



Rialtas
na hÉireann
Government
of Ireland

Tionscadal Éireann
Project Ireland

2040

**FUTURE JOBS
IRELAND**

Preparing Now for Tomorrow's Economy

FOIRM IARRATAIS CISTE DO THEICNEOLAÍOCHT AGUS NUÁLAÍOCHT SHUAITEACH
DISRUPTIVE TECHNOLOGIES INNOVATION FUND CALL 4 INDICATIVE APPLICATION FORM

Please use this template as a guideline to follow when preparing your proposal. It has been designed to ensure that the important aspects of your planned work are presented in a way that will enable the experts to make an effective assessment against the evaluation criteria.

Please be aware that proposals will be evaluated as they were submitted, rather than on their potential if certain changes were to be made. This means that only proposals that successfully address all the required aspects will have a chance of being funded. There will be no possibility for significant changes to content, budget and consortium composition during grant preparation.

The application submission consists of two parts:

Part A of the application form contains the Project Mission/Goal, List of Participants, Lead Applicant Details, Research Priority Area, Executive Summary, Project Budget, Breakdown of Costs Tables and Declarations. **Part A** must be completed on the Online Submission System, which will be open for use by **early January 2022**.

Part B of the application form contains the General Project Information, Selection Criterion 1,2,3 and 4, Work Packages, Signatures, Information About the Consortium and Tables 1-6. **Part B** must be uploaded as a PDF Document on the Online Submission System. **Please note page limit for Part B should not exceed 50 pages**. All tables in these sections must be included within this limit. The minimum font size allowed is 11 points. The page size is A4, and all margins (top, bottom, left, right) should be at least 15 mm (not including any footers or headers). Note that the signature pages should be signed, scanned and inserted into the PDF document.

Application Forms (Part A and Part B) must be completed and submitted by 3pm (Irish time) 10 February 2022.

Part A

This section will be completed electronically through the Online Submission System, and should not be duplicated in the PDF for Part B.

Title of proposal

Acronym of proposal

Project Mission/Goal

Please provide a 50-word description of the project in plain English. This description will be used when publicising successful projects so please ensure that it can be understood by a wide audience.

List of participants:

Participant No.	Organisation Name	<i>For companies only</i> ¹		
		CRO ² or Business Registered Number	Client of Agency (EI/IDA/other)	SME (Y/N)
1 (Lead Applicant)				
2				
3				

¹ Note that the legal entity incurring costs in the project must be the entity identified by CRO or Business Registered Number here.

² <https://www.cro.ie/Services/Company-Search>

Lead Applicant Details:

Contact Name	
Organisation	
Email address	
Phone Number	

Proposed Budget:

Total Project Cost (€M)	
DTIF Request (€M)	
DTIF Request (%)	

Research Priority Area³:

Research Priority Area	
------------------------	--

³ Applicants must input only one Research Priority Area. <https://dbei.gov.ie/en/Publications/Publication-files/Research-Priority-Areas-2018-to-2023.pdf>

Executive Summary [Max 1 Page]

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Table 7. Project Budget⁴

Provide the overall budget for the proposal (per partner).

Partner No/Short Name	Total Project Cost (€)	DTIF Funding Request (€)
TOTAL:		

⁴ Budget information will be provided in TABLES 7, 8 & 9. Note that no further budget information should be included in PART B of the application.

Table 8. Breakdown of costs per enterprise partner:**Breakdown of costs per enterprise partner:**

	Cost (€)		
Partner No.	1	2	3
Partner Short Name			
Salaries ⁵			
Overheads (30% of eligible salaries)			
Materials			
Travel & Subsistence			
Contractual Research, Consultancy etc.			
Patent Costs (SMEs only)			
Capital Expenditure			
Total Expenditure for Grant Aid calculation			
Grant Rate (%)	50%	50%	50%
Total DTIF Contribution Requested			

⁵ List the roles per partner in the Footnote: title and role in project (new or existing staff; no. of months on project; % time commitment; cost).

Table 9. Breakdown of costs per RPO partner:**Breakdown of costs per RPO partner:**

	Cost (€)		
Partner No.	1	2	3
Partner Short Name			
Salaries ⁶			
Materials			
Travel & Subsistence			
Contractual Research, Consultancy etc.			
Patent Costs			
Capital Expenditure			
Total Expenditure for Grant Aid calculation			
Grant Rate (%)	100%	100%	100%
Direct DTIF Grant Requested			
Overheads (30% of Direct costs excl Capital)			
Total DTIF Contribution Requested			

⁶ List the roles per partner in the Footnote: title and role in project (new or existing staff; no. of months on project; % time commitment; cost).

DECLARATIONS

	YES/NO
The lead partner declares to have the explicit consent of all applicants on their participation and on the content of this proposal.	
The lead partner hereby declares that each applicant has confirmed 1) eligibility in accordance with the criteria set out in the specific call for proposals; and 2) financial and operational capacity to carry out the proposed action.	
The lead partner hereby declares that each enterprise applicant has confirmed that it is not an Undertaking in Difficulty (as defined in the Guide for the Applicants).	
The lead partner declares responsibility for the correctness of the information relating to his/her own organisation. Each applicant remains responsible for the correctness of the information related to him/her and declared above. Where the proposal is approved for DTIF funding, the lead partner and each beneficiary partner will be required to present a formal declaration in this respect.	
The lead partner declares that this proposal has not been submitted to the other NDP Funds (Urban, Rural, Climate Action).	
The lead partner declares that this project has not received any other grant aid – either from Irish agencies or EU funds.	
Please indicate if your project will involve:	
• Activities or results raising security issues;	
• 'EU-classified information' as background or results.	
Restrictive Measures in Force The Company represents and warrants that it is not directly or indirectly, or the Promoter represents and warrants that the Company will not be directly or indirectly, by way of funding or shareholding, covered by Articles 1 and 2 of the European Council decision, (2014/145/CFSP) of 17 March 2014, and subsequent Regulations (960/2014, 1290/2014 and 833/2014) concerning restrictive measures in respect of actions undermining or threatening the territorial integrity, sovereignty and independence of Ukraine. Further information available here .	
Processing of Data, including Personal Data is in compliance with the <u>General Data Protection Regulation</u> (the “GDPR”) and Data Protection Acts 1988 to 2018. Information, including your Personal Data provided in this DTIF Funding Application will be processed by Enterprise Ireland, IDA Ireland, Science Foundation Ireland, the Department of Enterprise, Trade and Employment (the “DETE”) and a Review Panel of International Experts for the purposes of evaluating applications and selecting a ranked list of Projects for funding. We, Enterprise Ireland, IDA Ireland, Science Foundation Ireland and the Department	

of Enterprise, Trade and Employment would also like to contact you from time to time to provide you with information and updates in relation to new projects or other funding supports that may be of interest.

I understand that my Personal Data will be processed by the above bodies, including Enterprise Ireland, IDA Ireland, Science Foundation Ireland and the Department of Enterprise, Trade and Employment. This processing will be conducted in accordance with the various *Privacy Policies* of these bodies.

We request that you read the above notification carefully and that you ensure that it is made available to any data subjects (e.g. your employees) whose personal data you provide to us.

By giving your consent, you confirm that:

(a) you have complied with your own data protection obligations in respect of the personal data that you supply to us and that you are entitled to disclose such personal data to us; and

(b) you will ensure that the above is sent to data subjects (e.g. your employees) whose personal data you provide to us.

I consent to the above bodies processing my Personal Data to contact me in the future to provide me with information about projects or initiatives or funding supports. I understand that I can Opt-Out from receiving these communications by e-mailing: dtif@enterprise-ireland.com.

Part B

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GENERAL PROJECT INFORMATION [MAX 3-6 pages]

0.1 Project Context

Describe the problem or need. What is the current situation in the market(s) that could be disrupted?

0.2 Proposed Solution

Describe the solution proposed – what is the big picture vision and what would the impact be of the Disruptive Technologies Innovation? Why now? Explain the historical evolution of your project and define recent trends that make your solution possible. Applicants are advised to consult the Disruptive Technologies Innovation Fund [Guide for Applicants](#) and make specific reference to the National Strategic Outcomes (NSOs) in Project Ireland 2040.

SELECTION CRITERION 1: STRENGTH OF THE DISRUPTIVE TECHNOLOGY DIMENSION
[MAX 4 pages]

- Proposal demonstrates strong potential to develop and deploy novel or “disruptive” technologies in global markets.
- Proposal will build on existing scientific research and will advance that research to deliver new solutions.
- Proposal involves collaborating on “industrial research” as defined in COMMISSION REGULATION (EU) No 651/2014 and in general will be expected to fall within Technology Readiness Levels 3-7. See Appendix 1 for further details.
- Risk profile of the proposal provides justification for State support, i.e., project presents risks or scale associated with innovation especially for growth, sustainability and productivity-enhancing disruptive technologies.

SELECTION CRITERION 2: EXCELLENCE OF THE OVERALL PROPOSAL AND APPROACH [MAX 4 pages]

- Clear and relevant project objectives.
- Soundness of the concept.
- Credibility of the proposed methodology.
- Extent that the proposed work is beyond the state of the art and demonstrates innovation potential (e.g. ground-breaking objectives, novel concepts and applications).
- Quality and efficiency of the (outline) work plan (project is deliverable (in a typical 2 to 3-year timeframe) based on the work packages described).

SELECTION CRITERION 3: ECONOMIC IMPACT & SUSTAINABILITY [MAX 4 pages]

- The proposal has the potential to significantly alter markets and their functioning and/or significantly alter the way that businesses operate through the creation of new business models.
- Proposal demonstrates potential to enhance innovation capacity of enterprise partners (RD&I performance, ability to engage with and deploy disruptive technologies in the future) and especially SMEs.
- Proposal demonstrates potential to create significant new market opportunities and exports, support job creation and retention, strengthen competitiveness and growth of the partner companies within a 3 to 7-year timeframe.
- Proposal considers the further stages and activities needed to commercialise the innovation.
- Proposal demonstrates positive contributions to the low carbon / sustainability targets in the Climate Action Plan¹. It neither hinders the achievement of Ireland's climate objectives nor has other significant negative environmental impacts.

SELECTION CRITERION 4: QUALITY & EFFICIENCY OF THE COLLABORATION [MAX 4 pages]

- Strength and credibility of the partners in the consortium to deliver on project goals.
- Collaborations have a strong lead partner and a strong project management structure.
- Appropriateness of allocation of tasks, ensuring that all participants have a valid role and adequate resources in the project to fulfil that role.
- There must be at least one SME involved in every consortium with SME(s) in a consortium having an integral role in the project.
- Financial and other resources mobilised across the consortium provides appropriate co-funding against the DTIF contribution.
- Appropriateness of management structures and procedures, including risk and innovation management.
- Complementarity of the participants and extent to which the consortium, as a whole, brings together the necessary expertise.

Insert the following here:

Please note that Tables 1 to 8 must be completed to be considered for funding. Table 9 must be completed where there is an RPO partner.

GANTT Chart: Timing of Work Packages and their components

Table 1. List of work packages

Work package No	Work Package Title	Lead Participant No	Lead Participant Short Name	Person-Months	Start Month	End month
1						
2						
3						
4						
			Total months:			

Table 2. Work package descriptions – please copy for each work package.

Work package number		Start Date				M1	
Work package title							
Participant number	1	2	3				
Short name of participant							
Person/months							

Objectives

Description of work (where appropriate, broken down into tasks), lead partner and role of participants

Deliverables (brief description and month of delivery)
D1.1 title (M1)

Milestones
MS1 title (M6)

Resources assigned to work packages should be in line with their objectives and deliverables. You are advised to include a distinct work package on 'management' and a distinct work package on 'commercialisation (dissemination and exploitation)' and communication activities.

Table 3. List of Deliverables

Deliverable (number)	Deliverable name	Work package number	Short name of lead participant	Type	Delivery date
D1.1		1			M6

Deliverable numbers in order of delivery dates. Please use the numbering convention <WP number>.<number of deliverable within that WP>. For example, deliverable 4.2 would be the second deliverable from work package 4.

Delivery date: Measured in months from the project start date (month 1)

Type: use one of the following codes:

R: Document, report (excluding project periodic or final report)

DEM: Demonstrator, pilot, prototype, plan designs

DEC: Websites, patents filing, press & media actions, videos, etc.

OTHER: Software, technical diagram, etc

Table 4. List of Milestones

Milestone number	Milestone name	Related work package(s)	Due date	Means of verification

Estimated date: measured in months from the project start date (month 1)

Means of verification: show how you will confirm that the milestone has been attained. Refer to indicators if appropriate. For example: a laboratory prototype that is 'up and running'; software released and validated by a user group; field survey complete and data quality validated.

Table 5. Critical risks for implementation

Description of risk	Work package(s) involved	Proposed risk-mitigation measures

Table 6. Summary of staff effort

Participant No/Short Name	WP1	WP2	WP3	WPn	Total Person/Months per Participant
1/XX					
TOTAL:					

SIGNATURES

All partners must sign to confirm a) consent to participation and b) financial and operational capacity.

Researchers in RPOs must obtain Research Office approval for submission.

PARTNER 1

Name of Authorised Officer [Please Print]	
Signature of Authorised Officer	
Name of Company / RPO [Please Print]	
Date	

PARTNER 2

Name of Authorised Officer [Please Print]	
Signature of Authorised Officer	
Name of Company / RPO [Please Print]	
Date	

PARTNER 3

Name of Authorised Officer [Please Print]	
Signature of Authorised Officer	
Name of Company / RPO [Please Print]	
Date	

ADDITIONAL INFORMATION ABOUT THE CONSORTIUM

This section is not covered by the page limit.

The information provided here will be used to determine the suitability of the individual consortium members and the consortium as a whole for achieving the stated project objectives. Applicants may wish to include a brief profile of individual consortium members and highlight relevant key achievements. Please make sure that you do not include information here that relates to the headings above. Experts will be instructed to ignore any information here which appears to have been included to circumvent page limits applying to those sections.

Please provide for each participant [MAX 1 page per partner]:

PARTICIPANT No. 1 (LEAD PARTNER COORDINATOR)

Name of participant	
Short name of participant	
Contact Name	
Email address	
Phone Number	
Names and e-mail addresses of two Company Directors or Authorised Officers who have the capacity to sign, on behalf of the company, legal agreements with Enterprise Ireland via DocuSign eSignature	

Organisation Profile

Team

Evidence relevant to call content
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