Horizon Europe Programme

Standard Application Form
(HE EIC Accelerator stage 2 – full proposal)

Application form (Part A)
Project proposal – Technical description (Part B)

Version 1.4
18 March 2024

Application form (Part A)

Example, not to complete

Horizon Europe Programme

Standard Application Form (HE EIC Accelerator Stage 2 – full proposal)

Example, not to complete

Application form (Part A)

Version 1.0
06 June 2023

Disclaimer
This document is aimed at informing potential applicants for Horizon Europe funding. It serves only as an example. The actual Web forms and templates, provided in the online submission system under the Funding and Tenders Portal, might differ from this example.

Structure of the Proposal

The proposal contains two parts:

- **Part A** of the proposal **is generated by the IT system. It is based on the information entered by the participants through the submission system in the Funding & Tenders Portal.** The participants can update the information in the submission system at any time before final submission.

- **Part B** of the proposal is the narrative part that includes three sections that each correspond to an evaluation criterion. Part B needs to be uploaded as a PDF document following the templates downloaded by the applicants in the submission system for the specific call or topic. The templates for a specific call may slightly differ from the example provided in this document.

The electronic submission system is an online wizard that guides you step-by-step through the preparation of your proposal. The submission process consists of 6 steps:

- Step 1: Logging in the Portal
- Step 2: Select the call, topic and type of action in the Portal
- Step 3: Create a draft proposal: Title, acronym, summary, main organisation and contact details
- Step 4: Manage your parties and contact details: add your partner organisations and contact details.
- Step 5: Edit and complete web forms for proposal part A and upload proposal part B
- Step 6: Submit the proposal

- **Instructions and footnotes in green will not appear in the text generated by the IT system.**
- **For options *[*in square brackets*]*: the option that applies will be automatically shown in the IT system (Part A) or included in the template of Part B offered by the IT system or you must select the appropriate value from a predefined list.**
- **For fields in [grey in square brackets] (even if they are part of an option as specified in the previous item): enter the appropriate data in the IT system.**
- **Data in coloured fields will be prefilled by the IT tool.**

HISTORY OF CHANGES		
Version	**Publication date**	**Changes**
1.0	02.06.2023	▪ Initial version.
		▪

Example, not to complete

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Please check our wiki for help on navigating the form.

Horizon Europe

Application forms (Part A)

Topic:

Type of action:

Type of Model Grant Agreement:

Proposal number:

Proposal acronym:

Example, not to complete

Table of contents

The forms must be filled in for each proposal using the templates available in the Submission System. Some data fields in the forms are pre-filled based on the previous steps in the Submission wizard.

This proposal version was submitted by [Name, FAMILY NAME] on [dd/mm/yyyy HH:mm:ss] Brussels Local Time. Issued by the Funding and Tenders Portal Submission Service

1 – General information

Section 1 provides basic data on the proposal. It can be filled in by contacts of the coordinator. Other participants may view this section only. Read-only parts are marked in blue.

Topic	Type of action
Call	Type of Model Grant Agreement

Acronym	*Acronym is mandatory*
Proposal title	*Max 200 characters (with spaces). Must be understandable for non-specialists in your field.*
Duration in months	*Estimated duration of the project in full months.*
Fixed keywords	
Free keywords	*Enter any words you think give extra detail of the scope of your proposal (max 200 characters with spaces).*

Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &

Note that for this call, applicants have to select minimum 3 and maximum 6 fixed keywords.

Abstract

The abstract should provide the reader with a clear understanding of the objectives of the proposal, how they will be achieved, and their relevance to the Work Programme. This summary will be used as the short description of the proposal in the evaluation process and in communications to the programme management committees and other interested parties. It must therefore be short and precise and should not contain confidential information. Use plain typed text, avoiding formulas and other special characters. If the proposal is written in a language other than English, please include an English version of this abstract in the Part B (technical description) of the proposal. .

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under any EU programme, including the current call? *A `similar' proposal or contract is one that differs from the current one in minor ways, and in which some of the present consortium members are involved.*	○ Yes	○ No
Please give the proposal reference or contract number	XXXXX-X	

Example, not to complete

Declarations

These declarations can be filled in by any coordinator contact(s). All declarations are mandatory.

1) We declare to have the explicit consent of all applicants on their participation and on the content of this proposal.	☐
2) We confirm that the information contained in this proposal is correct and complete and that none of the project activities have started before the proposal was submitted (unless explicitly authorised in the call conditions).	☐
3) We declare: – to be fully compliant with the eligibility criteria set out in the call – not to be subject to any exclusion grounds under the EU Financial Regulation 2018/1046 – to have the financial and operational capacity to carry out the proposed project.	☐
4) We acknowledge that all communication will be made through the Funding & Tenders Portal electronic exchange system and that access and use of this system is subject to the Funding & Tenders Portal Terms & Conditions.	☐
5) We have read, understood and accepted the Funding & Tenders Portal Terms & Conditions and Privacy Statement that set out the conditions of use of the Portal and the scope, purposes, retention periods, etc. for the processing of personal data of all data subjects whose data we communicate for the purpose of the application, evaluation, award and subsequent management of our grant, prizes and contracts (including financial transactions and audits).	☐
6) We declare that the proposal complies with ethical principles (including the highest standards of research integrity as set out in the ALLEA European Code of Conduct for Research Integrity, as well as applicable international and national law, including the Charter of Fundamental Rights of the European Union and the European Convention on Human Rights and its Supplementary Protocols. Appropriate procedures, policies and structures are in place to foster responsible research practices, to prevent questionable research practices and research misconduct, and to handle allegations of breaches of the principles and standards in the Code of Conduct.	☐
7) We declare that the proposal has an exclusive focus on civil applications (activities intended to be used in military application or aiming to serve military purposes cannot be funded). If the project involves dual-use items in the sense of Regulation 2021/821, or other items for which authorisation is required, we confirm that we will comply with the applicable regulatory framework (e.g. obtain export/import licences before these items are used).	☐
8) We confirm that the activities proposed do not – aim at human cloning for reproductive purposes; – intend to modify the genetic heritage of human beings which could make such changes heritable (with the exception of research relating to cancer treatment of the gonads, which may be financed), or – intend to create human embryos solely for the purpose of research or for the purpose of stem cell procurement, including by means of somatic cell nuclear transfer. – lead to the destruction of human embryos (for example, for obtaining stem cells) These activities are excluded from funding.	☐
9) We confirm that for activities carried out outside the Union, the same activities would have been allowed in at least one EU Member State.	☐
10) *[Additional option for LUMP SUM Grants:* For Lump Sum Grants with a detailed budget table: We understand and accept that the EU lump sum grants must be reliable proxies for the actual costs of a project and confirm that the detailed budget for the proposal has been established in accordance with our usual cost accounting practices and in compliance with the basic eligibility conditions for EU actual cost grants (see *AGA — Annotated Grant Agreement, art 6*) and exclude costs that are ineligible under the Programme. Purchases and subcontracting costs must be done taking into	☐

Example, not to complete

account best value for money and must be free of conflict of interest.]	

The coordinator is only responsible for the information relating to their own organisation. Each applicant remains responsible for the information declared for their organisation. If the proposal is retained for EU funding, they will all be required to sign a declaration of honour.

False statements or incorrect information may lead to administrative sanctions under the EU Financial Regulation.

Example, not to complete

2 – Participants

List of participating organisations

#	Participating Organisation Legal Name	Country
1		
2		
3		

Coordinator contacts have the rights to:

- *add, delete, edit and re-order partners in the consortium*
- *add, delete, edit and re-order contact points for those organisations*
- *edit all sections of the administrative forms*
- *upload, delete, view and download Part B and Annexes (when required for the call)*
- *submit the proposal*

Participant contacts may:

- *view all the information in this screen, but not edit it*
- *edit only the section for their organisation in the administrative forms (including budget)*
- *view the entire administrative forms*
- *view/download the Part B and other Annexes*

You can manage the list of organisations and access rights of persons at Step 4 of the submission process. You may identify and give access to as many contact persons of the selected organisations as you wish. The identification is based upon the e-mail address of the person. When you add a contact person, you will be prompted to supply the contact details: name, e-mail, phone.

Person in charge of the proposal (main contact person): Each organisation needs to have one main contact person identified; the main contact person will have to fill in full contact details in the administrative form. The 'Main Contact Person' for the coordinating organisation (Participant no. 1) will become the primary contact person for the Services. Other contact persons may also be identified and may receive read-only or full access rights. Contact persons with full access rights of the coordinator (Participant no. 1) will be called 'Coordinator contacts' in the Funding & Tenders Portal, while for the other participants 'Participant Contacts'; contact persons with read-only rights will be called 'Team Members'. Other contact persons are listed with basic details in the administrative form.

Access rights: The main contact person and contact persons of the coordinator with full access rights have the same level of rights: they can manage the list of participants and contacts, edit any part of the administrative part of the proposal and upload any attachments (eg. Part B - technical description), and submit the proposal. Contact persons with read-only rights can only view/download the information. Participant contacts with full access rights can only edit their section of the administrative form and view all proposal data.
Access rights can be revoked by the Coordinating Organisation contacts. The person who created the proposal cannot be deleted.

Invitation: All contacts will receive an e-mail and a notification to the Portal about the invitation to the proposal upon saving the data at Step 4 of the submission process.

Example - not to complete

Organisation data

The section shows the administrative data of the participating organisation as registered and/or validated in the central registry of organisations of the European Commission, linked to the given PIC number. Data in blue is read-only, modification is not possible in the proposal forms. For more information on how to modify this information, please visit the online manual on the participant register.

PIC ***Legal name***

Short name

Address of the organisation

Street

Town

Postcode

Country

Webpage

Specific legal statuses

Read more about legal statuses.

Public ..... unknown Legal person ..... unknown

Non-profit ..... unknown

International organisation..... unknown

International organisation of European interest..... unknown

Secondary or Higher education establishment..... unknown

Research organisation ..... unknown

SME status

The enterprise data of the organisation is taken from the Participant Register. Changes to the self-declared or self-assessed SME data can be performed by the self-registrant or by the LEAR (Legal Entity Appointed Representative) in the Participant Register.

SME self declared status ..... unknown

SME self-assessment ..... unknown

SME validation sme ..... unknown

Based on the above details of the Participant Registry the organisation is not an SME (small- and medium-sized enterprise) for the call.

Example, not to complete

Departments carrying out the proposed work

The information serves mainly statistical purposes. For determining the eligibility of the proposal, the official address of the organisation is taken into account.

Department 1

Department name		☐ not applicable
	☐ Same as organisation address	
Street	*Please enter street name and number*	
Town		
Postcode		
Country		

Links with other participants

Please indicate if there are dependencies with other participants of the proposal.
Two participants (legal entities) are dependent on each other where there is a controlling relationship between them:
** A legal entity is under the same direct or indirect control as another legal entity;or*
** A legal entity directly or indirectly controls another legal entity;or*
** A legal entity is directly or indirectly controlled by another legal entity.Control:*

Legal entity A controls legal entity B if:
** A, directly or indirectly, holds more than 50% of the nominal value of the issued share capital or a majority of the voting rights of the shareholders or associates of B, or*
** A, directly or indirectly, holds in fact or in law the decision-making powers in B.*

The following relationships between legal entities shall not in themselves be deemed to constitute controlling relationships:
(a) the same public investment corporation, institutional investor or venture-capital company has a direct or indirect holding of more than 50 % of the nominal value of the issued share capital or a majority of voting rights of the shareholders or associates;
(b) the legal entities concerned are owned or supervised by the same public body.

Type of link	***Participant***	
*[*Same group*]* *[*Controls*]* *[*Is controlled by*]*	*Select one participant from the list of participants*	

Example, not to complete

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Main contact person

It is the main scientist or team leader in charge of the proposal for the participant. For participant number 1 (the coordinator), this will be the person the EU services will contact concerning this proposal (e.g. for additional information, invitation to hearings, sending of evaluation results, convocation to start grant agreement preparation). The data in blue is read-only. Details (name, first name and e-mail) of Main Contact persons should be edited in Step 4 of the Submission wizard.

Title Gender ○ Woman ○ Man ○ Non binary

First name Last name

E-mail

Position in org. *Please indicate the position of the person*

Department ☐ Same as organisation

☐ Same as organisation address

Street

Town Post code

Country

Website

Phone 1 Phone 2

Other contact persons

First name	Last name	e-mail	Phone

Example, not to complete

This proposal version was submitted by [Name, FAMILY NAME] on [dd/mm/yyyy HH:mm:ss] Brussels Local Time. Issued by the Funding and Tenders Portal Submission Service

Researchers involved in the proposal

Include only the researchers involved in the proposal, (see below definition of 'researcher'). You do not need to include in the table the identity of other persons involved in the proposal who are not researchers.

'Researchers are professionals engaged in the conception or creation of new knowledge. They conduct research and improve or develop concepts, theories, models, techniques instrumentation, software or operational methods. (Frascati Manual 2015)'

Include also person in charge of the proposal if a researcher

Title	First Name	Last Name	Gender	Nationality	E-mail	Career stage[1]	Role of researcher (in the project)	Reference Identifier	Type of identifier
			[Woman] [Man] [Non-binary]			[Category A – Top grade researcher] [Category B – Senior researcher] [Category C – Recognised researcher] [Category D – First stage researcher]	[Leading] [Team member]		[ORCID] [Researcher Id] [Other - specify]

[1] Career stages as defined in Frascati 2015 manual:
Category A – Top grade researcher: the single highest grade/post at which research is normally conducted. Example: 'Full professor' or 'Director of research'.
Category B – Senior researcher: Researchers working in positions not as senior as top position but more senior than newly qualified doctoral graduates (IsCED level 8). Examples: 'associate professor' or 'senior researcher' or 'principal investigator'.
Category C – Recognised researcher: the first grade/post into which a newly qualified doctoral graduate would normally be recruited. Examples: 'assistant professor', 'investigator' or 'post-doctoral fellow'.
Category D – First stage researcher: Either doctoral students at the IsCED level 8 who are engaged as researchers, or researchers working in posts that do not normally require a doctorate degree. Examples: 'PhD students' or 'junior researchers' (without a PhD).

Example, not to complete

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Role of participating organisation in the project *Applicants may select more than one option.*		*Definitions*
Project management	☐	*Click if your organisation will do project management activities (i.e. assigning the tasks, reporting and interface with the EC). These tasks are normally carried out by the coordinator, but other participants can also contribute.*
Communication, dissemination and engagement	☐	*Click if your organisation will be in charge of communication, dissemination and engagement. This can be centralised by one partner or split across the partners.*
Provision of research and technology infrastructure	☐	*Click if your organisation is providing a research facility or research equipment.*
Co-definition of research and market needs	☐	*Click if your organisation will be involved in the co-defining the research and market needs. Usually it is a company that intends to later use the research results, or a NGO that will use the solution. This will help the project further tailor its results to respond to specific needs of the end user.*
Civil society representative	☐	*Click if your organisation belongs to civil society (NGO, association, organisation, consumer group, community group, charity, etc.).*
Policy maker or regulator, incl. standardisation body	☐	*Click if your organisation is a policy maker (local, regional, national, European level), regulator or a standardisation body.*
Research performer	☐	*Click if your organisation is in charge of performing the research during the project.*
Technology developer	☐	*Click if your organisation is in charge of developing the technology during or after the project.*
Testing/validation of approaches and ideas	☐	*Click if your organisation is in charge of testing/validating the approach and ideas.*
Prototyping and demonstration	☐	*Click if your organisation is in charge of developing the prototypes and performing demonstrations.*
IPR management incl. technology transfer	☐	*Click if your organisation is in charge of IPR management including technology transfer at the end of the grant.*
Public procurer of results	☐	*Click if your organisation (public authority, hospital, university, local government, etc) will be using the results afterwards.*
Private buyer of results	☐	*Click if your organisation (from the private sector) will be using the results afterwards.*
Finance provider (public or private)	☐	*Click if your organisation will be providing the financing for the exploitation during or after the end of the project.*
Education and training	☐	*Click if your organisation is in charge of educating and training researchers.*
Contributions from the social sciences or/and the humanities	☐	*Click if your organisation is in charge of contributing to the social sciences or/and the humanities dimension to the research projec.t*
Other Specify (50 character limit):	☐	

List of up to 5 publications, widely-used datasets, software, goods, services, or any other achievements relevant to the call content.

Type of achievement	**Short description**
*[*Publication*]* *[*Dataset*]* *[*Software*]*	Key elements of the achievement, including a short qualitative assessment of its impact and (where available) its digital object identifier (DOI) or other type of persistent identifier (PID). Publications, in particular journal articles, are expected to be open access. Datasets are expected to be FAIR and 'as open as possible, as closed as necessary'.

Example, not to be completed

[Good] [Service] [Other achievement]	

List of up to 5 most relevant previous projects or activities, connected to the subject of this proposal

Name of Project or Activity	Short description

Description of any significant infrastructure and/or any major items of technical equipment, relevant to the proposed work

Name of infrastructure or equipment	Short description

Example, not to complete

Gender equality plan

Having a gender equality plan is an eligibility criterion for Public bodies, Higher education establishments and Research organisations from Member States and Associated Countries. Be aware that if the proposal is selected, having a Gender Equality Plan will be necessary before the grant agreement signature (applicable on calls with deadlines in 2022 and beyond). Does the organisation have a Gender Equality Plan (GEP) covering the elements listed below? **Minimum process-related requirements (building blocks) for a GEP** – **Publication:** formal document published on the institution's website and signed by the top management. – **Dedicated resources:** commitment of human resources and gender expertise to implement it.	○ Yes	○ No

This proposal version was submitted by [Name, FAMILY NAME] on [dd/mm/yyyy HH:mm:ss] Brussels Local Time. Issued by the Funding and Tenders Portal Submission Service

– **Data collection and monitoring:** sex/gender disaggregated data on personnel (and students for establishments concerned) and annual reporting based on indicators. – **Training:** Awareness raising/trainings on gender equality and unconscious gender biases for staff and decision-makers. **Content-wise, recommended areas** to be **covered** and addressed via concrete measures and targets are: o work-life balance and organisational culture; o gender balance in leadership and decision-making; o gender equality in recruitment and career progression; o integration of the gender dimension into research and teaching content; o measures against gender-based violence including sexual harassment.		

Example, not to complete

This proposal version was submitted by [Name, FAMILY NAME] on [dd/mm/yyyy HH:mm:ss] Brussels Local Time. Issued by the Funding and Tenders Portal Submission Service

3 – Budget for the proposal

			Estimated expenditure								Estimated income						
											Requested EU contribution			Revenues	Other sources of financing		
			Estimated eligible costs								EU contribution to eligible costs						
No	Participant name	Country	A. Personnel costs/€ (a1)	B. Subcontracting costs/€ (b)	C. Purchase costs			D. Other cost categories	E. Indirect costs/€ (e) = 25% * [(a1) + (c1) + (c2) + (c3) + (d7))]	Total eligible costs (h) = (a1) + (b) + (c1) + (c2) + (c3) + (d) + (e)	Funding rate (U)	Maximum EU contribution to eligible costs (l) = (U) * (h)	Requested EU contribution to eligible costs/€ (Requested grant amount) (m) (n)	Income generated by the action (o)	Financial contributions (q)	Own resources (r)	Total estimated income (s)=(n)+(o)+(p)+(q) + (r)
					C.1 Travel and subsistence/€ (c1)	C.2 Equipment/€ (c2)	C.3 Other goods, works and services /€ (c3)	D.X [specific cost category] /€ (dx)									
1	Participant 1	NL															
2	Participant 2	LB															
	Affiliated Entity	LB															
3	Participant 3	DE															
	Associated Partner	AR															
Total																	

Example, not to complete

Possible 'Other cost categories' for Horizon Europe

			Estimated project expenditure							
			Estimated eligible costs							
			D. Other cost categories							
No	Participant name	Country	D.1 Financial support to third parties (Actual costs) (d1)	D.2 Internally invoiced goods and services (Unit costs -usual accounting practices) (d2)	[D.3 Transnational access to research infrastructures (Unit costs) (d3)]	[D.4 Virtual access to research infrastructures (Unit costs) (d4)]	[D.5 PCP/PPI procurement costs (Actual costs) (d5)]	[D.6 Euratom Cofund staff mobility costs (Unit costs) (d6)]	[D.7 ERC additional funding (Actual costs) (d7)]	[D.8 ERC additional funding (subcontracting FSTP and internal invoiced goods and services) (Actual costs) (d8)]
1	Participant 1	NL								
2	Participant 2	LB								
	Affiliated Entity	LB								
3	Participant 3	DE								
	Associated Partner	AR								
Total										

Example, not to complete

This proposal version was submitted by [Name, FAMILY NAME] on [dd/mm/yyyy HH:mm:ss] Brussels Local Time. Issued by the Funding and Tenders Portal Submission Service

4 – Ethics and Security

Ethics issues table

This table should be completed as an essential part of your proposal. Please go through the table and indicate which elements concern your proposal by answering 'Yes' or 'No'. If you answer 'Yes' to any of the questions,

- *indicate in the adjacent box at which page in your technical description further information relating to that ethics issue can be found, and*
- *provide additional information on that ethics issue in the Ethics Self-Assessment section.*

For more information on each of the ethics issues and how to address them, including detailed legal references, see the guidelines 'How to Complete your Ethics Self-Assessment'.

1. HUMAN EMBRYONIC STEM CELLS AND HUMAN EMBRYOS			Page
Does this activity involve Human Embryonic Stem Cells (hESCs)?		○ Yes ○ No	
If **YES**:	Will they be directly derived from embryos within this project?	○ Yes ○ No	
	Are they previously established cells lines?	○ Yes ○ No	
	Are the cell lines registered in the European registry for human embryonic stem cell lines?	○ Yes ○ No	
Does this activity involve the use of human embryos?		○ Yes ○ No	
If **YES**:	Will the activity lead to their destruction?	○ Yes ○ No	
2. HUMANS			Page
Does this activity involve human participants?		○ Yes ○ No	
If **YES**:	Are they volunteers for non medical studies (e.g. social or human sciences research)?	○ Yes ○ No	
	Are they healthy volunteers for medical studies?	○ Yes ○ No	
	Are they patients for medical studies?	○ Yes ○ No	
	Are they potentially vulnerable individuals or groups?	○ Yes ○ No	
	Are they children/minors?	○ Yes ○ No	
	Are they other persons unable to give informed consent?	○ Yes ○ No	
Does this activity involve interventions (physical also including imaging technology, behavioural treatments, etc.) on the study participants?		○ Yes ○ No	
If **YES**:	Does it involve invasive techniques?	○ Yes ○ No	
	Does it involve collection of biological samples?	○ Yes ○ No	

Example, not to complete

Does this activity involve conducting a clinical study as defined by the Clinical Trial Regulation (EU 536/2014)? (using pharmaceuticals, biologicals, radiopharmaceuticals, or advanced therapy medicinal products)		○ Yes ○ No	
If **YES**:	Is it a clinical trial?	○ Yes ○ No	
	Is it a low-intervention clinical trial?	○ Yes ○ No	
3. HUMAN CELLS / TISSUES (not covered by section 1)			Page
Does this activity involve the use of human cells or tissues?		○ Yes ○ No	
If **YES**:	Are they human embryonic or foetal cells or tissues?	○ Yes ○ No	
	Are they available commercially?	○ Yes ○ No	
	Are they obtained within this project?	○ Yes ○ No	
	Are they obtained from another project, laboratory or institution?	○ Yes ○ No	
	Are they obtained from biobank?	○ Yes ○ No	
4. PERSONAL DATA			Page
Does this activity involve processing of personal data?		○ Yes ○ No	
If **YES**:	Does it involve the processing of special categories of personal data (e.g.: sexual lifestyle, ethnicity, genetic, biometric and health data, political opinion, religious or philosophical beliefs)?	○ Yes ○ No	
	If **YES**: Does it involve processing of genetic, biometric or health data?	○ Yes ○ No	
	Does it involve profiling, systematic monitoring of individuals, or processing of large scale of special categories of data or intrusive methods of data processing (such as, surveillance, geolocation tracking etc.)?	○ Yes ○ No	
Does this activity involve further processing of previously collected personal data (including use of preexisting data sets or sources, merging existing data sets)?		○ Yes ○ No	
Is it planned to export personal data from the EU to non-EU countries?		○ Yes ○ No	
If **YES**:	Specify the type of personal data and countries involved:		
Is it planned to import personal data from non-EU countries into the EU or from a non-EU country to another non-EU country?		○ Yes ○ No	
If **YES**:	Specify the type of personal data and countries involved		

Example, not to complete

Does this activity involve the processing of personal data related to criminal convictions or offences?		○ Yes ○ No	
5. ANIMALS			Page
Does this activity involve animals?		○ Yes ○ No	
If **YES**:	Are they vertebrates?	○ Yes ○ No	
	Are they non-human primates (NHP)?	○ Yes ○ No	
	Are they genetically modified?	○ Yes ○ No	
	Are they cloned farm animals?	○ Yes ○ No	
	Are they endangered species?	○ Yes ○ No	
6. NON-EU COUNTRIES			Page
Will some of the activities be carried out in non-EU countries?		○ Yes ○ No	
If **YES**:	Specify the countries:		
In case non-EU countries are involved, do the activities undertaken in these countries raise potential ethics issues?		○ Yes ○ No	
If **YES**:	Specify the countries:		
Is it planned to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)?		○ Yes ○ No	
Is it planned to import any material from non-EU countries into the EU or from a non-EU country to another non-EU country? For data imports, see section 4.		○ Yes ○ No	
If **YES**:	Specify material and countries involved:		
Is it planned to export any material from the EU to non-EU countries?		○ Yes ○ No	
If **YES**:	Specify material and countries involved:		
Does this activity involves low and/or lower-middle income countries? (if yes, detail the benefit-sharing actions planned in the self-assessment)		○ Yes ○ No	
Could the situation in the country put the individuals taking part in the activity at risk?		○ Yes ○ No	
7. ENVIRONMENT, HEALTH and SAFETY			Page

Example, not to complete

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Does this activity involve the use of substances or processes that may cause harm to the environment, to animals or plants (during the implementation of the activity or further to the use of the results, as a possible impact)?	○ Yes ○ No	
Does this activity deal with endangered fauna and/or flora / protected areas?	○ Yes ○ No	
Does this activity involve the use of substances or processes that may cause harm to humans, including those performing them (during the implementation of the activity or further to the use of the results, as a possible impact)?	○ Yes ○ No	
8. ARTIFICIAL INTELLIGENCE		Page
Does this activity involve the development, deployment and/or use of Artificial Intelligence based systems? (if yes, detail in the self-assessment whether that could raise ethical concerns related to human rights and values and detail how this will be addressed).	○ Yes ○ No	
9. OTHER ETHICS ISSUES		Page
Are there any other ethics issues that should be taken into consideration?	○ Yes ○ No	
Please specify: (Maximum number of characters allowed: 1000)		

I confirm that I have taken into account all ethics issues above and that, if any ethics issues apply, I will complete the ethics self-assessment as described in the guidelines 'How to Complete your Ethics Self-Assessment'. ☐

Example, not to complete

ETHICS SELF-ASSESSMENT

If you have entered any issues in the ethics issue table, you must perform an ethics self-assessment in accordance with the guidelines "How to Complete your Ethics Self-Assessment" and complete the table below.

Ethical dimension of the objectives, methodology and likely impact
Explain in detail the identified issues in relation to: – objectives of the activities (e.g. study of vulnerable populations, etc.) – methodology (e.g. clinical trials, involvement of children, protection of personal data, etc.) – the potential impact of the activities (e.g. environmental damage, stigmatisation of particular social groups, political or financial adverse consequences, misuse, etc.)
Compliance with ethical principles and relevant legislations
Describe how the issue(s) identified in the ethics issues table above will be addressed in order to adhere to the ethical principles and what will be done to ensure that the activities are compliant with the EU / national legal and ethical requirements of the country or countries where the tasks are to be carried out. It is reminded that for **activities performed in a non-EU countries**, they should also be allowed in at least one EU Member State.

Example, not to complete

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Security issues table

Please go through the table and indicate which elements concern your proposal by answering YES or NO.
If you answer YES to any of the questions:

- *indicate in the adjacent box at which page in your full proposal further information relating to that security issue can be found, and*
- *provide additional information on this security issue in the Security self-assessment section below.*

For more information on potential security issues and how to address them, see the guidance How to handle security-sensitive projects and the programme-specific guidelines Classification of information in Horizon Europe projects.

1. EU classified information (EUCI)[2]			Page
Does this activity involve information and/or materials requiring protection against unauthorised disclosure (EUCI)?		○ Yes ○ No	
If **YES**:	Is the activity going to use classified information as background[3] information?	○ Yes ○ No	
	Is the activity going to generate EU classified foreground[4] information as results?	○ Yes ○ No	
Does this activity involve participants from non-EU countries which need to have access to EUCI?		○ Yes ○ No	
If **YES**:	Do the non-EU countries concerned have a security of information agreement with the EU?	○ Yes ○ No	
2. MISUSE			**Page**
Does this activity have the potential for misuse of results?		○ Yes ○ No	
If **YES**:	Does the activity provide knowledge, materials and technologies that could be channelled into crime and/or terrorism?	○ Yes ○ No	
	Could the activity result in the development of chemical, biological, radiological or nuclear (CBRN) weapons and the means for their delivery?	○ Yes ○ No	
3. OTHER SECURITY ISSUES			**Page**
Does this activity involve information and/or materials subject to national security restrictions?		○ Yes ○ No	
If yes, please specify: *(Maximum number of characters allowed: 1000)*			
Are there any other security issues that should be taken into consideration?		○ Yes ○ No	

Example, not to complete

[2] According to the Commission Decision (EU, Euratom) 2015/444 of 13 March 2015 on the security rules for protecting EU classified information, "European Union classified information (EUCI) means any information or material designated by an EU security classification, the unauthorised disclosure of which could cause varying degrees of prejudice to the interests of the European Union or of one or more of the Member States".

[3] Classified background information is information that is already classified by a country and/or international organisation and/or the EU and is going to be used by the project. In this case, the project must have in advance the authorisation from the originator of the classified information, which is the entity (EU institution, EU Member State, third state or international organisation) under whose authority the classified information has been generated.

[4] EU classified foreground information is information (documents/deliverables/materials) planned to be generated by the project and that needs to be protected from unauthorised disclosure. The originator of the EUCI generated by the project is the European Commission.

If yes, please specify: (Maximum number of characters allowed: 1000)	

SECURITY SELF-ASSESSMENT

If you have answered YES for one or more of the questions indicated above, describe the measures you intend to take to solve/avoid them. For more information, see the guidelines Classification of information in Horizon Europe projects, Classification of information in Digital Europe projects, Classification of information in EDF projects.

Please specify *(Maximum number of characters allowed: 5000)*

5 – Other questions

Two-stage calls

The full stage-2 proposal must be consistent with the short outline proposal submitted to the stage 1 – in particular with respect to the proposal characteristics addressing the concepts of excellence and impact.

Are there substantial differences compared to the stage-1 proposal?	○ Yes	○ No

Questions showed only in answer is Yes:
Please list the substantial differences, and indicate the reasons

☐	Partnership	*List the substantial differences and indicate the reasons*
☐	Budget	*List the substantial differences and indicate the reasons*
☐	Approach	*List the substantial differences and indicate the reasons*

[Additional modular extension for Calls with clinical trials: Essential information to be provided for proposals including clinical trials / studies / investigations

Clinical study means, for the purpose of this document, any systematic prospective or retrospective collection and analysis of health data obtained from individual patients or healthy persons in order to address scientific questions related to the understanding, prevention, diagnosis, monitoring or treatment of a disease, mental illness, or physical condition. It includes but it is not limited to clinical studies as defined by Regulation 536/2014 (on medicinal products), clinical investigation and clinical evaluation as defined by Regulation 2017/745 (on medical devices), performance study and performance evaluation as defined by Regulation 2017/746 (on in vitro diagnostic medical devices.

Are clinical studies / trials / investigations included in the work plan of this project?	○ Yes	○ No

Please upload the dedicated annex 'Essential information for clinical studies / trials / investigations' (a Word template is provided under 'download templates' in the up-load section for Part B and Annexes).

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Example, not to complete

This document should include the relevant information of each clinical study / trial / investigation included in the work plan of this project.

Please give a short title, an acronym or a unique identifier to each clinical study / trial / investigation, to be used as a reference / identifier in the other parts of the proposal	Add / Remove

]

[Additional modular extension for EIC accelerator calls:

Please select a Funding type	*[*Grant Only*]* *[*Grant First*]* *[*Blended Finance*]*

Amount of investment	

What is the gender of the CEO?	○ Woman	○ Man	○ Non binary

]

Example, not to complete

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Project proposal – Technical description (Part B)

Example, not to complete

Example not to complete

Horizon Europe Programme

EIC Accelerator Stage 2 – Full proposal Application Form

Project full proposal – Technical description (Part B)

Version 1.4
18 March 2024

Structure of the Proposal

The proposal contains two parts:

- **Part A** of the proposal **is generated by the IT system. It is based on the information entered by participants within the submission system in the Funding & Tenders Portal.** Participants can update the information in the submission system at any time before final submission of the proposal.

- **Part B** of the proposal is the narrative part that includes different sections covering the different evaluation criteria. Part B needs to be uploaded as a PDF document using the templates that can be downloaded in the submission system for the specific call or topic.

The electronic submission system is an online step-by-step guide through the preparation of your proposal. The submission process consists of 6 steps:

- Step 1: Logging in the Portal
- Step 2: Select the call, topic and type of action in the Portal
- Step 3: Create a draft proposal: Title, acronym, summary, main organisation and contact details
- Step 4: Manage your parties and contact details: add your partner organisations and contact details.
- Step 5: Edit and complete web forms for proposal part A and upload proposal part B
- Step 6: Submit the proposal

Example, not to complete

HISTORY OF CHANGES		
Version	**Publication date**	**Changes**
1.0	02.06.2023	• Initial version
1.1	07.06.2023	• Change regarding page limit (recommended instead of fixed) • Terminology updated
1.2	14.07.2023	• Clarification (and numbering) if the tables needed in chapter 9 are for the grant component, the investment component, or both • Description of risks is requested in both chapter 7 and in chapter 9, clarification inserted in chapter 7 • Clarification of the description of effort in table 3.1.b • For grant only and grant first, applicants are requested to provide information on the activities needed to deploy the solution into the market and commercialize it • For grant first, applicants have to estimate resources to commercialize their solution • Introduction of a question under section 12: “Explain whether and how your proposal contributes to the development of technologies that are of strategic Example, importance to Europe”
1.3	15.12.2023	• New version adapted for Work Programme 2024: removal of grant first option, new challenges, removal of rebuttal comments • Introduction of a table detailing the capitalization table • Change of page limit: mandatory instead of recommended • Streamlined questions

		• New mandatory annexes: ownership control declaration (for AI/quantum applications), lump sum template and video pitch • Simplified annex “Financial plan and equity needed” • Evaluation results from previous evaluators no longer available
1.4	18.03.2024	• Introduction guidance on use of generative AI tools for the preparation of the proposal • Additional information on how to describe the activities per work package • Removal of Mandatory data and consent Annex. Declarations now included in the core documents of the proposal template

Example, not to complete

Proposal template Part B: technical description

The structure of this template must be 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.

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 consortium composition during grant preparation.

⚠ **Maximum page limit**: The maximum page limit is 50 pages (including the cover page). At the time of submission, you can remove the text on the structure of the proposal, the history of changes, the technical description, the table of content and the instructions (including the list of annexes). Please keep the headings.

If you attempt to upload a proposal longer than the specified limit before the deadline, you will receive an automatic warning and will be advised to shorten and re-upload the proposal. After the deadline, excess pages (in over-long proposals/applications) will be automatically made invisible and 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.

⚠ The following formatting conditions apply.

The reference font for the body text of proposals is Times New Roman (Windows platforms), Times/Times New Roman (Apple platforms) or Nimbus Roman No. 9 L (Linux distributions).

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. This applies to the body text, including text in tables.

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 15 mm (not including any footers or headers).

Example, not to complete

Guidance on the use of generative AI tools for the preparation of the proposal

When considering the use of generative artificial intelligence (AI) tools for the preparation of the proposal, it is imperative to exercise caution and careful consideration. The AI-generated content should be thoroughly reviewed and validated by the applicants to ensure its appropriateness and accuracy, as well as its compliance with intellectual property regulations. Applicants are fully responsible for the content of the proposal (even those parts produced by the AI tool) and must be transparent in disclosing which AI tools were used and how they were utilized.

Specifically, applicants are required to:

- Verify the accuracy, validity, and appropriateness of the content and any citations generated by the AI tool and correct any errors or inconsistencies.
- Provide a list of sources used to generate content and citations, including those generated by the AI tool. Double-check citations to ensure they are accurate and properly referenced.
- Be conscious of the potential for plagiarism where the AI tool may have reproduced substantial text from other sources. Check the original sources to be sure you are not plagiarizing someone else's work.
- Acknowledge the limitations of the AI tool in the proposal preparation, including the potential for bias, errors, and gaps in knowledge.

Example, not to complete

The structure of the part B is shown below in the left column, you can see the related evaluation criteria in the right column.

Part B – Table of content		Main evaluation criteria addressed
EXECUTIVE SUMMARY		
PART 1 – BUSINESS CASE		
1	COMPANY DESCRIPTION	EXCELLENCE
2	THE PROBLEM/OPPORTUNITY	
3	THE INNOVATION: SOLUTION/ PRODUCT OR SERVICES (USP)	
4	MARKET ANALYSIS AND COMPETITION ANALYSIS	IMPACT
5	MARKETING AND SALES PLAN	
6	TEAM AND MANAGEMENT	LEVEL OF RISK, IMPLEMENTATION AND NEED FOR UNION SUPPORT
7	RISKS	
8	FINANCIAL PLAN	
PART 2 – EIC SPECIFIC INFORMATION		
9	IMPLEMENTATION PLAN	LEVEL OF RISK, IMPLEMENTATION AND NEED FOR UNION SUPPORT
10	HOW EU SUPPORT TAKES THE COMPANY TO THE NEXT VALUE POINT	
11	THE FUNDING REQUEST	
12	BROAD IMPACT	IMPACT

Example, not to complete

⚠ *Fill in the title of your proposal below.*

TITLE OF THE PROPOSAL

List of participants

Participant	Participant organisation name	Country
1 (Coordinator)		
2 Affiliated entity(ies), if any. Please explain the link with the coordinator and the role in the project.		

Which EIC topic do you want to apply for?

1. EIC Accelerator Open
2. EIC Accelerator Challenges 2024:
   2.1 Human Centric Generative AI made in Europe
   2.2 Enabling virtual worlds and augmented interaction in high-impact applications to support the realisation of Industry 5.0
   2.3 Enabling the smart edge and quantum technology components
   2.4 Food from precision fermentation and algae
   2.5 Monoclonal antibody-based therapeutics for new variants of emerging viruses
   2.6 Renewable energy sources and their whole value chain including materials development and recycling of components

In case you opt for an EIC Challenge, describe how your application fits within the scope of the Challenge and how it will meet the expected outcomes and impacts.

Executive Summary – approx. 2 pages

Prepare an executive summary of maximum 2 pages.

Example, not to complete

Part 1 – Business case

1. Company description – approx. 3 pages

- Explain the core mission and vision of your company.
- Explain who are the key partners and their expected contributions (e.g. a first lead customer, a university, potential user groups, partners for clinical trials, etc.).
- Describe the key assets of your company (e.g. offices, laboratories, access to production facilities).
- Highlight the top 3 to 5 clients or sell side partners and their share of revenues (if applicable), the top 3 to 5 suppliers and share of cost of goods sold (COGS) or operational expenses (OPEX), and the top 3 to 5 advisors (business, scientific, other) their role and their OPEX cost.

2. The problem/opportunity – approx. 3 pages

- Describe the problem you have identified and explain why it is a problem and for whom.
- Describe the unsatisfied need of potential customers.

3. The innovation: Solution/Product or Services (USP) – approx. 9 pages

- Explain in simple terms and with graphs if needed, how your solution works, its main features and what key areas are still subject to improvements/innovation.
- Value proposition: explain what is unique and has breakthrough potential; how this addresses the problem; how it is better than existing solutions; and why now is the right time to bring it to the market.
- Development stage: describe your technological achievements so far; specify which Technology Readiness Level this has attained; and describe to what extent your solution has been validated/certified and by whom. Please explain using a case study[1] (test, pilot, PoC, etc.). For health companies, explain the specifics of what clinical trials you have conducted, if any, and to what level.
- IP strategy: explain your strategy to protect your intellectual property. List your key patents including their registration number and their status, mention key relevant scientific publications. Specify patents from others for which you have secured the right of use. Explain if you are combining patents and trade secrets. Explain how you ensure your freedom to operate and provide supporting documents in the mandatory annex "Results of the freedom to operate Analysis".

4. Market analysis and competition analysis – approx. 5 pages

- Describe the targeted market - Total Addressable Market (TAM); Serviceable Available Market (SAM); Serviceable Obtainable Market (SOM); and market growth (Compounded Annual Growth Rate (CAGR)).
- Willingness to pay: explain why there is a willingness to pay from your targeted market customers. List POCs run with users and clients.
- Competitors and threats: who are your competitors? what are their limitations compared to what is offered by your expected solution?

[1] You should explain who it was for, how much they were paid, what is the environment in which the case study was performed (background, context, and physical environment), what was the problem, what metrics were associated with the problem, what did the solution bring to solve this, how did the metrics evolve with the solution, and if/how is the client looking to deploy it internally.

Example, not to complete

5. Marketing and sales plan – approx. 4 pages

- Business model: what will be your business model, including the revenue model: key activities, resources, customer relationship, channels, revenues, scalability, geographical market.
- Describe your Go-to-Market Plan with milestones. What are the existing key barriers preventing market entry, and how can you overcome these barriers?
- Commercialisation strategy: what is your marketing approach and pricing policy? (upload any letters of intent as a separated annex, if relevant).
- Describe the potential for scaling up (turnover, licensing).

6. Team and management – approx. 2 pages

- Present your team, including: the track record of the founders and key managers; available skills and experience; how you plan to ensure gender balance among your team members, including those in executive positions (at least CEO, CSO and CTO); missing skills identified (target recruitment); recruitment plans, and employee retention plans designed to address the identified missing skills.

Team Member (Name and Surname)	Gender (man/woman/non binary)	Founder (Y/N)	Position - department	Key competences	Commitment (from 1% to 100%)

- Governance: describe your board of directors, consultants and advisors, and explain their added value and defined role in the project.
- Do you have an Employee Stock Ownership Plan (ESOP) in place to incentivise key non-founding members of your team?
- Detail your capitalization table.

Name	Type (founder, investor, other)	% fully diluted
TOTAL		100%

Example, not to complete

7. Risks – approx. 2 pages

- Describe the financial risks and those risks linked to the technology, the market, the competition, the team[2]; and outline their likelihood, their expected effects and planned mitigation methods.
- Legal and regulatory requirements to be fulfilled: describe the strategy for regulatory approvals and compliance; and what applicable EU legislation or standard might affect your project or, conversely, be affected by your projects?

[2] Use this space to describe risks not directly linked to the project implementation, already requested in section 9, table 3.1.e

8. Financial Plan – approx. 2 pages

Describe your main hypothesis supporting figures in the mandatory annex "Financial plan and equity needed", e.g. the projection of your turnover, the important capex and the main elements of your costs of goods sold. Use this space to comment on the figures shown in the excel table.

Part 2 – EIC Specific information

9. Implementation Plan – approx. 12 pages, including tables

Work plan and resources

Please provide the following:

i. Brief presentation of the overall structure of the work plan. The work plan should be a narrative presenting the logical sequence of the work packages corresponding to the key project deliverables.

ii. Timing of the different work packages and their components (Gantt chart or similar).

iii. Detailed work description, including:

- List of **work packages** (table 3.1a) for the **grant component,** up to TRL 8 activities.

WP Number	Type of WP	WP title	Objectives of the WP	Lead participant	PM (Persons/ Month)	Start month	End month	Targeted TRL
1								
2								
3								
…								

Type of WP: indicate the type of WP by choosing among the following categories: development/technological development, preparation to market activities, project management

- List of **work packages** (table 3.1aa) for the **investment component** (TRL 9 and below, if necessary).

WP Number	Type of WP	WP title	Objectives of the WP	Lead participant	Start month	End month	Targeted TRL
1							
2							
3							
…							

- Description of each work package (table 3.1b) for **both the grant and investment components**.

  - **For each work package:**

Work package number	

Example, not to complete

Work package title	

Objectives

Description of work: Breakdown the work package into tasks and describe them. **For grant work packages**, you will be requested to indicate (i) all the activities to be carried out per task and quantify them (e.g; number of protocols, test, measurements, etc. (ii) the estimated distribution of the effort[3] among the tasks in terms of percentage (Example, task 1.1 15%, task 1.2 50%, task 1.3 35%) and (iii) who will do this work and why it is needed for the project (e.g. the number and level of qualification of person-months for personnel, as well as the requested equipment, consumables, meetings, etc.), including the involvement of other participants (subcontractors, etc.). Provide enough detail to justify the resources requested. Deliverables and milestones linked to each WP are listed respectively in table 3.1c and 3.1d, therefore no need to repeat the information here.

- **For Grant Work Packages**: a list of **deliverables**[4] (table 3.1c);

Only include those deliverables that you consider essential for effective project monitoring.

Deliverable number	Deliverable name	Short description	Related WP number	Lead participant	Type of deliverables	Dissemination level	Delivery date (in months)
1							
2							
3							
…							

Deliverable numbers in order of delivery dates.
Please use the numbering convention <WP number>. <number of deliverables within that WP>.
(For example, deliverable 4.2 would be the second deliverable from work package 4).

Types of deliverables
Use one of the following codes:

R: Document, report (excluding the periodic and final reports)
DEM: Demonstrator, pilot, prototype, plan designs
DEC: Websites, patent filing, press & media activity, videos, etc.
DATA: Data sets, microdata, etc.
DMP: Data management plan
ETHICS: Deliverables related to ethics issues.
SECURITY: Deliverables related to security issues

[3] The effort shouldn't be expressed solely in terms of persons/month or estimated costs, but the overall efforts put by the company for each task as a quota/percentage of a given work package.
[4] You must include a data management plan (DMP) and a 'plan for dissemination and exploitation including communication activities related to innovation activities' as distinct deliverables within the first 6 months of the project. The DMP will evolve during the lifetime of the project in order to present the status of the project's reflections on data management. A template for such a plan is available in the Online Manual on the Funding & Tenders Portal.

Example, not to complete

OTHER: Software, technical diagram, algorithms, models, etc.

Dissemination level:
Use one of the following codes:

PU – public, fully open (deliverables flagged as public will be automatically published on the corresponding project overview on the EU CORDIS website)
SEN – Sensitive, limited under the conditions of the Grant Agreement
Classified R-UE/EU-R – EU RESTRICTED under the Commission Decision No2015/444
Classified C-UE/EU-C – EU CONFIDENTIAL under the Commission Decision No2015/444
Classified S-UE/EU-S – EU SECRET under the Commission Decision No2015/444

Delivery date
Measured in months from the project start date (month 1)

- a list of **milestones** (table 3.1d) for **both grant and investment components**;

Milestone number	Milestone name	Related WP	Due date (in months)	Means of verification and link to the objectives of the WP
1				
2				
…				

Due date
Measured in months from the project start date (month 1)

Means of verification
Show how you will confirm that the milestone has been attained. Refer to indicators if appropriate. For example: an existing laboratory prototype; software released and validated by a user group; field survey complete and data quality validated. Please also how the milestone will contribute to achieving the objective of the WP (including achievement of a specific TRL level).

ONLY FOR GRANT WORK PACKAGES:

i. a list of **critical risks**, relating to project implementation, that may hinder the achievement of the project's key objectives. Detail any risk mitigation measures. You will be able to update the list of critical risks and mitigation measures as the project progresses (table 3.1e);

Description of risk (indicate level of (i) likelihood, and (ii) severity: Low/Medium/High)	Work package(s) involved	Proposed risk-mitigation measures

Example, not to complete

Definition of critical risk
A critical risk is a plausible event or issue that could have a strong negative impact on the ability of the project to achieve its objectives.
Level of likelihood to occur: low/medium/high
Assessment of the probability that the risk will materialise, even after taking account of the mitigating measures put in place.
Level of severity: low/medium/high
The relative seriousness of the risk and the significance of its effect.

ii. A table showing the description and justifications of **subcontracting costs** (table 3.1g). Please note that core tasks of the project should not be subcontracted.

	Cost (€)	Description of tasks and justification of the best value for money principle (i.e. criteria and/or procedure used for the selection of the subcontractors)
Subcontracting		

iii. A table showing the justifications for **'purchase costs'** (table 3.1h) where those costs exceed 15% of the personnel costs (according to the budget table in proposal part A). Please list cost items starting with the highest cost, with the remaining costs not exceeding 15% of personnel costs.

	Cost (€)	Justification
Travel and subsistence		
Equipment		
Other goods, works and services		
Remaining purchase costs (<15% of pers. Costs)		
Total		

iv. If applicable, a table showing justifications for 'other costs categories' (table 3.1i).

	Cost (€)	Justification
Internally invoiced goods and services		
…		

v. If applicable, a table showing **in-kind contributions** from third parties (table 3.1j, non-financial resources made available free of charge by third parties). Please note that in-kind contributions provided by third parties free of charge are declared as eligible direct costs in the corresponding cost category (i.e. personnel costs or purchase costs for equipment).

Third party name	Category	Cost (€)	Justification
	Select between Seconded personnel		

Example, not to complete

	Travel and subsistence Equipment Other goods, works and services Internally invoiced goods and services		

10. How EU support takes the company to the next value point – approx. 3 pages

- Explain why you have not been able to raise sufficient investment to carry out the project, and why you need the support of the EIC.
- Are you in discussion currently, or planning to start a discussion, with private or public investors? If so, please explain.
- What is your overall funding strategy for the future?
- Elaborate on how the EIC funding will benefit the development of your innovation and scalability of your business.
- Which exit strategy do you foresee including the timeline and expected return on investment? Explain the assumptions behind this.
- Are there any financing issues that could compromise the ability of a project partner to exploit the innovation?

11. The EIC funding request – approx. 1 page

Please explain:

- which type of EIC funding are you requesting (i.e. grant only, blended, equity only).
- If you are requesting **investment only**, please provide the number of the previous grant received under H2020 SME Instrument/EIC Accelerator Pilot or HE EIC Accelerator.
- Companies submitting a **grant only proposal** must provide detailed information on the activities and evidence that they have (or are in the process of obtaining) sufficient financial means (e.g. revenue flow, existing investors or shareholders) to finance the deployment and scaling up of your innovation.
- Companies submitting a **blended finance or equity only proposal** must explain if they are a subsidiary of another company (parent or holding) which is established in the territory of a Member State or Associated Country and itself eligible for EIC Accelerator support, and if the intended investment should in their view take place in the parent company or holding.

12. Broad impacts – approx. 2 pages

- Describe the societal, economic, environmental and/or climate impact of your proposal.
- Describe your company's potential to create jobs each year for the next 5 years, including indirect jobs if applicable.
- Explain how your proposal contributes to the UN Sustainable Development Goals.
- Explain whether and how your proposal contributes to the development of technologies that are of strategic importance to Europe.

Example, not to complete

Declarations

These declarations are without prejudice to the Declaration of Honour that selected applicants are requested to sign before entering into any legal commitment.

1. By applying to the EIC Accelerator Programme, you and your company declare that natural persons and Ultimate Beneficial Owners are not listed on sanctions lists and moreover undertake not to do business with customers, or make funds or economic resources available to, or for the benefit of (directly or indirectly) any natural or legal person designated under EU sanctions EU Sanctions Map.

2. Moreover, you and your company declare that entities subject to EU restrictive measures under Article 29 of the Treaty on the European Union (TEU) and Article 215 of the Treaty on the Functioning of the EU (TFEU) as well as Article 75 TFEU will not participate in any capacity in the action, including as beneficiaries, affiliated entities, associated partners, third parties giving in-kind contributions, subcontractors or recipients of financial support to third parties (if any) - http://www.sanctionsmap.eu.

3. In addition, you and your company undertake not to enter into consultations with a view to adopt remedial measures if one of the company's business partners is designated under EU sanctions or makes funds or economic resources available to, or for the benefit of, directly or indirectly, a person subject to EU sanctions.

ANNEXES TO PROPOSAL PART B

Please upload the following documents. The annexes must be uploaded as separate documents in the submission system. For some of them, standard templates are published in the Horizon Europe Funding & Tenders portal:

Mandatory

- **Pitch deck**. There is no pre-defined template nor limit of slides, however, please keep in mind that you will have 10 minutes to present this pitch deck if you are invited to the face-to-face interviews. The pitch deck should be provided in PDF file format.
- **Video:** You must upload a video pitch of up to three minutes. You may decide to reuse or update the video pitch submitted with your short proposal.
- **Lump Sum.** Please use the template for the lump sum detailed budget breakdown
- **Financial plan and equity needed (both for grant only and blended finance proposals)**. Please use the template provided.
- **Results of the freedom to operate (FTO) analysis.** If you do not have one, please upload a note of maximum 2 pages outlining your freedom to operate and providing as much information as possible on this issue. In cases where the FTO is not relevant (e.g. software), please upload a simple statement.
- **Data management plan (DMP).** If you do not have one, please upload a note of maximum 1 page describing the underlying issues (open access to data, access of public authorities in case of emergencies) and explaining how you would tackle the identified issues where needed.
- **CVs of key personnel**. Please merge them all in one pdf document.
- **Letters of intent**. Please merge them all in one pdf document.
- **Ownership control declaration**. For applications to challenge 1 (Human centric Generative AI made in Europe) and challenge 3b (Emerging quantum technology components), as well as for open applications falling within the scope of the above mentioned challenges.

Example, not to complete

Optional

- 10 pages maximum with any additional information you would like to add.

Example, not to complete