



SNOWMAN Coordinated Research Call

Sustainable Management of Soil and Groundwater Pollution

Applicants Guide

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1 INTRODUCTION

SNOWMAN is a network of european research funders and administrations, working together to coordinate their efforts in the field of soil contamination and its management. The consortium is funded by the European Commission's 6th Framework Programme for Research and Technological Development.

It consists of seven partner organisations whose website homepages are

Table 1. SNOWMAN Partner Homepages

Organisation	Website
Bundesministerium für Land- und Forstwirtschaft, Umwelt und Wasserwirtschaft (Ministry for Agriculture, Forestry, Environment & Water Management Austria);	http://www.lebensministerium.at
Agence De l'Environnement et de la Maîtrise de l'Energie (Agency for Environment and Energy Management - France);	www.ademe.fr
Umweltbundesamt (Federal Environment Agency – Germany);	http://www.umweltbundesamt.de
Stichting Kennisontwikkeling en Kennisoverdracht Bodem (Centre for Soil Quality and Knowledge Transfer – Netherlands)	http://www.skbodem.nl/
Environment Agency (UK)	http://www.environment-agency.gov.uk/
Openbare Vlaamse Afvalstoffenmaatschappij (Public Waste Agency of Flanders - Belgium)	http://www.ovam.be/
Naturvårdsverket (Swedish Environment Protection Agency - Sweden)	http://www.naturvardsverket.se/

The consortium has launched a transnationally coordinated research call in the field of 'Sustainable Management of Soil and Groundwater Pollution'. The anticipated budget of this call is up to €700,000, and projects will have a duration of up to 12 months. Up to €100,000 will be available in each partner country from the SNOWMAN funders, plus any additional third party funding which research consortia are able to attract.

This document is intended to guide potential participants through the application process.

2 OBJECTIVES OF THE COORDINATED CALL

The **principal objective** of SNOWMAN is:

TO SUPPORT THE DEVELOPMENT OF SUSTAINABLE MANAGEMENT OF SOIL AND GROUNDWATER POLLUTION.

Within this broad topic, applicants should focus on two spatial scales:

Working at the traditional contaminated land site scale, the call objective is to encourage sustainable approaches to remediation.

Working at a broader spatial and temporal scale, the call objective is to improve knowledge of the behaviour of contaminants at the catchment and subcatchment level, dealing with contaminants at lower concentrations over wider areas (i.e. diffuse pollution of soil and groundwater).

Further objectives of the call are:

- To underpin the research agenda of SNOWMAN for the future (review the state of the art and provide clear research direction for future calls)
- To provide a first experience of international cooperation amongst national research funders, and test / review the mechanisms of collaboration between funding programmes
- To establish the SNOWMAN partnership as a funder of a transnational research programmes, and provide an opportunity to establish transnational research consortia for the longer term.

2.1 Thematic Scope of the Call

Within the overall thematic scope, 'Sustainable Management of Soil and Groundwater Pollution', work will be funded under four topic headings:

The Principles of Sustainable Management of Soil and Groundwater Pollution
Soil System Processes
Tools for Sustainable Management of Soil and Groundwater Pollution
Application of Science and Technologies

The call steering group will strive to fund a balanced portfolio of projects covering all four topic areas:

Principles of Sustainable Management of Soil and Groundwater Pollution

This topic aims to achieve a better understanding of the meaning of 'Sustainable Management of Soil and Groundwater Pollution' in practice. It will deliver guidance for regulators across Europe for the development and implementation of Sustainable

Management of Soil and Groundwater Pollution in both urban and rural areas. It should identify more specifically the research needed for the delivery of sustainable management strategies for the future.

Soil System Processes

This topic is focussed upon soil processes, taking a wider perspective than has traditionally been the case in remediation studies. The attenuation of pollutants over space and time, the impacts of attenuation processes on soil functions and microbial diversity, and therefore the relationship between the functioning of soil as a system and land use pressures should be considered.

Tools for Sustainable Management of Soil and Groundwater Pollution

In many countries tools have been developed for the Sustainable Management of Soil and Groundwater Pollution. For example, in the Netherlands, Germany, Denmark, Canada, and U.S., tools to assess the environmental impact of soil remediation have been developed.

This topic is aimed at the further development and promotion of decision support tools which support Sustainable Management of Soil and Groundwater Pollution.

Application of Science & Technology

This topic is dedicated to encouraging the application of scientific knowledge and new contaminated land technologies. What new techniques are available for contaminated soil and groundwater treatment, and how sustainable is each approach? Can we identify and encourage the use of more sustainable approaches?

Further information on the thematic areas is given in Annex 1.

2.2 Focus of Interests

All the topics are of some interest to all the SNOWMAN funders, however each country has its own priorities. These differences are outlined below:

Table 2. SNOWMAN Partner Priorities

	Principles of SMSGP	Soil System Processes	Tools for SMSGP	Application of Science & Technology
Austria	✓ ✓	✓ ✓	✓ ✓	✓ ✓ ✓
Flanders (Belgium)	✓ ✓	✓ ✓	✓ ✓ ✓	✓ ✓ ✓
France	✓ ✓	✓ ✓	✓ ✓	✓ ✓ ✓
Germany	✓	✓ ✓	✓ ✓	✓ ✓
Netherlands	✓ ✓	✓ ✓	✓	✓ ✓ ✓
Sweden	✓	✓ ✓ ✓	✓ ✓	✓ ✓ ✓
UK	✓	✓ ✓	✓ ✓ ✓	✓ ✓ ✓

In putting together proposals it is important that research consortia take these priorities into account, so that proposals are tailored to meet both the overall call objectives, and the national funders needs.

The following Contact Points in the funding organisations will be able to give further advice and you are encouraged to consult them at an early stage:

Table 3. SNOWMAN National Contact Points

Funding Organisation	Contact Point	Email Address
Bundesministerium für Land- und Forstwirtschaft, Umwelt und Wasserwirtschaft (BMLFUW)	Stefan Vetter	stefan.vetter@lebensministerium.at
Openbare Vlaamse Afvalstoffenmaatschappij (OVAM)	Sofie Van den Bulck	Sofie.Van.den.Bulck@ovam.be
Agence De l'Environnement et de la Maîtrise de l'Energie (ADEME)	Nadine Dueso	nadine.dueso@ademe.fr
Umweltbundesamt (UBA) in collaboration with Projekttraeger Juelich	Joerg Frauenstein	joerg.frauenstein@uba.de
Stichting Kennisontwikkeling en Kennisoverdracht Bodem (SKB)	Johan van Veen	h.j.vanveen@mep.tno.nl
Naturvårdsverket (SwEPA)	Kerstin Jansbo	Kerstin.Jansbo@naturvardverket.se
The Environment Agency (EA)	Jon Greaves	Jon.greaves@environment-agency.gov.uk

2.3 Geographical Scope

The call is open to contractors based in Austria, Flanders (Belgium), France, Germany, the Netherlands, Sweden and the UK. Researchers from other countries may take part in consortia, but will not be eligible for SNOWMAN funding. The involvement of parties from other countries may be beneficial in the review process.

2.4 Eligibility for Funding

Applicants must meet the following requirements in order to be eligible for funding:

Consortium Requirements

Each proposal must contain at least two independent legal entities from at least two of the SNOWMAN partner countries (i.e. all consortia must be trans-national). Larger consortia offering a greater degree of trans-national collaboration are encouraged to apply.

Eligibility of Organisations and Costs

Eligible Organisations will be those able to participate in the relevant funders RTD programmes in the SNOWMAN partner countries.

Eligible Costs will be determined by the rules of each funding organisation.

This country specific information can be found in Annex 5.

Compliance with Procedures

Only proposals which are fully compliant with the procedures outlined in this Guide shall be eligible for consideration for funding.

Ethics

Applicants must sign a declaration as part of the proposal process, that the project does not contravene any principle of ethics.

Irregularity

Applicants will be asked to sign a declaration that they have not committed any irregularity in the implementation of any previous EU or domestically funded programme.

Any participant who has committed an irregularity may be excluded from participation in the SNOWMAN coordinated call, due regard being had to the principle of proportionality.

3 PROCEDURAL GUIDANCE

3.1 Submission of Applications

SNOWMAN will use a single stage application process, although subsequent evaluation will occur in two stages.

Applications for SNOWMAN funding should be made using the form available as an MS-Word document from the SNOWMAN website (<http://snowman-era.net>). No other form of application will be accepted, unless national funding rules require supplementary information (see Annex 5).

The form and other supplementary information should be completed in English and submitted by the Research Coordinator on behalf of all the Participants, to

SNOWMAN Secretariat
Mr Arnd Wieland, II 4.3
c/o Umweltbundesamt Dessau
P.O. Box 1046
D-06813 Dessau
Germany

Phone: +49 / 340 2103 – 3026
Fax: +49 / 340 2104 – 3026
email: secretariat@snowman-era.net

www.snowman-era.net

Applications should be sent in hard copy form (two signed copies), enclosing a parallel electronic copy on CD-ROM (which will be used by the Secretariat to facilitate the review process). Further instructions for completion of the application form are given in Annex 2, and a coordinators Submission Checklist is included in Annex 3. Coordinators are encouraged to use this checklist to assure themselves that they have complied with SNOWMAN's eligibility requirements.

3.2 Submission Deadline & Evaluation Timescale

The deadline for receipt of applications is 28th February 2007. Applications received by the office of the Secretariat after this time will be excluded from the evaluation process and will be returned to the applicant. The evaluation process will be completed in early 2007 and projects should be ready to begin on 1st June 2007.

3.3 The Role of the Research Coordinator

Each research consortium will need a coordinator, who will have the following roles (over and above those of other participants). The Coordinator will:

- Be the single point of contact between SNOWMAN Secretariat and the Researchers in the project, from submission of the application onwards;
- Compile the Application on behalf of the Research Consortium;
- Prepare and obtain signatures to the researchers Consortium Agreement, in their mutual interest;
- Compile and submit progress reports and other deliverables to the SNOWMAN Secretariat.

The Research Coordinator will NOT be responsible for the financial coordination of SNOWMAN research funding, which will be handled directly between researchers and research funders in each participating country.

3.4 The Role of the SNOWMAN Call Steering Committee and Secretariat

SNOWMAN will establish a Call Steering Committee (CSC), which will manage the coordinated call, and a Secretariat which will provide administrative support to the call. The Secretariat will be the primary point of contact with research coordinators throughout the life of the programme. The Secretariat will manage and track your proposal through the evaluation process. If you have any queries about the application process, they should be addressed to the Secretariat.

3.5 The Evaluation Process

Eligible applications will be subject to two further stages of evaluation:

3.5.1. Scope Check

This check will confirm that proposals contribute to both the objectives of SNOWMAN, and towards the priorities of the individual funders involved. These checks will not make judgements on the quality of the proposals but merely of the scope of the work proposed.

3.5.2 Peer Review

In Peer Review, the quality and relevance of the proposals will be judged by an independent, international, peer review panel, nominated by the Call Steering Committee and Research Funders in each partner country.

The CSC will ensure that the reviewers are independent experts with the skills and knowledge appropriate to the tasks assigned to them, and are not faced with a conflict of interests on the matter on which they are asked to give opinion.

Peer review will be carried out anonymously and remotely to ensure that independent views are obtained. Reviewers will be provided with guidance and will use an evaluation model based on the criteria given in the table below. The peer review process will provide an opportunity for the reviewers to ask for clarification of parts of the proposal if necessary, and this process will be managed by the SNOWMAN Secretariat who will contact Project Coordinators if queries arise.

Each peer reviewer will produce a textual report for each of the evaluation headings, a score for each criterion, and a total score for each proposal.

Table 4. Peer Review Selection Criteria

Criterion	Judgement based upon
Scientific and technological excellence and degree of innovation	Judgement of the quality of the project idea, its objectives, overall project description, and workpackage descriptions.
Ability to carry out the proposal successfully, assessed in terms of resources and competencies of project team	Quality of the project team (CV's of key personnel), availability of suitable resources (sufficient critical mass of resources mobilised)
Ability to ensure the efficient management of the work, including the organisational arrangements laid down by the participants	Quality of project management workpackage, previous project management experience of the coordinators team.
Relevance to the objectives of the call and significance of contribution to the call work area	Alignment of the proposal objectives to those of the call, and peer review assessment of the significance of the work.
European added value	Judgement of the synergies between the partners, and the degree of transnationality of the outputs. To what extent can the outputs be achieved only through transnational collaboration.
Quality of the plan for using and disseminating the knowledge, potential for promoting innovation, and clarity of plans for the management of intellectual property.	Judgement of the quality of the dissemination and exploitation plan.
Cost effectiveness	Cost of the proposal set against its relevance, significance, and scientific excellence.
Risk	Likelihood of success, and presence of weaknesses in any part of the proposal.

3.5.3. Funding Recommendation & Project Start

The CSC will make final recommendations on the SNOWMAN work programme, making use of the advice provided by peer review. It will aim to create a balanced portfolio of projects in the programme, taking into account the availability of funding from each SNOWMAN country.

Proposal coordinators will be notified by the Secretariat of the date of the CSC meeting and when they are likely to hear the outcome. The proposals will be divided into one of three categories: Recommend funding, Reserve list, or Reject. (Due to the different approaches to funding approval mechanisms between the UK and Germany, cofunding of projects involving both countries will need a further approval of both funders prior to offer of research contracts).

In the case of proposals recommended for funding, the funding bodies should confirm funding to each participant directly within 30 days of the CSC meeting.

Projects will begin when all the participants have signed the Consortium Agreement (see 4.2).

3.5.4. Resolution of disputes

Call Steering Committee recommendations will be final and there will be no appeal process.

4 CONTRACTUAL ARRANGEMENTS

This research call has been achieved through coordination of activity between the SNOWMAN partners. They have adopted a funding model in which each country will fund those components of transnational research proposals which take place in their own country. Funding will be managed using contracts between funders and researchers in each country. For example, in the case of a proposal from researchers in the Netherlands and France, the Dutch researcher would be funded by SKB, and the French researcher by ADEME. The SNOWMAN research funders have signed an agreement to work together in this way for the duration of the funded research.

This coordination of contracts has a range of implications, for example:

- Funding within each country will be based on the funders existing funding rules
- The maximum funding rates will therefore differ between countries
- Eligibility of costs will vary between countries
- Proposals must be scaled to remain within the available budget within each participating country.

Whilst at first glance this might seem complex, the rules within each country will mostly be already familiar to potential participants.

4.1 Contract Structure

SNOWMAN research contracts will be built up using the funders normal terms & conditions, supplemented by extra 'SNOWMAN conditions' which will be common to all the contracts. The contracts will consist of three components which are further described in Annex 4:

Component 1: The research terms and conditions for each funder.

Component 2: The SNOWMAN specific terms and conditions which will be common across all countries and all SNOWMAN projects.

Component 3: This will be the Technical Annex of the project and will be based on the application. It will therefore be the same for all partners in a project.

4.2 Consortium Agreements

Consortia receiving a funding recommendation will be required to enter into a consortium agreement. The purpose of this document is to underpin the researchers collaboration, and give them mutual assurance on project management structures and procedures and their rights and obligations towards one another. It will also assure SNOWMAN that the research consortia have satisfactory decision making capability and are likely to work together in a synergistic manner.

It is in the interests of research consortia to have a good quality consortium agreement. It will be the responsibility of the Coordinator to draft the agreement, but a list of the topics it should address are included in Annex 6.

The consortium agreement should be signed within 30 days of the signature of the last contract of the consortium. Only when the consortium agreement has been signed will the research funding contracts enter into force. If this time limit is breached the CSC shall be empowered to withdraw its recommendation.

4.3 Sub-Contracting

Sub-contracting of substantive parts of the project work will not normally be permitted in the SNOWMAN coordinated call.

4.4 Breaches of Contract

Breaches of contract will be dealt with according to the rules established by the relevant research funders.

All funders will all hold a retainer at the end of the project pending delivery of final transnational outputs. The amount of this retainer will be specified in the research contracts but will normally be of the order of 10% of the project value.

4.5 Progress Monitoring

The Secretariat and CSC will monitor project progress on the basis of reports provided by the Research Coordinators. A template for progress reports will be made available from the SNOWMAN website.

Reporting requirements will be set out in the individual contracts. However, in general, projects should produce one mid-term progress report, a draft final report and a final report.

4.6 Audit Requirements

The CSC shall have the right to carry out technical audits of the participants, in order to ensure that the project is being performed under the conditions claimed and in accordance with the project proposal.

Financial audit requirements will be those of the relevant funding organisations.

4.7 Ownership of Knowledge

It is expected that new Intellectual Property resulting from SNOWMAN funded projects will be published in the scientific press and through other relevant media.

Where several participants have jointly carried out work generating new knowledge, they shall agree amongst themselves the allocation of knowledge ownership, taking into account the funding contracts into which they have entered. This should be covered in the Consortium Agreement.

4.8 Dissemination of Knowledge

Project reports must be produced in English, and may be produced in other languages at the researchers discretion and cost.

Participants in SNOWMAN Coordinated Call projects will be expected to proactively promote the knowledge resulting from the work undertaken. The participants should ensure that the knowledge resulting from the work is disseminated within the period of the project. Should the participants fail to do so, the SNOWMAN CSC may take steps to disseminate the knowledge.

A major objective of SNOWMAN is the transnational delivery of a work programme and knowledge transfer of the common results, amongst the participating countries and more widely. The dissemination of project results is intended to generate multiplier effects within Europe. Project proposals should thus contain well thought out and detailed dissemination plans. Public access to deliverables should be given a high priority by proposers and dissemination activity should be described in project final reports. Executive Summaries suitable for web publication will also be required and as a minimum will be disseminated via the EUGRIS and SNOWMAN websites.

All project outputs should acknowledge their sources of funding and the coordinating role of SNOWMAN.

4.9 Project End

The projects will be officially ended when all deliverables have been produced and accepted by the CSC, and final payments have been made to all the research partners in the project.

ANNEX 1. OUTLINE OF RESEARCH PROJECTS IN THE SNOWMAN COORDINATED CALL.

INTRODUCTION

The ERA-NET project on co-operative research on sustainable soil management under the pressure of pollution and contamination, SNOWMAN, has organised a coordinated call for research projects, co-funded by organizations in the SNOWMAN partner countries (Austria, Flanders (Belgium), France, Germany, Netherlands, Sweden, and the United Kingdom).

The projects should aim to meet a spectrum of needs and this will be achieved by focusing on different topic areas. SNOWMAN is, in the long term dedicated to sustainable soil management; however this first budget-limited call is focussed on contamination in the context of soil management. This means that other threats to soil as erosion, sealing or salinisation are not part of this call.

Significant emphasis should be given to dissemination and information exchange to share European experiences within the upcoming projects. Each project proposal needs a good quality communication/dissemination plan.

Topic Areas

Topic 1 – Principles of Sustainable Management of Soil and Groundwater Pollution.

This topic aims to achieve a better understanding of the meaning of Sustainable Management of Soil and Groundwater Pollution in practice based on a review of (mainly) SNOWMAN-countries experiences. The topic will deliver **guidance** for regulators across Europe for the development and implementation of Sustainable Management of Soil and Groundwater Pollution. Based on the review the research needs from a stakeholder perspective will be identified.

Topic 2 – Soil System Processes.

This topic is focused upon soil processes over larger areas and lower concentrations. It should reflect the **state of knowledge** about the functioning of the soil as a system and the relationship between soil quality and land use. Of particular interest is consideration of the resilience of soils, the attenuation of contaminants in space and time, and the impacts of the attenuation processes on soil functions and microbial diversity. The topic delivers a judgement of the existing knowledge and necessary developments from a scientific perspective.

Topic 3 – Tools for Sustainable Management of Soil and Groundwater Pollution.

In many countries tools have been developed for Sustainable Management of Soil and Groundwater Pollution. In this field of work, there is an opportunity to build on the existing experience by developing and promoting the use of harmonised decision support tools which support sustainable approaches. The topic focus is the exchange of know how and the development and **harmonization of tools** for the management of contaminated land. The topic will deliver suggestions for the harmonization of the scientific basis of these tools and recommendations of the promotion of their use.

Topic 4– Application of Science and Technologies

This area is dedicated to the **application** of scientific knowledge and contaminated land technologies, related to sustainability. What new technologies are available for contaminated soil and groundwater treatment? How sustainable are each of these new technologies? Are there new technologies or approaches in the scientific literature which have the potential for greater sustainability than those presently available? The topic will deliver **guidance** for identification of innovative approaches to brownfield development.

Topic 1: Principles of Sustainable Management of Soil and Groundwater Pollution.

BACKGROUND

Urbanisation and industrialisation create a continuous demand for new space. Some existing industrialised or urban areas are no longer of sufficient quality to support these functions, due to various effects such as soil contamination, (brownfield sites). This puts an extra demand on new (greenfield) areas while the development is easier and cheaper and this process of consumption of "green" and natural land, is a process that is largely irreversible.

The use of rural areas for instance for agriculture, can also have environmental effects in the long run, such as the impacts of over-fertilisation, use of fertilisers containing heavy metals, and the use of pesticides and herbicides. These impacts often create unsustainable situations which environmental regulators need to address.

Rehabilitation of natural areas is sometimes hindered by the difficulties of working on a catchment (as opposed to industrial site) scale. Rehabilitation of urban and industrial areas is restricted because of the costs of soil and groundwater remediation. The way in which land use, and the impact of land use on soil and groundwater quality is managed is not sustainable – in either urban or rural areas. The Water Framework Directive, and the possible future Soil Framework Directive, both demand that these unsustainable situations are addressed. Environmental regulators will have a key role in finding solutions to these problems. New approaches and methods are necessary for land use management combined with soil and groundwater quality management to improve sustainability.

DESCRIPTION

The main purpose of the topic is to understand the principles of SLM. Can we describe in more detail what is meant by SLM and how we can measure or benchmark sustainability of land use at the catchment scale? Are there existing management approaches for SLM and how is the sustainability of these approaches defined? Are there evolving approaches and is there a common opinion about their applicability. Already a lot of work has been done concerning Risk Based Land Management. What is the difference between SLM and RBLM and can the results from studies about RBLM (Cabernet) be used for SLM? The topic will explore experiences across the EU but it will focus on the SNOWMAN countries. A second purpose of this topic is to involve stakeholders into the concept of SLM and increase their awareness about the benefits of SLM. The main stakeholders are urban and regional planners and authorities and water management authorities. For rural areas also the agricultural stakeholders and management organisations of natural parks and areas are also important.

There is a huge amount of work going on under the Water Framework Directive to make the link between quality of the (water) environment and land use. This topic should look at the WFD work, and decide what else will need to be done for the Soil Framework Directive which we will have to implement as regulators.

DELIVERABLES

The deliverable of the topic is a report with comprehensive descriptions and conclusions in relation to:

- 1 A better understanding and description of SLM;
- 2 An indication of the benefits of SLM for several groups of stakeholders;
- 3 An overview of existing approaches of SLM, their applicability and practical experience
- 4 The main targets for improving SLM;
- 5 The identification of main bottlenecks, areas of possible improvement and directions of solution;
- 6 What mechanisms are needed to ensure that SLM happens across the EU?
- 7 What are the potential research needs, from the viewpoint of environmental regulators, for the implementation of the likely Soils Framework Directive?
- 8 Guidance for implementation of Sustainable Management of Soil and Groundwater Pollution to regulators across Europe.

Topic 2: Soil System Processes

BACKGROUND

The development of knowledge about soil processes has been concentrated so far on transport and degradation processes related to localised soil contamination. SLM has a scope of view on a larger scale and a longer time horizon. To support SLM more know how is needed, about the functioning of the soil as a system and the relationship between soil quality and land use. Soil processes on a larger scale and with a longer time frame become more important. Variations in the processes in space and time are more relevant as well as the uncertainties about their duration, velocity and so on. Apart from higher concentrations of contaminants in local spots, low concentrations over a larger area, of components like pesticides, ammonia, phosphate, become more relevant. Contaminant fluxes between soil, groundwater, surface water or air are important in determining the concentration in the soil on a long term basis. What circumstances increase or decrease these emissions and how can these been influenced?

DESCRIPTION

The purpose of this topic is to investigate what knowledge is already available about soil processes on a higher spatial level and for a longer period of time that is applicable for SLM. In particular knowledge about diffuse pollution, wide scale and long term natural attenuation processes and emissions from soil to surface water and air and visa versa is important. Consideration of the resilience of soils and the impact of attenuation processes on microbial diversity in soils is of particular interest.

A second goal is to indicate the need for know how to determine the relation between land use and soil quality on the long run. Long term risks for food quality and safety, potential long term risks for human beings and ecological risks for specific species, landscapes or life support processes need to be investigated.

A third goal is to investigate what type of monitoring systems or monitoring techniques are available for soil process monitoring, which practical experience has already be gained and what additional developments are useful.

DELIVERABLES

The deliverable of the topic is a report on the state of art in relation to:

1. Models and methods of transport and fate of diffuse pollutants over larger areas and longer periods of time;
2. Spatial and temporal changes of soil processes and parameters;
3. New methods for risk assessment and bio-availability for humans and ecosystems;
4. Transfer mechanisms from soil to other environmental compartments;
5. Monitoring techniques and approaches;
6. Judgement of existing knowledge and necessary developments from a scientific perspective.

Topic 3: Tools for Sustainable Management of Soil and Groundwater Pollution

BACKGROUND

Scientific knowledge of soil system processes has to be converted to practical applicable “tools” that support different SLM approaches. This tool box can consist of decision support systems, mathematical models for the calculation of relationships between soil use and soil quality, soil system processes in time and space or risk assessment models. Within the approaches of SLM, results such as soil quality criteria will vary depending on local or regional circumstances, and so more attention has to be paid to the quality of the tools and methods that have been used. More harmonisation of models, methods to determine tolerable loads on soils, development of quality indicators, such as bio indicators, and cost benefit analysis can be more harmonised. Decision support tools also offer the opportunity to promote the use of sustainable approaches by guiding operators towards them.

DESCRIPTION

In the field of soil remediation there has already been a lot of exchange of know how about characterisation, remediation and risk assessment tools and techniques. Many projects for exchange of practical experience have been carried out. In this field of work, there is an opportunity to build on this experience by developing and promoting the use of harmonised decision support tools which support sustainable approaches.

For diffuse pollutants, long term processes, and soil quality assessment in relation to use of land, this exchange of experience has not occurred. Nevertheless a lot of these methods and tools are already in use in different countries. The aims here are (i) to exchange know how and experience about several methods and tools, their applicability in practice and practical experience and (ii) to formulate the needs for development and harmonisation of tools and methods that are being used. This will improve the discussion about SLM, the effects of approaches etc.

Examples of tools for development or harmonisation within this coordinated are:

- Transport models of compounds from the unsaturated zone to groundwater in field conditions
- Verification of transport models for compounds
- Early warning systems for groundwater protection
- Bio-indicators for soil quality
- Cost-benefit & sustainability appraisal models for soil management approaches
- Cost benefit & sustainability appraisal models for natural attenuation or other in-situ remediation methods

DELIVERABLES

The deliverables of the topic are

1. Technical overviews of existing tools such as decision support tools and practical experiences of their use;
2. Recommendations to harmonize or to (further) develop the scientific basis of these tools in Europe
3. Recommendations for the development and promotion of (decision support) tools which support Sustainable Management of Soil and Groundwater Pollution and remediation.

Topic 4: Application of Science and Technologies

BACKGROUND

This topic is specifically focused at management of soil pollution. A major challenge in dealing with contaminated media is in understanding the nature and fate of contamination within the subsurface, to determine the significance of risks and implement effective remedial measures. The remedial technologies presently used have a basis in this understanding but are primarily driven by the needs of cost effectiveness and expediency. To improve the competitive position of new technologies such as Permeable Reactive Barriers and Natural Attenuation, experiences should be shared.

The concept of Sustainable Soil Pollution Management means that there is now an opportunity to look at approaches to remediation in a somewhat different way, placing more emphasis on their sustainability, long term durability, and impact on soil functionality, as well as cost effectiveness. SNOWMAN aims to promote the development and use of innovative remedial technologies which meet these criteria as well as being verifiable so that confidence in their use can be established.

DESCRIPTION

The objective of this topic is to identify from the scientific literature, new technologies for contaminated soil and groundwater treatment or approaches for the management of brownfield land which are potentially more sustainable, and / or have more beneficial impacts on the functions of soil, than the methods presently used. This will involve researching:

What new approaches are available for contaminated soil and groundwater treatment?

How sustainable are each of these new technologies (taking a whole life cycle approach)? How is sustainability of these technologies defined?

Are there new technologies or approaches in the scientific literature which have the potential for greater sustainability than those presently available? What are the barriers to use these approaches and what needs to be done to overcome the barriers?

It will require the development of an understanding of the impact of land remediation methods on soil functionality, and promoting the use of passive and in-situ soil treatment technologies which retain or improve the other soil functions. This work would help provide solutions to meet the needs of the Water Framework Directive and are aligned with the EU Soil Thematic Strategy.

This work should take into account the Sustainable Urban Brownfield Redevelopment: Integrated Management outputs (www.subrim.org.uk)

DELIVERABLES

The topic will produce a report covering

1. Identification of innovative approaches to brownfield remediation which offer greater benefits in terms of sustainability, durability, and soil function than current approaches;
2. For each approach, an appraisal of the research needed to bring it into use;
3. For each approach, an indication of the approach to verification to establish confidence in its effectiveness.

ANNEX 2. Guidelines for Completion of the Application Form

1 General Notes

One single application is required for each project covering all the partners in the consortium. The form should be completed by the partner who will become the project coordinator if the proposal is successful. However the proposal should be prepared jointly and signed by all the project partners.

Although the application form comprises Parts A and B, proposals should be submitted in a single stage – both parts should be completed and submitted to form a complete application.

Each participant should check their eligibility for funding by reference to the guidance provided by their potential funder at the earliest possible stage – see Annex 5 of this document.

Participants should also check that the proposal addresses the needs of both the potential national funders and SNOWMAN collectively. The national contacts and SNOWMAN Secretariat (respectively) will be able to help with this, after initial reference to Table 2 of this document.

The SNOWMAN Secretariat will be the primary point of contact for the application process. Applications will be accepted only on the SNOWMAN application forms available from the SNOWMAN website. The form should be completed in English and submitted as two signed hard copies of the form, enclosing a parallel electronic copy on CD-ROM (which will be used by the Secretariat to facilitate the review process).

Proposals should be precise and concise, the completed application (excluding appendices) should not exceed 30 pages in length. Use the checklist in Annex 3 to ensure that your application is complete, and send it to:

SNOWMAN Secretariat
Mr Arnd Wieland, II 4.3
c/o Umweltbundesamt Dessau
P.O. Box 1046
D-06813 Dessau
Germany

Phone: +49 / 340 2103 – 3026.
Fax: +49 / 340 2103 – 3026
email: secretariat@snowman-era.net
<http://www.snowman-era.net>

Applications must reach this address by 28th February 2007. Proposals received in electronic form only will not be accepted.

When applicants discover errors, proposals may be corrected by resubmission. However resubmissions will only be accepted up to the closing date of the call.

After closure of the call, the SNOWMAN Secretariat will contact the Coordinator to acknowledge receipt and confirm eligibility to the coordinator.

2. Additional Notes on particular sections of the form.

Part A – Project Overview

Administrative Details

The project coordinator will be the primary point of contact between research consortia and SNOWMAN, via the secretariat. The coordinators additional responsibilities, over and above the other participants, are given in Section 3.3.

Project Information

Aims and Objectives.

Make a concise and precise statement of the overall aim and specific objectives of the project.

Project Description

Describe the work plan and deliverables of the project, highlighting the innovation, possible risks and their solution, in a style accessible to an interested 14 year old.

These two sections will be used to make an initial assessment of whether the project falls within the remit of both SNOWMAN, and the relevant funders. The funders priorities have been indicated in Table 2 of this guide, and further information can be obtained from the contacts listed in Table 3.

Project Duration

Should not exceed 12 months

Workpackages

Each workpackage must contain at least one deliverable.

Workpackage 1 should undertake Project Management and Coordination, and be undertaken by the Project Coordinator. Each SNOWMAN funder has different rules regarding the level of funding of management and coordination costs. Check Annex 5 for this information.

Declaration

The declaration should be signed in each participating organisation by a person with sufficient authority to commit the organisation to participation.

Two versions of the declaration are given. The only difference between them is that the coordinators version conforms that the electronic version of the application is identical in content to the paper version.

Part B – Project Details

Resources

This section contains a number of tables which build up the budget of the project in such a way that it is transparent and auditable. The amounts given in the budget lines should represent the total costs of the proposal.

Where third party funding is available this should be indicated in the 'summary of costs' table. The availability of such funding must be supported by a letter of commitment from the third party involved. Where third party funding is available the SNOWMAN funding contribution will be reduced on a *pro rata* basis as appropriate.

The figures given in the 'national funding requested' line of the Summary of Costs table will be the maximum funding provided by SNOWMAN. The eligibility of costs will be determined by the national funders, and will this be different in each country. Applicants should obtain information on eligibility of costs and the handling of VAT in each country, before attempting to complete the application. Cost Eligibility for each funder is described in Annex 5.

Applicants are advised to build up the project budget on a heading by heading basis, giving clear thought to the amounts required for delivery of the project under each budget heading. Once the project has commenced, shifts of budget between headings should only be made with good reason and after confirmation from each relevant funder.

All applicants should complete the form in Euros.

Applicants in the UK and Sweden should additionally include local currency amounts in brackets beneath each Euro amount, using the exchange rate from the Europa website (http://ec.europa.eu/budget/inforeuro/index.cfm?fuseaction=dsp_html_monthly_rates&Language=en) for the month in which the application is made. The Euro amounts will enable the SNOWMAN reviewers to compare resource allocations between countries. However, contracts will be offered and awarded on the basis of the local currency amounts.

Staff Costs

The application should make clear the time contribution and costs of each individual to the project. The costs given under this heading should reflect direct employment costs only – overheads should be included separately.

Travel & Subsistence

Each funder has its own guidance on travel and subsistence costs, which should be checked using the sources given in Annex 5.

Consumables

Consumables costs should be estimated as accurately as possible.

Each funder has its own guidance on equipment costs, which should be checked in Annex 5.

Overheads

Each funder has its own guidance on overhead costs, which should be checked in Annex 5.

Additional Note Regarding Equipment Costs

Because of the short duration of the projects, equipment costs will not normally be accepted in SNOWMAN projects and so there is no specific provision for them in the application form. Where equipment needs arise, the situation should be highlighted to the SNOWMAN Secretariat for discussion. A proportion of the costs might, in exceptional circumstances, be considered eligible.

ANNEX 3. Submission Checklist

Ensure you have the necessary authority from each member of your consortium to submit the proposal on their behalf.

Ensure you have completed and checked all parts of the application and ensured that the financial sections are mathematically correct.

Ensure you have virus checked your pdf file using up to date anti-virus software.

Ensure your proposal is eligible for funding using the table below:

Eligibility Test	Checked by Coordinator
All Partners are eligible for funding by the relevant research funder	
Proposal contains at least two independent legal entities from at least two SNOWMAN countries	
Partners from non-SNOWMAN countries have financial support (evidence must be provided).	
Application form has been completed correctly. All necessary Annexes are included.	
Application submitted in compliance with published deadlines	
Declarations are complete and signed by suitably authorised persons	

ANNEX 4. SNOWMAN Coordinated Research Call Contract Contents

Structure of the document

This document is divided into 2 parts:

- **Part 1 describes the content of the contracts which will be offered within the SNOWMAN coordinated call;**
- **Part 2 contains the SNOWMAN specific terms and conditions. This document will be included in each contract offered within the SNOWMAN coordinated call.**

Research consortia will in addition be asked to enter into a consortium agreement which they define themselves. Guidance on its contents is given in Annex 6.

Part 1: Content of the Contracts

The research contracts offered within SNOWMAN will consist of three components:

Component 1

This will contain the standard research terms and conditions for each funder, and their conditions for eligibility of costs, and will thus be different and specific to each country. It will be written in the native language of the country concerned but an English translation may be optionally produced.

Component 2

This will contain SNOWMAN specific terms and conditions which will be common across all countries and all SNOWMAN projects. It will be written in English and will include:

- A generic description of the role of SNOWMAN, its Core Group, Call Steering Committee and Secretariat during the life of the project.
- A requirement for all researchers to sign a consortium agreement to bring the research funding contract into effect.
- Progress monitoring, reporting requirements and the mechanics for approval of deliverables.
- SNOWMAN final payment conditions.
- Ownership of knowledge, rights of property and utilisation of results.
- Requirements for deliverables.

- Dissemination requirements.

In these areas, where there is a conflict between national funder terms & conditions and these SNOWMAN terms & conditions, the SNOWMAN conditions will take precedence.

Component 3

This will be the Technical Annex of the project. It will be specific to each project and the content will be common to all the research partners within the same project. It will be written in English. It will be derived from the application and will include:

- The detailed project description, including the summary costs for each partner;
- A list of funding organisations contributing to the project;
- A list of project partners (=researchers), and description of the role of each partner. This will include the nomination of the coordinator of the research consortium and a description of the role of the coordinator.
- A project schedule showing the timescales for each workpackage, and timing of deliverables;
- A list of project deliverables with content description of each deliverable ;
- If relevant, schedule of payments (in coherence with component 1).

Part 2: SNOWMAN Specific Terms and Conditions

- **Description of the role of SNOWMAN, its Call Steering Committee and Secretariat**

SNOWMAN (Sustainable management of soil and groundwater under the pressure of soil pollution and soil contamination) is the ERA-NET project CONTRACT N° ERAC-CT-2003-003219 within the 6th European Framework Programme for R&D. The overall objective of SNOWMAN is to enhance quality, relevance and utilisation of resources in Europe regarding research in the field of soil and groundwater protection.

The SNOWMAN partners are:

- Bundesministerium für Land- und Forstwirtschaft, Umwelt und Wasserwirtschaft (BMLFUW) (Federal Ministry for Agriculture, Forestry, Environment and Water Management), Austria;
- Agence De l'Environnement et de la Maîtrise de l'Energie (ADEME) (Agency for Environment and Energy Management), France;
- Umweltbundesamt (UBA) (Federal Environment Agency), Germany;
- Stichting Kennisontwikkeling en Kennisoverdracht Bodem (SKB) (Centre for Soil Quality Management and Knowledge Transfer), The Netherlands;
- Environment Agency, United Kingdom;
- Openbare Vlaamse Afvalstoffenmaatschappij (OVAM) (Public Flemish waste Agency), Belgium (Flanders);
- Naturvårdsverket (Swedish Environmental Protection Agency, SEPA), Sweden.

The SNOWMAN Core Group has prepared a call for research proposals and defined its principles of cooperation, which are available from the SNOWMAN website (http://snowman-era.net/content.php?horiz_link=12&vert_link=0).

These principles will form the basis upon which the research consortia will be managed and funded.

The organisations which have committed funds to the SNOWMAN coordinated call are called funding bodies. These organisations are:

- Bundesministerium für Land- und Forstwirtschaft, Umwelt und Wasserwirtschaft (BMLFUW) (Federal Ministry for Agriculture, Forestry, Environment and Water Management), Austria;
- Agence De l'Environnement et de la Maîtrise de l'Energie (ADEME) (Agency for Environment and Energy Management), France;
- Projekttraeger Juelich (PT Juelich), Germany;
- Stichting Kennisontwikkeling en Kennisoverdracht Bodem (SKB) (Centre for Soil Quality Management and Knowledge Transfer), The Netherlands;
- Environment Agency, United Kingdom;
- Department for Environment, Food and Rural Affairs (DEFRA), United Kingdom ;
- Scotland and Northern Ireland Forum for Environmental Research (SNIFFER), United Kingdom;

- Openbare Vlaamse Afvalstoffenmaatschappij (OVAM) (Public Flemish waste Agency), Belgium (Flanders);
- Naturvårdsverket (Swedish Environmental Protection Agency, SEPA), Sweden.

SNOWMAN has established a **Call Steering Committee** (CSC) formed by representatives of the funding bodies whereas one representative per country is nominated by each SNOWMAN partner. The Call Steering Committee is the body responsible on behalf of the funding bodies, together with the SNOWMAN Core Group, for the execution of the co-ordinated call (from the announcement of the call to the approval of final reports). It will operate according to the principles defined by the SNOWMAN Core Group, which the SNOWMAN partners have already agreed.

A **Secretariat** has been set up to assist the Call Steering Committee and will be the primary point of contact between SNOWMAN and the research consortia it funds. During the contract management period, this Secretariat will:

- provide a helpdesk facility to answer questions and resolve problems raised by the research consortia;
- receive Consortium Agreements delivered by the project coordinators, sending copies to the relevant funders;
- receive reports from consortia and organise the Call Steering Committee approval of reports.

- **Contractual relationships**

Each project includes several partners called **research partners** and a **project coordinator**. Each research partner (including the coordinator) will have a separate contract with one of the national funding bodies listed above. The contracts will be let in coordinated way such that the projects will be delivered transnationally.

- **Commencement of the project**

SNOWMAN requires all successful research consortia to enter into Consortium Agreements between themselves, in order to manage the delivery of the project activities, finances, IPR and to avoid disputes which might be detrimental to the completion of the project.

It will be the responsibility of project coordinators to draw up a Consortium Agreement suitable to their own group and coordinator's legal system. The consortium agreement will normally be under the law of the country of the project coordinator.

The consortium agreement should be signed within 30 days after the signature of the last research funding contract of the consortium. If this does not occur, the Call Steering Committee may, at its discretion, withdraw the funding offer.

The funding partners for a specific project shall agree a Commencement Date for the project which will apply to all contractors in respect of that particular project, and shall be stated in the award letter. This contract will come into effect on the date upon which the Secretariat has received the signed consortium agreement from the

project coordinator. The contract shall then apply from the commencement date specified in the award letter. In the interim period, researchers may commence work on the project at their own risk until such a time as the consortium agreement is received by the secretariat. Once the contract comes into effect, eligible costs may be claimed back to the project start date.

- **Progress monitoring, reporting requirements and mechanics for approval of deliverables**

In general, projects should produce:

- one interim activity report, written according to the reporting form (to be developed by the Call Steering Committee);
- a draft final report and a final report;

Deadlines will be subject to variation within individual project plans.

The research partners are jointly responsible for delivery of the work.

Report layout will be designed according to the SNOWMAN requirements. Completed project deliverables must be compiled by the consortium. Project reports must be produced in English, and may be produced in other languages at the researcher's discretion and cost.

Project reports will be electronically submitted by the Project Coordinator to the Secretariat, on behalf of the whole consortium. Copies will be delivered by the different contractors to their funding bodies as needed by the national funding rules.

The project outputs will be evaluated by the Call Steering Committee. One month will be needed for this evaluation procedure. *This duration will have to be taken into account in component 1 and payment schedule.* The Secretariat will inform funding bodies of the results of the Call Steering Committee evaluation and, possibly, of the requirements for final report modifications. The project deliverables shall only be deemed approved when the Secretariat confirms approval, or if modifications are required, confirms approval of the modified version of any deliverable.

The Call Steering Committee shall have the right to carry out scientific audits on the participants, in order to ensure that the project is being carried out under the conditions claimed and in accordance with the project proposal.

- **Payment conditions**

Final payment will be retained by funding bodies until accepted accounts of the project have been received and final transnational reports have been submitted to, and accepted by the Call Steering Committee and the national funding bodies.

- **Ownership of knowledge, rights of property and utilisation of results**

As a general rule it is expected that all new Intellectual Property resulting from SNOWMAN funded projects will be owned by the researchers, who will be expected to exploit and disseminate the new Intellectual Property for public benefit. Findings of the SNOWMAN funded projects will be published.

The SNOWMAN consortium and the funding bodies shall have the right to divulge the documents, information and results submitted by the research partners and/or use the information and results for their own purposes, to the exclusion of any commercial transaction and taking care to specify their provenance.

The research partners pledge to mention SNOWMAN's and each funding bodies' financial participation in all documents and publications pertaining to the project.

- **Dissemination requirements**

Dissemination of research results is one of the major objectives of the coordinated call executed by SNOWMAN. It is required that a detailed dissemination plan is carried out as an integral part of the projects.

The dissemination plan should clarify how the research results will be shared:

- among the **project members** themselves, in a way that results are accessible to each project partner and pertaining the roles of the involved funders.
- among **the scientific community**. The projects and results have to be communicated via scientific journals, scientific posters and web sites. Research consortia should use EUGRIS as the central website and database for information about the projects, results and the deliverables.

The implementation of the plan for use or dissemination of knowledge shall be periodically evaluated by the Call Steering Committee.

- **Changes to contracts**

Considering the short duration of projects, changes to the composition of research consortia or in budgets should not occur during the contract.

If a partner drops out of a consortium, the problem has to be solved by the consortium in line with its consortium agreement. The Call Steering Committee must be kept informed of such events.

Any changes in the work plan should only be minor but will need to be authorised by the Call Steering Committee before any amendment to the contract by the funding bodies can be issued.

The research partners shall inform the Secretariat and the funding bodies of that project of any event which might affect the implementation of the project.

ANNEX 5. FUNDER SPECIFIC INFORMATION

A5.1 Eligibility of Organisations and Costs

1. AUSTRIA - BMLFUW

- Die Projektkosten müssen einen Eigenleistungsanteil von mind. 20% der Kosten des Antragstellers ausweisen.
- Für Anschaffungen von Ausstattung (equipment) kann der projektrelevante Anteil der Abschreibungskosten beantragt werden.
- Die anfallenden Kosten für die Projektkoordination können geltend gemacht werden.
- Overhead Kosten müssen auf Basis einer Kalkulationsgrundlage ausgewiesen werden (max. 15% der Kosten des Antragstellers).
- Zahlungen seitens der BMLFUW umfassen prinzipiell eine Anzahlung, Zahlung nach Approbation des Zwischenberichtes sowie die Anweisung der Restrate nach Approbation des Endberichtes (mind. 10%).

Nach der Finanzierungsempfehlung durch das Call Steering Committee („short list“) müssen die österreichischen Partner der jeweiligen Konsortien den Antrag beim BMLFUW via www.dafne.at einreichen.

Für weitere Fragen kontaktieren Sie bitte:

Mag. Gottfried Führer, gottfried.fuehrer@lebensministerium.at

Dr. Stefan Vetter, stefan.vetter@lebensministerium.at

2. FRANCE - ADEME

Beneficiaries

All public and private research operators can benefit from ADEME subsidies. Public research includes that conducted by universities and assimilated structures, public scientific and technological establishments, public industrial and commercial establishments, and foundations and associations of public interest. Private research includes business enterprises, private research laboratories, and professional structures whose vocation it is to play a role in R&D (e.g.: technical centres). Public enterprises are assimilated with the private sector.

The standard rate ceiling

Form	Intensity
UPSTREAM RESEARCH	
	A maximum of 50% of eligible costs for beneficiaries that come under the competitive sector
	A maximum of 100% of eligible costs for beneficiaries that come under the non-competitive sector
INDUSTRIAL RESEARCH	
	A maximum of 50% of eligible costs for beneficiaries that come under the competitive sector
	A maximum of 100% of eligible costs for beneficiary that come under the non-competitive sector
	A maximum of 50% of eligible costs for beneficiary that come under the non-competitive sector when the project is the object of cooperation with a private enterprise that makes use of the results
PRE-COMPETITION ACTIVITY	
	A maximum of 25 % of eligible costs

A given research and development project can combine the different forms of research: upstream, industrial or pre-competition activity. The project's effective subsidy rate then results from the weighted average of the maximum aid intensities of the different forms of research it encompasses.

Standard rate increases

SME	✘ Increase of 10 percentage points at maximum
REGIONS: - Art. 87 §3.a) (DOM) - Art. 87 §3.c) (PAT or National Industrial Cash Grant)	✘ Increase of 10 percentage points at maximum ✘ Increase of 5 percentage points at maximum.
Community project that comes under the RDFP framework	✘ Increase of 15 percentage points at maximum ✘ Increase brought to 25 percentage points at maximum in the case of a transborder collaboration that includes at least two independent partners from two Member states.
Community project that does not comes under the RDFP framework	✘ Increase of 10 percentage points at maximum in the case of a transborder collaboration that includes at least two independent partners from two Member states.

Cumulative regulations

In the event of cumulative community financing and/or an increase in the normal rate, the total public support aid for the benefit of a research and development project undertaken in collaboration with public research organisations and business enterprises cannot exceed the limits of 75 percent for industrial research and 50 percent for pre-competition development activities.

Eligible costs

The costs indicated below are taken into account when calculating the intensity of the aid granted for a research and development project:

- Personnel salaries and charges of beneficiaries that belong to the competitive sector (project managers, research engineers, executives and technicians, and other support staff exclusively devoted to the research project), employed exclusively for the research activity and in the limits of amounts deemed reasonable in view of the required qualifications and the labour market;
- **Personnel salaries and charges of non-statutory personnel in non-profit higher education and public research establishments, employed exclusively for the research activity and in the limits of amounts deemed reasonable in view of the required qualifications and labour market;**
- Purchasing costs for instruments and equipment used in an exclusive (on a *pro rata* basis if necessary) and permanent manner (except in the case of transfers on a commercial basis) for the research project;
- The cost of consultant services and equivalent services used exclusively for the research project, excluding the research, technical knowledge, patents, etc., purchased from external sources;

- Additional overheads directly assumed because of the research project, within a maximum limit of 4 percent of the total cost of the project;
- Other operating costs (i.e.: the cost of materials, supplies and consumables, IT costs, and existing equipment depreciation) assumed directly because of the research project.
- The following are excluded when calculating the intensity of the aid: land purchases, civil engineering and earthwork, buildings and constructions.

VAT: eligible costs for the purpose of calculating the aid intensity are without VAT, except for beneficiaries who are not subjected to VAT.

Payment conditions

- an advance of 15 % on the entry into effect of the contract,
 - x %, after approbation by the ADEME of the progress report, on presentation of a recapitulative statement corresponding to the work executed to a minimum level of $(x + 15)$ % of the amount of the contract,
- the balance on the approval by the ADEME of the definitive final report, on presentation of a recapitulative statement corresponding to the work executed, after verification of the spending concerned to be justified.

3. GERMANY - UBA (in Zusammenarbeit mit dem Projektträger Jülich) -

1 Rechtsgrundlagen

Im Falle von Zuwendungen durch die Bundesregierung gelten für deutsche Partner zusätzlich zu den in dieser Bekanntmachung genannten Bestimmungen die BMBF-Nebenbestimmungen für Zuwendungen auf Ausgaben- bzw. Kostenbasis und die vorläufigen Verwaltungsvorschriften zu § 44 Bundeshaushaltsordnung (BHO). Zuwendungen durch das BMBF erhalten nur Antragsteller mit Wohnsitz in Deutschland. Für die anderen Projektpartner innerhalb der transnationalen Konsortien gelten die entsprechenden nationalen Zuwendungsbestimmungen des fördernden Landes. Die Zuwendungsbestimmungen werden in der jeweiligen nationalen Ausschreibung aufgeführt. Ein Rechtsanspruch auf Förderung besteht nicht. Das BMBF entscheidet aufgrund seines pflichtgemäßen Ermessens im Rahmen der verfügbaren Haushaltsmittel.

2 Zuwendungsempfänger

Forschungsanträge können von öffentlichen und privaten Hochschulen, Forschungseinrichtungen und Unternehmen der gewerblichen Wirtschaft oder Beratungsfirmen (insbesondere KMU) mit Hauptsitz in Deutschland gestellt werden.

Fachliche Beiträge von durch das BMBF institutionell geförderten Forschungseinrichtungen (besonders Helmholtz-Zentren, Fraunhofer-Gesellschaft, Max-Planck-Institute, Blaue Liste-Einrichtungen) sind ausdrücklich erwünscht. Jedoch ist eine zusätzliche Projektfinanzierung zugunsten dieser Forschungseinrichtungen nur in Ausnahmefällen möglich, falls ihre Beteiligung nicht aus der institutionellen Förderung finanziert werden kann, aber für den Erfolg des Projektes unerlässlich ist.

3 Art, Umfang und Höhe der Zuwendung

Die Förderung wird jeweils länderweise gewährt, d.h. jede beteiligte europäische Förderorganisation finanziert ihre eigenen an den Projekten beteiligten nationalen Forschungseinrichtungen oder Unternehmen. Die BMBF-Zuwendungen werden als nicht rückzahlbare Zuschüsse zu Projekten gewährt.

Bemessungsgrundlage für Hochschulen, Forschungseinrichtungen und vergleichbare Institutionen sind die zuwendungsfähigen projektbezogenen Ausgaben, bei Helmholtz-Zentren und der Fraunhofer Gesellschaft (FhG) die zuwendungsfähigen projektbezogenen Kosten, die bis zu 100% gefördert werden können.

Bemessungsgrundlage für Zuwendungen an Unternehmen der gewerblichen Wirtschaft sind die zuwendungsfähigen projektbezogenen Kosten, die in der Regel – je nach Anwendungsnähe des Vorhabens – bis zu 50% anteilig finanziert werden können. Entsprechend den BMBF-Grundsätzen wird eine angemessene Eigenbeteiligung – grundsätzlich mindestens 50% der entstehenden zuwendungsfähigen Kosten – vorausgesetzt.

Zusätzlich zu den Zuwendungsbestimmungen des BMBF muss bei der Bemessung der jeweiligen Förderquote der Gemeinschaftsrahmen der EU-Kommission für staatliche FuE-Beihilfen berücksichtigt werden. Dieser Gemeinschaftsrahmen lässt für Verbundprojekte von Antragstellern aus verschiedenen europäischen Ländern, für Antragsteller aus den neuen deutschen Bundesländern und für kleine und

mittlere Unternehmen (KMU) eine differenzierte Bonusregelung zu, die ggf. zu einer höheren Förderquote führen kann.

4 Sonstige Zuwendungsbestimmungen

Die Allgemeinen Nebenbestimmungen für Zuwendungen auf Kostenbasis des BMBF an Unternehmen der gewerblichen Wirtschaft für FuE-Vorhaben (NKBF 98) werden Bestandteil des Zuwendungsbescheides. Die Allgemeinen Nebenbestimmungen für Zuwendungen zur Projektförderung (ANBest-P) und die Besonderen Nebenbestimmungen für Zuwendungen des BMBF zur Projektförderung auf Ausgabenbasis (BNBest-BMBF 98) werden ebenfalls Bestandteil des Zuwendungsbescheides.

5 Verfahren – Besondere Bestimmungen

5.1 Einschaltung eines Projektträgers und Anforderung von Unterlagen

Mit der Abwicklung dieser Fördermaßnahme auf deutscher Seite hat das Bundesministerium für Bildung und Forschung folgenden Projektträger beauftragt:

Projektträger Jülich

Forschungszentrum Jülich GmbH

Wilhelm-Johnen-Straße

52428 Jülich

Postanschrift:

52425 Jülich

Ansprechpartner beim Projektträger Jülich:

Herr Uwe Wittmann

5.2 Nationale Bestimmungen für die Vorlage von Projektanträgen

Für das Ausfüllen von Formular Nr. 2 – nationales Antragsformular (s. Abschnitt A.5.1) wird den deutschen Antragstellern die Nutzung des elektronischen Antragssystems "easy" dringend empfohlen. Projektanträge umfassen die Formulare AZA / AZK und Anhänge, die in deutscher Sprache erstellt sein müssen, sowie eine Projektbeschreibung, die entweder in Deutsch oder in Englisch abgefasst werden kann. Die Anträge sind dem oben genannten Projektträger in schriftlicher Form und auf CD-ROM vorzulegen. Für die Einreichung der Unterlagen gilt die im Abschnitt A.5.4 genannte Ausschlussfrist.

Nationale Vordrucke für Anträge, Richtlinien, Hinweise und Nebenbestimmungen können unter der Internetadresse

<http://www.kp.dlr.de/profi/easy/bmbf/index.htm> abgerufen oder unmittelbar beim Projektträger angefordert werden.

6 Inkrafttreten

Die Regelungen dieser Bekanntmachung treten am Tage ihrer Veröffentlichung im deutschen Bundesanzeiger in Kraft.

4. NETHERLANDS - SKB

Richtlijnen kosten en financiering van projecten

Versie behorende bij de 3e tenderoproep

Bijdrage

SKB

SKB subsidieert maximaal 70% van de extra kosten die voor demonstratie, evaluatie of kennis- en ervaringsuitwisseling worden gemaakt tot een maximum van € 50.000,- per project. De projecten waar SKB aan bijdraagt hebben dus een omvang van € 30.000,- tot € 70.000,-. De door SKB te financieren activiteiten hebben vooral betrekking op de kosten van extra begeleiding/metingen, evaluatie, kennisverspreiding en het organiseren hiervan. Bij een hogere procentuele eigen bijdrage van de consortiumpartners kunnen dus grotere projecten worden ondersteund. Bij het bestuursbesluit over subsidiering zullen deze projecten een hogere waardering krijgen. Voor projecten die zich richten op het ontwikkelen van nieuwe kennis, technieken en concepten die soms groter van omvang zijn, kan van de maximale bijdrage worden afgeweken mits de eigen bijdrage, gezien het belang van de consortiumleden in de ontwikkelingen, tenminste 50% bedraagt. SKB subsidieert in dat geval 50% van de kosten, tot een maximum van € 100.000 per project.

Bij ontwikkelingsprojecten gelden nog de volgende specifieke criteria:

1. De aard van het project is:
 - Probleemdefiniërend in een complexe setting en/of
 - Richt zich op de ontwikkeling van een nieuw concept of werkwijze en/of
 - Vergroot of versnelt de noodzakelijke transitie/leercurve.

2. Het project kenmerkt zich door de participatie van meerdere proceseigenaren/eindgebruikers (meer dan 6)

Aandachtspunten voor de kostenraming en financiering

de kosten dienen te worden gespecificeerd per uitvoerende partij bestede tijd die door betrokken overheden of publieke instanties qualitate qua wordt besteed en niet aan het project in rekening wordt gebracht worden niet als subsidiabele kosten aangemerkt

indien deze instanties een inhoudelijke bijdrage leveren aan de projecten waarvoor ook een intern budget beschikbaar wordt gesteld, kunnen deze kosten in overleg met SKB, als eigen bijdrage worden beschouwd bij de bepaling van de maximaal door SKB te verstrekken subsidie.

het financieringsoverzicht in het projectenplan geeft aan wat de gevraagde bijdrage van SKB is en wat de eigen bijdrage van de deelnemers in het project is.

alleen uitvoerende partijen kunnen 'in kind' bijdragen in de financiering. Overige consortiumpartijen kunnen alleen een financiële bijdrage leveren.

Bijdrage met of zonder BTW Omdat SKB niet BTW-plichtig is wordt aan partijen in een consortium die ook niet BTW-plichtig zijn de mogelijkheid geboden de volledige financiële bijdrage ten goede te laten komen aan het project. Dit betekent dat geen BTW afdracht hoeft plaats te vinden over die financiële bijdrage.

Wanneer niet BTW-plichtige partijen hiervan gebruik willen maken kan dat (na goedkeuring van het projectvoorstel), in het projectplan kenbaar worden gemaakt. In dat geval worden de bijdragen van deze partijen verrekend via SKB.

5. U.K - Environment Agency

Financial Guidelines for Environment Agency Grants provided through the SNOWMAN project

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1 INTRODUCTION

- 1.1 This document defines the types of cost that will be eligible for funding within UK based research participants under the SNOWMAN programme administered by the Environment Agency for England and Wales.
- 1.2 In general, eligible costs will be:
- 1.2.1 actual, economic and necessary for the implementation of the project (see section 2 for a definition of these terms),
 - 1.2.2 determined in accordance with the usual accounting principles of the participating organisation (except where these conditions prescribe a higher standard),
 - 1.2.3 recorded in the accounts of the participating organisations, and
 - 1.2.4 exclusive of taxes, duties and interest.
- 1.3 Details of the project costs must be set out clearly and in full in the application and must not give rise to profit.
- 1.4 There must be a full audit trail available for all costs included in grant claims

2 ACTUAL, ECONOMIC AND NECESSARY

2.1 Actual

- 2.1.1 Costs must be actually incurred (real costs). That is they must be real and not estimated, budgeted or imputed. They must be recorded in the accounts or tax documents and be identifiable and controllable.
- 2.1.2 Costs must be incurred during the lifetime of the project. They will not be eligible if incurred before the beginning or after the end of the duration of the project. An exception to this is for the costs incurred in

drawing up the final reports which may be incurred during the period of up to 45 days after the end of the project or the date of termination whichever is earlier.

2.2 Economic

2.2.1 This term refers to the standard of “good housekeeping” in spending public money effectively. Economic can be understood as minimising the costs of resources used for an activity, having regard to the appropriate quality.

2.2.2 Costs must be reasonable and comply with the principles of sound financial management and the objectives of the project.

2.3 Necessary

2.3.1 Costs must be necessary for carrying out the project and directly linked to the subject matter and scope foreseen in it.

3 FULL ECONOMIC COST

3.1 Universities and other bodies of higher and further education are required to submit proposals based on their full economic cost. This cost must be calculated with reference to the TRAC (Transparent Approach to Costing) methodology.

3.2 Other organisations are required to use an equivalent methodology for costing their proposals.

3.3 Further information on full economic costing can be found at:
<http://www.dti.gov.uk/science/science-funding/full-economic-costing/page16406.html>

3.4 Further information on TRAC can be found at:
<http://www.jcpsg.ac.uk/guidance/>

4 ELIGIBLE COSTS WITHIN A FULL ECONOMIC COST METHODOLOGY

4.1 Under a full economic cost methodology the following costs will be eligible for Environment Agency funding under the SNOWMAN programme:

4.1.1 Directly Incurred Costs

Costs that are specific to the project and charged at the actual amount incurred. For example, employment costs of staff working full time on the project, travel and subsistence, equipment.

4.1.2 Directly Allocated Costs

Costs of services used by a research project, where the services are shared by other activities and projects. The project's use of the service is estimated (e.g. in terms of units of time) and a standard charge-out rate per unit is applied to arrive at a directly allocated cost for that project. For example employment costs of staff who spend their time providing administration services to several projects.

4.1.3 Indirect Costs

Costs that are not directly related to any one project or activity but are a necessary part of the costs of undertaking an activity. For example, electricity, building maintenance.

4.2 Further information relating to the types of costs that should be included under each heading can be found with the TRAC guidance.

<http://www.jcpsg.ac.uk/guidance/>

5 FURTHER INFORMATION IN RELATION TO CERTAIN TYPES OF ELIGIBLE COSTS

5.1 Employment Costs

5.1.1 Employment costs include salary and employers National Insurance and pension contributions. Within the application costs should be based on identifiable personnel wherever possible. If staff have to be recruited to implement the proposal the maximum salary to be offered must be stated.

5.1.2 When a claim is submitted employment costs must be based on the actual salaries paid and supported with suitably authorised timesheets or statements of estimated time spent on the specific project.

5.1.3 Salaries should be commensurate with the skills, responsibilities, expertise and experience necessary to carry out the proposed activity.

5.2 Overheads

5.2.1 Overheads may be included as part of the Indirect Costs allocated to the project.

5.2.2 The calculation to support the charge must accompany the application.

5.2.3 Within each applicant's proposal, where overheads are not calculated in accordance with the TRAC methodology they must not exceed 20% of the Directly Incurred costs.

5.3 Travel and Subsistence

- 5.3.1 Reasonable travel & subsistence costs to attend meetings essential to the delivery of the project will be eligible for funding.
- 5.3.2 Researchers have a responsibility in relation to the impact of their work on the environment. Travel mileage should therefore be kept to a level consistent with doing the job efficiently and effectively and at minimum cost.
- 5.3.3 Telephone or video conferencing should be used wherever possible.
- 5.3.4 If travel is required, public transport should be used wherever practical. This will be eligible at standard class fares.
- 5.3.5 Visits to conferences or similar functions will not normally be regarded as an eligible cost. In exceptional circumstances such costs may be eligible only where this enhances the profile of the project and is in line with the dissemination plan as presented within the application.
- 5.3.6 Within each applicant's proposal, Travel and Subsistence must not exceed 15% of the total costs.

5.4 Consumables

- 5.4.1 Consumables are scientific laboratory or other supplies costing individually up to £2,000 that are purchased from third parties.
- 5.4.2 The cost of consumables will be eligible for funding and should be detailed in the application.

5.5 Equipment

- 5.5.1 This category includes items such as scientific and information technology equipment and software.
- 5.5.2 The equipment must be essential to carry out the proposed work.
- 5.5.3 The Environment Agency will only fund the proportion of the cost of equipment that relates to the funded work. In all instances, if the equipment is not used exclusively for the funded work then the cost charged to the project must be reduced to reflect the proportion of time that it is used for other work.
- 5.5.4 Equipment costing under £5,000 should be shown as an expense in the year of purchase (subject to point 5.5.3 above).
- 5.5.5 Equipment costing over £5,000 that is not expected to have a useful life beyond the year in which it is purchased should be shown as an expense in the year of purchase (subject to point 5.5.3 above).

- 5.5.6 Equipment costing over £5,000 that is expected to have a useful life beyond the year in which it was purchased should be treated as a fixed asset. The cost of such assets should be depreciated using the straight-line method (i.e. the same amount of depreciation in each year) for the identified life span of the asset, with no residual value. This annual depreciation cost may be charged to the project (subject to point 5.5.3 above).
- 5.5.7 If the total cost of the equipment will be more than £2,500 but not exceeding £10,000 three quotations must be obtained for each piece of equipment. In appropriate cases (e.g. where it can be shown that the technical specification precludes all but a single supplier) a single written quotation will be acceptable.
- 5.5.8 If the total cost of the equipment will be more than £10,000 a tendering exercise must be undertaken. In appropriate cases (e.g. where it can be shown that the technical specification precludes all but a single supplier) a single written quotation will be acceptable.
- 5.5.9 If the total cost of the equipment will be more than £5,000 the quotations or tender documents should provide evidence as to the likely useful life of the asset.
- 5.5.10 The Environment Agency may, at any time, require sight of the original documentation, including evaluation and selection information, relating to the purchase of any equipment.
- 5.5.11 Any equipment purchased by the individual partners for the delivery of the project will remain the property of the respective partner. They will be responsible for the maintenance and insurance of the equipment. The Environment Agency will not undertake any responsibility for the maintenance or the insurance of such equipment.
- 5.6 Co-ordination Costs
- 5.6.1 Project co-ordinators may incur costs that are specific to the management of the research consortium.
- 5.6.2 Where UK organisations take on this co-ordination role, the total Directly Incurred costs incurred in carrying out such activities will be eligible for funding but must not exceed 3.5% of the total project costs.
- 5.6.3 Such costs must be separately identified within the application.
- 5.6.4 Co-ordination activities may not be sub-contracted to a third party.
- 5.7 Sub-contracting (including consultancy) costs
- 5.7.1 Applicants should detail all the main contributors to the project within their proposal.

- 5.7.2 Sub-contracting of substantive parts of the project will not normally be permitted under Environment Agency funding.
- 5.7.3 Sub-contracting costs (including consultancy fees) will be eligible only where the requirement to sub-contract that part of the project was identified in the proposal. Within each applicant's proposal, such costs must not exceed 10% of the total costs.
- 5.7.4 As per point 5.6.4 above, co-ordination activities may not be sub-contracted.

5.8 Other Costs

- 5.8.1 Other eligible costs may include items which do not readily fit under the headings provided e.g. laboratory/analytical services, laboratory animals, servicing of equipment, any non-equipment rental charges, recruitment costs, computer software, stationery items, student registration fees and glasshouse heating.
- 5.8.2 Such costs may be eligible where the Environment Agency is satisfied that they are essential to the project and they were identified in the original application.

6 INELIGIBLE COSTS

- 6.1 The following costs are not eligible for funding through the Environment Agency:
 - 6.1.1 Cost of Capital (e.g. interest charges, bank charges, duties, hire purchase and associated service charges).
 - 6.1.2 Profit elements (including profit earned by a subsidiary or by an associated undertaking on work subcontracted under the project) i.e. projects are funded on a no profit basis.
 - 6.1.3 Contingency allowances expressed as an arbitrary percentage.
 - 6.1.4 Inflationary increases.
- 6.2 VAT does not constitute eligible expenditure unless it is genuinely and definitively borne by the applicant. VAT which is recoverable by whatever means cannot be considered eligible, even if it is not actually recovered by the applicant. Costs presented in the project budget must therefore be exclusive of all recoverable VAT.

7 ORGANISATIONS ELIGIBLE FOR FUNDING

- 7.1 Through SNOWMAN, the Environment Agency will consider funding any type of organisation based in the UK that has the capability and resources to deliver the proposed work to an appropriate standard.
- 7.2 Any potential conflict of interest with the Environment Agency's regulatory or other roles will be assessed along with the application.
- 7.3 The applicant should highlight any potential conflicts of interest of which they are aware within the proposal.

6 . BELGIUM - OVAM

RICHTLIJNEN KOSTEN EN FINANCIERING VAN PROJECTEN - SNOWMAN

De OVAM zal een **overeenkomst** afsluiten met een Vlaams(e) onderzoeksinstituut/bureau die deel uitmaakt van een consortium waarvan het projectvoorstel geselecteerd werd door SNOWMAN. De Vlaams(e) onderzoeksinstituut/bureau moet een bevoegdheid hebben die betrekking heeft op het Vlaamse Gewest en/of moet beschikken over een zetel in het Vlaamse Gewest.

De OVAM zal de uitgaven van de opdrachtnemer vergoeden in de geest van de wetgeving op overheidsopdrachten die voor de OVAM van toepassing is. Wat de opdrachtnemer moet doen, is conform opleveren, aan de vooropgestelde prijs. Het ondernemingsrisico in deze ligt dus bij de opdrachtnemer. De prijs die de opdrachtnemer heeft gegeven, dient gekend te zijn voor de gunning van de opdracht en is een globale en definitieve prijs. Dit houdt in dat de opdrachtnemer bij het indienen van het gezamenlijk projectvoorstel, een duidelijke en overzichtelijke inventaris dient op te maken van zijn takenpakket binnen het projectconsortium en de hiermee verbonden kosten en totaalprijs. De OVAM behoudt zich het recht voor om bepaalde posten binnen dit takenpakket niet te gunnen indien de kosten hiervan redelijkerwijs niet in verhouding staan tot het op te leveren resultaat (vb. aankoop van een duur analysetoestel).

De OVAM zal haar bijdrage per project beperken tot een maximum van 65.000,00 euro (excl. BTW).

De prijs kan enkel betrekking hebben op de posten die de geleverde prestaties omvatten en die rechtstreeks verband houden met het op te leveren resultaat. De prijs zoals hiervoor beschreven, is een all-in vergoeding die alle eventuele belastingen en/of lasten dekt. De prijs is dus een bedrag inclusief alle mogelijke lasten/belastingen die op de vergoeding verschuldigd zijn. De opdrachtnemer is gehouden deze te voldoen aan de bevoegde instanties zonder hiervoor een verhaal te hebben op de OVAM en alle daarmee gepaard gaande formaliteiten te vervullen (bv. BTW-registratie in België en de uitreiking van een conforme factuur). De opdrachtnemer erkent de enige verantwoordelijke te zijn inzake al de fiscale verplichtingen die voortvloeien uit de overeengekomen vergoeding. Door zijn inschrijving verklaart de opdrachtnemer zich akkoord met deze voorwaarden.

Inschrijving

Bij het projectvoorstel dient de Vlaamse inschrijver een correct ingevuld inschrijvingsbiljet over te maken (zie bijlage). Dit inschrijvingsbiljet bevat een verklaring op eer waarin de Vlaamse inschrijver bevestigt :

1. zich niet te bevinden in één van de gevallen zoals genoemd in artikel 69 van het KB van 8 januari 1996;
2. over voldoende economische en financiële draagkracht te beschikken voor deze opdracht.

Dit inschrijvingsbiljet dient opgesteld te zijn in de Nederlandse taal, gedagtekend en ondertekend door een bevoegd persoon. Tevens dient een document bijgevoegd te worden waaruit deze ondertekeningbevoegdheid blijkt.

Een elektronische versie van het inschrijvingsbiljet kan op eenvoudig verzoek verkregen worden bij de verantwoordelijke van OVAM.

De Vlaamse inschrijver voegt tevens een origineel en voldoende recent RSZ attest toe om de eerste voorwaarde te staven.

Inventaris

De opdrachtnemer dient een behoorlijk ingevulde (d.i. zonder aangebrachte correcties) inventaris met de eenheids- en totaalprijzen over te maken. Deze inventaris dient ondertekend te worden door de persoon die hiervoor bevoegd is. De prijzen dienen in euro opgegeven te worden. De prijzen mogen tot twee cijfers na de komma gepreciseerd worden. De BTW wordt in een afzonderlijke post van de inventaris vermeld en bij de prijs van de offerte gevoegd. Alle overige heffingen, retributies en accijnzen zijn begrepen in de prijs.

Prijsherzieningen worden niet toegestaan.

Betaling

De betaling zal gebeuren op basis van de bepalingen zoals die zijn opgenomen in de documenten van SNOWMAN die de call beschrijven, de opleveringsactiviteiten en het voorleggen van een regelmatig opgemaakte factuur.

De betalingsmomenten en –voorwaarden zullen worden bepaald in de overeenkomst die wordt afgesloten met de opdrachtnemer. De betaling zal geschieden aan de hand van een gedetailleerde, gedagtekende en ondertekende vorderingstaat, welke per aangetekend schrijven aan de OVAM wordt overgemaakt.

Op basis van de vorderingstaat maakt de OVAM een proces-verbaal op met vermelding van het bedrag dat ze werkelijk verschuldigd acht te zijn en geeft de opdrachtnemer schriftelijk kennis van de staat van de opdracht die aldus voor betaling wordt aanvaard. Tezelfdertijd verzoekt de aanbestedende overheid de opdrachtnemer, binnen de vijf kalenderdagen, een factuur in te dienen voor hetzelfde bedrag.

De betaling geschiedt binnen de vijftig kalenderdagen te rekenen vanaf de datum waarop de OVAM de vorderingstaat heeft ontvangen, zo de opdrachtgevende overheid in het bezit is van de regelmatig opgemaakte factuur, gebaseerd op het proces-verbaal, alsmede van de andere eventueel vereiste bescheiden.

Management

De Vlaamse inschrijver kan de kosten voor Work Package 1 (managementkosten) niet terugvorderen van de OVAM, tenzij deze managementkosten evenredig verdeeld werden over alle leden van het projectconsortium.

Aarzel niet om contact op te nemen met de verantwoordelijke bij OVAM:

Sofie Van den Bulck
Sofie.van.den.bulck@ovam.be
0032 15 284 526
0032 15 201 554

Bijlage

Inschrijvingsbiljet

De vennootschap:
 (handelsnaam of benaming, rechtsvorm, nationaliteit, zetel)
 Vertegenwoordigd door de ondergetekende(n):

.....

Ofwel¹

De ondergetekenden:
 (voor elk van hen dezelfde gegevens als hierboven)

.....

die zich tijdelijk hebben verenigd voor deze opdracht,

- Verbinden zich op hun roerende of onroerende goederen tot de uitvoering, overeenkomstig de wetgeving overheidsopdrachten en de bepalingen van de onderzoekscall van SNOWMAN uit te voeren tegen de som van:

.....
 (in cijfers , exclusief B.T.W.)

.....
 (in letters , exclusief B.T.W.)

- Voegen bij hun inschrijving minimaal volgende gegevens toe:

1. Inschrijving bij de RSZ: nummer(s):
2. BTW (alleen in België): nummer(s):
3. Mijn onderaannemers van vreemde nationaliteit hebben hun woonplaats in: (land, gemeente)

Het bedrag van de werken die zullen worden opgedragen aan mijn onderaannemers:

1° onderdanen van een EG-lidstaat belooft: EUR (per land)

2° onderdanen van een ander land, belooft: EUR (per land)

4. Mijn personeel heeft de volgende nationaliteit: ;

¹ Doorhalen wat niet van toepassing is

5. De betalingen zullen geldig worden uitgevoerd door overschrijving op bankrekeningnummer (voor buitenlandse rekeningen IBAN):
.....;
6. Verklaart/verklaren op erewoord dat hij/ze zich niet in een toestand bevindt/bevinden zoals vermeld in de uitsluitingsgronden bedoeld in art. 69-71 van het koninklijk besluit van 8 januari 1996.

De bescheiden gedateerd en ondertekend, die luidens de bepalingen van de onderzoekscall van SNOWMAN worden voorgelegd, evenals het bewijs waaruit de ondertekeningsbevoegdheid blijkt, zullen worden bijgevoegd.

Gedaan te op
.....

DE INSCHRIJVER(S)

7. SWEDEN – NATURVARDsverKET

The Swedish Environmental Protection Agency (Naturvårdsverket) will fund the Swedish part of the call. The requirements for Swedish applicants are that:

- Researchers at universities and institutes are invited to submit applications.
- Fundable organisations are universities and institutes.
- 90% of the grant will be paid when the contracts are signed. The remaining 10% will be paid when the final report is approved.
- Overhead costs are a maximum of 35 %.

A5.2 Information Sources - Funder Terms & Conditions

1. Austria Bundesministerium für Land- und Forstwirtschaft, Umwelt und Wasserwirtschaft, BMLFUW	Contact Mag. Gottfried Fuehrer for further details: Gottfried.fuehrer@lebensministerium.at
2. France Agence De l'Environnement et de la Maîtrise de l'Energie, ADEME	Contact Nadine Dueso for further details: nadine.dueso@ademe.fr
3. Germany Umweltbundesamt in collaboration with Projekt- traeger Juelich, UBA	http://www.fz-juelich.de/ptj/index.php?index=369 or contact joerg.frauenstein@uba.de
4. Netherlands Stichting Kennisontwikkeling en Kennisoverdracht Bodem, SKB	http://www.skbodem.nl or contact: Ingrid.vreijisen@cur.nl
5. UK The Environment Agency	Contact Jon Greaves for further details: Jon.greaves@environment-agency.gov.uk
6. Belgium (Flanders) Openbare Vlaamse Afvalstoffenmaatschappij , OVAM	Contact Sofie Van den Bulck for further details: Sofie.Van.den.Bulck@ovam.be
7. Sweden Naturvårdsverket	Contact Kerstin Jansbo for further details: Kerstin.Jansbo@naturvardsverket.se

ANNEX 6. TOPICS TO BE COVERED IN CONSORTIUM AGREEMENTS

The consortium agreements should as a minimum address the following topics:

- purpose and definitions
- organisation and management of the project:
 - coordinator: nomination of the coordinator of the research consortium and description of the role of the coordinator;
 - research partners : persons in charge, role & key tasks, and conditions for their change;
 - deliverables (only one transnational report must be delivered by the whole consortium for each report required (rather than one for each country or research partner);
 - obligations and responsibilities of the research partners;
 - resources and funding;
 - confidentiality and publishing;
 - intellectual property rights (how this will be handled between the partners);
 - decision making within the consortium;
 - handling of internal disputes;
 - the liabilities of the partners towards one another (including the handling of default of contract);
 - the role of the consortium agreement in accession to the contract.

An Example of a CONSORTIUM AGREEMENT based on current practice in france can be downloaded from the Snowman website. snowman research consortia should design their own agreements to suit their consortia and the coordinators legal system.