**Project Portfolio**

**Company Name**

City, State

Company logo

**Technology field “XXX”**

**General Instructions**

1. A fully elaborated Project Portfolio will be the subject of submission for the purpose of pre-notification and notification process at the level of European Commission.
2. Comments in **“orange”** provide additional explanation for applicants. These comments further explain what information is expected in individual chapters. Please, remove them from your final version.
3. Chapters 1.4, 1.5, and 1.6 will be elaborated only if relevant with respect to the type of project.

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1. Project Outline
   1. Company Presentation

*Please give a brief description of your company and type of activities.*

* 1. Objectives of the company in the IPCEI in all technical fields it’s involved

*Please give a brief description of the overall objectives of activities in all technical fields you’re involved, linking objectives between technical field.*

* 1. R&D Projects Before IPCEI

*Description of the R&D-parts which were necessary for the IPCEI project and that were carried out before start of the project (background).*

* 1. Technology and Challenges – R&D&I Activities within IPCEI in all technical fields it’s involved

*R&D&I projects must be of a major innovative nature or constitute an important added value in terms of R&D&I in the light of the state of the art in the sector concerned. The technical and industrial project proposed by the company must present strong innovations going beyond advanced technologies and current knowledge in the field (state of the art).*

*Please define and give a brief description of the overall objectives and scope of your R&D&I project activities.*

*Please, describe the state of art, the technical locks, the objective and the technical challenge to solve the technical locks. Applicants should provide descriptions and appropriate evidence for the state of the art in the sector concerned and explain how the project R&D&I activities bring about important added value in going beyond the state of the art, are of major innovative nature, how are the new products or services of high research and innovation content and/or the production processes are fundamentally innovative.*

* 1. First Industrial Deployment (FID)

*Projects comprising industrial deployment must allow for the development of a new product or service with high research and innovation content and/or the deployment of a fundamentally innovative production process. Regular upgrades without an innovative dimension of existing facilities and the development of newer versions of existing products do not qualify as IPCEI.*

*Please define and give a brief description of the overall objectives and scope of your FID.*

* 1. Intellectual Property Rights

*IP management principles*

*IP protections principles*

*IP exploitation principles*

* 1. Work Plan

*Please define a high-level project time plan with respect to the realisation of main project stages (i.e. expected start date of investments, end date of investments and beginning of operation).*

*Please describe your work plan in respect to the described work in the TF annex.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **TF** | **No. of WP** | **Title** | **Person Months (PM)** | **PM (R&D&I)** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  | Total PM |  |  |

Table 1: Work Packages (WP) vs. Person Months (PM)

* 1. Investment
     1. Tools and Equipment

*Please cluster your investment by technology classification. Please also provide a brief and simple description of 1 or 2 sentences to the table (what is the purpose of the investment…).*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Technology**  **Classification** | **No. of Tools** | **Examples of Tools** | **Investment Cost [EUR]** | **Year\*** | **TF** | **WP** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Total | | |  |  |  |  |

\*investment year

Table 2: Overview of investment in tools and equipment

* + 1. Construction of Buildings/Laboratory

*Please provide a brief and simple description of 1 or 2 sentences to the table (what kind of building? for what purpose…). Please cluster your investment so that the table does not exceed 1 page.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Technology**  **Classification** | **No. of Tools** | **Examples of Tools** | **Investment Cost [EUR]** | **Year\*** | **TF** | **WP** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Total | | |  |  |  |  |

\*investment year

Table 3: Overview of investment in buildings or laboratories

1. Budget
   1. Eligible Costs

Eligible costs only cover costs made for the purpose and the time span of the IPCEI:

• The following costs should be listed in a disaggregate manner:

• Costs for each of the R&D activities

• Costs for each of the FID activities

• And, within the FID costs, the costs of R&D carried out in the FID phase should be mentioned; this could give an idea of the overall importance of the R&D

• The cut-off date of the R&D and FID phases should be provided explicitly by each company (The template Excel contains vertical lines, showing these cut-offs, these should be adapted per company)

• Eligible costs cover costs up to the end of the FID phase (even if the FID phase goes beyond the national granting period for some companies)

• The end result of this step should be one figure: the total amount of eligible costs at the end of the IPCEI, including the FID phase

Note: all costs mentioned in the Excel sheet are considered by the Member States as eligible costs under the IPCEI Communication.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Construction of buildings/ laboratory etc.\* | Investment Costs\* | Personnel Costs | Subcontract Costs | Materials, Supplies and Others | Total Costs |
| RD |  |  |  |  |  |  |
| FID |  |  |  |  |  |  |

Table 4: Costs of Projects [EUR]

\*: with respect of the terminal values at the end of first industrial deployment phase in MM. YYYY.

\*\* Eligible costs are summarized in the Annex of the [European Commission‘s Communication no. 2014/C 188/2](https://eur-lex.europa.eu/legal-content/GA/TXT/?uri=CELEX:52014XC0620(01)).

* 1. State Aid

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Technical Fields | Construction of buildings/ laboratory etc. | Investments | Personnel | Subcontracts | Materials, Supplies and Others | State aid instrument | Planned Total State Aid | Gross grant equivalent |
| RDI |  |  |  |  |  |  |  |  |
| FID |  |  |  |  |  |  |  |  |

Table 5: State Aid (R&D&I and First Industrial Deployment) 1 [EUR]

1. Spill-over Effects

*The benefits of the project must not be limited to the undertakings or to the sector concerned but must be of wider relevance and application to the European economy or society through positive spill-over effects (i.e. effects on multiple levels of the value chain, markets, alternative uses in other sectors or modal shift etc.). These effects need to be clearly defined in a concrete and identifiable manner.*

*Based on principles of the IPCEI Communication that spill-over effects must be identified:*

*1) beyond the participating Member States ("European economy or society");*

*2) beyond the aid beneficiaries ("not be limited to the undertakings");*

*3) beyond the sector(s) in which the aid beneficiaries are active ("… or to the sector concerned").*

*Each one of these 3 dimensions should be considered.*

*Please describe the contribution of your Project proposal to economic growth, jobs and competitiveness for the Union industry and economy in view of their positive spill-over effects on the internal market and the Union society. For more information on this issue, please see the section “5 Non-Paper on “Spill-over effects” of the “Summary of DG Comp non-papers” accessible under the list of “Other supporting materials and links” in the Call.*

* 1. Spill-over by non-protected results diffusion

*Publications and communication on IPCEI results*

* 1. Spill-over by IP protected results diffusion

*Kind of licences (rec. Non exclusives FRAND)*

* 1. Spill-over in FID phases

*Open infrastructures for SMES, RTO, start-up.*

1. Other positive effect on the market

Increasing the level of R&D and innovations in Europe. *Description of how the project will increase the level of innovation and R&D in the sector and the European economy and society.*

* 1. Impact of the Project on Employment and New Investments in Europe

*Estimation of the quantitative and qualitative impact of your project on direct and indirect employment and training in European economy and society new investments in Europe.*

* 1. Environmental protection and energy dependence

*Description of the project influence on environment protection and on the reduction of energy dependence.*

* 1. Coordination problems

*Due to scale and complexity of the IPCEI explain the difficulty to work together particularly with:*

* *Registered Training Organisations (RTOs) (not the same objective)*
* *SMEs, suppliers and customers*
* *Competitors and sectors actors*

*Explain the difficulty due to the necessity to coordinate such a project with such divergent interests.*

* 1. Imperfect and asymmetric information

*Explain the risks of the project*

*Explain the difficulty to access to market finance*

*Explain the difficulty to recruit*

* 1. Adequacy of the state aid instrument

Explain whether the state aid instrument is in adequacy to correct the market failure:

* Grant = coordination default and spill over
* Financial instrument = Imperfect and asymmetric information
* Recoverable advance = risks taken in the project prior to marketing

1. Necessity and Proportionality
   1. Absence of similar projects

*Explain that there is no similar project in Europe*

* 1. Counterfactual scenario

*Describe explicitly the effect of the state aid incentive effect on your company.*

*Describe what will happen when funding will not be realized for the project. If you would not realize the project, how will your company maintain business capacity?*

*There should also be a counterfactual scenario at the overall IPCEI level, in order to understand what happens if the IPCEI would not take place. A counterfactual at IPCEI level could consist in technology developments taking place slower than with the aided IPCEI.*

*Description & substantiation of the counterfactual scenario at company level:*

*• The counterfactual scenario should be described in sufficient detail. E.g. a mere statement that “the company would not undertake the project as planned in its Member State without the aid” is not sufficient. It should be described in detail if it will not undertake the project at all or will undertake it but in a different manner/extent or will possibly undertake it somewhere else. As the IPCEI Communication requires, the intended change must be specified (the change in behaviour which is expected to result from the State aid, that is to say whether a new project is triggered, or the size, scope or speed of a project is enhanced; The change of behaviour has to be identified by comparing what would be the expected outcome and level of intended activity with and without aid).*

*• This description can be in the technological field documents, or, if confidential in nature, in the accompanying company level text document.*

*• It is vital to have sufficient substantiation of the counterfactual,* e.g. via *authentic internal company documents, showing that the company faces a clear choice and how the decision on whether to carry out the project is taken. This requirement is in line with the documentary evidence required in RDI State aid cases.*

*Excel sheet calculations:*

*a) In the absence of alternative project:*

*• If the counterfactual scenario is that there is no alternative project, there is no need for a counterfactual project tab with calculations in the Excel sheet. The Commission will only assess the eligible cost and funding gap calculations for the basic scenario.*

*• Proportionality of aid amount per beneficiary company: two step check of the IPCEI Communication in case there is no alternative project:*

*1) Identify the eligible costs: The possible eligible costs are listed in the Annex of the IPCEI Communication. The aid amount for any beneficiary can in no case exceed 100% of the eligible costs;*

*2) Identify the funding gap.*

*In general, the aid amount corresponds to the funding gap. The aid amount can in no case exceed the eligible costs established in Step 1.*

*b) In case of a counterfactual alternative project:*

*• Where there is a counterfactual alternative project, there is a counterfactual tab in the Excel sheet with full calculation of the net present value of the positive and negative cash flows of the counterfactual project.*

*• Proportionality of aid amount per beneficiary company in the IPCEI Communication in case there is an alternative project:*

*Step 1) Identify the eligible costs in the basic scenario: The possible eligible costs are listed in the Annex of the IPCEI Communication. The aid amount for any beneficiary can in no case exceed*

*100% of the eligible costs;*

*Step 2) Identify the difference between the NPV of the alternative project and the NPV of the aided project in the basic scenario.*

*In general, the aid amount corresponds to this difference. In the Excel sheet, it would be convenient to insert this calculation at the bottom of the basic scenario tab.*

*The aid amount can in no case exceed the eligible costs established in step 1.*

1. Elaboration on Terms of the Funding Gap Questionnaire

*Each company should provide all costs and revenues associated with the investment as a whole and the boundaries of investment should be defined from the perspective of the business investor: the calculation should include all (positive and negative) cash-flows for what the investor regards as the investment project, at the time these cash-flows are to be incurred. It is not enough to only submit the eligible costs. For the purpose of calculating the funding gap, what matters are all the costs (eligible or not) associated with the investment project and all the revenues over the entire lifetime including the mass production phase.*

*• The funding gap calculation is to be done consistent with the following methodology:*

*• For the purposes of this IPCEI, it is sufficient to provide the Excel sheet calculations for one scenario, the basic scenario (no optimistic and pessimistic scenarios and respective probabilities needed), provided the company is able to justify in the accompanying text document why this basic scenario is the most probable one.*

*• The funding gap that must be calculated is the funding gap of the investment project (i.e. all investment costs and operating costs) to be made by the company for the purpose of the IPCEI.*

*• The investments made for the IPCEI in R&D and FID by a company will generate revenues.*

*• The funding gap is the difference between discounted positive and negative cash flows over the entire economic lifetime of the investment project, i.e. covering the entire period during which the investments made generate revenues / the products that are produced thanks to programme. The investments are sold on the market. Hence, the funding gap must not be calculated only for the duration of the IPCEI project, which is up to the end of the FID phase but must also cover the ensuing commercial/mass production phase.*

*• One option is to include in the excel sheet the best estimate projections that the company has for this entire period.*

*• Alternatively, companies could provide data for the explicit forecast horizon of the company and give a residual/terminal value (i.e. net present value of expected cash flow beyond the explicit forecast horizon for the remaining years of the economic lifetime), discounted to the current value. In that case, the number of years of mass production for which data are inserted should be realistic.*

*• Practically, in the Excel sheet, after the data for the FID phase and after the data for the reasonable number of years of mass production, a column should be inserted and contain the terminal value for the costs and for the revenues.*

*• Sales/revenues (positive cash flows): projected sales figures should be used by each company rather than a formula. These should be the figures actually used by the company in its business plan and decision-making process. This can be best estimate figures. This data should overwrite the formula embedded in the Excel sheet which calculates sales/revenues as a function of costs, an assumption of idle share and an assumption of gross margin. Only if a company has no sales projections or any best estimate data, and only if it actually uses the formula embedded in the sheet (function of costs, idle share and gross margin) in its business plan and decision making process, should it apply the formula.*

*• Cash flows should normally be discounted using the weighted average cost of capital (WACC) of the company. The firm should provide evidence that the discount factor applied is the actual WACC used by the company (e.g. by internal documents showing the applied WACC for investment analysis). The reason to deviate from the WACC usually applied by the company should be explained in detail.*

*• The end result of this step should be one figure: the amount of the funding gap, labelled as such in the Excel sheet.*

* 1. Incentive effect
     1. Start date of the project

The project didn’t have to start before the reception of the submission by the member state

* + 1. Increase in R&D and FID efforts
    2. Risks affecting the project
  1. Necessity of state aid

*Point 28 of the guidelines*

* 1. Proportionality of state aid

*Point 30 of the guidelines*

* + 1. Costs and state aid
    2. State aid cumulation
    3. Open selection proceeding

*Explain whereas the State aid* (*expressed in gross grant equivalent for non-transparent aid) is not exceeding the funding gap*

1. Limitation of distortion of competition and trade
   1. Market affected by the state aid
      1. Current Industry Sector

*Description of the market situation (EU and worldwide) in this sector (market share, competitors).*

* + 1. Market Situation / Share after IPCEI

*Estimation of the market situation / share (EU and worldwide) after the project will have been finished successfully.*

* 1. Limiting distortion of dynamic incentives
  2. No strengthening or creation of market power
  3. Failure to maintain an inefficient market structure
  4. No effect on location activities

1. Annex to the Portfolio
2. *Funding Gap Questionnaire*
3. *(If necessary) Internal Company Documents substantiating the counterfactual scenario*