**Annex 2**

**technical proposal template**

SynergistEIC – Open Call 1

Closing date of proposals: 14 June 2023, 17:00 CEST

General Instructions on the template

|  |
| --- |
| This template is to be used for the SynergistEIC Open Call 1 submission procedure.  The structure of this template must be strictly followed when preparing your proposal. It has been designed to ensure that the important aspects of your planned work are presented in a way that will enable the experts to make an effective assessment against the evaluation criteria.  **All applicants should organize their information as focused as possible, explaining at least the following aspects of their projects: overall description of the application; potential users/customers and markets; methods and approaches for users/customer engagement; resolution of the ownership (including preferably open source licensing approach for the results); positioning on the market against existing similar solutions/services; clear description of the added value; data quality properties that will be achieved by the application solution; time to market of the proposed solution/application.**  Please be aware that proposals will be evaluated as they were submitted, rather than on their potential if certain changes were to be made. This means that only proposals that successfully address all the required aspects will have a chance of being funded. There will be no possibility for significant changes to content, budget and team composition during grant preparation.  Total page limit: Sections 1, 2, 3, 4, 5, 6 and 7, together, should not be longer than 10 pages (Excluding section 8 Ethics and security).  All tables, figures, references and any other element pertaining to these sections must be included as an integral part of these sections and are thus counted against this page limit.  You must remove this instruction page before submitting.  After the deadline, excess pages (in over-long proposals/applications) will not be taken into consideration by the experts.  The proposal is a self-contained document. Experts will be instructed to ignore hyperlinks to information that is specifically designed to expand the proposal, thus circumventing the page limit. Please, do not consider the page limit as a target! It is in your interest to keep your text as concise as possible, since experts rarely view unnecessarily long proposals in a positive light.  The following formatting conditions apply: The reference font for the body text is Arial. The use of a different font for the body text is not advised and is subject to the cumulative conditions that the font is legible and that its use does not significantly shorten the representation of the proposal in number of pages compared to using the reference font (for example with a view to bypass the page limit). The minimum font size allowed is 11 points.  Standard character spacing and a minimum of single line spacing is to be used. Text elements other than the body text, such as headers, foot/end notes, captions, formula's, may deviate, but must be legible.  The page size is A4, and all margins (top, bottom, left, right) should be at least 20 mm.  **Delete the guidance text in each section.** |

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# Basic information

**1. Company name**

**2. Acronym**

# Company business, market and growth strategy

**3. Please describe the product/service/solution with which you are applying to this program in a concise and straightforward manner from the business perspective.**

**4. Please describe its unique selling point**

**5. Please describe your target audience and ideal customer profile**

**6. Who are your competitors and how do you stand out from them?**

**7. What is your Business Model Type, and please briefly describe it**

*(B2B; B2C; B2C2B; B2G; C2C)*

**8. Last VC Funding round or any other financing initiative type?**

*(We are bootstrapped; Public Funding & Grants; Angel; Pre-Seed; Series A; Series B-C)*

**9. What is your company’s 5-year plan?**

*Please mention a few clear goals/milestones to achieve in the next 3 to 5 years and steps you need to take.*

# Technical aspect

**10. Please describe your solution from a technical/scientific perspective. Make sure to indicate what deeptech technologies do you leverage**

*Such as AI, Machine learning and language processing, Big Data, Advanced Computing, Bioengineering, Next Generation Internet, Blockchain, IoT, etc.*

**11. Is the company’s technology patent protected/copyrighted?**

*Please be precise and indicate if the patent is in progress if that is the case. If you do not have an IP, patent, or other types of protection, please elaborate on the reason and/or your strategic decision for this.*

# Team capacities

**12.  Name of the coordinator, position in the company and short bio description**

**13. Is the coordinator a woman, or a member of an otherwise underrepresented group?**

*The project aims to have min. 50% of selected companies from Widening countries and min. 25% with led by women, or members of an otherwise underrepresented group. Please elaborate and indicate the position*

**14. What is the current number of employees?**

**15.  Describe your core’s team background and expertise**

*Hints:  Please address each member of the core team’s role, involvement in the company, and previous experience*

**16. Are you looking to expand your team over the next few months?**

# Program fit and motivation

**17. How is your solution contributing to the topic of the Open Call?**

*OC1 focuses on Startups developing innovative solutions addressing climate-tech, Greentech, circular economy and agri-food challenges.*

**18.  How can SynergistEIC help your company with your growth / development / scaling?**

# Impact

**19.  Explain the technological impact of your solution**

*Ability to implement advanced technologies, advance the state of the art and transfer knowledge to the community, implementation of user-centric technology development.*

**20. Explain the Socio-economic impact of your solution**

*Such as environmental, sustainability, management skills, SME organizational culture, and human-centric organization, while encouraging inclusiveness, and incorporation of European social and ethical values and contribution to Sustainable Development Goals.*

*Please note that SynergistEIC accepts companies who have a positive impact in these areas.*

# Work plan and budget justification

**21. Please provide a high-level work plan for the sub-granted 6 months**

|  |
| --- |
| Activity [Start month- End month] - Description |
| Example: Name of activity 1 [1-3] - Description if activity 1 |

**22**. **Please describe your foreseen costs throughout the duration of the FSTP measure**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Month 1 | Month 2 | Month 3 | Month 4 | Month 5 | Month 6 | TOTAL |
| 1. Personnel costs (up to 70% of total) |  |  |  |  |  |  |  |
| 2. Travel and other direct costs: |  |  |  |  |  |  |  |
| *Travel costs (please specify)* |  |  |  |  |  |  |  |
| *Other direct costs (please specify)* |  |  |  |  |  |  |  |
| 3. Indirect costs (25% of 1+2) |  |  |  |  |  |  |  |
| 4. Subcontracting |  |  |  |  |  |  |  |

# Ethics and security

**NOTE: PLEASE FILL OUT THE ETHICS/ SECURITY ANNEX ON THE FOLLOWING PAGE.**

**NO PAGE LIMIT**

## ANNEX: Ethics/Security checklist

**ETHICAL ISSUES TABLE**

|  |  |
| --- | --- |
|  | **YES / NO** |
| **Informed consent** |  |
| **Informed consent** |  |
| **Does the proposal involve children?** |  |
| **Does the proposal involve patients or persons not able to give consent?** |  |
| **Does the proposal involve adult healthy volunteers?** |  |
| **Does the proposal involve Human Genetic Material?** |  |
| **Does the proposal involve Human biological samples?** |  |
| **Does the proposal involve Human data collection?** |  |
| **Research on human embryo/foetus** |  |
| **Does the proposal involve Human Embryos?** |  |
| **Does the proposal involve Human Foetal Tissue / Cells?** |  |
| **Does the proposal involve Human Embryonic Stem Cells?** |  |
| **Privacy** |  |
| **Does the proposal involve processing of genetic information or personal data (e.g., health, sexual lifestyle, ethnicity, political opinion, religious or philosophical conviction)** |  |
| **Does the proposal involve tracking the location or observation of people?** |  |
| **Research on animals** |  |
| **Does the proposal involve research on animals?** |  |
| **Are those animals transgenic small laboratory animals?** |  |
| **Are those animals transgenic farm animals?** |  |
| **Are those animals cloned farm animals?** |  |
| **Are those animals nonhuman primates?** |  |
| **Research involving developing countries** |  |
| **Use of local resources (genetic, animal, plant etc)** |  |
| **Benefit to local community (capacity building i.e., access to healthcare, education etc)** |  |
| **Dual use** |  |
| **Research having direct military application** |  |
| **Research having the potential for terrorist abuse** |  |
| **ICT implants** |  |
| **Does the proposal involve clinical trials of ICT implants?** |  |
| **I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL** |  |

## Ethics

If you have entered any ethics issues in the ethical issue table, you must:

* submit an ethics self-assessment, which:
* describes how the proposal meets the national legal and ethical requirements of the country or countries where the tasks raising ethical issues are to be carried out;
* explains in detail how you intend to address the issues in the ethical issues table, in particular as regards:
* research objectives (e.g. study of vulnerable populations, dual use, etc.)
* research methodology (e.g. clinical trials, involvement of children and related consent procedures, protection of any data collected, etc.)
* the potential impact of the research (e.g. dual use issues, environmental damage, stigmatization of particular social groups, political or financial retaliation, benefit-sharing, malevolent use, etc.).
* provide the documents that you need under national law (if you already have them), e.g.:
* an ethics committee opinion;
* the document notifying activities raising ethical issues or authorizing such activities

 *If these documents are not in English, you must also submit an English summary of them (containing, if available, the conclusions of the committee or authority concerned).*

 *If you plan to request these documents specifically for the project you are proposing, your request must contain an explicit reference to the project title.*

## Security

**Please indicate if your project will involve:**

* Activities or results raising security issues: [YES/NO]
* 'EU-classified information' as background or results: [YES/NO]
* Any potential “dual use” of results: [YES/NO]