

# Checklist: submitting your NextGen Demo project proposal

You can use this document to prepare the submission of your project proposal for NextGen Demo. It provides an overview of all questions asked in the online web form, as well as the attachments that you need to upload. Questions with an asterisk (\*) are required.

**Important!** In several sections of the web form, you will be required to upload (multiple) attachments. It is important that you upload all requested attachments in one single go by clicking the 'Choose files' button and selecting all relevant files together. If not, only the last selected files will actually be uploaded! For this reason, we recommend placing all necessary files together in one folder beforehand for easy selection during the submission process.

If you have any questions, you can contact [invest@portofantwerpbruges.com](mailto:invest@portofantwerpbruges.com) for more information.

## 1. Demo pitch

- What's the name of your project?\*
- How would you present your project in a tweet (in max. 240 characters)?\*
- Business activity:\*
  - *Waste-to-X (chemicals/fuels)*
  - *CCU (Carbon Capture & Utilisation)*
  - *Biobased technologies*
  - *Storage of renewable energy & H<sub>2</sub> technologies*
- What is the innovative aspect of your technology with respect to the current technology?\*

## 2. Contact details

- Name of the business\*
- VAT number\*
- Street and number\*
- Postal code\*
- City\*
- Country\*
- When was the business founded?\*

**Contact information of the contact person responsible for the project**

- First name\*
- Last name\*
- Position\*
- E-mail\*
- Land line or mobile\*

**In case of absence, contact information of second contact person:**

- First name\*
- Last name\*
- Position\*
- E-mail\*
- Land line or mobile\*
- **File upload:** Upload a cover letter describing your company's candidacy. This letter must be signed in writing (not digitally) by (a) legal representative(s). Also upload statutes here that demonstrate the legal authorisation of the representative(s).\*

### 3. Financial capacity

- **File upload:** Upload the annual account of your business here.

### 4. Relevant experience

- How many people make up the team (founders and team members)? \*
  - 1-2
  - 3-5
  - 6-10
  - 11-20
  - *More than 20*
- Give a general description of the experience of the project members involved (CVs, scientific publications, awards). Describe your or your team's skills, capacity, and experience to deliver the proposed project. Be sure to include core competencies and how they apply to your project, any relevant past projects or experience, and any other additional details that support

your ability to deliver. Add any relevant documentation using the upload function at the bottom of this page.\*

- Are you still looking for extra profiles to join your team? \*
  - Yes
  - No
- If so, which?
- How many people will be working at NextGen Demo? \*
- How long have you been working on your project? \*
  - < 1 year
  - 1+ years
  - 2+ years
  - 3+ years
  - 4+ years
  - 5+ years
- What is the history behind this project? \*
- What are the most important and most comparable projects (prior to or parallel to this project) which have been carried out in the past 3 years? \*
- Will this project be carried out in a partnership or consortium? \*
  - Yes
  - No
- In case of a partnership or consortium, please elucidate the following:
  - Brief presentation including the most relevant experience of each of the partners;
  - The role of each player in the project and the way in which the partner contributes to the project;
  - The form of the (future) partnership relation. (e.g. common legal structure or a consortium agreement)

If the application is submitted by a group, please add an organigram clearly showing the structure and the different subsidiaries and/or associated businesses. This applies to both foreign and Belgian entities. To upload the organigram, use the upload function at the bottom of this page.

- **File upload:**  
Upload here:
  - Any relevant documents to indicate the experience of the project members involved.\*
  - If the application is submitted by a group, an organigram clearly showing the structure and the different subsidiaries and/or associated businesses.

## 5. Project details

### Strategy

- What is the goal of the project?\*
- Which problem does your project address?\*
- How does the project provide a solution to the stated problem and who can make use of it?\*
- What alternative solutions exist already, and what is the distinguishing/innovative factor of the proposed project?\*
- Most important competition\*
  - Who are they?\*
  - What is your distinguishing factor?\*
- What is the current TRL of the applied technology?\*
  - Level 1: Basic principles observed
  - Level 2: Technology concept formulated
  - Level 3: Experimental proof of concept
  - Level 4: Technology validated in lab
  - Level 5: Technology validated in relevant environment
  - Level 6: Technology demonstrated in relevant environment
  - Level 7: System prototype demonstration in operational environment
  - Level 8: System complete and qualified
  - Level 9: Actual system proven in operational environment
- What is the TRL of the proposed project (when different from the current TRL)? Use the upload function at the bottom of this page to add documents to substantiate this level.\*
  - Level 1: Basic principles observed
  - Level 2: Technology concept formulated
  - Level 3: Experimental proof of concept
  - Level 4: Technology validated in lab
  - Level 5: Technology validated in relevant environment
  - Level 6: Technology demonstrated in relevant environment
  - Level 7: System prototype demonstration in operational environment
  - Level 8: System complete and qualified
  - Level 9: Actual system proven in operational environment
- Describe why you selected the Technology Readiness Level in the previous section. Provide supporting statements that back up your selection. What work has been done up to now on this technology? If applicable, what further research, development, and testing is needed before the technology is ready for commercialisation and implementation at full scale?\*
- How do you see this project evolve in the coming 5 years? \*
- What is the long-term vision?\*
- Have there been any trial installations providing insight into the feasibility of the technology? Use the upload function at the bottom of this page to add documents providing proof thereof.\*

## Product flows

If the project contains a production process, add the product flows here. Click the 'Create' button to add your mass balance for your main products and byproducts.

Fill in here per product flow what the incoming and outgoing products and byproducts are, with their respective annual capacities:

- In: (example: 1,000 tons of PET waste)
- Out: (example: 10,000 liters of acetic acid)
- By-product: (example: 500 kilograms of hydrogen)
  
- Are the incoming streams already guaranteed? \*
  - Yes
  - No
  
- If so, with which partners have agreements already been concluded? Use the upload function at the bottom of this page to add documents substantiating this (contract, collaboration agreements, LOIs, MOUs, etc.)  
If not, who are the desired partners and what is your strategy for attracting streams?
  
- Is the market for the different outgoing streams already guaranteed? \*
  - Yes
  - No
  
- If so, with which partners have agreements already been concluded? Use the upload function at the bottom of this page to add documents substantiating this (contract, collaboration agreements, LOIs, MOUs, etc.)  
If not, who are the desired partners and what is your strategy for attracting customers?

## Utilities

- Which utilities/products (in what quantities and with which specifications) must be present on-site?\*
  
- What are the possible (by)products (in which quantities and with which specifications) from the process that can be purchased by other parties?\*

## Facilities

- Which (infrastructural) facilities are needed or desired for this project? Click the 'Create' button to add facilities and needed capacities. Fill in the following per facility:
  - Facility type:
    - Paved site
    - Fencing around the site
    - Covering for the installation
    - Office space
    - Conference room
    - Car parks
    - Bicycle park
    - Other

- Number of places required, if applicable
- If 'Other', describe the desired facilities
- Need:
  - Must have
  - Nice to have

### Efficient use of space

- What is the desired surface area? Use the upload function at the bottom of the page to add a (draft of) a floor plan of the planned installation including the total desired surface area and a division between processing and storage space.\*
- **File upload:**  
Upload here:\*
- (Required) Documents to substantiate the TRL of the proposed project.
- (Optional) Documents providing proof of trial installations providing insight into the feasibility of the technology.
- (Optional) Documents showing agreements with partners for incoming streams.
- (Optional) Documents showing agreements with partners for outgoing streams.
- (Optional) A (draft of) a floor plan of the planned installation including the total desired surface area and a division between processing and storage space.

## 6. Project maturity

### Implementation planning

- List the most important phases with regard to the realisation of the project and the corresponding timeline.\*
- Which are the critical parameters for the execution of the project and how are they controlled?\*
- When do you expect the project to outgrow NextGen Demo and be ready to be scaled up? Can you link this to an intended turnover or other KPIs? If so, which ones?\*

### Investments and financing

- What is the total investment amount of the project and how is it distributed across the different sources of financing (equity capital, private banks, government subsidies, other)?\*
- **File upload:**  
Upload here:\*
- (Required) An overview of the planned investments for the development of the project, including an indication of the time period in which they will be realised.

- (Required) The filled-in template with regard to the financial analysis (to be downloaded via the separate appendixes).

## 7. Climate and environmental impact

- Describe the climate and/or environmental impact of the proposed technology in the fields of emissions, water management, energy management, etc.\*
- How does this relate to the climate and/or environmental impact of the current technology?\*

## 8. Potential for cluster reinforcement and creation of added value

- What, to your mind, is the advantage of a location in the heart of the Antwerp industrial cluster?\*
- How can potential partners from the port area contribute to a possible growth of the project?\*
- How do you see a possible future in the port area?\*
- How do you see future collaborations or synergies within the port community in a further scaling-up?\*
- Which business established on the port platform can (later) potentially make use of the product/technology?\*

## 9. Permits and support

### Permits

- What are the legal conditions to be met in order to realise the planned installation (including administrative licenses)?

### Support

- In which area is support wanted, and how can Port of Antwerp-Bruges contribute?

### Data protection clause:

I agree with the [processing of my personal data](#) and give my permission to Port of Antwerp-Bruges to contact me concerning NextGen Demo.