



# Call for proposals

Quantum Delta NL  
Field Lab programme

# Call for proposals

## Quantum Delta Field Lab programme

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# 1 Background

The Quantum action line 2 of Quantum Delta NL outlines the need for field labs, where end-users can become familiar with quantum technology and potentially explore use cases on the CAT-testbeds.

## 2 Available budget and timetable

The available budget for this Call for proposals is € 3,300,000. There is maximum of € 1,100,000 available per project proposal. The contribution for each project amounts to a maximum of 50% of the total project costs. Consequently, the required matching (cash and/or in-kind) is a minimum of 50% of the total project costs.

### Round 1

Date	Deadline
November 25	Submission project proposal
	(Interviews) Evaluation
December 16	Approval and project start
2024	Mid-term report
2028	End-term report

### Round 2 [tentative, pending remaining budget]

Date	Deadline
February 17 2023	Submission project proposal
	(Interviews) Evaluation
March 10 2023	Approval and project start
2024	Mid-term report
2028	End-term report

### Round 3 [tentative, pending remaining budget]

To be announced.



## 3 Scope

The scope of the project proposal should be limited to the establishment of an **'innovation cluster'** here defined as a structure or organised group of independent parties (such as innovative start-ups, small, medium and large enterprises, as well as research and knowledge dissemination organisations, non-for-profit organisations and other related economic actors) designed to stimulate innovative activity through promotion, sharing of facilities and exchange of knowledge and expertise and by contributing effectively to knowledge transfer, networking, information dissemination and collaboration among the undertakings and other organisations in the cluster.

The nature of the activities undertaken by the field lab is quantum related and should align with themes and technologies documented in the National Agenda for Quantum Technology and the proposal submitted to The National Growth Fund (<https://quantumdelta.nl/general-overview-and-documents/>). Testimony to this could be that the field lab is recognized and endorsed by one of the Quantum Delta NL hubs.

The field lab is expected to pursue a viable business model and provide services for which end users are willing to pay.

## 4 Conditions

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- Only the participant who will operate the innovation cluster can apply for a contribution. Other participants can be suppliers, co-financiers or customers/users of the innovation cluster, as such other participants are not eligible to receive a contribution;
- Access to the cluster's premises, facilities and activities is open to multiple users on a transparent and non-discriminatory basis;
- Companies that have financed at least 10% of the investment costs of the innovation cluster can obtain preferential access on more favourable terms. To avoid overcompensation, this access is proportional to the company's contribution to the investment costs and these conditions are made publicly available;
- The users of the facilities of the cluster and the participants in the cluster activities pay for their participation or use- themselves. The price for use must be in line with the market or at least be the cost price. The price should not be below cost price.

## 5 Duration

Field labs are expected to be operational within 2 years after the project start date. The project must start within 3 months of the date of the contribution letter.



A grace period of 1 year is allowed in case of project delays related to calamities, sickness and/or maternity/paternity leaves. Project extensions must be applied for in writing prior to the initial project deadline, motivating the reason for extension. Requests can be sent to [fieldlab@quantumdelta.nl](mailto:fieldlab@quantumdelta.nl).

## 6 Who can submit

Any organization such as a company (small/medium/large), foundation, and/or research institution<sup>1</sup>. Organisations must be registered in the Netherlands. Their activities in the Netherlands must be substantial.

## 7 Type of eligible costs

### 7.1 Includes:

The *construction* or upgrading of innovation clusters; which can be the costs of the investments in intangible and tangible assets.

- Tangible assets: assets consisting of land, buildings and installations, machinery and equipment.
- Intangible assets: physically or financially intangible assets, such as patents, licenses, know-how or other intellectual property rights.

The *operation* of the innovation cluster; only the personnel costs, administrative costs and general costs are eligible for contribution, insofar as they relate to:

- managing the cluster to promote collaboration, information sharing and the provision or directing of specialized and tailor-made business support services;
- the marketing of the cluster to attract new companies or organizations and increase visibility;
- managing the facilities of the cluster, organising training programmes, workshops and conferences to support knowledge sharing, networking and transnational cooperation.
- All other activities are not deemed eligible for contribution.

The costs to be reimbursed relate to the intended activities within the project period. Costs realized before or after this period are not eligible for a contribution.

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<sup>1</sup> an entity, such as a university or research organisation, regardless of its legal form (public or private law organisation) or financing method, which is principally engaged in carrying out basic research, industrial research or experimental development and disseminating the results thereof through education, publications or technology transfer; all profits are reinvested in those activities, in the dissemination of their results, or in education. Companies that can exert influence over such entity through, for example, shareholders or members, do not enjoy preferential access to such entity's research capacity or to the results of its research.



The maximum allowance for budget deviations between cost types is 15%. An excess of this percentage, prior written permission is required. Requests for permission must be motivated and can be sent to [fieldlab@quantumdelta.nl](mailto:fieldlab@quantumdelta.nl).

## 7.2 Cost accounting

### Labour costs:

- are calculated based on the actual realised hours multiplied by the hourly rate based on a fixed rate:
  - For companies- project related labour costs are to be accounted for by applying either:
    - The salary costs plus surcharge method, whereby the direct wage costs per hour are increased by a fixed surcharge of 50% for indirect costs.
    - The fixed hourly rate method, using an hourly rate of max. €60
  - For TNO- the integral cost system (IKS-rates).
  - For other research institutions- labour costs are capped by the VSNU salary guidance per respective position i.e. for technicians, postdocs. See <https://www.nwo.nl/en/salary-tables> for an overview of current rates.
- The actual hours worked must be recorded in a timesheet.

### Other costs

- Third party costs directly related to project activities, are capped at a rate of € 125 per hour. Third party costs entail costs related to external services such as consulting- provided by companies or freelancers. All third party costs stated may include VAT unless the beneficiary is VAT exempt.
- Costs for consumables, small instruments and aids.
- Investments in equipment
- Costs for buying the rights to patents necessary for the project, for the duration of the project.
- Miscellaneous costs directly related to the project.



## 8 Deadline proposals

A proposal can be sent to [fieldlab@quantumdelta.nl](mailto:fieldlab@quantumdelta.nl) before the deadline mentioned in the timetable above. The proposal includes:

- a signed prescribed form;
- a completed project plan and project budget, including appendices;
- relevant support letters.

Templates for the form, project plan and project budget can be downloaded from <https://quantumdelta.nl/field-lab-programme/>.

## 9 Proposal evaluation

Proposals will be evaluated by a committee appointed by the Quantum Delta NL Board. This advisory committee consists of research and innovation experts from science and business.

To avoid a conflict of interest, the committee members adhere to a code of conduct which can be found on <https://quantumdelta.nl/field-lab-programme/>.

### 9.1 Admissibility check

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Upon receipt of an proposal, a check will be performed taking note of the following criteria:

- the proposal was submitted before the deadline;
- the proposal has been drawn up correctly and completely;
- the proposal has been submitted by authorized bodies or persons (section 6);

If the proposal is deemed inadmissible, the submitter will be notified and provided with one opportunity to make the necessary alterations to the proposal and resubmit within 2 working days. Upon receipt the admissibility check will be performed again. Submitters will receive confirmation of admissibility.

### 9.2 Interviews

Submitters will be invited to present their proposal to the committee. The committee members will evaluate proposals based on the following criteria:

1. quality of the project plan;
2. the technological potential that is enabled;
3. alignment with the Dutch Quantum technology agenda;
4. viability of the business model;
5. potential economic and societal impact.

Criteria carry equal weight.





## 9.3 Conclusion

The Advisory Committee will determine whether or not a proposal sufficiently meets the set criteria and is eligible for the requested contribution. The committee may also determine that the actual contribution is lower than the amount requested. The Advisory Committee advises the Quantum Delta NL board on the final rankings. The projects will be awarded in order, until the total budget has been allocated. Applicants will be duly informed about the final board decision. In case of a decision challenge certain guidelines apply which can be found on <https://quantumdelta.nl/field-lab-programme/>.

# 10 Contribution terms

## 10.1 Payment

The contribution is paid out in three instalments. The first instalment amounts to 40% at the start of the project after signing the contribution letter. A second tranche of 40% will be paid after a midterm assessment based on project deliverables. A third tranche of 10% will be paid upon project completion, for which a final report and a financial justification must be sent to [fieldlab@quantumdelta.nl](mailto:fieldlab@quantumdelta.nl) for approval. The final tranche of 10% will be paid at the end of the Quantum Delta NL programme.

Reporting guidance and templates will be posted on <https://quantumdelta.nl/field-lab-programme/>.

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## 10.2 Reporting

Reporting is required at 2 stages, half way through the project and at the end of the project. Reporting should cover the status of the goals and milestones pursued by the project as well as the financial status.

In case the project is discontinued prematurely, applicants will be required to justify such decision and report on the final status. This can inherently lead to a reduction in the eligible contribution.

Reporting guidance and templates will be provided in due course.

## 10.3 Cross border cooperation

The contribution recipient should assess if and to what extent cross border activities are part of the proposal scope and comply with: <https://quantumdelta.nl/international-strategy/>.



## **10.4 Intellectual property**

The contribution recipient should apprise him/herself of the intellectual property (IP) policy pursued by Quantum Delta NL. The recipient will be expected to adopt said IP policy in so much as it applies to the scope of the proposal.

## **10.5 Ethical aspects**

The contribution recipient is responsible for determining whether an ethics statement or authorization is required to conduct the proposed study and for obtaining it in a timely manner from the relevant ethics committee. If deemed a requirement, the necessary ethics statement or permit will need to be in place before the starting date of the project, after it has been awarded.



## Disclaimer

This document takes its guidance from the Kaderregeling betreffende staatssteun voor onderzoek, ontwikkeling en innovatie (2014/C 198/01) en algemene groepsvrijstellingsverordening (Verordening (EU) nr. 651/2014). Any conflicting statements or misinterpretations arising from this document are superseded by this source reference. Quantum Delta NL cannot be held accountable for possible errors residing in this publication.



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