



RESEARCH AND INNOVATION SUPPORT PROGRAM

INTERNATIONAL COLLABORATIVE RESEARCH PROJECTS

M-ERA-NET CALL 2024

Application Guidelines

**Deadline for submitting pre-proposal:
Noon (Brussels time), May 14, 2024
Deadline for submitting full-proposal:
Noon (Brussels time), November 20, 2024**



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DOCUMENTS REQUIRED WHEN SUBMITTING THE APPLICATION FOR THE PRE-PROPOSAL STAGE:

- Duly completed PRIMA Quebec application preproposal form (signed and dated). Every section in the form must be filled out.
- Requested M-ERA.NET Pre-Proposal form in English is uploaded to the M-ERA.NET submission tool until submission deadline 14 May 2024, 12:00 noon Brussels time. Please consult the M-ERA.NET [guide](#) for the procedure and the pre-proposal form can be found on the M-ERA.NET [web page](#).

DOCUMENTS REQUIRED WHEN SUBMITTING THE APPLICATION FOR THE FULL-PROPOSAL STAGE:

- Duly completed PRIMA Quebec application form (signed and dated). Every section in the form must be filled out.
- Signed support letters from the industrial partners which specify, their role, the benefits that the company expects to derive from the realization of this project and the amounts of money in cash and in kind allocated to direct research expenses and PRIMA Quebec management fees.
- Requested M-ERA.NET Full-Proposal form and Annex1 to the Full-Proposal form in English is uploaded to the M-ERA.NET submission tool until submission deadline 20 November 2024, 12:00 C.E.T.

Please note:

- Funding will only be awarded upon proof of the following:
 - All additional funding (NSERC, NRC-IRAP or other) has been approved (a copy of the approval must be forwarded to PRIMA);
 - The full M-ERA.NET proposal has been recommended for funding;
 - The other organizations in the M-ERA.NET consortium have obtained their funding;
 - The various parties have drafted and signed an intellectual property agreement before the first grant payment.
- Once the request for additional funding has been submitted, a copy must be sent to PRIMA Quebec, **confirmation that the additional funding has been obtained must be sent to PRIMA before January 15, 2025.**
- Partners in the consortium's Quebec portion must be members of PRIMA Quebec from the time of the submission of the full proposal and until the end of the project if it is funded.

Contacts:

For any additional information, or for assistance regarding the application form, please contact Michel Lefèvre at (514) 284-0211, Ext. 227.

The PRIMA pre-proposal form must be sent before **May 14, 2024, at 6:00 a.m. Montréal time** in a single file in PDF format (Adobe Acrobat) by email to: laura.salatian@prima.ca

PRIMA's full proposal form must be sent by **November 20, 2024, at 6:00 a.m. Montréal time** as a single file in PDF (Adobe Acrobat) format by email to: laura.salatian@prima.ca.



INTRODUCTION

The Quebec government considers innovation as an important driver of economic growth. If Quebec is to maintain its status as an advanced society, exercise influence and open itself up to the world, it must ensure the participation of its researchers and organizations within collaborative industrial research projects that can generate future technologies. The government therefore seeks to encourage international research partnerships.

PSO-International help support the international efforts of Quebec's universities and colleges, along with institutional and industrial players working within various research and innovation markets. To this end, the *Ministère de l'Économie, de l'Innovation et de l'Énergie* (MEIE) supports PRIMA Quebec's participation in the 2024 M-ERA.NET call.

The M-ERA.NET Call 2024 was launched on March 5th, 2024, 35 funding agencies from 28 countries are participating with a total budget of approximately €35 million.

PROGRAM OBJECTIVES

General Objective

Support and implement international research and innovation initiatives between universities, colleges, institutions and industries.

Targeted Results

1. Establish partnerships between universities, colleges, institutions and industry in Quebec, outside Quebec and internationally.
2. Increase university-business, international, intersectoral and inter-order research collaborations.
3. Increase the visibility of Quebec researchers and their establishments nationally and internationally.
4. Encourage progress, around research and development projects, of researchers capable of occupying a competitive position in the niches of the future for Quebec.

The aim of M-ERA.NET is to fund ambitious transnational RTD projects addressing materials research and innovation including materials for low-carbon energy technologies and related production technologies. M-ERA.NET aims to strengthen the contribution of materials R&D to energy-related applications where applicable.

ELIGIBLE CLIENTS

QUEBEC ELIGIBLE APPLICANTS

Applications must be submitted by Quebec research establishments. Universities, CCTTs or public research centers¹ are eligible (if the research center is not on the list, please contact a PRIMA advisor to verify its status [public or private] with MEIE). They must allow the training of highly qualified personnel (HQP).

¹ The list of recognized eligible public research centers is available at the [following link](#)



QUEBEC ELIGIBLE MANUFACTURERS

It is necessary to have at least one company (primarily an SME) with a presence in Quebec (production or R&D). Businesses outside Quebec are not eligible. The participation of partners is the subject of a signed letter of support.

You cannot have related companies in the consortium. Therefore, the subsidiary or the parent company of the Quebec company cannot participate in the project with the international partner. Related meaning that “the relationship between the companies would be such that one has the ability to exercise, directly or indirectly, control or significant influence over decisions relating to the financing or operation of the other”.

Companies that are majority controlled by a government department or agency are not eligible as industrial partners. Their contributions will be considered as a public contribution. As well contribution coming from municipalities.

Start-ups are eligible; however, the MEIE may request additional information to ensure the company’s involvement in the project and its R and D and production capacities and to be able to implement the benefits of the project.

Hydro-Quebec is considered, by default, as a public research center. However, the latter can be considered as an industrialist under certain conditions, see Annex 1 for details.

PRIMA QUEBEC MEMBERSHIP

All industrial organizations, academics or public research centers (Quebec participant) participating in a project must be members in good standing of PRIMA Quebec at the time of project submission in the full proposal phase and must remain so throughout the duration of the project if it is accepted for funding.

To become a member of PRIMA Quebec: <https://www.prima.ca/en/product/prima-quebec-membership/>

0-50 employees	CAD 280.00
51-249 employees	CAD 450.00
250-499 employees	CAD 650.00
500 employees and (+)	CAD 1,000.00
Universities	CAD 2,000.00
CCTT – Public Laboratory	CAD 1,000.00



STRUCTURE OF THE M-ERA.NET CALL 2024

The objective of the M-ERA.NET Call 2024 is to enable transnational R&D projects between partners receiving funding from regional/national programs.

The call is organized as a 2-step application (Pre- and Full-Proposal). The eligibility of applicants applying for funding will be checked by national/regional funding organizations according to the rules defined by their respective funding programs.

The centralized evaluation of pre-proposals and full-proposals will be carried out by independent international evaluators resulting in a ranking list for each stage.

In stage 1 the M-ERA.NET call consortium will agree on a list of Pre-Proposals invited to submit a Full-Proposal. The decision is based on the ranking list of evaluated Pre-Proposals and available national/regional budgets.

In stage 2 the M-ERA.NET call consortium will agree on a joint selection list based on the ranking list of evaluated Full-Proposals.

The final funding decisions will be made by the national/regional funding organizations.

ELIGIBLE PROJECTS

All research projects with technological maturity levels² (TRL) 1-9 are eligible.

The projects are in collaboration with partners from the countries participating in the M-ERA.NET call, there may be partners outside M-ERA.NET consortium. However, **the following conditions must be met:**

- Minimum requirements: Project consortia must consist of at least 3 partners (all requesting funding from a funding organization listed in Annex 3 of the M-ERA.NET guide³) from at least 3 different countries (at least 2 EU member state or associated countries⁴) participating in the M-ERA.NET Call 2022. In addition to the minimum consortium, the participation of further partners is possible.
- The total effort of one single applicant cannot exceed 60% of the total project efforts (measured in person months) in the proposal.
- The total effort of applicants from one country cannot exceed 70% of the total project efforts (measured in person months) in the proposal.
- Coordinator is eligible and requests funding from a funding organization listed in Annex 3 of the M-ERA.NET guide.
- Proposal must address appropriate TRLs for selected M-ERA.NET Call 202 topics.
- Mandatory proposal forms must be used (provided for download at <https://www.m-era.net/joint-calls/joint-call-2024>).
- Proposal must be written in English.
- Maximum project duration is 36 months.

² See Annex 2

³ https://www.m-era.net/lw_resource/datapool/systemfiles/elements/files/d4a9b564-dae1-11ee-a1a5-a0369fe1b6c9/current/document/call2024-guideforproposers_V1.0.pdf

⁴ https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation_horizon-atom_en.pdf



- Proposal must be recommended for Full-Proposal submission by M-ERA.NET after Pre-Proposal stage.
- Proposers (SMEs, large companies, academic research groups, universities, public research organizations or other research organizations) must be eligible for funding according to their national/regional regulations (to be checked with funding organizations listed in Annex 3).
- Proposers must provide their respective PIC⁵-numbers in the proposal; proposers without a validated PIC will be able to use a temporary PIC for submission.
- Conflict of Interest: the following individuals are not eligible for proposal submission: M-ERA.NET Steering Board members, researchers affiliated to Russian entities and/or exercising in Russia and researchers from participating Funding Organisations⁶. In addition, proposers cannot act as evaluators of the M-ERA.NET Call 2024.

Typically, small to medium sized consortia (3-5 partners on average per proposal) are expected. However, there is no upper limit and consortia may involve as many partners as necessary for a convincing proposal, ensuring that all participants have a valid role. Each partner within the consortium should clearly add value to the objectives of the proposed project. Depending on the nature of the project, each partner in the consortium must demonstrate how he/she will exploit the expected results.

National/regional funding rules apply. Therefore, in some cases only certain topics, TRLs or types of organizations are eligible (e.g., some national/regional programs fund only industrial but no academic partners, low/high TRLs). It is highly recommended to contact the respective national/regional funding organisation before proposal submission.

The projects must demonstrate a balanced participation of the Quebec and foreign parties throughout their development; a **financial contribution in cash totalling at least 20% of the eligible expenses in Quebec is required from the Quebec tenant community and a contribution in cash or in kind totalling at least 30% of the overall expenses of the M-ERA.NET consortium project is required for all the project's foreign partners.**

The financial assistance from MEIE will take the form of a non-repayable and non-recurring contribution of up to 50% of the eligible expenses of the Quebec part, up to \$500,000 (management fees and IRC included) over three years per project. Other contributions must be demonstrated (official signed letters specifying the amounts granted for the realization of the project).

A consortium agreement between the project partners is recommended for funded projects based on national/regional funding rules. However, the principles of the agreement should already be clear when submitting the proposal. 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;
- how to exploit and/or commercialize the results (for each partner);
- IPR issues.

⁵ Participant Identification Code: If you want to participate in a project proposal your organization needs to be registered and have a 9-digit Participant Identification Code (PIC). Please find details here: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register>

⁶ As an exception, Forschungszentrum Jülich GmbH (JÜLICH) is eligible to apply since measures were already established to avoid any possible conflict of interest with Project Management Jülich as a beneficiary of M-ERA.NET 3, which is a largely independent unit within the research centre Forschungszentrum Jülich GmbH (JÜLICH).



Duration of Projects

The maximum project duration must not exceed 36 months. National/regional limits regarding the duration of projects will apply.

Partner search tool

To facilitate the process of forming research consortia, a partner search tool is available here: <https://www.m-era.net/joint-calls/partnersearch>.

PRIORITY THEMES

The aim is to fund ambitious transnational RTD projects addressing materials research and innovation including materials for batteries and low-carbon energy technologies.

Horizontal objectives for the Call 2024:

- **Support the European Green Deal by increasing attention to clean energy technologies and future batteries:** M-ERA.NET aims to strengthen the contribution of materials RTD for clean energy-related applications, energy generation and harvesting, energy storage (battery technologies), electrolyzers and fuel cells. M-ERA.NET will support the transition towards circular economy by addressing aspects like eco-design, design for recycling, durability of products, process efficiency with reduced energy and materials consumption, resulting e.g. in light-weight products.
- **Support the achievement of the United Nations' Sustainable Development Goals (SDG):** M-ERA.NET will contribute to a wider public debate on the impact of materials research and its potential to achieve the SDGs. In particular, M-ERA.NET will support SDG 3 ("Ensure healthy lives and promote well-being for all at all ages"), SDG 7 ("Affordable and clean energy") through fostering research on sustainable energy storage technology, SDG 9 ("Industrial innovation and infrastructure") by upgrading the technological capabilities of industrial sectors, and SDG 12 ("Ensure sustainable consumption and production patterns") through an environmentally sound management of natural resources and reduced waste generation.
- **Socio-ecological benefits in the context of Responsible Research and Innovation (RRI):** M-ERA.NET calls will address EU areas of socio-ecological relevance, illustrating the leveraging effects materials research and innovation have on areas that reflect meaningful societal needs. M-ERA.NET will develop responsible research and innovation processes to systematically address socio-ecological, ethical and political dimensions of material research, development and use. As part of this, M-ERA.NET requires that funded researchers engage with the social, ethical, political, environmental or cultural dimensions of their proposed research.

In support of the two points above, please refer to the M-ERA.NET guidelines for Responsible Research and Innovation (RRI) in the context of materials science (see Annex 5 of the M-ERA.NET guide) and the specific section "Sustainability and RRI requirements" in each topic.

- **Support for the Innovation chain:** Making best use of the interdisciplinary network the calls in M-ERA.NET will facilitate the generation of knowledge along the innovation chain, from excellent science and research to innovative industrial applications.
- **Strengthen interdisciplinarity:** M-ERA.NET is the platform for an integrative approach across disciplines and across application fields, making the initiative an attractive and efficient tool for transnational joint projects that were unlikely to be realized before.



The following six topics are defined for the Call 2024:

- Topic 1: Sustainable advanced materials for energy
- Topic 2: Innovative surfaces, coatings and interfaces
- Topic 3: High performance composites
- Topic 4: Functional materials
- Topic 5: Materials addressing environmental challenges
- Topic 6: Next generation materials for advanced electronics

M-ERA.NET will support the research and innovation chain described through Technology Readiness Levels (TRL). A more detailed description of the topics is available in Annex 1 of M-ERA.NET guide. A description of the TRLs can be found in Annex 2. In addition, individual national/regional thematic program focus and funding rules (see chapter 3.2. of M-ERA.NET guide) must be taken into account.

General Considerations

- In general, a special focus on materials science, processing, and engineering that contributes to the implementation of the SDGs and the Green Deal is strongly recommended. Sustainability aspects of the targeted solutions and/or materials must be addressed in the proposal. Proposals should avoid as far as possible the use of hazardous compounds and demonstrate that the materials and processes involved in the research will be safe and will have a minimum impact on the environment. Unless expressly justified, proposals should comply with the open data science directive from the EC.
- Unless expressly justified, proposals should comply with the open data science directive from the EC. It is expected that proposals include intellectual property rights management and proper knowledge transfer and exploitation strategy. It is expected that part of the deliverables of the project include open-source codes, data management and curation methodology, and/or demonstrative examples of the technologies proposed. Measures to ensure gender balance in the project consortia should also be considered.
- Issues of societal concerns should be addressed in a systematic way and following the M-ERA.NET RRI guidelines (Annex 5 of the M-ERA.NET guide).
- Measures to ensure gender balance in the project consortia should also be considered.

In keeping with its strategic plan, PRIMA Quebec recommends the submission of applications concerning the development of advanced materials applied to Quebec's key sectors, such as transportation and infrastructure, energy, the environment, electronics, health and chemistry.

Technologies targeted by this call for projects include primarily:

- **New materials:** Polymers, elastomers, biomaterials, metals, innovative fillers, cellulosic filaments, natural and synthetic fibers, nanomaterials, quantum material, etc.
- **Formulated materials or high-performance finished or semi-finished products:** Composites (TD or TP), rubbers, alloys, ceramics, smart textiles, flexible materials, membranes, thin layers, coatings, biocompatible materials, encapsulation, sensors, quantum technologies, etc.



- **Implementation processes, scaling and new characterization techniques:** Additive manufacturing and 3D printing, modification and surface treatment, micro/nanofabrication, tools, new characterization tools, modelling and simulation, shaping processes, quantum calculus, etc.
- **Use of artificial intelligence with advanced materials** for production, integration or implementation processes or characterization technique.

FINANCING PLAN OF THE PROJECT

Eligible expenses are those that involve the Quebec team's research activities and include project-related costs in Quebec. No additional financial assistance will be granted for any cost overrun regarding an approved project.

The following expenses will be eligible when justified and directly attributable to the project.

ELIGIBLE EXPENSES - DIRECT PROJECT COSTS

The following expenses will be eligible if deemed reasonable, justifiable and directly attributable to the project:

- Salaries, wages and benefits⁷ incurred for the realization of the project.
- Student scholarships
- The purchase (max. <\$25,000) or leasing of project-related equipment.⁸
- Research-related consumables and supplies
- Animal facilities and platform-related costs
- Travel and living expenses for Quebec researchers and students (airfare, local transportation, accommodations, meal expenses and visa costs). Travel and living expenses in Quebec and abroad for Quebec researchers and students must not exceed **15%** of all eligible expenses (up to a maximum of 5% of all eligible expenses in Quebec). When calculating the grant, only amounts that correspond to the current Government of Quebec rates will be considered (see Appendix 3).
- Consulting fees and subcontracting costs necessary to carry out the project (eg analysis costs), excluding the costs inherent in administrative support activities (accounting, audit, etc.) or ineligible activities in the program. The consultant or the subcontractor cannot be an employee within one of the organizations mentioned in the request (applicant, partner company, recipient environment).
- Management costs for the use of intellectual property
- Knowledge dissemination costs
- Costs related to the use of research and innovation results and intellectual property protection (publication costs, scientific and technological dissemination costs, workshop and seminar administration costs, international patent fees, etc.). Costs of maintaining or commercializing the IP are not eligible.

⁷ The sums related to the release of university professors to carry out activities within the framework of the projects cannot be included in this item of expenditure.

⁸ Expenditures involving the purchase or leasing of equipment and materials, consumables and supplies, including costs related to animal facilities and platforms dedicated to the project, must not exceed **25%** of all eligible expenses. The purchase price for each piece of equipment must not exceed \$25,000 before taxes.



- Legal document translation and design costs for partnership consolidations (maximum \$10,000).

INDIRECT PROJECT COSTS

Additional operating expenses will be eligible for **universities, CCTTs and affiliated hospitals**. A maximum rate of **27% prorated to the MEIE contribution** will be applied to the following five eligible cost items included in the direct project-related costs:

- Salaries and fringe benefits;
- Student scholarships;
- Materials, consumables and supplies, including animal facility and platform-related fees;
- Equipment purchases or leasing (maximum \$25,000 before taxes per purchased equipment);
- Travel and living expenses.

Indirect research costs (IRC) will be included in the MEIE's financial support. Every financial partner involved must match this contribution.

INELIGIBLE EXPENSES

Ineligible expenses will include, among others:

- Salaries for university professor-researchers
- Salaries for administrative support staff;
- Travel expenses for the Quebec team's researchers and students attending events not directly related to the project;
- Accommodations, travel and living expenses for foreign researchers and students;
- Support expenditures for the programming of activities;
- Equipment purchases priced above \$25,000 before taxes;
- Expenses for project planning activities, or any commercial, economic or technology transfer activity, including
 - Detailed market research;
 - Detailed financial studies;
 - Technological demonstrations;
 - Product or process testing and validation;
 - Product certification;
 - Market expansion;
 - Marketing plans;
 - Promotional activities;
 - Regulatory issues beyond the scope of intellectual property management and use, etc.;
 - The sale of samples, products, equipment and technology;
 - Any building purchase, sale or construction;
 - Licensing;
 - Joint ventures, mergers, acquisitions, etc.
- Any expense not directly related to the project;
- The cost of establishing an on-line presence or web hosting;
- Support expenditures for the programming of activities;



- Grant funds already received from the following:
 - Canada Foundation for Innovation (CFI), excluding the Infrastructure Operating Fund (IOF);
 - Other MEIE financial assistance programs.

COMPLEMENTARY FUNDING

PSO-International will accept a public co-funding for eligible cash expenses from multiple sources (please contact a PRIMA advisor to ensure the eligibility of additional funding), including but not limited to:

- Federal departments and agencies, including federal granting councils.
- Provincial and municipal departments and agencies, along with Quebec research funds.

Financial assistance under the PSO-international will not be combined with contributions from any other MEIE program, including MITACS grants, which will not be accepted as co-funding for the financing package.

Co-funding sources must be presented in the financial package, a copy of the request for additional financing must be provided when it is submitted. **The copy of acceptance of the additional financing must be sent to PRIMA before January 15, 2025.**

It is necessary to specify in the request for additional funding that an application to PRIMA has been submitted and the supplementary financing budget must include funding from PRIMA.

Complementary funding already obtained that does not specify PRIMA Quebec and the current project cannot be used.

Combined assistance from municipal, provincial and federal governments, as well as from partners with intervention funds financed by these levels of government, will not exceed **80%** of all project-related expenses. The assistance considered in this calculation will involve project-related grants, loans and tax incentives.

Companies must provide a minimum **cash** contribution equal to **20%** of eligible expenses. Only new industrial contributions for new projects will be recognized as consideration, MEI aid must be granted in return for new industrial inputs (not already committed as co-financing in other programs or projects).

MANAGEMENT COSTS

PRIMA's management costs are shared between the manufacturers and the MEIE. It is the responsibility of the funding applicant to inform industrial partners of PRIMA Quebec's management fees. The combined management fees (5%) of the MEIE and the industrial partners are a maximum of \$50,000.

- Industrial partners involved in the project must contribute to the management fees of PRIMA Quebec for a total amount of 3% of the amount of research mandate or \$30,000 max.
- MEIE management fees are 2% or \$20,000 max.

INTELLECTUAL PROPERTY MANAGEMENT

An agreement governing conditions for the management of intellectual property must be concluded among all partners (companies, universities, research centres) before financing is awarded.



Application files will be accepted for evaluation even if an intellectual property agreement is not available at the time the proposal is submitted. Nonetheless, the application file must present a broad outline of the sharing of intellectual property under consideration.

COMMUNICATIONS

Please note that the information given in the identification sheet section as well as the amount of the subsidy are public data and can be used by the MEIE and PRIMA Quebec for promotional purposes.

If your project is approved for funding, the ministry may reserve the right to a first communication. Please communicate with PRIMA before any first communication about the project.

PROJECT SELECTION

The M-ERA.NET selection process will be a 2-step procedure: Pre-Proposal and Full-Proposal. M-ERA.NET aims at providing a transparent, fast and straight forward assessment of the submitted proposals.

Pre-Proposal

Requested M-ERA.NET Pre-Proposal form in English is uploaded to the M-ERA.NET submission tool until submission deadline 14 May 2024, 12:00 noon Brussels time.

The pre-proposals will be evaluated by a jury selected by M-ERA.NET according to the rules specified in the M-ERA.NET guide.

After the Pre-Proposal selection meeting of the involved funding organizations, the selection of Pre-Proposal results in one of the recommendations, to be communicated to the applicants:

- Recommended for submitting the Full-Proposal
- Not recommended

The results of the Pre-Proposals stage will be provided with feedback emails sent by the call secretariat after the Pre-Proposal selection meeting to the project coordinators and all applicants.

Full-Proposal

Requested M-ERA.NET Full-Proposal form and Annex1 to the Full-Proposal form in English is uploaded to the M-ERA.NET submission tool until submission deadline 20 November 2024, 12:00 C.E.T.

Full proposals will be evaluated by a jury selected by M-ERA.NET according to the rules specified in the M-ERA.NET guide. At the 2024 call coordination meeting, all full proposals will be discussed and unanimously recommended or not recommended for funding based on the results of the assessment and the available budget of all funding agencies.

As a result of the M-ERA.NET central evaluation Full-Proposals will either be:

- Recommended for funding or
- Not recommended for funding

The results of the Full-Proposals stage including a compiled peer review report (anonymised result of central international peer review process excl. scoring) will be provided by the call secretariat via feedback emails to the project coordinators and all applicants.



PROJECT APPROVAL

Funding recommendations and assessment reports will be forwarded to the MINISTER, in accordance with the agreement. The MINISTER may then approve projects and award co-funding according to the established parameters or refuse the co-funding of certain projects while specifying the problematic components that led to the refusal.

Project funding approval will be confirmed through an award letter that specifies the terms and conditions surrounding accountability.

PROJECT TRACKING

The annual activity report must include a progress report (scientific and financial) containing updated information on every active project.

CONTACT PERSON

For further information or assistance in writing the application file, do not hesitate to contact an advisor:

- Michel Lefèvre: 514 284-0211, ext. 227, michel.lefevre@prima.ca
- Sébastien Garbarino: 514 284-0211, ext. 226, sebastien.garbarino@prima.ca
- Cloé Bouchard-Aubin: 514 284-0211, ext. 225, cloe.bouchard-aubin@prima.ca
- Rusoma Akilimali: 438 401-9821, rusoma.akilimali@prima.ca

Applications must be sent in one file in PDF format (Adobe Acrobat) by email to: laura.salatian@prima.ca, 514 284-0211, ext. 223.

CALL FOR PROJECTS CALENDAR

Dates	Steps
March 5th, 2024	Launch of the Call 2024
March 7, 2024, at 11:00, Brussels time	M-ERA.NET-Webinar - REBROADCAST
March 27, 2024, at 10:00, Montréal time	PRIMA – Webinar - REGISTRATION
May 14, 2024, at noon, Brussels time	Deadline for submission of: a) Pre-Proposals and b) National/regional Funding Applications, if necessary
End of September 2024	Feedback to applicants
November 20, 2024, at noon, Brussels time	Deadline for submission of: a) Full-Proposals and b) National/regional Funding Applications, if necessary
Early February 2025	Tentative communication of selection of Full-Proposals recommended for funding
February 2025	Contract negotiations for selected proposals on national/regional level
March - September 2025	Start of funded projects



APPENDIX 1 - HYDRO-QUEBEC

Hydro-Quebec is considered by default to be a public research center.

However, Hydro-Quebec plays an extremely structuring role in the innovation ecosystem in electricity production and distribution, a sector where it is a major client in a context of monopoly. Because of this unique situation, the MEIE authorizes Hydro-Quebec to be considered as an industrial partner in research projects in partnership with InnovÉÉ, PRIMA and PROMPT if the following criteria are met.

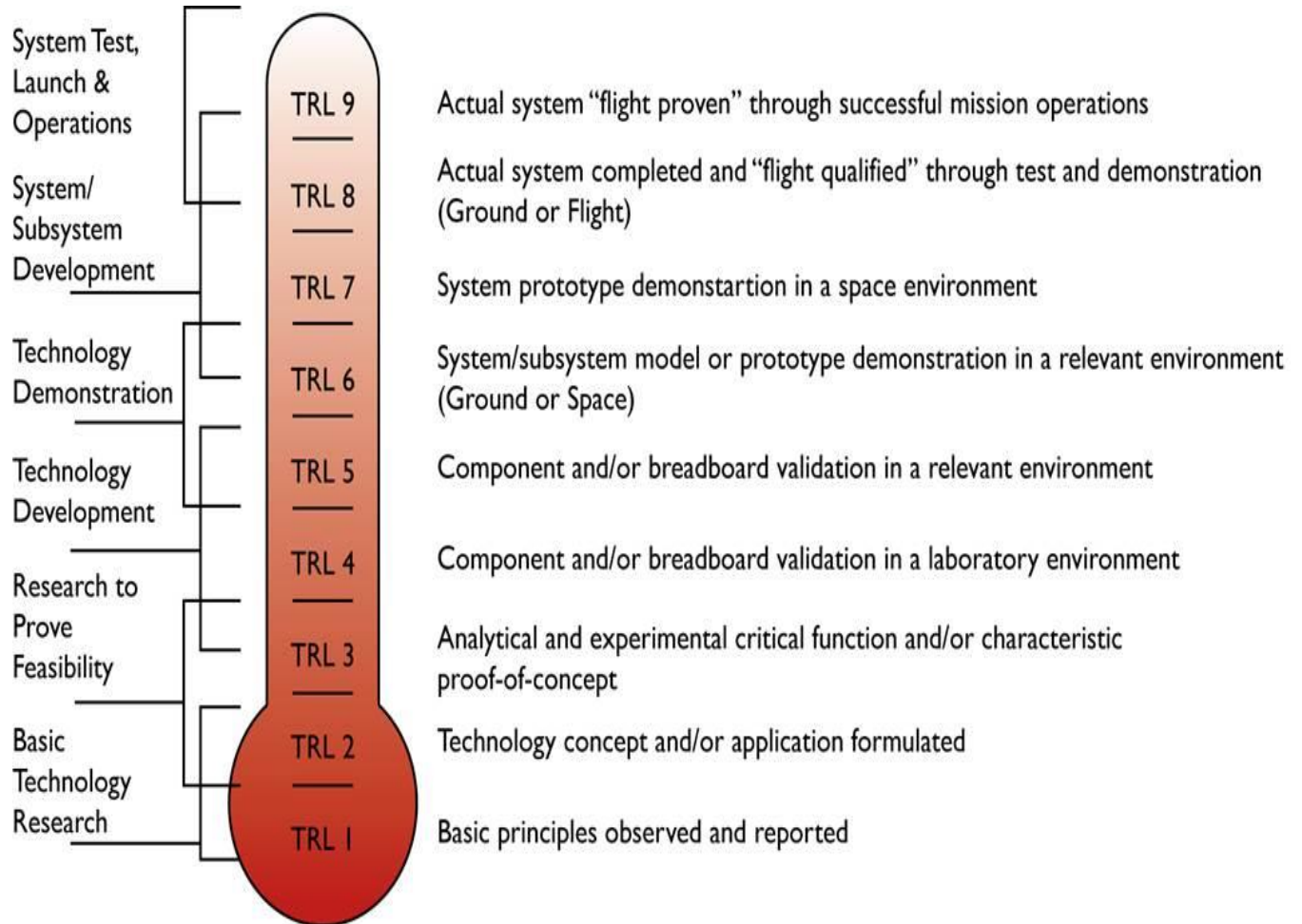
1. Themes:
 - Field of production, transport and distribution of electricity.
2. Partnership:
 - At least one Quebec company other than Hydro-Quebec must be involved in the project.
 - The Quebec company must derive significant benefits from the partnership, notably an equitable sharing of the IP.
3. Structuring and strategic nature of the projects:
 - To be eligible, projects involving Hydro-Quebec must be “structuring” and aim at “solving problems of a strategic nature for Quebec.” In this sense, projects whose spin-offs will allow above all the continuous improvement of Hydro-Quebec’s operations are not eligible.

These project eligibility criteria must be analyzed by the evaluation committee and appear in the report submitted to MEIE.

Apart from this exception, all other PSO-International standards must be respected.



APPENDIX 2 - DEFINITION OF DIFFERENT TECHNOLOGY READINESS LEVELS (TRL)



Graphic inspired by the document: Space Systems - Definition of Technology Readiness Levels (TRL) and their criteria of assessment, ISO 16,290.

The ISO16290 standard is available for consultation at the offices of PRIMA Quebec.



APPENDIX 3 - TRAVEL EXPENSES

TRAVEL EXPENSES IN QUEBEC

Travel expenses refer to costs incurred by a person travelling outside of his or her usual work territory.

This appendix will cover travel expenses regarding certain modes of transportation, hotel accommodations and restaurant expenses. Other travel expenses, or reimbursements in excess of those established, may be authorized if necessary, but only when documented. Barring exceptional circumstances, the methods chosen must demonstrate due regard for cost saving.

The BENEFICIARY must comply with the “Directive sur les frais remboursables lors d’un déplacement et autres frais inhérents,” available on the *Conseil du trésor* website at the following address: <http://www.tresor.gouv.qc.ca/publications/secretariat/>.

On the agreement signature date, these guidelines prescribed the following rates:

Transportation

More economical forms of public transportation must be prioritized over personal vehicles.

With regard to personal vehicles, the following rates will be eligible according to the applicable kilometre during the BENEFICIARY’s fiscal year:

Annual Kilometre	Rates
1 st instalment: 1 to 8,000 km	\$0.59/km
2 nd instalment: More than 8,000 km	\$0.53/km

If the appropriate public transportation is available but the BENEFICIARY opts for a personal vehicle, the eligible rate will be reduced to \$0.148 per kilometre travelled.



Hotel Accommodations

The following maximum daily allowance for hotel accommodations will apply.

City	Maximum Allowance	
	Low Season ⁹	High Season ¹⁰
City of Montréal territory	\$151	\$166
Quebec City territory	\$127	
The cities of Laval, Gatineau, Longueuil, Lac-Beauport and Lac-Delage	\$122	\$132
Establishments located elsewhere in Quebec	\$100	\$104
All other establishments	\$95	

These rates are based on the *Secrétariat du Conseil du trésor* guidelines and may vary.

These maximum amounts do not include the Goods and Services Tax (GST), the Quebec Sales Tax (QST), or the accommodation tax, which will be reimbursed where applicable.

Restaurant Expenses

The following maximum daily allowance for restaurant expenses will be applied:

	Applicable Rate
Breakfast	\$13.75
Lunch	\$18.90
Dinner	\$28.50
Total	\$61.15

These rates are based on the *Secrétariat du Conseil du trésor* guidelines and may vary.

The rates shown above including taxes and service.

⁹ From November 1 to May 31

¹⁰ From June 1 to October 31



TRAVEL EXPENSES OUTSIDE QUEBEC

This section covers expenses incurred outside Quebec for programs that include these costs.

City/Country	Maximum Allowance	
	Accommodations Per Day In CAD	Meals Per Day In CAD
CANADA (OUTSIDE QUEBEC)		
Calgary	\$166	\$50
Charlottetown	\$148	\$50
Edmonton	\$115	\$50
Halifax	\$136	\$50
Moncton	\$148	\$50
Ottawa	\$148	\$50
Regina	\$108	\$50
Saskatoon	\$102	\$50
St. John's (Newfoundland and Labrador)	\$159	\$50
Toronto	\$184	\$60
Vancouver	\$184	\$55
Victoria	\$184	\$50
Winnipeg	\$102	\$50
Other cities	\$102	\$50
AMERICA		
	In USD	In USD
Atlanta	\$120	\$50
Boston	\$192	\$50
Chicago	\$130	\$50
Dallas	\$120	\$50
Detroit	\$120	\$50
Los Angeles	\$120	\$50
Miami	\$120	\$50
New York	\$192	\$60
Philadelphia	\$120	\$50
San Francisco	\$160	\$50
Seattle	\$120	\$50
Washington, D.C.	\$120	\$50
Other cities	\$120	\$50
Brazil	\$123	\$40
Mexico	\$177	\$43
EUROPE		
	Local currency	Local currency
Germany	€137	€60
Belgium	€137	€54
Spain	€161	€59
France	€174	€62
Italy	€218	€52
Luxembourg	€125	€52
Netherlands	€111	€61
United Kingdom	£139	£51
Switzerland	209 Francs	92 Francs



City/Country	Maximum Allowances	
	Accommodation Per Day	Meals Per Day
SCANDINAVIAN COUNTRIES	In USD	In USD
Denmark	\$105	\$65
Iceland	\$153	\$69
Norway	\$114	\$78
Sweden	\$127	\$55
Finland	Local currency €125	Local currency €71
NEAR EAST		
Israel	In USD \$219	\$80
ASIA	In USD	In USD
China	\$145	\$48
South Korea	\$159	\$57
India	\$190	\$38
Japan	\$164	\$89

These rates are based on the *Secrétariat du Conseil du trésor* guidelines and may vary.

These maximum amounts do not include the Goods and Services Tax (GST), the Quebec Sales Tax (QST), the accommodation tax, or any other tax in effect within the relevant countries, which will be reimbursed where applicable.

Stated amounts are based on the US dollar, notwithstanding Canada and countries that use the Euro. Local currencies are used for information purposes only.

Please contact us for any other destination.

Support documents, including receipts and proof of payment, will be required and must be kept by the applicant for possible auditing purposes.