



AMULET is funded by the European Union's Horizon 2020 Research and Innovation Programme
under the Grant Agreement n° 101005435



FREQUENTLY ASKED QUESTIONS

AMULET 2nd Open Call

Submission of applications starts on the 10th of January 2023, at 13:00 Brussels Time

Submission deadline: 22nd of March, 2023 at 17:00 Brussels Time

Version 02/01/2023





Thank you so much for your interest in the AMULET Open Call and welcome to our Frequently Asked Questions (FAQ). We hope these questions can help you solve your doubts about the application and submission process of the AMULET Open Call.

This FAQ will be updated based on the questions we receive and if you cannot find the answer to your question here, please submit your question(s) at AMULET Online Community or to our Helpdesk <https://spaces.fundingbox.com/spaces/i4ms-amulet>.

This document refers to the 2nd Open Calls under the AMULET project, which launches on Tuesday 10th of January, 2023 at 13:00 Brussels time and has a submission deadline of Wednesday 22nd of March, 2023 at 17:00 Brussels time.

Please refer to more information about the AMULET project and to the Guide for Applicants (GfA) for information about the call.

You can submit your application at the Open Call microsite.

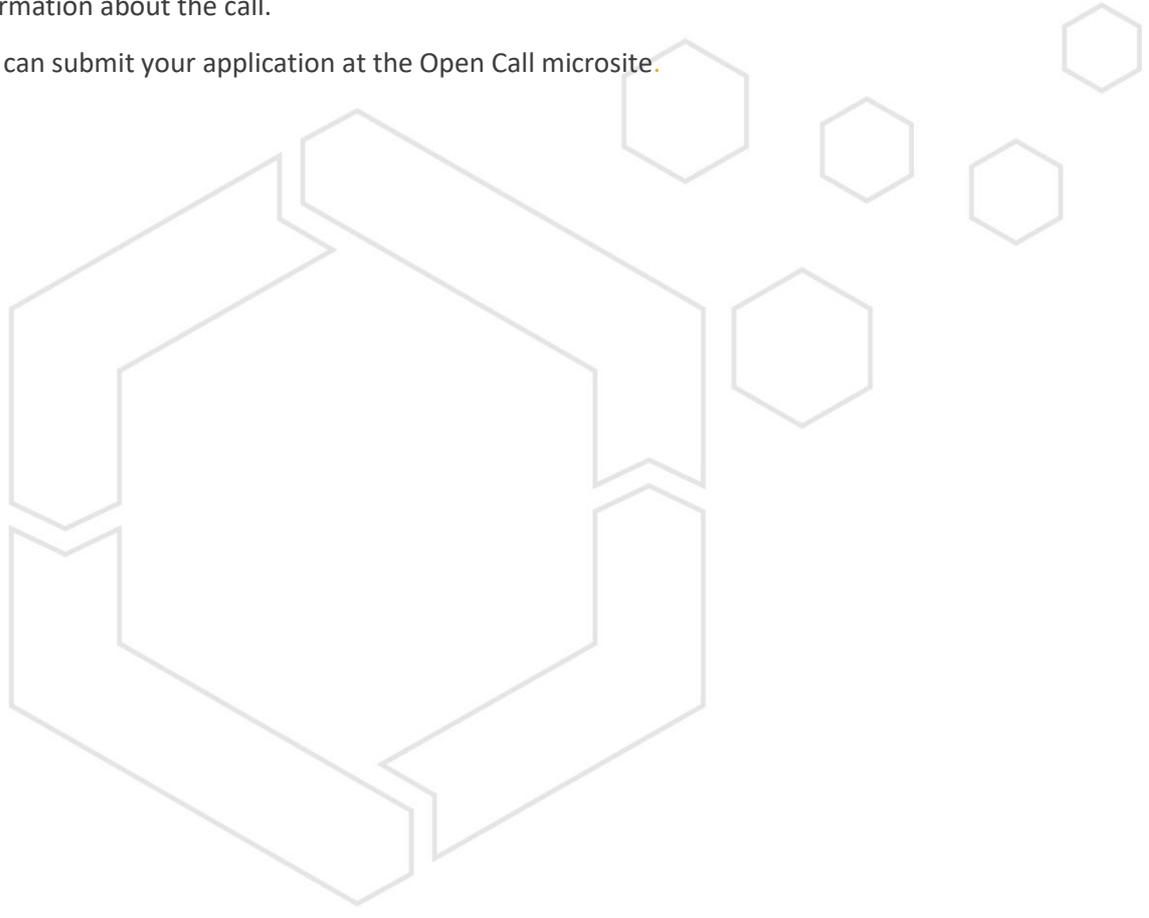
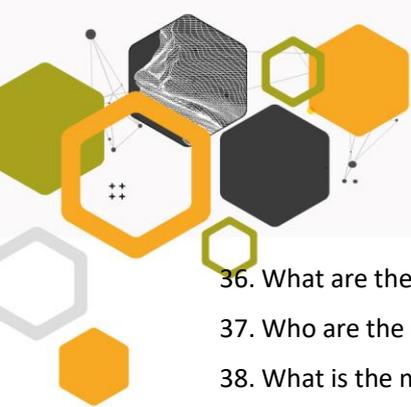


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1. What is AMULET?

AMULET is a HORIZON 2020 project that aims to consolidate novel value chains for multi-sectoral industrial applications enabled by advanced materials and their related manufacturing technologies as Key Enabling Technologies (KETs), ultimately contributing to decarbonisation and resource-efficiency.

AMULET is focused on the next lightweight materials:

- ✓ Polymer-based composites;
- ✓ Light metal alloys;
- ✓ Ceramic composites.

AMULET is focused on the next industrial sectors:

- ✓ Automotive;
- ✓ Aerospace & Aeronautics;
- ✓ Energy;
- ✓ Building.

AMULET will deliver financial support for third parties to select up to 50 Bottom-up projects in 2 Open Calls, from which up to 13 best projects will complete the full support programme, distributing 2.4 M€ among them. The AMULET Consortium consists of 13 partners, coordinated by POLYMERIS.

2. Which organisations are the partners of the AMULET Consortium?

	<p>POLYMERIS (POLYMERIS)</p>	<p>https://www.polymeris.fr/en.html</p>
	<p>Chemnitz University of Technology (TUC)</p>	<p>https://www.tu-chemnitz.de/</p>
	<p>BYDGOSZCZ INDUSTRIAL CLUSTER (BIC)</p>	<p>https://klaster.bydgoszcz.pl/</p>
	<p>THE ADVANCED MATERIALS CLUSTER OF CATALONIA (MAV)</p>	<p>https://www.clustermav.com/</p>

 <p>FLANDERS MAKE DRIVING INNOVATION IN MANUFACTURING</p>	<p>FLANDERS MAKE (FLANDERS MAKE)</p>	<p>https://www.flandersmake.be/en</p>
 <p>NTNU Norwegian University of Science and Technology</p>	<p>NORGES TEKNISK-NATURVITENSKAPELIGE UNIVERSITET NTNU (NTNU)</p>	<p>https://www.ntnu.edu/</p>
 <p>Jožef Stefan Institute</p>	<p>JOŽEF STEFAN INSTITUTE (JSI)</p>	<p>https://www.ijs.si/ijsw/IJS</p>
 <p>IMST SCARL</p>	<p>I.M.A.S.T. - DISTRETTO SULL'INGEGNERIA DEI MATERIALI POLIMERICI E COMPOSITI E STRUTTURE SCARL (IMAST)</p>	<p>https://www.imast.biz/it/</p>
 <p>South West Hungarian ENGINEERING CLUSTER</p>	<p>PECS-BARANYAI KERESKEDELMI ES IPARKAMARA (CCIPB-SWHEC)</p>	<p>https://pbkik.hu/ www.ddgk.hu</p>
 <p>CLUST-ER MECH MECCATRONICA E MOTORISTICA</p>	<p>CLUST-ER MECCATRONICA E MOTORISTICA (CLUST-ER MECH)</p>	<p>https://mech.clust-er.it/en/</p>
 <p>AUTOKLASTR</p>	<p>MORAVSKOSLEZSKY AUTOMOBILOVY KLASTR OS (MSAK)</p>	<p>https://autoklastr.cz/cs/</p>
 <p>FundingBox</p>	<p>FUNDINGBOX ACCELERATOR SP ZOO (FBA)</p>	<p>https://fundingbox.com/</p>
 <p>BAX & COMPANY VALUE FROM SCIENCE AND TECHNOLOGY</p>	<p>BAX INNOVATION CONSULTING SL (BAX)</p>	<p>https://baxcompany.com/</p>

3. Where can I find more information about the project?

Project website: <http://amulet-h2020.eu/>

Open Call website: <https://amulet-2oc-h2020.fundingbox.com/>

Community: <https://spaces.fundingbox.com/spaces/i4ms-amulet>

LinkedIn: <https://www.linkedin.com/company/amulet-h2020/>

OC helpdesk email: info.amulet@fundingbox.com

4. What do we offer?

Under the 2nd AMULET Open Call will select up to 26 SME consortia to be funded in the Stage 1 - Feasibility study, and then through a funnel system up to 7 SME consortia to be funded in the Stage 2 - Demonstration and Stage 3 - Follow-up support for innovation of the AMULET programme. The funding instrument will include a lump-sum grant of up to €120,000 per project whereas SMEs individually may not receive more than €60,000. The total duration of support provided will not exceed 15 months per project. Following a funnel system (from Stage 1 to Stage 2 of the Programme) up to 7 **SME** consortia will have a chance to complete the full programme.

5. Who can apply?

Consortia of **2 or 3 SMEs** with a demonstration project in the area of lightweight materials (polymer-based composites, light metal alloys and/or ceramic matrix composites) applicable to the next sectors: automotive, aerospace & aeronautics, energy and/or building.

The preferable initial TRL (Technology Readiness Level) should be **TRL4-5** (TRL4: technology validated in lab, TRL 5: Technology validated in relevant environment) and should target TRL7 at the of the support programme.

For more detailed information please check our Guide for Applicants.

6. Is my project eligible for funding?

We will check the eligibility of all proposals submitted in compliance with the deadline via our online application form <https://amulet-2oc-h2020.fundingbox.com/>. All the eligibility criteria are listed in Section 5 of the Guide for Applicants. The projects that do not comply with those criteria will be excluded and marked as ineligible. We will check the eligibility criteria based on the information provided in your application (it is not possible to submit additional data after the call deadline).

7. Is the applicant from the UK or Switzerland eligible for funding?

Yes, applicants registered in Switzerland and in the UK are eligible to apply and receive funding.

8. What is an SME?

Small and medium-sized enterprises (SMEs) are defined in the [EU recommendation 2003/361](#). The main factors determining whether an enterprise is an SME are: staff headcount, either turnover or balance sheet total.

Company category	Staff headcount	Turnover	Or	Balanced sheet total
Medium-sized	<250	≤ € 50 M		≤ € 43 M
Small	<50	≤ € 10 M		≤ € 10 M
Micro	<10	≤ € 2 M		≤ € 2 M

Additional details can be found at https://ec.europa.eu/growth/smes/sme-definition_en

9. Do you accept consortia including large companies?

No, we do not accept it: a micro-consortium must be composed of minimum 2 and maximum 3 legal entities including exclusively SMEs.

10. Can I submit my application if my company is not yet established?

No, you can't. It's only for registered legal entities (registered **before** the Open Call starts: 10th of January, 2023).

11. Can I apply if I don't have a company?

No, you must have a legal entity set up to apply to the Open Call.

12. Can I apply together with other organisations?

Yes, you must. The projects must be proposed by a micro-consortium of at least 2 and at most 3 legal entities, including exclusively SMEs. All of them must be established in an EU Member State eligible for H2020 funding or in an Associated Country or in the UK.

13. Can 2 SMEs that are linked (for example: 1 SME having 51% of the shares of the other SME) form a micro-consortium for AMULET and both get funding?

2 SMEs applying as one micro-consortium have to be independent to each other (without capital or personal links).

14. Is a one-person company eligible to receive AMULET funding?

Yes. As long as it is an SME and forms a micro-consortium with at least one or at maximum two more SMEs, then it is eligible to apply. Please, remember that the one-person company, as well as other applicants, will have to prove that it has the resources necessary for the successful implementation of the project.

15. What are the challenges to be addressed?

The proposed activities should address one of the Open Challenges publicly announced on 23rd of December, 2022 (available in Annex 2 of the Guide for Applicants) coming from one of the three types of lightweight materials (polymer-based composites, ceramic matrix composites, and light metal alloys) for four industrial markets: automotive, aerospace & aeronautics, energy, and building. The proposals aiming to reach **Technology Readiness Level¹ (TRL) 7, starting from TRL 4-5**, are preferred.

16. Can I choose more than one challenge?

No, you can't. You must select exactly one challenge from the list provided by AMULET.

17. How do I submit my application to the Open Call?

Applications to the 2nd Open Call must be submitted through the AMULET Open Call microsite at <https://amulet-2oc-h2020.fundingbox.com/>. Applications submitted by any other means will not be considered for funding. Inside the online application form there are specific fields to provide relevant descriptions.

18. What sections should I fill in the application form?

The applications submitted to the 2nd Open Call will include the following sections:

- ✓ BASIC AND LEGAL INFORMATION
- ✓ PROJECT
- ✓ EXCELLENCE
- ✓ IMPACT
- ✓ IMPLEMENTATION
- ✓ ETHICS SELF ASSESSMENT
- ✓ STATISTICAL SECTION
- ✓ DECLARATION OF HONOUR
- ✓ PROCESSING OF PERSONAL DATA

All mandatory sections of your application- generally marked with an asterisk - must be filled in.

19. How long does it take to fill in the application?

In order to successfully fill in the application form you will probably need **1-2 days** of writing, but we imagine that your team is composed of members specialised in their area of expertise so you can divide the work. You'll be able to add contributors to your application so that each team member can tackle their application area and you will be done quicker. Take into account that specific character limits have been established in each section of the online application form, so we encourage you to keep your application focused on the requested information keeping in mind the challenges and sectors covered by this 2nd Open Call. We also recommend that you start the submission process quite before the deadline in order to avoid last minute circumstances.

¹ [link](#) to TRL as defined by Horizon2020

20. Should my micro-consortium partners submit a separate application for?

No, as a micro-consortium you should submit only one application on behalf of your partners, thus you need to gather all necessary information from micro-consortium partners. At the beginning of the application form, you will be asked to provide the name and contact details of the person who will be the contact point and coordinator in your micro-consortium.

21. Which requirements must the application fulfil?

There are a few important requirements you must take into account:

- ✓ The objectives of the proposal must fit within the scope of AMULET as it is described in the Guide for Applicants in the call;
- ✓ Applications must be submitted before the deadline;
- ✓ Applications must be submitted in English;
- ✓ Applicants shall not have any conflict of interest;
- ✓ All mandatory parts should be completed.

For more information on eligibility criteria, you can visit section 5 of the Guide for Applicants.

22. Can one team submit two project ideas?

Though applicants can submit multiple applications, one SME can be funded only once by AMULET. If several selected consortia have the same composition or the same members (1, 2 or 3), it is only the proposal with the highest number of points received during the whole evaluation process that will be funded.

23. Does an application get the extra score for the 'cross-border collaboration' if the micro-consortium is composed of 2 or 3 SMEs from at least 2 different countries?

Since the AMULET project promotes cross-border collaboration, 0,5 points will be added to each proposal with SMEs from at least 2 different eligible countries involved in the micro-consortium (in addition to the evaluators' evaluation).

24. Can I apply if my company is associated with the partners of AMULET?

Applicants cannot be affiliated (directly or indirectly, for example through board members or third parties) to any of the AMULET Consortium partners. They can't be the AMULET Consortium partner's employees nor board members nor permanent collaborators. All cases of potential conflict of interest will be assessed case by case.

25. Can I apply if I have received FSTP grants from other projects before?

Yes, it is possible to apply to other open calls. The only point that you should pay attention to if you are selected (funded) to multiple EU projects is the "no double funding" rule. "Double funding" means the situation where the same costs for the same activity are funded twice through the use of public funds. It is not allowed in any circumstances. That means that you have to be able to confirm that

funding received from the AMULET project will not cover the same costs/tasks which were already funded by other EU projects (if you have received any).

26. Are applicants required to include the budget plan in the application?

We will ask you in the application form to provide information on how the grant amount will be distributed among your micro-consortium partners (SMEs) in case the project will be funded. Details about the budget are not required at the application stage. The detailed budget planned for execution will be requested only from the SMEs selected for funding, at the beginning of the support programme as part of the Sub-Grant Agreement.

27. What happens if I do not submit my application within the deadline?

Applications must be submitted before the closing time and date published in the 2nd Open Call. The closing time recorded by the FundingBox Platform for this call is 22nd of March, 2023 at 17:00 Brussels Time. We do not accept applications after the deadline. We strongly encourage you not to wait until the last minute to submit your proposal. Failure of meeting the submission deadline for any reason, will result in the rejection of the proposal.

28. Will I be able to modify my proposal after submission?

You can modify the application as many times as you need before the deadline, but remember that you need to submit it before the 22nd of March, 2023 at 17:00 Brussels Time. You won't be able to modify your application after this deadline.

29. What is a TRL?

Technology Readiness Levels (TRLs) are indicators of the maturity level of particular technologies. This measurement system provides a common understanding of technology status and addresses the entire innovation chain. There are nine technology readiness levels; TRL1 being the lowest and TRL9 the highest. In our project we refer to Annex G of the General Annexes to the Work Programme 2016/17 for a full description of TRLs.

DEPLOYMENT	TRL9	Actual system proven in operational environment
	TRL8	System complete and qualified
	TRL7	System prototype demonstration in operational environment
DEVELOPMENT	TRL6	Technology demonstrated in relevant environment
	TRL5	Technology validated in relevant environment
	TRL4	Technology validated in lab
RESEARCH	TRL3	Experimental proof of concept
	TRL2	Technology concept formulated
	TRL1	Basic principles observed

30. What type of support is available for preparing the application?

The Guide for Applicants is the main reference document. It provides detailed information about the requirements of the application, evaluation and selection processes. A Helpdesk service for the Open Call is at hand at <https://spaces.fundingbox.com/spaces/i4ms-amulet> to clear up any doubts you may have relating to the application process (eligibility rules, application form information requests, etc.). If there is any doubt left, you can contact info.amulet@fundingbox.com.

Further information on the Open Challenges for the support of your proposal preparation will be available during the online matchmaking events. The events will explain AMULET support activities to SMEs and the opportunities and benefits it entails, answering questions that might arise from the audience:

- ✓ Explaining specific details on the process of the thematic competitions, the guidelines and criteria to compete;
- ✓ Presentation of the selected industrial challenges per theme;
- ✓ Promoting SMEs to network and start matchmaking, aiming at identifying relevant partners to work with on the development of solutions to thematic competitions.

Participation at matchmaking events is not mandatory but strongly recommended.

31. What are examples of an ideal project?

The examples below only give you the overall vision of the project organisation and do not apply to the challenges defined in the AMULET 2nd Open Call.

Automotive

The ideal project for AMULET is a micro-consortium applicant of 3 different SMEs with a use case for automotive that uses bio-materials for developing hybrid structural and semi-structural components that deliver a better lightweight performance than traditional materials such as steel or aluminium, while also being more circular. One SME contributes with their own-developed bio-based resins while the other two partners provide their design capabilities and joining expertise, respectively, using their own resources (models and components). The use case proposed addresses the sustainability challenges currently faced by the automotive industry (to deliver green content > 50%) while also increasing durability. The preferable initial TRL should be TRL 4-5 (Technology validated in lab).

Aerospace & Aeronautics

The ideal project for AMULET is a micro-consortium applicant of 2 different SMEs with a use case for aerospace that uses hybrid components based on oxide ceramic matrix composites (OCMC) for extreme conditions in terms of operating temperature and corrosion resistance. One of the SMEs brings a sound experience in OCMC manufacturing while the other one contributes with additives from their own catalogue that allows them to improve mechanical performance. The use case proposed is more cost-effective from the materials and manufacturing perspective than current solutions, addressing the typically high costs of ceramic matrix composites. It also has an innovation potential in other application areas e.g. automotive, energy. The preferable initial TRL should be TRL 4-5 (Technology validated in lab).

Building

The ideal project for AMULET is a micro-consortium applicant of 3 different SMEs that will jointly develop a new composite formulation based on hemp that could be used in green building. One of the SMEs contributes with specialised machinery for the bio-based components while another one will focus on improving the mechanical and hygrothermal performance using MgO-based by-products. The

third SME will focus on preparing small cabins for performing the necessary in-situ tests at open areas for validating the innovative formula. The use case proposed is more sustainable than the typical lime-based solutions and the improved lightweight/mechanical performance allows opening the market for external applications, currently limited to interior usage in buildings. The preferable initial TRL should be TRL 4-5 (Technology validated in lab).

Energy

The ideal project for AMULET is a micro-consortium applicant of 3 different SMEs that will collaborate together for improving lightweight performance and circularity of wind turbine blades. One of the SMEs contributes with an epoxy-based resin that can be recovered with a proprietary chemical process, which enables full recyclability. This SME will also contribute with manufacturing, including the use of own equipment. The second SME will investigate the use of recycled carbon fibres in the formulation while the third SME will focus on the mechanical testing. The third SME will also simulate and optimise the formulation with regards to energy production in different conditions using their own modelling capabilities. The use case proposed includes a small prototype that could be then used as reference in other applications, such as in the aerospace sector. The preferable initial TRL (Technology Readiness Level) should be TRL 4-5 (Technology validated in lab).

32. What happens after my application has been submitted?

Right after the submission deadline on 22nd of March, 2023 at 17:00 Brussels Time there will be an eligibility check to see if the applicants meet the eligibility criteria included in Guide for Applicants.

33. How to write a proposal that convinces evaluators?

Make sure you do not leave any information out of your proposal. Be specific and provide precise answers to the questions in the application form. If you want to stand out, quality is the way to go. The proposed project should provide a solution to the specific challenge, while having in mind the overall goal of the AMULET project; decarbonization, resource efficiency, technical excellence and business potential among others.

34. How will we evaluate your proposal?

The evaluation process has 4 steps + formal verification.

Step 1. Eligibility Check

The eligibility check will determine whether applicants meet the eligibility criteria listed in Section 5 of the Guide for Applicants.

Step 2. External evaluation

In this phase, each project will be evaluated by 3 external and independent evaluators specialised in the respective thematic domain.

Step 3. Consensus Meeting

The 'Steering Committee' plus 3 external evaluators, selected from the pool of experts that evaluated individually the proposals, will define by consensus (or minimum of 2/3 majority vote) a Ranking List of up to 36 fundable projects that will be invited to pitch at the Jury Day.

Step 4. Jury Day + Final decision

You will pitch your project online in front of the AMULET Selection Committee composed of Steering Committee + members of the External Advisory Board). The Selection Committee will select up to 26 final beneficiaries out of 36 applicants.

Formal verification: Sub-Grant Agreement Preparation and Signature

Before signing the Sub-Grant Agreement you should provide documents regarding your formal status. The AMULET Consortium will proceed to a verification of these documents to make sure you are eligible.

35. How will we check your SME status?

The following documents could be asked after the selection procedure:

- ✓ an extract of the current (up to date) official registration document or its equivalent. The enterprise's registration document is a written statement from the Government or other authority which confirms that the company legally exists and confirms its data, e.g. address of the registered office, legal representatives, owners;
- ✓ an official and signed declaration indicating your enterprise shareholders and the percentage of shares that they own in your organisation;
- ✓ the complete, closed and registered for official purpose, financial accounts (financial statements) of the last 3 years (for last 3 years or, if it is not applicable, for the period starting at the registration date). Please note that these accounts should include: the annual balance sheet; the annual turnover and the staff headcount. If your financial statement does not contain information about the staff headcount, the selected SMEs will be able to provide enterprise statistic reports/annual reports or any other supporting document which demonstrates the staff headcount (it can be an official and signed declaration indicating the number of employees expressed in Annual Working Units);
- ✓ VAT/tax ID Certificate;
- ✓ Bank account information.

In case of having partners or/and linked companies, we will request for additional documentation of partners and linked enterprises:

- ✓ financial statements of all partners and linked enterprises (to confirm the annual turnover, annual balance total sheet and employment);
- ✓ document showing the holding structure of partners/linked enterprises, e.g. official extract of shareholders (from the Chamber of Commerce or any other Official Register) or instead we can accept also an official and signed declaration indicating shareholders and the percentage of shares that they own in the organisation;
- ✓ statistical reports/annual report/financial statements indicating the number of declared employees of a partner/linked enterprise. If the number of employees is not clearly indicated in the above-mentioned documents, we can accept other supporting documents such as an official and signed declaration on the staff headcount expressed in Annual Working Units.

36. What are the criteria to assess the proposals?

External and independent evaluators will evaluate and score the Excellence, Impact and Implementation of the proposal. Each evaluator will rank the application assigning a score from 0 to 5 for each criterion and produce an Individual Evaluation Report. The final score will be calculated as an average of the individual assessments provided by the Evaluators. At this stage, since the AMULET project promotes cross-border collaboration, 0,5 points will be added to each proposal with SMEs from at least 2 different eligible countries involved in the consortium (in addition to the Evaluators' evaluation). A detailed description of each criterion and the scoring is included in Section 6 of the Guide for Applicants.

37. Who are the external evaluators?

External evaluators are external independent experts with proven experience in the Advanced Materials and Manufacturing Lightweight Field within the 12 thematic domains of AMULET. External experts come from industry and academia.

38. What is the minimum score to pass the External Evaluation phase?

The default threshold for individual criteria (Excellence, Impact and Implementation) is 3 (the average of the three external evaluators' scores). The default overall threshold, applying to the sum of the three individual scores, is 10 out of 15.5 maximum (15 from the three criteria and 0,5 for cross-border micro-consortium). The final score will be calculated as an average of the individual assessments provided by the Evaluators. Ties will be solved using the following criteria, in order: Cross-border collaboration projects, Impact score, Excellence score, Implementation score, Gender Balance. All proposals obtaining a score above the threshold (3 for individual criteria and 10 for final score) will move to the Consensus Meeting stage, where the Selection Committee, together with 3 external evaluators, will decide which projects will go to the next phase (Jury Day). Please find more information in Section 6 of the Guide for Applicants.

39. What is the composition of the Selection Committee?

The Selection Committee is made up of the core partners from the AMULET Steering Committee. It will be coordinated by FBA and the composition can be extended in the following cases:

- ✓ Consensus meeting: by inviting 3 External Evaluators, selected from the pool of experts that evaluated individually the proposals;
- ✓ Jury Day + Final Decision: by including the members of the 7 External Advisory Board;
- ✓ Review Milestones: by including the Ethic experts from the Ethics Committee, if needed.

40. What happens after the Consensus Meeting?

Up to 36 proposals selected during the Consensus Meeting will be invited to an online Jury Day where you will have the opportunity to pitch your project in front of the AMULET JURY and take part in the Q&A session.

41. What happens during the Jury Day?

If your project is among the finalists, you will be invited to Jury Day. During the Jury Day, you will have the opportunity to pitch your project with a 10-minute video in front of the AMULET JURY composed of the selected AMULET members and supported by the ethical expert(s). You will be requested to send a recorded presentation- as if you presented online (up to 10 minutes video pitch or pitch as a pdf with voice recorded), in advance at least 3 calendar days before the Jury Day. The Selection Committee will agree on the Q&A for each applicant team, in order to make the session more efficient.

42. Which licensing rights apply?

The IP rights remain with the owner (SME). Indeed, we apply the HORIZON 2020 rules in that sense. There are specific clauses about that in the Sub-Grant agreement which will be signed by beneficiaries.

43. Do selected consortia get any money in advance?

No. The first payment (up to 9,200€) will be made upon validation of signing the Sub-Grant Agreement.

44. What are the different evaluation phases and the expected schedule?

The table below presents the indicative dates of the 2nd Open Call in which each of the evaluation phases will end and the number of expected applicants that would go through to the next phase.

Phase	Approximate Date	Number of applicants
Applications	January 2023 - March 2023	no limitations
Eligibility Check + External Evaluation	March – April 2023	-
Consensus Meeting	April 2023	up to 36
Jury Day + Final Decision	May 2023	up to 26
SME check + SGA signature	May 2023 – July 2023	up to 26
Feasibility study	July 2023 – October 2023	up to 26
Demonstration	November 2023 – July 2024	up to 7
Follow up support	August 2024 – September 2024	up to 7

45. What is a conflict of interest?

Conflict of interest may occur, if there are capital or personal connections between two or more entities (Applicant, AMULET Consortium partner or any person involved in the selection process), in particular, it should be understood as:

- ✓ any ownership relations - ownership of shares, financial links and economic connections - like joint venture, holding, joint participation, silent partner, e.g. Applicant's entity owns shares in the AMULET Consortium partner company or the AMULET Consortium partner company owns shares in the Applicant's company (it also refers to the Applicant's partners/linked enterprises). As economic connection we can understand exclusive licenses, sale agreements if they concern product or solution covered by your application etc;
- ✓ family and personal relationships, in particular: marriage, kinship, a relationship or affinity to the second degree in a straight line or lateral line, adoption, custody or guardianship or actual life and other close personal ties binding the Applicant and the AMULET Consortium partner or any person involved in the selection process – e.g. person representing the AMULET Consortium partner company has family/personal ties with anyone representing the applicant company;
- ✓ the existence of material, especially financial relationships (such as the receipt by a person involved in the selection process from Applicant any significant gifts, donations, future contracts or employment, etc);
- ✓ relationships based on employment, cooperation or existing civil contract between the AMULET Consortium partners and people involved in the Applicant's structure, including managerial or supervisory functions, position in managing or supervising bodies. E.g. Director of the AMULET Consortium partner is involved in the management bodies of an Applicant company; the applicant's employees involved in the Project are employed or contracted by the AMULET Consortium partner company etc;
- ✓ remaining in a legal or factual relationship that may give rise to justified doubts as to the impartiality of the people involved in the selection process (expert/evaluator/employee/member of the management bodies of any of the micro-consortium partners etc).

The reasons set forth above may result in a conflict of interest if they occur at the time of an action or have occurred in the past (during the last 2 years before the action starts). Time limits do not apply to family and personal relationships.

Remember that the concept of the conflict of interest should be understood widely, so if you have any doubts about the conflict of interest please consult it with our team info.amulet@fundingbox.com.

All cases of conflict of interest will be assessed on a case by case basis.

46. What are the payment conditions?

For the sake of simplicity and transparency, the Financial Support will be paid against specific Deliverables defined in the Individual Mentoring Plan and in the Sub-Grant Agreement . You can find detailed information and schedule of the payments in the Guide for Applicants.

47. What is 'lump sum'?

The lump sum is a simplified method of settling expenses in projects financed with HORIZON 2020 funds. It means that you are not required to present accounting documents to prove the investment-related costs incurred. However, you are obliged to demonstrate that the implementation of the project is in line with the milestones set for it.

48. Is any accountability required on the way the funds have been used, e. g. invoices and other financial documents? Are there any specific restrictions on how the funds are utilised?

The lump sum is a simplified method that means that you (the FSTP recipient) is not required to present accounting documents like invoices, timesheets, etc, to prove that the cost was actually incurred. However, AMULET will assess your progress and quality of your work during Interim Reviews, not your accountancy. In this sense, we will ask you to demonstrate the implementation of the project in line with the milestones set. In any case, the lump sum methodology does not release you from the obligation to collect documentation to confirm the costs under fiscal regulation (in case of an audit). Please bear in mind that by participating in the AMULET support programme, receiving the grant and signing the Sub-Grant Agreement you will also be responsible towards the competent tax authorities, and the EC audit bodies such as the European Court of Auditors (ECA) and the European Anti-Fraud Office (OLAF).

49. How will AMULET monitor the progress of the teams?

The 'Mentoring Committee' will evaluate your project performance at the Milestone Review (established every time a payment is due), according to the following criteria.

- ✓ **Deliverables quality.** Based on the Deliverables established in the 'Individual Mentoring Plan';
- ✓ **Business performance indicators.** Based on the KPIs defined in the 'Individual Mentoring Plan';
- ✓ **Technical performance indicators.** Based on the KPIs defined in the 'Individual Mentoring Plan';
- ✓ **Deadline Compliance.**

Have a look at Section 7 of the Guide of Applicants.

50. What does subcontracting involve?

Subcontracting is allowed for covering limited part of the action (core activities cannot be subcontracted). Subcontracting includes tasks/services subcontracted to academic and industry experts from the targeted sectors. Subcontracting costs in the framework of AMULET support programme might come in the form of specialised and dedicated studies, testing, certification and other tasks carried out by a provider-subcontractor via a legal agreement. Subcontracting costs may also be incurred for the development of special material compositions, the special material testing that follows, the procurement of very specialised material that is only available from an outside service provider, for example.

Subcontracting costs are only allowed in the second (Demonstration) and third (Follow-up support for innovation) stages of the programme and should not exceed 30% of the total lump sum grant (i.e. up to €36,000.00 for both stages).

51. What are the general payment terms?

- ✓ All payments will be made in Euros (€);
- ✓ Expenditures incurred before the Contract signature date or after the AMULET Support programme duration period are ineligible;
- ✓ 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;
- ✓ The payments will be transferred to the coordinator of the micro-consortium, who will transfer the payments to the rest of the micro-consortium in tranches as stated in the Sub-Grant Agreement and the Individual Mentoring Plan. The coordinator of the micro-consortium is obliged to deliver the bank transfer confirmation to the contractor after each Stage.

52. Where can I ask my question?

If you still have any doubts regarding our Open Call process, feel free to get in touch with us:

- ✓ Ask your question in the Helpdesk space of AMULET community <https://spaces.fundingbox.com/spaces/i4ms-amulet>;
- ✓ Send us an email to the following address: info.amulet@fundingbox.com.

53. How can I complain about the results of the evaluation?

If after receiving the results of any of the selection phases you consider that a mistake has been made, resulting in the rejection of your application, you have the right to send us a complaint. You can email us in English to info.amulet@fundingbox.com including the following information:

- ✓ Your contact details (including email address)
- ✓ The subject of the complaint
- ✓ Information and evidence regarding the alleged mistake

Important note regarding the timeline:

You have 3 calendar days to submit your complaint starting from the day after the communication was sent. On our side, we will review them within no more than 7 calendar days from reception. If we need more time to assess your complaint, we will inform you by email about the extension.

54. According to the EU recommendation we are within the Micro enterprise rank, can we apply to this Open Call?

Yes, Micro Enterprise is still eligible. You can apply!

55. Does the team member part in the app form include people from other companies in the consortium or it is only the Lead SME?

Yes, team member includes members from all the companies in the consortium.

56. How can I upload the 'Letter of intent' in the App Form?

There is no need to upload it, you just have to mention what it was and what it concerns.

57. How do we show the budget allocation for each participant in the application? Do we have to register RTO?

At the end of the IMPLEMENTATION section you can find the box to show the distribution of funds per SME. RTO are not eligible to get funding directly from AMULET, SME can subcontract them at 2nd and 3rd Stage up to €36.000.

58. These Open Challenges are created/asked by large companies or organisations? So, will there be the opportunity of interacting with them for future technology acquisition and/or pre-sale?

Within AMULET: during the solution's development, the challenge giver could give punctual advice to make sure it fits their needs.

59. Can a 2-SME consortium include SMEs from the same country?

Yes they can, however if there are at least 2 different countries you will receive 0.5 points more in evaluation.

60. Does the intellectual property generated during the project remain within the SMEs of the consortium?

IPR remains within the Micro-Consortium.

61. We have a solution to the challenge but we don't have a partner to the Consortium. Can we still apply?

Unfortunately, to be eligible you need to create a micro-consortium. Don't give up and look for a partner on [Eventtia Platform](#) by checking attendees and posting a message. Check it out, we will plan new events very soon!



62. Can I apply if I am a challenge giver?

The authors of challenges (challenge givers) CANNOT participate in the AMULET Open Calls.

