

TRACE Call 2025 – A Path to Resilience (Pool 4 & 5)

Guidelines for Agreements and Project Initiation

Please find below information about the practicalities and agreements needed to initiate the TRACE Call 2025: A Path to Resilience project.

1. **TRACE Project agreement:** Please check the details in the attached project agreement and fill in the missing information marked with yellow, including the expected start date/end date of the project and the project manager's name. Together with the finalized project agreement, please provide us with the latest version of the project budget and project plan so that they can be reviewed, approved, and attached to the agreement. Once the project agreement and the updated attachments are approved, the lead project partner can sign the agreement.
2. **Collaboration agreement:** As regulated by the project agreement, all the project partners in the project need to agree and sign a collaboration agreement for the project. The collaboration agreement can be based on the template of the university/GTS organization that participates in the Project. In the case that there is no university or GTS involved in your project, you can get a template from us. Alternatively, you can use Innovationsfond guidance and inspirational templates for collaboration agreements for Grand Solutions projects. It is the responsibility of the lead project partner to finalize this agreement. The collaboration agreement is between the partners in the project, and TRACE is not part of this agreement. However, it must be submitted to TRACE for review and approval in accordance with the Project Agreement.
2. **TRACE Association membership:** All partner organizations will have to become **non-paying partners** in the TRACE Association and thereby agree to the articles of the association. (See: Statutes of TRACE under <https://trace.dk/about-trace/>) The TRACE administration will automatically register all the project partners as non-paying members of the TRACE Association when the TRACE Project Agreement has been signed. The partners will receive an e-mail receipt after the registration. TRACE administration will later contact all partners regarding the advantages of full membership, i.e., becoming paying members. You can find the TRACE articles attached to this e-mail as information for the project participants.
3. **IFD Declarations:** All the private organizations in the project need to sign the relevant Innovations Fund Denmark declarations. The company partners must complete up to 3 of the following declarations: 1A) Declaration on status as not in crisis 'Ikke-kriseramt virksomhed', 1B) Declaration on De minimis rules of state funding, and 1C) Declaration on status as an SME and state funding. All companies must complete 1A. Companies that apply a flat rate in the budget complete 1B, and all SMEs complete 1C. Note the correct IFD case number.

IFD case number: 4372-00005B (Pool 4) – including projects for:

- TRACE Call 2 / Pool 4 A1 – Circular solutions to single-use plastics and textiles in the healthcare sector
- TRACE Call 3 / Pool 4 A3 – Circular services and solutions extending the lifetime of applied textiles

IFD case number: 5286-00003B (Pool 5) – including projects for:

- TRACE Call 1 / Pool 5 A1 – Circular Solutions in the Food Industry
- TRACE Call 4 / Pool 5 A2 – International Scaling of Proof-of-Concept Circular Economy Systems
- TRACE Call 5 / Pool 5 A4 – Research and Innovation in Systemic Impact Measurement for Circular Economy

Please initiate the processes for the TRACE project agreement, collaboration agreements, and IFD declarations in your project. You can find both Danish and English templates for the declarations attached.

There will be an organized onboarding seminar for all the new Call 2025 (Pool 4 & 5) on the 8th of September 2026. More information will follow shortly. You will also receive an invitation to the TRACE Project platform, where the new projects will be managed, and the signed agreements will be uploaded.

Do not hesitate to contact us in case you have any questions related to the agreements or the process.

For more information about TRACE, you can visit our home page: <https://www.trace-im4.dk/>

Best regards,

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