Instructions for Application

Developing an imec.icon idea

Only the projects for which an extended abstract was submitted and that are allowed to submit a full proposal following the decision of the management board, can submit a full proposal. Others are inadmissible. It is important to take into account the recommendations made by the management board that are listed in the feedback file of the abstract/pitch.

Please consult the “Manual” document on the [imec website](http://www.imec-int.com/icon/project-documents) for a detailed description of the imec.icon application and evaluation procedure.

In case of specific questions on possible requested/desired funding from Agentschap Innoveren & Ondernemen (VLAIO) or Innoviris, preliminary discussions with Agentschap Innoveren & Ondernemen or Innoviris can be organized.

Language

* An English version of this document (Section A/collective B) should always be submitted for the benefit of the international referees.
* For documents B and C/D please consult the document to have a look at the language options.

Layout and page limitation

* The structure of the document, including the headers, should not be changed. It is allowed however to add subheadings.
* Please preserve the layout of the document. Mind copy pasting from other documents.
* Don’t forget to insert the acronym of your project in the footer.
* Please delete all instructions and guiding information for completion (purple print) from the completed template! Purple print that is not removed will be counted for the character limit.
* The foreseen font is Gill Sans MT 11.
* There are strict character limits in place. Exceeding these limits will result in none-eligibility of the full proposal.

For section A/collective B, the character limitation has been set as follows: **maximum 100.000 characters**.

Remarks:

* + Bear in mind that this concerns a maximum and that a good application doesn’t necessarily need the maximum length. Based on the observation of successful proposals in het past, the ideal length is between 60.000 and 80.000 characters.
	+ These character limits are excluding spaces and excluding pictures, but including everything else such as (but not limited to): titles, subtitles, tables, footnotes, endnotes, references, …

Submission to imec

A consortium of companies and research institutions should submit an imec.icon application. The proposal manager is responsible for the consistency of the proposal file.

Companies requesting funding from Agentschap Innoveren & Ondernemen or Innoviris can do so using this integrated procedure.

Deadline for submitting the full proposal is October 25, 2017, 12 o’clock noon. The imec.icon application should be submitted electronically in the form of a Word file via the MyProjects platform.

The full proposal consists of multiple sections

The full proposal consists of multiple sections: Document A/collective B, Documents B, Documents C/D, and Letters of Intent.

**1. Document A/collective B, 1 document per project**

* Section A/collective B contains information on the whole imec.icon project as well as the introduction on B (Valorization).
* This document will be sent to the external experts.

**2. Documents B, one document per partner (incl. research groups)**

* Section B contains partner-specific information. There are separate templates for external partners and research groups.
* Section B should give a good overview of the expertise of the partner and of its added value for the project.
* This document will be sent to the external experts.

**3. Documents C/D, one document per partner (not for research groups)**

* Sections C/D have to be filled in by all external partners (=requesting VLAIO/Innoviris funding or not requesting funding at all). Please use the correct template depending on the funding request.
* The information included in Section C (and the preceding Section B) will be used to determine whether the proposed project offers sufficient economic potential. This valorization potential is the 2nd most important criterion in the selection of projects for funding.
* Section C3 deals with extra information that is needed to determine the VLAIO funding. It is therefore an addition to Section B and does not contain repetitions of what has been written down in Section B. If necessary, you can refer to Section B in this Section C3.
* Sections C/D will not be sent to external experts.

**3. The Letter of Intent, one document per partner (incl. research groups)**

The proposal can only be eligible as soon as every party has submitted a signed Letter of Intent incl. confidentiality agreement, completely based on the imec template. A PDF of the signed document should be uploaded on MyProjects. Submission of the PDF of the Letter of Intent is subject to the same deadline as the proposal submission.

**Table**: Overview of documents to be submitted



As imec is responsible for the eligibility assessment of the proposals, all sections should be made available in MyProjects. This means that the non-delivery of a document by a partner to imec can block the file. Submission of the proposal is only admissible once all the required elements are filed.

 **MyProjects**

* Some information, such as the Executive summary and the Innovation goals, are to be noted down directly in the MyProjects platform. Other information, such as the information in this template, has to be uploaded on the MyProjects platform.
* If you are wondering whether all the necessary information for your proposal has been filled in and you don't want to wait until the deadline to find out, you can always use the Validate button. It's located on the Dashboard tab. By clicking this button, MyProjects will check whether all necessary information has been filled in.
* If you want to know what your proposal will look like (the information in MyProjects, not the information from the extra templates), go to Dashboard in MyProjects and click on “Generate PDF”. *Mind: you do not need to send this .pdf, imec takes care of this.* After your Full proposal has been declared eligible, you will receive an e-mail with a pdf of the complete Full proposal (i.e. the proposal as it will be sent to the external experts, so without sections C/D).

# Information concerning the full imec.icon project

## Cause and context of the project

The purpose of this section is to describe the broader scope of the project. Comparison of the project with state-of-the-art already in place, both within as well as outside the participating companies/organisations, will allow the assessment of the originality and the knowledge buildup with the different business and research partners. These are important elements in the assessment of the scientific quality of the project proposal.

### Cause and context

Describe the immediate cause (problem, opportunity,…) and the way in which the project took shape.

Describe the problem by way of the questions and issues that need to be resolved by this project. In particular, indicate the issues for which currently no solution is available.

Describe how the project fits into the activities of the participating partners. If the partners are already active in the field of the project, provide an overview of the results that have been obtained so far and the partners’ current know-how (existing products or processes, used techniques and methods, earlier project results…)

Describe briefly the accessible state-of-the-art in the project field, indicating sources if available (publications, existing products or processes, etc.). Demonstrate that you will have sufficient freedom to operate. In your answer you must pay special attention to the patent literature and mention your own patents or other intellectual property rights in the field, if applicable.

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### Leap of knowledge and challenges

Define the problem by describing the questions and challenges to be resolved by this project. Indicate in particular the difficulties for which there is presently no solution available. More specifically, the important challenges and uncertainties for research activities should be justified.

Indicate which solutions will be explored/developed to resolve the major difficulties or to seize the opportunity. In your answer, indicate the extent to which existing methods/tools/techniques/software, etc. are used and/or new ones have to be developed.

Describe the expected knowledge development for each of the industrial and research partners in the project.

This leap in knowledge in relation to the prior knowledge available at the partners and the accessible state-of-the-art (covered in the previous chapter) should be clear.

X

### Societal value

Here can be described how the research project connects to societal agendas and policies, how the results will benefit the societal group(s) or the societal context. Very concrete, this means that attention must be given to the societal relevance, societal impact and the sustainability. Indicate clearly how relevant stakeholders or societal stakeholders are involved in the development of the proposed research project and during the conduct of the research. Describe how the project contributes to societal sustainability in terms of mankind, environment and society.

In case the project has no strong societal purpose, we ask anyway to briefly reflect on aspects of societal value and sustainability.

X

## Implementation

Identified issues and challenges (indicated in the setting) are resolved systematically, starting from innovative ideas and using known and new development and research methods. This should be clear from the description of the implementation, which should allow assessment of the suitability of the approach and the feasibility of the project results, taking into account the timing, the established manpower and resources (including large subcontractors).

### Approach

Describe how the project will be approached and justify the chosen approach and why certain strategic choices are made. The approach should clarify how the innovation purpose will be attained, taking into account the intended (partial) goals and criteria, but also the partners’ capabilities.

Starting from this global approach, describe the structure and coherence of the work packages and the milestones, including how interim decisions and general project risks are being taken into account. Where possible, provide a graphical representation.

X

### Description per work package

*Remark: You are obliged to fill in this section in this document. However, you can also add the work packages in MyProjects. Advantages if you also add it to MyProjects are:*

* *Automatic generation of Gantt chart and milestone table;*
* *The information is already present in MyProjects when the full proposal is approved (you will need to add the information in MyProjects anyway if the project gets approved).*

Describe in the working program: WHAT (partition into work packages and tasks), WHY, HOW (approach, methodology), WHEN (planning) and by WHOM (allocation of tasks, synergy and complementarity).

Divide the working program into work packages, completing this information for each of the work packages.

Please notice that dividing into work packages goes hand in hand with the imec.icon IP model and therefore should be done with care.

Some of the most important data for “Work package 0” already have been filled in (may be modified if necessary).

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| **WP 0** | **Project management** |
| **Project leader** | X (name) | X (enterprise) |
| **Research leader** | X (name) | X (research group) |
| **Starting month** | XX/XX/XX | **Duration** | X months | **Total man-months** | X man-months |

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Objective

Co-ordination of the different activities is of vital importance in every multidisciplinary research project. Given the different deliverables (see work packages below) and the need for fitting in in an overall project plan, we explicitly provided this co-ordination work package.

Tasks: description of methods, techniques

Project management will consist of the following tasks, a.o.:

• Co-ordination between the work packages and stimulation of cooperation between the work packages and the different partners.

• Reporting to imec and the project partners

• Organisation of steering committees on regular basis

We also refer to the general guidelines on project reporting, which can be found on imec’s website (http://www.imec.be). The necessary templates are also available there. A representative of the business community (the project leader) and a representative of an imec research group (the research leader) will be responsible for the project management, as described above. The work package leader, who will be explicitly mentioned per work package, will conduct the project management of the work packages.

Expected results and deliverables

Project status report every 6 months.

This report consists of reporting of the separate work packages, monitoring of the planning (and progress) and risks in the project.

Steering committee report every 6 months.

This report describes the adjustments to the project, publications, budget report, discussion of possible issues of the partners, …

Final report (including Valorization report) at the latest 2 months after the end of the project

A final report will be made based on the project reporting and input on the achievement of the innovation goals.

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| **WP 1** | Title |
| **Work package leader** | X (enterprise or research group) |
| **Starting month** | XX/XX/XX | **Duration** | X months | **Total man-months** | X man-months |

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| **Enterprise (abbreviation)** | **X man-months** | **Research group (abbreviation)** | **X man-months** |
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| **Subcontractor** | X (name) |
| **Subcontractor** | X (name) |

Objectives and criteria

Briefly describe the objectives of this work package and, if applicable, indicate which milestone or decision (go/no go) is attached to this work package.

X

Tasks: description of methods, techniques, etc.

Clarify the working method or approach that is followed. Provide a description of the activities, methods and techniques.

Also explain briefly how the task will be executed and to which extent existing methods/tools/techniques/software will be used and whether new ones need to be developed.

The description of the work package must indicate clearly how the manpower was estimated (e.g. planned number of iterations, etc.).

**Task 1.1 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

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**Task 1.2 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

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**Task 1.3 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 1.4 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

Expected results and deliverables/milestones

Indicate what concrete results are to be expected and in what way the results obtained will be documented for future use and review. Give possible milestones in this work package

D 1.1 or M 1.1(Month x):

D 1.2 (Month x):

D 1.3 of M 1.2 (Month x):

D 1.4 (Month x):

D 1.5 of M 1.3 (Month x):

D 1.6 (Month x):

Risks and control (mitigation)

Take care to clarify which specific research and development risks are handled and how they are dealt with, including any fallback positions for key risks. Describe the specific risks associated with the implementation and how they are managed.

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| **WP 2** | Title |
| **Work package leader** | X (enterprise or research group) |
| **Starting month** | XX/XX/XX | **Duration** | X months | **Total man-months** | X man-months |

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| **Enterprise (abbreviation)** | **X man-months** | **Research group (abbreviation)** | **X man-months** |
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| **Subcontractor** | X (name) |
| **Subcontractor** | X (name) |

Objectives and criteria

Briefly describe the objectives of this work package and, if applicable, indicate which milestone or decision (go/no go) is attached to this work package.

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Tasks: description of methods, techniques, etc.

Clarify the working method or approach that is followed. Provide a description of the activities, methods and techniques.

Also explain briefly how the task will be executed and to which extent existing methods/tools/techniques/software will be used and whether new ones need to be developed.

The description of the work package must indicate clearly how the manpower was estimated (e.g. planned number of iterations, etc.).

**Task 2.1 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

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**Task 2.2 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 2.3 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 2.4 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

Expected results and deliverables/milestones

Indicate what concrete results are to be expected and in what way the results obtained will be documented for future use and review. Give possible milestones in this work package

D 2.1 or M 2.1(Month x):

D 2.2 (Month x):

D 2.3 (Month x):

D 2.4 (Month x):

D 2.5 (Month x):

D 2.6 (Month x):

Risks and control (mitigation)

Take care to clarify which specific research and development risks are handled and how they are dealt with, including any fallback positions for key risks. Describe the specific risks associated with the implementation and how they are managed.

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| **WP 3** | Title |
| **Work package leader** | X (enterprise or research group) |
| **Starting month** | XX/XX/XX | **Duration** | X months | **Total man-months** | X man-months |

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| **Enterprise (abbreviation)** | **X man-months** | **Research group (abbreviation)** | **X man-months** |
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| **Subcontractor** | X (name) |
| **Subcontractor** | X (name) |

Objectives and criteria

Briefly describe the objectives of this work package and, if applicable, indicate which milestone or decision (go/no go) is attached to this work package.

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Tasks: description of methods, techniques, etc.

Clarify the working method or approach that is followed. Provide a description of the activities, methods and techniques.

Also explain briefly how the task will be executed and to which extent existing methods/tools/techniques/software will be used and whether new ones need to be developed.

The description of the work package must indicate clearly how the manpower was estimated (e.g. planned number of iterations, etc.).

**Task 3.1 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 3.2 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 3.3 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 3.4 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

Expected results and deliverables/milestones

Indicate what concrete results are to be expected and in what way the results obtained will be documented for future use and review. Give possible milestones in this work package

D 3.1 or M 3.1(Month x):

D 3.2 (Month x):

D 3.3 (Month x):

D 3.4 (Month x):

D 3.5 (Month x):

D 3.6 (Month x):

Risks and control (mitigation)

Take care to clarify which specific research and development risks are handled and how they are dealt with, including any fallback positions for key risks. Describe the specific risks associated with the implementation and how they are managed.

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| **WP 4** | Title |
| **Work package leader** | X (enterprise or research group) |
| **Starting month** | XX/XX/XX | **Duration** | X months | **Total man-months** | X man-months |

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| **Enterprise (abbreviation)** | **X man-months** | **Research group (abbreviation)** | **X man-months** |
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| **Subcontractor** | X (name) |
| **Subcontractor** | X (name) |

Objectives and criteria

Briefly describe the objectives of this work package and, if applicable, indicate which milestone or decision (go/no go) is attached to this work package.

X

Tasks: description of methods, techniques, etc.

Clarify the working method or approach that is followed. Provide a description of the activities, methods and techniques.

Also explain briefly how the task will be executed and to which extent existing methods/tools/techniques/software will be used and whether new ones need to be developed.

The description of the work package must indicate clearly how the manpower was estimated (e.g. planned number of iterations, etc.).

**Task 4.1 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

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**Task 4.2 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 4.3 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 4.4 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

Expected results and deliverables/milestones

Indicate what concrete results are to be expected and in what way the results obtained will be documented for future use and review. Give possible milestones in this work package

D 4.1 or M 4.1(Month x):

D 4.2 (Month x):

D 4.3 (Month x):

D 4.4 (Month x):

D 4.5 (Month x):

D 4.6 (Month x):

Risks and control (mitigation)

Take care to clarify which specific research and development risks are handled and how they are dealt with, including any fallback positions for key risks. Describe the specific risks associated with the implementation and how they are managed.

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| **WP 5** | Title |
| **Work package leader** | X (enterprise or research group) |
| **Starting month** | XX/XX/XX | **Duration** | X months | **Total man-months** | X man-months |

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| **Subcontractor** | X (name) |
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Objectives and criteria

Briefly describe the objectives of this work package and, if applicable, indicate which milestone or decision (go/no go) is attached to this work package.

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Tasks: description of methods, techniques, etc.

Clarify the working method or approach that is followed. Provide a description of the activities, methods and techniques.

Also explain briefly how the task will be executed and to which extent existing methods/tools/techniques/software will be used and whether new ones need to be developed.

The description of the work package must indicate clearly how the manpower was estimated (e.g. planned number of iterations, etc.).

**Task 5.1 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

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**Task 5.2 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 5.3 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 5.4 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

Expected results and deliverables/milestones

Indicate what concrete results are to be expected and in what way the results obtained will be documented for future use and review. Give possible milestones in this work package

D 5.1 or M 5.1(Month x):

D 5.2 (Month x):

D 5.3 (Month x):

D 5.4 (Month x):

D 5.5 (Month x):

D 5.6 (Month x):

Risks and control (mitigation)

Take care to clarify which specific research and development risks are handled and how they are dealt with, including any fallback positions for key risks. Describe the specific risks associated with the implementation and how they are managed.

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| **WP 6** | Title |
| **Work package leader** | X (enterprise or research group) |
| **Starting month** | XX/XX/XX | **Duration** | X months | **Total man-months** | X man-months |

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| **Enterprise (abbreviation)** | **X man-months** | **Research group (abbreviation)** | **X man-months** |
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| **Subcontractor** | X (name) |
| **Subcontractor** | X (name) |

Objectives and criteria

Briefly describe the objectives of this work package and, if applicable, indicate which milestone or decision (go/no go) is attached to this work package.

X

Tasks: description of methods, techniques, etc.

Clarify the working method or approach that is followed. Provide a description of the activities, methods and techniques.

Also explain briefly how the task will be executed and to which extent existing methods/tools/techniques/software will be used and whether new ones need to be developed.

The description of the work package must indicate clearly how the manpower was estimated (e.g. planned number of iterations, etc.).

**Task 6.1 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

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**Task 6.2 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 6.3 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 6.4 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

Expected results and deliverables/milestones

Indicate what concrete results are to be expected and in what way the results obtained will be documented for future use and review. Give possible milestones in this work package

D 6.1 or M 6.1(Month x):

D 6.2 (Month x):

D 6.3 (Month x):

D 6.4 (Month x):

D 6.5 (Month x):

D 6.6 (Month x):

Risks and control (mitigation)

Take care to clarify which specific research and development risks are handled and how they are dealt with, including any fallback positions for key risks. Describe the specific risks associated with the implementation and how they are managed.

X

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| **WP 7** | Title |
| **Work package leader** | X (enterprise or research group) |
| **Starting month** | XX/XX/XX | **Duration** | X months | **Total man-months** | X man-months |

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| **Enterprise (abbreviation)** | **X man-months** | **Research group (abbreviation)** | **X man-months** |
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| **Subcontractor** | X (name) |
| **Subcontractor** | X (name) |

Objectives and criteria

Briefly describe the objectives of this work package and, if applicable, indicate which milestone or decision (go/no go) is attached to this work package.

X

Tasks: description of methods, techniques, etc.

Clarify the working method or approach that is followed. Provide a description of the activities, methods and techniques.

Also explain briefly how the task will be executed and to which extent existing methods/tools/techniques/software will be used and whether new ones need to be developed.

The description of the work package must indicate clearly how the manpower was estimated (e.g. planned number of iterations, etc.).

**Task 7.1 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 7.2 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 7.3 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 7.4 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

Expected results and deliverables/milestones

Indicate what concrete results are to be expected and in what way the results obtained will be documented for future use and review. Give possible milestones in this work package

D 7.1 or M 7.1(Month x):

D 7.2 (Month x):

D 7.3 (Month x):

D 7.4 (Month x):

D 7.5 (Month x):

D 7.6 (Month x):

Risks and control (mitigation)

Take care to clarify which specific research and development risks are handled and how they are dealt with, including any fallback positions for key risks. Describe the specific risks associated with the implementation and how they are managed.

X

|  |  |
| --- | --- |
| **WP 8** | Title |
| **Work package leader** | X (enterprise or research group) |
| **Starting month** | XX/XX/XX | **Duration** | X months | **Total man-months** | X man-months |

|  |  |  |  |
| --- | --- | --- | --- |
| **Enterprise (abbreviation)** | **X man-months** | **Research group (abbreviation)** | **X man-months** |
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| **Subcontractor** | X (name) |
| **Subcontractor** | X (name) |

Objectives and criteria

Briefly describe the objectives of this work package and, if applicable, indicate which milestone or decision (go/no go) is attached to this work package.

X

Tasks: description of methods, techniques, etc.

Clarify the working method or approach that is followed. Provide a description of the activities, methods and techniques.

Also explain briefly how the task will be executed and to which extent existing methods/tools/techniques/software will be used and whether new ones need to be developed.

The description of the work package must indicate clearly how the manpower was estimated (e.g. planned number of iterations, etc.).

**Task 8.1 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 8.2 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 8.3 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

**Task 8.4 (Title) (Total number of MM)**

Specify for each partner involved in the task what kind of role they play in that specific task (delivering the outcome, contributor, sparring partner…)

X

Expected results and deliverables/milestones

Indicate what concrete results are to be expected and in what way the results obtained will be documented for future use and review. Give possible milestones in this work package

D 8.1 or M 8.1(Month x):

D 8.2 (Month x):

D 8.3 (Month x):

D 8.4 (Month x):

D 8.5 (Month x):

D 8.6 (Month x):

Risks and control (mitigation)

Take care to clarify which specific research and development risks are handled and how they are dealt with, including any fallback positions for key risks. Describe the specific risks associated with the implementation and how they are managed.

X

### Overview of the expected deliverables/milestones and results for the whole project

List, in chronological order, all deliverables and milestones.

|  |  |  |
| --- | --- | --- |
| **Deliverable/milestone** | **Date (due month)** | **Description** |
| D 1.1 |  |  |
| D 1.2 |  |  |
| D 1.3 |  |  |
| M 1.1 |  |  |
| D 1.4 |  |  |
| D 2.1 |  |  |
| D 2.2 |  |  |
| M 2.1 |  |  |
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### Gantt Chart

Show the course of the project by using a Gantt chart.

### Overview MM per partner and per WP

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **Total MM** | <Partner name> | <Partner name> | <Partner name> | <Partner name> | <Partner name> | <Partner name> | RG name | RG name | RG name |
| WP0 | Project management | **xMM** | xMM | … |  |  |  |  |  |  |  |
| WP1 | … |  |  |  |  |  |  |  |  |  |  |
| WP 2 |  |  |  |  |  |  |  |  |  |  |  |
| WP 3 |  |  |  |  |  |  |  |  |  |  |  |
| … |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| **Total MM** |  |  |  |  |  |  |  |  |  |  |  |

## Expertise of the consortium

The information provided herein should allow us to assess whether the resources required and organisations are available in order to carry out the project activities in a proper manner.

Indicate which expertise and resources (personnel, infrastructure, access to know-how/IPR...) are needed for a proper project implementation.

Indicate which partner will contribute which complementary portion of the required know-how, expertise and resources. Contractors, who provide a major contribution, should also be mentioned here. Set out the expected synergy(ies) between the different partners (and subcontractors) and justify the partner choices that have been made.

Also mention the contribution of user groups (if present in the project).

If, at the time of drafting this proposal, you still have some gaps in terms of know-how, expertise or resources, please indicate how you plan to fill these in an appropriate and timely manner.

Explain how the co-ordination and follow-up of the project will be organized and how the collaboration between the different partners/subcontractors will be structured.

X

# Collective valorization by consortium

This section focuses on collective valorisation, i.e. multiple project partners working together to realise further valorisation.

Tick the box that applies:

[ ] OPTION 1: Collective valorisation for all partners

* In case collective valorization is foreseen, please provide in this section a high-level overview on how the different partners interact for valorization and what has been agreed between the different partners. If it helps explaining, it’s always possible to add a visual of these interactions.
* Presuming that the project goals will be met, describe (at high level) how the consortium partners will convert the results of the project into products, services, processes,…
* The detailed view on how each partner is impacted (including numbers) will have to be described in the individual sections B and C.

X

[ ] OPTION 2: Partially collective valorisation

* In case partial collective valorization is foreseen, please provide in this section a high-level overview on how the different partners interact for valorization and what has been agreed between the different partners..
* Presuming that the project goals will be met, describe (at high level) how the consortium partners will convert the results of the project into products, services, processes,…
* The detailed view on how each partner is impacted (including numbers) will have to be described in the individual sections B and C.

X

[ ] OPTION 3: No collective valorisation

* If all valorisation is done by the partners independently, there is no need to collect/summarize the different valorisation descriptions in this section, they are already described in the individual sections B and C.
* However, it is important to give a brief high-level overview of how the innovation goals and research results relate to the individual valorisation of the individual partners. Please describe.

X