



NICOLE
A Network for Industrially Contaminated Land in Europe

**APPLICATION FOR PROJECT FUNDING
 SUBMISSION OF PROPOSALS TO THE NICOLE NETWORK**

A limited budget for the funding of projects is available from the NICOLE Reserve Fund. This memo gives some rules with respect to the submission of proposals for such funding.

Submission of proposals for project funding

Funding for projects is reserved for consortia where NICOLE members are generally in the majority. The consortia should preferably represent as many different stakeholders (industry, service provider, researcher) as possible. Submission is only possible in response to a call for proposals by the Steering Group, distributed by the NICOLE Secretariat and published on the NICOLE website.

Financing of projects

The overall budget for NICOLE funding of projects will be fixed every year. This budget forms the upper limit for the total contribution of NICOLE to NICOLE-projects.

The conditions for financing NICOLE projects are:

- The NICOLE contribution is a maximum of a third of the total project budget and shall not exceed 15,000 per project
- The project should be co-financed by at least one NICOLE-member from the Industry Subgroup or Service Providers Subgroup

Exceptions to the maximum funding of 15,000 can be made, up to financing of even 100%, if the project is of strategic value to NICOLE.

The objective(s) of the project

The project should contribute to the aims and strategy of NICOLE.

The aims of the network are to:

- (1) provide a European forum for the dissemination and exchange of good practice, practical and scientific knowledge and ideas to manage contaminated land in a sustainable way;
- (2) stimulate coordinated, interdisciplinary projects on collaborative, problem oriented research and knowledge transfer to address identified needs; and
- (3) develop new relationships and strengthen existing relationships with other networks.

Research theme and priority areas

For the Call for Proposals to be launched in 2004, the NICOLE Steering Group, in consultation with the NICOLE Industry Subgroup and NICOLE Service Providers Subgroup, will define a theme as well as priority areas for research.

Format of the project proposal

The proposals should describe:

- Objective(s) of project;
- Added value for NICOLE;
- Partners in the consortium; and any consideration given to the value of including members of other sub-groups or academics
- Secrecy handling: the project partners must be willing to sign a secrecy agreement for NICOLE projects with a view to handling other company's data confidentiality. This secrecy agreement will be developed by the NICOLE Steering Group in 2004.
- Communication with NICOLE:
 - to the NICOLE Steering Group: a quarterly status report is required prior to Steering Group meetings. The report will be published on the NICOLE website.
 - at Project meetings, NICOLE requires the right to have a seat in meetings to monitor the progress;
 - at NICOLE Network Meetings a report on the status of the project is required
- Costs and financing and the NICOLE contribution requested;
- Planning;
- Deliverables;
- The process for disseminating results among the NICOLE members. These results should be available for the whole NICOLE network.

The proposal must include a one A4 page summary.

Process for assessing and approving the project

1. The projects will be checked by the NICOLE Secretariat to ensure they satisfy the criteria mentioned above. Where this is not the case proposers will be invited to re-submit their application.
2. The NICOLE Industry Subgroup (ISG) and Service Providers Subgroup (SPG) will discuss and score proposals in accordance with criteria such as technical efficacy, need, value for money, project management etc. The outcome of the deliberations will be summarised, on no more than a one A4 sheet per proposal.
3. The NICOLE Steering Group (SG) will review the proposal summaries, and the ISG and SPG scores and will make the final decision on NICOLE funding.
4. The NICOLE Secretariat will inform the proposers of the outcome. If funding is not approved, the reasons for this decision will be given.

During this process, members of ISG, SPG, or SG should declare any specific interests which may prejudice their position. Proposers of the project will not be allowed to vote on their own submission.