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## **Guidelines for Network Activities in CECOST 2010-2013**

### **Background/Conditions**

In the evaluation of the Swedish Centres of Competence and CECOST conducted by international experts at the request of the Swedish Energy Agency in the fall 2009, the perhaps most important recommendation to the Agency was to create incentives for increased collaboration among the Swedish university-industry centres. This applies particularly to the centres that were included in the Swedish Energy Agency's evaluation, i.e. except CECOST also CICERO, CERC, KCFP, KCK, HTC, SHC.

To meet the above requirements of national connections, increased affinity and to obtain synergies between different universities/centres, CECOST has in its application to the Swedish Energy Agency in 2009 requested funding to create a program for Network activities. The idea behind these Network resources is to create incentives for geographically separated research teams to carry out specific short-term collaboration projects by providing a grant for the costs associated with the project at hand. In this way, a relatively small sum could catalyze major activities and provide benefits for all involved partners. 1 MSEK/year in CECOST's final budget is allocated for Network activities.

These activities shall be seen as joint short-term research projects aiming at increased interaction between different research teams with for example, joint publications as indicator of success. To initiate a network project, the representatives of the research teams send a joint proposal to the CECOST administration. The handling process is characterized by:

- Short turn around time, i.e. the time between submittal of proposal and decision should be minimized
- Exclusion of conflict of interest; as the funding above should not be viewed as a resource to one university only, the handling of the proposal should be transparent and not directly include any person directly affected by decisions taken

The proposal shall be prepared according to a template and must not exceed one A4 page. It shall describe the project, motive, cost estimation, and in what form the collaboration will take place. Once the application is received by the CECOST administration, an independent review of the project will be carried out by an evaluation group consisting of the chairman of the CECOST Board and a by him/her appointed suitable additional member of the Board or the Scientific Committee that is not affected by the decision according to the conflict of interest criteria mentioned earlier. The evaluation team makes the decision whether the project proposal should be granted or denied.

### Basic Requirements and Evaluation Criteria

The basic criteria for the project to be implemented in the Networking program are;

- The Project constitutes distinct collaboration aimed at technology transfer from generic to applied activities between two geographically separated partners in different locations in Sweden, at least one party must be a CECOST participant. The other party may be a party at another university, e.g. associated to CECOST or one of the Centres of Competence financed by the Swedish Energy Agency or alternatively, a partner from industry or research institutes, such as SP, FOI etc.
- The project implies that individuals and/or equipment are transferred between the parties.
- The project has no funding opportunities within the context of the participants' regular research projects.
- The collaboration shall take place during a short period (maximum one month).

The project proposal will be evaluated for the degree of expected synergies and the scientific level, accordingly:

- The joint project will provide strong synergies with expected results that could not easily be obtained within the partners own institutions.
- The scientific level of the project is sufficiently high for the results of the collaboration to be published in quality scientific journals, or equivalent.

The decision of the evaluation team is thereafter executed by the CECOST Office.

### Economic framework

The financial compensation for work within the Network program is divided in two parts: one regarding expenses for the host and one for the visitor (guest).

The compensation for the host, (applies to university partner) is given as a flat rate per day as follows;

- If the value of the equipment used in the project, belonging to the host institution, is  $\sim >10$  MSEK (e.g. DESS High-pressure Rig); 10 000 SEK/day
- If the value of the equipment used in the project, belonging to the host institution, corresponds to  $\sim 1-10$  MSEK (e.g. larger laser equipment, optical engines): 7500 SEK/day
- If the value of the equipment used in the project, belonging to the host institution, corresponds to  $\sim 0,1- 1$  MSEK; 5000 SEK/day

The above payments are the only contribution to the host institution, i.e. no additional payment for salaries, maintenance, rent, supplies, etc will be given. Note that double compensation may be paid, for instance if a large scale combustion facility is used in combination with diagnostic equipment.

Reimbursement for the visitor(s) is divided into the following items;

- Actual costs (within reason) for travel, lodging and subsistence for up to a maximum of two persons and a daily allowance of 1000 SEK/person
- If scientific equipment is brought along, transport is compensated with actual transport costs, and 5000 SEK / day for heavier equipment (with a value corresponding to  $\sim 1-10$  MSEK) or 3000 SEK / day for equipment with a value equivalent to  $\sim 100$  kSEK - 1 MSEK.

**Indirect costs**

For actual costs additional indirect costs may not exceed 35 % of the direct costs. Each party is responsible for co-financing for any remaining overhead. Correspondingly, no more than 25.9% of the flat rate reimbursement (0.35 / 1.35) may be reported as indirect costs.

The reimbursement is transferred from CECOST to the home department, or equivalent, of the host and visitor after approval of the final report.

The above financial framework is valid until further notice.

**Application Procedure**

The application forms can be downloaded from the CECOST website: [www.cecconst.lth.se](http://www.cecconst.lth.se). The applicants, host and guests, fill out the respective parts and the common project description. The application is thereafter sent by e-mail to the CECOST administration, [minna.ramkull@forbrf.lth.se](mailto:minna.ramkull@forbrf.lth.se), with cc to [sven-inge.moller@forbrf.lth.se](mailto:sven-inge.moller@forbrf.lth.se), who requests for additional information if necessary and then sends the application to the evaluation group.

When the evaluation group has made its decision, the CECOST administration will inform the applicants regarding the outcome.

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