

**GUIDELINES FOR APPLICANTS NO 1 UNDER MEASURE 01.2.2.-LMT-K-718  
TARGETED RESEARCH IN SMART SPECIALISATION AREAS OF PRIORITY  
AXIS 1 PROMOTION OF RESEARCH, DEVELOPMENT AND INNOVATIONS'  
OF THE OPERATIONAL PROGRAMME FOR THE EUROPEAN UNION FUNDS'  
INVESTMENT IN 2014–2020 1**

Non-official translation

**CHAPTER I  
GENERAL PROVISIONS**

1. Guidelines for Applicants No 1 under Measure 01.2.2.-LMT-K-718 01.2.2-LMT-K-718 *Targeted Research in Smart Specialization Areas of Priority axis 1 Promotion of Research, Development and Innovations of the Operational Programme for the European Union Funds' investment in 2014–2020* (hereinafter – the Guidelines for Applicants) prescribes the requirements for the applicants to follow when drawing up and submitting the applications for financing the projects co-funded from structural funds of the European Union (hereinafter – the application) according to the supported activity *Research Projects Implemented by World-class Researcher Groups* under Measure 01.2.2-LMT-K-718 *Targeted Research in Smart Specialization Areas of Priority Axis 1 Promotion of research, development and innovations of the Operational program for the European Union Funds' investments in 2014-2020*, approved by Commission Decision on 8 September 2014 *Approving certain elements of the Operational Program for the European Union Funds' investment in 2014-2020 for support from the European Regional Development Fund, Cohesion Fund, European Social Fund and specific allocation for the Youth Employment Initiative* under the Investment for growth and job goals in Lithuania (the European Commission notified the Decision by Document No C(2014)6397, beneficiaries of the projects co-funded from the European Union structural funds (hereinafter – the projects) when implementing according to the present Guidelines for Applicants the projects co-funded from the structural funds of the European Union (hereinafter – the Project), as well as institutions carrying out the application assessment and selection, and the project implementation oversight.

2. The present Guidelines for Applicants have been drawn up having in regard to:

2.1. The plan for the implementation of the implementing measures of the priority under the Operational Programme for the EU Structural Funds' Investments for 2014–2020 approved by Order No V-380 of the Minister of Education and Science of the Republic of Lithuania on 23 April 2015 *On the approval of the plan for the implementation of the implementing measures of the priority under the Operational Programme for the EU Structural Funds' Investments for 2014–2020, and of the National description for the calculation of monitoring indicators* (hereinafter – Measure implementation plan);

- 2.2. The *Project administration and financing rules* approved by Order No 1K-16 of the Minister of Finance of the Republic of Lithuania on 8 October 2014 *On the approval of the project administration and financing rules* (hereinafter – the Project rules);
- 2.3. Description of the calculation of monitoring indicators of the Operational Programme for the EU funds' investments for 2014–2020 approved by Order No 1K-499 of the Minister of Finance of the Republic of Lithuania on 30 December 2014 *On the approval of the Description of the calculation of monitoring indicators of the Operational Programme for the EU funds' investments for 2014–2020* (hereinafter – Description of the calculation of monitoring indicators of the Operational Programme);
- 2.4. *The Program on the Implementation of Priority Areas of Research and (social, cultural) Development and Innovations (smart specialization) and their Priorities* approved by Resolution No 411 of the Government of the Republic of Lithuania on 30 April 2014 *On the approval of the program on the implementation of priority areas of research and (social, cultural) development and innovations (smart specialisation) and their priorities* (hereinafter – Smart Specialisation Programme).
- 2.5. The priority project selection criteria of the activity *Research conducted by world-class researcher groups* under the Measure *Targeted Research in Smart Specialization Areas* approved by Minutes No 44P-16.1(18) of 16 June 2016 of the meeting of the Monitoring Committee of the Operational Programme for the EU Funds' Investments for 2014–2020, and Minutes No 44P-18.1 of the meeting of 13 October 2016.
- 2.6. Law on Higher Education and Research of the Republic of Lithuania;
- 2.7. Commission Regulation (EU) No 651/2014 on 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty (OJ 2014 L 187, p.1) (hereinafter – General block exemption regulation);
- 2.8. Communication from the Commission No 2014/C 198/01 on 27 June 2014 — Framework for State aid for research and development and innovation (hereinafter – Communication);
- 2.9. *Recommendations regarding the compliance of project expenses with the requirements of structural funds of the European Union* approved by the Operational Programme for Human Resources Development, the Economic Development Operational Programme, the Cohesion Promotion Operational Programme, and by Minutes No 34 of the Steering committee of the Operational Programme for the EU funds' investments for 2014–2020 on 4 July 2014, and published at the EU structural funds' website [www.esinvesticijos.lt](http://www.esinvesticijos.lt) (hereinafter – Recommendations regarding the compliance of project expenses with the requirements of the European Union structural funds);
- 2.10. *The model lists of eligible research and/or technological production of research and dissemination projects* approved by Order No V-2017 of the Chairman of the Research Council of the Republic of Lithuania on 31 October 2014 *Regarding the approval of the model lists of eligible research and/or technological production of research and dissemination projects* (hereinafter – the Model lists of eligible research and/or technological production of research and dissemination projects);
- 2.11. Resolution No VIII-21 of the Research Council of Lithuania on 26 May 2014 “*On the approval of the general rules for the appointment and the activities of experts of the Research Council of Lithuania*” (hereinafter – Expert appointment rules);
- 2.12. *The methodology for the assessment of research (art) works of research and studies institutions*, approved by Order No V-1128 of the Minister of Education and Science on 10

July 2010 “*Regarding the methodology for the assessment of research (art) works of research and studies institutions*”.

3. The concepts used for the purpose of the present Guidelines for Applicants shall be interpreted as defined in the legal acts referred to in Article 2 of the present Guidelines for Applicants, the *Rules on allocation of responsibility and functions among institutions while implementing the Operational Programme for the EU funds’ investments for 2014–2020* approved by Resolution No 528 of the Government of the Republic of Lithuania on 4 June 2014 *Regarding allocation of responsibility and functions among institutions while implementing the Operational Programme for the EU funds’ investments for 2014–2020*, and the *Rules on the administration of the Operational Programme for the EU funds’ investments for 2014–2020* approved by Resolution No 1090 of the Government of the Republic of Lithuania on 3 October 2014 *On the approval of the Rules on the administration of the Operational Programme for the EU funds’ investments for 2014–2020*.

4. The definitions used for the purpose of the present Guidelines for Applicants:

4.1. **World-class researcher group** – a researcher group conducting research funded according to the Measure.

4.2. **Early stage researcher** – a researcher who has by the last day of the call for proposals acquired the doctoral degree no more than 10 years ago (the period does not include maternity leave, paternity or child raising leave until the child is three years of age);

4.3. **Research group** – research leader for the project research, principal and non-principal members of the research group;

4.4. **Research leader** – a researcher initiating submitting an application for financing the project to the Implementing Authority, implementing the project together with the members of the research group and managing its implementation;

4.5. **Non-principal member of a research group** – a person performing the work intended for the attainment of a research undertaking, and thus contributing to the implementation of the project;

4.6. **Principal member of the research group** – a person carrying out the key tasks within a research ordinarily throughout the project implementation period, and whose scientific competence is important when assessing the application.

4.7. **Experienced researcher** – a researcher who has by the last day of the call for proposals acquired the doctoral degree not less than 10 years ago (the period does not include maternity leave, paternity or child raising leave until the child is three years of age);

4.8. **Targeted research** – research that is intended to contribute to the thematic specificity of the smart specialisation operating plan by creating original, practically applicable knowledge targeted to address specific societal challenges, and creating the results compliant with the R&D relevant for economic sectors and which subsequently could be commercialized.

5. The implementation of the measure is being managed by the Ministry of Education and Science of the Republic of Lithuania (hereinafter – the Ministry), and the Research Council of Lithuania (hereinafter – the Implementing authority).

6. The form of financing under the Measure is a non-repayable subsidy.

7. The project selection under the Guidelines for Applicants shall be carried out by way of a single stage competition.
8. According to the Guidelines for Applicants the anticipated allocations for the implementation of the projects amount to EUR 28 962 002,00 (twenty eight million nine hundred sixty two thousand two euro) from the European Union (hereinafter – EU) structural funds (European Regional Development Funds).
9. According to the Guidelines for Applicants one call for proposals will be announced and allocated EUR 28 962 002,00 (twenty eight million nine hundred sixty two thousand two euro) from the European Union structural funds. When passing a decision regarding the funding of the projects, subject to an agreement from the Ministry the Implementing authority shall have a right to increase the amounts referred to in this Article, without exceeding the amount allocated to the Measure and specified in the Measure implementation plan, or infringing the legitimate expectations of the applicants.
10. According to the Guidelines for Applicants the following amounts shall be allocated to individual smart specialisation areas:
  - 10.1. Energy and sustainable environment – up to EUR 4,257,002 (four million two hundred fifty-seven thousand two euro);
  - 10.2 Inclusive and creative society – up to EUR 2,285,000 (two million two hundred eighty-five thousand euro);
  - 10.3. Agro-innovation and food technologies – up to EUR 3,816,000 (tree million eight hundred sixteen thousand euro);
  - 10.4. New production processes, materials and technologies – up to EUR 8,358,000 (eight million tree hundred fifty-eight thousand euro);
  - 10.5. Health technologies and biotechnologies – up to EUR 5,836,000 (five million eight hundred thirty-six thousand euro);
  - 10.6. Transport, logistic and information and communication technologies (ICT) – up to EUR 4,410,000 (four million four hundred ten thousand euro).
11. The purpose of the Measure is to boost knowledge commercialization and technology transfer.
12. The activity supported according to the Guidelines for Applicants – research conducted by world-class researcher groups, intended to develop the results compliant with the R&D relevant for economic sectors and which subsequently could be commercialized.
13. The purpose of the activities referred to in Article 12 of the Guidelines for Applicants is to develop fundamental and applied knowledge contributing when implementing R&D priorities, and promote research institutions to engage in R&D activities with commercial potential.
14. The call for proposals according to the supported activity indicated in the Guidelines for Applicants will be published in Q1, 2017. The information about the scheduled calls is also presented in the plan for the journal of calls for applications, project lists and financial agreements posted at the EU structural funds’ website at [www.esinvesticijos.lt](http://www.esinvesticijos.lt) , and at the website of the Implementing authority [www.lmt.lt](http://www.lmt.lt).

## **CHAPTER II**

### **REQUIREMENTS FOR THE APPLICANTS AND PARTNERS**

15. According to the requirements of the Guidelines for Applicants eligible applicants are research and studies institutions, universities and university hospitals included in the Open Information, Counselling and Guidance System [www.aikos.smm.lt](http://www.aikos.smm.lt). Eligible partners are legal entities operating in research and studies area, that have in the course of the past calendar year before the last day for the submission of the applications been engaged in R&D activities (attached to the application the partners (private legal entities) shall submit a tax return for the past calendar year before the last day for the submission of applications as indicated in the call for proposals, and approved by the State Tax Inspectorate under the Ministry of Finance of the Republic of Lithuania).

16. In case the application is submitted together with a partner(s), attached to the application shall be a copy of the valid cooperation agreement (partnership) signed by the Applicant and all partners.

17. The cooperation (partnership) agreement shall clearly specify the obligations and the rights of the parties in relation to the implementation of the project (specifying the financial and professional contribution of each party to the project, the activities intended to be carried out by each party, the rights to the jointly developed or acquired assets, and the project results, etc.), and the responsibility of the parties, as well as the obligations to comply with the principal rules of good partnership practice:

17.1. All partners shall have read the application, and are familiar with their rights and obligations with respect to the implementation of the project;

17.2. For the purpose of the implementation of the project the beneficiary shall on a regular basis consult the partners, and shall periodically inform them about the progress in the project implementation;

17.3. All amendments to the project affecting the partner obligations and rights shall be prior to applying to the Implementing authority, agreed with the partners.

18. The Applicant is required to have the following capacities necessary to implement the project:

18.1. Operate an infrastructure required for carrying out research;

18.2. Have human resources required for administration of the project.

19. At a time a beneficiary is permitted to implement more than one project, provided the beneficiary ensures infrastructure and administrative resources for a quality implementation of the project.

20. A research leader can act as an academic supervisor of one project funded according to the Guidelines for Applicants only.

21. The applications in respect of whose research leader or another key member of the research group a decision has been passed regarding the infringement of academic ethics shall not be considered for a period of five years from the effective date of the decision of the Supervisor of academic ethics and procedures. The applications that indicate as the head of the forthcoming research a researcher who has previously managed a project funded by the Research Council of Lithuania and terminated and not implemented (funded according to national and international programmes of competitive funding of research), shall not be considered for a period of three years from the effective date of the decision of the Research Council of Lithuania.

22. The applicant who is the research leader shall comply with the requirements set forth in Chapters I and II of the Guidelines for Applicants as of the last day for the submission of applications as indicated in the call.

### **CHAPTER III REQUIREMENTS FOR THE PROJECTS**

23. A project must comply with the general requirements set forth in Section 10 of the Project Regulations.

24. A project shall comply with the following special project selection criteria approved by Resolution No 44P-16.1(18) of the meeting of Monitoring Committee of the Operational Programme on 16 June 2016, and specified by Resolution No 44P-18.1(20) of the meeting of the Monitoring Committee of the Operational Programme on 13 October 2016:

24.1. the project is consistent with the operating plan of at least one of the priorities under the *Programme on the implementation of priority areas of research and (social, cultural) development and innovations (smart specialisation) and their priorities* approved by Resolution No 411 of 30 April 2014 of the Government of the Republic of Lithuania *On the approval of the programme on the implementation of priority areas of research and (social, cultural) development and innovations (smart specialisation) and their priorities* (hereinafter – the Smart Specialisation Programme), that are approved: by Order No V-59/4-48 of the Minister of Education and Science and the Minister of Economy of the Republic of Lithuania on 29 January 2015 *On the approval of the priority action plans of the priority area Agro-innovations and food technologies of research and (social and cultural) development and innovations (smart specialisation)*, by Order No V-133/4-88 of 20 February 2015 of the Minister of Education and Science and the Minister of Economy of the Republic of Lithuania *On the approval of the operational plan of the priority area New production processes, materials and technologies of the priority research and (social and cultural) development (smart specialization)*; Order No V-290/4-175 of the Minister of Education and Science and the Minister of Economy of the Republic of Lithuania on 31 March 2015 *On the approval of the operational plan of the priority area Inclusive and creative society of the priority research and (social and cultural) development (smart specialization)*; Order No V-291/4-176 of 31 March 2015 of the Minister of Education and Science and the Minister of Economy of the Republic of Lithuania *On the approval of the operational plan of the priority area Energy and sustainable environment of the priority research and (social and cultural) development (smart specialization)*; Order No 363/4-239 of the Minister of Education and Science and the Minister of Economy of the Republic of Lithuania on 17 April 2015 *On the approval of the operational plan of the priority area Transport, logistic and information and communication technologies of the priority research and (social and cultural) development (smart specialization)*; Order No V-422/4-293 of the Minister of Education and Science and the Minister of Economy of the Republic of Lithuania on 30 April 2015 *On the approval of the operational plan of the priority area Health technologies and biotechnologies of the priority research and (social and cultural) development*, (hereinafter all together – Operating plans), (for the purpose of assessing whether or not the project contributes to the implementation of the Smart Specialisation Programme areas and their priorities by developing the areas in research and development (hereinafter – R&D) that are consistent with at least one thematic specificity prescribed in the operational plan of the relevant priority);

24.2. The Applicant shall have an operational procedure for managing the rights arising from the intellectual activity results (whether or not the Applicant has implemented the requirements set forth in Articles 10, 12, 16 and 17 of the *Recommendations for Lithuanian*

*research and studies institutions regarding the rights arising from results of intellectual activity*, approved by Order No ISAK-2462 of the Minister of Education and Science of the Republic of Lithuania on 1 December 2009 (hereinafter – *Recommendations regarding the rights arising from results of intellectual activity*), and has submitted to the Implementing authority the supporting documents, or the relevant links to public documents).

25. The selection of projects shall be carried out following the priority selection criteria referred to in Annex 3 to the Guidelines for Applicants. The projects are scored points the compliance with the priority project selection criteria, and the maximum score according to each criterion is indicated in Annex 3 to the Guidelines for Applicants. The minimum score required under the present Guidelines for Applicants is 45, of which not less than 15 points shall be collected according to the selection criterion referred to in Article 1 of Annex 3, not less than 20 points are required according to the project selection criterion referred to in Article 2 of Annex 3 to the Guidelines for Applicants, and no less than 10 points shall be collected according to the project selection criteria referred to in Article 3 of Annex 3 to the Guidelines for Applicants. The minimum mandatory number of points according to each criterion is indicated in Annex 3 of the Guidelines for Applicants.

26. Where in relation to the benefit and quality assessment a project is scored less than 45 points, or the project fails to obtain the minimum score referred to in Article 25 of the Guidelines for Applicants according to each priority project selection criterion, the application shall be rejected

27. According to the present Guidelines for Applicants no funding shall be allocated to large-scale projects.

28. The duration of the projects submitted according to the Guidelines for Applicants shall be maximum 48 months from the Grant Agreement signature date.

29. In certain cases in view of some objective reasons that the beneficiary was not in a position to foresee at the time of the submission and the assessment of the application, the duration of the projects may be extended in the procedure specified in the Project Regulations, but in any case, for longer than for 6 months, and without infringing the time limits referred to in Articles 213.1 and 213.5 of the Project Regulations.

30. The activities under the project must be all carried out in the Republic of Lithuania. Project activities may be carried out in other Member States of the EU, provided the products, results and the benefit (or part thereof corresponding to the financial contribution of the Republic of Lithuania) are allocated to the Republic of Lithuania. Project activities venue is the location at which project activities are being implemented by the project team as defined in the Recommendation regarding the compliance of project expenses with the requirements of structural funds of the European Union. In case the project activities are implemented in the Republic of Lithuania, the expenses related to such activities shall not exceed 15 percent of the total eligible costs of the project.

31. In the Annex to the application the Applicant shall specify the smart specialisation area and the priorities in the area specified in the Programme on the Implementation of Priority Areas of Research and (Social, Cultural) Development and Innovations (Smart Specialisation) and their Priorities approved by Resolution No 411 of the Government of the Republic of Lithuania on 30 April 2014 *On the approval of the Programme on the Implementation of Priority Areas of Research and (Social, Cultural) Development and Innovations (Smart Specialisation) and their Priorities* (hereinafter – Smart Specialisation Programme) that the project is attributed to, and shall indicate the thematic specificity that the project is consistent with. The ultimate allocation or a refusal to allocate to a specific

smart specialisation area and its priority shall be determined by the Implementing authority in relation to the assessment of the application. In the event that the Implementing authority determines that a project should be assigned to a different smart specialisation area, and/or the priority of the area than was indicated by the Applicant, the Applicant is suggested to specify the information provided in the application regarding the allocation to the project to a smart specialisation area and/or its priority.

32. A project must pursue the following Measure implementation monitoring indicators:

32.1. Implemented R&D projects (indicator code P.S.396); minimum target value – 1 project;

32.2. ‘Patent applications filed by research and studies institutions that have benefited from investment’ (indicator code P.S.305), minimum target value – 1 patent application, or ‘Patent applications by university hospitals that have benefited from investment’ (indicator code P.N.741), minimum target value – 1 patent application.

33. The *Guidelines for Applicants of the procedure for the computation of monitoring indicators referred to in Article 32 is provided for in the description of the monitoring indicators of the Operating Programme*. The Descriptions of computation of all monitoring indicators of the Operating Programme are published at the EU structural funds’ website [www.esinvesticijos.lt](http://www.esinvesticijos.lt).

34. In case, having regard to the nature of the R&D project it is not possible to achieve the Measure implementation monitoring indicator referred to in Sub-Article 32.2, the project should seek at least one of the following targets, the attainment whereof shall be demonstrated by registration certificates or other supporting documents:

34.1. A plant variety assessed at European specialized centers (Reports on Technical Examination of the DUS Testing required to be submitted);

34.2. An animal breed registered in the national or international registers;

34.3. A new technology supported by an installation act, or has been tested in production;

34.4. Species or a microorganism strain registered outside Lithuania;

34.5. An open new digital resource obtained in the course of research, a data base or the open source software suitable to be used for R&D.

35. The following requirement shall apply regarding the maturity of the project – before the submission of the application the Applicant shall have an operational procedure for managing the rights arising from the intellectual activity results, compliant with the requirements of Articles 10, 12, 16 and 17 of the *Recommendations regarding the rights arising from results of intellectual activity*, and the relevant supporting documents.

36. There shall be no restrictions of the project that could have an adverse effect upon the implementation of the principles of gender equality, non-discrimination based on gender, race, nationality, language, origin, social standing, beliefs and views, disability, sexual orientation, ethnicity or religion.

37. There shall be no project actions that could adversely affect the implementation of the sustainable development principle.

38. In case the Applicant is implementing the project with a partner that is a private legal entity, State aid may be provided according to the present Guidelines for Applicants within the meaning of Article 107 of the Treaty on the Functioning of the European Union (OJ 2010 C 83, p. 47). Any funding allocated as State aid for projects is investment aid granted



according to Article 25 of Regulation (EU) No 651/2014, subject to the restrictions provided in Section I and Article 1(2)-(5). The Guidelines for Applicants determines the conditions for the provision of State aid to research and development and infrastructure and which are compliant with the provisions of Article (EU) No 651/2014, and are compatible with the internal market. The compliance of the State aid of the project with the provisions of Article 25 of Regulation (EU) No 651/2014 shall be assessed by the Implementing authority according to the assessment criteria specified in Annex 2 to the Guidelines for Applicants.

39. The Applicant (beneficiary) is not considered a beneficiary of State aid, if the Applicant participates in the project by carrying out non-economic activities as defined in Article 19 of the Communication.

40. The data on the granted State aid shall be provided to the *Register of granted State aid and de minimis aid* in the procedure set forth in the *Regulations of the Register of granted State aid and de minimis aid* approved by Resolution No 35 of the Government of the Republic of Lithuania on 19 January 2005 (version of Resolution No 592 of the Government of the Republic of Lithuania on 9 June 2015).

41. A project may not have been or be funded from the budget of the State of the Republic of Lithuania and/or municipalities budgets, other monetary resources at the disposal of the State and/or municipalities, EU structural funds or other measures of the EU financial assistance or other international support, and where granted EU structural funds, such measures would be recognized eligible for funding and/or paid on more than a single occasion.

42. The physical performance indicators planned for the purpose of the project shall comply with the indicators specified in Section VI of Chapter I of the implementation plan of the implementation measures of the *Operational Programme for the EU funds' investments for 2014–2020*, the implementation criteria of the implementation of the operational plans referred to in Sub-Article 24.1 of the Guidelines for Applicants, and the possible scientific production (though no limited to it) specified in the Model lists of eligible research and/or technological production of research and dissemination projects .

43. The projects are not subject to continuity of investment and post funding reporting requirements. In case the project benefits from State aid the investment continuity shall be ensured within the period specified in the State aid regulations in the procedure set forth in Section 27 of the Project Regulations.

#### **CHAPTER IV**

##### **ELIGIBLE EXPENSES OF PROJECTS AND FINANCING REQUIREMENTS**

44. The expenses incurred within the projects shall comply with the requirements for project expenses defined in Chapter VI of the Project Regulations and the Recommendations regarding the compliance of project expenses with the requirements of structural funds of the European Union.

45. The maximum amount to be allocated to fund a project is EUR 700,000 (seven hundred thousand euro).

46. The maximum share of the project eligible for funding is equal to 100 % of the total eligible expenses of the project.

47. In case the project is implemented in cooperation with a partner that is a private legal entity, and/or the project outcomes are intended for carrying out economic activity (as

defined in the Communication), the largest possible eligible part of the project is indicated in Table 1 of the Guidelines for Applicants.

Table 1. Financed part of the project

No		Basic financed part	Possible increase in the base financed part, but in any case, not more than 80 percent of the eligible expenses.			Largest possible financed part having regard to the status of the State aid beneficiary		
			Increase for medium-sized enterprises	Increased for micro and small companies	Increased for efficient cooperation provided the conditions of Article 25(6)(b) of the General block exemption regulation are met <sup>1</sup> ;	Large enterprise	Medium-sized enterprise	Micro and small enterprise
1.	Research	50 %	+10 percentage points	+20 percentage points	+15 percentage points	50 %	75 %	80 %
2.	Experimental development	25 %	10 percentage points	+20 percentage points	+15 percentage points	40 %	50 %	60 %

48. The application (project) shall clearly distinguish between individual research and development stages. A largest possible financed part of the project shall be specified for each stage. In case the project is implemented in cooperation with a partner that is a private legal entity, and/or the project outcomes are intended for carrying out economic activity (as defined in the Communication), the largest possible eligible part of the project is indicated in Article 47 of the Guidelines for Applicants.

49. In case for the purpose of the application (project) it is not possible to distinguish the individual research and development stages, the financed part of the project applicable for experimental development as specified in Article 47 of the Guidelines for Applicants shall apply to the project.

<sup>1</sup> Commission Regulation (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty (OJ 2014 L 187, p.1);

50. In case the project is implemented with a partner, the financed part of the project shall be determined with respect to each State aid beneficiary. One of several parties cooperating with respect to the project may undertake all the expenses of the project, and thus protect the other parties from any financial risk.

51. With a view to receiving an additional financial intensity of 15 percent according to Article 47 of the Guidelines for Applicants, i.e. by an efficient cooperation between the private legal entity and at least one research and studies institution, or a university hospital, the research and studies institution, or the university hospital shall cover at least 10 percent of the eligible expenses, and shall have a right to publish its own research results, or the project results must be widely published at conferences, publications, open access repositories, or through a free or open software.

52. The share of the eligible expenses of the project that is not covered by the funds allocated to the project shall be funded from the funds of the beneficiary and/or the partner.

53. The contribution of the research and studies institution, or a university hospital to the project may consist of monetary contribution and/or a non-monetary contribution – volunteer work that shall be estimated in the manner set forth in Sub-Article 420.2 of the Project Regulations, according to *Determination of unit costs of compensation in research projects* (code FI-037) approved by No V-227 of the Chairman of the Research Council of Lithuania on 10 November 2014 (the survey report is published at <http://www.esinvesticijos.lt/lt/dokumentai/supaprastinti-islaidu-apmokejimo-tyrimai>). The volunteer work is not reimbursed from the project funding resources, it, however, is quoted and indicated in the Application with a view to assessing the contribution of the research and studies institution to the project implementation.

54. The Applicant and/or the partner at its own initiative, and/or the funds of other sources may contribute to the implementation of the project by an amount in excess of the required amount.

55. The eligible expenses of a project are the expenses that were incurred and paid in the period since the beginning of project until the end of the project activities, but no later than within the terms specified in Sub-Articles 213.1 and 213.5 of the Project Regulations. In case the project activities are launched before the effective date of the Grant Agreements, the project expenses shall be considered non-eligible for financing.

56. Eligible expenses of the project shall be reimbursed according to unit costs and flat rates. The amount of eligible amount of the project is determined for each project individually considering the reasonableness of project expenses at the eligibility assessment time, however, not exceeding the maximum amount allocated to the project as set forth in Article 45 of the Guidelines for Applicants.

57. A beneficiary may be disbursed an advance payment. A maximum advance payment allocated to the project is 30 % of the funding amount allocated to the project, unless the Grant Agreement provides for a smaller maximum advance amount. The maximum advance amount and the advance payment procedure are specified in the Grant Agreement and Section 21 of the Project Regulations.

58. For the purpose of the Guidelines for Applicants the eligible expenses of the project are:

Expense category No	Expense category name	Requirements and explanations
5.	Project implementation	Expenses for the compensation of the personnel implementing the project and the related obligations of the employer, and the expenses for the business trips, travel and internship of the personnel implementing the project shall be reimbursed according to unit costs (Sub-Articles 59.1.1. and 59.1.2. of the Guidelines for Applicants).
7.	Indirect costs and other costs according to the flat rate.	Indirect costs and other direct costs are reimbursed applying a flat rate (Article 59.2.1 of the Guidelines for Applicants). Other expenses related to the implementation of research and development projects and necessary for attaining the objectives of the project shall be reimbursed applying a fixed rate (Sub-Article 59.2.2. of the Guidelines for Applicants).

**Note:** The project budget table in the Application form shall be completed following the Instruction on completing the project budget form provided in the Recommendations regarding the compliance of project expenses with the requirements of structural funds of the European Union.

#### 59.1. Project implementation costs:

59.1.1. The expenses related to the compensation of the staff engaged in the project, and the associated obligations of the employer shall be reimbursed applying unit costs. The unit costs are established in accordance with the *Report of the survey on the determination of unit costs of compensation in research projects* approved by order No V-227 of the Chairman of the Republic of Lithuania on 10 November 2014 *On the approval of the report of the survey on the determination of unit costs of compensation in research projects*. Maximum unit costs of compensation are indicated in Table 3 *World-class research*. The report is published at <http://www.esinvesticijos.lt/lt/dokumentai/supaprastinto-islaidu-apmokejimo-tyrimai> , and the internet website of the implementing institution, [www.lmt.lt](http://www.lmt.lt));

59.1.2. The expenses related to the compensation of the trips, business trips and research fellowships of the staff engaged in the project shall be reimbursed applying unit costs. Unit costs are established according to the *Report on the survey of calculation of unit costs of research trips* approved by Order No V-191 of the Chairman of the Research Council of Lithuania on 6 October 2014 *On the approval of the Report on the survey of calculation of unit costs of research trips*, and published at <http://www.esinvesticijos.lt/lt/dokumentai/supaprastinto-islaidu-apmokejimo-tyrimai>, and the internet website of the Implementing authority [www.lmt.lt](http://www.lmt.lt));

#### 59.2. Indirect costs and other costs according to the flat rate.

59.2.1. Indirect costs shall be reimbursed applying flat rate of indirect costs according to Sub-Article 433.1 of the Project Regulations.

59.2.2 direct project costs according to flat rate and which account for up to 18.73% (for social sciences and humanities area projects), and up to 34.73% (physical, biomedicine, technologies and agriculture science projects) of the total compensation, and the related employer obligations (flat rate is established on the basis of the *Report on the survey for the determining flat rate of the expenses in implementing research and development*

*projects approved by Order No V-162 of the Chairman of the Research Council of Lithuania on 13 June 2016 On the approval of the Report on the survey for the determining flat rate of the expenses in implementing research and development projects and published at <http://www.esinvesticijos.lt/dokumentai/supaprastinto-islaidu-apmokejimo-tyrimai> and the internet of the Implementing authority at [www.lmt.lt](http://www.lmt.lt);*

60. The costs reimbursed at unit costs and flat rate specified in Article 59 of the Guidelines for Applicants shall comply with the following provisions:

60.1. The costs reimbursed at unit costs and flat rate must comply with the provisions of Section 35 of the Project Regulations;

60.2. An applicant shall have a right to provide in the Application the unit costs lower than the maximum values indicated in the Guidelines for Applicants;

60.3. Project costs intended to be incurred at unit costs, are reimbursed by compensating having regard to the unit costs set forth in the Grant agreement and the documents submitted by the beneficiary supporting the achieved results. The documents required to be submitted to support the attainment of the results paid at unit costs, are specified in the Annex to the Grant Agreement.

61. The flat rate applied for the project shall be set forth in the Grant Agreement, and shall not be changed in the course of the project implementation, except for amendments in the legal acts governing the application of flat rate. In that case the unit costs are established anew, and the project costs reimbursed applying the unit costs shall be recalculated having regard to the financing allocated throughout the entire duration of the project contract.

62. The ineligible costs are specified in Section 34 of the Project Regulations.

63. Application costs and cross-financing costs are not eligible.

64. project implementation costs are reimbursed by way of compensating the expenses, having regard to the unit costs set forth in the Grant Agreement and the other submitted document evidencing the achieved results (i.e. a summary certificate issued by the Implementing Authority regarding the computation of the compensation at unit costs, a summary certificate in the form approved by the Implementing authority on the calculation of the expenses related to short/long-term research trips at unit costs, and the documents certifying the attainment of a physical operating indicator). The documents to be submitted are specified in the Grant Agreement.

65. In case any income was generated as a result of the project implementation, such income shall be estimated and recovered no later than with the last payment request in the manner set forth in Articles 447 and 448 of the Project Regulations.

## **CHAPTER V**

### **DRAWING UP OF APPLICATIONS, INFORMATION OF APPLICANTS, CONSULTATION, SUBMISSION AND EXAMINATION OF APPLICATIONS**

66. In order to receive funding an Applicant must fill in an application. A partly completed form in PDF format is available at the 'Related documents' part of Section 'Financing' of the EU structural funds' website [www.esinvesticijos.lt](http://www.esinvesticijos.lt).

67. The Applicant shall complete the application and shall submit together with the Annexes referred to in Article 72 of the Guidelines for Applicants by the last day of the term for the submission of applications to the website on the exchange of data of projects co-funded from the European Union structural funds (hereinafter – DMS), and in case the functionalities of the DMS are not implemented – the applications shall be submitted to the

implementing institution in writing in the procedure set forth in Section 12 of the Project Regulations.

68. Where according to Article 66 of the Guidelines for Applicants the application is submitted in writing, the application may be submitted in one of the following methods:

68.1. A paper-based copy of the application and its Annexes drawn up in the Lithuanian language are submitted to the Implementing Authority. Attached to the paper-based copy shall be the application and its Annexes recorded in the electronic media. The Annexes shall be submitted in Microsoft Word format, and the original and the electronic version content of the application shall be identical. Having established that the content of the electronic version of the application does not match the content of the original version, the information provided in the original version of the application shall prevail. An application may be submitted by a registered letter, via a mail courier, or served in person at the address indicated in the call for proposals;

68.2. The electronic document signed by a secure electronic signature is sent to the implementing institution at the electronic mail address indicated in the call for proposals. When the application is submitted in the latter method the documents attached and/or digital copies of the documents attached do not need to be certified by an electronic signature.

69. Where the applications are submitted through the DMS, the Applicant shall log-in to the DMS through the State Information Resources Interoperability Platform, and register as a DMS user.

70. Having received a notification from the Implementing Authority s about the registration of the application and the code assigned to it, within the term indicated in the notification the applicant shall upload the Annexes referred to in Article 72 of the Guidelines for Applicants drawn up in English in Microsoft Office Word format to the Application Submission and Reporting Information System of the Implementing authority of the Research Council, and enter the following information in English: the general information of the application and the project description (project need, description of the selected decision and the description of the expected result, project summary, the capacity of the project implementer to implement the project and the description of the project management procedure, the rationale for the selection of the partners, project implementation risks and their management, intended use of the project results following its completion). An applicant logs-in through a website [junktis.lmt.lt](http://junktis.lmt.lt) and registers as a user, or can log-in using the data earlier created by the user if he had previously used the system.

71. Where the functionalities of the DMS are temporarily not available, and for that reason the applicants are not able to upload the application or an Annex(-s) thereto on the last day for the submission of applications, the Implementing authority shall extend the term for the submission of applications for 7 (seven) days, and/or provides for a possibility to submit the application and the Annexes in another way, and announces about that in the procedure specified in Article 82 of the Project Regulations.

72. Attached to the application the applicant is required to submit the following Annexes:

72.1. A letter signed by the head of the Applicant's institution or a person authorised thereby regarding the capacities of the Applicant (beneficiary) to implement the project, and the security for the project implementation (a model form of the letter is available at the website of the EU structural assistance [www.esinvesticijos.lt](http://www.esinvesticijos.lt) and the website of the Implementing authority [www.lmt.lt](http://www.lmt.lt));

- 72.2. Copies of documents certifying the academic degree of the research leader;
- 72.3. Curriculum vitae of the research leader including the list of research publications and other scientific production (with the relevant bibliography information, references to Clarivate Analytics (former Thomson Reuters) Web of Science, or another database or publicly accessible source facilitating verifying the information, the information on the registration of patents, or cells of plant or animal species, cell lines or micro-organisms). The early-stage researchers shall indicate no more than 10, and the experienced researchers shall indicate no more than 20 scientific publications (in the Lithuanian and the English languages);
- 72.4. Curricula vitae of the key members of the research group (in Lithuanian and English languages);
- 72.5. Copies of the documents certifying the pregnancy, paternity or child bearing of the research leader (where the applicant seeks to prove that the research leader is an early-stage researcher);
- 72.6. Questionnaire regarding the eligibility of the input and/or import value added tax for funding from the structural funds of the European Union and/or the State budget of the Republic of Lithuania (*the Form is published in the document type section of 'Documents' heading of the internet website of the EU structural funds [www.esinvesticijos.lt](http://www.esinvesticijos.lt)*);
- 72.7. Copies of all letters of authorizations to sign the relevant documents (in case such documents are signed not by the head of the institution);
- 72.8. Partner's declaration, where the project is intended to be implemented together with the partners (the partner form is integrated in the application form to be filled in);
- 72.9. project budget break-down by applicants and partners (applies if the project is implemented in cooperation with a partner);
- 72.10. The tax return approved by the State Tax Inspectorate under the Ministry of Finance of the Republic of Lithuania for the last calendar year until the last day for the submission of applications indicated in the call for proposals (applies if the project is implemented in cooperation with a partner, a private legal entity). The requirement shall not apply to the partners that are universities and research institutions included in the AIKOS.
- 72.11. Copies of the Statute (Articles of Association) or the Registration Certificate approved in the manner set forth by the head of the partner(s) and/or the university hospital(s), or links to public documents (the requirement shall not apply to the partners that are universities and research institutions included in the AIKOS).
- 72.12. Copy of the cooperation (partnership) agreement, if the project is implemented with a partner(s);
- 72.13. Documents supporting the sources of funding the Applicant and/or the partner(s) (contribution of the Applicant /partner);
- 72.14. Documents or references to public documents evidencing that the Applicant has an effective procedure for the rights arising from the intellectual activity results, i.e. compliant with the requirements of Articles 10, 12, 16 and 17 of the Recommendations regarding the rights arising from the intellectual activity results.
- 72.15. Completed form of the information required for the assessment of compliance of the project with the project selection criteria (Annex 2 to the application);

72.19. Declaration of the partner, a small and medium-sized business status, whose form is approved by Order No 4-119 of the Minister of Economy of the Republic of Lithuania on 26 March 2008 *Regarding the approval of the description of the procedure for the declaration of small and medium-sized entity status, and the approval of the form of the declaration of the status of small and medium-sized entity*, and drawn up on the basis of the data of the most recent financial period (applicable if the application is submitted together with the partner – private legal entity);

72.17. The documents distinguishing the Applicant's economic and non-economic activities (e.g. the most recent approved and the most recent interim financial statements, by specifying the Articles of the statement of financial position, and the performance statement by income financing sources, and the amounts, supporting the income/expenses of economic activity).

73. The last day for the submission of applications shall be indicated in the call for proposals which is published at the internet website of the EU structural assistance [www.esinvesticijos.lt](http://www.esinvesticijos.lt). and the internet website of the Implementing authority [www.lmt.lt](http://www.lmt.lt).

74. The applicants shall be informed and consulted in the manner set forth in Section 5 of the Project Regulations. The information about the persons providing consultations of the Implementing authority and their contact details shall be indicated in the notice on the call for proposals published according to the Guidelines for Applicants in the website of the EU structural assistance [www.esinvesticijos.lt](http://www.esinvesticijos.lt) and the website of the Implementing authority [www.lmt.lt](http://www.lmt.lt).

75. The Implementing authority shall carry out the project eligibility assessment in the procedure set forth in Sections 14 and 15 of the Project Regulations according to the requirements prescribed in Annex 1 'Sheet of checking the compliance of the project with the requirements set forth in Articles 21, 66-68, 70 and 72 of the Guidelines for Applicants', and Annex 2 'Table of assessment of the eligibility of the Project' to the Guidelines for Applicants, as well as the analysis of the project's benefit and quality in the manner set forth in Sections 14 and 16 of the Project Regulations in accordance with the requirements set forth in Annex 3 'Table of assessment of benefit and quality of the project' to the Guidelines for Applicants.

76. The assessment of the applications shall be carried out in the following manner:

76.1. an initial assessment of the eligibility of the project includes an assessment of the compliance of the project to the requirements set forth in the Guidelines for Applicants specified in Annex 1 to the Guidelines for Applicants (i.e. assessing whether all documents and information have been attached to the application), the general requirements indicated in Annex 2 to the Guidelines for Applicants.

76.2. The applications meeting the eligibility requirements are further referred to the benefit and quality assessment.

77. Pending the benefit and quality assessment the applications are broken down into four groups:

77.1. Applications in humanities and social sciences, where the researchers-in-charge are experienced researchers;

77.2. Applications in humanities and social sciences, where the researchers-in-charge are early-stage researchers;



77.3. Applications in physical, biomedicine, technologies and agriculture sciences, where the researchers-in-charge are experienced researchers;

77.4. Applications in physical, biomedicine, technologies and agriculture sciences, where the researchers-in-charge are early-stage researchers.

78. Each section of the applications referred to in Article 79 is further broken down into application groups, taking into account the number of the applications, the number of applications according to research fields approved by Order No V-1457 of the Minister for Education and Science on 16 October 2012 *Regarding the approval of research fields*. The number of applications within the groups should be no less than fifteen (except in the cases when the number of applications within the sections as per Article 79 is less than fifteen), and no larger than thirty. The groups of applications compiled by the Committee of Humanities and Social Sciences and/or the Committee of Natural and Technical Sciences of the Implementing Authority (hereinafter – the Committee) shall be approved by an Order of the Chairman of the Implementing authority, and shall be, within five working days, published at the website of the Implementing Authority indicating a conditional name of the group of applications, and the codes of the applications assigned to the group.

79. The project benefit and quality assessment according to the criteria set forth in Articles 1-3 of Annex 3 to the Guidelines for Applicants shall be performed by the experts appointed in accordance with the expert appointment regulations, and having regard to Article 141<sup>1</sup> of the Project Regulations, and in terms of the criteria referred to in Articles 4 and 4 of the Guidelines for Applicants the assessment shall be carried out by employees of the Implementing authority.

80. In the course of an examination of a application the Implementing Authority may request the applicant to provide missing information and/or documents. The applicant shall provide the information and/or documents within the term set by the Implementing authority.

81. The applications shall be examined for a period not longer than 90 days of the last day for the submission of applications indicated in the call for proposals. The durations of the stages for the assessment of applications are the following:

81.1. The applications shall be examined for a period not longer than 40 days of the last day for the submission of applications indicated in the call for proposals;

81.2. An assessment of the benefit and quality of the projects, the selection and the passing of the decision regarding the funding of projects shall last no longer than 50 days of the approval of the report on the assessment of eligibility.

82. In case of a failure to evaluate the applications within the established term (when in relation to the assessment of the applications it is necessary to apply to other institutions, carry out an inspections at project implementation and/or administration location, also in the cases when the amount of all applications received exceeds the amount allocated under the call for proposals), the implementation term may be extended upon a decision of the Implementing authority). The Implementing Authority shall notify the applicants of the new term for the examination of the applications through the DMS, and in case the functionalities of the DMS have not been installed, the applicants shall be notified in writing, and the Ministry and the Managing Authority through the 2014–2020 European Union structural funds sub-system SMIS2014 of the European Union structural assistance computer-based information management and maintenance system, and in case the relevant functionalities have not been installed, the Implementing Authority shall in writing notify the reasons or the extension of the term.

83. The application is rejected for reasons referred to in Article 21 of the Guidelines for Applicants, or Sections 14–16 of the Project Regulations in the manner specified therein. An applicant shall be notified of a rejection of its application through the DMS, and in case the functionalities of the DMS have not yet been installed, the Applicant shall be notified in writing within 3 working days from the date of the decision to reject the application.

84. The project benefit and quality assessment according to Article 79 of the Guidelines for Applicants shall be performed by foreign experts whose work shall consist of an individual assessment and an assessment by an expert panel. Three experts shall be appointed for the purpose of an individual assessment of each application; by a duly reasoned decision of the respective Committee an additional expert(s) may be appointed, in case the application provides for research of interdisciplinary nature. In the manner set forth in Article 78 of the Guidelines for Applicants expert panels for individual application groups shall be set up from the experts appointed to evaluate the applications in an individual procedure. An individual assessment is performed by experts individually without consulting the other members of the group regarding the assessment of a specific application. In the course of a group assessment the experts shall discuss the results of the individual assessment, and seek consensus concerning the assessment of each application. The assessment of a project by the expert panel and recorded in the minutes of the panel's meeting shall be considered the ultimate assessment of the project's benefit and quality.

85. In case the research (activities) provided according to several applications for the same call essentially coincide, the eligible project shall be the one that has collected the highest score.

86. Upon the completion of the project benefit and quality assessment, a project benefit and quality assessment report shall be drawn up for each application group. The report shall contain a list of evaluated applications ranked according to the score assigned to the applications within the framework of the benefit and quality assessment (from the highest down), while indicating the score assigned to the application according to each selection criterion. In case the projects tie, the project shall be ranked in accordance with the procedure set forth in Article 151 of the Project Regulations.

87. Once the benefit and quality assessment is completed, only the projects assigned to the same smart specialisation area shall compete for funding. In case there is no competition in a specific smart specialisation area, the balance of the amounts indicated in Article 10 of the Guidelines for Applicants may be distributed to the projects of other areas indicated in Article 10 of the Guidelines for Applicants in which competition and funding need are the highest.

88. Where according to the Guidelines for Applicants the allocated amounts are not sufficient to fund all or some of the projects in the priority smart specialisation areas, and/or there is a balance of unallocated amounts, then:

88.1. A list of the remaining positively evaluated projects within which the projects are ranked according to the score assigned to the applications within the framework of the quality assessment (from the highest down);

88.2. The unallocated funds under a call shall be summed up and allocated to the projects included in the list following the ranking compiled as per Sub-Article 88.1 of the present Guidelines for Applicants.

89. Upon the completion of the assessment of the application a list of reserve projects may be compiled in the manner specified in Article 155 of the Project Regulations.

90. The final discussion of the assessment of the applications shall be organised, and the composition of the group engaged in the discussion of the final assessment shall be approved by the Implementing Authority in the manner set forth in Article 146 of the Project Regulations. The principles of activities of the group engaged in the discussion of the final assessment shall be set forth in an Order approving the composition of the group, or in its Rules of Procedure.

91. Having agreed with the Ministry the Implementing authority may decide not to hold a discussion of the final assessment of applications referred to in Article 90 of the Guidelines for Applicants provided the amount allocated to the specific call for proposals is sufficient to fund all the applications submitted under one call and recognized as eligible within the framework of the benefit and quality assessment.

92. Having completed the assessment of the applications the Implementing authority shall draw up a report on the selected reports in accordance with the provisions of Section 17 of the Project Regulations.

93. Having completed the assessment of applications and their selection the Implementing Authority shall pass a decision regarding funding the projects or refusal to fund them; the decision shall be approved by an Order of the Chairman of the Council or his authorized person. The information about the decision on funding the projects, the amount allocated to each project and the total funding amount allocated under the call for proposals shall be within no later than 7 days of the passing the decision [published in the website www.esinvesticijos.lt](http://www.esinvesticijos.lt) and the website of the Implementing Authority [www.lmt.lt](http://www.lmt.lt); the applicants shall be accordingly notified through the DMS, and in case such functionalities of the DMS have not yet been installed the applicants shall be notified in writing (does not apply in case the applications were rejected in the course of the assessment).

94. Within 14 days from the end of the assessment of the applications the Implementing authority shall at the website [www.esinvesticijos.lt](http://www.esinvesticijos.lt) publish a list of Applicants whose projects were selected for funding, and the Applicants shall be specifically informed thereof through the DMS, or in writing, in case the DMS functionalities have not be made available.

95. Within 5 working days of the receipt of the information about the passed decision regarding the assessment of the application, the Applicant shall have a right to submit an appeal regarding the assessment of benefit and quality of the application to the Implementing authority in the cases and the procedure set forth in the *Description of the procedure on the submission and the examination of appeals regarding the assessment of research (dissemination) projects and reports* (the Guidelines for Applicants is published at the internet website of the Implementing Authority [www.lmt.lt](http://www.lmt.lt)).

96. The applicant shall have a right to appeal the decision to reject the application in the procedure set forth in Section 43 of the Project Regulations no later than within 14 days from the day on which the applicant learned or should have learned about the contested actions of the Implementing authority or the omission.

97. Having completed the assessment of the applications the Implementing Authority shall, in the manner set forth in Section 18 of the Project Regulations, and using the form provided in Annex 5 to the Guidelines for Applicants draw up and submit to the applicant a draft Grant Agreement and indicate the term of the validity of the offer to sign the Grant Agreement. Where within the term of validity of the offer set by the Implementing Authority the applicant fails to sign the Grant Agreement, the offer to sign the Grant Agreement shall be considered expired. The applicant shall have a right to apply to the

Implementing authority with a request to change the term for signing the Grant Agreement in view of objective reasons beyond the control of the Applicant.

98. The original copy of the Grant Agreement may be drawn up and submitted:

98.1. As a signed paper document, or

98.2. As an electronic document signed by an electronic signature depending on the choice of the form of the document by the beneficiary.

## **CHAPTER VI**

### **REQUIREMENTS APPLICABLE TO PROJECT IMPLEMENTATION**

99. The project is implemented following the requirements of the Grant Agreement, the Guidelines for Applicants and the Project Regulations.

100. The project activities must be started as of the effective date of the Grant Agreement, but in any case, no later than within one month, and must be completed no later than the terms referred to in Articles 213.1 and 213.5 of the Project Regulations. The beginning of project activities is considered to be the date at which the research leader starts working at the project.

101. Where the activities have not been launched within one month from the effective date of the Grant Agreement, the Implementing authority shall have a right to unilaterally terminate the Grant Agreement in the manner specified in Article 192 of the Project Regulations.

102. The research leader shall start working for the project within no later than one month from the effective date of the Grant Agreement and shall work within the project throughout the entire project implementation period, i.e. total no less than 840 hours in the course of 12 months (according to unit costs certificates declared by the beneficiary and approved by the Implementing authority). A research leader may not work at the project according to a remote employment contract.

103. In the course of the project assessment, implementation and three years after the end of the project funding period the Applicant shall submit the documents demonstrating the appropriate distinguishing of the economic and non-economic types of activities of the Applicant and the partner, their expenses, financing and income (annual financial statements).

104. For the purpose of supervising the project implementation course the Implementing authority shall have a right to carry out an on-site inspection of the project. Representatives of the Ministry shall have a right to attend the project implementation and/or administration location individually or together with the Implementing authority.

105. In the course of the project implementation the beneficiary shall submit to the Implementing authority a report on research activities. The report on research activities shall be submitted in the mid-term of the project. The specific term for the submission of the report on research activities shall be specified in the Grant Agreement.

106. In case an assessment of the report on research activities determine that the beneficiary has implemented the project activities to the extent prescribed in the Grant Agreement, the results of the research activities and the course of the project implementation are sufficient and scientifically valuable, and it is realistic to achieve the project monitoring indicator referred to in Article 32.2 of the Guidelines for Applicants, or at least one of the results referred to in Article 34 of the Guidelines for Applicants, having

agreed with the Ministry the Implementing authority shall pass a decision to continue the funding of the project.

107. In case an assessment of the report on research activities determine that the beneficiary has implemented the project activities to the extent prescribed in the Grant Agreement, the results of the research activities and the course of the project implementation are sufficient and scientifically valuable, however, due to objective reasons the project monitoring indicator referred to in Article 33.2 of the Guidelines for Applicants, or at least one of the results referred to in Article 34 of the Guidelines for Applicants will not be achieved, having agreed with the Ministry the Implementing authority shall pass a decision to discontinue the funding of the project, without recovering the amounts paid as funding of the project. In that case the beneficiary shall be considered to have achieved the indicator set forth in Article 32.1 of the Guidelines for Applicants.

108. In the course of the implementation of the project the beneficiary shall agree with the Implementing Authority all the deviations from the scheduled implementation of the project, that amend the scope of the project, the costs, or extend the duration of the project or cause other modifications to the project or the obligations of the beneficiary defined in the Grant Agreement. Any changes in the Project implementation or the Grant Agreement shall be agreed with the Implementing Authority in the manner set forth in the Grant Agreement.

109. The beneficiary shall provide information about a project being implemented or delivered in the manner set forth in Section 37 of the Project Regulations by selecting the actions for the information about the project proportional to the scope of project activities and referred to in Articles 450.1, 450.2 and 450.6 of the Project Regulations, and engaging in other activities intended for information about project activities.

110. The beneficiary shall allow responsible officials of the European Commission, the European Court of Auditors, an audit institution and other institutions to access all the documents in the course of the implementation of the projects and for another 2 years from December 31 of the year in which the decision was taken to approve the invoices submitted to the European Commission, or when the end of the project financing coincides with the reporting year for which the invoices are submitted to the European Commission, and retain the documents in the procedure stipulated in Article 42 of Section 488 of the Project Regulations, except the documents that are drawn up, submitted and received through the DMS.

111. In case where implementing the project the beneficiary fails to comply with the terms and conditions of the Grant Agreement, and/or violates legal acts of the Republic of Lithuania and/or the European Union, or in case the research report submitted by the beneficiary, the Implementing Authority shall have a right by its unilateral decision to reduce, suspend or terminate the funding of the project, and/or to terminate the Grant Agreement and/or request the repayment of project financing funds or part thereof, following the requirements set forth in the decision of the Implementing Authority. Any violations of the Grant Agreement shall be considered, and the decisions regarding such established violations shall be passed in the procedure set forth in the Project Regulations.

## **CHAPTER VII**

### **PROCEDURE FOR AMENDING THE APPLICATION**

112. The procedure for amending the Guidelines for Applicants is defined in Section 11 of the Project Regulations.

113. In case the Guidelines for Applicants is being amended after the projects have been already selected, without violating the principle of equality the amendments of the Guidelines for Applicants shall in the cases specified in Article 91 of the Project Regulations apply to the projects being implemented.

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