



# GALATEA: Guide for applicants

---

INNOVATION SUPPORT MECHANISM VOUCHER CALL#2

TERMS AND CONDITIONS

VERSION 1.7

05-10-2021

## Contents

|           |  |           |
|-----------|--|-----------|
| <b>1</b>  | <b>ABOUT GALATEA</b> .....   | <b>3</b>  |
| 1.1       | <b>GALATEA PARTNERS</b> .....  | <b>3</b>  |
| 1.2       | <b>GALATEA FACTS</b> .....   | <b>4</b>  |
| 1.3       | <b>GALATEA CONTACT POINTS</b> .....  | <b>4</b>  |
| <b>2</b>  | <b>GALATEA INNOVATION SUPPORT MECHANISM – BACKGROUND AND CONTEXT</b> ..... | <b>5</b>  |
| 2.1       | <b>TARGET AUDIENCE</b> .....   | <b>5</b>  |
| 2.2       | <b>BLUE GROWTH DOMAINS AND CHALLENGES</b> .....                            | <b>5</b>  |
| 2.3       | <b>GALATEA END USERS</b> .....   | <b>7</b>  |
| <b>3</b>  | <b>GALATEA INNOVATION SUPPORT MECHANISM - CALL ADDRESSED TO SMEs</b> ..... | <b>7</b>  |
| 3.1       | <b>WHICH ARE THE VOUCHER TYPES OFFERED?</b> .....                          | <b>7</b>  |
| 3.2       | <b>WHAT FINANCIAL SUPPORT IS OFFERED?</b> .....                            | <b>8</b>  |
| 3.2.1     | <i>Eligible costs and maximum funding offered per voucher type</i> .....   | <b>8</b>  |
| 3.3       | <b>APPLICATION</b> .....   | <b>9</b>  |
| 3.3.1     | <i>Eligibility conditions</i> .....  | <b>9</b>  |
| 3.3.2     | <i>Where to apply and how?</i> .....                                       | <b>10</b> |
| 3.3.3     | <i>When to apply?</i> .....  | <b>10</b> |
| <b>4</b>  | <b>FUNDING SCHEME</b> .....  | <b>11</b> |
| 4.1       | <b>GENERAL PAYMENT TERMS AND BENEFICIARIES’ OBLIGATIONS</b> .....          | <b>11</b> |
| 4.2       | <b>WHICH ARE THE PAYMENT TERMS PER VOUCHER?</b> .....                      | <b>12</b> |
| <b>5</b>  | <b>EVALUATION AND SELECTION PROCESS</b> .....                              | <b>12</b> |
| 5.1       | <b>CRITERIA</b> .....  | <b>12</b> |
| 5.2       | <b>SCORING MECHANISM</b> .....   | <b>13</b> |
| 5.3       | <b>EVALUATION PROCEDURE</b> .....  | <b>14</b> |
| <b>6</b>  | <b>ENQUIRIES AND COMPLAINTS</b> .....                                      | <b>14</b> |
| <b>7</b>  | <b>MONITORING AND REPORTING PROCESS</b> .....                              | <b>15</b> |
| <b>8</b>  | <b>CONFIDENTIALITY AND DATA PROTECTION</b> .....                           | <b>15</b> |
| <b>9</b>  | <b>INTELLECTUAL PROPERTY RIGHTS AND DISSEMINATION</b> .....                | <b>16</b> |
| <b>10</b> | <b>GENDER EQUALITY</b> .....   | <b>16</b> |
| <b>11</b> | <b>DISCLAIMER</b> .....  | <b>16</b> |
|           | <b>ANNEX 1 SME CONTACT POINTS</b> .....                                    | <b>17</b> |
|           | <b>ANNEX 2 GALATEA CLUSTERS AND REGIONS</b> .....                          | <b>18</b> |
|           | <b>ANNEX 3 VOUCHER SCHEME: DEVELOPMENT AND TECHNOLOGY TRANSFER</b> .....   | <b>19</b> |
|           | <b>ANNEX 4 VOUCHER SCHEME: PROTOTYPING</b> .....                           | <b>20</b> |
|           | <b>ANNEX 5 VOUCHER SCHEME: LARGE-SCALE DEMONSTRATOR</b> .....              | <b>21</b> |
|           | <b>ANNEX 6 CHALLENGES AND OBJECTIVES FOR APPLICANTS</b> .....              | <b>22</b> |

# 1 ABOUT GALATEA

GALATEA aims at promoting cross-border and cross-sectoral collaborations between innovation actors, notably SMEs, in 4 key domains of Blue Growth with great potential of development and uptake of innovative solutions by businesses: Smart Port, Smart Ship, Smart Shipyard, Maritime Surveillance.

The construction of new value chains by the integration of technologies and know-how from ICT and aerospace communities is essential for the modernisation of those key economic sectors to be more efficient, greener, and safer and to enhance their competitiveness at a global level.

The EC has established '[Blue Growth](#)' as the long-term strategy to support sustainable growth in the maritime sectors and as a means for achieving the goals of the Europe 2020 strategy for smart, sustainable, and inclusive growth. This strategy focuses on both emerging and traditional maritime activities including those addressed by GALATEA.

## 1.1 GALATEA partners

|   |  |
|---|--|
|  <p>POLE MER MEDITERRANEE/ TOULON VAR TECHNOLOGIES (PMM-TVT)<br/> <a href="https://www.polemermediterranee.com/">https://www.polemermediterranee.com/</a><br/> <b>FRANCE</b></p>                                 |  <p>AEROSPACE VALLEY (AV)<br/> <a href="https://www.aerospace-valley.com">https://www.aerospace-valley.com</a><br/> <b>FRANCE</b></p>  |
|  <p>ATHINA-EREVNITIKO KENTRO KAINOTOMIAS STIS TECHNOLOGIES TIS PLIROFORIAS, TON EPIKOINONION KAI TIS GNOSIS (CORALLIA)<br/> <a href="http://www.corallia.org">http://www.corallia.org</a><br/> <b>GREECE</b></p> |  <p>ASOCIACION CLUSTER DE MOVILIDAD Y LOGISTICA DE EUSKADI (MLC-ITS EUSKADI)<br/> <a href="http://www.mlcluster.com">http://www.mlcluster.com</a><br/> <b>SPAIN</b></p>                                  |
|  <p>FUNDACIO EURECAT (EURECAT)<br/> <a href="https://eurecat.org">https://eurecat.org</a><br/> <b>SPAIN</b></p>  |  <p>ASOCIACION CATALANA PARA LA INNOVACION Y LA INTERNACIONALIZACION DEL SECTOR DEL AGUA, CATALAN WATER PARTNERSHIP (CWP)<br/> <a href="http://www.cwp.cat">http://www.cwp.cat</a><br/> <b>SPAIN</b></p> |
|  <p>ASOCIATIA CLUJ IT (CLUJ IT)<br/> <a href="https://www.clujit.ro">https://www.clujit.ro</a><br/> <b>ROMANIA</b></p>   |  <p>BALTYCKI KLASTER MORSKI I KOSMICZNY (BSSC)<br/> <a href="http://www.bssc.pl">www.bssc.pl</a><br/> <b>POLAND</b></p>  |

## 1.2 GALATEA facts

|                          |  |
|--------------------------|--|
| Project Acronym          | GALATEA  |
| Project Title            | <b>G</b> row and <b>A</b> ccelerate your <b>s</b> mart projects in <b>n</b> ew value <b>ch</b> ains of the European Blue Economy |
| Project Reference        | H2020-INNOSUP-1-2019-01-two-stage, Grant Agreement No: 873026  |
| Project Topic            | Cluster facilitated projects for new industrial value chains   |
| Project Duration         | 36 months (01.06.2020 - 31.05.2023)  |
| Overall Budget           | €3.670.505,00 (EU contribution: €3.670.505,00)<br>€2.227.099,25 will directly benefit innovative SMEs in the form of vouchers    |
| Web                      | www.galateaproject.eu  |
| <b>Budget for Call#2</b> | <b>€968.348,75</b>   |

## 1.3 GALATEA Contact points

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

Clémence LE CORFF or Océane LE BOT | Pôle Mer Méditerranée - Toulon Var Technologies | Technopôle de la Mer, 93 rue du Forum de la Méditerranée, CS 60033 – 83196 Ollioules, France  
 Tel. +33 489 330 076 or +33 489 330 079 | E-mail: galatea@polemermediterranee.com.

For any enquiries regarding information and/ or clarification on the Innovation Support Mechanism, please contact:

Christina GAROUFALIA | ATHINA - EREVNITIKO KENTRO KAINOTOMIAS STIS TECHNOLOGIES TIS PLIROFORIAS, TON EPIKOINONION KAI TIS GNOSIS (CORALLIA) | 44, Kifissias Ave., Monumental Plaza Building C, GR-15125, Maroussi, Athens | Greece Tel. +30 210 63 00 770 | E-mail: galatea@corallia.org.

For any other enquiry, please contact one of the GALATEA partners listed in Annex 1.

## 2 GALATEA INNOVATION SUPPORT MECHANISM – BACKGROUND AND CONTEXT

This Call for Proposal is supported by the GALATEA Project Consortium and is financed by the EU's Horizon 2020 Programme under Grant Agreement 873026 and managed by the European Innovation Council and SMEs Executive Agency (EISMEA). GALATEA's overall objective is the development of new cross-sectoral and cross-border industrial value-chains, supporting innovative SMEs and facilitated by clusters, to foster the development of Blue Growth key industries in Europe to be competitive at the global level. This development will be based on the construction of new industrial value chains and the reconfiguration of existing ones driven by the integration of technologies and know-how from aerospace and ICT communities to the following Blue Growth domains: ports, ships, shipyards, and maritime surveillance.

More specifically, this call aims at fostering the creation or improvement of products (goods and service) or production processes, supporting the development of large-scale demonstrators and offering SMEs the opportunity to extend their markets worldwide. The selected SMEs will receive direct funding of up to €60.000,00 for their innovative projects.

The total GALATEA budget to directly benefit innovative SMEs in the form of vouchers is €2.227.099,25. During Call#1 57% of the budget, corresponding to 14 projects, was distributed while the rest 43% will be available for Call#2.

Additionally, a Call for Services, which aims to facilitate the development of innovation activities for SMEs, is open until September 2022. All information on the Services' Call can be found [here](#).

### 2.1 Target audience

The target audience of the GALATEA Innovation Support Mechanism Voucher Call 2 are **innovative European SMEs from the Maritime (port, ship, shipyard, maritime surveillance), ICT, Aeronautic and Aeronautic sectors wishing to submit proposals related to Blue Growth**. Cross-sectoral applications are mandatory. Applicants must be either member of one of the GALATEA consortium [clusters](#) or established or with a branch office in the GALATEA territorial scope (Annex 2).

Proposal applications from cross-border consortia (SMEs from different European countries) are highly recommended; the evaluation procedure will give some preference to these applications.

### 2.2 Blue Growth domains and challenges

GALATEA project identifies **22 Challenges** distributed under **4 Blue Growth domains** and tackles **3 horizontal dimensions** corresponding to EU priorities.

#### Horizontal dimensions

- **Digital transition:** Digitalisation transforms the maritime sector and provides opportunities to enhance the competitiveness, efficiency and sustainability of the targeted domains. Digital transition includes the use of cloud-based services, mobile devices and apps, sensors and other IoT technologies, Augmented Reality (AR), 5G network, digital twins, autonomous transportation, artificial intelligence, cyber security, block-chain technology and big data driven innovation, robotics.

- **Ecological transition:** Regarding the EU2020 Strategy for smart, sustainable and inclusive growth which focuses on climate change and energy sustainability, the maritime sector is focused on preserving biodiversity and reducing its ecological footprint, notably for ports through the implementation of environmental monitoring and for maritime transport, through the development of alternative energies and the use of new materials.
- **Circular economy:** Maximizing the reusability of products and raw materials and avoiding destroying valuable materials is necessary for seaports, places of active trade and exchanges with many companies operating close to each other. In January 2018, the EC put forward a new [legislation on port reception facilities for the delivery of waste from ships](#) according to which ports would have to provide adequate facilities to collect all sorts of waste.

The GALATEA domains and challenges are presented in the following table (for more details, please check Annex 6).

| Domain         | Sub-Domain          | Challenge  |
|----------------|---------------------|--|
| SMART PORT     | Energy              | Development of clean energy resources  |
|                | Logistics           | Improvement of flow management<br>Development of security in the port  |
|                | Environment         | Optimisation of resources consumption<br>Elimination and recycling of waste and wastewater<br>Protection of natural resources                          |
|                | Digitalisation      | Digitalisation of the port   |
|                | Service development | Development of a digital service platform (for marinas)<br>Optimisation of the water surface<br>Improvement of the links between the city and the port |
| SMART SHIP     | Energy              | Implementation of clean energy sources on board  |
|                | Digitalisation      | Development of a ship more autonomous  |
|                | Security            | Improvement of the ship security   |
| SMART SHIPYARD | Digitalisation      | Development of remote and predictive maintenance<br>Continuation of activities   |
|                | Environment         | Revalorisation of waste and reuse of wastewater  |
|                | Manufacturing       | Implementation of innovative materials<br>Implementation of innovative manufacturing processes   |

|                              |                       |   |
|------------------------------|-----------------------|---|
| <b>MARITIME SURVEILLANCE</b> | <b>Digitalisation</b> | Improvement of information transfer                                 |
|                              | <b>Environment</b>    | Preservation of marine and maritime ecosystems                      |
|                              | <b>Security</b>       | Detection of illegal activities<br>Improvement of search and rescue |

The list of challenges is not exhaustive and other challenges, if related to the GALATEA domains, may be considered. A project can answer one or multiple challenges in the same proposal.

## 2.3 GALATEA end users

End users within GALATEA project are all these entities and sectors who are related and may use and be benefited from the outputs and results of the GALATEA project. These may be ports facilities, ships owners, shipyard facilities, ministries, regional authorities, government entities in general, research and innovation centres and any public and private entity related and/or active in the Blue Growth key industries.

## 3 GALATEA INNOVATION SUPPORT MECHANISM - CALL ADDRESSED TO SMEs

This part is targeting innovative European SMEs intending to bring solutions that will address and match with one of the thematic priorities of the GALATEA project.

### 3.1 Which are the voucher types offered?

The scope and the indicative supported activities funded under the GALATEA innovation support mechanism are described below.

#### 1. Development & Technology Transfer

**Scope:** Assess the transferability potential of some technology or know-how to another sector or solve a technical problem to enable.

**Indicative supported activities:** feasibility study, market study, business plan, data management plan, etc.

#### 2. Prototyping

**Scope:** Develop cross-sectoral/- cluster/- border prototype of a new or improved technology, service, product, or production process.

**Indicative supported activities:** Miniaturisation, test, design, standardisation, business plan validation, feasibility plan, etc.

#### 3. Large-Scale Demonstrator

**Scope:** Demonstrate cross sectoral/- cluster/- border solutions in large-scale operational environments.

**Indicative supported activities:** Scale-up, test, assembly line, commercial strategy, standardisation, pilot line, feasibility plan, etc.

Where the text refers to a TRL<sup>1</sup> (Technology Readiness Level), unless otherwise specified, specific definitions apply. Please also consult Annexes 3, 4 and 5 for more detailed information on the type of activities that can be funded per voucher type.

## 3.2 What financial support is offered?

The financial support is provided under the following conditions.

- SMEs applying as a consortium will benefit from vouchers up to €60.000 each.
- The €60.000 limit includes the costs of participation of the innovation actors (universities, research centres, public authorities, living labs, large companies, etc.) SMEs bring in their application.
- Each interested SME may submit ONLY one proposal per call and benefit from only one voucher per call. Applicants should take into account that the maximum amount to be awarded per SME for both calls is 60.000€ even in the case of multiple granted vouchers for the 2 calls.

| Vouchers   | Development & technology transfer | Prototyping | Large-scale demonstrator |
|--|-----------------------------------|-------------|--------------------------|
| <b>Max financial contribution per beneficiary (SME)</b>    | €20.000                           | €60.000     | €60.000                  |
| <b>Maximum project duration (months)</b>                   | 6                                 | 12          | 12                       |
| <b>Estimated number of projects per voucher for Call#2</b> | 4-6                               | 10-12       | 4-6                      |

### 3.2.1 Eligible costs and maximum funding offered per voucher type

Successful proposals shall receive the requested financial contribution in the form of a **lump sum**. During the submission procedure, the SME should declare the amount to be requested up to the amount mentioned above. 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 and costs (personnel, subcontracting, travel, equipment, and consumables). Since the granting of a lump-sum does not foresee the delivery of a detailed

---

|                    |  |
|--------------------|--|
| <sup>1</sup> TRL 4 | technology validated in lab  |
| TRL 5              | technology validated in relevant environment (industrially relevant environment in the case of Key Enabling Technologies - KETs) |
| TRL 6              | technology demonstrated in relevant environment (industrially relevant environment in the case of KETs)                          |
| TRL 7              | system prototype demonstration in operational environment  |
| TRL 8              | system complete and qualified  |
| TRL 9              | actual system proven in operational environment (competitive manufacturing in the case of KETs)                                  |

Source: [https://ec.europa.eu/research/participants/data/ref/h2020/wp/2014\\_2015/annexes/h2020-wp1415-annex-g-trl\\_en.pdf](https://ec.europa.eu/research/participants/data/ref/h2020/wp/2014_2015/annexes/h2020-wp1415-annex-g-trl_en.pdf)



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 (see section 4.1), the following rules and limitations per voucher type must be respected.

Only costs generated during the lifetime of the project can be eligible<sup>2</sup>. Costs described in the submitted budget must be determined in accordance with the usual accounting and management principles and practices of the beneficiary. Eligible costs are:

- *Direct personnel costs*: costs related to hours of the staff of the beneficiary dedicated to actual work under the project.
- *External services (subcontracting)*: work carried out by a European provider which has entered into an agreement on business conditions with the beneficiary.
- *Other direct costs*: travel costs, further direct incurred costs can be claimed for equipment (only depreciation costs), consumables, etc.

In specific, the eligible costs and limitations per voucher type are presented in the following table.

| Vouchers                                     | Eligible costs   |
|--|--|
| <b>Development &amp; technology transfer</b> | External services  |
| <b>Prototyping</b>                           | Direct personnel costs, other direct costs, external services (subcontracting) |
| <b>Large-scale demonstrator</b>              | Direct personnel costs, other direct costs, external services (subcontracting) |

### 3.3 Application

Cross-border consortia are highly encouraged for Prototyping and Large-Scale Demonstrator vouchers and will receive bonus points in the evaluation phase.

#### 3.3.1 Eligibility conditions

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

1. Applicants must be a European SME and declare their SME status in accordance with the SME definition of the European Union as part of the application via [this link](#);
2. Applicants must be innovative SMEs from the Maritime (port, ship, shipyard, maritime surveillance), ICT, Aerospace and Aeronautic sectors wishing to submit proposals related to Blue Growth.
3. TRL stated at the start of the project and to be reached at the end of the project should comply to the following rules: for the Development and technology transfer voucher:

---

<sup>2</sup> Period of costs' eligibility is from the Contract signature date until the end of the project.

3≤TRL≤6, for the Prototyping voucher: 4≤TRL≤7 and for the Large-scale demonstrator voucher: TRL≥6.

4. Applicants must be either member of one of the GALATEA consortium [clusters](#) or established or with a branch office in the GALATEA territorial scope (Annex 2).
5. Applications should address one of the 4 Blue Growth domains of the GALATEA project (section 2.2). In terms of challenges, the list identified and presented in section 2.2 is not exhaustive and other challenges, if related to the GALATEA domains, may be considered. A project can answer one or multiple challenges in the same proposal;
6. Applications must be written 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 pre-defined template found at <https://galatea.fundingbox.com/>;

Applications must be submitted *through the web-based system* by 17:00 CET of the deadline indicated in section 3.3.3 of the present call.

7. Applications for Prototyping and Large-scale Demonstrator vouchers must be submitted by a consortium of min 2 SMEs from different sectors [Maritime (port, ship, shipyard, maritime surveillance), ICT, Aeronautic and Aeronautic sectors]. Applications for the Development and technology transfer voucher must be submitted by only 1 single SME.
8. Each interested SME may submit ONLY ONE proposal per call and benefit from only one voucher per call. In case of multiple submissions by the same SME, all submissions will be automatically rejected. An SME already awarded under the first GALATEA call is eligible to apply to this second call, but the total financial support it may get from GALATEA will be limited to 60.000 €.
9. Only one (1) Annex can be submitted, including diagrams, charts, and Letter(s) of Interest. It must be a PDF and can be up to 5 A4 pages long and no larger than 10MB in size. The font must be legible at 100% zoom.

### 3.3.2 Where to apply and how?

To apply for a proposal, click at the following link: <https://galatea.fundingbox.com/>

Only proposals submitted through the FundingBox Open Call management tool <https://galatea.fundingbox.com/> within the **deadline (December 8<sup>th</sup>, 2021, @17.00 CET)** will be evaluated. Upon receipt of each proposal, the system will send you a confirmation of your submission. Proposals may be re-edited while the last submitted proposal within the deadline will be considered as the final one.

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 GALATEA Innovation Support Mechanism Call is launched **on September 29<sup>th</sup>, 2021**, and will be open until **December 8<sup>th</sup>, 2021, @ 17.00 CET**.

## 4 FUNDING SCHEME

### 4.1 General payment terms and beneficiaries' obligations

- All payments will be made in Euro.
- Payments will be made to each SME, in case of a consortium.
- 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 must set up internal consortium agreements regulating their cooperation, including Property Rights, the use and dissemination of the results generated by the project teams through the funding obtained via GALATEA voucher scheme.
- GALATEA 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 GALATEA funding scheme.
- Submission of an application does not constitute an entitlement for funding.
- The recipients of the (financial) support from GALATEA ("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.

Beneficiaries' obligations are the following:

- The SME/ consortium must -for a period of five years after the payment of the balance- keep records and other supporting documentation 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 contract (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.

Sub-grant agreements can be signed:

- With a certified electronic signature (this option refers to encrypted digital signatures such as those produced using e-signature software).
- With a signature that is manually signed by hand.

In the first option, the Contract can be sent by e-mail while in the second option, the Contract must be sent by post. In all cases mentioned above, a signature indicates acceptance of the agreement.

## 4.2 Which are the payment terms per voucher?

In all vouchers there will be a pre-financing within 30 days from the signature of the Contract. Payment will be realised in two (2) or three (3) instalments, depending on the voucher type, as presented in the following table.

| Vouchers                                     | Payment Scheme   |
|--|--|
| <b>Development &amp; technology transfer</b> | <p><b>2 instalments</b></p> <ul style="list-style-type: none"> <li>• Pre-financing: 50% within 30 days from the signature of the Contract</li> <li>• Final: 50% within 30 days from acceptance of all Contract deliverables and final report</li> </ul>  |
| <b>Prototyping Large-scale demonstrator</b>  | <p><b>3 instalments</b></p> <ul style="list-style-type: none"> <li>• Pre-financing: 40% within 30 days from the signature of the Contract</li> <li>• Mid-term: 30% within 30 days from acceptance of mid-term Contract deliverables &amp; midterm report</li> <li>• Final: 30% within 30 days from acceptance of Contract deliverables and final report</li> </ul> |

## 5 EVALUATION AND SELECTION PROCESS

A two-step assessment procedure will be followed safeguarding the principles of transparency and equal treatment as described below.

- **Eligibility check** of the Application Form
- **Evaluation** of the Application Form, implemented in two steps:
  1. **Individual evaluation:** each member of the application review panel will evaluate the application form following the evaluation criteria;
  2. **Consensus evaluation:** all member of the application review panel will meet to evaluate collectively the application form, based on their individual evaluation, ensuring a coherent, fair and transparent evaluation.

### 5.1 Criteria

The evaluation and ranking of 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 for each question to be evaluated | Weighted Score |
|----------------------------|---|---|----------------|
| <b>1. Excellence (30%)</b> | 1.1 Scientific and technical quality                      | 5                                       | 12,5           |
|                            | 1.2 Innovation potential                                  | 5                                       | 12,5           |
|                            | 1.3 Feasibility of the proposal as described by work plan | 5                                       | 5              |

|  |   |   |           |
|--|---|---|-----------|
| <b>Total 'Excellence'</b>                                    |   |   | <b>30</b> |
| <b>2. Potential impact (40%)</b>                             | 2.1 Ecosystem impact  | 5 | 5         |
|  | 2.2 Exploitation of results/ Market potential                       | 5 | 15        |
|  | 2.3 Impact to end users/ market                                     | 5 | 10        |
|  | 2.4 Cross-sectoral aspects in the project                           | 5 | 10        |
| <b>Total 'Potential impact'</b>                              |   |   | <b>40</b> |
| <b>3. Quality and efficiency of the implementation (30%)</b> | 3.1 Quality, complementarity and appropriateness of work allocation | 5 | 5         |
|  | 3.2 Risk management   | 5 | 5         |
|  | 3.3 Coherence and effectiveness of the work plan                    | 5 | 20        |
| <b>Total 'Quality and efficiency of the implementation'</b>  |   |   | <b>30</b> |
| <b>4. Cross-border partnership</b>                           | Involvement of cross-border partnership                             |   | +5%       |

## 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 40 points and for *Criterion 3* will be 30 points. The threshold for each individual criterion will be 60% of the maximum score per criterion (18, 24 and 18 respectively). The overall threshold, applying to the sum of the three individual scores will be 70 points. Proposals where in one of the three individual criteria score below 60% or the overall score is below 70% will not be recommended for funding.

Each question to be evaluated is rated between 1 and 5 points; no half-points are allowed (decimal points may arise while processing to the average scoring, but not as an individual evaluation grade). Each sub-criterion has a dedicated weight for the final score. Score per criterion is the sum of the individual sub-criteria weighted scores.

The same evaluation criteria and scorings apply to all vouchers. The total score in all vouchers is comprised by adding the scores of the three criteria and will be maximum 100 points.

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 has the higher score in the criterion of "Impact", then "Excellence" and then "Implementation" in this order.

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.

### 5.3 Evaluation procedure

Submitted voucher applications will be assessed by the Application Review Panel consisting of representatives of the GALATEA partners (3 reviewers per application).

The assessment period shall take max. 65 days, starting from the closing date of the call and will be complete with the development of **three different ranking lists**; one per voucher type. 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 the case the applicant is awarded. The successful applicants will be requested to sign a formal sub-grant agreement within 30 days from the notification of the project approval.

## 6 ENQUIRIES AND COMPLAINTS

For any complaints against the project selection process, these have to be submitted by the applicant on behalf of the project to [galatea@corallia.org](mailto:galatea@corallia.org) or your local contact point (Annex 2) within **5 calendar 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 Review Committee, which consists of the members (Corallia, Pôle Mer Méditerranée - Toulon Var Technologies and Aerospace Valley) of the Innovation Support Committee (ISC), 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 Review 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 Review Committee with an updated assessment. The final decision on the complaint will be communicated by the Review 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 [galatea@polemermediterranee.com](mailto:galatea@polemermediterranee.com).

## 7 MONITORING AND REPORTING PROCESS

Maximum 1 (one) month after the end of each reporting period, as it will be defined in the sub-grant agreement, the GALATEA Beneficiaries shall provide an overall performance progress report for their 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 types.

The purpose of the above is to evaluate:

- The degree of fulfilment of the project work plan for the relevant period 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 GALATEA Beneficiary's cooperation to elaborate a dissemination of foreground plan.

## 8 CONFIDENTIALITY AND DATA PROTECTION

*GDPR compliance:* The [General Data Protection Regulation](#) (2016/679/EU) guarantees 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 GALATEA objectives and work plan. The GALATEA consortium commits to handling personal data and projects confidentially except for the call results, which will contain the following information:

- Information about successful GALATEA 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 GALATEA 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).

The processing of data that GALATEA 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.

The applicants can exercise their rights towards the data controller, pursuant to article 12 of the GDPR. For any inquiries regarding the processing your personal data, please contact [dpo@athena-innovation.gr](mailto:dpo@athena-innovation.gr).

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

The applicants shall arrange for internal contracts regarding Intellectual Property Rights. For details on rights and obligations related to results, the project teams can refer to Chapter 4/ Section 3 of the Annotated Grant Agreement: [https://ec.europa.eu/research/participants/data/ref/h2020/grants\\_manual/amga/h2020-amga\\_en.pdf](https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/amga/h2020-amga_en.pdf)

For dissemination and use of results generated through the financial support from GALATEA, the recipients must credit the GALATEA project through proper citation and appearance of the GALATEA 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. 873026 - GALATEA".

## 10 GENDER EQUALITY

GALATEA 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 GALATEA 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 EISMEA.

*Mistakes or inconsistencies:* The GALATEA consortium is not responsible for any mistakes or misinterpretations that this text may cause. In the case of inconsistencies, the GALATEA Executive Board 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.



## ANNEX 1 SME CONTACT POINTS

| FRANCE  |   |   |
|---|---|---|
| SUD – PACA and Occitanie  |   |   |
| Pôle Mer Méditerranée/ TOULON VAR TECHNOLOGIES  | Clémence Le Corff   | galatea@polemermediterranee.com   |
| Nouvelle-Aquitaine and Occitanie  |   |   |
| AEROSPACE VALLEY  | Diego Carballo  | carballo@aerospace-valley.com   |
| GREECE  |   |   |
| CORALLIA  | Christina Garoufalia  | galatea@corallia.org  |
| POLAND  |   |   |
| BALTYCKI KLASTER MORSKI I KOSMICZNY (BSSC)  | Marek Grzybowski<br>Krzysztof Anzelewicz                      | marek.grzybowski@bssc.pl<br>k.anzelewicz@bssc.pl                              |
| ROMANIA   |   |   |
| ASOCIATIA CLUJ IT (CLUJ IT)   | Andreea Apostu<br>Mihaela Aluas                               | andreea.apostu@clujit.ro<br>mihaela.aluas@clujit.ro                           |
| SPAIN   |   |   |
| Basque country  |   |   |
| ASOCIACION CLUSTER DE MOVILIDAD Y LOGISTICA DE EUSKADI (MLC-ITS EUSKADI)  | Leire Balzategui Urrutia<br>Nerea Rojas<br>Fernando Zubillaga | lbalzategui@mlcluster.com<br>nrojas@mlcluster.com<br>galatea@mlcluster.com    |
| Catalonia   |   |   |
| FUNDACIO EURECAT (EURECAT)  | Aitor Corchero<br>Xavier Domingo                              | aitor.corchero@eurecat.org<br>xavier.domingo@eurecat.org                      |
| ASOCIACION CATALANA PARA LA INNOVACION Y LA INTERNACIONALIZACION DEL SECTOR DEL AGUA, CATALAN WATER PARTNERSHIP (CWP) | Eric Santos<br>Xavier Amores<br>Sergi Compte                  | eric.santos@cwpcat.com<br>xavier.amores@cwpcat.com<br>sergi.compte@cwpcat.com |

## ANNEX 2 GALATEA CLUSTERS AND REGIONS

To be eligible for the GALATEA Innovation Support Scheme, applicants must be either member of one of the GALATEA consortium [clusters](#) or established or with a branch office in the GALATEA territorial scope. For cluster membership information, please contact your preferred **GALATEA cluster**:

|  |   |
|--|---|
|  <p>Pôle Mer Méditerranée – Toulon Var Technologies (PMM-TVT)<br/> <a href="https://www.polemermediterranee.com/">https://www.polemermediterranee.com/</a><br/> <b>FRANCE</b></p>                                  |  <p>AEROSPACE VALLEY (AV)<br/> <a href="https://www.aerospace-valley.com">https://www.aerospace-valley.com</a><br/> <b>FRANCE</b></p>   |
|  <p>ATHINA - EREVNITIKO KENTRO KAINOTOMIAS STIS TECHNOLOGIES TIS PLIROFORIAS, TON EPIKOINONION KAI TIS GNOSIS (CORALLIA)<br/> <a href="http://www.corallia.org">http://www.corallia.org</a><br/> <b>GREECE</b></p> |  <p>ASOCIACION CLUSTER DE MOVILIDAD Y LOGISTICA DE EUSKADI (MLC-ITS EUSKADI)<br/> <a href="http://www.mlcluster.com">http://www.mlcluster.com</a><br/> <b>SPAIN</b></p>                                   |
|  <p>FUNDACIO EURECAT (EURECAT)<br/> <a href="https://eurecat.org">https://eurecat.org</a><br/> <b>SPAIN</b></p>  |  <p>ASOCIACION CATALANA PARA LA INNOVACION Y LA INTERNACIONALIZACION DEL SECTOR DEL AGUA, CATALAN WATER PARTNERSHIP (CWP)<br/> <a href="http://www.cwp.cat">http://www.cwp.cat</a><br/> <b>SPAIN</b></p> |
|  <p>ASOCIATIA CLUJ IT (CLUJ IT)<br/> <a href="https://www.clujit.ro">https://www.clujit.ro</a><br/> <b>ROMANIA</b></p>   |  <p>BALTYCKI KLASTER MORSKI I KOSMICZNY (BSSC)<br/> <a href="http://www.bssc.pl">www.bssc.pl</a><br/> <b>POLAND</b></p>   |

### GALATEA territorial scope

- France; the whole country.
- Greece; the whole country.
- Poland; the whole country.
- Romania; the whole country.
- Spain; the whole country.

## ANNEX 3 VOUCHER SCHEME: DEVELOPMENT AND TECHNOLOGY TRANSFER

| Development and technology transfer      |   |
|--|---|
| <b>Calendar dates</b>                    | <b>Launch:</b> 29/09/2021<br><b>Deadline:</b> 08/12/2021 @17.00 CET   |
| <b>Financial contribution (grant)</b>    | Up to €20.000   |
| <b>Specific eligibility requirements</b> | 1 SME from the Maritime (port, ship, shipyard, maritime surveillance), ICT, Aeronautic, Aeronautic sectors wishing to submit proposals related to Blue Growth   |
| <b>Eligible expenses</b>                 | External services (subcontracting)  |
| <b>Indicative supported activities</b>   | <ul style="list-style-type: none"> <li>• Feasibility study</li> <li>• Market study</li> <li>• Business plan</li> <li>• Data management plan</li> <li>• Other</li> </ul>   |
| <b>TRL</b>                               | 3≤TRL≤6   |
| <b>Payment scheme</b>                    | <ul style="list-style-type: none"> <li>• Pre-financing: within 30 days from the signature of the Contract between GALATEA and SME (50%)</li> <li>• Final: within 30 days from the acceptance of all Contract deliverables and final report (50%)</li> </ul> |

## ANNEX 4 VOUCHER SCHEME: PROTOTYPING

| Prototyping voucher                      |  |
|--|--|
| <b>Calendar dates</b>                    | <b>Launch:</b> 29/09/2021<br><b>Deadline:</b> 08/12/2021 @17.00 CET  |
| <b>Financial contribution (grant)</b>    | Up to €60.000/ SME   |
| <b>Specific eligibility requirements</b> | Minimum two (2) SMEs from different sectors [Maritime (port, ship, shipyard, maritime surveillance), ICT, Aeronautic, Aeronautic sectors]  |
| <b>Eligible expenses</b>                 | Direct personnel costs, other direct costs, external services (subcontracting)   |
| <b>Indicative supported activities</b>   | <ul style="list-style-type: none"> <li>• Miniaturisation, test</li> <li>• Design</li> <li>• Standardisation</li> <li>• Business plan validation</li> <li>• Feasibility plan</li> <li>• Other</li> </ul>  |
| <b>TRL</b>                               | 4≤TRL≤7  |
| <b>Payment scheme</b>                    | <ul style="list-style-type: none"> <li>• Pre-financing: 40% within 30 days from the signature of the Contract</li> <li>• Mid-term: 30% within 30 days from acceptance of mid-term Contract deliverables &amp; midterm report</li> <li>• Final: 30% within 30 days from acceptance of Contract deliverables and final report</li> </ul> |
| <b>Important note</b>                    | <i>Cross border consortia are highly encouraged and will be favoured in the evaluation phase</i>   |

## ANNEX 5 VOUCHER SCHEME: LARGE-SCALE DEMONSTRATOR

| Large-scale demonstrator                 |  |
|--|--|
| <b>Calendar dates</b>                    | <b>Launch:</b> 29/09/2021<br><b>Deadline:</b> 08/12/2021 @17.00 CET  |
| <b>Financial contribution (grant)</b>    | Up to €60.000/ SME   |
| <b>Specific eligibility requirements</b> | Minimum two (2) SMEs from different sectors [Maritime (port, ship, shipyard, maritime surveillance), ICT, Aeronautic, Aeronautic sectors]  |
| <b>Eligible expenses</b>                 | Direct personnel costs, other direct costs, external services (subcontracting)   |
| <b>Indicative supported activities</b>   | <ul style="list-style-type: none"> <li>• Scale-up assembly line</li> <li>• Test assembly line</li> <li>• Commercial strategy</li> <li>• Standardisation</li> <li>• Pilot line</li> <li>• Feasibility plan</li> <li>• Other</li> </ul>  |
| <b>TRL</b>                               | TRL≥6  |
| <b>Payment scheme</b>                    | <ul style="list-style-type: none"> <li>• Pre-financing: 40% within 30 days from the signature of the Contract</li> <li>• Mid-term: 30% within 30 days from acceptance of mid-term Contract deliverables &amp; midterm report</li> <li>• Final: 30% within 30 days from acceptance of Contract deliverables and final report</li> </ul> |
| <b>Important note</b>                    | <i>Cross border consortia are highly encouraged and will be favoured in the evaluation phase</i>   |

## ANNEX 6 CHALLENGES AND OBJECTIVES FOR APPLICANTS<sup>3</sup>

|                              | SUB-DOMAIN          | CHALLENGE AND OBJECTIVE FOR APPLICANTS   |
|------------------------------|---------------------|--|
| GALATEA Domain 1: Smart Port | Energy              | <b>Development of clean energy sources:</b> To contribute to the implementation of clean energies and their different aspects to the port. Clean energy corresponds to energy consumption with zero or limited CO2 emissions and includes the different uses of energy in ports activities: when docked and for port infrastructures. Solutions increasing the clean energy rate in ports activities and improving the management of energy flows will also be considered. |
|                              | Logistics           | <b>Improvement of flow management:</b> To allow ports to improve their activities and enhance productivity regarding flow management (people, goods, and information). The solution should allow a better overview and management of port activities.  |
|                              |                     | <b>Development of security in the port:</b> To propose effective solutions for ports to mitigate the risk of notably human injuries, theft, degradation of merchandise or to improve port security during passengers boarding.   |
|                              | Environment         | <b>Optimisation of resources consumption:</b> To assess the use of resources in ports and to develop innovative ways to reduce waste of resources. A particular emphasis will be put on water preservation.  |
|                              |                     | <b>Elimination and recycling of waste and wastewater:</b> To propose efficient monitoring tools and solutions to eliminate the waste and wastewater. A particular emphasis will be put on the implementation of a circular economy model.  |
|                              |                     | <b>Protection of natural resources:</b> To propose efficient monitoring tools (e.g., Carbon or Water footprints, energy consumption, etc) to evaluate, analyse and mitigate the impact ports' activities have on water, biodiversity, and environment in a general way (notably visual and noise pollution, environmental pollution, increase of water stress).  |
|                              | Digitalisation      | <b>Digitalisation of the port:</b> To develop solutions allowing ports to develop further their digitalisation in general. Solutions may tackle all aspects in relation with digitalisation, including security of data exchanges, flow management or development of intelligent platforms.  |
|                              | Service development | <b>Development of a digital service platform (for marinas):</b> To offer marinas a unique platform to serve as an interface with its clients - solutions proposing individual services that could be incorporated on such platforms will be considered as well.  |
|                              |                     | <b>Optimisation of the water surface:</b> To propose innovative solutions to allow ports to optimise their water surface management.   |
|                              |                     | <b>Improvement of the links between the city and the port:</b> To develop the inclusion of ports in the everyday life by developing links with its own environment (city, other ways of transportation, water networks, energy grids, etc.)  |

### <sup>3</sup> Important notes

- The list of challenges is not exhaustive and other challenges, if related to the GALATEA domains, may be considered.
- A project can answer one or multiple challenges in the same proposal.

|   | SUB-DOMAIN     | CHALLENGE AND OBJECTIVE FOR APPLICANTS  |
|---|----------------|---|
| GALATEA Domain 2: Smart Ship  | Energy         | <b>Implementation of clean energy sources on board:</b> To successfully implement clean energy (and its different aspects of implementation) on ships to reduce waste and CO2 emissions and to lower the pollution impact of marine traffic.                            |
|   | Digitalisation | <b>Automatisation of the ship:</b> To develop innovative processes allowing the ship to be more autonomous in all its aspects.  |
|   | Security       | <b>Improvement of the ship security:</b> To propose innovative ways to secure the ship from physical and digital risks. In this context security concerns both on-board infrastructures as dematerialised data.   |
| GALATEA Domain 3: Smart Shipyard  | Digitalisation | <b>Development of remote and predictive maintenance:</b> T To propose digital products/services allowing predictive and/or remote maintenance of ships.   |
|   |                | <b>Continuation of activities:</b> To increase and optimise the exploitation of data all along the value chain for a better fluidity of operations.   |
|   | Environment    | <b>Revalorisation of waste and reuse of wastewater:</b> To embed shipyards even more in the circular economy in proposing innovative ways to revalorise waste and wastewater. An emphasis will be put on plastic.   |
|   | Manufacturing  | <b>Implementation of innovative materials:</b> To implement new materials to the ship's structure to enhance its performances (strength, speed, manoeuvrability, etc.) and lower its environmental impact.  |
| <b>Implementation of innovative manufacturing processes:</b> To develop the use of innovative processes of fabrication to enhance the shipyard productivity and expertise. Technologies such as additive manufacturing/repair, digital twin or artificial intelligence will be particularly considered. |                |   |
| GALATEA Domain 4: Maritime Surveillance   | Digitalisation | <b>Improvement of information transfer:</b> To present effective ways to transfer information from the site of captation to the concerned user (authority, civil society, citizens, etc.) considering the European GDPR directives, in matter of anonymisation of data. |
|   | Environment    | <b>Preservation of marine and maritime ecosystems:</b> To contribute to the preservation of the marine and maritime ecosystems while developing products/services to monitor (from space, the air or the sea) the marine and maritime environment.                      |
|   | Security       | <b>Detection of illegal activities:</b> To propose monitoring product/services (from space, the air, or the sea) aiming at unveiling illegal maritime activities (piracy, illegal fisheries and allowing potential users to act efficiently in consequence.             |
| <b>Improvement of search and rescue:</b> To propose monitoring product/services (from space, the air, or the sea) aiming at assisting authorities, or potential end-users to efficiently enhance their search and rescue activities.  |                |   |