Call for Proposals for AiNed Innovation Labs

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This document is the invitation to develop and submit proposals for the first four **AiNed Innovation Labs**. This first call for proposals will be followed by a second call for an anticipated two more Innovation Labs in a later phase of the programme.

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1 Introduction

In this call for proposals, you can read how the submission procedure has been set up for the 'AiNed - Innovation Labs' call, which is part of the AiNed programme. The AiNed programme was made possible by the Dutch government as part of the National Growth Fund (NGF). This call for proposals falls under the responsibility of the AiNed Foundation for implementing the AiNed programme, subject to conditions included in the 'AiNed Rules Document'.

In this call for proposals, you will successively find information about the AiNed programme (Section 2), an explanation of the AiNed Innovation Labs programme component (Section 3) and what content framework is being addressed (Section 4). You will also learn what is expected from embedding in the nationwide AI ecosystem (Section 5) and what the financial agreements are (Section 6). You will also find what your proposal for an AiNed Innovation Lab will be evaluated against (sections 7 and 8). You need all this information to develop the proposals properly (Section 9).

2 AiNed Growth Fund Programme

The AiNed programme is designed to ensure the Netherlands has a leading position in the development and application of AI, that economically and socially important sectors benefit from applying AI, that businesses will be able to fill AI-related job vacancies quickly and that human-centric AI will be promoted. AiNed therefore comprises four subprogrammes that focus on various interrelated aspects of the underlying challenges: Knowledge Base and Innovation Base, People & Skills, Collaboration within the Ecosystem and Applying AI systems. The AiNed programme aims to achieve AI innovations and AI applications that are important for the Dutch economy and society. The programme brings together businesses, educational and research institutions, civil society organisations (hereinafter also "CSOs") and governmental authorities within public-private partnership projects.
The AiNed programme has applied a specific focus by identifying five core programme components. AiNed Innovation Labs are public-private cooperative ventures aimed at developing AI innovations, transferring the associated knowledge and applying it to the commercial sector. AiNed Learning Communities focus on developing and applying AI, with 'learning' as the key concept. AiNed ELSA Labs focus on ethical guidelines, legislation and policy for AI development and applications. AiNed Breaking Barriers are all about scaling up successfully, and AiNed System Breakthrough Projects use AI solutions for nationwide transitions.

3 AiNed Innovation Labs

The Netherlands has traditionally had a strong knowledge position in the AI domain. Universities, higher vocational education and TO2 organisations have been working on AI technology and its possible ethical, social and legal aspects for many years. However, it should be noted that converting this knowledge into marketable services and products is falling short. Except for companies with their own research departments (e.g. for AI), the economic opportunities presented by AI are underused and or being used relatively too slowly by Dutch businesses.
An AiNed Innovation Lab is a public-private partnership where knowledge transfer and

application in the commercial sector are key; it focuses in particular on innovative small and medium-sized enterprises (SMEs), start-ups and scale-ups.

4 Framework for the content

4.1 Objective

The ability of the innovative commercial sector to utilise AI opportunities is directly related to being able to deploy useful AI techniques, models, tools and prototypes for innovations. That is why the objective of the AiNed Innovation Labs is to elevate AI knowledge at technology readiness levels (TRLs) 1 to 3 up to the level of technological validation and demonstration in specific application environments (TRL 4-6) as quickly as possible. Companies formulate their need for technological validation and demonstration of AI knowledge based on procuring possible opportunities in the market.

The AiNed Innovation Labs provide access to AI knowledge and experience from knowledge institutes (a term used hereinafter for educational and other institutions at every level from secondary vocational to university) and 'deep-tech' companies. They convert these into practical and concrete deliverables for innovative companies. The commercial sector can test the usefulness of these deliverables through developed proofs of concept and prototypes in relevant application environments. These deliverables include Al techniques, models and tools. The focus is on concrete validation and demonstration of these deliverables, allowing companies to market AI innovations in their services, products and processes more quickly and more effectively. Moreover, this approach leads to new questions that the participating knowledge institutes and tech/deep-tech companies can use to direct their research and development. That is why it is likely that Innovation Labs will also generate scientific output and (where relevant) patents.

Your project proposal must make clear how the objectives can be achieved by the approach adopted for the proposed Innovation Labs.

4.2 Impact and Key Performance Indicators

An AiNed Innovation Lab affects society through its activities. In the longer term, Innovation Labs contribute above all to increased business activity in economic and social sectors that are important for the Netherlands, and to the positioning of the Netherlands as a leading European country in the development and application of AI. In a more direct sense, an Innovation Lab plays a part in the following quantitative KPIs that have been defined for 2029 (output):
-   Groundbreaking AI innovations demonstrated at companies and governmental bodies at TRL 5 and above (number of SMEs, including start-ups, involved e.g. in valorisation and technology transfer initiatives).
-   Start-up companies as direct spin-offs of the AiNed programme, including stating the DOIs (Chamber of Commerce or Orbis number).
-   Partnerships with private parties, measured in terms of private investments through their own contributions in AiNed projects.
-   Patents (total) filed by AiNed participants including mentioning DOIs.
-   Number of peer-reviewed scientific or applied science publications.
-   Number of PhD candidates and specialised students educated.

-   The position of the Netherlands on aspects of AI rankings where these are relevant to AiNed.

4.3 Structure of the AiNed Innovation Labs

The funding of the AiNed Innovation Labs focuses on creating lasting private-public partnerships. The focus within this structure is on tangible deliverables that address urgent innovation needs of the participating commercial sector. This assumes AI technology that complies with EU AI legislation (human-centric AI). An AiNed Innovation Lab is much more than a project; the long-term perspective of the private-public partnership plays a key role.

An AiNed Innovation Lab is built up in three layers.

1. Core partners: A small number of companies and knowledge institutes are the core partners who back the AI theme and the scope of application and are committed to cooperation for the full duration of the Innovation Lab.
2. Flexible ring: A group of co-partners from innovative SMEs working with the core partners on tangible innovation projects (hereinafter "tracks") of some 6 to 18 months and who will be affiliated to the Innovation Lab for at least the duration of that track.
3. Lab management, who are responsible for the functioning of the lab as a whole, for monitoring the relevance and focus on the longer-term activities (both content-related and organisational), and for getting SMEs involved in the tracks within the Innovation Lab.

Figure 1 AiNed Innovation Lab structure

4.4   Consortium of the AiNed Innovation Labs

Every AiNed Innovation Lab is a collaborative venture consisting of various parties including (as stated in Section 4.3) the core partners, a flexible ring of co-partners and lab management, who jointly constitute a consortium. Parties in the consortium can be described as follows, with associated requirements:

1. **Core partners**. These are the parties that submit the AiNed funding application, receive AiNed funding and/or provide their own contributions in cash and/or in kind. They are the initiators and have a leading and responsible role in implementing the Innovation Lab throughout its duration.
    a. At least 1 knowledge institute such as an academic university or university of applied science, a vocational education institution or a TO2 organisation.
    b. At least 2 companies (start-up, scale-up or SME) and/or civil society organisations that want to help achieve concrete innovations.
    One of these three parties is the designated coordinator, the organisation that submits the proposal on behalf of the core partners and first flexible ring. In the AiNed Rules Document, these parties are referred to as 'applicants'.
2. **Flexible ring (co-partners):** These are all the businesses and/or CSOs that are involved in the consortium, either by obtaining funding from AiNed and/or by supplying their own contributions in cash or in kind.
    a. At any moment, there must be at least 2 active companies and/or civil society organisations (in addition to the minimum of three core partners). In the AiNed Rules Document, they are also called 'applicants' when entering a submission for AiNed funding.

    b. The flexible ring (co-partners) are involved in a concrete innovation track of some 6 to 18 months and will be affiliated to the Innovation Lab for at least the duration of that track.

    c. The flexible ring (co-partners) can change as long as at least 2 ventures are involved at all times.

3. **Lab management:** This is a group of individuals who are put forward by the core partners and who are responsible for the day-to-day implementation and management of the Innovation Lab. These two roles are called the 'project leaders' in the AiNed Rules Document.

    a. At least one Lab Lead whose tasks include supervising the content and the strategic direction of the innovations and who ensures proper coordination and communication between the participants, stakeholders, AiNed and AI Hubs.

    b. At least one Tech Lead who supervises the technical direction of the innovations.

4. **Collaborative partners:** These are the partners who do not receive AiNed funding and do not contribute in cash or in kind but are nevertheless closely involved because of their expertise, resources or services such as subsidy processes, multinationals, sector organisations, AI hubs, etc.

An Innovation Lab that has strong links with the AI Hubs[1] has a greater chance of success. These links show that the consortium is capable of looking beyond the limits of its own expertise and mobilising a wide range of perspectives and resources. This helps both the robustness and the innovative potential. One or more declarations from AI Hubs confirming these affiliations will be assessed positively. However, the applicants themselves must determine their vision of how it is embedded in the AI ecosystem and how they want to tackle the links with the AI Hubs and other programme components.

4.5 Areas of application and AI themes

An AiNed Innovation Lab is characterised by a specific area of application and a clear choice of AI themes. Ideally, this call will result in at least one Innovation Lab for each field of application.

Areas of application:
    1. Energy and sustainability
    2. Health and care
    3. Mobility, transport and logistics
    4. Technical Industry

AI themes:

    1. Embedded AI
    2. Hybrid AI
    3. AI-controlled and AI-managed infrastructures
    4. AI for Dutch
    5. Personalisation and privacy protection
    6. Data sharing for AI applications

Collaborative short-cycle innovation tracks based on a long-term thematic agenda are

implemented within one of these application areas and one or more AI themes. Deliverables such as AI techniques, models and tools play a central role in this, laying the foundations for new products, services or processes that meet needs or utilise opportunities at the participating companies. Innovation Labs are pre-competitive in nature. Company-specific solutions are not developed in an Innovation Lab. It is however expected, once a project has finished, that the participating companies will progress the jointly-developed AI techniques, models, tools and innovations further in-house, leading to the development of specific solutions that will be scalable and market-oriented (TRL 6 and above).

4.6   Innovation Lab Annual Planning

The consortium of core partners and the flexible ring define an annual agenda every year, defining what tracks will be implemented and what concrete results are expected (such as models, tools and prototypes). It is not a requirement that all the flexible partners in the consortium take part in every path within the annual agenda; this ensures that sufficient flexibility is retained in terms of those who join and leave.

The tracks in the annual agenda that have shorter cycles can be inspired by questions posed by the core partners and the flexible ring. An Innovation Lab can also take over questions that have been input by companies in other AiNed subprogrammes; this applies in particular to the case studies in the AiNed Learning Communities. These cases can be scaled up in an Innovation Lab towards becoming concrete tools and innovations. Conversely, deliverables that arise from an AiNed Innovation Lab – such as specific AI models or tools – can be used in an AiNed Learning Community for specific AI learning objectives. Innovations that are developed further to TRL 6 can if so desired even be passed through to the Breaking Barriers programme, where they can be developed further in a start-up ready for scaling up.

4.7   The first Innovation Lab track

AiNed Innovation Labs move forward with several tracks over the years, as illustrated in the diagram above. It is possible – and not unlikely – that the co-partners in the flexible ring will change over time. To maintain maximum flexibility, the questions being studied and the deliverables that the tracks concentrate on will not yet be defined at the moment the proposal is submitted. The descriptions of the tracks and the parties involved will be defined in the annual plan. The exception to this is the first track and the co-partners in the flexible ring who are involved in it. The proposal submitted defines the initial track, question studied, deliverables, co-partners, budget and timelines; this will be assessed as part of the complete submission. If it so transpires, more than a single track can also be included in the complete proposal in this way.

5 Embedding in the nationwide AI ecosystem

This section shows how AiNed Innovation Labs help create the AI ecosystem, not only regionally but also nationally and internationally. AiNed aims to have a balanced portfolio of Innovation Labs and to be extremely well embedded in the nationwide AI ecosystem. The AI Hubs and NL AIC working groups play an important role as catalysts in project creation, helping generate high-quality proposals. Every AiNed Innovation Lab consortium is therefore advised to look for alignment with the relevant AI Hubs or working groups. The members of the nationwide AI network have a lot to offer each other.

5.1 Impact Leads

Impact Leads are programme managers appointed by the AiNed Foundation for various AiNed programme components, such as Innovation Labs, Learning Communities and Breaking Barriers. The Impact Lead of the Innovation Labs will observe the various consortiums and monitor the progress of all Innovation Labs, as well as evaluating the results achieved by the Innovation Labs with them, based on items that will include the annual reports and the interim evaluation. The Impact Leads facilitate collaboration, complementarity and cohesion between the various Innovation Labs and tracks to help them generate the maximum impact.

5.2 Programme Meetings

The AiNed Foundation organises regular meetings. Representatives of a consortium are required to attend these meetings. A variety of topics are addressed during these meetings, such as aligning the various tracks, reinforcing the links between the Innovation Labs, discussing organisational and technical approaches, utilisation of the knowledge and sharing the experiences and the results. Where necessary, experts are invited to share their insights.

5.3 AI Hubs

The AI Hubs have an ideal position in the AI ecosystem for identifying which parties and consortia there are and what activities are taking place in the region. This position therefore means that they are relevant actors for forming a consortium and streamlining the submissions procedure; at a later stage, they also add value to the activities of an Innovation Lab e.g. by attracting and linking up with regional companies and social organisations. A proposal for an AiNed Innovation Lab provides the impulse for the approach adopted for communication, dissemination and consolidation, in consultation with at least one AI Hub. The role of the AI Hubs in implementing the Innovation Labs selected for funding by AiNed will be defined further in 2024. The AI Hubs cannot be co-applicants, i.e. staff members of AI Hub teams cannot be part of a submission for an AiNed Innovation Lab.

5.4 NL AIC building blocks and working groups

The NL AIC building blocks and working groups are involved in tackling cross-sector challenges. These groups, which act as a source of knowledge and experience for the participants, determine their own approaches based on the expertise and experience of their own members. Thanks to this involvement and their input in terms of knowledge and experience, they can play a helpful supporting role in developing the Innovation Labs.

6 Funding conditions

- The total AiNed funding budget available for AiNed Innovation Labs is €21.4 million.
- Two allocation rounds are being organised. A maximum of four Innovation Labs will be awarded funds in the first round; the remainder may have funds assigned in the second round. There is in principle a budget for either one or two allocations for each application area; this number will be more or fewer, depending on the quality of the submissions.
- An Innovation Lab can apply for AiNed funding of up to €3.5 million for a term of 5 years. The period over which expenditure may be made is 5 years.
- Between €1.0 million and €2.0 million of that is intended for the participating knowledge institute to assist with staffing costs and tangible or intangible assets.

- Companies and CSOs can be eligible for AiNed funding to assist with staffing costs and tangible or intangible assets. They receive AiNed funding jointly of between €1.5 million and €2.5 million in total. This contribution covers a maximum of 40% of the overall costs for the companies and civil society organisations. The funding percentage can be different for each party, as long as the average percentage is 40% of their total costs. The remaining 60% of the overall costs – i.e. the difference between the total expenditure and the total AiNed funding received or contributions in cash or in kind – will be seen as the companies' or civil society organisations' own contributions. The total of these participants' own contributions to an AiNed Innovation Lab is between €2.25 million and €3.75 million.
- Resources are initially allocated for the first 36 months. The remaining resources are allocated after an interim evaluation. In cases where the interim evaluation prompts a revision of the decision, the Learning Community will be asked to draw up a new budget and action plan. An exception is made for graduate students who are appointed at knowledge institutes: the full funding is allocated straight away in such cases.
- The technical details (such as which costs, what rates, support frameworks, etc.) can be found in the AiNed Rules Document.

7 Submission and evaluation process

The following table gives a schematic representation of the evaluation process. By no later than September 2024, the board will have given its formal decision to the applicants about which consortiums are going to implement the Innovation Labs.

	Parties involved	Process step	Throughput times	Date
1	AiNed Programme management	Publication of the call for proposals		29 February 2024
2	Applicants	Webinar for questions for the pre-proposal	1 month	19 March 2024
3	Applicants	Announcing the initiative through the pre-proposal:	1.5 months	5 April 2024
4	Applicants and AiNed programme management	Co-creation workshop	2 months	8 or 19 April 2024
5	Applicants	Pitch session (presenting the intended proposal)	2.5 months	15 May 2024
6	Applicants	Webinar for questions for the full proposal	3 months	28 May 2024
7	Applicants	Submission of the full proposal	4.5 months	5 July 2024
8	Evaluation Committee	Recommendations about the full proposals	6 months	July & August
9	Evaluation Committee and applicants	Round of interviews	7 months	End of August
10	AiNed Board	Final decision-making and feedback	8 months	September

Information about the evaluation process:
1. **Publication of the call for proposals:** The call for proposals was published on 29 February 2024. From that moment on, interested parties have been able to read up on the criteria and principles given in this document.
2. **Webinar for questions about the pre-proposal:** There is a webinar on 19 March 2024 that interested applicants can attend. The objective of this question-and-answer session is to clarify questions about the call for proposals published for submitting the pre-proposal. Questions can be posed before this webinar so that answers can be prepared. All answers will also be made available in writing to other interested parties by publishing them on AiNed.nl.
3. **Announcing the initiative through the pre-proposal:** Interested parties can draw up a pre-proposal until 5 April 2024. Submitting a pre-proposal is required before you will be allowed to submit a full proposal later.
4. **Co-creation workshop:** On 8 or 19 April 2024, a co-creation workshop will be held with the aim of detailing and refining the pre-proposal to produce an intended proposal. Participating in this workshop is mandatory for the designated coordinator's representatives. The designated coordinator is the organisation submitting the proposal. Two of the representatives can be the potential Lab Lead and Tech Lead.
5. **Pitch sessions:** The intended proposals will be presented during the pitch session on 15 May 2024. Feedback by those representing *inter alia* AiNed will be recorded formally. The intended proposals are largely leading for the full proposal.
6. **Webinar for questions about the full proposal:** There is a webinar on 28 May 2024 that anyone interested can attend. The objective of this question-and-answer session is to clarify questions about the call for proposals published for submitting the full proposal. Questions can be posed before the webinar so that these answers can be prepared. All answers will also be made available in writing to other interested parties through AiNed.nl.
7. **Submitting the full proposal:** It is possible to submit the full proposal until 5 July 2024.
8. **Meeting of the evaluation committee:** In July and August 2024, the evaluation committee will give recommendations about the full proposals. The evaluation committee assesses the submissions approved by AiNed against the completeness criterion, as per the conditions of submission that are stated in the AiNed Rules Document. When experts are consulted, their independence and confidentiality will be taken into account.
9. **Initial evaluation:** The evaluation committee gives its initial evaluation.
10. **Rebuttal:** At the end of August/beginning of September 2024, the applicants will get the opportunity to give a rebuttal, which is part of the evaluation committee's advisory process.
11. **Interview meeting:** At the end of August/beginning of September 2024, there will be a meeting where the evaluation committee and the applications discuss the initial evaluation.
12. **Final decision-making and feedback:** Formal feedback will be given in September 2024 about all full proposals.

Further details about the way decisions are made and how this will be done can be found in the AiNed Rules Document.

7.1   Report and interim evaluation

There are annual reporting moments during the AiNed funding period. The purpose of these is to ensure that checks are made as to whether the objectives of the Innovation Lab are being achieved. The following subjects must be covered during the annual reporting:

1. The impact and progress on the key performance indicators as formulated in Section 4.2.
2. The financial justification: was the budget spent in line with the proposed work packages?

AiNed can make proposals based on this annual check that help meet the objectives.

In addition to the annual reporting, there is an interim evaluation after 36 months. The purpose of the interim evaluation is broader than the annual evaluation. The central question is what improvements and optimisations to the project are possible (based on the experience gained in the first 3 years) to ensure that the funding allocated by AiNed is being used as effectively as possible. The project progress will be assessed during this review against the evaluation criteria that have already been used in assessing the proposal for the Innovation Lab (see sections 8.3 to 8.7).

If the project is not going according to expectations, AiNed's board will talk with the consortium. The project's representatives then draw up an improvement plan and new financial budget to meet the specified evaluation criteria. This will allow the interim evaluation to reach a positive conclusion and the resources included in the new financial budget can be allocated.

7.2   Disclaimer

Please note here that the project we will be embarking upon together depends on decision-making by the Netherlands Enterprise Agency (RVO). Normally, a review by the RVO is done before the AiNed funding is awarded and before the call for proposals is released. However, because we (as AiNed) and you (as a potential applicant), feel the need to speed up this process, coordination with the Netherlands Enterprise Agency will happen synchronously with the funding application.

Agreements about e.g. funding, conditions, AGVV (General Block Exemption Regulation), legal agreements etc. must be agreed clearly in detail. Although we are making efforts to make the process go as smoothly as possible, there may be unforeseen circumstances that affect the progress. As a result, AiNed may not be able to meet what was agreed in this call for proposals as per the intended timeline.

This document was originally drawn up in Dutch. It will also be made available in an English translation over the coming period, intended only for those who do not have a full command of Dutch. In the case of differences in interpretation between the English and Dutch versions of this document, the original Dutch version will prevail.

8 Evaluation criteria

8.1   Weighting of evaluation criteria

A maximum of ten points are awarded for each criterion. These scores are then weighted and added up to give a final score. The criteria are shown below in a table, after which each criterion is explained.

Criterion		Weight
1	The reasoning behind the problem analysis, proposed solutions and impact	30%
2	The composition of the consortium and its management	25%
3	The quality of the plan	25%
4	The financial underpinning	10%
5	Contribution to the cohesion of the AiNed programme as a whole	10%

8.2   Point allocation for each criterion

Rating	Points
Excellent	10
Good	8
Satisfactory	6
Insufficient	4
Very unsatisfactory	0 / 2

8.3 The reasoning behind the problem analysis, proposed solutions and impact (30%)

a. How far the problem statement falls within the application areas and the AI themes.
b. The extent to which the submission meets the objectives, principles and substantive context imposed for the Learning Communities.
c. How much the proposed solution strategies have a positive impact on the participating businesses.
d. The extent to which the proposed initial track or tracks comply with the criteria of relevance, impact and urgency.

8.4 The composition of the consortium and its management (25%)

a. It describes clearly and in full how the consortium is composed.
b. The extent to which the added value of all the parties concerned and the collaboration with these parties is clearly described, so that the consortium can achieve the project objectives effectively and efficiently.
c. The extent to which the parties involved have given a clear undertaking for the duration of the Innovation Lab.

8.5 The quality of the plan (25%)

a. How the plan of action is described in the work packages.
b. How the feasibility of the plan of action and the work packages is described.
c. How the work packages lead to clear coordination of the tasks, responsibilities and authorisations.
d. The way that the consortium is steering the Innovation Lab for the longer term,

including an exit strategy after 5 years.
e. The degree of concreteness in the corresponding work package's description of the first track or tracks to be implemented.
f. How the approach taken by the consortium will lead to long-term cooperation.
g. The extent to which the goals and intended results are sufficiently ambitious and aligned with the requirements of the surrounding stakeholders.

8.6 The financial underpinning (10%)
a. The plan contains a substantiated budget as per the prescribed template, making clear what the percentage is for the initial allocation through to the interim evaluation.
b. The budget for each work package and for the entire proposal is realistic.
c. The budget for each participant corresponds to the extent of their commitment.

8.7 Contribution to the cohesion of the AiNed programme as a whole (10%)
a. The extent to which the consortium helps create cohesion within the AiNed programme, the relationship with the AI Hubs and other projects funded by AiNed.
b. The clarity of the agreements that have been made with relevant AI Hubs about disseminating results and the further development of the Innovation Lab.

9 The proposals

9.1 The pre-proposal
The pre-proposal is a first step in giving AiNed and other applicants an idea of what the project entails, concisely and clearly but without delving into essential details. This proposal will be refined and developed further during the co-creation workshop, resulting in a preliminary proposal that will be presented during the pitch session.

The pre-proposal explains the following aspects:
1. Application domain.
2. The core question of the project and the approach to finding a solution.
3. Intended result and impact.
4. Intended consortium.
5. The intended cooperation with the AI Hub (or hubs) and other stakeholders.

The following conditions apply to the pre-proposal:

*   The pre-proposal must have been filled in and submitted through the AiNed website.
*   The pre-proposal is complete and has been filled in according to the form.
*   The pre-proposal form was received before the stated deadline.

9.2 The full proposal
The full proposal for an AiNed Innovation Lab contains at least the following elements (see also the "Submission form for the complete proposal" in Section 11):

1. Summary.
2. The reasoning behind it – the problem analysis, proposed solutions and impact.

    3. The composition of the consortium and its management.
    4. The plan of action.
    5. The financial underpinning.
    6. Contribution to the cohesion of the AiNed programme as a whole.
    7. Appendices.

The following conditions apply to the full proposal:

- The full proposal must have been filled in and submitted through the AiNed website.
- The obligation to submit a pre-proposal first has been met.
- The obligation to participate in the co-creation workshop has been met.
- The obligation to participate in the pitch session has been met.
- The full proposal is indeed complete and was submitted as per the form.
- The form for the full proposal was received before the stated deadline.
- The consortium meets the conditions specified in Section 4.4.
- The requirements in the AiNed Rules Document have been met.

10 Submission form for the pre-proposal

The pre-proposal is the first step towards making your full proposal. This proposal is also the first introduction of your initiative to other participants. We recommend that you keep your pre-proposal clear but brief so that AiNed and other participants understand your initiative well. This will benefit the co-creation workshop and increase the likelihood of your full proposal being successful. The form below must be used.

Submitting a pre-proposal for an AiNed Innovation Lab means that you consent to Block B (description of the content) being published on the website AiNed.nl. The information given in Block A is covered by the GDPR and will not be made public. You should fill in the official submission form on the AiNed website (www.ained.nl).

A. Details of the intended designated coordinator		
Intended coordinator	Name:	
	E-mail address:	
	Organisation:	
	Address:	
	Phone number:	
Additional contact if necessary	Name:	
	E-mail address:	
	Organisation:	
	Address:	
	Phone number:	
Which AI Hub, NL AIC working group or building block can they be contacted through?		

B. Description of the content (maximum of 500 words per entry field of this component)	
Title	
The core question for the proposed initial track (or tracks) and the directions being investigated for solutions	
Which field of application?	
Intended result and impact	
Intended consortium	
The intended cooperation with the AI Hub (or hubs) and other stakeholders	

C. Participants to be registered as attendees for the co-creation workshops
Participant 1:
Name:
Phone number:
E-mail address:

Organisation:
Participant 2:
Name:
Phone number:
E-mail address:
Organisation:
Participant 3:
Name:
Phone number:
E-mail address:
Organisation:
Participant 4:
Name:
Phone number:
E-mail address:
Organisation:

11 Submission form for the full proposal

This submission is the basis for starting an Innovation Lab. Give a convincing presentation of why and how your proposal helps achieve the objectives of an AiNed Innovation Lab.

1. Summary.
2. The reasoning behind it – the problem analysis, proposed solutions and impact.
3. The composition of the consortium and its management.
4. The plan of action.
5. The financial underpinning.
6. Contribution to the cohesion of the AiNed programme as a whole.
7. Appendices.

You are required to use the form proposed in this section. The proposal's text is confidential

and only accessible to the AiNed Foundation, the evaluation committee and the experts consulted.

The full proposal consists of approximately 20 pages using a normal font (Calibri 11pt), line separation (1) and margins. This number does not include the title page, the summary or the appendices. Please do not hesitate to delete the italicised text blocks that are intended as guidelines telling you what we would like to see. Limit your text to the essentials and be concise. An explanation of the costs or your choice of methodology for determining labour costs should be included with the budget.

You are allowed to add other attachments. These appendices should be supporting in nature and the project plans should be readable as stand-alone documents.

11.1 Summary

The reasoning behind it – the problem analysis, proposed solutions and impact (max. 300 words)

    a. Describe the problem to be addressed and the urgency and need for the Innovation Lab.
    b. Describe the approaches to be adopted for solutions and AI applications.
    c. What are the intended results and the impact on the participating companies?
    d. Describe the first track or tracks and why they were chosen.

The composition of the consortium and its management (max. 300 words)

    a. Who is submitting the proposal and what is the role of each participating party and/or how are they contributing to the project?
    b. Give an outline of the relevant experience, capacities and track records of the participating parties.

The quality of the plan (max. 400 words)

    a. What activities will be carried out by the core partners, and which by the core partners in collaboration with the flexible ring of co-partners?
    b. How do the tracks with shorter cycles (6 to 18 months) add value in the longer term?
    c. What types are the concrete results at TRL 4 to 6 that the consortium will yield that will help businesses get their products or services on the market more quickly?
    d. How does the consortium plan on steering towards getting the maximum impact in the long term?

Contribution to the cohesion of the AiNed programme as a whole (maximum of 200 words)

    a. How will the consortium ensure that the proposal helps strengthen the AiNed programme as a whole?

11.2 Reasoning, problem analysis and need (2 pages)

a. Describe the AI innovation issues that the proposal is targeting.

b. Identify the relevance, impact and urgency.

c. Also state what approach to finding a solution will be adopted by the Innovation Lab for responding to the issues and creating an impact at the companies participating.

d. Describe the first track or tracks and why they were chosen.

e. State why the initial track or tracks are important for the participating parties.

f. Describe why there is a challenge and for whom. Clearly state the impact and socioeconomic added value.

11.3 The consortium and its management

11.3.1. Composition (3 pages)

a. Give one description of the composition of the consortium.

b. Give arguments supporting the choice of designated coordinator

c. State what added value each of the parties involved has within the consortium for tackling the problem in question.

d. State how the collaboration is to be organised.

e. Give supporting evidence for the commitment of the parties involved in the consortium.

11.3.2. Open structure (1 page)

a. Describe the extent to which the consortium is open to innovative parties and 'unusual suspects'. How open and accessible is the consortium for other, new parties and to what extent can newcomers join or participate in activities?

11.3.3. Collaboration and knowledge sharing (1 page)

a. Identify opportunities for cooperation, knowledge sharing and synergies with existing ventures and programmes. These could be relevant civil society organisations, consumer organisations, regional development corporations (ROMs in Dutch) or knowledge networks.

11.4 Plan development

11.4.1. Describe the action plan (3 pages)

a. Describe how the ambitions and objectives of the proposed Innovation Lab will be realised. Do this using the work package forms (attached) for the various activities in the Innovation Lab.

b. Work out a schedule for the first year (the initial annual plan) and a global schedule for the coming 5 years. Give a substantiation of the throughput time of the process. It should be clear what the throughput times are based on (e.g. key metrics). This should note the key assumptions and give a picture of which activities must necessarily start and in what order for the Innovation Lab to be realised.

c. State how the process is set up to achieve this annual calendar.

d. Identify the most important uncertainties. State the associated control measures and mitigation strategy.

e. Also state in this plan how flexible ring partners can join and how the short-cycle tracks (6 to 18 months) support the long-term aims.

11.4.2. Work packages (2 pages)

a. Break the schedule down into work packages (see the template in Subsection 11.7.1). Explain the work packages where necessary. What activities are carried out when? Which parties are doing what? What are the results? What do the core partners and the co-partners do?

b. Make sure that any numbering of work packages/activities matches the numbering in the financial data.

11.4.3. Long-term and exit strategy (1 page)

a. Share your vision on the phase after the AiNed funding period, the long term. What structural and lasting changes will your Innovation Lab elicit and how can their progress be ensured?

11.4.4. The first tracks (1 page)

a. Describe in detail in a separate work package how the consortium intends to tackle the first track (or tracks).

11.4.5. Embedding in the AI ecosystem (0.5 page)

a. Give concrete details of how the Innovation Lab will be embedded in the AI ecosystem and other AiNed initiatives.

11.5 Financial underpinnings (2 pages)

a. Give reasons why the budget fits appropriately with the efforts and commitment of the participants.

b. What will the Innovation Lab cost and who is funding it? Explain the funding and the costs of the Innovation Lab, based on a consolidated budget as per the formats given in the Rules Document. Make clear which parts are before and after the interim evaluation.

c. Work out the budget based on the partners and work packages according to the budget form that can be found on AiNed.nl.

11.6 Contribution to the cohesion of the AiNed programme as a whole (1 page)

a. Describe how the proposal helps reinforce the cohesion of the projects funded under the AiNed programme.

b. Describe what agreements have been made with one or more relevant AI Hubs about dissemination of the results, involving companies in future tracks and the further development of the Innovation Labs.

11.7 Appendix

11.7.1. Work package template

Work package number								
Work package title								
Work package manager								
Participating parties								Total:
Effort in person-months								
Starting and finishing dates								
Objectives	No more than 100 words							
Activities	List of activities of no more than 200 words							
Results	Between 1 and 5 results, each with a brief description of no more than 25 words							