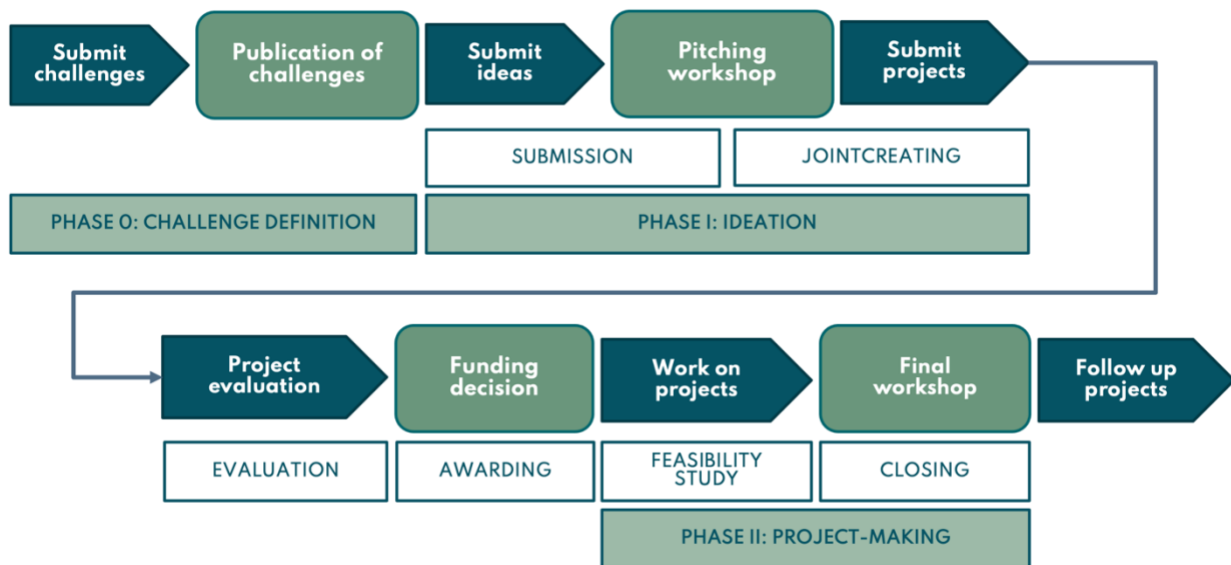


# INNOVATION BOOSTER PLASTICS FOR ZERO EMISSION – CALL 2/2022

## APPLICATION FOR PHASE II PROJECT FUNDING

Version 2.10 - 2.11.2022



## 1 CALL AND FUNDING PROCESS OVERVIEW

Phase I of the project call (which was preceded by phase 0: challenge definition) consists of two steps: ideas submission and “Jointcreating”. In the Jointcreating phase the implementation partners who submitted the challenges and the participants who submitted ideas to these challenges are invited to further discuss potential collaboration, define project teams and prepare a funding application for phase II.

These project teams can apply for seed money of up to CHF 25'000 from the Innovation Booster Plastics for Zero Emission (the “Operator”). During the Jointcreating phase the Operator offers ongoing support to find additional team partners and to refine the ideas.

The submitted applications will be evaluated by a jury of experts. Approximately 6 to 7 of the submitted projects will be awarded seed money to bring the idea further. For example, this seed money can be used to conduct a feasibility study or produce a first prototype or demonstrator.

Towards the end of phase II, all project teams will be invited to a final workshop where project results can be presented, support for follow-up projects will be given and ideas for the next call will be collected.

The projects close with a short financial report on the activities performed with the seed money and with a mandatory report on the CO2 reduction potential of the project (see also section 2.7).

## 2 RULES AND REQUIREMENTS

### 2.1 General Rules

The Terms of Service and Code of Conduct of the Innovation Booster Plastics for Zero Emission in their latest versions available at [www.plastics4zeroemission.ch/legal](http://www.plastics4zeroemission.ch/legal) **apply to their full extent to this project funding call.**

These Application Rules are intended to highlight the most important rules and add some call specific rules. Text formatted in *italic font* are citations from the Terms of Service. In the case of discrepancies between these Application Rules and the Terms of Service, the latter shall prevail.

By submitting a project funding application, you agree to abide to the Terms of Service, the Code of Conduct and these Application Rules.

### 2.2 Participants

All organisations and individuals fulfilling the general eligibility criteria (see [Terms of Services](#) section 4.1) that submitted one of the challenges published in this call and/or that submitted an idea to one of those challenges until the idea submission deadline (14<sup>th</sup> October 2022) are eligible to apply for seed money for a phase II project.

### 2.3 Project Teams

*Each Proposition must associate at least a Research Partner (usu. as an applicant) and an Implementation Partner (usu. as a backer). (Terms of Service §57)*

Additional partners, also if they didn't submit ideas or challenges, can be included in the project teams, if they fulfil the general eligibility criteria.

### 2.4 Co-Funding

*Once a Proposition is selected and validated as a Project, any Implementation Partner associated with that Project is bound to pay its financial participation; such financial participation is binding and definitive: it cannot be withdrawn, reduced or refunded at any stage. (Terms of Service §71)*

*This financial contribution amounts to to 20% of the amount granted as Seed Money by the Operator; half of the financial contribution is to be paid to the Operator for assistance during the Feasibility Study. (Terms of Service §72)*

*The [...] Seed Money [...] shall not be used to cover any Implementation Partner's internal expenses (e.g. labour costs). (Terms of Service §74)*

### 2.5 Financial reporting

To close the project, every team needs to submit a "Declaration for Beneficiaries of Ideas Funded" (called "Project Report" in the Terms of Service) to the Operator to confirm that the received seed money was used exclusively for necessary expenses in connection with the idea and that all original receipts are available and can be consulted in the event of queries, checks and audits on site.

*Any unused amount stays by, or must be refunded by the Operator, at the latest by the end of the Feasibility Study. (Terms of Service §74)*

## 2.6 Payment of Seed Money and Co-Funding

The Operator sends a template for a support agreement to the project administrator within 10 days after communicating the funding decision. The seed money is paid to the funded beneficiary (which is usually also the project administrator) within 60 days after the signed support agreement with all project stakeholders' necessary details was received by the Operator.

*Any payment to the Operator (financial participation, reimbursement, etc.) is due within 10 days as of the notification of the invoice. (Terms of Service §70)*

## 2.7 Mandatory Assessment of CO<sub>2</sub> Reduction Potential

One of the metrics to measure the success of our NTN Innovation Booster is the CO<sub>2</sub> reduction potential that could be achieved by the ideas which we support. Therefore, all funded projects must perform an assessment of their CO<sub>2</sub> reduction potential based on the following questionnaire. Please note: this assessment only needs to be done after the positive funding decision, not for the project funding application.

- Characterisation
  - Which issue/problem does the project address?
  - What substance/material is produced (if applicable)?
  - What substance/material is treated (waste treatment)? What volume of the material to be treated accrues as waste annually in CH, EU today/in 10 years?
  - What substance/material can be substituted with the projected solution? What volume of material-to-be-substituted is consumed annually in CH, EU today/in 10 years?
  - What is the main target market for the solution: CH, EU, other?
- Benefits
  - How does the solution reduce CO<sub>2</sub> emissions?
  - Does the solution reduce the use of fossil products? How?
  - Does the solution reduce fossil waste? How?
  - If a product: is it a biogenic material?
  - If a product: is it biologically degradable?
  - Does the solution close a material cycle? How?
  - Is the process rather upcycling, recycling, downcycling (or none/not applicable)?
- Costs
  - Where do you expect the biggest environmental impacts of the solution (e.g. collection of materials, purification/sorting efforts, process energy, ...)
- Obstacles and Risks
  - What are the main obstacles to a successful implementation (Too costly? Lack of acceptance of the solution? Quality requirements for usage)? How could these obstacles be removed/addressed?
  - What are the main risks to a successful implementation?
  - Is a change in current legislation required for successful implementation? If yes, which?
- Quantitative assessment
  - Are data available (or estimates possible) for a Life Cycle Assessment? Data is needed on: type and source of raw materials, transport to production/treatment plant, pre-processing (cleaning/sorting), production (energy demand, operating materials, production waste), usage, waste treatment after usage

If the project team doesn't have the resources or know-how to perform this assessment, the Operator can connect you with experts in this field who can provide this service. For a lump sum of CHF 1000 you will get the following support:

- Scope
  - Support in completing the mandatory CO<sub>2</sub> reduction potential assessment
  - Closing of data and information gaps (or justifying remaining gaps)
  - Assuring acceptance of completed sustainability assessment by Innovation Booster
- Procedure
  - Interview with project leader / industry partner
  - Supplementary desktop research

This service can be paid from your seed money.

## 2.8 Important Deadlines

Tuesday **15 November 2022 at 23:59**: Project submission deadline (on Jointcreate)

Thursday 1 December 2022: Communication of evaluation result and funding decision

Second quarter 2023: Mandatory final workshop

Saturday 30 September 2023: Latest date to close the project and submit the financial report (a project extension until 31 December 2023 can be granted by the Operator in well justified cases).

## 3 SUBMISSION PROCEDURE

The application for funding must be submitted on the Jointcreate platform. If the application is based on an idea already submitted for phase I, this idea can be edited instead of creating a new idea. In this case it is important to submit the idea to the “**Plastics for Zero Emission Call 2/2022**”, in the “Submit Project Idea to Organizations & Challenges/Calls” section.

If the application is an idea not previously submitted (for example because several ideas were merged or because new ideas were generated in the discussions with the Implementation Partner during the Jointcreate phase) it is sufficient to directly submit it to the call “[Plastics for Zero Emission Call 2/2022](#)”, as the challenges from phase I are now closed.

## 4 CONTENT OF THE APPLICATION

The idea submission form shall contain the following information (the section titles correspond to the sections and fields in the Jointcreate form).

### 4.1 Picture

Uploading a picture is mandatory to be able to submit the form but will not be part of the evaluation. Just use any picture that fits to your idea or the topic in general, but please make sure that you have the necessary rights to publish it.

### Project Idea Name

Use a suitable name that describes your project idea in a few words (the text field is restricted to 255 characters but please try to limit the name to a maximum of 50 characters).

## Current Innovation Phase of this Project Idea

Select the phase which corresponds to the **current** status of your project idea, not the envisaged status at the end of the funded project.

## Short Description

### Excerpt

A short summary of the key elements of your idea, ideally including the main aspects related to the evaluation criteria. (Maximum 512 characters).

### Open for (Project Idea Demands)

Optional. If you are still open to include new partners in your project, list your project idea demands here and make sure to set the privacy option to “Published” and the level of disclosure to “Open”.

### Project Idea Terms

Select the terms that you have agreed or plan to agree with your project team.

### Privacy Options

While you are still working on the preparation of your submission, we recommend setting this to “Unpublished”. With this setting the idea will only be visible to the people you add to your idea as team members and to the people included in the call team (in our case these are the employees of the Operator and the jury members).

If your idea is open for additional team members and your submission doesn't contain any confidential information (which it shouldn't in any way), we recommend setting this to “Published” to make your idea visible to all visitors of the Jointcreate site. The submission is also possible with the privacy set to “Unpublished”.

Please note: after saving your idea for the first time, this option moves to a button (“Publish”/“Unpublish”) at the top right of the page.

### Level of Disclosure

We recommend to have this option set to “Open” at any time and only use the “Published”/“Unpublished” option described above to restrict the access to your submission. If you choose to set this option to “Closed” while editing the idea, everything except the title and the picture will only be visible to you and the people you add to your idea team. Therefore, please make sure to set it to “Open” before the submission deadline, as our expert jury will not be able to evaluate your submission otherwise.

## Long Description

The description of your project idea.

To simplify the task for the jury and to improve your chances to get funded, we recommend using the structure and answer the questions that you find below. The description shall be approximately 2000 characters long (corresponding to about one printed page), but there is no hard limit on the number of characters.

### Thematic focus

- What's the thematic focus of your project idea?
- How does this fit to the thematic focus of the Innovation Booster Plastics for Zero Emission?

## Degree of innovation

- What is the novelty in the technological and/or economic approach of the idea?
- How much did the idea profit from the support of the Innovation Booster so far, i.e. during the phases 0 and I?

## Effect

- What is the potential to create sustainable economic added value for the implementation partner(s)?
- How much potential to reduce CO<sub>2</sub> emissions does the idea have? (Use a preliminary estimate if you don't have this data yet.)

## Methodological quality

- How is it ensured that the funds for the development and verification of the idea are used promisingly?

## Gender and Diversity

- How is it ensured that both genders are adequately represented in the project team?

## Scope and Tasks

- What is the scope of the project that you plan to cover in this project phase?
- Which work packages need to be completed to reach the goals of this project phase?
- How are the work packages split between the project partners?

## Budget

- How much budget does your project idea need in total (including internal costs of all project partners)?
- How will this budget be distributed among the project partners and the different work packages?
- How much seed money do you expect from the Innovation Booster Plastics for Zero Emission? (Has to be in the range of CHF 10'000 to CHF 25'000).
- Do you plan to do the mandatory assessment of the CO<sub>2</sub> reduction potential within your team or do you choose to get support by our recommended external experts for a lump sum of CHF 1000?

## Co-Funding

- Which project partner(s) or third parties will act as implementation partner(s) in this project and pay the required financial contribution of at least 20% of the seed money (10% to be paid to the Innovation Booster Plastics for Zero Emission for assistance during the phase II and at least 10% which will flow into the project)?

## Lead Organisation

The name and details of the organisation which will act as the contact between the Operator and your project team. This should also be the organisation which handles the funds for the project team and is responsible for the financial reporting. Therefore, this shouldn't be an implementation partner who will contribute with co-funding.

## Submit Project Ideas to Organisations & Challenges/Calls

If the call "Plastics for Zero Emission Call 2/2022" isn't already be listed under "Challenges/Calls", please add it here.

## Admin & Team

The person that created the idea is automatically assigned as admin. You can add additional team members after having saved the form for the first time.

By submitting the project application, the project admin confirms that all other project partners have agreed to be included in the project team and that the implementation partner(s) agree to provide the required financial contribution.

## Project Idea Details

### Project Idea Characteristics

Please select the values (rough estimates for your idea are sufficient) for all drop-down fields (Business Potential, Business Reach, etc.).

### Business Areas

Please select the business areas which relate to your idea.

## Create

Don't forget to click on the "Create" button before leaving the page, as this will save your project idea. You can still edit your idea until the submission deadline, therefore we recommend saving the form regularly during editing to avoid data loss.

# 5 EVALUATION CRITERIA

The expert jury will evaluate all ideas that are submitted on time and meet all eligibility criteria according to the following evaluation criteria:

## 5.1 Thematic focus

- How well does the idea fit the thematic focus of the Innovation Booster Plastics for Zero Emission?

## 5.2 Degree of innovation

- What is the degree of novelty in the technological and/or economic approach of the idea?
- How much did the idea profit from the support of the Innovation Booster so far? (Would the same idea also have been created without such a support?)

## 5.3 Effect

- How much potential to create sustainable economic added value for the implementation partner does the idea have?
- How much potential to reduce CO<sub>2</sub> emissions does the idea have?

## 5.4 Methodological quality

- How well is it ensured that the funds for the development and verification of the idea are used promisingly?

## 5.5 Gender and Diversity

- How well is it ensured that both genders are adequately represented in the project team?

## 6 SUPPORT TO PREPARE AND SUBMIT YOUR IDEA

The mission of the Innovation Booster Plastics for Zero Emission is not to simply provide project funding like other funding programmes. Our main goal is to generate radical innovation by building a community and providing a wide range of support. In addition to the support given to all participants during the workshops, we also provide support to individual teams during any phase of the process. Therefore, please [contact us](#) if we can help you in any way. For example:

- If you need additional project partners for your ideas, we can support you by connecting you to potential partners within our consortium and network.
- If you have already formed a team but need some additional methodical support to get to the right project idea.

Additionally, please also use the possibilities which the Jointcreate platform offers to advertise your idea and find additional project team members.