Call for applications for funding for infrastructure investments within the Faculty of Medicine and regulations for processing applications

Background
For a number of years, the national conditions for funding research infrastructure have meant that much of it must be funded by individual higher education institutions and thereby often within the framework of faculty budgets. Researchers at the Faculties of Medicine, Science and Engineering (MSE) are annually offered the opportunity to apply for infrastructure funding from the faculties. In 2020, as in previous years, the processing of applications and the allocation of infrastructure funding will be coordinated between the three faculties. Therefore, identical application forms are to be used to apply for infrastructure funding from the faculties of Science, Medicine and Engineering as part of efforts to increase coordination and clarity on the principles for the allocation of funding. The aim is to facilitate the process both for the researchers applying and for the assessors. The content of the applications and the assessment criteria are largely identical between the three MSE faculties, but this document highlights important differences. Minor changes to the template have been made since last year, mainly to improve the budget tables.

For the current round of applications, SEK 11 million have been set aside by the Faculty of Medicine, SEK 10 million by the Faculty of Engineering and SEK 20 million by the Faculty of Science, for infrastructure investments. The Faculty of Medicine hereby calls for applications for infrastructure funding as follows:

Purpose and criteria
The funding is primarily destined to support investment in research infrastructure that:

- has the potential to lead to high quality science
- is made up of new infrastructure or increases accessibility of existing infrastructure for researchers at LU
- is relevant to many users and has a transparent accessibility policy for the faculty’s researchers
- is strategically important to the Faculty of Medicine.

The concept of multiple users means, for example, several faculties, departments, research teams and/or third cycle studies. The user base is to be clearly described and, if possible, show interest, potential for collaboration and how it increases potential for achieving high research quality. For applications to only one faculty, overall faculty benefit is not a requirement.

The main rule is that the principal applicant is to be employed until further notice at the Faculty of Medicine, but associate senior lecturers may also submit applications. In such cases, the application is to be endorsed by the head of department in a separate statement, clearly specifying that the application is of relevance for established research groups and not
only supports an area of activity that is specific to the applicant. In cases where funding is applied for from several faculties, there is to be one principal applicant per faculty.

Funding can be applied for at the three faculties as follows:

- **at the Faculty of Medicine**: funding can be applied for to cover both staff and/or instruments and to cover overhead costs. The application is to concern funding for up to three years. Funding for salary costs can be applied for in the case of dedicated service or support staff for the infrastructure. The minimum total amount that can be applied for is SEK 200 000. The maximum amount that can be applied for from the Faculty of Medicine is 5 million SEK.

- **at the Faculty of Science**: funding can be applied for to cover both TA staff and/or instrumentation and to cover overhead costs. Funding for salary costs can be applied for to cover a period of up to five years, on condition that these costs are directly linked to essential infrastructure (TA staff). Funding to cover overhead costs cannot be applied for. The minimum total amount that can be applied for is SEK 250 000.

- **at the Faculty of Engineering (LTH)**: Funding can only be applied for to cover instrumentation, not running costs and staff. Funding cannot be applied for to cover overhead costs or rent either. Funding for running costs and staff can be applied for by the head of department as strategic funding in a separate process. The minimum total amount that can be applied for is SEK 500 000.

Instrumentation: Funding can be applied for both for new acquisitions of instrumentation and for upgrades and complements to existing systems. Instrumentation is understood as both hardware and software necessary for functional operation of the equipment. Funding can be applied for to cover small components but, in that case, it must be clear that they are part of a larger infrastructure whose components are interdependent. Funding can be applied for to partially finance investments which receive funding from other sources, which is then to be clearly reported in the application.

Funding is not awarded for new premises, renovations or refurbishments, or if the application is mainly justified on the basis of work environment aspects.

**Application procedure**

Detailed instructions about how the actual application is to be composed are included in a separate document. Applications are to be written in English.

All parts of the application are to be compiled into a digitally searchable PDF document (not a folder), and sent to

**Faculty of Medicine**: Birgitta.Larsson@med.lu.se

Applications must have been received by Thursday 23 of April 2020 at 5 pm at the latest. A full cost estimate (signed by the head of department) is to have been received one week later, on Thursday 30 April 2020 at the latest. Confirmation of receipt for the application will be sent to the principal applicant. The decision on allocation is expected in November 2020. Please note that only the full cost estimate needs to be signed by the head
of department (and the principal applicant). In cases where the application is sent to several faculties, one signed full cost estimate per faculty is to be submitted.

If the application also has principal applicants from other concerned faculties (LTH and/or Science) it is also to be sent to the relevant contact person:

Faculty of Science: Tobias.Nilsson@science.lu.se
LTH: Margareta.Forsberg@lth.lu.se

Please note that each faculty partly has its own specific criteria and guidelines.

**Processing of submitted applications**

The preparatory work on submitted applications will be done by the preparatory bodies at the faculties of Engineering, Science and Medicine between April and October 2020.

Preparatory bodies and principles at the three faculties:

- at the Faculty of Medicine, the relevant body is the research and infrastructure board, which uses a form with criteria for assessment. The Faculty of Medicine will appoint external experts if this is deemed necessary.
- at the Faculty of Science, the relevant body is the faculty’s group for infrastructure issues. All applications received by the Faculty of Science will be reviewed by external experts.
- at the Faculty of Engineering, the relevant body is its research board. LTH will appoint external experts if this is deemed necessary.

The faculties have preliminarily agreed to check in with each other in June and in August-September. For applications that have been received by more than one faculty, the contribution from each faculty will be coordinated between the LTH research council, the Faculty of Medicine’s research and infrastructure board and the Faculty of Science’s group for infrastructure issues.

The final allocation of the faculties’ infrastructure funding will be decided in conjunction with the budget process in autumn 2020. The formal decision on behalf of the Faculty of Medicine will be taken by the dean and given final approval by the board of the Faculty of Medicine. A
decision on prioritisation is expected in November 2020. Funding is allocated in connection with the three faculties’ decisions on funding allocation for 2021.

Where necessary, interviews may be conducted with the applicants, people in charge of the infrastructures concerned, research managers and/or heads of department.

**Reporting back**

The use of the funding is to be reported in a brief account according to the template provided in connection with the award of funding, and submitted to the Faculty of Medicine by 1 February 2021 and after the end of the grant period, a final report must be submitted.

**Questions**

Any questions concerning the application are primarily to be addressed to the Faculty of Medicine: infrastructure coordinator Kajsa M. Paulsson, kajsa.m.paulsson@med.lu.se, 046 222 4167
Faculty of Engineering (LTH): vice-dean for research, Erik Swietlicki, erik.swietlicki@nuclear.lu.se, 046 222 9680
Faculty of Science: policy officer Tobias Nilsson, tobias.nilsson@science.lu.se, 046 222 7182