



MARTEC
MARitime TEChnologies

Handbook
of Transnational Project Handling

MARTEC
Call 2015

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1. EXECUTIVE SUMMARY

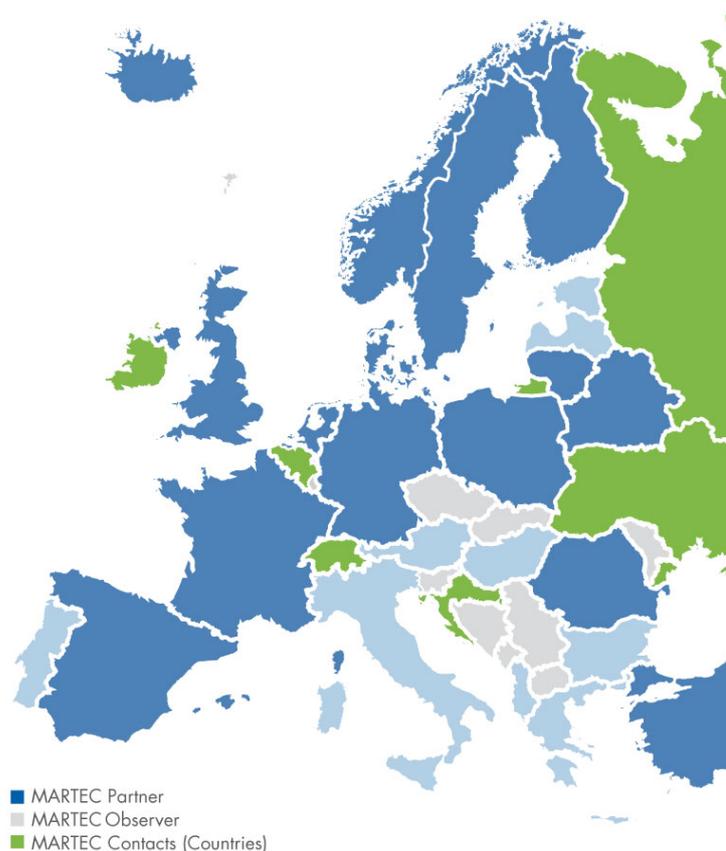
MARTEC is a network resulted from the ERA-NET project **Maritime Technologies II - MARTEC II**. As a contribution to the development of the European Research Area, the objective of MARTEC II was to form a sustainable network and partnership of key funding agencies, authorities and ministries and deepen the management of funding for maritime technology research between the European countries. In that context, MARTEC launched calls in order to coordinate national R&D programmes and improve the international competitiveness of the European shipping, maritime and marine industry.

The idea of the MARTEC network is to proceed with the vision of the ERA-NET MARTEC II to support and develop an extensive coordination on research and innovation programmes and policies in the field of maritime technologies.

Within this handbook the mechanics of MARTEC Call 2015 are explained and essential information about the procedures of preparation and submitting of proposals are given.

2. WHAT IS ERA NET MARTEC ?

The ERA-NET MARTEC II was a network of 30 European ministries, authorities and funding organisations responsible for funding RTD in maritime technologies from 25 countries. All together these countries represent the majority of maritime industry in Europe and cover the EU key players in those areas.



The aims of MARTEC are:

- Promote European cooperation
- Improve access to research results across Europe
- Contribute to the competitiveness of the European maritime and marine industry
- Identify and respond to gaps in research activities

Detailed information on partner and observer organisations can be found on:

- <http://www.martec-era.net/partner>
- <http://www.martec-era.net/observer>

3. MARTEC CALL

The idea of the MARTEC network is to proceed with the vision of the ERA-NET MARTEC II and support research and innovation in the field of maritime technologies as a joint activity. The joint activity will support a strong transnational research and development and innovation community in that field. It is very important to keep in mind that the funding of the projects is decentralized, so each country participating in the call gives funds to their entities. The proposals submitted to the call must be submitted using a procedure before the strictly-enforced **deadline**.

The proposals are evaluated in order to identify those whose quality is sufficiently high to give guidance to national recommendations. Proposals of the call 2015 will be evaluated according to the national rules. The negotiation and grant agreements are also depending on the countries rules participating in the proposal.

3.1 TRANSNATIONAL CALL 2015

MARTEC network will open the transnational call up to **29th April 2015** for collaborative research projects aiming at developing new knowledge, new technology and products, in order to improve European competitiveness and/or to address major societal needs.

Projects submitted to the call will receive funds from the national programmes which cooperate in the MARTEC call.

Dates and deadlines

All participants accept the rules and agreements made within the framework of the MARTEC initiative. Financial support will be awarded by the national funding organisations for project duration of up to 36 months.

29 April 2015 (17:00 CET)	Deadline submission of the full proposals
30 June 2015	National evaluation of full proposals
30 July 2015	Recommendation list from national evaluations to MARTEC partners
30 September 2015	Consensus evaluation and recommendation
31 October 2015	Common recommendations on funding
From December 2015	Contract negotiations
Early 2016	Start of the projects

A common full-proposal form must be used for the preparation of the proposals which is available at <http://www.martec-era.net/opencall>. Each joint project should be managed by a project coordinator. The full-proposal form is to be completed in English and requires:

- Project summary
- Project objectives
- State of the art in research and development; own experiences
- Detailed working plan of the whole project
- Exploitation plan
- European added value in carrying the work at European Level
- Necessity for funding and risk
- Planning aids (Gantt-Diagram, Roadmap, Resources)

The common full-proposal form has to be submitted electronically on the MARTEC web server (<http://www.martec-era.net/login>) by the project coordinator at the latest on the **29th April 2015 (17:00 CET)**.

IMPORTANT: Applicants are strongly advised to apply also according to their national funding rules. For more details, see the Specific National Regulations or contact the national contacts directly (see National Regulations and Contact Persons <http://www.martec-era.net/opencall>).

3.2 IS YOUR PROJECT IDEA FITTING WITH THE CALL?

The research projects initiated by this call can apply for finance or will get guidance (see 3.5 National Regulations) from the partner institutions of the MARTEC consortium listed below. The participation of applicants from other countries is allowed, if a national organisation is willing to fund successful national participants.

Countries participating in the call

The following ministries, authorities and funding organisations from 7 countries agreed to participate in the call 2015:

Belarus	National Academy of Sciences of Belarus (NASB)
Germany	Federal Ministry of Economic Affairs and Energy (BMWi)
France	Ministry of Ecology, Sustainable Development and Energy (MEDDE)
Lithuania	Klaipėdos Universitetas (KU)
Norway	Research Council of Norway (RCN)
Poland	National Centre for Research and Development (NCBR)
UK	Innovate UK

Partner countries not participating fully in the call

Sweden will not formally participate in the MARTEC Call 2015.

The Swedish Maritime Administration (SMA) will however open for possible funding of Swedish SME's cooperation with MARTEC 2015 prioritised projects through the SMA regular research and innovation funding process.

In this process the MARTEC 2015 related projects proposals will compete with other national project proposals. Prioritisation and evaluation will be part of the overall standard SMA R&I-process. Research proposals related to MARTEC Call 2015 preferably from Swedish Small and Medium sized Enterprises (SME) should be in line with MARTEC obligations and the SMA priority areas. Sweden will cover up to 50 % of Swedish participants project costs if projects are accepted by all funding partners.

Project proposals related to MARTEC Call 2015 should be submitted as well to SMA through the SMA public R&I web portal at <http://www.sjofartsverket.se/sv/Om-oss/Forskning-och-innovation/Sjofartens-nationella-Fol-medel/>

A special form (available for downloading on the webpage) should be filled in and the final proposal for funding should be send to offentliga.foimedel@sjofartsverket.se. Please state the linkage to MARTEC Call 2015 in the heading before the proposal is sent.

For further information please contact the Swedish contact point for MARTEC:
 Göran Rudbäck (SMA)
 Email: goran.rudback@sjofartsverket.se
 Phone: +46 708 19 12 28

Priority Research Areas

The following maritime technology areas (blue) will be supported by the participating partner countries. Please have in mind that some areas (marked white in the table) will not be supported by all funding partners.

MARTEC Call Priority Areas	BY	DE	FR	LT	NO	PL	UK
shipbuilding - new ship types, structures, ship design	Blue	Blue	White	Blue	Blue	Blue	Blue
shipbuilding - production process and technology	White	Blue	White	White	Blue	Blue	Blue
maritime equipment and services	Blue	Blue	Blue	White	Blue	Blue	Blue
ship and port operation services	White	Blue	Blue	Blue	Blue	Blue	Blue
inland water and intermodal transport	Blue	Blue	Blue	White	Blue	Blue	Blue
offshore industry / offshore technology	White	Blue	White	White	Blue	Blue	Blue
offshore structures for renewable energy	White	Blue	White	White	White	Blue	Blue
polar technology	Blue	Blue	White	White	Blue	Blue	White
fishing / aquaculture	Blue	White	White	White	Blue	Blue	White
safety	White	Blue	Blue	Blue	Blue	Blue	Blue
security	White	Blue	Blue	White	White	Blue	Blue
environmental and climate impact	Blue	Blue	Blue	White	Blue	Blue	Blue
human elements	White	Blue	Blue	White	Blue	Blue	Blue

- Shipbuilding**
 New ship types, structures, ship design and construction, production processes and technology
- Maritime equipment and services**
 Bridge systems, information and communication technologies, telematic applications, engine and propulsion systems, automation systems, cargo handling and maintenance
- Ship and port operation**
 Vessel traffic services, manoeuvring, cargo handling, waste & ballast water facilities
- Inland water and intermodal transport**
 Shipbuilding, maritime equipment and services, ship and port operation, transport chains, hinterland connections, short sea shipping, traffic management, transport logistics, intermodality interoperability

- **Offshore industry/offshore technology**
New structures, design and construction, production processes and technology, equipment and services, maintenance and decommissioning of offshore structures, offshore operations, underwater process technology, underwater technology, underwater robotics (AUV, ROV)
- **Offshore structures for renewable energy**
Water power (wave, tidal and current energy technology), wind power (wind energy technology, installation technology)
- **Polar technology**
Arctic sea transport, shipbuilding, equipment and services for polar regions, operation of ships, offshore structures
- **Fishing/aquaculture**
Development of platforms and devices, fish farms in open sea, new generation of fish-farms, teledetection, applications for analysis's, information and communication technologies, automation and monitoring

There are also additional topics, which can be included in several priority areas.

- **Safety and security**
Ship safety (collision, grounding, evacuation, fire safety, search and rescue, manoeuvring, cargo handling and lashing, tracking and tracing, first aid), ship and port security (preventive measures against terrorism, piracy)
- **Environmental impact**
Reduction and improvement of the efficiency of fuel and energy consumption, anti-fouling, ballast water handling, wash waves, waste management and recycling, monitoring, reduction of emission, prevention of contamination, noise and vibration
- **Human elements**
Training aspects, education, improvement of working conditions, intellectual property rights (IPR)

Funded areas are defined more precisely in the national research programmes/funding institutions. Please, visit the MARTEC web page for more details (www.martec-era.net/opencall).

Type of projects

The research projects submitted to this call can be both, industrial research or experimental development projects. For further information about this, please see "community framework for state aid for research and development and innovation 2006/c 323/01 http://europa.eu/legislation_summaries/competition/state_aid/l26078_en.htm

Project structure

Project consortia consisting of at least **two parties from two different participating countries** can apply for funding. The consortia may involve as many partners as necessary. As national funding rules are applied, some topics or partners may not be eligible (e.g. some programmes fund only industrial but no academic partners).

A consortium agreement between the project partners is required for funding if such a document is requested in one of the participating countries. The purpose of the consortium agreement is to clarify:

- the responsibilities of the partners
- decision processes inside the project
- management of any change of partners
- IPR issues

Beneficiaries

Priority for funding will be given for projects which include at least one independent industrial participant from each involved country. Only projects, which receive funds from at least two countries, will be supported by the funding organisation of the participating countries in MARTEC call. The type of entity allowed can vary depending of the country. For further information, please see specific national regulations on <http://www.martec-era.net/opencall>

In every proposal, one of the entities has to act as coordinator who will be the responsible for submitting the proposal. Industrial leadership is preferred. The size of the projects should be compatible with the overall objective and manageability of the whole endeavour and can vary from project to project. Just as a reference: the usual number of partners per proposal in previous calls was 3 to 6 and should not exceed 10.

Project budget

No limit is defined by MARTEC; only national budget limits will be applied.

Duration

There is no formal minimum duration, but maximum duration is 36 months.

Funds, Grants

Each country funds his participants and the form of reimbursement can vary from country to country. For further information, please contact your national programme manager.

Do you need partners?

On the MARTEC WEBSITE you have the opportunity to send your own partner offer or partner search. This information will appear on this site as soon as it has been checked by the MARTEC contact call office <http://www.martec-era.net/partnersearch>.

3.3 APPLICATION AND EVALUATION PROCEDURES

The MARTEC call is a one stage procedure. Only full proposals will be accepted in this call. A sketch is available at the MARTEC web page. The whole application & evaluation procedure includes common as well as national procedures (see table below).

Proposals submitted via the MARTEC web page will be assessed by national experts of each country first.

Table: Application & Evaluation process	
Common Transnational Procedures	National Procedures
<ul style="list-style-type: none"> - Call - Deadline - Common recommendations 	<ul style="list-style-type: none"> - National Evaluation or Eligibility Check - Final Decision - Financial Support - Monitoring

3.3.1 COMMON TRANSNATIONAL REGULATIONS

The full-proposal form which can be downloaded from the MARTEC website <http://www.martec-era.net/opencall> must be completed in English according to information required there e.g. project objectives, state of the art in R&D, working and exploitation plan etc. Except this information, all proposals have to fulfil the following general criteria (exclusion criteria):

- Proposals, which include at least one independent industrial partner from each participating country, will be preferred for funding.
- Only projects which receive funds from at least two countries will be supported.
- The proposal has to be written in English. Applicants from countries which are not involved in the MARTEC call have to justify their own funding.
- The given deadline for application is met. The form of the project outline and further formal criteria are in line with the priority areas and regulations.

The full-proposal form has to be uploaded at the latest on the **29th April 2015 (17:00 CET)** by the coordinator (NOTE: coordinators should register on the MARTEC WEBSITE some days before).

3.3.2 NATIONAL REGULATIONS

Evaluation and decision

Proposals of the call 2015 will be evaluated **according to the national rules**. The coordinator of the MARTEC call will help the participating partner countries to find external evaluators in case they are needed. The costs have to be covered by the requesting funding organisations. Once the national evaluations have been carried out, the MARTEC coordinator will ask for the evaluation results and prepare a list with the recommendations for funding. In the Steering Committee Meeting, which will take place September/October 2015 and organised by the MARTEC coordinator, all the proposals and recommendations will be discussed with the participating national agencies/funding bodies. After the discussion, the MARTEC partners will give their final funding recommendations on the proposals.

The discussion outcome will be summarised and the applicants will be informed by the MARTEC coordinator after the Steering Committee Meeting.

As the funding is done according to the national rules, it is recommended to contact the national funding organisation before submitting the proposal.

For further information regarding the national procedure, please check <http://www.martec-era.net/opencall> and contact your national programme manager.

National Programme Managers

A network of National Programme Managers (NPM) has been established to provide advice and support to organisations which are preparing proposals. Some national programmes may require specific national regulations. You are highly recommended to get in touch with your NPM at an early stage. National programme owners or programme managers are listed below:

Country	Contact Persons
Belarus	Dr. Natallia Yankevich (NASB) Email: lab_12@tut.by Phone: +375 293417342
Germany	Mrs. Filiz Aslan (JÜLICH) Email: f.aslan@fz-juelich.de Phone: +49 30 20 19 95 54
France	Mr. Patrick Vidal (MEDDE) Email: patrick-l.vidal@developpement-durable.gouv.fr Phone: +33 14 08 11 46 8
Lithuania	Prof. Vytautas Paulauskas (KU) Email: donatasp@takas.lt Phone: +370 685 60884
Norway	Dr. Sigurd Falch (RCN) Email: SF@RCN.NO Phone: +47 22 03 73 02
Poland	Mr. Wojciech Piotrowicz (NCBR) Email: wojciech.piotrowicz@ncbr.gov.pl Phone: +48 22 39 07 297
UK	Graham Mobbs (Innovate UK) Email: Graham.Mobbs@innovateuk.gov.uk Phone: +44 7824 599585

Funding contracts will be concluded directly between the project partners and their national funding agencies.

3.6 START OF THE PROJECTS

A pre-condition for national funding instalments is the existence of a consortium agreement including Intellectual Property Rights (IPR) related issues; if requested in one of the participating countries.

National funding contracts should become effective at the same time:

- Partners should start projects at the same time,
- Partners will receive instalments from national funding,
- Proposals should be reviewed on national level, if possible at the same time:

MARTEC will help to minimize these gaps. However, you are highly recommended to get in touch with your National Programme Managers at an early stage (before submitting proposal) and to define a "proper/common start date" by considering national evaluation duration (time gap).

3.7 MONITORING

The progress of each individual contract will be monitored by the respective national agencies through specific project review processes. The applicants involved in the projects submit interim and final reports in accordance with the national funding regulations to their corresponding funding organisations. Reporting is to be controlled by the coordinator of the collaborative project. Any substantial change in an ongoing project must be reported immediately to the involved agencies.

Funding recipients are expected to establish an internet presentation on their website giving a description of their research project, at the latest 3 months after the start of the project.

Apart from the national project review, the transnational cooperation aspects will be monitored on MARTEC level, e.g. by a final summary.

4. LATEST INFORMATION

Latest news and partner search (expression of interest) for the call is available at the MARTEC web page in the submenu "open call" (www.martec-era.net/opencall).