
4EU+ mini-grants 2023: FAQ

Information about the Minigrants

Where do I find the 4EU+ Mission Statement mentioned in the Rector's Measure?

The 4EU+ Mission Statement is available on the [website of the Alliance](#) .

What institutions can be involved?

Besides the principal investigator at Charles University, the team has to involve members from at least two other 4EU + universities: Heidelberg University, Sorbonne University, University of Copenhagen, University of Geneva, University of Milan and University of Warsaw. Please make sure that the collaborators involved in the project are affiliated with department/entity recognized to be part of the partner institution.

What are the 4EU+ Flagships?

The Alliance has set up four flagships reflecting the most urgent contemporary global challenges. Cooperation in research and education is primarily focused on issues encompassed by these flagships on which 4EU+ aims to have a worldwide impact and serve as an example of good practice.

The four flagships are:

1. Urban Health and Demographic Change
2. Europeanness: multilingualism, pluralities, citizenship
3. Digitisation – Modelling - Transformation
4. Environmental transitions

You can find out more about the Flagships on the [4EU+ website](#) .

What form should the written expression of interest in cooperation have?

We recommend that the interest of foreign partners to collaborate be demonstrated through a “Letter of intent”. It should be signed by the project team leaders at participating partner institutions as well as by the head of their departments. There is no template for this letter.

Colleagues at the partner universities should inform their university/faculty about their involvement in the project according to the standard procedure at their institution.¹

May a part of the grant be used by the colleagues at foreign institutions?

The grant will be administered at Charles University without the possibility of being transferred to the partner institutions. However, it is possible to cover standard eligible costs (travel and accommodation cost) related to the involvement of foreign colleagues from the grant.²

Can I apply submit an application for funding of an educational project?

The CU minigrants are primarily aimed at supporting research collaboration, however, projects can include educational part.

Is accommodation cost included in the travel allowance (“cestovné”)?

Yes, accommodation cost can be covered from the travel allowance.

How do I justify the staff cost?

In the proposal, please specify who will be paid from the minigrant and for which activities. We recommend that staff cost should not exceed **10-15 %** of the total requested budget.

1 Nápodobně žádáme vedoucí týmu na straně UK, aby o záměru předložit žádost o minigrant dle běžného postupu informovali relevantní oddělení na své fakultě.
2 Žádáme předkladatele žádosti o mini-grant o prověření možnosti a podmínek pro proplácení cestovních a pobytových nákladů zahraničních kolegů se zodpovědnými fakultními odděleními.

May an external partner (from universities outside of the 4EU+ Alliance) take part?

For three 4EU+ institution, there can be one external partner (e.g. one external partner in projects of three to five 4EU+ member, two external partners in projects comprising all 4EU+ members). External partners should cover travel costs related to their participation in the project.

Are indirect costs eligible?

Indirect costs are not eligible for funding from the minigrants.

Important dates:

- Deadline for submitting applications: **6 January 2023**
- Results are expected to be announced by the end of January.
- The mini-grant funds must be spent by **30 November 2023**