

GUIDE FOR APPLICANTS



OPEN CALL #1

for GreenTech startups

ClimateTech; CleanTech;
Circular economy; Agri-food

→ Up to 50k grant funding per startup



Funded by the European Union under GA No101073761. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union. Neither the European Union nor the granting authority can be held responsible for them.

A 6 months tailored support ensuring growth, scale-up and access to EU innovation network

Start date: 13.04.2023
End date: 14.06.2023

TABLE OF ABBREVIATIONS AND ACRONYMS

Abbreviation/Acronym	Open form
IP	Internet Protocol
TCP	Transmission Control Protocol
EIC	European Innovation Council
SoE	Seal of Excellence
DIH	Digital Innovation Hub

TABLE OF CONTENTS

TERMS AND DEFINITIONS	4
1. INTRODUCTION.....	5
2. ABOUT THE PROJECT	6
3. OPEN CALL #1 FOR GREENTECH STARTUPS INFORMATION	7
3.1. Benefits to the Startups	7
3.2. Origin of the funds	7
4. ELIGIBILITY CRITERIA	7
4.1. Applicant's eligibility	8
4.2. Types of applicants.....	8
4.2.1. Eligible Countries	10
4.2.2. Conflict of Interest	10
4.3. Proposal Submissions	11
5. OPEN CALL: SUBMISSION, SELECTION AND NEGOTIATION PROCESS.....	12
5.1. Proposal preparation and submission.....	12
5.1.1. Proposal Preparation	12
5.1.2. Means of submission	13
5.2. Language	13
5.3. Documentation Formats.....	13
5.4. Data Protection	13
5.5. Proposal Evaluation and Selection	14
5.5.1. Step 1: Eligibility verification	14
5.5.2. Step 1: Internal Evaluation and Shortlisting for External Evaluators.....	14
5.5.3. Step 2: External Evaluation.....	14
5.5.4. Step 3: Ranking of proposals.....	17
5.5.5. Step 4: Consensus meeting and Final Selection	18
5.6. Redress process.....	18
5.7. Sub-project negotiation and onboarding	19
5.7.1. Preparation and Signature of the Agreement	19
5.7.2. Step 2: Contract signature.....	20
6. IMPLEMENTATION AND REPORTING	20
7. IMPLEMENTATION AND REPORTING	24

7.1.	Conflict of Interest	25
7.2.	Coordinator modifications	25
7.3.	Data protection and confidentiality	25
7.4.	Promoting the action and give visibility to the EU funding	26
7.5.	Financial audits and controls.....	28
7.6.	Sub-project communication.....	29
8.	CONTACT INFORMATION	29
	ANNEX 1: APPLICATION FORM TEMPLATE.....	30
	ANNEX 2: TECHNICAL PROPOSAL TEMPLATE.....	35
	ANNEX 3: DECLARATION OF HONOUR ON EXCLUSION CRITERIA AND ABSENCE OF CONFLICT OF INTEREST	43

LIST OF TABLES

TABLE 1: TERMS AND DEFINITION

TABLE 2: SYNERGISTEIC - OPEN CALL 1 EVALUATION CRITERIA

TABLE 3: SYNERGISTEIC - ELIGIBLE COST CATEGORIES

TABLE 4: GROWTH PROGRAM TIMELINE

TABLE 5: GROWTH PROGRAM TIMELINE PHASE 1

TABLE 6: GROWTH PROGRAM TIMELINE PHASE 2

TABLE 7: GROWTH PROGRAM TIMELINE PHASE 3

TERMS AND DEFINITIONS

This section describes the relevant terms that are used in the open call documentation. Unless otherwise stated, the definition of a term is the one stated in this section.

Term	Definition
SynergistEIC Consortium/consortium	Group of legal entities that are cumulatively responsible for implementing the SynergistEIC project as defined in the Grant Agreement number No 101073761.
Applicant	Company that intends to submit or has submitted a proposal to the funding program.
Beneficiary	Company that has submitted a proposal to the funding program that has been accepted for funding and has signed or is in the process of signing a sub-grant agreement.
External Evaluator	An expert that has been invited by SynergistEIC Consortium to assist in the evaluation of the proposal submitted to the funding program. Experts cannot have conflicts of interest and are bounded by their own confidentiality agreement.
Open Call/OC	Application process and timeline during which the applicants submit an application to be selected to the program.

Impact Builder	Company or Individual who due to their expertise engages in the Synergist EIC program as a Service Provider.
Proposal Phase	Period when applicants can submit proposals to the open call. Each open call has a fixed deadline that is automatically enforced.
Evaluation Phase	Period when the consortium evaluates and ranks the applications. At the end of the phase, all proposals are notified of the results of the evaluation.
Contract preparation and signing phase	Period when the selected proposals and the consortium complete the administrative procedures to sign the sub-grant agreement and prepare administrative documents.
Implementation phase/ Growth Program	Timeline of 6 months during which the growth program is delivered and the services by the impact builders are utilized.
Widening countries	Widening countries are countries with low participation rates in FP7 and H2020 projects. (official list here)
Outermost regions	The outermost regions are islands, archipelagos and one land territory (French Guiana). They are located in the western Atlantic Ocean, the Caribbean basin, the Amazonian forest and the Indian Ocean. (more details here)

TABLE 1: TERMS AND DEFINITION

1. INTRODUCTION

This document provides a full set of information regarding the first open call for proposals for SynergistEIC. In addition to these guidelines, the applicants are invited to get acquainted with the following annexes at proposal stage which could be found at the end of the Guide for Applicants, but also as a separate files on the project website in the Open Call section:

- **Annex 1 - Application form template** - an online application form, available at F6S platform <https://www.f6s.com/synergisteic-open-call-1/apply>
- **Annex 2 - Technical proposal template** - a technical annex filled in with the text editor of your choice in English language, export to PDF format without restrictions for printing, and uploaded through the online application form.

- **Annex 3 - Applicant Declaration of Honour** (for individuals), which requires consent in the application form that all conditions of the open call are accepted by the representative.

2. ABOUT THE PROJECT

[SynergistEIC](#) is an EU-funded deeptech growth program that seeks to ensure the scaling up of EU deeptech startups by providing custom, industry-focused, 6 months growth programs that will act as a catalyst in delivering market-ready applications and technology solutions in 4 key impact areas: climate-tech, clean-tech, circular economy, and agri-food.

SynergistEIC's long term strategic objective is to help European technology startups scale, contributing towards the competitiveness and strategic autonomy of the EU and fulfilling its ambitious Net Zero goals. It will do so by providing tailored, specific and hands-on support to European impact-driven startups, notably in the greentech sector to become more competitive and increase their readiness to be successful in the EIC Accelerator. Special focus will be devoted to attracting high-potential companies from Widening countries. Startups developing deep tech solutions (based on AI, Machine learning and language processing, Bigdata, Advanced Computing, Bioengineering, Next Generation Internet, Blockchain, IoT) will be favoured.

SynergistEIC's main objectives are to:

- a. Identify promising startups in greentech sectors with high potential to access EIC Accelerator, particularly through Startup Europe initiatives.
- b. Reinforce the activities of the European Innovation Council by targeting high potential startups that have applied for EIC Accelerator but were not awarded the grant yet.
- c. Accelerate the growth of innovative non-EIC applicant startups.
- d. Connecting startups with relevant ecosystem stakeholders and raise their readiness for investment.

During its time frame, SynergistEIC will distribute €1.5M via sub-grants to the third parties (startups, SMEs and scaleups) to access the services provided according to their individual needs by the industry impact builders.

This document provides the relevant information regarding the first open call for proposals for the SynergistEIC project, also referred to as SynergistEIC – Open Call #1. The budget available for this Open Call is €750,000 which will be used for sub-grants of value of €50,000 each for 15 startups (5 EIC-applicants and 10 non-EIC applicants).

The call is open for submission from 13th of April 2023 to 14th of June 2023, 17:00 CET.

3. OPEN CALL #1 FOR GREENTECH STARTUPS INFORMATION

The first SynergistEIC Open Call and its 6-months growth program aims to foster the launch, development, growth and scaling of new products, services, processes, and integrated solutions in the GreenTech sector.

The focus of the program are startups, scaleups and SMEs, operating in the digital and deeptech domain (innovations with significant scientific advances or high-tech innovations coming from the Digital Agenda technologies, i.e., GreenTech.)

3.1. BENEFITS TO THE STARTUPS

The SynergistEIC program brings the following benefits to the selected beneficiaries:

- 50,000€ sub-grants to be used for reaching their development KPIs
- Access to growth services, mentorship, and event attendance
- Connections with industry companies and organisations
- Support in fundraising process and intros to investors
- Support in understanding the EU funding and public procurement
- General promotion of your startup

Selected beneficiaries will embark on a 6-month custom digital and deeptech program, leveraging the most needed services that will ensure growth, impact and cross border connections.

3.2. ORIGIN OF THE FUNDS

Selected applicants will sign a dedicated sub-grant funding agreement with the SynergistEIC consortium. The funds attached to the Sub-grant funding agreement that the startups will be signing when accepted comes directly from the funds of the European project SynergistEIC and therefore remain property of the EU until the payment of the balance, whose management rights have been transferred to the project partners in SynergistEIC via European Commission Grant Agreement No 101073761.

4. ELIGIBILITY CRITERIA



The following eligibility criteria, related to the applicants, funding, and proposals apply.

4.1. APPLICANT'S ELIGIBILITY

All applicants must meet the requirements described in this section to be eligible for the SynergistEIC – Open Call #1.

- Submissions will ONLY be accepted through the F6S platform and respective page dedicated to the SynergistEIC – Open Call #1:
<https://www.f6s.com/synergisteic-open-call-1/apply>
- Fit within the target audience as indicated in section 4.2.
- To be based in an eligible Horizon Europe country as indicated in section 4.2.1.

The application and all requested documents are provided only in English.

4.2. TYPES OF APPLICANTS

The accepted applicants are individual legally established entities under the category of start-ups in the form of SMEs or small mid-caps.

The applicants must be part of one of the following two target groups of beneficiaries:

1. EIC-applicant startups

Digital and deep tech startups that:

- Have applied for EIC Accelerator and were preselected after Step 1 and not selected or have not applied to Step 2
- Can provide proof of SoE or successful Step 1 application for EIC Accelerator/ SME Instrument Phase 1 and evaluation feedback
- Have implemented an SME Instrument Phase 1 project
- Are Seal of Excellence holders (SME instrument or EIC Accelerator)

Activities should aim to increase market coverage of selected solutions. It can be achieved through:

- Further development of their product leading to achieving higher TRL level
- Technology improvement to meet market needs
- Marketing and branding costs
- Sales efficiency enhancement
- Pricing model improvement
- Feasibility and Market studies

- Growth hacking experiments, such as
- experimenting with new products and
- services as new revenue streams
- Involving end-users/testers in product development process

2. Non-EIC-applicant startups

Digital and deep tech startups that:

- Have not applied for EIC Accelerator or SME Instrument,
- Have not received private or other EU, national or other types of grant funding more than €500,000 and can provide proof of it,
- Minimum TRL level 4.

Activities should aim to increase the market readiness of the products or services developed by beneficiaries and their readiness to apply for EIC Accelerator. It can be achieved through:

- Further development of their product leading to achieving higher TRL level
- Gaining market data that would improve the commercialization strategy
- Engagement of end users, such as industry networks or similar
- Marketing and sales-enhancing services
- Access to specialized EIC Accelerator consulting services

The following additional conditions apply:

1. The project scope conforms to the list of activities and services eligible under the action.
2. The technological focus is Digital and deep tech startups, notably using AI, Machine learning and language processing, Big data, Advanced Computing, Bioengineering, Next Generation Internet, Blockchain, IoT.
3. The sectoral focus is companies developing innovative solutions addressing ClimateTech, CleanTech, Circular Economy and AgriFood challenges.
4. The participating organisations should not have been declared bankrupt or have initiated bankruptcy procedures.
5. The organisations or individuals applying should not have convictions for fraudulent behaviour, other financial irregularities, and unethical or illegal business practices.
6. The participants must have a 9-number Personal Identification Code (PIC) - Register [here](#) if you don't have one.

- 7. Please be aware that Startups can apply to sister projects of SynergistEIC (X2.0 or Ventures Thrive) as long as their cumulated amount received/granted is not above 60,000 EUR.** The startups can apply to different sub-calls for financial support to third parties to receive several vouchers under one or more Startup Europe project(s) as long as the scope of the third party scheme is different and different activities are supported (no double funding), a startup working on one or more Startup Europe projects can receive services from different projects and their calls.

Please be aware that you can apply to sister projects of SynergistEIC (X2.0 or Ventures Thrive) as long as their cumulated amount received/granted is not above 60,000 EUR.

***Note:** Third parties receiving Financial Support from SynergistEIC through the open call will not become part of the SynergistEIC Grant Agreement. The SynergistEIC Grant Agreement will not need to be amended to include the selected beneficiaries.*

4.2.1. ELIGIBLE COUNTRIES

Projects have to be proposed by legal entities, single applicant startups (SMEs) established in EU member states or Associated Countries, with preference being given to companies founded by individuals from Widening Countries or EU Outermost Regions or companies incorporated in Widening Countries or EU Outermost Regions.

The project aims to have min. 50% of selected companies from Widening countries and min. 25% companies led by women, or members of an otherwise underrepresented group.

Single legal entities established in any of the following countries are eligible to participate in the SynergistEIC– Open Call #1 for GreenTech Startups:

- The Member States (MS) of the European Union (EU), including their outermost regions.
- Horizon Europe associated countries (those that have signed an agreement with the EU as identified in Article 7 of the Horizon Europe Regulation): according to the updated [list](#) on [SynergistEIC website](#).

4.2.2. CONFLICT OF INTEREST

Applicants cannot be legally connected to any member of the SynergistEIC consortium.

Applicants shall not have any potential conflict of interest with the selection process. All such potential cases will be assessed case by case.

Applications will not be accepted from entities who are partners (beneficiaries) or linked-third parties in the SynergistEIC consortium or who are formally linked in any way to the partners/ linked-third parties of the consortium. This excludes, for example, entities that have already engaged with and/ or contributed to the project through specific activities/ initiatives who remain independent from the project. Any individual/ entity with a previous link to an SynergistEIC beneficiary (e.g., spin-off), will not be accepted, unless a minimum of 2 years (as of the 5 jan. 2023) has passed since the termination of the link.

Applicants must not have any current and/or potential conflict of interest with the SynergistEIC – Open Call #1 selection process and during the whole program. Applicants must formally and immediately notify the SynergistEIC coordinator (via info@synergisteic.eu) of any situation constituting or likely to lead to a conflict of interests and take all the necessary steps to rectify this situation.

All cases of conflict of interest will be assessed case by case. Applicants must take all measures to prevent any situation where the impartial and objective evaluation and implementation of the project is compromised for reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest ('conflict of interests'). If a conflict of interest is discovered and confirmed at the time of the evaluation process, the proposal will be considered as non-eligible and will not be evaluated.

4.3. PROPOSAL SUBMISSIONS

The SynergistEIC – Open Call #1 is a competitive funding program. Only one proposal per applicant (legal entity) can be submitted to this open call. In the event of multiple submissions by an applicant, only the last proposal received (timestamp of the system) will enter the evaluation process (and regardless of the track to which a proposal is being submitted to). Any other submitted proposals involving the same applicant will be declared non-eligible and will not be evaluated in any case.

Only proposals submitted before the deadline will be accepted. After the call closure, no additions, or changes to received proposals will be considered.

5. OPEN CALL: SUBMISSION, SELECTION AND NEGOTIATION PROCESS

5.1. PROPOSAL PREPARATION AND SUBMISSION

Proposers will need to submit two files as their application package:

1. An application form (annotated template will be provided by the consortium), with questions aligned with the evaluation criteria.
2. A 3-minutes video pitch featuring the founders introducing their product, potential for growth, and results expected from benefiting from the action.

5.1.1. PROPOSAL PREPARATION

Applicants must consider the following steps when preparing their proposal:

- For the proposal preparation, applicants are required to apply online and answer all mandatory questions (with no exception)
- Applicants that do not accept the terms and conditions, consent to the Declaration of Honour will not be eligible
- Be specific and concise. Questions in the online form have character limitations.
- It is strongly recommended not to wait until the last minute to submit the proposal. Failure of the proposal to arrive in time for any reason, including communications delays, automatically leads to rejection of the submission. The time of receipt of the message as recorded by the submission system will be definitive.
- The failure to submit a proposal on time, for any reason, including network communications delays or working from multiple browsers or multiple browser windows, is not acceptable as an extenuating circumstance. The time of receipt of the application as recorded by the submission system will be definitive.
- Additional material, which has not been specifically requested in the online application form, will not be considered for the evaluation of the proposals. Data not included in the proposal will not be considered.
- SynergistEIC offers a dedicated support channel available for proposers at info@synergisteic.eu or via the F6S Application Page discussion board. Requests or inquiries about the submission system or the call itself, received AFTER the closure time of the call will neither be considered nor answered.
- If the applicant discovers an error in the proposal, and if the call deadline has not passed, the applicant may request the SynergistEIC team to re-submit the proposal (for this purpose please contact info@synergisteic.eu).
- Only one proposal will be accepted for funding per start-ups/SMEs. Given the fact this call is a competitive one, and the teams will focus on a specific

challenge or project, only one proposal per start-ups or SMEs will be evaluated. In the case of a multi-submission by a start-ups/SMEs, only the last one received (timestamp of the system) will enter into our evaluation process, being the rest declared as non-eligible. If the last submitted proposal is declared then not eligible or fails the thresholds of the evaluation, the rest of proposals will not be considered for evaluation in any case.

5.1.2. MEANS OF SUBMISSION

The SynergistEIC page on the F6S platform (<https://www.f6s.com/synergisteic-open-call-1/apply>) will be the entry point for the submission of all proposals to the SynergistEIC open calls. Any proposal submitted through other channels will be automatically rejected.

Any documentation that is required and requested by the SynergistEIC consortium should be submitted via a dedicated channel that will be indicated by the consortium during the execution of the sub-granted projects.

The deadline of the open call will not be extended unless a major problem with the F6S platform makes the system unavailable.

A full list of applicants will be prepared containing their basic information for statistical purposes and clarity, which will be also shared with EC for transparency.

5.2. LANGUAGE

English is the official language for the SynergistEIC open calls. Submissions done in any language other than English will not be eligible or evaluated. English is the only official language during the whole implementation of the SynergistEIC program. This means that any requested submission of documentation and deliverables will be done in English to be eligible.

5.3. DOCUMENTATION FORMATS

Any documentation requested in any of the phases of the open call and projects' implementation must be submitted electronically in PDF format, in the template provided by the project, without restrictions for printing. There are no restrictions regarding the video format for the pitch.

5.4. DATA PROTECTION

To process and evaluate applications, SynergistEIC will need to collect personal and industrial data. F6S Network Limited (F6S) will manage the data submitted through the F6S platform for these purposes. The F6S platform's system design and operational procedures ensure that data is managed in compliance with the General Data Protection Regulation (EU) 2016/679 (GDPR). Each applicant will accept the F6S terms to ensure coverage. It should be noted that SynergistEIC requests the minimum information needed to deliver the evaluation procedures or the implementation of the funding program. Please refer to <https://www.f6s.com/terms> to check F6S platform data privacy policy and security measures.

5.5. PROPOSAL EVALUATION AND SELECTION

5.5.1. STEP 1: ELIGIBILITY VERIFICATION

An initial eligibility verification will be done by the SynergistEIC consortium to filter out and discard non-eligible proposals. Proposals must meet ALL the eligibility criteria, which will check the rules as expressed in section 4.

Proposals marked as non-eligible (for not meeting one or more of the eligibility criteria) will get a rejection letter with a justification. No additional feedback on the process will be given.

5.5.2. STEP 1: INTERNAL EVALUATION AND SHORTLISTING FOR EXTERNAL EVALUATORS

After closing the open call, project partners will check if applicants and submitted applications meet the criteria outlined above. SynergistEIC's consortium will create and validate the 'Eligible Applicants List', dividing the applications received by category (EIC-applicant or non-EIC-applicant).

Afterwards, eligible proposals will be provided for evaluation.

5.5.3. STEP 2: EXTERNAL EVALUATION

Eligible proposals will move on to the external evaluation. The external evaluation will be done remotely by external expert evaluators.

The evaluators will be selected from a pool of experts that will be established through a call for expressions of interest for external evaluators. The call will invite experts to provide their expertise in the domains of GreenTech, professional and/or academic experience, as well as experience in evaluations.

The proposals will be evaluated by a panel of 5 evaluators using the following criteria:

Evaluation (EC)	Criteria	Description
EC1. Excellence		<ul style="list-style-type: none"> • Need for the innovation and its scalability • Objectives to be reached with the awarded funding • Innovation: applicants should provide information about the level of innovation within their market and about the degree of differentiation that this project will bring.
EC2. Impact		<ul style="list-style-type: none"> • Market context: applicants have to demonstrate a clear idea of what they want to do and whether the new/improved product has market potential, and how it solves a problem for a specific target customer. • Competition: main competitors outlined, and how the product or service they propose is different and superior compared to alternatives • Pathways towards impact: how bringing the solution to market will contribute to achieving strategic EU goals in the respective industry; • Commercial Strategy and Scalability: well explained and scalable business model behind the solution.
EC3. Implementation		<ul style="list-style-type: none"> • Soundness of action plan and KPIs to be achieved thanks to the awarded financial support, services to be contracted and the extent to which they are conducive to the proposed KPIs; • Team: The applicants have to demonstrate their management and leadership qualities, along with technical and commercialization skills, understanding the market conditions and needs. The applicant startups should have a balanced and cross-functional team, with a strong industry background. • Budget: applicants need to demonstrate that resources to be allocated for the proposed action plan and services to be contracted are relevant, balanced,

	calculated in a realistic way and following the best-value-for-money principle;
EC4. Transversal criteria	<p>Transversal criteria such as “Widening country”, “Inclusiveness”, “Social Impact” will be taken into consideration.</p> <p>The project aims to have min. 50% of selected companies from Widening countries</p> <p>The project aims to support min. 25% companies led by women, or members of an otherwise underrepresented group.</p>

TABLE 2: SYNERGISTEIC - OPEN CALL 1 EVALUATION CRITERIA

Each evaluator will rank the application assigning a score from 0 to 5 for each criterion and produce an Individual Evaluation Report.

For each criterion under examination, score values will indicate the following rationale:

Score	Rationale
0/UNACCEPTABLE	The sub-project proposal fails to address the criterion.
1/POOR	The sub-project proposal fails to address the criterion or cannot be judged due to incomplete or missing information.
2/FAIR	The sub-project proposal broadly addresses the criterion, but there are significant weaknesses.
3/GOOD	The sub-project proposal addresses the criterion well, but several shortcomings are present and minor weaknesses would need correcting.

4/VERY GOOD	The sub-project proposal addresses the criterion very well, but a small number of shortcomings are present and specific improvements are possible.
5/EXCELLENT	The sub-project proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.

TABLE 2 : SYNERGISTEIC - OPEN CALL 1 SCORING RATIONALE

The final score will be calculated as an average of the individual assessments provided by the Evaluators. Each criterion will be scored out of 5. The final score on each criterion will be given by the average of the evaluators. If scores given by the evaluators on an application show significant divergence (more than 1 point) between the reviewers and if their score average is HIGHER than 3 THEN, an additional reviewer will be involved to provide an additional independent assessment of that application.

Ties will be solved using the following criteria, in the following order:

1. Impact score,
2. Implementation score,
3. Excellence score,
4. Widening country score

5.5.4. STEP 3: RANKING OF PROPOSALS

A 'Ranking List' per beneficiary category will be elaborated, which will feed into the next evaluation stage.

At the end of the remote external evaluation process, the scores of a panel of evaluators will be considered to calculate the average scores. All proposals will be ranked in lists. The criteria for the ranking of the proposals will be following the rules:

- **Rule 1:** Proposals will be ranked based on their overall score (sum of scores for criteria 0 to 5).
- **Rule 2:** If in proposal to be funded the percentage of proposals led by women or other underrepresented minorities is below 25%, or project from widening countries is below 50%, such projects will have precedence of other with higher ranking.
- **Rule 3:** After applying Rule 1 and if there are proposals in the same position, priority will be given to proposals that have the highest score on EC4.

5.5.5. STEP 4: CONSENSUS MEETING AND FINAL SELECTION

The team of evaluators and representatives from each consortium member will form the Selection Committee, who will decide by consensus, and based on the ranking obtained as result of the External Evaluation, the “List of finalists” for allocation of financial support.

The goal is to select 5 EIC-applicant finalists and 10 non-EIC-applicant finalists for this open call. A reserve list will be available based on the ranked list of finalists. Should any of the startups not be available to participate in the program, the next company from the reserve list will be approached and announced that they are selected. The startups in the reserve list with scores over the threshold will be considered in the evaluation process of the second call in their respective category and automatically enter the 2nd List of finalists.

5.6. REDRESS PROCESS

Within three (3) working days of receiving (1) a rejection letter informing the proposal as non- eligible or not passing the Step 1 evaluation (2) an ESR ranking the proposal below the selection borderline, an applicant may submit a request for redress if they believe the results of the eligibility checks have not been correctly applied, or if they feel that there has been a shortcoming in the way their proposal has been evaluated that may affect the final decision on whether to enter the program. In such a case, an internal review committee from SynergistEIC will examine the applicant’s request for a redress. The committee’s role is to ensure a coherent interpretation of such requests, and equal treatment of applicants.

Requests for redress must:

- Be related to the evaluation process or eligibility checks.
- Clearly describe the complaint.
- Received within the time limit (three (3) working days) from the reception of the rejection letter.

The committee will review the complaint and will recommend an appropriate course of action. If there is clear evidence of a shortcoming that could affect the eventual funding decision, it is possible that all or part of the proposal will be re-evaluated.

Please note:

- This procedure is concerned only with the general evaluation and/or eligibility checking process. The committee will not question the scientific or technical judgement of the evaluators.

- A re-evaluation will only be carried out if there is evidence of a shortcoming that affects the final decision on whether to fund the proposal or not. This means, for example, that a problem relating to one evaluation criterion will not lead to a re-evaluation if a proposal has failed anyway on other criteria.

The evaluation score following any re-evaluation will be regarded as definitive. It may be lower than the original score.

All requests for redress will be treated in confidence and must be sent to the SynergistEIC team at: info@synergisteic.eu

In the case where a proposal under the redress process is re-evaluated and the new evaluation score is higher, it will be compared with the proposal that has entered the funding program with the lowest ranking (in the corresponding track). The comparison will use the ranking rules as detailed in Step 4 (section 5.5.5). In case the proposal under the redress process ranks higher, then both proposals will be invited to enter the funding program.

5.7. SUB-PROJECT NEGOTIATION AND ONBOARDING

At the end of the evaluation phase, 15 proposals will be selected. The other proposals that were invited to the Step 2 evaluation will remain in a reserve list in case a selected proposal fails to sign the sub-grant agreement.

5.7.1. PREPARATION AND SIGNATURE OF THE AGREEMENT

After the evaluation phase is concluded and the proposals are selected, the contract preparation phase in collaboration with the representatives of the beneficiaries that have been awarded.

Contract preparation will run through an administrative and financial check. Depending on the contract preparation of each sub-project, a phone call or teleconference may be required and organised to clarify any pending questions.

The objective of the contract preparation is to fulfil the legal requirements between the SynergistEIC consortium and each beneficiary of the open call.

Alongside the documentation to be submitted detailed in section 4.2., for each type of applicant (EIC applicant and non-EIC applicant), the following actions must be carried out in order to enter into the Sub-Grant Agreement: Status information of the beneficiaries:

SME Declaration Form, which evaluates the status of the SMEs.

- **SMEs/start-ups.** If the applicant has been fully validated as an SME on the Beneficiary Register of the Funding and Tenders Portal, the PIC number has to be provided. An SME checklist form will be required to prove the status as an SME if the applicant has not been fully validated as an SME on the Portal.
- **Legal existence and country of establishment.** Company Register, Official Journal and so forth, showing the name of the organisation, the legal address and registration number and, if applicable, a copy of a document proving VAT registration (in case the VAT number does not show on the registration extract or its equivalent).
- **Bank account information:** The account where the funds will be transferred will be indicated via form signed by the SME and the bank owners. The holder of the account will be the SME.
- **Sub-grant agreement template,** which provides a template of the sub-grant agreement that the successful applicants will be requested to signed.

5.7.2. STEP 2: CONTRACT SIGNATURE

At the end of the contract preparation and negotiation phase, the sub-grant agreement will be signed between the SynergistEIC consortium represented by its coordinator (SPHERIK) and the Beneficiary.

The request of the above listed documentation by the SynergistEIC consortium will be sent to the sub-project representatives, including deadlines by which information and documentation should be sent. In general, the sub-project negotiation should be concluded within 2 weeks. An additional week may be provided by the SynergistEIC coordinator in case of a relevant reasoning. In case negotiations have not been concluded within the above period, the proposal is automatically rejected and the next proposal in the reserve list is invited to initiate the contract preparation.

6. IMPLEMENTATION AND REPORTING

Each applicant will be able to apply for sub-grants of up to €50,000 to be valorized over the duration of the activity (6 months). Applicants will be provided table in the application form template, outlining the following eligible categories for their 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:							

<i>Travel costs (please specify)</i>							
<i>Other direct costs (please specify)</i>							
3. Indirect costs (25% of 1+2)							
4. Subcontracting (up to 15%)							
<i>Service 1 (please specify)</i>							
<i>Service n (please specify)</i>							

TABLE 3 : SYNERGISTEIC - ELIGIBLE COST CATEGORIES

After the finalisation and signing of the sub-grant agreement, the awarded sub-projects will be included in the need assessment process after which they will move into the implementation phase / growth program.

The growth program will run for 6 months and consists of three phases, where each phase is followed by reporting requirements.

Growth program of the OC1 will last 6 months and will start in August 2023 and finish in January 2024. The timeline split by phases is presented below:

Phase	Duration	Details	Associated Reports
Phase 1	Month 1	Set-up of the programme	Work Plan + KPI establishment
Phase 2	Month 3-4	Mid-term check point	Financial document package: signed contract including terms and conditions, list of services, deadlines and guarantees, invoices, payment confirmations, service delivery acts, contractor reports. User acquisition reports Revenue growth reports New pilot projects contracted Progress in product development reports Relevant certificates

			<p>Patent applications submitted/received</p> <p><i>*for each applicant might be different based on the KPIs set</i></p>
Phase 3	Month 6	Finalisation of growth programme	<p>Financial document package: signed contract including terms and conditions, list of services, deadlines and guarantees, invoices, payment confirmations, service delivery acts, contractor reports.</p> <p>User acquisition reports</p> <p>Revenue growth reports</p> <p>New pilot projects contracted</p> <p>Progress in product development reports</p> <p>Relevant certificates</p> <p>Patent applications submitted/received</p> <p><i>*for each applicant might be different based on the KPIs set</i></p>

TABLE 4 : GROWTH PROGRAM TIMELINE

By entering the SynergistEIC Open Call, applicants agree to comply with the program outline and deliver the results expected in each phase.

Phase 1

Description	Expected outcome and report	Funding
<p>Within this stage, individual growth programs are planned and detailed between each applicant and consortium. SynergistEIC partners will oversee this.</p>	<p>The applicant will together with one of the consortium organisation produce a report which will be a plan of the services to be delivered and indicating their goals and outcomes</p>	<p>70% of allocated total will be sent to the startup 2 weeks after signing the subgrantee agreement</p>

TABLE 5 : GROWTH PROGRAM TIMELINE PHASE 1

Phase 2

Description	Expected outcome and report	Funding
<p>Within this stage, the sub-projects embark on the service delivery, event attendance, and their developments to realise the defined work plan from Phase 1.</p>	<p>First phase report(s) summarising the progress, KPIs and outcomes achieved, the problems encountered, the potential deviation, the lessons learned and a budgetary-related subsection.</p>	<p>i. 30% of the allocated total budget will be released to the startup after the first report(s) is sent and approved by the SynergistEIC partners.</p> <p>ii. Those not passing the consortium's examination won't receive the next payment immediately, having the possibility to show progress within the next month. Should these beneficiaries not reach the threshold during the re-evaluation, they will be invited to leave the program.</p>

TABLE 6 : GROWTH PROGRAM TIMELINE PHASE 2

Phase 3

Description	Expected outcome and report	Funding
<p>This phase is the continuation of the Phase 2 and focuses on finalization of the service delivery and event attendance.</p>	<p>Second phase report(s), summarizing the progress, KPIs and outcomes achieved, the problems encountered, the potential deviations, the lessons learned and a budgetary-related subsection.</p>	<p>N/A</p>

TABLE 7 : GROWTH PROGRAM TIMELINE PHASE 3

Each sub-project will go through 2 reviews, each one highlighting the end of a phase. The reviews will be organized by the SynergistEIC consortium. The applicant should

deliver at least 1 week in advance the reports so that the reviewers will be able to read them. The tentative timeline of phases and reviews may be subject to changes in accordance with service delivery plan and the reviewers' availability.

If required, and for any stage, a meeting may be scheduled to further assess the progress of the sub-projects and clarify any doubts on the deliverables provided. The payment associated with each phase will be disbursed once the respective deliverables have received positive assessment (up to 15 calendar days after the report has been approved).

7. IMPLEMENTATION AND REPORTING

The sub-grant agreement will establish the KPIs and deliverables that will be considered when evaluating the selected startups' performance at the checkpoint review. A Review committee will be created, composed of task leaders and selected mentors, chaired by the project manager, that will review the performance at the mid-term checkpoint at month 3 of the respective cohort of beneficiaries. The review will be carried out according to the following criteria and their weights in the final score:

- Deliverable quality (35%)
- Progress towards set KPIs (50%)
- Deadline Compliance (15%)

According to this final score, sub-grantees over threshold (7 points) will successfully receive the next payment and continue in the program. Sub-grantees under threshold will be reviewed by the Selection Committee who will take the final decision taking into account all possible objective reasons for underperformance (i.e., external factors which might have influenced the performance of sub-grantees). Those not passing this examination won't receive the next payment immediately, having the possibility to show progress within the next month. Should these beneficiaries not reach the threshold during the re-evaluation, they will be invited to leave the program.

Sub-grantees will receive 70% of the funding upon the Sub-grant Agreement signature, and 30% in M4 after the mid-term checkpoint at M3.

In addition to the progress towards established KPIs, the process of contracted services will be reviewed and evaluated for cost-benefit and relevance towards reaching the metrics. This review will include revision of selection procedure, contracting process, contractor track record in similar projects, as well as a document package as follows: **signed contract including terms and conditions, list of services, deadlines and guarantees, invoices, payment confirmations, service delivery acts, contractor reports.**

Note: *A non-favourable review of the work carried out at the end of any stage may lead to the early termination of the contract and suspension of payments. In the event that the Beneficiary fails to achieve the indicators agreed together with the consortium partners in the process of signing the sub-grant agreement, within the specified timeframe, or they leave the programme between M1 - M4, the Coordinator shall have the right to request a full or partial refund of the amount paid by the Coordinator to the Beneficiary under this contract.*

7.1. CONFLICT OF INTEREST

The beneficiaries must take all measures to prevent any situation where the impartial and objective implementation of the sub-project is compromised for reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest ('conflict of interests').

They must formally notify the SynergistEIC consortium without delay of any situation constituting or likely to lead to a conflict of interests and immediately take all the necessary steps to rectify this situation. The SynergistEIC coordinator will verify if the measures taken are appropriate and may require additional measures to be taken by a specific deadline. If the sub-contract consortium member breaches any of its obligations, the sub- contract may be automatically terminated. Moreover, costs may be rejected.

7.2. COORDINATOR MODIFICATIONS

During the implementation, if the person responsible for the project needs to be change, the consortium to be notified and agree with substitution.

7.3. DATA PROTECTION AND CONFIDENTIALITY

During implementation of the sub-project and for four years after the end of the sub-project, the parties must keep confidential any data, documents, or other material (in any form) that is identified as confidential at sub-contract signing time ('confidential information').

If a beneficiary requests it, the EC and the SynergistEIC consortium may agree to keep selected information confidential for an additional period beyond the initial four years. This will be explicitly stated in the sub-contract.

If information has been identified as confidential during the sub-project implementation or only verbally, it will be confidential only if this is accepted by the SynergistEIC coordinator and confirmed in writing within 15 days of the verbal disclosure. Unless otherwise agreed between the parties, they may use confidential information only to implement the agreement. The sub-project consortium may disclose confidential information to the SynergistEIC consortium and to the selected reviewers, who will be bound by a specific Non-Disclosure Agreement.

7.4. PROMOTING THE ACTION AND GIVE VISIBILITY TO THE EU FUNDING

The beneficiary must promote the sub-project, the SynergistEIC project and its results, by providing targeted information to multiple audiences (including the media and the public) in a strategic and effective manner and to highlight the financial support of the EC.

Unless the EC or the SynergistEIC coordinator agrees otherwise or unless it is impossible (requiring a valid justification), any promotion activity related to the action (including in electronic form, via social media, etc.), any publicity (including at a conference or seminar) or any type of information or promotional material (brochure, leaflet, poster, presentation etc.), and any infrastructure, equipment and major results funded by the sub-grant must:

- display the EU emblem.
- display the SynergistEIC logo.
- Include the following text:

For communication activities: “The [sub-project acronym] has indirectly received funding from the European executed under the Synergist EIC project (grant agreement 101073761).

Any publicity made by the beneficiary regarding the sub-project, in whatever form and or by whatever medium, must specify that it reflects only the author’s views and that the EC or the Synergist EIC project is not liable for any use that may be made of the information contained therein.

The EC and the Synergist EIC consortium shall be authorised to publish, in whatever form and on or by whatever medium, the following information regarding the beneficiary:

- The name of the beneficiary.
- Contact address of the beneficiary.
- The general purpose of the sub-project.

For communication activities: “The [sub-project acronym] has indirectly received funding from the European Union’s Horizon Europe research and innovation action program, via the SynergistEIC Open Call #1 issued and executed under the SynergistEIC project (grant agreement No 101073761)”.

When displayed in association with a logo, the European emblem should be given appropriate prominence. This obligation to use the European emblem in respect of projects to which the EC contributes implies no right of exclusive use. It is subject to general third-party use restrictions which do not permit the appropriation of the emblem, or of any similar trademark or logo, whether by registration or by any other means. Under these conditions, the beneficiary is exempted from the obligation to obtain prior permission from the EC to use the emblem. Further detailed information on the EU emblem can be found on the Europa web page.

Any publicity made by the beneficiary regarding the sub-project, in whatever form and or by whatever medium, must specify that it reflects only the author’s views and that the EC or the SynergistEIC project is not liable for any use that may be made of the information contained therein.

The EC and the SynergistEIC consortium shall be authorized to publish, in whatever form and on or by whatever medium, the following information regarding the beneficiary:

- The name of the beneficiary.
- Contact address of the beneficiary.
- The general purpose of the sub-project.
- The amount of the financial contribution foreseen for the sub-project; after the final payment, and the amount of the financial contribution received.
- The geographic location of the activities carried out.
- The list of dissemination activities and/or of patent (applications) relating to foreground.
- The details/references and the abstracts of scientific publications relating to foreground and, if founded within the sub-project, the published version or the final manuscript accepted for publication.
- The publishable reports submitted to the SynergistEIC consortium.
- Any picture or any audio-visual or web material provided to the EC and SynergistEIC in the framework of the sub-project.

The beneficiary shall ensure that all necessary authorizations for such publication have been obtained and that the publication of the information by the EC and SynergistEIC does not infringe any rights of third parties.

Upon a suitably justified request by the sub-project coordinator on behalf of any sub-project member, the SynergistEIC consortium, if permission is granted by the EC, may

agree to forego such publicity if disclosure of the information indicated above would risk compromising the beneficiary's security, academic or commercial interests.

7.5. FINANCIAL AUDITS AND CONTROLS

The EC will monitor that SynergistEIC consortium and the open call beneficiaries comply with the conditions for financial support to third parties set out in Annex 1 of the SynergistEIC GA and may take any action foreseen by the GA in case of non-compliance of the beneficiary concerned. Moreover, the EC may at any time during the implementation of the SynergistEIC project and up to 5 (five) years after the end of the SynergistEIC project, arrange for financial audits to be carried out, by external auditors, or by the EC services themselves including the European Anti-Fraud office (OLAF). The audit procedure shall be deemed to be initiated on the date of receipt of the relevant letter sent by the EC. Such audits may cover financial, systemic, and other aspects (such as accounting and management principles) relating to the proper execution of the grant agreement. They shall be carried out on a confidential basis.

The beneficiary shall make available directly to the EC all detailed information and data that may be requested by the EC or any representative authorised by it, with a view of verifying that the grant agreement is properly managed and performed in accordance with its provisions and that costs have been charged in compliance with it. This information and data must be precise and complete.

The beneficiary shall keep all sub-project deliverables and the originals or, in exceptional cases, duly authenticated copies – including electronic copies – of all documents relating to the sub-project contract for up to five years from the end of the project. These shall be made available to the EC when requested during any audit under the grant agreement.

To carry out these audits, the beneficiary shall ensure that the EC's services and any external body(ies) authorised by it have on-the-spot access at all reasonable times, notably to the sub-project applicant offices, to its computer data, to its accounting data and to all the information needed to carry out those audits, including information on individual salaries of persons involved in the sub-project. They shall ensure that the information is readily available during the audit and, if so requested, that data be handed over in an appropriate form.

Based on the findings made during the financial audit, a provisional report shall be drawn up. It shall be sent by the EC or its authorised representative to the beneficiary concerned, which may provide observations thereon within one month of receiving it. The EC may decide not to consider observations conveyed or documents sent after that deadline. The final report shall be sent to the beneficiary within two months of expiry of the aforesaid deadline.

Based on the conclusions of the audit, the EC shall take all appropriate measures that it considers necessary, including the issuing of recovery orders regarding all or part of the payments made by it and the application of any applicable sanction. The European Court of Auditors shall have the same rights as the EC, notably right of access, for the purpose of checks and audits, without prejudice to its own rules.

In addition, the EC may carry out on-the-spot checks and inspections in accordance with Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the EC to protect the European Communities' financial interests against fraud and other irregularities.

7.6. SUB-PROJECT COMMUNICATION

The sub-project official representative should:

- Onboard on the SynergistEIC Discord Channel with at least one representative
- Provide any notice in writing to the SynergistEIC Coordinator.
- Notify immediately of any change of persons or contact details to the SynergistEIC coordinator. The address list shall be accessible to all concerned.

8. CONTACT INFORMATION

The SynergistEIC consortium will provide information to the applicants exclusively via <https://synergisteic.eu/open-calls/open-call/> , so all information (questions and answers) will be accessible to all potential applicants.

No binding information will be provided via any other means (e.g., telephone or email).

- More info at: <https://synergisteic.eu/>
- Apply via: <https://www.f6s.com/synergisteic-open-call-1/apply>
- F6S support team (for platform issues during the application): info@synergisteic.eu
- Other support: info@synergisteic.eu

ANNEX 1: APPLICATION FORM TEMPLATE

This is the application form of SynergistEIC Cohort 1: GreenTech - climate-tech, cleantech, circular economy and agri-food) challenges.

All SynergistEIC services are free of charge and are financed under the Horizon Europe program.

- SynergistEIC main web page where more information is available
www.synergisteic.eu
- FAQ: <https://synergisteic.eu/about-us/faq/>

Make sure to be concise in your application - this is your time to tell us why we should select you!

STARTUP LEGAL DATA

1) Company Name*

2) VAT number *

Format of the VAT number is <CountryCode><National VAT Number>. Example: If your company is registered in Ireland with VAT 123XPT the correct value for this field is: IE123XPT. For extra guidance, please check:

ec.europa.eu/taxation_customs/vies/faqvies.do

3) Please provide your 9-digit Participant Identification Code (PIC)*

If you have not done it, please register via a super quick registration process here -

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register>

4) Address *

Street, Postcode and City

5) Country*

Applicants eligible to receive funding through this Open Call are a legal entity established and based in the European Union or EU Associated Countries only

Drop-down list of only eligible countries, and for outermost countries there will be 2 categories. E.g: Spain or Spain - outermosts

6) Company website

7) Project Acronym*

Please create a project acronym as it will be used in the sub-grantee agreement

CONTACT PERSON

8) Main contact person: First Name and Last Name* (C-Level representative)

9) Email*

10) Phone

QUALIFICATION

11) What TRL level of your product/service/solution with which you are applying with?*

https://ec.europa.eu/research/participants/data/ref/h2020/wp/2014_2015/annexes/h2020-wp1415-annex-g-trl_en.pdf

Select one (drop down list)

TRL1

TRL2

TRL3

TRL4

TRL5

TRL6

TRL7

TRL8

TRL9

12) Please justify your TRL level: *

13) What was your annual turnover for 2022?*

14) What are your projected revenues for 2023? *

15) Have you received support from EIC, H2020, Horizon Europe or other EU funded programs? *If yes, please list the names of the programs. And specify your non-equity funding accessed so far).*

16) Please name any supporting organisations with whom you have been involved.*

Such as local or international Accelerators and Incubators, Public or Private entities, Events, etc

17) Have you or are you planning to apply to the open calls organized by the SynergistEIC sister project? Please be aware that Startups can apply to sister projects of SynergistEIC (X2.0 or Ventures Thrive) as long as their cumulated amount received/granted is not above 60,000 EUR. (Yes/ No answer)

ELIGIBILITY

18) The entity is a SME*

Definition of SME: https://single-market-economy.ec.europa.eu/smes/sme-definition_en

Tick box: Yes

19) Are you an EIC-beneficiary? *

Digital and deep tech startups that: Have applied for EIC Accelerator and were preselected after Step 1 and not selected or have not applied to Step 2; Have implemented an SME Instrument Phase 1 project or Are Seal of Excellence holders (SME instrument or EIC Accelerator)

Yes

No

If yes, **Please provide the link of your EIC profile**

<https://procurementguide.the-eic.com/>

If not, how much funding from private sources have you received to date?

20) Startup GreenTech verticals*

Eligible participants will only be Startups operating one of the following GreenTech value chains that can contribute to the competitiveness and strategic autonomy of the EU in fighting climate-change and the environmental crisis.

(Tick box with multiple choices)

- Climate-tech
- Clean tech
- Circular economy
- Agri-food

21) Ability to receive European Union support*

The organisation:

- 1) Have not had convictions for fraudulent behaviour, other financial irregularities, unethical or illegal business practices.
- 2) Have not been declared bankrupt or have initiated bankruptcy procedures
- 3) Is not under liquidation or is not an enterprise under difficulty according to the Commission Regulation No 651/2014, art. 2.18.
- 4) Is not excluded from the possibility of obtaining EU funding under the provisions of both national and EU law, or by a decision of either national or EU authority.

{Tick box} The company does not fall in point 1 to 4

22) Conflict of interest*

Beneficiaries must take all measures to prevent any situation where the impartial and objective implementation of the sub-project is compromised for reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest.

{Tick box} To the best of our knowledge, there is no conflict of interest

REFERRALS AND ACCEPTANCE OR TERMS AND CONDITIONS

23) How did you hear about this programme?*

- Referral
- Social Media
- News and Media
- F6S
- Events
- EIT
- Startup Europe
- Other

24) Acceptance of the SynergistEIC first open call conditions*



{Tick box} We have reviewed and accept the conditions
{Tick box} I hereby declare that the information provided is true and correct. I also understand that any willful dishonesty may result in funds and support being withdrawn.

ANNEXES

Video

Please upload a video that includes an elevator pitch as well as a statement on how SynergistEIC could help you to address your needs (Max file size 30MB.)*

A 3-minutes video pitch featuring the founders introducing their product, potential for growth, and results expected from benefiting from the action.

{Choose a file button}

Technical annex (Max file size 30MB)

Please download the Technical annex template available here, {LINK} fill in with the text editor of your choice in English language, export to PDF format without restrictions for printing, and upload here

{Choose a file button}

ANNEX 2: TECHNICAL PROPOSAL TEMPLATE

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.

TABLE OF CONTENTS

1.	BASIC INFORMATION	37
2.	COMPANY BUSINESS, MARKET AND GROWTH STRATEGY	37
3.	TECHNICAL ASPECT	38
4.	TEAM CAPACITIES	38
5.	PROGRAM FIT AND MOTIVATION	39
6.	IMPACT	39
7.	WORK PLAN AND BUDGET JUSTIFICATION	39
8.	ETHICS AND SECURITY	40
	ANNEX: Ethics/Security checklist.....	40
	Ethics	41
	Security.....	42

1. BASIC INFORMATION

- 1. Company name**
- 2. Acronym**

2. 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.

3. 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.

4. 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?

5. PROGRAM FIT AND MOTIVATION

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

OCI 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?

6. 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.

7. 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

	Mont h 1	Mont h 2	Mont h 3	Mont h 4	Mont h 5	Month 6	TOTA L

1. Personnel costs (up to 70% of total)							
2. Travel and other direct costs:							
<i>Travel costs (please specify)</i>							
<i>Other direct costs (please specify)</i>							
3. Indirect costs (25% of 1+2)							
4. Subcontracting							

8. 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]

ANNEX 3: DECLARATION OF HONOUR ON EXCLUSION CRITERIA AND ABSENCE OF CONFLICT OF INTEREST

By agreeing to this Declaration of Honour in the application form, I declare that all provided information below is true and legally binding both for me and for the company/ organisation that I legally represent:

I declare that the mentioned company/ organisation is not in one of the following situations:

- a. Is bankrupt or being wound up, is having its affairs administered by the courts, has entered an arrangement with creditors, has suspended business activities, is the subject of proceedings concerning those matters, or is in any analogous situation arising from a similar procedure provided for in national legislation or regulations.
- b. It or persons having powers of representation, decision making or control over it have been convicted of an offence concerning their professional conduct by a judgement which has the force of res judicata.
- c. Has been guilty of grave professional misconduct proven by any means which the contracting authority can justify including by decisions of the European Investment Bank and international organisations.
- d. Is not in compliance with its obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which it is established or with those of the country of the contracting authority or those of the country where the contract is to be performed, to be proved by the deliverance of official documents issued by the local authorities, according to the local applicable rules.
- e. It or persons having powers of representation, decision making or control over it have been the subject of a judgement which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity, where such illegal activity is detrimental to the Union's financial interests.
- f. Is subject to an administrative penalty for being guilty of misrepresenting the information required by the contracting authority as a condition of participation in a grant award procedure or another procurement procedure or failing to supply this information or having been declared to be in serious breach of its obligations under contracts or grants covered by the Union's budget.

I declare that the natural persons with power of representation, decision-making or control over the above-mentioned company/ organisation are not in the situations referred to in (a) to (f) above.

I declare that:

- a. Neither any person nor I that I know is subject to an Synergist EIC project conflict of interest.
- b. Neither any person or I that I know participates, controls, submits, or is associated in any way with more than one proposal.
- c. I have not made false declarations in supplying the information required by participation in the open calls of the Synergist EIC project or does not fail to supply this information.
- d. I am not in one of the situations of exclusion, referred to in the above-mentioned points (a) to (f).
- e. I am aware and fully accept all Synergist EIC conditions and rules as expressed in the open call documents.

I certify that the company/ organisation that I represent:

- f. Is committed to participate in the above-mentioned project.
- g. Has stable and sufficient sources of funding to maintain its activity throughout its participation in the above-mentioned project and to provide any counterpart funding necessary.
- h. Has or will have the necessary resources as and when needed to carry out its involvement in the above-mentioned project.