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# **Micro Grant Proposal**

*Application for Third Party Financing according to General Annex K of the Horizon 2020 WP 2016-17.*

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| --- | --- |
| Official name of company: |  |
|  |  |
| Official legal form of company: |  |
|  |  |
| Name of contact person: |  |
|  |  |
| E-mail address of contact person:  |  |
|  |  |
| Telephone number of contact person: |  |
|  |  |
| Official address of company:  |  |
|  |  |
| VAT registration number: |  |
|  |  |
| Country: |  |
|  |  |
| The following KET technology centres (KET TCs) have been chosen to implement the project: (min. 2 KET TCs) | 1. Lead KET TC name: Address: Country: Contact person: Telephone number: E-mail address:  |
| 2. KET TC name: Address: Country: Contact person: Telephone number: E-mail address:  |
|  |  |
| Title of Technology Request submitted previously (if applicable): |  |
|  |  |
| Project title: |  |
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| Objectives of the project: |  |

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| Excellence |
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| Description of current **manufacturing process**: (max. 250 words) |  |
|  |
| Challenges to be tackled through the integration of advanced manufacturing technologies: (max. 250 words)*Describe business needs, technological challenges and market opportunities? How would the solution compare with available solutions, practices and processes (performance, costs, ease-of-use, environmental aspects, benefits to society)?* |  |
|  |
| Approach: *What is the market’s state-of-the-art? What is the current development stage of the solution (refer to technology readiness levels)? What is unique in your approach and the solution offered by the KET TCs? What is the novelty of the proposed solution? How would the solution compare with available solutions, practices or products (performance, costs, ease-of-use, environmental aspects, benefits to society)?* |  |
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| Impact |
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| Specific objectives of production process improvement: *Double-click on the tick box and choose “activate” to set an “x”.* *Multiple objectives can be chosen.* | [ ]  Improvement of the manufacturing of existing products by reducing production costs.[ ]  Improvement of the manufacturing of existing products by reducing the reliance on raw materials.[ ]  Improvement of the manufacturing of existing products by reducing the consumption of energy.[ ]  Diminution of the adverse impacts on the environment by reducing the generation of waste and pollution. [ ]  Others (please specify):  |
|  |
| Project implementation could lead to :*Insert estimated change in percent for the objectives chosen above*. | Reduction of:* production costs by \_\_\_ %
* reliance of raw materials by \_\_\_ %
* consumption of energy by \_\_\_ %
* generation of waste by \_\_\_ %
* generation of pollution by \_\_\_ %

Increase of:* market shares or sales by \_\_\_ %
* profits by \_\_\_ %
* investments by \_\_\_ %
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|  |
| Description of above indicated impact:(max. 250 words)*Describe in more detail the specifics of the selected impact envisioned.* |  |
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| Implementation |
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| Description of envisaged project implementation: (max. 2.000 words)*Outline in short the overall implementation approach and the structure of the work plan. Prepare one table per task according to the template.* |

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| --- | --- |
| Task [No.] | Task [Title] |
| Task [start month] | Task [end month] |
| Task lead |  |  |
| Task objectives |  |  |
| Approach (description of work) |  |  |
| Resources needed (personnel / equipment) |  |  |
| Results  |  |  |

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| **My organisation commits to comply with all eligibility criteria, as defined in the guide for applicants:***Double-click on the tick box and choose “activate” to set an “x”.*  |
| [ ]  I confirm that I will collaborate with at least 2 KET Technology Centres.  |
| [ ]  I declare having taken knowledge of the Commission Recommendation 2003/361/EC on the SME definition.For more information see: <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2003:124:0036:0041:en:PDF>  |
| [ ]  I confirm that my company is an SME according to the definition of the European Union. |
| [ ]  I declare that in case of change affecting my SME status I will immediately inform the KET4CleanProduction project coordinator. For contact details go to <https://www.ket4sme.eu/contact>.  |
| [ ]  I confirm that my company is active in the manufacturing sector according to the NACE classification. For more information see: <http://ec.europa.eu/eurostat/statistics-explained/index.php?title=NACE_background> |
| [ ]  I declare the accuracy of all statements made above. |
| For more information see: * SME Definition: <http://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_de>
* User Guide to the SME definition <https://ec.europa.eu/docsroom/documents/15582/attachments/1/translations/en/renditions/native> also available in other languages: <http://ec.europa.eu/DocsRoom/documents/15582/attachments/1/translations>
* SME self-assessment questionnaire to determine whether your organisation qualifies as a SME: <http://ec.europa.eu/growth/tools-databases/SME-Wizard/smeq.do;SME_SESSION_ID=85eSHmmm_XdqZTKe52rcCf9GJlgGRpu0_I0VQ2FUTVaKwQfBBvlA!1028861268?execution=e1s1>
 |
|  |
| **Declarations**:*Double-click on the tick box and choose “activate” to set an “x”.* |
| [ ]  My company is aware that KET4CleanProduction Micro Grants can be requested for a lump sum of EUR 50.000, which may not exceed 70% of total project costs. I therefore confirm being in the financial position to cover the project implementation costs which might exceed the KET4CleanProduction financial support. |
| [ ]  I confirm that the project implementation has not started yet.  |
| [ ]  I confirm not receiving any other public funding for the implementation of the above mentioned and described project.  |
| [ ]  My organisation is aware that administrative or financial penalties may be imposed on the micro grant recipient in case of:* misrepresentation in supplying the information required by the funding body as a condition of participation in the grant award procedure or failure to supply this information;
* a serious breach of their obligations under the grant agreement.

Such penalties will be proportionate to the importance of the contract/grant agreement and the seriousness of the misconduct, and may consist in their exclusion from contracts/grants. |
| [ ]  My organisation acknowledges and agrees:* that grants will be signed and managed electronically.
* in the use of the electronic exchange system on [www.ket4sme.eu](http://www.ket4sme.eu).
* in the collection of personal data by the funding body being subject to the privacy statement under [www.ket4sme.eu/data-protection/](http://www.ket4sme.eu/data-protection/) according to EU general data protection regulation 2016/679 (GDPR)
* that data will be used in the framework of the KET4CP project.
* that contact details will be transmitted to the European Commission and external evaluators as part of the evaluation process.
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| [ ]  My organisation encloses:* The signed offers of two KET Technology Centres.
* The signed ethics issues table.
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|  |
| Date: |  |
|  |
| Signature of the applicant: |  |