

HERA

Humanities in the European Research Area

HERA Joint Research Programme “Uses of the Past” Glossary

Non-academic Associated Partners (AP)

Non-academic Associated Partners (AP) are stakeholders, for example in the cultural, heritage or educational sector, media, or creative industries, who may provide significant added value and valuable insights to the CRP from the user’s perspective. They can be included in the proposal in an advisory and collaborative capacity to help explore the knowledge transfer/exchange potential of the proposed research.

Collaborative Research Project (CRP)

Each Collaborative Research Project (CRP) must comprise at least **four Principal Investigators, each** based in an eligible university or a research institute **in a different HERA JRP UP country**. Each participating researcher (e.g. senior, post-doc, Ph.D.) must be based at an eligible institution and be considered **eligible** for funding by the funding organisation of the HERA JRP UP country where he/she works. Each CRP proposal can apply for research funding up to a maximum amount of 1,2 M€ (across all partners) and can be of up to 36 months duration.

Each project team should strive to include researchers at different stages in their careers, including postdoctoral and Ph.D. students, as Project Members. To stimulate knowledge transfer outside the academic community the inclusion of non-academic Associated Partners is encouraged. In addition, consortia are encouraged to take equality and diversity dimension issues into consideration.

The project must be balanced in terms of contributions from the four or more partners based in four or more different countries but distribution of funding over countries may be uneven.

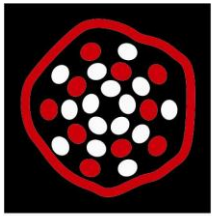
Eligibility Criteria

The Outline and Full Proposals will be subjected to an eligibility check according to commonly agreed HERA JRP UP criteria and national eligibility criteria (applicable in the country where the applicants intend to receive their grants). In order to be evaluated, proposals must be:

- submitted via the online application form before the submission deadline;
- submitted by an eligible research team;
- complete and filled into the prescribed template.

HERA Network

Humanities in the European Research Area (HERA) is a partnership of a growing number of national humanities funding agencies across Europe. The main objective of HERA is to firmly establish the humanities in the European Research Area and to seriously engage the humanities in the Framework Programmes of the European Commission. HERA has been designed to deliver new levels of co-operative research policy and practice in the humanities by embarking on an ambitious programme of communication, enquiry and sharing of expertise. All HERA partners are dedicated to the establishment of best practice in funding mechanisms, the establishment of



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quality and impact assessment methods for humanities research, the coordination of national research programmes, the joint planning and lobbying for important humanities infrastructure initiatives and the joint selection of important humanities research priorities. HERA's goal is to develop a new type of trans-national joint research funding programmes. More information about the HERA activities can be found on the HERA website: www.heranet.info.

HERA Joint Research Programme "Uses of the Past" (HERA JRP UP)

HERA Joint Research Programme "Uses of the Past" was prepared by the HERA Network members. Please note that not all HERA Network members participate in the HERA JRP UP. The full list of the HERA JRP UP partners is available in the Call for Proposals and on the HERA website www.heranet.info.

HERA JRP UP Board

The overall responsibility for the governance of the HERA JRP UP lies with the HERA JRP UP Board, whose membership is formed by one representative from each participating funding organisation. The HERA JRP UP Board will monitor the project selection process and the progress and knowledge transfer activities of the funded projects.

Proposal assessment and selection are the responsibility of the international, independent Review Panel. The final funding decisions are made by the HERA JRP UP Board on the basis of the recommendations of the Review Panel.

The HERA JRP UP Board ensures quality control of the call process and will oversee:

- the composition of the Review Panel;
- the enforcement of procedures and guidelines during the Review Panel meetings;
- the enforcement of the conflict of interest guidelines.

The HERA JRP UP Board will send an observer to all meetings of the Review Panel. The European Commission – co-funding this call – will also appoint an observer.

HERA JRP UP Handling Agency (H.A.)

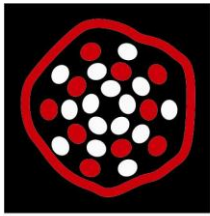
The Netherlands Organisation for Scientific Research (NWO) Humanities Department has been commissioned by the HERA JRP UP Partners to act as HERA JRP UP Handling Agency (H.A.) managing the call and selection process.

HERA JRP UP Review Panel (RP)

Proposal assessment will be the responsibility of an international, independent Review Panel (RP)¹. The members of the RP are leading humanities scholars, appointed by the HERA JRP UP Board. The RP is also expected to monitor the overall research progress of the HERA JRP UP and the funded projects.

The RP is established once the Call for Proposals is published. The RP is composed of international experts. All RP members are chosen on the basis of their expertise and scholarly excellence. The Review Panel members are appointed personally. Their names will be published on the HERA website after the Call for Proposals is formally launched as a measure of transparency. To ensure the high standards of integrity in all processes, rigorous "conflict of interest" guidelines will be followed.

¹ At the Full Proposal stage, in addition to RP assessments, each proposal will also be assessed by three anonymous referees.



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As outcome of the outline proposal review process the Review Panel produces an advice to the HERA JRP UP Board as to which outlines should continue to the full proposal stage. As outcome of the full proposal review process, the Review Panel produces a ranking list of the projects recommended for funding. The final funding decision lies with the HERA JRP UP Board.

Individual Project (IP)

An "Individual Project" (IP) is a research project led by a Principal Investigator (PI), based at a given host institution in a HERA JRP UP participating country and funded as part of a Collaborative Research Project (CRP). A minimum number of four Individual Projects makes up a Collaborative Research Project.

Project Leader (PL)

The Project Leader (PL) is one of the PIs and is responsible for carrying out and managing the CRP, in addition to his/her own Individual Project. The PL is a senior researcher with a solid experience of managing Collaborative Research Projects. S/he will be the contact point for the HERA JRP UP Handling Agency throughout the application phase and is responsible for communication with the other partners of his/her CRP. The PL is also responsible for the administrative and financial management of the complete CRP, i.e. if a CRP is funded, the CRP budget will be transferred to the host institution of the PL, which in turn will be responsible for distributing funding to the CRP partners.

Principal Investigator (PI)

A Principal Investigator (PI) is responsible for leading research activities at his/her institution. The PI status is not limited to researchers at any specific career stage after Ph.D., although in some countries applicants with equivalent research experience are also eligible to apply. Other researchers (senior researchers, post-doctoral researchers, Ph.D. students) can be part of the PI's individual project team as Project Members (PMs). One of the PIs will act as PL. Please consult National Eligibility Requirements for full information.

Referee (external)

A referee is an internationally recognised expert in the research field relevant to a given CRP Full Proposal. Referees are selected by NWO from a pool of scholars suggested by the HERA JRP UP funding agencies. Referees' reports will be made available (anonymously) to the applicants for their information and for rebuttal (optional). The HERA JRP UP Review Panel will rank all Full Proposals based on the referee reports and the applicants' responses to these. A list of all referees used for the international peer review will be published - unassigned to proposals - on the HERA website, once the selection process has been completed.