



European  
**Social Innovation**  
Competition 2022  
Challenge Prize  
Supported by the **EIC**

European  
Innovation  
Council 

**APPLY NOW!**

DEADLINE  
**17 May**

**THE FUTURE OF LIVING**  
**INNOVATION**  
FOR AFFORDABLE  
AND SUSTAINABLE  
*housing districts*



## HORIZON EUROPE

### Call for a prize — Rules of Contest

#### The European Social Innovation Competition: the Challenge Prize 2022

HORIZON-EIC-2022- The European Social Innovation Challenge Prize

Version 1.0  
31 March 2022



HISTORY OF CHANGES			
Version	Publication Date	Change	Page
1.0	31.03.2022	▪ Initial version (new MFF).	



## EUROPEAN INNOVATION COUNCIL AND SMEs EXECUTIVE AGENCY (EISMEA)

EISMEA I Innovation Ecosystems, SMP / Entrepreneurship and Consumers  
**01 EU and place-based Innovation Ecosystems**

### CALL FOR APPLICATIONS - RULES OF CONTEST

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## 0. Introduction

This is a call (contest)<sup>1</sup> for an EU recognition **prize** in the field of social innovation under the **Horizon Europe Framework Programme for Research and Innovation**.

The regulatory framework for this EU Funding Programme is set out in:

- Regulation 2018/1046 ([EU Financial Regulation](#))
- the basic act (Horizon Europe Regulation (EU) 2021/695<sup>2</sup>)

The call is launched in accordance with the 2022 [European Innovation Council \(EIC\) Work Programme](#)<sup>3</sup> and will be managed by the European Innovation Council and SMEs Executive Agency ('Agency').

We invite you to read the **call documentation** on the Funding & Tenders Portal Topic page carefully, and in particular these Rules of Contest and the [EU Funding & Tenders Portal Online Manual](#).

These documents provide clarifications and answers to questions you may have when preparing your application:

- the [Call Document](#) (Rules of Contest) outlines the:
  - background, objectives, scope, activities that can be funded and the expected results (sections 1 and 2)
  - available budget and timetable (sections 3 and 4)
  - admissibility, eligibility (including mandatory documents, sections 5 and 6)
  - criteria for exclusion (section 7)
  - evaluation and award procedure (section 8)
  - award criteria (section 9)
  - other conditions (section 10)
  - how to submit an application (section 11)
- the [Online Manual](#) outlines the procedures to register and submit applications online via the EU Funding & Tenders Portal ('Portal').
- You are also encouraged to visit the official EUSIC [website](#) to consult the list of prizes funded previously.

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<sup>1</sup> For ease of reference and consistency on the Funding & Tenders Portal, the terms 'call', 'project' and 'participant' are used as equivalent to 'contest', 'application' or 'contestants/applicants'.

<sup>2</sup> Regulation (EU) 2021/695 of the European Parliament and of the Council of 28 April 2021 establishing Horizon Europe – the Framework Programme for Research and Innovation, laying down its rules for participation and dissemination, and repealing Regulations (EU) No 1290/2013 and (EU) No 1291/2013 (OJ L 170/1 of 12.05.2021).

<sup>3</sup> Commission Implementing Decision C(2022) 701 of 7 February 2022 on the financing of the European Innovation Council component of the Specific Programme implementing Horizon Europe – the Framework Programme for Research and Innovation (2021-2027) and on the adoption of the Work Programme for 2022.

## 1. Background

The European Social Innovation Competition (EUSIC) aims at stimulating the potential of social innovation to provide solutions to societal challenges that we face and to foster sustainable and inclusive growth in Europe. It will directly support ideas best illustrating this rationale. It will engage people, businesses and start-ups in a large range of sectors, as well as universities, engineering schools and civil society organisations thereby creating new connections, sources of sustainable growth and meaningful job opportunities.

The objective of the New European Bauhaus movement is to re-invent our current way of living to meet the goals of the European Green Deal. By creatively addressing the way we construct and renovate our city buildings, major determinants of greenhouse gas emissions, the EU Bauhaus Initiative aims to engage citizens and all relevant actors to ignite a cultural change leading to more sustainable living. The 'Renovation Wave for Europe strategy'<sup>4</sup> is pivotal to contributing to this aim and to achieving a successful EU post-COVID recovery and long-term green transition. Beyond addressing energy poverty of the current building stock in the EU, the Renovation Wave – and the Affordable Housing Initiative in particular – represents a chance to rethink and restore not only the economic activities linked to renovation of buildings and housing districts, but also the way we live in them. Therefore, the proposed solutions to this competition must relate to ongoing or completed initiatives which started after 11 December 2019.

Social innovation can be a driver to make housing districts not only spaces to live, but also more livable, sustainable, inclusive and closer to the residents' needs. Social innovation in this case can boost employment and improve energy efficiency, while ensuring cities' and regions' sustainability and citizens' well-being. When approached from an innovative perspective, renovation of buildings shifts from a cost into an opportunity for local creativity and business' market.

## 2. Objectives – Themes and priorities – Activities– Expected results

The European Social Innovation Competition- the Challenge Prize 2022 will focus on **'the future of living, innovation for affordable, and sustainable housing districts'**.

### Objectives

Against this background, the European Social Innovation Competition – the Challenge Prize 2022 will support proposals coming from social innovators and bringing forward innovations expected to generate economic and/or societal benefits (i.e. positive impacts on employment, societal, environmental, scientific, vulnerable groups etc.).

Gender-sensitive solutions with regards to energy consumption, mobility patterns, waste management, and other sustainable living aspects should be taken into account, where relevant.<sup>5</sup>

In addition to non-technological social innovations, the competition will look for projects with a particular focus on breakthrough, market-creating and deep-tech innovations embracing the policy objectives of this year's editions, which will boost innovation within

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<sup>4</sup> The Renovation Wave for Europe strategy was launched on 14 October 2020 through the European Commission Communication "A Renovation Wave for Europe - greening our buildings, creating jobs, improving lives", COM(2020) 662 final.

<sup>5</sup> [https://ec.europa.eu/info/publications/gendered-innovation-2-how-inclusive-analysis-contributes-research-and-innovation\\_en](https://ec.europa.eu/info/publications/gendered-innovation-2-how-inclusive-analysis-contributes-research-and-innovation_en)

housing districts and, consequently, will have an impact on local prosperity and sustainability.

The competition will be organised in 2 stages:

In the 1<sup>st</sup> stage applicants will submit a short application. A maximum of 30 applicants/finalists ranked 1<sup>st</sup> to 30<sup>th</sup> will be shortlisted and invited to submit a full application for the 2<sup>nd</sup> stage of the competition.

The 3 winners ranked 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> will receive a prize. Once the competition will be finished, all finalists will be offered business acceleration services for a maximum period of three months.

### Expected results

The European Social Innovation Competition – the Challenge Prize aims at raising awareness about social innovation across a wide audience, sparking the creation of new socially innovative ideas, creating a network of like-minded practitioners and supporting finalists to transform early-stage ideas into structured businesses.

### 3. Available budget

The three winners (ranked 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>) will receive EUR 50 000 each.

### 4. Timetable and deadlines

Timetable and deadlines for stage 1: short application	
Call opening for short application	31 March 2022
Deadline for submission of short application	17 May 2022 – 17:00:00 CET (Brussels)
Evaluation of short application	May - July 2022
Information on evaluation (short application) results	August 2022

Timetable and deadlines for stage 2: full application	
Call opening for full application	11 August 2022
Deadline for submission of full application	21 September 2022 – 17:00:00 CET (Brussels)
Evaluation of full applications	September - November 2022
Information on evaluation results and award	November 2022

## 5. Admissibility

For the 2022 edition, this prize is organised in a two-stage submission.

Applications must be submitted before the **call deadline** (see *timetable section 4*).

Applications must be submitted **electronically** via the Funding & Tenders Portal Electronic Submission System (accessible via the Topic page in the [Search Funding & Tenders](#) section). Paper submissions are NOT possible.

Applications (including annexes and supporting documents) must be submitted using the forms provided *inside* the Submission System (⚠ NOT the documents available on the Topic page — they are only for information).

Applications must be **complete** and contain all the requested information and all required annexes and supporting documents:

- Application Form Part A — contains administrative information about the applicant organisations (*to be filled in directly online*)
- Application Form Part B — contains the technical description of the application (*to be downloaded from the Portal Submission System, completed and then assembled and re-uploaded as PDF in the system*)
- **Mandatory annex:** consisting of a document that proves that the ongoing or completed initiatives started after 11 December 2019. This mandatory annex can be, for example, a tender document. It must be uploaded in the system separately from Part B.

Your application must be **readable, accessible, printable**.

In the 1<sup>st</sup> stage, applicants are required to submit a short application limited to **7 pages** (Part B).

In the 2<sup>nd</sup> stage, a maximum of 30 shortlisted applicants/finalists will be invited to submit a full application of their original application limited to **15 pages** (Part B).


Evaluators will not consider any additional pages.

In order to facilitate the assessment of your application, you must choose in the application form which keyword best defines the content of your application. However, please note that there are no categories for this prize.

When you will fill in your application form, you are requested to choose one of the following **keywords**:

- Energy efficiency: i.e. access to energy, building performance;
- Social and economic geography: i.e. civil engineering, smart buildings, waste treatment, urban planning and development, mobility, green and leisure, SMEs spaces, fablabs, start-up support, shared technology spaces, education and training, arts & culture;
- Decarbonisation: i.e. clean energy, sustainability, energy positive buildings, environment protection, climate;
- Public health: i.e. public health area, agriculture, local consumption, food quality, secure food chain;
- Other: if none of the previous keywords define the content of your application.

You may be asked at a later stage for further documents (*for legal entity validation, bank account validation, ethics review, declaration of honour, etc*).

 For more information about the submission process (including IT aspects), consult the [Online Manual](#).

## 6. Eligibility

### Eligible participants

In order to be eligible, the applicants must be:

1. A natural person or a legal entity (such as universities, research organisations, SMEs, start-ups or NGOs, except public administrations<sup>6</sup>) and
2. located in one of the EU Member States (including overseas countries and territories, (OCTs)) or Associated Countries to Horizon Europe.
3. Winners both from the Challenge and the Impact Prizes, of previous editions of the European Social Innovation Competition are NOT eligible.
4. Applicants that have already received an EU or Euratom prize CANNOT receive a second prize for the same activities.

All applicants must register in the [Participant Register](#) — before the call deadline — and will have to be validated by the Central Validation Service (REA Validation). For the validation, you will be requested to upload documents showing legal status and origin.

### Specific cases

Entities without legal personality — Entities which do not have legal personality under their national law may exceptionally participate, provided that their representatives have the capacity to undertake legal obligations on their behalf, and offer guarantees for the protection of the EU financial interests equivalent to that offered by legal persons<sup>7</sup>.

EU bodies — EU bodies (with the exception of the European Commission Joint Research Centre) can NOT apply.

### **Third countries currently negotiating association agreements to Horizon Europe**

— Applicants from countries with ongoing negotiations may participate in the call and can receive a prize if the Horizon Europe association agreement with the third country concerned applies at the time when the award decision is taken (see [General Annex B](#) to the Horizon Europe main Work Programme).

EU restrictive measures — Special rules apply for certain entities (*e.g. 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)*<sup>8</sup> and entities covered by

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<sup>6</sup> For the purpose of this competition, “public administration” means municipalities, towns, or any kind of public and elected democratic government, or any kind of state authority. However, universities and research organizations are eligible.

<sup>7</sup> See Article 197(2)(c) EU Financial Regulation [2018/1046](#).

<sup>8</sup> Please note that the EU Official Journal contains the official list and, in case of conflict, its content prevails over that of the [EU Sanctions Map](#).



*Commission Guidelines No [2013/C 205/05](#)*<sup>9</sup>). Such entities are not eligible to participate in any capacity.

 For more information, see [Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment](#).

### Eligible activities

Eligible applications are the ones set out in section 2 above and must respect the following eligibility conditions:

- Proposed solutions that harm the environment or social welfare are NOT eligible<sup>10</sup>
- The proposed solutions must relate to ongoing (even in an early phase) or completed initiatives started after 11 December 2019.<sup>11</sup> In the case of ongoing activities, only work achieved by the submission deadline will be considered for the prize.

An application can include different initiatives from the same applicant (e.g. projects run by different departments).

### Geographic location (target countries)

The proposed solutions or activities contained in the application must have taken place (or, in case of early stage innovations, must target beneficiaries) in a EU Member State (including overseas countries and territories, OCTs) or in an Associated Country to Horizon Europe.

### Ethics and values

Activities must comply with the highest ethical standards and the applicable EU, international and national law on ethical principles.

Moreover, they must respect basic EU values (such as respect for human dignity, freedom, democracy, equality, the rule of law and human rights, including the rights of minorities).

The activities must comply with:

- ethical principles (including the highest standards of research integrity) and
- applicable international, EU and national law

and may not:

- aim at human cloning for reproductive purposes

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<sup>9</sup> Commission guidelines No [2013/C 205/05](#) on the eligibility of Israeli entities and their activities in the territories occupied by Israel since June 1967 for grants, prizes and financial instruments funded by the EU from 2014 onwards (OJEU C 205 of 19.07.2013, pp. 9-11).

<sup>10</sup> Innovations that significantly harm the environment (and therefore contravene the 'do no significant harm' principle of the EU Taxonomy Regulation), social welfare or that are primarily designed for military applications, or in other fields which are generally excluded from EU funding pursuant to Article 18 Horizon Europe Regulation, will not be funded (see Annex 2).

<sup>11</sup> A Communication from the Commission on the Green Deal was issued on 11.12.2019 (COM(2019) 640 final) setting the COM policy objectives, including the 'Renovation Wave'.

- 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.

Moreover activities must have an exclusive focus on civil applications and no prize can be awarded for activities carried out outside the EU, if they are prohibited in all Member States.

Applications involving ethics issues will have to undergo an ethics review to authorise funding Applications that did not respect the above ethical principles and standards cannot be awarded a prize.

### Security

Applications involving EU classified information must comply with Decision [2015/444](#). Applications that are too security-sensitive cannot be awarded a prize.

## **7. Exclusion**

Applicants which are subject to an **EU exclusion decision** or in one of the following **exclusion situations** that bar them from receiving EU funding can NOT participate<sup>12</sup>:

- bankruptcy, winding up, affairs administered by the courts, arrangement with creditors, suspended business activities or other similar procedures (including procedures for persons with unlimited liability for the applicant's debts)
- in breach of social security or tax obligations (including if done by persons with unlimited liability for the applicant's debts)
- guilty of grave professional misconduct<sup>13</sup> (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the prize)
- committed fraud, corruption, links to a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the prize)
- shown significant deficiencies in complying with main obligations under an EU procurement contract, grant agreement, prize, expert contract, or similar (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the prize)
- guilty of irregularities within the meaning of Article 1(2) of Regulation No [2988/95](#) (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the prize)

<sup>12</sup> See Articles 136 and 141 EU Financial Regulation [2018/1046](#).

<sup>13</sup> Professional misconduct includes: violation of ethical standards of the profession, wrongful conduct with impact on professional credibility, false declarations/misrepresentation of information, participation in a cartel or other agreement distorting competition, violation of IPR, attempting to influence decision-making processes or obtain confidential information from public authorities to gain advantage.

- created under a different jurisdiction with the intent to circumvent fiscal, social or other legal obligations in the country of origin or created another entity with this purpose (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the prize).

Applicants will also be refused if it turns out that<sup>14</sup>:

- during the award procedure they misrepresented information required as a condition for participating or failed to supply that information
- they were previously involved in the preparation of the call and this entails a distortion of competition that cannot be remedied otherwise (conflict of interest).

## **8. Evaluation and award procedure**

For the 2022 edition, this prize is organised in a two-stage submission. The same award criteria apply to both stages.

### **8.1 Stage 1. The short application.**

In the first stage of the competition, all applicants are invited to submit a short application of their proposal. This short application must address all the award criteria within the page limit of 7 pages.

All eligible applications will be subject to a formal evaluation by an independent panel. This panel will evaluate all eligible applications against the award criteria.

Up to a maximum of 30 applications with the highest scores will be shortlisted as finalists and invited to participate in the second stage

### **8.2 Stage 2. The full application.**

The shortlisted applicants (finalists) will be invited to submit a full application of their original application to further detail the content of their short application presented in stage 1 of the competition.

This full application must address the same award criteria within the page limit of 15 pages

Applications will be subject to a formal evaluation by a **jury**.

The jury will evaluate each application against the award criteria.

On the basis of the evaluation by the jury (and after the mandatory checks: *ethics review, security scrutiny, legal entity validation, non-exclusion, double funding and plagiarism, etc*), the awarding authority will decide on the award of the prizes to the 3 winners.

The 3 winners ranked 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> will receive a prize. Moreover, once the competition will be finished, all 30 finalists will be offered business acceleration services for a maximum period of three months.

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<sup>14</sup> See Article 141(1) EU Financial Regulation [2018/1046](#).

### 8.3. General aspects applicable to both phases of the evaluation and award procedure.

The first stage panel and jury usually have a different composition, but jury members may participate in the first stage panel.

The first stage panel/jury will evaluate each application against the award criteria.

For applications with the same score, the first stage panel/jury will determine a **priority order** according to the following approach: The score for the criterion No 1 will be given a weight of 2 and the score for criterion No 2 will be given a weight of 1.5. If two or more applications still tie for any rank, the prize will be equally divided and awarded to all applications with the same score.

All applications will be informed about the evaluation result (**evaluation result letter**). Successful applications will be awarded the prize; the not successful ones will be rejected.

If you believe that the evaluation procedure was flawed, you can submit a **complaint** (following the deadlines and procedures set out in the evaluation result letter). Please note that notifications are deemed to have been accessed (and received) 10 days after sending and that deadlines will be counted from then (see also [Funding & Tenders Portal Terms and Conditions](#)).

## 9. Award criteria

If admissible and eligible, the applications will be evaluated and ranked against the following **award criteria applicable to both stages** and will be used to evaluate both the short and the full applications. *(Applicants are expected to provide in the Application Form part B for each criterion clear, measurable and demonstrable results via examples, KPIs, etc) :*

- **Award criterion 1: Degree of innovation:** the degree to which any new product, service or model is new for its given context in connection to the challenge of the competition. The idea must be new and innovative within its given socio-economic and geographical context;
- **Award criterion 2: Impact:** the potential of the proposal to tackle the competition challenge. The applicant must demonstrate how the proposed solution will contribute to solving the challenge;
- **Award criterion 3: Sustainability:** the financial and environmental sustainability of the proposal;
- **Award criterion 4: Scalability and replicability:** the idea's potential to scale and be replicated, be it at regional, national, European or global level.

Award criteria	Minimum pass score	Maximum score
Degree of innovation	6	10

Impact	6	10
Sustainability	6	10
Scalability and replicability	6	10
<b>Overall (pass) scores</b>	<b>24</b>	<b>40</b>

Maximum points: 40 points.

Individual thresholds: 6/10 points.

Overall threshold: 24 points.

Applications must pass both all the individual thresholds AND the overall threshold. The prizes will be awarded to the applications with the three best scores. Other applications will be rejected.

## 10. Other conditions

### Payment arrangements

The prize money will be paid to the prize winners after the award ceremony, provided all the requested documents have been submitted. In case of a group of winners, the payment will be made to the lead applicant.

### Communication — Dissemination — Visibility of funding

Prize winners must promote the prize and its results, by providing targeted information to multiple audiences (including the media and the public) in a strategic and effective manner.

Communication activities related to the prize (*including media interviews, press statements, presentations, etc., in electronic form, via traditional or social media, etc.*), must acknowledge EU support and display the European flag (emblem) and funding statement (translated into local languages, where appropriate):



Funded by the  
European Union



Co-funded by the  
European Union



Funded by the  
European Union



Co-funded by the  
European Union

The emblem must remain distinct and separate and cannot be modified by adding other visual marks, brands or text.

Apart from the emblem, no other visual identity or logo may be used to highlight the EU support.

When displayed in association with other logos (*e.g. of winners or sponsors*), the emblem must be displayed at least as prominently and visibly as the other logos.

For the purposes of these obligations, the winners may use the emblem without first obtaining approval from the awarding authority. This does not, however, give them the right to exclusive use. Moreover, they may not appropriate the emblem or any similar trademark or logo, either by registration or by any other means.

Any communication or dissemination activity related to the prize must use factually accurate information.

Moreover, it must indicate the following disclaimer (translated into local languages where appropriate):

“Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Innovation Council and SMEs Executive Agency. Neither the European Union nor the awarding authority can be held responsible for them.”

#### IPR — Rights of use

The awarding authority does not obtain ownership of the results produced in the context of the prize.

The awarding authority has the right to use non-sensitive information relating to the prize and materials and documents received from the winners (*such as pictures or audio-visual material, in paper or electronic form*) for information, communication, dissemination and publicity purposes.

Photos and videos taken by the awarding authority either in preparation of the award ceremony or during the award ceremony are the sole property of the awarding authority.

#### Checks, audits and investigations

The awarding authority, the European Commission, the European Anti-Fraud Office (OLAF), the European Public Prosecutor’s Office (EPPO) and the European Court of

Auditors (ECA) may carry out checks, audits and investigations in relation to the prize.<sup>15</sup>

### *Withdrawal of the prize — Recovery of undue amounts*

The awarding authority may withdraw the prize after its award and recover all payments made, if it finds out that:

- false information, fraud or corruption was used to obtain it
- the prize winners were not eligible or should have been excluded or
- the prize winners are in serious breach of their obligations under these Rules of Contest.

## **11. How to submit an application**

All applications must be submitted directly online via the Funding & Tenders Portal Electronic Submission System. Paper applications are NOT accepted.

You can access the Portal [here](#), or by clicking 'Apply now' on the official prize webpage.

Submission is a 2-step process:

### **a) create a user account and register your organisation**

To use the Submission System (the only way to apply), all participants need to [create an EULogin user account](#).

Once you have an EULogin account, you can [register your organisation](#) in the Participant Register. When your registration is finalised, you will receive a 9-digit participant identification code (PIC).

### **b) submit the application**

Access the Electronic Submission System via the Topic page in the [Search Funding & Tenders](#) section.

Submit your application in 3 parts, as follows:

- Part A includes administrative information about the applicant organisations . Fill it in directly online
- Part B (description of the action) covers the technical content of the application. Download the mandatory word template from the Submission System, fill it in and upload it as a PDF file
- Annexes (if any; *see section 5*). Upload them as PDF files.

The application must keep to the **page limits** (*see section 5*); excess pages will be disregarded.

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<sup>15</sup> For the powers of OLAF, EPPO and ECA, see Regulation (EU, Euratom) No 883/2013 of the European Parliament and of the Council of 11 September 2013 concerning investigations conducted by the European Anti-Fraud Office (OLAF) and repealing Regulation (EC) No 1073/1999 of the European Parliament and of the Council and Council Regulation (Euratom) No 1074/1999 (OJ L 248, 18/09/2013, p. 1), Council Regulation (Euratom, EC) No 2185/1996 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities (OJ L 292, 15/11/1996, p. 2), Council Regulation (EU) 2017/1939 of 12 October 2017 implementing enhanced cooperation on the establishment of the European Public Prosecutor's Office ('the EPPO') and Article 287 of the Treaty on the Functioning of the EU (TFEU) and Article 257 of EU Financial Regulation 2018/1046.

Documents must be uploaded to the **right category** in the Submission System otherwise the application might be considered incomplete and thus inadmissible.

The application must be submitted **before the call deadline** (see *section 4*). After this deadline, the system is closed and applications can no longer be submitted.

Once the application is submitted, you will receive a **confirmation e-mail** (with date and time of your application). If you do not receive this confirmation e-mail, it means your application has NOT been submitted. If you believe this is due to a fault in the Submission System, you should immediately file a complaint via the [IT Helpdesk webform](#), explaining the circumstances and attaching a copy of the application (and, if possible, screenshots to show what happened).

Details on processes and procedures are described in the [Online Manual](#). The Online Manual also contains the links to FAQs and detailed instructions regarding the Portal Electronic Exchange System.

## 12. Help

Additional information can be found:

- [Online Manual](#)
- [The European Innovation Council website](#)
- FAQs on the Topic page
- [Portal FAQ](#) (for general questions).

Please also consult the Topic page regularly, since we will use it to publish call updates.

### Contact

For individual questions on the Portal Submission System, please contact the [IT Helpdesk](#).

Non-IT related questions should be sent to the following email address: EISMEA-EUSIC@ec.europa.eu

Please indicate clearly the reference of the call and topic to which your question relates (*see cover page*).



## 13. Important



### IMPORTANT

- **Don't wait until the end** — Complete your application sufficiently in advance of the deadline to avoid any last minute **technical problems**. Problems due to last minute submissions (*e.g. congestion, etc.*) will be entirely at your risk. Call deadlines can NOT be extended.
- **Consult** the Portal Topic page regularly. We will use it to publish updates and additional information on the call (call updates).
- **Funding & Tenders Portal Electronic Exchange System** — By submitting the application, all applicants **accept** to use the electronic exchange system in accordance with the [Portal Terms & Conditions](#).
- **Registration** — Before submitting the application, all applicants must be registered in the [Participant Register](#). The participant identification code (PIC) (one per applicant) is mandatory for the Application Form.
- **Joint applications** — Joint applications by a group of applicants are admitted. In this case, you must appoint a lead applicant (coordinator) to submit the application and represent you towards the awarding authority. All applicants will be jointly responsible and must all fulfil and respect the conditions set out in these Rules of Contest.
- **No double funding** — There is a strict prohibition of double funding from the EU budget. Applications that have already received an EU prize cannot receive a second prize for the same activities.
- **Resubmission** — Applications may be changed and re-submitted until the deadline for submission. For first past the post prizes with cut-off dates, applications can be changed and re-submitted until the cut-off date; the re-submission may however let you use your position as first in place.
- **Rejection** — By submitting the application, all applicants accept the call conditions set out in these Rules of Contest (and the documents they refer to). Applications that do not comply with all the call conditions will be **rejected**. This applies also to applicants: All applicants need to fulfil the criteria; if any one of them doesn't, they must be replaced or the entire application will be rejected.
- **Cancellation** — The awarding authority may cancel the contest or decide not to award the prize — without any obligation to compensate participants (*e.g. no applications, jury cannot determine winner, winner is not eligible or must be excluded, objectives have already been achieved, etc*). In this case, you will be informed via a call update.
- **Language** — You can submit your application in any official EU language. However, for reasons of efficiency, we strongly advise you to use English. If you need the call documentation in another official EU language, please submit a request within 10 days after call publication (for the contact information, see *section 12*).

- **Transparency** — In accordance with Article 38 of the [EU Financial Regulation](#), information about EU prizes awarded and the winners (name, address and amount awarded) is published each year on the [Europa website](#).

The publication can exceptionally be waived (on reasoned and duly substantiated request), if there is a risk that the disclosure could jeopardise your rights and freedoms under the EU Charter of Fundamental Rights or harm your commercial interests.

- **Data protection** — Any processing of personal data in the context of this prize will be done in accordance with Regulation [2018/1725](#). It will be processed solely for the purpose of evaluating your application (and subsequent management of your prize and, if needed, programme monitoring, evaluation and communication). Details are explained in the [Funding & Tenders Portal Privacy Statement](#).

By submitting the application, all applicants accept that the awarding authority will publish information on the finalists and winners.