

# NCIP VaVal KnowledgeStor Case Study: Postdoc applying for European Research Council (ERC) Starting Grant ERC-22-STG

(https://erc.europa.eu/funding/starting-grants)

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Content approved in April 2022 by individuals involved in the case study.

Expected audience: postdoctoral researchers applying for their own research funding for a high-risk, high-gain project

Keywords: postdoctoral researchers, research funding, EU, ERC Starting Grant

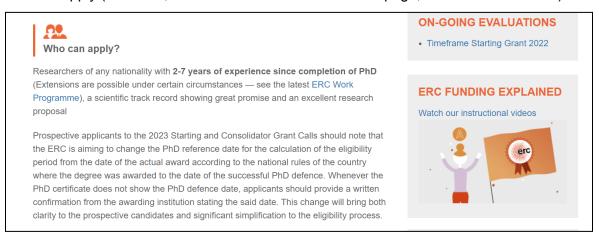


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# Who?

I assisted a **postdoctoral researcher** nearing the final year he could apply for an ERC starting grant (i.e., seventh year after his doctoral studies), hosted by his Czech institution. Details about who can apply (2022 call, screenshots from the main ERC page; link in the title above):



Screenshot: ERC main page

## What?

The researcher's field of studies was soft materials, at the intersection of applied engineering, physics, and mathematics.

 Description of the soft matter field, with links to various aspects of it: https://en.wikipedia.org/wiki/Soft matter

Details about the Starting Grant and eligibility from the ERC website in the screenshots below. Note that Applicants whose proposals receive a B or C score in step 1 of the evaluation may be subject to resubmission restrictions in future calls. Thus, it is a good idea to **try it in the fifth year after finishing a doctorate, just in case one gets a B or C, to have time to rework it and submit it again in the 7th year.** ERC Starting Grants are very competitive, and the Czech Republic is trying to do better in terms of ERC Starting Grants being awarded to Czech researchers. My work with this researcher was "first aid" for his proposal and not yet part of a systematic training program for researchers like him, but **my colleagues and I hope to create a better preparatory environment here in CZ**. Documentation such as this report is helping to

identify where my colleagues and I can best assist researchers interested in this program earlier.



# What proposals are eligible?

Criteria

Applications can be made in **any field of research**The ERC's grants operate on a 'bottom-up' basis without predetermined priorities.

**■** Location

Research must be conducted in a public or private research organisation (known as a Host Institution/HI). It could be the HI where the applicant already works, or any other HI located in one of the EU Member States or Associated Countries

→ Host Institution

Applications for an ERC grant must be submitted by a single Principal Investigator (PI) in conjunction with and on behalf of their Host Institution, called the applicant legal entity.

Grants are awarded to the Host Institution with the explicit commitment that this institution offers appropriate conditions for the Principal Investigator independently to direct the research and manage its funding for the duration of the project. Any type of legal entity, including universities, research centres and undertakings can host the PI and his/her team. Legally the host institution must be based in one of the **EU Member States**, or one of the **associated countries**.

The PI does not necessarily need to be working at the host institution at the time when the proposal is submitted. However, a mutual agreement and the host institution's commitment on how the relationship will be established are necessary, should the proposal be successful.

Team

ERC grants support projects carried out by **an individual researcher** who can employ researchers of any nationality as team members. It is also possible to have one or more team members located in a non-European country.

Vacancies for team members interested in joining an ERC led research project, can be published on the Euraxess-Jobs portal.

Initiatives, under the form of 'Implementing Arrangements', exist for ERC-funded teams in Europe to host non-European talented scientists. Find out more about the agreements.

# How much?

Starting Grants may be awarded up to € 1.5 million for a period of 5 years. (pro rata for projects of shorter duration). However, an additional € 1 million can be made available to cover eligible "start-up" costs for researchers moving from a third country to the EU or an associated country and/or the purchase of major equipment and/or access to large facilities and/or other major experimental and field work costs.

An ERC grant can cover up to 100% of the total eligible direct costs of the research plus a contribution of 25% of the total eligible costs towards indirect costs.

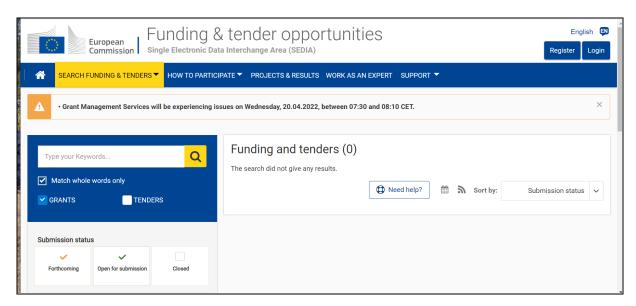
# Where?

<u>Our collaborative work together</u>: The researcher and I interacted exclusively remotely, via email, Zoom, and Google collaborative documents.

<u>Submission of the proposal</u>: Finally, the researcher had to place different parts of his proposal into Microsoft Word, following the template (in Word) provided as much as possible, which he uploaded as a PDF file into the European Commission's Funding and Tenders Portal according to call instructions. The screenshot below *does not* show this call, since the submission date has passed for this year, but **each year when the next call becomes available (towards the end of every calendar year), it pops up in this system and is accessible from the ERC Starting Grant pages.** Applicants need to register in the portal, and all formal communication about status of the proposal, after submission, takes place via this system.

Important to note is that this system often "slows down" on submission deadline dates, so good practice dictates uploading a version of the proposal into the system a week before the deadline, if possible, and overwriting the initial submission as needed up to the deadline (deadline day and hour are posted in the call).

Working in Word was not easy for this researcher, since he typically prepares manuscripts in LaTeX using Overleaf. Word for him seemed cumbersome and somewhat annoying, but it's what was required this year. This may change in the future.



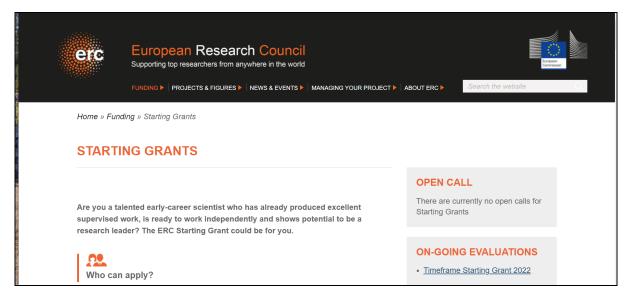
Screenshot: EU Funding and tenders portal

# Why?

The researcher, having completed international and Czech postdoctoral positions, would like to start his own research group, if he can get funding for his ideas. He's applied to several Czech programs intended to place him on this path, and this application was part of a "diversified" approach to funding. He still will be funded by a Czech institution on a contractual basis, plus he does some work on the side for corporate clients, since his field involves specialized programming. Thus, he does not require this funding, but rather it would **solidify his position at one university and supplement his half-time research activities** at another Czech research institution.

# When?

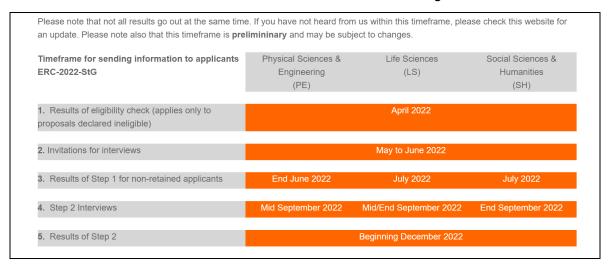
The proposal was due at the **end of January**. The ERC changes submission deadlines every year, but timelines are always posted to this website near the end of each calendar year: <a href="https://erc.europa.eu/funding/starting-grants">https://erc.europa.eu/funding/starting-grants</a> (screenshot of main page below).



Screenshot: ERC Starting Grants page

Ideally, interested researchers would **plan at least two years in advance** prior to submission of the proposal, to ensure highest-quality ideas and preparation of manuscripts. The timeline for this researcher was compressed in relation to the ideal.

At time of writing, this researcher was awaiting news about being invited to an initial interview (April 2023 update: he was invited to an interview and received a "B" grade overall, not enough for funding by ERC, but enough for possible funding from CZ ERC for two years). The screenshot below shows the 2022 timeline for decision making.



Screenshot: ERC Starting Grant decision making timeline

In this screenshot, you can also see that there are **three decision panels** for different areas of research:

- PE, Physical Sciences and Engineering
- LS, Life Sciences
- SH, Social Sciences & Humanities

The ERC website provides a nice **overview of steps** for applicants, including a link to an overview of how to submit to the online portal (screenshot directly below). The portal support link is at: <a href="https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/s

## **N** Before the call is published:

- 1. Find out which ERC grant and which call is suitable for you.
- 2. Identify the host institution and team members you would like to work with. (see also the online research partner search services)
- 3. Contact the National Contact Point (NCP) in your country for support.

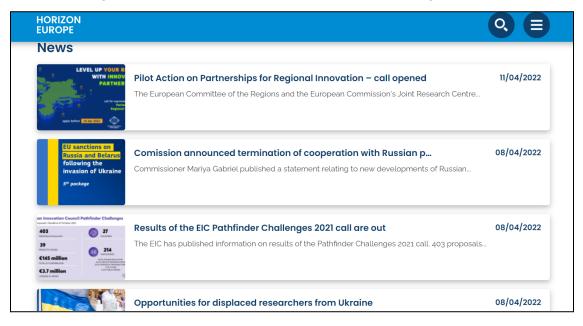
# Once the call is open:

- 1. Read the call documents carefully.
- 2. Contact the host institution and gather all the details you need for the application.
- 3. Start writing your proposal. Allow time for other people to review your draft. Your NCP, peers and other scientists can all give you helpful support and feedback.
- 4. Familiarise yourself with the EU submission service. This is the online system through which proposals must be submitted.
- 5. Submit your proposal as early as possible. Deadlines cannot be changed under any circumstances. You can update your submitted proposal any time before the deadline by simply submitting a new version, which will overwrite the old one.

Note in the screenshot below a recommendation to contact the National Contact Point (NCP). For the Czech Republic, these are (as of April 2022) the contacts:



In many countries, the NCPs are a vital resource for principal investigators (PIs) who have questions about any European-level call. The Czech office does provide news updates at the link provided above, which contain details of interest to those interested in the Horizon Europe (research) programs. The website also offers webinars for training on various related topics.



# Details of work, December 2021-January 2022

# December 2021

# Deciding on a title

The researcher worked with me and a professor-level researcher to refine the title (including an acronym) of his project via an email discussion. I am not providing the title here to maintain privacy of the researcher.

# Initial work on Part B

Like other Horizon Europe projects, the proposal itself consists of two parts, with Part A (as of time of writing) data being entered in a web form and Part B being a document uploaded into the EC portal for the specific call.

This researcher had a sample successful proposal from a colleague he met while doing postdoctoral work in France, so this was very helpful to both of us while drafting this proposal, since it was well-conceived and well-written. Due to privacy concerns, I cannot show screenshots for most of Parts A and B, so I will provide here a list of what's required.

### Part A (data entered via web form)

- Acronym
- Proposal title
- Duration in months (typically 5 years/60 months)
- Primary and secondary review panels
- Keywords
- 2000 character abstract
- Questions and declarations (e.g., was similar proposal submitted for prior funding in the past few years, etc.)
- List of participants
- Administrative data for host institution and department, including appropriate contact person (NOTE: participant needs to gather this information)

- Details about the principal investigator (i.e., the researcher applying)
- Ethics table
- Call specific information (e.g., academic training, eligibility, and data protection)
- Excluded reviewers (i.e., up to three names of persons that should not act as an evaluator in the evaluation of the proposal for potential competitive reasons.
- Open research declarations (i.e., willingness to participate in Open Data pilots)

Yes Yes	<ul><li>No</li><li>No</li><li>No</li><li>No</li><li>No</li></ul>	Page
) Yes	No     No	
Yes	⊙ No	
Yes	● No	Page
		Page
Yes	No	
		Page
Yes	No	
		Page
Yes	⊙ No	
),	Yes	Yes • No Yes • No Cos issues

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.	○ Yes
Date of earliest award (PhD or equivalent)* - DD/MM/YYYY	11/02/2010
With respect to the earliest award (PhD or equivalent), I request an extension of the eligibility window, (indicate number of days) [see the ERC 2017 Work Programme and the Information for Applicants to the Starting and Consolidator Grant 2017 Calls].	○ Yes
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.	100,00
I acknowledge that I am aware of the eligibility requirements for applying for this ERC call as specified in the ERC Annual Work Program , 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 evaluators 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.	● Yes ○ No
Some national and regional public research funding authorities run schemes to fund ERC applicants that score highly in the ERC's evaluation but which can not 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?	⊙ Yes ○ No

Screenshots directly above: Sample declarations (may change each year)

# Part B

Part B is the scientific part, with B1 being evaluated for initial screening, and Parts B1 and B2 both being evaluated in further screening rounds.

Screenshots of an "empty" B1 proposal, with instructions, are included below.

ERC Starting Grant 2022
Research proposal [Part B1]<sup>1</sup>
(Part B1 is evaluated both in Step 1 and Step 2,
Part B2 is evaluated in Step 2 only)

# Proposal Full Title

# PROPOSAL ACRONYM

#### Cover Page:

- Name of the Principal Investigator (PI)
- Name of the PI's host institution for the project
- Proposal duration in months

Text highlighted in grey should be deleted.

Proposal summary (identical to the abstract from the online proposal submission forms, section 1).

The abstract (summary) should, at a glance, provide the reader with a clear understanding of the objectives of the research proposal and how they will be achieved. The abstract will be used as the short description of your research proposal in the evaluation process and in communications to contact in particular the potential remote referees and/or inform the Commission and/or the programme management committees and/or relevant national funding agencies (provided you give permission to do so where requested in the online proposal submission forms, section 1). It must therefore be short and precise and should not contain confidential information.

Please use plain typed text, avoiding formulae and other special characters. The abstract must be written in English. There is a limit of 2000 characters (spaces and line breaks included).

Instructions for completing Part B1 can be found in the 'Information for Applicants to the Starting and Consolidator Grant 2022 Calls'.

Applicant's last name

Part B1

ACRONYM

Explain and justify the cross-panel or cross domain nature of your proposal, if a secondary panel is indicated in the online proposal submission forms. There is a limit of 1000 characters, spaces and line breaks included.

[The Extended Synopsis should give a concise presentation of the scientific proposal, with particular attention to the ground-breaking nature of the research project, which will allow evaluation panels to assess, in Step 1 of the evaluation, the feasibility of the outlined scientific approach. Describe the proposed work in the context

to the ground-breaking nature of the research project, which will allow evaluation panels to assess, in Step 1 of the evaluation, the feasibility of the outlined scientific approach. Describe the proposed work in the context of the state of the art of the field. References to literature should also be included. Please use a reference style that is commonly used in your discipline such as American Chemical Society (ACS) style, American Medical Association (AMA) style, Modern Language Association (MLA) style, etc. and that allows the evaluators to easily retrieve each reference.]

Please respect the following formatting constraints: Times New Roman, Arial or similar, at least font size 11, margins (2.0cm side and 1.5cm top and bottom), single line spacing.

Applicant's last name Part B1 ACRONYM

#### Section b: Curriculum vitae (max. 2 pages)

[Please follow the template below as much as possible (it may however be amended if necessary).]

#### PERSONAL INFORMATION

Family name, First name:

Researcher unique identifier(s) (such as ORCID, Research ID, etc. ...):

Date of birth:

Nationality:

URL for web site:

#### EDUCATION

200? PhD

Name of Faculty/ Department, Name of University/ Institution, Country

Name of PhD Supervisor

199? Master

Name of Faculty/ Department, Name of University/ Institution, Country

#### CURRENT POSITION(S)

201? - Current Position

Name of Faculty/ Department, Name of University/ Institution/ Country

200? – Current Position

Name of Faculty/ Department, Name of University/ Institution/ Country

#### PREVIOUS POSITIONS

200? - 200? Position held

Name of Faculty/ Department, Name of University/ Institution/ Country

200? - 200? Position held

Name of Faculty/ Department, Name of University/ Institution/ Country

#### FELLOWSHIPS AND AWARDS

200? - 200? Scholarship. Name of Faculty/ Department/Centre. Name of University/ Institution/ Country

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• ORGANI	SATION OF SCIEN	NTIFIC MEETINGS (if applicable)	
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Applicant's las	st name	Part B1	ACRONYM
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200? –	Scientific Evaluation, Name of University/Institution/Country					
200? –	Evaluator, Name of University/ Institution/ Country					
• MEMBER	RSHIPS OF SCIENTIFIC SOCIETIES (if applicable)					
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200? –	Associated Member, Name of Faculty/ Department/Centre, Name of University/ Institution/ Country					
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• MAJOR C	COLLABORATIONS (if applicable)					
	Name of collaborators, Topic, Name of Faculty/ Department/Centre, Name of University/ Institution/ Country					
• CAREER	BREAKS (if applicable)					
Exact dates	Please indicate the reason and the duration in months.					
COVID-19 IMPACT TO SCIENTIFIC PRODUCTIVITY (if applicable)						
Please specify	which of the following situations apply to you:					
<ul> <li>☐ Increased caring responsibility for dependent person, including home schooling of children;</li> <li>☐ No access to laboratory facilities, archives, or other necessary facilities;</li> </ul>						
□ No access to field work;						
☐ Adaptation to online teaching; ☐ Physical and/or mental health issues;						
☐ Other(s)						
,,						
(optional)	histing facts have seen and distinctive area offerted by the COVID 10 and 1-1. There is a					
Explain with 0	objective facts how your productivity was affected by the COVID-19 pandemic. There is a limit					
of 300 characters, spaces and line breaks included.						
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Applicant's last name	Part B1	ACRONYM

# Appendix: All current grants and on-going and submitted grant applications of the PI (Funding ID)

Mandatory information (does not count towards page limits)

## Current grants (Please indicate "No funding" when applicable):

Project Title	Funding source	Amount (Euros)	Period	Role of the PI	Relation to current ERC proposal <sup>2</sup>

# On-going and submitted grant applications (Please indicate "None" when applicable):

Project Title	Funding source	Amount (Euros)	Period	Role of the PI	Relation to current ERC proposal <sup>2</sup>

<sup>2</sup> Describe clearly any scientific over application.	erlap between your ERC application and the	e current research grant or on-going grant
Applicant's last name	Part B1	ACRONYM
Section c: Early achievements	track-record (max. 2 pages) <sup>3</sup>	
	eflecting the Principal Investigator's tra e describing the scientific importance o in their production.	
(see 'Information for Applicant section)	ts to the Starting and Consolidator G	Grant 2022 Calls' for completing this
The peer reviewers will only rec	ceive one single document for evaluated in this template and if some parts	upload them as separate documents. tion at Step 1. Hence, Part B1 should of Part B1 are uploaded as separate

<sup>3</sup>Please list the order of authors as indicated in the original publication.

Screenshots directly above: Part B1, empty template

For B1 and working with this researcher, we began with me reviewing a "first draft" of his initial thoughts, taken from another Czech proposal. I decided to make a sketch on paper of my understanding of what the researcher wanted to do and sent this sketch as an image for discussion to the researcher to think about and discuss with me. Some aspects of his idea were still unclear, so my aim with the picture was to help the researcher clarify what he really wanted to do so that when writing the B1 Section a, ten pages including references, so that he would be able to focus on the key ideas of his proposed work, which he could then extend in B2 (fifteen page limit, excluding references).

We then moved on to the CV aspects of the proposal as the researcher wrote/thought about B Section a. I used initial CV work started by the researcher, but had to refine some things using the successful proposal from his friend as an example. Collaboration at this point took place in Google Docs. I also made a checklist for him for really important things he needed to do to improve his online footprint (email quote below):

### Checklist for you:

1. Make ORCID (<a href="https://orcid.org/">https://orcid.org/</a>) and insert into CV (I couldn't find you?). You can go to your author profile in Scopus and connect your ID from there:

https://www-scopus-com.ezproxy.techlib.cz/authid/detail.uri?authorld=56405293600

- 2. Make (very simple) webpage and insert into CV
- 3. Make Google Scholar profile and insert into CV
- 4. Go through CV, comments and text, <u>carefully</u> and address all my questions and revise any text you feel like (my "starting texts" are just examples of how I would write something like this and I don't care what you change).
- 5. At end in Word, make sure it's only 2 pages and re-read for typos, errors, weird formatting.

### Then

1. Go through the grants tables and add the SUPER-IMPORTANT part about any ties to your project. Make sure the timeline is most recent to oldest in all tables.

#### Then

- 1. Go through the early impact statements and add everything missing.
- 2. After you do that, we need to make sure it fits in two Word pages (note: Word pagination can be slightly different from Google Docs)

This task was more difficult than it initially seems, because in prior Czech proposals, the researcher was only required to provide a two-page CV. This format and way of presenting oneself and one's work was new to the researcher, and I provided feedback to my colleagues that we should do more CV training work with early career researchers in the future, if that's possible. Our work on the CV took about a week with interruptions in normal working days due to the Christmas holidays.

# January 2022

Following Christmas, we then "dove in" to the scientific part (short part followed by the longer part). The researcher found this video particularly helpful (email snippet below):

Hi Stephanie,

I watched once again the ERC video with tips and tricks on part B1.

The link is here if you are interested <u>How to write part 1 of your ERC proposal - YouTube</u> (It is possible to watch it with a speedup of 1.5x or even 1.75x:D)

I think we are following it quite well. She just mentioned that highlighting such as bold, underlying, italic should be avoided. What do you think? It seems to me that highlighting helps to readability somehow and we can also see it in the successful project.

Within a week, the researcher finished initial drafts for parts B1 and B2 (the longer version) and began sending drafts to expert scientific reviewers, including a close international colleague, in his network. This review (and editing) took place in the final moments before the deadline (January 12). We completed the abstract review right before the deadline, so the primary lesson learned from this compressed timeline was to start earlier with those interested in this program, whenever possible. Collaboration on all sides at this phase took place mostly within Google Docs and comments/suggestions made directly into the texts.

Structure of the short (Ba, Synopsis of the scientific proposal) part was as follows:

- Key idea (½ page, description of primary goals and significance)
- State-of-the-art (1.5 pp., literature review and identification of how project extends current knowledge)
- Methodology (~2 pp., description of work plan, including work packages, over the course
  of the project, to be elaborated upon in Bb, the longer scientific proposal)
- Description of the team (½ page, including workers the PI/researcher would like to collaborate with during the project)
- Risk analysis (~1 page, key risks identified and how they would be overcome. Since the
  project should be high-risk high gain, the risk analysis is one of the most crucial parts,
  i.e., they want to see what one would do in case the main idea fails)
- References (remainder of proposal; do not count in the page limits)

- CV (2 pp., as in the model provided above, including brief synopsis at the top of the researcher's career to date, in text)
- All grants and on-going/submitted grant applications (2 pp., most difficult for the researcher was the textual description of the relation to the current ERC proposal)
- Early achievements track record (~2 pp., includes five most significant publications, ideally publications without the PIS's PhD supervisor. In general, the CV should show PI's independence from the supervisor [one should publish at least one important publication as the main author or without the participation of their PhD supervisor] and other things the PI would like to point out; in this case, his prior contributions to software projects)

#### Key information resources needed for this section:

 Web of Science, Scopus, and Google Scholar for determining h-index, journal impact factors, and number of citations for each publication (early achievements track record part); this PI does not use any subject database or search tool but rather he said he "usually remember[s] the main ideas of papers and their authors so I can easily find them when I need to cite them."

### Structure of B2 (longer scientific version of the proposal)

- State-of-the-art and objectives (~3.5 pages, including relevant images and stressing aspects of most interest to reviewers through bolding)
- Methodology (~ 3 pp., longer elaboration of work packages, team envisioned for each work package; includes summary)
- Description of team (½ page, similar to Ba)
- Risk analysis (~ 1 page, similar to Ba)
- Description of national and international collaborative network (~1.2 page, including text about how collaboration would benefit the project)
- References

Key information resources needed for this section are the same as for the shorter version.