**How to use this document**

**Eurostars is part of the European Partnership on Innovative SMEs. The** [**partnership is co-funded by the European Union through Horizon Europe**](https://research-and-innovation.ec.europa.eu/funding/funding-opportunities/funding-programmes-and-open-calls/horizon-europe/european-partnerships-horizon-europe_en)**.**

**This is a Word version of the Eurostars application form. You and your project partners can use it to work offline on your application.**

**Find here the** [**guidelines for completing an application**](https://www.eurekanetwork.org/programmes/Eurostars-guidelines/how%20to%20complete%20an%20application.pdf)**, where you can find instructions on how to complete each section of the form.**

**Important notes**

You cannot submit this document as your official application form. The official form must be completed and submitted electronically on the [Eureka Project Management Platform](http://www.myeurekaproject.org). Applications received in any other ways will be rejected.

Although you can use this form to work offline, you are strongly encouraged to use the project platform since an early stage in the application process to familiarise with the functioning of the platform and make sure that you submit your application on time. The online application form must be completed collaborative by each project partner; it cannot be completed only by the main partner. Find the *Application platform guidelines* on [Eureka’s website](https://www.eurekanetwork.org/programmes/eurostars/guidelines).

Allow up to 3 working days for a response if you require technical assistance. Due to the high number of requests, we may not be able to process all requests for assistance received on the last 3 days before the submission deadline. The Eureka Association does not take any responsibility for late requests for assistance.

We encourage you not to wait until the very last few days for applying since heavy Internet traffic or a fault with the Internet connection could lead to difficulties during the submission.

*Version 2.1*

|  |  |  |
| --- | --- | --- |
| **HISTORY OF CHANGES** | | |
| **Version** | **Publication date** | **Changes** |
| Original version | April 2022 |  |
| Version 2 | July 2022 | p. 1, further information added. |
| Version 2.1 | February 2022 | Introduction reformulated.  Instructions on how to complete each section of the form removed and replaced with reference to guidelines for completing an application.  p 14, instructions on self-funding declaration added. |

# Project details

## Application team

*[To be completed for each partner organisation]*

Organisation name:

Organisation type *[ex. SME, University, etc.]*:

Address:

Country:

Phone number:

Year of registration:

VAT number:

Role in the project *[main partner or partner]*:

*[To be completed for each person joining the application form as part of the organisation]*

Full name:

Email:

## Application details

Application title:

Application acronym:

When do you wish to start your project: …../…../…..

Duration *[of your project]* in months[[1]](#footnote-1):

Please select the market areas that best match your proposal: *[enter, when possible, up to three levels of market areas using the*  [*Eurostars taxonomy of market areas*](https://www.eurekanetwork.org/eurostars/Taxonomy%20of%20market%20areas.pdf?language_id=1)*]*

Please select the technological areas that best match your proposal: *[enter, when possible, up to three levels of technological areas using the* [*Eurostars taxonomy of technological areas*](https://www.eurekanetwork.org/eurostars/Taxonomy%20of%20technological%20areas.pdf?language_id=1)*]*

Is this application a resubmission: *[answer ‘yes’ or ‘no.’ If yes, please provide the details of this previous application]*

Previous application number:

Previous application title:

## What do you want to do?

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

Word limit: 100

Why do you want to do it?

Word limit: 100

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

How will you make money?

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

Word limit: 100

Exclusion of experts

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

Word limit: 50

# Application questions

## Impact - Results of the project

Word limit: 800

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

## 2. Impact - The Business Case

Word limit: 2000

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

## 3. Impact - Time to market and commercialisation plan

Word limit: 1000

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

## 4. Impact - Conditions of the market

Word limit: 2000

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

## 5. Impact - Sustainable Development Goals

No poverty

Zero Hunger

Good Health and Well-being

Quality Education

Gender Equality

Clean Water and Sanitation

Affordable and Clean Energy

Decent Work and Economic Growth

Industry, Innovation and Infrastructure

Reducing Inequality

Sustainable Cities and Communities

Responsible Consumption and Production

Climate Action

Life Below Water

Life On Land

Peace, Justice, and Strong Institutions

Partnerships for the Goals

None

Word limit: 800

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

## 6. Impact - Social and environmental risks

Word limit: 800

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

## 7. Excellence - Technical approach and degree of innovation

Word limit: 1200

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

## 8. Excellence - Technical state of the art

Word limit: 800

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

## 9. Excellence - Technical risks

Word limit: 800

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

## 10. Quality and Efficiency of the Implementation - Project management experience

[Type your answer here. Your answer must not exceed the word limit indicated below]

Word limit: 450

## 11. Quality and Efficiency of the Implementation - Benefits of international collaboration

Word limit: 800

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

## 12. Quality and Efficiency of the Implementation - Intellectual Property Rights

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

Word limit: 1500

## 13. Civilian purpose

### Does the project have an exclusive focus on civil application?

Yes

No

## 14. Ethics

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

Word limit: 800

**Upload your completed Ethics Issues Tabel (max. 10 MB – only PDF format)**

*[Find* [*here the guidelines*](https://www.eurekanetwork.org/programmes/eurostars/guidelines) *on how to complete your ethics self-assessment]*

# Your organisation

Note: To be completed by each project partner, individually]

## Your project finances

**Your project costs**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Work package** | **Person Months** | **Personnel costs (€)** | **Overhead (€)** | **Travel (€)** | **Materials (€)** | **Other (€)** | **Sub**  **contracting (€)** | **Total (€)** |
| *[Ex. WP1]* |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |  |  |

**Your financial information**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Financial Year -2** | | **Financial Year -1** | |
| Start date of the financial report | [month - MM] | [year - YYYY] | [month - MM] | [year - YYYY] |
| End date of the financial report | [month - MM] | [year - YYYY] | [month - MM] | [year - YYYY] |
| Date the financial report was submitted to national authorities | [month - MM] | [year - YYYY] | [month - MM] | [year - YYYY] |
| Headcount (number of people) |  | |  | |
| Number of FTEs |  | |  | |
| Number of FTEs dedicated to R&D |  | |  | |
| Annual turnover (in euros) |  | |  | |
| Annual turnover dedicated to R&D (in euros) |  | |  | |
| Balance sheet total (in euros) |  | |  | |

**Please upload your financial annex (pdf - max 10 MB)**

If you do not upload the necessary document, you may not fulfill the national criteria and therefore will not be eligible for funding. We advise you to contact your National Project Coordinator to find out what is necessary at this stage. Only organisations that are 100% publicly funded are excluded from uploading these documents. These documents can also be provided in your national language. These documents will be used to assess your capacity to undertake your role in the project.

**Your funding**

Are you requesting funding?

Yes

No

If you do not request funding, upload your completed self-funding declaration. You can find a template in our website (https://www.eurekanetwork.org/programmes/eurostars/guidelines).

## Finances overview

[This section is filled in automatically by the platform as the partners insert their project costs per work package in the field ‘Your project costs.’]

## Consortium members - Core business and expertise

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

Word limit: 450

## Consortium members – Previous R&D&I cooperation experience

Have you previously participated in an international R&D&I cooperation project?

Top of Form

Yes

No

## Consortium members – Previous R&D&I funding

Have you previously received R&D&I funding?

Top of Form

Yes

No

Bottom of Form

## Consortium members - Contribution and reasons to participate

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

Word limit: 450

## Consortium members - Financial situation

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

Word limit: 800

## Consortium members - Tasks in the project

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

Word limit: 1500

## Consortium members - Impact in your organisation

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

Word limit: 450

## How much public funding are you requesting for this project?

Before replying to this question, please check if your requested amount of funding for this project falls within the amounts allowed in your country.

**€**

Top of Form

## Consortium members - Project financing

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

Word limit: 450

Bottom of Form

# Declarations

## Please complete and submit the Commitment and signature form.

*[This form must be uploaded as part of the application form by each organisation in the consortium. Please find here the template of the* [*Commitment and signature form*](https://www.eurekanetwork.org/dA/8c0ec9b159/commitment%20and%20signature%20form.pdf?language_id=1)*.]*

The Commitment and signature form is a legal document that must be completed and signed.

This form will be checked at national level.

The documents must be signed by a person that has all required authorisation to act as a legal representative of your organisation.

## Please complete and submit the SME declaration if you are an SME

*[This form must be uploaded as part of the application form by each SME in the consortium. Please find here the template of the* [*SME declaration*](https://www.eurekanetwork.org/dA/2d08b46730/SME%20declaration.pdf?language_id=1)*.]*

The SME declaration is a reference document that provides information relating to the qualification of an enterprise as an SME.

This form will be checked at national level.

The documents must be signed by a person that has all required authorisation to act as a legal representative of your organisation.

# Work packages

Please add as many work packages as you want and complete the information about each one of your work packages.

**Work package name**

**Work package summary**

Word limit: 800

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

**Work package start time (Month)**

**Work package duration (Months)**

**Work package lead organisation**

**Work package milestones and outcomes**

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

Word limit: 450

**Work package tasks**

[Type your answer here. Your answer must not exceed the word limit indicated below. Expand the text box to see your full answer.]

Word limit: 2000

## Work package cost table

[This section is filled in automatically by the platform based on the information entered by each partner in ‘Section 3: Your organisation.’]

## Technical annex

Add a technical annex if relevant (max. 10 MB – only PDF format)

## Gantt chart

Please add a Gantt chart if relevant (max. 10 MB – only PDF or spreadsheet format).

1. Remember that a project cannot last longer than 36 months. [↑](#footnote-ref-1)