**Project plan (inzetplan) ‘Circularity’**

*v2024.03.29*

**Application procedure**

Step 1: Fill in this form and the RVO budget sheet completely. Please ensure that the content of the project plan has been prepared in collaboration with both the public and private partner.

Step 2: Send the completed form and RVO budget sheet with subject “Aanvraag PPS-i-toeslag 2024 Circulariteit” to aanvragen@tkichemie.nl and silke.diedenhofen@chemistrynl.com (at latest **9 July 2024**). Please add the project agreement if that is already available.

 Note: Only applications for which the correct template has been used and which has been completed completely and correctly will be processed

Step 3: TKI Groene Chemie and Circulariteit will check whether the proposal meets the subsidy conditions and a committee of experts will evaluate the proposal to form an advice for the TKI Board of Directors.

Step 4: The TKI Board of Directors will decide on the definitive allocation of the PPP allowance in the proposal taking the advice of the committee into account.

Step 5: The applicants will be informed on the decision of the Board of Directors. TKI Groene Chemie and Circulariteit aims to finalize the full procedure before December 2024.

**Consortium**

The consortium that will develop and execute the research project is a public-private partnership with at least one Dutch knowledge organisation and one Dutch industrial organisation. The company is to contribute in kind and/or in cash.

|  |
| --- |
| **Project leader** *(from a knowledge organisation)* |
| Title, first and last name |  | M / F / X |
| Position |  |
| Knowledge institution |  | KvK number |  |
| Department |  |
| Address |  |
| Tel and email |  |

|  |
| --- |
| **Co-applicant** *(from a company or another organisation)*  |
| Title, first and last name |  | M / F / X |
| Position |  |
| Company/organisation |  | KvK number |  |
| Is the company an SME? | Yes/No |
| Department |  |
| Address |  |
| Tel and email |  |
| Type of organisation |  |

*Is case of more than one co-applicant please copy the ‘co-applicant’ table.*

**1 Project details**

1a Title project: … *(max 8 words)*

1b Project duration: …… months

1c Anticipated starting date: ….

1d Anticipated end date: …. *(<31 December 2029 for PPS-i-toeslag 2024)*

**2 Budget**

**Important:** Please fill in completely Table A and Table B in this document, and the RVO budget sheet in the separate Excel document.

**Table A: Overview of income (in €)**

*Please fill in completely.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | In cash | In kind | Total |
| PPS-i-toeslag **2024** |  |  |  |
| Other public contribution(s) including the knowledge institution |  |  |  |
| Private contribution(s)*If the consortium consists of more than one private partner, please specify the contribution of each partner* |  |  |  |
| **Total income** |  |  |  |

**Table B: Overview of expenses (in €)***(expenses should be in line with the subsidy conditions)*

*Please fill in completely.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | In cash | In kind | Total |
| Personnel\* |  |  |  |
| Consumables |  |  |  |
| Equipment |  |  |  |
| Other |  |  |  |
| **Total expenses** |  |  |  |

*\*Indicate: type of personnel, duration and FTE.*

**RVO budget sheet**

Please fill in the RVO budget sheet, which is a separate Excel document.

**3 Type of research**

**3a. What is the nature of the research?**

See definitions of fundamental research (FR), industrial research (IR), and experimental development (ED) in Appendix I or a full overview of conditions in this [link](https://www.rvo.nl/subsidies-financiering/pps-innovatie/definities). In of a combination of the three types of research, indicate which percentage of the project is FR, IR or ED. Please note that the minimum required private contribution depends on the type of research. These are 30%, 50% and 75% for FR, IR an ED, respectively.

[ ]  Fundamental Research (FR) ( …. % of the project)

[ ]  Industrial Research (IR) ( … % of the project)

[ ]  Experimental Development (ED) ( … % of the project)

**3b. Please describe whether or not economic activities will be performed in this project as this could have implications for the percentage of co-funding required due to state aid regulations.**

**3c. What is the TRL (technology readiness level) of your research topic at the start and at the end of the project?**

*We ask you explicitly to have this question answered by the private partner in your consortium.*

TRL at start: (1-9)

TRL aimed at end: (1-9)

**4 Summaries**

**4 Popular summary of the project** *(max. 100 words)*

*This summary will be published on the websites of RVO and ChemistryNL. Mention only general and non-confidential information that can also be understood by non-scientists.*

* *A popular/catchy title of the project*
* *Participating partner(s) (from academia and/or companies)*
* *A text summarizing the essence of the project in easily accessible language.*

**4b Scientific summary of the project (max. 200 words)**

*This summary will be read by the TKI, committee and the Board. You can use technical terms in your description but keep in mind that the readers may not be active in your specific scientific sub-discipline. Please include;*

* *The aims of the project.*
* *How the project relates to the theme.*
* *The societal challenge/missions it relates to and how your research adds to the solution.*
* *The innovation(s) that will be developed.*

**5 Project description and motivation**

**5a Description of the proposed project (max 1.000 words)**

*Please describe:*

* *Main goal(s)/result(s) of the project;*
* *The (technical) approach (work to be done, methods and techniques to be used, machines and equipment to be used);*
* *A global subdivision of the project in phases and work packages.*

**5b Motivate the fit to the theme circularity *(max. 400 words)***

*Please describe why and how the project fits to the theme circularity of consumer or consumption goods.*

**5c Explanation strength consortium (max. 250 words)**

*Please describe why this consortium is fit to work on this research project. Which crucial knowledge, skills and/or infrastructure do the individual partners have? Additionally, note that the TKI stimulates the main applicant being an early stage career researcher and the involvement of SME.*

**6 Fit to knowledge agenda’s and mission from KIC 2024-2027**

**6a Please select at max two of the following:**

[ ]  Climate and Energy

[ ]  Circular Economy

[ ]  Agriculture, Water and Food

[ ]  Health & Health Care

[ ]  Security

[ ]  Key Technologies

[ ]  Social Earning Capacity

[ ]  Digitalization

**6b If you have selected “Key Technologies” please select the relevant cluster(s), at max 2:**

|  |  |
| --- | --- |
| [ ]  Advanced Materials | [ ]  Life sciences technologies |
| [ ]  Chemical technologies | [ ]  Nanotechnologies |
| [ ]  Digital technologies | [ ]  Photonics and light technologies  |
| [ ]  Engineering and fabrication technologies | [ ]  Quantum technologies |

**6c Motivate the fit to the knowledge agenda’s** *(max. 250 words)*

*Please motivate the project’s fit to the national KIA’s.*

**6d Motivation contribution societal/economic challenge (max. 250 words)**

*Please motivate how your project contributes to the national missions/societal challenges. What problem do you aim to solve? How will society and/or industry benefit from your results?*

**7 Additional remarks (optional, max. 50 words)**

*Feel free to leave any additional remarks.*

**8 Details bank account**

*Please indicate to which bank account the awarded ‘PPS-i-toeslag 2024’ can be transferred*

IBAN bank account number:

BIC number bank:

Name account holder:

Remarks:

**Send** the completed form and the RVO budget sheet with subject “Aanvraag PPS-i-toeslag 2024 Circulariteit” to aanvragen@tkichemie.nl and silke.diedenhofen@chemistrynl.com. Please add the project agreement if that is already available.

**APPENDIX I: Definitions in the ‘Framework for state aid for research and development and innovation’**

**(EU, C(2014) 3282)**

**'fundamental research'** means experimental or theoretical work undertaken primarily to acquire new knowledge of the underlying foundations of phenomena and observable facts, without any direct commercial application or use in view;

**'industrial research'** means the planned research or critical investigation aimed at the acquisition of new knowledge and skills for developing new products, processes or services or for bringing about a significant improvement in existing products, processes or services. It comprises the creation of components parts of complex systems, and may include the construction of prototypes in a laboratory environment or in an environment with simulated interfaces to existing systems as well as of pilot lines, when necessary for the industrial research and notably for generic technology validation;

**'experimental development'** means acquiring, combining, shaping and using existing scientific, technological, business and other relevant knowledge and skills with the aim of developing new or improved products, processes or services. This may also include, for example, activities aiming at the conceptual definition, planning and documentation of new products, processes or services. Experimental development may comprise prototyping, demonstrating, piloting, testing and validation of new or improved products, processes or services in environments representative of real life operating conditions where the primary objective is to make further technical improvements on products, processes or services that are not substantially set. This may include the development of a commercially usable prototype or pilot which is necessarily the final commercial product and which is too expensive to produce for it to be used only for demonstration and validation purposes. Experimental development does not include routine or periodic changes made to existing products, production lines, manufacturing processes, services and other operations in progress, even if those changes may represent improvements.