



GOVERNMENT OF MALTA  
PARLIAMENTARY SECRETARIAT  
FOR YOUTH, RESEARCH  
AND INNOVATION



## FUSION R&I Business Plan Voucher

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Rules for State aid *De minimis* regime | Option A



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## 1 Introduction

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FUSION is a national funding programme that drives and supports local Research and Innovation (R&I), as well as providing the necessary support for researchers and technologists to turn their innovative ideas into a market-ready reality. FUSION is supported through Malta Government funds and is managed by Xjenza Malta as the Managing Authority.

The main objectives of FUSION are:

- To raise the level and profile of locally funded research
- To ingrain R&I at the heart of the Maltese economy
- To spur knowledge-driven and value-added growth
- To sustain improvements in the quality of life

These can be achieved since research results and innovation have the potential of translating themselves into commercial activities which generate a multiplier effect on the economy, by increasing Malta's competitiveness through the creation of additional high-value and knowledge intensive employment opportunities in Malta's priority industries.

FUSION is composed of various programmes. These programmes are designed in a way to offer the necessary mentoring and financial support for researchers and technologists to develop their ideas for the betterment of society.

## 2 Voucher Programme

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The Xjenza Malta Voucher Programme (the “Programme”) is designed to help businesses and researchers to valorise their innovative technologies. The vouchers offer financial support for projects funded by Xjenza Malta that have reached an applied stage of development (Technology Readiness Level 5 or higher) and will be supported by service providers approved by the Managing Authority.

Three types of vouchers will be available:

1. Intellectual Property Registration €20,000 (IPR) Aim: To provide inventors with the opportunity to protect their intellectual property rights, safeguarding their invention from potential infringement.
2. Business Plan €12,000 (BP) Aim: To create a comprehensive business plan that informs investors of the business's operations, financial projections, and return on investment, while outlining goals, risk management strategies, and marketing plans for success.
3. Market Discovery €4,000 (MD) Aim: To assist beneficiaries in finding opportunities to showcase their innovations, while preparing them to engage with potential investors. and ideal investment avenues, organizing meetings, and tailoring presentations to effectively engage investor interest by highlighting competitive advantages, financial performance, and exit strategies.

Each voucher will be awarded to up to 10 projects on a first come first served basis, though this may be adjusted based on demand. Applicants can apply once their research grant agreement is finalized.

## 3 Business Plan Voucher

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This Voucher will provide assistance to compile a Business Plan.

A business plan is a strategic document that outlines the financial and operational roadmap of an entity. It serves as a blueprint for business growth, guiding entrepreneurs through key decisions while attracting potential investors and financial institutions. A well-structured business plan highlights revenue projections, market strategies, and operational objectives, ensuring long-term sustainability and success.

The primary goal of this business plan is to demonstrate how the business will operate, generate revenue, and achieve its objectives. It provides insights into market trends, competition, and risk factors while outlining strategies to navigate challenges and capitalize on opportunities. Key sections of a business plan include:

- Executive Summary – A concise overview of the business plan.
- Company Description & Management – Business structure and leadership team.
- Market Analysis & Strategy – Industry landscape, target audience, and competitive positioning.
- Business Model & Financial Plan – Revenue generation, cost estimates, and financial projections.
- Operational & Growth Strategy – Key milestones, risk assessment, and long-term vision.

By clearly defining the business's goals and strategies, this plan serves as a vital tool for securing investment and ensuring the start-up's success in a dynamic market.

### 3.1 Voucher Scope and Focus

The Voucher provides financial support for novel technologies which have reached the prototype stage (TRL 5+) with a Xjenza Malta research approved grant. It also supports researchers in developing a comprehensive business plan with pre-approved service providers, ensuring a structured approach to market entry, financial planning, and business growth.

### 3.2 Contacts

For general enquiries kindly contact:

Name: Mr. Kyle Bonnici

Designation: R&I Executive

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For escalated enquiries kindly contact:

Name: Mr. Mark Farrugia

Designation: Senior Executive (R&I unit)

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Villa Bighi, Bighi,

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Email: mark.c.farrugia@gov.mt

## 4 Definitions

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Activities refer to the tasks carried out by the pre-approved service provider engaged through Xjenza Malta.

Applicant means anyone eligible for participation for a Voucher in terms of these Rules for Participation.

Beneficiary refers to an entity having submitted an application form for funding under this Voucher Programme in accordance with the corresponding National Rules for Participation, which is selected for funding.

Business Plan refers to a formal written document that outlines a company's goals, strategies, target market, financial forecasts, and operational plans. It serves as a roadmap for starting or growing a business, helping to guide decision-making and attract investors, lenders, or partners.

Consortium means a group of two or more Partners. At least one of these Partners must fall within the definition of Maltese Legal Entity as defined in this Section. One of the partners would be the Lead Partner. Foreign Partners can appear within the consortium, over and above the minimum requirements set out in this definition, however foreign partners are not eligible for funding.

Eligible costs are those costs incurred directly by the national beneficiaries during the duration of the project and used primarily for the purpose of achieving the objectives of the project. All eligible expenses must be incurred between the Start Date and the End Date of the Voucher and must be limited to the budgeted value.

Eligible undertakings are defined as undertakings which are carrying or have carried out research and innovation activities. In order to be eligible, applicants must

additionally satisfy the following criteria. They must be either: a) a partnership constituted under the Companies Act, being a partnership en nom collectif, or en commandite; or b) duly registered as a co-operative society under the Co-Operative Societies Act; or c) a limited liability company; or d) professional body; or e) NGOs; or f) Non-profit making entities (including Foundations).

‘Professional Body’ may be an organisation, an association, a chamber, society, institute, or a group of professional persons not being enrolled or registered in terms of The Voluntary Organisations Act (CAP 492 of the Laws of Malta) or not being otherwise recognised in terms of Law, and which is generally recognised and acknowledged by the professional persons it seeks to represent as their representative body. For the purposes of this Definition, a professional person is one who has undergone a period of study at a university or a recognised institution of higher learning and has obtained the formal qualification entitling the person to practise the respective profession; and who provides a specialised service to the public, based primarily on a fiduciary relationship between herself/himself and the party to whom s/he provides such service on his own personal credibility and responsibility.

‘NGO’ means any Voluntary or Non-Governmental Organisation set up in accordance with The Voluntary Organisations Act (CAP 492 of the Laws of Malta). Provided that a duly registered NGO, or a duly registered Professional Body shall also be considered to be NGOs for the purposes of these Rules of Participation.

‘Non-profit making’ is an entity where

- (a) the statute of which includes an express exclusion making profits as a purpose; and
- (b) an entity the statute of which expressly excludes in its purposes the promotion of private interests, other than a private interest which has a social purpose; and
- (c) an entity that makes no part of its income, capital or property available directly or indirectly to any promoter, founder, member, administrator, donor or any other private interest.

Provided that if a promoter, founder, member, administrator or donor is another enrolled non-profit making organisation, the limitation in this paragraph (c) shall not apply where the availability of such income, capital or property is subject to conditions which are consistent with the general purposes of the grantor entity:

Provided further that an organisation shall continue to be deemed as non-profit making notwithstanding that:

- (i) it obtains a pecuniary gain from its activities when such gain is not received or credited to its members but is exclusively utilised for its established purposes;
- (ii) it buys or sells or otherwise deals in goods or services where such activities are exclusively related to its principal purposes;
- (iii) it is established for the general entertainment, pastime, education or other similar benefit only of its members; or
- (iv) it is established for the promotion of the social role, ethics, education and values of a trade or profession provided it does not promote the private interests of its members.

End Date means the date when the Voucher, having commenced on the Start Date, expires.

Evaluators are the consultants who responded to Xjenza Malta's Call for Applications to provide evaluation services for submissions made through this Voucher Programme.

Grant Agreement (GA) is the funding agreement concluded between the Managing Authority and the beneficiary/ies and specifies the rights and obligations of the contracting parties.

In kind refers to any non-monetary contribution, such as a service or a good.

Innovation is defined as the internationally novel scientific/technological development of a technological process, product, or service. Also, the definition of innovation within the same context can also be applied to non-novel, yet step-change/ground-breaking enhancement of existing technological processes, products or services, or even the application of existing knowledge to new novel applications of these solutions to deliver step-change competitiveness through such an application.

Legal Entity means any entity created within the European Union, having an operating base in Malta and which has legal personality, which may, acting under its own name, exercise rights and be subject to obligations.

Managing Authority refers to Xjenza Malta, an Agency established as per S.L.595.49.

Partner is defined as a partner in a consortium.

Principal Investigator means the lead researcher on behalf of the local applicant/beneficiary. May be the same as the Project Contact Point.

Project Contact Point is the individual, appointed to act on behalf of the Applicant and who is responsible for communicating with Xjenza Malta about the Project. This may also be referred to as the Principal Investigator. The Project Contact Point shall have the following responsibilities:

1. To ensure compliance with the obligations in terms of the Grant Agreement.
2. To ensure the submission of all required financial reporting as per the contractual obligations.
3. To execute the project activities according to set timeframes and deliverables.

Service Provider means any pre-approved Xjenza Malta service provider which shall aid the beneficiary in the activities listed in these Rules for Participation.

Start Date means the date which is stated in the Grant Agreement for the official start of the project.

Technology Readiness Levels (TRLs) are a framework to measure the maturity of a technology, ranging from TRL 1 (basic principles observed) to TRL 9 (proven in an operational environment). They guide the development process, starting from concept formulation, through validation and prototyping, to full deployment in real-world conditions.

Voucher is a financial incentive provided to beneficiaries through which eligible costs listed hereunder may be reimbursed.

Voucher Grant means the granted funding provided under this Programme.

## 5 Eligibility Criteria and Applications

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This section provides details as to the criteria which must be checked in order to assess the entity/consortium's eligibility to apply and the application's fit within this Voucher Programme.

These Rules for Participation are exclusively applicable to undertakings that carry out an economic activity within the meaning of Article 107 TFEU.

Any eligible undertaking, with an operating base in Malta, as defined in Section 4 of these Rules, may apply and will be eligible for funding subject to the terms and conditions laid out in this Rules for Participation and in particular the conditions for eligibility.

Applicants must have reached a TRL of 5 or more. Applicants must have already benefited from an applied Xjenza Malta research grant.

In the case of a consortium, the following conditions shall apply:

- a) Only Maltese Undertakings as defined in Section 4 shall be eligible to submit an application for funding under this Programme;
- b) Only Maltese Undertakings as defined in Section 4 shall be eligible to benefit from the funds disbursed through this Programme.
- c) In the case of a multinational consortia, which include one or more Maltese entities, funding will be allocated pro rata based on the percentage share of the Maltese entity's participation in the project.

Projects must not have exceeded 5 years from the date of the research grant awarded.

All applications should be accompanied by the relevant declarations duly completed within the Appendices of the Application Form.

Given the aims of the Business Plan Voucher, it is integral that any proposal that will be considered for funding implements a scientific basis and highlights the research methodology to be conducted.

#### 5.1 Eligibility Under the State Aid Regime– De minimis

This scheme will be implemented in line with the terms and conditions of Commission Regulation (EU) 2023/2831 of 13 December 2023 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid (OJ L, 2023/2831, 15.12.2023) (hereinafter referred to as the de minimis Regulation).

The de minimis Regulation stipulates that a single undertaking cannot receive more than €300,000 in de minimis aid over the applicable three-year period, including de minimis aid from entities other than the Managing Authority. The three-year period is

assessed on a rolling basis. Applicants should ensure and declare that they are eligible for the requested grant under the de minimis Regulation before applying.

For the purposes of this Section, an “undertaking” shall mean any entity engaged in an economic activity, regardless of its legal status and of the way in which it is financed.

All applications must be accompanied by a State Aid de Minimis declaration form. For successful applications, an updated declaration form shall be provided at the time of the signing of the Grant Agreement, ensuring that the applicant remains eligible for funding under the State Aid regime.

For the purposes of the de Minimis Regulation, “Single Undertaking” means all enterprises having at least one of the following relationships with each other:

- (a) One enterprise has a majority of the shareholders’ or members’ voting rights in another enterprise;
- (b) One enterprise has the right to appoint or remove a majority of the members of the administrative, management or supervisory body of another enterprise;
- (c) One enterprise has the right to exercise a dominant influence over another enterprise pursuant to a contract entered into with that enterprise or pursuant to a provision in its memorandum or articles of association;
- (d) One enterprise, which is a shareholder in or member of another enterprise, controls alone, pursuant to an agreement with other shareholders in or members of that enterprise, a majority of shareholders’ or members’ voting rights in that enterprise.

Enterprises having any of the relationships referred to in points (a) to (d) above through one or more other enterprises shall also be considered to be a single undertaking.

In line with Article 1 of the de Minimis Regulation, no aid will be granted to those undertakings and/or sectors expressly excluded from receiving such aid.

The rules on cumulation laid down in Article 5 of the de Minimis Regulation will be respected.

In line with Article 6(1) of the de minimis Regulation, as of 1 January 2026, information on de minimis aid granted under this scheme shall be made publicly available in the central register at national or Union Level.

The following information shall be made public:

- the identification of the beneficiary,
- the aid amount,
- the granting date,
- the aid instrument, and
- the sector involved on the basis of the statistical classification of economic activities in the Union ('NACE classification').

More information on the de minimis Regulation can be found [here](#).

## 6 The Application Process

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The selection and funding of proposals under this Voucher shall be on a first come first served basis.

Applicants should refer to the eligibility criteria in Section 4.

### 6.1 Application Submission

Submission, evaluation and selection of project applications will be in the form of a one-stage process. The Applicant should ensure complete compliance with these 'Rules for Participation' prior to submission as no amendment or negotiations are allowed after submission.

If the Applicant is unsuccessful in obtaining the Voucher, the Applicant must wait three months from the date that the Managing Authority receives the application before reapplying for the same voucher. During this period, the Applicant should further develop the prototype, product, or technology and reassess the application to enhance the likelihood of success.

The legal representative must sign off on the application in blue/black ink and enter the date of signature. The legal representative must also sign off all relevant declarations found within the appendices of the application form. In case of sole entities, the legal representative of the entity applying must sign off on the application and all relevant documentation.

The content of the application form and these Rules for Participation will be directly appended to the Grant Agreements for successful Applicants and will constitute the Grant Agreement technical obligations.

Any text or appendices within the submitted application, that go beyond the prescribed maximum word count and/or page limits, shall be disregarded in the scientific evaluation process.

Application forms can be sent electronically to [voucher.xjenzamalta@gov.mt](mailto:voucher.xjenzamalta@gov.mt), keeping Kyle Bonnici ([kyle.bonnici.4@gov.mt](mailto:kyle.bonnici.4@gov.mt)) in copy, with "Business Plan – Voucher Submission" as a subject. It is the responsibility of the applicant to ensure that a confirmation of receipt is provided.,

All submissions shall include:

- ✓ The application form in MS Word (.docx) format and a signed scanned copy (to be sent by email)
- ✓ Additional Declarations (related to Personal Data, Cumulation of Aid, Double Funding, Outstanding Recovery Order and Transparency Obligations) found within the application form
- ✓ De minimis declaration form

It should be noted that emails with large attachments may be rejected by the system. Other file transfer services (such as WeTransfer) may be considered. It is the responsibility of the Applicant to ensure that application documents are sent out successfully.

All received applications shall be acknowledged by email. Applications shall be forwarded for evaluation at the end of every month unless otherwise stated by Xjenza Malta

## 7 Voucher Parameters

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Xjenza Malta reserves the right to carry out financial and/or technical audits to its discretion at any time within the project to ensure that Voucher Parameters as per contractual obligations are being observed.

### 7.1 Voucher Grant

Successful applicants will be awarded a grant of up to €12,000, provided on a reimbursement basis. Beneficiaries are expected to collect all invoices and submit once a year for reimbursement or at the end of the voucher period with the necessary deliverables submitted to the Managing Authority stated in Section 7.3.

### 7.2 Budget Duration

This Budget must be utilised within one (1) year from the date of the final signature of the grant agreement

### 7.3 Deliverables

The Business Plan Voucher should consist of the following activities:

- ✓ Executive summary
- ✓ Description of the Company /Management Team
- ✓ Market analysis and market potential
- ✓ Business concept and business model (Unique selling proposition, revenue generation model, market segments)
- ✓ IP Strategy
- ✓ Competitors
- ✓ Economic Risk Assessment
- ✓ Estimation of Cost and Revenue
- ✓ Management and Operational Plan
- ✓ Financial Analysis (Profit & Loss Analysis including break-even point)
- ✓ Major achievements, business strategy, and operational plan for the next 5 years

Upon completion, evidence of the following deliverable/s outlined below are required to be submitted:

1. Business Plan Report

7.4 Eligible Costs

The eligible costs relate solely to the approved service provider executing the activities outlined by the voucher in these Rules for Participation.

7.5 Ineligible Costs

Only the costs covered by the Activities will be eligible.

7.6 Aid intensity

The Voucher's financial contribution to a Beneficiary which is applying under this Programme shall be up to a maximum of 90% of the Voucher-value, excluding VAT. Therefore, such a Beneficiary must finance the remaining percentage. It is not possible for a Beneficiary to cover this percentage 'in kind'.

## 8 Evaluation

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Upon admin compliance, applications will be forwarded to three external evaluators for External Evaluation. Failure to achieve a minimum of 65% pass or failure to reach the subsection thresholds during the External Evaluation will fail the project application. For the application to be successful it must pass from all three steps.

External Evaluators will be evaluating applications on the following criteria:

Excellence (50% Threshold: 30%)

- What is the current TRL of your prototype? (e.g., TRL 1–9). Briefly describe the current development stage of your prototype
- What is the core business idea you intend to develop into a business plan?
- What makes your prototype unique or superior to existing solutions in the market? (List any competitive advantages)
- Provide a detailed and structured outline of the current project's market plan

Implementation (50% Threshold: 30%)

- What is your level of commitment to turning this business plan into a fully operational business?
- What are the key risks associated with your business idea, and how do you plan to mitigate them?
- Do you have potential customers, partners, or investors already identified?
- How will the business plan help you transition from an idea to a fully operational business?

## 9 Duration

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The Business Plan must be submitted within 15 weeks from the date of the final signature in the grant agreement date or as otherwise specified by Xjenza Malta. Delays beyond the deadline may result in reduced funding or ineligibility for future funding opportunities.

The Voucher Programme will close once all funds have been exhausted.

Additionally, the programme will temporarily close during the following periods:

- June 30th to August 31st
- December 1st to January 9th

Applications submitted during these periods will not be processed. Additionally, if an application is received during this time, the applicant may be required to resubmit after the temporary closure, incorporating any new changes implemented in the call documentation.

## 10 Terms and Conditions

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By applying to or participating in this program, you acknowledge that you have read, understood, and agreed to the terms and conditions.