PROJECT ACRONYM

**PRE-APPLICATION** **cSBO PROJECT**

(version of October 2024)

# Guidelines

The context, characteristics and modalities of a MateriNex cSBO project are explained in the [‘information sheet cSBO MateriNex’](https://materinex.be/en/media/76), which provides additional information on the context of a MateriNex cSBO project.

MateriNex imposes a mandatory pre-application, which will be evaluated by international experts for scientific and technical value and by local experts for its valorisation potential.

The demand-drivenness of the project proposal and its valorisation potential in Flanders should be clearly evident from the Letters of Intent (LoIs) of the companies in the Industrial Advisory Board. MateriNex is already requesting at least 5 LoIs at the pre-application stage.

The advice of the experts can impose conditions, which will be binding. **Only project proposals which get a GO from MateriNex can write the full proposal and submit it in the VLAIO-portal**.

Before submitting your pre-application, make sure you are familiar with the [VLAIO manual for cSBOs](https://www.vlaio.be/nl/media/2218) (which is only available in Dutch) and with the aforementioned information sheet (available both in Dutch and English).

When completing this document, please use English, preserve the structure and the layout of the document, and respect the page limits. All information requested in this pre-proposal is directly relevant for the elaboration of the full project proposal.

In the template, text in italics is used for explanation purposes and to indicate what should be filled in. This italicized text may be deleted in the final document.

If you have any questions, please contact MateriNex ([projects@materinex.be](mailto:projects@materinex.be)) or VLAIO.

# Project information

## General information

**Project acronym, title and one-sentence summary**

|  |  |
| --- | --- |
| Acronym | *TODO* |
| Title | *TODO* |
| One-sentence summary | *TODO* |

**Related MateriNex roadmap**

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| --- |
|  |

**Project start date and duration**:

|  |  |
| --- | --- |
| Estimated start date | *TODO* |
| Duration (months) | *TODO* |

**Resubmission (if applicable)**

|  |  |
| --- | --- |
| Resubmission | *yes or no* |
| Project number | *HBC.20XX.XXXX* |

**Contact**

*Provide the primary contact for this project.*

*This contact will act as the contact for MateriNex and will coordinate the communication between MateriNex and the consortium.*

|  |  |
| --- | --- |
| First name | *TODO* |
| Name | *TODO* |
| Organisation | *TODO* |
| Job title | *TODO* |
| Phone | *TODO* |
| E-mail | *TODO* |

## Partners and budget

*List research partners in the budget table below.*

* *If different research groups from the same research organisation take on a distinct role in the project, treat each of these research groups as a separate research partner (even if they formally belong to the same research organisation).*
* *For research groups with multiple affiliations (e.g. research groups associated to both a university and a strategic research center) make sure the formal affiliation (e.g. university or strategic research center) is clear. For research groups acting in the capacity of a strategic research center, name the research group according to the conventions of the strategic research center.*

*Provide* ***an estimate of the project budget****.. .*

|  |  |  |
| --- | --- | --- |
| **Name** | **Effort (PM)** | **Budget (k€)** |
| Research Partners |  |  |
| TODO | TODO | TODO |
| TODO | TODO | TODO |
|  |  |  |
| total | **TODO** | **TODO** |

## Summary of the scientific objectives (max 1 page)

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| --- |
| **General objective**  *Describe in a few sentences what the consortium is aiming for with the present project. Thus, the overall goal includes the essence of the intended product, process or service innovation.*  **Concrete objectives and criteria:**  *Explicitly state the partial results to be achieved at the end of the project. This can include new knowledge/insights to be acquired as well as the solution of certain problems or concrete equipment, test setups, models, ... that must be realized.*  *Indicate for each partial result the most important quantitative and qualitative targets, criteria, requirements and standards, on the basis of which can be determined to what extent the expected results were achieved at the end of the project.* |

## Summary of the potential impact (valorisation) (max 4 pages)

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| *What existing problems or challenges, faced by different companies, do you want to address in this project? What economic opportunities might arise from a proposed scientific breakthrough? What applications/sectors are targeted?*  *Then indicate how the intended scientific results of the cSBO project will contribute to solving a problem or/and exploiting economic opportunities. Formulate valorisation objectives as concrete as possible in line with the intended project results and the interaction dynamics with users. In doing so, cover the economic value chain and scenarios for the further course of the valorisation path.*   * *How big is the market/relevance of the applications? It is important to make clear here which companies or business segments constitute the target group of the valorisation, and why. Do not just list companies but also clarify why the project results are of interest to companies.* * *To what extent will (current or future) companies in Flanders be able to actually use the result of the project?* * *What (R&D) follow-up process is needed in these companies and in the sector to achieve effective economic valorisation? All descriptions should be quantified as much as possible?*   *In this part 1.4, distinguish between those companies that substantiate the valorisation potential with an LoI (refer to the LoI for the details) and other companies or sectors that could use the results but did not provide an LoI.*  *Finally, also give an overview of the environmental factors (e.g. regulations, policy measures,...) that can strengthen the economic valorisation potential.* |

## Valorisation strategy and approach of the project.(max 3 pages)

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| *Summarize the strategy and approach you will develop to achieve the aforementioned valorisation potential.*   * *What activities will the project partners undertake to help put the project results into practice and/or introduce them to the targeted companies/sectors? This is not just a list of activities, but rather an argumentation of why precisely these activities will bring about valorisation. The demonstration of meaningful interactions with the target groups and of an active commitment of the project implementers towards valorisation is of great importance in the assessment.* * *What valorisation agreements were made between the consortium partners to optimally facilitate the efficient course of the further research collaboration and during the further valorisation trajectory?* * *Also address the potential risk factors (e.g. IPR, freedom to operate (FTO), legislation, availability of research data, or infrastructure etc...) that may hinder the valorisation opportunities in Flanders. If solid risk factors are present, indicate how you will deal with them.* |

## Industrial advisory board (IAB) (“Begeleidingscommissie”)

Summary of the Letters of Intent submitted with the pre-application.

*Minimum 5 companies and max 1/2 page per company.*

|  |
| --- |
| ***Company Name and number:*** |
| **Contact person (name, job title and e-mail address):** |
| **Brief description of activities:** |
| **Motivation for joining the IAB.** |
| **Next steps if this SBO project is successful** |

|  |
| --- |
| ***Company Name and number:*** |
| **Contact person (name, job title and e-mail address):** |
| **Brief description of activities:** |
| **Motivation for joining the IAB.** |
| **Next steps if this SBO project is successful** |

|  |
| --- |
| ***Company Name and number:*** |
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| **Motivation for joining the IAB.** |
| **Next steps if this SBO project is successful** |

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| ***Company Name and number:*** |
| **Contact person (name, job title and e-mail address):** |
| **Brief description of activities:** |
| **Motivation for joining the IAB.** |
| **Next steps if this SBO project is successful** |

# Scientific project description

## Rationale (max ½ page)

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| *What are the scientific knowledge deficits, questions and difficulties that you intend to address in this project to achieve the intended valorisation objectives.* |

## Position relative to the scientific state-of-the-art (max 1.5 pages)

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| --- |
| *Briefly describe the state of the scientific and patent literature in the domain of the project, indicating the most important sources. What background knowledge is available at the start of the project? Position your project in relation to the scientific state of knowledge and ongoing (inter)national research. Clarify the interfaces and complementarity of your project with these.* |

# Project partners

*Max 1 page per research group*

|  |
| --- |
| ***Name of the organisation and research group: …. ….*** |
| **Contact person** *(name and e-mail address)****:*** |
| **Past and current activities in this research field and market*:***  *-*  *-*  ***Give 5 representative publications of your group***  ***-***  ***-***  ***-***  ***-***  ***-*** |
| **Innovations targeted by your organisation/group in this project and indicate how these go beyond the international scientific state-of-the-art**  *-*  *-*  *-*  *-*  -  - |

|  |
| --- |
| ***Name of the organisation and research group):…. ….*** |
| **Contact person** *(name and e-mail address)****:*** |
| **Past and current activities in this research field and market*:***  *-*  *-*  ***Give 5 representative publications of your group***  ***-***  ***-***  ***-***  ***-***  ***-*** |
| **Innovations targeted by your organisation/group in this project and indicate how these go beyond the international scientific state-of-the-art**  *-*  *-*  *-*  *-*  - |