

About leading and participating in projects in FFI 26 August 2026

Target group: projects granted FFI spring 2026

Agenda

Welcome

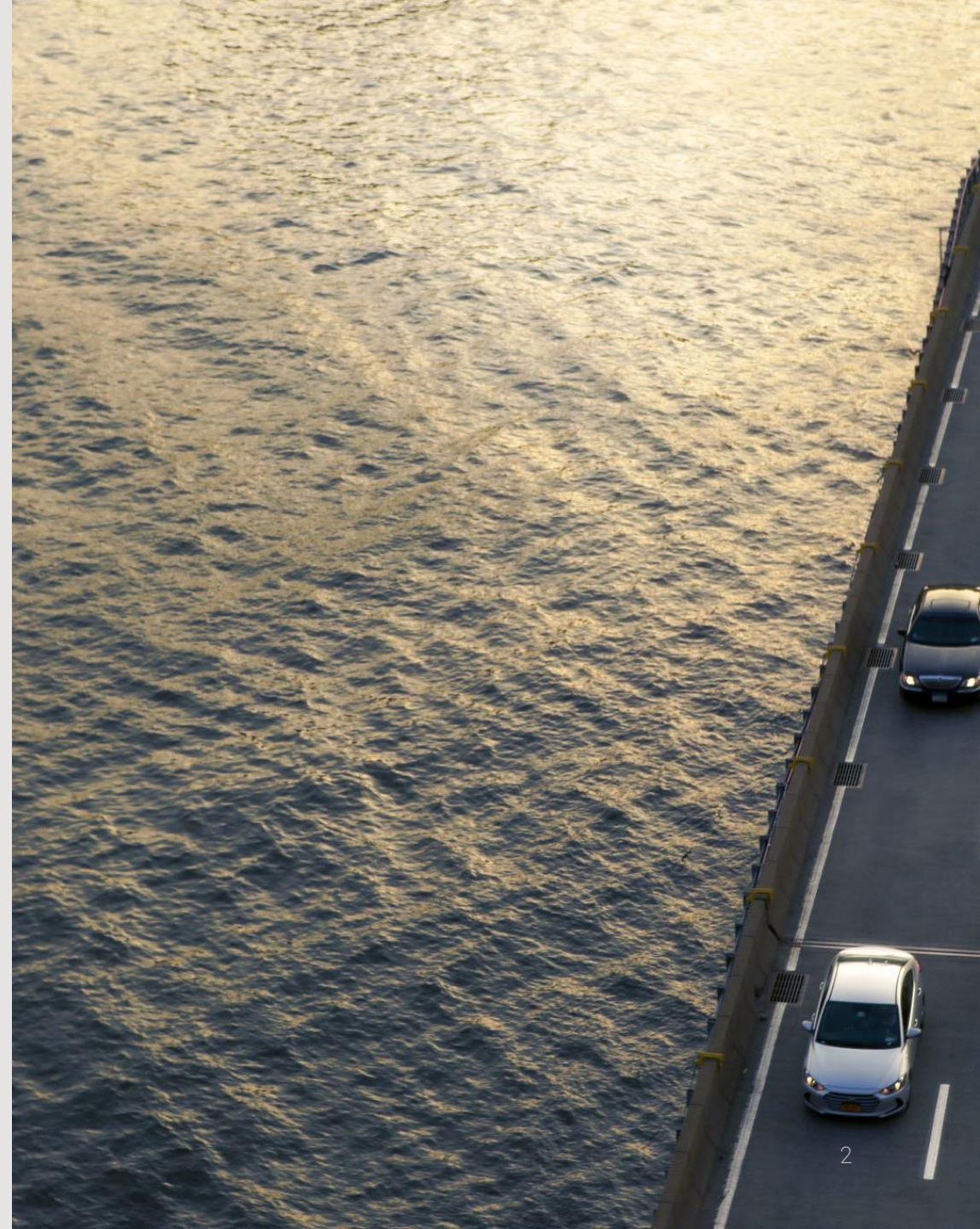
Introduction and purpose (facilitate for the projects and the agencies)

FFI and the sub-programmes in brief

Running FFI projects

- When the project has been approved
- Project partners' approval
- Project agreement
- Reporting
- Eligible costs
- About coordinating projects
- Changes
- Follow-up
- Frequently asked questions

FFI



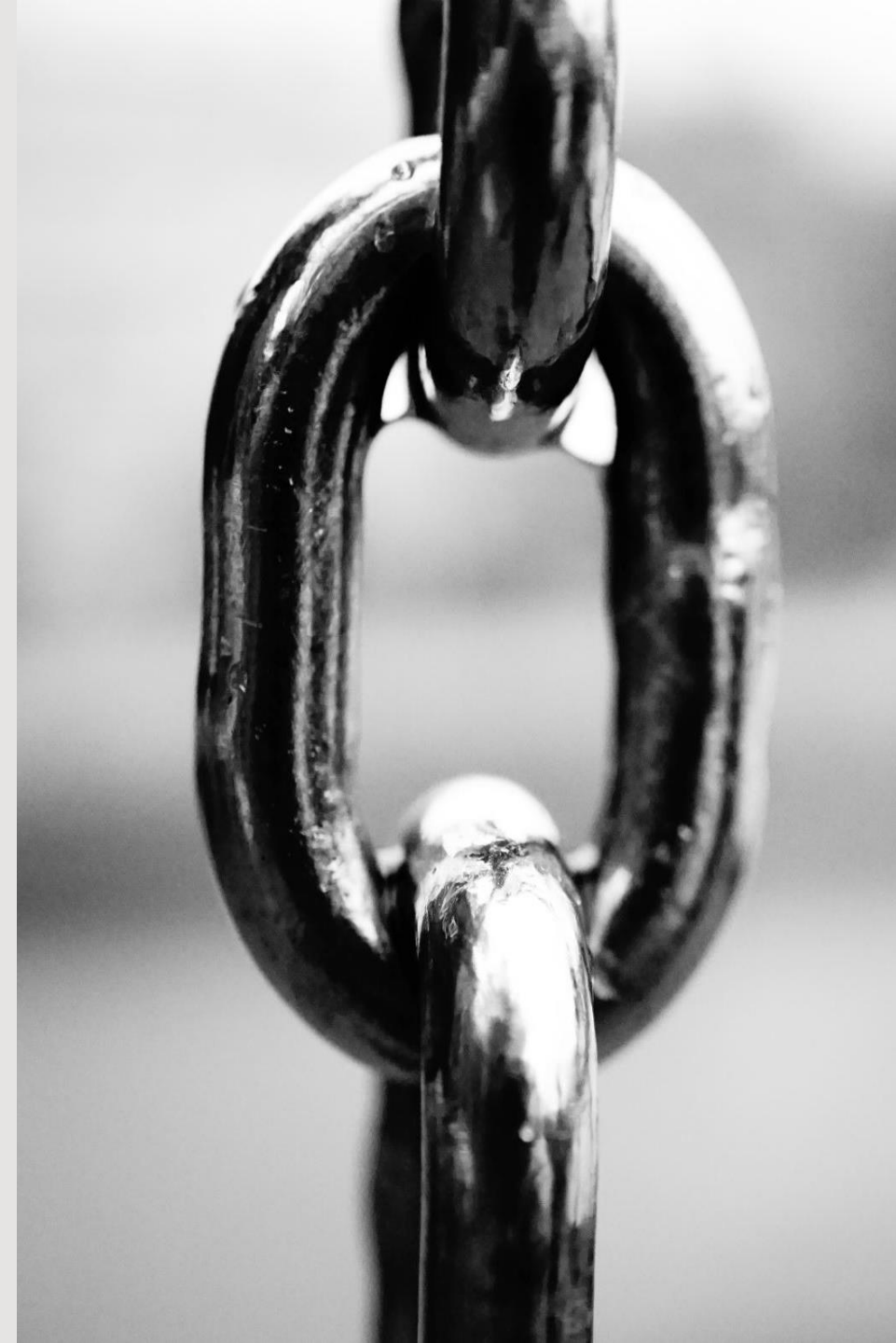
About FFI

Strategic Vehicle Research and Innovation

- Cooperation programme between the government and the automotive industry since 2009
- Mission: FFI drive road transport research and innovations for a sustainable society.
- Funding research and innovation in road transport.
- One billion SEK annually for a sustainable transition of road transportation.
- Between 2009 and 2025, FFI has funded 1,693 projects with a total budget of approximately SEK 17 billion.

Our Partners

- AB Volvo
- The Swedish Energy Agency
- FKG
- Scania CV AB
- The Swedish Transport Administration
- Vinnova
- Volvo Car Group



Five sub-programmes



Circularity



Transport and mobility solutions



Zero emissions



**Safe automated
driving**



Accelerate

Running FFI projects



Once the project has been granted

- Please read the decision carefully, as it also includes specific FFI conditions that must be followed
- When communicating an approved project, please use these logos. All project results (e.g. articles, reports, and presentations) must state that the work has been carried out with support from FFI. This is done by displaying the FFI logo.
- Templates, Guidance, and Logos:
<https://ffisweden.se/mallar-och-vagledning/>



Project partner's approval

Each project part signs a **project partner's approval**, where they certify that they will carry out the project in accordance with the project plan and its budget. In connection with this, you commit to follow the agencies' rules and conditions.

This takes place in connection with the start of the project.





Project agreement

Project parties must sign a **project agreement** covering mutual commitments, rights to project results and background information, and other collaboration matters. **(Vinnova exempts minor feasibility studies and preparatory projects; check the decision or contact your programme manager.)**

Start early, as soon as the project is approved. It takes time!

Vinnova: Sign by the due date of the first progress report; otherwise the report may be rejected and payment withheld.

Swedish Energy Agency: Sign by the date in the decision; funds are not paid until the agreement is submitted.

The Swedish Energy Agency, Vinnova and Swedish Transport Administration do not provide legal advice.

Templates: FKG [Agreement templates](#) (non-binding). Vinnova also publishes a [project agreement guide](#).



Reporting – progress report

Reporting and follow-up must be carried out in accordance with the agency's decisions and instructions. Costs in progress reports must be actual and accrued. Major deviations in reporting may entail measures from the agencies in accordance with the terms and conditions. Reporting is to be submitted via the application portal

Progress report

- Documentation for following up on how the project is progressing
- Do the project's activities follow the project plan? (reporting according to work packages, milestones, etc.)
- Reporting of accrued costs per project partner.

Remember to: request documentation from the project parties well in advance and comment on deviations. In case of uncertainty – contact the programme manager. Major adjustments may require a change request.



Reporting – final report

Reporting and follow-up must be carried out in accordance with the agency's decisions and instructions. Costs in the final report must be actual and accrued. Major deviations in reporting may entail measures from the agencies in accordance with the terms and conditions. Final reporting can be found via the portal.

Final report

- The time is stated in the decision letter
- Different instructions depending on whether the project is handled by Vinnova or the Swedish Energy Agency, please pay attention to this. Instructions and templates can be found on each website.
- Start well in advance.
- NOTE. Vinnova and the Swedish Energy Agency require auditor's certificates for grant recipients with more than SEK 3 million.

What costs can the agencies finance?

State aid rules governing the types of costs we can finance: eligible costs.

- Salary costs
- Equipment, land and buildings
- Consulting and licensing costs
- Other direct costs
- Indirect costs (overhead)
- For more information, see; (Vinnova) [Instructions for eligible costs](#) (Swedish Energy Agency) [Manual for research applications via My pages](#)



What are the requirements for costs we finance?

In order for your costs to be eligible, the following applies, among other things:

- They must be actual, reasonable and necessary for the activities of the project.
- They must be posted correctly and on a separate project code in the posting.
- You may not cover project costs with other public grants or own resources intended for other projects.
- You must not take someone else's costs as your own.
- The project partner may not purchase services or goods from another project partner within the project.
- For details, see [Vinnova's terms](#) and [the Swedish Energy Agency's terms](#).

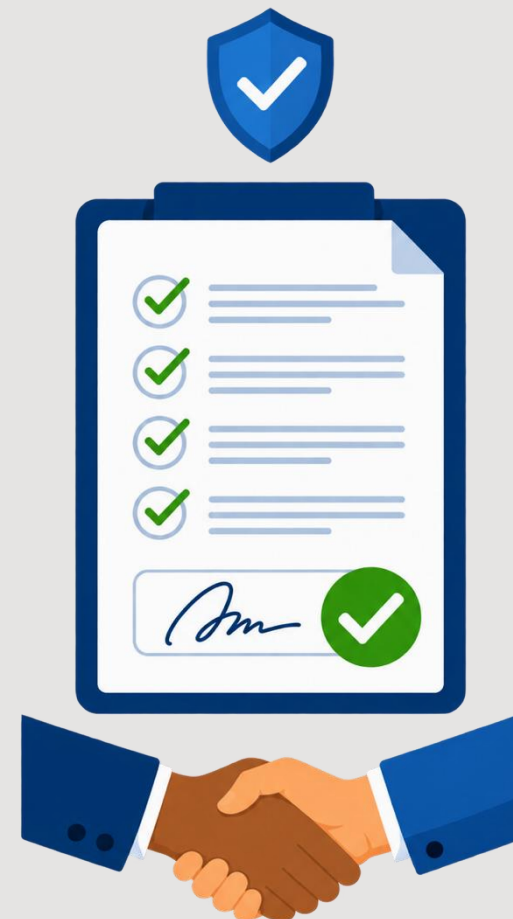




Coordinating projects

It is the responsibility of the Coordinator

- to have the authority to represent the other Project Parties in relation to the responsible agency
- to coordinate the project, to store the Project Agreement and the approval of all Project Parties in original,
- to receive the responsible agency's payment of grants, and to transfer grants to other Grant Recipients in accordance with the decision and regulation in the Project Agreement,
- to demonstrate, upon request, how each payment has been distributed among Beneficiaries;
- to transfer funds to Grant Recipients who have become insolvent only with the written approval of the responsible agency
- to report during the project period in accordance with the decisions and instructions of the responsible agency





Coordinating projects (cont'd)

- to immediately forward to the other Project Parties the responsible agency's decisions, amendment decisions and other information relevant to the Project Party from the responsible agency, and to immediately inform the responsible agency if the project is delayed or at risk of being delayed, as well as if there is a risk that the project will not meet reasonable expectations, of circumstances of importance that may affect the implementation of the project or its financing (e.g. additional public/EU support, the conditions for the use of the project result are reduced), of own or another Project Party's insolvency, of change of name, signatory and address, and of change of Beneficiary's status (e.g. from SME to large company).
- The Coordinator is responsible for the Project Manager. The Project Manager shall be authorised to represent the Coordinator in relation to the responsible agency. A change of Project Manager requires the written approval of the responsible agency.

NOTE! Read the general terms and conditions for several project parties carefully. Project parties also have commitments. For example, you may not invoice between project parties within the project. FFI also has special terms and conditions that must be followed.





Changes

Sometimes it happens that conditions change in the projects. Minor changes can be made by the project manager, but some changes must be approved first. These can be applied for in the application portal, for example:

- Change coordinator details
- Change of project manager
- Change of project period, reporting times, etc.
- The project's goals and implementation. Note: If there is a major adjustment to the application, this needs to be checked with the administrator/case officer first.
- Costs and funding of project partners
- New parties. Also requires approval of other project parties, new project partner's approval and adjustment in project agreements.

Check with programme manager if unsure

The agencies follow up on the projects

- With the support of reporting, dialogue with the projects but also in other ways.
- Some project parties are selected for audit, if they have not complied with the terms and rules as a project partner, there may be measures such as reimbursement, etc.
- Credit check (done differently at Vinnova and the Swedish Energy Agency)

Communication goes both ways. The projects also have the opportunity to contact us agencies for guidance on practical issues, etc. Transparency and equal treatment.

Other information: Public documents can be requested. The agencies review confidentiality.





Frequently Asked Questions

- Some costs have arisen until April 30 (e.g. on the date of the progress report) but far from the extent stated in the plan. Should we still report these costs at the moment, or should we instead wait and report these at the next progress report?

Answer: Yes, you must still report these costs – do not save these for future status reports.

- A project partner wants to drop out and we want to replace it with a new project partner, is that fine?

Answer: If a project partner can no longer fulfill its commitment, contact your programme manager. After reconciliation, you submit a change application where you justify the change to the new project partner.

- One project partner has used its budget already, there are other parties who do not need the grant they received – can I transfer to the project partner in need?

Answer: Step 1, First, it must be justified for the project's implementation and goal fulfillment. Step 2, This is a change that must be approved by Vinnova/the Swedish Energy Agency. Keep in mind that project parties may have different levels of support given the state aid rules that apply.



Frequently Asked Questions

- Can the project be extended?

Answer: In special circumstances, the project can apply for an extension, for example in the event of illness or parental leave. Holiday leave is not a special reason, or "we have not had time". Delays due to force major are a special reason, but not a delayed delivery due to lack of planning and late ordering. Long processing times at other agencies when appointing doctoral students may be a special reason. It may be a good idea to contact the programme manager and ask.

- Do Volvo and Scania have to be involved in the project in order to be granted?

Answer: No. It is a myth that lives on. The responsible agency is responsible for handling applications and assessments, and external assessors assess applications.

See also: [Questions and Answers – FFI – Road transport innovations for a sustainable society](#)



Questions



Read more about FFI on the website
<https://ffisweden.se/>