

GENERAL PROCEDURE FOR SUBMITTING PROJECTS TO MATERINEX

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MateriNex organises one or more project calls each year

MateriNex generally operates through annual calls, although submissions can also be made on an ongoing basis. However, the terms and conditions may vary slightly from one budget year to the next. Each submission must therefore comply with the rules applicable to the relevant budget year and the corresponding call.

Calls may also take the form of a “project accelerator”. These are funnel-based processes that lead to the submission of a project proposal. Different conditions generally apply to these processes.

Projects must always address the needs of Flemish companies and align with one of the following roadmaps:

- [Materials for battery technology](#) (mobility and storage)
- [Materials for building and construction](#) (low-carbon construction and resource efficiency)
- [Strategic and critical raw materials](#) (securing supply and sustainable circular value chains)

Three main project types can be submitted through MateriNex.

Through annual calls:

- [cSBO](#) (Strategic Basic Research)
- [ICON](#) (Interdisciplinary Cooperative Research)
- [cO&O](#) (Cooperative Research) — research component only!

Ongoing submissions (outside a call):

- [Feasibility studies](#), undertaken by a consortium of at least three unaffiliated companies and intended to prepare an ICON project or another follow-on project.

How does project submission under a MateriNex call work?

The call, guidance and support

The MateriNex team can provide further information about the project call and the different project types and, where necessary, help identify additional research or industrial partners. In all cases, involving a MateriNex innovation manager at an early stage is advisable.

Participation in the Common Interest Group for the relevant roadmap is strongly recommended.

Mandatory pre-registration

Once the project idea is sufficiently developed and the consortium has been formed, pre-registration is mandatory for all project types.

ICON projects must be pre-registered with both VLAIO and MateriNex. The submission to MateriNex consists of a copy of the pre-registration submitted to VLAIO and a short supplementary MateriNex document.

For cSBO projects and feasibility studies, mandatory pre-registration is required only with MateriNex:

- For a cSBO project, a dedicated MateriNex document must be completed.
- For a feasibility study, given its limited scope, the full proposal must be submitted to MateriNex for pre-registration before being submitted to VLAIO.
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MateriNex will assess pre-registrations for cSBO, ICON and cO&O projects in consultation with VLAIO, considering:

- Alignment with the roadmap(s)
- Compliance with the terms and conditions of the call
- Complementarity with the programmes of the spearhead clusters

For an ICON project, VLAIO will assess the financial health of the participating companies. An undertaking in difficulty (OIM) is not eligible for financial support from FIO. Advice will also be provided on bringing the proposal into line with the rules for the relevant project type.

Where the subject matter of an ICON or cO&O project proposal overlaps with the roadmap of one or more spearhead clusters (SPCs), a decision may be taken, in consultation with the SPCs, to submit the proposal as a joint SPC–MateriNex project. In this case, the lead SPC takes over and the SPC procedures apply.

For such joint projects, both the companies on the industrial advisory board and the companies in the consortium will be asked to meet the conditions imposed by the lead cluster. MateriNex will not charge any additional fees to project partners or industrial advisory board members for a joint project and will leave project monitoring to the clusters. MateriNex will, however, be a member of the advisory board and participate in dissemination activities. MateriNex must also be acknowledged in all communications and publications.

Full MateriNex project proposal

Only pre-registered project ideas that receive a GO from MateriNex—or, for ICON projects, from both MateriNex and VLAIO—may be developed into full project proposals and submitted through VLAIO's KRIS portal. There, they are assessed by VLAIO advisers with support from international experts.

From the pre-registration stage onwards, the submitting consortium receives guidance from a MateriNex innovation manager. Before submission, the project proposal is thoroughly reviewed and refined together with the consortium members and coordinator.

MateriNex projects approved by VLAIO

VLAIO sends the HBC decision letter to the project coordinator, who must provide MateriNex with a copy.

For ICON projects approved by VLAIO, MateriNex will provide support in drafting a collaboration agreement (SWOK), using a mandatory template.

MateriNex will help monitor project progress and support dissemination. For these services, MateriNex will charge each project partner in every approved ICON project a one-off success fee. This fee is €3,000 for a research institution or a large enterprise and €1,500 for an SME.

For approved SBO projects, project partners may use their own template for the collaboration agreement (SWOK). MateriNex will help monitor project progress and support dissemination.

MateriNex will request an annual financial contribution from the industrial advisory board members of approved ICON and cSBO projects, in accordance with FWO guidelines. This contribution currently amounts to €1,000 for a large company and €250 for an SME. MateriNex will draw up an Advisory Board Agreement (ABA) with the industrial advisory board members for this purpose.

ICON and cSBO consortia are asked to invite the MateriNex innovation manager to the kick-off meeting, significant project progress meetings and industrial advisory board meetings.

For cO&O projects, an industrial advisory board does not need to be established. MateriNex does not need to be involved in the collaboration agreement. No success fee is charged.