



# ReMade-at-ARI Terms of Use

## INTRODUCTION

In the framework of **ReMade-at-ARI**, access is being offered to more than 50 different research infrastructures, located in a multitude of European countries, having diverse legal forms and funding schemes, and being subject to different national regulations. For this reason, it is impossible to present one common set of regulations, constituting the **Terms of Use** applicable to all ARI facilities.

Instead, users are requested to acknowledge the specific **Terms of Use**, respectively Terms and Conditions of Access, in place at the facilities to which access has been granted.

However, there are some overarching provisions that need to be respected irrespective of the actual research infrastructures that will be used.

This document contains the provisions regarding the different access routes available for **ReMade-at-ARI** users. Note that **only one set of terms is applicable for each proposal**, depending on the specific access route the user is applying for:

- **ReMade-TNA**: trans-national access to all facilities for all types of users.
- **ReMade-SME**: a proprietary access specifically designed for small and medium enterprises.
- **ReMade-IND**: access for funding for larger projects accessible by all types of companies.

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## ReMade-Trans-national (TA) Access

### 1. Preparation phase

Users are requested to establish contact with the local team and the user office as early as possible after receiving the confirmation of a scheduled access, in order to discuss all scientific, administrative, and organisational details of the stay, respectively of the experiment implementation in case of a remote or mail-in access.

### 2. Experiment phase

Access to the research infrastructures is free-of-charge. Users are obliged to fully respect the rules and regulations in place at the facility.

### 3. Follow-up and obligations

Directly after completion of the experiments, users are requested to fill and submit the *User Feedback form* following instructions received via the **ReMade-at-ARI** portal. In addition, an experiment report including first results of the data analysis has to be submitted within three months. Failure to submit these documentations will prevent the evaluation of any further proposal for access to **ReMade-at-ARI** facilities.

### 4. Publications

Users are strongly encouraged to provide open access to the publications resulting from the research supported through **ReMade-at-ARI**. Choosing gold open access journals should be considered whenever possible. Users are obliged to acknowledge support from **ReMade-at-ARI** by the following text string that needs to be literally included into any dissemination action resulting from the proposal (peer-review articles, conferences, book chapters):

*“Funded by the European Union as part of the Horizon Europe call HORIZON-INFRA-2021-SERV-01 under grant agreement number 101058414 and co-funded by UK Research and Innovation (UKRI) under the UK government’s Horizon Europe funding guarantee (grant number 10039728) and by the Swiss State Secretariat for Education, Research and Innovation (SERI) under contract number 22.00187.*

*Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the UK Science and Technology Facilities Council or the Swiss State Secretariat for Education, Research and Innovation (SERI). Neither the European Union nor the granting authorities can be held responsible for them.”*

Excellence and efficiency of research at large scale facilities will determine the future success and funding of these infrastructures. Users are, in their own interest, encouraged to appropriately acknowledge the facility/ies and instruments accessed. Without the dedicated work of the local scientists in designing, commissioning, building, maintaining and developing the instruments and experimental stations many experiments could not succeed. For this reason, it is highly appreciated if users include their local contact as co-author on their papers. If the user group has been largely self-sufficient during experiments and does not intend to include the local contact as a co-author on publications, their support should at least be acknowledged.

### 4. Reimbursement of travel costs

Maximum two users per research group are entitled to receive a co-funding for their travel expenses. To receive this reimbursement, financial support must be formally requested after proposal approval. In addition, the *User Feedback form* must have been submitted. Details regarding the travel reimbursement are available in the **ReMade-at-ARI** User Guide.



# ReMade-at-ARI Terms of Use

## ReMade-Small & Medium Size Enterprises (SME) Access

The SME companies applying for industrial access to **ReMade-at-ARI** are required to accept the following Terms of Use:

### 1. Preparation phase

Prior to proposal submission it is strongly recommended that the company consults with the industrial contact points of the facilities. An updated list of the contact details can be found in the **ReMade-at-ARI** [Industry and Innovation page](#).

Only companies considered as SMEs according to the [EU definition](#) can request access to the facilities participating in ReMade-SME.

Proposals should address circular economy projects in areas such as: Plastics; Food, Water and Nutrients; Electronics and ICT; Textiles; Packaging; Construction and Buildings; Batteries and Vehicles.

The service access to ReMade-SME facilities will be based on the submission of a proposal by the company and their partners in reply to specific calls for proposals opened through the [single-entry portal](#) created by **ReMade-at-ARI**.

The ReMade-SME proposals must be submitted via this [ARIA portal](#) and must contain the information requested. This comprises in particular the project description, the type of samples to be measured, the innovation potential, and the expected impact of the project.

**Proposal evaluation will be performed on a continuous basis** to minimize the response time to the companies. **Only one proposal per company and per call** will be accepted. If a proposal has been rejected, it can be rewritten and resubmitted in reply to the same call for proposals. For a particular project, only one proposal can be accepted and realised, except in very well justified cases, in which the submission of a second proposal for a further step in the implementation of the project, may be approved.

The selected facility or facilities will validate the technical feasibility of the proposal. If more than one facility is selected, each facility will validate the technical feasibility.

The proposals will preferentially be assigned to the main facility stated on the proposal. However, the choice of a particular facility in no way implies a commitment or obligation of the facility to actually realise the project at their site. **ReMade-at-ARI** reserves the right to assign a facility different from the company's preference according to feasibility checks and the internal rules of the facilities.

An independent panel of experts will evaluate the proposals according to the established evaluation criteria: the scientific merit, the product or service innovation, and the potential impact of the proposal.

### 2. Experiment phase

If approved, the SME and the facility will discuss the proposal details for an optimum experiment design. A non-disclosure agreement can be signed between the company and the facility, if required.

An access form will be issued by the facility through the ARIA portal considering the estimated time required to carry out the experiments and works for the realisation of the proposal.

Experiments can be carried out in-person or remotely, based on a mail-in or remote procedure. In that case, the company will send the sample(s) in a timely manner and in accordance with all instructions from the facility.

The experiments and work will be carried out following the access rules of the facilities. Refusal to follow those regulations may imply the termination of the service.

At the conclusion of the service the company will receive the experiment results containing the information agreed between the company and the facility.



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### 3. Follow-up and obligations

The information on the proposal and experiment will be treated as confidential. The experimental results obtained at the facilities under the present **ReMade-at-ARI** service access shall be owned by the SME and no publication of the results is required.

However, as the works performed are supported by the **ReMade-at-ARI** project, which is funded by the European Union, the companies shall grant the ReMade-SME facilities the right to disseminate their names, a short background of the company and a brief summary of the performed experiment, without confidential information.

Therefore, directly after completion of the experiments, users are requested to provide the publishable summary as well as to fill and submit a *User Feedback form* following instructions received via the **ReMade-at-ARI** portal. Failure to submit these documentations can prevent the evaluation of any further proposal for access to **ReMade-at-ARI** facilities.

### 4. Confidentiality

The information included in the proposal and resulting from the experiment will be treated as confidential.

Due to the industrial nature of the experiment performed, the experiment results obtained at the facility (or facilities) under the present **ReMade-at-ARI** service access shall be owned by the SME and **no publication of the results is required**. However, as the works performed are supported by the **ReMade-at-ARI** project, which is funded by the European Union, the companies shall grant the facility (or facilities) the right to disseminate their company name, a short background of the company (agreed on with the company) and the above-mentioned publishable summary on their website, social media or other platforms deemed appropriate to the facility.

### 5. Publications

If a publication is sought for, companies are strongly encouraged to provide open access to the publications resulting from the research supported through **ReMade-at-ARI**. Choosing gold open access journals should be considered whenever possible. Companies are obliged to acknowledge support from **ReMade-at-ARI** by the following text string that needs to be literally included into any dissemination action resulting from the proposal (peer-review articles, conferences, book chapters):

*“Funded by the European Union as part of the Horizon Europe call HORIZON-INFRA-2021-SERV-01 under grant agreement number 101058414 and co-funded by UK Research and Innovation (UKRI) under the UK government’s Horizon Europe funding guarantee (grant number 10039728) and by the Swiss State Secretariat for Education, Research and Innovation (SERI) under contract number 22.00187.*

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### 6. Reimbursement

The costs of the agreed services are borne by **ReMade-at-ARI** in full or in part, depending on each **ReMade-at-ARI** partner’s legal requirement. The rest may be invoiced to the SME. This commitment does not preclude the need to follow other formalities required by the facility.



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## ReMade-Industrial (IND) Access

### 1. Preparation phase

#### Who can apply?

ReMade-IND project groups (referred to as “*the applicants*”) will consist of at least **one company** and at least **one knowledge provider** (academic partner, RTO, CRO, specialised service companies or other similar legal entities).

The responsible for the proposal will be the company, the end user of the results. Companies (end users) shall be based in one European state associated to Horizon Europe.

The knowledge provider will bring the necessary skills and knowhow to support the company to solve the industrial challenge. To fulfil this role, the knowledge provider will act as a subcontractor of **ReMade-at-ARI**.

#### The application:

Prior to proposal submission, it is strongly recommended that the applicants consult with the industrial contact points of the facilities they intend to access. A list of contact details can be found in the **ReMade-at-ARI [Industry and Innovation page](#)**.

ReMade-IND grants will be awarded based on the submission of a proposal through the [single-entry portal \(ARIA\)](#). **Two calls for proposals** will be made with opening dates in summer 2023 and spring 2024.

Proposals should address circular economy industrial challenges related to materials used in areas such as: plastics; food, water and nutrients; electronics; textiles; packaging; construction; batteries and vehicles, and in alignment with the [EU’s circular economy action plan](#).

Special attention will be given to proposals addressing industrially relevant developments resulting in enhanced industry exploitation of ARIs.

**Only one proposal per company and per call** will be accepted. If a proposal is rejected, it can be rewritten and resubmitted during the second call for proposals. For a particular project, only one proposal can be accepted and realised, except in very well justified cases, in which the submission of a second proposal for a further step in the implementation of the project may be considered.

#### Evaluation of proposals:

The selected facility will validate the technical feasibility of the proposal. If more than one facility is requested, each facility will validate the technical feasibility.

Proposals will be preferentially assigned to the facility (or facilities) stated on the proposal. However, this selection of a preferred facility does in no way imply a commitment or obligation of this particular facility to accept and implement this specific proposal. **ReMade-at-ARI** reserves the right to assign a facility different from the company preference according to feasibility checks and the internal rules of the facilities.

An independent panel of experts will evaluate the proposals according to evaluation criteria which will determine the successful proposals. The evaluation criteria are based on scientific merit (0-5), innovation potential (0-5), potential impact (0-5), relevant exploitation of the RI (0-5), budget appropriateness (0-5) and the quality of engagement



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between the industry and knowledge provider (0-5). The bulleted list below indicates what contributes positively to the assessment of each criterion<sup>1</sup>:

- **Scientific merit:**
  - The project addresses relevant industrial and technological issues related to the characteristics of particular materials, with have a major impact on circular economy challenges.
- **Innovation potential:**
  - The project results bring new opportunities and resources to create and/or implement innovations to the company's product, services or business in general.
- **Potential Impact:**
  - The project results are exploitable by the project stakeholders and generate a measurable impact on, for example, the Technology Readiness Level (TRL) of their existing products or services.
  - The impact of the project is aligned with the objectives identified in [EU's Circular Economy Action Plan](#).
- **Relevant exploitation of the Research Infrastructure (RI):**
  - Relevant and necessary preliminary work is described, evidencing clearly the need to use the RI.
  - The project improves the conditions for future industry exploitation of the RI.
  - The project results may promote the access to the RI for first-time industrial users (including stakeholders participating in the project, or entities outside the project group, whom may access the RI in the future).
- **Budget appropriateness:**
  - The proposed activities are reasonable in terms of available resources.
  - Additional expenses (beyond the scope of the grant, hence covered by the stakeholders) are indicated in the proposal, if considered critical for the implementation of the project.
  - Companies should clearly indicate any in-kind contributions to the project.
- **Quality of engagement between the industry and knowledge provider:**
  - The project group is clearly structured and well composed in terms of roles and competences.
  - The project promotes the use of ARIs by existing partnerships between industry and knowledge providers, or the project promotes new (and possible long-term) partnerships between industry and knowledge providers.
  - The project promotes knowledge transfer between stakeholders.

Proposal evaluation by the external experts will be performed after each call. Each proposal will be sent to two reviewers for evaluation. Only proposals that obtain a score equal to or higher than 15 in each evaluation will be considered. In case of disagreement, proposals will be sent to a third reviewer.

A ranking will be made based on the result of the evaluation provided by the external review. The highest-ranking proposals will be accepted. Five proposals granted per call are expected to be supported.

If two or more proposals turn out to be equally ranked, a preference will be given to:

- Participants (either the industry partner or the knowledge provider) who have no other accepted ReMade-IND proposals;
- Proposals requesting access to facilities, where there are fewer funded projects;
- Proposals from groups based in countries where there are fewer funded projects;
- Proposals proposing the use of techniques with traditionally fewer applications from industry applicants.

If deemed reasonable, **ReMade-at-ARI** reserves the right to reassign proposals to a different facility(ies) than the one(s) indicated as preference(s), in order to balance the distribution of proposals to the facilities.

The final selection of approved proposals will be validated by the **ReMade-at-ARI** Executive Board.

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<sup>1</sup> Please note that it is not expected that projects fulfil ALL criteria; the instructions only indicate what can *maximize* the evaluation of each one.



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## 2. Experiment phase

An access form will be issued by the facility (or facilities) through the ARIA portal with the awarded support and access. The applicants and knowledge provider will be notified. This access form must be accepted by both partners in order to benefit from the grant. This does not preclude the need to follow other formalities required by the facility (or facilities).

In the cases where more than one facility is involved in the project, one of the facilities will be designated as central service contact.

**Signing an Intellectual Property Agreement (IPA) between partners** before the start of the project is a prerequisite for the knowledge provider to be included in the consortium of the project as a beneficiary.

Experiments can be carried out in-person or remotely, based on a mail-in or remote procedure, depending on the services provided by the facility (or facilities). In either case, the engagement of the applicants must be in the form of, at the minimum, regular meetings with the RI, in order to ensure the project's success. In case of remote access, the applicants are also expected to mail-in the sample(s) in a timely manner and in accordance with facility instructions.

The experiments and work will be carried out following the access rules of the facility (or facilities). Refusal to follow those regulations will imply the termination of the service.

ReMade-IND projects will be expected **to be completed in a maximum of 18 months** from their formal acceptance.

## 3. Follow-up and obligations

The information included in the proposal and resulting from the experiment will be treated as confidential.

At month 9 (or midway through the expected project timeline) the applicants must issue a **follow-up report** to the facility or the facility acting as central service contact, including a status and budget update on the project.

At the end of the experiment, the applicants must provide a final report to the facility or the facility acting as central service contact. The report should include:

- the actual costs incurred providing the appropriate receipts/documents,
- the number of beamtime hours used at each facility (or facilities),
- a case study as a publishable summary highlighting the impact of the work in terms of the Circular Economy and use of the ARIs.

Failure to submit this documentation in a timely manner could result in any further proposal from the applicants for access to **ReMade-at-ARI** facilities being refused and the financial grant being withheld.

Applicants are also requested to fill in a short *User Feedback form* following instructions received via the **ReMade-at-ARI** portal.

The generated experimental data will be subject to data policies in place at facilities for industrial research.

## 4. Confidentiality

**For SMEs:** the information included in the proposal and resulting from the experiment will be treated as confidential. Due to the industrial nature of the experiment performed, the experiment results obtained at the facility (or facilities) under the present **ReMade-at-ARI** service access shall be owned by the SME and **no publication of the results is required**. However, as the works performed are supported by the **ReMade-at-ARI** project, which is funded by the European Union, the companies shall grant the facility (or facilities) the right to disseminate their company name, a short background of the company (agreed on with the company) and the above-mentioned publishable summary on their website, social media or other platforms deemed appropriate to the facility.



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**For non-SMEs:** the information included in the proposal and resulting from the experiment will be treated as confidential. However, **when relevant, results obtained from ReMade-IND experiments should be published with the most appropriate method**, including journals or other means, and according to the nature and extent of the results obtained. In any case, as the works performed are supported by the **ReMade-at-ARI** project, which is funded by the European Union, the companies shall grant the facility (or facilities) the right to disseminate their company name, a short background of the company (agreed on with the company) and the above-mentioned publishable summary on their website, social media or other platforms deemed appropriate to the facility.

### 5. Publications

In case of publication, companies are strongly encouraged to publish results from the research supported through **ReMade-at-ARI** via open access journals. Choosing gold open access journals should be considered whenever possible.

Companies are obliged to acknowledge support from **ReMade-at-ARI** by the following text string that needs to be included exactly as written into any dissemination action resulting from the experiment (peer-review articles, conferences, book chapters):

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### 6. Reimbursement

**The maximum granted amount will be 30,000 Euro per proposal.** Costs can be used for customisation of access. Examples of eligible costs are (but not limited to):

- consumables (e.g. sample preparation, sample holders, etc.),
- sample environment customisation,
- personnel costs for experiment design, data analysis, travel costs, etc. by the project stakeholders

Other costs covered by **ReMade-at-ARI** (not to be included in the 30k grant) are:

- experiment technical support, access management and scientific advice at the facility,
- advice on data analysis and general scientific advice from the Smart Science Cluster and the Expert Network.

**Beamtime** is not an eligible cost but can be purchased. Applicants can also apply for competitive calls to the RI, either within the ReMade project (via the standard [ReMade-TNA access](#)), or via calls independent of the ReMade project. Beamtime may also be provided in-kind by the facility.

Note that beamtime or experiment time does not have to be granted or scheduled at the facility before proposal submission. However, applicants who intend to pay for experimental time are expected to refer to an already completed dialogue with the RI, confirming the planned agreement. Applicants who intend to obtain experimental time through competitive calls must explain what measures they will take in order to ensure the project success in case that beamtime is not granted.

Taxes such as VAT are not considered eligible costs.

Companies must also indicate their in-kind contributions.





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**Reimbursement of the eligible costs:** each participant incurring eligible costs will issue one invoice to the facility with itemized and detailed expenses submitted to that facility, where each expense incurred to carry out the project is duly justified. Such invoices must be provided by the participants together with the final report, where additional justification of each expense can be included.

The reimbursement will be controlled by the selected facility or the central service contact in the case that there is more than one facility involved.

As a general rule, expenses must comply with the following requirements:

- They must be verifiable.
- They must be incurred by one of the project applicants included in the proposal submission.
- They must be reasonable and for the intended purpose of carrying out the project.

### DECLARATION

I declare that I have read and fully understood the applicable **ReMade-at-ARI Terms of Use** (ReMade-TNA, ReMade-SME, or ReMade-IND). I also declare that I agree to be bound by all terms, conditions, and obligations contained therein, of the access route selected during the application.