



Guidelines for proposers

**2014 SAF€RA joint call on
*Innovating in safety and safe innovations***

May 2014

SAF€RA is an ERA-NET on industrial safety.
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1. Introduction

SAF€RA is an ERA-NET project titled “Coordination of European Research on Industrial Safety towards Smart and Sustainable Growth” funded for three years by the European Commission in the 7th Framework Programme. It was initiated by the European Technology Platform on Industrial Safety (ETPIS) and uses this platform to make its results available to stakeholders. Under the ERA-NET scheme, SAF€RA aims to improve cooperation and coordination of national and regional research programmes addressing industrial safety, in order to improve the level of safety in European industry and achieve sustainable growth and enhanced competitiveness.

The **scope of SAF€RA** includes coordination of research on the prevention of major accidents, with off-site consequences and risks to the environment and society, and in particular the economic benefits of industrial safety solutions, safe innovative processes, preparedness and response as well as protection of the environment, new methods to enhance the creation of a safety culture and prudent attitudes, risk reduction strategies, reference technologies for life extension of aged and repaired structures, as well as products and systems required to improve industrial safety.

SAF€RA brings dynamism to safety research in Europe by promoting collaboration in research programmes and by fostering lateral thinking as well as favouring innovations. The SAF€RA project contributes to the objectives of the European Commission’s FP7 work programme in the following ways:

- Building up sustainable channels for communication and effective instruments for collaboration between national programme owners and/or managers and promoting the creation of collective, strategic coalitions at a European level.
- Increasing awareness about the importance of research in the field of industrial safety as a major contributor to a dynamic knowledge-based economy as well as working to strengthen the impact of this research at the EU, national and international levels.
- Exploiting synergies and avoiding duplication of research and development among the partners of the Consortium and reducing fragmentation of the European Research Area by increased coordination.
- Establishing joint programmes of transnational research projects between the involved Member States, which will materialize in a pilot programme for collaborative research projects between the SAF€RA partners as a testbed for future joint programming.
- Developing and implementing joint strategic activities to establish a durable European network for cooperation between key actors in the field of industrial safety.

For more information:

- SAF€RA’s 2014 joint call > <http://call.safera.eu/>
- SAF€RA’s website > <http://www.safera.industrialsafety-tp.org/>
- European Commission information on the ERA-NET programme > <http://www.cordis.lu/coordination/home.html>

2. Call objectives

The objective of this joint call for proposals for research and development projects on *Innovating in safety and safe innovations* is to promote European transnational research in this field taking a proactive, multidisciplinary and innovative approach to developing solutions for sustainable growth and enhanced competitiveness of European industry.

Most projects funded within this joint call will be relatively small (2 to 4 partners, duration between 12 and 36 months, with budgets typically between 20 and 150 k€ per project partner). The call aims to fund mainly **applied research** carried out in universities and research institutes, though proposals from industry may also be eligible if they contain a significant research component. **Interdisciplinary research** is encouraged. Cooperation and joint activities between different consortia funded within the call will be encouraged.

General remarks

- The research teams within a consortium should include investigators of complementary scientific disciplines and research areas necessary to address the proposed research aims.
- Given the applied nature of the topics, the participation of stakeholders within the project (either as subjects of investigation, or partners contributing to the work) is encouraged.
- Proposals should contain novel, ambitious aims and ideas, combined with (in full proposals) well-structured work plans. The scientific methodology should be described (in full proposals) in sufficient detail to allow reviewers to assess its quality.
- A proposal may cover more than one of the topics listed in the Call text.
- Projects should demonstrate (in full proposals) that they can provide European added value compared to strictly national or regional research.
- Projects that contribute to standardization efforts are encouraged.

A **description of the topics** of the joint call on *Innovating in safety and safe innovations* is available in the *Call text* document. The topic headings are:

- T1: Managing emerging risks
- T2: New technologies for safety

The call will use a **two-stage application procedure**, with a pre-proposal mechanism for the first stage. Please see the website for the pre-proposal and full-proposal forms.

3. Funding rules

Funding organizations participating in the joint call will provide funding for a maximum of three years for transnational, collaborative projects having European added value, according to the conditions described in Annex 1.

The eligibility rules and funding principles will follow the regulations of the national/regional funding organization(s) to which the application for funding is addressed. Final funding decisions will be made by the national or regional funding agencies and research institutes. The scientific evaluation process will be made at a European level by a panel of independent experts.

Funding will be provided through direct contracts between participating SAF€RA funding organizations and the selected research teams¹. This means that each funded organization is subject to the rules and regulations of their respective national/regional funding organization. Note that eligible costs and funding rates vary according to the national/regional funding organization (see Annex 1 for details).

4. Eligibility criteria

Eligible consortium structure. In order to foster transnational collaboration, projects funded within this joint call will involve the collaboration of at least two research teams in two eligible countries². Researchers requesting support for their project may submit either:

- a **transnational consortium pre-proposal**, comprising at least two partner organizations from two eligible countries;
- a **single-nation pre-proposal**, comprising one or more organizations from a single eligible country. In this case, the organization(s) accept the principle of a collaboration with one or more other organizations from one or more other eligible countries. After evaluation of the pre-proposals, the Call Steering Committee will suggest grouping two or more single-nation pre-proposals into a transnational consortium, based on their thematic and methodological complementarity. Please note that there is no guarantee that an appropriate matching can be found by the Call Steering Committee.

In the second stage of the call, full proposals are to be submitted by a transnational consortium, which must comprise at least two consortium partners from two eligible countries.

Furthermore, additional consortium partners, not eligible for SAF€RA funding, may participate in the projects on the basis of self-financing. Such partners should state the source of funding for their contribution to the proposal and the conditions under which their funding will be available.

Eligible organizations. The funding scheme targets institutional collaboration: private individuals may not apply independently. Proposals are primarily expected from research teams from universities or public research/expertise organizations. However, some funding organizations participating in the present call can also fund researchers from industry (SMEs or large firms) or from NGOs³ (see Annex 1 for details).

Other comments:

- Most funding organizations are only able to fund research undertaken within their country or region. Check Annex 1 for details.
- Consortia may not request all their funding from the same SAF€RA funding organization.
- The **duration of funding** requested should be compatible with that supported by the funding organization(s) requested during application. All projects will concern durations

¹ The ISO 31000 standard gives an approach to and a definition of “risk” in this context.

² Eligible countries are EU member states, Norway, Serbia and Switzerland.

³ NGO: Non-governmental organization.

between 12 and 36 months. The funding durations requested from each funding organization may be different (but should be clearly specified in the response form).

- The **expected funding per project partner** is typically in a range between 20 k€ and 150 k€ (check Annex 1 for available budgets and acceptable project size for each funding organization).
- Some funding organizations are able to provide funding only if applicants are able to provide **co-funding** from industry or from another research funding organization. Check Annex 1 for details.
- The roles of each partner within the consortium should clearly add value to the objectives of the proposed project.

The following table summarizes the eligible applicants for each SAFERA funding organization participating in this call. Further detail for each partner is provided in Annex 1. Applicants must contact the national/regional funding organization for further information on eligibility.

Organization	Eligible applicants
Czech Technology Platform on Industrial Safety (CZ-TPIS)	Researchers working for organizations based in Czech Republic
Finnish Ministry of Social Affairs and Health (MSAH)	Organizations based in Finland
Finnish Work Environment Fund (FWEF)	Organizations based in Finland
French Ministère de l'écologie, du développement durable et de l'énergie (MEDDE)	French organizations, but flexibility by exception for marginal financing
Foundation for an Industrial Safety Culture (FonCSI)	Legal entities based in an EU member state or Norway, Switzerland, or Serbia
Italian Workers' Compensation Authority (INAIL)	Italian universities and recognized national research institutes
Serbian Ministry of Education, Science and Technological Development (MESTD)	Legal entities based in Serbia
Instituto Vasco de Seguridad y Salud Laborales (OSALAN)	Legal entities or individuals from the Basque country
Research Council of Norway (RCN)	Norwegian researchers in cooperation with international researchers
Rijksinstituut voor Volksgezondheid en Milieu (RIVM)	Legal entities based in an EU member state or Norway, Switzerland or Serbia

The following research institutes participating in the call will be contributing to the funding in terms of **person-months**, *i.e.* they commit themselves to fund their own researchers if they are part of a selected consortium.

Organization	Country
Finnish Institute of Occupational Health (FIOH)	Finland
Institut National de l'Environnement Industriel et des Risques (INERIS)	France
Bundesanstalt für Materialforschung und -prüfung (BAM)	Germany
National Center for Scientific Research DEMOKRITOS (NCSR)	Greece
Netherlands Organization for Applied Scientific Research (TNO)	Netherlands
Rijksinstituut voor Volksgezondheid en Milieu (RIVM)	Netherlands

5. Application procedure

The 2014 joint call will use a **two-stage application process** with a pre-proposal mechanism for the first stage, according to the schedule outlined below.

Action	Date
Joint call is launched	15 May 2014
Deadline for submission of pre-proposals	10 July 2014
Information sent to applicants on results of the first stage. Requests for full proposals are sent to selected applicants, and collaborations proposed to single-nation applicants.	15 September 2014
Deadline for submission of full proposals	30 October 2014
National funding decisions transmitted to applicants	February to March 2015
Projects start	February to April 2015

Pre-proposals (maximum of 5 pages) will be checked for validity and relevance by the SAFERA Call Steering Committee. The Call Steering Committee will also propose possible cooperation between single-nation applications at this stage. A subset of the first stage applications, selected by the Call Steering Committee on the basis of their eligibility and their relevance, will be requested to prepare a full proposal, as a transnational consortium, to be submitted in the second stage. Second stage proposals will then be assessed by the Evaluation Panel.

Organizations submitting a project are invited to use the pre-proposal form (maximum of 5 pages, in English) available on the call website. Applications in the first stage (pre-proposals) must be made by email to applications@safera.eu, before the submission deadline of 10 July 2014 at 16:00 CET. Applicants will receive a confirmation email within one working day. Applications should not be sent directly to the participating national/regional funding organizations.

Project coordinator. Researchers submitting a pre-proposal must designate a project coordinator, who will lead the consortium through the application procedure and is fully responsible for the overall project coordination. All communication with the Call Secretariat will be through the project coordinator, who should disseminate information to all parties to the proposal.

Confidentiality. Proposals and any information relating to them shall be handled in confidence, and only be made accessible to the organizations involved in the funding and the experts involved in the evaluation process. Proposals shall not be used for any purpose other than the evaluation of the applications, making funding decisions and monitoring of the project.

Projects selected for funding shall have a summary of their project published on the SAFERA website, and all relevant project deliverables will be disseminated by SAFERA, in complement to dissemination activities undertaken by the projects.

Consortium agreement. A consortium agreement between the project partners will be required. Models for consortium agreements, if needed, can be obtained from national and regional funding agencies or from the EC IPR helpdesk⁴.

The project proposal must be the foundation for the consortium agreement. The purpose of the consortium agreement is to clarify the responsibilities of the partners, decision processes inside the project, management of any change of partners, how to exploit and/or commercialize the results (for each partner) and intellectual property issues. The Consortium Agreement must be established within three months of the start of the project. No payments will be possible until the Consortium Agreement has been signed by all parties.

6. Call management

Two boards, the Call Steering Committee and the Evaluation Panel, will manage the evaluation process of the joint call with the support of the Call Secretariat. The process includes the eligibility and relevance check of the proposals, the evaluation of the proposals and the final selection and award of research funding.

The **Evaluation Panel** is a panel of internationally recognized scientific experts within the disciplines identified as being relevant for the call topic, responsible for the evaluation of submitted proposals. Evaluation Panel members will not submit or participate in proposals within the call, and will accept a confidentiality agreement. The work of the Evaluation Panel will be organized so as to avoid conflicts of interest.

The **Call Steering Committee** is composed of a representative from each SAFERA funding organization participating in the joint call. All decisions concerning the call procedures will be made by the Call Steering Committee. It will supervise the progress of the call and the evaluation of proposals. The Call Steering Committee will make funding recommendations to the national/regional funding organizations regarding the proposals to be funded, based on the final ranking list provided by the Evaluation Panel. It will accompany the entire lifespan of the Call, evaluates the performance of the projects and resolves potential disagreements which may arise during the lifetime of the projects.

⁴ <http://www.ipr-helpdesk.org/>

7. Evaluation process

A centralized evaluation of the full proposals will be performed by the Evaluation Panel and the Call Steering Committee. Based on the result of the evaluation, projects will be recommended (or not) for funding by the organizations concerned. Note that the national/regional organizations will make the final funding decisions.

The **evaluation criteria** are:

- Compatibility with the call topics
- Scientific or technological excellence
- Degree of added value/innovation and European added value
- Expected outcomes (scientific & operational)
- Project implementation

These criteria and the associated weightings are described in more detail in the *Guidelines for evaluators* document, which applicants are free to consult.

Each proposal will be allocated to at least two external reviewers and one Evaluation Panel member who fit the profile of the application. Based on the proposals' ranking established by the Evaluation Panel and on available funding, the Call Steering Committee will recommend the projects to be funded to the national/regional funding organizations.

Only proposals judged to be of high quality will be funded. If the number of proposals considered to have high quality, as judged by the Evaluation Panel, corresponds to a total requested funding which is smaller than the available budget, only part of the funds will be used. Projects not recommended for funding by the Evaluation Panel will not be funded in the context of this SAF€RA joint call.

For each proposal, the Call Steering Committee will communicate the final decisions and the evaluation report to the project coordinator.

8. Common SAF€RA activities

Reporting. The coordinators of all funded projects must submit annual and a final (within three months of the end of the project) scientific progress project report to the Call Secretariat. All reports must be in English and use a common report form that will be provided. The research partners are jointly responsible for the delivery of the reports, and the Call Secretariat will only accept reports delivered on behalf of the consortium, via the project coordinator.

In addition, each project partner will be responsible for the necessary reporting to their funding organization according to national/regional rules in order to obtain and maintain funding during the lifetime of their portion of the project.

Project review. As a complement to the national/regional project review process, the transnational cooperation aspects will be monitored at a SAF€RA level. The project coordinator is responsible for providing concise reporting according to the requirements (publishable summary at project start, yearly concise reporting and final reporting, participation in questionnaires). Any substantial change in an ongoing project must be reported promptly to the involved funding organizations. The project partners should be aware that changes might have effects on funding.

Progress seminars. Funded research projects will be required to participate once a year in a

seminar organized by SAFERA partners. The seminars will be organized so as to facilitate interaction between researchers from different projects and to disseminate research results to interested parties. Funding for travel of a project representative to the seminars (which will be organized in a location in Europe and last a full working day) should be included in proposal budgets.

Dissemination. Researchers funded within the context of this call will be required to acknowledge the support of SAFERA and the specific funding organization in their publications, exhibitions, lectures and press information concerning results of SAFERA-funded projects. In addition, electronic copies of all relevant publications and deliverables must be sent to the Call Secretariat.

A public database of projects funded within SAFERA and the results of the research will be established by the SAFERA funding organizations. All research projects funded within this call must submit all relevant data created during the lifetime of the project to this database.

9. Support

Frequently Asked Questions (FAQ) are listed on the SAFERA 2014 joint call website. In addition, all funding organizations participating in the call will provide assistance to project proposers in case of questions. General inquiries concerning the call should be addressed to the Call Secretariat, at call-secretariat@safera.eu.

Annex 1 – Specific requirements of the participating funding organizations

The following tables provide information on the available budgets, funding durations and other requirements of each participating funding organization. Applicants must contact the national/regional funding organization for further information on eligibility.

Concerning funding duration and available funding per applicant: applicants may request funding for a task included within a larger project, whose duration is less than the total project duration. In such cases, please identify clearly the scope of the larger project in which your requested funding is included, and specify precisely the scope of the task for which funding is requested.

Czech Republic

Organization	Czech Technology Platform on Industrial Safety (CZ-TPIS) - Czech Republic
Contact persons	Ales Bernatik < ales.bernatik@vsb.cz >
Topics	Primarily interested in T2.3
Budget	PhD fellowship (maximum of 8 k€) for a PhD student working with CZ-TPIS
Funding duration	12 months, which can potentially be extended to 24 months

Finland

Organization	Finnish Institute of Occupational Health (FIOH) – Finland
Contact persons	Carita Aschan < carita.aschan@ttl.fi > and Minna Huuskonen < minna.huuskonen@ttl.fi >
Topics	All topics in the call
Budget	Approx. 12 to 24 person-months per project for FIOH personnel, depending on the level of co-funding
Funding duration	Between 12 and 36 months
Other requirements	Co-funding is required

Organization	Ministry of Social Affairs and Health (MSAH) – Finland (in the context of the Forum for Wellbeing at Work, coordinated by the Finnish Institute of Occupational Health)
Contact persons	Sirkku Saarikoski < sirkku.saarikoski@stm.fi > or Rauno Hanhela < rauno.hanhela@ttl.fi >
Topics	All topics in the call
Budget	20 k€
Funding duration	Between 12 and 24 months
Other requirements	Only researchers working for an organization based in Finland are eligible. Projects that promote wellbeing activities at workplaces will be prioritized. Specific criteria of activities funded by the Forum for Well-being at Work can be found from the forum's web pages: http://www.ttl.fi/partner/thf/eng/action/Pages/Criteria.aspx

Organization	Finnish Work Environment Fund (FWEF) - Finland
Contact persons	Kenneth Johansson < kenneth.johansson@tsr.fi >
Topics	All topics
Eligible applicants	Research organizations and companies whose research may improve Finnish working life
Budget	Between 20k€ and 150 k€ per project. Total amount of funding depends on how many applications FWEF receives and how they are rated in the evaluation.
Funding duration	Between 12 and 36 months
Other requirements	Co-funding is required

France

Organization	Institut National de l'Environnement Industriel et des Risques (INERIS) – France
Contact persons	Patricia Rotureau < patricia.rotureau@ineris.fr >
Topics	All topics in the call
Budget	Maximum of 8 person-months for INERIS personnel
Funding duration	Between 12 and 36 months

Organization	Fondation pour une Culture de Sécurité Industrielle (FonCSI) – France
Contact persons	Eric Marsden < eric.marsden@foncsi.org >
Topics	Primarily interested in topic T1
Budget	150 k€ ; funding per project between 30 k€ and 150 k€
Funding duration	Between 12 and 24 months
Other requirements	Funding is available for research organizations (laboratories, universities), companies and NGOs from EU member states plus Serbia, Switzerland and Norway.

Organization	Ministère chargé de l'écologie (MEDDE) – France
Contact persons	Dominique Thierry < dominique.thierry1@developpement-durable.gouv.fr >
Topics	All topics in the call
Budget	150 k€ ; funding per project between 20 and 150 k€
Funding duration	Between 12 and 36 months
Other requirements	<p>Project coordinator must belong to an organization based in France (which may be public or private). Foreign research teams are eligible for financial support providing that they are stakeholders in a proposal coordinated by a French research structure, accept the terms and conditions of the grant that are specific to the MEDDE and that the added value of the presence of these teams as project partners is clearly presented (for example: cross-border coherence implementation methods).</p> <p>Projects which are selected for funding will later have to submit a summary of their proposal in French, for administrative purposes.</p>

Germany

Organization	Bundesanstalt für Materialforschung und prüfung (BAM) – Germany (in partnership with the German Federal Ministry of Economics and Technology, BMWi)
Contact persons	Jürgen Lexow < juergen.lexow@bam.de >
Topics	All topics in the call
Budget	300 k€, funding requested per project up to 100 k€, preferably in the form of a PhD fellowship for 36 months. If a PhD fellowship, the PhD candidate must be based in BAM
Funding duration	36 months, with a mid-term assessment
Other requirements	Interested applicants for the PhD fellowship should contact Jürgen Lexow (email above).

Greece

Organization	National Center for Scientific Research "DEMOKRITOS"
Contact persons	Olga Aneziri < olga@ipta.demokritos.gr >
Topics	All topics in the call
Budget	2 person-months for NCSR "DEMOKRITOS" personnel
Funding duration	24 months

Italy

Organization	Italian Workers' Compensation Authority (INAIL) – Italy
Contact persons	Paolo Bragatto < p.bragatto@inail.it >
Topics	All topics in the call, with a preference for T2
Budget	150 k€; Funding per project between 20 and 150 k€.
Funding duration	Between 12 and 24 months
Other requirements	Only Italian universities or recognized Italian research institutes are eligible. Co-funding covering 40% of the total cost is required.

The Netherlands

Organization	TNO – Netherlands
Contact persons	Johan Gort < johan.gort@tno.nl >
Topics	All topics in the call
Budget	Approx. 150k€ in person-month equivalents for TNO personnel
Funding duration	Between 12 and 24 months (projects are accepted for a 12-month duration, but applicants may resubmit the following year).

Organization	Rijksinstituut voor Volksgezondheid en Milieu (RIVM) – Netherlands (in partnership with the Dutch Ministry of Social Affairs and Employment)
Contact persons	Henk Jan Manuel < henkjan.manuel@rivm.nl >
Topics	Topic 1, in particular concerning the improvement of decision-making Topic 2.1, in particular concerning the psychological and social impacts of innovations, and the redistribution of decision-making.
Budget	100 k€
Funding duration	12 months (deliverables must be available by December 1 st 2015)

Organization	Rijksinstituut voor Volksgezondheid en Milieu (RIVM) – Netherlands (in partnership with the Dutch Ministry of Infrastructure and the Environment, IenM)
Contact persons	Henk Jan Manuel < henkjan.manuel@rivm.nl >
Topics	Topic 1, in particular concerning the validity and limitations of techniques for assessing emerging risks
Budget	6 person-months for RIVM personnel
Funding duration	36 months

Norway

Organization	Research Council of Norway (RCN) – Norway
Contact persons	Espen Forsberg Holstrøm < efh@forskningsradet.no >
Topics	Only: T1: Managing emerging risks T2.1: Smart and safe working environments
Budget	260 k€ (2.15 M NOK) Funding per project between 40 and 260 k€
Funding duration	Between 12 and 24 months
Other requirements	Funding is available for "Norwegian research institutions", as defined by the Research Council of Norway . Proposals must provide documentation of clear relevance for safety in the Norwegian petroleum industry.

Serbia

Organization	Serbian Ministry of Education, Science and Technological Development (MESTD) – Serbia
Contact persons	Milicia Tasevska < milica.g.tasevska@mpn.gov.rs >
Topics	All topics in the call
Budget	40 k€ (maximum of 20 k€ per year) Funding per applicant: 20 k€
Funding duration	12 months
Other requirements	Only researchers working for a research organization based in Serbia are eligible. Co-funding from companies may be required. Proposals selected for funding will be required later to submit their application in Serbian.

Spain

Organization	Instituto Vasco de Seguridad y Salud Laborales (OSALAN) – Basque country
Contact persons	Maria Nieves de la Peña, tel. +34 944032145, fax +34 944032107, e-mail: osalantpr16ba@ej-gv.es
Topics	T1 and T2.1
Budget	100 k€ (50 k€ per year) Funding per project between 10 and 50k€
Funding duration	12 months (if projects exceed 12 months duration, they may submit a new proposal to OSALAN the following year)
Other requirements	All legal or physical entities in the Basque Country are eligible for funding, as long as they have not been found guilty in legal cases related to occupational health and safety within the last five years, and have no debts due to the public treasury or the social security system. The organization must comply with occupational risk regulation. Projects which are accepted for funding will need to prepare a summary of their proposal in Basque language or Spanish, including the title of the project, the objectives, the workplan, methodology and a detailed budget.