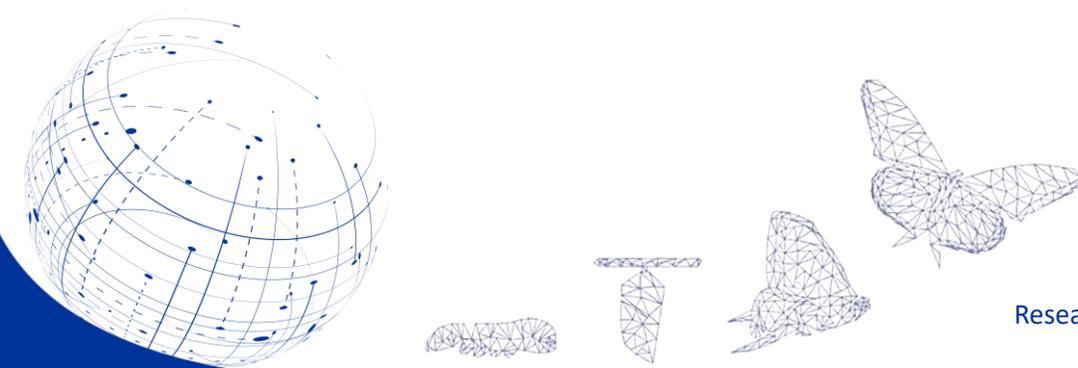




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LUKE JOINT CALL: GUIDE FOR APPLICANTS



Research and innovation cooperation
with added value



PROJECT INFORMATION

Acronym	LUKE
Title	Linking Ukraine to the European Research Area – Joint Funding and Capacity Building Platform for Enhanced Research and Innovation Cooperation
Call Identifier	HORIZON-WIDERA-2024-ERA-01
Grant Agreement No	101188315
Project start date	1 January 2025
Duration	48 months

DISCLAIMER

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PREFACE

This “Guide for Applicants” provides information about the procedure for the submission of project proposals under the LUKE Joint Call.

Part I provides general information for applicants by a frequently asked questions (FAQ) section.

In part II screenshots of the actual online submission procedure via the online submission tool ‘[PT-Outline](#)’ are provided and step-by-step advice on how to proceed with your submission is given.

For additional information about the LUKE Joint Call, please refer to the LUKE website <https://horizon-europe.org.ua/en/luke/joint-call/>

If your questions are not answered in this guide, please address first the Contact Points of your funding organisation and then the Joint Call Secretariat (JSC). For a complete list of contact points, please refer to the section ‘Contact information and Help Desk’ at the end of this document.



GENERAL INFORMATION FOR APPLICANTS

What is LUKE?

LUKE is a multilateral initiative by EU Member States and Horizon Europe-associated countries to strengthen Ukraine's research and innovation (R&I) ecosystem and integration to the European Research Area (ERA).

Key objectives are:

- The organisation of a joint call for proposals to fund transnational R&I projects with Ukrainian participation (LUKE Joint Call).
- Enhancing Ukraine's research and innovation capacities.

What is the LUKE Joint Call?

In February 2026, the LUKE Joint Call for transnational R&I projects was launched, encouraging long-term research and innovation ('R&I') collaboration between EU Member States/Associated Countries and Ukraine. It was developed by and for the organisations participating as funding party in the call ('group of funding parties', GFP).

The LUKE Joint Call addresses R&I priorities common to the members of the GFP. The projects to be funded will be selected through a joint international peer review and joint decision-making process. The LUKE Joint Call will be implemented through a coordinated funding scheme, whereby each funding party will fund its affiliated teams within each multilateral research project.

LUKE Joint Call topics: <https://horizon-europe.org.ua/wp-content/uploads/2025/12/luke-joint-call-topic-descriptions.pdf>

Which organisations (funding parties) are providing funds for the LUKE Joint Call?

1. Austrian Research Promotion Agency, FFG (Austria)
2. Austrian Science Fund, FWF (Austria)
3. Technology Agency of the Czech Republic, TA CR (Czech Republic)
4. Estonian Research Council, ETAG (Estonia)
5. Research Council of Finland, RCF (Finland)
6. Federal Ministry of Research, Technology and Space, BMFTR (Germany)



7. Latvian Council of Science, LZP (Latvia)
8. National Agency for Research and Development, NARD (Republic of Moldova)
9. National Science Centre, NCN (Poland)
10. The Executive Agency for Higher Education, Research, Development and Innovation Funding – UEFISCDI (Romania)
11. The Scientific and Technological Research Council of Türkiye, TÜBİTAK (Türkiye)
12. National Academy of Sciences of Ukraine, NASU (Ukraine)
13. National Research Foundation of Ukraine, NRFU (Ukraine)

What kinds of applicants are eligible for participation and funding?

Concerning your or your institution's eligibility for funding, please check the specific national funding regulations of the respective funding party (see the [Terms of Reference – ToR](#)). In addition, please consult your national contact point (see the respective [Annex A](#) to the ToR).

What is the procedure for submitting a proposal to the LUKE Joint Call?

The process of submitting, evaluating and selecting projects will be done in one step in the LUKE Joint Call. The proposal has to be submitted electronically via the [PT-Outline](#) tool.

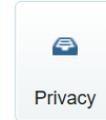
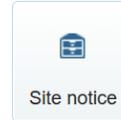
What is the procedure for evaluating a proposal in the LUKE Joint Call?

As a rule, each proposal will be evaluated by three external reviewers. The external reviewers receive access to the proposal and submit online the results of their evaluation. The access to proposals is protected by user names and passwords.

The external reviewers will be selected on the basis of their competence, irrespective of their citizenship, age and affiliation. There will be no involvement of external reviewers affiliated to institutions or organisations in the Russian Federation, the Republic of Belarus, and the ones operating on the temporarily Russian occupied territories of Ukraine. When choosing an external reviewer, the JCS and the LUKE Scientific Evaluation Committee (SEC) take all reasonable steps to ensure that she/he is not faced with a conflict of interest in relation to the proposals, which she/he is requested to assess. The external reviewers need to have skills and knowledge appropriate to the relevant scientific and technological fields in which they are asked to assist.



SCREENSHOTS OF THE ONLINE APPLICATION PROCEDURE



General information how to use the proposal submission tool PT-Outline

- Proposal submission is possible **only via the submission tool PT-Outline:**
<https://ptoutline.eu/app/LUKE>
- After the **call deadline on 15 May 2026 at 23:59 CET / 00:59 EET (+1 day)** proposal submission will NOT be possible anymore as the submission tool closes down automatically.
- Proposals NOT submitted via PT-Outline will be rejected.
- Proposal submission is possible **only in English.**
- After registration you will see your password only once: **please save it!**
- Editing your proposal after submission is not possible. You may, however, replace the proposal with a new version before the call deadline. Please send an e-mail to the Joint Call Secretariat if you wish to do so.
- After submission, please generate a PDF file and **save it.**



<div data-bbox="212 348 873 493" style="border: 1px solid #ccc; padding: 10px; text-align: center;"><h2>LUKE</h2><p>LUKE Joint Call</p></div> <div data-bbox="212 510 873 835" style="border: 1px solid #ccc; padding: 10px;"><p style="text-align: center;">Login Sign up Recover password</p><p>Please sign up with a valid email address. Afterwards you will receive a confirmation email with further instructions.</p><p>Email:</p><input type="text"/> <p>Privacy Policy:</p><p><input type="checkbox"/> I agree to the processing of my personal data and have taken note of the data protection declaration. In particular, I have taken note of my right of withdrawal. I am aware that my registration data can only be deleted prematurely if I have not yet submitted my complete application.</p><p style="text-align: center;"><input type="button" value="Sign up"/></p></div> <div data-bbox="212 961 873 1272" style="border: 1px solid #ccc; padding: 10px;"><p style="text-align: center;">Login Complete registration</p><div style="border: 1px solid #add8e6; padding: 5px; margin-bottom: 10px;"><p>Please fill out this form in order to complete your registration. Your login password will be displayed in the next step.</p><p>i Please note that for security reasons you won't be able to see your new password again after you close/change the browser window.</p></div><p>first name:</p><input type="text"/> <p>last name:</p><input type="text"/> <p style="text-align: center;"><input type="button" value="Save"/></p></div>	<p>STEP 1:</p> <p>The registration process: before you can log into the electronic proposal submission system you need to sign up for PT-Outline.</p> <p>https://ptoutline.eu/app/LUKE</p> <p>Please click at “Sign up”, enter your e-mail address and follow the instructions.</p> <p>During the registration process you will receive an e-mail with a link. Click at this link and a new window opens. Register with your first name and family name. Then you will receive a password with which you can enter the submission tool.</p>
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The screenshot shows the PT-Outline website interface. At the top left is the PT-Outline logo. To the right are three buttons: 'Site notice', 'Privacy', and 'Support'. Below this is a large box with the text 'LUKE' and 'LUKE Joint Call'. Underneath is a login form with fields for 'Email:' and 'Password', and a 'Login' button. Above the form are links for 'Login', 'Sign up', and 'Recover password'.

STEP 2:

Log in to the forms for the LUKE Joint Call.

<https://ptoutline.eu/app/LUKE>

The screenshot shows a proposal overview page on the PT-Outline website. At the top right are 'Site notice', 'Privacy', and 'Support' buttons. Below them is a 'session timed: 15:22 UTC' indicator. A red error banner at the top states 'Proposal can not be modified anymore'. The main content area is titled 'Overview' and contains text about the LUKE initiative, its objectives, and instructions for submitting proposals. It notes that all proposals must be written in English only.

STEP 3:

Create a proposal.



Proposal can not be modified anymore

General Information

All fields marked with * are mandatory for completing this form.
Please refer to the „Terms of Reference“ for details and background information on the required information.

Submission deadline: 30-04-2020 15:00 UTC
After the deadline, a proposal submission is no longer possible as PT.Outline will be automatically closed.

Project title *

Project acronym *
Please choose an acronym for your project.

Planned project duration *
Please give the planned project duration in months (maximum 24 months).

Summary *
(2000 characters maximum)
characters left: 2000

STEP 4:

The first form to be filled in is “General Information”.

All fields marked with * are mandatory fields.

Here, please give the full project title, a project acronym and the planned duration of your project in months. Please check the national rules of the involved funding agencies for their respective rules.

Please give a short summary of your proposal that should not exceed 2000 characters.

Please confirm that you are aware that researchers participating in this proposal may not participate in any other proposal under the LUKA Joint Call.

Yes
 No

Classification of the proposed project as ‘basic sciences’ (TRL below 2) or ‘applied science’ (TRL 3-7):

Basic Science
 Applied Science

Topic (if relevant sub-topics) of the call to which the submitted proposal refers:

Free keywords
Supply min. 3 free keywords to specify your scientific subjects

Total costs: Estimated overall budget of the project (in EUR) and estimated budget of each project partner (in EUR and additionally in the respective national currency according to the actual currency exchange rate as of the time of the submission if applicable).

Total costs 2027 (in EUR and national currency)

Total costs 2028 (in EUR and national currency)

Identification for each project partner of the relevant Funding Party

STEP 4.1:

In the second part of “General Information” please:

Confirm that individual researchers may not be part of more than one consortium in the LUKA Joint Call.

Indicate classification of the proposed project (as ‘basic’ or ‘applied’ sciences).

Indicate to which topic of the LUKA Joint Call your proposal refers.



LUKE-001

Overview

General Information

Project Coordinator

Project Partner

Proposal

File Attachments

Proposal Submission

Choose one keyword to enable a better matching.

Indicate the estimated overall budget of the project (in Euro and additionally in the respective national currency) and also the estimated budget of each project partner.

Indicate the estimated budget for 2027 and 2028 of the project (in Euro) and also the estimated budget of each project partner.

Identify for each project partner the relevant Funding Agency.

STEP 4.2:

At the end of this form please click at the button "Save". Your data will be saved and can be edited at any time before the final submission.

Afterwards go to form "Project Coordinator" (top left menu).



Proposal can not be modified anymore

Project Coordinator

All fields marked with * are mandatory for completing this form.

Please refer to the „Terms of Reference“ for details and background information on the required information.

Academic degree
For example: Prof., Dr., etc.

Family name *

First name *

Sex *
Please choose...

Organisation *
Please give the full legal name of your organisation.

Organisation short name *

STEP 5.1:

The “Project Coordinator” is the contact person of your research team / project consortium.

In this form fill in all information related to the project coordinator.

For this, please check that all information is filled in correctly.

Note, that the phone number must contain the country code (e.g. +49/228....)

Check that you give a valid mail address, since this is our primary way to contact you.

Please describe the (scientific) role of the coordinator in the consortium.

For publications please name only those which are important for the proposal.

Indicate the respective funding party.

For Ukrainian and Austrian applicants:
Please choose one Ukrainian / Austrian funding party to which the proposal should be submitted.



FINANCIAL PLAN

In the following please insert the 'requested funds' itemized by cost type (labour cost, travel cost, etc). Adding up all costs will result in the 'requested funds'.
Make sure all 'requested funds' are strictly in line with and according to the NATIONAL funding regulations (upper funding limits, etc) of the respective Funding Party.

Cost overview cost type

Please use thousand separators and whole numbers only (e.g. 200,000)

Labour costs (EUR) *

Justification Labour costs *

Please specify the costs of scientific staff, administrators and/or student assistants, required in connection with the proposed project for this partner
characters left: 2000

STEP 5.2:

In the Financial plan section, fill in all information related to the funding requested by the project coordinator.

The requested funding refers to the indicative amount for which the project coordinator will ask at his National Funding Party.

In the first section, fill in the funds requested by the coordinator itemized by cost type for the complete duration of the project:

labour costs, travel costs, event costs, subsistence, equipment, consumables, subcontracts, overhead and other costs.

Give a justification for every cost type.

In the second section (cost overview years) indicate the distribution of funding requested by the coordinator per year.

Please make sure that the annual distribution among the partners complies with the rules of the funding agency.

Make sure that the sums of the cost overview per year and per cost type match.

Save your data and go to form "Project Partner".



Project Partner

All fields marked with * are mandatory for completing this form.

Please refer to the „Terms of Reference“ for details and background information on the required information.

Academic degree
For example: Prof., Dr., etc.

Family name *

First name *

Sex *
Please choose...

Organisation *
Please give the full legal name of your organisation.

Organisation short name *

Division *

STEP 6.1:

Here please give the required information about “Project Partner 1”

For this, please check that all information is filled in correctly.

Note, that the phone number must contain the country code (e.g. +49/228....)

Check, that you give a valid mail address.

Please describe the (scientific) role of the project partner in the consortium.

For publications please name only those which are important for the proposal

Indicate your respective funding party.

For Ukrainian and Austrian applicants:
Please choose one Ukrainian / Austrian funding party to which you would like to submit your proposal.

STEP 6.2:

In the Financial plan section, fill in all information related to the funding requested by the respective project partner.



Cost overview years

Total Costs 2027 (EUR) *
Please use thousand separators and whole numbers only (e.g. 200.000)

Total Costs 2028 (EUR) *
Please use thousand separators and whole numbers only (e.g. 200.000)
All requested funds are in line with and according to the national funding regulations of the respective Funding Party. Applicants are strongly advised to contact their contact person in due check the eligibility of the requested funds on national level. Contact details are listed in Annex A to the Terms of Reference.

I confirm

Save

The requested funding refers to the indicative amount for which the respective **project partner** will ask at its National Funding Party.

In the first section, fill in the funds requested by the respective project partner itemized by cost type for the complete duration of the project: labour costs, travel costs, event costs, subsistence, equipment, consumables, subcontracts, overhead and other costs.

Give a justification for every cost type.

In the second section (cost overview years) indicate the distribution of funding requested by the respective project partner per year.

Please make sure that the annual distribution among the partners complies with the rules of the funding agency.

Make sure that the sums of the cost overview per year and per cost type match.

Save this information and go to “add new partner” at the top of the page to fill in the forms for the other partners.

After adding information for all partners, go to the form “proposal” at the top left of the page.



Proposal

All fields marked with * are mandatory for completing this form.

1. Scientific and/or technological objectives *

Please give detailed information about the overall concept and the scientific and/or technological objectives of your proposal. This should include justifying the methodology chosen to r advantages of the methodology. Explain the relevance and importance of the research project proposed. If relevant, highlight the multidisciplinary character of the project, whereby the of scientific disciplines and explain how this interdisciplinary is going to be exploited. Explain the gain in competitiveness and/or the added value resulting from the cooperation between

(20000 characters maximum, including whitespaces and line breaks)
characters left: 20000

2. Background and state-of-the-art in this field *

Please give detailed information about the scientific and technological basis of your project and describe the present state-of-the-art concerning the specific R&I topics of your project.

(10000 characters maximum, including whitespaces and line breaks)
characters left: 10000

STEP 7:

After filling in all project partners, go to the form “Proposal”.

Please fill in the information referring to your proposed project.

Please refer to the terms of reference for details.

session timeout: 11:21 UTC

Proposal can not be modified anymore

File Attachments

You can upload 1 pdf file with 5 (figures/schemes/tables) and a reference list of 3 pages. Any data provided in excess or additional project description text and CVs will be deleted.

Allowed file format: PDF files only.
Max. size 5 MB.

Attachment

Step 8:

After filling in information on your proposed project you can upload supporting information in one pdf file.

You can add up to 5 figures or schemes or tables in order to support your proposal.

You can also add a list of references of up to 3 pages as supporting material to the text provided in the “proposal” form.

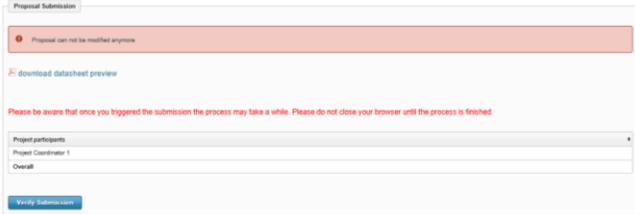
You cannot provide any more text describing your proposal – additional descriptive text will be discarded.

CVs provided here will be discarded.

These strict rules are necessary to keep the work load for evaluators manageable.



	<p>Please keep the work load of the Call Secretariat manageable by respecting these rules.</p>
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	<p>Step 9:</p> <p>After filling in all information regarding project partners and proposal, please go to the form “Proposal Submission”.</p> <p>You are shown a summary of all partners with their requested funding amounts</p> <p>Click on “Verify Submission” to see whether all mandatory information has been given and has the correct format. If not, check the hints and correct the information.</p> <p>Please download the datasheet preview of your proposal and keep it for your information.</p> <p>Final submission: You cannot change your proposal after you have submitted it.</p> <p>In order to submit your proposal: click on “Submit”. Finally, you will receive an automatically generated confirmation e-mail.</p>
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CONTACT INFORMATION AND HELP DESK

All contact details are accessible in the National Rules of each Funding Party ([Annex A](#) of the [Terms of Reference of the Call](#)).

Joint Call Secretariat: Jörn Grünewald, email: Joern.Gruenewald@dlr.de

PT-Outline technical support: <https://ptoutline.eu/app/pages/support/4036/162577>

In addition, partners from Austria, Czech Republic, Poland, Türkiye and Ukraine must submit further information directed to the relevant Funding Party. Please ensure compliance with the national rules of the respective Funding Party.