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innovation beyond borders

European Partnership on Innovative SMEs/Innowwide
Call 1 for market feasibility projects

Application deadline: 15 November 2022

SmartSimple platform guidelines
Version 1.0 (5 September 2022)

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EUROPEAN PARTNERSHIP

Co-funded by
the European Union

Content

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https://eureka.smartsimple.ie/

If you are a new user, click on "Register Here" and complete the registration form.

Once you submit the registration form, you will receive an email confirming your username and password. Make sure to check your spam folder!

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Login

Eureka application portal

Please login to access your Eureka Network Projects, Globalstars or Innowwide applications.

✉ Email

🔑 Password

Log In

Forgot Password?

Please log in if you are already registered.
If you do not yet have an account, please register using the link provided.

Register Here

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1. Click on **"open calls"** on your dashboard. This will display our open Network projects, Globalstars and Innowwide funding opportunities.

📢 **Apply for Eureka Funding Opportunities**

10
Open Calls

2. Select the **Innowwide** call for market feasibility projects and click on **"apply now"**.

Apply Now   INNOWWIDE

CALL 1
Call for market feasibility projects:
- If you are an innovative SME, you can apply for a grant of 60,000 euros to assess the viability of your research or commercial ambitions in international markets.
- Funding is for SMEs in European Union Member States or Horizon Europe Associated Countries partnering with a local counterpart (main subcontractor for the market feasibility project) in Africa, North and South America, the Middle East or Asia-Pacific.
- This year, the EU Partnership on Innovative SMEs / Innowwide will fund 50 projects (with up to 25 of those involving counterparts in Africa).

https://www.eurekanetwork.org/programmes/innowwide/
Eureka_Innowwide_2022_call_1_text.pdf

15/11/2022
17:00

You will be given a new application.

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02 Selecting a call for projects

First, an initial question will categorise your application.

Select the option under which you are applying (target region) and click on 'Continue'.

⚠️ If you pick the wrong option, you will need to remove your application and create a new one.

New Application

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ℹ️ When you apply to our Innowwide programme, your must have a partner (main subcontractor for the market feasibility project). Your project partner must sign a commitment in the application platform before you submit the application. For more information about the Innowwide call, please check the guidelines available at https://www.eurekanetwork.org/programmes/innowwide/library

* You are

○ SME in an EU Member State or Horizon Europe Associated Country with a partner based in a country in North or South America, Asia-Pacific or the Middle East.

○ SME in an EU Member State or Horizon Europe Associated Country with a partner based in an African country

○ SME in an EU Member State or Horizon Europe Associated Country and you are submitting an application on behalf of an African company that you provide services to.

Continue

02 Selecting a call for projects

Your application will receive an identification code, which includes your <u>unique project number</u>/an <u>acronym of the programme</u> you are applying to/the <u>call for projects code</u>.

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* **You are**

SME in an EU Member State or Horizon Europe Associated Country with a partner based in

Call for submissions is open

📄 View Application pdf

📖 Call Guidelines

PROJECT DESCRIPTION   FINANCIAL VIABILITY   PROPOSAL - THE PITCH   PROPOSAL - EXCELLENCE   PROPOSAL - IMPACT   PROPOSAL - IMPLEM… ›

Scroll right to see all sections of your application form.

After you fill in the project description section, you will be able to invite your counterpart to sign a commitment in the platform (invitations feature will become visible on the left menu).

Instructions can be found below each section and question.

* **Project Acronym**

TEST

3 words left

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03 Filling in the application form

- As you fill in your application form, click on **"Save Draft"** regularly to update values and keep all entered information.

- Click on **"Save & validate"** to check whether you're missing any mandatory information before you submit.

- Click on **"Submit"** when your application is complete and before the call deadline. After submission, you cannot make changes to your application.

- Click on **"Remove"** if you want to delete your application

03 Filling in the application form

Applying category You are…	Applicant country	Target country
An SME in an EU Member State or Horizon Europe Associated Country with a partner based in a country in **North or South America, Asia-Pacific** or **the Middle East**.	EU Member State or Horizon Europe Associated Country	A country in North or South America, Asia-Pacific or the Middle East
An SME in an EU Member State or Horizon Europe Associated Country with a partner based in an **African country**".	EU Member State or Horizon Europe Associated Country	A country in Africa
An SME in an EU Member State or Horizon Europe Associated Country and you are submitting an application on behalf of an **African** company that you provide services to.	EU Member State or Horizon Europe Associated Country	Same **EU Member State or Horizon Europe Associated Country** as applicant country

The company in the EU Member State or Horizon Europe Associated Country applies and ultimately receives funding on behalf of the African company before carrying out the market feasibility project in the EU/Horizon Europe Associated Country for the African innovation company.

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PROJECT DESCRIPTION   FINANCIAL VIABILITY   PROPOSAL - THE PITCH   PRO

* **Target country**

> Your market feasibility project must have a target country (a pilot market) where you intend to
> Europe Associated Country in Africa, North and South America, the Middle East or Asia-Pacifi
> If you are an SME in an EU Member State or Horizon Europe Associated Country and you are s

| Brazil | ⌄ |

⌄ **Local counterpart (main subcontractor)**

> - After you fill in the project description section, you will be able to
> - When an African company is directing its innovation towards EU

* **Full legal organisation name (main subcontractor)**

| Organisation example |

* **Type of Organisation (main subcontractor)**

| SME | ⌄ |

* **Activity Field (main subcontractor)**

In the PROJECT DESCRIPTION section,

- select your target country and

- fill in the information of your local counterpart in the selected* target country.

* Exceptionally, when the selected target country = applicant country (see previous slide), you must fill in the information of your local counterpart in the African country

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03 Filling in the application form

You need to invite your counterpart (main subcontractor in the market feasibility project) to sign a commitment in the platform before you submit your project application.

SEE SECTION 04 Inviting your counterpart

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FINANCIAL VIABILITY: Start by completing the SME self-assessment

1. Click on 'Open' to access the form.

2. Fill in the form and click 'Save Draft' to update the organisation category.

3. Then click on 'Complete'.

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03 Filling in the application form

FINANCIAL VIABILITY: Upload relevant financial documents

Upload relevant financial documents (business plan OR financial statements) as indicated in the result of your SME assessment.

Min. one upload is required.
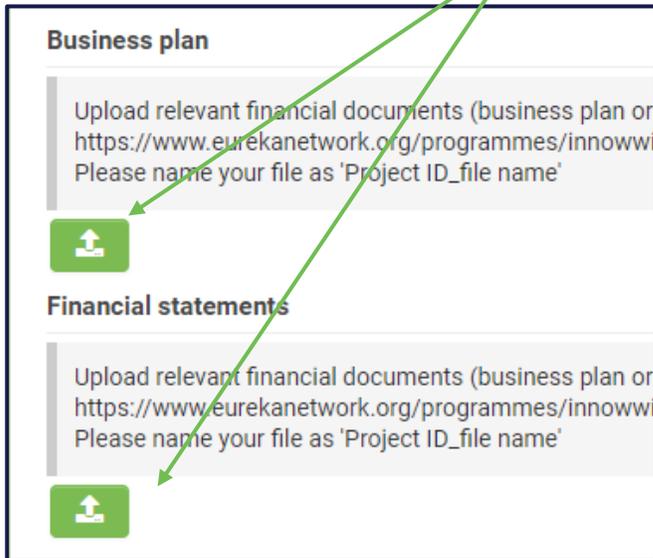
Business plan

Upload relevant financial documents (business plan or https://www.eurekanetwork.org/programmes/innowwi Please name your file as 'Project ID_file name'

Financial statements

Upload relevant financial documents (business plan or https://www.eurekanetwork.org/programmes/innowwi Please name your file as 'Project ID_file name'
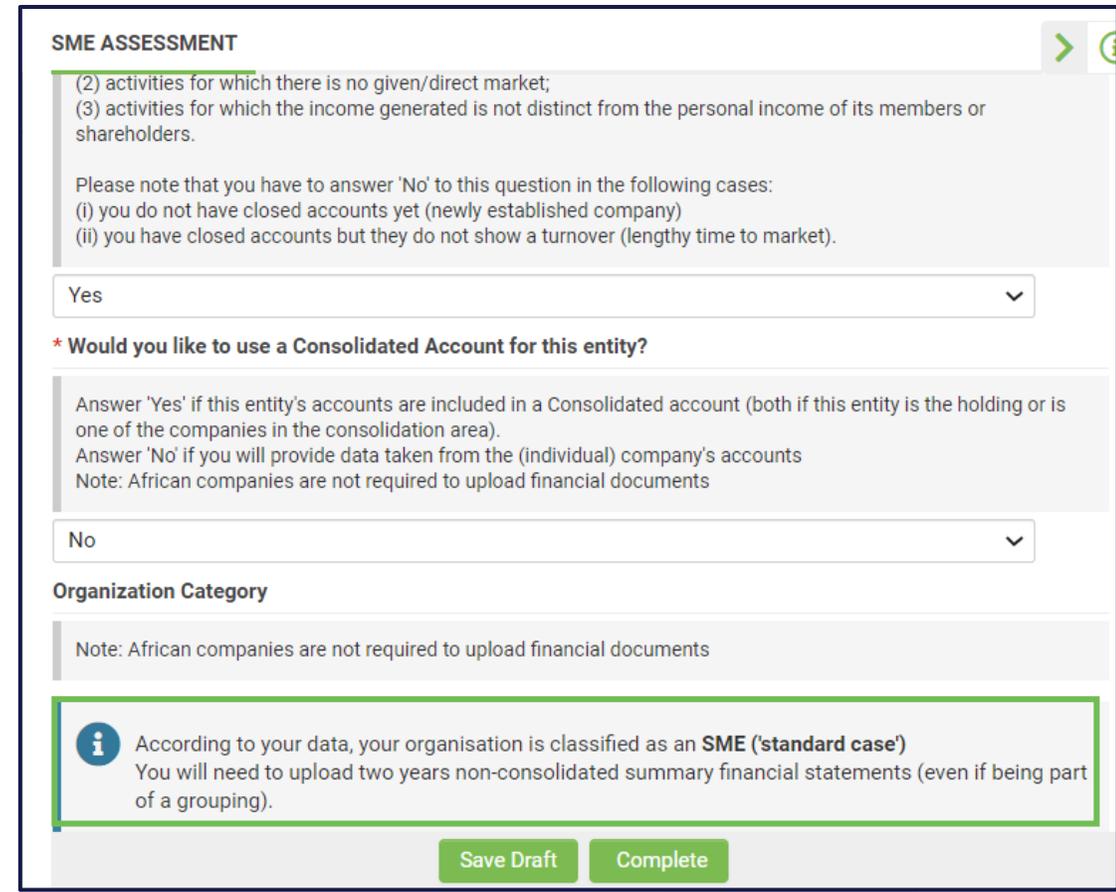
SME ASSESSMENT

(2) activities for which there is no given/direct market;
(3) activities for which the income generated is not distinct from the personal income of its members or shareholders.

Please note that you have to answer 'No' to this question in the following cases:
(i) you do not have closed accounts yet (newly established company)
(ii) you have closed accounts but they do not show a turnover (lengthy time to market).

Yes ⌄

* Would you like to use a Consolidated Account for this entity?

Answer 'Yes' if this entity's accounts are included in a Consolidated account (both if this entity is the holding or is one of the companies in the consolidation area).
Answer 'No' if you will provide data taken from the (individual) company's accounts
Note: African companies are not required to upload financial documents

No ⌄

Organization Category

Note: African companies are not required to upload financial documents

ℹ️ According to your data, your organisation is classified as an **SME ('standard case')**
You will need to upload two years non-consolidated summary financial statements (even if being part of a grouping).
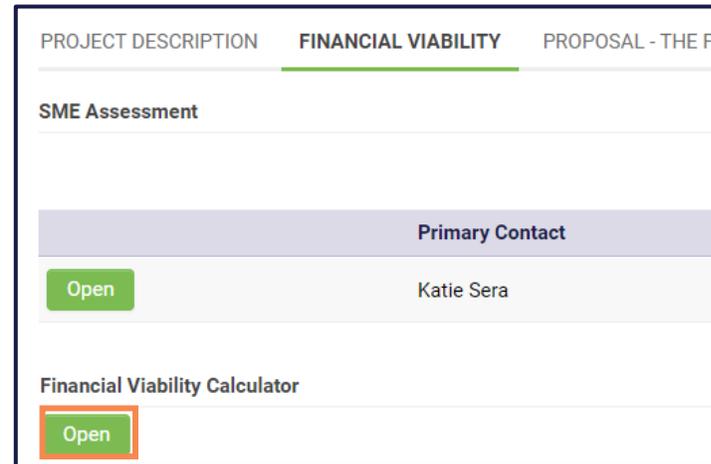
Save Draft   Complete

03 Filling in the application form

FINANCIAL VIABILITY: Complete the self-financial check by filling in the self-assessment calculator

1. Click on 'Open' to access the calculator.

2. Fill in the figures and click on 'Save'.

The calculator will show a result:
Its outcome will not be binding and may be verified by the independent evaluation panel during the evaluation.
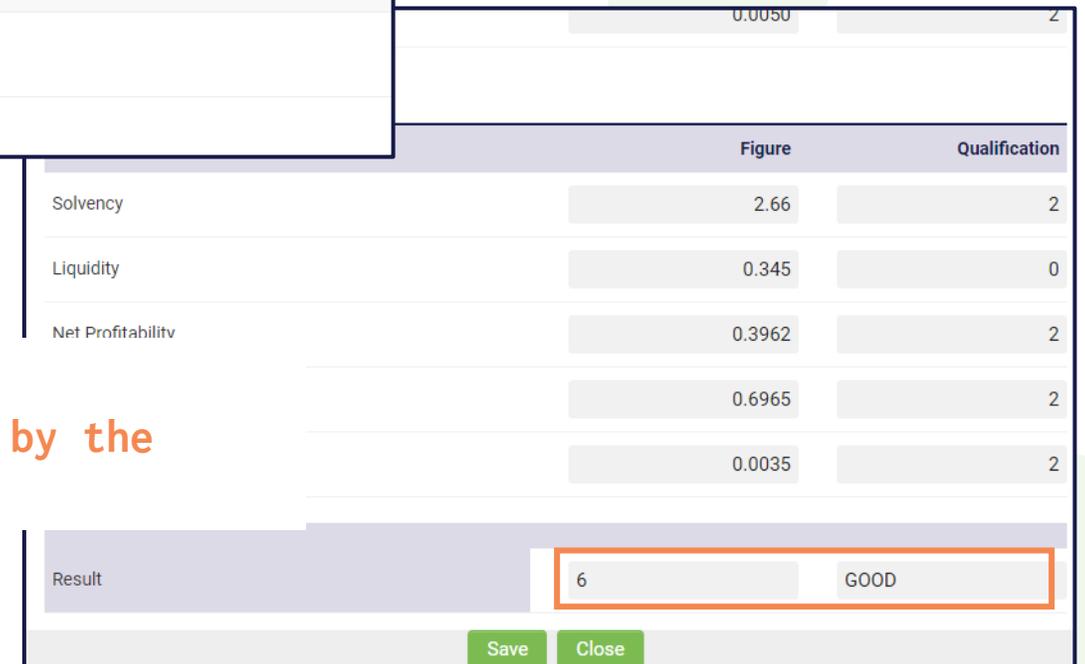
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How to fill in the <u>Gantt</u>:

1. Click on '+' to create a new task (enter one row per task)

2. Fill in the information for the task

3. When completed, click on 'Save Draft', then click on 'Submit task'

You can also re-open a submitted task to edit or withdraw it.

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IMPLEMENTATION

How to fill in the Gantt:

o Max project duration is 6 months (this will be validated upon submission of your application)

o Select 1 April 2023 as the indicative starting date for your project

o 'Save draft' in your application to see submitted tasks. ('Draft' tasks will not be shown).

	Workpackage Number	Task Number	Task Title	Planned Start Date	Planned End Date	Status
☐ Open	1	1	Planning	01/04/2023	15/04/2023	Task Submitted
☐ Open	1	2	Structure	16/04/2023	13/05/2023	Task Submitted
☐ Open	1	3	Development	07/05/2023	31/05/2023	Task Submitted

Gantt Chart

	1. Apr ...	3. Apr 2023	10. Apr 2023	17. Apr 2023	24. Apr 2023	1. May 2023	8. May 2023	15. May 2023	22. May 2023	29. M
1.1 – Planning										
1.2 – Structure										
1.3 – Development										

ANNEXES

Almost everything we need to know is stated in your application form. The only documents we need you to attach as annexes are:

o Financial statements OR business plan (FINANCIAL VIABILITY section)

o Workplan (IMPLEMENTATION section)

ADDITIONAL INFORMATION

As part of the application process, you also need to:

o Complete an ethics self-assessment

o Agree on the terms set in the Declaration of Honour

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Main

Notes

Invitations

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Co-fund
Europea

* You are

SME in an

The **invitations** feature will become available on the left menu after you have completed the project description section.

Call for submissions is open

📄 View Application pdf

📖 Call Guidelines

PROJECT DESCRIPTION   FINANCIAL VIABILITY   PROPOSAL - THE PITCH   PROPOSAL - EXCELLENCE   PROPOSAL - IMPACT   PROPOSAL - IM

After you fill in the project description section, you will be able to invite your counterpart to sing a commitment in the platform (invitations feature will become visible on left menu).

* **Project Acronym**

TEST

3 words left

NEX

Save Draft   ☑ Submit   Save & Validate   Remove

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Invitation

1. Click on 'Invitations' (left menu)

2. Click on '+'

3. Fill in your counterpart's details

4. Select role 'counterpart'

5. Click on 'Invite' (or if you want to send the invitation later, click on 'Save'). Your counterpart will receive an email to accept/decline your invitation.

You can cancel the invitation here.

If the status of the invitation is 'accepted', you will need to inform innowwide@eurekanetwork.org to remove the created commitment form.

Only one accepted invitation per application is allowed.

You can re-send the invitation here.

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Please make sure that the email address is c
in the platform. Only one invitation is allowe
automatically created activity. Please mentic

	Prefix	First Name	Last Name	Email	Role	Status	
✈	Mr	Frank	Smith	robert@samsung.com	Counterpart	Invited	✕

Save Invite

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Counterpart

You will receive an invitation email from the applicant to approve a commitment form in the platform.

The invitation email contains:

- Project ID and short summary

- Information (your organisation's name and type of organisation), filled in by the applicant

- Link to accept/decline the invitation and register in the platform

Invitation Accepted

You have accepted the invitation

Thank you for accepting the invitation. Please login here.

My Activities

1	0
Pending	Submitted Activities

After you accept the invitation,

1. Register and login in the platform

2. Click on "Pending" on your dashboard.

3. Click on "Open".

#	Application ID	Primary Contact ⇕	Status	Created Date	Deadline Date ⇕	
1	2022-17849/IW/CALL 1		Draft	06/09/2022 11:18		Open

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Counterpart

The commitment form activity for the counterpart contains two tabs (<u>LETTER OF COMMITMENT/</u> <u>DECLARATION OF HONOUR</u>).

In the case the applicant is *an SME in an EU Member State or Horizon Europe Associated Country submitting an application on behalf of an African company that they provide services to,* **the African counterpart will have an additional tab (<u>SME ASSESSMENT</u>).**

4. Agree on the terms set in the commitment and the DoH
5. <u>If applicable</u>, complete the SME assessment.
6. Click on 'Save Draft', then click on 'Complete'

When you complete the activity, the applicant is notified by email.

2022-17849/IW/CALL 1 (Commitment Form)

LETTER OF COMMITMENT   SME ASSESSMENT   DECLARATION OF HONOUR

Letter of commitment

On behalf of ████████, I undersigned ████████, in my capacity as ████, commit to setting up all necessary provisions to participate as a counterpart of beneficiary KS Test in the application 17849 / TEST submitted to the Eureka Innowwide call for projects, should the application be funded. I also confirm that ████████ will participate and contribute to the activities as planned in this project and described in the application. I hereby declare that I can commit to this process on behalf of the organisation I represent.

* ☐ I Agree

SME Assessment Required

| NEX

Save Draft   Complete

05 Commitment form (by <u>counterpart</u>)

o The last step is submitting your application, but if ever you want to delete your application before the call for projects deadline, click on "remove" and it will disappear from your dashboard.

o You can go back to your application in progress from your dashboard at any time by clicking on 'In progress'.

o Make sure you have double checked everything against the call for projects instructions.

o Click on "save and validate" to check whether you're missing any mandatory information before you submit.

o Click on "submit". You will receive an email confirming that you have successfully submitted your project application!

o You are only allowed to submit one application per call.

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06 Submitting your application

Good luck!

Contact us at

innowwide@eurekanetwork.org