

## Calculating payroll and indirect expenses for research institutes

Research institutes are to calculate payroll and indirect expenses together for the various groups of R&D personnel participating in the project.

The institutes are to report the specific hourly rates for the various groups of R&D personnel each year to the Research Council. Research organisations in the group "Other approved Norwegian research organisations" that do not wish to report hourly rates or do not satisfy the requirements must use [the lump sum rate](#) for payroll expenses, which is also used in the university and university college sector.

### Registration of hourly rates for the institute sector

There are the following two groups of institutions on the [Research Council's list of approved research organisations](#) that we ask to report their hourly rates annually:

1. Organisations covered by the [Government's Strategy for Comprehensive Institute Policy](#), including organisations covered by the [Guidelines for State Basic Funding of Research Institutes and Research Groups](#). Both in Norwegian.
2. Other entities in the public sector that are required to carry out research and other approved research organisations.

Note that organisations covered by the guidelines for state basic funding must report hourly rates. The rest of the organizations can choose to report hourly rates provided that they meet the requirements of the guidelines (see below).

The hourly rates must be used in R&D projects with funding from the Research Council, regardless of whether the institute itself is the project owner or a part in an effective collaboration with the project responsible applicant. The hourly rates must also be used in projects financed through basic funding from the Research Council or other public agencies.

### How to report hourly rates to the Research Council

The research organisations that are invited to report hourly rates annually will be contacted by the Research Council in a reasonable time before the deadline for registration.

### Lump-sum rate for institutes that do not report hourly rates

Research organisations that do not wish to report hourly rates or do not meet the requirements must use the [lump-sum rate](#) for personnel costs, which is also used by the university and university college sector.

[Guidelines for calculation and registration of hourly rates 2025](#) (pdf in Norwegian).

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