

# Collected information about the application budget

This document is aimed at applicants for the grant to research infrastructure of national interest 2023, and contains clarifying information about the application budget, including a definition of the cost types. The content is based on the call text, and is intended to clarify sections that in previous calls have led to questions from applicants. Any questions that arise during the period the call is open may lead to the information in this document being updated.

## **Costs and grant amounts**

The grant may be used for investment in and operation of research infrastructure of national interest, and may include costs for coordination, development, construction or upgrading of the infrastructure.

Investment refers, for example, to scientific equipment or research databases, and includes costs for purchase, installation, and adaptation of premises for scientific equipment or data collection for research databases.

The grant must not be used for research, salaries for doctoral students, grants to education, graduate schools, conference grants, researcher exchanges, travel grants for researchers using the infrastructure, or similar. Doctoral student salaries also include compensation for doctoral students' departmental work. Nor must the grant be used to fund participation in EU projects, unless this has been specifically agreed following a written request from the administering organisation. The grant must not be used to fund career development positions, unless this has been specifically agreed.

Research infrastructure with an ongoing infrastructure grant may apply to operate and develop the activities that fall within the framework for the existing grant, that is to say not for upgrades that significantly change the focus and area of operation of the infrastructure.

Please note that any funding awarded for scientific equipment does not form a general grant for investment in the infrastructure; instead, funding is payable up to the amount awarded for equipment specified in the application. Procurement of the equipment shall in normal cases be completed within 15 months following the start of the payment period. The final grant amount for scientific equipment will be determined only after the final financial reporting. See also under *Definition of cost types* below.

For international infrastructure with ongoing Swedish membership, all costs related to the membership, apart from the membership fee, shall be included in the amount applied for. This is because the membership fee continues to be paid by the Swedish Research Council direct to the international infrastructure in question according to a separate international agreement.

For new Swedish membership of an international infrastructure, that is, infrastructure where Sweden does not have an ongoing membership, the cost of the membership fee shall be included in the amount applied for.

## **Co-funding**

Within the subsidiary focus *National infrastructure* (includes activities at a Swedish node within an international infrastructure), co-funding of a minimum of 50% of the total budget is required.

Co-funding refers to direct contributions from the administering organisation and any other participating organisations. Grants from other public and private funding bodies, the EU, other public agencies and direct government appropriations, as well as user fees, may be regarded as co-funding. Please note that, by signing the application, the administering organisation guarantees funding at this level.

Existing resources (including depreciation of equipment already purchased) that the administrating organisation or any other participants make available to the research infrastructure, and also existing grants from the Swedish Research Council, must not be included in the co-funding.

**Updated 2023-01-23** Within the subsidiary focus *technology and methodology development projects at international infrastructure*, no co-funding as per above is required, but the participating organisations are expected to give comprehensive undertakings that provide Swedish added value from the international membership. This can be in a format other than co-funding, depending on the framework for the operation of the infrastructure, for example by participating with personnel in development work at the infrastructure. Within the subsidiary focus *new membership of international infrastructure* no co-funding is required for the cost of the membership fee while the activities within a Swedish node is handled within the subsidiary focus *National infrastructure*.

## Budget

Attach the budget for the research infrastructure in Excel format. Please use the updated budget template the Swedish Research Council links to in the 2023 call text, and state the costs in units of thousand Swedish krona (KSEK) in this. Please note that, for all subsidiary focuses, we are requesting a total budget for the research infrastructure. This means that all income shall be shown in the application, such as grants applied for from the Swedish Research Council, co-funding from the administrating organisation and any consortium members, grants from other funding bodies, and user fees. The total cost for investment in and operation of the research infrastructure shall also be shown in the budget, including indirect costs. Only costs that give rise to a financial transaction in the accounts of the research infrastructure shall be included.

### **Budget in the Prisma form**

When the budget template is completed, the amount applied for from the Swedish Research Council corresponding to line 2.1 in the budget template shall be transferred to the field "*Total budget (Total budget)*" in the section "*Budget och forskningsresurser (Budget and research resources)*" in the Prisma form. Please follow the instructions in the form, and state the total amount in Swedish krona, rounded to the nearest thousand (disregard the word "*driftskostnad (operating cost)*", which is a Prisma artefact. To ensure the correct amount applied for from the Swedish Research council is shown, "*Indirekta kostnader (Indirect costs)*" and "*Annan kostnad (Other cost)*" in the form shall be set at 0 (zero), as they are already included in the budget template at line 2.1.

**Budget och forskningsresurser**

**Sökt belopp**

Ange belopp som söks från Vetenskapsrådet motsvarande rad 2.1 i budgetmallen. Ange hela beloppet, avrundat till närmaste tusental (bortse från ordet driftskostnad).

Kostnader

Driftskostnader	Beskrivning	2022	2023	2024	2025	2026	Totalt
1		1 000 000	1 000 000	1 000 000	1 000 000	1 000 000	5 000 000
<b>Totalt</b>		<b>1 000 000</b>	<b>5 000 000</b>				

Sätt "Indirekta kostnader" och "annan kostnad" till 0. Värderna angivna ovan överförs automatiskt och belopp som ansöks från Vetenskapsrådet visas.

Total budget \*

Specificerade kostnader	2022	2023	2024	2025	2026
1 Driftskostnader	1 000 000	1 000 000	1 000 000	1 000 000	1 000 000
2 Delsumma	1 000 000	1 000 000	1 000 000	1 000 000	1 000 000
3 Indirekta kostnader					
4 Total projektkostnad	1 000 000	1 000 000	1 000 000	1 000 000	1 000 000

	Totalt, sökt	Annan kostnad	Total kostnad
1	5 000 000		5 000 000
2	5 000 000	0	5 000 000
3	0		0
4	5 000 000	0	5 000 000

### Explanation of the budget

Explain and comment on the budget in an appendix – see information in the call text.

## Budget template

Please use the new template, linked to in the call text for the 2023 call. The following headings (Table 1, Table 2, etc.) refer to tables shown in the budget template.

Please note that 2024 is preselected as the start year in the form in Prisma and in the budget template. If the application is for a grant with a start date for payment in 2025, this must be stated in box named "Startår (Start year)" in the budget template attached.

All costs in the application budget must be clearly linked to the modules described under heading "2.4 Konstruktion, utveckling och drift av infrastrukturen (Construction, development and operation of the infrastructure)", in the section "Beskrivning av infrastrukturen och dess verksamhet (Description of the infrastructure and its activities)".

### Summary of income and costs, Tables 1–3

The total estimated income for the research infrastructure (Tables 2+3) shall correspond with the total estimated costs (total lines for "Tabell 1. (Table 1.) Sammanställning (Summary): Costs (Costs)".

#### Table 1. Summary: Costs

State the total costs for each module. Each line in the table shall correspond to the total line for each module budget across all types of cost.

*Table 2. Summary: Income – grants*

Table line 2.1 shows the amount of funding applied for from the Swedish Research Council.

In Table 2.2, 2.3 and so on, please show the amount the administrating organisation and any other participating organisations intend to contribute to the research infrastructure. Each participating organisation's contribution shall be summarised per line.

In Table 2.n, 2.n+1 and so on, please state also other contributions to the research infrastructure over and above the direct contributions from the Swedish Research Council and participating organisations. These may be contributions from other public and private funding bodies, the EU, other public agencies and/or direct government appropriations. Please note that, by signing the application, the administrating organisation guarantees funding at this level.

*Table 3. Summary: Income – user fees*

Please state any user fees divided up per module. Please note that, by signing the application, the administrating organisation guarantees funding at this level.

**Tables for the individual modules**

Please state all the costs for each module. For each budget line, please state what type of cost this relates to. See below in this document for explanations and definition of the cost types. Only costs that give rise to a financial transaction in the accounts of the research infrastructure shall be included. Existing resources (including depreciation of equipment already purchased) that the administrating organisation or any other participating organisation make available to the research infrastructure must not be included as a cost.

Costs for user training and in-service training of personnel at the research infrastructure as well as supporting e-infrastructure shall be shown clearly, but applicants may choose whether the costs shall be included in existing modules or form modules of their own.

Each budget line shall be attributable to its respective module in the appendix "*Beskrivning av forskningsinfrastrukturen och dess verksamhet* (Description of the research infrastructure and its activities)".

The total for each module is then transferred to Table 1.

## Definition of cost types

**Personnel costs**

Paid and booked salary costs. Salary cost refers to gross pay and actual payroll overhead, such as social security contributions, mandatory pension provision, mandatory insurance and fees, and holiday pay.

State both the type of position (such as research engineer, professor) and the function the cost relates to (such as user support, scientific support, technical support/operation/maintenance of equipment) and how many FTEs the cost of the function relates to.

**Premises costs**

State the type of premises the cost relates to, such as equipment room or laboratory. Only costs of operation-specific premises that are exclusively used for the operation of the research infrastructure

and are reported as financial transactions within the research infrastructure's operation may be included.

Premises paid for via indirect costs must not be included. Costs for the HEIs ordinary operating premises, land or other buildings that do not arise as an immediate consequence of the operation of the infrastructure are not a direct cost entitled to support.

***Other direct costs***

This includes direct costs that arise as a direct consequence of the operation of the research infrastructure. These may, for example, be costs for purchasing consumables, service contracts and similar. Travel costs for travel directly linked to the operation of the infrastructure shall also be included here.

***Scientific equipment***

This includes costs for purchasing equipment, material for construction of equipment and adaptation of premises, provided the total cost of the equipment across the grant period exceeds 100 000 SEK.

All planned investment shall be specified in the application, and procurement should in normal cases take place during the first 15 months of the grant period. In the budget template, state the purchasing cost for the relevant purchasing year, not the depreciation cost. Funding awarded for scientific equipment is still paid out allocated across the grant period awarded. The final grant amount for scientific equipment is determined only after the final financial reporting. If the costs for scientific equipment are less than the amount awarded by the Swedish Research Council, the unused funding shall be repaid to the Swedish Research Council.

***Bought-in services***

This covers bought-in services, consultants, licences, and so on, that are exclusively used in the operation, provided the total cost of the service across the grant period exceeds 100 000 SEK. For the costs to be allowable for support, they must be purchased from or licenced by external actors (that is, actors that do not participate in the infrastructure) on market terms, and the activity and scope must be stated in the description in the application. Different parts/nodes/modules of the same infrastructure are not regarded as external in relation to each other. The final grant amount for bought-in services is determined only after the final financial reporting. If the costs for bought-in services are less than the amount awarded by the Swedish Research Council, the unused funding shall be repaid to the Swedish Research Council.

***Indirect costs***

Indirect costs shall follow the HEI's model for overhead contribution. Please contact the HEI administrators for information about the local calculation model. State the indirect costs relating to different types of cost on separate lines in the budget template, and state which type of cost the indirect costs relate to. The section "*Förklaring av budget* (Explanation of the budget)" requests a brief description of the different HEIs' management of indirect costs.