



4S Photonics for International
Markets and Applications
for Sustainability



4S Photonics for International Markets and Applications for Sustainability

GUIDELINES FOR APPLICANTS

—

INNOVATION OPEN CALL





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1. BASIC INFORMATION ABOUT PIMAP4

PIMAP4Sustainability is an EU-funded Euroclusters project that aims to help SMEs all along the photonics advanced materials and advanced manufacturing value chain to be more resilient by doing their twin transition, green and digital, and by the internationalisation of their activities.

PIMAP4Sustainability brings together 6 leading European clusters¹ to leverage three Key Enabling Technologies (KETs) **photonics, advanced materials, and advanced manufacturing**, to boost the innovation potential of European SMEs and companies in three key industrial European industries (**metalworking, aerospace and industrial production**), and to accelerate the adoption of green and digital new processes.

To achieve these objectives, PIMAP4Sustainability offers a unique package of services and support mechanisms dedicated to supporting innovative projects, skilling and reskilling of the workforce in critical innovative areas and maximizing the international opportunities for the SMEs. These services take the form of two support schemes dedicated to SMEs.

An **Innovation support** scheme that will fund collaborative projects, and a training support scheme that will help the skilling of the workforce in two critical areas for SMEs sustainability, the Green transition, and the Internationalisation of their activities.

These innovation and training support schemes gather **1 050 000** euros that will be redistributed by PIMAP4Sustainability's consortium toward innovative SMEs all along the photonics, advanced materials, and advanced manufacturing value chain.

¹ Alpha-RLH, France (coordinator)
AFIL, Italy
Czech Aerospace Cluster, Czechia
Productech, Portugal
Propell, Sweden
Photonics Finland, Finland

This document summarises the key elements regarding the Open Call for Applicants of the Innovation scheme, which will be open from **1st March (CET Brussels Time) and 03rd May 2023 CEST (Brussels Time)**.

Regarding the Training funding scheme another document, available **here**, detailed the different criteria and explained all information relative to this scheme.

If you want any further information regarding this Open Call, the overall PIMAP4Sustainability project, or the consortium partners, you can consult our PIMAP4Sustainability pages.

- [ECCP page](#)
- [LinkedIn page](#)
- [Twitter account](#)

2. WHAT DO WE OFFER?

Through this funding scheme, PIMAP4Sustainability will support projects, with a focus on applications of KETs, (**photonics, advanced materials, and advanced manufacturing**), towards three application markets (**aerospace, metalworking, and industrial production**).

TYPE OF ACTIVITIES FUNDED

Regarding your project and your activities, PIMAP4Sustainability is looking to fund innovative lab-to-market projects which means that we are mainly aiming at supporting projects **from a Technology Readiness Levels² (TRL) 5 to 8** and for a **duration between 6 and 9** months. The project should aim at better sustainability (ecological, economic, and social) of European SMEs, with implications for the overall ecosystem.

Each project under PIMAP4Sustainability is eligible to receive up to **60 000 euros**.

PIMAP4Sustainability will allow within its funded projects a wide range of activities, for example

- **Development of prototypes**
- **Test innovative solutions on end user's facilities**
- **Validation of technologies by research centers**
- **Any other activities tied to the development of innovative projects**

These activities will have to integrate the use of at least one of the KETs listed in this documentation (**Photonics, Advanced Materials, Advanced Manufacturing**), and its application within one of the themes of PIMAP4Sustainability.

- **Aerospace**
- **Metalworking**

²https://ec.europa.eu/research/participants/data/ref/h2020/wp/2014_2015/annexes/h2020-wp1415-annex-g-trl_en.pdf

- **Industrial Production**

PIMAP4Sustainability will also offer another cascade funding tool that will allow SMEs to be granted **training activities** on two themes: **Green Transition** with a grant that could go up to 5 000 euros and **Internationalisation** of your activities with a grant of up to 10 000 euros. This training support scheme is the subject of another call documentation that you can find **here**.

NOTE: the total money received from PIMAP4Sustainability by a single SME cannot exceed 60K, including funds from the innovation and training support schemes.

For example, if you have already benefited 5000 euros grant to train on decarbonisation of your activities from our training support scheme. You will be able to get up to 55 000 euros from the innovation support scheme.

3. EXPECTED IMPACTS

We are expecting from the funded projects several impacts with a focus on the improvement of the overall sustainability of funded entities following their projects. These impacts are essential and PIMAP4Sustainability will consider the compliance of your project with these expected impacts during the proposals assessment phase.

- **The project leads to the adoption of new-to-firm products, services or processes.**

The adoption of new-to-firm products and services is a key element to enhance the sustainability and resilience of SMEs. A project that leads to the development of a new-to-firm service or product, opens an SME to a new market to enhance its resilience. The call is expecting projects that will lead to the development of these new-to-firm products or services.

- **The project leads to the development of business process innovation tied to technological adoption**

New business processes such as technological innovation are key elements to enhance sustainability of SMEs.

- **The project leads to better Sustainability of SMEs**

PIMAP4Sustainability project is looking to improve through its support scheme the overall sustainability of SMEs all along the photonics, advanced materials and advanced manufacturing value chains. This could be the development of new-to-firm products or business processes, but also in other ways supporting the twin transition (digital and green) of the supported SMEs.

These three expected impacts will be used by evaluators to select the most relevant projects regarding the overall objective of PIMAP4Sustainability: to enhance the sustainability and digitalization of European SMEs within the **Aerospace, Metalworking, and Industrial Production** value chains.

Within these three industrial ecosystems, PIMAP4Sustainability have defined a series of key industrial challenges relative to PIMAP4Sustainability themes. These challenges (Annex 4 of this Open Call documentation) represent key industrial challenges for our industrial ecosystems and are indicative of challenges that could be addressed in project proposals. In general, it is important that the proposal clearly defines the challenges to be addressed and overcome by the proposed project.

4. ELIGIBILITY CRITERIA:

Eligibility Condition to apply

Are eligible to apply to this Open Call :

- SMEs³
- Larger companies

But in order to be considered a beneficiary⁴ under this support scheme and be able to receive the funding you must be :

- An SME as understood by the EU regulation
- Being Located in the European Union or an associated country to the Single Market Programme – COSME⁵ (SMP-COSME)

CONSORTIUM COMPOSITION

PIMAP4Sustainability aims at developing collaborative innovative projects. Proposals have therefore to be built around a consortium to be eligible.

Eligible consortiums are :

³ You are considered as an SME if you comply with the European Commission's Recommendation 2003/361/EC which defines these criteria:

- Headcount in Annual Work Unit (AWU) less than 250;
- Annual turnover less or equal to €50 million OR annual balance sheet total less or equal to €43 million.

⁴ Beneficiaries are partners that are eligible to receive funding from PIMAP4Sustainability

⁵ *Austria, Belgium, Bulgaria, Croatia, Republic of Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain and Sweden, Liechtenstein, Iceland, Albania, Bosnia and Herzegovina, Kosovo, Moldova, Montenegro, North Macedonia, Serbia, Turkey and Ukraine, Armenia and Georgia.*

- Two companies from at least 2 different member states of the European Union or associated with the SMP-COMSE program.
- At least one SME considered a beneficiary

RTOs can be included as subcontractors and receive up to 20K from the budget of your project, but not as beneficiaries and therefore cannot be considered as partners.

Within each project, the organizations must be independent of each other with distinct legal entities.

You (SME/consortium) can apply only once to this Innovation support scheme.

The overall PIMAP4Sustainability project is aiming to fund 13 collaborative projects between SMEs from its 800 000 euros budget.

5. HOW TO APPLY

The application to this Open Call will be open for two consecutive months, between **March 1st 2023 CET BRUSSEL TIME and May 3rd 2023 23.59 CET BRUSSEL TIME.**

To apply for funding, the proposal template in the Annex 1 to this call document must be completed and submitted via email before the call deadline to genericemailaddress@PIMAP4.com. Any proposals submitted outside this lapse of time will be rejected (except in case of IT issues on the PIMAP4Sustainability consortium side).

Your proposal must be duly completed with all mandatory information and documents, if there is any missing information your proposal will be rejected.

After the closing of this Open Call, no additional documents will be accepted, except if requested by evaluators.

DATA Collection

To process and evaluate proposals, PIMAP4Sustainability will need to collect personal and industrial Data. Alpha-RLH will act as Data Controller for data

submitted in this Open Call. The process and all data collected are managed in compliance with The General Data Protection Regulation (EU) 2016/679 (GDPR).

Tips and information about the completion of your proposal

- Your proposal has to be written in English even if you are in contact with your local cluster, during the assessment phase all partners of PIMAP4Sustainability read and evaluate your project. Your proposal will therefore have to be in English.
- You must follow the template given in this document and not exceed the overall amount of words in each section.
- Make sure that you have completed all the requested information before submitting your proposal.
- Be sure to include all the mandatory annexes (Annex 2 Budget and Activities).
- Your project will be evaluated only on the basis of your proposal. Nevertheless you can still add to your proposal some additional documentation such as a support letter, intention letter etc. .
- Have a European Dimension and put emphasis on it. PIMAP4Sustainability will be attentive to European cooperation and the relevance of these cooperations.
- Be exhaustive and clear, your proposals will be evaluated by various people, some with scientific backgrounds and others not. Consequently, be understandable and exhaustive in your proposal.
- There must be no conflict of interest between your organization and one of the consortium partners or their affiliated entities. In case of a potential conflict of interests, we ask you to explain your situation before the submission of your proposal. In this case PIMAP4Sustainability will evaluate the situation and the possibility of your participation
- The aim of PIMAP4Sustainability is to help SMEs in their growth and development. We will not, therefore, accept any organizations that are under liquidation or in a difficult financial situation.
- Your proposal must be an original work. Any proposal built on plagiarism will be refused and any elements used in your proposal must be yours, free of use or quoted.

PIMAP4Sustainability is part of the Euroclusters initiative launched by the European Commission. We are therefore committed to prevent any double funding with any other Euroclusters projects. If you are applying to another Euroclusters projects please notify it in your form.

If you are receiving double funding between two Euroclusters projects your proposal might be rejected or your funding suspended depending on the advancement of your project.

6. HOW WILL YOUR PROPOSALS BE EVALUATED?

The evaluation of the proposals under PIMAP4Sustainability will be done under a grid of 20 points.

This evaluation is divided in **4 categories**

1. Relevance of your project to the themes of PIMAP4Sustainability – 6 Points

- Have its scope in at least one of the 3 Key Enabling Technologies: (1) Photonics, (2) Advanced Manufacturing and (3) Advanced materials
- Concordance to PIMAP4Sustainability themes (Metalworking, Aerospace, Industrial production)

Under this criterion we will look if your project is following the themes of PIMAP4Sustainability. The use of KETS technologies and the application to an industrial sector listed in this open call documentation will be taken into account to define if your project suits the overall theme of PIMAP4Sustainability.

2. Impact of your project regarding the expected impact fixed by the consortium – 6 points

- Project that leads an improvement of the SME's economical/ecological/social sustainability
- The project will lead to the development of new-to-firm products, services, or processes

- The project will lead to the development of new business process innovation tied to technological adoption leading to higher sustainability and digitalization

Under this criteria, evaluators will look at the impact of your project and its ability to match the expected impact as defined in this call document. We will take a close look at your project to see if it will lead to new-to-firm products, new business process innovation tied to technological adoption, and/or if it helps your organization to enforce its twin transition, leading to an increase in the sustainability of SMEs.

3. Implementation – 6 Points

- Best use for money
- Realistic spending
- Consortium expertise

Evaluators will also take a close look at the use of the grant that you are planning, ensuring the best use of money for your action.

You will also have to demonstrate the relevant expertise of your consortium team and its ability to manage the project. We will also have look at the gender balance of your team and the engagement you are taking regarding this topic.

4. Consortium Composition – 2 Points

- Cross-sectoral consortium
- Consortium of at least 2 SMEs
- Consortium with at least one SME from a country different than the ones in which PIMAP4Sustainability partners are located

Under this grid, your proposal will be considered eligible if it reaches a threshold of 15/20, with an individual threshold of 3/6 for the first, second and third, criteria.

Equality

If there is an exaequo situation between two projects with one of the two including an SME from a UE-13 country⁶ (except Czechia) within its consortium PIMAP4Sustainability evaluators will prioritize the project including the SME from a UE-13 country.

Otherwise, if the two projects that have the same score do not include a UE13- countries SME within their consortium. PIMAP4Sustainability evaluator will look at the following additional criteria to further assist in the grant decision:

- In case of a tie where two projects receive the same scores and if the project is able to fund only one it will be chosen the project with the highest classification in the criteria "Expected Impact".
- Gender Equality: All partners within PIMAP4Sustainability are committed to promoting gender equality, especially within the scientific field. The evaluators will therefore look at your gender balance in case of equality between two projects.

EXAMPLE OF PROJECT

For example a project that would comply with our expected impact and eligibility criteria would be a photonic SME that is developing a technological solution for example a laser and wants to apply it to the aerospace ecosystem where it has potential clients. At the same time, another SME in the aerospace industry is looking for a new laser solution with a complete set of specifications regarding its requirement in the aerospace industry, including higher energy efficiency of the solution. Both SME will set up a consortium, the Photonics SME will provide the more efficient laser and the Aerospace SME will define a complete set of requirements needed and will allow testing in condition within its installation. The project would thus lead to the development of a solution adapted to the needs of a specific industrial ecosystem with specific requirements and better sustainability by being more energy sufficient. This project will therefore make the SME more resilient by

⁶ Bulgarie, Croatie, Cyprus, Estonia, Hungary, Latvia, Lithuania, Malta, Poland, Romania, Slovakia, Slovenia

developing a product towards a new market making it more economically sustainable.

7. EVALUATION PROCESS

The evaluation process will take place in two different phases.

Eligibility check

The first phase will consist of an administrative eligibility check. We will look to the conformity of your documents, as described above. If there is any missing information your proposal will be rejected.

If your proposal passes the eligibility check, you will receive a confirmation email of the reception of your proposal.

Evaluation

All eligible proposals will be evaluated by the partners of PIMAP4Sustainability.

The evaluation will be carried out using the form in Annex (Annex 1). Each PIMAP4Sustainability partner will, without discussing it with another partner, score your proposal and give it a note. Partners that are from the same country as one of the consortium members of the proposal will not evaluate the proposal to avoid any risk of conflict of interest. Each partner has internally a strong expertise regarding themes and KETs under PIMAP4Sustainability and will, when necessary, mobilize internal expertise within its own organization.

The final score of your proposal will then be the average score of each partner's evaluation.

Once all proposals have been scored, evaluators will gather to attend a harmonization committee. This committee does not aim to change individual scoring by each partner or to change the ranking of proposals, but to check if there is no overly severe rating.

Results communication

Once all proposals are evaluated, you will receive an email detailing your score and comments from PIMAP4Sustainability evaluators. This email will also contain the

decision to fund/not to fund your proposal. This should occur at the beginning of June.

In order to communicate efficiently about the outcomes of this Open Call PIMAP4Sustainability will communicate several informations about projects awarded through its social media (LinkedIn, Twitter, ECCP Page) including :

- Description of your project actions
- Date of the award
- Duration of your project
- Final recipient's legal names and countries

The detailed information that we are going to communicate is gathered under the section public information of the application form.

What's next?

If you are selected, you will then enter in the Sub Grant Agreement (SGA) signature phase.

In dialogue with PIMAP4Sustainability partners you will define a follow-up plan defining deliverables, milestones, and reports that will have to be done during the project. This will result in a work plan for the duration of your project. Within this work plan two deliverables will be mandatory, a final report that will determine the final payment of your project, and a Resilience preparedness/business continuity plan.

This follow up plan will also be the opportunity for PIMAP4Sustainability to monitor its own KPIs especially regarding its own objective of

- Identifying 20 new to firms products, services or processes
- 50 SMEs supported which undertook business process innovation tied to technological adoption leading to higher sustainability and digitalization

This follow-up plan will be included in the overall Sub Grant Agreement which will be the contract linking the project consortium and PIMAP4Sustainability with a set of rules and obligations.

8. FUNDING SCHEME

General Payment Terms and beneficiaries' obligations

- All payments will be done in Euro.
- Payment will be done separately to each beneficiary.
- Only costs that occur during the project period are eligible for funding.

PIMAP4Sustainability support schemes rely on a lump sum⁷ mechanism for its grants. This simplified method of setting expenses in projects means that you are not required to present accounting documents proving your costs during the project.

However, you still have the obligation to demonstrate that the implementation of the activities described in your project is in line with the deliverables and milestones as defined.

This comes with a set of obligations that PIMAP4Sustainability's beneficiaries have to follow⁸

- The SME/Consortium has to, for a period of five years after the payment of the balance, keep record and any documents proving that the action has been properly implemented
- The beneficiaries of the project must ensure that the European Commission, the Anti-Fraud Office and the Court of Auditors will be able to exercise their power of control by accessing documents.
- Any documents proving the correct implementation of the project will have to be made available in case of audits or investigations.
- The beneficiaries also have a visibility obligation to make appear on their communication materials (flyers, roll up, online publication etc...) the European Flag and a Funding statement and PIMAP4Sustainability logo. This EU flag must remain distinct and separate and cannot be modified by adding other visual marks or text. The EU logo when displayed in association

⁷ Find more information about lump sum fundings : <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/programmes/horizon/lump-sum/guidance>

⁸ Detailed legal aspects of this Open Call are gathered in the Sub Grant Agreement Template that you can find here.

with other logo must be displayed at least as prominently and visibly as the other logos⁹.

- Ethics and values, the beneficiaries of PIMAP4Sustainability must commit to and ensure the respect of basic EU values, such as human dignity, freedom, democracy, equality, the rule of law and Human Rights, including the rights of minorities.
- Confidentiality and security : The beneficiaries of PIMAP4Sustainability must keep confidential any data or documents that is identified as 'sensitive'
- IPR: You will in any case as a consortium keep the integral ownership of results developed under our support scheme. Nevertheless PIMAP4Sustainability keeps the right to use non-sensitive information relating to the action for communications and dissemination purposes.
- Information the beneficiary must during the action or afterward provide any information requested in order to verify the proper implementation of the action.

Under this innovation support scheme, payment will be done in two different phases

The first 50% of the grant will be given **within 30 days after the signature of the Grant Agreement.**

The other 50% of the grant will be given to SMEs after the completion of actions described within the Grant Agreement. The completion of the action will be evaluated throughout a series of deliverables and reports as set out in the work plan.

COMPLAINTS

If, after receiving of your proposal administrative check, you have a complaint regarding your eligibility that you think is tied to a mistake from our side, this

⁹ https://commission.europa.eu/funding-tenders/managing-your-project/communicating-and-raising-eu-visibility_en#:~:text=Under%20the%20EU%20budget%202021,of%20any%20EU%20funding%20received.

complaint must be submitted by email to genericemailaddress@PIMAP.com within the 3 calendar days following the announcement of the administrative check result.

Your complaint **must be in English** and include

- Your contact details (name, organization, email address and phone number)
- Details of your complaint
- Any relevant information or evidence regarding your complaint.

Once we receive your complaint we will evaluate it within 15 calendar days from its reception.

IMPORTANT : We will not evaluate complaints about the assessment of your proposal, we will only evaluate complaints about a clear mistake on our side regarding administrative checks.

CONTACT

If you still have any questions or inquiries regarding our Open Call do not hesitate to contact us by sending us an email to the following address: genericemailaddress@PIMAP4.com.





**Photonics for International
Markets and Applications
for Sustainability**



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ANNEX – Evaluation Form

Evaluation Form PIMAP4 Sustainability Innovation projects	 Photonics for International Markets and Applications for Sustainability
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Threshold of
15/20

At least 3/6 on each criterion

Relevance of your project regarding the themes of PIMAP4	Use of one of the three KETs (Photonics, Advanced manufacturing, Advanced materials)	0/6pts	Observations :	
	Concordance to PIMAP4 Sustainability themes (Metal working, aerospace, Industrial production)			
Impact of your project regarding the expecting impact fixed by the consortium	Project leads to an improvement of SMEs sustainability	0/6pts	Observations :	
	The project will lead to the development of new to firm products, services or processes			
	The project will lead to the development of new business process innovation tied to technological adoption leading to higher sustainability and digitalisation			
Implementation	Budget and best use for money	0/6pts	Observations :	
	Consortium expertise, ability to manage the project, gender equality commitment			
Consortium composition	Cross sectoral consortium	0/0,5 pts	Observations :	
	Consortium of 2 SMEs	0/0,5 pts		
	Consortium with at least one SME from a country different that the ones in which PIMAP4 Sustainability partners are located	0/1 pts		

Evaluation Scale		
0	Not acceptable	Proposal fails to adrese the criterion, or there is a missing information that prevents the assessment
1	Poor	Serious weakness in the proposal or inadequation in adressing the criterion
2	Fair	The proposal adress broadly the criterion but there is still important weaknesses
3	Pretty Good	The proposal adress pretty well the criterion but still with shortcomings
4	Good	The proposal adress well the criterion, with still several shortcomings
5	Very Good	The proposal adress very well the proposal with minor shortcomings
6	Excellent	The proposal adress all the criterion with no shortcomings