

Application

Innovation mandate

Phase 1&2

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# Application

When completing the application, please follow the instructions below:

* The application may be completed either in Dutch or in English. However, if English is used, the title of the project and the innovation goal must be translated into Dutch as well. The defense of the application takes place in the language in which the application is written.
* This application form contains the basic information required for easy completion. Additional information can be found in the guidance documents on the website (<https://www.vlaio.be/nl/subsidies-financiering/innovatiemandaten>).
* The information provided in the application has to be sufficiently clear to allow the advisor and external experts to assess the project.
* In the course of the application processing no bilateral meeting with Flanders Innovation and Entrepreneurship( Agentschap Innoveren en Ondernemen) is foreseen. The application will be assessed as it was initially submitted to the Agency.

This template will help you complete your application which contains all the information required. You are kindly requested to use nothing but this template for your application and pay the necessary attention to the guidelines included.

Attention: this template is only applicable for the application of a project in cooperation with an existing company that starts with Phase 1. In case of an application of a project that starts immediately with phase 2, or in case of an application of a spin-off mandate, you have to use the other templates.

# Proposal for the post-doctoratal research

## Lead up to the project (3 pages)

Describe concretely what led to the project (problem, opportunity, … ) and the way it originated. Describe the main scientific results which form the basis of this project. Describe the challenges, referring to the international state-of-the-art (incl. reference to international literature). In case of citations of patents, please indicate the relevant IPC-classes (International Patent Classification).

Specify the questions and difficulties that need to be solved in this project. Describe clearly why the first phase is necessary before a transfer of results can be possible.

Indicate any overlap with other projects funded by the Agency or projects supported by other organizations.

## Innovation goal (1 page)

The innovation goal must provide a **concise description of the project** with the **emphasis** placed on the **objective(s)**. The innovation goal will be integrally included in the agreement and will be used at the end of the project to determine to what extent the established objectives were achieved. This is one of the reasons why it is necessary to delineate the objectives as clearly as possible, to ensure that they are concrete and verifiable and to include as many quantitative benchmarks as possible, if appropriate.

The scientific objectives must be described explicitly for each phase. It is important to define the milestones to be reached in phase 1 (go/no go decision criteria) as clearly as possible in order to make a transfer of results possible to one or more companies. Besides, also the objectives in a possible follow-up project (phase 2) have to be defined as specific as possible.

If the application is written in English, please provide a Dutch version of this section as well.

Describe the innovation goal, using the following structure:

**General purpose**

Describe in 1 or 2 sentences what the company wants to achieve with the proposed project. The general purpose is in essence the innovation to be achieved in terms of a product, process and/or service. The general goal should be the foundation for understanding the various concrete objectives, criteria, activities and desired results.

**Concrete objectives and criteria**

*Indicate explicitly the (interim) results to be achieved, such as specific knowledge, solutions to specific* problems,... Indicate per interim result the main quantitative (preferred option) and qualitative benchmarks, criteria, requirements and standards, in order to be able to determine at the end of the project to what extent the expected results have been obtained.

**Valorisation potential**

Based on the assumption that the envisioned project objectives will be achieved, describe briefly how the company will exploit the results. Keep the information brief but concise (Further details on the valorisation potential should be given further in this application).

## Project description (15 pages, incl. tables & figures, excl. references)

This part describes the way in which the project is approached and explains why this approach has been chosen and why certain strategic choices have been made. The approach should clarify how the innovation goal will be achieved, given the established (interim) objectives and criteria in phase 1 and in phase 2.

Based on the global approach, describe the structure and relationship between the work packages and milestones and how interim decision moments and general project risks have been accounted for.

Indicate in the work plan WHAT (division into work units), WHY, HOW (approach, method) the work will be done.

Provide a graphic representation of the different activities over the period of 2 (or 3) years (2 pages maximum). Indicate clearly the milestones of the project for phase 1 and for phase 2.

## Context (1 page)

Clarify the choice of the scientific and industrial partners and situate the submitted project proposal in the context of research activities of the scientific project partners (supervisor and co-mentor). Describe how the industrial mentor can support you in this preparation phase for the establishment of a spin-off company.

# Intended applications and valorization (5 pages)

## Possible applications and market potential of the innovation

Provide a description of possible economic applications, preferably in a qualitative as well as a quantitative way.

How big is the potential market/relevance of the intended applications? Describe the impact of possible applications (for companies) in Flanders.

Do not limit yourself to the company of the industrial mentor, but try to situate the possible applications in a broader context and make clear for which companies, divisions or sectors the results will be valuable, and why.

Give a list of companies which might be interested in the results after phase 1 and to whom results can be transferred. With which companies are there already contacts and negotiations ongoing? Don't provide merely a list of companies, but clarify why the project results are important for these companies.

Also elaborate on the potential risk factors (e.g., intellectual property rights (IPR), freedom to operate (FTO), legal regulations, availability of research data, or infrastructure, etc.) that might hamper the valorization opportunities in Flanders. If such risk factors exist, indicate how you will deal with them.

## Valorization approach of the project

Which activities will be undertaken to bring the project results into practice and to transfer the scientific results to the companies?

This is not just a list of activities, but also the reasoning why these activities will be undertaken to enhance the chance of transfer of the scientific results. The demonstration of meaningful interactions with the target groups and an active commitment towards the valorization of the results is important in the assessment.

## Contribution/added value of the project

Describe how the project will contribute to the achievement of the applications. Indicate how the project results can be translated into an application for the market, in the form of products, services, processes, assuming that the project objectives are achieved.

## Publications and patents

Describe the strategy that will be taken to publish the results of this project and/or to protect intellectual property rights.

## Spillovers for society (particularly sustainable technological development)

If relevant: Give an analysis and an estimation of the possible contribution to environmental improvement. It is important to make a balance of the positive and the negative environmental effects. Try to give quantitative data as much as possible to prove the environmental benefits compared to a reference situation.

If relevant, describe the link with the big societal and economical challenges (ageing, mobility, healthcare innovation ….).

## Possible continuation of the project in phase 2

*Describe a possible valorization within the company that acts as industrial mentor, under the assumption that* a transfer of scientific results is realized and phase 2 will be executed. The following questions should be answered:

* Indicate how the project results can be translated into an application within the firm, in the form of products, services, processes, etc. and link this to the company’s business activities resulting from this project, assuming that the project objectives are achieved.
* Which activities are still needed within the company (companies) to come to a real economic valorization?
* Is the company already active in the target market and what is its starting position (market share, …)? Are certain strategic alliances already in place (suppliers, production, marketing, …)? If a required competency is lacking, indicate what procedures will be followed to compensate for this.
* Estimate what parts of the value chain will be executed in Flanders, and what parts outside Flanders. Try to give a realistic estimate of the wealth creation using the project results, in euros (calculated as the sum of the labour costs and investments in equipment) in the Flemish firm?

# Additionality (for phase 2).

This information has to be filled in by the company that is involved as the industrial mentor.

Indicate **for every company involved** which of the following benefits the support will provide to the firm and the project compared to the situation without support (there are several options):

* **Without funding, the project will be cancelled**
* **The R&D funding will enlarge the scope of the project (expressed in person months or expenditures).**
* **With funding, the project will be more ambitious/in depth.**
* **With funding, the project will be completed more quickly.**
* **Funding will allow the firm to acquire more knowledge (thanks to broader collaboration, for example) than it would without it.**
* **The total amount spent by the firm on research, development and innovation will increase.**
* **Other**

Describe any other impacts of the funding on the project or company.

If possible, give a brief (quantitative) reason for the answers.

# Experts to be excluded

To reduce any possible conflict of interest because of industrial competition, applicants may submit **a short list of a maximum of 5 experts to be avoided**. This holds especially for industrial experts or possibly also experts from universities and research organizations insofar they have a significant affiliation with a competitive company or spin-off development. This must be done at the moment of the initial project application. The short list must be specific i.e. based on the name of the expert or at least of his or her specific research group or department. It is not possible to exclude experts at the higher level of the research organization or university, or to object to experts which are active in a particular domain:

