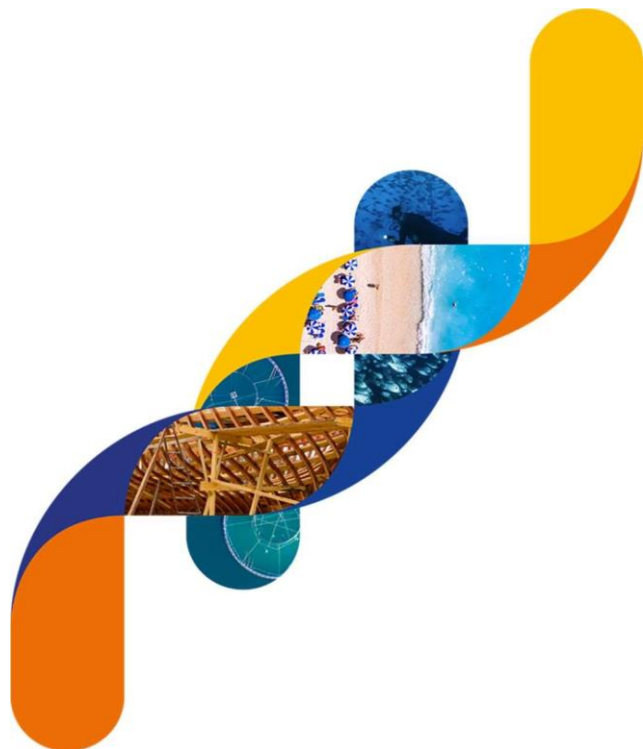


# 4helix+ project

## WP3: TESTING

### CLARIFICATION DOCUMENT TO THE CALL FOR INNOVATION VOUCHERS

FINAL VERSION – dated 17.04.2019



## Foreword

In order to ensure a transparent and fair competitive Call, the 4helix+ Project Partnership provide the following clarifications about the aforementioned Call for Innovation Vouchers.

### POINT 2. FINANCING OF THE CALL

Applicant/Company local head office have to be located in one of the eligible territories/Pilot Areas while innovation projects could be developed also outside as far as they concern dematerialized products/services.

### POINT 5.2 THE SELECTION OF THE KNOWLEDGE PROVIDERS

In the Call is stated that each Blue MSME/Start-up can select just one KP. The same KP can be chosen by more than one MSME/Start-up, so that two or more applications can indicate the same KP registered in the 4helix+ Knowledge Providers Gallery.

Previous collaboration between the KP and the Blue MSME in activities not included in the innovation project submitted under this Call is permitted.

Conditions of equal competition and project differentiation will be ensured.

KPs should have been already registered in the international database (**Knowledge Providers Gallery**) <https://4helix.unicam.it/>.

General KPs Requirements are the following:

- Be an economic operator legally recognised or duly licenced or authorized to render professional services in an INTERREG MED Programme eligible area<sup>1</sup>; Or
- Be a natural person/single expert legally recognised or duly licenced or authorized to render professional services in an INTERREG MED Programme eligible area; Or
- Be a public or private Research Organisation (University, Technological Research Centre, other research organisation) based in an INTERREG MED Programme eligible area; Or
- Be an entity considered as Non Institutional New Innovation Agent based in an INTERREG MED Programme eligible area.

Specific KPs Requirements are the following:

- Specific expertise in the domain of the Cultural Creative Industries;\* except for Non institutional New Innovation Agent;
- Speaking fluent English.

The selection of the KP will be supported with an innovative tool (**matchmaking environment**) that proposes matching between Blue MSMEs/Start-ups and Knowledge Providers. The matchmaking uses advanced machine learning techniques to match companies and knowledge providers with common interest. The matchmaking is a long lasting feature that will survive after the project.

The Interreg Med 4helix+ EU project, inside the platform <https://4helix.unicam.it/matchmaking.php> , offers the beneficiaries the matchmaking tool that aims to support the beneficiaries to find the best knowledge provider:

- to compete in obtaining one of the n. 48 vouchers worth 10.000, 6 per Region.;
- or simply to look for new suppliers as “market scouting”.

The choice of one of the suppliers indicated by the matching is not compulsory! It's just an opportunity

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<sup>1</sup> 1) Croatia: the entire country; 2) Cyprus: the entire country; 3) France, the regions: Corse, Occitanie, Région Sud-Provence Alpes-Côte d'Azur and from the region of Auvergne - Rhône-Alpes, only the territory of Rhône-Alpes; 4) Greece: the entire country; 5) Italy, the regions : Abruzzo, Apulia, Basilicata, Calabria, Campania, Emilia-Romagna, Friuli-Venezia Giulia, Lazio, Liguria, Lombardy, Marche, Molise, Piemonte, Sardinia, Sicily, Tuscany, Umbria, Valle D'Aoste, Veneto; 6) Malta: the entire country; 7) Portugal: the régions: Algarve, Alentejo, Lisbonne; 8) Slovenia: the entire country; 9) Spain: the autonomous regions – Andalusia, Aragon, Catalonia, Balearic islands, Murcia, Valencia – and the two autonomous cities – Ceuta and Melilla; 10) United-Kingdom: the region Gibraltar; 11) Albania: the entire country; 12) Bosnia-Herzegovina: the entire country; 13) Montenegro: the entire country.

for scouting that the project platform makes available.

By registering with the Matchmaking tool the beneficiaries can:

1. Take advantage of an advanced algorithm that uses indexing technology and ranks top matching KPs with a selected MSME.
2. Choose whether or not to contact suppliers and propose them the beneficiary need in order to obtain a detailed service proposition worth € 10.000
3. Be already included in the project registered contacts to easily complete the application for the Voucher
4. Be part of a community that shares training and information opportunities in the field of the Blue Economy. Join our social channels

#### **POINT 6.1 TYPE OF INNOVATION VOUCHER**

4helix+ foresees a unique type of Voucher with a value of 10.000€. Vouchers of less than 10.000€ will not be eligible. If application concerns only part of a comprehensive project with a total spending forecast that exceeds 10.000€, the activities to be financed by the 4helix+ voucher should be part of a distinct sub project with a value of 10.000€ that should be clearly described in the application, for purpose of evaluation. (REF. **POINT 6.4 TYPES OF NOT ELIGIBLE ACTIVITIES**).

#### **POINT 6.4 TYPES OF NOT ELIGIBLE ACTIVITIES**

Training activities are not eligible according to the ERDF rules.

#### **POINT 7.2 SUBMISSION PROCEDURE ACCOMPAINING DOCUMENTS**

Blue MSMEs selected to be awarded with Vouchers will be requested to submit to Pilot Project Partners an updated de Minimis Declaration signed on the date of Trilateral Contract signature.

#### **POINT 9.2 EVALUATION CRITERIA**

Innovation projects submitted from Applicant and KP located in different Countries will receive extra score (ref. point a. Excellence (40%) - a.5 International collaboration).

Annex 7\_ Evaluation Form. Within the Main CRITERIA, the minimum threshold 3 is to be intended equal to zero, scoring 0, 1,2 are negative and 4, 5 positive evaluations;

A ranking list will be formed in each Region. A number of applications will be kept in reserve in case of extra funding becomes available. In the case, the 4helix+ project assure transparent procedure for all the parties.

#### **POINT 10. IMPLEMENTATION, MONITORING AND COMPLETION OF AWARDED PROJECTS**

MSMEs and KPs will be involved in the monitoring of the implementation and evaluation of the voucher impact.

#### **POINT 11. VOUCHER REDEMPTION**

The invoice of the KP should be issued directly to the Project Partner and not to the MSME (a copy of the invoice can be sent by the partner to the MSME)

Following page 4 of the trilateral contract: "After the complete and correct Request for Payment is submitted to the pilot partner and its acceptance by the latter is communicated to the Knowledge Provider and the MSME Beneficiary, the knowledge provider is obliged to issue the invoice directly to the pilot project partner, making reference to the performed activities as described in detail in the application form submitted and in the final report with reference to the "4helix+ / 3MED17\_1.1\_M2\_003 voucher" submitted by the MSME Beneficiary"

#### **ANNEX 12. ELIGIBLE SMES BUSINESS ACTIVITIES**

Concerning NACE codes listed in Annex 12, in order to consider MSMEs eligible for participation to the

call for Innovation Voucher and be registered in the Cyber Space, it is necessary for the potential beneficiary to:

- Carefully check that its own code is clearly evidenced in its Statute/Company Registration Document/Tax Authority printout/Reports;
- Carefully check that its own code is listed in Annex 12 (Eligible MSMEs Business Activities);

The SME must operate in at least one of the blue growth / blue economy sector reported in Annex 12 in order to be eligible (see point 5.1 of the call). It is necessary to demonstrate by means of dedicated administrative documents that the codes appear in the company Registration Reports.

According to point 5.1 of the call, MSMEs are eligible beneficiaries, including "Associations that regularly exercise an economic activity considered as an enterprise" as stated in the European Commission Regulation 651/2014 - Annex 1 (art.1). These type of entities must comply as well with the eligibility need mentioned above (NACE codes and Blue Activity) and demonstrate the regular economic/commercial activity by means of dedicated administrative documents such as statute and balance sheets where consistent income budget shall correspond to services provided not included in the annual membership fee.

As for Albania, as IPA country, the eligibility of applicants is based on the description of the activity that the beneficiary presents in its official registration document (Ekstrakt Historik) and the corresponding description/CODE in the Report on "Nomenclature for European Economic Activities", issued by Institute of Statistics in Albania.

#### **ANNEX 14. THREE PARTIES CONTRACT**

Concerning Sub contracting issues, the knowledge provider is obliged to provide the contracted service to the MSME Beneficiary at a market price and to collaborate with the MSME Beneficiary to provide the pilot partner with the developed deliverables, as well as with a copy of the final report on the tasks carried out and the expected deliverables that will be countersigned by the MSME Beneficiary.

The service supplied cannot be contracted out to third parties, with the exception of specific items which should be duly justified in the application form and in the final report.