



## Instructions on how to apply for funding for mid-range research equipment from the Faculty of Science and Technology, spring 2022

### Background

As stated in the funding call, funding applications for mid-range research equipment for high-quality research purposes can be made to the Faculty of Science and Technology by an individual researcher or a group of researchers. The call accepts requests for funding of new equipment as well as upgrades of, or additions to, existing equipment or systems. Requests can be granted either for full funding, or for part funding, in the latter case for equipment that is co-funded by other sources. Funding can also be requested for an advance promise of funding to be used in future applications to other funding bodies. Funding can be requested for equipment with a purchase cost between SEK 250,000 and SEK 4 000,000 alternatively for costs of upgrading existing equipment with a original purchase cost in the same interval. The maximum amount of funding that can be applied for is SEK 1 000,000.

Application for funding cannot cover salary costs or costs pertaining to the running of the equipment.

The main applicant must have an open-ended employment at the Faculty of Science and Technology at Umeå University, alternatively have a fixed-term employment as an assistant professor (Sw. *biträdande universitetslektor* or *forskarassistent*)<sup>1</sup> at the same faculty.

### Instructions

Applications should be submitted with email, in full, to the registrar at Umeå University: [registrator@umu.se](mailto:registrator@umu.se), the registration number FS 2.1.6-2518-21 must be given in the subject field. The deadline for upcoming call is given in the funding call.

The application cannot exceed four pages, not counting the appendices. All parts of the application, including appendices, must be merged into **a single PDF-file**.

The following must be included in the application (use the headlines below in order of appearance).

- **Name and short description of the requested infrastructure.**
- **Requested amount:** Purchase price of the equipment and requested amount. Information whether the application considers support for full funding, part funding, or an advance promise.
- **Applicants:** Name, title, department, and contact details (email and phone number) for the main applicant, and names, department and faculty for any co-applicants.
- **Background:** Short background detailing the research hypothesis.
- **The scientific importance of the equipment:** Provide the scientific importance of the equipment and the need for the equipment at the department or for the research group, including a statement detailing to what extent similar equipment is already available at the faculty, at the university and in Sweden. In the latter case, the application should also address to what extent such potential equipment may or may not be used by the applicants for the

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<sup>1</sup> Swe: *biträdande universitetslektor* or *forskarassistent*



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intended applications. In case funding is applied for together with a co-applicant, the application must specify, still under this headline, to what extent and how the equipment will support all applicants' activities. If a co-applicant is not employed at Umeå University, the description should clearly specify the expected use by researchers from other higher education institutions or similar.

- **Placement:** The placement – both the physical placement and administrative responsibilities – should be described.
- **Responsible party:** The person responsible for the equipment, including who is responsible for procurement, installation, operation and phasing out the equipment must be stated.
- **Classification:** The equipment must be classified according to the classification of infrastructure at KBC,<sup>2</sup> i.e. either as a Core Facility, Technical Platform or User Group, the latter classification also includes individual researchers/research groups.
- **Approval:** The application must be signed by all applicants (main applicant and co-applicants). Moreover, the application must be approved by the head of department. This means that the department will fund joint costs if the application is approved.

The following must be attached as appendices:

- Appendix 1. List of co-applicants: name, title, department and faculty, and contact details to all applicants.
- Appendix 2. A short CV/résumé including, for each applicant, a list of previously granted funding and a list of publications covering the last seven years.
- Appendix 3. A budget clearly detailing the estimated purchase price and the amount requested from this call, including a plan for long-term funding of the equipment, i.e., costs pertaining to installation, operation and phasing out. If part financing is applied for, the main applicant's and any co-applicant's existing sources of co-funding should be stated clearly. If advance promise is applied for, information about to which other agencies/sources the remaining amount of costs are to be applied to (max 1 page).
- Appendix 4. If possible, a quote for the equipment in question, or alternatively other general information about the equipment.
- Appendix 5. An analysis of the effects and consequences of carrying out the investment, as well as those of refraining from the investment (max 1 page).
- Appendix 6. If the main applicant has a fixed-term employment, i.e. an employment as an assistant professor<sup>3</sup>, the application must be approved by the head of department in a separate statement. This statement must include the relevance of the equipment from a long-term perspective.
- Appendix 7. If co-applicants are employed at another faculty, a statement signed by the head of department in question must be attached specifying the relevance of the equipment to these co-applicants and the possibility and interest of potential co-funding.

Incomplete applications, incorrectly signed applications, or applications that fail to follow the above-mentioned directions will be automatically rejected.

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<sup>2</sup> <https://www.umu.se/en/chemical-biological-centre/kbc-scientific-infrastructures/>

<sup>3</sup> Swe: biträdande universitetslektor or forskarassistent