TKI Life Sciences & Health

TKI LSH Match Regulation for public-private partnerships in 2021

Call for applications for PPP Allowance for Research and Innovation at the Top Sector Life Sciences & Health

1. Summary

The Top Sector Life Sciences & Health (LSH) encourages innovative research by (financially) supporting public-private partnerships (PPP) in the life sciences & health sector. With this Match Regulation, for-profit enterprises and research organisations are encouraged to jointly invest in research and development (R&D) with the aim of developing sustainable and innovative products and services within the LSH sector. The Top Consortium Knowledge and Innovation (TKI) office is the operating body of the Top Sector LSH and can financially support a collaborative project by awarding the PPP Allowance. To be eligible for a PPP Allowance, an application should be submitted via our application procedure. More information can be found on our website https://www.health-holland.com/funding-opportunities/tki-match. All applications will be collected two times per year and assessed by an independent and expert evaluation committee. The LSH-TKI Foundation Board decides whether to award an application.

Each application must satisfy at least the following criteria:

- The research fits within the Knowledge and Innovation Agenda 2020-2023 of the Top Sector LSH and is of a high quality.
- The consortium consists of at least one for-profit enterprise and at least one research organisation.
- The project covers fundamental research, industrial research or experimental development, or a combination thereof.
- The project will be realised at joint cost and risk and all consortium partners will make a substantive contribution to the project.
- The main applicant is located in the Netherlands.
- The project has a duration of a maximum of 4 years.

There are two deadlines (17 March and 6 October 2021 at 17:00 hours CET) after which new applications will be assessed and settled. Awarding will take place based on the availability of the PPP Allowance, fit within the PPP Allowance Regulation, feasibility, scientific quality, impact and relevance (including added value to the strategy of the Top Sector LSH and the societal challenge “Health & Care”, and connection with the key enabling technologies as well as the use of key enabling methodologies).

This year, an online information meeting about the Match Call Regulation of 2021 will be held on 19 January 2021 from 12:00 to 13:00 hours CET. More details about this information meeting can be found on our website.

In addition, on 17 and 24 February and 8 and 15 September 2021, consortiums will have the opportunity to pose specific questions to the Health~Holland Match Call team in a personal question and answer session. These appointments can be requested by sending an email to tki@health-holland.com. Please include “*Request Match Call application advice*“ in the subject line.

2. Background information

2.1 Background Top Sector LSH

In 2011, the Dutch Cabinet reformed the business policy by introducing the top sectors policy. The success of the top sector policy has led to the decision by the current Dutch government (Rutte III) that the top sectors should serve as the "means" in the mission-driven top sectors and innovation policy. In this, four societal themes are defined, and key technologies, key methodologies and the public earning capacity are taken into account.

2.2 Societal theme 'Health & Care'

In the spring of 2019, the Ministry of Health, Welfare and Sport drew up five missions for this societal theme. One central mission and four specific missions. The central mission focuses on living in good health longer, with a reduction of health differences between people with a high and low socioeconomic status. The other four missions contribute to this central mission via changes to the living environment, providing more care at the right place and better perspectives for people with chronic illnesses and dementia. The missions have a time horizon until 2040. The Knowledge and Innovation Agenda (KIA) 2020-2023 describes the ambitions and aims of the health and care missions within the field of public-private partnerships. As the lead party, Top Sector LSH has drawn up this KIA together with many public and private stakeholders. This was done by further building upon a powerful ecosystem of public-private partnerships that has been realised in recent years. A large number of these stakeholders have committed themselves to the objectives in the KIA by means of in-mind, in-kind and cash contributions to the Knowledge and Innovation Covenant 2020-2023.

2.3 Key Enabling Technologies and Key Enabling Methodologies

Besides the four societal themes, the Dutch government is also focusing on key enabling technologies (KETs) for future economic opportunities. Furthermore, the top sectors are being encouraged to make specific technological contributions to solving societal challenges. With the Knowledge and Innovation Agenda Key Enabling Technologies (KIA-KET), the top sectors are realising this together with government ministries and knowledge institutions. The research agenda Key Enabling Methodologies is part of the KIA-KET. This provides a broad definition of the term key enabling methodologies (KEMs) and presents the most relevant categories of KEMs for mission-driven innovation. The KEMs constitute the new toolbox required for the realisation of socio-societal innovation in the form of models, strategies, processes and tools.

Whereas from the technological-economic perspective, the development of technology can be measured against the yardstick of Technology Readiness Levels (TRL), technology from the societal perspective can be measured against the yardstick of Society Readiness Levels (SRL). KETs and KEMs connect the TRL and SRL of innovations.

2.4 Background TKI-LSH Match Regulation

The Top Sector LSH encourages and facilitates public-private partnerships. Interdisciplinary collaboration from the perspective of top scientific expertise is vital for realising societally relevant and economically efficient innovations. To encourage (new) PPPs, the TKI-LSH Match Regulation has been established. This regulation is realised by the Top Consortium Knowledge & Innovation (TKI) of the Top Sector LSH: TKI-LSH. The TKI-LSH is registered with the Chamber of Commerce under the name LSH-TKI Foundation, but is better known as Health~Holland (brand name).

With the TKI-LSH Match Regulation, for-profit enterprises and recognised research organisations are invited to jointly invest in research and development (R&D) for the benefit of evidence-based innovative products and services. In addition, the regulation offers other parties, such as health funds and health insurers, the opportunity to become involved as well.

The regulation falls within the framework of the PPP Allowance Regulation of the Dutch Ministry of Economic Affairs and Climate Policy. Additional background information can be found on our website. Background

documents, such as the Knowledge and Innovation Agenda 2020-2023 and the Knowledge and Innovation Covenant 2020-2023 of the Top Sector LSH, are also available.

2.5 Research domain of the regulation

The proposed projects must fit within the Knowledge and Innovation Agenda 2020-2023 of the Top Sector LSH. The central mission and four missions are described in this strategic document. The Knowledge and Innovation Agenda 2020-2023 and the missions provide the framework for the LSH research programme of the projects currently in the Match Regulation.

3. Conditions

3.1 Conditions for the project

The application should satisfy several conditions. Important aspects in this regard are:

- The project covers fundamental research, industrial research or experimental development, or a combination thereof[1]. A description of the three types of research is provided on our website.
- The research fits within the societal challenge 'Health & Care', as outlined in the Knowledge and Innovation Agenda 2020-2023, and the objectives of the regulation.
- The research is of a qualitatively high level and the innovative products and services are deliverables that have an added societal and economic value.
- The consortium consists of at least one for-profit enterprise and at least one research organisation[2]. Foreign for-profit enterprises and research organisations are also encouraged to participate in the consortium, as long as the results of the research project benefit the Dutch knowledge infrastructure and economy.
- The main applicant is located in the Netherlands.
- Effective collaboration takes place[3]. This means, for example, that the project is realised at joint cost and risk and that all consortium partners make a substantive contribution to the project.
- The cash contribution of the enterprises must be due to a Dutch research organisation (and not to the project concerned).
- Besides a possible cash contribution, all consortium partners should make an in-kind contribution. This means that at least all consortium partners incur payroll costs. These costs must also be visible on the budget form (Excel).
- Consortium partners may not send any invoices to the research organisations for the project submitted.
- If the consortium has or shall receive other public funding for the project submitted, for example from NWO, ZonMw, TNO, TTW or Health~Holland, then the regulation concerning the accumulation of different grants is applicable[4].
- In principle, it is for the enterprises to decide how they fund their own contribution. However, coming up with creative constructions to do this is strongly advised against; improper use of PPP allowance by consortia should be prevented.
- The starting date of the project is after the date of the deadline for this Match Regulation.
- The project may have a maximum duration of four years.
- The project must start within six months after the awarding letter was received.
- In all cases, the consortium should contact the PPP Allowance or TKI contact person within their own organisation well before the application can be submitted. If you do not know the contact details of this person, then please contact Health~Holland as soon as possible.

[1] In case of drug development, pre-clinical research in animals falls within the research category 'industrial research'. In principle, the clinical phases 1 and 2 fall within the research category 'experimental development'. Phase 3 clinical trials (and beyond) are seen as competitive development and fall outside the scope of the PPP Allowance Regulation.

[2] Definition of research organisation according to the Framework for State aid for research and development and innovation: 'research organisation' means an entity (such as universities or research institutes, technology transfer agencies, innovation intermediaries, research-oriented physical or virtual collaborative entities), irrespective of its legal status (organised under public or private law) or way of financing, whose primary goal is to independently conduct fundamental research, industrial research or experimental development or to widely disseminate the results of such activities by way of teaching, publication or knowledge transfer. Where such entity also pursues economic activities, the financing, the costs and the revenues of those economic activities must be accounted for separately. Undertakings that can exert a decisive influence upon such an entity, for example in the quality of shareholders or members, may not enjoy a preferential access to the results generated by it.

[3] Definition of 'effective collaboration' according to the Framework for State aid for research and development and innovation: 'effective collaboration' means collaboration between at least two independent parties to exchange knowledge or technology, or to achieve a common objective based on the division of labour where the parties jointly define the scope of the collaborative project, contribute to its implementation and share its risks, as well as its results. One or several parties may bear the full costs of the project and thus relieve other parties of its financial risks. Contract research and provision of research services are not considered forms of collaboration.

[4] The accumulation provisions are stated in Section 2, article 6, of the Framework Decision National Grants of the Ministry of Economic Affairs. The support limits with respect to the acquisition of PPP Allowance are stated in article 3.2.8 of the Regulation National Grants of the Ministry of Economic Affairs and Climate Policy and Ministry of Agriculture, Nature and Food Quality.

3.2 Evaluation of health and care innovations

This condition is only necessary if the consortium is likely to apply for CE marking for the innovation during the project period or within two years after this.

HI-NL

The number of health and care innovations is constantly increasing. These innovations vary from high-tech machines to medical apps and wearables for self- and joint management. The evaluation methods, introduction, implementation and reimbursement of medicines are clearly described and regulated, but that is not the case for non-medicinal innovations. Health~Holland believes it is vital to analyse the actual impact and possibilities for implementation of innovations at an early stage, i.e. while these are still in the R&D phase. Health~Holland therefore works together with the Health Innovation Netherlands (HI-NL). At an early stage, HI-NL brings together the relevant parties[5] that play a crucial role in the development, evaluation, use, decision-making and reimbursement processes, so that innovators are facilitated on their road to success. Such a meeting is called a roundtable.

Innovation guidance by HI-NL

The aim of a roundtable is to obtain an overall picture of how an innovation will fit in the healthcare landscape and to analyse what is needed for this. During the roundtable, the relevant parties discuss the following aspects:

- The value of the innovation from the perspective of each relevant party, given the intended claims, target group, healthcare market, integration in the current care context and guidelines, the necessary evidence about the impact of the innovation, and the identification of possible obstacles;
- The necessary evidence for achieving each subsequent step, including CE marking;
- The exploration of possible obstacles and facilitators for implementation.

After the roundtable, HI-NL issues a report, an “innovation guide”, and a follow-up telephone consultation is planned. The innovation guide contains a consensus opinion from the panel of relevant parties. In addition, this document provides an overview of the most important steps that an innovator must take to successfully implement the innovation. The innovation guide is a confidential document and the property of the innovator.

Which steps should the consortium undertake?

If, with the application submitted, the consortium develops an innovation for which it is likely that CE marking will be applied for during the project period, or within two years after the project period, then the consortium should contact HI-NL no later than three weeks before the deadline for the Match Call. HI-NL will subsequently analyse whether an innovation guide should be developed during the project period. If after contact with HI-NL the development of an innovation guide proves to be necessary, then this should be stated on the application form (part 27). In addition, the project coordinator should include an earmarked budget of € 24.200 (incl. VAT) on the budget form for the drawing up of the innovation guide. This amount can be included under the heading “costs third parties”, together with the specification “development innovation guide by HI-NL”. HI-NL will inform the consortium about whether an innovation guide needs to be developed no later than one week before the Match Call deadline. The costs for the development of an innovation guide can be funded with a PPP allowance.

Only after the application for a PPP allowance has (conditionally) been awarded funding does the consortium have to elaborate the plans in the application with respect to the development of the innovation guide. The details about this are included in the award letter, which the project coordinator will receive within 10 weeks after the Match Call deadline.

Contact person HI-NL

The contact person at HI-NL can be reached via the following e-mail address: info@healthinnovation.nl.

[5] Such as National Health Care Institute, Dutch Healthcare Authority, health insurers, health economists, legislators, patients, end users and professional associations.

3.3 Consortium composition

The PPP Allowance applicants put together a consortium in which research organisations and for-profit enterprises, which retain their own identity and responsibility, jointly realise a project based on a clear and optimal division of tasks and risks. All parties make a financial and substantive contribution to the project. The consortium provides a project coordinator (also principal applicant) who will be the point of contact for Health~Holland throughout the entire procedure. Each of the other parties within the consortium is a co-applicant. The regulation is open to co-applicants from Dutch and foreign research organisations, for-profit enterprises and other private or public parties, as long as the research contributes to the Dutch knowledge infrastructure.

3.4 Intellectual Property Policy

The consortium must make agreements about the intellectual property (IP) related to the knowledge and products that will be developed in the project. These agreements are recorded in the consortium agreement. A 'first option right' is one of the options. Agreements about IP are in accordance with the Framework for State aid for research and development and innovation (specifically Article 2.2.2.) and the PPP Allowance Regulation (Dutch Government Gazette of 4 September 2012 and 18 November 2016). This states the for-profit enterprises and other private parties that participate in the project may acquire the IP from the research organisation against a remuneration (minus the already invested amount) and that the results for which no intellectual property rights can be derived may be widely disseminated. A model consortium agreement is available on our website.

Note: each year an updated version of the model consortium agreement will be placed on the Health~Holland website. Therefore, please make sure you always download the most recent version. We strongly advise the consortium to make use of this model consortium agreement. Any modifications in the model must be directly recognisable for Health~Holland.

3.5 How much can be applied for?

Note: You should always contact a PPP Allowance or TKI contact person within their own organisation first. If you do not know the contact details of this person, then please contact Health~Holland as soon as possible.

There are two options to apply for the PPP Allowance within the Match Regulation[6]:

Option 1: PPP Allowance from grondslag 2019/2020 (basic entitlement 2019/2020)
Condition:

- If the applicants have generated PPP Allowance in 2019 from the TKI-LSH *grondslag 2018* (basic entitlement 2019), then this PPP Allowance may be used to co-fund a collaborative project. For this, a PPP Allowance application should be submitted no later than the first deadline of this Match Regulation. For 2021, this may be no later than 17 March. Any PPP allowance generated from the TKI-LSH *grondslag* 2020 should be utilised before the deadline of 6 October 2021.
- If funding is requested from the temporarily reserved PPP Allowance via *Option 1* (generated from the contributions of private partners to research (Dutch term: *grondslag*) 2019/2020) of a research organisation or business, then a declaration should be sent with the proposal in which the PPP Allowance contact person or another authorised person indicates that (a specified part of) the PPP Allowance may be used for this project.

Realisation:

- Of the total eligible project costs, a maximum of 75% of the PPP Allowance may be used for fundamental research, a maximum of 50% for industrial research and a maximum of 25% for experimental development. These maximum amounts are stated again in Table 1 (p. 6). Additionally, this table shows which minimum percentage a research organisation must contribute and the minimum percentage that a for-profit enterprise must contribute. In the case of industrial research and experimental development, the columns do not add up to 100% but to 90% and 80% respectively. In these cases, parties are free to decide how to obtain the rest of the project funding required. In

[6] An introduction movie about the Health~Holland's application procedure can be viewed through the following link: https://www.youtube.com/watch?v=5uzzAa0ygq8.

Table 1, a distinction is drawn between SMEs and large enterprises. A combination of the three types of research is possible. If you do not know whether you have generated PPP Allowance as the principal applicant (or as one of the co-applicants), please contact Health~Holland.

Option 2: PPP Allowance based on cash contribution of for-profit enterprises per individual collaborative project
If the applicants have not generated sufficient or any PPP Allowance from the *grondslag 2019/2020* (basic entitlement 2019/2020) to co-fund a collaborative project but the for-profit enterprises do make a considerable cash contribution[7], then a PPP Allowance may still be applied for. The PPP Allowance applied for may, in principle, be 30% of the total cash contributions of the for-profit enterprises to the project. The LSH-TKI Foundation Board has the right to deviate from this. The conditions as stated in Table 1 also apply here.

A combination between option 1 and option 2 is possible as well. Please contact Health~Holland for any further inquiries on these possibilities.

Table 1: Funding per type of research

Type of research	Fundamental research	Industrial research	Experimental development
Maximum % PPP Allowance to be deployed	75%	50%	25%
Research organisation(s)	min. 10%	min. 10%	min. 10%
For-profit and non-profit enterprise(s) **- Large** **- SME****	min. 15% - min. 2/3rd in cash* - may be fully in kind	min. 30% - min. 2/3rd in cash* - may be fully in kind	min. 45% - min. 2/3rd in cash* - may be fully in kind

* At least 2/3 of the required minimum contribution of a large enterprise must consist of a cash contribution. This minimum contribution depends on the type of research and is based on their total project contribution.
** May be fully in kind. However, a cash contribution is encouraged.

3.6 Calculation of the project costs

Eligible costs
The project costs that can be incurred (eligible costs) must be directly related to the R&D activities. Examples are: scientific personnel, technicians, supporting staff, consumables and the use of equipment specifically required for the project (depreciation system). When entering costs for consumables, the historical cost price should be used. Commercial rates may not be entered. For a more detailed explanation of (the calculation of) eligible costs, please refer to the Commission Regulation (EU) No 651/2014 of 17 June 2014, article 25 and the Framework Decision National Grants of the Ministry of Economic Affairs, Chapter 4, articles 10-14. The PPP Allowance can only be used to cover part of the eligible costs.

Parties that make no use of PPP Allowance are not required to make use of one of the salary costs systems described in the Framework Decision National Grants of the Ministry of Economic Affairs. These parties may also use their own hourly rate. However, a condition for this is that the calculation of the hourly rate is based on a standard and controllable method and on commercial principles and standards that are considered to be acceptable in society and that the participants systematically apply in a collaborative project. On the budget form, these parties should choose 'fixed hourly rate' and change the standard hourly rate of 60 euros per hour to an hourly rate that they usually apply and that is verifiable.

Examples of ineligible costs
An overview of costs that are ineligible is given below. Therefore, these costs may not be entered on the budget form.

[7] Furthermore, the consortium must be able to demonstrate a private cash contribution of at least 10,000 euros per annum for each project.

- Patent applications and costs for retaining a patent (patents purchased at arm's length conditions or for which external parties grant a licence are eligible for funding);
- Auditor's statement;
- Bench fee (Note: costs for consumables are eligible);
- Travel within the Netherlands;
- Supporting personnel who are not directly involved in the R&D activities, such as a project auditor, business developer, administrative employee;
- Drawing up a business case;
- Overheads;
- Project management tasks that are not directly related to the specific R&D activities, such as: escalating to a steering group, drawing up a risk management model, drawing up reports to satisfy funding requirements, administrative accountability. Project management tasks that are directly related to the R&D activities (e.g. discussions with employees, analysing technical risks, drawing up research reports, drawing up specifications) are eligible for funding.

3.7 Use of PPP Allowance

Research organisations, such as universities, university medical centres, universities of applied sciences, TO2 institutes, KNAW institutes and other organisations that satisfy the definition of a research organisation may use PPP Allowance. Dutch SMEs and other Dutch enterprises[8] may use PPP Allowance to a limited extent. In case of fundamental/industrial research, a maximum of 50% of the in-kind costs they incur may be funded with PPP Allowance. In case of experimental development, a maximum of 25% of the in-kind costs they incur may be funded with PPP Allowance.[9] Large enterprises, foreign SMEs and other foreign private parties may not use PPP Allowance; the costs they incur should be the same as the in-kind contribution that they provide.

3.8 Open access

Health~Holland believes that research results which are fully or partly funded with PPP Allowance (public funds) must be made freely accessible worldwide. All scientific publications emerging from research that is funded on the basis of awards from the Match Call should therefore be made freely accessible worldwide (open access) at the moment of publication. Via the website http://www.openaccess.nl/nl/node/644 you can check whether your organisation has made agreements with traditional publishers concerning open access. This website provides, amongst other things, an overview of more than 8000 journals in which corresponding authors from Dutch universities and university medical centres can publish in open access form free of charge or for a discounted price. Costs that are associated with open access publication fall under the eligible project costs.

3.9 Data management

Health~Holland encourages the optimal use of research data and therefore wants this data to be stored according to the FAIR principle[10]: findable, accessible, interoperable and reusable. Furthermore, Health~Holland wants to increase researchers' awareness about the importance of responsible data management. Therefore, the applicant should answer in Section 16 of the application form some questions about data management. The applicants only need to draw up a date management plan if an application is awarded funding. The approval of the data management plan by Health~Holland is a condition for the disbursement of the PPP Allowance.

[8] Each unit, irrespective of its legal form or manner of funding, that carries out an economic activity.
[9] This is an exception for the year 2021 due to the COVID-19 crisis. The maximum percentage PPP Allowance of 25% of the incurred in-kind costs for Dutch SMEs and other Dutch businesses, has been adjusted for the Match Call 2021 to 50% for fundamental or industrial research, and 25% for experimental development.
[10] https://www.dtls.nl/fair-data/fair-data/

4. Procedure

4.1 Application procedure

Only applications for PPP Allowance that have been completed on the TKI-LSH application form will be considered. The latest version of this form is available on our website. The project coordinator should send at least the following attachments with the application form:

- Specified budget. This is available for download from our website.
- Letters of commitment in which the pledge of the co-funding and the size of the cash/in-kind is stated. The contribution by the parties is confirmed per participant (if this is not stated in the consortium agreement). Only the main applicant does not need to upload a letter of commitment. A letter of commitment template can be downloaded from our website. Letters of intent will not be accepted.
- Consortium agreement. If a signed consortium agreement is not yet available, then at least a concept version needs to be provided. We would appreciate it if you would use the model consortium agreement that is available on our website. A research organisation should use the services of an expert (technology transfer office (TTO) or a lawyer) to draw up the consortium agreement. The signed consortium agreement should be sent as soon as possible, but no later than 16 weeks after the submission date of the relevant Match Call.
- If a claim is made to the temporarily reserved PPP Allowance through Option 1 as described in paragraph 3.5 (generated from the *grondslag 2019/2020* (basic entitlement 2019/2020)) of a research organisation or enterprise, then a statement should also be sent in which the PPP Allowance contact person or another authorised person states that (a specified part of the) reserved PPP Allowance may be used for this project.
- If applicable: a PDF file with tables and figures.

Once the application has been received, Health~Holland will check its eligibility within two working days. During this eligibility check, it will be assessed whether the application satisfies the boundary conditions in accordance with Appendix G of the application form.
If the application is not complete, then the consortium will be given one working day to make the necessary adjustments and to provide the information requested. If the application proves to be ineligible, then this will be communicated directly to the applicants.

4.2 Evaluation of PPP Allowance applications

A PPP Allowance application is assessed by Health~Holland against the conditions as stated under Chapter 3. Applications that satisfy these conditions will also be assessed by an expert and independent evaluation committee. The evaluation committee may make use of an independent referee, if so desired. Both the evaluation committee members and the referees must first sign a confidentiality agreement before they may assess a PPP Allowance application.

The evaluation committee will issue an advice about the compliance to the PPP Allowance Regulation, relevance (including the added value to the strategy of the Top Sector LSH and the societal challenge 'Health and Care' and the connection with the Key Enabling Technologies or use of Key Enabling Methodologies), scientific quality, impact and feasibility to the LSH-TKI Foundation Board. The Board will eventually decide whether to award a PPP Allowance to an application and what the size of the PPP Allowance for the project concerned will be. The applicant will be informed of the decision by means of a letter sent no later than ten weeks after the relevant deadline.

Note: Where both necessary and desirable, applicants may request Health~Holland to sign a non-disclosure agreement.

4.3 Award procedure, monitoring and payments

After a PPP Allowance application has been awarded

- Within at most 14 weeks after the date of the deadline concerned, the project coordinator/official secretary should submit an unsigned final consortium agreement approved by all partners to Health~Holland so that this can be checked.
- After Health~Holland has approved the consortium agreement, the consortium has two weeks to ensure that all partners have signed the agreement.
- Once the consortium agreement is signed and approved, Health~Holland will draw up a PPP Allowance Agreement. The PPP Allowance Agreement is a contract between Health~Holland and all consortium partners that states, amongst other things, the rights and obligations as well as (financial) contributions of the various partners. This agreement will be drawn up by Health~Holland and should be signed by all partners within a period of four weeks.
- A data management plan should be supplied together with the signed version of the PPP Allowance Agreement. Health~Holland will assess the plan as quickly as possible.
- Health~Holland will publish information about all projects awarded funding on the project page of its website (http://www.health-holland.com/project). A broadly understandable summary of the project should be submitted together with the signed version of the PPP Allowance Agreement.

Once Health~Holland has received and approved the signed PPP Allowance Agreement, the data management plan and the summary for the Health~Holland projects page, the first advance of the PPP Allowance can be disbursed. The other payments will take place on an annual basis after a progress report has been received and approved. The disbursements will be made to the institution where the project coordinator works; the project coordinator is responsible for any further distribution of the funding to other consortium partners as well as the collective accountability for how the funding is used.

During the course of a project

- During the project, a record of each employee's working hours should be kept.
- At the start of each calendar year, the project coordinator will receive an Excel form entitled 'request for information about project efforts'. The primary purpose of this request for information is the annual round of informing the Dutch House of Representatives and a broad public about the progress of the top sectors policy within the area that the TKIs are responsible for. This form will be completed in advance by Health~Holland and only needs to be checked and supplemented (costs incurred over the previous calendar year).
- Within six weeks after the end of each project year, the project coordinator needs to submit a progress report. The template for this will be provided by Health~Holland. If the project has a duration of less than 18 months, then only a final report will be required.
- The consortium must hold a steering group meeting every six months. The project coordinator must inform Health~Holland about this, so that a representative from Health~Holland can attend the meetings.

After project end date

Within 8 weeks after the end date of the project, the project coordinator should submit the following documents to Health~Holland:

- A final report (for which the template will be supplied by Health~Holland).
- If a consortium partner has not used or has used less than 125,000 euros of PPP Allowance, then a board statement should be submitted concerning the total project costs of that consortium partner.
- If a consortium partner has used more than 125,000 euros in PPP Allowance, then an auditor's statement should be submitted concerning the total project costs of that consortium partner.

The final PPP Allowance payment will take place once the documents stated have been received and approved by Health~Holland.

4.4 Intended timetable

Announcement regulation Health~Holland	21 December 2020
Match Call webinar	19 januari 2021, 12.00 – 1.00 PM (CET)
Personal Q&A with Health~Holland	17 and 24 Februari and 8 and 15 September 2021 by request
Deadlines	17 March and 6 October 2021 at 5:00 PM (CET)
Eligibility check	Within 2 workdays upon receipt of the proposal
Assessment by LSH Evaluation Committee	±5 weeks after deadline
Decision Board	±7 weeks after deadline
Awarding or rejection letter	±10 weeks after deadline
Submit final unsigned consortium agreement	Within 14 weeks after Match Call deadline
Submit signed consortium agreement	Within 2 weeks upon approval of the unsigned consortium agreement
Submit signed PPP Allowance Agreement	Within 4 weeks upon receipt of the PPP Allowance Agreement

Please note: this timetable is subject to change.

Further information

5.1 Downloads

Documents to be completed
- Budget form Health~Holland
- Model consortium agreement
- Letter of commitment template

Documents to consult
- Word version of TKI-LSH application form
- Knowledge and Innovation Agenda 2020-2023
- Knowledge and Innovation Covenant Top Sector LSH 2020-2023

Laws and regulations
- Definitions research and development from the EU Support Framework
- Framework for State aid for research and development and innovation
- Regulation National Grants of the Ministry of Economic Affairs and Climate Policy and Ministry of Agriculture, Nature and Food Quality
- Framework Decision National Grants of the Ministry of Economic Affairs
- TKI Allowance Regulation Government Gazette 2012
- TKI Allowance Regulation Government Gazette 2016
- Commission Regulation (EU) No 651/2014 of 17 June 2014

5.2 Contact

For questions about the Match Call Regulation, please send an email to tki@health-holland.com or contact us by phoning +31 70 205 1400.

5.3 Submission

The application can be submitted by email to Health~Holland via tki@health-holland.com.