to be refunded for attributable causes.
10. By his/her signature, the project manager certifies, on his/her own responsibility, the lawfulness and the accuracy of the information included in the funding application, the acceptance of the conduct of that project within it, the making available to the project in question of the resources indicated as being accessible in the funding application.
11. Strictly observes the intellectual property and ethics rules applying to scientific research.
12. If the grant is used for assessment or for career promotion purposes, it may only be reported if the minimum performance criteria are met.
13. If UMF Iași issues a Decision of refund of the amount for which the project manager is liable for the non-fulfillment of the performance indicators described in the project, the project manager refunds it within 3 months of the project completion deadline.


### Section III. FINAL PROVISIONS

#### Art. 11


The approval of the Regulation concerning the award of in-house research IDEAS-TEAMS grants is given by the Senate of “Grigore T. Popa” U.M.Ph. of Iași, by simple majority of open votes.

#### Art. 12

This Regulation may be amended by the Senate of “Grigore T. Popa” U.M.Ph. of Iași, by simple majority of open votes.

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Approved by HS no. 19 on 26<sup>th</sup> September 2019

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## Appendix 1

**IN-HOUSE RESEARCH PROJECTS  
(IDEAS-TEAM GRANT)**

**APPLICATION FORM<sup>3</sup>****1. Personal data of the Project Manager:**

|   |  |
|---|--|
| 1.1. Surname:                                   |  |
| 1.2. First name:                                |  |
| 1.3. Date of birth:                             |  |
| 1.4. Teaching position and/or scientific title: |  |
| 1.5. Ph.D. / Ph.D. student                      |  |
| 1.6. Specialty / research topic                 |  |

**2. The institution hosting the project:**

|                                 |  |
|---------------------------------|--|
| 2.1. Faculty:                   |  |
| 2.2. Department:                |  |
| 2.3. Subject matter:            |  |
| 2.4. Title (if applicable):     |  |
| 2.5. Address:                   |  |
| 2.6. Telephone number:          |  |
| 2.7. Fax:                       |  |
| 2.8. Professional E-Mail (UMF)* |  |
| 2.9. Alternative E-Mail         |  |

**\* Mentioning the e-mail address from the UMF server that has been assigned to you by the University is mandatory. THIS WILL BE THE OFFICIAL CORRESPONDENCE ADDRESS**


**3. Project title: (Max. 200 characters with spaces; exceeding it leads to disqualification)**

|  |
|--|
|  |
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**4. Key terms (max 5 terms):**

|   |  |
|---|--|
| 1 |  |
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<sup>3</sup> The document must be written in font Times New Roman 12 pp, with single line spacing and 2.5 cm margins. Bringing any type of changes to these parameters (with the exception of diagrams and their caption), as well as exceeding the maximum number of pages established for each section leads to the automatic disqualification of the application from the competition.

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**5. Project term** (maximum 24 months):

**6. Project summary:** (Max. 2000 characters with spaces; exceeding the **number of characters leads to disqualification**)

|  |
|--|
|  |
|--|

**7. Description of the research project<sup>4</sup>:** (Max. 10 pages - **exceeding the limit or failing to comply with the specified editing rules leads to disqualification.**)

**7.1. Scientific background and motivation.** Brief presentation of the project's main concepts of the current scientific background, justification of the project topic chosen, as well as identification of the new issues or aspects requiring attention and study.

**7.2. Objectives and related activities.** Specification of the project's objectives and activities with explicit reference to the importance of the topic for the research field and the novelty brought to the domain by their implementation.


**7.3. Methodology.** The research methodology must be presented in detail in relation to the the most recent approaches in the field of the research topic chosen, underlining, as much as possible, certain intermediate key objectives. The manner in which the project is organised and planned in relation to the proposed objectives shall be presented under the form of a work plan (objectives and related activities), set in a time frame. The work plan will include an estimation of the period of time allocated to the project by each member of the project team, expressed in months/person units. The plan will also present arguments regarding the suitability of the team members and of the available research infrastructure in meeting the objectives of the project within the time allocated.

**7.4 Impact, relevance, applications.** Presentation of the aspects regarding the expected impact of the project within the broader framework of the scientific field, including a presentation of the applicative directions which will be explored as part of the project, where applicable, as well as of the potential impact of the project's objectives on the scientific, social or economic background.

**7.5. Use/dissemination of the research study results** (publishing papers, attending conferences).

**7.6. Measures taken to ensure compliance with the deontological rules of research studies.**

<sup>4</sup> The text highlighted in grey contains instructions for the applicants and it will be removed and replaced with the information required. The text written in black which refers to the mandatory information and sections of the application form shall be kept.

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**7.7. Resources and budget.** Presentation of the existing resources relevant to the project (experiment equipment and facilities existing in the institution or available as a result of the cooperation agreements concluded with other institutions). Detailed presentation for each chapter of eligible expenditures – logistics, mobilities. The list of all significant equipment and its approximate value shall be presented.

#### Budget estimate (RON)

| Budget chapter (expenditures)  | 2020<br>(RON) | 2021<br>(RON) | Total<br>(RON) |
|--|---------------|---------------|----------------|
| <b>Logistics</b> (research infrastructure, material costs, dissemination, etc.)  |               |               |                |
| <b>Mobilities</b> maximum 10% of the budget (attendance to documentation-research traineeships in Romania or abroad, attendance to national or international scientific events is covered) |               |               |                |
| <b>Total (RON)</b>   |               |               |                |

**8. The scientific expertise of the human resources<sup>5</sup>** (Max. 4 pages exceeding the limitations or failing to comply with the specified editing rules leads to disqualification):

#### 8.1. Project Manager:

Reference will be made to:


- The publications of the Project Manager;
- Attendance with scientific papers to scientific communication sessions;
- Participation in national and / or international research projects and contracts (mention will be made of – title, type of project, number of the contract, funding source, period);
- National and international awards granted by professional associations and prestigious institutions as a result of an evaluation process that can be proven.

#### 8.2. Research team

**The list of members of the research team:** maximum 6 members, without including the Project Manager)

| No. crt. | Surname and first name | Year of birth | Teaching position or scientific title* | PhD<br>** |
|----------|------------------------|---------------|--|-----------|
| 1        |                        |               |  |           |
| 2        |                        |               |  |           |
| 3        |                        |               |  |           |
| 4        |                        |               |  |           |

<sup>5</sup> The text highlighted in grey contains instructions for the applicants and it will be removed and replaced with the information required. The text written in black which refers to the mandatory information and sections of the application form shall be kept.

|   |  |                |
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|   |  |  |  |  |
|---|--|--|--|--|
| 5 |  |  |  |  |
| 6 |  |  |  |  |


\* “Teaching position/ scientific title” - fill in with one of the following options: **Professor / Associate professor / Lecturer/ Assistant / Scientific Researcher I / Scientific Researcher II / Scientific Researcher III / Researcher**

\*\* “PhD” - fill in with one of the following options: **YES / NO / PhD student**

### 8.2.1. Members of the research team

#### Reference will be made to:

- Previous expertise of each member of the team, in the field of the topic proposed for the research study;
- Use/dissemination of the significant results obtained in the field of the proposed research topic, in the last 5 years - publications, patents, attendance to conferences;
- Projects obtained by the members of the team - title, type of project, contract number, as well as his / her capacity (manager / supervisor / member), funding source, period.

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## Appendix 2

### AFFIDAVIT


I, ....., in my capacity of manager of the draft project entitled “.....”, which entered the competition for in-house 2019 grants – *IDEAS-TEAMS Grant*, hereby solemnly declare, under my own responsibility, that:

- ✓ the proposed research topic has not been the object of another funding from other budget sources;
- ✓ I have not won a grant funded by UMF Iași as project manager.

Date,

Project Manager,



|   |   |                |
|---|---|----------------|
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### Appendix 3

#### AFFIDAVIT

I, ....., in my capacity of manager of the draft project entitled “.....”, which entered the competition for in-house 2019 grants – ***IDEAS-TEAMS Grant***, hereby solemnly declare and support, under my own responsibility, the lawfulness and accuracy of the information provided in the funding application and of the information provided on the online application platform.

Date,

Project Manager,

|   |  |                |
|---|--|----------------|
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**Appendix 4**

**COOPERATION AGREEMENT<sup>6</sup>**

I (surname, first name, teaching/research position) .....  
 Head / manager of the laboratory / centre of excellence / platform / course / clinic (name of entity  
 ..... ) or grant manager (title, contract no,  
 year) .....,  
 hereby certify that I have authorised the access of Mr./Ms. (surname, first name, teaching position)  
 ....., manager of the project (full  
 name of the draft project) .....

and of the following members of his/her research team:

1. (surname, first name, teaching position) .....
2. (surname, first name, teaching position) .....
3. (surname, first name, teaching position) .....

to the entity named above, where they will be able to conduct the works required for the carrying out of the project above, throughout the term of the said project.

CONDITIONS: (for instance: supply of necessary reagents funded by the grant, time interval of use of a specific piece of equipment, the provision of their own researcher technician for the carrying out of a particular technique / for the use of a particular piece of equipment, etc.)

- 1 .....
  - 2 ....., etc.
- (and so on and so forth)

I authorise their access to the following research-development equipment and peripherals (name of equipment/computers):

- 1 .....
  - 2 ....., etc.
- (and so on and so forth)

HEAD / MANAGER of  
laboratory / centre of excellence / platform / course / clinic / grant (name of entity / grant  
.....)

Surname, first name, teaching position .....

Signature .....

Date .....

<sup>6</sup> This document should be filled in **ONLY** if access is needed to another entity than the one where the project manager usually works.

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**Appendix 5**

**CONFLICT OF INTEREST STATEMENT<sup>7</sup>**

I (surname, first name, teaching/research position) .....  
department..... course ....., as manager of the draft  
research project entitled .....,

Declare the following conflicts of interests:

1. Surname, first name, ..... teaching position  
....., department .....  
course ....., situation generating the conflict of interests  
.....


2. Surname, first name, ..... teaching position  
....., department .....  
course ....., situation generating the conflict of interests  
.....

3. Surname, first name, ..... teaching position  
....., department .....  
course ....., situation generating the conflict of interests  
.....

Signature .....

Date .....


<sup>7</sup> This document should be filled in **ONLY** if there are conflicts of interests

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**Appendix 6**


**Grant type: IDEAS - TEAMS**  
**ASSESSMENT OF THE ELIGIBILITY OF THE PROJECT (title)**  
 .....  
**SUBMITTED BY (name of application manager).....**

| No                           | Assessed criterion  | Assessor 1   |         | Assessor 2   |         |
|------------------------------|---|--|---------|--|---------|
|                              |   | Correctly completed form, in accordance with the competition regulation (YES / NO) | Remarks | Correctly completed form, in accordance with the competition regulation (YES / NO) | Remarks |
| <b>Draft project manager</b> |   |  |         |  |         |
| 1                            | Is employed with “Grigore T. Popa” University of Medicine and Pharmacy of Iași, with full-time employment contract, throughout the project’s term       |  |         |  |         |
| 2                            | The activities of the draft project are not funded from other sources (declaration regarding the non-funding from other sources)                        |  |         |  |         |
| 3                            | He/she submitted a single application as project manager  |  |         |  |         |
| 4                            | Confirms the lawfulness and accuracy of the information filled out on the application platform (affidavit)  |  |         |  |         |
| 5                            | Has not won other grants in the in-house competition as project manager   |  |         |  |         |
| <b>Research team</b>         |   |  |         |  |         |
| 6                            | A maximum number of 6 members who may be senior researchers, postdoctoral researchers, young researchers, Ph.D., Master’s or Bachelor’s degree students |  |         |  |         |

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|   |   |                   |  |                   |  |
|---|---|-------------------|--|-------------------|--|
| 7 | The members of the Management Board are not entitled to participate in the competition as project manager           |                   |  |                   |  |
| 8 | A maximum number of two research team members are employed by another education or research-development institution |                   |  |                   |  |
| 9 | At least one team member must be enrolled as UMF Iași student (Ph.D., Master’s degree or Bachelor’s degree student) |                   |  |                   |  |
|   |   | <b>Assessor 1</b> |  | <b>Assessor 2</b> |  |
|   | <b>CONCLUSION (eligible / non-eligible)<sup>8</sup></b>   |                   |  |                   |  |


<sup>8</sup> The application is non-eligible if it does not meet any of the criteria above

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## Appendix 7

## SCIENTIFIC ASSESSMENT FORM

| <b>Criterion 1. THE SCIENTIFIC QUALITY OF THE DRAFT PROJECT – 50% of the final grade</b>   | Maximum score | Granted score |
|--|---------------|---------------|
| <p>1.1. Knowledge and adequate presentation of the updated achievements in the scientific field:</p> <ul style="list-style-type: none"> <li>- the level, timelines and relevance of the scientific papers to which the description of the current state refers, critical analysis of the information provided in literature;</li> <li>- references enclosed.</li> </ul> <p><i>Justification of the granted score (minimum 250 characters)</i></p>  | 10            |               |
| <p>1.2. The scientific objectives of the research project and their relevance given the international researches conducted in the field:</p> <ul style="list-style-type: none"> <li>- the clarity and the description of the project’s scientific objectives;</li> <li>- explicitly defining the final goal.</li> </ul> <p><i>Justification of the granted score (minimum 250 characters):</i></p>   | 10            |               |
| <p>1.3. The originality and innovation of the research project. The degree of interdisciplinarity:</p> <ul style="list-style-type: none"> <li>- the extent to which the project contributes to the development of knowledge in the scientific field;</li> <li>- the degree of novelty and the complexity of the solutions proposed;</li> <li>- the practical applicability of the project;</li> <li>-the manner in which the draft project emphasizes the involvement of some complementary research teams.</li> </ul> <p><i>Justification of the granted score (minimum 250 characters)</i></p>           | 15            |               |
| <p>1.4. The agreement existing between the research methodology chosen and the objectives of the project:</p> <ul style="list-style-type: none"> <li>- the project’s objectives are feasible, the related actions are adequate;</li> <li>- the objectives of the project have been established in accordance with the amount of available funds;</li> <li>- the project’s objectives adequately describe the manner in which the project will unfold, giving details regarding the proposed methodology / technique.</li> </ul> <p><i>Justification of the granted score (minimum 250 characters):</i></p> | 15            |               |
| <b>Total score for Criterion 1</b>   | <b>50 p</b>   |               |
| <b>Criterion 2. THE QUALITY OF THE HUMAN RESOURCES – 20% of the final grade</b>  |               |               |


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|  |            |  |
|--|------------|--|
| 2.1. The scientific expertise of the Project Manager, measured mainly by means of papers published in ISI-indexed publications and/or other acknowledged international databases, during the last 5 years, in the field of the proposed research topic; attendance to other research projects, national and international awards.<br><br><i>Justification of the granted score (minimum 250 characters):</i> | 10p        |  |
| 2.3. The quality and the experience of the members of the research team in the field of the proposed research topic, measured mainly by means of papers published in ISI-indexed publications and/or other acknowledged international databases, during the last 5 years, research projects.<br><br><i>Justification of the granted score (minimum 250 characters):</i>                                      | 10p        |  |
| <b>Total score for Criterion 2</b>   | <b>20p</b> |  |
| <b>Criterion 3. THE IMPLEMENTATION OF THE PROJECT-<br/>20% of the final grade</b>  |            |  |
| 3.1. The quality of project management: coherence of the work plan and of the related activities<br><br><i>Justification of the granted score (minimum 250 characters):</i>  | 10p        |  |
| 3.2. The feasibility and credibility of the project, in terms of human resources (expertise) and the material resource involved in the project<br><br><i>Justification of the granted score (minimum 250 characters):</i>  | 4p         |  |
| 3.3. Description of the scientific/technologic impact and the contribution brought by the project to the development of the approached research field<br><br><i>Justification of the granted score (minimum 250 characters):</i>   | 3p         |  |
| 3.4. The results expected to be achieved during the period the project will unfold (the number and the quality of the papers published in ISI-indexed publications, patents, etc). The prospect of participation to European/international projects<br><br><i>Justification of the granted score (minimum 250 characters):</i>   | 2p         |  |
| 3.5. The manner in which ethical issues are approached<br><br><i>Justification of the granted score (minimum 250 characters):</i>  | 1p         |  |
| <b>Total score for Criterion 3</b>   | <b>20p</b> |  |
| <b>Criterion 4. THE MANNER IN WHICH RESOURCES ARE<br/>EMPLOYED - 10% of the final grade</b>  |            |  |
| 4.1. The adequacy of the equipment and facilities proposed to be employed / purchased for the project  | 5p         |  |

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|  |             |  |
|--|-------------|--|
| <i>Justification of the granted score (minimum 250 characters):</i>  |             |  |
| 4.3. The extent to which the budget proposed for the conduct of the project is justified, in terms of proposed objectives and expected results | 5p          |  |
| <i>Justification of the granted score (minimum 250 characters):</i>  |             |  |
| <b>Total score for Criterion 4</b>   | <b>10p</b>  |  |
| <b>Total score of the project</b>  | <b>100p</b> |  |



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## Appendix 8

**IDEAS-TEAMS Grant interview checklist**  
(scores rank on a scale from 1 to 10)

1. The research objectives are clearly defined:

|          |          |          |          |          |          |          |          |          |           |
|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>6</b> | <b>7</b> | <b>8</b> | <b>9</b> | <b>10</b> |
|          |          |          |          |          |          |          |          |          |           |

2. The scientific rationale of the research idea is clearly described:

|          |          |          |          |          |          |          |          |          |           |
|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>6</b> | <b>7</b> | <b>8</b> | <b>9</b> | <b>10</b> |
|          |          |          |          |          |          |          |          |          |           |

3. The research clearly proves its degree of novelty (the fact that it is “de novo”) or that it is a considerable progress compared to existing research:

|          |          |          |          |          |          |          |          |          |           |
|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>6</b> | <b>7</b> | <b>8</b> | <b>9</b> | <b>10</b> |
|          |          |          |          |          |          |          |          |          |           |

4. The work plan activities are properly defined and planned:

|          |          |          |          |          |          |          |          |          |           |
|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>6</b> | <b>7</b> | <b>8</b> | <b>9</b> | <b>10</b> |
|          |          |          |          |          |          |          |          |          |           |

5. Activity planning creates the premises of its quick publication (in the first 12 months):

|          |          |          |          |          |          |          |          |          |           |
|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>6</b> | <b>7</b> | <b>8</b> | <b>9</b> | <b>10</b> |
|          |          |          |          |          |          |          |          |          |           |

6. The members of the research team have well defined, complementary roles:

|          |          |          |          |          |          |          |          |          |           |
|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>6</b> | <b>7</b> | <b>8</b> | <b>9</b> | <b>10</b> |
|          |          |          |          |          |          |          |          |          |           |

7. The planned activities justify the expenditure plan:


|          |          |          |          |          |          |          |          |          |           |
|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>6</b> | <b>7</b> | <b>8</b> | <b>9</b> | <b>10</b> |
|          |          |          |          |          |          |          |          |          |           |

8. The research plan is credible and feasible:

|          |          |          |          |          |          |          |          |          |           |
|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>6</b> | <b>7</b> | <b>8</b> | <b>9</b> | <b>10</b> |
|          |          |          |          |          |          |          |          |          |           |

9. The ethical requirements of the proposed research were taken into consideration:

|          |          |          |          |          |          |          |          |          |           |
|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>6</b> | <b>7</b> | <b>8</b> | <b>9</b> | <b>10</b> |
|          |          |          |          |          |          |          |          |          |           |

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10. The research plan is clearly presented:

|          |          |          |          |          |          |          |          |          |           |
|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>6</b> | <b>7</b> | <b>8</b> | <b>9</b> | <b>10</b> |
|          |          |          |          |          |          |          |          |          |           |