

SEERA-EI Pilot Joint Call

Bulgarian National Eligibility and Funding Rules

Country: **Bulgaria**

Programme owners (ministries): **Ministry of Education, Youth & Science (MEYS) and**

Ministry of Transport, IT & Communications (MTITC)

Programme managers (ministries): **MEYS and MTITC**

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	R&D National Program/Call name	R&D field(s) covered	Opening/Cut-off dates
A	National research Infrastructure programme	According to National Research Infrastructure roadmap – biomedical research; ICT; energy; environment; new	N/A

		materials and technologies	
B	<p>Program for development of Communications, e-governance and Information Society</p> <p>Direction "Promoting research, technological development and innovation in ICT"</p>	<ul style="list-style-type: none"> • Strengthening of the Bulgarian participation in EU Framework Programs in ICT; • Support projects aimed at cutting-edge research adopted as European priorities; • Encouraging young people to research careers by providing access to advanced technologies and expanding opportunities for participation in joint international projects. 	N/A

A. Applicants eligibility

A.1 Who can apply?

Applications may be submitted by Universities and Research organizations/research institutes;

Wherever possible and eligible, the participation of Private Nonprofit Research Centers, Non Governmental Institutions (NGOs), commercial and industrial partners – especially small and medium-sized enterprises (SMEs) – is possible to ensure the relevance of the research to technological development and to the needs of society.

A.2 Conditions

Only joint research projects approved by the Steering Board to be financed under the SEERA-EI JPC will be eligible to apply for financing.

- Application procedure:
 - By submitting an official request to the respective national funding organization;
 - Required set of application documents:

- Agreement;
- Work programme;
- Project financial forms;
- Other documents with relevance to the national accounting system;

If the research team involves BG researchers from different scientific organizations they must be represented by the Base Organization. (BO)

B. Costs eligibility/budget limits

All costs shall be made by order of the Bulgarian Principal Investigator (PI) of the project. Reporting of all costs is required with copies of relevant primary documents, containing all necessary details and exact wording of purchase or service under the Accounting Act.

The financial statements must be accompanied by a detailed inventory of all expenditure documents template in the groups to which actual expenses are incurred. This inventory shall be certified by the chief accountant of the Base Organisation. Originals of documents are stored in the underlying accounting organization.

B.1 Eligible type of costs (e.g. personnel costs, travel& subsistence, materials, organization of events etc):

I. Direct costs

1. Personnel costs
2. Travel & subsistence costs
3. Printing and Publishing costs
4. Subcontracting
5. Other Costs
 - a) Costs of durable equipment
 - b) Consumables and supplies
 - c) Organization of Events

B.2 Conditions

I. DIRECT COSTS

Personnel costs:

Personnel costs are costs for scientific, technical and administrative personnel as well other supporting staff (temporary employees etc.) to the extent as they are employed on the research project.

Travel& subsistence costs:

Travel

Here, lump sums are taken as a basis for budget calculation. Nevertheless the final calculation will be done on the basis of invoices. A general lump sum of 500 EUR (economy class & return ticket) for each travel to another country will be applied. The travel cost for a journey should include all costs and all means for travel from the point of origin to the point of destination (and vice versa) and may include visa fees, travel insurance.

Domestic travel for the Bulgarian participants in Bulgaria should be calculated based upon the national legislation (Ordinance of Business Travel inside the Country- Adopted by Council of Ministers Decree No. 72/30.12.1986).

Subsistence allowance

The general subsistence allowance including accommodation costs etc. in the context of business trips should be calculated in accordance with the Annex 2 of the Ordinance of Business Travel and Specialisation Abroad - Adopted by Council of Ministers Decree No. 115/3.06.2004.

The final calculation for the accommodation will be done on the basis of invoices.

Printing and Publishing costs.

Subcontracting:

The general rule should be that applicants shall implement the pilot joint projects and shall have the necessary resources to that end. However, it should be accepted that as an exception certain parts that are not "core" parts of the project may be subcontracted. Subcontracting should only be eligible when it deals with support services like rent of locations, translation costs, costs for technical equipment in the context of the organization of events or printing services etc. The work that a subcontractor carries out under the project belongs to the beneficiary in the SEERA-EI Pilot Joint Call (PJC).

The beneficiary remains responsible for all its rights and obligations under the PJC, including the tasks carried out by a subcontractor. "Any *subcontract*, the costs of which are to be claimed as an eligible cost, must be awarded to the bid offering best value for money (best price-quality ratio), under conditions of transparency and equal treatment."

It is highly recommended that subcontracting does not exceed 30% of the eligible costs of the project.

Other Costs

5. Other costs

This category may include costs for dissemination of information (advertising in the media, promotional materials such as pens, bags, posters, real costs of organization of workshops, seminars and conferences, renting of premises for dissemination events with prior written approval only), specific external evaluation of an activity or action (including expert fees for this specific purpose), bank charges, external IT courses, external translation services.

a) Costs of durable equipment

These expenditures relate to purchase of equipment and apparatus and their upgrade.

Non-eligible expenses under durable equipment:

- Purchase of equipment such as fax, telex, phones, (GSM) and similar office equipment;
- Subscription of newspapers and non-specialized journals;
- For payment of fees for participation in training courses, computer literacy, language training and more.
- Heating, lighting and rental of premises, laying of cables for telephone and Internet networks, equipment and other business expenses.

Please note that in Bulgaria public research institutions do not charge depreciation costs but follow cash-based accounting, meaning that they can claim up to 100 % of the equipment costs, in case that they use the equipment only for the project duration.

The equipment financed by the funding organization is owned by the grantees or their employer. After the end of the contract, funding organization may ask for repayment of the amounts commensurate to its funding shares in the following cases and taking into account its actual value:

- Can no longer be used for scientific purposes at its place of destination or
- Is sold to a third party

The grantee is obliged to keep record on the usage time on the equipment and provide a copy of them to the coordination body.

b) Consumables and supplies

Any consumables necessary for the implementation of the project may be considered as direct eligible costs.

c) Events, logistics and organization

In general all costs directly related to the preparation and the implementation of events like workshops, conferences etc. are eligible. Costs for the events should be requested by the partner in the hosting country.

II. INDIRECT COSTS: OVERHEADS

Institutions should have an eligible overhead rate of up to 10%.

Non-refundable VAT is an eligible expense under the research grants. The base organization provides with the application documents a statement of its VAT statute and whether the organization is eligible for VAT recovery under the national tax regulations.

Not eligible costs are:

- Expenditure incurred before and after the dates of the project
- Interest of debt, purchase of land and buildings
- Fines, financial penalties and expenses of litigation
- Activities supported from other sources
- VAT, if it could be recoverable by the beneficiary under national regulation.

C. Project Proposals Eligibility

C.1 Phases of R&D being funded: (basic research, applied research, innovation, serial production etc), funding rates (app.)

The joint research projects may address basic research, applied research as well as innovation.

The project may also include dedicated measures to encourage the participation of young scientists in the research teams.

C.2 Conditions

The project should comply with one of the priority thematic topics of the PJC in Research and Skill Building in Cloud Computing. The focus of projects should be a collaborative work of researchers in SEE countries in area of cloud computing, and not investment in computing equipment.