**Application for collaborative project funding (PC & PCA)**

**Please delete the indications in blue before submitting the application.**

**Date application submitted:** month, year

**Project title**

|  |  |
| --- | --- |
|  | |
| **Project acronym** | |
|  | |

**Project sponsor** name of project leader, school / institute

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| --- |
|  |

**Project summary** (for publication)  
2500 characters maximum Describe the challenge(s)/problem(s) to be solved, the main objective, the results and the expected spin-offs/impacts. Add 1 photo to be used for the publication of the project.

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**Keywords** 4-8 keywords, separated by commas

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**Planned project start/end dates**

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**Primary Applicant (Project Leader)**

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| --- | --- | --- | --- | --- |
| School / institute name | Principal Applicant’s Name, Title | Postal Address | Phone | Email |
|  |  |  |  |  |

**Co-Applicants**

|  |  |  |  |
| --- | --- | --- | --- |
| Company name | Representative's Name, Title, and Role | Phone | Email |
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If approved, the project summary, illustration, and partner names will be published on www.innosquare.com

1. **Project Partners Overview**

Describe the academic and industrial partners involved. Specify if industrial partners form a value chain or are from related sectors. Highlight the consortium's strengths in ensuring project success (expertise, skills, diversity, complementarity, etc.)

**Industrial Partners :**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Canton | Legal entity | Industry sector | Main activities |
| Names, logos and websites should be added | FR or other |  |  |  |
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**Academic Partner(s)**

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| --- | --- | --- |
| Name (school/institute) | Field of activity | Brief description of Expertise |
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1. **Project Context**

Describe the project’s background, the needs it addresses, current challenges, technological developments, new regulatory frameworks (political, legal, normative), and any innovative concepts that require explanation for non-experts.

1. **State of the art**

Summarize the current state of research and development, including major achievements, preliminary studies, existing products/services, patents, and competitors.

* How does the project advance beyond the current state of the art?
* What makes the project innovative?
* How does it integrate with existing solutions and approaches?
* What challenges (technical, economic, implementation) remain?
* Is there patent potential?

1. **Project Objectives**

**Main project objective**

What is the main project objective?

**Specific project objectives**

What are the specific objectives that will allow to reach the main objective?

What are the specific objectives of the project partners?

1. **Detailed solution description & methodology**

What are the proposed solutions?

What work methods are planned?

What type of project is it (feasibility study, methodological project, innovation, pre-competitive challenge, value creation, smart transformation, skills development, etc.)?

Description of concepts if they are highly innovative/specific and not obvious to a non-expert in the field.

What is the unique selling proposition (USP)?

Specify what industrial stakeholders will contribute / details of their participation (expertise, knowledge, input elements, qualification tests, validation elements, etc.).

Examples and diagrams summarizing the solution and/or methodology are recommended to facilitate understanding.

1. **Project planning**

**Description of the project phases / work packages**

What are the phases (work packages) of the project?

What activities are planned for each phase, and who will carry them out (including collaboration with industrial partners)?

Define and quantify the deliverables for each work package.

A more in-depth risk analysis can be conducted if necessary.

**WP0: Project management & communication**

|  |  |  |
| --- | --- | --- |
| **Responsible** |  | |
| **Tasks / Activities** | The tasks must be precise, specific (e.g., which methods, tools, or processes will be used, etc.). | |
| **Deliverables** | The deliverables must be quantifiable as much as possible. What are the success criteria? | |
| **Risks / Mitigations** | Risk | Mitigation |

**WPx: xxxx**

|  |  |  |
| --- | --- | --- |
| **Responsible** |  | |
| **Tasks / Activities** | The tasks must be precise, specific (e.g., which methods, tools, or processes will be used, etc.). | |
| **Deliverables** | The deliverables must be quantifiable as much as possible. What are the success criteria? | |
| **Risks / Mitigations** | Risk | Mitigation |

**Project calendar**

Create the project Gantt chart.

The milestones can be marked on the Gantt chart with a diamond shape and then described in the following paragraph.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **WP#** | **Responsible** | **Work package title** | **Month 1** | **Month 2** | **Month 3** |  |  |  |  | **Month n** |
| WP0 |  | Project management & Communication |  |  |  |  |  |  |  |  |
| WP1 |  | Work package title |  |  |  |  |  |  |  |  |
| WPn |  | Work package title |  |  |  |  |  |  |  |  |

**Project Milestones**

Define the project milestones and the success criteria for each milestone.

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| --- | --- | --- | --- |
| **Milestone #** | **Deadline** | **Milestone description** | **Success criteria** |
| Milestone 1 |  |  | Quantifiable success criteria |

1. **Project Results**

Define and quantify the results (if possible, globally and not for each WP deliverable as already done in the previous paragraph) of the project, allowing an evaluation of the results obtained.

What are the criteria for success?

1. **Impact and exploitation of project results**

**How does the project contribute to the development of partner companies?**

How will the results of the project contribute to the development of the partner companies (job creation, investment, growth, development of skills, extension of product portfolio, new sector of activity, training, etc.)?

How will the industrial partners use/implement/value the results of the project?

**How will the project contribute to the economic development of the canton of Fribourg?**

How will the results of the project contribute to the canton's economic development (job creation, investment, growth, etc.)?

**How does the project contribute to sustainable development and the measures in the cantonal climate plan?**

How will the results of the project contribute to sustainable development and the [sustainable development strategy of the State of Fribourg?](https://www.fr.ch/sites/default/files/2023-12/EtatFR_strategie_brochure_202311.pdf)

Attach a simplified assessment report using the Compass 21 software, based on the 17 SDGs of Agenda 2023, developing 2 or 3 of the project's 20 major sustainable development criteria.

<https://www.boussole21.ch/>

**Project development plan**

What measures are planned to enhance the value of the project and in what timeframe?

* industrial partners
* academic partner(s): publications, conferences, etc.
* professionals in the field related to the project

taking into account the components

* scientific and technical
* human
* structural
* sustainable

1. **Financial plan for the project**

10% of the total project budget must be allocated to project management by the project manager

To draw up the financial plan, please check that the following conditions are met:

* Current distribution key: max. 65% / max. 150 kCHF financed by NPR. Co-financing by the project's partner companies amounts to at least 35% of the total budgeted cost of the project, including at least 30% of the NPR grant in cash (excluding tax) and the remainder in project collaboration hours.
* Total project budget (100%) = total expenditure, including partner collaboration hours (D1+D2+D3+D4)
* Cash from partners (F1) + NPR funding (F3) = total expenditure by academic partners (D1+D2+D3)
* D4=F2

The budget will be drawn up in the attached Excel document, and a screen capture will be added below in the application.



1. **Project summary - in the form of an Intervention Logic / Project Effectiveness Model**

The information in this table should summarise the information given in the application.

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| --- | --- | --- | --- | --- |
| **Challenge / Contexte** | Summarise the main challenge/context that the project aims to address | | | |
|  | | | | |
| **Objectif principal** | Repeat the objective defined in point 4 of the funding application | | | |
|  |  |  |  |  |
| **Inputs /**  **Ressources** | Project duration: xxxx months / planned project start and end dates | | | |
| Total project budget: xxx CHF | | | |
| NPR funding: CHF xxx (xx% of total budget) | | | |
| Co-financing from industrial partners - Cash: xx CHF | | | |
| Co-financing from industrial partners - Collaboration: xx CHF | | | |
| Industrial partners: company xxx, xxx, xxx | | | |
| Academic partners: xxx school/institute, xxx, xxx | | | |
| Material resources: xxx CHF (for which material?) - if necessary | | | |
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|  | **Description** | **Indicators** | **Target values**  **indicators** | **Source / Method of obtaining  indicator values** |
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| **Outputs**  (project results) |  |  |  |  |
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| **Outcomes**  (short/medium-term effects of project results) |  |  |  |  |
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| **Impacts**  (wider, long-term effects) |  |  |  |  |
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1. **Bibliography and References**

List of references

1. **Signatures**

We recommend using DocuSign to obtain signatures

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| --- |
| **Place, Date, Signature of main applicant** |
| Project manager's signature  Signature of the Head of Ra&D |

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| **Place, Date, Signature of co-applicants** |
| Signature of each industrial partner |

**Appendix(es):**

List of project appendices