

The Research and Innovation Programme Energy-efficient Building and Living, E2B2, Call for Proposals 3

This call for proposals comprises approximately MSEK 45 and closes on 10 September 2019. In the call, applications are welcome within the entire programme area. Interdisciplinary projects and projects in which different stakeholder groups collaborate, for example collaboration between academia and the business world, are especially welcome.

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1 Projects that can receive funding

The Swedish Energy Agency (Energimyndigheten) is now welcoming applications in the third call for proposals from the E2B2 research and innovation programme. The call budget is approximately MSEK 45 million and the call deadline is 10 September 2019.

The E2B2 research and innovation programme is a broad commitment to research and development in the field of energy-efficient building and housing. The aim of the programme is to contribute to increased knowledge of energy usage in buildings as well as new or improved products, services and methods that can contribute to more energy efficiency enhancement in buildings. The programme's vision, goals and research content are described in more detail in the programme description.

1.1 Scope and priorities

The third call for this programme period comprises funding of approximately MSEK 45 from the Swedish Energy Agency.

Other desirable features of the applications are that they are:

- designed to ensure good dissemination and usage of findings
- co-financed by the business community

1.2 Direction of the call

In this call, applications are welcome within the entire programme area as described in the programme description. Interdisciplinary projects and projects in which different stakeholder groups collaborate, for example collaboration between academia and the business world, are especially welcome.

Examples of projects considered relevant to the call for proposals:

- Development projects in collaboration with market stakeholders, demonstration projects and evaluations of new technological solutions. Evaluation in this regard means testing and validation of new or improved products, processes or services. For example, projects may be based on various technological solutions that have been or are currently part of the BeBo, Belok, BeLivs, BeSmå, or LÅGAN networks.
- Projects that use social science, behavioural science or system science methodology.
- Projects that utilise and apply the Swedish Energy Agency's measurements of near-zero energy buildings.

Projects may start on 4 November 2019 at the earliest and continue until 31 December 2021 at the latest.

2 Who may apply?

All stakeholders that are able to contribute to the E2B2 research and innovation programme's goals may apply, for example:

- companies
- the public sector
- universities and university colleges
- institutes with a connection to energy efficiency enhancement in buildings
- other stakeholders with a connection to energy efficiency enhancement in buildings

Projects in which different types of stakeholder (companies, academia and research institutes) collaborate are considered positive. Gender equality and diversity must be taken into account in the composition of project teams and in the project's implementation, contents, as well as in its goals and impacts.

3 Project proposals will be assessed on the following criteria

Received applications will be assessed on the basis of the application's compliance with the programme's purpose and assessment criteria. Applicants should be thorough in describing the project's problem formulation, goals and implementation as assessment is based on the information contained in the application.

- **Energy relevance:** To what extent does the project contribute to resource-efficient and energy-efficient buildings? To what extent does the project contribute to a wholly renewable energy system and a flexible, robust energy system? Does the project's direction in the short or long term, directly or indirectly, contribute to energy efficiency enhancement in the built environment and combine ecological sustainability, competitiveness and security of supply? What is the energy potential of the project during large-scale use of the project findings?

- **Level of innovation and novelty value:** Does the project include a new concept or innovation? What is the degree of innovation in relation to existing knowledge and previous research? What is the degree of innovation in relation to

existing products, services, processes and methods? Does the project help to advance the frontiers of knowledge? Is the existing state of knowledge presented? Is there a clearly formulated problem that is relevant to the goals and target groups of the programme?

- **Utilisation and dissemination:** To what extent could the project be useful, for example in terms of knowledge building, publications, new goods, services, processes or commercialisation? Is there a plan for how the results are to be utilised and disseminated? Is there an identified need for the project's results, for example a clear knowledge gap or market potential? What is the project's contribution to solving important industry and social issues? How does the project take into account the needs of stakeholders and end-users?

- **Implementation:** Are the goals of the project measurable, concrete, well-defined and ambitious within reason? Is the proposed work plan concrete and realistic in terms of time? Do the stakeholders have the right skills and resources to implement the project? How do the project organisation and participant composition match the goals and implementation plan? How are reference groups etc composed in order to enable cross-sectoral collaboration? Are there clear and relevant target groups? Is there a concrete and realistic plan for disseminating results? Is the budget reasonable in relation to the intended actions and objectives?

4 For what proportion of costs can funding be received?

In this call for proposals, a total of approximately SEK 45 million is available for the projects that are granted funding.

The amount of funding that each project participant can receive depends, inter alia, on:

- the extent of the eligible costs of the project participant
- whether the participant is a non-economic entity or a company
- which research category project activities are considered to correspond to.

4.1 Eligible costs

All projects that receive funding under this call may be eligible for the following costs, as set out in Commission Regulation (EU) No. 651/2014 of 17th June 2014, Article 25 (3):

- a) Staff costs: researchers, technicians and other support staff to the extent that they work on the project.
- b) Costs incurred for instruments and equipment to the extent and during the time they are used in the project. If the instruments and equipment are not used throughout the project life cycle, only the costs of depreciation that correspond to the life cycle of the research project, calculated on the basis of generally accepted accounting principles, are considered eligible.
- c) Costs incurred for buildings and land to the extent and during the time they are used in the project. With regard to buildings, only the costs of depreciation that correspond to the life cycle of the research project, calculated on the basis of generally accepted accounting principles, are considered eligible. With regard to land, only the costs of commercial conveyance or actual incurred capital costs are eligible.
- d) Costs incurred for contractual research, technical knowledge and patents that are purchased or licensed from external sources at market, as well as costs incurred for consulting services and services used exclusively for research activities.
- e) Other general expenses and other operating costs, including equipment, supplies and similar products, incurred as a direct result of a project.

4.2 Funding for non-economic entities

Stakeholders who do not conduct commercial operations (such as universities, university colleges, municipalities and research institutes, to the extent that the work is carried out within non-economic activities) can receive funding of up to 100 percent of their eligible project costs.

- Universities and university colleges may add a premium for indirect costs according to the full-cost principle that they apply
- Institutes that conduct non-financial operations as well as public organisations such as municipalities may add a premium for indirect costs to a maximum of 30 percent of their eligible staff costs (i.e. salaries and payroll-related expenses).

4.3 Funding for companies

The proportion of a company's eligible costs (the so-called funding level) that can be covered by funding from the Swedish Energy Agency is determined by EU state aid regulations. The funding level is determined partly on the basis of the research category to which the various project activities are considered to correspond and partly on the basis of the size of the company that is to receive the funding.

A company is defined as any entity, regardless of its legal form, that conducts commercial activities. The term commercial activity refers to the provision of

goods or services in a market. Thus companies are considered to be such entities that engage in a trade or other activity individually or within a family, and partnerships or associations that conduct commercial activity on a regular basis.

4.3.1 Project activities are divided into research categories

The maximum funding level that a company can receive depends on the research category to which its project activities are considered to correspond. Project activities can also be considered to correspond to several different research categories. The maximum permissible funding levels that a company may receive are set out in Article 25 of Commission Regulation (EU) No. 651/2014¹. Table 1 below describes the different research categories. Table 3 shows the maximum funding levels.

If the company to which the Swedish Energy Agency grants funding has received or is receiving project funding in the form of other public aid (such as other state, regional or municipal funding), this funding must be taken into account when calculating the amount of funding the company can receive. Under EU rules, the *total* amount of public funding that the company receives for the project may not exceed the maximum funding levels set out in Commission Regulation (EU) No 651/2014.²

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

Feasibility study	evaluation and analysis of the potential of a project with the aim of supporting the decision-making process by objectively and rationally revealing the project's strong and weak sides, opportunities and risks, identifying the resources required to implement it, and finally the prospects of the project being successful.
Basic research	experimental or theoretical work primarily aimed at acquiring new knowledge of the root causes of phenomena and observable facts, and which does not aim at any direct commercial application or use.
Industrial research	planned research or critical analysis aimed at acquiring new knowledge and new skills in order to develop new products, processes or services or in order to significantly enhance existing products, processes or services. This includes the creation of components that form parts of complex systems, and may include the construction of prototypes in a laboratory environment or in an environment of simulated interfaces to existing systems and to pilot activities, if necessary for industrial research, especially for general technology validation.

¹ Commission Regulation (EU) No. 651/2014 of 17th June 2014 by which certain categories of aid have been declared compatible with the internal market under Articles 107 and 108 of the Treaty.

² See Article 8 of Commission Regulation (EU) No 651/2014.

³ Definitions are set out in Article 2, paragraphs 84 to 87 of Commission Regulation (EU) No 651/2014. A link is available on the call website.

Experimental development

to acquire, combine, model and use existing scientific, technical, business and other relevant knowledge and skills with the aim of developing new or enhanced products, processes or services. This may also include, inter alia, operations aimed at conceptual definition, planning and documentation of new products, processes or services.

Experimental development can include the design of prototypes, demonstrations, piloting, testing and validation of new or enhanced products, processes or services in environments that fulfil realistic operating conditions, the primary purpose of which is to make further technical improvements to the products, processes or services that are not yet permanent. This can include the development of a commercially viable prototype or pilot that is necessarily the final commercial product and which is too costly to produce for demonstration and evaluation only.

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

4.3.2 Funding levels per recipient

The maximum funding level that a company can receive is also dependent upon the size of the company. If the applicant is a small or a medium-sized enterprise, the funding level may be increased by 20 and 10 percentage points respectively, as set out in Article 25 of Commission Regulation (EU) No. 651/2014.

When assessing a company's size, the number of employees, annual turnover and total assets must be taken into account. The size of companies is defined according to Table 2. For example, in order to be classified as a medium-sized company, there must be fewer than 250 employees and either the company's annual turnover or its total assets must be less than the amounts shown in the table below (i.e. MEUR 50 and MEUR 43 respectively). The company's relationship with other companies, primarily owners, and the degree of control that other companies exercise over the company is also relevant in the assessment of a company's size. This is described in Commission Regulation (EU) No 651/2014, Annex 1, Article 2. See also the Commission's user guide on the definition of SMEs.

Table 2. Definition of a company's size⁴

Size	Number of employees*	Annual turnover or total assets**
Small enterprise	< 50	≤ 10 mill. €
Medium-sized enterprise	< 250	≤ 50 mill. € resp. ≤ 43 mill. €
Large enterprise	≥ 250	> 50 mill. € resp. > 43 mill. €

*) The term employee not only includes workers but also owners who work in the company without being employed and consultants who are in a position of dependence on the company.

***) Figures from the last approved fiscal year will be taken into account. In order for a threshold to be considered passed, the company must have had higher or lower values for two consecutive years.

A supplement of 15 percentage points may under certain circumstances be submitted when the project constitutes an actual collaboration between companies, or between companies and organisations for research and knowledge dissemination. In order for such a supplement to be granted, certain special conditions must be fulfilled.

Actual collaboration refers to collaboration between at least two independent parties in the exchange of knowledge or technology, or in order to achieve a common goal based on a division of labour in which the parties jointly define the scope of the collaboration project, contribute to its implementation and share risks and results. Contract research and provision of research services are not considered forms of collaboration.

In cases of inter-company collaboration, at least one company must be a small or medium-sized enterprise, or it must be implemented in at least two Member States, or in a Member State and in a Contracting Party to the EEA Agreement, and no single company may account for more than 70 percent of eligible costs.

In cases of collaboration between companies and organisations for research and knowledge dissemination, the research organisation must have the right to publish its own research results. The research organisation must also account for at least 10 percent of eligible costs.

The supplement can be combined with supplements for small and medium-sized enterprises for projects within the research categories of industrial research and experimental development. However, the funding level may never exceed 80 percent of eligible costs. Table 3 shows the maximum funding level that can be granted to each individual beneficiary for projects within the call for proposals.

⁴ Commission Regulation (EU) No. 651/2014, Annex 1, Article 2. A link is available on the call website.

Table 3. Overview of maximum funding levels

Type of research and development	Small enterprise	Medium-sized enterprise	Large enterprise	Non-economic entity*
Feasibility study	70 %	60 %	50 %	100 %
Basic research	100 %	100 %	100 %	100 %
Industrial research	70 %	60 %	50 %	100 %
- for an actual collaboration	80 %	75 %	65 %	
Experimental development	45 %	35 %	25 %	100 %
- for an actual collaboration	60 %	50 %	40 %	

*) For example universities and research institutes.

4.3.3 *De minimis aid*

Funding can also be granted to companies by means of so-called de minimis aid (aid of minor importance). When funding is granted in the form of de minimis aid, the conditions set out in 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 for de minimis aid apply (OJ L 352, 18.12.2013, p.1).

As a general rule, de minimis aid may be granted up to a total of EUR 200,000 over a three-year period. In conjunction with the application, the company must therefore submit a certificate to the Swedish Energy Agency regarding all other similar funding that the company has received during the preceding three years.

4.4 **Co-financing**

The parts of the project's eligible costs that are not covered by funding from the Swedish Energy Agency are known as co-financing. For example, this might be:

- working hours
- cash
- experiment costs

Other forms of co-financing than cash must consist of actual and auditable costs incurred during the project period.

Please note that the Swedish Energy Agency may impose higher requirements on co-financing of the costs of recipient companies than that required by Commission Regulation (EU) No. 651/2014. The Swedish Energy Agency may also require co-financing of non-economic entities to which the agency grants funding on the basis of the letter of approval for the the state energy agency (for example universities, university colleges, municipalities and research institutes).

Public funds may not be included in the co-financing of a company's costs. An example of this is co-financing from a stakeholder whose activities are to some extent financed by, for example, municipal or state funds. If the stakeholder co-finances part of the company's costs, the company cannot include the part that consists of public funds in its eligible costs.

For non-economic entities, public funds such as the university block grants can be used for co-financing.

5 How to apply – start early

Follow these steps and processing of your application will be faster:

- Use the E-channel⁵ to fill in your application
- Start by applying for personal access to the E-channel. Apply for access rights early as it may take a few days to receive the authorisation.
- Write in Swedish or English
- Always write a summary in Swedish
- Write so that someone who is not familiar with the subject can understand what the project concerns
- Attach CVs for project participants.

Step-by-step instructions on how to submit the application are available in the quick guide to the E-channel (you can find it in the bottom left-hand corner of the E-channel home page).

Submit your application no later than 23:59 on 10 September 2019. We will provide support until 16:00 the same day.

6 What happens after I submit the application?

You will receive confirmation that we have received your application and the administrator that will be processing your case.

Your application will be assessed by an expert group. It is the version of the application that you submitted before the call closing date that is assessed. We do not accept additions after the last application date, except those that we expressly

⁵ The link to the E-channel is available on the call website.

request. The expert group advises the Swedish Energy Agency and applications are assessed on the basis of the criteria described.

The Swedish Energy Agency may request that you submit a supplement to the application if we find cause for this.

The Swedish Energy Agency will perform a credit check on applicant companies.

The Swedish Energy Agency will then decide whether to approve or reject the application while taking into account the expert group's assessment. Decisions are made no earlier than the end of October. Once a decision has been made, you will receive a message from us about the decision and the reasons behind it.

7 If you are granted funding

In order for funding to be disbursed, the authorised representative of the funding recipient (for example a signatory) must confirm that the Swedish Energy Agency's decision has been received and that the conditions for the funding have been accepted.

Fund disbursement takes place according to a payment plan that is described in the decision that you receive. For more information about disbursement, please see the terms and conditions attachment that is included with your funding application decision.

8 The call is part of the Energy-efficient Building and Housing programme, E2B2

The vision of the E2B2 programme is resource and energy-efficient built environment. Energy efficiency enhancement in the building sector is an important element in the development of the energy system. The sector accounts for about one third of Sweden's total energy use.

The current programme stage comprises the period from 1 February 2018 until 31 December 2021. The Swedish Energy Agency has allocated MSEK 160 in project funding to the programme for this period, which does not include the additional co-financing from the private sector.

Normally two calls for proposals a year are announced during the programme, in the spring and autumn, at least one of which has a broad direction. In addition, more targeted calls may be announced.

The programme goals for 2022 are as follows:

- *Building processes, building materials and building systems* that enhance energy efficiency and reduce climate impact from a life cycle perspective will have been developed and evaluated.
- Innovative *installation technology* will have been developed and evaluated in terms of energy efficiency, indoor climates and usability.
- New knowledge about the *driving forces, knowledge, incentives, habits and choices* of households and other interacting stakeholders in regard to energy and resource efficiency in the built environment will have been developed.
- The programme will have contributed to enhanced energy expertise in *property management and administration* (with property owners and property managers as the primary target group)
- New knowledge about collaborative processes between different professions within *urban and regional planning* (e.g. architects and municipalities) and the development of appropriate tools (for example, digitised planning processes and data access) will have been developed.
- Swedish expertise, as well as companies in Sweden's competitiveness and export opportunities, will have benefited from international collaboration.
- New knowledge about *instruments and legal frameworks* that operate within energy-efficient built environment, including goal fulfillment and goal conflicts, efficiency and legitimacy, will have been developed. Policy-relevant technology and system analysis will be available and contribute to change.
- There will be active *arenas for dialogue and collaboration* in which academics, the business world and the public sector meet. Project providers will collaborate with other social stakeholders and contribute to mutual understanding and change.
- Project providers will participate in, be in demand for and drive *international research and innovation collaborations* within the field.

9 Contacts

For contacts regarding this call for proposals:

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Appendix

Terms and conditions for approved projects

The terms and conditions that apply for approved projects will be stated in the Swedish Energy Agency's decision on granted funding. Below is a description of the terms and conditions.

General

The Swedish Energy Agency's decision on funding is based on an agreed project and cost plan. The part of the costs not covered by funding from the Swedish Energy Agency must be met with the funding recipient's own funds or with funds from another financier. The funding recipient is responsible for financing the cost increases that occur during the project period. The Swedish Energy Agency's decision on funding that does not relate to the current financial year's funding only applies on condition that the Swedish Energy Agency receives/disposes of the necessary funds.

Shifting costs between cost types is accepted to a maximum of 10 percent within each cost type, provided that the overall framework does not change. Major changes require the approval of the Swedish Energy Agency.

§ 1 Disbursement of funds

Fund disbursement takes place, unless otherwise stated in the decision, in the middle of the project period for each budget year without prior requisition. The funding only covers VAT if it occurs as a net cost for the funding recipient (only applies to universities and university colleges). Verification of the reported cost items must be submitted to the Swedish Energy Agency upon request. Funds that have not been expended must be refunded. Advances may be paid to a maximum of 30 percent of the total aid amount (only applies to universities and university colleges). 15 percent, or another percentage stated in the decision, of granted funds may be retained until final reporting in accordance with § 4 has been received and approved by the Swedish Energy Agency.

§ 2 Employer relationship

The Swedish Energy Agency is neither the employer nor the client of the funding recipient or any other resources that the funding recipient hires for the project. Consequently, the Swedish Energy Agency does not deduct taxes, social insurances contributions, etc.

§ 3 Notification obligation regarding financing

The funding recipient is obliged to immediately inform the Swedish Energy Agency in writing if funds for the project in the decision have been sought or obtained from another source than the Swedish Energy Agency.

§ 4 Reporting obligation

Reports and questionnaires as below must be submitted in compliance with the Swedish Energy Agency's instructions. If additional special reports are required, this will be stated in the decision.

Annual report

At the request of the Swedish Energy Agency, universities and university colleges are obliged to submit an annual report concerning the overall activities of the institution and/or the research group for each budget year.

Progress report

A progress report concerning project activities must be submitted at the Swedish Energy Agency's request. It should contain a description of the project's activities and results to date as well as a financial report. In addition, the Swedish Energy Agency may request that the report includes a technical status report. The progress report must be submitted to the Swedish Energy Agency no later than the date stated in the decision.

Financial reporting – only applies to companies

Financial reporting must be submitted one to two times annually by means of a special form provided by the Swedish Energy Agency or from the agency's website (www.energimyndigheten.se). Reporting must be submitted no later than the date stated in the decision.

Final report

The final report must present the project results and include a description of the project's implementation and goal fulfilment. In addition, the report must include a summary in English of the project results of no more than 200 words. The report must be submitted to the Swedish Energy Agency no later than the date stated in the decision.

A final financial report must be submitted no later than the date specified in the decision by means of a special form provided by the Swedish Energy Agency or downloaded from the agency's website (www.energimyndigheten.se).

Questionnaire

At the end of each year, the funding recipient must complete a questionnaire and submit it to the Swedish Energy Agency. We collect data on behalf of the

Swedish government from all funding recipient in order to report a selection of results in the form of indicators in our annual report.

§ 5 Changes

Significant changes in the project and cost plan approved by the Swedish Energy Agency must be notified in advance to the Swedish Energy Agency for review and approval. In the event that a circumstance of significant importance arises that causes the project to be interrupted, delayed, etc., the funding recipient must immediately inform the Swedish Energy Agency. The funding recipient is also obliged to report name and address changes immediately.

§ 6 Publication

Project results must be published. Publication must take place in accordance with good international practice for publication of research findings.

The funding recipient has the right to protect findings by patent registration or other intellectual property instruments and thereby delay publication until any application for such protection has been submitted to the relevant patent authority. If the funding recipient intends to protect findings, this must be communicated to the Swedish Energy Agency. The application to the patent authority must be submitted without delay. If the funding recipient wishes to delay publication for reasons other than those mentioned above or refrain from publishing certain findings, the written consent of the Swedish Energy Agency must be obtained on a case-by-case basis.

When presenting projects, it must be stated that the work has been carried out with funding from the Swedish Energy Agency.

§ 7 Rights to findings

The funding recipient or the rightsholder of the results holds the commercial usage rights for project findings and is entitled to grant or transfer these rights to another party.

If the rights to the project findings are transferred to a company that conducts economic activities, compensation that corresponds to the market price for the rights must be provided (only applies to universities and university colleges).

§ 8 Right of scrutiny

The Swedish Energy Agency or a person/persons appointed by the Swedish Energy Agency (for example an authorised public accountant) is entitled to review the work of the project and scrutinise documents that can provide information about the technical and economic development of the project. In

order to enable scrutiny, the Swedish Energy Agency is entitled to issue special instructions for reporting.

In addition, the Swedish Energy Agency is entitled to follow up completed projects by requesting a follow-up report, which must be drawn up and submitted in accordance with the Swedish Energy Agency's instructions. Such reports may be requested on three occasions within a ten-year period as of the date of the final report.

§ 9 Amendment of decision

At the request of the funding recipient with justification, the Swedish Energy Agency may grant well-justified amendments to the project.

§ 10 Repeal of decision

The Swedish Energy Agency may decide that unused funds be withheld or that disbursed funds that have not yet been used be recalled if:

- a) the prerequisites for the project's financing have changed
- b) the project is not been conducted in accordance with the agreed project plan
- c) there is little prospect of achieving satisfactory project results within a reasonable timeframe (for example due to significantly changed prerequisites or competitive conditions) or if the project's planned continuation cannot be considered secure (for example due to insolvency in the event that the funding recipient is a company)
- d) the funding recipient fails to sign and return a copy of these terms and conditions to the Swedish Energy Agency.

§ 11 Recovery of disbursed funding

Disbursed funding plus interest at 8% (eight percent) above the applicable reference rate may be recovered with immediate effect in the event that:

- a) the funding recipient does not submit the obligatory reports in compliance with § 4
- b) the funding recipient uses the funding for other purposes than those stated in the agreed project plan
- c) the project is not conducted in accordance with the agreed project plan

d) the funding recipient does not otherwise fulfil the obligations set out in these terms and conditions or the specific terms of the decision.

§ 12 Withholding of funding

The Swedish Energy Agency is entitled to discontinue disbursement of funds until a decision has been made to refuse payment or to recover funds granted in accordance with paragraphs 10 and 11. Such a discontinuation may also include fund disbursement to other projects administered by the same institution, company or corresponding administrative unit if the Swedish Energy Agency so decides.

§ 13 EU state aid regulations

As a condition for funding, funding measures may be cancelled or amended and the grant recovered if the European Commission, by a decision that has become law, or the European Court of Justice have found the funding to be unlawful pursuant to Article 107 of the Treaty on the Functioning of the European Union. Decisions to cancel or amend funding measures are taken by the Swedish government. In this event, the conditions for funding repayment are determined on a case-by-case basis.

Consent to making information available

The Swedish Energy Agency makes information about projects funded by the agency available on the agency's website (www.energimyndigheten.se), where the public can search for information about ongoing and completed research projects using various keywords such as research topic, research organisation, project title and project manager. The funding recipient is responsible for ensuring that any copyright holders have consented to this availability and must also ensure that the copyright holder has the right to give consent in each individual case. A consent form for information availability will be included with the Swedish Energy Agency's decision to grant funding. By signing the document, the authorised representative of the funding recipient consents/does not consent to information that arises during the project being made available to the public, with the exception of information covered by confidentiality under the Public Access to Information and Secrecy Act (2009: 400).

Consent to personal data processing

The Swedish Energy Agency makes information about projects funded by the agency available on the agency's website (www.energimyndigheten.se). A consent form for personal data processing will be included with the Swedish Energy Agency's decision to grant funding. By signing the document, the project manager consents/does not consent to the processing of the project manager's personal data by the Swedish Energy Agency in order for it 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 documents and confidentiality

In principle, all post and e-mails sent to the Swedish Energy Agency are public documents. This means, inter alia, that the public and media have the right to request access to the content. Written communications and decisions sent by the Swedish Energy Agency are also public documents. The right to access official documents that are public is integral to the principle of public access to official records.

However, the Swedish Energy Agency may not disclose information that is considered confidential according to the Public Access to Information and Secrecy Act. This means that a document or specific information in a document may be protected by the right to confidentiality. For this reason, a confidentiality assessment is conducted on a case-by-case basis before a document is published.

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