



## Call for research proposals ENGAGE.EU research label 2024

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### **The first ENGAGE.EU Call for innovative bottom-up scientific initiatives is now open!**

Academics from ENGAGE.EU universities (Hanken, Luiss, NHH, Tilburg University, UMA, UNWE, URL, UT Capitole, WU) are invited to submit proposals for bottom-up scientific initiatives through the availability of seed funding.

This call aims to encourage ENGAGE.EU scientific collaborations and foster new opportunities to develop initiatives across the alliance. Senior researchers and early-stage researchers, including PhD students, are encouraged to participate in this call.

The ENGAGE.EU research label funds **smaller scale, limited in time, bottom-up initiatives**, to facilitate the initiation of potential long-term collaborative activities within the alliance. This contributes to the fulfilment of the ENGAGE.EU's vision and mission, with a focus on supporting early-stage researchers.

Application deadline is **10 June 2024 CET**.

## ELIGIBLE INITIATIVES

To be eligible, applications must:

- connect **at least three partner universities of the alliance** but we strongly encourage involving four or more ENGAGE.EU partners
- be related to **at least one societal challenge** ([SDG<sup>1</sup>](#))
- not already receive Horizon Europe or Erasmus + funding for this specific Initiative (i.e., no double EU funding of activities); also the ENGAGE.EU research label cannot fund/support any initiatives aiming at applying for EU funding either.

Engaging and involving ENGAGE.EU external partners and stakeholders\*, while not mandatory, is strongly encouraged.

\*By 'external partners and stakeholders,' we refer to societal organisations, enterprises, municipalities, and NGOs. Our alliance will assist you in identifying and connecting with suitable affiliated partners (see ENGAGE.EU local contact points in paragraph 7)

Candidates are also invited to explain if and how their initiative relates to the [Strategic Agenda<sup>2</sup>](#) of the alliance.

The ENGAGE.EU research label funding aims to support initiative of scientific collaborations in their early stages. Therefore, seed-funded initiatives can fall under a wide variety of definitions such as:

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<b>Joint workshop</b>
<b>Conference</b>
<b>Cross-disciplinary seminar</b>
<b>Dissemination event/content for the public at large</b>
<b>Research training</b>
<b>Conducting surveys, developing research materials</b>
<b>Preparation for large-scale proposal**</b>
<b>Producing awareness-raising material for the Alliance</b>
<b>Joint publications</b>

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\*\* Remember that the label cannot fund/support any initiatives aiming at applying at EU funding.

This list above is not exhaustive, the Selection Committee will consider applications suggesting other initiatives too, provided they clearly state how they match the scope of the seed funding scheme.

Initiatives taking place online are eligible.

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## FUNDING

For the initial call, funding will be **up to 8.500 EUR** per initiative with a **total ceiling of 25.500 EUR**.

Please note: each partner's home university will receive and manage their funding. As a result, the proposal must clearly outline how the

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<sup>1</sup> 17 United Nations Sustainable Development Goals

<sup>2</sup> ENGAGE.EU R&I Thematic focus are: Digitalisation; Sustainability and Climate change; Health and Well-being; Diversity; Strong Institutions.

**budget will be distributed among the partner universities.**

**Example 1:** a workshop involving partners from Tilburg University, NHH and URL is scheduled at UNWE. The lead applicant will describe the distribution of funding among the participating universities. For instance, UNWE will cover the cost of hosting the event which amounts to 1.500 EUR, while Tilburg University, NHH and URL will cover the travel costs for their researchers attending the workshop in Sofia, at 2.000 EUR each. The Selection Committee will then grant 1.500 EUR to UNWE for meals and/or rental of a conference room, while Tilburg University, NHH and URL will each receive 2.000 EUR each to cover their respective travel COSTS.

**Example 2:** a team of five researchers from WU, Hanken and Luiss are seeking to collaborate on writing a scientific paper. One author from WU takes the lead and proposes to purchase a dataset for 3.500 EUR, while the other researchers require 5.000 EUR to cover their travel expenses for a writing week.

The lead applicant should provide a detailed and accurate budget that clearly shows how the funds will be distributed among the initiatives' partners. This will help to identify and address any potential overspending issues. It is important to note that **ENGAGE.EU research label's seed funding will not cover any overspending of the total budget.**

A template budget sheet is available page 11.

Additional funding (co-funding) from other sources is permitted, even encouraged, providing those applicants do not receive Horizon Europe or Erasmus + funds (i.e., no double EU funding of activities). The ENGAGE.EU research label cannot fund or support any initiatives that aim to apply for EU funding either.

After the Selection Committee announces the winning proposal(s), **the home university of each applicant will be responsible for monitoring spending and ensuring compliance with eligible costs, in accordance with both their internal budgetary rules and Erasmus+ regulations.**

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## ELIGIBLE COSTS

All expenses directly related to the initiative are eligible if they are listed in the estimated budget and incurred in connection with the expected results **while adhering to the internal budgetary rules of the respective university responsible for spending the grant.** Costs must be identifiable, verifiable and comply with the principle of sound financial management, particularly regarding economy and efficiency.

\*\*\*This list above is not-exhaustive. To determine if specific expenses are eligible, applicants must check with their university's internal budgetary

Examples of eligible costs: \*\*\*

Travel and subsistence costs (flight, train and bus tickets, car rental, insurance, daily allowance, etc...); Costs of hosting seminars/conferences or workshops (e.g., venue rental, catering, lodging, etc...); Purchase of equipment or data; Publications costs; Open access fees.

rules. Therefore, it is highly recommended to contact the ENGAGE.EU local contact points (see paragraph 7) before submitting the application.

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## SELECTION PROCESS AND EVALUATION CRITERIA

The ENGAGE.EU Selection Committee comprises nine academics each from a different partner university. Their role is to evaluate, select, and oversee funded proposals. The Selection Committee may seek advice from external assessors.

To assess all applications, the Selection Committee will apply the following criteria and sub-criteria:

**QUALITY** – objectives and goals of the initiative; scientific content; participants complementarity; link to SDGs and to the alliance Strategic Agenda; innovativeness.

**FEASIBILITY** – practical description of the initiative; realistic budget and workplan.

**IMPACT** – number of participating universities from the alliance; potential impact for society and on the alliance as a whole; involvement of external partners and stakeholders; dissemination; sustainability and scalability.

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## REPORTING AND DISSIMINATION

### FINAL REPORT

A final report is expected to be submitted via email to [myriam.greusard@ut-capitole.fr](mailto:myriam.greusard@ut-capitole.fr) no later than 30 days after the funding period ends.

It should contain a concise explanatory summary and a sufficiently detailed financial report to assist the task team in evaluating the initiative's

performance and assessing the effectiveness of the seed-funded label.

Your ENGAGE.EU local contact point (refer to paragraph 7) can send a report template to the lead applicants in advance.

### DISSEMINATION AND CREDITS

The ENGAGE.EU website will publish a summary of each funded initiative. Therefore, the lead applicant is expected to document the initiative, take photographs to illustrate it, and prepare a short summary (in the form of a post or story).

The summary should be sent to [myriam.greusard@ut-capitole.fr](mailto:myriam.greusard@ut-capitole.fr) within 30 days after the funding period ends. The ENGAGE.EU local contact points are available to assist with organising events or communicating about your initiative and findings.

All results and dissemination materials must acknowledge the funding received from ENGAGE.EU following these guidelines. The same applies to any events organised as part of the initiative:

- Logo of both ENGAGE.EU and Erasmus+ used on the initiative's communication materials.
- Mention ENGAGE.EU at the opening of the event.

- Take photographs to illustrate the publication of the results. Record the photo credits for each photo and ensure that individuals have given their consent to be photographed.

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## APPLICATION AND TIMELINE

The application form needs to be submitted electronically to [myriam.greusard@ut-capitole.fr](mailto:myriam.greusard@ut-capitole.fr) by the deadline: **12:00 pm (CET) – 10 June 2024**. It will not be possible to apply after the deadline.

**Applications must be submitted in English.**

The budget must be submitted by filling out the table available in the annex.

One application per initiative needs to be submitted.

<b>Call open (Spring call)</b>	<b>29 April 2024</b>
<b>Call close/application deadline</b>	10 June 2024
<b>Results announced</b>	15 July 2024
<b>Funding period</b>	September 2024 to December 2025
<b>Online summary and financial report submitted</b>	Respectively 30 days after the conclusion of the initiative

The timeline might be subject to changes, considering the administrative and financial processes.

Applicant will submit the online application (i.e., application form and budget sheet) to the address [myriam.greusard@ut-capitole.fr](mailto:myriam.greusard@ut-capitole.fr).

For additional questions, each applicant may reach out to their ENGAGE.EU local contact point at his/her university or write to [myriam.greusard@ut-capitole.fr](mailto:myriam.greusard@ut-capitole.fr)

## ENGAGE.EU LOCAL POINTS

Each applicant can contact his/her local university's ENGAGE.EU team member for questions specifically related to his/her institution and this call:

**Hanken:** **Dr. Sirpa Aalto**, sirpa.aalto@hanken.fi

**Luiss:** **Mrs. Aurora Alegiani** aalegiani@luiss.it

**NHH:** **Mrs. Heather Argandeh Paudler**, Heather.Argandeh.Paudler@nhh.no

**Tilburg:** **Mrs. Rianne Strijker**, r.strijker@tilburguniversity.edu

**UMA:** **Mrs. Sati Cakar**, sati.cakar@uni-mannheim.de

**UNWE:** **Assoc. Prof. Hristina Harizanova-Bartos**, hharizanova@unwe.bg

**URL:** **Mrs. Ana Caellas Camprubi**, acaellas@rectorat.url.edu

**UT Capitole:** **Mrs. Myriam Greusard**, myriam.greusard@ut-capitole.fr

**WU:** **Mrs. Rina Gjana**, rina.gjana@wu.ac.at

## FREQUENTLY ASKED QUESTIONS

- Will an online info session be organised?

Yes, an online info session will take place on **14 May 2024 from 12:00 p.m to 1:00 p.m CET**. It will be recorded and the video will be made available on the ENGAGE.EU research label webpage. **To join us, please [click here](#)**

- How can I find initiative partners in other ENGAGE.EU universities?

You can search for potential partners on the ENGAGE.EU Research Community Platform, and you can also contact your ENGAGE.EU local contact point who will assist you in identifying and connecting with suitable partners (see paragraph 7).

- Can we involve researchers from outside the alliance to participate in the call?

Yes, you can. However, any partner outside the alliance involved in your initiative will not benefit from ENGAGE.EU research label funding.

- How detailed should the provisional budget be?

Listing all costs associated with the budget's activities is crucial. However, the provisional budget should not be automatically set to the maximum amount. Please note that the compliance of the expenses will be checked by the applicant's home university, and not by the ENGAGE.EU research label team.

# APPLICATION FORM

## PRELIMINARY INFORMATION

Please read this information carefully before filling in the application form.

The lead applicant should complete the application form in English, and all initiative partners should agree to it. The application can only be submitted online.

The 2024 call for applications, including the application link and form, can be found on the ENGAGE.EU website:

<https://www.engageuniversity.eu/engage-eu-research-label/>

In the call, you will find a paper version of this form to help you prepare the application with your partners.

The call will close on 10 June 2024, 12:00 p.m. CET.

Once you have submitted your application, you will receive a confirmation.

If you experience any problem with this form or have any additional questions, please contact the ENGAGE.EU team coordinator at [myriam.greusard@ut-capitole.fr](mailto:myriam.greusard@ut-capitole.fr)

## PRIVACY TERMS AND CONDITIONS

ENGAGE.EU is committed to protecting and respecting your privacy by maintaining the integrity and confidentiality of your personal data, in accordance with the GDPR and other applicable legislation. We collect, process and store your data for the sole purpose of evaluating your application. If your initiative is selected, we will use the identification data of your initiative for communication and dissemination purposes.

I agree with those terms and conditions

\* If your initiative is not selected, do you consent to sharing your application with the ENGAGE.EU coordination team of your university? The purpose of sharing is to ensure support for re-submission or to explore other opportunities for support.

Yes

No

**NAME OF THE INITIATIVE:**

**ACRONYM (if any):**

## LEAD APPLICANT DETAILS

First name	
Last name	
Home university	
Faculty / department / institute	
Position	
Email	

## PARTNER DETAILS

### NUMBER OF ENGAGE.EU MEMBER UNIVERSITIES PARTICIPATING IN THE INITIATIVE APART FROM YOUR UNIVERSITY

2  3  4  5  6  7  8

#### Initiative partner 1

First name	
Last name	
Home university	
Faculty / department / institute	
Position	
Email	

#### Initiative partner 2

First name	
Last name	
Home university	
Faculty / department / institute	
Position	
Email	

#### Initiative partner 3, 4, 5 etc.\*\*

First name	
Last name	
Home university	
Faculty / department / institute	
Position	
Email	

\*\*the same information must be provided for all participating partner universities



## **TYPE OF INITIATIVE**

- Joint workshop
- Conference
- Cross-disciplinary seminar
- Dissemination event/content for the public at large
- Research training
- Conducting surveys, developing research materials
- Preparation for large-scale proposal\*\*
- Producing awareness-raising material for the Alliance
- Joint publication
- Other: .....

\*\* Reminder: ENGAGE.EU research label cannot fund/support any initiatives that aim to apply for EU funding.

## **DESCRIPTION OF THE INITIATIVE**

QUALITY – objectives and goals of the initiative; scientific content; participants complementarity; the; link to SDGs and to ENGAGE.EU’s Strategic Agenda; innovativeness. (max. 2000 characters)

FEASIBILITY – practical description of the initiative; realistic budget and workplan. (max. 1500 characters)

IMPACT – number participating universities from the alliance; potential impact for society and on the entire alliance; involvement of external partners and stakeholders\*\*; dissemination; sustainability & scalability. (max. 1500 characters).

\*\*By 'external partners and stakeholders,' we refer to societal organisations, enterprises, municipalities, and NGOs. Our alliance can assist you in identifying and connecting with suitable affiliated partners (see ENGAGE.EU local contact points paragraph 7).

<b>Start date for the Initiative</b>	
<b>End date for the Initiative</b>	

### **INITIATIVE BUDGET**

Please provide a provisional budget of your initiative through uploading and filling in the file called budget template page 11.

The budget should clearly indicate the type of costs, the corresponding amounts, the source of funding, as well as the distribution among partner universities that you are expecting for the grant.

Please summarise in the table below the funding amount you are applying for, specifying the university that will be responsible for the expenditure.

Name of the Partner University	Amount of funding you are applying for (in euros)

### **CERTIFICATION**

I hereby certify that the information provided in this application is correct and complete. I confirm that I, as lead applicant, and my initiative partners have read the call for applications and will abide by the terms and conditions specified in the call if they are selected. Any provision of inaccurate or false information or omission of information will render this application invalid and, if an application is selected on the basis of such information, the applicants can be required to withdraw from the ENGAGE.EU research label call.

## BUDGET TEMPLATE

Colonne1	A. Travel, Accommodation & Subsistance	Colonne2	Colonne3	Colonne4	B. Organisational costs	Colonne5	Colonne6
Participants (ENGAGE EU member university)	A.1 Travel		A.2 Accommodation & Subsistance		B.1 On-site events		
	N. of persons travelling	EUR	N. of days	EUR	N. of participants	N. of days	EUR
Hanken	0	0	0	0	0	0	0
LUISS	0	0	0	0	0	0	0
NHH	0	0	0	0	0	0	0
URL	0	0	0	0	0	0	0
TILBURG	0	0	0	0	0	0	0
UMA	0	0	0	0	0	0	0
UNWE	0	0	0	0	0	0	0
UTCAPITOLE	0	0	0	0	0	0	0
WU	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0