



Call 1

**Open Call for Consortium
Innovation Leader
Guide for Applicants**

24.01.2023

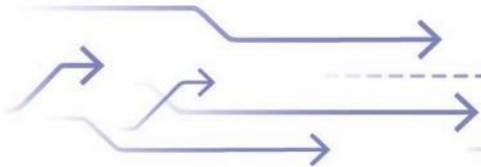
Programme : Horizon Europe Framework Programme
Call : Cooperation with EEN
(SoE, Applicants in widening countries and from women-led companies)
(HORIZON-EIC-2021-EEN-01)
Type of Action : CSA
Project : **Support to EIC Accelerator by the Enterprise Europe Network (EEN2EIC)**
Grant Agreement No. : 101075818

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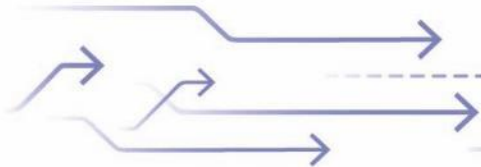


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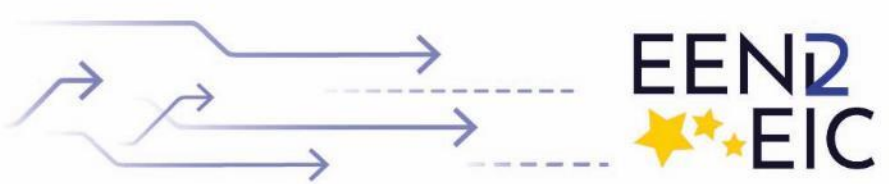


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1. ABOUT THE PROJECT

The project aims to establish a stronger cooperation mechanism between the Enterprise Europe Network (EEN) and the European Innovation Council (EIC), supporting innovation and business scaling-up through financial support. The objective is to empower EEN network offices to support potential EIC applicants with the overall goal of increasing the number of high-quality proposals to the EIC.

A special focus will be put on the promotion of female innovators and on Widening and Associated Countries that have submitted only a few applications. Furthermore, the support of Seal of Excellence holders in accessing alternative sources of funding and ensuring a strong and profitable exchange of best practices within the EEN will be strengthened. EEN2EIC will make EU innovation support more efficient by improving the capacity of SMEs and avoiding overlapping with NCP activities.

EEN2EIC project is funded by the European Union's Horizon Europe programme under grant agreement No. 101075818.

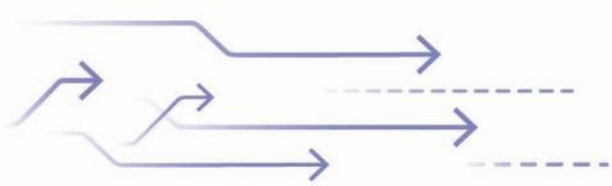
1.1. ABOUT THIS CALL

The present Open Call aims at selecting one organization per each EEN Consortium for the role of Consortium Innovation Leader role (hereinafter "CIL"). EEN2EIC foresees only one CIL for each of the EEN Consortia existing at the time of the application. The call is managed by the EEN2EIC Coordination Office. The management of contracts with selected CILs as well as the payments of the Vouchers foreseen in the present scheme are managed by APRE, and it is regulated by and fully compliant with the Standard FSTP ruleset as identified by Annex K of Horizon Europe.

The call for CIL is published on [EEN2EIC Website](#) and in the [Funding and Tenders Portal](#) of the European Commission. It is disseminated using EEN Intranet and Social Media channels. Always refer to the EEN2EIC website to make sure that you are referring to the latest version of the document.

The present call will be open from 24.01.2023 until 27.03.2023 at 17:00 (Brussels Time). All the applications received before the deadline using the process as described in Section 2.4 will be considered eligible.

All the applications received after the deadline indicated above, and all the application manners other than the one officially described in Section 2.4 will not be considered eligible for this call.



2. CONSORTIUM INNOVATION LEADER OPEN CALL

2.1. SCOPE OF THE CALL

The present call aims at selecting *C//s* across the whole Enterprise Europe Network. The selected *C//* will act as a contact organization of the EEN2EIC project within its own consortium and will ensure a smooth and direct communication flow between the Local EEN Nodes of its Consortium and EEN2EIC team. The *C//* will also help with the communication and dissemination of the EEN2EIC Voucher Scheme (see Annex 1).

The *C//* will be responsible to mobilise its own consortium and to identify, select and support excellent enterprises falling under the EEN2EIC priorities. Furthermore, the *C//* will support EEN2EIC project with the organisation of activities related to the project, such as facilitate the delivery of existing trainings (to be provided by EEN2EIC consortium) and the engagement of all the actors in its consortium.

2.2.WHO CAN PARTICIPATE IN THIS CALL

The present call for *C//s* is **open exclusively for EEN members that are full partners of established EEN Consortium at the time of the present application**. Further eligibility conditions are available in Section 2.2.1 below.

2.2.1. ELIGIBILITY CONDITIONS

To be eligible to participate in the present call for *C//*, each organisation shall fulfil all the following conditions:

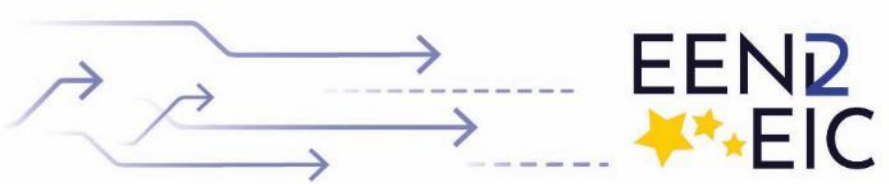
- Be part of existing Enterprise Europe Network (EEN) Consortium at the time of application
- Ensure appropriate track record in providing innovation support services to SMEs
- Provide good network to other EEN consortium partners as well as a network of regional innovation ecosystems

Additionally, it strongly encourage for the applicant to fulfil the following conditions as well:

- Have access to existing portfolio, networks and/or initiatives involving Widening Countries Enterprises and/or Women-led Enterprises.

2.3.ELIGIBLE ACTIVITIES

The role of *C//* is crucial for a successful implementation of EEN2EIC project and to guarantee a successful participation of high-quality companies from each region in the EIC funding framework.



The *CIL* in fact will act as a connection between EEN2EIC project and its EEN consortium. Within this role, the *CIL* will:

- Support their local EEN Network in achieving impact in the respective consortium
- Identify and mobilize support for a local node in Women led enterprises and Widening & Associated countries
- Keep track of the companies involved by its consortium in EEN2EIC activities, including the companies applying for EIC framework
- Support of the EEN2EIC consortium in communication activities at local level
- Support with organization of an information event in the region/area covered by the EEN consortium
 - For Widening and Associated Country *CILs* only, EEN2EIC foresee financial support for the organisation of such training and events. The details and the terms and conditions for such support measure will be regulated directly with Widening Country *CIL* together with the responsible consortium partners (see Annex 2 – Supported activities in Widening countries & Associated countries)

2.4.VOUCHER FOR SELECTED CILS

EEN2EIC project foresees a Voucher system consisting of up to € 10.000,00 for each *CIL*. The Voucher consists of two equal parts:

- *CIL* Voucher Part 1 - € 5.000,00 (Euro five thousand) for the Support of Women Led Companies (Section 2.5.1)
- *CIL* Voucher Part 2 - € 5.000,00 (Euro five thousand) for the Support of Widening Countries and Associated Countries Companies (Section 2.5.2)

Each of the two parts of the voucher will be paid by EEN2EIC once the respective conditions are met.

The total budget available for FSTP in EEN2EIC is € 5.135.646,40. All the Vouchers will be paid up to the full capacity of this budget.

2.5.VOUCHER FOR ADDITIONAL SUPPORT TO CILS ESTABLISHED IN WIDENING AND ASSOCIATED COUNTRIES

EEN2EIC foresees an additional set of support measures for *CIL* selected in the process described in the present call, which are legally registered in one of the eligible Widening and Associated countries (see Annex 3 – List of eligible Widening Countries and Associated Countries).

The Voucher consists of the following:

- € 1.000,00 (Euro one thousand) for the organisation of a kick off the EEN2EIC services on a national level via event
- € 8.000.00 (Euro eight thousand) for the organisation of training and exchange of best practice session
- € 2.000,00 (Euro two thousand) for the organisation of 2 days of 1-to-1 cross border coaching session

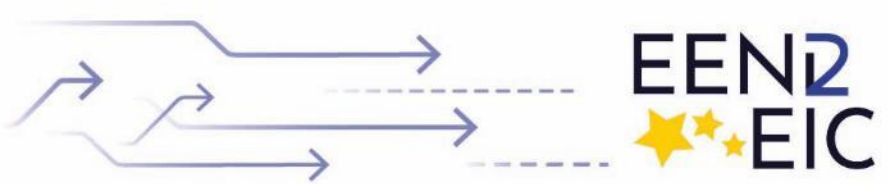
The Voucher for additional support to *CIL* established in Widening and Associated Countries will be only available for *CILs* awarded under the present call which are legally registered and active in one of the countries identified in Annex 3 – List of eligible Widening Countries and Associated Countries.

The total budget available for FSTP in EEN2EIC is € 5.135.646,40. All the Vouchers will be paid up to the full capacity of this budget.

2.5.1. ELIGIBILITY CONDITIONS FOR CIL VOUCHER PART 1 – WOMEN LED ENTERPRISES SUPPORT

EEN2EIC will transfer the amount of the Voucher of € 5.000,00 (Euro five thousand) in full to each *CIL*, provided that the following conditions are met:

1. At least 10 (ten) Phase 1 EIC Accelerator Applications (so-called Group A cases in EEN2EIC Platform) are submitted by the Consortium to which the *CIL* belongs regarding Women Led companies. Please note that:
 - a. All the cases shall be duly reported by the Consortium members using the EEN2EIC Platform and
 - b. the voucher will be redeemable once at least 10 Group A cases are supported by members of the Consortium to which the *CIL* belongs, regardless to the distribution of cases within the Consortium itself.
2. At least one information session regarding direct support to Women-led companies was organized by EEN2EIC project with the support of the *CIL*



2.5.2. ELIGIBILITY CONDITIONS FOR CIL VOUCHER PART 2 – WIDENING AND ASSOCIATED COUNTRIES SUPPORT

1. At least 10 (ten) Phase 1 EIC Accelerator Applications (so-called Group A cases in EEN2EIC Platform) are submitted by the Consortium to which the *CIL* belongs regarding Widening Countries companies. Please note that:
 - a. All the cases shall be duly reported by the Consortium members using the EEN2EIC Platform and
 - b. The Voucher will be redeemable once at least 10 Group A cases are supported by members of the Consortium to which the *CIL* belongs, regardless to the distribution of cases within the Consortium itself.
2. At least one information session regarding direct support to companies from Widening and Associated Countries was organized by EEN2EIC project with the support of the *CIL*.

2.5.3. ELIGIBILITY CONDITIONS FOR VOUCHER FOR ADDITIONAL SUPPORT TO CILS ESTABLISHED IN WIDENING AND ASSOCIATED COUNTRIES

EEN2EIC will award the Voucher for additional support to *CILs* established in Widening and Associated Countries only to *CILs* that are eligible for the support (only *CILs* registered and working in one of the countries listed in Annex 3).

The eligibility conditions for this voucher strand are presented in **Annex 2 – Supported activities in Widening countries & Associated countries**.

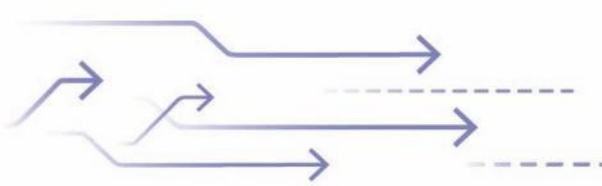
2.6. APPLICATION PROCESS

Applicants shall submit their application using the online form available [here](#) before the deadline of **27th of March 2023 at 17:00 Brussels time**, as defined in Section **1.1**

Only applications submitted using the process described in the present Section before the deadline will be considered.

Only applications fulfilling the eligibility conditions as defined in Section **2.2.1** will be processed for evaluation.

Once the evaluation processes are completed (see Section **2.8** for more information about the selection criteria), the selected *CIL* applicants for each of the EEN Consortia will be contacted by the EEN2EIC to sign the sub-grant agreement.

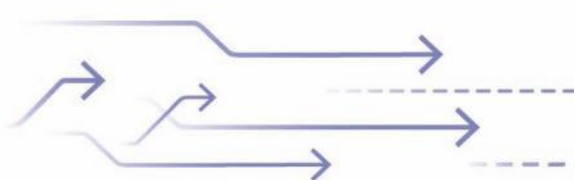


2.7. APPLICATION DOCUMENT

The process will take place fully online, and therefore no additional document needs to be prepared and submitted by the applicant.

The online application form is accessible [here](#). The following questions will be presented to the applicants in the online form:

1. Name and contact information of the applying organisation
2. Eligibility Check
 - 2.1. Is the organisation a part of existing EEN Consortium (Y/N)
 - 2.1.1. If yes, please state the full name of the consortium you belong to
 - 2.1.2. What role do you have in this consortium? (Partner/Coordinator)
 - 2.1.3. What geographical area does your consortium cover?
 - 2.1.3.1. Local (NUTS-2)
 - 2.1.3.2. Regional (NUTS-1)
 - 2.1.3.3. Cross-border (NUTS-3)
 - 2.1.3.4. Country (NUTS-0)
 - 2.1.3.4.1. Is your consortium established in one of the Widening Countries and Associated Countries as defined in the Annex 3 – List of eligible Widening Countries and Associated Countries of the Guide for Applicants – Open Call for Consortium Innovation document²
 - 2.1.3.5. (only if answered yes to Question 2.1.3.4.1) Are you applying for the Voucher for additional support to *C/Is* established in Widening and Associated Countries
3. Section 1 – Relevance
 - 3.1. Please describe your organisation and its role in the EEN Consortium. Make sure to indicate any membership of EEN TG/SGs (with particular reference to the ones relevant for the target groups of the EEN2EIC projects) as well as previous experiences with regards to the organisation of trainings and other support measures specifically targeted to EEN at consortium, national and international level
4. Section 2 – Implementation
 - 4.1. Please describe the capacity of your organisation to implement the *C/I* role. Make sure to describe also existing knowledge and expertise in your organisation with particular reference to access to European Funding frameworks in general and European Innovation Council in particular
5. Section 3 – Impact
 - 5.1. Please describe in which regional, national and international networks and initiative your organisation is taking part, with particular reference to the ones covering the target groups of the project.

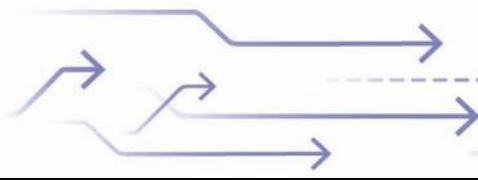


2.8. SELECTION CRITERIA

To ensure a smooth and timely implementation process and facilitate the implementation of the EEN2EIC Voucher Scheme for Local Nodes, **it is strongly advised for each EEN Consortium to submit only one application for the role of CIL, and to agree upon this application internally at consortium level.**

In case two or more applications per each consortium are submitted, the EEN2EIC project will select only one application based on the criteria identified in the following table:

Criteria	Explanation	Threshold	Score
1 – Relevance of the submission			
<ul style="list-style-type: none"> Is the organisation member of the TG research and Innovation and/or Sector Group Women Entrepreneurship? Is the organisation best positioned to provide information, trainings and support to your EEN Consortium? 			
(Only in case that the application is for the role of CIL in a country other than the one in which the applicant is registered) <ul style="list-style-type: none"> is the organisation connected with stakeholders in the country and therefore able to provide added value to the local innovation ecosystem? 			
		3	5
2 – Implementation			
<ul style="list-style-type: none"> Has the organisation enough capacity/personnel resources to support the implement the action described? Has the organisation a proven knowledge of the European funding schemes for innovation support (H2020, HE, Digital Europe etc.), with particular regards to the topics covered by the EEN2EIC (e.g.WIDERA_NET; Access2EIC etc.)? Has the organisation a proven knowledge of the European Innovation Council? Has the organisation a proven track-record of supporting SMEs in European Innovation Council framework? 			
		3	5
3 – Impact			
<ul style="list-style-type: none"> Is the organisation best positioned to provide added value in terms of the local innovation ecosystem? Is the organisation part of relevant networks, initiatives and/or projects that will help EEN2EIC to identify and support enough innovative women-led and widening & associated countries companies? 			
		3	5



	Threshold	Max. score
	9	15

Table 1: EEN2EIC – Evaluation Criteria

Only eligible applications will be evaluated.

The selected applicants will be informed by email and a list of *CILs* will be published on the EEN2EIC website. The detailed evaluation results will not be published but it will be available to applicants requesting further information and clarifications.

2.8.1. EVALUATION COMMITTEE

After the deadline of the call and provided that the application fulfils the eligibility criteria for the programme, a pool of selected EEN2EIC evaluators will be in charge of evaluating all the eligible proposals according to the criteria defined in Table 1 above.

Each proposal will be evaluated by at least 2 (two) evaluators selected from the Evaluation Committee. The Evaluation Committee consists of experts from EEN2EIC consortium’s partner organisations. If necessary, additional capacity will be added to the Evaluation Committee by mobilising existing experts’ groups established by the project, such as the project’s Advisory Board.

All eligible applications passing the overall threshold of 9 points will then be ranked and sorted by highest score.

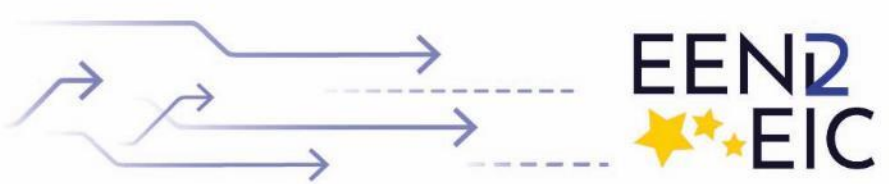
The final score of each proposal is the mean of the total score of the experts, divided by the number of experts.

The higher scoring application for each EEN consortium will be declared eligible for funding, and they will be contacted by the EEN2EIC Consortium to finalise their application and sign the Sub-Grant Agreement. The names and the brief summary of the selected *CILs* may be also published on the EEN2EIC for publicity and communication purposes.

All the other eligible applications from the same EEN consortium passing the threshold will not automatically qualify for the role of *CIL*, but they will be inserted in a reserve list which may be used, should the *CIL* initially awarded funded withdraw.

In case of two (or more) application scores or an ex-aequo result, the following conditions will be considered to create the final ranking:

- Highest score awarded in Criteria 1 – Relevance of the submission
- Highest score awarded in Criteria 2 – Implementation
- Highest score awarded in Criteria 3 – Impact



In case there is still an ex-aequo after this process, the time of submission of the proposals will be considered as further criteria. The timestamp is automatically generated for each application and will be used to determine the actual time of submission.

The Evaluation Committee will prepare an Evaluation Report for internal use only. Only the appointed *C/Is* will be published.

2.9. EXCLUSION CONDITIONS AND LOSS OF ELIGIBILITY

In case the awarded applicants cannot fulfil the role of *C/I* anymore due to objective and documented reasons (e.g. the organisation withdraws from the related EEN Consortium or one of the conditions listed in Section 2.2.1 is not met anymore) the applicant should immediately contact the EEN2EIC project coordinator.

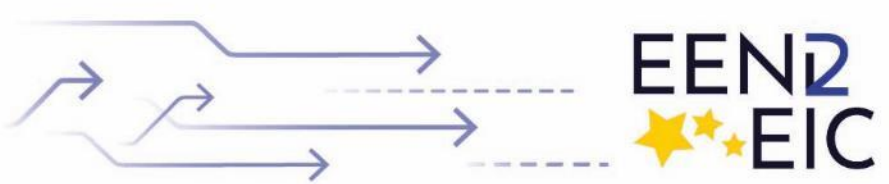
Since each EEN Consortium should have a *C/I*, in case the one selected with the present Open Call withdraws the following steps are foreseen:

- The previously selected *C/I* immediately communicates in written to EEN2EIC coordinator that the conditions as set out in 2.2.1 have ceased to exist.
 - If more than one application was submitted for the given EEN Consortium, the EEN2EIC coordinator will appoint a new *C/I* by selecting the second highest scored proposal submitted for the present Call.
 - If only one application was submitted for the given EEN Consortium, the EEN2EIC coordinator will promptly contact the EEN Consortium to organize an internal call to appoint the new *C/I*.
- The Voucher for *C/I* will be paid by EEN2EIC Consortium after all the conditions listed in Section 2.2.1 are met. This means that only one payment is foreseen per Consortium within EEN2EIC project's lifespan.
 - If the previously selected *C/I* has already delivered on the activities listed in Section 2.3, no further payment is foreseen for the incoming *C/I* substituting the one selected with the present Call.
 - If the activities listed in Section 2.3 are not met, the incoming *C/I* substituting the one selected with the present Call will take over the full responsibility of delivering on such activities and will be eligible for the payment of the corresponding Voucher.

3. LEGAL FRAMEWORK AND IPR

EEN2EIC project is funded by the European Commission under the Horizon Europe (Grant agreement ID: 101075818) and is coordinated by APRE.

APRE is responsible for the management and the administration of the present call, including the payment of the vouchers as defined in Section 2.4.



3.1. CONFIDENTIALITY

Applicants shall be aware that the information submitted under the present Call will be used by the EEN2EIC consortium and other entities directly involved in the project. Specifically, selected applicants must be aware that the EEN2EIC will keep internal records of, among others:

- A list of applications received, identifying the name and address of applicants.
- All communications with applicants before call closure.
- For each application, a copy of the filled forms used in the evaluation.
- A record of all incidents which occurred prior, during and after the implementation of the measure and any deviation from standard procedure.
- Copy of requests for payment and attached documents.

Subject to the conditions established in the implementing agreements, decisions or contracts, any data, knowledge and information communicated as confidential in the framework of an action shall be kept confidential, taking due account of European Union law regarding the protection of and access to classified information.

The selected applicants shall comply with national legislation, regulations and ethical rules in the countries where the present action will be carried out, as well as any other requirements as defined by the participation to EEN consortia.

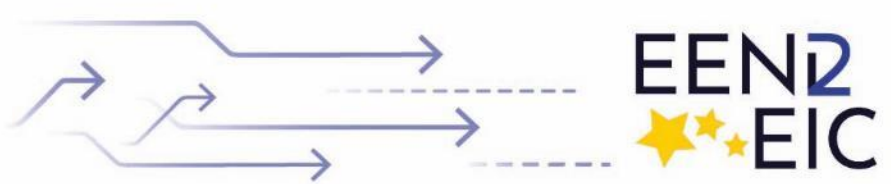
3.2. PRIVACY

Data processing by the selected applicant

The selected applicants must process personal data in compliance with the applicable EU, international and national law on data protection (in particular, Regulation 2016/67 (GDPR)).

They must ensure that personal data is:

- processed lawfully, fairly and in a transparent manner in relation to the data subjects
- collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes
- adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed.
- accurate and, where necessary, kept up to date
- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the data is processed and – processed in a manner that ensures appropriate security of the data.

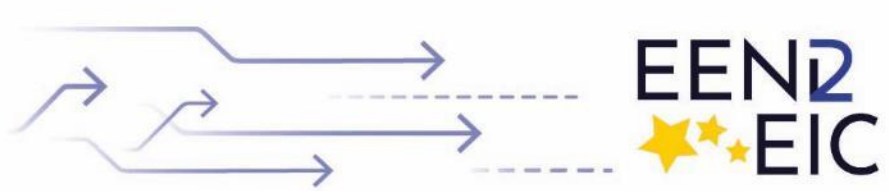


The selected applicant may grant their personnel access to personal data only if it is strictly necessary for implementing, managing, and monitoring the Agreement. The beneficiaries must ensure that the personnel is under a confidentiality obligation.

The applicants must inform the persons whose data are transferred to the EEN2EIC consortium and other entities directly involved in the project and provide them with the Portal Privacy Statement.

3.3.ACCOUNTABILITY AND AUDITING

The Selected Applicant undertake to provide any detailed information, including information in electronic format, requested by the European Commission or by any other outside body authorised by the European Commission to check that the services are being properly implemented.



ANNEX I – EEN2EIC Voucher Scheme

EEN2EIC project will setup a Voucher Scheme for all EEN members, aimed at EEN local nodes that directly support project's target groups (Companies from Widening and Associated countries and Women Led Enterprises) in submitting proposal under the European Innovation Council framework programme.

The EEN Local Nodes will have to apply for their Vouchers using the EEN2EIC platform.

A dedicated call for EEN Local Nodes will be published on 24 01 2023

These EEN members will receive financial support as third parties under an appropriate Scheme. The most appropriate way to ensure efficiency, speed and transparency in the implementation, is the voucher scheme and the coordinator (APRE) will be managing its award, based on the following principles:

- The process will be totally open and available to all EEN partners.
- the voucher will be offered as lump sum for the services provided, which will be properly documented at the IT Tool of the project.
- EEN partners delivering the services must demonstrate high quality in the context of delivering the services.
- the Coordination Office will make sure that funding is given to all partners who follow the procedure set and described in the WPs, whereas all third parties will be requested to provide adequate feedback on the outcome of the evaluation of the proposals and contribute to the statistics.
- all proposals and related data, knowledge and documents are treated in confidence.

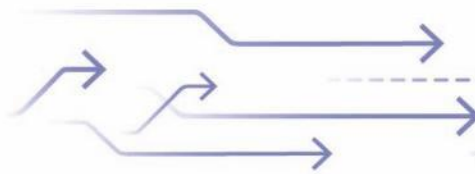
The voucher scheme will be managed by the coordinator of EEN2EIC APRE to ensure efficiency and speed, without further overheads for the consortium or the partners – thus it will be as much automated as possible, respecting the legal framework of Horizon Europe.

APRE will be in charge of contracting to final report, to transfer a lump sum, all other activities, grant activities – awareness raising, proposal submission, quality check – will be handled by the IT-tool and the other EEN2EIC partners.

The conditions for provision of the financial support to the third parties will be in accordance with the General Annexes of Horizon Europe, Financial Regulation as well as the related provisions of Model Grant Agreement (in particular Articles 12 6.2.D.1 and 9.4).

The EEN2EIC consortium allocates more than 70% of the total proposed budget to financial support to third parties – the EEN2EIC Voucher Scheme.

The total amount of vouchers distributed to third parties is € 5.135.646,40.



ANNEX II- Supported activities in Widening & Associated Countries

Within the scope of EEN2EIC project, a number of Capacity building activities will be organized in Widening and Associated countries to address the needs & challenges and stimulate the exchange of best practices. To see the full list of Widening and Associated countries please see Annex 3.

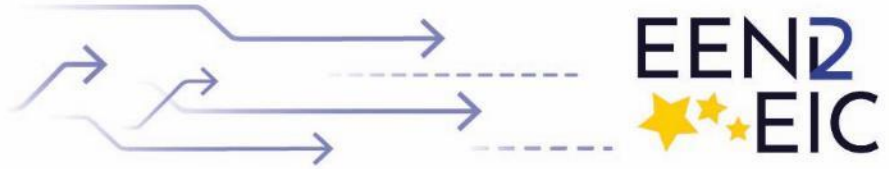
In addition to the EEN2EIC Voucher Scheme presented in Annex 1, additional vouchers will be disbursed to *CILs* in each Widening country and 5 (five) Associated countries to organize the following activities:

- € 1.000,00 (Euro one thousand) for the organisation of a kick off the EEN2EIC services on a national level via event
- € 8.000.00 (Euro eight thousand) for the organisation of training and exchange of best practice session
- € 2.000,00 (Euro two thousand) for the organisation of 2 days of 1-to-1 cross border coaching session

The application for this additional voucher strand is also managed through the EEN2EIC tool, and eligible applicants will have to express their interest in applying for this strand.

Please note that in case two or more applications from the same Widening or Associated country are submitted, the organization with the highest evaluation in the Selection process is awarded to receive the vouchers mentioned above (see Section 2.8 for more information about this process). The vouchers will be offered as lump sum for the services provided on the national level. Organization receiving the voucher will be responsible to invite and make the event available also for EEN advisors from other EEN consortiums.

Additionally, EEN2EIC project consortium will organize face-to-face EEN2EIC community events. These events will be dedicated to enhance the learning and best practice exchange among the EEN2EIC advisors, particularly focusing on the challenges faced by SMEs during the various stages of their client journey. Events will be held in conjunction with other regional EEN events (EEN Central European Summit etc.) to make it easier for the EEN2EIC advisors to join. EEN2EIC project provides 6 (six) Travel vouchers for EEN advisors from each Widening and Associated country to fly in. Each voucher is worth € 500. Widening and Associated countries will have to appoint 6 EEN advisors from their country (throughout the whole period of the project) who will be entitled to receive the Travel vouchers.

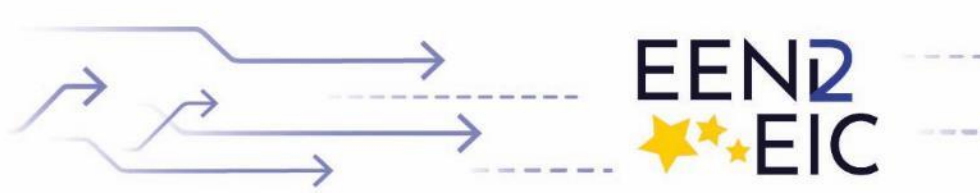


APRE will be responsible for the payment of the vouchers mentioned above, after it has been aligned with Lithuanian Innovation Centre (LIC), EEN2EIC project partner responsible for Supported activities in Widening countries & Associated countries.

In order for the voucher to be approved, *CLs* will have to properly organize the proposed activities and provide a short report to Lithuanian Innovation Centre. The report must include the following information:

- List of attendees, including their signatures (or other documents to prove the presence of attendees)
- 3-5 photos / screenshots from event
- Event agenda

The agenda for each event has to be approved by LIC before the event date.



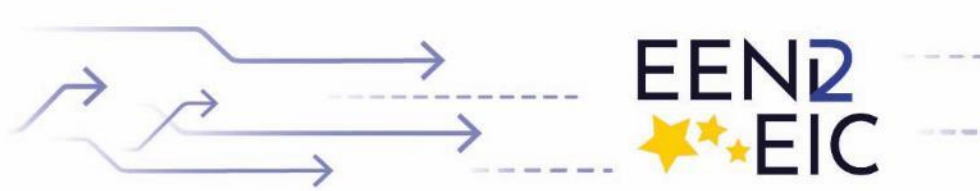
ANNEX III – List of eligible Widening Countries and Associated Countries

The following Widening countries are eligible under EEN2EIC, according to the

- Bulgaria
- Croatia
- Cyprus
- Czech Republic
- Estonia
- Greece
- Hungary
- Latvia
- Lithuania
- Malta
- Poland
- Portugal
- Romania
- Slovakia
- Slovenia

The Associated Countries with equivalent characteristics in terms of R&I performance are:

- Albania
- Armenia
- Bosnia and Herzegovina
- Faroe Islands
- Georgia
- Iceland
- Israel
- Kosovo
- Moldova
- Montenegro
- North Macedonia
- Norway
- Serbia
- Tunisia
- Turkey
- Ukraine



ANNEX IV – Definition of Women-led enterprises

The operational definition for Women-Led company under EEN2EIC is the following:

- Companies in which at least one woman is present in CxO level or equivalent (CEO, CTO, CFO, CSO etc)