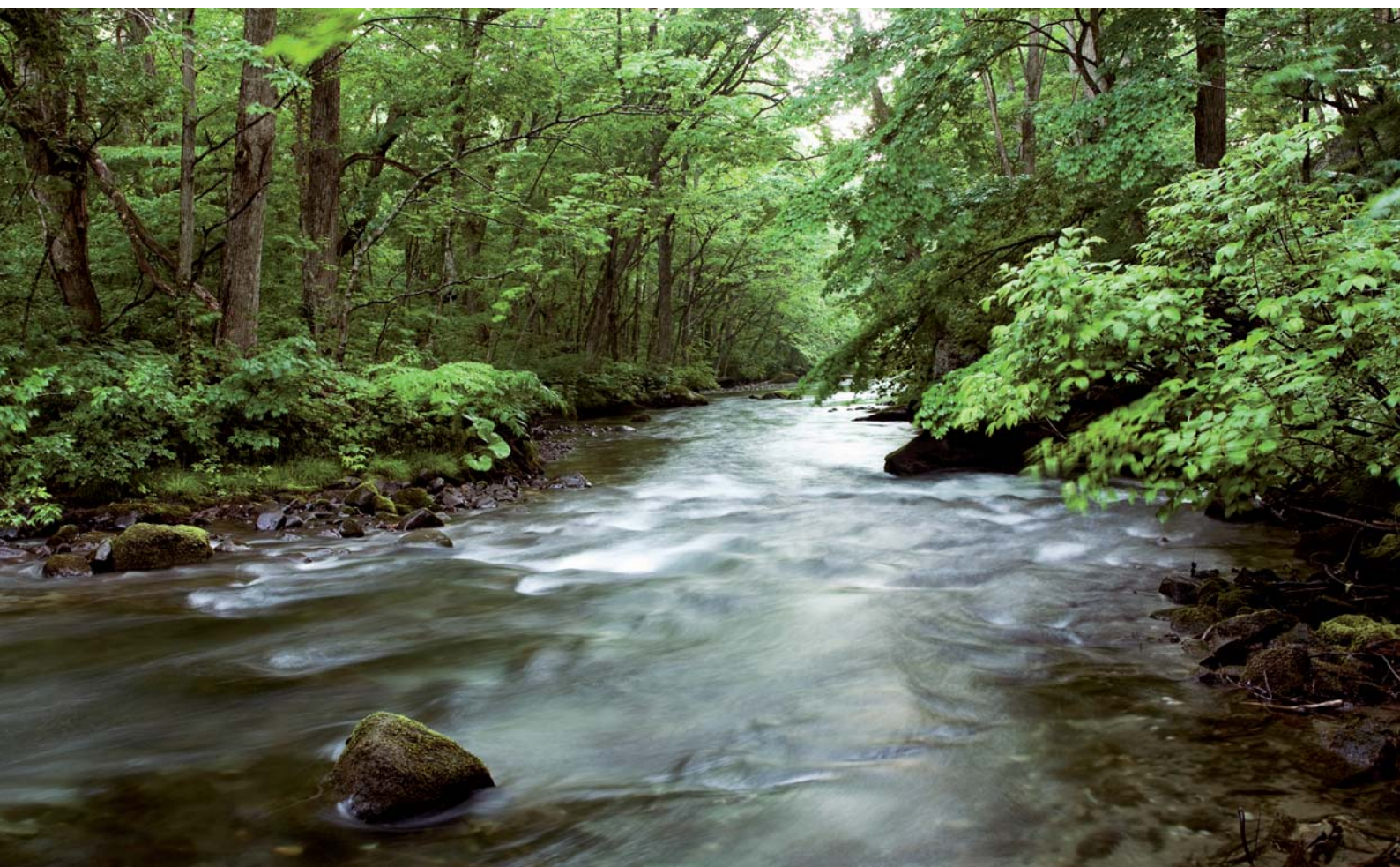


Austrian Climate Research Programme – ACRP 6th call for proposals Guide for the submission of proposals



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Preface

Although climate change has dramatic effects on the environment, agriculture, economy, the health care system, and society – in short, on all aspects of life – public interest in it is still very limited. Against this background, it is vital to understand all aspects of climate change, its effects, interdependencies and consequences.

In order to increase the understanding of climate change and to provide sound research results, the Climate and Energy Fund has developed its own research programme, the ACRP (Austrian Climate Research Programme). The ACRP is by far the largest research programme in this field in Austria and has helped to develop a highly capable research community which investigates climate change in all relevant aspects and provides decision takers on all levels with valuable insights into climate change. This is the sixth call for proposals within the framework of this programme, focusing on excellent research in the fields of 1) understanding the climate system and the consequences of climate change, 2) responding to Austria's policy community, 3) the human dimensions of climate change and 4) governance and transformation.

Through the ACRP, the Climate and Energy Fund intends to help minimise the damage to be expected from climate change, initiate adaptations strategies and to strengthen Austria as a research and business location in the medium and long term. From the very beginning, the Climate and Energy Fund has always made a special effort to incorporate the ACRP into the European climate research environment. The programme was therefore developed not only by the expert advisory board of the Climate and Energy Fund, but also by a planning committee with international membership. Thus, national climate research benefits from an excellent opportunity of integration at the European level.

We cordially invite you to use this opportunity to strengthen Austrian climate research and to submit your projects under the ACRP, and we wish the researchers every success in their efforts!



Ingmar Höbarth
Managing Director



Theresia Vogel
Managing Director

1.0 The sixth ACRP call at a glance

What's new:

- The evaluation criteria from the previous Calls have been modified to reflect the ACRP's emphasis on international collaboration, scientific excellence and implementation of results – for further information see §6.3
- Private universities are also eligible – see §5.1
- A new submission platform has been launched. Intermediate storage of data is now possible!
- The publication record resulting from past ACRP projects of the project leader (linked to the person) will be taken into account by the Steering Committee when evaluating research proposals.

Content of the 6th call:

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

The Climate and Energy Fund supports a broad range of research topics, the intention being to help Austria deal with climate change through mitigation and adaptation, and to contribute towards building a high level of climate research competence for relevant policy areas 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 "e!MISSION – Energy Mission Austria" call (the energy RTD programme of the Climate and Energy Fund) and under various calls of the BMVIT – Federal Ministry of Transport, Innovation and Technology – and will not be funded within the ACRP).

The following thematic areas indicate the broad range covered by the ACRP research agenda and serve as a guide for the submission of proposals.

Thematic areas:

Thematic area 1: Understanding the climate system and consequences of climate change

Thematic area 2: Responding to Austria's policy community

Thematic area 3: The human dimensions of climate change

Thematic area 4: Governance and transformation

In a few cases truly innovative research which is not covered by the above themes will also be eligible for funding.

Admissible types of projects:

Research projects can be submitted in all thematic areas mentioned, including activities supporting cooperation 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 in 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. International participation to enhance international visibility and knowledge transfer to Austria is also encouraged.

Submission deadline:

5 September 2013 at 17:00 for the application to be submitted on the ACRP platform www.acrp.at.

Submission to:

The project proposals have to be uploaded on the ACRP platform www.acrp.at, the submission of project proposals in paper copies or on electronic data storage media at the KPC Programme Management Office is not possible.

Information and guidance:

Kommunalkredit Public Consulting (KPC)
E-mail: acrp@kommunalkredit.at
www.publicconsulting.at/acrp
www.klimafonds.gv.at

2.0 Austrian Climate Research Programme

The Austrian Climate Research Programme (ACRP) was created in 2008 under the auspices of the Austrian Climate and Energy Fund (Klima- und Energiefonds), and is a broad policy initiative promoting climate-related and energy-related research in Austria. The ACRP provides a conceptual and institutional framework for supporting climate research in Austria with the following main 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 Austria's capacity for advanced (interdisciplinary) analysis and integrated assessment in areas of relevance for policy-making.

In meeting these objectives, the ACRP funds climate research by issuing regular calls for research proposals. In addition, the ACRP welcomes activities undertaken by the Climate Change Center Austria (CCCA). The goal of the CCCA is to improve the quality and efficiency of climate research in Austria, and to increase its international visibility, by strengthening cooperation among Austrian researchers and research institutions. ACRP activities are guided by an international Steering Committee.

3.0 Objectives and scope of the programme

The Austrian Climate Research Programme focuses especially on coordinating and strengthening existing climate research in Austria and on integrating it more effectively into international research networks. With this in mind, the ACRP will invite researchers involved in ACRP projects to engage in communication and integration activities supported by the ACRP throughout the duration of the projects.

The scope of the ACRP encompasses climate change, climate change impacts, and response strategies with regard to adaptation and mitigation, and their inter-relationship. 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 biodiversity and human health. The research programme considers the effects of climate change over the coming 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 “e!MISSION – Energy Mission Austria” – the energy RTD programme of the Climate and Energy Fund.

The ultimate objective of ACRP research is to support climate policy at the local, regional, national and international scales, especially as climate policy is relevant to climate adaptation and mitigation in Austria. Special attention is given to the conflicts and synergies arising from the interaction of mitigation and adaptation.

The present call primarily addresses the scientific community and it encourages early interaction with stakeholders, including, for instance, the public, business leaders, NGOs, and governmental/international policy makers.

Interdisciplinary and transdisciplinary project proposals, including proposals which cover several thematic fields, are encouraged, as well as international participation to enhance the quality of project applications and international visibility and knowledge transfer to Austria.

Research proposals should:

- identify the research gap they are filling;
- clarify any overlaps with previously funded ACRP research (project descriptions can be found on www.klimafonds.gv.at);
- show specifically if and how the research addresses the needs of Austrian policymakers and/or the scientific community (usable 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 dimensions of climate change, as well as scientific uncertainties, in a coherent way; and
- 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 EUR 20,000.00 and 300,000.00. Projects eligible for funding will range from less costly, focused disciplinary research to large consortia (e.g. working on integrated assessments). The duration of the projects will be between one and three years.

4.0 Thematic areas

Alongside the mitigation of climate change, reducing or moderating its negative effects, adaptation is also a central part of the climate policy agenda. International bodies, national governments, municipalities, households, small enterprises, industry, and NGOs are among those seeking to identify mitigation and adaptation needs as well as 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 mitigation (and their interrelation) and what is currently available.

Among other challenges, there is especially a lack of understanding of behavioural aspects and the institutional framework responsible for climate policy decisions. This research programme addresses these deficits, especially in the Austrian context. Proposals are invited that can contribute to achieving the aims of the programme in the following thematic fields (the target budget allocation within these themes is indicated as a percent of the total budget):

- Understanding the climate system and the consequences of climate change (25 %)
- Responding to Austria's policy community (35 %)
- The human dimensions of climate change (30 %)
- Governance and transformation (10 %)

This target may be adjusted to take account of the quality of the proposals.

Basic, applied, and policy-oriented disciplinary and interdisciplinary research, as well as policy-relevant reviews of literature and practice, are all necessary for this research agenda.

Applicants should consider previously funded research projects in the respective field and determine how their research project differentiates from them. Funding the same research needs in two projects is not desired.

4.1 Thematic area 1: Understanding the climate system and consequences of climate change

While the anthropogenic influence on global climate is well established, there is a continuing need to gain a more reliable understanding of the current and future climate on a regional and local scale. We also need to

better understand local and regional impacts of gradual climate change and extreme events 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 are essential for developing cost-effective policy responses.

Impact studies hinge on reliable regional climate scenarios and in-depth expertise about the potential and limits of these results. Creative methods to overcome gaps and more clearly define uncertainties and limits of present knowledge are essential for understanding the complexities of climate change and its impacts.

Some relevant topics are:

- A new generation of global climate models with a new approach to scenarios is emerging with the Fifth IPCC Assessment Report. How do these new scenarios translate to regional scenarios? Based on these, what new assessments are needed?
- Limits of local and regional climate change predictions and scenarios: global and regional climate models (GCMs and RCMs) still miss many processes which are essential for adapting to extreme events and other climate change impacts. Can the understanding and modelling of climate processes (e.g. related to different weather types) be improved with particular emphasis on relevance for Austria? Have new questions with relevance for Austria arisen from the IPCC SREX report 2012?
- Scientific basis of climate change at a regional and local scale: improved quality and availability of climate scenarios. Expanded sets of homogenised data and proxy data are needed for the calibration of regional models and for assessing the quality and limitations of the models.
- Thresholds and bifurcations: how close are we to critical and potentially irreversible climate thresholds on a regional scale? What are the most likely sub-elements of the system that may be responsible, or those that may be most vulnerable? Is the 2-degree goal (global policy) sufficient to prevent the most severe impacts? What are impacts associated with a 3-4-degree warming or beyond?

- Multi-factor and multi-level impact studies: can we specify impacts based on multi-factor and multi-level interactions between the climate system and species, ecosystems, forestry, water systems and management etc. based on common scenarios? With regard to extreme weather events, can we specify probabilities for multi-hazard risk taking account of climate change?
- GHG emission increases: how and to what extent do climate change and mitigative actions increase GHG emissions from natural (e.g. drying of bogs) and technological systems (e.g. efficiency loss)? What uncertainties arise in their quantification for Alpine or Pannonian regions? What measures could prevent additional emissions?
- Health and wellbeing: how does climate change alter the spread of pests, vector-borne diseases, allergenic substances and other health risks? What parts of the population and of the health system are most vulnerable? What are the options to improve resilience?
- Understanding and communicating uncertainty: how can we characterise uncertainties in climate change studies and climate impact assessments? What methodologies are best suited for specifying epistemological and aleatory uncertainty, and how can uncertainties be taken account of in impact assessments and policy analyses? How can uncertainties be communicated in a meaningful way? There will be overlaps in the above topics with thematic area 2. While thematic area 2 defines policy needs, thematic area 1 addresses gaps in scientific knowledge and research questions on the frontiers of this knowledge (the above topics are not exclusive).

4.2 Thematic area 2: Responding to Austria's policy community

Research proposals are encouraged that directly respond to the needs of Austrian government policy makers in their efforts to design and implement adaptation and mitigation measures.

In the sixth call 3 projects of special interest should be funded:

1) Public adaptation

Based on the recommendations of the Austrian National Adaptation Strategy (NAS), one project is expected to analyse the potential costs and benefits of (planned) public sector adaptation.

The project should include the following tasks:

- Estimate (roughly) the costs of main public (planned) adaptation measures by sector (i.e. estimate the costs of implementing the Austrian NAS);
- Estimate selected main benefits of public (planned) adaptation;
- Identify co-benefits and tradeoffs of adaptation for other policy domains.

The project should be completed by May 2015.

2) Private adaptation

A second project is expected to deal with the potential effects regarding autonomous adaptation in the private sector. As the mutual dependencies of private autonomous adaptation and planned public adaptation are likely to be significant, it is necessary that both projects collaborate closely.

The project should address the following tasks:

- Identify the main sectors in Austria in which autonomous adaptation can (and most likely will) take place;
- In the identified sectors, assess the (potential) dimension of autonomous adaptation by considering the potential costs and return to the private sector;
- Detect synergies and tradeoffs among (i) private/autonomous adaptation and (ii) other relevant public policy strategies (e.g. including public adaptation strategies as well as long term energy and resource efficiency goals);
- Suggest measures to enhance synergistic autonomous adaptation and to prevent mal-adaptation.

The project should be completed by May 2015.

3) Modelling emission reduction paths for Austria

Meeting the green house gas emission reduction commitments as defined by IPCC (80 to 95% in the developed countries by 2050 with respect to 1990 levels) will require a model based strategy for Austria which goes beyond Europe-wide modelling efforts in terms of national circumstances (resource basis, technological strengths and weaknesses, etc.).

This specific project will consist of three tasks:

1. Survey the literature, the modelling experience and the modelling basis for the emission reduction plans of neighbouring or other relevant countries.
2. Prepare a research plan for creating an open source model that can delineate emission reduction paths (including costs) which are compatible with long-term commitments.
3. Specify necessary expertise, identify collaborations and explore the possibilities of a joint effort for developing a common model or adapting an existing model within and outside of Austria.

The project is limited to one year. For reasons of capacity building strong university involvement is encouraged, but not an absolute condition.

These 3 projects have high priority and therefore projects submitted to these special topics will be evaluated first. The best project (only one for each field) that meets the ACRP quality criteria will be funded. In accordance with the normal evaluation process, in the next step, the residual budget dedicated to thematic area 2 will be allocated to the submitted projects in this area.

Further topics of special interest for this call are:

- Understanding the social aspects of climate change (cross-cutting theme): The purpose is to provide trans-disciplinary insights into the social aspects of climate change and adaptation measures, for example, on lifestyles and corresponding social contexts as influencing risk perception; risk communication and adaptation; equity considerations of adaptation; social cohesion and democratic development; technological change and adaptation; scenario development taking account of the orientation of different groups, etc.
- Complementing Austria's adaptation strategy: The purpose is to support adaptation, and particularly implementation of concrete actions, for example, by weighing the positive and negative attributes of different policy options, addressing competing objectives, providing support for setting priorities, and advancing more integrated and holistic approaches.
- Communicating and building awareness (see also thematic area 3): building on the extensive involvement of actors in developing Austria's adaptation strategy, the purpose is to communicate and enhance awareness of adaptation needs and actions on the part of politicians, opinion setters, management, firms, the public, among others. How can the use of electronic and other modern communication media motivate climate-aware behaviour, how effective are different awareness-building measures, and what are the conditions necessary for awareness to lead to action?

For a more complete inter-ministerial list of research needs to support the national adaptation strategy, see www.klimaanpassung.lebensministerium.at.

Researchers should address mitigation to the extent that it is a necessary or synergistic component of adaptation; otherwise, mitigation research should be in response to relevant topics in thematic areas 1, 3 and 4.

4.3 Thematic area 3: The human dimensions of climate change

The challenge for the scientific community is to provide economically sound as well as politically and socially practicable options for the transition towards low-carbon and adaptive societies. The willingness of governments, firms and citizens to undertake mitigation and adaptation measures depends on their respective costs (risks) and benefits, and also on social, cultural and political factors that provide the scope for opportunities, incentives and limitations for action.

Economic incentives, regulations and other policy interventions (at international, national and local levels) depend on political will for their implementation, which, in turn, depends to a large extent on the attitudes, preferences and acceptance of the citizens. Even with policy interventions in place, voluntary actions on the part of the public and businesses will be an important component of an effective response to climate change. Social inequities, exclusive and polarized governance, dysfunctional institutions and the lack of an informed and motivated public are among the many factors limiting this response.

Research is encouraged that identifies economic, political, cultural and social opportunities, constraints and challenges for climate mitigation and adaptation. Relevant topics span a broad range of issues, a few of which are listed below:

- benefits and costs of climate change intervention;
- the economics and political/institutional feasibility of policy strategies (e.g. taxes/quotas, subsidies and standards);
- mainstreaming climate change into national, provincial and local policies as well as the role of EU programmes and policies;
- the societal capacity to respond to climate change: drivers and inhibitors at all governmental scales;
- indicators beyond conventional economic accounting systems that can help policy makers assess sustainable and climate friendly development;
- effective channels and policies for promoting low-carbon economies, e.g.
 - consumer products and lifestyles;
 - firm and enterprise behaviour;
 - addressing "rebound" effects;
- the potential for behavioural change;
- normative and ethical dimensions (e.g. burden sharing, equity issues) at different political levels.
- holistic perspective on technical options and behaviour.

Of special interest are trade-offs and synergies among the economic, social, cultural and political drivers of climate change policies and actions and their counterparts with regard to, for example, energy, transportation, industry, agriculture, urban planning, water, biodiversity, and land-use.

4.4 Thematic area 4: Governance and transformation

The weak international climate agreement reached in Copenhagen and the lack of major progress in subsequent COP meetings, together with the global financial crisis, underline the need for reshaping institutions and processes that govern mitigation and adaptation regimes. This is all the more challenging in light of the EU's "20-20-20" mitigation and renewable energy targets, and the roadmap 2050, as well as the real possibility of the need to adapt to warming above 2 degrees. Major social and economic transformation is called for.

Research proposals are encouraged that address governance and policy issues of social, economic and institutional transformation at global, regional as well as Austrian scales. Austrian policy makers face opportunities and challenges as they operate in the context of European and other international arenas. Like many countries, Austria's institutional structures, for instance the social partnership, are not geared for coordinated and integrated climate policy formulation and implementation. Institutional reform and transformation at all scales, including the incorporation of bottom-up initiatives, will be necessary for effectively facing the climate change challenge. Furthermore, innovative approaches on how to implement climate change policy most efficiently within the existing system are of interest.

A few of the many relevant research topics are listed below:

- development of transformation scenarios and pathways towards a carbon neutral and adaptive society;
- lessons from past and ongoing societal transformations on different scales and issues;
- Comparative studies of Austria with other countries, for example, Germany, the Netherlands and other climate-active societies;
- design, political feasibility and efficacy of international agreements on climate protection in view of strategic behaviour by independent governments and other political actors, and the lack of strong supranational authorities;
- potential of bottom-up initiatives in climate policy in

the absence of top-down agreements; allocation of responsibilities to public and/or private actors;

- exploration of synergies with research on economic concepts and integrated approaches towards social justice, prosperity and well-being;
- the role of the European Union in mainstreaming climate change and advancing transformation in Austria through, for example, Cohesion Policy, Common Agricultural Policy, Multi-annual Financial Framework, and relevant directives.

Of special interest is integrated, systemic research, which includes climate change adaptation and mitigation as part of sustainable and transformative policy design across different sectors, such as energy, transportation, industry, agriculture, urban planning, water, biodiversity, and land-use. This research may include an examination of system boundaries and their implications for assessing the sustainability of response strategies (resource constraints, distributional constraints, i.e. winners and losers, etc.).

4.5 General guidelines

- The focus should be on climate change and its impacts, including the adaptation to new circumstances. Proposals can address issues within these thematic fields or can cover several thematic fields; the most relevant thematic field has to be identified in the application form.
- Policy-relevant reviews of literature and practice are eligible.
- 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.
- Early 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 and subcontractors is encouraged, and up to a third 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.
- Applicants should clearly indicate if there are overlaps and synergies with research supported by

earlier ACRP calls or other funding sources.

- 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.

The scientific community needs to critically reflect its own role in climate change and unsustainable behaviours. Therefore, project leaders and partners are expected to address in their submission proposed climate friendly solutions regarding operational aspects, such as travel, meetings, paper, computer and internet use.

5.0 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
- Universities of applied sciences
- Private universities
- 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, as long as full publication of results is guaranteed.

5.2 Project types

Within the framework of the ACRP, many types of research activities are funded in the context of 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 subcontracts.

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) who 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 to the Climate and Energy Fund. The collaborating organisations or individuals are designated as “project partners”.

5.3 Budget

Up to Euro 4,5 million of funds are available under the sixth programme 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 personnel costs, workshop costs, and payments for participatory processes), or expenses that are incurred directly and additionally (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 (date of successful online submission via ACRP platform).

The partial contribution of own funds (cash funds) or services rendered (provision of personnel, infrastructure) by the applicant or the partners of the consortium is desirable. The applicant is asked to document such “own resources” in the Cost and Financing Plan (funding application).

Proposed projects have no binding legal entitlement to funding.

Costs not eligible for funding:

- costs that are not immediately connected with the funded project, in particular investments in buildings, the purchase of real estate, the purchase of office equipment, and the like;
- costs that were incurred before the funding application was received;
- costs that are not considered 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 incurred by the Republic of Austria as a consumer such as taxes or charge fees;

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 working exclusively in research (gross salary costs including non-wage labour costs). The maximum salary schemes and the management of personnel costs in enterprises are listed as examples in section 8.1.

These reference rates are also applicable to managing directors working on the project.

If public sector officials (federal, provincial and municipal civil servants) render services for a funded project, the corresponding costs can, in principle, only be recognised as eligible costs if double cost coverage at the expense of public households can be excluded. Thus, personnel costs for persons already paid from public funds cannot be accounted for again within the framework of a funded project. This provision does not apply if personnel costs for public sector officials are incurred and/or accounted for as contract work (third-party services).

Overhead costs

Overhead costs are costs that arise due to the research activity, e.g. rental, office material, and 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 personnel costs are recognised. Higher overhead costs can be accounted for if applicants provide pertinent justification. If the applicant has its overhead rate fixed by the Forschungsförderungsgesellschaft (FFG), this fixed rate has to be disclosed and used in the application.

Costs accounted for as direct project costs must not be simultaneously included in overhead costs; overheads accounted for under the funded project must not contain any costs that are basically excluded from funding. Such costs include, for instance:

- additional costs incurred through submission of the application;
- catering costs;
- advertising and marketing costs;
- PR costs;
- distribution costs (usually including costs of vehicle fleet);
- booked research expenditure;
- reserves;
- provisions;
- support payments pledged but not received;

- exchange rate differences;
- book values of plant and equipment not recognised as eligible costs;
- losses suffered;
- expenditure incurred in other accounting periods;
- financing costs, interest.

RTD investments/depreciation

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 good accounting practices, is eligible for funding.

Travel costs, costs of materials

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

Subcontracting

These are costs for (research) activities carried out by individuals or organisations other than the consortium partners (contractors); consortium partners must not be subcontractors at the same time. Basically costs for services rendered by third parties (based on work contracts among other things) must not exceed 50% of the total costs within the framework of projects. Subcontracts with costs exceeding EUR 2,000.00 must 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 to publish the research results and to ensure that the results are accessible for use by the targeted research and policy communities.

Not only the research results developed within the framework of ACRP funding must be easily and freely accessible, but also the source materials, including data, models (open source software) and other analyses leading to the results if they are developed with support from ACRP funding, must be made available on request.

Consortium agreement

Successful applicants are expected to establish intellectual property rights and specify the procedure for publication of their results in a consortium agreement before concluding the funding agreement. Concluding such a consortium agreement is a necessary prerequisite for funding to be provided. While the exact details of such an agreement are left to the discretion of the project partners, the Climate and Energy Fund attributes importance to the fact that the rights of individual project partners are safeguarded. This issue has to be evaluated on a case-by-case basis, but it may imply, for instance, that an exclusivity clause for the exploitation rights should not be included. It must be possible for all partners and the scientific community in general to use the results (data records, models (open source)) for continuing research purposes. At the same time, there is an obligation for the consortium to publish the research results and methods in scientific media, especially books and journals, and to ensure that the results are accessible to the scientific, business and policy communities.

5.6 Legal basis and EU conformity

As the legal basis, the RTD Guidelines according to § 11, sub-paragraphs 1 to 5, of the Forschungs- und Technologieförderungsgesetz (FTFG – Research and Technology Funding Act) of the Federal Ministry of 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/12/2007).

6.0 Procedure

6.1 Submission and consultation

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

Kommunkredit Public Consulting GmbH (KPC) has been contracted by the Climate and Energy Fund to serve as programme management office.

Project proposals must be registered on the Climate and Energy Fund website (www.klimafonds.gv.at). The registration number listed on the registration form has to be quoted when submitting the research proposal via the ACRP online platform (for further information on the submission procedure see below). The guide and the forms for the submission of project proposals are available for downloading from the website of the KPC Programme Management Office (www.publicconsulting.at/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 granted, as well as the title and summary of the project, after funding has been approved.

The submission deadline is Thursday, 5 September 2013 at 17.00 for the application to be submitted on the ACRP platform www.acrp.at. There will be no possibility of submitting research proposals after this deadline.

The project proposals are to be uploaded on the ACRP platform www.acrp.at. Submission of project proposals in paper copies or on electronic data storage media at the KPC Programme Management Office is not possible. After successful submission, applicants will receive an automatically generated confirmation of receipt. The proposals have to be submitted in English.

6.2 Selection of projects

The project proposals are evaluated in several stages.

Formal check

As a first step, the Programme Management Office checks whether the proposals submitted are formally correct and complete. Correctable errors are pointed out to the applicants with a request for subsequent correction; if the errors cannot be corrected (formal criteria), the project will be excluded for formal reasons.

Formal criteria for rejecting a proposal are the following:

- the funding application is not received in time;
- the form of the funding application is not observed;
- the necessary prerequisites for specific project types are not observed in essentials.

Evaluation

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

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

When selecting the projects to be funded, the Steering Committee will take account of the evaluation by the external reviewers (based on criteria set out in Table 6.3b) as well as their own assessments of the proposals. The Committee will strive toward achieving 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 thematic areas.

If a follow-up project is submitted, a clear track record of the previous project has to be demonstrated in the proposal (publications, approved interim report or equivalent). The target is also to achieve the following balance among the thematic areas:

- Understanding the climate system and the consequences of climate change (25 %)
- Responding to Austria's policy community (35 %)
- The human dimensions of climate change (30 %)
- Governance and transformation (10 %).

This target may be adjusted to take account of the quality of the proposals.

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, quality of consortium/management, and impact. The weighting factor depends on the thematic area selected:

Criteria	Thematic areas 1, 3, 4	Thematic area 2
Scientific Quality	45	35
Quality of Consortium/Management	30	30
Impact	25	35

Table 6.3a | Weight given to the different criteria

A more detailed description of the criteria given in Table 6.3a is contained in Table 6.3b below. Furthermore, the publication record resulting from ACRP projects of the project leader (linked to the person) will be taken into account by the Steering Committee when evaluating future research proposals.

6.4 Contract

The projects proposed for funding will receive a funding offer from the Climate and Energy Fund that will remain open for a limited period of three months.

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 prior approval by the Programme Management Office of the Climate and Energy Fund. The same rule applies for changes in key scientific personnel.

Scientific quality	Quality of Consortium and Management	Impact
Scientific excellence	Scientific qualifications and participation of international researchers Quality and efficiency of implementation and management	Potential impact through the development, dissemination and use of project results
<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • Quality and relevant experience of the individual participants and quality of the consortium as a whole (including complementarity, balance) • Enrichment by international participants if deemed necessary • Appropriateness of the management structure and procedures • Appropriateness of the allocation and justification of the resources to be committed (budget, staff, equipment), also in order to achieve impact • Climate “friendliness” of research activities 	<ul style="list-style-type: none"> • Usefulness of project results to scientific and policy communities (documented, e.g. through letters from ministries) • Conference presentations, publications in peer-reviewed journals and other appropriate dissemination channels

Table 6.3b | Description of criteria “Scientific Quality”; “Quality of Consortium/Management”; “Impact”.

6.5 Reports and duties

Throughout the project, leaders and partners are expected to contribute actively to the ACRP activities to enhance communication and integration within the climate research community (see section 2). Workshops engaging external experts and/or the Austrian and international climate research communities will be organised (potentially also in cooperation with CCCA) to provide guidance to projects and integrate Austrian research nationally and internationally. After half or two thirds of their duration, depending on the duration of the project, project consortia will be required to orally present an integrated view of the project at the "Österreichischer Klimatag". At earlier stages, projects are encouraged to participate with posters or presentations of early results at this conference.

Interim and final evaluations may be performed for projects by international experts at workshops or elsewhere, if requested by the Steering Committee. If deemed necessary by the Steering Committee, additional material can be requested as a basis for evaluation, 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. They may also be taken into account in subsequent ACRP project funding decisions. To ensure early exposure to the peer review process, the publication of partial or preliminary results at scientific conferences is encouraged.

The project leader has to report to the KPC on a regular basis (interim and final activity reports). **A reporting period can comprise a maximum project stage of one year.** Furthermore, the reporting requirements of the Climate and Energy Fund have to be taken into account. For more information refer to: <http://www.klimafonds.gv.at/foerderungen/richtlinien-fuer-foerderwerbende/>

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 the progress of early dissemination activities and the preparation of publications. The publications resulting from ACRP projects should be mentioned in future submission of the project leader (linked to the person) within ACRP Calls and will be taken into account by the Steering Committee when evaluating those future research proposals. These publications (or the submitted manuscripts) must be supplied within one year 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

The declaration of acceptance of the contract concluded between the Climate and Energy Fund represented by Kommunalkredit Public Consulting GmbH and the applicant, as well as the consortium agreement in the case of a cooperative project, have to be sent to KPC prior to project start. Upon receipt of these documents the first installment is paid provided the conditions specified in the contract have been met.

The mode of further payments depends on the duration of the project, provided there is no negative evaluation of the reports. The final key data of the reporting obligations are specified in the contract.

For the final payment at the end of the project, a final activity report and final accounts are required. The final funding installment is paid out only after formal approval by KPC's auditing department on the basis of a positive evaluation of the final activity report and accounts.

Payment of funding rates

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

Table 6.6 | * (% of TAF), TAF: total amount of funding

7.0 Contacts

7.1 Programme owner and call responsibility

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7.2 Management of the call

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General information, the guide and the application forms can be found on the website of the Kommunalkredit Public Consulting GmbH (KPC) Programme Management Office at www.publicconsulting.at/acrp

Documents required for the call:

- Guide for the submission of proposals, including evaluation criteria for evaluators
- Application forms
- Guideline for reporting
- Templates for activity reports (midterm and final) and financial report (final report)

8.0 Appendix

8.1 Further information on personnel costs

8.1.1 Universities and research institutions

Employees of universities are not paid from the public budget, but from the global budget of the university concerned and are thus eligible for funding. Non-university research institutions are also responsible for their own budgets and are eligible for funding. Basically the general provisions regarding the establishment of personnel costs also apply to university and non-university research institutions. Therefore, the costs of university employees are eligible for funding.

8.1.2 Upper limits of personnel costs

With regard to the issue of the maximum amount of eligible personnel costs there are regulations in the RTD Guidelines (FTE Richtlinien), item 3.3, as well as in the General Framework Directives (Allgemeine Rahmenrichtlinien – ARR 2004), §12 (2), sub-paragraph 9, that are to be applied as regulations subsidiary to the RTD Guidelines in this context. Personnel costs are eligible for funding up to the reference rate specified and/or according to sub-paragraph 8 of the “Verordnung des

Bundesministers 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).

In justified exceptions – in particular, to match the customary international level of payment for special research expertise – it is basically permissible to deviate from the maximum stipulated personnel costs. Table 8.1, listing the current maximum rates of personnel costs (adjusted hourly rates for 2013), 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 parttime 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 x1.32 (=average employer’s contributions) x14)/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	Annual personnel costs (gross, inc. non-wage labour costs)	Hours per year/ adjusted hourly rate 2013
Senior scientist	chief scientist, head of research, head of R&D, university professor	122,113.00	1,680 / 72.69
Scientist	senior researcher, senior expert, team leader, docent, project head	105,669.00	1,680 / 62.90
Junior scientist	junior researcher, associate professor, Ph.D. student, graduand	89,224.00	1,680 / 53.11
Administration	assistant, secretary	47,084.00	1,680 / 28.03
Technician/specialist staff	technician, trained assistant	47,084.00	1,680 / 28.03

Table 8.1 | In euros per year excluding calculated additional charges

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