

# BEL-COO Proposal Application Form

Version 2021

## Transregional Innovation Project Proposals

### 1. General information

#### 1.1 Acronym

#### 1.2 Title (max. 160 characters)

#### 1.3. Project start date and duration

**Start date:**

**End date:**

**Project duration:**

#### 1.4. Consortium and estimated project budget

Participant (indicate between brackets: main or partner)	Organisation type	Region	Project costs in €
Company X (Main)	SME		
Company Y (Partner)	SME		
<b>Total</b>			

#### 1.5. Project innovation objectives (technological/scientific and economic) (max. 1 000 characters)

**1.6 Contribution of each partner to the project** (max. 5 000 characters)

## 2. Description of the project as a whole

### 2.1 State-of-the-art and relevance with respect to the state-of-the-art

Briefly describe the accessible state-of-the-art related to the research topic, indicating sources if available (publications, patents, freedom-to-operate, existing products or processes).

How does this project relate to competing, complementary and previous research and development projects (both own previous projects as well as other R&D activities), patents and standards?

In case of a research project: this must clearly demonstrate the step the project is aiming at with regard to the prior knowledge of the partners and the accessible state-of-the-art (as described above). Specifically mention the challenges and difficulties for which no solution is available at this moment.

### 2.2 Project implementation

#### 1. Approach

Describe and explain the approach of your research or development project. Indicate the general structure and describe the coherence between the work packages. Clarify how interim decision moments are taken into account. Add a Gantt chart to clarify the project planning.

#### 2. Work program

Divide the work program into work packages, giving the following information per work package:

Work package number:		Start month:		Duration: (months)		Total number of person months:	
Title:							
Partner:	A1	A2	...	O1		O2	

Person months:					
Subcontractor(s): Mention the main subcontractors. In case of a foreign company or research institution, also indicate the country.					

**Objective of the work package:** briefly describe the objective of this work package

**Tasks:**

- Split the work into tasks. Which possible solutions are you going to investigate and which actions are needed to do so? Indicate to what extent you are using existing methods / tools / techniques / software, ... and / or if new ones must be developed.
- Indicate how the manpower was estimated (e.g. number of planned iterations).
- Describe the division of tasks between the partners and with important subcontractors.

**Challenges and risks:**

- Substantiate the specific challenges of this work package.
- Describe the risks involved in the implementation and possible fallback positions.

**Expected results/deliverables and possible milestones**

- Sum up the expected results this work package should lead to, including possible milestones.

**3. Overview of staffing**

Give an overview of the person months to be spent per work package and per year.

WP	Partner	Start date + 12 months	Start date + 24 months	Start date + 36 months	TOTAL
1	Partner 1				
	Partner 2				
	...				
...	Partner 1				
	Partner 2				
	...				
<b>TOTAL</b>	<b>Partner 1</b>				
	<b>Partner 2</b>				
	...				

#### **4. Justification of the research typology**

Indicate which work packages (or, if relevant, project parts) are research and which work packages are development. Make a distinction between the participating companies if relevant.

You should demonstrate this based on the challenges and risks as indicated in the work packages; as well as the extent to which new knowledge, R&D activities, insights and skills are acquired. For development, the distinction between engineering activities, routine improvements and implementation must be clearly indicated.

#### **2.3 Expertise and resources**

Briefly describe the relevant expertise and resources of each partner (company, research institution and/or major subcontractor) who will perform the abovementioned tasks. If any gaps remain at this stage, indicate how you intend to cover them.

#### **2.4. Principles of mutual agreements between the project partners regarding the use of the results of the project (how will the results be shared, what are the agreements on the commercial perspectives) and regarding the property rights. (max. 5000 characters)**