

Call for Joint Initiatives in the Strategic Areas Human Health, Responsible Digital Transformation and Advanced Materials and Key Technologies

ANNEX D

Guidance on Eligible Costs and Co-Funding Requirements

This document – as an annex to the main Call document – should help applicants to write their proposal documents and to request matching funds for the Joint Initiative from the ETH Board. It provides information about the rules regarding which costs are eligible to be co-financed by the ETH Board (= matching) and which contributions from the participating institutions of the ETH Domain or external partners will be taken into account as co-financing amount provided by the consortium of the Joint Initiative (= co-funding).

1 Eligible Costs

Costs that are eligible to be co-financed by the ETH Board are only costs directly aimed towards achieving the goals of the Joint Initiative (JI). These costs may include:

- personnel costs¹ of project staff² ("Personnel"),
- costs of raw materials and consumables ("Materials"),
- costs of equipment and facilities ("Equipment"),
- costs of external services and fees³ ("Services") and
- other costs directly attributable to achieve the aim of the JI ("Others").

Not eligible costs are:

- applicants own salaries,
- costs of activities or projects already receiving or being eligible to receive funding ...
 - from research and innovation funding agencies (e.g. SNSF, Innosuisse, EC, etc.) or
 - in the call for Open Research Data (ORD) activities in the ETH Domain, and
- costs of projects registered in the Swiss Roadmap for Research Infrastructure 2023.

¹ Personnel costs: Full salary costs are eligible for personnel explicitly recruited for the Joint Initiative (actual costs). Personnel costs contributed by ETH Domain institutions as part of their institutional co-funding must be budgeted using the following annual flat rates per FTE:

- professors (all categories) = 200 kCHF,
- scientists after postdoc = 150 kCHF,
- postdocs, technicians, admin staff, scientists = 120 kCHF,
- PhD students = 80 kCHF.

² Personnel costs that are not charged directly to the project, e.g. personnel costs of staff in management or support functions, are not eligible costs that can be co-financed by the ETH Board. However, such costs can be taken into account as co-funding contributions from the ETH Domain institutions (see section 2).

³ Such costs can include costs for networking activities, public events or workshops as well as cost for knowledge and technology transfer activities such communication, dissemination and exploitation within the project period.

For clarification: Not eligible means that the costs can neither be requested as matching contributions from the ETH Board nor can they be used as co-funding contributions by the institutions.

2 Co-Funding Requirements

A major part of the total costs of a Joint Initiatives needs to be financed by the partners of the JI consortium. The rules and requirements regarding this co-funding by the consortium are mentioned below:

- The ETH Board can finance up to 50% of the total costs of a JI (= matching funds). Accordingly, the partners of a consortium proposing a JI themselves must contribute at least 50% of the total costs of the JI (= co-funding).
- ETH Board matching funds are only available for ETH Domain institutions and can only be used to pay eligible costs (see section 1) incurred in the institutions of the ETH Domain.
- The institutional contributions can be cash or in-kind. Management costs for the initiative should be included in the institutional contribution.
- A significant institutional cash contribution is a clear indication that the JI is of strategic importance for an institution.
- If external partners also commit to co-funding, they must provide a binding letter of support specifying their contributions. Their contributions can be cash or in-kind.
- Co-funding means cash or in-kind contributions that are not earmarked for any other purpose than the JI. Eligible co-funding contributions are:
 - first-party funds of the institutions,
 - other cash or in-kind contributions from the applicants, the participating institutions or from external partners specifically and exclusively dedicated to the Joint Initiative.
 - In-kind contributions from external partners can be materials, equipment or services that are provided to and used by the ETH Domain institutions.

Not eligible as co-funding are:

- contributions used outside the ETH Domain institutions, e.g. at external partners, and
- funding granted for other projects or purposes (see also section 1).

Further rules and remarks:

- The calculation of the maximum of matching funds (50% of the total costs of the JI) will only be done for the JI as a whole and neither per partner nor per eligible cost type (Personnel, Materials, etc.). The consortium of the JI has the freedom to agree how the total co-funding amount is distributed between the partners of the consortium.
- External Partner contributions are not compulsory but are explicitly encouraged as they show commitment of external partners and value of the initiative beyond the institutions of the ETH Domain.
- The applicants are responsible to secure the commitment for co-funding from their institutions and must comply with the individual internal procedures how to receive the commitment from their home institution. Please consult the call document for further guidance.