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| **RPF_Restart Logo**  THE RESEARCH AND INNOVATION FOUNDATION  PROGRAMMES  FOR RESEARCH, TECHNOLOGICAL DEVELOPMENT AND INNOVATION  “RESTART 2016 – 2020” |

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| PROPOSAL DETAILS | |
| PILLAR | **II. SUSTAINABLE RTDI SYSTEM** |
| PROGRAMME | **DISRUPT** |
| RPF PROPOSAL NUMBER | **DISRUPT/0123/XXXX** |
| PROPOSAL TITLE |  |
| PROPOSAL ACRONYM |  |
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| **PART B – TECHNICAL ANNEX *(A page limit of 25 pages will be applied. Any excess pages will be disregarded by evaluators.)*** |

**IMPORTANT NOTE: Proposed activities should be consistent with the eligible categories of activities for this specific Programme, as described in the RESTART 2016-2020 Work Programme and the relevant Call for Proposals.**

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| B1. PROJECT OBJECTIVES AND DEGREE OF INNOVATION |
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| **B1.1. General Objectives of the Project and Compatibility with the Objectives of the Programme and the Call *(Maximum Recommended 1,5 page)*** |

Describe the general objectives of the proposed project and how they relate with the development and integration of an innovation which significantly enhances the competitive advantage of an existing product or service already available in at least one market, and with the proposed development will be able to penetrate in existing and/or new international market.

Justify the compatibility of the Project Objectives with the objectives of the Programme and the specific Call.

Describe the Technical Objectives of the proposed project and how their achievement will lead to the expected benefits of the proposed innovation.

Project objectives should be specific, measurable, attainable, relevant and timely and tied to specific milestones.

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| B1.2. Innovation *(Maximum Recommended 1,5 pages)* |

Briefly describe the specific industrial / economic / social problem to be solved, justify the need to be met and the business opportunity that arises.

Explain the rationale behind the proposed project with clear reference to the current state-of-the-art. State the project’s vision and mission with regards to expected outcomes. Explain how the proposed project advances beyond existing knowledge, knowhow and practices (state-of-the-art) and is different from existing solutions, at international level.

Describe the extent of innovation and originality of the proposed solution, in terms of new or improved features, functionalities and other benefits sought by buyers/end-users.

Describe if the innovative product / service will be unique compared to other competing products / services (SWOT Analysis Recommended). Justify whether the product / service offers significant improvements in factors such as usability, functionality, cost and ease of use, compared to the competition (value proposition).

Describe the current development phase (maturity level) of your innovation, the milestones achieved so far, its growth potential and its prospects for quick entry to the international market.

Please list any key relevant references.

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| B2. ADDED VALUE AND BENEFIT |

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| B2.1 Impact *(Maximum Recommended 1 page)* |

Describe the added value and benefit expected to emerge from the implementation of the proposed project and the development of an internationally competitive innovative product / service.

This could correlate to:

* the potential of the proposed innovation to scale-up and penetrate the international market(s),
* the enhancement of the competitiveness of the Host Organisation and the broader local economy,
* the creation of new employment opportunities for the Host Organisation and the local economy,
* the benefits of the product/service for users/customers,
* the ability of the proposed innovation to provide solutions to existing climate, environmental, health or other significant local or EU Challenges,
* the contribution of the project in the improvement of the reputation and innovation performance of the local economy and R&I ecosystem,
* the generation of R&D results to be published in peer-reviewed journals or commercial publications.

Describe, where applicable, the potential contribution and significance of the proposed project for the achievement of gender equality at national or international level.

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| B2.2 Market *(Maximum Recommended 1,5 pages)* |

Describe if there is a profitable market for the innovative product / service and also if this represents a strong foundation for sustainable competitiveness. Identify targeted users or customers (new or existing) and justify why they will be interested in the product /service and how their needs are met. Consider any barriers that may affect purchase and use,

Quantify the size of market, the type of market (e.g. niche market or high-volume market), the growth prospects (mature, growing market) and the expected market share after the launch of the innovative product / service.

Provide a competitive advantage analysis of existing competitive and/or substitute products or services (incl. those that may emerge within the next five years) and a competitors’ analysis offering similar products/services, and justify how the proposed innovation will be able to successfully compete.

Describe your Go to Market Strategy, and relevant activities including the marketing mix and channels to approach buyers and end-users. Identify needs and other factors that are critical for the successful entry in the target-countries, and list any previous market and/or export activity of the company. List any stakeholders (such as collaborators, vendors, authorities, support groups or stakeholders’ groups etc) that may support or prevent market entry, and identify any risks/barriers to enter the international market(s) and measures to mitigate them. An indicative time plan towards commercialization and an approximate time to market should be provided.

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| B2.3 Financial Projections *(Maximum Recommended 1 page)* |

Provide sales forecast and the projected annual profit over the first five (5) years of sales.

Considering funding, investments, turnover and profit associated with this project, provide a realistic estimation regarding the time (in years) it will take, from the planned start of the project, for the revenue generated by the product / service to match the total investments.

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| B2.4 IPR Management, Dissemination and Exploitation of Results *(Maximum Recommended 1 page)* |

Describe the beneficiaries’ IPR assets (patents or other ways of protection) and the strategy of the Host Organisation for commercialising the project results, explaining all relevant activities towards commercialisation, including IP Management (IP protection measures such as applications for patents, design rights, copyrights, trade secrets etc) and measures to prevent copying from competitors, need for regulatory approvals, standardisation, certifications etc. Justify that all appropriate measures to ensure the unobstructed commercial production, use and exploitation («freedom to operate»), including ownership of intellectual property rights (IPR) in a way that does not infringe third parties’ IPRs, any pending patent applications, as well as issues related to licencing of results, have been taken.

Refer to any planed dissemination and communication activities to communicate the project to multiple audiences (users, media etc). These may include promotional and/or marketing/branding activities such as participation in trade fairs / exhibitions, publications, advertisements, audio-visual material, graphics etc.

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| B3. IMPLEMENTATION PLAN |

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| B3.1. Methodology *(Maximum Recommended 1 page)* |

Describe the structure of the proposed activities **to be funded by the RIF** and provide an analysis of the methodologies and approaches to be used for the implementation of the project, and the important phases of the project. Possible scenarios - assumptions for the implementation of the proposed project should also be described, as well as the critical risks (technological, market, financial etc) and all mitigation measures/contingency plans or a shift in business strategy (pivot). Describe the Project’s total quality plan, or equal.

Work Package 1 (WP1) should include the management and coordination activities of the project and WP2 should include the proposed IPR management, dissemination, exploitation and communication (marketing/branding) activities. It is recommended that dedicated WPs should address R&D, Innovation Activities.

Where applicable, indicate if potential sex/gender differences will be taken into account and describe how sex/gender analysis will be integrated into the content of the proposed project.

Applicants should provide a description of the scale-up and market deployment activities and/or other activities, that will be covered by the investment funds (not funded by the RIF), in the B3.7. Section below.

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| **B3.2. Work Package Description *(Maximum******Recommended******1,5 pages per WP)*** A separate Work Package (WP) Form should be filled for each WP. There is no limitation on the number of WPs. |

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| **Work Package Number:** | **1** | **Start Month:** |  | **End Month:** |  |
| **Work Package Title** | **Project Management** | | | | |
| **Person Months** |  | | | | |
| **Work Package Objectives** | | | | | |
| Briefly describe the objectives of the WP. | | | | | |
| **Work Description and Expected Key Results** | | | | | |
| Describe the activities regarding project management (e.g. preparation of Progress Reports, decision making procedures, performance indicators, coordination meetings, etc.). Where possible, provide quantitative information on activities and results.  Where appropriate, describe the work broken down into Tasks.  Significant Milestones should be well defined.  The person-months required for the implementation of the WP should be sufficiently justified. | | | | | |
| **Milestones and Deliverables** | | | | | |
| Provide a brief description for the important Milestones and KPIs to be attained and each of the Deliverables. All Progress Reports to be submitted to RIF during project duration should be included as Deliverables of WP1. | | | | | |

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| **Work Package Number:** | **2** | **Start Month:** |  | **End Month:** |  |
| **Work Package Title** | **Dissemination, Exploitation and Communication Activities** | | | | |
| **Person Months** |  | | | | |
| **Work Package Objectives** | | | | | |
| Briefly describe the objectives of the WP. | | | | | |
| **Work Description and Expected Key Results** | | | | | |
| Describe (**in line with Section B2.4**) the activities related to the management, protection and exploitation of intellectual property rights, the activities towards the commercialization of the results (including the securing of regulatory approvals, certifications, standardisation), the communication (including promotion) activities to multiple audiences and, if applicable, the dissemination of scientific data. Where possible, provide quantitative information on activities and results.  Where appropriate, describe the work broken down into Tasks.  Significant Milestones should be well defined.  The person-months required for the implementation of the WP should be sufficiently justified. | | | | | |
| **Deliverables** | | | | | |
| Provide a brief description for the important Milestones and KPIs to be attained and each of the Deliverables.  Indicative (non-mandatory) deliverables for WP2 could be:   * IPR Management & Exploitation Plan * Feasibility Study / Business Plan * Dissemination & Communication Plan (including dissemination of scientific data and activities ensuring Open Access / Open Data (if applicable), communication activities, and promotional and/or marketing/branding activities)   The following deliverables are mandatory:   * Data Management Plan (a template will be provided by the RIF). * Submission of Request for the acquisition of services by the Central Knowledge Transfer Office (KTO) of the RIF. | | | | | |

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| **Work Package Number:** |  | **Start Month:** |  | **End Month:** |  |
| **Work Package Title** |  | | | | |
| **Person Months** |  | | | | |
| **Work Package Objectives** | | | | | |
| Briefly describe the objectives of the WP. | | | | | |
| **Work Description and Expected Key Results** | | | | | |
| Describe the activities included in the specific WP. Where possible, provide quantitative information on activities and results.  Where appropriate, describe the work broken down into Tasks.  Significant Milestones should be well defined.  The person-months required for the implementation of the WP should be sufficiently justified. | | | | | |
| **Deliverables** | | | | | |
| Provide a brief description for the important Milestones and KPIs to be attained and each of the Deliverables. | | | | | |

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| **B3.3. Work Package Table**  The Τable is a brief presentation of the project’s Work Packages. | | | | |
| **Work Package Number** | **Work Package Title** | **Person-months** | **Start Date**  (project month) | **End Date**  (project month) |
| **WP1** | Project Management |  |  |  |
| **WP2** | Dissemination, Exploitation and Communication Activities |  |  |  |
| **WP3** |  |  |  |  |
| **WP4** |  |  |  |  |
| **WP5** |  |  |  |  |
| **WP6** |  |  |  |  |
| **WP7** |  |  |  |  |
| **WP8** |  |  |  |  |
| **WP9** |  |  |  |  |
| **WP10** |  |  |  |  |

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| **B3.4. List of Milestones**  The Τable is a brief presentation of the project’s Milestones. | | | |
| **Milestone No** | **Milestone** | **Relevant**  **WP** | **Milestone Completion Date**  (Project Month) |
| **M1** |  |  |  |
| **M2** |  |  |  |
| **M3** |  |  |  |
| **M4** |  |  |  |
| **M5** |  |  |  |
| **M6** |  |  |  |
| **M7** |  |  |  |
| **M8** |  |  |  |
| **M9** |  |  |  |
| **M10** |  |  |  |

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| **B3.5. List of Deliverables**  The Τable is a brief presentation of the project’s deliverables. | | | | | |
| **Deliverable No** | **Deliverable**  **Name** | **Relevant**  **WP** | **Deliverable Type**  (Document, Report, Publication, Poster, Pilot, Prototype, Website, Video, Software, Database, Other) | **Classification of Dissemination**  (Public, Confidential) | **Deliverable Completion Date**  (Project Month) |
| **D1** |  |  |  |  |  |
| **D2** |  |  |  |  |  |
| **D3** |  |  |  |  |  |
| **D4** |  |  |  |  |  |
| **D5** |  |  |  |  |  |
| **D6** |  |  |  |  |  |
| **D7** |  |  |  |  |  |
| **D8** |  |  |  |  |  |
| **D9** |  |  |  |  |  |
| **D10** |  |  |  |  |  |
| **D11** |  |  |  |  |  |
| **D19** |  |  |  |  |  |
| **D20** |  |  |  |  |  |

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| **B3.6. Time Frame**  Indicate the duration of each Work Package and the timing of submission of the Progress Reports. | | | | | | | | | | | | | | | | | | |
| **Work Package Number / Title** | **D U R A T IO N** (Months) | | | | | | | | | | | | | | | | | |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** |
| WP1. Project Management |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| WP2. Dissemination, Exploitation and Communication Activities |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| WP3. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| WP4. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| WP5. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| WP6. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| WP7. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| WP8. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| WP9. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| WP10. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Progress Reports Submitted to RIF** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| B3.7. Activities Supported by the Investment Fund *(Maximum Recommended 1 page)* |

Describe the market deployment, sales, scale-up and/or other activities to be supported by the investment fund(s), the funding to be provided for these activities and their implementation plan (scheduling).

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| B4. HOST ORGANISATION AND RESOURCES TO BE COMMITTED |

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| B4.1. Host Organisation Description *(Maximum Recommended 1 page)* |

Describe the Host Organisation with emphasis on:

* its competences, technological expertise and management experience,
* market presence, products / services developed already or other achievements, projects or activities relevant to the proposal,
* how the project fits with its business plan and value chain, and
* the commitment of the management team to the proposed project and the incentives provided to the core team.

Please specify the available infrastructure (including facilities and relevant equipment), and any other resources (including financial and human resources) that are necessary for the implementation of the project.

Please describe the company’s financial situation, how the company has been financed to date (i.e. private investments, equity, Grants etc), ownership, capital structure and financing needs to commercialization.

If applicable, briefly describe any third parties (vendors, subcontractors, or consultants) required for the successful implementation of the project and the success of the product/service in the target market(s).

If the Host Organisation is a Large Enterprise, its participation must be clearly justified according to the four criteria of participation of Large Enterprises (please refer to Section III 1.2. of RESTART 2016-2020 Work Programme).

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| B4.2. Team Members |

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| **B.4.2.1 Project Coordinator *(Maximum Recommended 0,5 page)*** |

Describe the capabilities, skills, credentials, and technical and managerial experience of the Project Coordinator in relation to the implementation of relevant projects as well as any significant achievements (full CV should be included in Annex I – Curricula Vitae. It is recommended that CVs are created in EUROPASS Format and do not exceed five (5) pages per person).

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| **B.4.2.2 Other Team Members – Key Personnel *(Maximum Recommended******0,5 page for each member)*** |

Provide a brief description of the profile of the key personnel (short CV) which will be primarily responsible for carrying out the project’s activities with emphasis on their capabilities and experience (full CVs should be included in Annex I – Curricula Vitae. It is recommended that CVs are created in EUROPASS Format and do not exceed five (5) pages per person).

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| **B.4.2.3 Team Table by Gender**  Please fill in the following Table specifying the Gender of each team member described in Sections B.4.2.1 and B.4.2.2. | | |
| **Num.** | **Name** | **Gender** (Male/Female) |
| 1. |  |  |
| 2. |  |  |
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| B4.3. Project Budget Description *(Maximum Recommended 1 page)* |

Provide a detailed justification of the costs included in the proposed budget, as analysed in Section “Part A - Project Budget Overview Table”. This should include a justification of the proposed costs (per activity type and cost category) for the implementation of the project, the technical specifications for any infrastructure / equipment to be acquired etc.

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| B5. ETHICAL AND ENVIRONMENTAL ISSUES ***(Maximum Recommended 0,5 page)*** |

Describe the measures to be undertaken in order to address any Ethical and/or Environmental issues arising from the implementation of the proposed project, according to the Coordinator’s Declaration in Part A. State any necessary licences and/or other documents that have already or will need to be secured.

Justify that the Project complies with the «Do No Significant Harm» principle as per Article 17 of [Regulation (EU) No 2020/852](https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32020R0852&from=EN) on the establishment of a framework to facilitate sustainable investment (EU Taxonomy Regulation). This means that the methodology is designed in a way it is not significantly harming any of the six environmental objectives of the aforementioned Regulation.