

The department for resource-efficient society

Contribute with design and behavioral science to a resource-efficient society

You who research or develop products, solutions and services that can contribute to a sustainable society now have the opportunity to receive financial support for your project through the Energy Agency's program **Design for energy-efficient everyday life.**

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1 Projects that combine energy, design and behavior can receive support

Through the choices we make in everyday life, we have a direct impact on society's energy and resource use. If Sweden is to reach its energy and climate goals and mitigate the effort we are currently seeing in the European energy situation, changes need to take place at both individual and societal levels.

The Energy Agency welcomes applications to the research and innovation program Design for energy-efficient everyday life. The program combines design and behavioral science to produce knowledge, products, business models and services that create lasting behavioral changes and accelerate the transition to an energy- and resource-efficient society.

The call covers approximately SEK 15 million and closes on **February 1, 2023**.

Why design and behavior?

Design is a process that starts from human needs, habits and behaviors, where the user perspective is in focus throughout development. User- and behavior-centered energy research and development can enable products, business models, and services that align with people's actual needs, habits, and behaviors.

The project can start on **June 1, 2023** at the earliest and last up to and **including December 31, 2024**.

The focus of the call

The call welcomes projects within the program's two research and development areas: Knowledge and competence and Innovation and technology for resource efficiency. We especially welcome project applications:

- which addresses the energy crisis that is sweeping across Europe, and develops solutions that in the long term contribute to a more resilient everyday life, reduces household energy needs and makes it easier for people to influence their energy use
- which takes previous results in the program further through, for example market introduction, exhibitions or other events and more. This is to increase utilization of already developed solutions and thereby create nudging and lasting behavioral changes towards a lower climate footprint
- which contributes to increasing the rate of adaptation and provides long-term behavioral changes in the single-family housing sector. It can be about solutions that promote learning, for example different types of visualization and feedback on energy use, and which are aimed at both small house owners and industry players, preferably based on

The Energy Agency's house guide
(energimyndigheten.se/energieffektivisering/husguiden)

Furthermore, it is seen as meritorious with participation and co-financing from the business community in order to further increase the project's utilization and dissemination in society.

Knowledge and competence

The specialization Knowledge and competence shall contribute to achieving the following outcome goals in 2030:

- Actors have knowledge and competence about how design thinking and behavioral science must be used to make it easier for people to make sustainable choices and the energy use of everyday life is characterized by high and increasing efficiency and flexibility in the use of energy.
- Knowledge of how design thinking can be used to achieve the technical potential for a sustainable energy system exists and leads to policy changes and sustainable solutions that put people's needs and preferences in focus. • Swedish researchers have promoted technology and social development through internationally recognized interdisciplinary research where energy, design and behavioral science have met.

Innovation and technology for resource efficiency

The orientation Innovation and technology for resource efficiency shall contribute to achieving the following outcome goals in 2030:

- It is easy and appealing for different groups of individuals to design, direct, control and automate their energy supply, storage and use.
- There are technology solutions, products, services and business models designed based on design thinking and knowledge of human behavior that facilitate use and support people to make sustainable and energy-efficient choices while maintaining or increasing quality of life. • The Swedish business community is prominent in technology solutions, products, services and business models based on design thinking and people's behaviors that strengthen the individual's role and influence in an energy-efficient and sustainable society.
- There are established interdisciplinary arenas and research environments that promote collaborations between academic and non-academic actors active in the fields of energy, design, digitization and behavior, which provides increased commercialization opportunities for the research being conducted

2 Who can apply?

All actors who can contribute to the above goals can apply. It can, for example be

- Companies including design agencies
- public sector • university and college
- design knowledge, social sciences, humanities, technical and natural sciences disciplines
- institutes connected to the area • other
- actors connected to the area

Projects where different types of actors (industry, academia, public sector, civil society and research institutes) work together are seen as positive. Equality and diversity must be taken into account when composing the project group, when choosing a project manager and when implementing the project, its content, as well as its goals and effects.

It is a requirement that the project group has competence in all three areas of energy, design and behaviour.

3 The project proposals are assessed based on the following criteria

The applications that have been received are assessed by the Energy Agency according to how well they match the purpose and assessment criteria of the call for proposals.

You who apply should be careful in describing problem formulation, goals and implementation as the assessment is based on the information contained in the application.

In addition to the contribution to the program's described goals, the projects will also be assessed according to the following criteria:

All projects:

- Energy, design and behavioral relevance •
- Feasibility and project team competence within the project area and they the three parts energy, design and behavior
- Potential for utilization and dissemination of knowledge •
- Communication plan and definition of target groups • Potential for cooperation and collaboration with relevant actors and networks
- Height of innovation, news value and originality •
- Gender/Equality:

- To what degree does the applicant explain in a clear way about gender and is the gender perspective relevant to include or not to include in the project?

- If the gender perspective is relevant to the project, how well is this incorporated in the project implementation?
- How well do applicants consider gender equality in the composition of the project group, division of labor and working conditions?

Specific for: Knowledge and competence:

- Scientific excellence • Choice of scientific methodology • Knowledge building in design and behavior • Planned scientific publications • Relationship to international research in the project area • Number of participation in national and international scientific conferences

Specific to: Technology and innovation for resource efficiency:

- Commercialization and export potential • Definition of target market

4 How to apply - start in good time

Follow these steps and your application will be processed faster:

- Use the e-service "Financing of research and innovation" on My pages to write your application (<https://minasidor.energimyndigheten.se>) • Start by applying for authorization to represent the coordinator, i.e. the organization that will coordinate the project, which must receive the support from the Energy Agency and which must forward support to any other recipients of support participating in the project. Apply for authorization well in advance, as it may take a couple of days to obtain the authorization. You will receive an email when your application has been approved.
- Once you have been authorized for the e-service, you have access to the form "Application for funding of research and innovation", which you must complete and submit.

The call opens on My Pages on November 15, 2022.

Submit the application no later than February 1, 2023. We provide support until 16:00 the same day.

5 What must be included in the application?

Write your application text in the application form on My pages. Read more about what the application must contain in Instructions for the application

[\(https://www.energimyndigheten.se/om-oss/stod-och-bidrag-att-soka-pa-energiomradet/mina-sidor/alla-e-tjanster/finansiering-av-forskning-och-innovation/\)](https://www.energimyndigheten.se/om-oss/stod-och-bidrag-att-soka-pa-energiomradet/mina-sidor/alla-e-tjanster/finansiering-av-forskning-och-innovation/).

Attach the project manager's and other key persons' CVs of a maximum of one A4 page each.

Any figures and images referred to in the text can be attached. Please note that the project description must appear on the application form and must not be attached as an attachment. The appendices must clearly supplement the application form and not contain the same information as the application form.

6 How much support can each project party receive?

How large a share of the costs each project party can receive support for depends on, among other things

- how large eligible costs the project party has
- whether the project party is a company or carries out non-economic activities
- which research category the activities in the project are considered to correspond to.

6.1 Support for research and development projects

Eligible costs

The following costs are eligible if the project activities for which you are applying for support constitute research or development according to Article 25 of the Commission Regulation (EU) No 651/2014¹ :

- a) Personnel costs: researchers, technicians and other support staff to the extent that they work with the project.
- b) Costs for instruments and equipment to the extent and during the time they are used for the project. If the instruments and equipment are not used during the entire life cycle of the project, only the depreciation costs corresponding to the life cycle of the research project, calculated on the basis of generally accepted accounting principles, are considered eligible.
- c) Costs for buildings and land to the extent and during the time they are used for the project. In the case of buildings, only the depreciation costs corresponding to the life cycle of the research project, calculated on the basis of generally accepted accounting principles, are considered eligible. For land, costs of transfer on commercial terms or actual capital costs are eligible.

¹ Commission Regulation (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market pursuant to Articles 107 and 108 of the Treaty (OJ L 187 26.6.2014, p. 1).

- d) Costs of contract research, know-how and patents purchased or leased from external sources on market terms, as well as costs of consultancy services and similar services used exclusively for research activities.
- e) Other overheads and other operating costs, including costs for material, stock items and similar products, incurred as a direct result of a project.

Support for actors who carry out non-economic activities

Project parties that do not conduct economic activities (such as universities, colleges, municipalities and research institutes, to the extent that the work is conducted within the non-economic activities) can receive support with up to 100 percent of the project party's eligible costs in the project.

The following rules apply to indirect costs when the aid recipient carries out non-economic activities:

- Universities and colleges may make surcharges for indirect costs according to the full-cost principle they apply
- Other recipients of aid who do not carry out economic activities may receive aid for indirect costs with a maximum of 30 percent of their eligible direct costs for personnel (salary and salary ancillary costs). This also applies if a beneficiary carries out both economic and non-economic activities, provided that the project is carried out in the non-economic activities.

Support for

companies Support for research and development projects is given to companies in accordance with § 12 of the regulation (2008:761) on state support for research, development and innovation in the energy field. In order to receive support, companies must meet the conditions in Article 25 of Commission Regulation (EU) No. 651/2014. The state aid law definition of a company is that it is an entity that carries out economic activity regardless of its legal form and regardless of how the activity is financed. Any activity that consists of offering goods and services on a market constitutes an economic activity.

Any entity, regardless of legal form, that carries out economic activities is considered a company. Economic activity means providing goods or services on a market. Enterprises are thus considered to be units that practice a craft or other activity individually or within the family, associations of persons or associations that conduct a regular economic activity.

The percentage of a company's eligible costs that the support from the Energy Agency may cover is determined by Article 25 of Commission Regulation (EU) No. 651/2014. The level of support is determined, among other things, on the basis of which research category the various research and development activities in the project are considered to correspond to, and on the basis of the size of the company that will receive

the support. The size of the company is determined according to the rules in Annex I to Commission Regulation (EU) No. 651/2014. The rules are also described in the Commission's User Guide on the definition of small and medium-sized enterprises (SME enterprises).²

Beneficiaries who are companies cannot receive support for indirect costs. This also applies if a beneficiary carries out both economic and non-economic activities, if the project is carried out in the economic activities.

The project activities are divided into research categories

The maximum level of support that a company can receive depends on which research category the activities in the project are considered to correspond to. The activities in the project can also be considered to correspond to several different research categories. The maximum permitted levels of aid that a company can receive for research and development projects are set out in Article 25 of Commission Regulation (EU) No 651/2014. In Table 1 below, the different research categories are described. Table 3 then shows the maximum support levels.

Table 1. Classification of research activities in research and development projects³

Feasibility	study evaluation and analysis of the potential of a project aimed at support the decision-making process by objectively and rationally revealing the project's strengths and weaknesses, opportunities and risks as well as identifying the resources required to carry it out, and finally the prospects for the project to be a success.
Basic research	experimental or theoretical work aimed primarily at acquiring new knowledge about the fundamental causes of phenomena and observable facts, and not aimed at any direct commercial application or use.
Industrial research	planned research or critical analysis, aimed at acquiring new knowledge and new skills to develop new products, processes or services, or to significantly improve existing products, processes or services. This includes the creation of components that form part of complex systems, and may include the construction of prototypes in a laboratory environment or in an environment with simulated interfaces to existing systems and to pilot operations, if this is necessary for the industrial research, in particular for general technology validation.

² The user manual is available on the website of the Publications Office of the European Union:

<https://op.europa.eu/sv/publication-detail/-/publication/756d9260-ee54-11ea-991b-01aa75ed71a1>

³ The definitions appear in Article 2, paragraphs 84-87 of Commission Regulation (EU) No 651/2014. A link is available on the call's webpage.

Experimental development

to acquire, combine, shape and use existing scientific, technical, business and other relevant knowledge and skills with the aim of developing new or improved products, processes or services. This can also include e.g. activities aimed at conceptual definition, planning and documentation of new products, processes or services.

Experimental development may involve the prototyping, demonstration, piloting, testing and validation of new or improved products, processes or services in environments that correspond to realistic operating conditions, where the primary purpose is to make further technical improvements to the products, processes or services that have yet to be developed. are not fixed, This may include development of a commercially useful prototype or pilot work that is necessarily the final commercial product and is too expensive to produce to be used only for demonstration and evaluation.

Experimental development does not include routine or recurring changes to existing goods, manufacturing methods, manufacturing processes, services or other ongoing operations even though these changes may involve improvements.

Please note that if the company to which the Energy Agency grants support has received or is receiving funding for the project in the form of other public support (such as other state, regional or municipal support), this support must be taken into account when calculating how much support the company can receive from the Energy Agency. According to EU state aid rules, the *total* public aid granted to the company for the same eligible costs may not exceed the maximum aid levels set out in Commission Regulation (EU) No 651/2014.⁴

The size of the support depends on the size of the

company The maximum level of support that a company can receive for research and development projects also depends on the size of the company. If the applicant is a small or medium-sized company, the support level may be increased by 20 and 10 percentage points, respectively, as stated in Article 25 of Commission Regulation (EU) No. 651/2014.

The size of the companies is determined according to the rules in Annex I to Commission Regulation (EU) No. 651/2014. The rules are also described in the Commission's User Guide on the definition of SMEs.⁵

When assessing a company's size, one must take into account the number of employees, annual turnover and balance sheet total, as well as the company's possible connections to other companies. In order to be counted as a small company, it is required that the company has fewer than 50 employees and that *either* the company's annual turnover *or* total assets do not exceed EUR 10 million per year. In order to be counted as a medium-sized company, it is required that the company has fewer than 250 employees and that the company's annual turnover does not exceed EUR 50 million *or* that the company's total assets do not exceed EUR 43 (see below). This is apparent from Article 2 of Annex I to Commission Regulation (EU) No. 651/2014.

⁴ See Article 8 of Commission Regulation (EU) No 651/2014.

⁵ The user manual is available on the website of the Publications Office of the European Union: <https://op.europa.eu/sv/publication-detail/-/publication/756d9260-ee54-11ea-991b-01aa75ed71a1>

Table 2. Definition of company size⁶

Size	Number of employees* Annual turnover or total assets**	
Small business	< 50	≤ 10 million €
Medium-sized companies	< 250	≤ 50 million € or ≤ 43 million €
Big companies	≥ 250	> 50 million € or > 43 million €

*) By employees is meant not only wage earners but also owners who work in the company without being employees and consultants who are in a dependent position to the company.

**) Information from the most recently approved financial year is taken into account. For a threshold value to be considered passed, the company must have had higher or lower values for two years in a row.

The company's relationship with other companies also affects the assessment of the company's size. Of importance are primarily the company's owners and the degree of control that other companies exercise over the company. How ownership and the degree of control affect the assessment of the company's size is described in more detail in Article 3 of Annex I to Commission Regulation (EU) No. 651/2014 and in the Commission's User Guide on the definition of SME companies.

The table below shows the maximum level of support that can be provided to actors for research and development projects.

Table 3. Overview of maximum support levels

Type of research and development	Small companies	Medium companies	Big companies	Non-economic activities*
Feasibility study	70%	60%	50%	100%
Basic research	100%	100%	100%	100%
Industrial research	70%	60%	50%	100%
Experimental development	45%	35%	25%	100%

*) For example universities and research institutes.

Supplement to the support levels for

companies An supplement of a maximum of 15 percentage points may under certain conditions be given to companies when the project constitutes an actual collaboration⁷ between companies or between companies and organizations for research and knowledge dissemination, if the project concerns industrial research or experimental development. In order for such an addendum to be submitted, certain special conditions must be met.

In the case of collaborations between companies, at least one of the companies must be a small or medium-sized company, unless the project is carried out in at least two member states within

⁶ Commission Regulation (EU) No. 651/2014, Annex 1, Article 2. A link to the regulation can be found on the call's website.

⁷ According to Article 2 point 90 of Commission Regulation (EU) No. 651/2014, actual collaboration means a collaboration between at least two independent parties for the exchange of knowledge or technology or to achieve a common goal based on division of labor, whereby the parties jointly define the scope of the collaborative project, contributes to its implementation and shares its risks and results. One or more parties can bear the entire cost of the project and thereby free other parties from the financial risks of the project. Contract research and the provision of research services are not considered forms of cooperation.

EU8 . None of the companies may account for more than 70 percent of those eligible for support the costs.

In the case of collaborations between a company and one or more organizations for research and knowledge dissemination, the research organization must have the right to publish its own research results. The research organization must also cover at least 10 percent of the eligible costs.

If the project does not constitute actual collaboration, an allowance of a maximum of 15 percentage points may still be provided if the results of the research project, relating to industrial research or experimental development, are *widely disseminated* through conferences, publication, open databases or free or open software.

The SME add-on can be combined with the actual collaboration add-on or the wide spread add-on. However, the level of support may never exceed 80 percent of the eligible costs.

6.2 Support of minor importance

The Energy Agency can also provide so-called support of minor importance according to § 2, point two of the regulation (2008:761). In order for de minimis aid to be granted, your company needs to meet the conditions of Commission Regulation (EU) No 1407/20139.

Support of minor importance can, as a general rule, be granted up to a ceiling amount corresponding to 200,000 euros over a period of three tax years, i.e. current and two previous tax years.

However, for companies that carry out freight transport by road on behalf of others, a lower ceiling amount corresponding to 100,000 euros applies during the same three-year period, i.e. current and two previous tax years. For these companies, it also applies that the aid may not be used for the purchase of road transport vehicles.

The ceiling amounts refer to gross amounts, i.e. amount before deduction of tax or other charges. Please also note that if your company is part of a group, the ceiling amount for support of minor importance provided in Sweden applies to the entire group.

De minimis aid cannot be granted to companies active in the fisheries and aquaculture sector¹⁰, nor to companies active in

⁸ Alternatively, in a Member State and in a country that is a contracting party to the EEA Agreement.

⁹ Commission Regulation (EU) No 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid (OJ L 352, 24.12.2013, p. 1).

¹⁰ Within the fishing and aquaculture sectors, all operations in connection with production, preparation are affected and marketing of fishery and aquaculture products, cf. European Parliament and Council Regulation (EU) No 1379/2013 (OJ L 354 28.12.2013, p.1).

in primary production of agricultural products¹¹. Support of minor importance may not be given to export-related activities either. This means that the aid must not be directly linked to exported volumes, to the establishment or operation of a distribution network or to other current expenses related to export operations.¹²

When calculating how much support of minor importance your company can receive, all support of minor importance that the company has received from various public support providers (state, region or municipality) during the last three tax years must be added together. Companies that apply for support of minor importance must therefore, in connection with their application for support, submit a certificate to the Energy Agency in which the company states all other support of minor importance that it has received in the last three tax years.

6.3 Funding from organizations other than the Energy Agency

The Energy Agency's support to companies often does not cover the applicant company's entire cost for the project activities for which the company is seeking support. When this is the case, the company must either cover the remaining cost itself, or find other private funding in the form of cash.

The part of your company's eligibility costs that the Energy Agency does not finance is called co-financing. Please note that any actor other than your company itself cannot co-finance your company's costs through so-called own contributions (so-called in-kind contributions). This is because the cost of an own effort carried out by another actor does not arise with your company, but with the other actor. In other words, the cost of the other actor's own effort is not an eligible cost for your company.

Please also note that if an actor other than your company is to co-finance your company's costs, such co-financing may not be done with public (state, regional or municipal) funds. This is because the total public support for the same eligible costs may not exceed the maximum permitted support levels or amounts resulting from the applicable EU rules.¹³ If your company has applied for, received or plans to apply for support from another public financier for the same costs for which you are applying for support from the Energy Agency, you must therefore notify the Energy Agency. This is important to avoid that your company may later become liable for repayment for granted support.

In the event that your company has applied for, received or plans to apply for support that is managed directly by the EU institutions without the involvement of Swedish authorities (e.g. programs such as Horizon 2020 or Cosme), you must also notify the Energy Agency when you seeking support from us. This is important in order to avoid a possible repayment obligation, as the combined support from the EU institutions and the Energy Agency for the same eligible costs does not

¹¹ Primary production refers to the production, breeding or cultivation of primary products, inclusive harvesting, milking and production of food-producing animals before slaughter.

¹² Article 1.1 of Commission Regulation (EU) No 1407/2013.

¹³ See Article 8.3 of Commission Regulation (EU) No. 651/2014.

may exceed the maximum permitted support levels or amounts that follow from applicable EU rules. 14

Please note that the Energy Agency may make higher demands on other financing of aid recipient companies' costs than the Commission's Regulation (EU) No. 651/2014 requires. The Energy Authority can also require other funding from actors who carry out non-economic activities to which the authority grants support against the regulatory letter for the Norwegian Energy Authority (such as universities, colleges, municipalities and research institutes, to the extent that the work is carried out within the non-economic activities).

If a beneficiary has received other state, regional or municipal aid, this aid must be marked as public funding in the application form.

6.4 International Activities

The Energy Agency is restrictive in giving research funds to actors who have no operations in Sweden. This can happen in exceptional cases if all of the criteria below are met:

- 1 It can be proven that the actors who have no operations in Sweden have one unique competence that is not found in actors in Sweden.
- 2 The project is essential to achieving the program's goals.
- 3 There can be a clear transfer of knowledge to actors in Sweden.

The Energy Agency can deny financing to actors who have no operations in Sweden, even if all of the above criteria are considered to be met.

7 What happens after I submit my application?

Your application is assessed by a group of assessors who act as advisors to the Swedish Energy Agency. It is the version of the application that you submitted before the call's closing date that is assessed. The Swedish Energy Agency may request that you complete the application if we find reasons for this.

The Energy Agency takes credit information on applicant companies.

The Swedish Energy Agency then makes a decision on your application. The decision is made at the earliest DAY MONTH YEAR.

¹⁴ See Article 8.2 of Commission Regulation (EU) No. 651/2014.

8 If you are granted support

Payment of the support takes place according to a payment plan that can be found in the decision, which you can find on My pages. For more information on payment, see the General conditions for support that accompany the decision on support.

9 The announcement is part of the program Design for energy-efficient everyday life

The research and innovation program Design for energy-efficient everyday life includes a total of SEK 120 million for the period 2018-02-01 – 2024-12-31.

The program funds interdisciplinary research that combines energy research with design and behavioral science. This is the seventh call within the program.

The program aims to contribute to the transformation of the energy system by, with the help of design knowledge and knowledge of people's habits and behaviour, giving individuals and groups greater opportunities to contribute to but also influence and strengthen their role in an energy-efficient and sustainable society.

Modern life is a mobile life, with the home, the workplace, the school, the community hall, the sports ground, nature and shopping centers as important stops connected by various means of transport. In turn, it affects people's energy use in buildings, transport, eating and shopping habits and other aspects of daily life. People's different choices and lifestyles, including intensity of mobility, therefore have a major impact on society's energy use and emissions of greenhouse gases.

There is, however, a gap between the purely technically calculated potential for achieving a sustainable energy system and the actual outcome when the technology is implemented. This may be because people's behavior and preferences are not always in harmony with the technology's functions, existing control instruments and incentives and the market's supply.

There is therefore a need for new knowledge, policy efforts, nudging efforts, technology solutions, products, services and business models based on design thinking that are based on and adapted to people's needs, habits and actions. They can make measures effective and have the intended effect. Design for energy-efficient everyday life addresses people's energy-related activities with the help of design knowledge and knowledge of people's behaviors and habits so that the interventions that are developed in practice work as intended.

10 If you have questions

For questions regarding the level of support, eligible costs, program description, etc., you can contact the administrator at the Energy Agency. For questions about

the program's activities, news, ongoing projects, questions about potential partners, etc. you can contact the program office (Stiftelsen Svensk Industridesign).

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Annex – conditions for granted projects

The conditions that apply to granted projects will appear in the Energy Agency's decision on granted support. Below is a description of the terms.

Definitions In

these terms, *beneficiary* means the organization or organizations that, according to the Energy Agency's decision, receive support from the Energy Agency.

In the case of projects with several participating organizations, *project party* refers to the organizations that participate in the project (but not organizations that carry out consulting assignments on behalf of the aid recipient).

In the case of projects with several project parties, *coordinator* refers to the project party that coordinates the project, receives the support from the Swedish Energy Agency and which forwards support to other recipients of support participating in the project in accordance with the Swedish Energy Agency's decision.

Section 1

General The support is granted to finance the implementation of the project specified in the Energy Agency's decision on support.

The beneficiaries are entitled to decided funds only if the Energy Agency receives the required funds from the government.

The aid recipient must finance the part of the costs that are not covered by the support from the Energy Agency with its own funds or with funds from another financier.

The beneficiary is responsible for financing cost increases that occur during the project period.

In all presentations of the project, it must be stated that the work was carried out with support from the Swedish Energy Agency (the name is rendered in English with Swedish Energy Agency).

§ 2 The coordinator's obligations in projects with several project parties In the case of projects with several project parties, the coordinator has the following obligations, in addition to what applies to all aid recipients. That is the responsibility of the coordinator

- to be authorized to represent other aid recipients regarding the project in relation to the Energy Agency to receive the Energy Authority's payment of aid to transfer the Energy
- Authority's support to other aid recipients in accordance with the authority's decision on
- aid to prove, at the Energy Authority's request, how each payment has been distributed between the various aid recipients
-

- to immediately forward the Energy Authority's decisions, amendment decisions and other information from the Energy Authority relevant to aid recipients to other aid recipients to report during the project period according to the Energy Authority's decisions
- and instructions in accordance with § 7 to ensure that the Energy Authority is immediately notified if such circumstances arise as stated in § 8 to apply for changes in the project in accordance with § 8.
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§ 3 Eligible costs

3.1 General requirements

Eligible costs mean the costs on which the support from the Energy Agency is calculated. Which costs are eligible for support in a project and what proportion of these costs the recipient can receive support for depends on the support basis the Energy Agency has made its decision on support against.

The basis for support appears from the Energy Agency's decision.

For a cost to be eligible for support, these general requirements apply:

- The cost must be reasonable. •
- The cost must have been incurred for the implementation of the project. •
- The cost must be actual and auditable, which means that it must be found in the aid recipient's accounting. An aid recipient cannot, for example, receive aid for work performed without pay. The cost must also not be estimated.
- The cost must be borne by the beneficiary, which means that a beneficiary may only cover their own recorded costs.
 - The cost must be determined in accordance with good accounting practice. •
- The cost must have been incurred in the project and during the project period which appears from the decision. Costs incurred before or after the project period specified in the decision are not eligible for support.

In the beneficiary's accounting, the project costs must be reported in such a way that they can be distinguished from the beneficiary's other transactions.

3.2 Especially regarding salary costs

Direct costs for personnel (gross salary and additional salary costs) must be reported as salary costs to the extent that these people work in the project. Salary ancillary costs refer to social security contributions according to law, mandatory pension provisions, mandatory insurance and fees and holiday pay. The salary cost must be auditable. Time records must be able to be displayed at the request of the Energy Agency.

- *Support recipients who are universities and colleges* can receive support for direct salary costs according to the full cost principle they apply.

- For *other aid recipients* (who are not universities or colleges) the total eligible wage costs can amount to an average cost of a maximum of SEK 800/hour. In accordance with the general requirements in 3.1, the cost must be actual, which means that the cost *must not* be a template. This means that if the actual wage costs are higher than SEK 800/hour, a maximum of SEK 800/hour is eligible for support. Conversely, if the actual costs are below SEK 800/hour, the lower, actual costs must be taken up. Average cost means that if a support recipient has several people with different salary levels working in the project, the average salary cost must not exceed SEK 800/hour to be eligible for support. The calculation must be made based on the total actual wage costs divided by the total number of hours spent on the project. If the result in the calculation exceeds SEK 800/hour, the wage costs must be reduced when reporting to the Energy Agency.

3.3 Especially about indirect costs

Indirect costs (overhead costs) are general overhead costs that do not arise as an immediate consequence of the project during the project period. This applies e.g. salaries and fees for staff who do not work specifically with the project (such as staff who work with finance or administration which is not project-specific), office supplies and IT systems.

- *Beneficiaries who are universities and colleges* can receive support for indirect costs according to the full cost principle they apply.
- *Beneficiaries who do not engage in economic activity* can receive support for indirect costs with a maximum of 30% of their eligible direct costs for personnel (salary and salary ancillary costs). This also applies if a beneficiary carries out both economic and non-economic activities, provided that the project is carried out in the non-economic activity and that the beneficiary clearly distinguishes its non-economic activity, its costs and financing from its economic activity.
- *Beneficiaries who are companies* (beneficiaries who carry out economic

activities) cannot receive support for indirect costs. This also applies if a beneficiary carries out both economic and non-economic activities, if the project is carried out in the economic activities.

3.4 Especially regarding consulting costs

Compensation to people who are not employed by a beneficiary must be reported as purchased services (consulting costs). Compensation for purchased services must be market-based. Within the project, the project party may not be a subcontractor to another project party.

§ 4 Payment of grants The

payment plan appears in the decision on support. Payment of grants takes place without prior requisition, unless otherwise stated in the decision. The grant covers value added tax only when this arises as a net cost for the recipient. The aid recipient must submit verifications for the reported

the costs if the Energy Agency requests it. The Energy Agency has the right to withhold aid payments if the aid recipient has not worked up at least 90 percent of previously paid funds in the same project.

§ 5 Employer relations The Energy

Agency is not the employer or client of the aid recipient or anyone else he hires for the project. The Energy Agency therefore does not make deductions for taxes, social security contributions, etc.

§ 6 Notification obligation regarding financing The aid recipient

must immediately notify the Energy Agency if the aid recipient applies for or receives funds for the project from a financier other than the Energy Agency. This also applies to other changes to the financing of the project compared to what appears in the Energy Agency's decision on support.

Section 7 Reporting and follow-up Reporting

and follow-up must take place in accordance with the Energy Authority's instructions and decisions on support.

If, according to the decision, a project party receives funds equivalent to three million kroner or more from the Energy Agency, an auditor's certificate from an authorized or approved auditor regarding this project party must be attached to the final report. Auditors' certificates from internal auditors are accepted for municipalities, county councils, government authorities, universities and colleges. An auditor's certificate must also be attached to the final report if the Energy Agency so specifically requests. Through the certificate, the auditor must confirm that the costs reported for the project party in the final report have been taken from its accounting, that the costs have been incurred during the project period as shown in the decision, that the costs have been verified (substantiated) and that the project party's accounting routines are designed in accordance with good accounting practice.

§ 8 Changes in the project The

aid recipient must apply in advance in writing to the Energy Agency to be allowed to make changes within the implementation and cost plan that appears in the Energy Agency's decision on support. This applies e.g. change of project manager, change of aid recipient, changed project duration, change in implementation or delay in reporting to the Energy Agency. Shifts are accepted between the cost classes within the cost plan that appears from the Energy Agency's decision up to and including ten (10) percent. The aid recipient must apply to the Energy Agency for changes that exceed ten (10) percent if the amount is greater than SEK 50,000.

The beneficiary must immediately notify the Energy Agency in writing if the project is canceled or delayed, if the beneficiary becomes insolvent or if another circumstance of significant importance occurs. The aid recipient must also immediately report a change of name and address to the Energy Agency.

§ 9 Amendment of decision

Amendments or additions to the Energy Authority's decision on support must be drawn up in writing by the Energy Authority in order to apply.

§ 10 Right to results The

grant recipient or the right holder of the results has the right to use project results that arise within the project. The project results may be transferred or leased to another. However, aid recipients may not hand over or assign project results, or otherwise take any action, which means that it is a question of indirect state aid.

Section 11 Inspection right

The Energy Agency or another appointed by the Energy Agency (e.g. authorized auditor) has the right to follow the work and take part in documents that contain information about e.g. the technical and financial development of a project. To enable review, the Energy Agency has the right to issue special instructions for reporting.

The Energy Agency has the right to follow up on completed projects by requesting a follow-up report that must be drawn up and submitted according to the Energy Agency's instructions. Such a report can be requested on three occasions within a ten-year period counted from the date of project end.

§ 12 Reimbursement of unused funds Granted and

disbursed funds that have not been used by the aid recipient must be reimbursed to the Energy Agency. After submitting the final financial report, the Energy Agency will notify whether there is a repayment obligation and with what amount.

Section 13 Sanctions

The Swedish Energy Agency may decide that a granted grant shall not be paid out in whole or in part

1 the person who applied for support by providing incorrect information or in some other way has caused the support to be granted incorrectly or with too high an amount,

2 the support for some other reason has been granted incorrectly or with too high an amount and the recipient should have realized this, or

3 the conditions for the support have not been followed.

The aid recipient is liable for repayment if any of the grounds stated in points 1–3 above exist. The Energy Agency may then fully or partially demand back the support together with interest according to the Interest Act (1975:635).

In the case that the support from the Energy Agency constitutes illegal state aid, the recipient is obliged to repay the support if repayment cannot be withheld according to EU law. This is apparent from § 3 of the Act (2013:388) on

application of the European Union's state aid rules. The state's energy authority must then, in accordance with the same law, recover the support together with interest from the date of payment.

The Energy Authority can withhold payments of support until further notice if the authority is considering but has not yet decided on sanctions. The authority can also choose not to pay out aid if investigation of sanctions against the same aid recipient is ongoing in another project financed by the Energy Agency.

Consent to making information available The Energy Agency makes available information about projects financed by the authority on the agency's website (www.energimyndigheten.se). There, the public can search for information about ongoing and completed research projects based on various keywords, such as research topic, research organization, project title and project leader. The beneficiary is responsible for the holder of any copyright having consented to making it available and must ensure that the copyright holder has the right to give consent in each individual case. The Energy Agency's decision on the granting of funding is accompanied by a form on consent to making information available. By signing the document, the authorized representative of the aid recipient agrees/does not agree that information not covered by confidentiality according to the Publicity and Confidentiality Act (2009:400) that appears in the project may be made available to the public.

Consent for personal data processing The Energy Agency makes information about projects financed by the authority available on the agency's website (www.energimyndigheten.se). The Energy Agency's decision to grant funding is accompanied by a consent form for personal data processing. By signing the document, the project manager consents/does not consent to his personal data being processed by the Energy Agency to be made available to the public on the agency's website. More information about how the Swedish Energy Agency processes personal data is available on the Swedish Energy Agency's website (www.energimyndigheten.se).

Public document and confidentiality In principle, all mail and e-mail to the Energy Agency becomes public document. This means, among other things, that the public and mass media have the right to request access to the content. Even letters and decisions sent from the Energy Agency are public documents. The right to take part in public documents that are public is part of the principle of openness.

However, the Energy Agency may not disclose information that is subject to confidentiality according to the Publicity and Confidentiality Act. This means that a document or certain information in a document may be protected by confidentiality. A confidentiality assessment is therefore carried out before a document is released in each individual case.

Confidentiality applies, for example, to information about an individual's business or operating conditions, inventions or research results if it can be assumed that the individual will suffer damage if the information is disclosed.