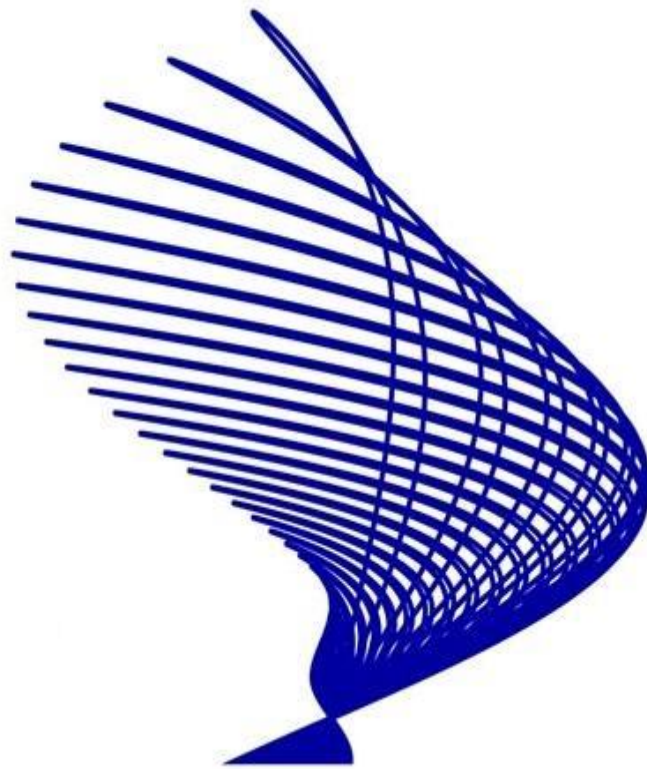


NORFACE
Transnational Research Programme

Democratic Governance in a Turbulent Age
(Governance)

Call for Proposals



NORFACE
NETWORK

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This document will be updated as soon as new information is available.

1. Introduction

1.1 Background

Democratic politics and governance in Europe are facing turbulent times. Party systems have crumbled or been substantially changed by new parties, including populist parties, and new social movements. Parties in power at the national and regional levels have called into question constitutional arrangements and guarantees once thought to underpin modern democracies. Such political changes have in part resulted from changes in the nature and form of citizen attachments to government, political parties and democratic procedures. The financial crisis of 2007-8 raised questions about the ability of European governments to provide a framework for economic security and the pursuit of redistributive policies. Government itself has changed significantly over the past quarter century, with a growing role for 'arm's length' agencies and regulatory bodies, international governance structures and private sector organisations.

With this major joint transnational research programme, NORFACE (New Opportunities for Research Funding Agency Cooperation in Europe) offers a timely investigation of the precise nature of the turbulence, but also how European states can negotiate it and develop strategies to enhance the quality of democratic politics and governance.

This programme has three major objectives:

- To develop innovative and excellent research proposals addressing important challenges to democratic governance and politics;
- To produce added value through the development of European cross-national research collaborations exploring the impacts of variations in social, economic, cultural and political contexts on changes in how democracies work;
- To identify promising forms of policy innovation and institutional design and explore the conditions for their application in different jurisdictions.

The programme is structured around five of the most important challenges to democratic governance and politics, described in detail in the Programme Text accompanying this Call for Proposals. The following five themes have been prepared by an international, multi-disciplinary group of experts.

1. Inequality and redistribution
2. The evolving politics of threat
3. The democratisation of information
4. Shifting identities and representation
5. The changing authority of institutions

The NORFACE Network Board has invited Outline Proposals for innovative research addressing one or more of these themes with a deadline of 19 February 2019, 14.00 CET. The description of the five challenges indicates priorities for investigation. Yet it is also envisaged that research project proposals consider linkages between these challenges as well as develop, and add to, the analysis of these challenges in ways that explore key drivers of changes in democratic politics and governance. The programme encourages proposals based on a comparative perspective, both cross-national and across time. Proposals can emphasize theoretical developments, qualitative investigation, quantitative data as well as summaries of existing empirical evidence, including reviews and meta-analyses.

The funding available for research projects in this major transnational programme over a period of three years has been set at € 17,6 million by the funding partners and is supported by the European Commission through Horizon 2020¹. This document describes the technical and administrative aspects of the joint transnational call Democratic Governance in a Turbulent Age (further referred to as the Governance programme).

¹ Project number 822166

2. Eligibility

2.1 Who can apply

Researchers can submit a proposal on behalf of a project team comprised of at least three (3) eligible research partners based in three or more different countries participating in this NORFACE Call. All partners in a project team must have the interest and competence to undertake social science research within the specified topic of the Governance programme.

2.1.1 Eligibility of (participants in) a project team

For this Call, national/regional eligibility rules apply (see National and Regional Eligibility Requirements, available on the NORFACE website) as well as transnational eligibility rules. This implies that eligibility may be defined at the individual or organisational level, depending on the country or funding agency. In case of doubt, the relevant funding agency can advise applicants on eligibility. Please note that all partners in a consortium must be eligible for applying under the conditions of this Call, i.e. if one of the partners is declared not eligible, the full consortium will be declared not eligible and the proposal will not be evaluated.

Individual researchers and stakeholders may participate in a maximum of two proposals, and an applicant is allowed to apply only once as Main Applicant. In the Full Proposal stage, applicants who are involved in two applications will be asked to explain how they plan to distribute their time between the different projects in case both are funded. Teams must convincingly justify the participation of all researchers involved in their application.

Only researchers employed in the following countries are eligible to apply as Main Applicant or Co-Applicant, irrespective of their nationality: Austria, Belgium, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Lithuania, Luxembourg, Ireland, The Netherlands, Norway, Poland, Slovenia, Spain, Sweden, Switzerland and the United Kingdom. Researchers from other countries may participate as a Co-operation Partner.

2.1.2 Composition of project teams

Each project team should strive to include researchers early in their careers, including post-doctoral and PhD students, as participants in the project. NORFACE strives to promote gender equality, please refer to the [NORFACE Statement on Gender Equality](#). Furthermore, NORFACE strongly encourages geographically balanced consortia.

Each project team should consist of three or more research partners from three or more different countries participating in this NORFACE Call. Please note that the maximum allowed budget differs for project proposals with three versus four or more research partners. Please refer to paragraph 2.2.1 for details. Within a project team, applicants can take on the role of Main Applicant, Co-applicant, Team Member or Co-operation Partner. There must at least be a Main Applicant, and two or more Co-applicants in each consortium. The addition of Team Members and Co-operation Partners is optional and they can be involved in the project team based on the design of and needs for a particular project. Please consider the role of each participant in a project team carefully in the text below.

Teams that have submitted an Outline Proposal invited to the Full Proposal stage are not allowed to make changes to the core of the proposal and therefore to the project team. However, in case of force majeure, changes in the consortium are allowed in case that (a) a Main or Co-applicant changed her/his national affiliation and after consultation with the NORFACE Coordination Office, (b) a Main or Co-applicant is on sick or maternity leave and after consultation with the NORFACE Coordination Office, or (c) following an explicit recommendation by the Evaluation Panel and in line with (national/regional) eligibility requirements. Applicants are advised to consult the NORFACE Coordination Office and representatives of their national/regional funding agencies in case of doubts relating to this matter. Adding Co-operation partners to the Full Proposal is allowed. The eligibility of all participants in a project team will again be

checked in the Full Proposal phase by the NORFACE Coordination Office and the national/regional funding agencies.

2.1.3 Applicants: roles of Main and Co-Applicants

The Main Applicant will be a researcher responsible for carrying out and managing the project. S/he will be the contact point for NORFACE on behalf of all the applicants for scientific, knowledge exchange and communication matters. The responsibilities of a Main Applicant for the administrative and financial management of a funded project may differ per country or funding agency. In addition, the Main Applicant is responsible for leading the project activities at her/his own institution. The Main Applicant must be based at an institution eligible to the funding of a NORFACE partner participating in this Call. The role of Main Applicant is not limited to researchers at any specific career stage, though national or regional eligibility rules may apply.

A Co-applicant is responsible for leading the project activities at her/his own institution. S/he will be responsible for the administrative and financial management in case a project is funded and may differ per country or funding agency. The role of Co-applicant is not limited to researchers at any specific career stage, though national or regional eligibility rules may apply. Each Co-applicant should be based at an institution eligible for funding by a participating funding agency.

There may be more than one Co-applicant from one country but only one Co-Applicant per university or research institution. Other project team members at the university or research institution should be listed under the heading 'Team Members' in the Outline and Full Proposal template. If there is more than one applicant from a particular country, one of them needs to be identified as the national contact point. Communication from a partner or body within NORFACE, usually the Co-ordination Office or the NORFACE partners, may be sent to this national contact point, who will be responsible for distributing the information to the other partners in that country and within the project team when appropriate.

2.1.4 Additional roles: Team Members and Co-operation Partners

Researchers who are involved in a national team and who do not have the role of Main or Co-Applicant can be involved in an application as Team Members. Please note, adding Team Members is optional, but only allowed when a Main or Co-Applicant from that country, university or research institution is already involved in the application. The role of a Team Member is not limited to researchers at any specific career stage, though national or regional eligibility rules may apply.

Researchers from countries not participating in this NORFACE Call and stakeholders not performing research are invited to participate in the projects as Co-operation Partners. Co-operation Partners cannot apply for funding directly from the Governance programme, although some funding agencies allow for costs to be applied for through other partners in a project team depending on national or regional regulations. The applicants invited to submit a Full Proposal will be asked to demonstrate the (re)sources from which the participation of the Co-operation Partners will be funded. Contributions by external partners can be either in cash or in kind. NORFACE accepts personnel input and the material contributions as in kind co-funding on the condition that these are clearly capitalised and that they form an integral part of the project. This should be made clear in the description and planning of the project proposal.

2.2 Eligible funding

2.2.1 Available funding

Small and large projects are equally welcome. Project teams with three research partners from three different countries participating in this NORFACE Call may request a maximum of € 1,200,000 in total across these partners. Project teams with four or more research partners from at least four different countries participating in this NORFACE Call may request a maximum of € 1,500,000 in total across these partners. A justification of the requested budget will be required in the Full Proposal.

2.2.2 Eligible costs

All costs must be eligible according to the national or regional eligibility rules (see National and Regional Eligibility Requirements available on the NORFACE website), which may be specified per budget item. Each research partner may request funding for personnel costs, consumables, travel costs, equipment and subcontracting in accordance with these national or regional rules. In case of doubt, applicants should consult their respective national/regional agencies for advice.

Funded projects will be expected to engage in joint programme activities and in knowledge exchange activities regarding the outcomes of the project, and engage stakeholders as early on in their project and project development as possible. Costs for these activities that fall within the funding period may be included in the requested funding in addition to the costs for research.

The estimated budget must be given in euros (€ / EUR) and be tabulated according to the application template provided. For applicants from countries outside the Eurozone, please transfer your budget to euro and indicate the exchange rate and corresponding date that are used. In the Outline Proposal form only estimated costs need to be specified, but please note that these should still be as realistic as possible. For this, it is strongly advised to consider the national/regional guidelines for eligible costs that must be followed at the Full Proposal stage. Estimated costs can be updated in the Full Proposal, although the changes are limited to a deviation of 10% for the total budget per project.

2.2.3 Project duration

Projects can have a duration of up to 36 consecutive months, with a minimum of 24 months. Projects can start on 1 June 2020 at the earliest and must have started by 1 September 2020 at the latest.

3. Submission of Proposals and Assessment Procedure

3.1 Procedure

Applications to the Governance programme will be processed in two stages; an Outline Proposal stage and a Full Proposal stage.

In the first stage, Outline Proposals are invited with a deadline of **19 February 2019, 14.00 CET**. Eligible applications will be assessed by an Evaluation Panel composed of international experts in an “open competition”, i.e. a selection of proposals that could potentially be funded is made based on the programme’s assessment criteria. Applicants will receive a notification on the results of the Outline Proposal stage in May 2019.

The deadline for submitting Full Proposals is **10 September 2019, 14.00 CEST**. Eligible Full Proposals are submitted for assessment to external expert reviewers. Applicants will be given the opportunity to comment on these external reviews, after which the Evaluation Panel will assess the applications, the reviews and the rebuttals, arriving at a list of projects recommended for funding based on the programme’s assessment criteria. The NORFACE Network Board expects to make funding decisions and inform applicants in March 2020.

3.2 Outline Proposals

The Outline Proposals are concise versions of foreseen Full Proposals. The project Outline Proposals should be in PDF format and must be submitted via the electronic application system ISAAC hosted by the NORFACE Coordination Office at NWO (www.isaac.nwo.nl). Guidance on how to submit the proposal is available on the [NORFACE website](#). Proposals received after the deadline, incomplete proposals, proposals not using the proper form or proposals that are otherwise failing to comply with the eligibility requirements set out in this Call for Proposals (see paragraph 2) will be declared ineligible and remain without assessment by the Evaluation Panel. All Outline Proposals must be completed in English and follow the proposal structure as set out in the Outline Proposal application template available on the [NORFACE website](#).

3.2.1 Application form Outline Proposals

Only one application form per Outline Proposal may be submitted and must contain information on the following items (please see the Outline Proposal template).

1. Title of the project and acronym

The title of the project should be the same on the application form as registered in ISAAC.

2. Summary of the project (max. 250 words, add word count)

In the summary of the project, please make sure to take into account the relevance of the research topic to the call; objectives, potential outcome and impact of the project; and an explanation on how the project will be organised. This summary should be identical to the summary you are asked to provide within the electronic application module in ISAAC.

3. Details of the Main Applicant

Provide the name, title(s), gender, affiliation/organisation, information on academic degree of the Main Applicant and percentage of working time s/he will spend on the project. Please also specify if s/he is a participant in another proposal submitted to the Governance programme. Contact details including postal address, e-mail address and telephone number should be correct and up to date in the Main Applicant’s ISAAC account.

4. Details of the Co-Applicants

Please state the Co-Applicants per country. Please name only one Co-Applicant per university/research institution. Other team members should be listed under heading 5, Team Members. Provide the names,

title(s), gender, organisation, information on academic degree(s) of the Co-Applicant(s) and percentage of working time s/he will spend on the project. Please also specify if s/he is a participant in another proposal submitted to the Governance programme. Contact details including postal address, e-mail address and telephone number should be correct and up to date in the ISAAC account of each Co-Applicant.

Please note that the applicants who submitted the Outline Proposal should be the same for the Full Proposal stage. However, a team is allowed to add Co-operation Partners to the consortium between the Outline and Full Proposal stage. In case there is more than one applicant from a single country, please indicate who will act as National Contact Point. The Main Applicant should always be listed as the National Contact Point of that country. If this is not made clear in the application, the NORFACE Coordination Office will consider the first person in the application as National Contact Point.

5. Team Members

Please provide the details of Team Members participating in the proposal. Provide their name, title(s), affiliation, the percentage of the working time to be spent on the project and whether s/he participates in another Outline Proposal. Where the names of PhD students or Postdocs are not yet known, please include them as NN, but do include all other information available. When building project teams, please consider gender balance aspects and balance in terms of academic age of project team members as well as geographic balance.

6. Co-operation Partners

If applicable, please include information about partners in the project who will be cooperating but are not eligible for NORFACE funding – such as researchers in countries that are not represented by the funding agencies in the Governance programme or at organisations not eligible for funding in the country in question and partners not performing research. These partners should provide their own funding and in the Full Proposal they will be asked to demonstrate this. In the Outline Proposal, provide the name, title(s), affiliation/organisation, the percentage of the working time to be spent on the project and the source of funding.

7. Keywords (max. 8 items)

8. Discipline(s) represented in the project

Indicate a main and, if applicable, additional research discipline(s) that are represented in the project.

9. Duration of the project

Please specify the date on which the project is intended to commence and the duration of the project in months. Projects must start between 1 June and 1 September 2020.

10. Have you submitted the same idea elsewhere or have you requested any additional grants for this project from any other institution?

Please specify whether any additional grants have been requested elsewhere for (part of) this project from any other source.

11. Project description (max. 2500 words, excluding references, add word count)

The project description should clearly explain:

- Which research question does the proposal seek to answer?
- Why is this research question significant? How will it contribute to the theme or themes of the call? If applicable, how does the proposal cut across different themes of the programme?
- By what methods and work plans will the research question be tackled?
- In what ways is the project innovative? What are the main theoretical and conceptual innovations expected from the project?
- What added value will be gained by undertaking the research as a collaborative project with the proposed partners? What is the transnational added value of the project?

- How will the project participants contribute to the project? What research expertise and competence do the participants bring to the project proposal?
- What are the expected outcomes and impacts of the research project? How will findings be shared with interested parties?
- Please clearly delineates the strengths, weaknesses and suitability of secondary data sources and thoroughly justify any new data collection to address the research questions. Please note that the programme may support the collection of new data, be that quantitative or qualitative, only where existing data does not exist to address key questions. If the research involves primary data collection or acquisition, please indicate how existing datasets have been reviewed and state why currently available datasets are inadequate for this proposed research.

12. References

Please list the references used.

13. Timetable (max. 500 words, add word count)

14. Budget

Please include the indicative total requested funding per participating national or regional agency and the total budget requested from NORFACE. If a Co-operation Partner contributes to the programme, please include their quantified contribution into the budget sheet as well. The application form contains two tables that must be used for the estimated budget. Please consider national/regional eligibility requirements.

The budget in the Outline Proposal only needs to contain an indicative funding request, although this should still be as realistic and careful as possible. In the Full Proposal stage, applicants are allowed a margin of 10% for changes in the total budget of the project. Applicants invited to submit a Full Proposal will be required to provide a fully accurate and detailed specification and justification of resources at that stage. For applicants from countries outside the Eurozone, please transfer the budget to euro and indicate the exchange rate and date that were used.

15. Curriculum vitae

Provide short cv's of the Main Applicant and the Co-Applicants, and of individuals representing Co-operation Partners if applicable. Cv's of Team Members are not allowed. Each cv may cite a maximum of five relevant publications, and should be no longer than one page. The cv of the Main Applicant should include the information on her/his experience leading national or international collaboration research projects. Only include manuscripts which have been accepted for publication or which have already been published as part of the recognised literature. Therefore, publications that are currently being written, under review, etc. should not be included.

3.2.2 Evaluation of the Outline Proposals

Eligible Outline Proposals will be reviewed by an international independent Evaluation Panel, consisting of experts nominated by the NORFACE partners and appointed by the NORFACE Network Board. The composition of the Evaluation Panel will be available on the NORFACE website after the evaluation of the Full Proposals is finished. Expertise in the panel aims to widely cover the disciplinary fields targeted in the call. The Evaluation Panel assesses the Outline Proposals comparatively, using the programme's assessment criteria (see paragraph 3.4) and subsequently prioritises these according to likelihood of funding, without consulting external referees. The Evaluation Panel will recommend to the NORFACE Network Board a shortlist of applicants to be invited to submit Full Proposals.

All applicants will receive a notification of the results of the Outline stage in May 2019. Applicants whose proposal are invited to submit a Full Proposal will be given a deadline of **10 September 2019, 14.00 CEST**. All applicants will receive a brief assessment of their proposal from the panel.

3.3 Full Proposals

All Full Proposals must be completed in English and follow the proposal structure as set out in the application template available on the NORFACE website. The Full Proposals should be in PDF format and must be submitted via the electronic application system ISAAC. Guidance on how to submit the proposal will be available on the NORFACE website. Proposals received after the deadline, or failing to comply with the published requirements, will be rejected. Only the candidates who are invited by the NORFACE Network Board to do so, are eligible to submit a Full Proposal. Incomplete applications and applications not using the correct application form will not be evaluated. If the stated maximum number of words and/or pages is exceeded, or if the necessary documents are not included, the application will be disqualified.

3.3.1 Application form Full Proposals

Only one application template per Full Proposal may be submitted and must contain information on the following items:

1. Title of the project and acronym

The title of the project should be the same on the application form as registered in ISAAC.

2. Summary of the project (max. 250 words, add word count)

In the summary of the project, please make sure to take into account the relevance of the research topic to the call; objectives, potential outcome and impact of the project; and an explanation on how the project will be organised. This summary should be identical to the summary you are asked to provide within the electronic application module in ISAAC.

The summary will be used for public communication if the project is funded by NORFACE. Therefore, make sure the abstract clearly describes what you are going to investigate, why you are going to investigate this subject and which results you expect to find.

3. Details of the Main Applicant

Give the name, title(s), gender, affiliation/organisation, information on academic degree of the Main Applicant and percentage of working time s/he will spend on the project. Please also specify if s/he is a participant in another proposal submitted to the Governance programme. If so, please elaborate and show how the Main Applicant will distribute her/his time between different projects if funded. Contact details including postal address, e-mail address and telephone number should be correct and up to date in the Main Applicant's ISAAC account.

4. Details of the Co-Applicants

Please state the Co-Applicants per country. Please name only one Co-Applicant per university/research institution. Other team members should be listed under heading 5, Team Members. Give the names, title(s), gender, organisation, information on academic degree(s) of each Co-Applicant and percentage of working time s/he will spend on the project. Please also specify if s/he is a participant in another proposal submitted to the Governance programme. If so, please elaborate and show how they will distribute her/his time between different projects if funded. Contact details including postal address, e-mail address and telephone number should be correct and up to date in the ISAAC account of each Co-Applicant and are not included in the application form.

Please note that the applicants who submitted the Outline Proposal should be the same for the Full Proposal stage. A team is only allowed to add Co-operation Partners to the consortium between the Outline and Full Proposal stage. In case there is more than one applicant from a single country, please indicate who will act as National Contact Point. The Main Applicant should always be listed as the National Contact Point of that country. If this is not clear in the application, the NORFACE Coordination Office will consider the first person named in the application as National Contact Point for a specific country.

5. Team Members

Please give the details of Team Members participating in the proposal. Give the name, affiliation/organisation, the percentage of the working time to be spent on the project and whether s/he participates in another Full Proposal. If so, please elaborate and show how the Team Member will distribute the time between different projects if funded. Where the names of PhD students or Postdocs are not yet known, please include them as NN, but do include all other information available.

6. Co-operation Partners

If applicable, please list the individuals representing Co-operation Partners participating in the proposal. Give the name, affiliation/organisation, the percentage of the working time to be spent on the project and the source of funding. In a project where a Co-operation Partner is participating, a Letter of Commitment from the organisation must be included as an annex to the Full Proposal demonstrating the commitment of the Co-operation Partner to the project and showing the source of funding. Letters of Commitment can be uploaded as a separate annex to the application in ISAAC.

7. Keywords (max. 8 items)

8. Discipline(s) represented in the project

Indicate the main and, if applicable, additional research discipline(s) that are represented in the project.

9. Duration of the project

Please specify the date on which the project is intended to commence and the duration of the project in months. Projects must start between 1 June and 1 September 2020.

10. Have you submitted the same idea elsewhere or have you requested any additional grants for this project from any other institution?

Please specify whether you have requested any additional grants for (part of) this project have been requested from any other source.

11. Project description (max. 7500 words, excluding references, with word count)

The project description should clearly explain:

a) Research proposal

- Which research question does the proposal seek to answer?
- Why is the research question significant? How will it contribute to the theme or themes of the call? If applicable, how does the proposal cut across different themes of the programme?
- What is the impact of the project on theoretical and methodological approaches in the field? By what methods and work plans will the research question be tackled?
- In what ways is the project innovative? What are the main theoretical and conceptual innovations expected from the project?
- What are the importance and relevance of the chosen comparative approach/methods?
- Please clearly delineate the strengths, weaknesses and suitability of secondary data sources and thoroughly justify any new data collection to address the research questions. If the research involves primary data collection or acquisition, please indicate how existing datasets have been reviewed and state why currently available datasets are inadequate for this proposed research.

b) International cooperation and composition of the research team

- What added value will be gained by undertaking this research as a collaborative project with the proposed participants? What are the advantages of a transnational project, in its comparative nature for instance?
- How will the project participants contribute to the project? What research expertise and competence do the participants bring to the project proposal?

- What is the work plan?
- How does the project proposal take into account and address the following aspects:
 - 1) Gender balance in terms of considering under-represented gender, and further addressing the following dimensions: i) gender balance among the applicants, and ii) gender balance in the overall project teams;
 - 2) Academic age balance in terms of heterogenic teams, including post-doctoral and PhD students as participants in the project allowing for inter-generation transfer of knowledge, skills etc.; and
 - 3) Geographical diversity in terms of geographically balanced consortia, including diverse partners.

c) Potential impact of research²

- What are the expected outcomes and impact of the research project?
- Who are the potential users, academic and non-academic, of the research?
- Which activities will be deployed to communicate the research activities and outcomes to potential users?

Applicants are expected to demonstrate consideration of who may be interested in the outcomes of the proposed work in their application. In projects where non-academic partners are participating, project leaders must submit meaningful and binding arrangements for the management of Intellectual Property Rights (IPR) issues. In the case of research that does not lend itself to knowledge utilisation as described in the aforementioned terms, the researcher is requested to explain why s/he believes that knowledge utilisation is not applicable to the proposed research.

12. References

Please list the references used.

13. Timetable (max. 500 words, add word count)

14. Communication and dissemination (max. 500 words, add word count)

- Plan of publications resulting from the research;
- Plan of dissemination: describe the main target groups, instruments and how knowledge will be embedded;
- Valorisation: describe how the valorisation of the developed knowledge will be realised;
- Plan for the storage of and access to data collected, if applicable.

15. Management and monitoring (max. 500 words, add word count)

Please describe how the project will be managed as a whole and how the monitoring of the progress against the objectives and anticipated results will be ensured.

16. Ethical issues and data storage (max. 500 words, add word count)

Please describe whether there are any ethical issues raised by the proposed research and storage of data and if so, how they are addressed appropriately and comprehensively by the research proposal and the project design.

17. Budget

Please fill out the Excel-sheet for the summary budget, available on the NORFACE website, and include the tables in the application form. The summary budget tables include the total requested funding per participating national or regional agency and per applicant, and the total budget requested from NORFACE.

² The 'impact' criterion should be understood in a broad sense, taking into consideration the project's impact on the development of science, civilization and society, and not merely its direct practical application or use.

If a Co-operation Partner contributes to the programme, please include their contribution in the summary budget as well.

The summary Excel-sheet should be uploaded to ISAAC as a separate annex, as well as the Excel-sheets for the mandatory national/regional budget tables per agency. Please consider the national/regional eligibility requirements for this. Please note, that German (DFG), Swiss (SNSF) and French (ANR) applicants are only asked to upload their national budget sheet via the respective national application systems and not via ISAAC; applicants to FWO are only required to submit financial details through the summary budget table and no national budget sheet is required. Applicants are strongly advised to timely contact the national or regional funding agencies in case of doubts or questions.

The proposal at this stage should include fully accurate, detailed and justified costs. The budget included in the Full Proposal should not deviate more than 10% from the total budget in the Outline Proposal. For applicants from countries outside the Eurozone, please transfer your budget to euro and indicate the exchange rate and date used.

18. Justification of Resources (max. 1 page per funding agency)

Please provide a justification of resources for each and all funding agencies involved in the funding request (i.e. one per participating funding agency). Justification should be provided for the overall level of funding requested in respect to the value added of the proposed research. The justification of resources should explain why the resources requested are appropriate for the research proposed taking into account the nature and complexity of the research proposal. It should be no more than 1 page A4 for each funding agency. Co-operation Partners do not need to provide a Justification of Resources; their contribution to the project (in kind or in cash) should be demonstrated in their Letter of Commitment.

3.3.2 Mandatory annexes to the Full Proposal (NB uploaded individually in ISAAC)

A. **Curriculum vitae** of the applicants

Provide a short CV per Main Applicant and Co-Applicant, and of Co-operation Partners if applicable. CV's for Team Members are not allowed. The Main Applicant's and Co-Applicant's CV may cite a maximum of ten relevant publications. Each Co-Operation Partner's CV may cite a maximum of five relevant publications. The CV of the Main Applicant should include the information on her/his experience leading national or international collaboration research projects. Each CV should be no longer than 2 pages and otherwise has a free format.

Please mark key publications which are directly relevant to the proposed research with an asterisk (*). Please only include manuscripts which have been accepted for publication or which have already been published as part of the recognised literature. Therefore, publications that are currently being written, under review, etc. should not be included.

B. Please include the **summary budget table for the project** and the **financial budget table of each participating country or region** as an annex (excluding Germany, Switzerland, France and Belgian applicants to FWO; see eligibility requirements).

C. In a proposal where a **Co-operation Partner** is participating, a **Letter of Commitment** must be included as an annex, summarising the commitment of the Co-operation Partner to the project and demonstrating the source of funding.

D. If applicable, please upload any additional annexes requested in the national and regional requirements to the ISAAC system or other national/regional application systems.

Important note: when writing your proposal, take into account that it will be read by both experts and a broadly composed Evaluation Panel with expertise from social sciences.

3.3.3 Evaluation of the Full Proposals

Eligible Full Proposals are submitted for assessment to external, independent referees for peer review. In this second stage each Main Applicant is invited to suggest names of two independent international referees for her/his proposal. If deemed fit, one of these suggestions may be used. There is also a possibility to submit a list of two non-referees. The non-referees will NOT be asked to assess the application as referees. The suggestions should be sent within two weeks after the result letter of the Outline Proposal is sent to governance@nwo.nl. Each Full Proposal is aimed to be evaluated by a minimum of three reviewers. The reviews will be sent anonymously to the Main Applicant for comments before the Evaluation Panel assesses the applications. The reports will be sent to the Main Applicant by (early) December 2020 and s/he will have five working days to respond. Applicants will not be informed of the identity of the reviewers during or at any point after the assessment procedure.

In addition, in the Evaluation Panel at least two assessors will be assigned as *rapporteur* for each Full Proposal. The assessments received from the external reviewers, the comments received from the applicant and the pre-assessment from the *rapporteurs* will form the starting point for a joint assessment carried out by the international Evaluation Panel.

The Panel will prepare a consensus evaluation report on each Full Proposal based on the application, the external reviews, the comments by the Main Applicant and the Panel discussion. The applicants will receive the consensus report of the Evaluation Panel as feedback after the final funding decisions. The Panel will make a funding recommendation to the NORFACE Network Board, which will take the final funding decisions in March 2020. This will be followed by approval of the national or regional funding organisations where applicable. Main Applicants of awarded applications will be asked to draw up a consortium agreement detailing the administrative arrangements in the project.

3.4 Criteria

All Outline Proposals and Full Proposals are assessed against three sets of criteria: (1) scientific excellence, (2) quality and efficiency of the implementation and the management, and (3) potential impact. All three sets of criteria will be taken into consideration and will be given equal weight. Each criterion will be scored on a scale from one to five, with a minimum threshold of three on each criterion being necessary for the application to be considered for funding.

I Scientific excellence - Quality of the transnational project

- Sound concept, and quality of objectives
- Progress beyond the state-of-the-art
- Quality and effectiveness of the scientific and technological methodology, data collection and associated work plan.

II Quality and efficiency of the implementation and the management

- Appropriateness of the management structure and procedures
- Quality and relevant experience of the individual participants
- Quality of the consortium as a whole (including complementarity, as well as a balance in terms of gender, academic age, and geographical diversity)
- Appropriate allocation and justification of the resources to be committed (budget, staff, equipment).

III Potential impact

- The scientific impact;
- The extent to which research is likely to be of value to stakeholder communities;
- The fit to objectives, key areas and priorities of the programme;
- The capacity of the project to address more than one theme of the Call for Proposals;
- Appropriateness of measures for the dissemination and/or exploitation of transnational projects results, and management of intellectual property.

3.5 Tentative timeline

December 2018	Launch of the programme, publication of the Governance Call
19 February 2019, 14.00 CET	Deadline submission Outline Proposals
February - May 2019	Evaluation of Outline Proposals
June 2019	Applicants informed on the decision on Outline Proposals
10 September 2019, 14.00 CEST	Deadline submission Full Proposals
October - November 2019	Peer-review of Full Proposals
December 2019	Rebuttal by applicants Full Proposals
January - February 2020	Panel Evaluation Full Proposals
March/early April 2020	Applicants informed on the decision on funded projects
1 June – 1 September 2020	Start of funded projects

4. Other Information

4.1 Programme coordination

The scientific coordination of the Governance programme is regarded crucial for creating added value to the research in the programme. The programme will be coordinated by a Scientific Programme Coordination Team (SPCT), supervised and directed by a Scientific Programme Coordinator (SPC) appointed specifically for this purpose. The SPCT will be responsible for promoting capacity-building and networking in the programme; bringing the various research teams together to work in synergy where possible and to integrate the different perspectives for the benefit of developing their own work. Additionally, the SPCT works towards granting perspectives and ensuring the highest quality of publications from the research both in terms of scholarly and scientific articles in the most appropriate and highly regarded journals and monograph publications as and when appropriate. This also applies to other media aimed at appropriate professional audiences to enhance the visibility of the programme and use of its outputs. A Scientific Programme Coordinator is expected to be appointed in 2020.

The contract between NORFACE and the funded projects will state that the Main Applicant of each funded project will co-operate with the Scientific Programme Coordinator Team, and participate in relevant NORFACE activities in the Governance programme. Project teams will have to report to the NORFACE Coordination Office on the progress of their projects on a regular basis.

4.2 Research Integrity

When preparing the proposal and carrying out the research project, the NORFACE Network Board expects applicants to adhere to rules of good research practice as outlined in the revised [European Code of Conduct for Research Integrity \(2017\)](#). The principles of integrity include reliability in ensuring the quality of research, honesty, respect and accountability for the research from idea to publication.

4.3 Open Access

Open access is intended to improve and promote the dissemination of knowledge and the availability of data, thereby improving the efficiency of scientific discovery and maximising the return on public research funding bodies' investment in R&D. Project partners funded directly through the NORFACE Coordination Office are required to deposit data collected in the course of their projects, and peer-reviewed articles resulting from their projects to an institutional or subject-based repository. All partners will be required to follow the guidelines on Open Access for publications and data adopted for the Horizon2020 programme and to make their best efforts to ensure open access to data and peer-reviewed articles as soon as possible, taking advantage of national or international arrangements where these are available.

4.4 Avoid overlap with research commissioned on the topic

Applicants should pay due regard to the focus of and research commissioned under for instance the NORFACE programme *Dynamics of Inequality Across the Life-course: structures and processes (DIAL)* and *Welfare State Futures (WSF)*. Applicants are advised to explore the possibilities of synergies with relevant programmes and to ensure that this involves added value rather than duplication. Applications which display significant overlap with research commissioned in other international networks or previous NORFACE programmes on the topic risk not to be taken into consideration in the assessment or awarding process.

4.5 Further information

For any additional information, please contact the NORFACE Coordination Office at The Netherlands Organisation for Scientific Research (NWO) via governance@nwo.nl. In case of specific national or regional requirements, please contact the contact person for the Governance programme at your national or regional funding agency in the list below.

- **Austrian Science Fund (FWF)**

Dr. Petra Grabner: petra.grabner@fwf.ac.at, +43 1 505 67 40

- **Programmatory Public Service Science Policy (BELSPO)**
Aziz Naji: aziz.naji@belspo.be, +32 2 238 36 46
- **Fonds voor Wetenschappelijk Onderzoek (FWO)**
Toon Monbaliu: eranet@fwo.be, +32 2 550 15 70
Olivier Boehme: eranet@fwo.be, +32 2 550 15 45
- **Fonds National de la Recherche Scientifique (F.R.S-FNRS)**
Joel Groeneveld: Joel.Groeneveld@frs-fnrs.be, +32 2 504 92 70
Florence Quist: Florence.quist@frs-fnrs.be, +32 2 504 93 51
- **The Czech Academy of Sciences (CAS)**
Alena Klvaňová: klvanova@kav.cas.cz
- **Independent Research Fund Denmark (DAFSHE)**
Dr. Mads de Wolff: mdw@ufm.dk, +45 7231 8436
- **The Estonian Research Council (ETAg)**
Dr. Aare Ignat: aare.ignat@etag.ee, +372 731 7364
- **Academy of Finland (AKA)**
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- **Agence Nationale de la Recherche (ANR)**
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- **Deutsche Forschungsgemeinschaft (DFG)**
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Claudia Wünsche (for technical and administrative issues): claudia.wuensche@dfg.de, +49 (228) 885-2203
- **The Irish Research Council (IRC)**
Rose Sweeney: rsweeney@research.ie
Niall Kelly: nkelly@research.ie
- **Research Council of Lithuania (RCL)**
Kornelija Janavičiūtė: kornelija.janaviciute@imt.lt, +370 676 14629
- **Fonds National de la Recherche Luxembourg (FNR)**
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Dr Helena Burg: helena.burg@fnr.lu
- **Dutch Research Council (NWO)**
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Anne Cukier: governance@nwo.nl, +31 70 344 05 03
- **The Research Council of Norway (RCN)**
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- **National Science Centre (NCN)**
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Anna Kotarba: anna.kotarba@ncn.gov.pl, + 48 12 3419091

- **The Slovenian Research Agency (ARRS)**
Ana Jakopin: ana.jakopin@arrs.si
- **State Research Agency (AEI)**
Juan Climent (administrative and technical issues): juan.climent@aei.gob.es, +34 916037242
Jonas Radl (scientific issues): norface@aei.gob.es
- **The Swedish Research Council (VR)**
Kim von Hackwitz: kim.vonhackwitz@vr.se
- **Swiss National Science Foundation (SNSF)**
Marie Guyaz del Aguila: marie.guyaz@snf.ch, +41 (0)31 308 23 08
- **UK Research and Innovation - Economic and Social Research Council (UKRI – ESRC)**
Elettra Spadola or Jonathan Carter: norfacegovernance@esrc.ukri.org

Contact details of the NORFACE contact person(s) per funding agency can also be found in the national and regional eligibility requirements and on the NORFACE website at www.norface.net/partners.