SLOVENSKA ZNANSTVENA FUNDACIJA

THE SLOVENIAN SCIENCE FOUNDATION
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COPERNICUS 1994 EC – SLO 01 ("COOPERATIVE RESEARCH IN INFORMATION INFRASTRUCTURE") PROJECT

Information Package

October 13, 1995

The Slovenian Science Foundation with the cooperation of DG III of the European Commission offers to Slovenian researchers the possibility of making proposals for subprojects of the COPERNICUS 1994 EC – SLO 01 project. In the sequel, the SSF is briefly introduced, and following that all necessary information is provided for the writing of proposals.

1 The Slovenian Science Foundation

The Slovenian Science Foundation (SSF) is an independent and autonomous national institution devoted to public welfare in the field of science. It was founded in May 1994 as a private institution with a public function.

The SSF promotes scientific excellence in Slovenia by providing financial support to top-level scientists, and to promising young researchers. It also supports international scientific cooperation, the improvement of the conditions for scientific research as well as the general development of scientific culture in Slovenia.

The SSF participates in the national research activities in the form of multilateral and bilateral scientific cooperation, namely scientific exchanges, scientific training, international research projects, scientific gatherings, and other forms of joint endeavour.

By its existence as a non-governmental national institution in the field of science, and through a concrete programme of cooperation, especially with national and international science foundations, the SSF is able to make a contribution to the international scientific cooperation of the Slovenian scientific community.

The governing bodies of the SSF are the General Assembly, the Scientific Council, and the Director. The present composition of these bodies is shown on pages 9 and 10.

2 The CRII Project

At this moment one of the most important projects with which the SSF is involved is "Cooperative Research in Information Infrastructure" (CRII). After the SSF had been established in the Spring of 1994, the European Commission expressed an interest in the new institution, and towards the end of December 1994 selected the SSF as coordinator of the Cooperative Research in Information Infrastructures (CRII) project.

In February 1995 the European Commission (Directorate General III) and the SSF signed a contract for the First Phase of the CRII project with a value of ECU 50.000, and the possibility of extension to the second phase with a total value of ECU 550.000. The project funds will be allocated to 5-10 subprojects in the area of information society issues. The general purpose of the subprojects (and the whole CRII project) is to help Slovenia adjust its information infrastructure to that of the European Union, to promote scientific contacts between the European Union and Central and Eastern Europe, as well as to help Slovenia improve scientific project management techniques.

3 Management of the CRII Project

Policy and final decision making powers regarding the CRII project are vested with the Scientific Council of the SSF, and the Director of the SSF. The day-to-day supervision of the CRII is the responsibility of the Coordinator of the CRII project. The project also has an advisory representative from the European Commission, and a Panel of Experts that advises on scientific and technical matters. The present composition of the management of the CRII project is shown on page 11.

4 Call for Proposals

On October 6, 1995 The Official Gazette of Slovenia (Ljubljana) (Uradni list RS) published the following call for submission of proposals:

The Slovenian Science Foundation
with the cooperation of
DG III of the European Comission
issues a

CALL FOR PROPOSALS FOR SUBPROJECTS OF THE PROJECT COPERNICUS 1994 EC – SLO 01 "COOPERATIVE RESEARCH IN INFORMATION INFRASTRUCTURE" (CRII)

Subprojects of the following types will be accepted for consideration:

(a) Information technology demonstration subprojects within the areas

- Science, Education, Arts
- Health Care Management
- Business and Industry
- Public Administration

(b) Subprojects relevant to medium- and long-term strategies of Slovenia as an information society, and her adjustment to the EU.

A demonstration project is a project utilizing existing technology, and has the purpose of demonstrating its features and/or advantages. Demonstration projects will fall into one of the areas described in the document Europe and the Global Information Society (Bulletin of the EU, Supplement 2/94, ISBM 92-826-8547-0), or in other documents, e.g., on the ISPO server URL http://www.ispo.cec.be.

General conditions

1. Proposals will be accepted from organizations and individuals listed in the directory of research organizations and individuals of the Ministry of Science and Technology.

   If a subproject involves the joint effort of several organizations or groups, only one may apply, while the others will submit a signed authorization for the applicant to represent their interests.

2. The SSF will in general support subprojects only up to 50of their value. The remaining funds must be obtained by the applicant from

other sources. CRII subprojects may also be conducted within existing projects supporting the development of the information society. In the CRII application the value of such projects may be quoted as matching funds.

3. Proposals must include documentation on the cooperation with partners from the EU on information technology projects, or in general projects on information society issues. Partners from the EU must have funding for their cooperation with Slovenian researchers from other sources. CRII funds will provide only some limited support for non Slovenian participants, e.g. travel funds and funds for the organization of meetings.

4. The project duration must not exceed 30 months, including the writing of the report.

Deadlines

1. Proposals should be sent by registered mail to the seat of the Slovenian Science Foundation, Stefanova 15, 61000 Ljubljana no later than November 30, 1995.

   Proposals must be composed on forms published by the SSF. The forms, instructions, and other information may be obtained by applicants at the seat of the SSF one week after the publication of this Call in the Offical Gazette of Slovenia or in electronic form at the address URL ftp://ftp.arnes.si/szf/CRII/ or URL http://www.arnes.si/szf/CRII/

2. The SSF will inform applicants on acceptance or rejection of proposals by April 30, 1996.

3. The SSF preserves the right to implement contracts for the execution of CRII subprojects within the limits of actual funds provided by the DG III of the Comission of the European Union.

Scientific Council of the
The Slovenian Science Foundation

5 How to Prepare and Submit a Proposal

Proposals are made on special forms and according to instructions given in Section 8.

5.1 Submission

You should submit the proposal in two copies. This includes the forms and any useful information you choose to include, as long as it is relevant and limited in length.

The technical part of the proposal (parts B.4 and E) must be in English with a summary in the Slovene.

5.2 Deadline

November 30, 1995

5.3 Address

The mailing address for proposals is

Slovenska Znanstvena Fundacija
Stefanova 15
61000 Ljubljana
Slovenia

5.4 Acknowledgement

Together with your proposal you should include a separate envelope containing the official "Acknowledgement of Receipt" Form (Forms, page 15). On this you must place your organization's name and address, and the title of the proposed subproject. This will ensure that the acknowledgement is returned to you correctly addressed.

Before it is returned, the SSF staff will record the date of receipt and a unique reference number on the form. This reference number must be used in all subsequent correspondence relating to the proposal.

6 Evaluation and Selection of Proposals

The SSF will ensure a confidential evaluation of proposals by external experts. This evaluation will have due regard to the criteria described in Section 6.2.

6.1 Evaluation and Selection of Proposals

The essential steps in the evaluation and selection process of all proposals are the following:

- verification of eligibility of proposals by SSF staff;
- confidential evaluation of proposals by independent experts;
- based on the evaluation results, and the program objectives, the SSF will prepare a list of 5-10 proposals it intends to support, and a smaller reserve list. Proposals on the reserve list could be selected for funding if the negotiations with the proposers of selected proposals would not lead to results;
- final decision of the evaluation result by the the Scientfic Council of the SSF, after completion of internal procedures;
- communication of the selection decision to the proposers.

6.2 Evaluation Criteria

Criteria for the evaluation and ranking of the eligible proposals shall be following:

1. Impact of the successful outcome of the project with particular emphasis on the coordination of the development of the information society in Slovenia and in the EU;
2. Scientific merit and feasibility.
3. Previous experience of the proposing group
4. Degree of projected information exchange and/or cooperation with partners from the EU. The successful application will have documented links to partner(s) in the EU, although applications will also be exceptionally considered that at the time of the application have such links only in the development stage. It is highly desirable that links be developmed also to partners in the Central and Eastern European countries;
5. Other factors affecting the likelihood of success.

7 Information and Assistance

Information on the CRII project will generally be provided by anonymous ftp at the address

URL ftp://ftp.arnes.si/szf/CRII/

as well as on the World Wide Web at the address

URL http://www.arnes.si/szf/CRII/

(these sites will become operational on Friday, October 13, 1995). Limited telephone assistance is available at the number +386-61-126-3590. If you do not receive the information you expect by phone, leave your request in written form, and we will do all we can to provide you with a written answer at the above electronic site in the file Q-A.SLO (and Q-A.ENG). We will also do all we can to provide councelling for prospective applicants. In particular, if someone with an interesting idea does not meet some of our requirements, we will make every effort to help him or her meet them (e.g. by setting up joint projects). Our councelling hours will be posted shortly at our electronic address.

8 Instructions for Preparing an Application

The forms have been made with an effort to avoid the need for special instructions on most questions. However, certain things must nevertheless be emphasized.

- Certain pages among the forms may require additional data. It is recomended to use the page following page 13, which does have a page number, and write in the page number by hand as described at the top of the page (see, e.g. page 5).

- In answering question A.4, keep in mind the following: Both alternatives require sufficient documentation to enable the verification of the statement made. In the case of the first alternative (Direct Grant) you have to provide documentation that the money is available, and that they will be used for the proposed subproject. In the case of the second alternative (Value of other projects) it is possible to cite funds used for an Internet connection, funds used for developing hardware or software to be used in the proposed subproject, or in general the value of a (documented) related project. In the latter case, SSF reserves the right to make the judgement whether the matching funds so described are appropriate.

- In the answer to question A.7 it is necessary to provide proof of cooperation, or at the least proof of preparatory steps in the direction of setting up a cooperation (typically, letter of intent of the prospective partner for setting up a cooperation within the framework of the proposed subproject). If this is the only item you lack, please get in touch with our coucelling service (see Section 7), and they may help you in setting up a cooperation.

- In asnwering question B.2 it is necessary to provide a separate table for each grant-giver (as describe in the answer to A.4). With regard to this table we emphasize that SSF will provide funding for equipment only in EXCEPTIONAL cases if the evaluators of the subproject proposal judge that it is necessary and beneficial. Regarding equipment, keep in mind that in no case may it exceed in value 20% of the estimated subproject value.

9 Errata

In meeting our deadline of October 13, 1995 for the availability of documentation, we regretfully were not able to have all our manuscripts proofread. We intend to correct this shortly; but in the meanwhile we appologize to our readers for suffering unnecessary linguistic stress.

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