



Guidelines for Applicants

BEL-COO programme

V1 : 2021

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1 // Background and Introduction

The purpose of this document is to provide interested parties with information about participation in the BEL-COO funding programme for projects. It is targeted at interregional technological research and/or development projects between enterprises whatever their size.

The main objective of the BEL-COO programme is to strengthen the competitive capacity of enterprises by:

- increasing collaboration between companies from different regions,
- increasing the cooperative and competitive capability of companies to work in interregional R&D networks,
- helping them to develop new products, processes or technical services that exceed the existing state of the art and have good market opportunities by lowering the economic risks.

BEL-COO is an initiative of the following funding agencies:

- Wallonia (SPW recherche),
- Flanders (Agentschap Innoveren en Ondernemen),
- Brussels (Innoviris).

Participants from the participating regions can be funded according to the rules of the respective regional funding programme(s).

2 // Basic requirements

BEL-COO is a programme which encourages Belgian companies to collaborate with companies from other Belgian regions in order to develop a joint project. Since the funding will be granted at regional level (each funding agency will fund the partners from its own region), next to an umbrella application form describing the joint project, individual application forms will have to be introduced by each partner to explain the added value of the project for each partner.

In addition to the basic BEL-COO requirements (see 2.1.), regional rules apply at individual level. Please check the rules relevant for your project (see 2.2.) and get in contact with your regional agency.

2.1. Requirements for projects

To be selected as BEL-COO projects, projects must be innovative and must aim at developing new or significantly improved products, processes or technical services that in their parameters exceed the existing state of the art. Projects must have significant technical risks. The outcome of the project must be concrete and demonstrate real market potential (for research projects, this can be on the longer term).

General conditions for projects are:

- at least 2 companies from 2 different regions,
- participation of research and technology organisations (RTOs) is possible but not mandatory; they can participate as subcontractors or research partners of the participating companies, but not as contractors. This implies that they will be funded according to the same subsidy percentage as the corresponding company (for which they act as subcontractor or research partner). The nonsubsidized part of the costs of the RTO should be paid by the corresponding company.
- balanced participation of the partners within the project; no partner can have a budget > 70% of the total project budget,
- clear participation of all participating companies in the economic results of the project (no subcontractor role),
- every participant has a defined role in the project (subproject) that contains research and/or development tasks with significant technical risks and is necessary for the project success,
- companies from other countries which do not take part in this programme or partners from the participating regions that cannot be funded in the respective regional programs may be part of the project consortium if their contribution is essential to reach the project goals. However, funding will not be available for them.

- the companies are not in difficulty according to EU-regulation.

Regional rules will prevail, see regional funding schemes for details.

2.2. Regional rules

Wallonia:

- Funding of the Walloon partners cannot exceed 500.000 euro / project
- For each Walloon company, at least 40% of the budget is destined for its own services
- The project falls under the competences of Wallonia
- The research and/or development has not been subject to public funding
- The regional funding rules are applicable (grants or loans) in respect of the decree

Flanders:

- Flanders participates in the BEL-COO initiative with two programmes: development projects and research projects.
- All regional modalities, including subsidy percentages, can be consulted on the following web pages:
 - [development projects](#)
 - [research projects](#)
- Total requested subsidy for the Flemish part per project proposal:
 - development projects: between 25k euro and 3M euro
 - research projects: between 100k euro and 3M euro

Brussels-Capital Region:

- Develop all or some of its activities within the territory of the Brussels-Capital Region
- Show that the project is likely to have a favourable impact on the economy, employment, environment and/or sustainable development of the Brussels-Capital Region (demonstrate the valorisation and exploitation potential in Brussels)
- Show one's ability to finance one's share in the project
- All regional modalities, including subsidy percentages (between 25% and 80%), can be consulted on the webpage of our Industrial R&D programme (<http://innoviris.brussels/rd-projects>)

2.3. Project Duration

The duration of projects must be between 12 and 36 months.

3 // Time Schedule BEL-COO programme

Projects can be submitted continuously and will be evaluated on a continuous basis. The agencies strive for a maximum evaluation period of 4 months.

4 // Application Procedure

4.1. Project Proposal

As mentioned above, BEL-COO projects are joint projects performed by consortia of companies from different Belgian regions. The project proposal must be submitted to each regional funding agency that will be involved in the funding (e.g; SPW Recherche and Innoviris when both Walloon and Brussels companies are involved in the project).

The following documents should be submitted to the regional funding agencies:

- the umbrella (interregional) BEL-COO application form,
- the regional application form (for the participating companies from that particular region) according to the guidelines from the regional funding agency,
- the draft consortium agreement (see 4.3.1).

An overview of the funding schemes, contact details of funding agencies and submission procedures are available on:

- Wallonia: [BEL-COO SPW](#)
- Flanders: [BEL-COO VLAIO](#)
- Brussels: [BEL-COO INNOVIRIS](#)

The umbrella BEL-COO application form is available on the website of the three participating funding agencies.

4.2. Evaluation

A proposal will be evaluated by the respective funding agencies involved following the respective regional evaluation criteria and the joint criteria indicated in the section 2.1 “Requirements of the project”. A project will be funded when all involved funding agencies achieve a positive evaluation result.

4.3 Agreements and Contracts

4.3.1 Consortium Agreement

A Consortium Agreement between all the project partners is mandatory (only a draft at the submission stage; signature not yet required). It will regulate, inter alia, the following:

- Identity of the partners,
- IPR ownership, IPR use and exploitation of the results, subcontracting to third parties,
- Contributions of each partner to the project,
- Confidentiality,
- Publications,
- Duty for every partner to participate in a final report on the overall project, which will be signed by all partners in the consortium.

The Consortium Agreement should be signed after the funding decision has been communicated. Signature of the Consortium Agreement is a prerequisite for funding.

4.3.2 Funding Procedure and Agreement

The procedure and the modalities related to funding will be determined following the respective regional agencies rules. For more details, we strongly advise you to contact your regional agency or to consult the regional website.

5 // Project Reporting and Monitoring

Projects will be monitored according to the rules of the respective region. Hence, technical as well as financial reporting according to regional rules will be required.

6 // Contact with regional Funding Agencies

For additional information and support, it is strongly recommended to contact the respective regional agencies. Please refer to the list of contacts on the websites of the regional funding agencies:

- Wallonia: Pierre Demoitie | 081 33 45 40 | pierre.demoitie@spw.wallonie.be
- Flanders: Patricia Menten | 02 432 43 29 | patricia.menten@vlaio.be
- Brussels: Stijn Maas | 02 600 50 67 | smaas@innoviris.be

7 // Definitions

Consortium Agreement	A contract between all project partners regulating the terms of their cooperation, including the handling of IPR and the dissemination plan
Funding agencies	Agencies which manage the relevant funding program(s) in the respective region
Funding agreement	Agreement between the funding agency and the funded project partner(s) in the respective region
IPR	Intellectual property rights
Project partners	All the participants/partners involved in a project consortium
RTO	Research and Technology Organisation. An organisation which conducts research or development as a main activity, e.g. university, higher education institute, research institute, technology centre, etc.
SME	See the definition of the European Commission dated January 1, 2005: https://ec.europa.eu/growth/smes/sme-definition_en
Transregional project	A project that includes partners from at least two regions