



GALACTICA

**SMART INDUSTRIAL INNOVATION AS
ENABLER TO DRIVE NEW VALUE CHAINS
FOR TEXTILES AND AEROSPACE**

**2nd Call for proposals
Pioneer and Orbital Projects
Guide for applicants**

January 18th 2021 – PUBLIC



This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 872336

Project acronym:	GALACTICA
Project full title:	Smart industrial innovation as enabler to drive new value chains for textiles and aerospace
Grant agreement no.:	872336
Author(s):	CORALLIA
Reviewer(s):	CTA, AEI Tèxtils
Nature:	Report
Dissemination level:	PUBLIC
Total number of pages:	34
Version:	1.0
Publication date:	18/01/2022

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1.ABOUT GALACTICA

GALACTICA aims to bring Europe to the forefront of textile and aerospace. **GALACTICA aims to support the creation of new industrial value chains around textile and aerospace based on advanced manufacturing across EU by the development of long-term internationally competitive goods and services that require combining different competences and innovative solutions.**

GALACTICA's strategy is: **1.** Cultivation within an open collaboration space focused on supporting SMEs to change the mindset about digitalization and empower them to start partnerships. **2.** A set of dedicated grants complemented with coaching and technological vouchers to assess the feasibility and small technical tests aimed at minimum viable products of a new value chain. **3.** Large scale demo of the new value chain with dedicated grant for SME consortia with coaching and technological support. **4.** Scale-up support to leverage additional funds. GALACTICA will connect successful SMEs with private investors and other initiatives for scaling up the innovations.

New value chains will find synergies with RIS3 policies through partners' active participation in different S3 Thematic platforms on industrial modernization and S3 Vanguard Initiative pilots (3DP, ESM and RegioTex).

The 1st GALACTICA Call for proposals was launched on the 16th of March 2021 and closed on the 19th of May 2021, with the submission of 83 proposals in total.

This is the 2nd GALACTICA call for proposals addressed to SMEs with innovative solutions that could create cross sectoral and cross border value chains in the three sectors of the GALACTICA programme, aerospace, textile and advanced manufacturing.

1.1. GALACTICA partners

 <p>AEI TÈXTILS <u>SPAIN</u></p>	 <p>ASOCIACIÓN DE EMPRESARIOS TEXTILES DE LA REGIÓN VALENCIANA <u>SPAIN</u></p>
 <p>NEXT TECHNOLOGY TECNOTESSILE SOCIETA NAZIONALE DI RICERCA R L <u>ITALY</u></p>	 <p>WACHSTUMSINITIATIVE SUDERELBE AKTIENGESELLSCHAFT <u>GERMANY</u></p>
 <p>ATHINA-EREVNITIKO KENTRO KAINOTOMIAS STIS TECHNOLOGIES TIS PLIROFORIAS, TON EPIKOINONION KAI TIS GNOSIS - /CORALLIA <u>GREECE</u></p>	 <p>POLE EMC2 <u>FRANCE</u></p>
 <p>FUNDACIÓN CORPORACIÓN TECNOLÓGICA DE ANDALUCÍA <u>SPAIN</u></p>	 <p>EUROPEAN BUSINESS ANGELS NETWORK <u>BELGIUM</u></p>
 <p>Science Park Graz GmbH <u>AUSTRIA</u></p> 	 <p>PRODUTECH-ASSOCIAÇÃO PARA AS TECNOLOGIAS DE PRODUÇÃO SUSTENTÁVEL <u>PORTUGAL</u></p>

1.2. GALACTICA facts

Project Acronym	GALACTICA
Project Title	Smart Industrial innovation as enabler to drive new value chains for textiles and aerospace
Project Reference	H2020-INNOSUP-2019-01-two-stage No 872336
Project Topic	INNOSUP-01-2018-2020 Cluster facilitated projects for new industrial value chains
Project Duration	30 months
Overall Budget	€4.999.848,75 €3.000.000,00 will directly benefit innovative SMEs in the form of Vouchers (two calls, hackathon prizes and travel vouchers)
Web	https://galacticaproject.eu/
Initial Budget Distribution	Budget initially distributed as follows: <ul style="list-style-type: none"> - First call: 1.200.000€ - Second call: 1.640.000€

1.3. GALACTICA contact points

For any enquiries regarding the GALACTICA project, please contact the project Coordinator:

Josep Casamada, AEI Tèxtils, E-mail: info@galacticaproject.eu

For any enquiries regarding information and/ or clarification about the present call for proposals, please contact: calls@galacticaproject.eu

For any other enquiry, please contact one of the GALACTICA Helpdesk contacts listed in Annex I. GALACTICA SMEs Helpdesk aims to the better support and preparation of the applications through the provision of information, clarifications and answers concerning the GALACTICA call. The Helpdesk will cover not only the basic issues of the GALACTICA call, but also specific issues.

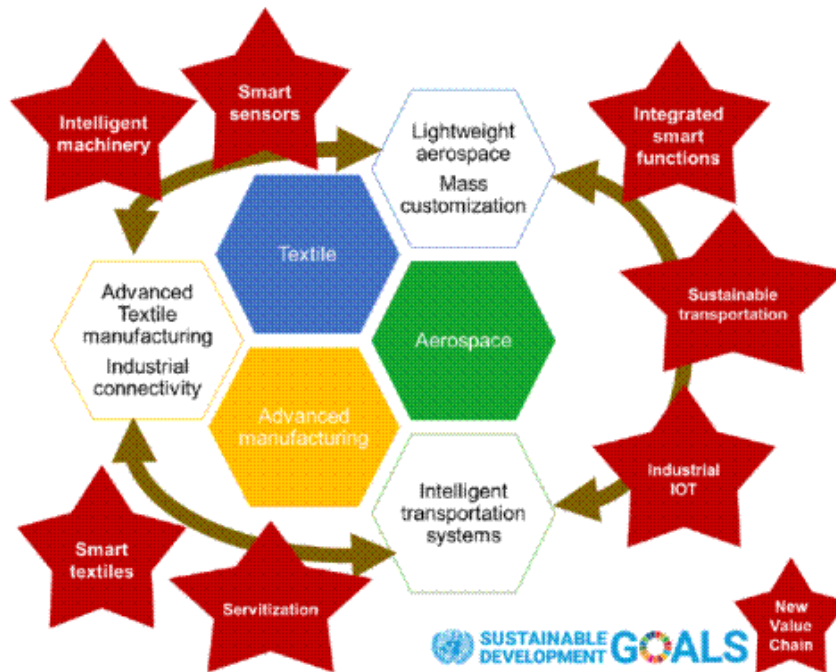
2. GALACTICA VOUCHERS' BACKGROUND & AMBITION

This Call for Proposal is supported by the GALACTICA Project Consortium and is financed by the EU's Horizon 2020 Programme under Grant Agreement 872336 and managed by the European Innovation Council and SMEs Executive Agency (EISMEA).

GALACTICA's **key ambition** is to reshape and transform the industrial manufacturing value chains using advanced manufacturing as a cornerstone for different sectors.

Development of new industrial value chains is of utmost importance for industries with low production volumes like textile and aerospace to remain competitive. Particularly, they both need to avoid focusing on red ocean market driven by low-cost and mass-volume applications. Both sectors have untapped growth opportunities that follows blue ocean strategies to drive new value chains with smart sensors, intelligent machinery, the industrial IOT transforming the transportation business models and even the servitization models as game-changers in both textile and aerospace, even in production technologies. This way, GALACTICA project arises as a total game-changer for the **European textile, manufacturing and aeronautics sectors** as it will allow unlocking its full potential through new cross-sectorial applications and value-chains.

Some of these **new products** may include ultra-light-weight textile materials, integrated smart sensors across the whole airplane, sensor-integrated textiles, mass customized airplane production models, smart drones for productive environments, advanced manufacturing technologies and applications, etc. **New services** are also envisioned like customized production (product and volumes) facilitated by integration of advanced manufacturing. **New business models** and organizational models (Pioneer Acceleration projects) with focus on new business strategies (i.e. Lean management, blue ocean vs red ocean), design approaches whereas for implementation stages (Orbital projects) focus will shift towards innovation acceleration and development. Those new business models will also be aligned with sustainability aspects as a combination of technological and non-technological innovations developed within the supported SMEs.



With support from GALACTICA budget €3.000.000,00 in the form of Vouchers (two calls for proposals, hackathon prizes and travel vouchers), innovative projects will be selected to create new cross-sectoral value chains to the market.

2.1. Target audience

The target audience of GALACTICA Call for Proposal are innovative **SMEs (including start-ups)** active in the Textile, Aerospace & Advanced manufacturing key industries, that are established or with a branch office in one of the 27 EU member states or in the United Kingdom.

SMEs shall comply with the [European Commission Definition](#).

2.2. Textile, Aerospace & Advanced manufacturing sectors

The **textile and clothing (TC) industry** covers a complex range of activities: from the transformation of natural or synthetic fibres into yarns and fabrics, to the production of a wide variety of products such as:

- Clothing for the Fashion segment of the TC Industry
- Home furnishing products
- Textile based materials and composites
- and Technical textile products as high-tech synthetic yarns, bed-linens, industrial filters; the most innovative segment of the TC Industry.

The TC sector is one of the most important in the European manufacturing industry in terms of size, quality, competitiveness, and it has a huge story to tell. The sector has faced serious challenges in recent years (e.g. financial crisis 2007-2008)

The **civil aeronautics industry** can be characterized as one of the EU's key high-tech sectors on the global market. In 2019, more than 405.000 highly qualified employees have been working across Europe in the sector, making the civil aeronautics sector one of the world-leading industries in providing employment, innovation and economic growth. In 2019, the growth trend of recent years within the sector has continued. The annual revenue in 2019 generated by European companies within the civil aeronautics industry has increased by approximately 40% in comparison to 2010 - generating EUR 178 billion in revenue.

Europe is home to some of the largest companies within the industry. Europe is also home to some of the biggest companies within the supply chain. This makes Europe world leader in the production of civil aircraft, including helicopters, aircraft engines, parts and components. Besides the big companies, the civil aeronautics sector consists of a great variety of small and medium-sized enterprises (SMEs), which are spread across Europe and contribute to a huge spectrum of technologies, integrated capabilities, and innovative potential.

Europe is home to a competitive, wealth-generating **manufacturing industry** and of extremely comprehensive manufacturing ecosystems which accommodate complete manufacturing supply chains. Europe's manufacturing industry is the backbone of the European economy, bringing prosperity and employment to citizens in all regions of Europe. The EU is a global market leader for high-quality products, and European Industry is the world's biggest exporter of manufactured goods. EU exports consist mainly of manufactured products: their share has annually been more than 80 % of total EU exports. In 2019, manufactured goods made up 83 % of all EU exports. Between 2002 and 2019, exports of manufactured goods increased by EUR 900 billion, from EUR 865 billion to EUR 1.765 billion. This was equivalent to an average annual growth rate of 4.3 %

GALACTICA project underlines the need to diversify the aerospace sector that is highly vertical by a very few dominant players, need to find new business models and business opportunities in cross-sectoral fields to gain global strength.

GALACTICA project also understands the need for product diversification, for increasing the knowledge about potential applications of textile in advanced sector, for adoption of advanced manufacturing solutions. Need support to modernize their business models, embracing innovation as the engine of growth and sustainability focusing on added value instead of cost. Need to take affirmative action towards circular economy opportunities. Proposals with a concept out of this scope, will not be evaluated.

During the preparation activities of the project, a [survey](#) was conducted, addressed to our cluster members of the **three participating sectors**. The objective was to identify

the main needs of each sector in order to better design the project activities and to identify potentially interested actors and their competences.

The poll and market analysis underlined that the textile and the aerospace industry face similar challenges in the present and future. The three studies converge in their message: advanced manufacturing and digitalization are an essential part of the challenges, and at the same time of the solution. In particular, the focus should be on new production processes (e.g., additive manufacturing) that support the development of advanced materials (e.g., lightweight materials like composites) and Industry 4.0 in general. In addition, there is still a serious skill shortage related to these topics and the implementation in the industry is lagging behind partly due to existing strategies.

All sectors are highly linked through the need to develop sustainable materials, products and increase the environmental performance of production processes (re-use and recycle, bio-sourced materials, industrial symbiosis, circularity and optimization of value chains).

The three surveys confirmed a joint willingness to create cross-sectoral and international collaboration, which could be the key enabler to address the major challenges of fostering innovation and the loss of business due to COVID-19. Cross-sectoral barriers are mainly the entrance into a new market, the lack of contacts and information, the lack of know-how and the specific regulation and certification. Whereas for the companies the other industry sectors are relatively unknown, the chance of the GALACTICA project relies on the use of the “Outsider Effect”, resulting in a mix of new creative ways of thinking and innovation and of extending and find complementarities in business models.

3. GALACTICA VOUCHER SCHEME - CALL ADDRESSED TO SMEs

3.1. Which are the Voucher types offered?

In the framework of this GALACTICA project call, **two different types of vouchers are offered**. The vouchers will be addressed to SMEs with innovative solutions that could be part of a cross sectoral and cross border value chains in the sectors of aerospace, textile and advanced manufacturing.

Voucher types offered:

Pioneer Acceleration Voucher

Scope: The main goal is to support the exploration of new cross-sectoral value chains feasibility with focus on developing a Minimum Viable Product (MVP¹) connecting two or more of the sectors (aerospace, textile, advanced manufacturing)

Indicative supported activities/ideas:

- Building of the prototype in form of a Minimum Viable Product,
- Testing of the hypothesis with business measurements and user validation tests that will provide crucial information for learning about the hypothesis validity,
- Adjusting the product/service with a dedicated learning process

Orbital Projects Voucher

Scope: implementation of functional prototypes and demonstrators for new cross-sectoral value chains, connecting two or more of the sectors (aerospace, textile, advanced manufacturing), while funding the integration of non-technological innovations for speeding up market match.

Indicative supported activities/ideas:

- Experimentation
- Technological maturation
- Prototype/system integration design and development, including materials, technical testing and market testing
- Standardisation

¹ **What is an MVP?** A minimum viable product (MVP) is a concept from Lean Startup that stresses the impact of learning in new product development. Eric Ries, defined an MVP as that version of a new product which allows a team to collect the maximum amount of validated learning about customers with the least effort. This validated learning comes in the form of whether your customers will actually purchase your product. A key premise behind the idea of MVP is that you produce an actual product (which may be no more than a landing page, or a service with an appearance of automation, but which is fully manual behind the scenes) that you can offer to customers and observe their actual behavior with the product or service. Seeing what people actually do with respect to a product is much more reliable than asking people what they would do. (Definition by <https://www.agilealliance.org/glossary/mvp/>)



In the Annexes II and III you will find details for each voucher.

3.2. What financial support is offered?

Two GALACTICA open calls for proposals are launched during the project. The GALACTICA budget for the **two calls is 2.800.000€** in total.

The available budget for the 2nd GALACTICA call for proposals is 1.640.000€

Under the **1st GALACTICA** call for proposals almost 5M€ were requested, while **1.160.000,00 was granted** to the successful beneficiaries of 26 proposals.

The maximum amount to be granted per SME by GALACTICA project shall not exceed €60.000,00 in total even in the case of multiple granted voucher scheme types to the SME during the lifetime of GALACTICA (pioneer acceleration voucher, orbital project voucher and travel vouchers). This applies not only for the 1st call but for the 2 calls in case a SME would apply to the second call as well. **Hackathon prizes received by SMEs do not count towards the €60.000 limit.**

Each interested SME can apply to one or more voucher scheme types in accordance with its needs but can only ask for the maximum financial contribution cumulatively.

The €60.000 lump sum contributions to SMEs includes the costs of any specialized subcontractor. Subcontractors can typically be innovation actors such as Research Technology Organization (RTO), Universities, Research Institutes, living labs and similar, but could be also public research centre or other, large companies, other specialized SMEs and similar.

Important notes: In case a SME has been granted during the 1st Call or has received any travel voucher, and will apply to the 2nd Call, the maximum amount to be

granted per SME by GALACTICA project shall not exceed €60.000,00 cumulatively. Applicants will be asked if they have received previous GALACTICA funds, in the application form.

The applicants that have been beneficiaries for a specific type of funding voucher during the 1st Call of proposals (Pioneer Acceleration or Orbital projects Voucher) cannot apply for the same type of voucher during the 2nd Call of proposals, even if the project's idea is different.

3.2.1 Maximum funding offered per Voucher type

Two different types of funding are being offered:

Pioneer Acceleration Voucher	
Maximum Grant per voucher	Lump sum up to 20.000€
Voucher duration	4 to 6 months
Participants	Min 1 SME from the sectors of Aerospace, Textile, Advanced Manufacturing wishing to submit a project idea that connects the above sectors.
Budget for Pioneer Acceleration Vouchers	440.000€

Orbital Projects voucher	
Maximum Grant per voucher	Lump sum up to 100.000€, with a maximum 60.000€ per SME
Voucher duration	6 months
Participants	Minimum 2 SMEs from 2 different sectors (Aerospace, Textile, Advanced Manufacturing)
Budget for Orbital Vouchers	1.200.000€

The proposed budget distributed in the two Voucher schemes may differentiate based on the quality of the proposals received, the threshold of the scoring criteria and the final ranking lists.

In the Annexes II and III you will find details for each voucher.

In case the number of expected applicants cannot be reached in either type of vouchers the relevant budget will be reallocated between them.

3.2.2 Eligible costs

Successful proposals shall receive the requested financial contribution in the form of a lump sum.

A lump sum is a fixed amount of money which can be used by beneficiaries for several purposes related to the achievement of the project objectives. It is necessary to provide an explanation in the application on how the lump sum will be used including a clear budget proposal (personnel, subcontracting, travels, equipment, and consumables). Since the granting of a lump-sum does not foresee the delivery of a detailed financial reporting and timesheets, the use of the project budget will be controlled considering the technical advancements by the technical reviewers. The final technical evaluation will assess the coherence of the spent money with the achieved results. However, since beneficiaries will have to keep the original documents of their expenses (timesheets, invoices, contracts) in case of an audit, the following rules and limitations per type of VOUCHER scheme must be respected.

Only costs generated during the lifetime of the project can be eligible. Period of costs' eligibility is from the contract signature date until the end of the project.

Costs described in the submitted budget must be determined in accordance with the usual accounting and management principles and practices of the beneficiary.

Applicants will provide an indicative budget allocation in Excel format to allow the evaluator to better understand the organization and implementation of the project. Budget Excel will be uploaded with the application form in the submission platform.

Eligible costs are:

- **SMEs internal costs:**
 - **Direct staff costs:** cost hours of the staff of the beneficiary dedicated to actual work under the project.
 - **Other direct costs:** further direct incurred costs directly related to the implementation of the action can be claimed for travel costs for project team meetings, equipment, consumables etc. Only the part of equipment costs used for the project, and the usual depreciation rules of the company have to be applied.
 - **Indirect costs:** costs incurred within the context of a project that cannot be attributed directly to the project, e.g. room rent, energy costs or general administration costs. A flat rate of 25% of the direct eligible costs shall be applied.
- **Subcontracting costs** such as expert services by Research Technology Organization (RTO), Universities, Research Institutes, living labs and similar, but could be also public research center or other, large companies, other specialized SMEs and similar. Those costs are the services/products carried out by a provider-subcontractor via a legal agreement between them, which set out the rights and obligations of both parties for the sake of the project completion

Subcontracting may cover only a limited part of the action. If the subcontracting budget is quite high, beneficiary must and should justify it properly.

Pioneer acceleration: Beneficiaries are able to choose an RTO from a different sector for prototyping the minimum viable new products-services-systems-solutions or/and technical support including testing and assessment.

Orbital projects: Beneficiaries are able to choose an RTO from a different sector for prototyping, characterization and technical support.

Period of costs' eligibility

Period of costs' eligibility starts from the contract signature date until the end of the project. Expenditures incurred before submission date of the proposal are not eligible. Expenditures incurred after reporting period are not eligible.

3.3. Application

3.3.1 Eligibility conditions

Proposals will be eligible only if all the following conditions are met:

1. All applicants must be an SME and declare their SME status in accordance with the SME definition of the European Union as part of the application via [this link](#); In cases of partner or linked companies, consult the guide of the SME definition via [this link](#).
2. Applicants must be established or with a branch office in one of the 27 EU member states or in the United Kingdom.
3. Linked SMEs from other countries will not be considered as a cross border value chain.
4. Applications must be written and video pitch recorded in English (applications partially written in another language are not eligible) and must not exceed maximum number of characters stated in each text box of the application form.
5. For Pioneer Vouchers SMEs can apply alone or in consortium. For Orbital Vouchers only consortia of at least 2 SMEs from different sectors will be eligible.
6. SMEs applying to the call as a consortium should fill in one (1) proposal.
7. Applications must be submitted through the web-based system by 17:00 CEST (Brussels time) of the 30th March 2022.
8. SMEs beneficiaries of a GALACTICA grant during the first call cannot apply to the same voucher, independently on whether the idea is the same or not.

3.3.2 Where to apply and how?

SMEs will need to apply via the following link: <https://calls.galacticaproject.eu/>

We will evaluate only proposals submitted through the online GALACTICA submission tool within the **deadline (March 30th 2022 @17.00 CEST)**. Upon receipt of each proposal, the system will send you a confirmation of your submission. Proposals may be re-edited and re-submitted until the same deadline. The last submitted proposal before the deadline will be considered as the final one.

The application contains two parts:

- Administrative forms and abstract which are filled in directly in the platform
- Mandatory annexes to be uploaded in the platform:
 - o Technical proposal in pdf (10 pages limit for Orbital; 5 pages limit for Pioneer)
 - o Budget file (excel)
 - o Video Pitch of max 5 min in duration and a max size of 500 MB (accepted video formats: mp4, wmv, mov, avi, flv, m4v, mpeg4, swf ,mpg, ogm, ogx)

All templates can be downloaded from the [GALACTICA website](#). Please also check our dedicated webinar about [how to video pitch](#).

After submission, the applicant will receive an e-mail which states the date and time of the submitted proposal. SMEs applying to the call as a consortium should fill in one (1) proposal. One of the involved SMEs acting as “coordinator” is responsible to complete all information into the online tool.

3.3.3 When to apply?

The second GALACTICA Innovation Support Mechanism Call is launched **on January 18th, 2022** and will be open until **March 30th, 2022, @ 17.00 CEST**.

The timeline of the 2nd GALACTICA call is the following.

Opening date for the proposal submission -Pioneer Acceleration	18 th January 2022
Opening date for the proposal submission -Orbital voucher	18 th January 2022
Closing date for the proposal submission -Pioneer Acceleration	30 th March 2022 at 17h CEST
Closing date for the proposal submission -Orbital voucher	30 th March 2022 at 17h CEST

Evaluation period	April 2022
Notification of funded proposals	April 2022
Agreement signature date	May 2022
Expected starting date of the project	1 st June 2022

3.4 Resubmission and reapplication procedure

There is no objection for a resubmission of your proposal or reapply in the second Open Call, you may find the relevant procedure with your situation.

Note that the evaluation of your application will be subject to the same criteria and degree of expectation as the other applicants. No preference or penalty will be applied.

3.3.1 If you did not receive funding in the first Open Call.

You are free to resubmit either your previous project proposal or another project proposition. The eligibility criteria will be applied as it is your first application and the evaluation procedure will be the same as the other applicants. However, you are encouraged to improve your application with the comments from evaluators you received from the Evaluation Summary Report of your first submission.

3.3.2 If you already receive funding in the first Open Call

If you already received financial support from GALACTICA under the first Open Call, **you can reapply for a different voucher in the Second Open Call** if you comply with the specificities mentioned below:

- You cannot apply for the same project or resubmit a proposition including tasks related to another project **already funded** under the first Open Call. The consortium GALACTICA will not evaluate an application asking to fund the same tasks twice.
- The continuation of a project can only be conducted from a Pioneer Acceleration to an Orbital.
- The funds available in your reapplication are subject to the funds you already received under the first Open Call.

The limit of available funding of 60 000 € per partner is including the two Open Calls and travel vouchers. You are allowed to request only for the difference between the maximum funding of 60 000€ and the funds you already received (i.e. If in the first Open Call, you received 20 000€ under a Pioneer Acceleration voucher for a Project A, and you received also a travel voucher of 1000€, you can reapply for the second Open Call requesting a maximum of 39 000€).

Those limitations are applied either you are requesting for a Pioneer or an Orbital voucher or for multiple applications. An application including a partner not respecting any of those criteria will not be evaluated.

4. FUNDING SCHEME

4.1. General payment terms

- All payments will be made in Euros (€).
- Expenditures incurred before the Contract signature date, or after the project duration period are ineligible for remuneration.
- Costs incurred for the implementation of the project must be used for the sole and close purpose of achieving the objectives of the project and its expected results, in a transparent manner consistent with the principles of economy, efficiency and effectiveness.
- Beneficiaries that apply in consortium must set up internal agreements regulating their cooperation. GALACTICA will not be responsible for paying any costs applied for and incurred by the beneficiaries in case of non-compliance with the terms and conditions of the GALACTICA funding scheme.
- Payments will be made to each SME of the consortium based on their share of the estimated budget in the project Contract.
- Payments will not be made to the subcontractors by the GALACTICA project directly. The SME or SMEs of the consortium are responsible to pay the subcontracting services based on their internal agreement.
- Submission of an application does not constitute an entitlement for funding.
- The recipients of the (financial) support from GALACTICA (“Beneficiaries”) must ensure that the [European Commission](#), the [European Anti-fraud Office \(OLAF\)](#) and the [Court of Auditors \(ECA\)](#) can exercise their powers of control, on documents, information, even stored on electronic media, or on the final recipient's premises.

4.2 Beneficiaries’ obligations

Supporting documentation

The SME must -for a period of five-years after the payment of the balance- keep records and other supporting documentation in order to prove the proper implementation of the action.

They must make them available upon request or in the context of checks, reviews, audits or investigations.

If there are on-going checks, reviews, audits, investigations, litigation or other pursuits of claims under the grant agreement (including the extension of funding), the SME/consortium must keep the records and other supporting documentation until the end of these procedures.

The SME/consortium must keep the original documents. Digital and digitalised documents are considered originals if they are authorised by the applicable national law. Non-original documents may be accepted if they offer a comparable level of assurance.

Financial capacity:

The SME must have the financial capacity to carry out the actions described in their proposals and to properly manage the financial support granted to them.

Each SME either applying alone or as a member of a consortium **must BE** in alignment with the following situations:

- Is no bankrupt or being wound up, is not having affairs administrated by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters or is not any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- Is in compliance with its obligation relating to the payment of social security contributions and the payment of taxes, in accordance with the legal provisions of the country in which it is established;
- Is not subject to a conflict of interest in connection with the grant.

Selected SMEs should be able to provide some basic information of their financial standing.

The following documents could be asked after the selection procedure:

- Copy of the profit and loss account for the two last closed financial year
- Balance sheet for the last two years for which accounts have been closed. Failing that, appropriate statements from banks shall be submitted.
- VAT Certificate, or VAT Registration (official document issued by each country's responsible public organisation)
- Bank account information

In case of SMEs (or startups) without a financial history or track-record, a Business Plan for the on-going financial year could be required.

Exceptionally, when it would be considered and justified by GALACTICA Evaluation Committee, if a participant is unable to provide the above documents, it may prove its economic and financial capacity by any other document which the GALACTICA Evaluation Committee considers appropriate. Nevertheless, this entity must at least be notified of the exceptional reason and its justification in the proposal; and it reserves the right to request any other document enabling it to verify the participant's financial capacity.

Communication

SMEs awarded with GALACTICA voucher in this call will be expected to travel and participate to the GALACTICA Final Event (expected January or February 2023).

4.3 Which are the payment terms per voucher?

	Pioneer Acceleration Voucher	Orbital Projects voucher
Payment scheme	✓ Lump sum up to 20.000€ per project	✓ Lump sum up to 100.000€ per project
	2 instalments pre-financing: within 30 days from the signature of the contract (50%) final: within 30 days from the completion of the assessment of the final progress performance report (50%)	2 instalments pre-financing: within 30 days from the signature of the contract (50%) final: within 30 days from the completion of the assessment of the final progress performance report (50%)

The payments will be made directly to each SME. In the case of a consortium the payments will be made to each SME individually.

Payments will not be made to the subcontractors by the GALACTICA project directly. The SME or SMEs of the consortium are responsible to pay the subcontracting services based on their internal agreement

5. EVALUATION AND SELECTION PROCESS

5.1 Criteria

Submitted applications will be evaluated in a one evaluation procedure (remote evaluation by external experts plus review by the GALACTICA Evaluation Committee consisting of representatives of GALACTICA partners). Prior to assigning proposals to external experts, GALACTICA partners will perform an eligibility check according to previously defined criteria.

The evaluation and ranking of the applications are based on a set of criteria in addition to the above-mentioned main eligibility requirements. The following table explains the different aspects which will be considered for each evaluation criterion.

Evaluation criteria	Sub-criteria	Score	Weighted Score
1. Excellence (30%)	Scientific and technical quality	5	10
	Innovation potential	5	10
	Feasibility of the project	5	10
Total 'Excellence level'			30
2 Implementation (30%)	Coherence and effectiveness of the work plan	5	10
	Team	5	10
	Risk management	5	10
Total 'Implementation'			30
3. Potential impact (40%)	Economic impact	5	15
	Route to market	5	10
	Social impact	5	5
	Value chain perspective (cross-sectoral aspects)	5	10
Total 'Impact'			40
4. Cross border consortium			+5%

GALACTICA is strongly looking to establish **cross-sectoral and/or cross-cluster and/or cross-border value chains** and, therefore, it is positively evaluating applications

with such consortia (SMEs from different countries and from textile/aerospace/advanced manufacturing sectors).

5.2 Scoring mechanism

Evaluation scores will be awarded based on the criteria mentioned in the section above. The maximum score for *Criterion 1* will be 30 points, for *Criterion 2* will be 30 points and for *Criterion 3* will be 40 points.

Each sub-criterion is rated between 1 and 5 points; no half-points are allowed (decimal points may arise during normalization, but not as an individual evaluation grade). The threshold for each of the three evaluation criteria is 60% (18/30, 18/30 and 24/40). Each sub-criterion has a dedicated weight for the final score. Score per criterion is the sum of the individual sub-criteria weighted scores.

Criterion Cross-border partnership (if it exists such a partnership in the consortium) will give a “push” of 5% on the obtained total mark and will then result in the final score.

The same evaluation criteria and scorings apply to both vouchers. The total score is comprised by adding the scores of the three criteria and will be maximum 100 points. The threshold for the overall score is 70%. Proposals in which one of the three individual criteria score below 60% or the overall score is below 70%, will not be recommended for funding.

The meaning of the **scores** with respect to the sub-criteria are as follows:

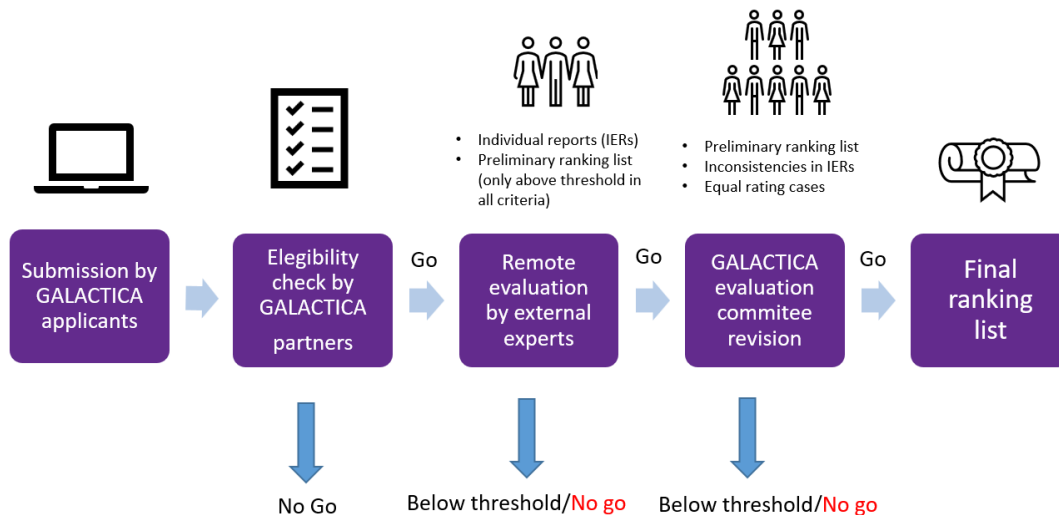
- **1 - Poor.** The sub-criterion is addressed in an inadequate manner, or there are serious inherent weaknesses.
- **2 - Fair.** While the proposal broadly addresses the sub-criterion, there are significant weaknesses.
- **3 - Good.** The proposal addresses the sub-criterion well, but with at least one moderate weakness.
- **4 - Very good.** The proposal addresses the sub-criterion very well, although with minor weaknesses.
- **5 - Excellent.** The proposal successfully addresses all relevant aspects of the sub-criterion in question. Any shortcomings are minor.

In case of proposals with **equal overall scores**, the prevailing one is the proposal with a cross-border partnership (if there is one), and if not then the proposal that three sectors participate, then the one that has the higher score in the criterion of “Impact”, then “Excellence” and then “Implementation” in this order.

5.3 Evaluation procedure

Submitted applications will be assessed by **a. the GALACTICA Evaluation Committee** consisting of representatives of the GALACTICA partners and **b. external experts** in each sector.

The assessment period shall take max. 40 days, starting from the closing date of the call. The applicants will receive an e-mail about the outcome of the assessment directly after the assessment is finalised along with instructions for the next steps in case the applicant is awarded. The successful applicants will be requested to upload administrative and financial documents to the GALACTICA platform within 15 days, and within additionally 15 days to sign a formal Contract from the notification of the project approval. Failure to comply with these timeframes might result in the rejection of the proposal.



Individual Evaluation will be done remotely by external experts. After individual evaluation, the result will be a preliminary ranking list. Only proposals with all individual criteria rated above the threshold will be considered eligible and included in the preliminary ranking list. **There will be different ranking lists for each of the vouchers.**

The final ranking list will result from the decision of the Evaluation Committee revision.

Important note to applicants: Terms and Conditions described in this Guide for Applicants / Call for Proposals, should be considered as mandatory terms and any incompliance may lead to proposal disqualification.

Examples for proposal disqualification (indicative and not exhaustive):

- Applicant and / or Consortium request budget higher than the maximum allowable, including the funds already received in the GALACTICA first Open Call, if applicable.
- Applicant is not within territorial scope of the GALACTICA project.
- Applicant does not respect the guidelines for the resubmission / reapplication.

6. CONTACT DETAILS AND COMPLAIN

For any enquiries regarding the GALACTICA Voucher scheme, please contact calls@galacticaproject.eu or your local contact point (Annex I)

For any complaints regarding the GALACTICA Open Call results, please contact your local contact point (Annex I) within 5 days after the announcement of the Open Call results. Your email should include the following information:

- Platform username and application name
- Lead contact name and details
- Object of your complaint
- Information and evidence of the alleged breach

The GALACTICA Evaluation Committee, which consists of representatives of the GALACTICA partners, will examine the complaint on the basis of the information brought forward by the applicant, will assess the case and decide whether the complaint is justified or not and will inform the applicant and the consortium on the decision taken. If the complaint is considered justified, the GALACTICA Evaluation Committee will notify the evaluators to re-evaluate the project application and the related assessment part, subject to the complaint. The evaluators will then provide the GALACTICA Evaluation Committee with an updated assessment. The final decision on the complaint will be communicated by GALACTICA Evaluation Committee to the applicant in writing within **20 working days** from the date of submitting the complaint. This decision will be final, binding to all parties and not subject to any further complaint proceedings within the programme if the complaint is based on the same grounds.

For technical issues concerning the submission procedure, please contact calls@galacticaproject.eu or your local contact point.

7. MONITORING AND REPORTING PROCESS

Maximum 1 (one) month after the end of the reporting period, as it will defined in the contract, the GALACTICA beneficiaries shall provide an overall performance progress report for the Project along with the respective deliverables validating the work as well as a brief financial statement with the expenses for the period according to the respective Voucher type.

The purpose of the above is to evaluate:

- the degree of fulfilment of the project work plan and of the related deliverable(s);
- the continued relevance of the objectives and breakthrough potential with respect to the scientific and industrial state-of-the-art;
- the expected potential impact in economic, competition and social terms, and the GALACTICA Beneficiary's cooperation to elaborate a dissemination of foreground plan.

8. CONFIDENTIALITY AND DATA PROTECTION

A.- Confidentiality among applicants

All information in whatever form or mode of communication, which is disclosed by a Party (the “Disclosing Party”) to any other Party (the “Recipient”) in connection with the project during its implementation and which has been explicitly marked as “confidential” at the time of disclosure, or when disclosed orally has been identified as confidential at the time of disclosure and has been confirmed and designated in writing within 15 calendar days from oral disclosure at the latest as confidential information by the Disclosing Party, is “Confidential Information”.

The Recipients hereby undertake in addition and without prejudice to any commitment on non-disclosure under the GALACTICA Project, for a period of 4 years after the end of the Project:

- Not to use Confidential Information otherwise than for the purpose for which it was disclosed;
- not to disclose Confidential Information without the prior written consent by the Disclosing Party;
- to ensure that internal distribution of Confidential Information by a Recipient shall take place on a strict need-to-know basis; and
- to return to the Disclosing Party, or destroy, on request all Confidential Information that has been disclosed to the Recipients including all copies thereof and to delete all information stored in a machine readable form to the extent practically possible. The Recipients may keep a copy to the extent it is required to keep, archive or store such Confidential Information because of compliance with applicable laws and regulations or for the proof of on-going obligations provided that the Recipient comply with the confidentiality obligations herein contained with respect to such copy for as long as the copy is retained.

The recipients shall be responsible for the fulfilment of the above obligations on the part of their employees or third parties involved in the Project and shall ensure that they remain so obliged, as far as legally possible, during and after the end of the Project and/or after the termination of the contractual relationship with the employee or third party.

The above shall not apply for disclosure or use of Confidential Information, if and in so far as the Recipient can show that:

- the Confidential Information has become or becomes publicly available by means other than a breach of the Recipient’s confidentiality obligations;
- the Disclosing Party subsequently informs the Recipient that the Confidential Information is no longer confidential;
- the Confidential Information is communicated to the Recipient without any obligation of confidentiality by a third party who is to the best knowledge of the Recipient in lawful possession thereof and under no obligation of confidentiality to the Disclosing Party;
- the disclosure or communication of the Confidential Information is foreseen by provisions of the GALACTICA Project;

- the Confidential Information, at any time, was developed by the Recipient completely independently of any such disclosure by the Disclosing Party;
- the Confidential Information was already known to the Recipient prior to disclosure.

The Recipient shall apply the same degree of care with regard to the Confidential Information disclosed within the scope of the Project as with its own confidential and/or proprietary information, but in no case less than reasonable care

Each Party shall promptly advise the other Party in writing of any unauthorised disclosure, misappropriation or misuse of Confidential Information after it becomes aware of such unauthorised disclosure, misappropriation or misuse.

If any Party becomes aware that it will be required, or is likely to be required, to disclose Confidential Information in order to comply with applicable laws or regulations or with a court or administrative order, it shall, to the extent it is lawfully able to do so, prior to any such disclosure

- notify the Disclosing Party, and
- comply with the Disclosing Party's reasonable instructions to protect the confidentiality of the information.

B.- Data Protection

GDPR compliance: The General Data Protection Regulation (2016/679/EU) guarantee that the processing of data is carried out in compliance with the fundamental rights and freedoms, as well as the dignity of the data subject with particular reference to confidentiality, personal identity and the right to data protection. By applying, the applicant agrees on the storage and use of its personal data for the execution of the GALACTICA objectives and work plan.

The processing of data that GALACTICA intends to carry out will be based on lawfulness and correctness in the full protection of its rights and its confidentiality pursuant to the general principles of the GDPR and its art.24. Therefore, the competitors are informed of the procedure that the data provided by the applicants will be treated exclusively with reference to the procedure for which they submitted the documentation.

Data controller: FUNDACIÓN CORPORACIÓN TECNOLÓGICA DE ANDALUCIA (CTA).

Address: calle Albert Einstein s/n, Sevilla, 41092, Spain,
VAT number: ESG91452953

Contact details: data@galacticaproject.eu

Data we process: The GALACTICA consortium will be processing mainly data coming from:

- Representatives and contact person from the applicants to the GALACTICA Call for proposals
- Representatives and contact person from the partners of the GALACTICA Consortium

- As part of carrying out the projects, the partners and the applicants transfer personal data to GALACTICA consortium, making it possible to identify and contact (first & last name, , function, business e-mail address, message, consent) their employees due to their job titles or third-parties involved in the project, such as experts. In this case, the partner remains responsible for supplying the legal information to the people involved in the processing operations prior to or when the data are collected.
- Information about successful GALACTICA Voucher applications that will be made publicly available before the end of the project containing: project title, names of project partners and short project description (as provided by the applicant in the application template).
- Information about successful GALACTICA Voucher types that will be made publicly available after the end of the project: project title, names of project partners, awarded funding and updated short project description (as provided by the project partners in the Final Report).

Purpose of the processing: The purpose of processing partners and applicant's data is:

- To run an open call and collect data necessary to evaluate applications and financing the projects.
- To manage this application form and the consequent project selection process
- To compile files on members of the consortium, partners and people likely to contribute to the projects due to their job titles or expertise.
- Communication on the projects.
- Sending a newsletter and information about events related to the projects.
- Compiling statistics related to the projects.

Lawfulness:

- (a) **Legal basis for the applicants processing of personal data:** The legal basis for this processing is the performance of selections of projects for the financing (art. 6.1, 'b', GDPR).
- (b) **Legal basis for other processing of personal data:** informed consent (art. 6.1. 'a' GDPR).

Recipients:

Third-party intervention:

GALACTICA, while conducting its undertakings, may authorise third parties (as defined in number 10 of article 4 of the GDPR) to process personal data which are under GALACTICA's domain, in order to comply with legal duties, pre-contractual or contractual obligations and/or as indispensable means of performance of GALACTICA's statutory goals. Said third parties can be public authorities, namely in charge of auditing tasks, project, activity or service partners.

In order to comply with the GDPR requisites, GALACTICA shall require the previous and mandatory consent to the data subject for this specific processing.

Processor intervention:

GALACTICA, while conducting its undertakings, may subcontract third entities (as defined in number 8 of article 4 of the GDPR) to process personal data on GALACTICA's behalf. In order to comply with the GDPR requisites, GALACTICA shall require the previous and mandatory consent to the data subject for this specific processing.

Period of data storage: Personal data will be stored for the period defined by legal rules or, in their absence, for the strict time needed for the fulfilment of the processing purpose, taking in consideration the legal basis for said processing, as well as all the remaining requisites and time periods determined by law, namely the lapse terms for legal actions based on the correlated rights.

Accordingly, in all cases where a mandatory storage period is determined by law, the right to erasure of personal data as stated in Article 17 of the GDPR can only be exercised by the data subject after said period is lapsed.

GALACTICA shall store the personal data for the strict period of time needed for the fulfilment of the data processing purpose, as well as its erasure (or anonymization, if and when applicable/needed) immediately after said period and/or upon the data subject's request, always considering the above-cited exceptions and all legally defined terms.

Rights: The applicants can exercise their rights towards the data controller, based on article 12 of the GDPR. For any inquiries regarding the processing your personal data, please contact data@galacticaproject.eu.

Applications selection and evaluation will be performed under the appropriate ethical conduct and will respect the confidentiality of the information received.

9. INTELLECTUAL PROPERTY RIGHTS AND DISSEMINATION

All rights, title, and interest in and to the intellectual property created or owned in any form or manner by GALACTICA's partners, shall remain vested in them. For this purpose, any such IP shall include intellectual property related to:

- Patents, patent applications and patent rights (including without limitation any and all applicable assignments of patents or patent applications, continuations, continuations in-part, divisions, patents of addition, renewals, extensions, foreign counterparts, utility models, re-examinations, and applications for reissuance of patents);
- Copyrights and applications, registrations, recordings and renewals in connection therewith;
- Trade secrets and confidential technical information (including without limitation research and development, know-how, formulae, compositions, processes and techniques, technical data, designs and drawings);
- All manuals, books, documents and specifications directly or indirectly related there to;
- Licenses, agreements and permissions granted to any third parties over the IP.

The ownership of the IP rights arising from the development of a project, within the scope of this program, shall belong to the corresponding SME/consortium, as referred in the signed consortium agreement.

The following aspects will be considered in the agreement:

-Results are owned by the party that generates them, unless otherwise agreed;

Where several Parties have jointly carried out work generating Results and it is not possible to separate such joint invention, design or work for the purpose of applying for, obtaining and/or maintaining and/or owning the relevant patent protection or any other intellectual property right, the Parties shall have joint ownership of such Results.

These Parties must negotiate and agree on a separate written joint ownership agreement among the Parties concerned regarding the allocation and terms of exercising that joint ownership of such jointly owned Results, within six (6) months as from the date of the creation of such joint Results.

In absence of such agreement or in case the Parties fail to agree within six (6) months as of the creation of such joint Results to agree on a separate written joint ownership agreement:

-Each of the joint owners shall be entitled to use their jointly owned results for non-commercial research activities on a royalty-free basis, and without requiring the prior consent of the other joint owner(s);

-Each of join owners shall be entitled to otherwise exploit the jointly owned results and to grant non-exclusive licences to third parties (without any right to sub-licence), if the other joint owners are given:

-At least 45 calendar days' advance notice

-Fair and reasonable compensation

The applicants are advised to include to their internal consortium agreement Intellectual Property Rights issues and the **use and dissemination** of the results generated by the project teams through the funding obtained via GALACTICA Voucher scheme. For details on rights and obligations related to results, the project teams can refer to Chapter 4/ Section 3 of the

https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/amqa/h2020-amqa_en.pdf.

For dissemination and use of results generated through the financial support from GALACTICA, the recipients **must credit the GALACTICA project** through proper citation and appearance of the GALACTICA logo and EU Logo, including the proper citation "This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No. 872336- GALACTICA".

10. GENDER EQUILITY, DIVERSITY AND SOCIAL INCLUSION

GALACTICA seeks gender balance. Therefore, applicants are invited to take all measures to promote equal opportunities between men and women in the implementation of the action. They must aim for a gender balance at all levels of personnel assigned to the action, including supervisory and managerial levels to the extent possible.

11. DISCLAIMER

Purpose: This text is explaining the GALACTICA Innovation Support Mechanism for information purposes only. No rights can be claimed based on this document. This document does not reflect the views of the European Commission and the European Innovation Council and SMEs Executive Agency (EISMEA).

Mistakes or inconsistencies: The GALACTICA consortium is not responsible for any mistakes or misinterpretations that this text may cause. In the case of inconsistencies, the GALACTICA Consortium will determine the steps to be taken, in cooperation with the applicant concerned.

Consequential damages: In no event shall either party be liable to the other or any of its affiliates for any consequential, incidental, indirect, special, punitive or exemplary damages (including, without limitation, lost profits, business or goodwill) suffered or incurred by such other party or its affiliates in connection with this voucher scheme, even if advised of the possibility of such damages.

Direct Damages: GALACTICA's liability for direct damages will be limited to the amount of the financial contribution awarded to the applicant pending of payment.

Gender equality: GALACTICA seeks gender balance. Therefore, applicants are invited to take all measures to promote equal opportunities between men and women in the implementation of the action. They must aim for a gender balance at all levels of personnel assigned to the action, including supervisory and managerial levels to the extent possible.

ANNEX I SME LOCAL CONTACT POINTS

GALACTICA SME HELPDESK				
	PARTNERS	REPRESENTATIVES		E-mail
1	AEI TÈXTILS	Josep Casamada	Miguel Vaz	AEITextils@galacticaproject.eu
2	ASOCIACIÓN DE EMPRESARIOS TEXTILES DE LA REGIÓN VALENCIANA	Julia Vercher	Laura Santos	ateval@galacticaproject.eu
3	NEXT TECHNOLOGY TECNOTESSILE SOCIETA NAZIONALE DI RICERCA R L	Leonardo Marchetti	Costanza Soffici	NTT@galacticaproject.eu
4	WACHSTUMSINITIATIVE SUDERELBE AKTIENGESELLSCHAFT	Jona Helmert	Stephanie Druskath	suderelbe@galacticaproject.eu

5	ATHINA-EREVNITIKO KENTRO KAINOTOMIAS STIS TECHNOLOGIES TIS PLIROFORIAS, TON EPIKOINONION KAI TIS GNOSIS (CORALLIA)	Nektaria Berikou	Stellina Patelida	corallia@galacticaproject.eu
6	POLE EMC2	Coline Fiquet		emc2@galacticaproject.eu
7	FUNDACIÓN CORPORACIÓN TECNOLÓGICA DE ANDALUCÍA	Macarena Ureña Mayenco	Silvia de los Santos	cta@galacticaproject.eu
8	EUROPEAN BUSINESS ANGEL NETWORK	Martina Iannuzzi	Emanuele Blasi	eban@galacticaproject.eu
9	SCIENCE PARK GRAZ GMBH	Simone Carli	Inês Plácido	spg@galacticaproject.eu
10	PRODUTECH-ASSOCIAÇÃO PARA AS TECNOLOGIAS DE PRODUÇÃO SUSTENTÁVEL	Maria João Samúdio		produtech@galacticaproject.eu

ANNEX II PIONEER ACCELERATION VOUCHER

Scope: exploration and support of new business models with focus on producing a Minimum Viable Product (MVP)

Calendar dates	<p>Launch: 18th January 2022</p> <p>Cut-off date: 30th March 2022 @17.00 CEST</p>
Financial contribution (grant)	up to €20.000 lump sum per project
Budget for Pioneer Acceleration Vouchers	440.000€
Voucher Duration	4 - 6 months
Specific eligibility requirements	Min 1 SME from the sectors of Aerospace, Textile, Advanced Manufacturing wishing to submit a project idea that connects the above sectors.
Eligible costs	<ul style="list-style-type: none"> • SMEs Internal costs • Subcontracting costs
Indicative supported activities	<ul style="list-style-type: none"> • Building of the prototype in form of a Minimum Viable Product, • Testing of the hypothesis with business measurements and user validation tests that will provide crucial information for learning about the hypothesis validity • Adjusting the product/service with a dedicated learning process
Payment scheme	<ul style="list-style-type: none"> • pre-financing: within 30 days from the signature of the contract (50%) • final: within 30 days from the completion of the assessment of the final progress performance report (50%)

ANNEX III ORBITAL PROJECTS VOUCHER

Scope: implementation of functional prototypes and demonstrators for new value chains, while funding the integration of non-technological innovations for speeding up market match

Calendar dates	<p>Launch: 18th January 2022</p> <p>Cut-off date: 30th March 2022 @17.00 CEST</p>
Financial contribution (grant)	up to €100.000 lump sum per project <i>(Maximum amount to be granted per SME shall not exceed €60.000)</i>
Budget for Orbital Vouchers	1.200.000€
Voucher Duration	6 months
Specific eligibility requirements	Minimum 2 SMEs from 2 different sectors (Aerospace, Textile, Advanced Manufacturing)
Eligible costs	<ul style="list-style-type: none"> • SMEs Internal costs • Subcontracting costs
Indicative supported activities	<ul style="list-style-type: none"> • Experimentation • Technological maturation • Prototype/system integration design and development, including materials, technical testing and market testing • Standardisation
Payment scheme	<ul style="list-style-type: none"> • pre-financing: within 30 days from the signature of the contract (50%) • final: within 30 days from the completion of the assessment of the final progress performance report (50%)