

Rules for the research and innovation project competition of the platform "Biomedical and Photonics Research Platform for Innovative Product Creation (BioPhoT)"

I Explanation of terms

1. BioPhoT - a platform "Biomedical and Photonics Research Platform for Innovative Products", the aim of which, in accordance with the Cabinet of Ministers' Order No 474 of 18 June 2024 "On the Long-term National Research Programme "Innovation Fund - Long-term Research Programme"", is to develop research and innovation projects (PIP) in the biomedical, medical technology, pharmaceutical, photonics, smart materials, electronics, electrical engineering, technology and engineering systems sectors, promoting the commercialisation and introduction of new technologies into the market.
2. Platform Steering Group – the platform management group established within the BioPhoT platform, which organises the strategic management of the platform in accordance with the principles of conflict of interest prevention, transparency and equality;
3. Platform Project Management Group - the Platform Project Management Group established within the BioPhoT Platform, which carries out the selection and internal evaluation of Platform project proposals in accordance with internal procedures developed jointly by the Platform Coordinator and the Platform Partners, respecting the principles of avoidance of conflicts of interest, transparency and equity. The members of the Platform Project Management Group shall be selected through an open call for proposals;
4. BioPhoT Platform Office - an executive body composed of the Platform Coordinator and partners' staff delegated by the Platform Steering Group, which ensures the day-to-day organisation of the Platform, the organisational and administrative management of the call, the coordination of the PIP call, the work of the experts and the monitoring of the projects;

5. Communication Group - a group within the BioPhoT Platform Office that implements communication and public awareness activities on the implementation of the BioPhoT Platform and the PIP;
6. Industry experts - professionals selected through an open call for proposals, with experience in the sectors of activity defined by the BioPhoT Platform, evaluate the PIP ideas in the first stage of the call for proposals according to their innovation potential and mid-term and final reports during the PIP implementation period. The experts are independent and are not part of the Platform Steering Group and the Platform Project Management Group;
7. Mentor - a consultant provided by the platform to support the PIP team in preparing for the Stage 1 selection process - presenting to the BioPhoT industry expert panel, as well as advising and monitoring the progress of the PIP after funding throughout the project implementation period;
8. PIP - a research and innovation project corresponding to the Smart Specialisation Strategy area "Biomedicine, Medical Technologies and Pharmaceuticals" and/or "Photonics and Smart Materials, Technologies and Engineering Systems", proposed and/or approved and implemented under the BioPhoT platform;
9. Cabinet Regulations – Cabinet Regulation No. 560 of 4 September 2018, “Procedures for the Implementation of State Research Programme Projects”;
10. Cabinet Order – Cabinet Order No. 474 of 18 June 2024 “On the Long-Term State Research Programme ‘Innovation Fund – Long-Term Research Programme’”;
11. Coordinator – Latvian Institute of Organic Synthesis;
12. Partners – Institute of Electronics and Computer Science, Institute of Solid State Physics of the University of Latvia, Latvian Biomedical Research and Study Centre, Latvian State Institute of Wood Chemistry, Riga Stradins University, Riga Technical University, Scientific Institute of Food Safety, Animal Health and Environment "BIOR", University of Latvia, Latvian University of Life Sciences and Technologies, and Daugavpils University.

II General provisions

13. The Regulations of the Research and Innovation Projects Competition (hereinafter - the **Regulations**) define the procedure for BioPhoT, based on the Cabinet Regulations, to organise and implement the Research and Innovation Projects Competition (hereinafter - the Competition) and to administer the public funds allocated for the financing of the PIPs. These Regulations shall be applied in accordance with Cabinet Regulation and Cabinet Order. In case of discrepancies between the Regulations and the aforementioned regulatory enactments, the requirements set out in Cabinet Regulation No. 560 shall prevail.
14. The Regulations have been developed in accordance with the objectives set out in paragraphs 6, 7 and 8 of the Cabinet Order and the following deliverables defined in the BioPhoT project No IVPP-EM-Innovation-2024/1-0002 - (hereinafter - BioPhoT objectives):
 - 14.1. One (1) report on policy recommendations and policy impact;
 - 14.2. Five (5) project proposals submitted to an international or national R & D call for proposals;
 - 14.3. Two (2) successful passes in the Master's national (final) examinations;

- 14.4. sixty-five (65) funded projects, of which the TRL level of PIP results has been increased by 1 (one) level – forty (40) projects (including therapeutic and diagnostic methods, prototypes).
15. PIP evaluation is organised in two rounds:
 - 15.1. the first round is the administrative evaluation of PIP applications and the selection of PIP ideas and evaluation of their commercial potential (hereinafter – the first round);
 - 15.2. the second round is the evaluation of the full PIP – evaluation of the scientific excellence, impact and project implementation quality (hereinafter referred to as the second round);
 - 15.3. Applicants shall submit one application for both rounds of the evaluation.
16. The Call for Proposals shall be launched by the Coordinator within two days after the approval of these Regulations by the Platform Project Management Group and published on the official websites of the Coordinator and Partners and in the official publication "Latvijas Vēstnesis", the call text shall include::
 - 16.1. the name of the competition;
 - 16.2. the funding available for the competition;
 - 16.3. the deadline for submission of applications;
 - 16.4. website with all the information you need to apply for a PIP.
17. The total State budget funding available for the call for proposals is indicatively *EUR* 4,826,110.00 (four million eight hundred and twenty-six thousand one hundred and ten *euros*, 00 cents), which will be used to finance the PIP.
18. The Coordinator and the Partners administer the implementation of the PIP. The Platform Project Management Group shall monitor the progress of the PIP implementation to ensure that the specified PIP interim and final result indicators are met and the performance goals are achieved.
19. The PIP implementation period is up to 8 (eight) months from the date of entry into force of the Cooperation Agreement (hereinafter referred to as the PIP Agreement). Within the framework of the PIP agreement, the PIP implementation period may be extended by 3 (three) months without additional funding, but not longer than until 30 November 2026. The decision on the extension of the PIP implementation period shall be taken by the Platform Project Management Group on the basis of a request submitted by the PIP applicant, subject to the provisions of the Regulation and the PIP Agreement.
20. The maximum amount of funding per PIP shall not exceed *EUR* 190,000.00 (one hundred and ninety thousand *euros*, 00 cents) for a maximum period of 8 (eight) months during the PIP.

III Conditions for participation in the project for PIP applicants and cooperation partners

21. The PIP applicant is a research organisation in accordance with sub-paragraphs 2.12 and 9.1 of the Cabinet Regulation (hereinafter referred to as the PIP applicant).

22. The PIP partner, in accordance with sub-paragraphs 2.18 and 2.12 of the Cabinet Regulation, is a research organisation engaged by the PIP applicant in accordance with sub-paragraph 9.3 of the Cabinet Regulation.
23. The PIP manager, according to Paragraph 2.12⁽⁶⁾ of the Cabinet Regulations, is a person who manages the PIP and ensures its implementation, plans and supervises the execution of the PIP tasks, is responsible for the activities of the persons involved in the PIP in accordance with the tasks defined in the PIP and for the compliance of research ethics, as well as for the preparation and submission of documentation necessary for the execution of the PIP in accordance with the Regulations.
24. The scientific group shall be formed in accordance with the provisions of Sub-paragraphs 2.12.³, 2.12.⁴, 2.12.⁵ and 2.12.⁶ of the Cabinet Regulations.
25. Within a call for proposals, the PIP manager and the research team members may submit several PIP applications. If a PIP manager submits several PIP applications to the Competition, the total workload of the approved PIP managers shall not exceed one full-time equivalent (1 FTE).
26. The BioPhot Platform Project Management Group may terminate the implementation of a PIP application in the following cases:
 - 26.1. if PIP will employ (legal employment relationships established) or has plans to collaborate with citizens of the Russian Federation and the Republic of Belarus, as well as their educational and scientific institutions;
 - 26.2. if PIP has plans to collaborate with entities or employs their employees included in the international and national sanctions lists of the Republic of Latvia (SIA Lursoft IT tool <https://sankcijas.lursoft.lv/>);
 - 26.3. if legal restrictions on the commercialisation of PIP results are discovered.

IV BioPhoT PIP application form, submission and evaluation procedure

27. The PIP manager is obliged to apply for a mentor consultation to assess the technological readiness level of the project before submission. Mentor consultations are recommended to prepare the first evaluation round application and industry expert panel presentation. Mentor consultation shall be booked using the contact form on the website <https://biophot.lv/>. Each PIP is entitled to two individual online or face-to-face consultations (each lasting up to 1 hour) with a mentor. The PIP manager can choose any of the mentors available on the website <https://biophot.lv/>. The PIP manager has the right to change mentors by applying for another mentor, but without exceeding the limit of two individual consultations.
28. The primary task of the mentor during the PIP preparation phase is to consult with the PIP manager and verify the initial technology readiness level (TRL), which must not be lower than 2 and is fixed in the form in Annex 1 to these regulations and will be binding during the project implementation phase if the PIP receives BioPhoT funding. The mentor is not obliged to complete the application documents on behalf of the PIP applicant.
29. The deadline for submitting PIP applications is twenty-five (25) working days from the date from the date of the call for proposals.

30. The PIP manager submits the application to the National Scientific Activity Information System (NZDIS).
31. The applicant shall indicate in the 'Results of the PIP' section of the application the expected results to be achieved by the end of the PIP implementation period within the objectives set out in the PIP application:
 - 31.1. technology rights objects – patent, design or trademark applications, or other intellectual assets, such as databases, data sets, know-how, technology descriptions, software, etc.;
 - 31.2. applications to an international or national call for research and development projects;
 - 31.3. successfully defended master's thesis or doctoral dissertation in accordance with the PIP objectives;
 - 31.4. an increase of 1 (one) unit in the initial TRL level of the development;
 - 31.5. prototype of a new product or new technology;
 - 31.6. new treatment and diagnostic methods (including non-commercial methods);
 - 31.7. other deliverables of the PIP, complementary to the above, appropriate to the specific nature of the research and the objectives of the PIP as defined in the PIP application.
32. The PIP application shall foresee an increase of the TRL level of the development by at least 1 (one) unit (Clause 31.4 of the Regulations).
33. The date and time of submission of the application will be recorded at the time of submission of the application to NZDIS.
34. Within five (5) working days after the deadline for submitting PIP applications, the Latvian Science Council (hereinafter referred to as the Council) shall evaluate the compliance of the PIP application with the administrative criteria in accordance with Clause 19 of the Cabinet Regulations.
35. Project applications shall be evaluated in accordance with the following administrative criteria:
 - 35.1. the administrative criteria specified in sub-paragraphs 19.1, 19.2, 19.3, 19.4, 19.5, 19.6, 19.7 and 19.8 of the Cabinet Regulations;
 - 35.2. additional administrative criteria as specified in sub-paragraph 19.9 of the Cabinet Regulations:
 - 35.2.1. whether the project application provides for at least the result defined in point 31.4 of the Regulations;
 - 35.2.2. The PIP complies with the objectives and priorities of the Latvian Smart Specialisation Strategy (hereinafter referred to as RIS3) set out in points 6.1 and 6.2 of the Cabinet of Ministers' order.
36. If the PIP application does not meet any of the administrative criteria or the Council finds, that the parts A, D, E (if applicable) and F of the project application are fully completed and submitted, but the documentation to be attached to the aforementioned parts of the project application specified in the regulations has not been attached (or is incorrect), the Council shall request the project applicant to submit the relevant documentation electronically within two working days of the date of the Council's request.

37. Within two (2) working days after assessing the administrative eligibility, the Council shall prepare a decision on compliance with the administrative criteria and send it to the PIP applicant and the PIP manager to the e-mail address indicated in the application.
38. Within fifteen (15) working days from the date of the decision on administrative eligibility, the BioPhoT platform office shall organise an independent BioPhoT industry expert panel (hereinafter referred to as the Industry Expert Panel) and inform the PIP manager of the time and place of the presentation. Depending on the number of project applications, the time required for the presentation of each PIP application and the RIS3 area applied for, one or more industry expert panels may be organised. The presentation time is five (5) minutes, followed by a question and answer session of up to ten (10) minutes and five (5) minutes for expert discussion to prepare a written consolidated assessment. The total time for one PIP presentation may not exceed twenty (20) minutes. The PIP manager or his/her designated representative shall present the project using the presentation file attached to the PIP application.
39. The BioPhoT Platform Office approves the Industry Expert Qualification Criteria, according to which the Coordinator and Partners send their proposals with potential Industry Expert candidates. The BioPhoT Platform Office shall assess the eligibility of the experts, as well as their availability and interest, and shall make an offer to participate in the Industry Panel, concluding a contract to that effect. The minimum number of industry experts on the Industry Expert Panel is 4 (four) persons. Industry experts shall generally ensure representation on the panel of the following profiles: scientific and technical expertise, international industry, commercialisation of innovation in business and science-intensive investment.
40. The BioPhoT Platform Office is responsible for the organisation of the Industry Panel and shall provide the Industry Panel with access to the PIP first stage application files, Annex 3 "Methodology for the Evaluation of Research and Innovation Project (R&IP) Applications" and Annex 4 "Checklist 2 for the Evaluation of PIP Applications against the Qualitative Evaluation Criteria" at least three (3) working days before the first Industry Panel meeting. The Industry Expert Panel meeting shall be organised in person.
41. The BioPhoT Platform office shall ensure that BioPhoT industry experts sign and submit a declaration of absence of conflict of interest and confidentiality before evaluating PIP applications.
42. Within two (2) working days after the last PIP first round application presentation to the Industry Expert Panel, the Industry Experts shall submit to the Platform Project Management Group a consolidated expert evaluation of each PIP application in points and in writing, in accordance with Annex 4 "Checklist No. 2 for the evaluation of research and innovation project (PIP) applications for compliance with the qualitative evaluation criteria". The Platform Project Management Team shall establish the overall evaluation list for the 1st round PIP evaluations (Annex 5 "List of evaluation results for research and innovation project (PIP) applications. Round 1").
43. The maximum possible score for a PIP application in the assessment by the Industry Expert Panel is sixteen (16) points. The minimum qualification threshold for a PIP application to proceed to the second round is nine (9) points (inclusive), provided that at least one (1) point has been awarded for each quality criterion. The Platform Project Management Group shall prepare a list of PIP submissions, indicating the rejected PIP submissions and the submissions that are advanced to the second round and shall approve the list prepared. Within three (3) working days of the Platform Project Management Group decision the

Coordinator sends the final assessment of whether or not to progress the idea to the second stage to the Council.

44. The scientific expertise of PIP applications is carried out by the Council in accordance with Sub-paragraph 69.⁽²¹⁾ 2.2 of the Cabinet Regulations.
45. The methodology for scientific evaluation of PIPs is determined by the following points of the Cabinet Regulation: 26, 27, 28, 29, 30 31 and 32 of the Cabinet of Ministers Regulations and Annex 12 to the Regulations, "Methodology for the individual/consolidated evaluation of the scientific quality of the second round of research and innovation project (PIP) applications".
46. The Council shall provide scientific evaluation within eight (8) weeks of the Platform Project Management Group's decision to forward the PIP application to the second round of evaluation in accordance with Annexes 9, 10, 11 and 12 to the Regulations. After the conclusion of the second round of scientific expertise of PIP applications, the Council shall send to the Platform Project Management Group a list of PIP applications ranked in descending order of points.
47. The following qualification thresholds have been set for the scientific evaluation of PIP applications:
 - 47.1. Scientific excellence of the PIP in accordance with Paragraph 27 of the Cabinet Regulations – at least 3 points;
 - 47.2. Impact of PIP results in accordance with Paragraph 28 of the Cabinet Regulations – at least 3 points;
 - 47.3. Feasibility and assurance of PIP implementation in accordance with Paragraph 29 of the Cabinet Regulations – at least 3 points.
48. For PIP applications that have reached or exceeded the qualification threshold, the Platform Project Management Group calculates the total number of points by adding up the total weighted points of the Council's scientific expertise assessment and the points of the Industry Experts Panel assessment (hereinafter referred to as the total assessment). The Platform Project Management Group shall establish the list of PIP applications in descending order of scores.
49. PIP applications are funded from the highest-scoring project application to the last project application with sufficient funding. The Platform Project Management Group may decide to allocate additional funding from financial resources not used in the previous call for proposals, as well as to redistribute the allocated funding, not exceeding 30% of the maximum eligible costs of the PIP specified in Clause 20 of the Regulations.
50. No later than five (5) working days after receiving the results of the Council's scientific expertise, the Platform Project Management Group shall, based on the overall assessment in points obtained, take one of the following decisions:
 - 50.1. a decision to fund the PIP, if the application has reached the quality threshold and sufficient funding is available;
 - 50.2. a decision to reject the PIP if the PIP application has not reached the quality threshold;
 - 50.3. a decision to reject the PIP if the PIP application has reached the quality threshold but the funding available in the call for proposals is insufficient to finance the PIP.

51. Within five (5) working days after the decision specified in Clause 50 of the Regulations has been taken, the Coordinator shall send to the PIP applicant the decision, the first and second round evaluation scores of the PIP application, as well as the Council experts' evaluation summary.
 - 51.1. If two or more have the same overall score, the PIP application with the higher score in the Stage 1 Industry Expert Criterion "A market and/or application has been identified where the technology/solution is likely to be in demand" will be prioritised for funding. If two or more PIP applications have the same score in this criterion, priority will be given to the PIP application with the higher score in the Stage 1 Industry Expert criterion 'The qualifications and competence of the staff involved in the PIP are sufficient for the successful implementation of the project'.
52. In accordance with Section 69²² of the Cabinet of Ministers Regulations, the PIP applicant may submit a complaint to the BioPhot platform office regarding the grounds for rejection by sending it to biophot@osi.lv. If the dispute cannot be resolved through negotiation, the PIP applicant may submit a written complaint to the Council within one month of receiving the rejection of the complaint.

V Conclusion and financing of the PIP agreement

53. If a PIP applicant other than the Partner has received the decision on financing of the PIP as set out in Article 50.1 of these Regulations, the Coordinator shall conclude with the PIP applicant a Letter of Accession on accession of the PIP applicant to the Collaboration Agreement on the implementation of the PIP for the platform of the long-term national research programme "Innovation Fund - Long-term Research Programme" signed on 7 January 2025 (hereinafter referred to as the "Collaboration Agreement"). Under the terms of the Collaboration Agreement, the PIP applicant shall become a Partner upon the entry into force of the Accession Document.
54. In accordance with clause 3.6 of the Collaboration Agreement, the PIP applicant and the Coordinator shall conclude a separate agreement to the Collaboration Agreement detailing the conditions and objectives of the funding.
55. After the agreement is signed and before the PIP implementation begins, the BioPhot Platform Office appoints and agrees with the PIP manager on the assignment of a Mentor, taking into account the qualifications of the available platform Mentors and their current workload. The involvement of a Mentor is a mandatory requirement for each funded PIP.
56. The implementation of the PIP must start within twenty (20) working days of the Platform Project Management Group's decision on the financing of the PIP.
57. Within ten (10) working days of the start date of PIP implementation, the PIP manager, together with the appointed Mentor, shall complete the initial innovation readiness assessment using the KTH innovation readiness methodologyⁱ and submit it to the BioPhot platform office (biophot@osi.lv).
58. PIP costs are eligible from the date on which the Platform Project Management Group has taken a decision to allocate funding for the implementation of the PIP.
59. If the PIP manager needs to extend the PIP implementation period, it may be extended by up to 3 (three) months without additional funding being allocated, but not longer than until 30 November 2026, for which the PIP applicant shall submit a reasoned application to the

Platform Project Management Group at least 1 (one) calendar month before the end of the PIP term, justifying the need for an extension.

VI Eligible activities and costs

60. Actions financed or planned to be financed from other financial sources are not eligible under this call for proposals.
61. The PIP applicant shall implement a project not related to economic activity, in accordance with Paragraphs 2.2 and 11 of the Cabinet Regulation.
62. The PIP applicant shall include information on the eligible cost items of the PIP in the section "PIP budget" of the second round of the PIP application. The PIP applicant shall be entitled to eligible costs in accordance with Section 69¹¹ of the Cabinet Regulation.
63. In the framework of the implementation of the PIP, the PIP partner may qualify for indirect eligible costs in proportion to the share of direct eligible costs allocated to the PIP partner, subject to sub-paragraph 69¹¹.2 of the Cabinet Regulation.

VII Submission and evaluation of the mid-term and final content reports of the PIP

64. Content and financial reports shall be submitted in accordance with the management description of the long-term national research programme "Biomedical and Photonics Research Platform BioPhoT" approved by the Platform Management Group. Mid-term reports shall be submitted for those PIPs whose implementation period exceeds six (6) months.
65. The PIP manager shall submit to the BioPhoT Platform Office (biophot@osi.lv) a mid-term report in English (maximum 3 pages) in accordance with the form "Project Mid-Term/Final Scientific Report Form" in Annex 13 of the Regulation within ten (10) working days of the calendar mid-term date, indicating the progress achieved in the activities planned in the PIP.
66. Mentors, using the KTH innovation readiness level methodology, shall attach an innovation readiness level assessment to the mid-term report referred to in Article 65 of the Regulations. The BioPhoT platform office shall send the mid-term report and innovation readiness level assessment to the Platform Project Management Group.
67. Based on the mid-term report received and the innovation readiness level assessment specified in Article 66 of the Regulations, the Platform Project Management Group shall carry out an interim evaluation of the implementation of the platform projects in accordance with Article 69²¹ 1.3 of the Cabinet Regulations, taking into account the progress achieved in each platform project at the relevant time, the scientific quality of each platform project, its impact, the expected progress of further implementation and the possible risks of further implementation in accordance with the form attached in Annex 14.
68. According to Paragraph 69²¹1.4 of the Cabinet Regulation, the Platform Project Management Group may decide to terminate the PIP. If the Platform Project Management Group has decided not to continue the PIP, the Coordinator shall inform the PIP manager within 5 (five) working days of the decision and the PIP shall be discontinued as from the month following the date of the decision.

69. The PIP manager shall submit a final report in English in accordance with the form in Annex 13 to the Regulations, "Mid-term/final scientific report form" (no more than 5 pages) to the BioPhoT platform office (biophot@osi.lv) within twenty (20) working days after the PIP completion date, indicating the results achieved in the planned PIP activities.
70. Mentors, using the KTH innovation readiness level methodology, shall add an innovation readiness level assessment to the final report referred to in point 69 of the Regulations.
71. The BioPhoT platform office sends the final report and innovation readiness level assessment to the Platform Project Management Group. Based on the final report and the innovation readiness level assessment specified in clause 70, the innovation readiness assessment specified in point of the Regulations, the Platform Project Management Group shall carry out a final evaluation of the PIP within twenty (20) working days by completing the form attached in Annex 14.
72. If, taking into account the provisions of clause 19 of the Regulations, the implementation period of the PIP has been extended, the PIP implementer shall submit the PIP final content report within one (1) month after the end of the PIP extension period, but no later than 30 November 2026.
73. In order to ensure the management of research data, the PIP manager shall, no later than three months from the start date of the PIP implementation, draw up a Data Management Plan for the research carried out in the project (hereinafter referred to as the DMP) in accordance with the data management policies of BioPhoT partners.
74. No later than three months after the start of the PIP, the PIP manager shall fill in the fields in the NZDIS, indicating the information platform on which the DMP has been created and is maintained, the access address of the DMP, also indicating whether access to the data created during the implementation of the project is planned, and, if open access to the data is planned, the date when such access will be provided/commenced.
75. The PIP manager may update the data management plan and create the data sets provided for therein during the implementation of the project, as well as within one month after the completion of the project.

VIII Information and publicity requirements

76. The PIP manager undertakes to publish the PIP information (including on the PIP implementation, scientific team, activities and achieved results) on the PIP applicant's website and undertakes to ensure that this information is maintained and updated in accordance with the achieved PIP results for at least 5 (five) years from the date of signing the PIP acceptance and handover act as specified in Sub-paragraph 59.1.2 of the Cabinet Regulation, which is an annex to the PIP contract.
77. The PIP applicant shall provide information to the BioPhoT Communication Group, which shall carry out communication and public information activities on the implementation of the PIP funded under the call, as requested by the BioPhoT Communication Group. The BioPhoT Communication Group shall compile this information and make it available to the public.

78. To promote the visibility of the PIP, the PIP applicant shall use the common graphic identity of the national research programmes¹ as a basis and may additionally create a visual identity mark for the PIP, describing the project and including an abbreviation of its name, which is at the same time consistent with the common graphic identity of the national research programmes. If the established PIP visual identity mark is used, it shall only be used in conjunction with the common graphic identity (or programme logo) of the national research programmes.
79. The PIP applicant shall refer to the name of the programme, the source of funding and the number of the PIP concerned when carrying out public information activities and publicising the results of the PIP, participating in conferences or otherwise presenting the results and activities of the PIP, and shall use the PIP visual identity referred to in point 78 of the Regulation.

IX. Final provisions

80. Questions regarding the preparation and submission of PIP applications should be sent to the following e-mail address: biophot@osi.lv The BioPhoT platform office will send answers to questions submitted by project applicants electronically.
81. By submitting a first and/or second round PIP application, the PIP manager agrees that they are aware that:
 - 81.1. the purpose of processing personal data - the obligation of the Coordinator and the Partners to comply with the requirements of the regulatory enactments for the evaluation of the PIP applications submitted to the call for proposals, for the adoption of the decision, for the implementation of the PIP, as well as for the administration of the allocated funding;
 - 81.2. the data controllers (joint controllers) are:
 - 81.2.1. Latvian Institute of Organic Synthesis, Aizkraukles iela 21, Riga, LV-1006, telephone: +371 67014801, e-mail: sinta@osi.lv ;
 - 81.2.2. Latvian University Institute of Solid State Physics, Ķengaraga iela 8, Riga, LV-1063, telephone: + 371 67187816, e-mail: issp@cfi.lu.lv ;
 - 81.2.3. Biomedical Research and Study Centre, Rātsupītes iela 1 k-1, Riga, LV-1067, telephone + 371 67808200, e-mail bmc@biomed.lu.lv;
 - 81.2.4. Riga Stradins University, Dzirciema iela 16, Riga, LV-1007, telephone: + 371 67409144, e-mail: personu.dati@rsu.lv;
 - 81.2.5. Riga Technical University, Ķīpsalas iela 6A, Riga, LV-1048, telephone: + 371 67089333, e-mail: rtu@rtu.lv;
 - 81.2.6. University of Latvia, Raiņa bulv. 19, Riga, LV-1586, telephone: + 371 67034777, e-mail: lu@lu.lv;
 - 81.2.7. Scientific Institute of Food Safety, Animal Health and Environment "BIOR", Lejupe iela 3, Riga, LV-1076, telephone: + 371 67620513, e-mail: bior@bior.lv;

¹ <https://www.lzp.gov.lv/lv/media/105/download?attachment>

(other material here in the introduction <https://www.lzp.gov.lv/lv/valsts-petijumu-programma-vpp>)

- 81.2.8. Latvian State Institute of Wood Chemistry, Dzērbenes iela 27, Riga, LV-1006, telephone: + 371 67553063, e-mail: kki@kki.lv;
- 81.2.9. Institute of Electronics and Computer Science, Dzērbenes iela 14, Riga, LV-1006, telephone: + 371 67554500, e-mail: info@edi.lv.
- 81.3. legal basis for the processing of personal data: Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (hereinafter referred to as the Data Protection Regulation) Article 6(1)(c) and the criteria set out in the Regulations, verifying the PIP applicant's compliance with the administrative and scientific criteria;
- 81.4. justification for the processing of personal data: the Lead Partner and Cooperation Partners process the data in order to ensure the evaluation of the PIP application submitted in the competition in accordance with the Cabinet Regulations and the Regulations. If the PIP is approved, the Lead Partner and Cooperation Partners shall ensure further data processing during the implementation of the PIP, including for the purposes of financial administration and monitoring of the progress of the PIP implementation, audit and review;
- 81.5. the PIP application shall be kept permanently by the Coordinator and the Partners and the data shall be processed by the Coordinator and the Partner throughout the implementation of the PIP and for 10 years after the end of the PIP implementation;
- 81.6. potential recipients of personal data are the staff of the Coordinator and the Partners, Industry Experts, scientific experts engaged by the Council, as well as members of the Platform's Project Management Group, who ensure the implementation, evaluation and reporting of the call. The PIP submission is also available for inspection and audit by the National Audit Office;
- 81.7. the person has the right to request the correction or deletion of data;
- 81.8. the person has the right to lodge a complaint with the Data State Inspectorate.

Annexes to the Regulations:

Annex 1 - "The 1ststage BioPhot Open Call Application form" – MS Office Word file;

Appendix 2 – “Checklist No. 1 for the evaluation of Research and Innovation Project (PIP) applications for compliance with administrative evaluation criteria” – MS Office Word file (not applicable to this call for proposals);

Appendix 3 – “Methodology for evaluating Research and Innovation Project (PIP) applications, stage 1: Industry expert panel” – MS Office Word file;

Annex 4 – “Checklist No. 2 for evaluating research and innovation project (PIP) applications for compliance with qualitative evaluation criteria” – MS Office Word file;

Annex 5 – “List of research and innovation project (PIP) application evaluation results, stage 1” – MS Office Word file;

Annex 6 – “Methodology for the preparation and submission of applications for the second round of the platform project” – MS Office Word file;

Annex 7 – Project (PIP) application – MS Office Word file;

Annex 8 – Project application – MS Office Word file;

Annex 9 – Research and innovation project (PIP) application administrative compliance criteria assessment form – MS Office Word file;

Annex 10 – Methodology for assessing the administrative compliance criteria for research and innovation project (PIP) applications – MS Office Word file;

Annex 11 – Form for individual/consolidated assessment of the scientific quality of the second round of research and innovation project (PIP) applications – MS Office Word file;

Annex 12 – Methodology for the individual/consolidated assessment of the scientific quality of the second round of research and innovation project (PIP) applications – MS Office Word file;

Annex 13 – Mid-term/final scientific report form for the project – MS Office Word file;

Annex 14 – Mid-term/final scientific report evaluation form – MS Office Word file.

Annex 15 – PIP 1st Stage Expert Panel Presentation Template – MS Office PowerPoint file

ⁱ <https://kthinnovationreadinesslevel.com/>