

1 OBJECTIVES

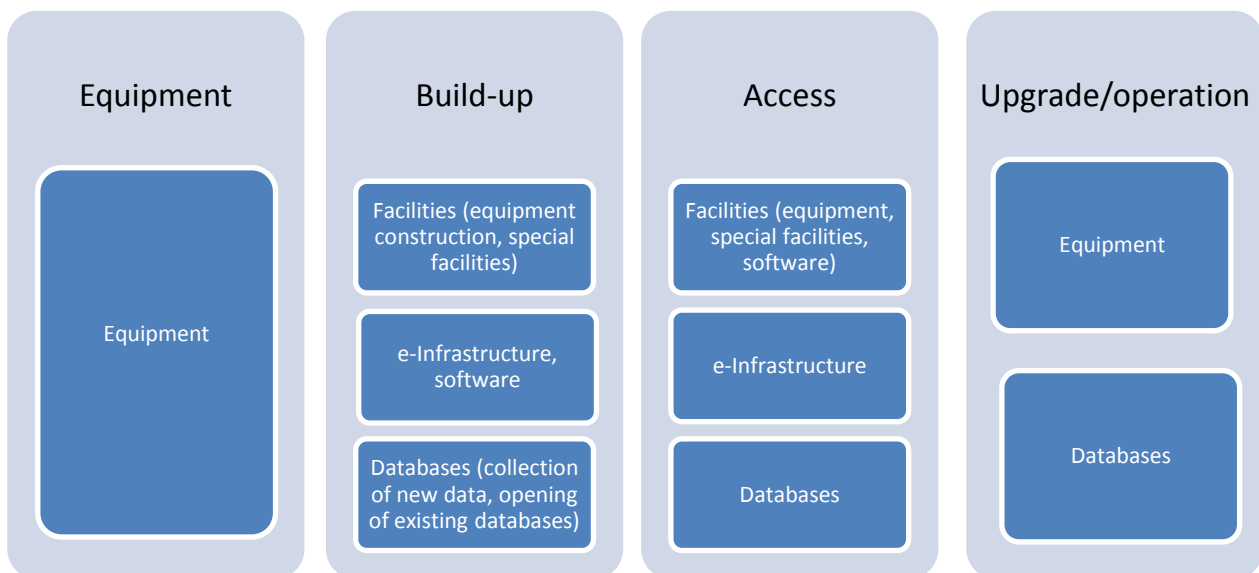
To support research infrastructure in Iceland by co-financing purchase and/or build-up of equipment, databases, software and any other research infrastructure that is important for scientific progress.

The Science Committee of the Icelandic Science and Technology Policy Council formulates the allocation policy of the Infrastructure Fund. The rules for the grant year 2017, contained in this document, are based on the Science Committee's current allocation policy, which was approved on November 17th 2016.

2 TARGET GROUP

Universities, research institutions, organizations and companies.

3 GRANT TYPES



3.1 EQUIPMENT

For relatively expensive research equipment. The purpose is to finance purchase of one relatively expensive piece of equipment rather than many cheaper items.

3.2 BUILD-UP

For financing build-up of infrastructure, including construction of equipment or special facilities, build-up of e-infrastructures, collecting data for databases or opening up existing databases.

3.3 ACCESS

For facilitating the access of scientists to existing foreign or domestic infrastructure (databases, equipment, special facilities, software and e-Infrastructure).

3.4 UPGRADE/OPERATION

For updates or upgrades of existing infrastructures or maintenance of infrastructure such as facilities, equipment and databases. Eligible cost includes purchase of spare parts or salaries.

4 GENERAL CONDITIONS

4.1 ELIGIBLE COST

- The minimum contribution of the Infrastructure fund is ISK 2 million for *Equipment, Build-up* and *Upgrade/operation* and can be up to 75% of the total cost excluding VAT. Applicants are not eligible to apply for installation or build-up of instruments that cost less than 2 million. **Proposal that do not adhere to these conditions will be rejected.** Access grants do not have a minimum.
- Price quotes from the manufacturer/service provider must accompany the proposal to confirm the amount applied for. Delivery cost cannot exceed 10% of total cost and must be included in price quote. Delivery cost exceeding 10% is *not funded* and *cannot be defined as other financing*. **Proposals not accompanied by price quotes will be rejected.**
- Salaries can be applied for in connection with *Build-up* and *Upgrade/operation* up to ISK 5 million, given that this does not exceed 75% of the total cost of salary used for this purpose. If salaries for operational personnel are applied for, the previous 12 month's data on the infrastructure usage shall be provided. When applying for salary, a detailed work plan with budget is required.
- In the case of build-up of databases with collection of new data, applicants can apply for a higher amount in salaries, on the condition that a detailed work plan and budget for the salaries accompanies the application.
- Travel cost are allowed in Access grant applications.
- Applications for retroactive funding will be rejected.
- Should the total cost change, the Infrastructure Fund contribution changes accordingly. If the total cost increases by 5% or more, the grantee must get a permission from the Infrastructure Fund before proceeding with the purchase.
- Should the grantee decide not to use the grant, the grant will be cancelled. The grant can only be used for the purpose stated in the proposal, and any changes must be well supported with arguments and approved beforehand by the Board of the Infrastructure Fund.
- In the proposal, the operating cost of the infrastructure shall be explained. Operational cost shall be estimated and the financing explained (if a user fee is planned, the service need of the infrastructure, how service cost will be met etc.). Requirements of potential users regarding training etc. shall be explained. Devaluation costs are not to be included in operational expenses or user fees.

4.2 OTHER FINANCING

- Other financing must be secured at the proposal deadline and a statement thereof shall accompany the proposal. **If these requirements are not met, the proposal will be rejected.**
- Other financing is defined as a part of the cost in ISK. Construction work can only be eligible as other financing if the rationale for its inclusion is well explained and a budget for the salaries accompanies the application.
- Normally, the other financing is not exempt from VAT. Applicants are responsible for the inclusion of VAT in the amount provided as other financing.
- Proposers are responsible for any changes that may occur regarding other financing. If other financing

decreases below 25%, the grant is rejected.

5 EVALUATION

A special expert panel appointed by the Science Committee evaluates all proposals before presenting the decision to the Infrastructure Fund Board.

In the evaluation of proposals the following points are taken into consideration:

- The infrastructure is important for research progress in Iceland and for the proposer's research.
- The infrastructure creates new possibilities in research and/or is related to research projects already being funded by the Icelandic Research Fund.
- The infrastructure is important for education and training in the relevant scientific field.
- The infrastructure facilitates cooperation between institutions, or between institutions and companies.
- Budget plans are realistic.
- Infrastructure realised with support from the fund is accessible to other research groups as capacity allows.

Please note that proposers shall under no circumstances contact the Board or the expert panel during the evaluation phase. All questions and comments shall be addressed to Rannís. Violation of this rule leads to rejection of the proposal.

6 CONTRACT

The Icelandic Centre for Research signs a contract with the grantee on behalf of the Infrastructure Fund. The contract shall state how the project will be financed in its entirety. All proposers and responsible persons shall sign the contract. The contract includes a statement on how the infrastructure will be operated in cooperation between grantees. Grantees can provide their colleagues with permission to sign the contract on their behalf if necessary. Grantees have 4 months from award announcement to finalize the contract and payments. If the contract is not finalized within that time period, the grant will be cancelled. Should the grantees need more time, they can request for an extension before October 1, 2017. If a grant is not finalized with a written contract or purchase of infrastructure before January 1, 2018 it will be cancelled.

Payments will be made from the Infrastructure Fund on receipt of invoices.

7 PAYMENTS AND FOLLOW-UP

- Equipment purchased for a grant from the Infrastructure Fund is VAT exempted up to the amount that the fund covers. The saved amount *cannot be accounted for as other financing*.
- A consistency between invoices and list of items in the proposal is necessary to minimize any doubt regarding what budget items of the grant are being collected.
- Payment from the Infrastructure Fund is only possible on receipt of invoice and a bank transfer confirmation, or a copy of a transfer from the accounting system of the institution. The reimbursement of the bills will be according to the percentage given in the proposal (not exceeding 75%). In the case of build-up of databases with collection of new data it is possible to get 1/3 of the salary part as the contract is signed, 1/3 when the

work is half way through and 1/3 when the work is finished and an overview of salary cost has been received.

- If the funded infrastructure includes many different parts, the grantees are responsible for collecting all the invoices and bank transfer confirmations and will get them refunded when all parts have been paid.
- If more than one institution/company are part of a grant they are responsible for distributing the grant. The Infrastructure Fund transfers the grant to one account only.
- The staff of Rannís and/or the Icelandic National Audit Office may inspect, without warning, all communication with the manufacturer/provider and invoices after purchase of infrastructure. Suspected misconduct will be reported to the Board of Infrastructure Fund.

8 INFRASTRUCTURE FUND'S BOARD AND ADMINISTRATION

The Minister of Education, Culture and Science appoints the Board of the Icelandic Research Fund, which also is the Board of the Infrastructure Fund.

The Board issues the fund's rules in accordance with article 6 of Act no 3/2003 (with amendments) on public support of scientific research.

Rannís administers the Infrastructure Fund. For general information contact Steinunn S. Jakobsdóttir (steinunn.s.jakobsdottir@rannis.is).

9 DEADLINE

Proposals are submitted electronically (see: <https://en.rannis.is/sjodir/umsoknarkerfi>). Proposal must be submitted before 16:00 on April 3, 2017. It will not be possible to submit after that deadline.

**The fund does not accept any proposal related material after the deadline.
All incomplete proposals will be rejected.**

Disclaimer:

The Infrastructure Fund rules and guidelines 2017 are available in both Icelandic and English. If there are any discrepancies between the Icelandic and the English version, the Icelandic version is the definitive one.

Main changes:

4.1 Added in paragraph 1: Applicants are not eligible to apply for installation or build-up of instruments that cost less than 2 million.

Added in paragraph 3: given that this does not exceed 75% of the total cost of salary used for this purpose.

And: When applying for salary, a detailed work plan with budget is required.

Added as paragraph 4: In the case of build-up of databases with collection of new data, applicants can apply for a higher amount in salaries, on the condition that a detailed work plan and budget for the salaries accompanies the application.

4.2 Added in paragraph 2: and a budget for the salaries accompanies the application.

7 Added in paragraph 3: The reimbursement of the bills will be according to the percentage given in the proposal (not exceeding 75%).

And: In the case of build-up of databases with collection of new data it is possible to get 1/3 of the salary part as the contract is signed, 1/3 when the work is half way through and 1/3 when the work is finished and an overview of salary cost has been received.

Changed in paragraph 4: If the funded infrastructure includes many different parts, the grantees are responsible for collecting all the invoices and bank transfer confirmations and will get them refunded when all parts have been paid.