Project description for proposals to ACRP 2023 (16th Call)

VERSION: 23.05.2023

Table 1: Key data of the project

|  |  |
| --- | --- |
| Call | *Austrian Climate Research Programme (ACRP), 16th Call* |
| Project title: | *Project title (max. 120 characters)*. |
| Project acronym: | *Acronym (max. 20 characters)* |
| Applicant: | *Name of applying organisation (e.g., university, institute)* |
| Project leader: | *Name of project leader (principal investigator)* |
| Austrian project partners: | *Name(s) of organisation(s)* |
| International project partners: | *Name(s) of organisation(s)* |
| Thematic area: | [ ]  Thematic area 1: Understanding the climate system and the consequences of climate change[ ]  Thematic area 2: Specific support for Austria’s policymakers[ ]  Thematic area 3: Transformative change |
| Description of costs:(consistent with eCall) | * Total costs in Euro:…
* Requested funding in Euro: ...
 |
| Project duration:  | From *[MM.YY]* to *[MM.YY]*Project duration in months: ... |
| Declaration | Previous or ongoing projects of the applicant thematically relevant for the current application: [ ]  1st Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)[ ]  2nd Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)[ ]  3rd Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)[ ]  4th Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)[ ]  5th Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)[ ]  6th Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)[ ]  7th Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)[ ]  8th Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)[ ]  9th Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)[ ]  10th Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)[ ]  11th Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)[ ]  12th Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)[ ]  13th Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)[ ]  14th Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)[ ]  15th Call of the ACRP (Project acronym(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) |
| This application is a resubmission within the ACRP:[ ]  no[ ]  yes (Project acronym of the first submission(s): ...) |

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# In General

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## Checklist for submission

The information provided in Chapter 1 (this chapter) is designed to help you with your submission and can be deleted in the final project description, which has to be uploaded as an attachment via eCall.

### Checklist for formal check

The formal check serves to check the application for formal correctness and completeness. Please note: **If the formal requirements are not met and the deficiencies cannot be corrected, the proposal will be excluded from the eligibility and merit assessment process and will be formally rejected without exception in accordance with the principle of equal treatment of applications.**

Table 2: Checklist for formal check

| Criterion | Requirements checked | Correctable? | Consequence |
| --- | --- | --- | --- |
| Completeness of the application | Proposal form: descriptive part of proposal (upload as .pdf file)***The project description form must be completed in full; alterations and additions of chapters or headings are not permitted!*** | No | Rejection as result of formal check |
| Use of correct form | Proposal form  | No | Rejection as result of formal check |
| Duration | max. 36 months | No | Rejection as result of formal check |
| Language | English | No | Rejection as result of formal check |
| Eligibility | The criteria defined in the *Guide for the Submission of Proposals* regarding eligible organisations must be met. | No | Rejection as result of formal check |
| Funding amount | Total funding amount requested does not exceed EUR 350.000,- and is not below EUR 60.000,-. | No | Rejection as result of formal check |

### General points

Adhere to the questions. Questions, comments and notes marked in blue in the form may be overwritten (deleted).

Describe your project in sufficient detail for reviewers to form an accurate impression of your planned project. Try to keep your text precise and to the point.

The maximum number of pages is NOT a request to reach this limit. Applications should enable the reviewers to understand the topic and the benefits resulting from the proposed project. Quality is more important than quantity.

In the event of any questions please refer to your contact person at the FFG (contact information is available in the *Guide for the Submission of Proposals*).

## Submission

Project proposals may **only** be submitted **electronically via** [eCall](https://ecall.ffg.at/) **within the submission deadline**.

Please see the detailed [eCall tutorial](https://ecall.ffg.at/Cockpit/Tutorial-Hilfe).

The main proposal may only be submitted if **all partners** have **completed and submitted** their partner proposals via eCall.

A project proposal is considered submitted when the **eCall application has been finalised** by clicking the “Submit” (“Einreichung abschicken”) button. After successful submission, a **confirmation** will be sent by e-mail. It is not possible to resubmit the proposal or parts of it, or to revise the proposal after the submission deadline.

It is **NOT** **required** to send a **signed paper copy of the proposal** to FFG.

All submitted proposals will be made available only to the persons involved in the administration of the call. All these persons are **subject to strict confidentiality**. The national and international experts who take part in the evaluation process must also sign a declaration of confidentiality before they start their work.

**Submission deadline:**

**Proposals for funding must be received via eCall
by 12:00:00 p.m. (noon) on 25.01.2024**.

Abstract

Summary in English, corresponds to English summary from eCall project data.

The meaningful abstract must contain the following points:

- Initial situation, problems and motivation for carrying out the research project

- Goals and innovative content compared to the state of the art/state of knowledge

- Desired results and lessons learned

# Quality of the project

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## State of the art – current level of knowledge

(max. 3 pages)

Describe the current state of the art, i.e., current level of knowledge, relevant to the project based on the following criteria:

* Key scientific fields/disciplines addressed
* State of the art – current level of knowledge
	+ within the research institution itself
	+ in the national innovation system
	+ in Europe (including EU projects) and beyond Europe
	+ results of patent searches
* Relevant alternative technologies, methods and approaches that are in competition with the proposed approach. Please reference relevant literature.

## Results from other projects

Please explain the relation to and progress beyond other national and international projects carried out by the consortium partners in the past three years. Include in particular all ongoing and completed projects of thematic relevance. Special focus should be placed on the results you intend to use for your project including potential synergies and differentiation.

If these projects were funded by the FFG and/or ACRP, please indicate the FFG project number or the ACRP acronym and the project title.

Use the following table to provide the relevant information:

**Existing results and deliverables obtained from publicly funded projects with participation of applicants and/or consortium members that provide the basis of or feed into the proposed project.**

Table 3: Results and deliverables from other national and international projects

| Funding provider | Project number/acronym | Title | Description of results already obtained and relevant deliverables (verifiable results/products of R&D work) in terms of synergies and differentiation from the proposed project | Location and type of documentation(e.g., link to homepage, publications, conference proceedings, interim reports, final reports, etc.) |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
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## Degree of innovation

(max. 5 pages)

### Problem and research need

Clearly point out the problem and/or unsolved scientific questions giving rise to the need for a funded research and development project.

### Goals

Describe briefly and concisely the key qualitative and quantitative goals and expected results of the project. These goals should be clear, measurable, realistic and achievable within the project duration. They should also be consistent with the benefit and exploitation of the results.

### Degree of innovation and associated risk

Describe the degree of innovation with reference to the state of the art (current level of knowledge) as well as relevant products, procedures and services presented in 2.1.

* How do the goals of the project go beyond the state of the art (current level of knowledge):
	+ within the research institution itself?
	+ at the national level?
	+ at the international level?
* How does the project improve existing solutions or cause a technological leap?
* Please quantify the improvements to be achieved (e.g., new models, methodologies, checklists), or explain why the degree of innovation can only be described qualitatively.
* Describe the technical and economic risk involved at project and/or partner level. Describe the provisions made to ensure that the funding has a high impact despite the high risk involved (risk management, risk and contingency plan). You should not limit yourself to describing the risk in terms of project management.

### Methodology

Describe the methodological approach for achieving the project aims, the innovative aspects of the methodology, the models, the scientific uncertainties and how they will be handled.

## Integration of gender-specific aspects

 (max. 1 page)

If the project relates to people, please explain how and in what work packages gender-specific aspects will be taken into account in the methodological approach.

## Consideration of sustainability effects

 (max. 1 page)

Please describe what contribution the planned project will make to the ecological/social/economic sustainability goals that are relevant, indicating the key relevant Sustainable Development Goals of the United Nations (UN SDGs) and, if applicable, the EU Green Deal. Sustainability goals from other strategy documents may also be included.

* Please provide the following information with regard to the sustainability goals:
	+ Description of the positive effects in case of project realisation (ecological, social or economic effects).
	+ Qualitative and quantitative assessment of the positive effects, if sufficient data are available; describe the effects as compared to the state of the art (e.g., sectoral average, alternative processes, etc.).
	+ Description and consideration of system boundaries/system-relevant issues (e.g., effects within value networks).

Please note: Negative displacement effects should also be taken into account.
If the planned project is not expected to achieve explicitly positive effects/contributions to the sustainability goals at any time (research, benefit and exploitation, ex-post impact monitoring and beyond), we ask you to explain and justify this neutral status/effect.
Please note that projects producing overall (net) negative effects will score 0 points in this criterion.

## Quality of planning

### Overview and description of work packages

Work Package (WP1) – Project Management is mandatory. A maximum of 10 work packages are permitted. Please ensure consistency with the eCall data. Please insert additional rows if necessary: place cursor in last row and select “Table 🡪 insert 🡪 row below” from the menu bar.

**Overview of work packages**

Table 4: Overview of work packages

| WPNo. | Work package title | Duration (month) | StartMM/YY | EndMM/YY | Planned result |
| --- | --- | --- | --- | --- | --- |
| 1 | Project Management |  |  |  |  |
| 2 |  |  |  |  |  |
| n |  |  |  |  |  |

**Overview of milestones**

Table 5: Overview of milestones

| Milestone No. | Milestone title | Work packages involved | Expected date | Milestone is achieved when: |
| --- | --- | --- | --- | --- |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| n |  |  |  |  |

**Overview of deliverables**

Please note that planned publications and documentation of the proven usefulness (e.g., workshops with stakeholders) should also be defined as deliverables.

Table 6: Overview of Deliverables

| Deliverable No. | Deliverable title | Work packages involved | Expected date |
| --- | --- | --- | --- |
| 1 |  |  |  |
| 2 |  |  |  |
| n |  |  |  |

### Detailed description of work packages

Describe the contents of the individual work packages, the results expected within the duration of the project and corresponding milestones. The individual methods and steps must be clearly and consistently defined and/or described (max. 10 pages in total for all work packages).

Please copy and complete the table for each work package (WP).

**Description of work package**

Table 7: Description of work package - WP number and title

|  |  |
| --- | --- |
| WP No. |  |
| Title of WP: |  |

Table 8: Description of work package - Participating organisation and person months per organisation

| WP Leader (written in bold) and participating organisation (A/Pn) and person-months per organisation:  |
| --- |
|  |

Table 9: Description of work package - Goals

| Goals: |
| --- |
|  |

Table 10: Description of work package - Description of contents

| Description of contents: |
| --- |
|  |

Table 11: Description of work package – Method

| Method: |
| --- |
|  |

Table 12: Description of work package – Milestones, planned results and deliverables

| Milestones (to measure project progress), planned results and deliverables (verifiable results/products of R&D work) |
| --- |
|  |

### Work and time schedule (Gantt chart)

Insert a detailed work and time schedule.
Please pay attention to readability.

### Description of cost plan

Please explain the relevance of the items listed in the cost plan for the project: personnel costs, costs of infrastructure use, costs of materials, third-party costs and travel costs (especially the purpose of travel).

**Please adhere to the regulations in the** [**Cost Guidelines 2.2**](https://www.ffg.at/recht-finanzen/kostenleitfaden/version-22).

**Overhead costs are added to the personnel costs, costs of infrastructure use, costs of materials and travel costs charged at a fixed rate of 25%.**

# Suitability of Applicant / Project Partners

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## Description of the expertise of project partners

(max. 1 page per partner)

### Applicant (A)

* Name of organisation
* Relevant expertise of organisation and staff involved in the project.
Provide evidence of relevant expertise by enclosing CVs of senior scientific and technical project staff and a list of the major (max. 5) publications relevant to the project. Please note the relevant instructions on attachments (see section 9).
* Description of know-how relevant to the project.
* Description of existing infrastructure relevant to the project and other aspects indicating the applicant’s ability to perform the project.
* Please list the publication record of the project leader (specifically of the PI) and describe the proven usefulness resulting from previous ACRP projects realised by the project leader. This record will be taken into account by the Steering Committee when evaluating research proposals.

### Project partners (Pn)

This page has to be completed individually and separately for each project partner.

* Name of institution
* Relevant expertise of organisation and staff involved in the project.
Provide evidence of relevant expertise by enclosing CVs of senior scientific and technical project staff and a list of the major (max. 5) publications relevant to the project. Please note the relevant instructions on attachments (see section 9).
* Description of know-how relevant to the project.
* Description of existing infrastructure relevant to the project and other aspects indicating the project partner’s ability to perform the project.
* If international partners are involved, please indicate how they will contribute to building and intensifying Austrian research competence.

## Capacity to achieve the project goals

(max. 2 pages)

### Completeness and coordination of required expertise (if applicable)

Please use the following table and additional descriptions to illustrate that the chosen consortium structure is suitable for achieving the qualitative and quantitative goals and expected results within the planned project duration. Show that the consortium has the scientific, technical and economic expertise required for the project.

**Main tasks of all project partners**

Table 13: Main tasks of all project partners

| Work package | Key expertise required for the work package | Name of partner contributing key expertise |
| --- | --- | --- |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| X |  |  |

### Third-party expertise required

Please describe the fields of expertise that are not covered by the consortium and will be contributed by a third party (e.g., via subcontracts). Name the subcontractor(s) and describe in an appropriate manner what kind of expertise they will contribute, and how. The depth of the description should be in proportion to the amount of third-costs requested for the subcontract. If the subcontractor is not yet known, describe the content and aim of the work to be subcontracted, and the qualifications that the subcontractor must meet.

**General information about subcontractor**

Table 14: General information about subcontractor

| Relevant WP(s) |  |
| --- | --- |
| Subcontractor of A/Pn |  |
| Name of subcontractor |  |
| Content of subcontract |  |
| Costs of the subcontract [EUR] |  |

## Composition of project team with regard to gender balance (gender mainstreaming)

(max. 1/2 page)

Please describe why the gender balance in the project team is an improvement compared to current conditions in the sector. Alternatively, justify why it is not possible to achieve a better gender balance.

# Climate friendly research activities

*(1 page maximum)*

The scientific community needs to critically reflect its own role in climate change and unsustainable behaviours. Therefore, please describe proposed climate-friendly solutions regarding operational aspects of this project, such as travel, meetings, paper, computer and internet use.

In consideration of the grand societal challenge of climate change that is central to research initiated by the ACRP, the project teams shall seek to contribute to mitigating the carbon footprint of their work. In doing so, the ACRP and the project teams show commitment to increasing the credibility of climate change research and function as a role model for other groups of society in terms of responsible science.

Note that the use of low-carbon transportation for national and European travel is strongly encouraged by the Steering Committee.

The following points can be addressed as examples:

Travel and meetings:

* Where possible, substitute in-person meetings with virtual meetings using video-conferencing technologies.
* Where possible, use of web-based technology for the joint development of working documents.
* Choose locations for project meetings that have short travel distances for all participants and are easily accessible via public ground transport (e.g., trains).
* Arrange the location and the meeting schedule, taking into account the accessibility/centrality of the venue as well as arrival and departure times of important train connections.
* In case of international meetings, encourage participants to use (night‑)trains as mode for long-distance travel to attend the meetings by supplying relevant information.
* Offset emissions if car or air travel are necessary.
* Organise virtual and non-virtual meetings acknowledging the Austrian Green Meeting Standard (https://www.umweltzeichen.at/en/green-meetings-and-events/home).

If these standards cannot be met:

* Use energy intensity of meeting location infrastructure as criteria for/against selection of a venue.
* Procure organic/regional/seasonal/vegetarian food.
* Use climate-friendly accommodation.

Office and infrastructure:

* Where possible, use of renewable energy sources, in particular green web-hosting, for (virtual) infrastructure.
* Support the principles of sustainable procurement (e.g., “Ökokauf Wien”) in the organisations of all involved partners, in particular with respect to purchases in the context of the project.
* Keep purchases of office technologies to a minimum, selecting necessary purchases according to environmentally sound principles.

# Benefit and exploitation

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(max. 4 pages)

## User benefit and exploitation potential

Describe the benefits of the project results and planned innovations for users from the perspective of the partners involved in the project in both qualitative and quantitative terms (external benefit).

* How does the project contribute to a sustainability transformation and where do you see its relevance from a systemic perspective? Please formulate a short paragraph on potential transformative impacts and/or the specific barriers to sustainable development the project addresses.
* What new knowledge can be gained from the project in the relevant scientific/technical target group?
* For whom are the results relevant? Who is the target group?
* What are the benefits of the project results for society?
* Describe the knowledge increase in the relevant scientific-technical target group.
* What are the Unique Selling Propositions (USP) of the planned project results?
* Which data sets and/or tools (e.g., models, methodologies, checklists) are expected to be generated and who will benefit from them (i.e., what is the added value for potential users)?

## Impact and significance of the project results for the organisations involved in the project

Describe the strategic significance of the project results and/or new technologies and planned innovations for the organisations involved in the project in both qualitative and quantitative terms (internal benefit):

* Long-term increase in R&D capacities
* Securing or extending the organisation’s R&D position
* Expansion of existing R&D activities to include new fields of application
* Development of R&D platforms
* Opening up of new business fields, etc.

## Dissemination and Exploitation strategy

Describe the exploitation strategy for the project results for each individual partner involved in the project in qualitative and quantitative terms. Please also indicate any specific exploitation expertise the relevant organisation has.

* [Planned number of]: diploma and doctoral theses; publications in national and international journals (with or without review process); national and international conference papers; national, European and international patent applications; workshops; events and conferences; expert advisory boards; etc.

## Open-access approach

All research proposals should follow the open-access principles with regard to resulting publications, data and software (see *Guide for the Submission of Proposals*). Please describe the open-access approach of this proposal. If open-access is not feasible for part of the project, you should justify this here.

(1/2 page maximum)

# Relevance of the Project

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(max. 2 pages)

## Relevance to the Call

Please list the **thematic area** of the call (or **thematic areas in descending order**) primarily addressed by your project. Briefly explain how you are addressing this thematic area(s).

Please list the overarching objective **of the call** (or overarching objectives **of the call in descending order**; see chapter 2.0 in the *Guide for the Submission of Proposals*) primarily addressed by your project. Briefly explain how you are addressing this/these overarching objective(s).

## Incentive effect of funding (additionality)

Please explain how funding changes the project in terms of:

* **Enabling:** The project could not be carried out without funding.
Please explain why funding is necessary to enable the project.
* **Duration:** The project can be completed within a shorter period of time than possible without funding.
Explain to what extent and why funding helps to speed up the completion of the project.
* **Size**: Size of the project can be increased compared to the project being carried out without funding.
Give reasons why the size of the project can be increased compared to the project being carried out without funding.
* **Scope**: The scope of the project can be increased.
Give reasons why the funding makes the project more ambitious. A higher level of ambition can mean that the project
	+ is focused on more radical leaps in innovation.
	+ follows a more long-term and research-intensive [as opposed to market oriented and development intensive] approach.
	+ involves a higher technical risk .
	+ involves a higher market risk.
	+ leads to new or more extensive collaborations.

Please demonstrate the incentive effect of the funding in accordance with the criteria applicable to the project.

## Response to reviewers

**This section is only relevant if the project is a resubmission.** If this is not the case, you can skip this chapter.

Please indicate how you have addressed the reviewers' comments in the course of the revision process and what changes have been made to the present application compared to the previous submission.

# List of References

# Suggestion of Evaluators (OPTIONAL)

*Please suggest international experts (including their fields of expertise) who should review ACRP proposals in future.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title** | **Name**  | **Enterprise /institute** | **E-Mail** | **Field of Expertise** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

*(NOTE: This section is optional. Suggested experts could be invited to participate in the proposal evaluation process of future ACRP Calls.* ***Please make sure to transmit personal data of experts only in case they have given their consent!****)*

# Call-specific supplementary information

The following content can optionally be attached here:

* Letter(s) of Intent (LoI) from practice partner(s) who do not appear as subcontractors.

**CVs** are to be uploaded via eCall directly with the persons involved in the project (section “personal costs”). Alternatively, one separate PDF-document with all CVs included can be uploaded in the eCall section “Uploads”. The integration of CVs in the application form is not recommended.