

**GUIDELINES FOR APPLICANTS NO 3 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**

Non-official translation

CHAPTER I

GENERAL PROVISIONS

1. The Guidelines for Applicants No. 3 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 (hereinafter – the Guidelines for Applicants) establish the requirements for the Applicants preparing and submitting applications for financing projects co-funded from European Union (hereinafter – the EU) structural funds (hereinafter – the application) according to the supported activity ‘Activities of Parallel Laboratories Aimed at Developing Results in Line with R&D Topics Relevant to the Economic Sectors which could then be Commercialised’ under Measure 01.2.2-LMT-K-718 ‘Targeted Research in Smart Specialisation Areas’ (hereinafter – the Measure) of priority axis 1 ‘Promotion of research, development and innovations’ of the Operational Programme for the European Union Funds’ Investment in 2014–2020 approved by Commission Decision of 8 September 2014, approving certain elements of the Operational Programme for the European Union Funds’ investment in 2014-2020 for support from the European Regional Development Fund, the Cohesion Fund, the European Social Fund and a special appropriation for the Youth Employment Initiative under the investment for growth and job goals in Lithuania (the European Commission notified of the said Decision by Document No C(2014)6397) when implementing according to these Guidelines for Applicants projects co-funded from EU structural funds (hereinafter – the Projects), as well as institutions engaged in the evaluation and selection of applications, and the supervision of project implementation.
2. The Guidelines for Applicants have been drawn up 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’ Investment in 2014–2020 approved by Order No V-380 of the Minister of Education and Science of the Republic of Lithuania of 23 April 2015 “On the Approval of the Plan for the Implementation of Implementing Measures of the Priority under the Operational Programme for the EU Structural Funds’ Investment in 2014–2020, and of the

Description of the National Computation of Monitoring Indicators (hereinafter – Measure Implementation Plan);

- 2.2. the Project Administration and Financing Rules approved by Order No 1K-316 of the Minister of Finance of the Republic of Lithuania of 8 October 2014 ‘On the Approval of the Project Administration and Financing Rules’ (hereinafter – the Project Rules);
- 2.3. the Description of the Computation of Monitoring Indicators of the Operational Programme for the EU Funds’ Investment in 2014–2020 approved by Order No. 1K-499 of the Minister of Finance of the Republic of Lithuania of 30 December 2014 “On the Approval of the Description of the Computation of Monitoring Indicators of the Operational Programme for the EU Funds’ Investment in 2014–2020 (hereinafter – Description of the Computation of Monitoring Indicators of the Operational Programme);
- 2.4. the Programme for the Implementation of Priority Areas of Research and (socio-cultural) and Innovation Development (Smart Specialization) and Their Priorities approved by Resolution No. 411 of the Government of the Republic of Lithuania of 30 April 2014 ‘On the Approval of the Programme for the Implementation of the Priority Areas of Research and (Socio-Cultural) Development and Innovation (Smart Specialisation)’ (hereinafter - Smart Specialization Program);
- 2.5. the General Action Plan for the implementation of the higher education, research and experimental (socio-cultural) development policy measures that contribute to the development of research and experimental (socio-cultural) as well as innovation (smart specialization) priority areas, their priorities and related measures administered by the Ministry of Education and Science of the Republic of Lithuania approved by Order No. V-895 of the Minister of Education and Science of the Republic of Lithuania on 13 August 2015 ‘On Approval of the General Action Plan for the Implementation of the Higher Education, Research and Experimental (Socio-Cultural) Development Policy Measures, Contributing to the Development of Research and Experimental (Socio-Cultural) and Innovation (Smart Specialization) Priority Areas, their Priorities and Related Measures Administered by the Ministry of Education and Science of the Republic of Lithuania’;
- 2.6. 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.1–78) (hereinafter—Regulation (EU) No. 651/2014);
- 2.7. Communication from the Commission No. 2014/C198/01 of 27 June 2014 “Framework for State aid for research and development and innovation” (hereinafter—Communication No. 2014/C198/01);
- 2.8. the priority project selection criteria of the activity ‘Research Projects Implemented by World-Class Researcher Groups Aimed at Developing Results in Line with R&D Topics Relevant to the Economic Sectors which could then be Commercialized’ approved by Resolution 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 revised by Resolution No. 44P-18.1 of the meeting of 13 October 2016 and changed according to Protocol Decision Nr. 44P-9 (45) of 12 September 2019;

- 2.9. the Law on Higher Education and Research of the Republic of Lithuania
 - 2.10. The 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 the Protocol Decision No. 34 of July 4 2014 of Operational Programme for the EU funds' investments for 2014–2020 and published at the EU structural funds' website www.esinvesticijos.lt (hereinafter—the Recommendations regarding the compliance of project expenses with the requirements of the European Union structural funds);
 - 2.11. The standard lists of eligible research and/or technological production of research and dissemination projects approved by Order No V-217 of the Chairman of the Research Council of Lithuania of 31 October 2014 'Regarding the Approval of Standard Lists of Eligible Research and/or Technological Production of Research and Dissemination Projects' (hereinafter – the Standard Lists of Eligible Research and/or Technological Production of Research and Dissemination Projects);
 - 2.12. The General Rules of the Research Council of Lithuania for the Experts and their Activities approved by Order No V-42 of the Chairman of the Research Council of Lithuania of 29 January 2018 'Regarding the Approval of the General Rules of the Research Council of Lithuania for the Experts and their Activities';
 - 2.13. The Regulation for the Annual Evaluation of Research and Development and Arts Activities by Universities and Research Institutes, approved by the Order of the Minister of Education and Science of the Republic of Lithuania of 04 October 2017 No. V-747 'On the Approval of the Annual Evaluation of Research and Developments and Arts Activities by Universities and Research Institutes' (hereinafter—the Annual Evaluation Regulation).
 - 2.14. General rules of Competitive Financing of Research and Dissemination Projects of the Research Council of Lithuania approved by the Chairman of the Research Council of Lithuania on 4 April 2019 by Ordinance 'On the Approval of General Rules of Competitive Financing of Research and Dissemination Projects of the Research Council of Lithuania' (hereinafter – General Rules of Competitive Financing);
3. The terms used in the Guidelines for Applicants shall be interpreted as defined in the legal acts referred to in Article 2 of the Guidelines for Applicants, the Rules of Distribution of Responsibilities and Functions among Institutions in the Implementation of the Operational Programme for the EU Funds' Investment in 2014–2020 approved by Resolution No 528 of the Government of the Republic of Lithuania of 4 June 2014 "Regarding the Distribution of Responsibilities and Functions among Institutions in the Implementation of the Operational Programme for the EU Funds'

- Investment in 2014–2020”, and the Rules of Administration of the Operational Programme for the EU Funds’ Investment in 2014–2020 approved by Resolution No 1090 of the Government of the Republic of Lithuania of 3 October 2014 ‘On the Approval of the Rules of Administration of the Operational Programme for the EU Funds’ Investment in 2014–2020’.
4. Other terms used in the Guidelines:
 - 4.1. **Research group**—research leader for the project research, principal and non-principal members of the research group;
 - 4.2. **Head of Research**—a researcher who has continuously worked abroad at least 5 years until the application submission deadline specified in the call and has come or is coming from abroad (having continuously worked in Lithuania for no more than 12 months until the application submission deadline specified in the call), who, together with the research group members, implements the project and leads its implementation;
 - 4.3. **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;
 - 4.4. **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;
 - 4.5. **Internship**—research work carried out by the Head of Research and / or another member of the main research group in a structural unit of a foreign science and studies institution or a university hospital, with which in cooperation the project is being implemented.
 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 or the RCL).
 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 tender.
 8. According to the Guidelines for Applicants the anticipated allocations for the implementation of the projects amount up to EUR 1 448 100 (one million four hundred forty-eight thousand one hundred euro) from the European Union structural funds (European Regional Development Funds);
 9. According to the Guidelines for Applicants, one call for proposals is foreseen: up to EUR 1 448 100 (one million four hundred forty-eight thousand one hundred euro) are estimated for the first call for proposals from EU 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 amount 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. Funds set out in Article 8 of the Guidelines for Applicants are intended to be allocated to the implementation of the topics of smart specialization priority “Health Technologies and Biotechnologies”:
 - 10.1. ‘Molecular Technologies for Medicine and Biopharmacy’;
 - 10.2. “Advanced Medical Engineering for Early Diagnosis and Treatment”.
11. The purpose of the Measure is to boost the rate of knowledge commercialization and technology transfer.
12. The activities supported by the Guidelines for Applicants are the activities of parallel laboratories for research and experimental (socio-cultural) development (hereinafter - R&D) to produce results that are relevant for economy sectors that are in line with the topics of R&D activities, and which could later be commercialized. For the purposes of these Guidelines for Applicants, a parallel laboratory is understood as cooperation between Lithuanian research groups, research and higher education institutions and structural units of university hospitals and foreign research groups and structural units of research and higher education institutions and university hospitals with exceptional competence to implement the Smart Specialization priority ‘Health technologies and Biotechnology’ topics ‘Molecular Technologies for Medicine and Biopharmacy’ and / or “Advanced Medical Engineering for Early Diagnosis and Treatment”.
13. Purpose of the activity referred to Article 12 of the Guidelines for Applicants - to develop applied knowledge contributing to the implementation of R&D and innovation development (smart specialisation) priority ‘Health Technologies and Biotechnologies’, and to encourage research and higher education institutions to carry out R&D activities with commercial potential
14. The first call for proposals according to the supported activity indicated in the Guidelines for Applicants is estimated to be published in Q4, 2019. Information on the planned Calls for Proposals is also provided in the Call of Proposals, Projects List and Financing Agreement Plan which is published on the EU Structural Funds website www.esinvesticijos.lt and on the website of the Implementing Authority 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 (hereinafter – AIKOS).
16. The Applicant is required to have the following capacities necessary to implement the project:
 - 16.1. Operate an infrastructure required for carrying out research;
 - 16.2. Have human resources required for administration of the project.

17. 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.
18. A Head of Research can act as an academic supervisor of one project funded according to the Guidelines for Applicants only.
19. The applications in respect of whose Head of Research 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.
20. The applicant who is the Head of Research 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

21. A project must comply with the general requirements set forth in Section 10 of the Project Regulations.
22. 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 and Protocol Decision No 44P-9(45) of 12 September 2019.
 - 22.1 the project is in line with the operating plan of at least one of the priorities under the ‘Programme on the Implementation of Priority Areas of Research and (Socio-Cultural) Development and Innovations (Smart Specialisation) and Their Priorities’ approved by the Ordinance No V-895 of 13 August 2015 of the Government of the Republic of Lithuania On Approval of the General Action Plan for the Implementation of the Higher Education, Research and Experimental (Socio-Cultural) Development Policy Measures, Contributing to the Development of Research and Experimental (Socio-Cultural) and Innovation (Smart Specialization) Priority Areas, their Priorities and Related Measures Administered by the Ministry of Education and Science of the Republic of Lithuania’, ‘On the Approval of the Programme on the Implementation of Priority Areas of Research and (Socio-Cultural) Development and Innovations (Smart Specialisation) and Their Priorities’, by the Sub-Article 21.5, exclusively two of scientific research, experimental and innovation development priority’s ‘Health Technologies and

Biotechnologies' topics ('Molecular Technologies for Medicine and Biopharmacy' and / or 'Advanced Medical Engineering for Early Diagnosis and Treatment');

- 22.2 The Applicant shall have an operational procedure for managing the rights arising from the intellectual activity results (it is assessed whether 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, and has submitted to the Implementing authority the supporting documents, or the relevant links to public documents).
23. The selection of projects shall be carried out following the priority selection criteria referred to in Annex 2 of 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 2 of the Guidelines for Applicants. The minimum score required according to the Guidelines for Applicants is 63, of which not less than 20 points shall be collected according to the selection criterion referred to in Article 1 of Annex 2, not less than 28 points are required according to the project selection criterion referred to in Article 3 of Annex 2 of the Guidelines for Applicants, and no less than 15 points shall be collected according to the project selection criteria referred to in Article 3 of Annex 2 of the Guidelines for Applicants. The minimum mandatory number of points according to each criterion is indicated in Annex 2 of the Guidelines for Applicants.
24. Where in relation to the benefit and quality assessment a project is scored less than 63 points, or the project fails to obtain the minimum score referred to in Article 23 of the Guidelines for Applicants according to each priority project selection criterion, the application shall be rejected.
25. According to the present Guidelines for Applicants no funding shall be allocated to large-scale projects.
26. The duration of the projects submitted according to the Guidelines for Applicants shall be no longer than 42 months from the date of signature of the grant agreement;
27. 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.
28. 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.

29. In the Annex 2 to the application the Applicant shall specify the smart specialisation area specify the smart specialisation area which of the smart specialization priority's 'Health Technologies and Biotechnologies' implementation topics ('Molecular Technologies for Medicine and Biopharmacy' and 'Advanced Medical Engineering for Early Diagnosis and Treatment') the project is consistent with. The final 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.
30. A project must pursue the following Measure implementation monitoring indicators:
 - 30.1. 'Implemented R&D projects' (indicator code P.S.396); minimum target value –1 project;
 - 30.2. '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.
31. The guidelines for the computation of monitoring indicators of the Measure, that are referred to in the Article 30, are set out 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.
32. In case, due to the nature of the project of the R&D project, it is not possible to achieve the Measure implementation monitoring indicator referred to in Sub-Article 30.2, the project should seek at least one of the following targets, the attainment whereof shall be demonstrated by registration certificates or other supporting documents:
 - 32.1. A new technology supported by an installation act, or has been tested in production;
 - 32.2. Variety or a microorganism strain registered outside Lithuania;
 - 32.3. 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;
33. 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.
34. There shall be no project actions that could adversely affect the implementation of the sustainable development principle.
35. In case the project results are to be used for economic activities (as defined in Communication 2014 / C198 / 01), 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 (OL 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 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 3 to the Guidelines for Applicants.
36. According to these Guidelines for Applicants, 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 No 2014/C198/01.
 37. 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;
 38. 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 as eligible for funding and/or paid on more than a single occasion.
 39. The physical performance indicators planned for the purpose of the project shall comply with the indicators specified in Section 6 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 22.1 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.
 40. 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

41. 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.
42. The maximum amount to be allocated to fund a project is EUR 700,000 (seven hundred thousand euro).

43. The maximum share of the project eligible for funding is equal to 100% of the total eligible expenses of the project.
44. 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 No 2014/C198/01), 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		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					
			Basic financed part	Increased for medium-sized enterprises	Increased for micro and small companies	Increased for efficient cooperation if the conditions set out in Regulation (EU) No 651/2014 Article 25(6)(b) are met;	Large enterprise	Medium-sized enterprise
1.	Research	50 %	+10 percentage points	+20 percentage points	+15 percentage points	65%	75%	80%.
2.	Experimental development	25%	+10 percentage points	+20 percentage points	+15 percentage points	40%	50%	60%

45. The application (project) shall clearly distinguish between individual research and development stages (the share of development stage shall be more than 5 percent of the maximum possible share of the project funding). A largest possible financed part of the project shall be specified for each stage. In case the project outcomes are intended for carrying out economic activity (as defined in the Communication No 2014/C198/01), the largest possible eligible part of the project is indicated in Article 44 of the Guidelines for Applicants.

46. 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 44 of the Guidelines for Applicants shall apply to the project.
47. 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.
48. Higher education institutions or university hospital's contribution to the project shall only consist of a monetary contribution.
49. The Applicant 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.
50. 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.
51. 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 validity of project expenses at the eligibility assessment time, however, not exceeding the maximum amount allocated to the project as set forth in Article 42.
52. 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.
53. According to the Guidelines for Applicants the eligible expenses of the project are:

Table 2. Financed part of the project.

Expense category No	Expense category name	Requirements and explanations
1.	Land	Ineligible.
2.	Real estate	Ineligible.

3.	Construction, reconstruction, repair and other works	Ineligible.
4.	Equipment, devices and other assets	Ineligible.
5.	Execution of the project activities	<p>Expenses for the compensation of the personnel executing the project and the related obligations of the employer are reimbursed according to unit costs (Sub-article 54.1.1 of the Guidelines for Applicants);</p> <p>The expenses for the business trips, travel and internship of the personnel executing the project shall be reimbursed according to flat rates (Sub-article 54.1.2 Of the Guidelines for Applicants)</p> <p>(excluding event registration fees) (Only secondment, travel or internship expenses related to the content of the research funded by the Guidelines for Applicants are eligible).</p>
6.	Information about the project	Expenses under this category are included in expense category: ‘Indirect costs and other costs according to the flat rate’
7.	Indirect costs and other costs according to the cost rate.	<p>Indirect costs and other direct costs are reimbursed applying a flat rate (Sub-article 54.2.1 of the Guidelines for Applicants).</p> <p>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 54.2.2. of the Guidelines for Applicants).</p>

Note: The project budget table in the Application form shall be completed in accordance with 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.

54. Project costs are:

- 54.1. Project implementation costs;
 - 54.1.1. The expenses related to the compensation of the staff engaged in the project, and the associated obligations of the employer shall be reimbursed in accordance with the Report on the determination of unit costs of compensation in research projects. 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;
 - 54.1.2. The expenses related to the compensation of the trips, business trips and research fellowships of the staff engaged in the project shall be reimbursed according to the Report on the calculation of unit costs of research trips. The report is published at <http://www.esinvesticijos.lt/lt/dokumentai/supaprastinto-islaidu-apmokejimo-tyrimai>, and the internet website of the Implementing authority www.lmt.lt;
- 54.2. Indirect costs and other costs according to the flat rate:
 - 54.2.1. indirect costs shall be reimbursed applying flat rate of indirect costs according to Sub-Article 433.2 of the Project Regulations;
 - 54.2.2. direct costs for research and development projects reimbursed using flat rate on the basis of the salary and associated employer's obligations (fixed rate is determined in accordance with the Report on the survey for the determining flat rate of the expenses in implementing research and development projects which is published on the EU Structural Funds website <http://www.esinvesticijos.lt/lt/dokumentai/supaprastinto-islaidu-apmokejimo-tyrimai> and on the website of the implementing authority www.lmt.lt.
55. The costs reimbursed at unit costs and flat rate specified in Article 54 of the Guidelines for Applicants shall comply with the following provisions:
 - 55.1. The costs reimbursed at unit costs and flat rate must comply with the provisions of Section 35 of the Project Regulations;
 - 55.2. An applicant shall have a right to provide in the Application the unit costs and flat rates lower than the maximum values indicated in the Guidelines for Applicants.
56. 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 or Implementing institution or audit authority determines that flat rate/unit costs have not been properly set.. In such case, the adjusted rate or the conditions for its application shall apply to the costs of the project activities carried out from the date of entry into force of the revised rate.
57. The ineligible costs are specified in Section 34 of the Project Regulations.
58. Application costs and cross-financing costs are not eligible.
59. 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 time sheets of the Head of Research and members of the research team, airplane boarding passes, tickets (stubs of tickets) or car journey forms, 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 on the calculation of the costs referred to in Row 5 of Table 2 of the Guidelines for Applicants using fixed rates, and the documents certifying the attainment of a physical operating indicator). The documents to be submitted are specified in the Grant Agreement.
60. 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

61. 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.
62. The Applicant shall complete the application and shall submit together with the Annexes referred to in Article 67 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.
63. Where according to Article 62 of the Guidelines for Applicants the application is submitted in writing, the application may be submitted in one of the following methods:
- 63.1. A paper copy of the application and its Annexes are submitted to the Implementing Authority (attached to the paper copy shall be the application and its Annexes recorded in the electronic media). 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.
- 63.2. 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.

64. 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.
65. Within 3 days of submitting the application via DMS, the Applicant must complete the following information in English in the Application and Reporting Information System of the Research Council of Lithuania: general information of the Application and the project description (the need for the project, a description of the chosen solution and the expected result, a summary of the project, beneficiary's capacity to implement the project and description of project management, reasonableness of partner selection, project implementation risks and their management, planned use of project results after project completion, project rationale). The applicant connects to the system through the website www.junkis.lmt.lt and becomes a user upon registration, or connects using the previously created user data if he/she has already used the system. The applicant must also upload the following documents into the system:
 - 65.1. curriculum vitae of the Head of Research (in English);
 - 65.2. the list of research publications and other scientific production of the Head of Research (with the relevant bibliography information, references to Clarivate Analytics Web of Science, or another database or publicly accessible source facilitating verifying the information (in the original language);
 - 65.3. copies of documents certifying the academic degree of the Head of Research;
 - 65.4. curriculum vitae of the key members of the research group (in English);
 - 65.5. lists of major scientific publications (up to 10) and other scientific output by key members of the research team (with extensive bibliographic information, links to the Clarivate Analytics Web of Science, Scopus, or other database or publicly available source for verifying the information provided) (in the original language).
66. 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.
67. The following Annexes are required to be attached when submitting the application:
 - 67.1. 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 and the website of the Implementing authority www.lmt.lt) (in Lithuanian);
 - 67.2. copies of the documentation concerning the grant on pregnancy and maternity leave, paternity leave or parental leave of the Head of Research (shall apply if the researcher seeks to benefit from the exclusion of the period of

- maternity, paternity or parental leave referred to in Annex 2, Article 3, of the Guidelines for Applicants);
- 67.3. 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);
 - 67.4. copies of all letters of authorization to sign the relevant documents (in case such documents are signed not by the head of the institution);
 - 67.5. project budget break-down by applicants and partners (Annex 3 of the Application);
 - 67.6. 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;
 - 67.7. documents supporting the sources of funding (the applicant's contribution and reimbursement of ineligible costs), if the applicant contributes to the implementation of the project at his own expense and / or from other sources;
 - 67.8. 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;
 - 67.9. completed form of the information required for the assessment of compliance of the project with the project selection criteria (Annex 2 of the application);
 - 67.10. 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).
68. 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. and the internet website of the Implementing authority www.lmt.lt.
 69. 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 and the website of the Implementing authority www.lmt.lt.
 70. 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 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 2 to the Guidelines for Applicants.
71. The assessment of the applications shall be carried out in the following manner:
 - 71.1. the benefit and quality assessment;
 - 71.2. applications that met the requirements of benefit and quality assessment are submitted to the eligibility of expenditure assessment, which assesses the project's compliance with the requirements set out in the Guidelines for Applicants (i.e. it is assessed whether the Application is accompanied by all required documents and information and whether it meets the general requirements set out in Annex 1 to the Guidelines for Applicants and specific project selection criteria set out in Article 22 of the Guidelines for Applicants.).
 72. Prior to the benefit and quality assessment, the applications are broken down into two groups:
 - 72.1. applications under priority 'Molecular Technologies for Medicine and Biopharmacy';
 - 72.2. applications under priority 'Advanced Medical Engineering for Early Diagnosis and Treatment'.
 73. The parts of the applications shall be approved by order of the Head of the implementing authority and shall be published on the website of the implementing authority within 5 working days, with the conditional name of the parts of the applications and the application codes assigned to those parts
 74. The project benefit and quality assessment according to the criteria set forth in Articles 1-3 of Annex 2 to the Guidelines for Applicants shall be performed by the experts appointed in accordance with the expert appointment regulations, and having regard to Article 141¹ of the Project Regulations, and in terms of the criteria referred to in Article 4 of the Annex 2 to of the Guidelines for Applicants the assessment shall be carried out by employees of the Implementing authority.
 75. In the course of an examination of an 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.
 76. 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.
 77. 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 the Ministry in writing.
 78. The application is rejected for reasons referred to in Articles 19 and 24 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.
79. The project benefit and quality assessment according to Article 74 of the Guidelines for Applicants shall be performed by foreign experts appointed by the Natural and Technical Sciences Committee of the Research Council of Lithuania (hereinafter referred to as the Committee), 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 72 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.
 80. 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.
 81. 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
 82. After assessing the benefits and quality of the projects, an eligibility assessment is carried out and an evaluation report on the eligibility of projects shall be prepared, showing the results of the eligibility assessment of all applications that have met the criteria for benefit and quality. Only projects belonging to the same smart specialization priority that are recognized as eligible during the eligibility assessment will compete for funding.
 83. 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.
 84. 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.
85. 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 84 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.
 86. 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.
 87. The information about the decision on funding or non-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 and 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).
 88. Within 3 working days of the receipt of the information about the decision passed 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 General rules of Competitive Financing (General rules of Competitive Financing are published at the internet website of the Implementing Authority www.lmt.lt).
 89. 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.
 90. 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.
 91. The original copy of the Grant Agreement may be drawn up and submitted:
 - 91.1. As a signed paper document;
 - 91.2. As an electronic document signed by an electronic signature.

CHAPTER VI

REQUIREMENTS APPLICABLE TO PROJECT EXECUTION

92. The project is executed following the requirements of the Grant Agreement, the Guidelines for Applicants and the Project Regulations.
93. 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 Head of Research starts working at the project.
94. 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.
95. The Head of Research shall start working for the project within one month from the effective date of the Grant Agreement and shall work within the project throughout the entire project execution period. The employment contract must contain a condition regarding his / her employment in the territory of the Republic of Lithuania for total no less than 840 hours in the course of 12 months (excluding work during the internship referred to in Article 96 of the Guidelines of Applicants).
96. During the implementation of the project, the Head of Research and / or other key member of the research team shall carry out an internship in a structural unit of a foreign science and studies institution or a university hospital unit with which in cooperation the project is implemented. The duration of the internship is between 180 and 360 days. The duration of the internship may be subdivided into periods of at least 120 days each.
97. If, during the implementation of the project, the applicant has received State aid as it is defined in the Article 107 of the Treaty on the Functioning of the European Union (OJ 2010 C 83, p. 47) the applicant must provide documentation during the project execution 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, expenses, financing and income (annual financial statements).
98. 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.
99. In the course of the project execution 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 and with a final payment request.
100. In case an assessment of the report on research activities determine that the beneficiary has executed the project activities to the extent prescribed in the Grant Agreement, the results of the research activities and the course of the project execution are sufficient and scientifically valuable, and it is realistic to achieve the project monitoring indicator referred to in Sub-article 30.2 of the Guidelines for Applicants, or

- at least one of the results referred to in Article 32 of the Guidelines for Applicants, the Implementing authority shall pass a decision to continue the funding of the project.
101. In case an assessment of the report on research activities determine that the beneficiary has executed the project activities to the extent prescribed in the Grant Agreement, the results of the research activities and the course of the project execution are sufficient and scientifically valuable, however, due to objective reasons the project monitoring indicator referred to in Article 30.2 of the Guidelines for Applicants, or at least one of the results referred to in Article 32 of the Guidelines for Applicants will not be achieved, 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 30.1 of the Guidelines for Applicants.
 102. In the course of the execution 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 execution or the Grant Agreement shall be agreed with the Implementing Authority in the manner set forth in the Grant Agreement.
 103. The beneficiary shall provide information about a project being executed 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.
 104. 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 31 December 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.
 105. 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 after the project execution period) is given negative evaluation, 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 GUIDELINES FOR APPLICANTS

106. The procedure for amending the Guidelines for Applicants is defined in Section 11 of the Project Regulations.
107. If the Guidelines for Applicants is changed after the selection of the projects, these changes shall apply to the ongoing projects in the cases specified in Article 91 of the Project Rules, without prejudice to the principle of equality.