

Terms of participation for international consortia

The international consortiums selected in the frame of the ANR's call for proposals will be contracted and financed by Expertise France.

IMPORTANT:

1. This document presents the application process for the consortiums' partners that are requesting a grant from Expertise France (under AFD financing) in the frame of the call for proposals Challenge IA-Biodiv "Research in Artificial Intelligence in the field of Biodiversity".
2. The application process and key recommendations presented in this document are in addition to the provisions that appear in the text of the call for proposals:
<http://anr.fr/Challenge-IA-Biodiv>
3. It is necessary to closely read the text of the call for proposals, all of this document, as well as the general conditions that apply to Expertise France's grant contracts before submitting a research project proposal.
4. The scientific evaluation of the proposals will be carried out under the responsibility of the ANR.

Closing date

31/08/2021, 5.00 pm (CEST)

Call secretariat

IA-Biodiv@anr.fr

1. APPLICATION PROCESS

International consortiums are defined as consortiums with a lead partner that is not French and includes partners requesting funding only from AFD.

This call for proposals is open to proposals that include at least one French public research body partner in each consortium.

2. TERMS OF SUBMISSION

In the frame of this call for proposals, project proposals will be submitted in one step.

One project proposal per consortium, written in English, must be submitted by the project coordinator on the ANR's submission platform. It is compulsory to comply with the format and conditions laid out in the call for proposals available on the website:

<http://anr.fr/Challenge-IA-Biodiv>

All other document templates will be rejected without being evaluated.

The deadline for submitting proposals on the ANR platform is **31 August 2021 at 5.00 pm (Paris time)**.

3. ELIGIBILITY

To be eligible, project proposals must comply with the criteria presented below, which are cumulative.

Project proposals that do not meet the eligibility criteria will not be considered for funding under any circumstances. A project proposal may be declared ineligible at any point in the process.

The eligibility criteria are:

- **Theme of scientific collaboration**

A proposal must come under the theme of scientific collaboration as specified in the call for proposals, the link for which can be found on page 1.

- **Duration**

The proposal must cover a period of 4 years in accordance with the challenge's schedule.

- **Composition of the consortium**

The proposal must be submitted with at least one French public research body (knowledge spillover and research organisation or facility laboratory eligible for ANR funding).¹ Contact the call secretariat for more details.

The members of the evaluation committee for this call for proposals cannot be involved in any way whatsoever in the project proposals submitted.

¹ This includes public law entities established in France engaged in research and knowledge transmission activities and private law entities engaged in research and/or teaching activities that have an establishment or branch in France, excluding commercial companies.

- **Partner's commitment**

The scientific manager of each partner applying for Expertise France funding must certify the participation of his or her institution in the project proposal by ticking the "partner's commitment" box on the submission site.

- **Completeness**

The proposal must be submitted in parallel on the submission site on or before the proposal submission deadline. No documents will be accepted after this date.

A complete proposal should include:

- the scientific documentation
- the mandatory additional annexes for international consortiums:
 - Financial offer based on the format provided by Expertise France (Annex A (*annex III of the grant contract*))
 - For the international organisation/institution coordinating the consortium:
 - Financial information form for the institution or organisation; (Annex B)
 - The lead applicant's declaration (Annex C)
 - The statement of commitment to integrity (Annex D (*annex VIII of the grant contract*))
 - For all the members of the international consortium:
 - Sworn statement concerning exclusion criteria and absence of conflict of interest (Annex E)
 - Mandate authorising the lead applicant to submit the project proposal on its behalf and to sign the standard grant contract with Expertise France on its behalf. (Annex F)

- **Duration**

The proposal must cover a period of 4 years in accordance with the challenge's schedule.

- **Eligible countries**

The IA-Biodiv Challenge is open to scientific communities present in the eligible States in accordance with the list of AFD African partner countries below:

South Africa ; Algeria; Angola; Benin; Botswana; Burkina Faso; Burundi; Cameroon; Green cap ; Central African Republic; Comoros; Republic of Congo ; Democratic Republic of Congo ; Ivory Coast ; Djibouti; Egypt ; Eritrea; Eswatini; Ethiopia; Gabon; Gambia; Ghana; Guinea; Guinea-Bissau; Equatorial Guinea ; Kenya; Lesotho; Liberia; Libya; Madagascar; Malawi; Mali; Morocco ; Mauritius; Mauritania; Mozambique; Namibia; Niger; Nigeria; Uganda; Rwanda; Sao Tome and Principe ; Senegal; Seychelles; Sierra Leone ; Somalia; Sudan; South Sudan; Tanzania; Chad; Togo; Tunisia; Zambia; Zimbabwe.

- **Identification of the lead partner and financial responsibility for the action's implementation**

In all cases, the consortium's lead partner, also called "chef de file", remains ANR's privileged contact for technical and scientific supervision, and Expertise France's privileged contact for

contractual and financial aspects. The lead partner must have the sources of funding, professional skills and qualifications mentioned in these regulations.

When a project is selected for funding, Expertise France contracts with the institution (legal entity) defined by the lead partner and not with the scientific manager (individual).

To be eligible for a grant, the lead applicant must meet the following conditions:

- The lead partner must be a legal person registered under public or private law (legal entity): the lead partner and its partners must have the identification documents for the legal person/legal entity (registration certificate/registration number).
- The lead partner and/or lead scientific coordinator (legal person) must be based in an eligible country in accordance with the financial tool used² (see above).
- The lead partner must be directly responsible for the preparation and management of the action with the partner(s) and not act as an intermediary.
- The lead applicant and each of its partners must comply with the Annex concerning the beneficiary's commitment to integrity and the fight against corruption (Annex D - *Annex VIII of the contract*).
- The applicant and each partner (if applicable) must immediately provide the supporting documents mentioned in this document on request.

If the grant is awarded to the lead applicant, it becomes the beneficiary identified in the special conditions and general conditions (Annex II) of the grant contract. As such, it assumes full financial responsibility for the implementation of the action in accordance with the terms and conditions of the grant contract. The beneficiary is the main contact person for Expertise France. It represents and acts on behalf of all other partners. It devises and coordinates the action's implementation.

- **Action's partner**

The French partner associated with the international consortium's action participates in defining and implementing the action and the costs it incurs are eligible in accordance with the provisions laid out in section 5.2.

The French partner will have to meet the eligibility criteria that apply to French consortiums laid out in the ANR's application process document.

- **Amount of grant**

The project proposal must be based on a minimum sum of €450 K and a maximum sum of €650 K.

The French partner's share of the grant application will represent a maximum of 50% of the total grant requested for the project.

- **Conditions for the allocation of Expertise France grants**

Grants will be paid directly to the consortium's lead international organisation/partner (the international beneficiary/lead applicant) which will be responsible for transferring the funds

² The entity's geographic location is determined on the basis of the organisation's statutes which must show that the organisation was created by an act of domestic law of the country concerned and that its registered office is located in an eligible country. In this respect, any legal entity with statutes created in another country will not be considered as an eligible local organisation, even if it is registered locally or a "Memorandum of Understanding" has been concluded.

to the consortium's other members.

Expertise France will make direct payments to the consortium's French partner organisation/institution (after the financial report has been validated by the lead partner/lead applicant).

- **Need for the consortium's agreement**

A consortium agreement or preliminary agreement is strongly recommended for international consortiums in order to present the methods of internal governance between all partners and the lead partner (*to be included in the annex if available*).

All the partners must sign the sworn statement (Annex E) attached to the call for proposals and these must be included with the project proposal.

- **Implementation conditions following the decision to award a grant**

Following the decision to award a grant, the beneficiary(ies) will be offered a contract based on the sample grant contract (Annex H).

Whenever the implementation of an action requires the awarding of procurement contracts by the beneficiary and (where applicable) its partner(s), the contract must be awarded in accordance with Annex IV of the sample grant contract.

4. EVALUATION AND SELECTION

The evaluation methods and criteria are described in the documents on the call for proposals page, the link for which is on page 1.

5. FINANCING PROVISIONS

Expertise France's sample grant contract governing the implementation of the grant awarded to foreign consortiums is provided in Appendix H.

The deadlines that apply for the interim and final report will be indicated in Annex II of the grant contract.

5.1. ELIGIBILITY OF COSTS SUBMITTED TO EXPERTISE FRANCE FOR FUNDING

Eligible direct costs

To be eligible for this call for proposals, costs must meet the conditions provided for in Article 14 of the general conditions of the sample grant contract (Annex II).

The cost of salaries of personnel assigned to the implementation of the project may be eligible under this call for proposals. Please note that this provision does not apply to the permanent staff of the French partners of the consortia.

Contingency reserve

The budget may include a contingency reserve of a maximum of 5% of the estimated eligible direct costs. It may only be used with the prior written authorisation of Expertise France.

Eligible indirect costs

Indirect costs incurred during the action's implementation may be eligible for flat-rate funding, but the total amount cannot exceed 7% of the estimated total of the eligible direct costs. Indirect costs are eligible provided that they do not include costs charged to another budget line in the sample grant contract. The lead applicant may be asked to justify the percentage requested before signing the grant contract. However, once the flat rate has been fixed in the grant contract's special conditions, no supporting documents have to be provided by the beneficiary.

If one of the applicants or one of the partners benefits from an operating grant financed by Expertise France or the EU, it may not include indirect costs in the costs it incurs in the budget proposed for the action.

Ineligible costs

The following costs are not eligible

- debts and debt burden (interest);
- provisions for losses or possible future debts;
- costs declared by the beneficiary and financed by another action or work programme benefiting from a grant from Expertise France or the European Union (including the EDF);
- purchase of land or buildings, unless such purchases are essential for the action's direct implementation, in which case ownership must be transferred in accordance with Article 7.5 of the general conditions of the sample grant contract by the latest at the end of the action;
- exchange rate losses;
- for French partners: are not eligible, permanent staff costs under public law (taxed and charged remuneration) already supported by the French State (staffing / operating grant), officials / public service holders and CDI law public already supported by the State. Thus, the costs relating to officials seconded or in staff secondment with the beneficiary are eligible if they are charged by the latter to a non-permanent post and financed from its own resources.³

Recommendations to award a grant are always subject to the condition that any verifications prior to the signature of the grant contract do not reveal problems that require changes to the budget (e.g. arithmetical errors, inaccuracies, unrealistic costs and ineligible costs). This verification procedure may generate requests for clarification and lead Expertise France to impose changes or reductions in order to correct these errors or inaccuracies. These corrections will not lead to an increase in the grant or the percentage of Expertise France's co-financing.

Consequently, it is in the interest of applicants to provide a realistic and cost-effective budget based on the sample budget proposed by Expertise France.

6. APPLICANTS' REGULATORY OBLIGATIONS

Ethics and scientific integrity

The funding of a project does not release its participants from complying with obligations relating to

³ In French: pour les partenaires français : Ne sont pas admissibles, les frais de personnels permanents de droit public (rémunération taxée et chargée) déjà supportés par l'Etat Français (dotation/subvention de fonctionnement (à l'exception des frais de déplacements effectués dans le cadre du projet, qui peuvent être pris en compte au titre de la mise en œuvre du projet)), fonctionnaires/titulaires de la fonction publique et CDI de droit public déjà supportés par l'Etat. Ainsi, les frais relatifs aux fonctionnaires mis à disposition ou en détachement chez le bénéficiaire sont admissibles s'ils sont imputés par celui-ci sur un poste non permanent et financés par ses ressources propres.

the regulations, rules of ethics and code of conduct that apply to their field of activity. All the administrative and legal procedures necessary for the smooth progress of the project will be spelled out and engaged in due course.

GDPR

Expertise France undertakes to comply with the regulations in force that apply to the processing of personal data and, in particular, Regulation (EU) 2016/679 of the European Parliament and the Council of 27 April 2016 applicable from 25 May 2018.

All personal data will be processed solely for the purpose of processing grant applications and may also be transmitted to bodies entrusted with a monitoring or inspection mission by virtue of European Union and French law. Applicants have a right of access to their personal data as well as a right to rectify such data. Any questions from applicants relating to the processing of their personal data should be sent to Expertise France. Applicants have the right to have recourse at any time to the European Data Protection Supervisor or the Commission Nationale de l'Informatique et des Libertés (CNIL) - French Data Protection Authority.

Expertise France undertakes to guarantee the confidentiality of the proposals sent to it and ensures the security and storage of these proposals.

Communicating documents

Expertise France may be required to send certain data and documents to citizens, other funding agencies, other administrations (including its supervisory authorities) and inspection bodies in the frame of cooperation agreements, open data, access to administrative documents⁴, exchanges between administrations and the re-use of public data⁵. In particular, this communication may concern project description data, audits, the evaluation committee's summary report, preliminary project proposals / project proposals, contractual documents, scientific documents, administrative and financial annexes.

The dissemination and communication of this data and administrative documents comply with the regulations in force and are subject to the protection of personal data, intellectual property and industrial and commercial secrecy. Indeed, some documents or data collected should not be communicated or can only be communicated in a restricted manner. In the case of collaboration with other funding agencies or, in particular, co-funding, contracts govern the communication of documents and confidentiality. The communication of documents will be limited to the purpose of the collaboration between the Expertise France and its partner funding agency.

7. ANNEXES

These annexes will be made available on the IA-BIOVID Call for Proposals website.

⁴ Law 78-753 of 17 July 1978 on the communication of administrative documents, Law 79-587 of 11 July 1979 on the justification of administrative acts, Law 2000-321 of 12 April 2000 on citizens' rights in their relations with administrations

⁵ Order 2016-307 of 17 March 2016 codifying the provisions relating to the re-use of public information in the code of relations between the general public and the administration and its implementing decree 2016-308 of 17 March 2016

Annexes to be completed:

- Annex A: Financial offer (budget) (annex III of the grant contract)
- Annex B: Financial identity form
- Annex C: Declaration by the lead applicant
- Annex D: Statement of commitment to integrity (annex VIII of the grant contract)
- Annex E: Sworn statement concerning exclusion criteria and absence of conflicts of interest
- Annex F: Mandate for the lead applicant

Documents for information:

- Annex H: Grant contract and its annexes
 - Annex II General terms and conditions
 - Annex III: Budget of the action
 - Annex IV: Applicable procurement procedures
 - Annex VIII: Beneficiary's commitment to integrity and the fight against corruption