Project description for proposals to ACRP 2022 (15th Call)

VERSION: 11.07.2022

Table 1: Key data of the project

|  |  |  |
| --- | --- | --- |
| Call | *Austrian Climate Research Programme (ACRP) 15th 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 scientist)* | |
| Austrian Project partners/subcontractors | *name(s) of organisation (s)* | |
| International Project partners/subcontractors | *name(s) of organisation (s)* | |
| Thematic area: | Thematic Area 1: Understanding the climate system and consequences of climate change  Thematic Area 2: Specific support for Austria’s policymakers  Thematic Area 3: Transformative change | |
| Description of costs: | * Total costs in Euro: * Requested funding in Euro: | |
| Project duration: | From start date  *[MM.YY]* to *[MM.YY]* | Project duration in months: |
| Declaration | 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): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) | |
| This application is a resubmission within 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 is designed to help you in your submission and can be deleted in the final Project Description 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 further procedure 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 | Project Description: descriptive part of proposal (upload as .pdf file)  ***The Project Description form must be completed in full; alteration and addition of chapters or headings are not permitted!*** | No | Rejection as result of formal check |
| Use of correct form | Project Description | 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 organizations must be met.  Foreign partners claim a maximum of 20% of the funding in total. | No | Rejection as result of formal check |
| Funding amount | Total funding amount requested does not exceed EUR 300.000 and does not underline EUR 60,000.—  Exception: in special cases, a maximum of EUR 350,000 is possible. See Guide for the Submission of Proposals Chapter 4.3. | No | Rejection as result of formal check |
| Attachments to eCall project data  (upload as .pdf file) | CVs | Yes | Rectification via eCall is possible |
| Uploads to eCall master data  (upload as .pdf file) | Annual accounts (balance sheet, profit and loss account) of the last 2 financial years have been submitted | Yes | Rectification via eCall is possible |

### 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 call announcement).

## 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 previously **completed and submitted** their partner proposals via eCall.

A project proposal is considered to have been submitted if the **eCall application has been finalised** by clicking the “Submit” (“Einreichung abschicken”) button. On 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.

In the event of any questions about eCall please refer to your contact person at the FFG (contact information is available in the call announcement).

It is **NOT** **required** to send a **duly signed copy of the proposal** submitted online.

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

**Submission deadline:**

**Proposals for funding must be received via eCall  
by 12:00:00 a.m. on 26.01.2023**

Abstract

Summary in English (max. 1 page), 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
  + in the company or research institution itself
  + in the national innovation system
  + in Europe (including EU projects) and internationally
  + 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 (in particular EU) 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 and potential synergies. Use the description to underline that you have the expertise and experience to carry out the proposed project (supplementary to Chapter 2, Suitability of Applicant / Project Partners).

If these projects were funded by the FFG 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 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 the basis for / differentiation from the proposed project | Location and type of documentation  (e.g. link to homepage, publication, conference proceedings, interim report, final report, 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):
  + in the company or research institution itself
  + at national level
  + at 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). However, you should not limit yourself to describing the risk in terms of project management.

### Methodology

Describe the methodological approach for achieving the project aims, innovative aspects of the methodology, 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 have been 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 you think 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 refer to the Call Guidelines for further information about the topic of sustainability.

* Please provide the following information with regard to the above sustainability goals:
  + Description of the positive effects (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…)
  + 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 sustainability goals at any time (research, benefit and exploitation, ex-post impact monitoring and beyond), we would 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

The 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

| WP  No. | Work package title | Duration (month) | Start MM/YY | End MM/YY | Planned result |
| --- | --- | --- | --- | --- | --- |
| 1 | Project Management |  |  |  |  |
| 2 |  |  |  |  |  |
| n |  |  |  |  |  |

**Overview of milestones**

Table : 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 5: 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 the milestones. The individual **methods** and steps must be clearly and consistently defined and/or described (about 1 page per work package).

The table should be copied and completed separately for each work package (WP)

**Description of work package**

Table 6: Description of work package - WP number and title

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

Table 7: 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 8: Description of work package - Goals

| Goals: |
| --- |
|  |

Table 9: Description of work package - Description of contents

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

Table 10: Description of work package - Method

| Method: |
| --- |
|  |

Table 11: 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 purpose of travel).

**Please observe the regulations in the** [**Cost Guidelines 2.1**](https://www.ffg.at/recht-finanzen/kostenleitfaden/version-21)

**Overhead costs are now calculated automatically based on a fixed rate (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 observe the relevant instructions on attachments.
* Description of know-how relevant to the project, e.g. market success, patents
* Description of existing infrastructure relevant to the project and other aspects indicating the applicant’s ability to perform the project
* Please list the publications and the documentation of the proven usefulness resulting from previous ACRP projects by the project leader (linked to the person). This record will be taken into account by the Steering Committee when evaluating research proposals.

### Project partners (Pn)

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

* Company name / 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 observe the relevant instructions on attachments.
* Description of know-how relevant to the project, e.g. market success, patents
* Description of existing infrastructure relevant to the project and other aspects indicating the project partner’s ability to perform the project
* If international partners, please indicate how they will contribute to building 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 period. Show that the consortium has the scientific, technical and economic expertise required for the project.

**Main tasks of all project partners**

Table 12: 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 must therefore be contributed by a third party (e.g. via subcontracts). Name the subcontractors and describe in what form they will contribute the relevant expertise.

The content of **every subcontract exceeding EUR 2,000** must be described individually and in detail. If the subcontractor is not known yet, describe the aim of the work to be subcontracted and the qualifications to be met by the subcontractor.

**General information about subcontractor**

Table 13: 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 over 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.

Therefore please tick-off or describe proposed climate friendly solutions regarding operational aspects of this project, such as travel, meetings, paper, computer and internet use. Note that the use of low-carbon means for national and European travel is strongly encouraged by the Steering Committee.

**Checklist** (Please indicate, which measures you and your project partners are planning to take):

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

🞏 Select locations for project meetings that keep distances travelled to a minimum and are easily reachable via public ground transport (e.g. trains) by the highest number of participants

🞏 Locate the venue and time the meetings to account for 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 information or information links

🞏 Offset emissions in case car or air travel are necessary

🞏 Organise virtual and non-virtual meetings in acknowledgement of the UNEP Green Meeting Guide (http://www.greeningtheblue.org/resources/meetings) or the Austrian Green Meeting Standard (http://www.lebensministerium.at/umwelt/nachhaltigkeit/green-events/umweltzeichenMeetingsEvents.html).

If these standards cannot be adhered to:

🞏 Use energy intensity of meeting location infrastructure as criteria for/against selection of 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 of purchases in the context of the project

🞏 Keep purchases of office technologies to a minimum, selecting necessary purchases according to environmentally sound principles (i.e. Greenpeace guide to greener electronics)

Further measures and comments:

# 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).

* What new knowledge can be gained from the project in the relevant scientific/technical target group?
* For whom are the results relevant? What is the benefit for society by the project results?
* How about the knowledge increase in the relevant scientific-technical target group?
* What are the USPs 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.

Research-oriented organisations:

* [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 here the open-access approach of this proposal. If open-access is not suitable for part of the project, you should justify this here.

(1/2 page maximum)

# Relevance of the Project

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(max. 2 Seiten)

## Relevance to the Call

Please list the **call topic** (or **call topics in descending order**) primarily addressed by your project.

Please list the **goal of the programme or call** (or **goals of the programme or call in descending order**) primarily addressed by your project.

## 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.

# Suggestion of Evaluators

*Please indicate here international experts, including their field of expertise, you feel qualified to review ACRP proposals in future.*

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

*(NOTE: Those experts could be invited to participate in evaluation process of future ACRP Calls.* *Please make sure to transmit personal data of experts only in case experts have given their prior consent!)*

Call-specific supplementary information

The following content can optionally be attached here:

E. g. Letter of Intent (LoI) from practice Partner who do not appear as subcontractors.