

# Questions and Answers



**Q. If you win funding under an FP7 Call e.g. the Security Call, can you then apply for researchers under Marie Curie Programme to carry out this research?**

*A. You could apply to the MC IAPP Call as an “add-on” to the other FP7 project as long as the projects are related, i.e., researchers employed under an FP7 Security project could take part in secondments in an IAPP. You may have to keep an eye out for issues with timesheets though.*

**Q. Can staff recruited to the project take part in secondments? If yes, is the cost of the researcher covered for period at their host organisation and whilst on secondment?**

*A. Yes, staff recruited to the project can technically take part in secondment, but it is not favourably looked upon during the evaluation. Here is what the Commission has to say in response to this question “It is not in the spirit of IAPP action to recruit first and then second the same fellow. Secondments within the partnership are compulsory and exchange of staff is considered as the heart of action. Recruitment is only optional, the aim of recruitment is to help train researchers and support transfer of knowledge, in other words to facilitate existing staff to go to on secondment. In the case described below, recruitment is used in order to make a researcher eligible for secondment. One of the evaluation criteria is Transfer of Knowledge, as a consequence a proposal that meets fully the objective of IAPP action has better chance to obtain high score.”*

*Also, you must ensure that the recruited researchers are in your organisation for 12 months before secondment and 12 months after secondment (this might require you to find other sources of funding). Costs for recruited researchers would be covered whilst on secondment and at their host organisation.*



**Q. You mentioned a typical range of budget - is there a typical range for number of WorkPackages**

A. There is no minimum or maximum number of WorkPackages – between 4 and 6 would be the norm.

**Q. Is the page limit 30 for Part B supposed to include also the description of the WorkPackages?**

A. Yes

**Q. Is the 10% management contribution typically all paid to a single partner to appoint a "project manager" or in smaller pro rata parts to the individual partners? Are both approaches acceptable?**

A. This is for the partners to decide amongst themselves as to what is most suitable for their needs.

**Q. Does IAPP cover travel to conferences?**

*A. Part of the Research Costs contribution could be used for travel to conferences, if it is related to the project.*

**Q. Does the Principal Investigator necessarily need to go on secondment?**

*A. No, they only need to go on secondment if it is necessary for implementing the project.*

**Q. Is a higher number of participants in the project seen as an advantage?**

*A. No, it is not seen as an advantage. The number and type of participants in the project depends on what you are trying to achieve in the project. If the project only needs 2 partners, then this is sufficient.*

**Q. Can you give some examples of 'complimentary skills' ? Are these generic skills?**

*A. Complimentary skills are skills that are not directly related to performing research work, e.g., Intellectual Property Management, Language Skills, Project Management, Personal Effectiveness, Time Management etc.*

**Q. Is there a lower limit to the funding level?**

*A. Remember that the project budget is directly linked to the number of secondment and recruitment months. For a project to be effective in terms of knowledge transfer, you need to have a good level of secondment and recruitment activity, and it is this level of activity that defines the budget for the project.*

**Q. An existing researcher can be funded for his or her/his activity only while in secondment..so what happens to the 1800Euro research costs contribution when the researcher is not in a secondment period.**

*A. The €1800 research costs contribution is only applicable while the researcher is on secondment.*

**Q. Could you describe the financial viability requirements for commercial coordinators?**

*A. The requirements are outlined in detail in this document [ftp://ftp.cordis.europa.eu/pub/fp7/docs/rules-verif\\_en.pdf](ftp://ftp.cordis.europa.eu/pub/fp7/docs/rules-verif_en.pdf). Note that the detailed financial capacity check outlined in this document will only occur during the Negotiation Phase, i.e., if the project is funded. For the purposes of applying for funding, the commercial coordinator should use this template to check their financial viability <ftp://ftp.cordis.europa.eu/pub/fp7/docs/financial-viability-checktool-v3.xls>.*

**Q. Is there a minimum secondment period for a single visit? 2 weeks?**

*A. There is no minimum secondment period, but the length of secondment should be appropriate to what the person will do/intends to achieve while they are on secondment.*