

Guidelines - ESS Swiss In-Kind Funds Release

Preliminary Information

- Switzerland is a founding member of the ESS-ERIC at a level of 64.5 M€ for the construction phase.
- Since September 2015 it is possible for Swiss institutions and industry to enter into in-kind contracts with ESS.

Five step procedure for release of Swiss in-kind funds

- 1) Submission of proposal to the SIC (Swiss In-kind Committee).
 - a. Proposals can be submitted to the SIC secretary at any time ([see Annex 2](#))
 - b. Advice and pre-discussion with the CH-ILO (Industrial Liaison Officer) or the contact persons for the different scientific areas (see organizational chart) is recommended.
 - c. The SIC operates via meetings and written procedure and can respond quickly.
- 2) Evaluation and preliminary approval by SIC,
 - a. with decision on whether the proposal is recommended as a Swiss in kind contribution and
 - b. the level at which Swiss in-kind can be offered.
- 3) A formal WP or deliverable can then be prepared together with ESS or submitted as a response to a call for tender by ESS.
- 4) Approval by the ESS in-kind review committee.
 - a. This includes the assignment of a final € value of the delivery towards the realization of the ESS.
- 5) Final approval by SIC and release/reservation of funding from the Swiss in-kind account

The Swiss in Kind project must then be approved by the ESS IKRC (In Kind Review Committee). There are periodic IKRC meetings at ESS. Information on deadlines to submit for in Kind projects are available through the Swiss ILO.

Protection against currency fluctuations

Swiss contributions in-kind will be handled in Swiss Francs. ESS will work in €. This means that a Swiss partner will prepare the bid in CHF and have this approved by SIC (step 1 and 2 above), on the day of entering the bid this will be submitted to ESS in € based on the exchange rate of the day of submission.

When an in-kind contract or WP is fully approved through the 5 steps above, then the in-kind budget for the Swiss partner will be reserved on the in-kind account in CHF.

Annex 1

Organisational Chart

Annex 2

Registration Form

ANNEX1: ORGANISATIONAL CHART - ESS SWISS IN KIND

Industry point of contact

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Scientific points of contact

Accelerator and Controls:

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Beam optics and Sample environment:

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Neutron Scattering Instruments:

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Target and Moderators:

K. Thomsen knud.thomsen@psi.ch

SIC (Swiss In-kind Committee)

K. Clausen (PSI, Chairman) kurt.clausen@psi.ch

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K. Thomsen (PSI, Secretary) knud.thomsen@psi.ch

Swiss Representatives on ESS Committees:

ESS Council:

J. Mesot (PSI) joel.mesot@psi.ch

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ESS In-Kind Review Committee (IKRC):

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