European Partnership on Innovative SMEs/Innowwide

Call 2 for market feasibility projects

SmartSimple platform guidelines
Version 1.0 (25 July 2023)
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If you are a new user, click on “Register Here” and complete the registration form.

Once you submit the registration form, you will receive an email confirming your username and password. Make sure to check your spam folder!
1. Click on “open calls” on your dashboard. This will display our open Network projects, Globalstars and Innowwide funding opportunities.

2. Select the Innowwide call for market feasibility projects and click on “apply now”.

CALL 2
Call for market feasibility projects:
- If you are an innovative SME, you can apply for a grant of 60,000 euros to assess the viability of your research or commercial ambitions in international markets.
- Funding is for SMEs in European Union Member States or Iceland, Israel, Norway, or Türkiye partnering with a local counterpart (main subcontractor for the market feasibility project) in one of the target regions: Africa, Americas, Asia or Oceania.
- This year, the EU Partnership on Innovative SMEs / Innowwide will fund 70 projects.

Apply Now INNOWIDE

Apply for Eureka Funding Opportunities

10 Open Calls

17/10/2023 14:00

02 Selecting a call for projects
First, an **initial questionnaire** will help you understand if Innowwide is the right programme for you.

**02 Selecting a call for projects**

Fill in the questionnaire and click on ‘continue’.
Your application will receive an identification code, which includes your unique project number/an acronym of the programme you are applying to/the call for projects code.

Instructions can be found below each section and question.

Scroll right to see all sections of your application form.
As you fill in your application form, click on “Save Draft” regularly to update values and keep all entered information.

- Click on “Save & validate” to check whether you’re missing any mandatory information before you submit.
- Click on “Submit” when your application is complete and before the call deadline. After submission, you cannot make changes to your application.
- Click on “Remove” if you want to delete your application.
In the PROJECT DESCRIPTION section,
- select your **target country** and
- fill in the **information regarding your local counterpart in the selected target country**.

Please communicate with your counterpart to make sure this information is correct.
You need to invite your counterpart (main subcontractor in the market feasibility project) to sign a commitment in the platform before you submit your project application.

SEE SECTION 04 Inviting your counterpart
SME STATUS: Start by completing the SME assessment

1. Go to the SME STATUS/COMMITMENT section and click on ‘Open’ to access the form.

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

3. Then click on ‘Complete’.

Σeureka
IMPLEMENTATION

How to fill in the Gantt:

1. Click on ‘+’ to create a new task (enter one row per each project task)
2. Fill in the information for the task
3. When completed, click on ‘Save Draft’, then click on ‘Submit task’

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

How to fill in the Gantt:

- Max project duration is 6 months (this will be validated upon submission of your application)
- Select 1 April 2024 as the indicative starting date for your project
- ‘Save draft’ in your application to see submitted tasks. (Only tasks at status ‘submitted’ will be shown on the chart).
Almost everything we need to know is stated in your application form.

The only document we need you to attach as annex is:

- **Detailed Workplan** (upload in IMPLEMENTATION section).
  
  A template is provided for this document.
ADDITIONAL INFORMATION

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

- Complete an ethics self-assessment
- Agree on the terms set in the Declaration of Honour
04 Inviting your counterpart

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

1. Click on ‘Invitations’ (left menu)
2. Click on ‘+’
3. Fill in your counterpart’s details
4. Select role ‘counterpart’
5. Click on ‘Invite’ (or if you want to send the invitation later, click on ‘Save’). Your counterpart will receive an email to accept/decline your invitation.

You can re-send the invitation here.

You can cancel the invitation here.

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

Only one accepted invitation per application is allowed.
Counterpart

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

The invitation email contains:

- Project ID and short summary
- Information (your organisation’s name and type of organization, and description of your company), filled in by the applicant
- Link to accept/decline the invitation and register in the platform
Counterpart

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

NEXT STEPS after you accept the invitation:

1. Register (you will need to fill in a registration form if you are accessing the platform for the first time);
2. Login (once you log in for the first time, you should change your password by visiting the personal settings menu and clicking on the password tab);
3. Click on ‘pending’ on your dashboard. Click on ‘open’;
4. Agree on the terms set in the commitment and the declaration of honour;
5. Click on ‘save draft’. Click on ‘complete’.
Counterpart

NEXT STEPS after you accept the invitation:

1. Register

Login

Eureka application portal

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

2. Log In

Forgot Password?

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

Register Here

05 Commitment form (by counterpart)
Counterpart

NEXT STEPS after you accept the invitation:

③ Click on ‘pending’. Then, click on ‘Open’.

05 Commitment form (by counterpart)
Counterpart

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

4. Agree on the terms set in the commitment and the Declaration of Honour

5. Click on ‘Save Draft’, then click on ‘Complete’

When you complete the activity, the applicant is notified by email.
The last step is submitting your application, but if ever you want to delete your application before the call for projects deadline, click on “remove” and it will disappear from your dashboard.

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

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

Click on “save and validate” to check whether you’re missing any mandatory information before you submit.

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

You are only allowed to submit one application per call.
Good luck!
innowwide@eurekanetwork.org