



<b>Call title</b>	<b>ITINERIS - ACTRIS Pilot Access Call</b>
<b>Deadline for applications</b>	31 <sup>st</sup> March 2025
<b>Review</b>	Upon submission
<b>ACCESS period</b>	From approval - till 31 <sup>st</sup> July 2025
<b>Call management</b>	ACTRIS ERIC – SAMU (Service Access Management Unit)
<b>USER Grant for ACCESS</b>	Users benefit from a one-off grant aimed at covering, at least partially, travel, accommodation and subsistence costs for physical access to facilities. The grant amount will be determined by SAMU considering the Country of the facilities and users country of origin. ACTRIS-ERIC will disburse the grant to the users after the access is successfully completed at the facility.
<b>Participating facilities</b>	All ACTRIS facilities providing access are potentially available. Feasibility from the Facility must be confirmed on a case-by-case basis.
<b>FACILITIES Reimbursement</b>	ACTRIS Facilities will be reimbursed for their costs for providing access. Reimbursement follows the EU rules, except for facilities that are UOs of the ITINERIS project. ACTRIS-ERIC will reimburse the facility after the successful completion of the access.
<b>General conditions</b>	
<b>Eligibility conditions</b>	Eligible users: <ul style="list-style-type: none"> <li>- Italian users willing to access ACTRIS facilities and</li> <li>- Foreign users willing to access the Italian ACTRIS facilities.</li> </ul> Eligibility will be checked by SAMU screening the submitted proposals for formal compliance with the call conditions.
<b>Feasibility conditions</b>	Access providers will check eligible applications for feasibility, to ascertain the logistical and technical feasibility in line with the provider's availability, schedule and plans.

<p><b>Selection criteria</b></p>	<p>Eligible and feasible proposals will be scientifically and technically evaluated by an international peer-review ad-hoc panel composed of ITINERIS and ACTRIS experts in the field based on the following access modes:</p> <ul style="list-style-type: none"> <li>- Excellence-driven access: the access depends on scientific excellence, originality, quality and technical and ethical feasibility of the application;</li> <li>- Need-driven access: when access depends on technical needs to ensure instrument quality, high-performance measurements (technical need-driven access) or when it is needed to fulfil the researchers/operator training needs for research/career developments (training need-driven access);</li> <li>- Market-driven access: when access to the facility services is requested by a private sector user.</li> </ul>
<p><b>Procedure</b></p>	<p style="text-align: center;"><b>ITINERIS – ACTRIS pilot ACCESS selection process workflow</b></p> <pre> graph TD     01((01 Request for access)) --&gt; 02((02 Eligibility check))     02 -- No --&gt; R1[Rejection]     02 -- Yes --&gt; 03((03 Feasibility check))     03 -- No --&gt; R2[Rejection]     03 -- Yes --&gt; 04((04 Selection))     04 -- No --&gt; FB[Feedback to/from User]     FB -- No --&gt; R3[Rejection]     FB -- Yes --&gt; 05((05 Request accepted))     </pre> <p><b>01 Request for access</b> The User submits an application through PASS (LINK)</p> <p><b>02 Eligibility check</b> The request is checked by SAMU to ascertain compliance to the call's specific eligibility criteria. Ineligible proposals will be rejected at this stage and will not continue to the next phases</p> <p><b>03 Feasibility check</b> The access request is transmitted to the access providers to check availability of services, scientific and technical feasibility and timing.</p> <p><b>04 Selection</b> Ad hoc access evaluation panels of ITINERIS and ACTRIS experts are established to perform the selection, with different assessment criteria (for excellence-driven access, technical/training need-driven access, for market-driven access)</p> <p><b>05 Request accepted</b> The access request is to be accommodated by the access provider</p> <p><b>Feedback to/from User</b> In case experts have queries or raise issues regarding a proposal, the User has the right to reply correcting inaccuracies or providing any necessary further information</p>
<p><b>User tasks (via the PASS platform)</b></p>	<p><b>BEFORE ACCESS, successful users need to:</b></p> <ol style="list-style-type: none"> <li>1. Sign the General Access terms and conditions (User acknowledgement statement);</li> <li>2. Contact the provider directly to define the final arrangements of the access implementation, including dates, support needed/provided, logistics and technical details of the visit;</li> <li>3. Organize the travel and the access.</li> </ol> <p><b>AFTER ACCESS, users have the following documents to provide:</b></p>

	<ul style="list-style-type: none"> <li>- Activity Report for scientific innovation services (<i>within 8 weeks and anyhow by t31st July 2025</i>);</li> <li>- User feedback questionnaire.</li> </ul>
<b>Provider task (via the PASS platform)</b>	<p>Documents to provide AFTER USER ACCESS:</p> <ul style="list-style-type: none"> <li>- Confirmation of user access certifying the quantity of access offered to each user.</li> <li>- Request for reimbursement for the incurred costs.</li> </ul>
<b>ACTRIS ERIC</b>	<p>When the access is completed and the official confirmation of access is received together with the request for reimbursement, SAMU determines the amount of reimbursement to be made to the provider, based on the access offered, except for the providers that are UOs of ITINERIS project that will be directly reimbursed from the project.</p> <p>ACTRIS ERIC will:</p> <ol style="list-style-type: none"> <li>1. Disburse grants to users that successfully completed the access;</li> <li>2. Reimburse Facilities for the costs of the access provided.</li> </ol>