Austrian Climate Research Program – ACRP

1st Call for Proposals
December 2008
Guide for the Submission of Proposals

Photo: stockxpert

An initiative sponsored by the Climate- and Energyfund of the Austrian Federal Government

Preface

Over the past few years, the effects of climate change have clearly shown us that the foundations of human civilisation are faced with massive changes. These changes show how closely ecological and economic factors are linked with each other and mutually determine each other. Thus the interlocking of climate-related and energy-related issues, for instance, is obvious, since the energy sources of the future, the renewable energies, are largely dependent on the local climate. The heating or cooling requirements of buildings will no longer orient themselves on the status quo in future, but on the modified needs of the next decades. There are many such examples.

In order to maintain prosperity, economic performance and quality of life under sustainable aspects, it is necessary to carry out adaptation measures on the basis of well-founded projections of the future.

In order to meet these requirements, the Climate and Energy Fund has developed its own research programme, the ACRP (Austrian Climate Research Programme). The programme focuses on investigating the national developments and effects of climate change and on determining the need for adaptations. The regional climate scenarios and methods of analysis should be made generally available. Estimating the costs and benefits of climate protection and adaptation measures will be an important supplementary aspect for decision-making processes for industry sectors, regions and communities.

By means of the ACRP, the Climate and Energy Fund aims to contribute to minimising the damage to be expected, and to strengthening Austria as a business location, in the medium and long term.

It was a great matter of concern of the Climate and Energy Fund to embed the ACRP into the European climate research environment from the very beginning. Thus the programme was developed not only by the expert advisory board of the Climate Fund but also by an internationally constituted planning committee. National climate research is thus offered a good opportunity for integration at the European level.

I cordially invite you to benefit from this opportunity to strengthen Austrian climate research and to submit your projects under the ACRP, and I would like to wish the researchers great success!

DI Ingmar Höbarth
Managing Director

Contents

01. The First ACRP Call at a Glance

The Klima- und Energiefonds (Climate and Energy Fund) is an important instrument of the Austrian Federal government for setting incentives in climate policy. Within the Climate and Energy Fund framework, the Austrian Climate Research programme (ACRP) is a climate research programme that provides a conceptual and institutional framework for supporting climate research in Austria.

Content of the 1st Call:
The Climate and Energy Fund supports a broad range of research topics with the intention of helping Austria deal with climate change regarding mitigation and adaptation, and to contribute to building reputable climate research competence with policy-relevance in Austria.

The ACRP focuses on issues of climate change and its impacts, adaptation, mitigation, and their mutual interrelation (research focused on technology-specific climate mitigation is financed under the "Neue Energien 2020" (New Energies 2020) calls and under various calls by the BMVIT – Federal Ministry of Transport, Innovation and Technology and will not be funded within the ACRP).

The following thematic areas indicate the breadth of the ACRP research agenda and can serve as a guide for proposal submissions:

Thematic areas:
- Climate and climate impacts
- Risk analyses
- Integrated assessments of climate, energy and the economy
- Climate policy and implementation (especially adaptation).

Admissible types of projects:
Research projects can be submitted in all thematic fields mentioned, including activities supporting co-operation and knowledge transfer in Austria (events, workshops, summer schools, post docs, and further networking activities).
Interdisciplinary research teams are encouraged, but in some cases focused disciplinary research will be more effective when addressing the research issues at hand. Thus a broad range of research will be eligible for funding.

Stakeholder involvement, if relevant, is encouraged in all thematic areas.

Submission deadline:
02 March 2009, 12:00 noon **for the application to arrive** at the submission office

Submission to:
Kommunalkredit Public Consulting GmbH
KPC
Türkenstraße 9, 1092 Vienna

Information and guidance:
Kommunalkredit Public Consulting (KPC)
E-mail: KPC@kommunalkredit.at
http://www.publicconsulting.at/de/portal/umweltfrderungen/klimaundenergiefonds/ACRP
www.klimafonds.gv.at

02. Austrian Climate Research Programme (ACRP)

The Austrian Climate Research Programme (ACRP) was created in 2008 under the auspices of the Austrian Climate and Energy Fund (Klima- und Energie-Fonds), which is a broad policy initiative that promotes climate-related and energy-related research in Austria. The ACRP provides a conceptual and institutional framework for supporting climate research in Austria with the central objectives:

- coordinating and strengthening existing climate research in Austria, and integrating it into international research networks;
- promoting climate research that produces useful results for Austria's scientific, business and public policy communities;
- identifying research on climate issues with potential for international recognition and leadership; and
- strengthening Austrian capacity for advanced (interdisciplinary) analysis and integrated assessment with policy-relevance.

In meeting these objectives, the ACRP pursues two interconnected activities. It supports and funds climate research by issuing regular calls for research proposals. In addition, the ACRP is planning to initiate a platform – the ACRP Forum – to assure the integration, mutual cooperation, external visibility and international outreach of ACRP-funded research activities. ACRP activities are guided by an international steering committee.

The Austrian Climate and Energy Fund provides financial support for the period of 2008 to 2010, starting with EUR 4 million in 2008, and increasing to at least EUR 5 million and EUR 6 million in 2009 und 2010, respectively.

03. Objectives and Scope of the Programme

The Austrian Climate Research Programme focuses especially on coordinating and strengthening existing climate research in Austria, and integrating it better into international research networks (see above). With this in mind, an ACRP Forum will be established, which will serve as a communication and integration platform for ACRP funded projects and the climate research community generally.

The scope of the ACRP encompasses climate change, climate change impacts and response strategies with regard to adaptation and its interrelation with mitigation. The focus is on key sectors of the Austrian economy, such as tourism, agriculture and forestry, infrastructure and energy, water and drought/flood management, also including bio-diversity and human health. The research programme takes into account effects of climate change over the next decades, as well as other global change phenomena, such as demographic and economic developments or energy and land use issues. Researchers specifically addressing mitigation in the form of sustainable and climate-relevant energy and transport technologies are encouraged to apply to the "Neue Energien 2020" (New Energies 2020) programme.

The ultimate objective of ACRP research is to support climate policy at the micro, meso, and macro levels, i.e. at the level of households, farms, firms, and other micro actors; NGOs and other intermediary (meso) institutions; and local, national and international governance institutions – as climate policy is relevant to climate adaptation and mitigation in Austria.

The present call is directed primarily to the scientific community, and encourages interaction with stakeholders, including for example the public, business leaders, NGOs, and government/international policy makers.

Interdisciplinary and transdisciplinary project proposals, also cutting across the thematic fields, are encouraged.

Research proposals should:

- establish the research gap they are filling, as well as their relevance to scientific and policy issues (useable knowledge);
- indicate links to research groups with high competence and relevance to Austrian research and policy needs;
- aim at building Austrian research competence in essential areas not yet well established
- address the interdisciplinary problem dimensions of climate change, as well as the scientific uncertainties, in a coherent way;
- link up actively with the international research community by, for example, including foreign researchers if they can make a unique contribution, and delegating Austrian scientists to spend time abroad in the context of international (e.g., EU) network programmes.

As a rough indication, about 15 to 20 projects will be funded under this call, with costs of the individual projects ranging between Euro 20,000.- and 300,000.- Projects eligible for funding will range from less costly, focussed disciplinary research to large consortia (e.g. working on integrated assessments). The duration of the projects will be between one and three years.

04. Thematic Areas

Alongside the mitigation of climate change, attempts to reduce or moderate its negative effects – adaptation - have emerged on the climate policy agenda. National governments, municipalities, households, small enterprises, industry, and NGOs are among those seeking to identify mitigation and adaptation needs and policy entry points. As many commentators have noted, however, there is a 'discrepancy' between the policies and research needed to promote and support adaptation, and also mitigation (and their interrelation), and what is currently available. There is also a deficit with regard to full comprehension of the institutional framework responsible for climate policy decisions.

This research programme addresses a number of these deficits, especially in an Austrian-specific context, with a focus on sectors/problem areas which include:

- Agriculture and Forestry
- Biodiversity
- Energy
- Extreme events
- Health
- Infrastructure
- Tourism
- Water

Proposals are invited that can contribute to achieving the aims of the programme in the following thematic fields:

- Climate and climate impacts
- Risk analyses
- Integrated assessments of climate, energy and the economy
- Climate policy and implementation (especially adaptation).

Basic, applied, and policy-oriented disciplinary and interdisciplinary research are all necessary for this research agenda.

4.1 Thematic Area 1: Climate and Climate Impacts

At the first level, research is needed to better understand the current and future climate, as well as the local and regional impacts of climate change on ecosystems, ecosystem services, social systems and the economy. Understanding and modelling the physical, chemical, biological and societal systems underlying climate change and its impacts on these systems is essential for developing policy responses to manage their effects.

The topics of this first thematic area include, but are not limited to:

- **Climate change data and modelling, e.g.**
  - collecting and verifying relevant data;
  - understanding feedback;
  - down-scaling global climate models;
  - constructing relevant scenarios;
  - assessing and expressing uncertainties.
- **Impact assessments, e.g.**
  - historical case study analyses;
  - modelling weather hazards/extremes;
  - modelling gradual slow-onset impacts;
  - assessing and expressing uncertainties.
- **Vulnerability assessments, e.g.**
  - estimating exposure;
  - estimating sensitivity and resilience of exposed systems; and
  - assessing and expressing uncertainties.

4.2 Thematic Area 2: Risk Management

The second thematic area extends the basic understanding provided by the first thematic area, and aims at building the capacity necessary for advanced risk analysis and assessment, as well as strategies for managing risk. Risk analysis goes beyond deterministic impact assessment to estimate probabilities of losses and damage based on indicators that society cares about, such as the economy, health, and sustainable development. Risk management strategies include: avoiding the risk, reducing the negative effect of the risk, transferring the risk to another party, and accepting some or all of the consequences. In public policy, the objective may be to reduce risks at a cost acceptable to society. Options for reducing the risks through adaptation and mitigation should be evaluated.

The topics of this second thematic area include, but are not limited to:

- **Risk analyses that combine**
  - scenarios, impacts, exposure and vulnerability;
  - hazard and loss modelling;
  - consequences to individuals and the macroeconomy, human welfare and sustainable development;
  - uncertainty assessment.
- **Policy interventions, including:**
  - Identifying adaptation options, strategies, benefits and costs;
  - assessing their impact on social, economic and/or ecological systems;
  - analysing the issue of timing of interventions;
  - expressing uncertainties.
- **Risk management, e.g.:**
  - Risk perception and communication;
  - Institutional opportunities and constraints;
  - Stakeholder discourse and involvement.

Risk assessment methodologies and stakeholder processes are well documented, especially with regard to extreme climate events, but can also be extended to areas such as biodiversity, risks of climate mitigation measures, and other climate impacts. The analyses should take into account the effects of climate change over the next decades, as well as economic, demographic, land-use and other relevant dynamics. An important aspect that might also be considered is the risk associated with inaction (i.e. no particular policy decision for climate adaptation/mitigation).

4.3 Thematic Area 3: Integrated Assessment of Climate, Energy and the Economy

Thematic Area 3 extends the research fields addressed in Thematic Areas 1 and 2 by providing and applying the necessary tools for integrated assessments.

Integrated assessment models attempt to generate useful knowledge for the policy process by combining different knowledge domains. The purpose of these assessments is to delineate adaptation options that can reduce climate change vulnerability in different sectors at the local, regional and national levels, and to assess their impact on social, economic and/or ecological systems. Generally, integrated assessment addresses issues with a broader scope and more uncertainty than targeted risk analyses.

The integrated approach is essential in view of the fact that within the next decades, a fundamental change from the presently dominating fossil fuels to renewable energy has to occur if climate change is to be kept within limits that are considered acceptable.

The topics of this third thematic area include, but are not limited to:

- **Integrated tools and methodologies to integrate**
  - improved assessment of climate change impacts;
  - vulnerability;
  - related mitigation and adaptation measures;
- **Integrated analysis of energy-economy-climate interactions**
  - the strategic role of the use of energy and capital stocks (including exhaustible, renewable and natural resources);
- **Interaction of adaptation and mitigation strategies (e.g., with cost-benefit analysis);**
- **Role of technological change and technological options (CCS, biofuels, etc);**
- **Sector-specific tools for evaluating technology and policy scenarios for buildings, transport, production, and the implications for energy supply.**

This research builds on a body of recent research on integrated assessments at the national and global levels, and it will be important to interact closely with international groups.

4.4 Thematic Area 4: Climate Policy

Thematic Area 4 provides useful information to decision-makers on the options available for adaptation (and the interrelation with mitigation), and by identifying mechanisms to implement them effectively on all political levels, from the community level to the level of global treaties.

The policy environment involves multiple actors, agendas and interests operating within a dynamic legal and political context. Improved scientific and practical knowledge of climate impacts and vulnerabilities, as well as better understanding of how this knowledge is useable in the policy arena, are paramount for progress on managing climate change risks. Bridging the science-policy gap will require the provision of information useful to this process, including information on impact assessments, risk analyses, integrated assessments, and also on the costs and benefits of relevant adaptation options and their uncertainties. It will also require an improved understanding of the policy context in which scientists operate. With this understanding, analysts can actively contribute to designing and implementing participatory processes that influence climate management processes. Furthermore, Austrian policy makers are involved in climate policy deliberations at the European and international levels, and the ACRP supports research to better inform these deliberations.

The topics of the fourth thematic area include, but are not limited to:

- **Understanding the Austrian climate policy context:**
  - institutions, legal frameworks, networks;
  - stakeholder agendas, arguments, discourses;
  - expert knowledge and uncertainties.
- **Best practice for managing and mainstreaming climate risks**
  - evaluating and documenting cases where adaptation plans have been developed;
  - outlining challenges to effective adaptation.
- **Developing and testing climate-risk governance approaches**
  - climate risk communication;
  - participatory, deliberative processes;
  - engagement with policy makers.
- **Efficiency implications of overlapping climate policy regulations**
  - interactions of multiple regulatory instruments (taxes, quotas, standards, etc.);
  - political economy of climate policy instruments (regulation).

4.5 General Guidelines

- Proposals can address issues within these thematic fields or cutting across them;
- Interlinkages of adaptation and mitigation issues and policy should be given particular attention;
- Uncertainty should be clearly addressed;
- Interdisciplinary research teams are encouraged, but focused disciplinary research, especially if it is particularly innovative or useful, is eligible;
- Stakeholder involvement, if relevant, is encouraged at all levels, for instance, incorporating local knowledge and directly involving stakeholders (e.g. from industry, community administrations and NGOs) in policy deliberations;
- Cooperation with international partners is encouraged, and up to 50% of the costs can be attributed to foster this collaboration, especially if it serves to enhance Austrian research competence.
- Research proposals should specify their "user value", either to the greater (also international) research community or to the Austrian policy community.
- Recognising the inherent uncertainties of publication processes, research proposals should clearly indicate their anticipated publications, preferably in peer-reviewed, internationally recognised journals, and other dissemination channels.

05. Administrative Information

5.1 Eligible Institutions and Persons

The following Austrian research institutions are eligible for submitting proposals:

- universities
- non-university research institutions in the field of scientific research
- university of applied sciences
- other science-oriented organisations
- individual researchers from Austria.

Project partners are not limited to Austrian research institutions and can include foreign researchers as well as businesses and other practitioners.

5.2 Project Types

Within the framework of the ACRP, many types of research activities are funded within research projects. These can include, in addition to research, activities supporting cooperation and knowledge transfer in Austria, such as events, workshops, summer schools and networking activities.

Projects can be submitted by individuals or individual institutions (individual projects) or by consortia (cooperative projects).

The selection of the project type should be determined by the needs of the project: all necessary qualifications should be included in a manner appropriate to their relevance for the project.

Individual Projects
In this case, research is proposed and carried out by an individual or an individual organisation with no partners; however, the project can award sub-contracts.

Cooperative Projects
In this case, the research is proposed and carried out by a consortium of several institutions or individuals.

The consortium defines an "applicant" (project coordinator) that is in contact with the funding institution, submits the proposal and handles the payment transactions. The applicant (later designated as project leader) is responsible for the coordination of the content of the work and for reporting vis-à-vis the Climate and Energy Fund. The collaborating organizations or individuals are designated as "project partners".

5.3 Budget

Up to Euro 4 million of funds are available under the 1st call of the ACRP.

5.4 Costs

5.4.1 Funding

A project can be funded only if its execution is impossible, or not possible to the extent required, without receiving Federal funding.

In addition, all costs attributable to the project (such as e.g. personnel costs, workshop costs, and pay-

ments for participatory processes), or expenses that are incurred directly, actually, and in addition (to the established operating expenses) for the duration of the funded research activity, are eligible costs. Only those costs are eligible that have been incurred after submission of the funding application to the Programme Management Office of the Climate and Energy Fund (receipt stamp of the KPC – Kommunalkredit Public Consulting GmbH).

It is desirable if the applicant or the partners of the consortium contribute in part their own funds (cash funds) or services rendered (provision of personnel, infrastructure). The applicant is asked to document these "own resources" in the Cost and Financing Plan (funding application).

There is no legal claim that proposed projects receive funding.

Costs not eligible for funding:

- Costs that are not immediately connected with the project funded, in particular, investments in buildings, the purchase of real estate, and the purchase of office equipment, or similar.
- Costs that were incurred before the funding application was received,
- Costs that are not considered as eligible costs due to EU competition law regulations.
- Costs that are covered by other Federal funds or funds provided by the Federal provinces, i.e. no multiple funding!
- Costs of the Federal state as a consumer.

5.4.2 Cost Categories

Personnel Costs

Personnel costs of the staff members carrying out research within the project are funded, i.e. researchers, technicians, and auxiliary staff who work in research exclusively (gross salary costs including ancillary wage costs). The maximum salary schemes and the management of personnel costs in enterprises are listed as examples in Section 8.1. These guiding rates are also applicable to managing directors working in the project. Employees of the Federal state (with the exception of employees funded by third parties) cannot be funded; however, a temporary increase of working hours for part-time staff can be financed. Provision of evidence of this increase is required.

Overhead Costs

Overhead costs are costs that arise due to the research activity, e.g. rental, office material, shared use of secretarial services for the administration of the funded project. These costs are added to the personnel costs on a percentage basis. In principle, overheads to the amount of 20% (flat rate) of the personnel costs are recognised. Applicants can account for higher overhead costs by providing pertinent justification.

RTD Investments / Depreciation

Costs of Instruments and Equipment:
If instruments and equipment are used to support the research project for less than the whole of their useful life, the depreciation during the period of the research project, calculated on the basis of the principles of proper accounting, is eligible for funding.

Travel Costs, Costs of Materials

These are costs of expendable materials for research activities, literature, etc, that arise solely through the research activity. Furthermore, travel costs are funded that arise due to the research activity (e.g. field work, research in dislocated archives, or residency at cooperating research institutions), or through participation in conferences where the researcher's own research findings are presented.

Subcontracts

These are costs for (research) activities carried out by other individuals or organisations that are not consortium partners (contractors); consortium partners must not be sub-contractors in this context. The principle is that costs for services rendered by third parties (contracts for work, amongst others) must not exceed 50% of the total costs within the framework of projects. Subcontracts with costs exceeding Euro 2,000.- have to be described in detail in the application form. In principle, the maximum rates for personnel costs also apply to subcontracts (see Section 8.1).

5.4.3 Funding Amounts

Eligible costs are covered up to 100%.

5.5 Intellectual property rights

The exploitation rights are owned by the consortium submitting the proposal. However, there is an obligation, in principle, to publish the research results and assure that the results are useable for the targeted research and policy communities.

In the case of partial financing by an enterprise partner, an agreement can be included in the funding agreement which does not interfere with the exploitation rights of the enterprise partner.

Consortium Agreement
Successful applicants are expected to establish intellectual property rights and the procedure for publishing their results in a consortium agreement before concluding the funding agreement. Concluding such a consortium agreement is a necessary prerequisite for the funding to be effected. While the exact details of such an agreement are left to the discretion of the project partners, the Climate and Energy Funds attaches importance to the fact that the rights of individual project partners remain safeguarded. This has to be evaluated in the individual case, but can mean, for instance, that there should not be an exclusivity clause for the exploitation rights. It has to be possible, in principle, for all partners to use the results (data records, models) for continuing research purposes.
At the same time, there is an obligation to publish the research results and methods in scientific media, especially books and journals, or to ensure that the results are useable to the scientific, business or policy communities.

5.6 Legal Basis and EU-Conformity

As the legal basis, the RTD Guidelines according to § 11 sub-paragraph 1 to 5 of the Forschungs- und Technologieförderungsgesetz (FTFG – Research and Technology Funding Act) of the Federal Minister for Transport, Innovation and Technology apply as amended on 19 Nov. 2007 (ref.no. BMVIT (Federal Ministry of Transport, Innovation and Technology) 609.986/0011-III/I2/2007).

06. Procedure

6.1 Submission and Consultation

This Section provides a brief overview of procedures for the submission of project proposals.

The Austrian Research Promotion Agency (FFG) and the Kommunalkredit Public Consulting GmbH (KPC) are the relevant programme management offices contracted by the Climate and Energy Fund.

Project proposals must be registered on the Climate- and Energy Fund website (www.klimafonds.gv.at). The registration form provided has to be used for project proposal submissions. The guide and forms for the submission of project proposals are available for downloading from the website of the Programme Management Office KPC at the download centre (http://www.publicconsulting.at/de/portal/umwelt-frderungen/klimaundenergiefonds/ACRP). The application forms provided must be used exclusively for the submission of project proposals.

The Climate and Energy Fund reserves the right to publish the name of the funding applicant, acknowledgement of project funding, the funding rate, the amount of funding, as well as the title and abstract of the project, after funding has been approved.

The submission deadline is Monday, 02 March 2009, **at 12:00 noon for the application to arrive** at the submission office (KPC).

The project proposals are to be submitted in three paper copies and on an electronic data storage medium (CD). After submission, applicants will receive a confirmation of receipt in writing. The proposals have to be submitted in English language.

6.2 Selection of Projects

The project proposals are evaluated in several stages.

Formal Check
As a first step, the funding institution checks whether the proposals submitted are formally correct and complete. Remediable deficiencies are pointed out to the applicants, and their correction is demanded later; if the deficiencies cannot be remedied (formal criteria), the project is excluded on the basis of formal reasons.

Formal criteria for rejecting a proposal are the following:

- the funding application is not received in due time;
- the form of the funding application is not observed in principle;
- the necessary project-type specific prerequisites are not observed in principle.

Evaluation
Funding applications that have passed the formal check are then evaluated by independent international experts. All persons involved in the evaluation procedure are bound to confidentiality concerning information they have received in connection with their function. They are obliged to sign a Declaration of Confidentiality.

After completion of the scientific evaluation, the projects are examined by the Steering Committee of the ACRP as well as by representatives of the Climate and Energy Fund. They are entitled to propose the merging of thematically related projects or of projects with overlapping content.

When selecting the projects to be funded, the aim is to achieve an appropriate balance with regard to:

- Basic research (usually one single discipline)
- Single-discipline and multi-discipline impact research;
- Interdisciplinary integrated assessments;
- Policy-oriented studies, as well as
- The four thematic areas.

The expert advisory board of the KLI.EN Fund is entitled to modify the ranking justifiably, in particular with a view to the objectives of the KLI.EN or of the call.

The final funding decision is taken by the Board of the Climate and Energy Fund.

6.3 Evaluation criteria

The evaluation criteria for research projects are:

- Scientific quality (weighting factor: 0.40)
- Quality and efficiency of the implementation and the management (weight: 0.35)
- Impact of the results (weight: 0.25)

Evaluation is carried out on a scale of 0-5. A more detailed description of these criteria can be found in Table 6.3 below.

Scientific Quality	Implementation	Impact
Scientific excellence (relevant to the topics addressed by the call	**Quality and efficiency of implementation and management**	**Potential impact through the development, dissemination and use of project results**
• Soundness of concept, relevance of the research questions, and quality of objectives • Progress beyond the state-of-the-art • Quality and effectiveness of the scientific methodology and associated work plan	• Appropriateness of management structure and procedures • Quality and relevant experience of the individual participants • Quality of the consortium as a whole (including complementarity, balance) • Appropriateness of the allocation and justification of the resources to be committed (budget, staff, equipment)	• Usefulness of project results to scientific and policy communities; • Conference presentations, publications in peer-reviewed journals and other appropriate forms of dissemination.

Table 6.3

6.4 Contract

The projects proposed for funding will receive a funding offer that will remain open for a limited period of one month by the Climate and Energy Fund. Once the funding offer has been accepted, the applicant is invited to contract negotiations. All conditions specified by the evaluation and the approval process have to be considered, if applicable.
If one partner drops out after the funding commitment / start of the project, the consortium has to prove that the competences required for carrying out the project are sufficiently covered by the remaining

project partners, otherwise a new partner has to be included in the consortium. In any case, any change in the partner structure requires previous approval by the Programme Management Office of the Climate and Energy Fund.

6.5 Reports and Duties

Throughout the project, leaders and partners are expected to contribute actively to the ACRP project forum (see Section 2).
Workshops engaging external experts and/or the Austrian and international climate research communities will be organised to provide guidance to projects and integrate Austrian research nationally and internationally.
Interim evaluations may take place for projects if requested by the Steering Committee. All other projects will be evaluated based on their presentations at ACRP workshops. If deemed necessary by the Steering Committee, additional material can be requested as a basis for evaluations, e.g. manuscripts prepared for publication, or interim reports.
Negative evaluations will generally have financial implications and can lead to early termination of the project. To assure early exposure to the peer review process, the publication of partial or preliminary results at scientific conferences is encouraged.
The final deliverables from the research can take two forms:

- Publications submitted or manuscripts for submission to peer-reviewed publications, including books and (preferably international) journals. If publications are not finalised, a final report will include draft publications and indicate which publications are intended. The interim evaluation(s) will check progress on early dissemination and publications preparation. These publications (or the submitted manuscripts) must be supplied within two years after the end of the project.
- Proven usefulness of research for research and policy communities. Results that cannot be published, e.g., data collection and analyses, or targeted research for policy input, will be evaluated with regard to their user value to the targeted audiences.

6.6 Modalities of Payment

When returning the signed contract concluded between the Fund and the applicant and when all requirements (if applicable) have been fulfilled, the consortium agreement (if it is a cooperative project) has to be sent to KPC. The next step is the payment of the 1st funding installment.

The mode of payment depends on the duration of the project, with a maximum requirement of annual financial reports, or financial reports corresponding to the project milestones, followed by payment of a further funding installment, provided there is no negative evaluation. A reporting period can comprise a maximum of a project stage of one year. The final key data of the reporting obligations are specified during the contract negotiations by means of the "milestones" of the project.

At the end of the project, a final report and a final account are required. The final report consists of a listing of publications and manuscripts, a copy of these and/or a report on the usefulness of the research results to research and policy communities (see above).

The final funding installment is paid out only after formal approval by the KPC's auditing department, on the basis of a positive evaluation of the final report.

The publication record will be taken into account when evaluating future research proposals.

Payment of Funding Rates

Duration of the project (months)	1st maximum funding rate*	2nd maximum funding rate*	3rd maximum funding rate*	Maximum final funding rate*
up to 12	40	—	—	60
up to 24	40	40	—	20
from 25	40	20	20	20

*(% of TAF), TAF: total amount of funding

Table 6.1

07. Contacts

7.1 Programme Owner and Call Responsibility

Klima- und Energiefonds
(Climate and Energy Fund)
Gumpendorfer Straße 5/22, 1060 Vienna
Tel: +43/1/5850390-0
Fax: +43/1/5850390-11
E-Mail: office@klimafonds.gv.at
www.klimafonds.gv.at

General information, the guide, as well as the application forms can be found on the web site of the Programme Management Office Kommunalkredit Public Consulting GmbH (KPC) at http://www.publicconsulting.at/de/portal/umwelt-frderungen/klimaundenergiefonds/

Documents required for the call:

- Guide for the submission of proposals, including evaluation criteria for evaluators
- Application forms

7.2 Management of the Call

1) Kommunalkredit
Public Consulting GmbH (KPC)
Türkenstraße 9, 1092 Vienna
Contact
Dr. Peter Krammer
Phone: +43/1 31631 - 217
Fax: +43/1 31631 - 104
E-Mail: p.krammer@kommunalkredit.at

DI Eva Maria Plunger
Phone: +43/1 31631 - 244
Fax: +43/1 31631 - 104
E-Mail: e.plunger@kommunalkredit.at
http://www.publicconsulting.at/de/portal/umweltfrderungen/klimaundenergiefonds/ACRP

2) Österreichische Forschungs-förderungsgesellschaft mbH
(FFG – Austrian Research Promotion Agency),
Thematic Programmes Division
Sensengasse 1, 1090 Vienna

DI Johannes Scheer
Phone: +43/1 57755 - 5070
Fax: +43/1 57755 - 95070
E-Mail: johannes.scheer@ffg.at
www.ffg.at/ACRP

08. Appendix

8.1 Further Information on Personnel Costs

8.1.2 Universities and Research Institutions

Eligible personnel costs of research institutions are accounted for on a full-cost basis. Personnel costs of cooperating scientific staff, additionally employed scientific staff as well as assistants / secretaries are eligible. A detailed and comprehensible record of working hours is a prerequisite.

8.1.3 Upper limits of Personnel Costs

With regard to the issue of the maximum amount of eligible personnel costs, there are regulations in the "FTE-Richtlinien" (RTD Guidelines), item 3.3., as well as in the "Allgemeinen Rahmenrichtlinien" (General Framework Directives - ARR 2004), § 21 (2), sub-paragraph 9 that are to be applied as regulations subsidiary to the RTD Guidelines in this context.

The personnel costs are eligible for funding up to the guiding rate specified respectively according to sub-paragraph 8 of the "Verordnung des Bundes¬ministers für Finanzen betreffend Richtlinien für die Ermittlung und Darstellung der finanziellen Auswirkungen neuer rechtssetzender Maßnahmen" (Decree of the Federal Minister of Finance Concerning Guidelines for Determining and Describing the Effects of New Legislative Measures, Federal Law Gazette II No. 50/1999, Annex 3, as amended).

With regard to funding internationally excellent research, it may be necessary, in principle, to exceed the maximum personnel costs provided. If there is a justifiable exceptional case – such justifications would be in particular internationally customary payment of special research expertise – it is permissible, in principle, to deviate from the maximum personnel costs provided.

Table 8.1 below lists the current maximum rates for personnel costs (as of 2008) and is intended to facilitate the classification of personnel by means of examples:

Please note that calculation of the hourly rate for a full-time employee is based on 1,680 hours per year and 14 monthly salaries. For part-time employees or higher salary payments, the gross monthly salary is to be converted to the basis provided (1,680 hours or 14 monthly salaries).

The hourly rate is calculated as follows:
(gross monthly salary*1.32 (= average employer's contributions)*14)/1,680
(= hours per year with full-time employment of 40 hours per week).

Maximum Rates for Personnel Costs

Employees according to function	Examples of classification according to function	Classification by group according to Decree	Annual personnel costs (gross, inc. ancillary wage costs)	Hours per year
Scientific staff				
Senior Scientist (F)	Senior Researcher	VB-HL-Höh. Dienst 2	90,235	1680
Scientist (E)	Researcher	VB-HL-Höh. Dienst 3	76,192	1680
Administration (F)	Assistants	VB-VD-Gehob. Dienst 1	40,207	1680
Technicians / specialist staff	Technicians	VB-VD-Gehob. Dienst 1	40,207	1680

in euro per year excluding calculated additional charges

Table 8.1

Imprint:
Editor:
Klima- und Energiefonds, Gumpendorfer Str. 5/22, 1060 Vienna
Editorial office: Martin Beniston, Christoph Böhringer,
Helga Kromp-Kolb, Joanne Linneroth-Bayer, Wolfram Mauser,
Stefan Schleicher, Eva Maria Plunger, Johannes Scheer
Concept design: ZS communication + art GmbH,
Leegasse 4/3, 1140 Vienna
Programme management: Kommunalkredit Public Consulting (KPC),
Türkenstraße 9, 1092 Vienna und Österreichische Forschungs-
förderungsgesellschaft (FFG), Sensengasse 1, 1090 Vienna
Coverphoto: Stockxpert, royalty-free

Photo: stockxpert