APPROVED

National research programme

"Digital Humanities"

 implementation and monitoring commission

(established by Order No 1-2e/20/176 of the Ministry of Education and Science of 13 May 2022)

decision No 1 of 22 August 2022

**National research programme "Digital Humanities" open call for proposals**

**I. General matters**

1. The Rules for the Open Call for Proposals of the National Research Programme "Digital Humanities" (hereinafter - the Rules) establish the procedure for the organisation and implementation of the Open Call for Project Applications (hereinafter - the Call) of the National Research Programme "Digital Humanities" (hereinafter - the Programme) by the Latvian Council of Science (hereinafter - the Council) on the basis of Cabinet Regulation  No  560 of 4 September 2018 "Procedures for the Implementation of Projects under National Research Programmes" (hereinafter - Cabinet Regulation) and in accordance with the provisions of Cabinet of Ministers Order No 511 of 14 July 2022 "On the National Research Programme "Digital Humanities"" (hereinafter - Cabinet Order).

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

3. The total State budget funding available for the call for proposals under the Programme is *EUR* 1 309 380 (one million, three hundred and nine thousand three hundred and eighty *euros*) (hereinafter *referred to as* total funding for the call for proposals), of which *EUR* 91 656 is intended to cover administrative costs. The total funding of the Call for Proposals shall be used in accordance with Paragraph 36 of the Cabinet Regulation:

3.1. to finance the project;

3.2. Implementation of the measures referred to in Paragraph 37 of the Cabinet Regulation.

4. The project implementation period is 36 months from the date of entry into force of a project implementation agreement (hereinafter referred to as a project agreement). The project implementation period may be extended for a period specified in Paragraph 39 of the Cabinet Regulation and in the manner set out therein.

5. The maximum funding per project application is *EUR*1 217 724.

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

7. A project applicant who complies with the provisions of Paragraphs 2.12 and 9.1 of the Cabinet Regulation (hereinafter referred to as the applicant) shall draft 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 tender notice:

8.1. the name of the open call;

 8.2. the total funding for the call for proposals;

  8.3. the deadline for the submission of project applications;

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

9. One project applicant may submit one project application, and the project application must cover all the tasks set out in points 6 and 7 of the Cabinet Order.

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

10.1. the results of the project as defined in Paragraph 12 of the Cabinet Regulation (hereinafter - scientific results) and indicate the numerical indicators of these results in the National Scientific Activity Information System (hereinafter - the Information System) in project application Part A "General Information" Chapter 4 under "Project results", as set out in point 10.3 of the Rules, for the results set out in point 8 of the Cabinet Order;

10.2. The implementation of all the common (horizontal) objectives set out in point 7 of the Cabinet Decree, 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 point 8 of the Cabinet 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 *FAIR[[1]](#footnote-1)* principles);

10.5. subject to the provisions of Chapter III of the Statutes, include scientists, including young scientists, as well as university students[[2]](#footnote-2) and PhD candidates (hereinafter referred to as students) from abroad, in particular members of the diaspora[[3]](#footnote-3), in the project application and, if the project is implemented, on the scientific group.

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

11. In order to certify the applicant's compliance with Sub-Paragraphs 2.12 and 9.1 of the Cabinet Regulation, the applicant shall upload Part D of the project application, 'Applicant's declaration', completed and signed with 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 Annex 2 to the Rules, “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"), Paragraph 18.

12. The project partner complies with the provisions of Cabinet Regulation Sub-Paragraph 2.18.  The project applicant shall engage project collaborating partners in accordance with the provisions of Cabinet Regulation Sub-Paragraph 9.3.  In order to certify the cooperation within the project, the project applicant shall ensure that the project partner signs project application 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"), 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 point 22 or 26 of the Submission Methodology.

 13. In order to certify the compliance of the project applicant or the project partner - scientific institution with the provisions of Cabinet Regulation 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 2019 - 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 points 3.2 and 3.3 of the Submission Methodology.

14.  The documents referred to in point 13 of the Rules 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[[4]](#footnote-4) 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 partner may be eligible for funding from the indirect eligible costs allocated to the project in proportion to the share of direct eligible costs allocated to the project partner, subject to the provisions of Cabinet Regulation Sub-Paragraph 14.2.

16. If the project partner is involved in the implementation of the project, including with human resources of its own, they will participate in the implementation of the project as principal investigators or promoters (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, section 2 "Scientific Group".

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

17. The project applicant shall form a scientific group for the implementation of the project, in accordance with the provisions of Cabinet Regulation Sub-Paragraph 2.22.

18. In the project application, the project manager, principal investigator and project promoters must comply with the requirements of Sub-paragraphs 2.13, 2.14 and 2.15 of the Cabinet Regulation. 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 partner (if any).

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

20. If a project is to involve persons who are currently, or have been in the 10 years preceding the closing date for the submission of the project application (hereinafter referred to as the closing date), employed in an academic or scientific capacity, or have received funding for an academic or scientific capacity, in a country against which the European Union has imposed sanctions in force at the closing date, then a statement from the State Security Service must be obtained on the person concerned and a comprehensive risk assessment must be carried out before the person concerned is involved in the project.

21. The workload in full-time equivalent (FTE) of one person, being the project manager, the project principal investigator or a non-student project promoter, 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.

21.2. the total workload indicated in all project applications under the call for proposals 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 points 22 and 23 of the Rules regarding student engagement in the project.

25. If a doctoral student successfully completes the doctoral study 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 points 22 and 23 of the Rules regarding student engagement.

**IV. Activities 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 Cabinet Regulation sub-paragraph 2.2, considering sub-paragraph 2.1 of the Cabinet Regulation.

27. The project applicant shall submit project application Part A, section 3. "Project Budget", including information on the project's eligible cost items in accordance with the provisions of Cabinet Regulation 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 [www.sciencelatvia.lv](http://www.sciencelatvia.lv)information system 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' using 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 Council in accordance with point 3 of the Rules, "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 Cabinet Regulation and the supplementary administrative criteria set out in Sub-paragraph 32.2 of the Rules 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-supplementary 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 the Cabinet Regulation;

32.2. additional administrative criteria:

32.2.1. cover all the common (horizontal) objectives of the programme as defined in point 7 of the Cabinet Order;

32.2.2. cover all the deliverables set out in point 8 of the Cabinet Order.

33. The Council, taking into account the results of the administrative assessment of the project application, shall complete the form set out in annex 4 to the Rules "Administrative Evaluation Criteria Form", in accordance with Cabinet Regulation Paragraph 20.

34. If a project application does not comply with one of the non-supplementary administrative criteria, the Council 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-supplementary administrative criteria, , together with the reasons for each instance of non-compliance. The Commission evaluates the list and, in accordance with Sub-paragraph 8.3.2 of the Cabinet Regulation, makes a decision to reject of the project application.

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

35. The Council, in accordance with Chapter III of the Cabinet Regulation, 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 Council shall, in accordance with Sub-paragraph 7.5 of the Cabinet Regulation, select and engage two or more scientific experts (hereinafter - the expert) who meet the requirements set out in Paragraphs 23 and 24 of the Cabinet Regulation in order to qualify for the evaluation tasks set out in point 6 of the Cabinet 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 to the Rules: 'Declaration of absence of conflict of interest and respect of confidentiality'.

38. The Council shall, with each expert, conduct a agreement to carry out the expert examination using the procedure laid down in Annex 6 to the Rules "Agreement on the performance of an expert examination" (hereinafter referred to as the "expert examination agreement"). The expert assessment agreement may be adjusted during the contracting process according to the content of the project application and the specificities of the expert assessment.

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 Cabinet Regulation as follows:

39.1. the scientific quality of the project in accordance with Cabinet Regulation Paragraph 27;

39.2. the impact of the project results in accordance with the provisions of Cabinet Regulation Paragraph 28;

39.3. the feasibility of the project and the safeguards in accordance with Cabinet Regulation Paragraph 29;

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

41. After receiving the individual experts assessments on all project applications in the information system, the Council will, via online videoconference (real-time video and audio 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. If only one project application is submitted for the task set out in Paragraph 6 of the Cabinet Regulation, the Council 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 Cabinet Regulation.

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 consolidated expert evaluation form for that project application (hereinafter referred to as the consolidated expert evaluation) in the information system, in accordance with Annex 8  to the Rules “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 Council 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 point 40 of the Rules, 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/her individual assessment. The additional expert, following coordination with the other expert, submits the consolidated assessment in 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 is the consolidated score;

45.2. A is the Regulation Sub-Paragraph 31.1 criterion (scientific quality of the project) and its weighting is 30% of the consolidated mark (K);

 45.3. B 31.2 criterion (impact of project results) and its weighting is 50% of the consolidated score (K);

 45.4. C is the Regulation Sub-Paragraph 31.3 criterion (feasibility and security), weighted at 20% of the consolidated assessment (K).

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

47. The Council shall send to the Commission the list of the experts' assessment of the project applications within five working days of the date of submission of the consolidated expert assessments of all project applications to the information system and of the application of the formula stated in point 45 of the Rules, and shall make the project applications and the consolidated expert assessments available in viewing mode in the information system. The Council shall send to the Commission a summary of the recommendations made in the consolidated expert evaluations for each project application (hereinafter referred to as the 'expert recommendations').

 48. In accordance with Sub-Paragraph 33.1 of the Cabinet Regulation, the Commission shall, within one week of 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 Cabinet Regulation for each project application included in the list of project applications. The decisions made by the Council shall be forwarded to the applicants.

**IX. Project agreement conclusion and financing**

49. The Council shall, within 10 calendar days from the date of entry into force, per Cabinet Regulation Sub-Paragraph 8.3.1, of the decision on granting funding for the implementation of the project, conclude a project agreement with the applicant (hereinafter - the project promoter), using Annex 9 to the Regulations "Agreement on the Implementation of the Project of the National Research Programme "Digital Humanities"". If the commission has decided on the necessity and validity of implementing the experts' recommendations, the Council shall include the recommendations in the preparation of the project agreement. The wording 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, per the provisions of Cabinet Regulation 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 Council shall require the project promoter to refund all or part of the financing granted to the project, in accordance with the terms of the project agreement.

51. Subject to a minimum project financing period of 10 months, the amount of the advance payment per project financing period 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 Cabinet Regulation, 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 substantiated application to the Council at least three calendar months before the end of the project period on the need for the extension and project agreement annex 6 "Results consolidation plan".

52. Where a project involves 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 Council 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 Council, 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 point 51 of the Rules, 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 Cabinet Regulation are involved in the assessment of the project’s mid-term scientific report and final scientific report in accordance with the procedure laid down in Paragraph 46 of the Cabinet Regulation.

55. The Council:

55.1. shall 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 Paragraph 46 of the Cabinet Regulation, by filling out Annex 10 to the Rules “Project mid-term/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 Council 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, i.e. the individual evaluations of the mid-term scientific report and the final scientific report, prepare and submit in the information system a consolidated evaluation of the mid-term scientific report and/or of the final scientific report, subject to prior coordination with the other experts who have provided individual evaluations of the mid-term scientific report and of the final scientific report;

55.2. shall 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 Council 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 Cabinet Regulation, prepare the Council's mid-term or final report on the implementation of the programme (hereinafter referred to as the Council's report) within four months of the completion of the evaluation of all programme projects’ mid-term scientific reports or final scientific reports. In order to ensure transparency of information, the Council may group together all the projects in the programme when preparing the Council'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 (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 group, 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 delivery and acceptance statement on project execution as specified in sub-paragraph 59.1.2 of the Cabinet Regulation, which is an annex to the project agreement.

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 for the implementation of the project financed via the call for proposals. The Council 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[[5]](#footnote-5) 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 shall be 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 as per Regulation Paragraph 60.  the "Guidelines for publicity activities under FLPP and NRP projects" (approved by Council Order No 13 of 14 April 2021) are available here: <https://lzp.gov.lv/wp-content/uploads/2021/04/publicesanas_vadlinijas.pdf>.

**XIII. Closing matters**

62. Questions regarding 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 a 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).

Coordinated with the Ministry of Education and Science on 9 August 2022.

**Annexes**

**Annex 1** "Project application";

**Annex 2** "Methodology for the preparation and submission of the project application, mid-term scientific report, 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**: “Declaration of absence of conflict of interest and respect of confidentiality”;

**Annex 6** "Agreement for the performance of the expert assessment";

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

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

**Annex 9** "Agreement for the implementation of the National Research Programme "Digital Humanities" project":

Annex 1 to the project agreement "Project application";

Annex 2 to the project agreement “Funding allocation";

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 statement 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 Report on the Implementation of the 20\_\_ 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 group (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 group roster";

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

1. Findable, accessible, interoperable, reusable, see here - <https://www.go-fair.org/fair-principles/> [↑](#footnote-ref-1)
2. According to the first part of Article 44 of the Law on Higher Education Institutions, students of a higher education institution are students of bachelor study programmes, students of professional study programmes, students of master study programmes (postgraduates), medical residents and doctoral students. [↑](#footnote-ref-2)
3. Section 1(1) of the Diaspora Law states that the diaspora is Latvian citizens, Latvians and others who have a connection with Latvia, as well as their family members, permanently residing outside Latvia. [↑](#footnote-ref-3)
4. For more information, see here <https://lzp.gov.lv/2022/25/05/latvijas-zinatnes-padome-lzp-izsludina-fundamentalo-un-lietisko-petijumu-projektu-2022-gada-atklato-konkursu/> [↑](#footnote-ref-4)
5. <https://izm.gov.lv/images/VPP_grafiska/VPP_GRAFISK_IDENTITTE.pdf> (other materials here in the introduction - <https://izm.gov.lv/lv/zinatne/valsts-petijumu-programmas>) [↑](#footnote-ref-5)