**SWEET Call 1-2021: Pre-proposal**

**Submission deadline:** 16 June 2021, 12:00 CEST.

*The length of the pre-proposal, including references and illustrations, is strictly limited to 20 pages. Only the declarations and signatures on the last 2 pages are exempt from this page limit. The pre-set margins, font (Arial 10 points), and line spacing (1.15) must be used throughout the document. Guidelines in italic and these boxes should be removed.*

***ANY PRE-PROPOSAL EXCEEDING THE 20 PAGE LIMIT WILL BE REJECTED!***

# Administrative information and consortium structure *(max. 3 p.)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Project title** |  | | |
| **Project acronym** | *Max. 15 characters* | | |
| **Host institution** | Name, department: |  | |
| **Coordinator** | Title: |  | |
| Name, first name: |  | |
| Institution/Company: |  | |
| Postal address: |  | |
| Phone no: |  | |
| Email: |  | |
| **Requested SWEET funding [kCHF]** |  | **Total cost [kCHF]** |  |
| **Abstract  (max. 250 words)** | Provide a short summary describing the objectives of the proposal, their relevance to the research challenge and the expected impact.Use plain text, avoiding formulas and other special characters. | | |
| **Keywords** | *max. 5, separated by commas* | | |

## List of applicants and cooperation partners in the consortium (see call guideline, section 3.2)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| N° | **Applicant:**  legal name | Short name | Type of Organization[[1]](#footnote-1) | Canton or Country | Language region of CH |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
|  | *Add extra lines if needed* |  |  |  |  |
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|  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| N° | **Cooperation partner:** legal name | Short name | Type of Organization1 | Canton or Country | Language region of CH |
| *6* | *Continue numbering* |  |  |  |  |
| *7* |  |  |  |  |  |
|  | *Add extra lines if needed* |  |  |  |  |
|  |  |  |  |  |  |
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## Structure and management of the consortium

*Describe the consortium. How will it achieve its objectives? How do the members complement one another, how do they enable a transdisciplinary holistic approach? Show that each member has a well-defined role in the consortium and adequate resources. Also show that the consortium strives for gender balance and reflects Switzerland’s diversity (language, regions).*

*What is the role of the living labs in the consortium? How is the collaboration with established living labs organized?*

*Describe the roles and responsibilities of your management team.*

*Describe the governance of your consortium: are the organizational structure and decision-making mechanisms appropriate for the complexity and scale of the consortium?*

*Make sure that the proposal accounts for resources required for reporting so that progress can be monitored.*

## Coordination and KTT activities of the consortium

*Describe the internal coordination of the consortium’s activities, including the interaction with the living labs. Keep in mind that coordination and cooperation with the second awarded consortium and if relevant, consortia of other SWEET calls will be needed to avoid duplication and inconsistencies, and to identify synergies.*

*What are your main areas of impact? Who are the potential beneficiaries of your results? Consider the full range of potential users and uses, including research, commercial and investment field, social, environmental, policy-making and educational fields, etc. Describe how you intend to use the appropriate channels of dissemination and interaction with your stakeholders.*

*Describe the research/ industrial/ commercial/ public involvement in the projects to ensure exploitation of the results.*

# Global consortium programme, vision and portfolio description *(max. 3 p.)*

## Framework, vision and main goals of the consortium

*Describe and explain the overall concept and vision underlying the consortium. Describe your innovation management[[2]](#footnote-2). How do you address the research challenge of the call?*

*Describe the overall and specific goals of the consortium, which should be clear, measurable, realistic and achievable within the term of the consortium. Show how they align with the research challenge and the objectives of the call.*

*Describe the innovation potential represented by the proposal (novelty in terms of e.g. technologies, concepts and approaches, regulations, market designs, policies, behavioral insights, products, services or business and organizational models, etc.).*

## Description of the project portfolio and the interrelation of the projects

*Briefly present the overall structure of the work plan; importantly, describe graphically how the project portfolio interrelates (at least a chart that shows the organization, interdependence and coordination of work packages within the consortium).*

*Describe the positioning of the consortium’s project portfolio and its evolution, e.g. where it is situated in the spectrum from ‘idea to application’, or from ‘lab to market’. Refer to* [*Technology Readiness Levels*](https://www.bfe.admin.ch/bfe/en/home/forschung-und-cleantech/forschungsprogramme.exturl.html/aHR0cHM6Ly9wdWJkYi5iZmUuYWRtaW4uY2gvZW4vcHVibGljYX/Rpb24vZG93bmxvYWQvOTk1Mg==.html) *if applicable.*

## Trans- and interdisciplinary collaboration and synergies of the consortium

*Describe the* *trans- and interdisciplinary approach of the consortium and how this is reflected in the consortium’s structure and its activities. Highlight how this particular approach contributes to achieving the objectives of the consortium and its expected impact.*

*Show how the consortium members complement each other and create synergies. If relevant, show how resources are mobilized from partners/stakeholders outside of the consortium.*

*Show how the living labs contribute to a holistic and trans- and interdisciplinary approach.*

## Rough schedule and Gantt chart

*Provide a brief schedule using a Gantt chart, with the beginning and end of the planned activities (R&D projects, P+D projects, management and KTT), including the most important milestones.*

## Planned impact

*Describe the planned impacts at the scientific, societal, energetic/environmental, political and/or economical levels. Show how these impacts derive from the consortium’s objectives.*

*Describe the expected significance of the consortium’s work in general and with respect to the related call objectives. Also describe substantial impacts not specifically mentioned in the call text that would e.g. enhance innovation capacity, create new market opportunities, strengthen competitiveness and growth of companies, address issues related to climate change or the environment, or bring other important benefits for society.*

*Show what measures will be taken to achieve the expected impact of the consortium. The measures should be proportionate to the scale of the consortium, and be implemented both during and after the term of the consortium.*

# Work packages *(max. 1 p./WP)*

*Provide a description of each work package corresponding to R&D projects (Coordination, management and KTT must not be described as WP at this point). Duplicate the table as needed.*

|  |  |  |
| --- | --- | --- |
| **WP n°** *X* | **Start – end** | *Mxx* –*Mxx* |
| **Project title** |  | |
| **Cost [CHF]** |  | |
| **List of partners** | *Give applicants’ short names* | |
| **WP leader** |  | |
| **Work package description** | | |
| *Describe the objectives of the work package, discuss their innovative nature. Formulate clear, measurable, and realistic objectives and explain how you will achieve them. Show how the project’s objectives align with the call’s objectives.*  *Describe the approach/methodology, activities to be performed and the expected outputs. Describe the nature, source, quality and availability of the data needed for the project.*  *Describe the generation of new knowledge, know-how and value creation, compared to state of the art, and discuss its expected impact. Explain how the project contributes to the consortium’s overall impact.*  *Briefly discuss the relation to the other projects.*  *Describe briefly potential risks and mitigation strategies.*  *Add suitable illustrations or figures, if needed.* | | |

# P+D project notes and additional projects *(max. 2 p.)*

*Please provide notes for each planned pilot and demonstration project. Be as informative as possible given the current level of maturity of the envisaged project. Duplicate the table as needed.*

|  |  |  |
| --- | --- | --- |
| **P+D n°** *X* | **Start – end** | *Mxx* –*Mxx* |
| **Project title** |  | |
| **Cost [CHF]** |  | |
| **List of partners** | *Give applicants’ short names* | |
| **Project leader** |  | |
| **P+D project description** | | |
| *What are the reasons/motivation for carrying out the P+D project? Show why there is a need for field trials.*  *Describe the objectives and to what extent the project can contribute to the consortium’s overall impact through the technology/solution/process/concept to be demonstrated in the P+D project.*  *Describe the approach/methodology and activities to be performed. Briefly discuss the relation to the other projects.*  *Add suitable illustrations or figures, if needed.* | | |

## Additional projects with further funding agencies and programmes

*The SFOE encourages consortia to engage in national (including other SWEET consortia) or international research and innovation collaboration.*

*Briefly outline any running or foreseen activities which will be linked with the consortium, especially where the outputs from these will feed into the consortium work programme. Show the potential for added value, and synergies with the proposed projects. Include status/maturity of the foreseen activities and how they will be funded.*

# Living labs *(max. 2 p.)*

## Need for living labs

*Briefly outline why your specific objectives require the interaction with established and new living lab(s). Describe the transdisciplinary approach and explain how your choice of living lab(s) will help to meet your objectives?*

## Established living labs

*Give a description of the established living lab(s) that you plan to join and incorporate in the consortium: name, affiliation, structure, management, area, number of residents/participants, etc. Show that is located in a suitable environment (see Section 2.2.1 of the Call Guideline).*

*Describe and discuss the adequacy of the living lab(s) for the research questions to be analysed, to test and validate proposed technologies, methods, concepts and policies (localization and spatial extent, sample/population size and composition, thematic, organization and technical setting, reasonable mix of living and working, etc.). Also show that the living lab is willing to engage with the consortium in the various research topics, to verify results and to implement them.*

*Are there specific plans for extension/modification of the living lab(s)? If so, briefly describe such plans and explain how they will contribute to the consortiums specific objectives.*

*Briefly discuss possible synergies with other ongoing research projects in the living lab(s). Also mention potential conflicts of interest and how they can be avoided/mitigated.*

## Additional living labs

*Provide a description of the additional (virtual) living labs that you plan to create or integrate.*

*Explain the particularity or complementarity of the additional living labs with respect to the existing living labs and the benefits from this addition.*

## Partners for the public-private-(people)-partnerships (3P/4P)

*Describe the form of partnership planned. Show that it is relevant to your research and objectives. Also underline the willingness for active participation of each partner.*

*Show how the living labs provide the chosen partnership or how you plan to establish the latter or complement the existing living labs.*

## Funding of the living labs and participation of the consortium

*Provide information regarding the funding of the living lab(s), in particular with regard to contributions of SWEET. Describe how the living lab(s) are represented in the consortium, how the interaction is organised and how access is guaranteed over the term of the consortium.*

## Adequacy of sample characteristics and strategy for multiplication and upscaling

*Demonstrate how the characteristics of the living lab(s) are adequate to address the planned research questions, in particular in terms of sample size and composition.*

*In addition, describe how the living labs’ characteristics enable multiplication of the results and discuss the strategy that will be followed for up- and out-scaling of the results, possibly including a very brief theory of change.*

# Budget *(max. 1 p.)*

## Cost overview of work packages and management and KTT activities

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity** | **Cost [kCHF]** | **SWEET funding [kCHF]** | **P+D funding[[3]](#footnote-3)[kCHF]** |
| All R&D projects |  |  | XXXXXXXXXXXXX |
| **All P+D** projects |  | **XXXXXXXXXXXXX** |  |
| **Coordination/Management** |  |  | **XXXXXXXXXXXXX** |
| **KTT/dissemination, exploitation** |  |  |  |
| **Total [kCHF]** |  |  |  |

## Cost and funding overview per applicant

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Applicants** | **Cost** | **Funding overview [kCHF]** | | | |
| **[kCHF]** | **Own** | **third-party** | **SWEET** | **P+D** |
| *Applicant 1* |  |  |  |  |  |
| *Applicant 2* |  |  |  |  |  |
| *Applicant 3* |  |  |  |  |  |
| *Applicant 4* |  |  |  |  |  |
| *Applicant 5* |  |  |  |  |  |
| *Add as needed* |  |  |  |  |  |
| **Total funding [kCHF]** |  |  |  |  |  |

### Planned funding

*Briefly discuss planned funding sources for the consortium: distinguish between SFOE, own funding, third-party funding.*

# References

*Provide references of articles and publicly available documents directly supporting the proposal.*

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## Declarations

1. The coordinator declares to have the explicit consent of all applicants and cooperation partners on their participation and on the content of this proposal.

**Please choose**

1. The coordinator and applicants declare their explicit consent to be contacted by the Swiss Federal Office of Energy.

**Please choose**

1. The information contained in this proposal is correct and complete.

**Please choose**

1. This proposal complies with ethical principles (including the highest standards of research integrity - as set out, for instance, in <http://www.snf.ch/en/theSNSF/research-policies/scientific-integrity/Pages/default.aspx> - and including, in particular, avoiding fabrication, falsification, plagiarism or other research misconduct. The proposal is also in accordance with applicable law.

**Please choose**

1. The coordinator hereby declares that each applicant has confirmed: (a) they are fully eligible in accordance with the criteria set out in the call guideline; (b) they have the financial and operational capacity to carry out the proposed action; and upon award and contracting (c) all partners will sign the [self-declaration](https://www.beschaffung.admin.ch/dam/bpl/de/dokumente/Anbieter/Selbstdeklaration/Selbstdeklaration_allgemein_englisch.pdf.download.pdf/Selbstdeklaration_allgemein_englisch.pdf) form of the Federal Procurement Commission regarding compliance with health and safety regulations and with provisions relating to employment conditions and equal pay.

**Please choose**

The coordinator is only responsible for the correctness of the information relating to his/her own organization. Each applicant remains responsible for the correctness of the information related to him/her and declared above.

# Signature

This application has to be signed by the coordinator on behalf of all consortium applicants and cooperation partners. The consortium agrees to the publication of results obtained by the consortium. In particular, scientific/technical project reports (interim and final reports) and the main project information will be published on the ARAMIS information platform ([<http://www.aramis.admin.ch>](http://www.aramis.admin.ch)) and, if applicable, the federal geoportal (<http://map.geo.admin.ch>).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Coordinator name:*** | | | | |
| Click here to enter text. | | | | |
| ***Host institution:*** | | | | |
| Click here to enter text. | | | | |
| ***Place, date:*** |  | ***First name Last name:*** |  | ***Signature:*** |
|  |  |  |  |  |

1. *Examples of type of organization: Cantonal university, Federal research institute, University of applied sciences, consultant firm, engineering firm, association, city, commune, village, public/private sector ,industrial/transport sector, etc.* [↑](#footnote-ref-1)
2. Innovation management is a process which requires an understanding of both market and technical problems as well as the socio-economic and political frame, with a goal of successfully implementing appropriate creative ideas. A new or improved product, service or process is the typical output as are evidence-based policy briefs, white papers for lawmakers and regulators. It also allows a consortium to respond to an external or internal opportunity. [↑](#footnote-ref-2)
3. *Funding of the P+D project is not part of the core budget. See Section 3.5 “Funding rules” of the Call Guideline.* [↑](#footnote-ref-3)