



Σ eureka Clusters Sustainability Call 2022

Welcome to the
Project leader briefing webinar

1 December 2022

Sustainability Call 2022 - Project leader briefing webinar

Agenda

- Sustainability Call 2022 introduction (Erik Rodenbach)
- How to prepare a Change Request (Özgün Algın)
- How to prepare a Project Progress Report (Özgün Algın)
- Project Review Guidelines (Erik Rodenbach)
- Communications & Events (Loes van den Borne)
- Q&A

Days after the webinar (optional)

- 1:1 project sessions (per project)

Sustainability Call 2022 introduction

Erik Rodenbach
ITEA Programme Coordinator



ITEA 4 is the Eureka Cluster on software innovation



Sustainability Call 2022 – The third joint Eureka Cluster Call

Overview

- Eureka is a public network for international cooperation in R&D and innovation, present in over 45 countries
- Cluster characteristics:
 - Clusters are one of the programmes in Eureka and follow the Eureka rules
 - Each Eureka Cluster target a specific domain
 - Each Cluster can organise Calls and label projects
 - Partners of labelled projects can apply for public funding from their national funding agencies
 - Each Eureka Cluster is initiated and governed by Industry
- The Sustainability Call 2022 is a joint Eureka Cluster Call with CELTIC-NEXT, Xecs, Eurogia, ITEA and SMART

Sustainability Call 2022 – The third joint Eureka Clusters Call

Overview

- A Eureka Cluster portal is being created (<https://eureka-cluster.eu>) for joint Calls
- Each Cluster has its own processes and templates
- At this stage the processes and templates of the projects of the joint Calls follow the processes of the first selected Cluster
 - The ITEA templates and guidelines are being slightly modified and will become available on the Eureka Clusters portal
 - ITEA Legal documents (Frame Agreement, Rules & Regulations, PCA) will be available from the Eureka Clusters portal

ITEA organisation



ITEA 4 is the Eureka Cluster on software innovation



ITEA governance

Trustful relationship

ITEA is an association, with industry board members:



BOSCH



Canon



NOKIA



SIEMENS



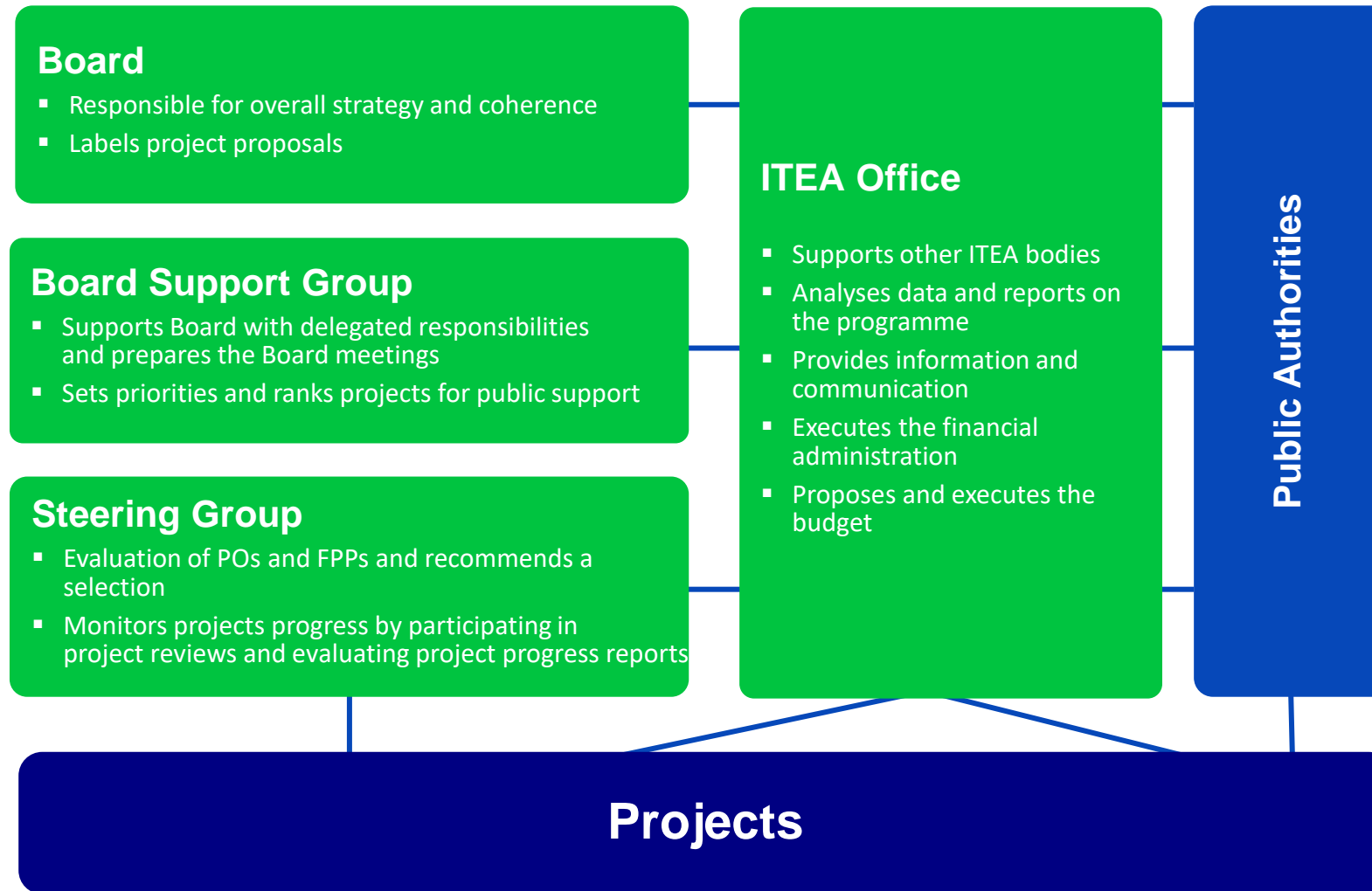
TURKCELL
TEKNÖLOJİ

Public Authorities assigning budgets to the Eureka Clusters Sustainability Call are:



ITEA organisation


Structure



ITEA Organisation

ITEA Office and publications

**ITEA Programme
Chairwoman**
🇹🇷 *Zeynep Sarılar*



**Technical Programme
Vice-chairman**
🇫🇷 *Jean-François Lavignon*



**Operations
Office Director**
🇳🇱 *Jan Jonker*







Programme coordination & support
🇳🇱 *Erik Rodenbach*
🇹🇷 *Özgün Algin*
🇳🇱 *Marieke van Herk*







Communications & Events
🇳🇱 *Linda van den Borne*
🇳🇱 *Loes van den Borne*
🇳🇱 *Mathijs van Dijk*
🇳🇱 *Diana Verdoes*


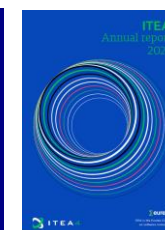
Secretariat
🇩🇰 *Stéphanie Hezemans*



ICT
🇳🇱 *Johan van der Heide*



Finance & Accounting
🇩🇰 *Kristin Spierings*

Financial and legal aspect

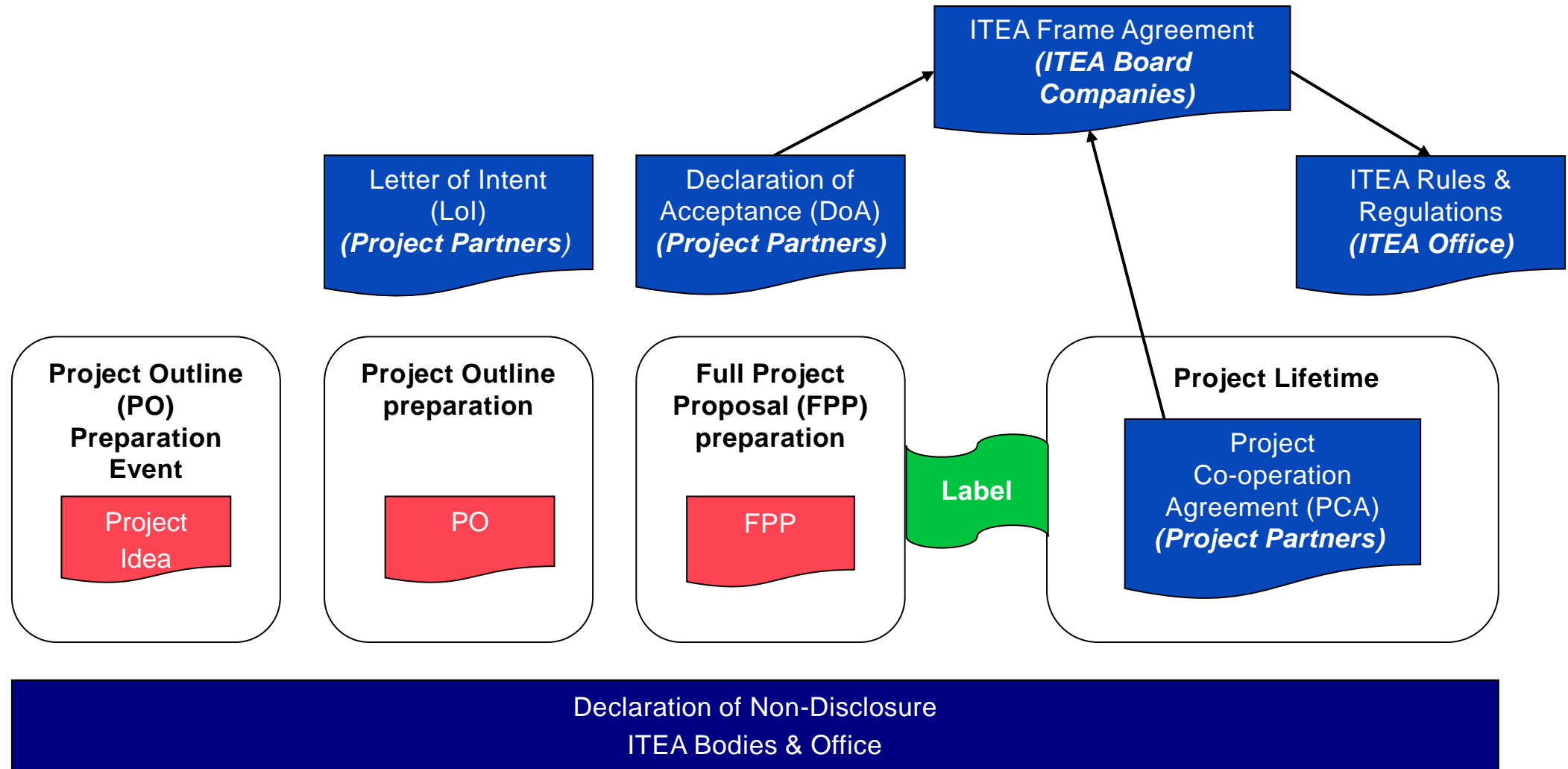


ITEA 4

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A trusted legal framework



IPR rules in Frame Agreement and PCA

Simplified summary

- Every partner gets full ownership of the IPR it generates
- Every partner keeps full ownership of its background, if one partner needs access to background of another partner this has to be agreed in the PCA
- IPR access and licensing between project partners:

IPR	Foreground	Background
For R&D	<ul style="list-style-type: none">▪ Always where needed▪ Royalty free	<ul style="list-style-type: none">▪ Always where agreed to be 'needed' and if the owning partner is free to disclose▪ Royalty free
For commercial exploitation	<p>To be agreed in PCA</p> <ul style="list-style-type: none">▪ Where 'Balanced': royalty free▪ Where 'not Balanced': fair and reasonable conditions	<ul style="list-style-type: none">▪ Always where agreed to be 'needed' and if the owning partner is free to disclose▪ Fair and reasonable conditions

Costs & Contribution rules

- ITEA is a non-profit association of which most operational costs *) are **paid by the participants** of the programme via a yearly contribution
- Each project partner pays a yearly contribution fee by means of an annually **fixed percentage (1.5% in 2022)** of the planned project costs as defined in its national funding contract
- Subcontractors and their contribution are considered as part of their main contractors

*) Operational costs cover e.g. part of the costs of events, organisation of proposal evaluations and project reviews, office costs, reporting, promotion of the programme, its projects and their results.

Contribution invoicing

Schedule

- The yearly contribution is collected by the ITEA Office in two instalments:
 - 1st half of the year: January (50% of yearly contribution fee)
 - 2nd half of the year: July (50% of yearly contribution fee)
 - In specific cases invoices may also be issued later during the second half of the year
 - For projects finishing in the first half of the year we issue only **one invoice in January** (100% of yearly contribution fee) in the final year
- Invoice announcements:
 - Project leaders will receive two months ahead an announcement to inform project partners
 - All project partners will receive a pro-forma invoice one month in advance

Project start management



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Anticipating the project start

When a project is about to start the project coordinator should initiate:

- The preparation and signature of the Project Cooperation Agreement
 - An (ITEA 4) template has been prepared by the legal representatives of the ITEA Board members and can be downloaded from the Eureka Clusters portal
- The installation of a Project Co-ordination Committee (PCC)
 - Each partner should assign a representative, preferably a high-level manager, for the PCC
 - The PCC should monitor and steer the project towards its goals
 - In case of any conflicts in the project the PCC can mediate or even take decisions by means of voting

Questions? Contact us!

Should you have any questions during the execution of your project, contact us:

Erik Rodenbach: erik.rodenbach@itea4.org

Özgün Algin: ozgun.algin@itea4.org

Marieke van Herk: marieke.van.herk@itea4.org

(currently on maternity leave until January 2023)



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Thank you