APPROVED

Through the national research programmes

"High-energy physics and accelerator technology"

 implementation and monitoring commissions

(established by Order No. 1-2e/20/177 of the Ministry of Education and Science from 13 May 2020)

Decision No. 1 from 18 August 2022

**National research programmes "High Energy Physics and Accelerator Technologies" open call for proposals**

**I. General issues**

1. National research programmes "High Energy Physics and Accelerator Technologies", the Regulations of the Open Call for Project Applications (hereinafter referred to as the "Regulations") establish the procedure for the organisation and implementation of the Open Call for Project Applications (hereinafter referred to as the "Call") of the National Research Programme "High Energy Physics and Accelerator Technologies" (hereinafter to as the "Programme") by the Latvian Council of Science (hereinafter referred to as the "Council") on the basis of the Cabinet of Ministers Regulations No.  560 from 4 September 2018 "Procedures for the Implementation of National Research Programme Projects" (hereinafter referred to as the "CoM Regulations") and in accordance with the Cabinet of Ministers Order No. 510 from 14 July 2022 "On the National Research Programme " High Energy Physics and Accelerator Technologies" (hereinafter referred to as the "CoM Order").

2. The Regulations have been drawn up on the basis of CoM Regulation Paragraph 16.

3. The total amount of government budget funding available for the call for proposals under the Programme is *EUR* 1,500,000 (one million five hundred thousand *euro*) (hereinafter *referred to as the "*total amount of funding available for the call for proposals"). The total funding of the Call for Proposals shall be used in accordance with Paragraph 36 of the CoM Regulation:

3.1 for financing the project;

3.2 Implementation of the measures referred to in Paragraph 37 of CoM Regulations.

4. The duration of the project is 48 months, starting from the date of entry into force of the Project Implementation Agreement (hereinafter referred to as the "Project Agreement"). Within the framework of the Project Agreement, the project implementation period may be extended within the time limit and in the manner specified in CoM Paragraph 39. A project shall be financed over a period of at least 12 (twelve) months.

5. The call for proposal will finance one project for the implementation of all the tasks set out in Paragraph 6 of the CoM, with a maximum project funding of *EUR* 1,395,000.

6. The Council shall launch the call for tenders in accordance with the procedure laid down in Paragraph 17 of the CoM Regulations and shall administer, ensure, monitor and control the implementation of the project under the project agreement in accordance with the procedure laid down in the CoM Regulations.

7. A project applicant who complies with the provisions of Regulations 2.12 and 9.1 of the CoM. (hereinafter referred to as the "applicant") shall prepare a project application in accordance with Annex 1 "Project Application" to the Regulations (hereinafter referred to as the "project application"). The deadline for submitting a project application is 30 calendar days from the date of the call for proposals (hereinafter referred to as the "deadline").

8. The Council shall state in the notice of call for proposal:

8.1 the name of the call for proposal;

 8.2 the total funding for the call for proposal;

  8.3 the deadline for the submission of project applications;

 8.4 a website containing the information needed to submit project applications.

9. The applicant shall submit a project application for the tasks set out in Paragraph 6 of the CoM Order. A project applicant may submit more than one project application for those set out in Paragraph 6 of the CoM Regulation's tasks.

10. When preparing a project application, the project applicant shall:

10.1 the results of the project as defined in Paragraph 12 of the CoM Regulations (hereinafter referred to as the "scientific results") and indicate the numerical indicators of these results in the National Scientific Activity Information System (hereinafter referred to as the "Information System") in Part A "General Information" of the project application Section 4 under "Project results", as set out in Sub-paragraph 10.3 of the Statutes, for the results set out in Paragraph 8 of the MoC Order;

10.2 The implementation of all the horizontal objectives set out in Paragraph 7 of the CoM Order, including a plan for the implementation of these objectives in Part I of the project application;

10.3 the achievement of at least one result for each of the outcomes set out in Paragraph 8 of the MoC Order, and the plan for achieving these results shall be indicated in Part I of the project application;

10.4 making scientific publications open access and depositing research data in appropriate repositories (using the principles of *FAIR*);

10.5 in accordance with Paragraph 8.4 of the CoM Order, and subject to the provisions of Chapter III of the Regulations, to include scientists, including young scientists, as well as students and PhD candidates (hereinafter referred to as "students") from abroad in the project application and, in the case of project implementation, in the scientific team.

**II. Conditions of participation of the project applicant and the cooperation partner**

11. In order to certify the project applicant's compliance with CoM Regulations 2.12 and 9.1 as set out in Sub-paragraph, the applicant shall upload Part D of the project application, "Applicant's declaration", completed and signed by a secure electronic signature bearing a time stamp (hereinafter referred to as "applicant's declaration"), to the information system. If it is not possible to provide a secure electronic signature with a time stamp, the project applicant shall proceed in accordance with Article 2 of the Regulations of Procedure. Annex 1, "Methodology for the preparation and submission of the project application, the mid-term scientific report and the final scientific report" (hereinafter referred to as the "Submission Methodology") as set out in Paragraph 18.

12. The project partner complies with the provisions of CoM Regulations as set out in Paragraph 2.18. The project applicant shall engage project cooperation partners in accordance with the provisions of CoM Regulations Sub-paragraph 9.3. In order to certify the cooperation within the project, the project applicant shall ensure that the project partner signs Part E "Certification of the project partner - scientific institution" (hereinafter referred to as "Certification of the project partner - scientific institution") or Part F "Certification of the project partner - public institution" (hereinafter referred to as "Certification of the project partner - public institution") of the project application with a secure electronic signature bearing a time stamp which the project applicant shall attach to the project application. If a secure electronic signature cannot be provided, the project partner shall proceed in accordance with Paragraph 22 or 26 of the Submission Methodology.

 13. In order to certify the compliance of the project applicant or the project cooperation partner - scientific institution with the requirements of CoM Regulations under sub-paragraph 2.12, the head of the scientific institution concerned shall submit the financial management and accounting policy of the scientific institution and the financial turnover report (Part G of the project application "Financial turnover report form") for years from 2019 to 2021. If the scientific institution has private investors, it must provide a free-form declaration that the results of the research related to the project application will not be used for commercial purposes. The documents referred to in this point shall be attached as an annex to the applicant's declaration and to the declaration of the project's collaborating partner, the scientific institution, in accordance with Subsections 3.2 and 3.3 of the Submission Methodology.

14. The documents referred to in Paragraph 13 of the Regulations shall not be provided by the applicant or project collaborator which has been recognised as meeting the definition of a research organisation in the 2022 call for proposals for basic and applied research projects and in the 2022 call for proposals for national research programmes.

15. Within the framework of the project implementation, the project cooperation partner may be eligible to receive funding from the indirect eligible costs allocated to the project in proportion to the share of direct eligible costs allocated to the project cooperation partner, subject to the provisions of CoM Regulations Sub-paragraph 14.2.

16. If the project partner is involved in the implementation of the project, including through its own human resources, then they will participate in the implementation of the project as main performers or performers (which may include students). Information on the involvement of the project partner in the implementation of the project with its own human resources shall be indicated in Part A "General information" of the project application, under the Sectopm 2 "Scientific Group".

**III. Conditions for Scientific Group participation in the project**

17. The project applicant shall form a scientific team for the implementation of the project, in accordance with the provisions of CoM Regulations set out in Sub-paragraph 2.22.

18. In the project application, the project promoter, the main contractors and the project executors must comply with the requirements of CoM Regulations as set out in sub-paragraphs 2.13, 2.14 and 2.15. The remuneration of the staff of the research group involved in the execution of the project shall be determined in accordance with the remuneration policy and rates of remuneration of the project applicant and of the project collaborating partner (if any).

19. A scientist can only be named as project leader in one project application per call. If a scientist is listed as a project leader in more than one project application under the call, the Board will contact all the applicants concerned and ask them to indicate within one working day which project application the scientist is project leader for and in what capacity the scientist will be project leader for the other project applications (if applicable).

20. If the project is to involve persons who are currently, or have been within the 10 years preceding the deadline for submission of project applications, employed in an academic or scientific capacity or have received funding for an academic or scientific activity in a country against which the European Union has imposed sanctions in force at the time of submission of project applications, the competent National Security Authority must be consulted about the person concerned and a comprehensive risk assessment carried out before the person concerned is involved in the project.

21. The workload in full-time equivalent (hereinafter referred to as the "FTE") of one person, being the Project Manager, the Project Principal Investigator and the Non-Student Project Executor, shall be calculated as follows:

21.1 in a single project application, as well as the implementation of the project the workload indicated does not exceed 1.0 FTE.

22. For the students included in the research groups indicated in the project application, and in the case of project implementation, the total average workload of all students over the duration of the project shall be at least 1.5 FTE.

23. The project application, as well as the project implementation, shall require that each student is employed in the project for at least 0.25 FTE on average during the project implementation period.

24. If a student completes a level of study during the project period and starts the next level of study within four months at the latest, his/her involvement in the project during the four-month period shall be deemed to be in accordance with Paragraph 22 and 23 of the Regulations the student's involvement in the project.

25. If a doctoral student successfully completes his/her doctoral programme and defends his/her doctoral thesis during the project period, his/her involvement in the project shall henceforth be deemed to be in compliance with Paragraph 22 and 23 of the Regulations the student engagement requirements set out in point.

**IV. Actions and costs to be supported**

26. The applicant shall complete Part H of the project application "Non-economic activities", which provides information on the compliance of the activities planned in the project application with the provisions of Sub-paragraph 2.2 by considering Sub-paragraph 2.1 of the CoM Regulations.

27. The project applicant shall submit Part A, Section 3 in Chapter "Budget", include information on the eligible cost items of the project in accordance with the provisions of CoM Regulations Paragraph 14.

**V. Procedures for the preparation and submission of the project application**

 28. The project application shall be completed and submitted to the Council in electronic form in the information system [www.sciencelatvia.lv](http://www.sciencelatvia.lv) within the deadline for the submission of project applications.

29. The applicant shall complete and submit the project application in accordance with the submission methodology.

 30. In order to certify the project application as a whole, the applicant shall sign Part D of the project application 'Applicant's declaration' by a secure electronic signature with a time stamp.

**VI. Administrative examination of project applications**

31. The administrative examination of project applications shall be carried out by the Board in accordance with Annex 3 of the Regulations of the Procedure "Methodology for assessing the compliance of the project application with the administrative evaluation criteria", assessing the compliance of the project application with the administrative criteria set out in Paragraph 19 of the CoM Regulations and the additional administrative criteria set out in Sub-paragraph 32.2 of the Regulations within two calendar weeks from the deadline for submission of project applications.

32. The project application shall be assessed according to the following administrative criteria, which shall not be supplemented (hereinafter referred to as "non-complementary administrative criteria"):

32.1 The administrative criteria set out in Sub-paragraphs 19.1, 19.2, 19.3, 19.4, 19.5, 19.6, 19.7 and 19.8 of this Regulation;

32.2 additional administrative criteria:

32.2.1 cover all the horizontal objectives of the Programme as set out in Paragraph 7 of the CoM Order;

32.2.2 cover all the deliverables set out in Paragraph 8 of the CoM.

33. The Council, taking into account the results of the administrative assessment of the project application, shall complete the form set out in Paragraph 4. Annex "Administrative Evaluation Criteria Form", in accordance with CoM Regulations Paragraph 20.

34. If a project application does not comply with one of the non-exhaustive administrative criteria, the Board shall, after the completion of the administrative examination of all project applications, send to the Commission a list of project applications which have been assessed against the administrative criteria and which do not comply with the non-exhaustive administrative criteria, , together with the reasons for each non-compliance. The Commission evaluates the list and, in accordance with Sub-paragraph 8.3.2 of the CoM Regulations, takes a decision on the rejection of the project application.

**VII. Scientific examination of the project application**

35. The Council, in accordance with Chapter III of the CoM Regulations, shall organise the scientific examination of project applications (hereinafter referred to as the examination), carrying out the evaluation activities set out in this Chapter.

36. For the evaluation of the project application, the Board shall, in accordance with Sub-paragraph 7.5 of the CoM Regulation, select and engage two or more scientific experts (hereinafter referred to as the "expert") who meet the requirements set out in Paragraphs 23 and 24 of the CoM Regulations in order to qualify for the evaluation tasks set out in Paragraph 6 of the CoM Order. An expert may carry out the evaluation of several project applications according to his/her scientific qualifications and experience.

37. The Council shall ensure that the expert who has agreed to carry out the evaluation of the project application signs and submits to the Council, by uploading into the information system, the documents referred to in Annex 5: "Declaration of absence of conflict of interest and respect of confidentiality".

38. The Council will conclude an agreement with each expert to carry out the expert examination using the procedure laid down in Annex 6 of the Regulations "Agreement for the performance of the expert examination" (hereinafter referred to as the "expert examination agreement"). The expert examination agreement may be adjusted during the contracting process according to the content of the project application and the specificities of the expertise.

39. The expert evaluates the project application by awarding one to five points for each scientific evaluation criterion set out in Paragraph 26 of the CoM Regulations as follows:

39.1 the scientific quality of the project in accordance with CoM Regulations the considerations set out in Paragraph 27;

39.2 the impact of the project results in accordance with the provisions of CoM Regulations the considerations set out in Paragraph 28;

39.3 the feasibility of the project and the safeguards in accordance with CoM Regulations the considerations set out in Paragraph 29.

40. Within two calendar weeks from the date of conclusion of the expert expertise agreement, each expert shall assess the project application by completing the individual assessment of the project application form (hereinafter referred to as the "individual assessment of the expert") in the information system, in accordance with Annex 8 of the Rules of Procedure "Individual/consolidated assessment form for the examination of the project application" in accordance with Annex 7 "Methodology for carrying out the expertise (project application, mid-term/closing scientific report)" (hereinafter referred to as the "Methodology for carrying out the expertise").

41. After receiving the individual assessments of the experts on all project applications in the information system, the Board will, via online videoconference (real-time image and sound transmission), organise and implement an expert panel discussion for the experts responsible for the consolidated expert evaluation of the project applications, setting up an expert panel for the tasks referred to in point 6 of the Cabinet Order (hereinafter referred to as the "Panel").

42. Where only one project application has been submitted for the tasks set out in Paragraph 6 of the CoM Regulations, the Board shall not organise a panel on that project application and the examination of such project application shall be carried out in accordance with the procedure set out in Paragraph 25 of the CoM Regulations.

43. Within three working days of the conclusion of the panel, the expert responsible for the execution of the expert consolidated evaluation of the project application concerned, taking into account the individual expert evaluations of the project application concerned, shall complete the expert consolidated evaluation form for that project application (hereinafter referred to as the "expert consolidated evaluation") in the information system, in accordance with Rules of Procedure Annex 8 "Individual/consolidated assessment form for the examination of the project application", and within three working days agree it with the other experts who have individually assessed the project application and submit it to the information system. If the experts are unable to agree on a consolidated assessment due to a difference of opinion, the experts shall inform the Council. In this case, the Board shall engage an additional expert (hereinafter referred to as the additional expert) who shall first carry out an independent evaluation of the project application concerned within the time limit set out in Paragraph 40 of the Statutes, submitting the expert's individual evaluation, and then the additional expert shall consult the individual evaluations of the original experts. The additional expert shall prepare a consolidated assessment within the time limit referred to in this paragraph, in agreement with the expert of the original assessment whose individual assessment gives a total score closer to the total score given by the additional expert in his individual assessment. The additional expert, in agreement with the other expert, submits the consolidated assessment to the information system.

44. The expert is only allowed to assess 15 pages of the project application, with up to three additional pages if there are supporting documents from the social partners, letters of recommendation on cooperation, etc.

**VIII. Decision to grant funding or reject a project application**

 45. On the basis of the consolidated expert evaluations submitted in the information system, the Council shall calculate in the information system the consolidated score for each project application (hereinafter referred to as the consolidated score) using the following formula: $K=\left(3A × 0,3\right)+\left(3B × 0,5\right)+\left(3C × 0,2\right), $where:

45.1 K - the consolidated mark;

45.2 A - The criterion assessment referred to in CoM Regulations Sub-paragraph 31.1 (scientific quality of the project) and its weighting is 30% of the consolidated mark (K);

 45.3 B - The criterion assessment referred to in CoM Regulations Sub-paragraph 31.2 (impact of project results) and its weighting is 50% of the consolidated mark (K);

 45.4 C - The criterion assessment referred to in CoM Regulations Sub-paragraph 31.3 (feasibility and security) and its weighting is 20% of the consolidated mark (K).

46. The quality threshold for the consolidated peer review shall be at least four points for the criterion set out in Paragraph 26.1 (scientific quality of the project), at least three points for the criterion set out in Paragraph 26.2 (impact of the project results), at least three points for the criterion set out in Paragraph 26.3 (feasibility and support) and at least ten points for all scientific criteria set out in Paragraph 26 of this Regulation combined.

47. The Council shall forward to the Commission:

47.1 the list of the experts' assessments of the project applications within five working days of the date of submission of the consolidated experts' marks of all project applications to the information system and application of the formula in Paragraph 44 of the Regulations. This list shall rank the project applications in order of priority according to the score obtained in the consolidated evaluation in the tasks set out in Paragraph 6 of the CoM Order (hereinafter referred to as the "list of project applications"), in accordance with Paragraph32 and Sub-paragraph 33.1 ofthe CoM Regulations, and shall make the project applications included in this list and the experts' consolidated evaluations available in the information system in view mode;

47.2 a summary of the recommendations made by the experts in their consolidated evaluations for each project application (hereinafter referred to as "the experts' recommendations").

 48. In accordance with CoM Regulations Sub-paragraph 33.1 the Commission shall, within one week of the submission of applications the Commission shall, within a period of one week after receipt of the list of project applications and the recommendations of the experts, adopt the decision provided for in Sub-paragraph 8.3.1 or 8.3.2 of the CoM Regulations for each project application included in the list of project applications. The decisions taken by the Board shall be forwarded to the applicants.

**IX. Project contract conclusion and financing**

49. The Council shall, within 10 calendar days from the date of entry into force of CoM Regulations Sub-paragraph 8.3.1 the date of adoption of the decision on granting funding for the implementation of the project shall conclude a project agreement with the applicant for the project (hereinafter referred to as the "project promoter") using Annex 9 to the Regulations "Agreement on the implementation of the project of the National Research Programme "High Energy Physics and Accelerator Technologies"". If the Commission has decided on the necessity and validity of implementing the experts' recommendations, the Board shall include the recommendations in the preparation of the project contract. The text of the project agreement may be adjusted during the project preparation process to reflect the specific content of the project.

50. The project promoter shall start implementing the project no later than 5 calendar days from the date of signature of the Project Agreement, which shall be the date of its entry into force. Project costs are eligible from the date on which the Commission has adopted the provisions of CoM Regulations Sub-paragraph 8.3.1 the decision to grant funding for the project. In the event of non-compliance with the terms of the project agreement, the project and the rules of procedure, the Board shall require the promoter to reimburse all or part of the financing granted to the project, in accordance with the terms of the project agreement.

51. Taking into account that a project shall be financed over a period of at least 10 months, the amount of the advance payment for a project shall be specified in the project agreement. If the project promoter needs to extend the project implementation period on the basis of Paragraph 39 of the CoM Regulations, it may be extended by up to one year for the consolidation and publication of results without additional funding, for which the project promoter shall submit a reasoned application to the Board at least three calendar months before the end of the project period on the need for the extension and Annex 10 "Results consolidation plan" to the project agreement.

52. Where a project has a project partner, the project promoter shall conclude a cooperation agreement setting out the financial conditions, the arrangements for settling disputes and for non-disclosure of confidential information, the rules governing the entry into force, duration, termination, a detailed cooperation plan and budget, taking into account the project application, as well as the rules on intellectual property rights. The cooperation agreement shall be submitted by the project promoter to the Board within two calendar weeks of the date of conclusion of the project agreement. The project promoter is responsible for transferring the advance and final instalments of the project to the project partners within the time limits and in accordance with the procedures laid down in the cooperation agreements.

**X. Submission and evaluation of the mid-term and final scientific report**

53. The project promoter shall submit to the Board, through the information system the mid-term scientific report of the project within one month from the date on which half of the project implementation period has elapsed; and the final scientific report of the project within one month of the end date of the project as specified in the project agreement. Where the duration of the project has been extended in accordance with Paragraph 51 of the Statutes, the project promoter shall submit the final scientific report within one month of the expiry of the extension period in the information system.

54. The Council shall ensure that experts who meet the requirements set out in Paragraphs 23 and 24 of the CoM Regulations are involved in the project the mid-term scientific report and the final scientific report of the project in accordance with the procedure laid down in Paragraph 46 of the CoM Regulations.

55. The Council:

55.1 ensure that the mid-term scientific report or the final scientific report of the project is evaluated by at least two experts within two months in accordance with the procedure laid down in point 46 of the Cabinet Regulation, by completing Annex 10 to the Statutes "Project mid-term/the individual/consolidated evaluation form for the final scientific report" in accordance with the methodology for carrying out the expert evaluation. If the experts cannot agree on a consolidated assessment of the mid-term scientific report or the final scientific report, the Board shall engage another expert who shall assess the mid-term scientific report or the final scientific report and, taking into account the contributions of the experts previously engaged the individual evaluations of the mid-term scientific report and the final scientific report, prepare and submit to the information system a consolidated evaluation of the mid-term scientific report and/or the final scientific report, in prior agreement with the other experts who have provided individual evaluations of the mid-term scientific report and the final scientific report;

55.2 summarise the recommendations included in the consolidated expert evaluation of the mid-term scientific report or the final scientific report of the project and submit them for consideration by the Panel, which shall decide, within its terms of reference, on the necessity and feasibility of implementing those recommendations in the execution of the project concerned, instructing the Board to amend the project agreement accordingly, if necessary.

**XI. Council mid-term and final report on the implementation of the programme**

 56. The Council shall, in accordance with Sub-paragraph7.6 and Paragraph 50 of the CoM Regulations, prepare the Council's mid-term or a final report on the implementation of the programme (hereinafter referred to as the "Council's report") within four months of the completion of all programme projects a mid-term scientific report or the date of completion of the evaluation of the final scientific reports of the projects. In order to ensure transparency of information, the Board may group together all the projects in the programme when preparing the Board's report.

 57. The content of the Council report includes:

57.1 statistics on funded projects (human resources involved, MSc/PhD theses defended);

57.2 a description of the scientific results of the projects in line with the programme's aim and objectives; 57.3 a description of the scientific cooperation (at international level, consortia, planned applications to the European Union Framework Programmes for Research and Innovation and Horizon Europe, etc.);

57.4 socio-economic impact of project results (measures implemented at mid-term, concrete measures implemented at closure in line with the horizontal objectives of the programme);

 57.5 information on the publication of project results in open access, as well as in repositories suitable for depositing research data (using FAIR principles);

57.6 other information as decided by the Commission.

**XII. Information and publicity requirements**

58. The project promoter undertakes to publish the project information (including on the project implementation, scientific team, activities and achieved results) on the project promoter's website and undertakes to ensure that this information is maintained and updated according to the achieved project results for at least five years from the date of signing of the act of acceptance and transfer of project execution as specified in Sub-paragraph 59.1.2 of the CoM Regulations, which is an annex to the project contract.

59. The project promoter shall, within the procedures and deadlines set out in the project agreement, provide publicity information to the Council, which shall carry out communication and public information activities on the implementation of the project financed under the call for proposals. The Board shall compile this information and make it available to the public. The project promoter shall cooperate with the Council and participate in public information and communication activities organised by the Council, including the production of project design material, content development and joint workshops on the progress of the project.

60. To promote the visibility of the project, the project promoter shall use the common graphic identity of the national research programmes as a basis and may additionally create a visual identity mark describing the project and including an abbreviation of the project name, which shall be consistent with the common graphic identity of the national research programmes. If the project's established visual identity is used, it is used only in conjunction with the common graphic identity (or programme logo) of the national research programmes.

61. The project promoter and project partners (if applicable) shall refer to the name of the programme, the source of funding and the project number when carrying out public information activities, publishing scientific articles and other project results, participating in conferences or otherwise presenting project results and activities, or shall use the project's visual identity mark referred to in Regulations of Paragraph 60. the "Guidelines for publicity activities under FLPP and VPP projects" (approved by Council Order No. 13 from 14 April 2021) are available here: <https://lzp.gov.lv/wp-content/uploads/2021/04/publicesanas_vadlinijas.pdf>.

**XIII. Closing questions**

62. Questions on the preparation and submission of the project application shall be sent to the following e-mail address no later than two working days before the deadline for submission of the project application: vpp@lzp.gov.lv. Answers to questions sent by the project applicant are sent electronically, frequently asked questions and answers are published on the Council's website [www.lzp.gov.lv](http://www.lzp.gov.lv). Other questions about the implementation of the programme should also be sent to the e-mail address provided.

63. Information on project applications approved by the Commission is published on the websites: [www.izm.gov.lv](http://www.izm.gov.lv) and [www.lzp.gov.lv](http://www.lzp.gov.lv).

Agreed with the Ministry of Education and Science on 2 August 2022.

**Annexes**

**Annex 1** "Project application";

**Annex 2** "Project Application, mid-term scientific report, methodology for the preparation and submission of the project mid-term report and final scientific report;

**Annex 3**: "Methodology for assessing the eligibility of a project application to the administrative evaluation criteria";

**Annex 4** 'Administrative evaluation criteria form';

**Annex 5**: 'Confidentiality and conflict of interest declaration';

**Annex 6** "Contract for the performance of the expertise";

**Annex 7 "** Methodology for carrying out the expertise (project application, mid-term/final scientific report)";

**Annex 8**: 'Individual/consolidated assessment form for the examination of the project application';

**Annex 9** "Contract for the implementation of the project of the National Research Programme on High Energy Physics and Accelerator Technologies":

Annex 1 to the project agreement "Project application";

Annex 2 to the project agreement "Breakdown of funding";

Annex 3 to the Project Agreement "Recommendations for project implementation";

Annex 4 to the project agreement "Calculation of the value of project results as a percentage of the total project cost";

Annex 5 to the project agreement "Acceptance and handover act for the implementation of the national research programme project";

Annex 6 to the project agreement "Results consolidation plan";

Annex 7 to the Project Agreement "Financial Statement for the Implementation of the 2021 National Research Programme Project";

Annex 8 to the project agreement "Changes to the contractual amount (up to 30%) for a National Research Programme project";

Annex 9 to the project agreement "Changes in the scientific team (more than 20%) for a National Research Programme project";

Annex 10 to the project agreement "Mid-term/final scientific report form";

Annex 11 to the Project Agreement - "Results list";

Annex 12 to the Project Agreement "Content Report";

Annex 13 to the project agreement "List of the scientific team";

**Annex 10** "Project mid-term/individual/consolidated evaluation form for the final scientific report".