

Project Acronym

APPLICATION THEMATIC ICON PROJECT
(VERSION OF 2020.1)

*Instructions for AI-ICON 2020 and CS-ICON 2020*

*This document is the template for the application for the 2020 calls for thematic ICON projects Artificial Intelligence (AI-ICON 2020) and Cyber Security (CS-ICON 2020).*

*To submit your application, complete this document, complete the appropriate documents this document refers to and e-mail all documents, preferably in a single e-mail, to* *ai-icon@vlaio.be* *or* *cs-icon@vlaio.be* *no later than Friday 17 july 2020 12:00 (midday). Include the project acronym in the subject of all e-mails.*

*Receipt of your application must be explicitly confirmed.*

*Contact* *ai-icon@vlaio.be* *or* *cs-icon@vlaio.be* *for questions regarding the application.*

*Not respecting character and page limits can result in an inadmissible application.*

# General project information

## Project information

General information

|  |  |
| --- | --- |
| Project acronym |  |
| Project title |  |
| One-sentence summary |  |
| Start date |  |
| Duration in months |  |
| This project is a resubmission | *yes or no* |
| Project number of previous submission |  |

Project description

|  |  |
| --- | --- |
| Project description | *Download the template (*[*EN*](https://vlaio.be/en/media/781)*), complete it, and add it to your application as a separate document (mandatory, 1 document per project, in English, max 100.000 characters, shared with the consortium, VLAIO and the reviewers).* |

External experts to avoid

*To assess an application, the agency can use external experts. In the case of a written consultation of the experts, the names of the experts will not be released to you as an applicant. The experts are bound by confidentiality and objectivity. The agency avoids obvious competitors. As single applicant you can specify up to 15 names of companies, organizations, research groups or persons that you wish to exclude (entire sectors, countries or research institutions can’t be excluded). If there are more partners, the overall maximum number is 30.*

|  |  |
| --- | --- |
| External experts to avoid |  |

## Coordinator

Coordinator

*Enter contact details of the person who will act as a coordinator for this application.*

*The coordinator manages communication between VLAIO and the consortium. The coordinator submits all project information to VLAIO and is authorized to do so.*

*The coordinator must be linked to the main applicant (which must be an industrial partner).*

|  |  |
| --- | --- |
| First name |  |
| Name |  |
| Function |  |
| Phone |  |
| E-mail |  |

## Term sheet

Term sheet

|  |  |
| --- | --- |
| Term sheet | *Download the templates for the models market terms (*[*EN*](https://vlaio.be/en/media/1191)*) and fair and reasonable (*[*EN*](https://vlaio.be/en/media/1190)*), choose one of the two models, complete it, sign it (all project partners, legal representative) and add it to your application as a separate document (mandatory, 1 document per project, shared within the consortium and with VLAIO).* |

# Industrial partner: Name (main applicant)

*Duplicate and complete this section for every industrial partner.*

*Replace “Name” by the name of the industrial partner and add “(main applicant)” to the main applicant of the project (which must be an industrial partner).*

*Use this section only for industrial partners requesting VLAIO funding, for partners not requesting VLAIO funding use the section “Other Partner” below.*

## Company information

Company information

|  |  |
| --- | --- |
| Company number ([KBO](https://kbopub.economie.fgov.be/kbopub/zoeknummerform.html?lang=nl)) |  |
| Name |  |
| Street |  |
| Number |  |
| Box |  |
| Postal code |  |
| City |  |
| Country |  |

Contact

*Enter contact details of the person we can contact for questions concerning the content of the project.*

|  |  |
| --- | --- |
| First name |  |
| Name |  |
| Function |  |
| Phone |  |
| E-mail |  |

Account number for payment

|  |  |
| --- | --- |
| IBAN |  |
| BIC |  |

Additional information

|  |  |
| --- | --- |
| Website |  |

Contact correspondence address

*By default, the address of the registered office is used. Complete the details below if you wish to use a different correspondence address.*

|  |  |
| --- | --- |
| Street |  |
| Number |  |
| Box |  |
| Postal code |  |
| City |  |
| Country |  |

## Additional company information

Flemish establishment

*The Flemish establishment from which the valorization will take place.*

*The establishment number can be looked up in the* [*KBO*](https://kbopub.economie.fgov.be/kbopub/zoeknummerform.html?lang=nl)*.*

|  |  |
| --- | --- |
| Establishment number ([KBO](https://kbopub.economie.fgov.be/kbopub/zoeknummerform.html?lang=nl)) |  |
| Name |  |
| Street |  |
| Number |  |
| Box |  |
| Postal code |  |
| City |  |

Employment figures

|  |  |
| --- | --- |
| Current number of employees on the payroll Flemish establishment | *TODO heads, TODO FTE* |
| Current number of self-employed and/or freelancers on an invoice basis Flemish establishment | *TODO heads, TODO FTE* |

Legal representative

*Enter the data of the legal representative who, as submitter, will accept the* [*Algemene Voorwaarden Innovatiesteun (versie 2020.1)*](https://www.vlaio.be/nl/media/1309) *and the* [*Programmaspecifieke Voorwaarden Thematische ICON projecten (versie 2020.1)*](https://www.vlaio.be/nl/media/1407)*, or gives the mandate for this to the submitter of the application. For the reader’s convenience, English versions of these texts are available:* [*General Conditions Innovation Support (version 2020.1)*](https://www.vlaio.be/nl/media/1310) *and* [*Program Specific Conditions Thematic ICON Projects (version 2020.1)*](https://www.vlaio.be/nl/media/1406)*.*

|  |  |
| --- | --- |
| First name |  |
| Name |  |
| Function |  |
| Phone |  |
| E-mail |  |

## Financial information

Contact for financial information

|  |  |
| --- | --- |
| First name |  |
| Name |  |
| Function |  |
| Phone |  |
| E-mail |  |

Type of company

[*Read more on the definition of the Type of company (in Dutch).*](https://www.vlaio.be/nl/subsidies-financiering/onderzoeksproject/bedrag/wanneer-is-mijn-onderneming-klein-middelgroot)

|  |  |  |
| --- | --- | --- |
| Type of company |  | *Small, Medium-sized, Large, Starter or company to be created or Non-profit or public-law entity* |

Small company

*Remove this section if not applicable.*

|  |  |
| --- | --- |
| Financial information | *Download the template (*[*NL*](https://vlaio.be/nl/media/655)*,* [*EN*](https://vlaio.be/nl/media/660)*) complete it, and add it to your application as a separate document (mandatory, 1 document per project, in Dutch or English, no character limit, shared with VLAIO only).* |
| Financial statements | *Add the provisional/interim financial statement to your application.* |
| Other attachments with financial information | *Optionally add other attachments with financial information to your application.* |

Medium-sized company

*Remove this section if not applicable.*

|  |  |
| --- | --- |
| Financial information | *Download the template (*[*NL*](https://vlaio.be/nl/media/655)*,* [*EN*](https://vlaio.be/nl/media/660)*) complete it, and add it to your application as a separate document (mandatory, 1 document per project, in Dutch or English, no character limit, shared with VLAIO only).* |
| Financial statements | *Add the provisional/interim financial statement to your application.* |
| Other attachments with financial information | *Optionally add other attachments with financial information to your application.* |

Large company

*Remove this section if not applicable.*

|  |  |
| --- | --- |
| Financial information | *Download the template (*[*NL*](https://vlaio.be/nl/media/656)*,* [*EN*](https://vlaio.be/en/media/661)*) complete it, and add it to your application as a separate document (mandatory, 1 document per project, in Dutch or English, no character limit, shared with VLAIO only).* |
| Financial statements | *Add the provisional/interim financial statement/international/group level to your application.* |
| Other attachments with financial information | *Optionally add other attachments with financial information to your application.* |

Starter or company to be created

*Remove this section if not applicable.*

|  |  |
| --- | --- |
| Financial information | *Download the template (*[*NL*](https://vlaio.be/nl/media/657)*,* [*EN*](https://vlaio.be/en/media/662)*) complete it, and add it to your application as a separate document (mandatory, 1 document per project, in Dutch or English, no character limit, shared with VLAIO only).* |
| Cash flow plan | *Add the cash flow plan to your application.* |
| Profit and loss account | *Add the profit and loss account to your application.* |
| Other attachments with financial information | *Optionally add other attachments with financial information to your application.* |

Non-profit or public-law entity

*Remove this section if not applicable.*

|  |  |
| --- | --- |
| Financial information | *Download the template (*[*NL*](https://vlaio.be/nl/media/658)*,* [*EN*](https://vlaio.be/en/media/663)*) complete it, and add it to your application as a separate document (mandatory, 1 document per project, in Dutch or English, no character limit, shared with VLAIO only).* |
| Financial statements | *Add the provisional/interim financial statement to your application.* |
| Annual account | *Add additional information or internal balance and income statement to your application.* |
| Other attachments with financial information | *Optionally add other attachments with financial information to your application.* |

## Impact

Impact

|  |  |
| --- | --- |
| Impact | *Download the template (*[*EN*](https://vlaio.be/en/media/667)*), complete it, and add it to your application as a separate document (mandatory, 1 document per industrial partner, in English, max 10 pages, shared with the consortium, VLAIO and the reviewers).* |

Additional confidential information on the impact

|  |  |
| --- | --- |
| Additional confidential information on the impact | *Optionally add a separate document to your application with additional confidential information on the impact (optional, 1 document per industrial partner, in Dutch or English, shared with VLAIO only).**This document should be interpreted as punctual additions to the impact document, minimizing length and overlap.**Explicitly tag this document as confidential.**This document can be e-mailed separately to VLAIO.* |

## Project budget and subsidy

Budget

|  |  |
| --- | --- |
| Budget | *Download the template (*[*NL*](https://vlaio.be/nl/media/476)*), complete it, and add it to your application as a separate document (mandatory, 1 document per project, shared with VLAIO only).**The main applicant is responsible for integrating the partner budgets to the overall project budget which consists of one tab for every industrial and research partner and a tab “totalen” which correctly reflects the total project budget and requested subsidy.**If the partner budget contains information that is considered as confidential (e.g. wages), industrial partners can include an anonymized version of their budget in the project budget and e-mail the non-anonymized version separately to VLAIO.* |
| Quotations | *Add a quotation to your application for every large subcontractor or large cost (mandatory, 1 document per quotation per industrial partner, in Dutch or English, no character limit, shared with VLAIO only).* |
| Project budget | *The amount of the subsidy for this partner.* |

Subsidy

|  |  |
| --- | --- |
| Subsidy | *The amount of the subsidy for this partner.* |

## Declarations

Declarations

|  |  |
| --- | --- |
| Declarations | *Download the template (*[*EN*](https://vlaio.be/en/media/1410)*,* [*NL*](https://vlaio.be/nl/media/1408)*), complete it, sign it (legal representative) and add it to your application as a separate document (mandatory, 1 document per project, in Dutch or English, shared with the consortium and VLAIO).* |

# Research organization: Name

*Duplicate and complete this section for every research organization.*

*Replace “Name” by the name of the research organization.*

*Use this section only for research organizations requesting VLAIO funding, for partners not requesting VLAIO funding use the section “Other Partner” below.*

## Company information

Company information

|  |  |
| --- | --- |
| Company number ([KBO](https://kbopub.economie.fgov.be/kbopub/zoeknummerform.html?lang=nl)) |  |
| Name |  |
| Street |  |
| Number |  |
| Box |  |
| Postal code |  |
| City |  |
| Country |  |

Contact

*Enter contact details of the person we can contact for questions concerning the content of the project.*

|  |  |
| --- | --- |
| First name |  |
| Name |  |
| Function |  |
| Phone |  |
| E-mail |  |

Account number for payment

|  |  |
| --- | --- |
| IBAN |  |
| BIC |  |

Additional information

|  |  |
| --- | --- |
| Department, research group, … |  |
| Website |  |

Contact correspondence address

*By default, the address of the registered office is used. Complete the details below if you wish to use a different correspondence address.*

|  |  |
| --- | --- |
| Street |  |
| Number |  |
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| City |  |
| Country |  |

## Additional company information

Legal representative

*Enter the data of the legal representative who, as submitter, will accept the* [*Algemene Voorwaarden Innovatiesteun (versie 2020.1)*](https://www.vlaio.be/nl/media/1309) *and the* [*Programmaspecifieke Voorwaarden Thematische ICON projecten (versie 2020.1)*](https://www.vlaio.be/nl/media/1407)*, or gives the mandate for this to the submitter of the application. For the reader’s convenience, English versions of these texts are available:* [*General Conditions Innovation Support (version 2020.1)*](https://www.vlaio.be/nl/media/1310) *and* [*Program Specific Conditions Thematic ICON Projects (version 2020.1)*](https://www.vlaio.be/nl/media/1406)*.*

|  |  |
| --- | --- |
| First name |  |
| Name |  |
| Function |  |
| Phone |  |
| E-mail |  |

## Project budget and subsidy

Budget

|  |  |
| --- | --- |
| Budget | *Download the template (*[*NL*](https://vlaio.be/nl/media/476)*), complete it, and add it to your application as a separate document (mandatory, 1 document per project, shared with VLAIO only).**The main applicant is responsible for integrating the partner budgets to the overall project budget which consists of one tab for every industrial and research partner and a tab “totalen” which correctly reflects the total project budget and requested subsidy.* |
| Project budget | The amount of the subsidy for this partner. |

Subsidy

|  |  |
| --- | --- |
| Subsidy | The amount of the subsidy for this partner. |

## Declarations

Declarations

|  |  |
| --- | --- |
| Declarations | *Download the template (*[*EN*](https://vlaio.be/en/media/1411)*,* [*NL*](https://vlaio.be/nl/media/1409)*), complete it, sign it (legal representative) and add it to your application as a separate document (mandatory, 1 document per project, in Dutch or English, shared with the consortium and VLAIO).* |
| Statement of fulfillment of the criteria of organization for research and dissemination of knowledge | *Download the template template (*[*NL*](https://vlaio.be/nl/media/1151)*), complete it, sign it (legal representative) and add it to your application as a separate document (mandatory, 1 document per research organization, shared with the consortium and VLAIO).* |

# Other partner: Name

*Duplicate and complete this section for every other partner not requesting VLAIO funding.*

*Replace “Name” by the name of the partner.*

*Use this section only for partners not requesting VLAIO funding, for partners requesting VLAIO funding use the section “Industrial Partner” or “Research Organization” above.*

## Company information

Company information

|  |  |
| --- | --- |
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|  |  |
| --- | --- |
| First name |  |
| Name |  |
| Function |  |
| Phone |  |
| E-mail |  |

Additional information

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| --- | --- |
| Department |  |
| Website |  |

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| City |  |
| Country |  |