# Form 1: APPLICATION FORM

|  |  |
| --- | --- |
| APPLICANT DATA | |
| Tax number |  |
| Registration number |  |
| Full name |  |
| Short name |  |
| Street and house number |  |
| City |  |
| Postcode |  |
| Post |  |
| Bank account |  |
| Bank where account is opened |  |
| Legal representative |  |
| Telephone number of legal representative |  |
| E-mail address of legal representative |  |
| Function of the legal representative |  |

|  |  |
| --- | --- |
| CONTACT DATA / CONTACT PERSON | |
| Name and surname of the contact person |  |
| Function of the contact person |  |
| Telephone number of the contact person |  |
| E-mail address of the contact person |  |

|  |
| --- |
| SIZE OF THE APPLICANT |
| Micro enterprise |
| Small enterprise |
| Medium-sized enterprise |

|  |
| --- |
| APPLICANT PRESENTATION |
|  |

|  |
| --- |
| PRESENTATION OF THE APPLICANT’S PRODUCTION PROCESS |
|  |

|  |  |  |
| --- | --- | --- |
| Place and date | Stamp | Name and surname of the legal representative |
|  |  |  |
| Signature |
|  |

# Form 2: DECLARATION BY THE APPLICANT

Legal representative \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (provide name and surname) of the applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Provide full name of the applicant) declare that:

* We agree and accept all conditions stated in the public call.
* In case of a successful candidature at the public call, we agree to publishing the information from the application forms and the final report for the purpose of informing the public and other institutions responsible for monitoring the implementation of the SMART FACTORY HUB project under the Danube transnational Programme.
* The application is prepared in English language.
* All statements given in this application are true and correspond to the actual situation.
* We are not large enterprise.
* We are not in equity or in any other way proprietary or management related to the Solution provider.
* We apply to this public call with only one application.
* We are aware that we are responsible for achieving the objectives of the demonstration project.

|  |  |  |
| --- | --- | --- |
| Place and date | Stamp | Name and surname of the legal representative |
|  |  |  |
| Signature |
|  |

# Form 3: DEMONSTRATION PROJECT INFORMATION

|  |  |  |  |
| --- | --- | --- | --- |
| DEMONSTRATION PROJECT INFORMATION | | | |
| Demonstration project name | |  | |
| Demonstration project acronym | |  | |
| Describe what specific problems you are encountering in production or other business processes and point out the proposed solution to this problem or the improvement that you want to implement as part of the proposed demonstration project (up to 3000 characters): | | | |
|  | | | |
| Describe the methodology of implementing a demonstration project (indication and description of main activities, time plan for implementation and description of human resources involved) (up to 3000 characters) | | | |
|  | | | |
| Define and describe benefits of the demonstration project (or potential subsequent implementation of the solution) in the areas of: cost-effectiveness, quality assurance and risk management. | | | |
| Cost effectiveness | YES  NO | | Justification (up to 1000 characters): |
| Quality assurance | YES  NO | | Justification (up to 1000 characters): |
| Risk management | YES  NO | | Justification (up to 1000 characters): |
| Describe the level of technological complexity of the demonstration project. Describe and substantiate the potential for introducing the proposed solution of a demonstration project in the context of Industry 4.0 or implementation of so-called Smart production. Specify the scope of the proposed solution in comparison with the current market situation and the potential for further use of the solution in similar production systems (up to 3000 characters) | | | |
|  | | | |

# Form 4: INFORMATION ABOUT SOLUTION PROVIDER

|  |  |
| --- | --- |
| INFORMATION ABOUT SOLUTION PROVIDER | |
| Tax number |  |
| Name of the solution provider |  |
| Street and house number |  |
| City |  |
| Postcode and post |  |
| Country |  |
| Legal representative |  |
| E-mail address of legal representative |  |
| Function of the legal representative |  |

Legal representative of the solution provider \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Provide name and surname) declares that:

- the above information is true,

- I express the intention to implement the service of introducing smart and innovative solutions in the context of this application and I will help the Applicant to analyse in detail the problem in their production, identify solutions, execute final analysis or demonstrate the solution and support the Applicant in preparing a feasibility study.

|  |  |  |
| --- | --- | --- |
| Place and date | Stamp | Name and surname of the legal representative of the solution provider |
|  |  |  |
| Signature |
|  |

## ANNEX 1: Final report – feasibility study

The final report must be prepared on the basis of the form below and must be prepared in English.

1. **BASIC INFORMATION**

|  |  |
| --- | --- |
| **Production oriented SME** | |
| **Organization:** | |
| Name |  |
| Address |  |
| Country |  |
| **Website and social media:** | |
| Website: |  |
| Social media (Facebook): |  |
| Social media (Twitter): |  |
| Social media (LinkedIn): |  |
| Social media (Google+): |  |
| Other: |  |
| **Contact details:** | |
| Name |  |
| Tel. |  |
| E-mail: |  |
| **Market sectors:** | Select one or more sectors the organization is focusing to:  Aeronautics industries  Automotive industry  Biotechnology  Chemicals  Construction  Cosmetics  Defense industries  Digital economy  Electrical and electronic engineering industries  Food industry  Gambling  Healthcare industries  Maritime industries  Mechanical engineering  Medical devices  Postal services  Pressure equipment and gas appliances  Raw materials, metals, minerals and forest-based industries  Social economy  Space  Textiles, Fashion and creative industries  Tourism  Toys  OTHER (Please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Services provided:** | Select one or more services provided by the Organization:  Consulting  Education/Training  Engineering  Manufacturing  Policy  Research and development  Services  OTHER (Please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |  |
| --- | --- |
| **Smart Factory solution provider** | |
| **Organization:** | |
| Name |  |
| Address |  |
| Country |  |
| **Website and social media:** | |
| Website: |  |
| Social media (Facebook): |  |
| Social media (Twitter): |  |
| Social media (LinkedIn): |  |
| Social media (Google+): |  |
| Other: |  |
| **Contact details:** | |
| Name |  |
| Tel. |  |
| E-mail: |  |
| **Type of organization:** | Select one from the following:  Business support organization  Development agency  Large company  Ministry/Government/State agency  R&D  SME  University  University incubator  OTHER (Please specify):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Market sectors:** | Select one or more sectors the organization is focusing to:  Aeronautics industries  Automotive industry  Biotechnology  Chemicals  Construction  Cosmetics  Defense industries  Digital economy  Electrical and electronic engineering industries  Food industry  Gambling  Healthcare industries  Maritime industries  Mechanical engineering  Medical devices  Postal services  Pressure equipment and gas appliances  Raw materials, metals, minerals and forest-based industries  Social economy  Space  Textiles, Fashion and creative industries  Tourism  Toys  OTHER (Please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Services provided:** | Select one or more services provided by the Organization:  Consulting  Education/Training  Engineering  Manufacturing  Policy  Research and development  Services  OTHER (Please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

1. **PROBLEM PROFILE**

*Present the problem that has been solved (descriptively with concrete descriptions of the problem, concrete data on the type of problem (costs, quality, quantity, ...) and with pictures (min 1 page).*

1. **SMART SOLUTION PROFILE**

*Briefly describe how this problem could be solved - with which solution*

* 1. **BASIC INFORMATION ABOUT THE SMART SOLUTION**

|  |  |
| --- | --- |
| **Smart factory solution name (if existing):** what is the name that captures the essence of the solution |  |
| **Product/Solution webpage:** |  |
| **Keywords:** |  |
| **Other examples of solution usage:** |  |
| **Improvement areas covered by the Product/Solution:** | Select the improvement area:  Implementation of the novel technology  Implementation in the production processes  Implementation of the human resource management systems |
| **Product/Solution is related to the following type of implementation:** | Select one or more areas improved by the Product/Service implementation:  Improved coordination with suppliers  Increased speed of production operations  Decreased manufacturing costs  Lower energy costs  Improved information for production decisions  Improved agility and responsiveness in the production process  Improved product quality  Improved coordination with customers  Improved compliance with customer specs or regulatory requirements  Improved maintenance/uptime  Improved information for business analytics  Improved remote monitoring capabilities  Improved safety  Developed visualization capabilities |
| **Market availability:** |  |
| **Product/service technological focus:** | Select one or more technologies that the product/service is addressing:  AGRICULTURE AND MARINE RESOURCES  Agriculture  Resources of the Sea, Fisheries  Silviculture, Forestry, Forest technology  AGROFOOD INDUSTRY  Food quality and safety  Micro- and Nanotechnology related to agrofood  Technologies for the food industry  BIOLOGICAL SCIENCES  Biology / Biotechnology  E-Health  Genome Research  Industrial Biotechnology  Medicine, Human Health  Micro- and Nanotechnology related to Biological sciences  ELECTRONICS, IT AND TELECOMMS  Electronic circuits, components and equipment  Electronics, Microelectronics  Information Processing & Systems, Workflow  IT and Telematics Applications  Multimedia  Telecommunications, Networking  ENERGY  Biogas and anaerobic digestion (AD)  Carbon capture and energy  Energy efficiency  Energy production, transmission and conversion  Energy storage and transport  Fossil Energy Sources  Nuclear Fission / Nuclear Fusion  Other Energy Topics  Renewable Sources of Energy  INDUSTRIAL MANUFACTURING, MATERIAL AND TRANSPORT  Aerospace Technology  Construction Technology  Design and Modelling / Prototypes  Industrial Manufacture  Materials Technology  Packaging / Handling  Plant Design and Maintenance  Process control and logistics  Traffic, mobility  Transport and Shipping Technologies  Transport Infrastructure  MEASUREMENTS AND STANDARDS  Amplifier, A/D Transducer  Electronic measurement systems  Measurement Tools  Recording Devices  Reference Materials  Standards  OTHER INDUSTRIAL TECHNOLOGIES  Other Industrial Technologies  PHYSICAL AND EXACT SCIENCES  Chemistry  Meteorology / Climatology  Micro- and Nanotechnology  Physics  Separation Technologies  PROTECTING MAN AND ENVIRONMENT  Environment  Safety  Waste Management  Water Management  SOCIAL AND ECONOMICS CONCERNS  Citizens participation  Creative products  Creative services  Education and Training  Information and media, society  Infrastructures for social sciences and humanities  Socio-economic models, economic aspects  Sports and Leisure  Technology, Society and Employment |

* 1. **SOLUTION DESCRIPTION AND IMPLEMENTATION PROPOSAL**

**Solution description:** *Provide a concise description of the solution being proposed for solving the problem (provide text, photos, additional data) (min. 1 page).*

**Solution implementation proposal:** *Provide a concise description of how the proposed solution should be implemented in the concrete production (provide text, photos, additional data) (min. 1 page).*

**Other relevant information about the product/service:**

Attachment1: Company logo

Attachment 2: Product presentation

Attachment 3: Video about SF solution

1. **ACTIVITIES PERFORMED**

*Describe the course of the entire operation:*

* *when it started and when it ended,*
* *who was involved (which persons by function and their expertize),*
* *what was the work process (meetings, workshops, training, education, demonstration, pilot implementation, etc.)*
* *add images of the activities performed*

*(min. 1 page)*

1. **BUSINESS MODELING**

*Provide business model data about the proposed solution implementation, through provision of following information:*

* *CAPEX: Analysis of the investment for solution implementation (infrastructure, equipment, material, workforce, external services, training ….)*
* *OPEX: Analysis of operational costs in relation to long-term operation*
* *IMPACT analysis: cost-benefit or other analysis showing the benefits of the smart solution for the production in terms of financial outcome (savings) and other improvements stated in section 3.1*

*(min 1. Page)*

1. **TECHNOLOGY TRANSFER ASSESSMENT**

*Please answer following questions as detailed as possible:*

1. *Are you planning to continue on implementation of the smart factory solution into your production system? Please explain your decision and future plans / reasons.*
2. *Were there any challenges in collaboration with the Smart factory solution provider?*
3. *What are your most important challenges and limitations in getting your production system digitized or upgraded with ‘’smart solutions’’?*
4. *What are the key takeaways (lessons learned) for further cooperation with smart manufacturing solution providers, based on the experience you had during this process?*
5. *What kind of skills and expertise is necessary in your organization in order to be able to speed up the process of digitalization?*
6. *In general, have you been satisfied with the overall process of collaboration and technology transfer? Would you improve something?*