Article 1 - Purpose and object of the call

1. The University of Verona invites Departments and Research Centres of the University of Verona, Companies and public and private institutions (excluding universities both public and private except as provided in Article 2 paragraph 2 of this call) to submit joint research projects, aimed at mutual enrichment in terms of innovation and development, based on programs of common interest comprising the involvement of researchers and the use of knowledge, facilities and equipment.

2. The University will co-finance the realization of joint projects, submitted and evaluated under this Call, through specific resources from the university budget.

Article 2 - Joint projects eligible for co-financing

1. Joint projects should refer to one or more of the following actions:
   a) Research activities aimed at the development of new products/services/processes/methods/models (Applied/Industrial Research);
   b) Activities of study and theoretical and experimental research aiming at the development of prototypes and/or pilot plants (Pre-competitive Development);
   c) Activities of study and research aimed to broaden scientific and technical knowledge and more generally culture, not necessarily connected with specific and immediate industrial or commercial objectives (Basic Research);
   d) Innovation of university research facilities that require significant investment in equipment of common interest.

2. Projects must be executed by one or more departments and/or research centers with financial autonomy, in conjunction with at least one or more companies and/or public or private bodies. The other universities will participate as partners but their financial or figurative contribution will not be counted for the purpose of constituting the total project cost. Financial partners must

3. The projects to be presented should not overlap in content research projects previously funded by University, otherwise they will be excluded from evaluation and funding.

4. The Scientific Coordinator of a joint project shall be a tenured professor of the University of Verona (full professor, associate professor or assistant professor) who, as coordinator of the research group, will present one project following the instructions described in Article 3. The Department/Centre will be responsible for the administrative, financial and accounting of the joint project admitted to co-financing for the Scientific Coordinator.

5. The joint project will be performed by the Research Unit of each partner, coordinated by a Scientific supervisor whose name will be indicated in the application form. The Scientific Coordinator will have also the
role of Head of the Research Unit located at the Department.

**Article 3 - Presentation of project proposals**

1. Project proposals must be submitted using the online form at the University website by the deadline of **September 16, 2019 at 12 am**.
2. Project proposals, written in English, (with a brief description in Italian), will include a description, in sufficient detail, of the progress and of the objectives whose achievement will lead to the main goal of the project.
3. Project proposals must disclose, in addition to the intermediate and final objectives, the following information elements:
   - The common interest of the University and Company / Institution execution of the project;
   - The technical and scientific capacity and viability to ensure the proper execution of the research activities;
   - The articulation of activities falling, respectively, in the types of research described in Article 2, c. 1, letters a), b), c) and d) of this Call.

**Article 4 - All resources and extent of co-financing**

1. With regard to the overall resources available to this Call, amounting to € 500,000 for the year 2019, the cost projects to the joint project will be determined on the basis of the total cost of the project, as defined in Article 5, applying the percentages specified below.
2. The total co-financing assured by the University may not exceed 50% of the total cost of the project and will be composed as follows:
   - Up to a maximum of 30% of the total project cost, will be provided by the Budget of the Central University;
   - 20% of the total cost of the project will be assured as co-financing by the Department or Research Centre of the University and may be expressed in cash or as cost of research staff who will work in the program according to the objectives of the project;
3. At least 50% of the total cost of the project will be assured as co-financing by the Companies / Organizations participating in the realization of the joint project. Such co-financing of the external partner may include a maximum of 20% of the cost of partner personnel who will work in the research program and of value of existing equipment according to the objectives of the project. If the share of co-financing secured by the Companies / Entities participants exceed the percentage of 50% of the total project cost, the additional external resources will determine the decrease in the share of co-financing by University.
4. The contribution provided by the Budget of the University by way of co-financing, will be transferred in full amount only after signing the cooperation agreement duly registered by the Department and having provided the Unified Code Project (CUP).
5. The request of funding to the University for each project may not be less than € 15,000.00 and more than € 50,000.00.

**Article 5 - Determination of the total project cost**

1. The total cost of the joint project will be given by the sum of costs incurred and paid from the date of submission of the project proposal and throughout the period defined for the conduct of research. In the Agreement of cooperation must therefore be given the dates of beginning and end of the project.
2. The only eligible costs will be:
   a) **Purchase of new equipment**
   This item will be included equipment and instrumentation and software purchased in the market by third parties. The criteria that will be applied to the eligibility of such costs are as follows:
   - The cost of equipment and instrumentation of new purchase to be used exclusively for the project will be determined according to the bill, including customs duties, transport, packaging and any assembly, insurance costs, maintenance and any other contractual cost required by the nature of the good. For this cost may be considered, by law, only the amount of depreciation to count as co-financing in part proportional
to the actual use for the project.
- If the use of equipment and instrumentation acquired pursuant to art. 4 co. 3, end with the project, to be eligible a attribution equal to 100% of the cost of the asset, provided that the scientific coordinator face subscribe to partner a statement signed by the legal representative and countersigned by the auditor or by the chairman of the supervisory board (if any) containing the reasons for charging to 100% of the property in question, and in certifying that at the end of the project these instruments will have to be transferred free of charge at the University.
- Does not include costs related to furniture and fixtures.

b) R&D cost.
In this heading fall the cost of raw materials, components, semi-finished products, marketing materials, materials specific consumption (eg reagents), expenses for clinical trials, expenses for crops and livestock (eg. For research of agricultural interest), in addition to equipment used for the construction of prototypes and / or pilot plants, as well as the realization of the questionnaires, the purchase of books / books / articles and / or the costs of publications (ISSN / ISBN / DOI) also inherent in the conference proceedings project. This item covers the costs of the materials required for the minute operational functionality such as: tools, small metal parts and electrical items for the protection of personal digital media (eg. Mass storage devices, etc.) And similar computers, glassware ordinary equipment, feed, bedding and cages for the maintenance of laboratory animals etc.
The costs will be determined on the basis of the amount of the invoice (covering the CUP project), which will have to make clear reference to the unit cost of the goods supplied, plus any customs duties, transport and packaging.
It specifically excludes the costs of maintenance and repair of any equipment.

c) Temporary employees.
For departments and research centers of the University of Verona this item will include the cost that will be incurred for the activations / renewals (up to the maximum period allowed by the relevant regulations) of PhD scholarships, scholarships and research grants and any other form collaboration possible by law in view of the regulation of the University.
For different partners by the university this item will include the activation, by law, of occasional services and employment contracts.
The partners will also co-finance directly Departments and research centers through grants for doctoral fellowships and scholarships.
Both for the University and for the partners, the personnel involved in the project activities may conduct its activities without distinction at the facilities of the University and / or the participating institutions, taking care to follow the requirements of legislation on safety and health at work.
In any case, the costs incurred for this entry shall result from a copy of the contract of staff involved and the corresponding total cost expressed in slips / payroll.

d) Subcontracting.
Must refer to benefits even occasional, exclusively scientific rendered by individuals or entities with legal personality and regulated by special act of commitment legally valid. Their cost will be determined according to the invoice / bill / notula. Will be accounted for under this heading are the costs relating to the reimbursements for travel and accommodation of visiting scientists at the headquarters of the project, for reasons of a scientific nature are closely related to the activities covered by the project, and even in cases where scientific advice is given free of charge.

e) Travel and subsistence.
This item includes all expenses incurred for missions related to the project. The costs can be recognized, for the realization of the joint project, if the mission was authorized by the Head of the Research Unit and formalized in a letter of appointment in which is identified the person who goes on a mission, the period mission and the scientific reasons that have to be linked to the operations provided for in the final design.
The costs of the missions for the staff of partner organizations can not be supported by the Departments and Research Centres of the University of Verona.

f) Meetings and seminars organization.
Means the organization of scientific-informative events for the presentation of research results. As an
indication, including expenses related to rent rooms, fees for external speakers, catering, website, logistics, communications agencies, information material, etc. Are in each case excluding compensation paid to the Research Unit in any way intended (organizer, speaker, etc.).

g) Technology transfer and intellectual property exploitation.
This item will include the costs incurred for the preparation of patent applications (prior art search, national filing, PCT, etc., Licensing activities, etc.) Up to a maximum of Euro 5,000.00 and / or the creation of spin-off academics up to a maximum of 5,000.00 euros per project (field studies and feasibility, business plan, marketing plan, consultancy for drafting articles of incorporation, articles of association and shareholders’ agreements, legal fees, etc.). Given that the amounts are between their accumulated up to a maximum of Euro 10,000.00 please note that this contribution will be paid only if it constitutes the spin off and / or are actually incurred expenses for the preparation of patent applications within 6 months of the end of joint project. The amounts will be allocated to a specific chapter.

h) Department/centre permanent employees.
The co-financing from the Department to the joint research project, will be recognized as an imputed cost for a maximum of 20% of the total project cost and may include staff with permanent contract or temporary employee by the University that is directly involved in Research activities (eg. the full professor, associate professor, assistant professor, fellow, graduate student, lab technician, etc.)

3. In the event that the contribution of the University is less than 30% of the total requested by the proponent or you can make up the difference with additional funds from the Department and / or of the Company / Organization participant or remodel the items of expenditure from parties position when indicated in the following paragraph will remain unchanged as long as the objectives and expected results of the project.

4. It will be possible to make readjustments of the costs for the entire period of the project (also to adjust costs to the curtailment occurred initially on the basis of the evaluations) within a range of variability equal to 20% of the total cost of the project with the possibility of moving from one item to another provided that the percentage of co-financing of each partner to respect the provisions of art. 4 of this call. In any case the remodeling does not involve additional costs for the University.

5. Any requests for changes of projects approved and funded should be addressed to Research Service - Liaison Office, who will have 15 working days to respond.
After the deadline without any answer changes will be deemed to be accepted.

Article 6 - Procedure for the assessment of project proposals submitted

1. The parties involved in the evaluation process of the projects presented are:
   • The Research Service - Liaison Office, with regard to the verification of the completeness of documents, the technical and administrative management of the evaluation process and the allocation of projects to independent expert evaluators, by drawing lots.
   • The Board of Directors of the University for approval of projects to be funded until all of the fund and its publication of the list.

2. The evaluation of the proposals submitted will be held in the manner electronically through peer reviewing. It provides that, verified the completeness of Office documents, the project is submitted for scientific evaluation to two experts, drawn at random from the database CINECA MIUR (cercauniversita.cineca.it) based on the Scientific Subject Sector (SSD) Project reference.
The final score will be measured as the arithmetic average of the two assessments.
In the case in which the same is present between a deviation greater than or equal to 20 points, a third referee will be consulted, and the final score is determined as the average of the sum of the two scores closest provided positive (in the case of equidistance will be considered the two values higher).

According with the procedure set up the expert will send the results of its examination on the basis of the following criteria:

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<th>EVALUATION CRITERIA up to a maximum of 100 points</th>
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<td>a) Innovation, novelty and adequacy of the proposed research, prospects for dissemination and transfer of</td>
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results expected from the project and contribution to the advancement of knowledge, of skills and technologies in the specific production sector or scope of interest: **up to 60 points**;

b) Scientific qualification, including in relation to the proposed project, the scientific coordinator and unit coordinators, with the assessment of their scientific activity in the past five years and the expertise in the area of the proposal: **up to 25 points**;

c) Possible impact of the proposed research and the potential of making a significant advancement of knowledge with respect to the state of the art, with specific reference, for the areas involved, to the issues covered by the program Horizon 2020: **up to 15 points**;

3. They will be considered for funding only those proposals that have obtained in the two evaluations considered a minimum score of 60 points, respectively. In the event that a project requires the consultation of a third referee, the feedback will be considered positive both for the project to be admitted in the ranking.

4. The communication of the allocation of funding eligible will then be forwarded to the Scientific Coordinator of the project, accompanied by the documents in the evaluation process. Coordinators of the projects selected for funding, both for score below 60 for exhaustion of the fund, also receive complete information on the results of the evaluation procedure.

5. The final list with the results of the evaluation procedure will be made public through the web pages of the University.

**Article 7 - Duration of the project, monitoring and verification of results, reporting.**

1. The research will be discharged within a year (annual project) or two years (two-year project) or three years (three-year project).

2. After evaluation of the results obtained, the search can be extended (for once and for up to 6 months) without entailing any case, no additional contributions from the Administration Central University, also in case of any changes projects.

3. The Scientific Coordinator of the project will be required to report within three months from the end of the project through a detailed report to provide the following findings:
   a. analytical reporting of the expenses occurred;
   b. the progress of the project in relation to the objectives;
   c. the results achieved;
   d. (if any) changes compared to the original plan;
   and. the prospects for further development and possible economic effects predictable.

**Article 8 - Ownership and / or enjoyment of research results**

1. are expected to participate, in proportion to the respective co-financing, to the rights of intellectual or industrial property on the search results (if any inventions, new models, process or product innovations, technical know-how and commercial), without prejudice to the statutory rights to authors and inventors. If the partners agree otherwise must be expressly authorized from the search - Liaison Office.

2. In the cases provided for by art. 2 co. 1 letter. d) and art. 4 co. 3 of this Call, for joint projects that provide for investment in equipment, the rights of ownership and use will be determined by special agreements to be established with the support of Research - Liaison Office.

3. The products of the research in full text format will have to be deposited on Open Archive of the University. How to insert the same and related intellectual property rights must be agreed with the Research Area.

**Article 9 - formalization of the Agreement of cooperation for the realization of the project**

1. The cooperation that will be established as a result of the financing of the project will be implemented through a special agreement, concerning the research program agreed (Collaboration Agreement for the
realization of the joint project prepared from the Research Service- Liaison Office and published on the site Internet University) which will govern, in addition to the purposes and duration, forms of consultation with the contracting entities, their financial relationships and mutual obligations and guarantees with the determination, in particular, the manner and timing of implementation, ownership and the exploitation of the results of research carried out in collaboration.

2. It is necessary that every Scientific Coordinator setting out in detail the collaboration agreement with the support of Research Service- Liaison Office.

**Article 10 - Forms of publicity and dissemination of the call**

1. For the purpose of ensuring the widest possible dissemination of the opportunities provided by the Contract, it will be publicized as well as by posting on the official University, through the press, through publication on the Home Page of the University and by sending to associations and institutions category, foundations and financial institutions.

2. In order to better identify the wealth of skills and knowledge pertaining to the University of Verona, the Web Site of the University www.univr.it exhibits for each Department Areas, Groups, laboratories and instrumentation present in their structures.

3. To support and facilitate participation in the call on the Web Site of the University has been activated an "information service" at

   Research - Liaison Office
   Tel. +39 045 802 8357 - 8070 - e-mail: sviluppo.ricerca@ateneo.univr.it

4. The funded projects are required to use the name and / or logos of the University of Verona, Department of Structure Research University and Joint Projects initiative, stating "Project funded under the 2019 Joint Projects sponsored by the University of Verona."