



Second Swiss-Hungarian Cooperation Programme

## **CALL FOR APPLICATIONS**

**to participate in**

**programme component**

**“Support for Cooperation between Research Infrastructures” of**

**code SM02-RES-PC3-C**

of the Research Programme Hungary

Open: from 08:00 CET 15 July 2025 to 17:00 CET 15 October 2025

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# 1. FRAMEWORK, PURPOSE AND CONTEXT OF THE CALL FOR APPLICATIONS

## 1.1 Introduction

The Second Swiss Contribution is a key part of the Swiss Confederation's European policy, helping to foster cohesion and stability in Europe as well as develop and consolidate bilateral relations with partner countries. The overall objective of the Second Swiss-Hungarian Cooperation Programme (hereinafter referred to as "Cooperation Programme") is to contribute to the reduction of the economic and social disparities within the EU and within Hungary, building upon and further strengthening the bilateral relations between the Swiss Confederation and Hungary.

The framework agreement on the implementation of the Cooperation Programme (hereinafter referred to as "Framework Agreement") was promulgated in Hungary by Government Decree 507/2022 (13 December) on the promulgation of the Framework Agreement between the Swiss Federal Council and the Government of Hungary on the Implementation of the Second Swiss Contribution to Selected Member States of the European Union to Reduce Economic and Social Disparities within the European Union (hereinafter referred to as "Government Decree"). Annex to the Framework Agreement identified research and innovation cooperation as a thematic area in view of which it established an aid measure called "Research Programme Hungary" (hereinafter referred to as "Research Programme").

The Research Programme aims to contribute to the economic growth and competitiveness of Hungary by strengthening the research excellence and innovation capacities of Hungarian research organizations, universities and enterprises and by facilitating the research and innovation cooperation with international partners. The Programme Components of the Research Programme will enhance the relations of the Hungarian research and innovation communities with leading RDI actors and networks in the European Research Area (ERA) and improve the alignment with ERA policy objectives. The Research Programme identifies four programme components, of which the present call "Support for Cooperation between Research Infrastructures" is aimed at the implementation of sub-programme "C" of programme component 3.

The Framework Agreement designated the National Research, Development and Innovation Office ("NRDI Office") to act as the Programme Operator (hereinafter referred to as "PO") of the Research Programme.

## 1.2 Purpose of the Call for Applications

This Call for Applications has been drawn up in accordance with the provisions of Government Decree 563/2022 (23 December) on the implementation of the Second Swiss-Hungarian Cooperation Programme (hereinafter referred to as the “Implementing Decree”), in order to implement programme component 3 of the “Research Programme Hungary” aid measure, as set out in Section 3.3(ii) of Annex to the agreement promulgated by the Government Decree.

This sub-programme “C” of the Call of Applications “Support for Cooperation between Research Infrastructures” (hereinafter referred to as “Call”) aims to strengthen RDI cooperation with international/Swiss researchers by involving research infrastructures (RIs), to increase the Hungarian participation and involvement in international research infrastructure networks, to promote multidisciplinary scientific cooperations and to foster Hungarian-Swiss scientific relations.

The Call aims to support activities stimulating or reinforcing the joint collaboration between Hungarian and Swiss researchers in relation to research infrastructures of common interest. Collaboration within the frame of the following distributed research infrastructures are encouraged: ELIXIR, BBMRI-ERIC, ECRIN-ERIC; ICOS ERIC; SHARE ERIC, ESS ERIC (Social), CESSDA ERIC, CLARIN ERIC, but other RI based collaborations, where mutual interest exist, are also eligible and welcomed. In particular, the following activities will be financed: ~~to promote~~ promotion of research collaboration, preparation of common components, researcher exchange and the organisation of joint scientific programmes, symposia, study tours, training courses, and exchange of good practices.

This Calls is designed to support initiatives that relate to international research infrastructures in which both Hungary and Switzerland have an interest. The Call is open to institutions (partner organisation, node) that are associated with a research infrastructure included in the ESFRI Roadmap 2021 or with other international research infrastructures in which Hungary and Switzerland are involved as members or observers.

The general terms and conditions, detailed rules and additional information relating to this Call are included in the reference documents of the Cooperation Programme.<sup>1</sup>

## 2. AVAILABLE FUNDING

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<sup>1</sup> <https://svajcialap.hu/dokumentumok/altalanos>

The source of funding is the Framework Agreement promulgated by the Government Decree, namely Section 3.1(1)(ii) of Annex to the Framework Agreement, as well as the Grant Agreement of the research programme.

Aid is provided in the form of a final, non-refundable benefit (grant).

**Total available budget: HUF 103,115,500 (CHF 250,000)**

Objective	Thematic area	Programme	Available budget	Programme Operator
Economic growth and strengthening social partnership and reducing (youth) unemployment	Research and innovation	SM02-RES Research Programme Hungary	HUF 103,115,500 (CHF 250,000)	NRDI Office

Foreseen number of applications for aid to be awarded: 10 to 20 projects

These figures are indicative and may vary in accordance with applications for aid submitted by and aid awarded to the applicants.

All applications submitted by the same deadline in response to this Call requiring a one-time submission will be evaluated and ranked at once. Aid may be granted within the limits of the available budget. Where justified, the amounts allocated to the sub-programmes may be reallocated.

### 3. ELIGIBILITY CRITERIA

#### 3.1 Determination of those eligible to submit an application

The general requirements for the determination of applicants are set out in Chapter 3.1 of the General Guidelines for Applicants (hereinafter referred to as "GGA") and the conditions for becoming a partner are set out in GGA Chapter 3.2.

An application for aid must be submitted by an applicant institution, which may involve other actors, known as partner institutions, in the implementation of the component element.

Under this Call, Hungarian institutions that are seeking cooperation related to the international research infrastructures described in point 1 hereof may submit an application for aid and may involve other Hungarian or Swiss actors.

For the purposes of this Call, an applicant is the Hungarian organisation leading the component element to be implemented in an international cooperation.

This Call is open only to organisations with registered office in Hungary or with registered office in the European Economic Area and a branch office in Hungary **as applicants**, more specifically:

a) **Budgetary organs and budgetary entities** that

- are classified under financial management (GFO) codes 311, 312, 341, 342 or 381 and
- qualify as “research and knowledge-dissemination organisations” within the meaning of Article 2(83) of Commission Regulation 651/2014/EU of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty (hereinafter: Commission Regulation 651/2014/EU)

b) **Non-profit and other not-for-profit organisations** that

- are classified under GFO codes 552, 559, 562, 563, 569 or 599
- state-recognised non-state higher education institutions listed in Annex to Act CCIV of 2011 on national higher education and
- qualify as “research and knowledge-dissemination organisations” under Article 2(83) of Commission Regulation 651/2014/EU

Other (Hungarian and Swiss) partner institutions involved in the implementation of the component element should enter into a partnership agreement in order to participate in the implementation of the component element. Partnership Agreements are to be concluded between the party applying for aid and implementing the component element and the partner institutions. A declaration of intent to become a partner must be submitted as an annex to the application for aid and the partnership agreement must be concluded before the grant agreement is signed.

The involvement of a partner institution other than the Hungarian institution applying for aid is not required, but allowed.

The following organisations are eligible to participate in the implementation of the component element as **Hungarian partner institutions**:

a) **Budgetary organs and budgetary entities** that

- are classified under financial management (GFO) codes 311, 312, 341, 342 or 381 and
- qualify as “research and knowledge-dissemination organisations” under Article 2(83) of Commission Regulation 651/2014/EU

**b) Non-profit and other not-for-profit organisations that**

- are classified under GFO codes 552, 559, 562, 563, 569 or 599
- state-recognised non-state higher education institutions listed in Annex to Act CCIV of 2011 on national higher education and
- qualify as “research and knowledge-dissemination organisations” under Article 2(83) of Commission Regulation 651/2014/EU

**c) Business with legal personality that**

- are classified under GFO codes 113, 114 or 141
- maintain double-entry accounting and
- have at least one completed, approved business year (365 days) and published accounts

**d) Not-for-profit companies that**

- are classified under GFO codes 572 or 573
- maintain double-entry accounting
- have at least one completed, approved business year (365 days) and published accounts and
- qualify as “research and knowledge-dissemination organisations” under Article 2(83) of Commission Regulation 651/2014/EU

**Swiss partner institutions** eligible to participate in the implementation of the component element: higher education institutions and research institutes as defined by the Swiss Federal Act on the Promotion of Research and innovation and being established in the territory of the Swiss Confederation.

### 3.2 Economic criteria for eligibility

No aid may be awarded to an enterprise if:

- a) its equity has fallen below the statutory minimum amount of initial capital (share capital) as evidenced by its last closed annual accounts for a full (365 days) financial year approved (by the general meeting, members’ meeting or the owners) before the submission of an application for aid.
- b) its equity is in the negative as evidenced by its last closed annual accounts for a full (365 days) financial year approved (by the general

meeting, members' meeting or the owners) before the submission of an application for aid.

### 3.3 Applications may not be submitted by and aid may not be awarded to organisations<sup>2</sup>:

- a) that fail to meet the requirements set out in GGA point 3.1;
- b) that have a conflict of interest under Section 48/B(1) of the Public Finance Act;
- c) whose activities are restricted by a final and binding court ruling pursuant to Section 5(2)e) of Act CIV of 2001 on measures applicable to legal entities under criminal law, for the term of prohibition;
- d) that are subject to exclusion from the aid system;
- e) that have no validly established registered office in Hungary or a registered office in the European Economic Area or a branch office in Hungary;
- f) that have no Hungarian tax number;
- g) that have tax or public dues to be collected as taxes overdue for more than 60 (sixty) days, unless the tax authority has authorised deferred payment or payment in instalments, or have a debt under the European Union's traditional own resources;
- h) that have a conflict of interest pursuant to Section 6(1) of Act CLXXXI of 2007 on Transparency of Subsidies Provided from Public Funds, and have failed to comply with their obligation to disclose the circumstances justifying their involvement pursuant to Section 8 of the same Act within the time limit.

### 3.4 Other general conditions for applying for aid

Other general conditions for applying for aid are included in GGA Chapter 3.3.

## 4. MAXIMUM AMOUNT OF AID PER PROJECT

### 4.1 Maximum aid amount, form of financing

Maximum amount of aid per application is HUF 10 million (CHF 24,150).

The amount of aid per component element:

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<sup>2</sup> Criteria applicable only to Hungarian applicants.

- The involvement of 1 researcher for a minimum stay of 10 days, or 2 or more researchers for a minimum stay of 5 days together with the other eligible costs (see page 14-15) up to a maximum of HUF 7,000,000 (CHF 16,900),
- The involvement of 1 researcher for a minimum stay of 15 days, or 2 or more researchers for a minimum stay of 10 days together with the other eligible costs (see page 14-15) up to a maximum of HUF 8,000,000 (CHF 19,300),
- The involvement of 1 researcher for a minimum stay of more than 20 days, or 2 or more researchers for a minimum stay of more than 15 days together with the other eligible costs (see page 14-15) up to a maximum of HUF 10,000,000 (CHF 24,150).

Advance:

A 25% advance may be requested for commencing the activities, then the costs incurred will be settled through ex-post financing on the basis of progress reports submitted every 6 months and the related payment requests. The general conditions for applying for aid are set out in GGA Chapter 3.3. Further requirements on how to request an advance are specified in Chapter 12.3 of this Call for Applications.

The minimum conditions for the payment of the advance are included in GGA Chapter 5.4.1 and the additional rules on the accounting for the advance are set out in the grant agreement. Additional rules on the use of and accounting for the advance are specified in the grant agreement to be concluded with the component element implementing organisation.

#### 4.2 Title of aid

The title and intensity of aid may vary by component element, depending on the activities to be carried out within a component.

Aid granted under this Call does not constitute a State aid within the meaning of the EU competition law if the applicant under point 3.1 hereof qualify as a “research and knowledge-dissemination organisation” under Article 2(83) of Commission Regulation 651/2014/EU, and:

- a) does not engage in an economic activity within the meaning of EU competition law, i.e. such organisation does not engage in an economic activity involving the production of goods and/or the provision of services in a given market; or the nature, cost and financing of the non-economic activity pursued within the component element can be clearly distinguished from the economic activity of the organisation; or

b) where it also engages in an economic activity, it is directly related and strictly necessary to its core activity, it uses exactly the same inputs as its non-economic activity, and the capacity allocated annually to such economic activity does not exceed 20 per cent of the total annual effective capacity of the infrastructure concerned.

Funding under this Call, to the extent that it constitutes State aid for EU competition law purposes, may be granted under the following funding categories:

<b>Eligible activities</b>	<b>Aid category</b>
Researcher mobility-related activities	de minimis aid under Commission Regulation (EU) 2023/2831
Activities relating to publicity (communication);	de minimis aid under Commission Regulation (EU) 2023/2831

For the purposes of applying the rules concerning State aid within the meaning of the EU competition law, the contents of the “Declaration on *de minimis* aid”<sup>3</sup> annexed hereto and submitted together with the application for aid will be considered to be authoritative. If the aid qualifies as *de minimis* aid under this section, the applicant shall state the amount of *de minimis* aid granted in Hungary to the applicant and to linked enterprises within the meaning of Article 2(2) of Commission Regulation (EU) No 2023/2831 within three years (three times three hundred and sixty-five days) preceding the award of the aid, subject to Article 7(4) of Commission Regulation (EU) 2023/2831.

#### 4.3 Rules for the use of the aid

##### 4.3.1 Non-state aid

If aid granted under this Call does not constitute State aid within the meaning of EU competition law, the aid intensity shall be 100%.

##### 4.3.2 De Minimis Aid

###### 4.3.2.1 Intensity and amount

If the aid granted in respect of a decision taken under the Call constitutes State aid within the meaning of EU competition law and, in this context, *de minimis* aid, it may only be granted under the rules of Commission Regulation (EU) No 2023/2831.

The aid intensity for *de minimis* aid is 100% subject to the following provisions.

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<sup>3</sup>Annex 2 to the Call pursuant to Clause 14. (Annexes to the Call for Applications)

The gross grant equivalent of any general de minimis aid (hereinafter referred to as “aid”) granted in Hungary over any period of three years (three times three hundred and sixty-five days) to a beneficiary and to enterprises considered a single undertaking with it under the general de minimis Regulation must not exceed the amount of EUR 300,000, taking into account Article 3(8) and (9) of the general de minimis Regulation, which contain additional provisions in case of mergers, acquisitions and divisions.

The granting organisation is required to provide the beneficiary with a certificate stating the amount of aid expressed in gross grant equivalent and its de minimis character, with a direct reference to the general de minimis Regulation, in accordance with Article 7(4) of the general de minimis Regulation.

Aid granted under the general de minimis Regulation may be cumulated with aid granted under other de minimis regulations up to an amount of EUR 300,000, with the exception of de minimis aid for public services granted under Commission Regulation (EU) No. 2832/2023.

The documents relating to the aid must be kept for 10 years after granting and must be produced by the beneficiary if the granting organisation so requests. Information on aid granted as de minimis aid must be provided within 20 working days of request from the European Commission.

#### 4.3.2.2 Specific grounds for exclusion applicable to de minimis aid

No de minimis aid may be awarded (in addition to the grounds for exclusion specified in point 3.3):

- a) for the production of fishery and aquaculture products,
- b) for the processing and marketing of fishery and aquaculture products, where the amount of aid is set on the basis of the price or quantity of products purchased or marketed,
- c) to enterprises engaged in the primary production of agricultural products,
- d) for the processing and marketing of agricultural products if
  - the amount of the aid is set by reference to the price or quantity of such products purchased from primary producers or marketed by any enterprise concerned, or
  - the aid is conditional on the total or partial transfer to primary producers,
- e) for export-related activities, if directly linked to the quantities exported, to the establishment and operation of a distribution network or to other current expenditure linked to the export activity,
- f) if it is made conditional on the use of domestic rather than imported goods.

Where the applicant is engaged in activities in any of the sectors excluded in items (a) to (d) and in one or more sectors other than those excluded in items (a) to (d), de

de minimis aid may be granted for the latter activity if the applicant ensures through appropriate means, such as separation of activities or accounting separation, that the activities carried out in the excluded sectors referred to in items (a) to (d) do not qualify for de minimis aid.

#### 4.3.3 Cumulation

In the case of identical or partly identical identifiable eligible costs, State aid may be cumulated with other State aid from local, regional, national or EU sources, provided that it does not lead to the maximum aid intensity or aid amount specified in the block exemption regulations or in the Commission's approval decision being exceeded.

State aid may be cumulated with other State aid from local, regional, national or EU sources for various identifiable eligible costs.

The total amount of State aid received for a component element from several sources, whether EU, national, regional or local, must not exceed the aid intensity or aid amount laid down in the applicable EU State aid rules.

Where aid as described in Article 8(4) of Commission Regulation 651/2014/EU, de minimis aid, de minimis aid in agriculture and de minimis aid for public services has no identifiable eligible costs, the aid may be cumulated with any other State aid with identifiable eligible costs. Aid without identifiable eligible costs may be cumulated with any other State aid without identifiable eligible costs up to the highest relevant total financing threshold fixed in the block exemption regulations and the European Commission's approval decision.

The de minimis aid may be cumulated with State aid in respect of the same eligible costs or the same risk finance measure, provided that the cumulation does not result in aid granted in excess of the maximum intensity or amount fixed in the specified circumstances of each case by any block exemption Regulation or decision adopted by the Commission.

Matters not covered by this Call, shall be governed by the provisions of the Implementing Decree and the general de minimis Regulation.

## 5. ELIGIBLE PROFESSIONAL ACTIVITIES

The following activities are eligible for aid under the application for aid:

Activities related to the use of international research infrastructures listed under point 1.2 by Hungarian and Swiss researchers, preparation of a common component, networking, researcher exchange and the organisation of joint scientific programmes, symposia, study tours and training courses, and exchange of good practices.

Activities eligible for aid independently:

## **I. Researcher mobility-related activities**

Compulsory activities not eligible for aid independently under this Call:

## **II. Activities relating to publicity** (e.g. communication, publication costs)

Under this Call, BSc/BA students are not eligible for aid and MSc/MA students are only eligible if they have a contract with the applicant for the research activity carried out within the component element or if they incorporate the topic in their thesis.

## **6. TIMEFRAME FOR PROJECT IMPLEMENTATION**

Timeframe for the implementation of the component element: minimum 12 months, maximum 24 months

The last day of the period for implementing the component element shall not be later than 31 December 2028.

No aid may be requested for a component element that has started before the submission of the application for aid.

The costs of the component element are eligible from the start date of the component element as set out in the grant agreement.

## **7. ELIGIBLE AND INELIGIBLE COSTS**

Provisions on the eligibility criteria for the implementation of component elements are included in:

- GGA Chapter 4.2,
- the Implementation Guide and the Financial Reporting Guide annexed thereto,
- the grant agreement.

Only costs that were incurred during the period between the start date and the end date specified in the grant agreement and that are closely linked to the implementation of the component element and are in line with the principles of the cooperation programme and the objectives of this Call are eligible. Costs incurred after the submission of the completion report and the request for final payment are not eligible.

Preparatory activities pursued before or outside the period of use specified in the grant agreement shall not be regarded as the start of the component element and therefore their costs shall not be eligible.

Costs foreseen in the budget shall be allocated to the costs categories assigned to the activities listed in Chapter 5 of the Call and submitted on the application form available in the CHRIS system. The costs incurred can be allocated to the following cost headings within the cost category relating to a given activity:

For **researcher mobility-related activities**:

- a) Personnel costs,
- b) Office and administrative costs,
- c) Travel and accommodation costs,
- d) Costs of external experts and service providers (as provided under point 6.5 of the GGA; e.g. organisation of workshops, symposia and conferences, fees for the use of instruments<sup>4</sup>),
- e) Devices and IT system,

Please note point 6.6 of the Financial Reporting Guide annexed to the Implementation Guide that reads “For programme components and component elements under the “Research Programme Hungary”, Section 53 of the Implementing Decree is applicable, pursuant to which the costs of assets and devices are eligible to the extent and duration of their use for the purposes of the programme component and component element with the understanding that where such devices and equipment are not used throughout their useful life for the implementation of the programme component and the component element, only the depreciation costs over the period of implementation of the programme component and the component element, as accepted under the general accounting principles, may be recognised.”

For **activities relating to publicity**:

- a) Information and communication (as provided under point 6.4 of the GGA; information and publicity costs, publication fees and conference costs can be reported here)

## 8. MANDATORY COMMITMENTS, INDICATORS

In addition to the mandatory communication obligation, applicants must make and fulfil the commitments detailed below for the component element as a whole:

- Mandatory commitment of **at least one** of the following: giving **lecture or presenting a poster at an international conference or participation in an international exhibition**

In addition to the foregoing obligation, at least one of the following conditions, linked to and covering the professional commitments, must be met in cooperation with international partners:

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<sup>4</sup>If fees for the use of instruments are incurred Annex 5 (Hosting declaration) described in point 14 of the Call must be submitted.

- a) participation in research and development and/or service development related to the international research infrastructure
- b) setting up a research database of measurement results
- c) organising symposiums / workshops / study tours / training courses.

Beneficiaries are required to provide data on the implementation of the component element, taking into account the mandatory commitments, as shown in the table below.

Type of indicator	Description of indicator	Unit	Source of indicator	Type of reporting
Output Indicators / Kimeneti mutatók	<b>R&amp;I_CI_2</b> Number of researchers having gained experience abroad in the framework of scientific research or innovation initiatives - all / R&I_CI_2 Tudományos kutatási vagy innovációs kezdeményezések keretében külföldön tapasztalatot szerzett kutatók száma - összesen	person(s )	Progress report Reporting by beneficiary.	Number of researchers (principal investigator, post-doctoral researchers, PhD students and other staff) having gained experience abroad in the context of the research activities under the component element. To be taken into account, experience abroad must be <b>at least 6 months</b> (uninterrupted or cumulative). All persons with such experience should be included in the indicator. Mandatory reporting, committing to a target is optional.
Output Indicators / Kimeneti mutatók	<b>R&amp;I_CI_2</b> Number of researchers having gained experience abroad in the framework of scientific research or innovation initiatives - female / R&I_CI_2 Tudományos kutatási vagy innovációs kezdeményezések keretében külföldön tapasztalatot szerzett kutatók száma - <b>nők</b>	person(s )	Progress report Reporting by beneficiary.	The number of female researchers within the <b>R&amp;I_CI_2</b> indicator. Of the total number of researchers reported under the R&I_CI_2 indicator, only the total number of female researchers must be indicated here. Mandatory reporting, committing to a target is optional.
Output Indicators / Kimeneti mutatók	<b>R&amp;I_CI_2</b> Number of researchers having gained experience abroad in the framework of scientific research or innovation initiatives - age 18-25 years old / R&I_CI_2 Tudományos kutatási vagy innovációs	person(s )	Progress report Reporting by beneficiary.	The number of young researchers within the <b>R&amp;I_CI_2</b> indicator. Young researchers as defined by the Swiss party for the purposes of this indicator are young researchers aged 18-25 years. Of the total number of researchers under the R&I_CI_2 indicator, only the

	kezdeményezések keretében külföldön tapasztalatot szerzett kutatók száma - <b>18-25 év közötti fiatal kutatók</b>			number of those falling in that age group must be indicated here. Mandatory reporting, committing to a target is optional.
Output Indicators / Kimeneti mutatók	Number of people participating in researcher mobility by the project - all travelling abroad, particularly to Switzerland / A komponens elem keretében kutatói mobilitásban részt vevők száma - <b>kiutazók összesen</b>	person(s )	Progress report Reporting by beneficiary.	Total number of participants in research mobility from Hungary to the Swiss partner. <b>No time limitation.</b> <b>minimum target: one.</b> (giving a lecture or presenting a poster at an international conference or participation in an international exhibition is a mandatory commitment) Include also the number of those who participated in a symposium / workshop / study tour / training course if the duration of participation is less than 6 months, in this indicator.
Output Indicators / Kimeneti mutatók	Number of people participating in researcher mobility by the project - female travelling abroad - particularly to Switzerland / A komponens elem keretében kutatói mobilitásban részt vevők száma - <b>kiutazók nők</b>	person(s )	Progress report Reporting by beneficiary.	Number of female researchers participating in research mobility from Hungary to the Swiss partner. <b>No time limitation.</b> Mandatory reporting, committing to a target is optional. Include also the number of those who participated in a symposium / workshop / study tour / training course if the duration of participation is less than 6 months, in this indicator.
Output Indicators / Kimeneti mutatók	Number of people participating in researcher mobility by the project - all travelling to Hungary / A komponens elem keretében kutatói mobilitásban részt vevők száma - <b>beutazók összesen</b>	person(s )	Progress report Reporting by beneficiary.	Total number of Swiss participants in research mobility in Hungary. <b>No time limitation.</b> Mandatory reporting, committing to a target is optional.
Output Indicators / Kimeneti mutatók	Number of people participating in researcher mobility by the project - <b>female travelling to</b>	person(s )	Progress report Reporting by beneficiary.	Number of Swiss female researchers participating in research mobility in Hungary. <b>No time limitation.</b>

Kimeneti mutatók	<b>Hungary</b> / A komponens elem keretében kutatói mobilitásban részt vevők száma – <b>beutazók nők</b>			Mandatory reporting, committing to a target is optional.
Output Indicators / Kimeneti mutatók	Number of researchers involved in database management and surveys / Adatbázisokat és nagymintás adatfelvételeket használó kutatók száma	person(s )	Progress report Reporting by beneficiary.	Mandatory reporting, committing to a target is optional.
Output Indicators / Kimeneti mutatók	Number of domestic databases developed / Fejlesztett hazai adatbázisok száma	number	Progress report Reporting by beneficiary.	Mandatory reporting, committing to a target is optional.
Output Indicators / Kimeneti mutatók	Number of Research Infrastructures used in joint projects / A közös komponens elemekben használt kutatási infrastruktúrák száma	number	Progress report Reporting by beneficiary.	Mandatory reporting, committing to a target is optional. The users of one or more research infrastructure selected for this indicator serve as basis for the result indicator “number of HU users of selected research infrastructures”. Enter the number of research infrastructures used by the partners involved in the “component element”.

Type of indicator	Description of indicator	Unit	Source of indicator	Type of reporting
Eredmény / Outcome	Number of HU entities using the selected Research Infrastructures / A kiválasztott kutatási infrastruktúrák használó magyar intézmények száma	person(s )	Progress report Reporting by beneficiary.	Mandatory reporting. Enter the number of institutions/organisations that have used the selected research infrastructure or infrastructures in Hungary. Committing to a target is optional.
Eredmény / Outcome	Number of Hungarian users of selected Research Infrastructures / A kiválasztott kutatási infrastruktúrák magyarországi felhasználóinak száma	person(s )	Progress report Reporting by beneficiary.	Mandatory reporting. Enter the number of persons that have used the selected research infrastructure or infrastructures in Hungary. Committing to a target is optional.

Eredmény / Outcome	Increase in the use of Research Infrastructures' services and databases (%). / A kutatási infrastruktúrák szolgáltatásai és adatbázisai használatának növekedése (%)	%	Progress report Reporting by beneficiary.	Increase in the use of research infrastructures selected under output indicators. Committing to a target is optional.
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The component element implementing organisation undertakes to respect human dignity and equality, including gender equality, in the implementation of the aid measures, in order to ensure equal enjoyment of rights by participants in the component element without discrimination on grounds of sex, and to report on the achievement of this in the progress report.

## 9. TIME LIMIT AND MANNER FOR SUBMITTING APPLICATIONS

The general conditions for submitting applications are set out in GGA Chapter 6.1.

### 9.1 Application submission process

Application forms and the required annexes thereto may be submitted electronically via the cooperation programme's application interface, the CHRIS system, by the deadline specified in point 9.3 of this Call for Applications, as specified by the following requirements:

- a) The electronic application form is completed with the relevant data in full and in English.
- b) The electronic copies of the annexes required under this Call for Applications are submitted in full as required and within the time limits set.
- c) The applicant's statement uploaded in CHRIS bears the qualified electronic signature or advanced security e-signature based on qualified certificate of a person duly authorised to make a statement or an authorised signatory.<sup>5</sup>

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<sup>5</sup>The statement must be signed (certified) as follows:

a) the statement must be provided with qualified electronic signature or at least, advanced electronic signature based on a qualified certificate, or

b) the statement must be authenticated by using the e-Paper service.

The ePaper service is available free of charge, but requires electronic identification (e.g. ClientGate+ registration or DÁP (Digital Citizenship) ID. The ePaper service is available at <https://epapir.gov.hu/>.

After using the e-signature or ePaper service:

- d) The planned implementation period of the component element matches the timeframe for implementation as determined in the Call for Applications (to be completed within the timeframe specified in the Call for Applications).

Deficiencies may be remedied once and only in respect of the formal requirements using the CHRIS application site. In the event that the application submitted does not meet the formal requirements, the Intermediate Body will request the applicant to remedy the deficiencies. The time limit for remedying deficiencies is 5 working days. Further conditions for remedying deficiencies are set out in point 6.2.2 of the GGA.

### 9.2 Document elements to be submitted as part of the application

The requirements for the submission of the application, regarding the contents of the application form and the mandatory annexes are set out in GGA Chapter 6.1 and the instructions on the CHRIS site. The table below summarises the mandatory annexes to be submitted under this Call for Applications.

	Type of annex	Partner	The document is to be submitted in English (yes/no)

- 
- a) attach to the finalised application the statement bearing a qualified electronic signature or certified by using the ePaper service, and then
  - b) submit your application following the instructions of the online application form.

1	<p><b>Applicant's statement</b> on committing to the conditions of the Call (automatically generated in the CHRIS system upon submitting the application form)</p> <p>The statement must be signed electronically by the person authorised to represent the applicant.</p>		
2	<p>If implemented in a partnership, a <b>declaration of intent signed</b> by all participants in the partnership to participate in the partnership, and a draft partnership agreement</p>		
3	<p>With the exception of budgetary organs and organisations listed in the company register:</p> <p>a valid original copy of the <b>applicant's instrument of incorporation, deed of foundation</b> or other statutory registration certificate or a certified copy of the original, not older than 90 days</p>	x	
4	<p>Except for organisations listed in the companies register:</p> <p><b>specimen signature</b> of the applicant's authorised representative countersigned by an attorney-at-law or a registered in-house legal counsel or certified by a notary public, or a certified copy of such specimen signature, not older than 90 days (before submission)</p>	x	
5	<p>Declaration on eligibility and other conditions, signed by the authorised signatories.</p>		

6	Statement by the Swiss partner institution on the eligibility of the Swiss partner institution involved in the implementation of the component element. <sup>6</sup>	x	
7	Quotations, publicly available price lists, in the original language, justifying the conformity of the cost items presented in the budget with the market price.	x	
8	De minimis statement		
9	Certificate (in English) issued by the international/national RI of the measurement time /research opportunity, where relevant (Hosting Declaration) <sup>7</sup>	x	
10	CVs of the leader of and the researchers involved in the component element, limited to a description of their professional activities related to the topic (a maximum of 1 page per person), and a list of publications of the researchers named (a maximum of 5 of the most relevant publications of the last five years for each researcher).	x	

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<sup>6</sup>The Swiss partner institution is required to submit a statement certifying that it fulfils the eligibility criteria for Swiss partner institutions specified in point 3.1. of this Call. The statement in English also includes the name of the partner institution, the duration of the component element, the name and a 500-character description of the joint component element, as well as the authorised signature of the partner institution.

<sup>7</sup> A Hosting Declaration from the institution providing the research infrastructure must also be annexed to the application for aid, confirming that the hosting international/national research infrastructure indicated in the component element is committed to the cooperation and, if awarded the aid, will provide the necessary conditions (measurement time/research conditions, other conditions) for hosting the Hungarian/foreign researcher for the duration of the component element. The declaration must include the name of the partner institution (including the institute and department), the name and contact details of the foreign principal investigator, the name and institution of the Hungarian principal investigator, the duration of the component element, the title and a max. 300-character description of the component element, the authorised signature of the partner institution and the date of signing (see Incoming/Outgoing Hosting Declaration template).

11	SME statement		
11	Statement of no arrears in public dues (tax clearance certificate from the National Tax and Customs Administration of Hungary)		
12	Description of the component element (applicant's work plan)		

### 9.3 Deadline for submission of applications:

Deadline for electronic submission of applications to this Call: 17:00 CET 15 October 2025

#### Requesting additional information

Should you have any questions or need more information, please send an e-mail in Hungarian to [svajcialapres@szechenyiprogramiroda.hu](mailto:svajcialapres@szechenyiprogramiroda.hu). Please refer to Call code "SM02-RES-PC3-C" in the subject line of your e-mail. The Intermediate Body will answer the questions by e-mail within 3 working days of receipt as additional information.

Caution:

Any additional information requested will only be guaranteed by the Intermediate Body if such request is made no later than on the fifth working day before the deadline for submission of applications. The applicant is solely responsible for ensuring that their request for information reaches the address specified above on time.

The questions received in the requests for additional information and the respective answers will be published by the Intermediate Body on [www.svajcialap.hu](http://www.svajcialap.hu).

The Programme Operator points out that the information provided in the manner as described above is only additional information and does not constitute a modification of this Call for Applications and that neither the Programme Operator nor the Intermediate Body assumes any responsibility in relation to the answers.

## 10. SELECTION CRITERIA, DECISION MAKING AND COMPLAINTS

The provisions on the selection process (verification of the admission criteria, formal assessment and evaluation of the professional content), decision making and complaint management are set out in GGA Chapter 6.2.

**Admission criteria:**

Admission criterion	Yes	No
The applicant is eligible for aid under point 3.1. of this Call		
If implemented in partnership, the partners involved are eligible for aid under point 3.1. of this Call		
A Swiss partner was involved as per point 3.1. of this Call (where relevant).		
Following the submission of the application and/or the electronic application form, the statement on committing to the conditions of the call has been uploaded to the CHRIS system		

Please be advised that no deficiencies may be remedied if the admission criteria are not met.

If for any of the above admission criteria, the evaluation is NO, the application will be rejected

**Formal criteria:**

Formal requirements	Yes	No
The application form submitted is complete and duly completed as to form		
The set of annexes attached electronically is complete and is duly completed as to form		
The applicant's statement uploaded in the CHRIS system bears the electronic signature of the authorised representative(s)		
The amount of aid per component element is consistent with the number of researchers involved and the duration of their stay (see the description of the component element)		
The implementation period and the completion date are consistent with the deadline set in the Call for Applications		
The application form is completed in the language specified in the Call for Applications (English)		
At least one lecture made, poster presented at an international conference or participation at an international exhibition committed to (indicator)		
In addition to the foregoing mandatory commitment, one other condition (indicator) is committed to.		

A document containing the description of the component element in the form as attached template is submitted		
If implemented in a partnership, a declaration of intent (in English) signed by all participants in the partnership to participate in the partnership is submitted		
Where applicable, at least one quotation or publicly available price list (in the original language) confirming that the cost items presented in the budget correspond to market prices was submitted.		
The targets set under point 8 ' <i>Type of reporting</i> ' of the Call have been committed for the relevant indicators.		

If an application does not comply with the formal requirements set out in the Call for Applications, the Intermediate Body will request the applicant to remedy the deficiencies within 5 working days as per the GGA.

#### **Evaluation of the professional content:**

From among the applications for aid that meet the admission criteria and pass the eligibility assessment, component elements will be selected for aid through an evaluation of their professional content against the following key criteria:

#### **Criteria for the evaluation of the professional content:**

- I. Technical content and purpose of the cooperation related to an international research infrastructure (0-20 points)**
  - The role of the international research infrastructure in the successful implementation of the component element and the achievement of the desired objectives. (0-10 points)
  - The soundness, background and added value of international significance of the cooperation, and the expected new scientific results and publication outcomes, of the component element. (0-5 points)
  - Preparing the ground for new international cooperation and for joint participation in Horizon Europe or other international RDI programmes. (0-5 points)
- II. The professional references of the participants and their responsibilities in the component element (previous research activities, results) (0-10 points)**
  - Excellence of the Hungarian component leader and the partners (based on professional CVs). (0-4 points)
  - Participants' fitness to perform the task undertaken. (0-3 points)

- Involvement of young researchers<sup>8</sup> / PhD / MSc/ MA students / post-doctoral researchers<sup>9</sup> in the performance of the tasks, contribution to acquiring new academic degrees (0-3 points)

**III. In the work plan, the research process and the process of achieving the desired objective is described and sufficiently explained (0-10 points)**

- Clear description of the planned research cooperation, logical sequencing of the work stages. (0-3 points)
- Realistic feasibility of the work plan over the lifetime of the component element, including mobility and the planned joint scientific programmes, symposia and training courses. (0-5 points)
- Justification of the need for research-related trips. (0-2 points)

**IV. Realistic and reasonable budget for the component element (0-10 points)**

- Realistic feasibility, reasonableness and proportionality of the budget. (0-3 points)
- Number and duration of trips are reasonable. (0-3 points)
- Budget of the planned joint scientific programmes, symposia and training courses are reasonable. (0-2 point)
- Participation in the planned conference (if relevant) is reasonable. (0-1 points)
- Publication costs (if relevant) are reasonable. (0-1 point)

**Decision shaping process:**

Applications satisfying the formal, admission and eligibility criteria will be evaluated as to their professional content against the above set of criteria. Professional content will be evaluated by two independent international judges per component element, then the applications will be ranked according to their average score. The applications so ranked will be reviewed by the National Research Infrastructure Committee (NRIC) (<https://nkfi.gov.hu/english-2017/boards-and-committees/national-research-infrastructure-committee>) as an evaluation committee in which SERI will participate as an observer. NRCI is a professional body run by the National Research, Development and Innovation Office (NRDI Office (NRDI Office) The decision will be taken by the President of the NRDI Office, on the basis of the consensual proposal of the NRIC, with the following content:

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<sup>8</sup> A young researcher is a doctoral student, doctoral candidate or post-doctoral researcher at the beginning of his/her career, who has been a doctoral student for up to 9 years from the date of obtaining the first master's degree, or, in the case of a second specialised master's degree or compulsory professional examination, up to 12 years from the date of obtaining the first master's degree – excluding periods of maternity leave, receiving childcare allowance (GYES) and childcare fee (GYED) – and who has not reached the age of 45 by the date of submission of the application for aid.

<sup>9</sup> A young researcher or lecturer who holds a doctoral (PhD) or master's (DLA) or equivalent academic degree as defined in Section 16(4) of Act CCIV of 2011 on National Higher Education and has spent less than eight years in a full-time research, teaching and development position may be employed as a postdoctoral researcher.

- aid awarded on unchanged conditions,
- aid awarded with reduced total eligible costs, reduced aid amount or lesser conditions,
- application rejected due to lack of funding,
- application rejected.

If an application is rejected, the notification thereof must contain the grounds for rejection.

The programme components receiving aid will be published in English and Hungarian on the official website of the cooperation programme.

## 11. GRANT AGREEMENT

The grant agreement is concluded between the National Research, Development and Innovation Office as Programme Operator and the component element implementing organisation under this Call for Applications. The grant agreement will be countersigned by Széchenyi Programme Office LLC. as Intermediate Body.

The submission of the signed partnership agreement(s) is a prerequisite for the conclusion of the grant agreement.

The requirements for the conclusion of the grant agreement are included in GGA Chapter 7.2.

## 12. FINANCIAL CONDITIONS

Financial conditions for the conclusion of the grant agreement.

### 12.1 Composition and verification of own contribution

The general requirements for the composition and verification of own contribution are included in GGA Chapter 5.2.

No in-kind contribution will be accepted as own contribution from the applicant under this Call for Applications.

The applicant and its partners are required to offer own contribution for the given activities, taking into account the State aid rules.

A balance statement on the availability of the own contribution in full as of the same calendar day, bearing a date that is not older than 30 days from the date of submission, is a condition for the conclusion of the grant agreement.

The irrevocable loan commitment or bank loan agreement, as required by the GGA, must be delivered by the applicant to the Intermediate Body no later than before the conclusion of the grant agreement. If the terms and conditions of the loan commitment

or loan agreement affect the amount of aid determined in the award decision, the Intermediate Body will initiate an amendment of the award decision with the Programme Operator.

## 12.2 Obligations relating to securities

The general conditions for securities that can be requested by the Programme Operator are included in GGA Chapter 5.3.

As a security for the total amount of aid awarded under this aid scheme, the Beneficiary is obliged to authorise the National Coordination Unit by a letter to submit a direct debit order (collection) giving access to all its legally debitable payment accounts and to otherwise proceed in accordance with the relevant provisions of the GGA.

## 12.3 Advance

Pursuant to the grant agreement, beneficiaries may request an advance payment of up to 25% of the aid awarded under this Call for Applications.

The minimum conditions for the payment of the advance are included in GGA Chapter 5.4.1. Additional rules on the use of and accounting for the advance are specified in the grant agreement to be concluded with the beneficiary.

## 12.4 Applying for and payment of aid

The rules for applying for aid and the payment of aid are included in GGA Chapter 5.4.2.

Aid awarded under this Call for Applications may only be disbursed through ex-post financing on submission of a payment request and a progress report as per the reporting schedule included in the grant agreement. Supplier financing is not possible.

Payment requests and progress reports are to be submitted electronically via CHRIS, in principle, as set out in the grand agreement.

## 12.5 Monitoring and control of the implementation of the component element

The general rules for the monitoring and control of the implementation of the component element are included in GGA Chapter 8. Under this Call, progress reports are required to be submitted every six months.

## 12.6 Maintenance period

The general rules for the maintenance period of the component element are included in GGA Chapters 4.3.3 and 8.4.

The Beneficiary is obliged to ensure the maintenance of the investments of the component element implemented from the aid for at least 5 years at the address specified in the application, as stipulated in the grant agreement.

The grant agreement may provide for additional maintenance obligations for all activities carried out from the aid. The fulfilment of the maintenance obligation is monitored by the PO with the involvement of the IB until the end of the maintenance period specified in the grant agreement. Inadequate fulfilment of the maintenance criteria may give rise to the opening of an irregularity procedure and/or the obligation to repay the aid.

### **13. PUBLICITY**

The general requirements concerning the Beneficiary's duties in relation to ensuring publicity are included in GGA Chapter 4.1.1.

Under this Call, given the opening and closing events organised by the PO at programme level, no opening and closing events are required at component level.

After the first accounts have been accepted, an information board displaying the visual elements described in the Communication and Information Manual is to be placed at the site where the component element was implemented. The location may have bearing on the material of such board and the type of fixing or supporting structure required for its installation. The main consideration when installing the information board are to ensure durability and cost-effectiveness.

### **14. ANNEXES TO THE CALL FOR APPLICATIONS**

Manuals and templates available at <https://svajcialap.hu/dokumentumok/kutatás>:

1. Declaration on eligibility and other conditions - template
2. De minimis statement
3. Proof of gross grant equivalent
4. Description of the component element (technical work plan)
5. Incoming/Outgoing Hosting Declaration - template
6. Data Protection and Privacy Policy
7. Declaration of intent to become a partner - template
8. Model partnership agreement
9. Manual for applicants on registering applications in the CHRIS system

10. SME statement
11. Model grant agreement
12. Grant agreement – General terms and conditions

Documents containing further information relating to the submission of applications available at <https://svajcialap.hu/dokumentumok/altalanos>:

13. General Guidelines for Applicants for the selection of programme components and component elements under the Second Swiss-Hungarian Cooperation Programme
14. Implementation Guide and annexes
  - a. Financial Reporting Guide
  - b. Guide to Procurement
  - c. Guide to Public Procurement
  - d. Communication Guide
  - e. On-site Inspection Guide
  - f. Notification of Change form
15. Communication and Information Manual (translation) and annexes
16. Complaint and Objection Handling Procedure

Other document containing further information required for the submission of applications:

16. CHRIS System User Manual<sup>10</sup>

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<sup>10</sup> Available in the CHRIS system after login.