



KYKLOS4.0

An Advanced Circular and Agile Manufacturing Ecosystem
based on rapid reconfigurable manufacturing process and
individualized consumer preferences

Frequently Asked Questions

FAQ

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Version 1

Table of Contents

| | |
|--|----------|
| Objective of this FAQ document | 3 |
| 1. Open Call launch and submission | 4 |
| 1.1. When does the open call launch? | 4 |
| 1.2. Can a university or a research centre apply to the open call? | 4 |
| 1.3. Can a proposal be submitted by a consortium of five entities?..... | 4 |
| 1.4. The total foreseen costs of my sub-project are over €150.000. I am eligible?..... | 4 |
| 1.5. I had issues with my internet connection and was not able to submit my proposal by the deadline. Can I submit after the 30 June 2021? | 4 |
| 2. Evaluation and agreement procedure | 4 |
| 2.1. How to I submit a proposal?..... | 4 |
| 2.2. What documentation should I include and submit with my proposal? | 4 |
| 2.3. What are the different evaluation criteria? | 5 |
| 2.4. My proposal scored maximum points (10) on three criterion and four points on another. Is this sufficient to be awarded? | 5 |
| 2.5. I believe there was an error in the evaluation of my proposal. Can I request for a re-evaluation?..... | 5 |
| 2.6. I received notification that my proposal was awarded. Do I automatically start implementing my sub-project? | 5 |
| 3. Sub-project implementation..... | 6 |
| 3.1. My sub-grant agreement has been signed. Do I immediately receive a lump sum to use for the implementation of my sub-project?..... | 6 |
| 3.2. What support will I be provided? | 6 |
| 3.3. My sub-project has ended. Are my responsibilities over? | 6 |

Objective of this FAQ document

The objective of this Frequently Asked Questions (FAQ) document is to provide potential applicants to the KYKLOS4.0 – Open Call #1 with answers and complementary information to some of the possible questions that may arise when preparing a proposal.

Although this document provides summary information to the listed questions, applicants are advised to consult all annexes for detailed information.

This FAQ document is a living document and may be regularly updated with questions and answers that emerge while the open call is running.

1. Open Call launch and submission

1.1. When does the open call launch?

The KYKLOS4.0 - Open Call #1 launches on **1 April 2021** and closes **30 June 2021 at 17:00 CEST** (Brussels time).

1.2. Can a university or a research centre apply to the open call?

No. The open call is limited to SMEs and industrial partners. The SME must be a technology integrator and the industrial partner will serve as the pilot location of the experiment. An additional SME may participate to support technology adoption or increase impact. The consortium must be led by an SME.

1.3. Can a proposal be submitted by a consortium of five entities?

No. All proposals must be submitted by a consortium with a minimum of two entities and a maximum of three entities. Any proposal with only one partner or more than three will not be eligible.

1.4. The total foreseen costs of my sub-project are over €150.000. I am eligible?

The maximum funding rate for the KYKLOS4.0 – Open Call #1 is 70%. Proposals may submit a proposal with a total cost above €150.000, if the requested financial support does not exceed €150.000 (for a consortium of three entities), with a limit of €60.000 per applicant.

1.5. I had issues with my internet connection and was not able to submit my proposal by the deadline. Can I submit after the 30 June 2021?

No. The deadline for proposals is 30 June 2021 at 17:00 CEST (Brussels time). No extensions will be granted for any reason, unless a significant problem is identified related to the F6S platform that is unrelated to the applicant. If you experience problems with the F6S platform, report your problem to support@f6s.com.

It is highly recommended that you submit your proposal before 30 June 2021.

2. Evaluation and agreement procedure

2.1. How to I submit a proposal?

To submit a proposal, you must be registered on F6S (www.f6s.com).

2.2. What documentation should I include and submit with my proposal?

All documentation must be included as part of the proposal that must be submitted using the [KYKLOS4.0 – Open Call #1 F6S page](#).

In section 2, upload (1) a signed version of Annex 4 – KYKLOS4.0 OC01 Declaration of Honour and (2) a signed version of Annex 5 – KYKLOS4.0 OC01 SME Declaration form. These documents must be prepared and provided by all partners.

In section 3, upload Annex 3.1 - KYKLOS4.0 OC01 proposal template. Please respect the formatting rules and page limit as identified in the template.

In section 4, upload Annex 6 – KYKLOS4.0 OC01 Consortium Declaration of Honour.

All annexes must be uploaded in PDF format.

2.3. What are the different evaluation criteria?

All proposals will be evaluated against four criteria items, each with a different weight: (1) Concept and implementation [weight: 30%]; (2) Impact [weight: 40%]; (3) Consortium [weight: 20%]; and (4) Resources and costs [weight: 10%].

2.4. My proposal scored maximum points (10) on three criterion and four points on another. Is this sufficient to be awarded?

Although three (3) of the four (4) criterion received maximum points, the remaining criterion did not meet the minimum threshold of five (5) points. All criteria items, independently of their weight, must score a minimum of five points to be valid. Therefore, in this example, as one criteria item was scored with four points, which is below the threshold of five (5) points, the proposal is automatically rejected.

2.5. I believe there was an error in the evaluation of my proposal. Can I request for a re-evaluation?

Yes. You can request for a re-evaluation on items solely related to the evaluation or eligibility verification process. In such a case, the applicant must prepare a specific request and the evaluation committee will re-evaluate the proposal. A re-evaluation will only be implemented if there is evidence of a shortcoming that affects the final decision of the proposal. This means, for example, that a problem relating to one evaluation criterion will not lead to a re-evaluation if an proposal has failed on another criteria.

2.6. I received notification that my proposal was awarded. Do I automatically start implementing my sub-project?

No. Additional steps are required. After applicants are notified of being awarded, the KYKLOS4.0 team will contact the awarded applicants to review, finalise and sign the sub-grant agreement (template available [here](#)). The objective of the agreement is to fulfil all legal requirements between the KYKLOS4.0 project and awarded applicants. Further information may be requested from applicants as part of this procedure.

It is expected that this agreement preparation phase may take several days to conclude, after which the awarded applicant can start their experiment.

In case the agreement is not concluded during the defined period, the proposal may be rejected and the next applicant in the reserve list may be invited to sign an agreement.

3. Sub-project implementation

3.1. My sub-grant agreement has been signed. Do I immediately receive a lump sum to use for the implementation of my sub-project?

No. No funds will be made available to any applicant with the signing of the agreement and start of the experiment. Funds will be made available at the end of the three experiment stages upon submission and approval of the defined deliverables.

3.2. What support will I be provided?

KYKLOS4.0 will provide specific support in the implementation of the different stages of the sub-project.

- In Stage 1 – Planning, the KYKLOS4.0 team will support the refinement of the sub-project idea and identify KYKLOS4.0 technologies that can be integrated in the experiment.
- In Stage 2 – Implementation, the KYKLOS4.0 team will provide technical support, particular regarding the integration of technologies and other technical issues in the implementation of the experiment.
- In Stage 3 - Commercialisation & Business Sustainability, the KYKLOS4.0 team will provide business support, namely identify commercial and business opportunities. ç

3.3. My sub-project has ended. Are my responsibilities over?

No. Once your project comes to an end, the sub-project consortium must submit to KYKLOS4.0 the final deliverable up to 10 calendar days after the end of the final stage. A review will be held to present conclusions of the sub-project before the final payment is made.

As the final deliverable is related to commercialisation activities, the sub-project consortium has the responsibility to pursue the activities as defined in the deliverable, including exploring opportunities for commercialisation of their solution. The KYKLOS4.0 consortium will remain available to support the sub-project in this process and will also engage to understand progress made.

The sub-project consortium is expected to be active and open to providing information to the KYKLOS4.0 consortium on the impact of the financial support received up until the end of the KYKLOS4.0 project, scheduled for end of December 2023.