ACADEMY OF FINLAND

Action Plan
12 February 2019

FIRI 2019 Call 1:

Research infrastructures on Finland's roadmap 2014–2020 (2018 version) and Finland's international infrastructure memberships

Research infrastructures on Finland's roadmap 2014–2020 (2018 version) contains 32 infrastructures classified according to their level of advancement into categories A-D. Only the infrastructures that have been reviewed and accepted in the road map call may apply for funding in this call.

The review of applications submitted to FIRI 2019 call 1 will consider the categories A–D as follows:
- The infrastructures in all categories will be reviewed for the level of advancement (organisation, activity and preconditions).
- Furthermore
  o infrastructures in category B (Advanced) will be asked to provide a description of how they intend to improve their activities based on the development areas observed by the FIRI2017 interim evaluation panel and mentioned in the decision notification,
  o infrastructures in category C (Promising) will be assessed for their scientific quality,
  o infrastructures in category D (Under observation) will be assessed for their scientific quality and asked to provide a description of how they intend to improve their activities based on the development areas observed by the FIRI2017 interim evaluation panel and mentioned in the decision notification.

The FIRI 2019 call 1 also provides funding for projects related to Finland's memberships in international infrastructures. The review of such projects will focus on the level of advancement (organisation, activity and preconditions). Funding may also be granted to cover memberships fees to international research infrastructures. If the research infrastructure is applying for funding only to cover membership fees, the application must not be submitted in the online services but sent to the Academy's Registrar's Office. If the application concerns funding for membership fees and investments, the application is submitted in the online services. In this case, the investments are entered in a budget table in the online services and the membership fee is noted in the action plan.

To ensure that the applications are as comparable as possible, research infrastructure action plans should follow the below structure. The action plan must not exceed 15 pages (Times New Roman 12 pt or

equivalent). Draft the plan (incl. the bibliography) in English and append it to the application under *Appendices* in the online services.

The plan will be reviewed by international experts and should include the following information:
- **Name of the research infrastructure:** the name chosen from the drop-down menu and the funding's purpose summed up in the free text field (e.g. updating device xx)
- **Roadmap category (A = Very advanced, B = Advanced, C = Promising, D = Under observation) or international membership in question**
- **Applying organisation**
- **Other participating organisations**
- **Name of the person responsible for the application**
- **Name of the infrastructure PI (coordinator)**
- **Name of the infrastructure deputy PI (if relevant)**
- **Funding period applied for**

Short (no more than 1,000 characters) description of the research infrastructure
- Why has the research infrastructure been established?

- How does the research infrastructure contribute to research?

1. Significance

- What is the position and significance of the research infrastructure in the national and the international research environment? How is the infrastructure linked or how will it be linked to the infrastructure and research field both nationally and internationally?

  o Describe the infrastructure's national and international networks.

  o What value will the infrastructure add for science and education both nationally and internationally?

  o Describe how different scientific disciplines utilise or could utilise the infrastructure.

  o How are the infrastructure's activities and the research they facilitate in line with the research strategies of the supporting organisations?

- **Question only for research infrastructures in category C (Promising) and D (Under observation):** How does the infrastructure facilitate excellent science and promote scientific breakthroughs and renewal nationally and internationally? Describe the infrastructure's scientific impact, new research results, publications, other breakthroughs.

2. Research infrastructure activities

- Describe the infrastructure's entire lifecycle from establishment to maintenance, upgrading and termination. At what stage of the lifecycle is the infrastructure's activity currently? What kind of exit plan does the infrastructure have? When is the infrastructure expected to conclude its activities?

- What is the action plan for the infrastructure up until 2028?
    - What user services will the infrastructure offer?

    - What is the utilisation rate?

    - Quality and scope of (both real and potential) user base both nationally and internationally.

    - Plans for expansion of activity and user base.

    - Possible new collaboration plans nationally and internationally.

    - Upgrading needs.

    - Critical points for success, alternative implementation strategies.

- The parties must conclude a written agreement on the use, ownership and location of the research infrastructure, even for the time after the funding period. The FIRI application must show that the mutual resposibilities concerning the activities and economy of the consortium parties have been agreed on. If the applicant finds the agreement unnecessary, this must be justified in the application. It is not necessary to append the agreements to the application.

- **Description of ethical permits, if necessary.**

- **Question only for research infrastructures in category B (Advanced) and D (Under observation):** List the development areas observed by the FIRI2017 interim evaluation panel and mentioned in the decision notification. Describe how the infrastructure intends to improve or has already improved its activities based on the evaluation?

3. Funding for the research infrastructure

Total budget
- In the action plan, specify the details on the research infrastructure's total funding (incl. expenditure and income) from the last five years. Specify also the budjet plan until 2028 (incl. other host organisations' and funders' funding contributions). Remember the infrastructure's lifecycle described in section 2.
- Specify the estimated expenditure and income items, incl. the funding applied for from the Academy.

- The funding plan must include the current percentages for overheads and indirect employee costs, coefficient for effective working hours and details on VAT practice.

Funding contribution applied for from the Academy of Finland

- Justify the types of expenditure in the total cost estimate (budget table in the application) for funding to be applied for from the Academy. Costs that do not pass through the books of the site of the research must not be included in the total costs (e.g. membership fees to international infrastructures).

- Infrastructure funding is primarily allocated to investment costs; personnel costs of producing services, for instance, must mainly be covered by funds from host organisations.

  - If applying for salary funding is justified, the action plan must include the names, tasks and salary costs (with justifications) of project staff. If the names are not known, enter N.N.

- Estimate of the infrastructure PI's working hours on the project

  - If funding (max. 12 months) is applied for to cover the PI's salary for working in the infrastructure, give clearly justified reasons for the salary funding.

  - If the PI does not have a permanent employment relationship, include a salary plan for the PI for the entire funding period.

- If the research infrastructure has ongoing infrastructure funding granted by the Academy, it may be awarded additional funding for justified reasons. The need for concurrent funding must be justified in the action plan and the links between the two fundings must be described in the progress plan.

4. Competence and qualifications of staff

- Describe the organisational activities of the research infrastructure and the distribution of work between its units.

- Justify the competence of the PI (coordinator) and key personnel in terms of the implementation of the infrastructure's activities.

- Justify the competence of other infrastructure personnel in terms of the implementation of the infrastructure's activities.

- Provide a staff development plan. Are there plans for or does the infrastructure already offer training or other essential support to infrastructure staff?

5. Impact

- Expected scientific and broader added value and impact of the infrastructure development project and the completed infrastructure. Describe, for example, the following:

- o effects on economic activity, society and employment; links to business; new business initiatives
- o effects on researcher training and mobility.

Please note:

- The application must include information on the following collaborative contacts for which funding will not be applied:

  - o belonging to or collaboration with Flagships and Centres of Excellence

  - o key national and international collaboration and distribution of work, other partners, type of cooperation, description of how the project will benefit from the cooperation (under *Partners* on the application form).

- See the consortium guidelines in the call text.