

# GRANT REGULATIONS FOR BLUECHEM KICKSTART FUND

Valid from 1/01/2020 until indefinite

Adopted by the Municipal Council on 21/10/2019.

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## ARTICLE 1. PURPOSE

The grant provider wishes to offer companies that rent lab space in the BlueChem chemical cluster a grant for the purchase of lab materials and equipment for the labs in BlueChem.

## ARTICLE 2. DEFINITIONS

In these regulations, the following terms have the meanings set out below:

Grant provider: the person who awards the grant.

BlueChem: a sustainable chemistry incubator at Blue Gate Antwerp.

Chemistry incubator: a building with a gross floor area of 3,375 m<sup>2</sup> located at the Blue Gate Antwerp business site, which has been established to accelerate the growth of startups active in sustainable chemistry with the aid of infrastructural, financial and go-to-market services.

Blue Gate Antwerp: business park in Antwerp's Het Zuid district for sustainable economic activity.

BlueChem nv: the company responsible for the running of the chemistry incubator.

## ARTICLE 3. TARGET GROUP

### 3.01 ENTITIES ELIGIBLE FOR THE GRANTS

All companies that are admitted to the chemistry incubator by BlueChem nv and that rent laboratory space from it are eligible for the grant.

## ARTICLE 4. APPLICABILITY

The grant applies to all target groups listed in Article 3.1. who are established and/or perform their activities or projects within the area of the City of Antwerp.

## ARTICLE 5. ACTIVITIES OR WORKS ELIGIBLE FOR GRANT AID

The grant provider may provide a grant for the following activities/works:  
the furnishing of laboratories in the chemistry incubator (e.g. furniture, appliances, glassware, etc.).

## ARTICLE 6. CONDITIONS FOR THE GRANT

To receive the grant, these conditions must be met:

- A company must rent laboratory space in the chemistry incubator and have a rental contract with BlueChem nv signed by both parties.
- The company prepares a grant dossier and sends it to the City of Antwerp.

The City of Antwerp verifies whether the grant dossier meets the conditions included in the grant regulations and submits the grant dossier to the board for approval.

After approval by the board, the City of Antwerp will provide the grant directly to the company. Consequently, the company (and not BlueChem nv) will become the owner of the purchased material.

Terms and Conditions:

- A company can only receive one grant for the lab it rents;
- If a company wishes to rent additional lab space at a later date, a new grant can be requested for this new space.

What if the company leaves BlueChem?

If companies leave BlueChem for reasons other than bankruptcy, the residual value (straight-line depreciation pro rata the received grant) of the material purchased is always charged against the grant.

- If the company stays with BlueChem for less than 5 years, the residual value of the grant must be repaid to the City of Antwerp pro rata to a depreciation rate of 20 per cent per year;
- If the company remains at BlueChem for at least 5 years, the City of Antwerp considers the grant fully discharged and the company owes nothing more to the City of Antwerp.

## ARTICLE 7. GRANT AMOUNT

The grant does not exceed 80 percent of the invoice amounts (excluding VAT) with a maximum of € 700 per m<sup>2</sup>.

The grant may only be awarded and paid out subject to the condition that the grant amount is included in the annual allocations of the multi-annual plan's adjustment.

### 7.01 THE GRANT CANNOT BE COMBINED WITH

- grants from third parties for the same proven expenses.
- grants from the grant provider for the same proven expenses.

### 7.02 OVERRUN

The total sum of the grants received from the grant provider and third parties may not exceed the total cost of the project.

## ARTICLE 8. APPLICATION

The grant application must be submitted to the grant provider.

The application must contain at least the following information and/or documents:

- a clear description of the purpose for which the grant will be used;
- other grant applications for the same purpose;
- the grant applied for;
- a bank guarantee for the same amount as the grant applied for, which may be written off pro rata at a rate of 20 percent per annum;
- a copy of the rental contract signed by both parties;
- an overview of the invoices, as well as the invoices in PDF, for the lab equipment that will be purchased with the grant. The invoices do not have to be paid;
- a document in which the company declares that it complies with the state aid and de-minimis rules. If a paid out grant is found to be in breach of state aid or de-minimis rules, the City of Antwerp shall declare the tenant in default and recover the grant (including interest).

In addition, the following information about the applicant should be included (or made available):

- in the case of a legal person,
  - a copy of the current statutes with reference to their publication date in the Belgian State Gazette;
  - the identity, address and telephone number of the director mandated on behalf of the legal entity, who will also sign the application;
  - the identity, address and telephone number of the authorised representatives for the day-to-day management appointed by the executive board;
  - the bank account number of the legal entity;

- the most recently approved annual report, the balance sheet, the profit and loss account, notes on the accounts and an activity report;
- the most recently approved budget;
- the VAT statute.
- in the case of a natural person,
  - the identity, address and telephone number of the applicant, who signs the application and is personally responsible for the application and the further follow-up and justification of the grant's deployment;
  - the applicant's national security number;
  - the applicant's bank account number.

Application forms can be found on the grant provider's website.

## ARTICLE 9. DIGITAL COMMUNICATION AND NOTIFICATION OF RECEIPT

### 9.01 CONFIRMATION

Applications submitted digitally will receive an automatic, digital notification of receipt. This merely confirms that the application has been well received, and does not verify the completeness of the dossier.

### 9.02 RECEIPT

Receipt and completeness of the grant application shall be confirmed within 14 calendar days with an acknowledgement of receipt.

If the grant application is incomplete, the city shall send a letter to the applicant informing him that the application is incomplete and that necessary additional information must be provided within 14 calendar days.

## ARTICLE 10. DECISION

The City Council will take a decision in principle on the grant application within a period of 30 working days after the date stated on the acknowledgement of receipt.

Upon submission of the supporting documents and verification of the grants' use, the competent body shall take a decision on the determination of the amount of the grant to be awarded.

## ARTICLE 11. USE OF THE GRANT

The grant received must be used for the purpose for which it was granted and this must always be demonstrable.

## ARTICLE 12. ACCOUNTABILITY AND INSPECTION

The following supporting documents must be submitted within 30 calendar days of the end of the activity:

- Financial statements (invoices, claims, etc);

The 'end of the activity' is understood to mean the delivery date of the lab equipment.

The beneficiary shall provide any additional information on first request of the grant provider. Checks can be carried out by delegates or appointees of the grant provider.

## ARTICLE 13. PAYMENT

The grant will be paid within 30 calendar days following approval of the application dossier. A grant will only be paid if there are no outstanding, uncontested debts to the City of Antwerp.

## ARTICLE 14. SANCTIONS

In the following cases, the grant provider may decide to recover all or part of the grant already paid or not to pay all or part of the grant awarded:

- if all or part of the grant is not used for the purpose for which it was granted and/or the use of which cannot be accounted;
- if the requested supporting documents are not submitted, are not submitted on time, or are not submitted in full;
- if one or more of the conditions of these regulations are not met;
- if the beneficiary objects to or makes it unnecessarily difficult to carry out an on-site check.
- in the event of fraud or false declarations. In the latter case, the grant provider may, in application of these regulations, also decide not to award any more grants for a period of 1 year.

## ARTICLE 15. INSURANCES

Under no circumstances may the grant provider be held liable for damage to persons or property resulting directly or indirectly from activities related to the use of the grant. The beneficiary must take out civil liability insurance for the performance of the activity covered by the grant.

If the beneficiary works with their own staff and/or volunteers, they shall take out insurance at their own expense (insurance against accidents at work and/or insurance against physical accidents).

## **ARTICLE 16. FUNDAMENTAL FREEDOMS**

Anyone who receives a grant from the city or makes direct or indirect use of urban infrastructure is committed to contributing constructively to the development of a city in which citizens live together in harmony, without discrimination and with respect for each other. Of course, this means full compliance with the laws of the Belgian people and the European Convention for the Protection of Human Rights and Fundamental Freedoms.

Using the grant or infrastructure in a way that is contrary to the above commitment shall always lead to sanctions such as:

- denying or demanding reimbursement of the grant;
- unilateral termination of cooperation;
- rent bans in all urban centres;
- refusal of logistical support.

The city cannot be held liable for the damage suffered as a result of the sanctions imposed.

## **ARTICLE 17. APPLICABLE LEGISLATION**

The awarding of grants in accordance with these regulations is governed by the Act of 14 November 1983 on the supervision of the award and use of certain grants, and by the general regulations governing grants approved by the Municipal Council on 18 December 2006.

## **ARTICLE 18. ENTRY INTO FORCE AND DURATION**

These regulations shall enter into force on 1 January 2020.