



<b>Project Number:</b>	FP6-IST-034041
<b>Project Title:</b>	Advanced Components Cooperation for Optoelectronics Research and Development (ACCORD)

<b>CEC Deliverable Number:</b>	FP6-IST-034041/Multitel/R/Pub/D1.2c – Update 2 (Call 3)
<b>Contractual Date of Deliverable to the IS DG:</b>	20/04/08
<b>Actual Date of Delivery to the IS DG:</b>	20/04/08
<b>Title of Deliverable:</b>	Call for proposals (industry) /application form – Update 3 <sup>rd</sup> Call for R&D Proposals
<b>Workpackage contributing to the Deliverable:</b>	WP1: Industry Participation
<b>Nature of the Deliverable</b>	R – Report
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<b>Abstract:</b> This deliverables is the 3 <sup>rd</sup> version of the “Call for Participation” which has been issued by the ACCORD-project. Based on comments from both the review meetings, the External Advisory Board and the Evaluation Panel and using the experiences from previous Calls, this document has been updated.	
<b>Keyword list:</b> Photonic components, Optical components,	



## Disclaimer

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# ACCORD

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Advanced Components Cooperation for  
Optoelectronics Research and Development

## CALL FOR PARTICIPATION

*(Thank you for forwarding this document to anyone who might be interested in the initiative)*

### 1 General Information

ACCORD is an experimental program under the Sixth Framework Programme of the European Union (IST-2005-2.5.1, Photonic Components), that aims to create new opportunities for both photonics companies and photonics students. The ACCORD program puts pre-competitive photonic components and systems into the hands of researchers and students, at no additional cost to the university and at no additional cost to the company that furnishes the component. As a result, students are trained on the next generation of emerging technologies and products as identified by industry.

ACCORD will identify prototype components and purchase them from participating providers. ACCORD will seek proposals from participating universities for R&D projects based on these components. These universities will receive the components free of charge.

The ACCORD program implements two of the main actions proposed in the Lisbon initiative:

- ACCORD will initiate new R&D capabilities for industries, particularly SMEs that do not have the means to maintain in-house research, development and innovation programmes.
- ACCORD will assist universities to orient their photonics research programmes toward new developments that correspond to new technological opportunities in a rapidly changing commercial market.

Moreover, by involving possible end-users in the programme, the supplying company will get access to potential new markets outside its normal field of operation.

Finally ACCORD is a non-commercial, non-profit initiative and it will not supply devices to any private business.



## 2 What is a Prototype Component?

For the purpose of this solicitation we mean by “prototype component” any pre-competitive device, system or material (which includes the associated documentation), provided to ACCORD for distribution to university research laboratories.

ACCORD expects the prototype component to be in the final development stage before becoming a commercial product. Examples of such prototype components could be, for instance:

- A material, like an epitaxial wafer, an optical element, a non-linear optical crystal
- A component like a laser, a filter, a LED, a detector, a modulator, etc.
- A module with embedded photonic components

In participating to the programme, the provider agrees on the fact that the supplied component is not already available for sale anywhere in the world. Occasionally we could consider prototypes in which commercially available photonic components are being used, but only as long as entirely new kind of applications is proposed.

## 3 What Kind of Research and Development Project is Being Sought?

In addition to providing the pre-commercial device, the provider should also give a list of suggested R&D topics, for example:

- The characterisation of the pre-commercial devices under conditions imposed by a specific application
- The integration of the device into a module of higher complexity

However, the university may wish to propose an R&D project based on:

- The use of the component in its own R&D and training activities
- The use of the component to enable a new application not envisaged by the provider, thereby opening a new avenue for potential commercial application. Involving possible end-users in the proposal can strengthen the value of this proposal. With this regard, ACCORD encourages the applicants to get a letter of support expressing the interest of an end-user for the specific market application.

## 4 How to Participate

ACCORD represents an experiment never tried before in Europe. The programme is conceived for stimulating the partnership between highly skilled industrial and academic actors in photonics. Industrial partners of any size (both SMEs and large companies) based in Europe are eligible for participating in the program. The ACCORD project is seeking to fund about ten cooperative projects. Our budget for prototype component acquisition is limited to 260 000 €. We will be seeking from universities R&D proposals that can be completed in 9 to 12 months.



## 4.1 Participation as a Provider of Prototype Components

### 4.1.1 Who is Eligible?

The ACCORD program is open to all European based providers of photonic components (from any Country eligible to receive funding from the Information Society Technologies (IST) Programme of FP6).

### 4.1.2 How to Participate

To enter the program, a provider should first Register on the ACCORD website [www.ist-accord.org](http://www.ist-accord.org) and then (if they wish) complete the on-line Proposal Submission Form, in the Member's Area of the same ACCORD website.

To Register, on entering the "To Register" page, the provider should enter:

- a selected Username (normally the contact person's email address) and a Password;
- the name and address of the company;
- the name and contact details of the contact person;
- a brief description (100 words or less) of the company;
- a brief description (100 words or less) of the company's products;
- a brief description (100 words or less) of the company's collaboration interests.

Then to submit a Proposal, the provider should:

- Write a description of the prototype component or system and the R&D projects concerning this component that might be of interest, in a space of five pages or less (for reason of standardisation of the submission format, please make use of the template available at the end of this document). Please **do not include proprietary information** in this description. Please do indicate any circumstances such as time constraints, availability of components or other circumstances that may apply. If the component is not in stock at the moment of the submission of the proposal, the provider shall give the date for delivery and estimate the risk that the component is not delivered on time. We will use this description in the call for research proposals.
- The component supplier should also give (separately from submission, by email or phone) an indicative price for the component. This is required as, in view of the limited budget of the ACCORD-project, the price level is a criterion for evaluation. The information on price will be considered as confidential and only communicated to the evaluation panel for implementing the evaluation procedure.
- "Log-in" to the Member's Area of the ACCORD website by entering the above Username and Password in the Log-in dialogue box.
- Go to the "To Submit a Proposal" page and complete the "Details of Proposal to provide/receive Device" text box (500 words or less).
- Attach the above mentioned 5 page description of the prototype component, using the "Upload file" feature. Click "Browse..", select the file, etc. If preferred the 5 page description may be send by e-mail to: [accordmaster@intec.ugent.be](mailto:accordmaster@intec.ugent.be).
- Finally click "Submit" to submit the Proposal.

### 4.1.3 Selection of Prototypes

ACCORD will launch a call for proposals to University researchers based on the completed Proposals that are received from providers. When a good match between the manufacturer and university is found, and when both parties have come to a mutual agreement, ACCORD will purchase the component or components and provide these devices to the university at no cost.



## 4.2 Participation as a University

### 4.2.1 Who is Eligible?

The program is open to European Universities (from Countries eligible to receive funding from the Information Society Technologies (IST) Programme of FP6).

### 4.2.2 How to Participate

To enter the program, an interested University should first Register on the ACCORD website [www.ist-accord.org](http://www.ist-accord.org) and then (if they wish) complete the on-line Proposal Submission Form, in the Member's Area of the same ACCORD website.

To Register, on entering the "To Register" page, the University researcher should enter:

- a selected Username (normally the contact person's email address) and a Password;
- the name and address of the University;
- the name and contact details of the contact person;
- a brief description (100 words or less) of the University;
- a brief description (100 words or less) of the researcher's research interests;
- a brief description (100 words or less) of the researcher's collaboration interests.

Then to submit a Proposal the researcher should:

- Write a description of the proposed R&D-project in a space of five pages or less. This description should include:
  - The prototype component and associated R&D project do you wish to work on.
  - Your approach to the project in terms of measurements, characterisation, and other activities. Please indicate what relevant facilities and resources are already operational at your site.
  - Your approach to opening new potential applications for this component, indicating involvement from potential end-users.
  - Please indicate if you would need additional software, measurement apparatus, or other small equipment that would be required in order to use the prototype components. Please indicate how you plan to get or purchase these additional items necessary to complete the projects. The ACCORD program is not authorised to pay for such items.
  - Tangible results and deliverables. A detailed planning of the proposed R&D project (list of milestones and Gantt diagram) should be added to the proposal.
  - Similar or related projects that are recently completed or are ongoing in your laboratory.
  - CVs of the people who will be working on the project, which may be attached as an annexe.
  - Please do not include proprietary information in this description.
- "Log-in" to the Member's Area of the ACCORD website by entering the above Username and Password in the Log-in dialogue box;
- Go to the "To Submit a Proposal" page and complete the "Details of Proposal to provide/receive Device" text box (500 words or less).
- Attach the above mentioned 5 page description of the prototype component, using the "Upload file" feature. Click "Browse..", select the file, etc. If preferred the 5 page description may be send by e-mail to: [accordmaster@intec.ugent.be](mailto:accordmaster@intec.ugent.be).
- Finally click "Submit" to submit the Proposal.



### 4.2.3 Selection of Proposals

Your application will be read and judged by an independent evaluation panel. The ACCORD project will then try to match up the manufacturer with the successful applications from university R&D groups, giving preference to non-existing collaboration and to applicants with a letter of support from end-users.

After evaluating and ranking the received proposals, ACCORD will eventually proceed to the purchase of the prototype components from the providers on the basis of the best value for money (best price/quality ratio), under conditions of transparency and equal treatment. All decisions of the evaluation panel are final.

The evaluation panel will adopt the following criteria to reach its decision (not in order of importance):

- The relative cost/benefit ratio
- Scientific and technical relevance
- Time for delivery
- Novelty of the application area
- Potential and involvement of end-users for new applications
- Likelihood of follow-on grants and contracts resulting from the proposed effort
- Perceived market opportunity
- Training opportunities

Proposals that are not in scope with ACCORD will be excluded. Reasons for exclusion are:

- Insufficient technical details for the correct evaluation of the proposal
- Proposals outside the technology area of interest (photonics)
- Devices which is already commercialised
- Cost of the prototype component is too high

Any admissible prototype component that could not be matched with any of the R&D projects received within this solicitation will be re-considered for any subsequent call that will be launched by ACCORD in future.

## 5 Duration

In the ACCORD project we are focussing on an R&D project that can be completed in 9 to 12 months.

## 6 Funding

The ACCORD programme does not provide financial support for any of the people working on the R&D project, nor for travel, installation fees or consumables.

## 7 Intellectual Property Rights

The project will ask the manufacturer and the university to develop an agreement concerning how to handle any intellectual property issues. ACCORD will play no role in this discussion. The project seeks only to verify that an agreement has been put in place. However, in order to



avoid unnecessary delay on the start of the R&D projects, we require the signature of the agreement to be completed within four weeks from notification of acceptance of the submitted proposal.

## 8 Ownership

Components acquired by the ACCORD-project will remain property of the ACCORD-project and will be returned to the ACCORD-project on conclusion of the R&D-project.

## 9 Timeline

### 9.1 Call for Participation

<b>01/01/2008</b>	2 <sup>nd</sup> call for prototype components open
<b>31/03/2008</b>	2 <sup>nd</sup> call for prototype components closed
<b>14/04/2008</b>	Publication of the available devices on ACCORD website
<b>14/04/2008</b>	3 <sup>rd</sup> call for R&D proposals open
<b>16/05/2008</b>	Call for R&D proposals closed
<b>15/06/2008</b>	Notification of the accepted R&D proposals

This third solicitation for R&D proposal based on components available on the ACCORD website will close on **May 16<sup>th</sup>, 2008**.

Tentatively next Call for Participation is scheduled for:

<b>16/06/2008</b>	3 <sup>rd</sup> call for R&D proposals open
<b>18/07/2008</b>	Call for R&D proposals closed
<b>16/08/2008</b>	Notification of the accepted R&D proposals

A decision on issuing this call will be taken on 15/06/08.

## 10 Tracking the Research

ACCORD will track the research to assure that the proposed programme is carried out. One on-site visit is planned per project. Evaluation results and information will be shared on a continuous basis between the company and university. Non-performing projects will be subject to review and possible termination, with recall of the components and systems under loan.

For answers to specific questions or clarifications on the program you may contact Prof. Peter Van Daele ([peter.vandaele@intec.UGent.be](mailto:peter.vandaele@intec.UGent.be) )



## 11 APPENDIX I

### 11.1 Guidelines for Providers

Providers agree that:

- The prototyped device that ACCORD is looking for should be truly pre-commercial. It should not be available for sale anywhere in the world. However, devices that are being sampled on a limited basis to potential customers are considered pre-commercial.

The component should be a functioning prototype that can be reproduced at least in small numbers. ACCORD expects that the prototyped device has reached a level of maturity that makes it suitable for research purposes.

- By participating in the programme the company does not assume any obligation to commercialise the prototype component.
- ACCORD will acquire the prototype devices from the company by reimbursing for the marginal cost of producing them. Such cost does not include development or other research cost. ACCORD acknowledges that the prototype device is made on a best effort basis and is not provided to meet detailed commercial specifications. However the prototype component should be reliable enough for being tested in laboratory for the whole duration of the R&D program.
- All research institutions recipients of the prototyped devices will sign an agreement to follow ACCORD guidelines, and that ACCORD will verify that the requestor is a bona-fide researcher who genuinely intends to follow those guidelines.
- ACCORD will ask the provider company and the University research institution that is receiving the prototype device to sign a mutual agreement on intellectual property issues before the beginning of the R&D programme.

ACCORD encourages the company to closely interact with the researcher who evaluates the prototyped device for the whole duration of the program.

### 11.2 Guidelines for Universities

Universities agree that:

- All prototypes are at a pre-commercial stage and may not have been fully tested, optimised or characterised.
- The manufacturer or provider of the prototype is not obliged to commercialise the prototype, and the prototype may not become commercially available in the future.
- The prototype may embody the provider's proprietary intellectual property. Recipient agrees not to reverse-engineer or to allow anyone else to reverse-engineer prototypes provided by ACCORD.
- They receive the prototype strictly for use by students and employees within the receiving university's organisation.
- Recipients are expected to send, on periodical bases, short reports to ACCORD for documenting the state of advancement of the R&D programme.
- Recipients are expected to publish/present the results of their research in the open literature following the terms of the intellectual property agreement between the provider and the University and to participate in a workshop organised by ACCORD
- The recipient shall acknowledge the ACCORD contribution to the research with a written acknowledgement in each publication or presentation.

Both parties agree to hold harmless the European Commission and the ACCORD consortium for any events resulting from a collaborative agreement.

**TEMPLATE FOR THE SUBMISSION OF R&D  
PROPOSALS BASED ON THE LIST OF  
COMPONENTS AVAILABLE ON ACCORD  
WEBSITE**



# ACCORD

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Advanced Components Cooperation for  
Optoelectronics Research and Development

Submitted R&D Proposal

**TITLE (Arial 24, 10 words max)**

## 1 General Information

Organisation Name:	University of ... <i>(given as an example)</i>
Address:	20, Albert Einstein Road IP2 5WG Ipswich United Kingdom
Primary Contact Name:	Dr. John White
Position:	Lecturer
Telephone:	+44 342 296 050 877
Mobile:	+44 456 687 3245
Fax:	+44 342 296 050 800
Email:	john.white@university.com

***Please give here a short description of your university laboratory (main research field, number of researcher working in the group, etc.)***

## **2 The R&D Project**

*Please give a description of the R&D project you do wish to work on based on the selected prototype component.*

## **3 The Proposed Approach**

### **3.1 The project and the involved resources**

*Please give here a description of your project in terms of measurements, characterisation, and other activities. Please indicate what relevant facilities and resources are already operational at your site. Describe similar or related projects that are recently completed or are on-going in your laboratory.*

### **3.2 New potential applications and end-user involvement**

*Describe your approach to opening new market applications for the chosen component, indicating involvement from potential end-users (a letter of support from the end-user should be added in annexe at the moment of the submission).*

### **3.3 Additional equipment**

*Please indicate if you would need additional software, measurement apparatus, or other small equipment that would be required in order to use the prototype components. Please indicate how you plan to get or purchase these additional items necessary to complete the projects. Remember that the ACCORD program is not authorised to pay for such items.*

## **4 Task Scheduling and Timeframe of the Project**

### **4.1 Tasks Proposal**

*Describe the main tasks that you see for characterising the device*

*Phase 1:*

*Phase 2:*

*Phase 3:*

*Etc.*

### **4.2 Tangible results and deliverables**

*Describe the milestones and main deliverables of your project. Give the expected timeframe for completing the project and draw a Gantt diagram.*

## **5 CVs of the people who will be working on the project**