

Innovation Fund

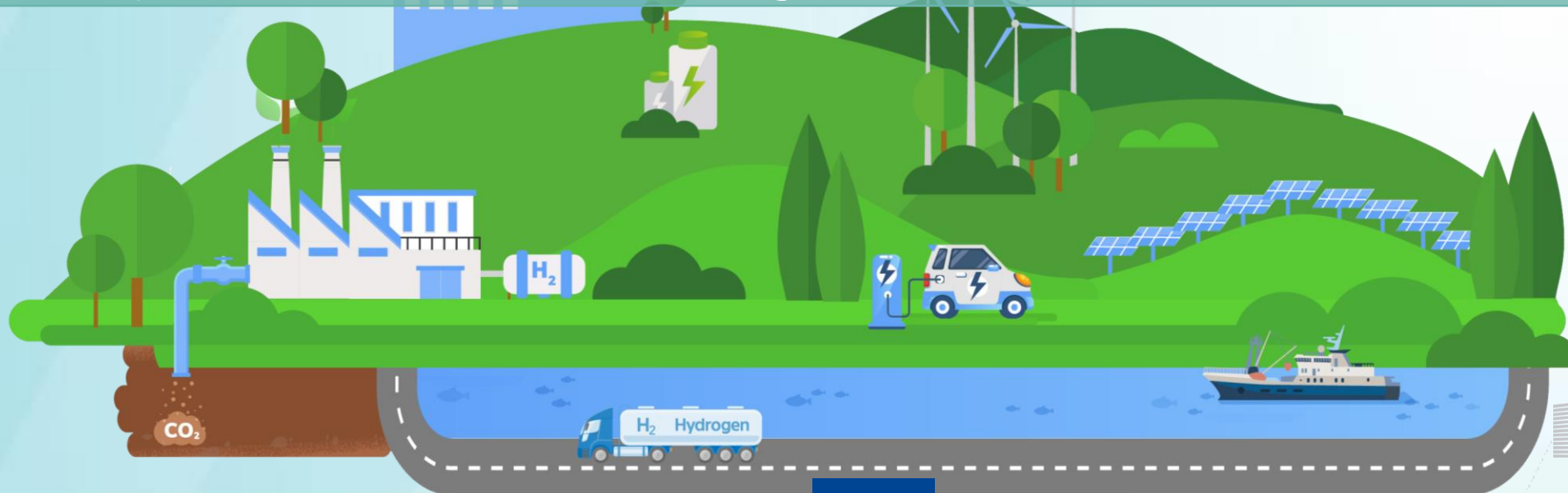
Call for small-scale projects 2021

Award Criteria

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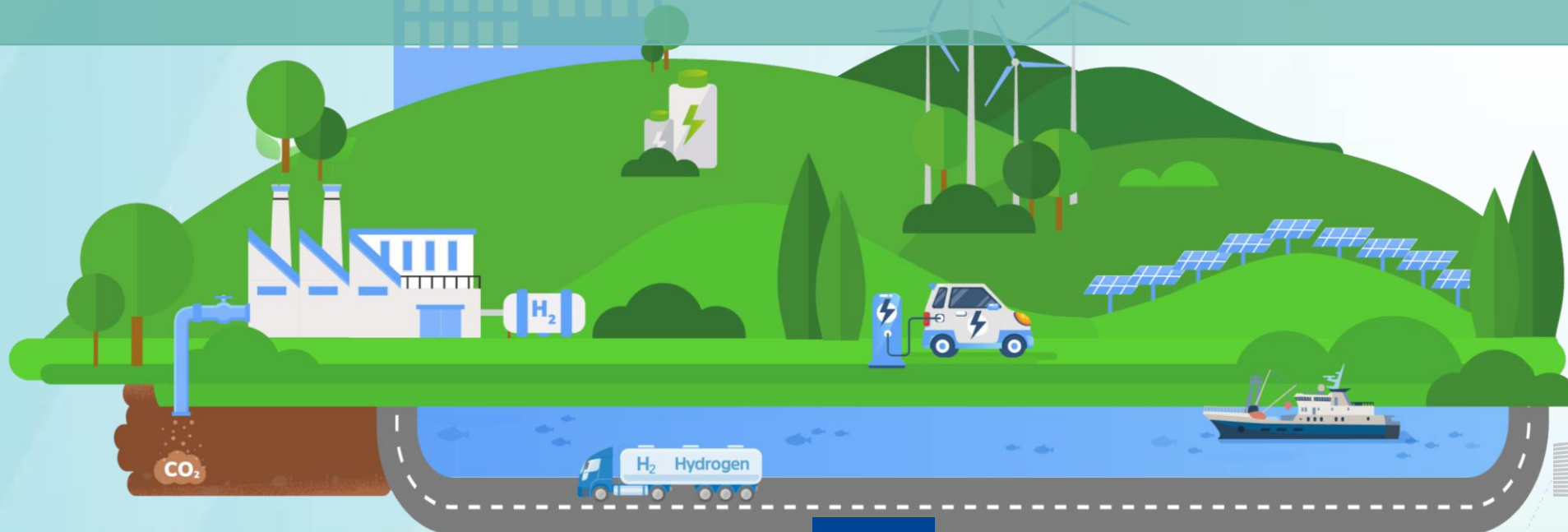


Innovation Fund

Call for small-scale projects 2021

The application form

Gianluca Tondi, Head of Sector “Energy-intensive industries and CCU”, CINEA



Forms

Part A:

- Administrative information and budget + GHG and CE indicators

Part B:

- Limit = 70 pages
- Incorporates all award criteria and work packages details
- Prepare document outside portal and then upload it

Part C:

- Key project indicators

TECHNICAL DESCRIPTION (PART B)

COVER PAGE

Part B of the Application Form must be downloaded from the Portal Submission System, completed and then assembled and re-uploaded as PDF in the system.

Note: Please read carefully the conditions set out in the Call document (for open calls published on the Portal). Pay particular attention to the award criteria; they explain how the application will be evaluated.

PROJECT	
Project name:	[project title]
Project acronym:	[acronym]
Coordinator contact:	[name NAME], [organisation name]

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Part A

Proposal acronym: Test SSC2021

Type of Model Grant Agreement: INNOVFUND Lump Sum Grant

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Section	Title	Action
1	General information	Show
2	Participants	Show
3	Budget	Show
4	Other questions	Show

Application forms

Proposal ID SEP-210855275

Acronym Test SSC2021

1 - General information

?

Field(s) marked * are mandatory to fill.

Topic	InnovFund-2021-SSC	Type of Action	InnovFund-LS
Call	InnovFund-2021-SSC	Type of Model Grant Agreement	InnovFund-AG-LS
Acronym *	Test SSC2021		
Proposal title *	Max 200 characters (with spaces). Must be understandable for non-specialists in your field. Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > * &		
Duration in months	Estimated duration of the project in full months.		
Fixed keyword 1	Word or words that best describe(s) the subject of your project.	▼	Add
Free keywords	Enter any words you think give extra detail of the scope of your proposal (max 200 characters with spaces).		

Abstract

Short summary (max. 2,000 characters, with spaces) to clearly explain:

Application forms

Proposal ID SEP-210855275

Acronym Test SSC2021

4 - Other questions

In which Member State(s) and/or associated countries will the project be implemented?

▼	Add	Remove
---	-----	--------

GHG Emission

Absolute GHG emission avoidance (in tCO₂e) 0
Result of the GHG emission avoidance calculation. Explanation is provided in application form part B question 2.1

Relative GHG emission avoidance (as a %) 0,00
Result of the GHG emission avoidance calculation. Explanation is provided in application form part B question 2.2

Cost efficiency

Cost efficiency ratio 0,00
Result of the calculation of the cost efficiency ratio. Explanation is provided in application form part B question 6

Sector choice

1 - General information

?

Field(s) marked * are mandatory to fill.

Topic InnovFund-2021-SSC

Type of Action InnovFund-LS

Call InnovFund-2021-SSC

Type of Model Grant Agreement InnovFund-AG-LS

Acronym * *Acronym is mandatory*

Proposal title * *Max 200 characters (with spaces). Must be understandable for non-specialists in your field.*

Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &

Duration in months *Estimated duration of the project in full months*

Fixed keyword 1 Chemicals

Add

6 Appendices

Appendix 1 Sector classification

CATEGORY	SECTOR
Energy Intensive Industries (EII)	Refineries
	Iron & steel
	Non-ferrous metals
	Cement & lime
	Glass, ceramics & construction material

Select the “Sector” in Part A, box “Fixed keyword 1”

The different sectors can be found in Appendix 1 “Sector classification” of the [Methodology for GHG emissions calculation](#)

Part B: section 0

Project and applicant(s):

- Background and objectives
- Consortium
- Technical characteristics and scope of the project
- Technology scope and technology solution

0. PROJECT AND APPLICANT(S)

Background and objectives

Describe the background and rationale of the project as well as its specific objectives.

Insert text

Consortium: beneficiaries and other participants

Brief presentation of the applicant(s) (including any affiliated entities involved in the action) outlining areas of overall and project-specific expertise, number of employees, founding year, geographical locations. Explain why the applicant is the most suitable for implementing the project.

Describe the relationship between these participants in the project framework.

Insert text

Technical characteristics and scope

Outline the technical characteristics and scope of the project.

Include information on:

- *project location and site*
- *technology (and why this has been chosen over alternatives)*
- *expected source of key inputs and feedstock*
- *expected output in terms of volume of main product(s)*

Insert text

Technology scope and the chosen technological solution

Describe in detail the technology/solution applied, and expected impacts of the technology and processes associated with the plant, with reference to the category, sector and product proposed.

Describe the technology construction, operation and maintenance plan, including operation assumptions and sensitivities. The description should also cover safety, reliability, technical performance and relevant standards.

Describe the critical interfaces between the different technical components and how interface issues are handled.

Part B: section 1-5

1.2 not applicable to small-scale calls!

Award criteria:

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3.4 Risk management	13
4. SCALABILITY	14
5 COST EFFICIENCY	16



Part B: section 6

Workplan, work packages, activities, milestones, deliverables and timing

- Include full details of proposal's work packages (WP)
- Template included in part B
- Applicants to provide sufficient detail to allow good monitoring and management of the project

6. WORKPLAN, WORK PACKAGES, ACTIVITIES, MILESTONES, DELIVERABLES AND TIMING	17
6.1 Work plan	17
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<i>Work Package 1</i>	19
<i>Work Package 2</i>	21
<i>Work Package 3</i>	23
<i>Work Package N (year N of operation) (up to 12 for Large Scale Projects, 5 for Small Scale Projects)</i>	28
<i>Estimated budget — Resources</i>	29
<i>Timetable</i>	30

Template for WP description

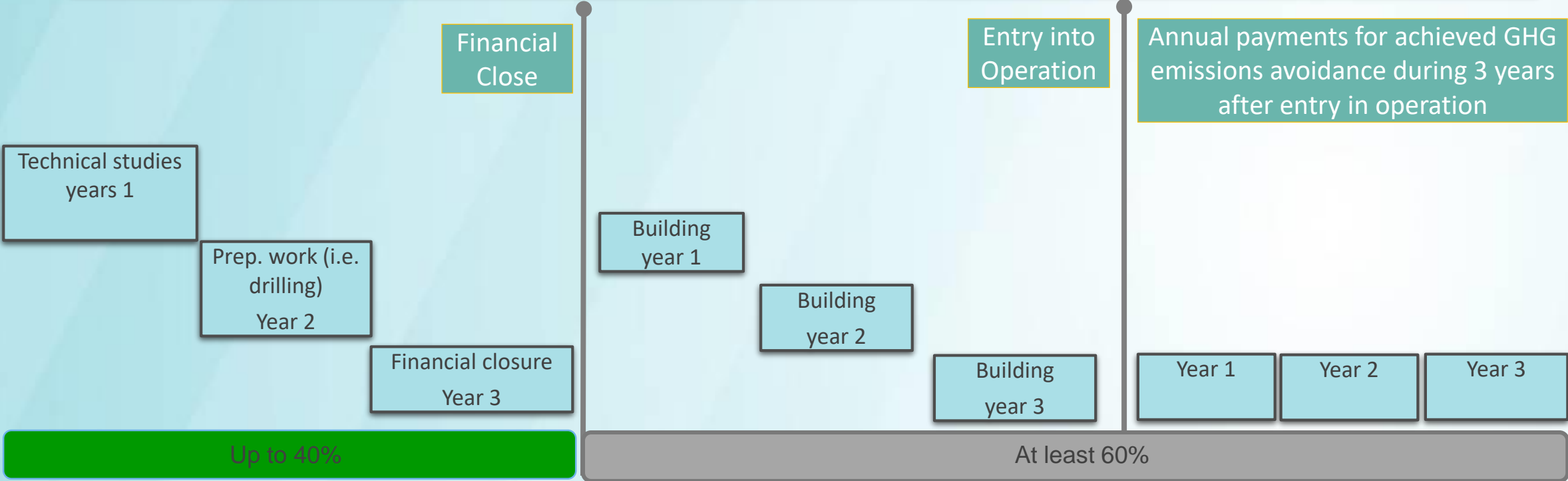
Work Package x:							
Duration:		MX - MX	Lead Beneficiary:		1-Short name		
Objectives							
▪							
Activities and division of work (WP description)							
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)		
			Name	Role (COO, BEN, AE, AP, OTHER)			
T1.1					n/a		
T1.2					n/a		
Milestones and deliverables (outputs/outcomes)							
<i>Deliverables:</i>							
<i>Milestones:</i>							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description		Due Date (month number)	Means of Verification
MS1		1					
MS2		1					
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D1.1		1					
D1.2		1					

Part B: section 6

- Group your activities into work packages. A **WP** means a major sub-division of the project
- **Recommended structure** of the WPs:
 - WP1 – Up to Financial Close
 - WP2 – Between Financial Close and Entry into Operation
 - WP3 – WP5 – Year [1, 2, 3] of Operation (annual reporting during the operation phase)
- **Payments** will be on a lump-sum basis when work packages are completed, prior to entry into operation; based on verified greenhouse gas reductions after entry into operation
- The conclusion of each work package and the reaching of its related **financing reporting milestone** will open the right to the corresponding lump-sum payment.
- Payment must be **proportionate to effort in WP**
- **Periodic reports** are necessary to request payments, After the entry into operation, the periodic reports will be annual (e.g. one payment per year)

Example of work package set up

Payments upon milestones achievement when work package finishes



Possible to agree payments at additional milestones by creating additional work packages

Possible to agree payments at additional milestones by creating additional work packages (subject to recovery in case that emission avoidance will not be achieved)

Part B | Annexes

New documents and structure!

The call text provides the list of mandatory annexes and supporting documents

Mandatory (eligibility criterion):

- Relevant cost calculator / Financial information file
- Participant information (including CVs)
- Timetable/Gantt chart
- GHG emission calculation
- Feasibility study (FS)
- Business plan (BP)
- Detailed financial model sheets

Optional documents:

- documents indicating support for the project (e.g. letters of interest, of support, letters of approval from funders, etc)
- main terms of supply, construction and off-take agreements and other key commercial contracts
- due diligence reports

Page limit:

- 70 pages for part B
- 60 pages for FS
- 60 pages for BP

Part B | Annexes

New documents and structure!

Financial information file: mandatory excel file with the following information:

- relevant cost calculator
- cost efficiency calculator
- financial model summary sheet
- table with Innovation Fund grant breakdown per work package and beneficiary/affiliated entity

Detailed financial model (mandatory): applicant's detailed financial model with information on model assumptions and projections, including (indicative):

- input sheet(s) with detailed assumptions
- funding sources and uses
- projected financial statements
- calculation sheet(s)
- sensitivity analysis

Part B | Annexes

New documents!

Participant information
(including CVs)

Timetable/Gantt chart

TIMETABLE (GANTT CHART)

(Fill in the timetable below or replace it with a Gantt chart, respecting the minimum requirements presented below. Use the project month numbers (M1, M2, etc) in addition to calendar months. Month 1 marks always the start of the project. Indicate the timing of each task per work package. Repeat lines/columns as necessary. Adjust the name of the months according to the start month of your project. For the periodic report, show the agreed timeline (as provided by the Grant Agreement in force) in grey and the updated timeline in green. Indicate milestones on the timeline, marking those delayed in red.)

[Project name]		2021			2022										2023						
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Dec	May	Jun
		M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	M13	M14	M15	M16	M17	M18	M19	M20
WP1	TITLE Work Package1																				
T1.1	Title – task 1.1	MLS1																			
T1.2	Title – task 1.2																				
WP2	TITLE Work Package2																				
T2.1	Title – task 2.1																				
T2.2	Title – task 2.2																				
T2.3	Title – task 2.3																				
WP3	TITLE Work Package3																				
T3.1	Title – task 3.1																				
T3.2	Title – task 3.2																				
T3.3	Title – task 3.3																				
T3.4	Title – task 3.4																				

PARTICIPANT INFORMATION

(To be filled in by the participants and uploaded as part of the application. To add information for more participants, copy the table as many times as necessary. CVs of all participant staff must also be merged into the file.)

PROJECT

Project name and acronym: [project title] — [acronym]

PARTICIPANT 1 (use same partner numbering as on Submission System screens)

Legal name (short name): [legal name] ([short name])

DESCRIPTION OF PARTICIPANT

Provide a short description of the participant, with an explanation on how it matches its main role and tasks in the proposal.

Insert text

KEY STAFF

Provide a short description of the profile of the persons who will be primarily responsible for carrying out the proposed activities. Attach their CVs (standard).

[First Name] [NAME], [staff category], [qualification(s)]

Insert description of expertise relevant to the project

[First Name] [NAME], [staff category], [qualification(s)]

Insert description of expertise relevant to the project

etc.

PROJECTS OR ACTIVITIES

List of up to 5 relevant previous projects or activities, connected to the subject of this proposal

Insert text

AFFILIATED ENTITIES / ASSOCIATED PARTNERS

Does the participant envisage that part of its work is performed by affiliated entities or associated partners? If yes, please describe the entity / partner, their link to the participant, and describe and justify the tasks foreseen to be performed by them.

Insert text

Part C

- Electronic form in the funding and tender portal
- Indicators information consistent with information provided in part B and other annexes to the proposal
- If contradiction, information in part B takes precedence

European Commission | Funding: Submission Service

Proposal ID	Project Acronym	Call for Proposal	Topic	Type of Action
SEP-210737248	test	InnovFund-LSC-2020-Two-Stage-2	InnovFund-LSC-2020-two-stage-2	InnovFund-LS

Classification

Category	Sector	Hybrid or Cross-sectoral project
Energy Intensive industries / CO2 capture for storage, full chain Carbon Capture and Sto...	Geothermal energy	Part of a hub
Principal Product 1	Principal Product 2	Principal Product 3
flat glass	coke	glass fibres
Other Product 1	Other Product 2	Other Product 3

Identification

Location of the Project (Country)	NUT2 Region
Bahrain	Adana
Location of the project (GPS coordinates)	
Please fill in the GPS coordinates.	
Expected Principal Product 1 Output	Unit of Expected Output Principal Product 1
###,###.##	
Please enter a value.	
Please select a value.	

Part C not yet available!!

Tips

- Read all documents and guidance carefully
- Submit well in advance of deadline. You can adapt before deadline.
- Part B:
 - Clarity of information more important than quantity
 - Cross-reference to annexes clearly
 - Ensure information in different docs are consistent
 - Use requested font size
- Respect page limits (**page in excess will be disregarded!**)
- Consult FAQ section in the Funding & Tenders portal