

WOMEN TechEU

D 2.1 Open Call documentation

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Abstract

This Deliverable 2.1 report contains the information about the application documentation and sub-grantee agreements to be signed for the first Open Call. It describes the timeline and the tools employed for the communication of this first Open Call of the project. Details of the timeline of the process are described. At the time of submission of this deliverable, the first Open Call has not been closed yet, closing 20th May 2024 at 5pm CEST Brussels time.

Keywords

Open Call, external evaluation, sub-grantee agreement, application, data, deep tech, women-led, start-up.

Document**revision****history**

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V0.1	11/04/2024	1 st version of deliverable	Maja Horvat (SPLORO)
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Executive Summary

This report details the documentation and the communication process for the first Open Call and is organised to offer a clear view on the project's dedication to promoting innovation and empowering highly promising women-led, deep tech companies through competitive open calls.

The document is structured into several main sections covering the documentation, communication efforts, contractual agreements, progress monitoring, and evaluation processes associated with the call.

While section 1 provides an introduction to the project, section 2 details the Package Documentation of the 1st Open Call, encompassing the guidelines, application form, and frequently asked questions (FAQs) tailored specifically for this initiative. These resources are designed to provide clarity and support to potential applicants, ensuring they have all necessary information to submit their proposals effectively.

Section 3 describes the Communication Package used to promote and facilitate the Open Call. This includes pre-registration activities to gauge initial interest, various promotional materials such as website content and leaflets, organised InfoDays to disseminate detailed information, and a dedicated helpdesk to assist applicants with any inquiries.

Section 4 and Section 5 cover the Sub-grantee Agreement and the Progress and Lessons Learned from this first Open Call, respectively. The latter provides insights from weekly statistics and shares the initial lessons that have been instrumental in refining the ongoing process.

Section 6 addresses the Evaluation Procedure and the strategy for selecting external evaluators, ensuring that the selection process is both fair and effective.



Finally, additional supporting documents and details are provided in the Annexes, rounding out the comprehensive overview of the administrative and operational aspects of the Open Call.

This summary serves as a quick reference to understand the scope and structure of the efforts surrounding the management of the Open Call #1.

1. Introduction

Women TechEU is a 2-year EU-funded project supporting women-led deep tech start-up companies from Europe.

The mission of the project is to create a more gender-balanced entrepreneurship ecosystem. We believe that diversity drives innovation, and the project is here to provide women in deep tech with more opportunities, resources, and support to thrive.

There will be 4 calls for applications launched, over the span of 2 years which, following a rigorous evaluation process, will result in a total of **160 beneficiaries**. Each beneficiary will receive **€75k grants** (non-dilutive finance) as well as a personalised business development programme which includes mentoring, coaching and targeted training among other options.

The applicants can spend this grant on business model upgrade, update and consolidation of business plan and growth strategy, business model validation, update of financial plan, certifications, IP strategy and freedom to operate, commercial plan, market analysis, customer validation and technical/clinical assessment, finding partners and investors, etc.

1.1. About Women TechEU project

This project is a continuation of the Women TechEU scheme that was managed before by the EISMEA (European Innovation Council and SMEs Executive Agency) during 2021 and 2022, and it has now become a fully-fledged cascade funding project that is run by an EU-wide consortium made up of different innovation ecosystem players, representatives of women entrepreneurs and investors.

During 2 years the project will give out a total of 12 M€ in grants (non-diluting finance) over 4 different competitive calls. Each cohort of successful entrepreneurs will then be also invited to use the menu of business development services that will be provided over a period of 6 months. Constant contacts and checkups of the KPIs that will be

jointly developed by the entrepreneurs and their coaches will make best endeavours to ensure that there is a smooth ongoing scaleup of their businesses, in order to prepare the awardees to eventually apply for the EIC Accelerator scheme.

1.2 Ambition and approach of the project

The main objective of the project is:

To create a targeted programme of support for women founders and entrepreneurs leading deep tech start-ups from Europe to grow into tomorrow's tech leaders and to put women at the forefront of deep tech in Europe.

The project's ambition is to directly contribute to interconnected, inclusive, and more efficient innovation ecosystems that draw on the existing strengths of European ecosystems to engage new, less well-represented stakeholders and less advanced innovation territories. Women TechEU is leveraging its experience and the strengths of existing start-up accelerators, Universities and other multiplier organisations around Europe to foster greater long-term inclusivity of women in deep tech.

Women TechEU furthermore implements selection criteria for participants that prioritise **green, digital and social transitions** in line with European objectives, and supports accepted applicants in defining a social innovation strategy. The project targets less advanced innovation territories (widening areas) to reduce territorial inequalities in access to innovation support.

The funding provided alongside the support services and the facilitation of investor meetings, particularly for start-ups from less- connected ecosystems, will enhance cross-border network connectivity and inter-regional collaboration of regional innovation valleys by reinforcing their capacity to create, reshore, and renew European value chains towards the green and digital transition. This approach will further strengthen and expand cooperation between innovation ecosystems worldwide.



In order to engage with these promising women-led deep tech early-stage start-ups Women TechEU plans to open 4 competitive calls throughout the whole duration of the project, to select and empower the scaling of their businesses.

2. Package documentation of the 1st Open Call

The main purpose of the Open Calls is to attract and target early-stage deep tech start-ups founded, or co-founded, by women holding a top management position (CEO, CTO, CSO or equivalent). Women should hold at least 25% of the shares in the company at the time of submission.

The First Open Call opened for applicants on **18th of March 2024** and will remain open for 2 months. The deadline for submission will close on **20th of May at 17:00 CEST, Brussels time.**

The documentation package of this Open Call #1 is composed of the guidelines for applicants, the application form and a FAQs document. These documents are briefly described below and can be found in the Annexes of this deliverable.

2.1 Guidelines for the Open Call #1

The guidelines compile the full information relating to applying as a start-up company. Each set of guidelines is uniquely tailored to the specific Open Call, ensuring that applicants receive the most current and relevant information. Below are the contents of this document, which pertain exclusively to the ongoing Open Call:

- Calendar of the Open Call: key-dates and milestones of the Open Call
- Submission process: step-by-step instructions on how to apply
- Rules and conditions for this Open Call: eligibility criteria and other requirements to this call
- Details on the evaluation and selection process: overview of the process and criteria used to assess and select applicants
- Beneficiaries' responsibilities: obligations for successful applicants.

The Guidelines for the Open Call #1 can be found in Annex 1.

2.2 Application form of the Open Call #1

The Women TechEU consortium has streamlined the application form to enhance accessibility for applicants and facilitate the eligibility and evaluation processes. Submissions are handled via the Sploro platform, which offers a clear and intuitive interface for submitting applications. This platform allows applicants to save drafts and return to them later, while also enabling the consortium to monitor the status of applications from submission to final results.

The features of Sploro platform include:

- Open call and evaluations on the SPLORO platform:
 - Fully configurable system, defining ad-hoc forms for applicants
 - 100% configurable evaluation funnel. Each step of the evaluation is carried out online.
 - External experts integrated into the platform to execute the selection process, guaranteeing blind evaluations and integrity during the process
 - User-friendly interface

These features collectively aim to ensure that all participants have a smooth and efficient experience.

The Application form for Open Call #1 can be found in Annex 2.

2.3 FAQs of the Open Call #1

The documentation package for the first Open Call includes a comprehensive set of FAQs. Initially, these were adapted from the FAQs of the previous Women TechEU initiative, tailored specifically to address the nuances of this particular call. The complete document is available for download on our website, and the FAQs are also embedded directly on the site for easy access.

The list of FAQs is updated every Thursday until the closure of the call to reflect the most common inquiries received at the helpdesk during the preceding week, ensuring that the information remains current and relevant. For more information on the helpdesk, please refer to section 3.4 Helpdesk for applicants of the Open Call #1.

The current FAQ document at the moment of writing this deliverable can be found on Annex 3.

3. Communication package of the 1st Open Call

The 1st Call was communicated through various channels both online and offline. Before the call was open, potential applicants could pre-register through the project website. As soon as the call was open it was announced on the Women TechEU social media channels and promoted heavily on the day of the launch at the EIC Summit 2024. Leaflets, business cards and rollup banners at the event pointed people to the dedicated project website, which redirects to the application platform (Sploro) as well as provides further information.

A detailed overview of how Women TechEU has been communicated to the public in the lead-up to and throughout the first open call across social media channels can be found in the “Deliverable 4.1 Online Dissemination” plan.

3.1 Pre-registration of expressions of interest

To ensure no interested applicants were overlooked, a pre-registration form was established and made available on the website prior to the official opening of the call. This form gathered 248 expressions of interest. Upon the opening of the call, draft

applications were generated for these individuals, who were then invited to finalise and submit their applications.

WOMEN
TechEU

About FAQ Contact Consortium **Apply** Funded by the European Union

Are you interested in being a part of Women TechEU?
Send us your details and we'll be in touch with more information soon!

Name *
Enter your name

Surname *
Enter your surname

Email *
you@example.com

Country *
Choose your country from this list

Company *
Enter your company name

My interest is as an *

- Applicant
- Evaluator
- Mentor
- Other

By subscribing to our newsletter, you agree to the collection and use of your personal data by AcrossLimits LTD. This includes sharing your information with Splorotech SL for participation in the Women TechEU project (GA No. 101133528). Your data will be used for newsletter distribution and to invite you to the WomenTechEU open call. We're committed to protecting your privacy in line with GDPR standards. For full details, please read our [comprehensive GDPR Consent Form](#).

I'm not a robot

Submit

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Legal
GDPR Policy
Gender Equality Policy

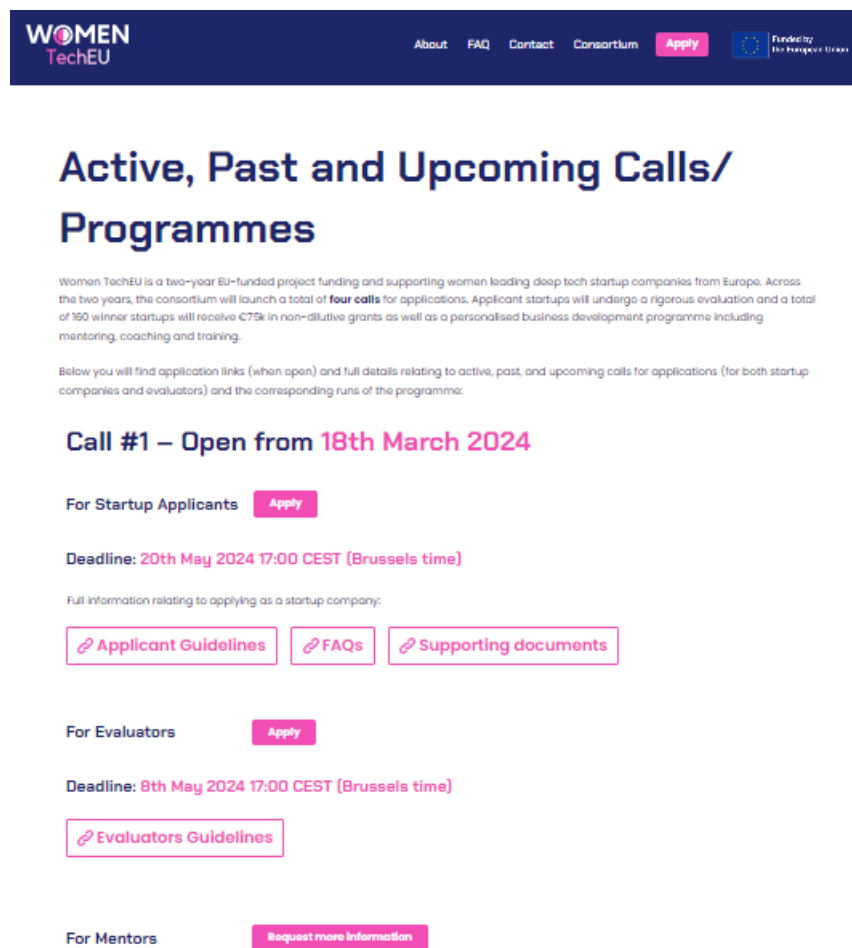
Subscribe to our Newsletter:
 By subscribing to this Newsletter I agree to be contacted and included in the database used for

Connect
 Sign up for updates


Figure 1: Screenshot of the pre-registration form for Open Call #1

3.2. Website and leaflets Open Call #1

A dedicated [webpage for the Open Call #1](#) was designed to provide information about the Women TechEU programme as well as to facilitate the access to the relevant documents and the link to the application platform (Sploro).



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About FAQ Contact Consortium **Apply**  Funded by the European Union

Active, Past and Upcoming Calls/ Programmes

Women TechEU is a two-year EU-funded project funding and supporting women leading deep tech startup companies from Europe. Across the two years, the consortium will launch a total of **four calls** for applications. Applicant startups will undergo a rigorous evaluation and a total of 160 winner startups will receive €75k in non-dilutive grants as well as a personalised business development programme including mentoring, coaching and training.

Below you will find application links (when open) and full details relating to active, past, and upcoming calls for applications (for both startup companies and evaluators) and the corresponding runs of the programme:

Call #1 – Open from 18th March 2024

For Startup Applicants **Apply**

Deadline: 20th May 2024 17:00 CEST (Brussels time)

Full information relating to applying as a startup company:

[Applicant Guidelines](#) [FAQs](#) [Supporting documents](#)

For Evaluators **Apply**

Deadline: 8th May 2024 17:00 CEST (Brussels time)

[Evaluators Guidelines](#)

For Mentors **Request more information**

Figure 2: Screenshot of the dedicated webpage for the Open Call #1

The website has been promoted heavily on social media channels both prior to the launch of the 1st call for applications, on the day of the launch, and thereafter. Moreover, the website, in the context of the 1st Open Call, was also linked to in various printed materials showcased and handed out at events such as the EIC Summit 2024, which also featured general information or details about Women TechEU. These materials included leaflets, business cards and roll-up banners.

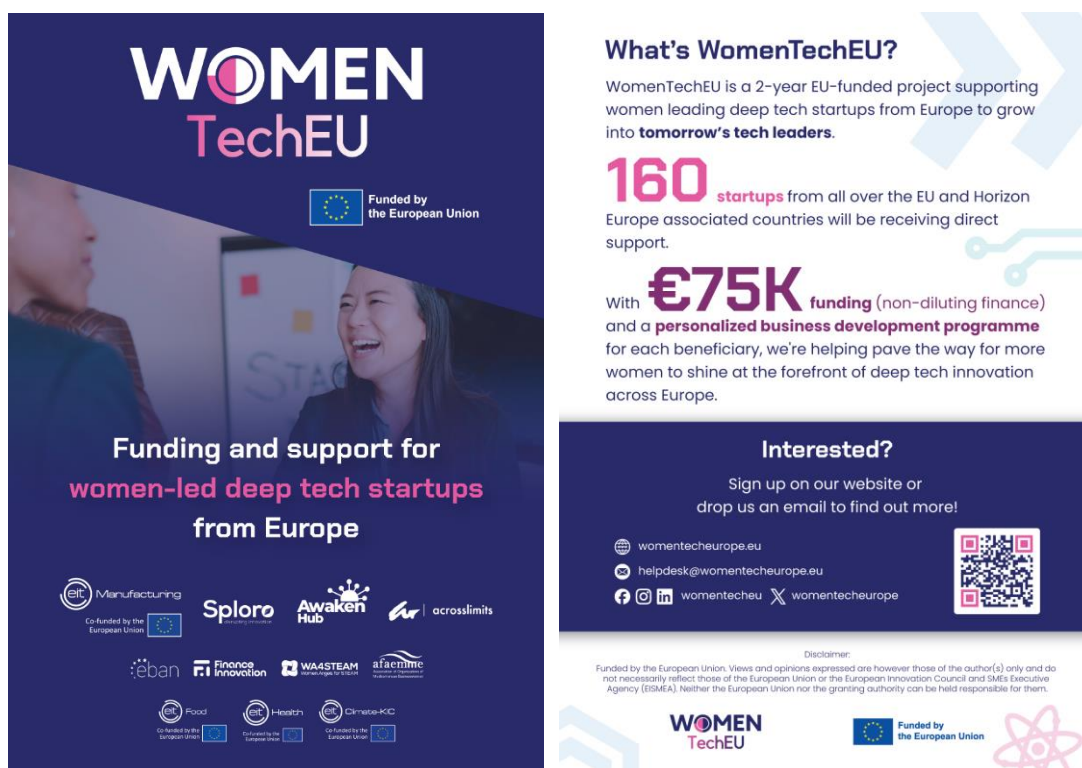


Figure 3: Preview of the front and back pages of one of the Women TechEU leaflets

3.3 InfoDays of the Open Call #1

During the Open Call, two InfoDays for the applicants are planned: This provides consortium partners with the opportunity to present, explain and answer any

questions in relation to the Open Call in more detail that interested candidates may have:

The **first InfoDay** took place on Tuesday 09/04/2024 at 11:00h CEST (Brussels time) and lasted one hour. The agenda was as follows:

- Introduction and Overview of Women TechEU Programme - **Clare McGee (AHub)**
- 1st Open Call specifications and FAQs - **Angele Giuliano (AcrossLimits)**
- How to Apply - **Marta Fernández (Sploro)**
- Round of Q&A
- Round up & Close

390 people registered to attend the 1st InfoDay and a total of 262 people connected during the InfoDay.

Export as CSV File Generate details report Toggle columns▾

Meeting ID	User Name	User Email	Department	Group	Has Zoom Rooms?	Creation Time	Start Time	End Time	Duration (Minutes)	Participants	Source
TechEU 1st InfoDay 886 4909 8215	AcrossLimits Host	acrosslimits@gmail.com			No	04/02/2024 15:06:22	04/09/2024 10:44:15	04/09/2024 12:03:27	80	262	Zoom

Figure 4: Screenshot of the participants for the 1st InfoDay

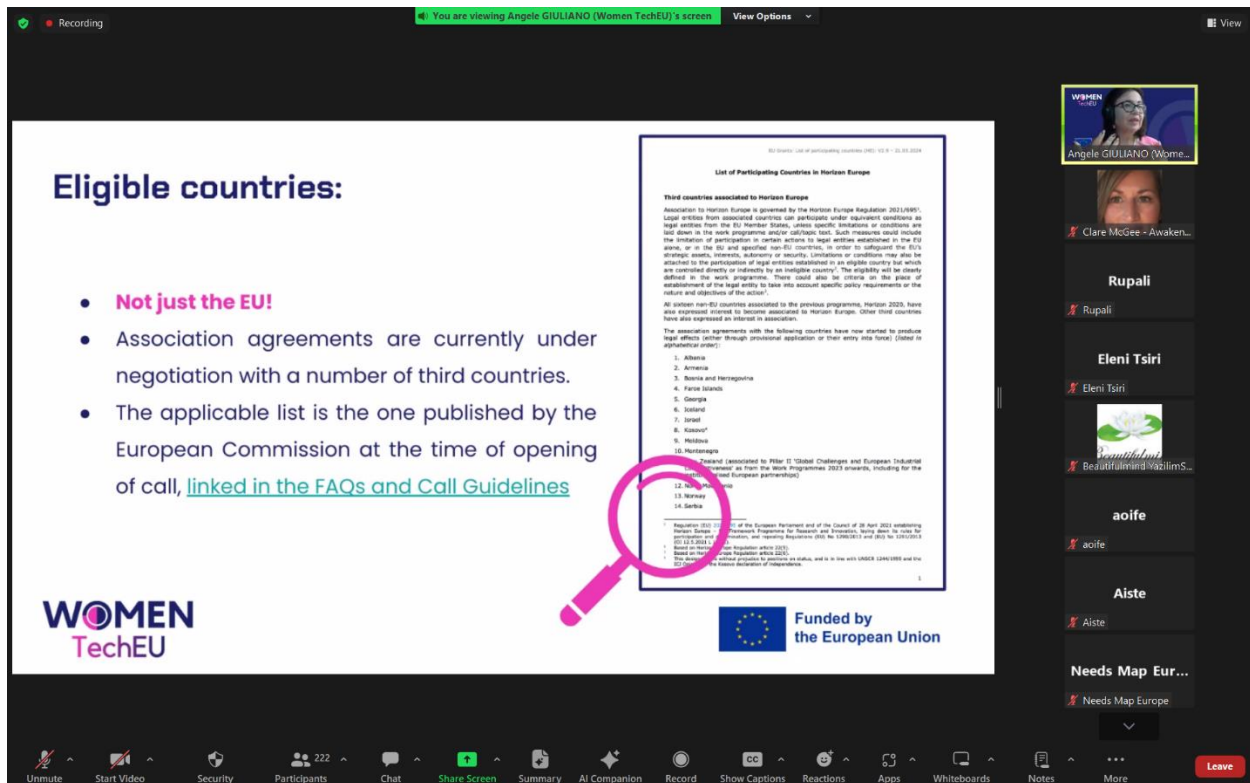


Figure 5: Screenshot from the 1st InfoDay session.

The **second InfoDay** is planned for Tuesday **07/05/2024** at **17:00h CEST** (Brussels time) with a similar agenda and duration.

3.4 Helpdesk for applicants of the Open Call #1

Since the opening of the call, a helpdesk email has been facilitated to all individuals who have questions or comments at: helpdesk@womentecheuropa.eu. The helpdesk receives several emails a day which the team strives to answer in a timely manner. At the moment of writing this deliverable, 185 questions have been received and answered through the helpdesk.

4. Sub-grantee agreement of the 1st Open Call

A written Sub-grantee agreement will be signed between successful project applications and the project coordinator EIT Manufacturing West. The objective of the contract is the fulfilment of the legal requirements between the Women TechEU consortium and each of the beneficiaries of the call. All the legal issues will be accurately covered by the planned contracts with the sub-granted beneficiaries. The subgrantee agreement foresees, among other things:

- the special clauses derived from Horizon Europe in cascading granting,
- the payment schedule, and conditions (milestones),
- general legal text issues of rights and obligations by the Women TechEU consortium and each sub-grantee, including IPR.

The agreement also includes a set of annexes such as the description of the project, the Financial Identification Form and any other document required by Women TechEU consortium to assure the correct execution of the sub-granted projects.

A template can be found in Annex 4.

5. Progress and lessons learned of the Open Call #1

This section provides an overview of the progress made and the first lessons learned until now with the experience of the Open Call #1. By analysing weekly statistics, invaluable insights into the evolving dynamics of the application process is acquired. This proactive approach allows us to anticipate potential risks and, if necessary, implement effective mitigation strategies.

5.1 Weekly statistics of the Open Call #1

Every Monday between the opening of the call until the closure, Sploro sends weekly statistics to the Women TechEU consortia. One of the objectives of Women TechEU is to oversee a proper country distribution of application, emphasizing on countries that are usually less represented. These statistics include:

- Number of applications in draft
- Number of applications submitted
- Country distribution (from available data)
- Deep tech sectors selected (from available data)

Note that not all draft applications have already selected their country and/or deep tech sector and an applicant may select several deep tech sectors.

The mitigation measures provide the consortia with the opportunity to take actions to implement dissemination activities to target countries with lower application rates, and particularly the widening areas. Mitigation actions include, promotion of the call in local events in collaboration with all the partners of the project and targeting consortia connections in widening areas to broaden the reach of awareness. These activities are implemented, reviewed and revised on an ongoing basis throughout the live call.

The weekly statistics documents are to be found in Annex 5.

5.2 First lessons learned

In this section, the progress of the Open Call #1 and the key lessons learned so far are described. Our approach has been to meticulously track weekly statistics, which provide critical insights into the application process (see section above). This ongoing monitoring is essential not only for understanding trends but also for anticipating potential issues that could impact the call's success.



At the moment of writing this deliverable, a first lesson learned has been identified to refine our approach and improve the efficiency and effectiveness of the call and the application form: For the next open calls, an extra field will be included for the cap table: next to each shareholder name the applicant will need to select the gender of that shareholder: woman / man / non-gender.

The consortia expects to gain more relevant knowledge and insights during the remaining time of the call opening. Through this adaptive strategy, we ensure that the application process is continuously optimised, enhancing both applicant experience and overall outcomes.

6. Evaluation procedure and evaluators call

To ensure that the highest quality applications are selected, the evaluation process consists of 2 steps (see Figure **Error! Reference source not found.**): the eligibility check and the external evaluation performed by independent evaluators.

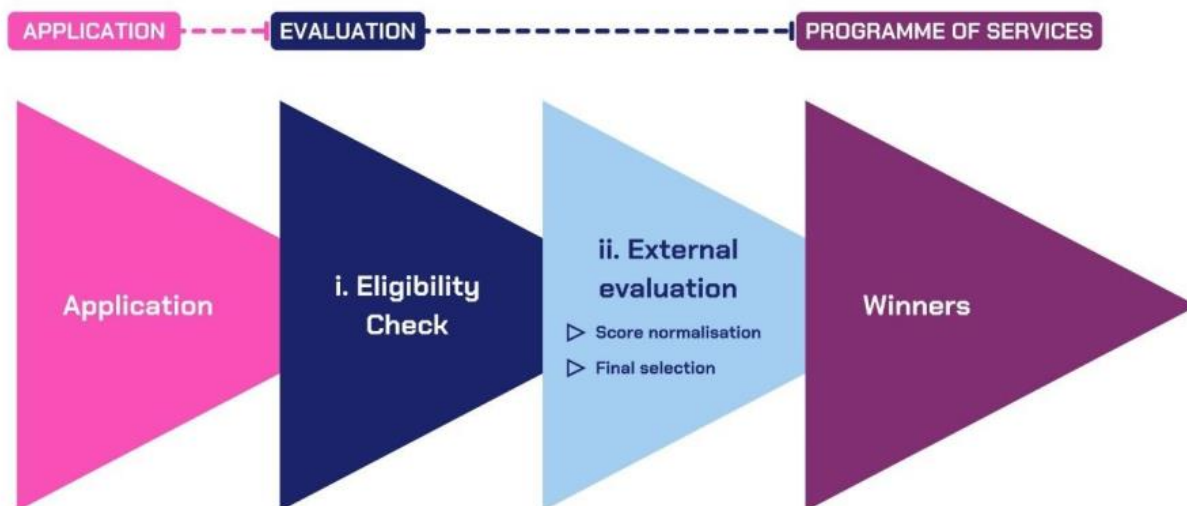


Figure 6: Evaluation of the Open Call 1

The entire project evaluation process is expected to last two months, starting on **21st of May** and ending around **5th of July**. The results will be communicated around the **5th of July** and the sub-grantee agreements are expected to be signed between **8th of July and 13th of September**.

6.1 External evaluators' selection

To ensure total impartiality during the evaluations, this process will be carried out by independent evaluators with expertise in the **deep tech Innovation** and/or

Entrepreneurial, Investment, or Innovation background and with experience in evaluating proposals for the European Commission, or similar . To avoid conflict of interest, the evaluators cannot be related to any partner of the consortium.

For that reason, an Open Call for evaluators was launched through the Sploro Platform **on the 10th of April with deadline 8th May 5pm CEST Brussels time.**

The application form to be part of the Women TechEU as evaluator consists of five parts:

1. General **personal information** about the evaluator
2. **Technological** experience
3. **Business** experience
4. **General** experience
5. Additionally required information (*CV, Conflict of interest, Code of conduct etc.*)

External evaluators are **required to provide a neutral but technical/scientific and/or commercial review** of the applications received, generally focusing on, but not limited to, the following aspects:

- Technical feasibility and innovation potential.
- Alignment with the objectives and focus deep tech technologies of Women TechEU.
- Potential impact and scalability of the proposed solution.
- Consideration of ethical, legal, and regulatory aspects
- Evaluation of the applicant's expertise, track record, and capacity to execute the project

Following the same procedure as for applicants, expressions of interest were also collected through a pre-registration form prior to the opening of the evaluators call. When opened, a draft application was created for them on the Sploro platform.

Afterwards, they were all contacted inviting them to complete their application and submit. A total of 108 draft applications were facilitated through this process.

The guidelines and the application form for evaluators Open Call can be found in Annex 6 and 7 respectively.



Annexes

Annex 1 Guidelines of the Open Call #1

WOMEN TechEU

Guidelines for applicants: Open Call #1

Author(s):	Virginia Gómez (Sploro)
Editor(s):	Teresa Hernández (EITM) Angele Giuliano (AcrossLimits) Clare McGee (AwakenHub) Miguel García (Sploro)
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OPENING: 18 March 2024

CLOSING: 20 May 2024 at 17:00 CEST (Brussels time)

* The deadline for submission is as stated in this Guidelines document. Please note that the platform for submission's time depends on the user's configured timezone and may or may not coincide with the correct time (this depends on the user, not the platform for submission). Any discrepancies in system time will not be grounds for deadline extension.

Project Website: www.womentecheurope.eu

Open Call platform: [application link](#) (bit.ly/3UYYPEm)

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LIST OF ACRONYMS

EEA	External Evaluator Average
ESR	Evaluation Summary Report
FIF	Financial Identification Form
KPI	Key Performance Indicators
OAS	Overall Average Score
OC	Open Call
PIC	Participant Identification Code
SME	Small and medium-sized enterprise
VAT	Value Added Tax

1. Introduction

1.1. About Women TechEU project

The Women TechEU project is on a mission to ignite the potential of women-led early-stage start-ups in deep tech. 160 talented women entrepreneurs from across the European Union and Horizon Europe associated countries will be receiving direct support. With 75k€ grant (non-diluting finance) and a personalized business development programme, the project will be paving the way for these innovators to shine as leaders in deep tech innovation across Europe.

This project is a continuation of the Women TechEU scheme that was managed before by the EISMEA (European Innovation Council and SMEs Executive Agency) during 2021 and 2022, and it has now become a fully-fledged cascade funding project that is run by an EU-wide consortium made up of different innovation ecosystem players, representatives of women entrepreneurs and also investors.

During 2 years the project will give out a total of 12 M€ in non-diluting finance over 4 different competitive calls. Each cohort of successful entrepreneurs will then be also invited to use the menu of business development services that will be provided over a period of 6 months. Constant contacts and checkups of the KPIs that will be jointly developed by the entrepreneurs and their coaches will ensure that there is a smooth ongoing scaleup of their businesses, in order to prepare the winners to eventually also apply for the EIC Accelerator scheme.

1.2. Objectives and ambition

The main objective of the project is:

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Our ambition is to directly contribute to interconnected, inclusive, and more efficient innovation ecosystems that draw on the existing strengths of European ecosystems to engage new, less well-represented stakeholders and less advanced innovation territories. Women TechEU will leverage its experience and the strengths of existing start-up accelerators, Universities and other multiplier organisations around Europe to foster greater long-term inclusivity of women in deep tech.

Women TechEU will furthermore implement selection criteria for participants that prioritise **green, digital and social transitions** in line with European objectives, and will support accepted applicants in defining a social innovation strategy. The project will also **target less advanced innovation territories** (widening areas) to reduce territorial inequalities in access to innovation support.

The funding provided alongside our support services and the facilitation of investor meetings, particularly for start-ups from less- connected ecosystems, will enhance cross-border network connectivity and inter-regional collaboration of regional innovation valleys by reinforcing their capacity to create, reshore, and renew European value chains towards the green and digital transition. This approach will further strengthen and expand cooperation between innovation ecosystems worldwide.

In order to engage with these promising women-led deep tech early-stage start-ups Women TechEU will open competitive calls to select and empower them. These guidelines relate to the first open call: Women TechEU_OC#1.

2. Calendar of the Open Call

2.1. Applications

Opening: 18/03/2024

Deadline for submission: 20/05/2024, 17:00h CEST*, Brussels time

** The deadline for submission is as stated in this Guidelines document. Please note that the platform for submission's time depends on the user's configured*

timezone and may or may not coincide with the correct time (this depends on the user, not the platform for submission). Any discrepancies in system time will not be grounds for deadline extension.

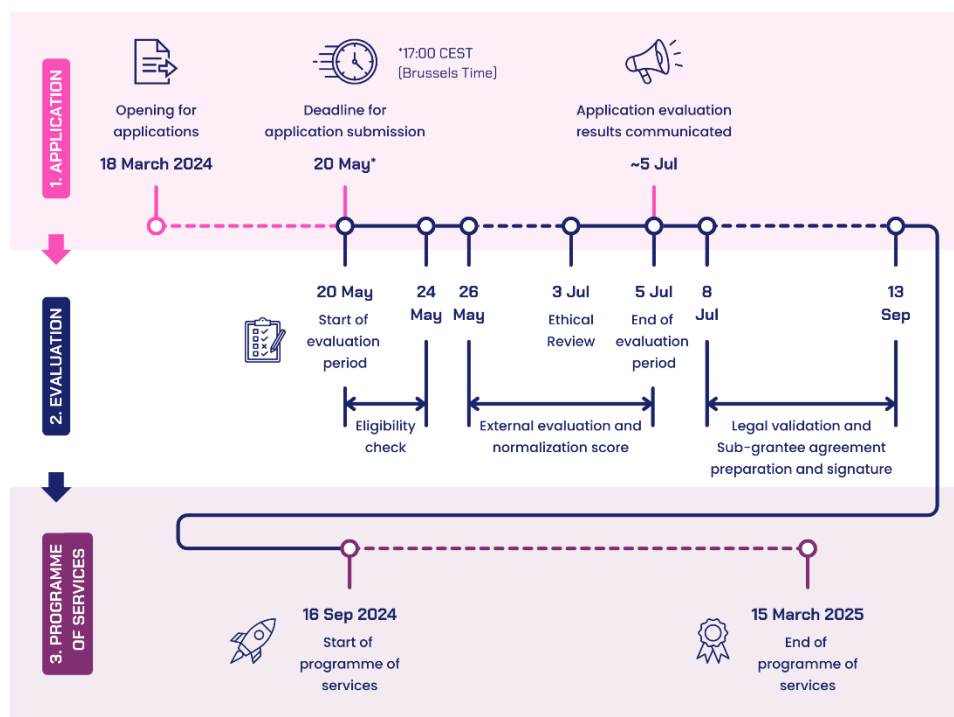


Figure 1: Calendar scheme of Open Call #1

2.2. Evaluation

- **Evaluation period:** Indicatively period to evaluate applicants. **20/05/2024 to 05/07/2024**
 - **Eligibility check:** 20/05/2024 – 24/05/2024
 - **External evaluation and normalization score:** 26/05/2024 – 05/07/2024
 - **Ethical review:** 03/07/2024

- **Results:** The communication of the evaluation's final results to all the applicants will be around **05/07/2024**. There will not be any prior disclosure of information about the evaluation process before that date.

The selected applicants will go through the legal validation and the sub-grantee agreement preparation afterwards.

- **Legal validation and Sub-grantee agreement preparation and signature:** Starting from 08/07/2024 until 13/09/2024. Legal validation is applied exclusively to successful applicants and involves the submission of various documents (see Section 5.e) to ensure compliance with the requirements of the Women TechEU project.
- **Starting of the programme of services:** Successful applicants will start the service programme as of **16/09/2024**.

2.3. Programme of services

- **Onboarding:** 16/09/2024
- **Until:** 15/03/2025

This unique Women TechEU Programme offers:

- **Service 1 Women mentors (one meeting per month during 6 months):**
As part of the programme, we will offer women entrepreneurs access to carefully selected, and experienced women mentors who will provide guidance, support, and valuable insights tailored to each founder and designed to help them succeed in their business ventures. Through the Sploro platform, we will enable specific matchmaking of and connections and mentorship sessions between women, fostering a supportive network that can help overcome the unique challenges women entrepreneurs often face. Research has shown that positive influence from successful women can play a crucial role in the success of other women-led businesses.
-

- **Service 2 Investor outreach and pitch preparation:** We will open doors and make introductions to investor entities (business angels, VCs, funds) in our networks who are positively welcoming women entrepreneurs. Our experts will provide pitch presentation review and rehearsal support providing guidance and feedback to improve confidence in delivery. This will help the start-ups overcome the challenge of raising early investment that women founders often face.
- **Service 3 Investor and Export Readiness Check:** Using a structured approach with questions on the core business areas, the start-ups will be assessed on team, product, market, finance, operations and IP in order to determine if they are ready to pitch in front of investors, or present to potential clients. Women entrepreneurs tend to doubt themselves a million times more than male counterparts so practising with one of our experts will build confidence, and if there are areas that need attention, they will be helped to address those before pitching. Connections with EIT Food programme in internationalization RocketUp will be sought, when possible.
- **Service 4 – Soft Skills Training:** Since the Women TechEU start-ups are at the beginning of their entrepreneurial journey, the women entrepreneurs will be offered development content on soft skills areas like public speaking, presentation, leadership skills, improve productivity by using AI, and more. Given that they come from the deep tech sector, their hard skills will be top-notch, but we want to train them to become an all-rounder with our blended courses (mix of in-person and recorded sessions).
- **Service 5 – Sales Strategy & Execution:** The go-to-market strategy is the area where most companies fail. We see this in front of investors as well as in pitches to competition or awards juries. Here at Women TechEU we expect the companies to be even more embryonic in their understanding of how to find leads, how to fill their pipeline, when and what to say upon follow up and even how to tune the pricing models to the right target group of clients. Women entrepreneurs tend to be less aggressive in their sales strategy and we want to

instil in them the knowledge and confidence that it is ok to ask for money for services and products.

- **Service 6 - Environmental Impact Assessment:** The environmental impact of technology and business models from entrepreneurs is a growing area of interest to investors. Women TechEU will offer the service of climate impact projections to support women entrepreneurs to understand the environmental impact of their innovations and help them design sustainable and impactful business models from the outset. The service leverages an online tool designed for start-ups, based on the benchmark Life Cycle Assessment (LCA) method. Users can explore new options to make a positive climate impact reducing CO₂eq emissions of their business model and deep tech innovation. It can also measure health, ecotoxicity, and resource depletion like rare earth minerals.
- **Service 7 - Corporate Access:** Leveraging the large network of corporates provided by EIT KICs, this service provides a platform for women-led start-ups to connect with potential partners and customers. As women are underrepresented in the corporate world, this service offers a great opportunity for women-led start-ups in Europe to expand their reach, showcase their innovative solutions, and secure valuable partnerships that can help them achieve their business goals.

At the moment of submission, the applicant will select her top three services that she would like to get from Women TechEU project. During the execution of the Programme of Services selected services from the EIC Business Accelerator Service will also be offered.

3. Proposal submission process

3.1. Overall process

The submission will be done through the official online submission platform, Sploro's platform. A direct link can be found in the Women TechEU website and [application link](#).

Only applications received directly through the online submission platform will be considered eligible.

Applicants will be provided with an editable template of the application form ([see Annex 1](#)) to let them prepare the application offline before introducing the information in the form available at the Sploro platform. **Sending this form template in any other format, via e-mail or any other means will automatically disqualify the submission.**

If the applicant discovers an error in a submitted application or aims to improve the application, the applicant may submit a new version provided the call deadline has not passed. In order to facilitate this step, the applicant must get in touch with the managers of the open call (Sploro) at helpdesk@womentecheuropa.eu requesting to reopen the application. Applicants will be able to modify all answers of the application form as many times as needed until the deadline. Please be aware that once opened, the applicants should submit the completed form again before the set deadline or it will not be evaluated. Once resubmitted, only the last version received before the call deadline will be considered for evaluation. Failure to resubmit will result in the proposal not being evaluated.

Resubmission requests will be answered up to two hours before the deadline. The helpdesk cannot guarantee a timely response during the last two hours of the open call. Consider this when writing your proposals.

Women TechEU offers a dedicated **support channel** available for applicants at helpdesk@womentecheuropa.eu. Requests will receive a response within 2 working days. While all possible effort will be made to respond in a timely manner, the teams should plan their submission accordingly, allowing enough time before the deadline (i.e., at least 2 working days) if they expect an answer.

Please note that any email received outside the designated support channel will not be taken into account. It is imperative that all requests or inquiries related to the submission system or the call itself are directed through the official support channel. Requests or inquiries received AFTER two days before the closure time of the call will

neither be considered nor answered. Lack of receipt of an answer to an inquiry shall not constitute grounds for an extension or re-evaluation of a proposal.

3.2. Documents to be submitted

The application process will be exclusively through the [Sploro platform](#). Before you begin, we recommend carefully reviewing [Annex 1](#), a preliminary version of the form, to familiarize yourself with key elements.

The application process is structured into sections designed to evaluate the **impact, excellence, and implementation**. External evaluators, experts in various related fields, will use these criteria to select the most promising proposals.

All required documents, such as the CV and the Investors Pitch Deck, must be uploaded in PDF format through the Sploro platform. The three-minute video is recommended to upload it into a file-sharing platform or website e.g. Google Drive, Dropbox, YouTube, etc in private mode and copy the link to the video into the application form.

Application form: the online form is divided in different sections:

1) **Legal and Contact Information:**

- Collects participant contact information: Full name, email, phone number, gender and position within the company.
 - Captures organization information: organization legal name, full address, logo of organization, VAT/Tax number and PIC number.
 - Performs an eligibility self-declaration: early-stage, start-up on deep tech, raised less than 1M€ in equity, not at Minimum Viable Product phase, founded or co-founded by women who hold a CEO, CTO, CSO or equivalent position. Women hold at least 25% of the shares, proposal is unique and not previously funded in the Women TechEU or other similar EU initiatives / projects.
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2) Impact:

- Details business overview, target market, and competitors.
- Describes the SWOT analysis and explains its contribution in economic, social and environmental terms.
- Defines whether the company contributes to the green, digital and social transition.

3) Excellence:

It is divided into company description and technology behind the start-up section.

- Addresses objectives in the Women TechEU call.
- Highlights technological innovation, advancements, and uniqueness.
- Describes technological and financial roadmap.
- Describes the activities to be funded under the Women TechEU grant.
- Identifies the deep tech technologies targeted: drop-down list of deep tech technologies the company is addressing.
- Assesses the solution's readiness level and ownership of intellectual property: Select the TRL of your current solution, does your company own any IP (drop-down list).

4) Implementation:

- Profiles key team members, emphasizing gender equity and diversity.
 - Explores team's deep tech industry experience and achievements.
 - Covers the woman founder's active participation and previous start-up experience.
-

5) Ethics self-assessment:

- Ethical considerations for biological material and data handling.
- Clinical and non-clinical research ethics.
- International and environmental ethical concerns.

6) Declaration of Honour:

- Certifies accuracy, completeness, and compliance.
- Commits to participation, stable funding, and necessary resources.
- Declares no administrative sanctions, exclusion situations, conflicts of interest or previous funding in the initiative.

Applicants must strictly adhere to the form provided by Women TechEU consortium via Sporo platform, which defines sections and the overall length. Evaluators will be instructed not to consider extra material in the evaluation.

3.3. Application preparation

For the successful submission, applicants are strongly advised to follow these steps:

1. Check the guidelines for applicants to determine if your organisation is eligible for the programme.
2. Applicants are required to apply online and answer all mandatory questions through [this link](#). Moreover, applicants must submit all the requested documents established in the call. The lack of any of the documents or answers to required questions will hinder the submission of the proposal.
3. In addition, note that certain documents - which will be required for each applicant selected for the programme and signing a sub-grantee agreement - may take time to acquire. It is highly advisable that you read the **Section 5.f:**

Sub-grantee agreement preparation and take into consideration the time needed to obtain these documents.

4. Be concrete and concise. Open questions have character limitations. Please examine all the open call documents and attend at least one of the online events promoted by the Women TechEU project to be prepared. Please, mark your calendars for the upcoming InfoDays:

- a. **1st InfoDay:** Tuesday 09/04/2024 at 11:00h CET (Brussels time)
- b. **2nd InfoDay:** Tuesday 07/05/2024 at 17:00h CEST (Brussels time)

5. Only submissions within the Open Call duration will be accepted. There will not be any deadline extensions unless there is a Force Majeure situation i.e., a major problem with the platform caused by the Women TechEU consortium and not by the applicants, making the system unavailable for a long period. It is strongly advised not to wait until the last moment to submit.

4. Rules and conditions

4.1. Eligible Beneficiaries

Women TechEU targets women-led early-stage deep tech start-ups. In this section, specific criteria and conditions are outlined, establishing eligibility for potential beneficiaries.

Here are the key definitions that guide the selection of beneficiaries:

1. **Established country:** the applicant must be established in a EU Member State or Horizon Europe Associated Country*.

*List of Horizon Europe Associated Countries [as published by](#) the European Commission on the submission date.

2. **Early-stage start-up:**

- The legal entity should be established at least six months prior to the deadline of the submission date.
-

- The 'start-up' should be compliant with the definition of SME, according to the EU definition of SMEs according to the [EU recommendation 2003/361](#)
- Early-stage refers to the phase of start-up development generally preceding the rapid growth phase. As an indication, the following criteria will be considered, amongst other to define an early-stage start-up:
 - Start-ups that have been established and operating for not more than 8 years counting backwards from submission date and,
 - Start-ups that have raised limited funding (up to 1 M € in equity),
 - Before reaching a high fidelity Minimum Viable Product

3. **Women leadership:** Women legally recognized as founders or co-founder of the company. The founder or co-founder of the company must also currently hold a top management position (CEO, CTO, CSO or equivalent) within the same company. It will be also required that women hold at least 25% of the shares in the CAP table (capitalization table) of the company.

Important Notes:

Women TechEU supports women in all their diversity. The word “woman” equates to a cis woman, or a transgender woman who is legally defined as a woman.

The lead applicant of the submission must be a woman.

The means of verification will be the Identity Card issued by the country of their nationality.

4. **Deep tech:** Deep tech innovation aims to provide concrete solutions to our societal problems by finding its source in a deep interaction with the most recent scientific and technological advances and by seeking to produce a profound impact in the targeted application areas.

Sectors, which are most fertile for deep tech applications are life-science, computing, food and agri-tech, aerospace, energy and clean-tech, industrial technologies,

telecom, new materials, or chemistry. However deep tech also includes, among other, artificial intelligence, deep learning and machine learning.

Women TechEU welcomes applications from all deep tech fields of activity.

5. **Not previously funded for the same activities by another EU Programme:** To avoid double funding, neither the full application or any of its parts have benefited from any other EU Programme such as Women TechEU initiative, or similar initiatives (ie: Horizon Europe - [EmpoWomen](#))

6. **Not part of Women TechEU beneficiaries:** Women TechEU consortium partners, their affiliated entities, self-employees, and subcontractors are not allowed to submit a proposal and therefore to receive any financial support through the open calls.

Note that an Ethics Self-Assessment is already included in the application form. This step is crucial to ensure ethical compliance in the areas of research and development.

4.2. Submission platform

Only submissions done through the Sploro's platform will be eligible. Submissions received by any other means will not be eligible.

a. Financial Support

After Month 1

During the first month of the programme, the selected applicants are required to draft a report outlining:

- The specific SMART – Specific, Measurable, Achievable, Relevant, Time-bound, Key Performance Indicators (KPIs) they aim to achieve and
 - The services they select from a range provided by the consortium partners.
-

These KPIs must adhere to the SMART criteria, as payments will be contingent upon their successful attainment. Submission of this report triggers the first payment of **€37,500**.

After Month 3

At this moment a mid-term review takes place. Two elements will be evaluated:

- Assistance to the programme and
- The fulfilment of 40% of the previously defined KPIs.

A 40% completion of the KPIs will launch a payment of **€30,000** per selected applicant. A lower completion of the tasks will launch the proportional payment. If the KPIs are met by less than 20% the payment will be retained until the end of the programme. If less than 10% the selected applicant will be automatically disqualified from the process.

After the end of the programme

At the end of the six months programme, a final review takes place. Provided that the selected applicants have completed the programme and have met 100% of the KPIs, they will receive the remaining financing (up to the €7,500). They will be paid according to their overall completion of the programme and their KPIs. Only in the case of an underperformance below of 20% achievement, the selected applicant's project will be terminated, and no further payment released.

Note: It is hereby stipulated that all disbursements to beneficiaries of the Women TechEU project shall be executed in a timeously manner, free from unreasonable delays, contingent upon the prior receipt by the project consortium of sufficient financing to guarantee a positive cash flow position.

b. Origin of Funds

Once an applicant has been selected for funding, they will be required to sign a dedicated Sub-Grantee Funding Agreement with the Women TechEU consortium. It is important to note that the funds attached to the Sub-Grantee Funding Agreement come directly from the funds of the Horizon Europe Women TechEU project, which has been funded by the European Commission. Therefore, the funds remain the property of the EC until the payment of the balance, which is managed by the project partners in Women TechEU via European Commission Horizon Europe Grant Agreement Number 101133528.

The Sub-Grantee Funding Agreement represents a significant commitment from both the Women TechEU project and the sub-grantees who will receive funding. The relationship between sub-grantees and the European Commission through the Women TechEU project carries a set of obligations for the sub-grantees with the European Commission. These obligations will be outlined in the Sub-Grantee Agreement, which the selected applicants will need to review and agree to. It is the responsibility of the sub-grantees to ensure that they fulfil these obligations, and the Women TechEU consortium partners will provide guidance and support as needed.

All selected applicants should carefully review the terms of the agreement and ensure that they are able to meet their obligations in order to receive the funding and successfully carry out their project.

c. Allocation of funds per project.

The financing provided for each sub-granted project is determined through a lump sum scheme, taking into account the requirements specified in the call text and the duration of the programme.

The total funding limit for a single organization across all Women TechEU calls is set at **€75,000**.

Women TechEU will have a total of four calls, where up to 160 start-ups will benefit. The goal is to select up to 40 start-ups for the OC#1. Therefore, for this initial call, the total available budget is €3,000,000. The number of start-ups chosen per call may vary. If there are not enough projects financed in the first call until the available budget is exhausted, the remaining budget will be allocated to the second open call.

d. Language

English is the official language for the Women TechEU open calls. Submissions done in any language other than English will not be eligible or evaluated. Legal incorporation documents submitted in national languages will need to be accompanied with an English translation.

English is the only official language during the whole implementation of the Women TechEU project. This means that any requested submission of documentation and deliverables will be done in English to be eligible, and the programme activities will be only held in English.

e. Documents format

Any documentation requested in any of the phases of the open call and programmes' implementation must be submitted electronically in PDF format without restrictions for printing.

f. Absence of conflict of interest

Applicants must not have any actual or potential conflicts of interest during the Women TechEU selection process or the entire project duration. Any situations that could potentially influence the impartiality of the individuals taking part in the selection process, or during the project implementation, are considered conflicts of

interest. These can include financial interests, personal relationships, or any other factors that could affect the applicant's ability to remain impartial. All cases of conflict of interest will be assessed on a case-by-case basis by the relevant Women TechEU selection committee and consortium partners. **If an applicant is found to have a conflict of interest, this could result in the application being disqualified.**

It is important to note that **Women TechEU consortium partners, their affiliated entities, employees, and subcontractors are not allowed to submit a proposal and therefore to receive any financial support through the open calls**, as this would violate the European Commission's regulations.

g. Ethical Issues

Women TechEU strictly adheres to the fundamental ethical principles outlined in the "[European Code of Conduct for Research Integrity](#)". To ensure compliance, all applicants are required to acknowledge and accept our privacy policy and declaration of honour during the submission process. This acknowledgment confirms that, by submitting the form, they accept the terms described in the provided text. No additional documents need to be uploaded; applicants are solely required to read and agree to the terms outlined when submitting the form.

During the submission process the ethics self-assessment questionnaire needs to be completed.

During the evaluation process, **the Women TechEU consortium may verify whether the self-assessment declaration aligns with the contents of the application.** In cases where clarification is needed, the consortium reserves the right to contact the applicant. If an applicant indicates that their application may have ethical issues, an ethics review will be conducted. Applications that fail to adequately address ethical concerns or privacy aspects will be rejected.

All applicants must thoroughly review and assess their applications for any potential ethical issues before submission. **Failure to comply with the ethical guidelines**

outlined in the "European Code of Conduct for Research Integrity" could lead to disqualification of the application. Therefore, it is of utmost importance that all applicants take the necessary steps to ensure that their proposals meet the highest ethical standards.

h. Data Protection

Women TechEU requires access to Personal and Entity Data in order to process and evaluate applications. As open call coordinator, Sploro will act as the Data Controller for all data submitted through the Sploro platform for this purpose. To ensure the safety and security of this data, the Sploro platform has been designed and operates under strict compliance with The General Data Protection Regulation (EU) 2016/679 (GDPR). Therefore, all applicants are required to accept the Sploro Platform terms to ensure full coverage. For more information regarding the data privacy policy and security measures implemented by Sploro, please refer to their website at <https://sploro.eu>.

Essential data may be shared with consortium partners and/or project associates, ensuring confidentiality and integrity, solely for the purpose of fulfilling the evaluation of the proposal and Programme's Services.

5. Proposal Evaluation and Selection Process

a. Application reception

Submissions will be done ONLY via the [Sploro platform](#), and it will be the unique entry point for all application submissions. Applications submitted by any other means will not be considered nor evaluated. Only the documentation included in the submission will be considered by evaluators.

The application reception will close on **20/05/2024, 17:00 CEST, Brussels time**. There will not be any deadline extensions unless there is a Force Majeure situation, caused

by the Women TechEU consortium and not by the applicants, which renders the system unavailable.

b. Evaluation process

The evaluation process to be followed during the selection of the applicants is shown in the following figure. Before entering into the programme, a two-step evaluation will take place:

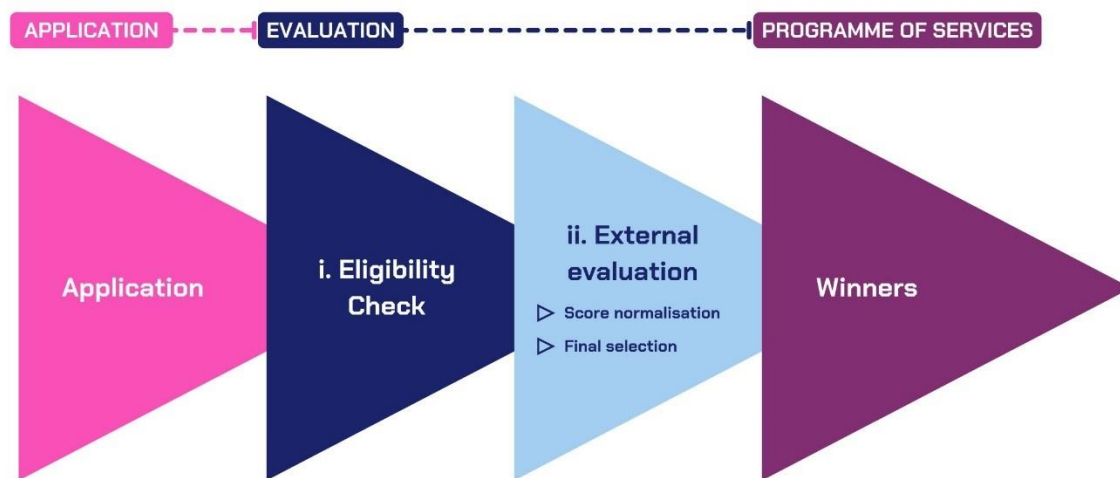


Figure 2: Evaluation process Open Call #1

The evaluation process will be evaluated according to the following categories:

Eligibility criteria

An automatic filtering to discard non-eligible proposals will follow the shortlist below. Eligibility criteria check will verify:

- a) All the required fields in the online application form and all documents uploaded are correctly completed.
- b) The existence of a legal entity.

- c) Registration of the organisation at least six months before the submission date
- d) Registration of the organisation within less than 8 years since the submission date.
- e) The organisation is legally registered in one of the eligible countries' list.
- f) Organisation classification as an early-stage SME:
 - i. A SME will be considered as such if complying with the [European Commission Recommendation 2003/361/EC16](#) and, the SME user guide. In a summary, the criteria which define an SME are:
 - o Independent (not linked or owned by another enterprise), by Recommendation 2003/361/EC.
 - o Headcount in Annual Work Unit (AWU) less than 250.
 - o Annual turnover less or equal to 50 million € OR annual balance sheet total less or equal to 43 million €.
 - ii. The organisation has not raised more than 1M € in equity.
 - iii. The organisation has not reached a high fidelity Minimum Viable Product.
- g) The organisation is a 'deep tech' company.
- h) The start-up is founded or co-founded by women holding a top management position (CEO, CTO, CSO or equivalent) in the company at the time of submission and women count with at least 25% of the shares in the company.
- i) The uniqueness of the proposal: the proposal is not already funded in the Women TechEU initiative and/or any other identical project to avoid double funding.
- j) None of the co-founders or employees of the organisation are currently working for any of the [Women TechEU beneficiaries](#).

c. Experts' remote evaluation

The proposals that pass the eligibility check will move to the remote evaluation stage. These applications will be assessed by two external and independent evaluators composing the evaluation panel: one with technical, and another one with commercial business background. The evaluation panel will be selected seeking

geographical and gender balance. Their knowledge and expertise in the thematic areas of the proposal will be considered.

The selected evaluators will be independent of the organisations involved in the consortium and of any third party applying to the call. The evaluators will sign a declaration of confidentiality concerning the contents of the proposals they read.

The evaluators will assess the proposals based on 3 different evaluation criteria (**Impact, Excellence, and Implementation**).

- 1) **Impact:** The impact is evaluated according to the following criteria:
 - a. The quality of the business plan;
 - b. The SWOT analysis i.e., whether it is realistic and convincing;
 - c. Their contribution to the green, digital, and social transition.

 - 2) **Excellence:** projects must demonstrate high quality and a clear set of objectives aligned with the Women TechEU vision and with the general objectives of the project. The Excellence is evaluated according to the following criteria:
 - a. Alignment of the application with the call;
 - b. Degree of deep tech innovation i.e., going beyond the state-of-the-art, chances to succeed, its feasibility;
 - c. The growth potential of the proposed innovation/solution in terms of turnover, profit, and jobs, as well as its broader economic impact;
 - d. How critical this grant is for the company, and whether it will make a difference and add value to the company.
 - e. Their eagerness to pursue a EIC Accelerator grant in the near future.
 - f. IPR aspects.

 - 3) **Implementation:** The implementation is evaluated according to the following criteria:
-

- a. Relevance of the woman (co-)founder role in the company i.e., whether the woman (co-)founder has a leading role in the company, whether she is the decision-maker, whether she has a management capacity and whether she can bring the company to the next level;
- b. An overall gender balance and the position held by women in the start-up;
- c. Team’s skills, motivation, and commitment to execute the project;
- d. Quality and efficiency of the work plan i.e., whether the proposed activities are sound and well explained, as well as whether these activities are most needed at this stage.

The evaluators will score each award criterion on a scale from 0 to 5:

Table 1: Criteria score

Score	Definition
0	Proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.
1	Poor – criterion is inadequately addressed or there are serious inherent weaknesses.
2	Fair – proposal broadly addresses the criterion, but there are significant weaknesses
3	Good – proposal addresses the criterion well, but a number of shortcomings are present.
4	Very good- proposal addresses the criterion very well, but a small number of shortcomings are present.
5	The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.

The total score will be calculated as the sum of the score of the 3 different criteria. **The threshold for each criterion will be three (3), while the overall score threshold will be ten (10).** That means if a proposal receives less than 3 in one criterion or less than 10 overall score, it will not be recommended for funding by the independent evaluators and will be automatically rejected.

Score normalisation

The two evaluators will score the proposal differently without knowing the evaluation of their colleague, thus avoiding one evaluator conditioning the other. Therefore, the same evaluation may receive very different scores. The normalization step guarantees a more balanced distribution of scores and reduces the possibility of biases and distortions.

The normalisation process is performed as follows:

- The **External Evaluator Average (EEA)** and the **Overall Average Score (OAS)** of all proposals are calculated.
 - Each EEA is compared to the OAS using a simple division (EEA / OAS). As a result, the percentage each evaluator represents of the OAS is estimated. This has a double meaning:
 - Evaluators under 100% have a negative pattern against the average. Their scores will be then increased by a correction factor.
 - Evaluators above 100% have a positive pattern against the average. Their scores will be then decreased by a correction factor.
 - **Correction Factor calculation:** Based on this formula $1 + (1 - (EEA/OAS))$. This factor is unique for each evaluator.
 - The Correction Factor is applied to each criterion per evaluator. **Excellence x Correction Factor | Impact x Correction factor | Implementation x Correction factor.**
 - Then the final score of each criterion is calculated as the average of each corrected score of the two evaluators on each proposal. (It may be the case
-

that correction brings scores over a 5 in any criteria. In those cases, the score is capped at 5).

- The corrected scores are added, and the total score is calculated.

At the event that a divergence in the scores of over 20% persists, the two evaluators will hold a consensus meeting. The evaluators will then review their scores and a total score is calculated as a mathematical average of their new scores, not including any normalization process. There will be a consensus meeting only if the criteria and overall scores are above the thresholds (**The threshold for each criterion will be three (3), while the overall score threshold will be ten (10)**).

Proposals having not being bound to a consensus meeting will remain with their originally normalized score anyhow.

Finally, the shortlist is built from highest to lowest total score.

Note: The Women TechEU consortium reserves the right to improve productivity, statistics and efficiency by using AI tools in the process, although the final decision of award criteria will be always taken by the expert evaluators.

Final selection

The criteria for the ranking of the proposals will be semi-automatic following the rules below:

- **Rule 1:** The proposals will be ranked based on their overall score calculated as described in the sections above.
- **Rule 2:** In case following Rule 1 there are proposals in the same position, priority will be given to proposals that have higher score on the Impact award criterion.
- **Rule 3:** In case following Rule 2 there are proposals in the same position, priority will be given to proposals that have higher score on the Excellence award criterion.

- **Rule 4:** In case following Rule 3 there are proposals in the same position, priority will be given to proposals that have a higher score on the Implementation award criterion.
- **Rule 5:** In case following Rule 4 there are proposals in the same position, priority will be given to the total number of women in the team.
- **Rule 6:** in case following Rule 5 there are proposals in the same position, priority will be given to the youngest start-up by date of foundation.

At the end of the evaluation process, the Women TechEU consortium will then formally approve a list of proposals within the limits of the available funding, and it will be communicated to the European Innovation Council and SMEs Executive Agency for approval.

Then, the selected proposals will be invited to sign the sub-grantee agreement and participate in the programme.

At this stage, all applicants will be informed about the evaluation process: non-eligible, under threshold, approved but not selected, selected, and waiting list (3 applicants). Applicants will receive via email: a letter informing them of the decision and the following steps (if applicable) and an Evaluation Summary Report (ESR) in case of successful and evaluated but not successful proposals.

Statistical data about the proposals received will be published. To do that, the basic and anonymized information of the proposals will be used.

d. Appeals procedure

The Women TechEU consortium has established a process that allows applicants to appeal the decision of the consortium in the event their proposal is not selected for funding. If an applicant believes that there has been a deficiency in how their proposal was assessed, which could potentially impact the final funding decision, or if they believe that the results of eligibility checks are incorrect and do not adhere to the Open Call rules, resulting in harm to their interests, the following appeal procedure is available:

- Complaints, including clear evidence of the alleged error, must be submitted within **seven (calendar) days** from the date of receiving the evaluation results.
- The Women TechEU Team will thoroughly investigate complaints to determine if a re-evaluation of the proposal is justified. A decision will be communicated within no more than **twenty days from the date of receiving the complaint**, provided that all required information has been submitted by the complainant. If this timeline cannot be met, the complainant will be informed by email of the delay and given a new decision date.
- In instances where re-evaluation is deemed necessary, the outcome will directly replace the initial score without undergoing normalization or any other adjustment process. This clause is specifically designed to expedite the appeal resolution and prevent delays in the project's timeline.

To maintain the efficiency of the process, each proposal is allowed a single appeal. The decision reached at the end of the appeal process is final, concluding any further discussion regarding the proposal's evaluation.

The opinions by the reviewers are subjective and may not be the same as the applicant's. Our process ensures scores are normalised to reduce usual personal bias by the external experts and averaged to ensure consensus is met with the final score. Applicants may have different opinions about the outcome and opinions of the evaluators. Women TechEU open call team will not provide an opinion over the evaluators' opinion and scores unless a factual error is detected.

e. Validation of the legal entity

Prior to confirming the final list of accepted applicants, a thorough validation of the legal entities is performed. This validation step includes the submission of various documents to ensure compliance with the Women TechEU project's requirements. The requested elements for validation are:

- To validate the identity and the power of attorney of the person who will sign the sub-grantee, Women TechEU will ask for the **ID number and an ID scanned copy of the signatory**. On the scanned copy, personal information included on the ID card could be covered if not relevant for the contract signature such as religion, ethnicity and/or personal address. The picture, expiry date, name, surname, gender, number of the document and nationality should be visible without exception. Women TechEU will also ask for **the power of attorney** of the person who will sign the Sub-grantee agreement.
 - **SME declaration (see Annex 2)**: form based on the standard templates by the EC in which Women TechEU can verify the ownership structure and financial figures to verify the size of the company.
 - **Balance Sheet and P&L accounts** for the last two closed years (if applicable) and the most recent CAP table (shareholding distribution). In companies with linked or associated entities, additional information (accounts for mother companies, group trees, etc.) could be requested.
 - For entities that are already validated by the European Commission's Funding and Tenders Portal that count with a registered and validated PIC Number, we will request:
 - The PIC Number and a screenshot of the Funding and Tenders portal in which it's evidenced the type of organisation which has been selected as a beneficiary is required.
 - For entities without a validated PIC number OR without a validated status (like self-declared SMEs), we will request:
 - **Legal entity form**. The Legal Entity form for private companies, and public law bodies necessary for the awarding of EU funding. Company Register, Official Journal and so forth, showing the name of the organisation, the legal address and registration number and public law bodies necessary for the awarding of EU funding. Company Register, Official Journal and so forth, showing the name of the organisation, the legal address and registration number and
-

- **VAT Number registration** (if applicable), a copy of a document proving VAT registration (in case the VAT number does not show on the registration extract or its equivalent).

A legal entity that does not provide the requested data and documents in due time will not be awarded.

f. Sub-grantee agreement preparation

After the validation of the Legal Entity, a written Sub-grantee agreement will be signed with successful applicants, and the Women TechEU coordinator will request the applicant to fill a Financial Identification Form (FIF).

- **Sub-grantee funding agreement.** Signed between the Consortium (represented by the coordinator: EIT Manufacturing West) and the beneficiary.
- **Financial Identification Form (FIF).** Form identifying the account to which the funds will be transferred signed by the legal representative of the organisation and including a bank statement showing the ownership of the account. The coordinator of the consortium, EIT Manufacturing West, will also provide additional security measures to verify the ownership of the account.

All the legal issues are accurately covered by the planned contracts with the sub-granted beneficiaries. The sub-grantee agreement will foresee, among other things, the special clauses derived from Horizon Europe in cascading granting, the payment schedule, and conditions (milestones), general legal text issues of rights and obligations by the Women TechEU consortium and each sub-grantee, including IPR. It will also have a set of annexes such as the description of the project, the Financial Identification Form and any other document required by Women TechEU consortium to assure the correct execution of the sub-granted projects.

After signing the sub-grantee agreement, beneficiaries will be eligible to participate in the Women TechEU Programme of services.

6. Beneficiaries' Responsibilities

The selected organisations are indirectly beneficiaries of European Commission funding. As such, they are responsible for the proper use of the funding and ensure that the recipients comply with obligations under Horizon specific requirements. The obligations that are applicable to the recipients include:

a. Conflict of interest

Beneficiaries must take all measures to prevent any situation where the impartial and objective implementation of the sub-project is compromised for reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest ('conflict of interests'). They must formally notify to the Women TechEU coordinator without delay any situation constituting or likely to lead to a conflict of interest and immediately take all the necessary steps to rectify this situation. The Women TechEU coordinator may verify that the measures taken are appropriate and may require additional measures to be taken by a specified deadline. If the sub-grantee beneficiary breaches any of its obligations, the sub-grantee agreement may be automatically terminated. Moreover, payments may be forfeited or returned.

b. Data protection and confidentiality

During implementation of the sub-project and for five years after the end of the sub-project, the parties must keep confidential any data, documents or other material (in any form) that is identified as confidential at sub-grantee signing time ('confidential information').

c. Promotion of the action and EU Funding visibility

The beneficiary must promote their participation in the Women TechEU project and the benefits obtained as a result of participating in the programme. They will provide targeted information to multiple audiences (including the media and the public) in a strategic and effective manner and to highlight the financial support of the EC.

The Women TechEU communication team will guide, provide materials and support these communication activities. Unless the European Commission or the Women TechEU coordinator requests, or agrees otherwise or unless it is impossible, any communication activity related to the action (including in electronic form, via social media, etc.), any publicity, including at a conference or seminar or any type of information or promotional material (brochure, leaflet, poster, presentation etc.), and any infrastructure, equipment and major results funded by the grant must:

- display the EU emblem;
- display the Women TechEU logo.

When displayed in association with a logo, the European emblem should be given appropriate prominence. This obligation to use the European emblem in respect of projects to which the EC contributes implies no right of exclusive use. It is subject to general third-party use restrictions which do not permit the appropriation of the emblem, or of any similar trademark or logo, whether by registration or by any other means. Under these conditions, the Beneficiary is exempted from the obligation to obtain prior permission from the EC to use the emblem. Further detailed information on the EU emblem can be found on the [Europa web page](#).

Any publicity made by the beneficiary in respect of the project, in whatever form and on or by whatever medium, must specify that it reflects only the author's views and that the EC or Women TechEU project is not liable for any use that may be made of the information contained therein. The EC and the Women TechEU consortium shall be authorized to publish, in whatever form and on or by whatever medium, the following information:

- the name of the beneficiary;
-

- town and country of origin of the beneficiary;
- the general purpose of the project;
- the amount of the financial contribution foreseen for the project after the final payment, and the amount of the financial contribution actually received;
- the geographic location of the activities carried out;
- the details/references and the abstracts of scientific publications relating to the foreground and, if funded within the sub-project, the published version or the final manuscript accepted for publication;
- the publishable summaries of reports submitted to the Women TechEU consortium;
- any picture or any audio-visual or web material provided to the EC and Women TechEU in the framework of the project.

The beneficiary shall ensure that all necessary authorisations for such publication have been obtained and that the publication of the information by the EC and Women TechEU does not infringe any rights of third parties. Upon a duly substantiated request by the beneficiary, Women TechEU, if such permission is provided by the EC, may agree to forego such publicity if disclosure of the information indicated above would risk compromising the beneficiary's security, academic or commercial interests.

Beneficiaries may be asked by the Women TechEU dissemination team to provide some informational material about their projects for promotion on the official Women TechEU platforms and social media channels.

d. Financial audits and control

The European Commission (EC) will monitor compliance with the financial support conditions outlined in Annex 1 of the Women TechEU Grant Agreement by beneficiaries and third parties. The EC may conduct financial audits, which may be conducted by external auditors or by EC services, including the European Anti-Fraud Office (OLAF). Beneficiaries must make all detailed information and data available to the EC or any

authorized representative for audit purposes. The beneficiary must keep all sub-project deliverables and documents for up to five years from the end of the project.

e. Internal communication

Each of the applicants selected to join the programme must nominate a primary contact point that will act as a co-ordinator during the duration of the programme.

- Provide any notice in writing to the Women TechEU project coordinator.
- Notify immediately of any change of persons or contact details to helpdesk@womentecheurope.eu. The address list shall be accessible to all concerned.

f. External communication and open data

Each funded organisation will be publicly listed at Women TechEU public channels including social networks, website and others as identified. The funding disbursed by the Women TechEU consortium to each of the beneficiaries will be made public under a dataset that will be uploaded into an open a free repository as it is Zenodo.



Annex 2 Application form of the Open Call #1

WOMEN TechEU

Annex 1: Application Form: Open Call #1

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OPENING: 18 March 2024

CLOSING: 20 May 2024 at 17:00 CEST (Brussels time)

* The deadline for submission is as stated in this Guidelines document. Please note that the platform for submission's time depends on the user's configured timezone and may or may not coincide with the correct time (this depends on the user, not the platform for submission). Any discrepancies in system time will not be grounds for deadline extension.

Project Website: www.womentecheurope.eu

Open Call platform: [application link](#) (bit.ly/3UYYPEm)

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1. Legal and contact information

1.1. Participant Information (contact point)

- Lead applicant () :*
 - First Name
 - Surname
 - Email
 - Phone number (Country code + Number):
 - Gender (Woman/Man/Non-binary)
- Position within the company:*

1.2. Company Information

- Company legal name:*
 - Company short name:*
 - Legal address:*
 - City/Town:*
 - Province/Region/County:*
 - Country:* [drop-down list] The applicant must be established in a EU Member State or Horizon Europe Associated Country*.
[List of Horizon Europe Associated Countries](#) as published by the European Commission on the date of submission of the application.
 - Phone number (Country code + Number):*
 - Company website:*
 - VAT number/Tax Identification Number:*
 - CAP table (capitalization table) clearly indicating the shareholding structure of the company especially the percentage owned by the woman:*
-

- PIC number:
- Copy the link to a 3 minute video of the female (co-)founder pitching the company, its mission and vision, its technology and future plans.*
- Please, provide the logo of the company, if applicable [upload file]
- Please, provide all your company social media [select:
 - LinkedIn
 - Facebook
 - Twitter/X
 - Instagram
 - Mastodon
 - Tik Tok
 - YouTube
 - GitHub
 - Other, please specify]

1.3. Eligibility self-declaration

1. Is your start-up currently a legally registered entity? :* **YES/NO**
 2. Is your start-up currently registered at least six months before the submission date? :* **YES/NO**
 3. Does your company have less than 8 years since registration as of the submission date? :* **YES/NO**
 - 3.1. Please specify the date of registration*
 4. Does your company meet the criteria to be classified as a Small and Medium-sized Enterprise (SME) according to the [European Commission Recommendation 2003/361/EC](#)? :* **YES/NO**
-

5. Has your start-up raised less than 1M€ in equity?:* **YES/NO**
6. Is your start-up at a stage before reaching high fidelity Minimum Viable Product?* A MVP is defined as the version of a new product that allows a team to collect the maximum amount of validated learning about customers with the least effort: **YES/NO**
7. Can the company be considered a 'deep tech' company? :* **YES/NO**
8. Was your start-up founded or co-founded by women? :* **YES/NO**
9. Does the woman founder or co-founder currently hold a top management position (CEO, CTO, CSO or equivalent) within the company at the time of submission? :* **YES/NO**
10. Do women hold at least 25% of the shares of the company at the time of submission?:* **YES/NO**
11. Can you confirm to the best of your knowledge that neither the application as a whole nor any parts of it have benefitted from funding e.g. Women TechEU initiative, EmpoWomen, etc? :* **YES/NO**
12. Are you or any of your co-founders or employees currently working for any of the Women TechEU [beneficiaries](#) ?:***YES/NO**
- 12.1. If YES. Specify who, its role and for what beneficiary

2. Impact

1. Please upload your investors pitch deck **(PDF)** :*
2. Summarise your business overview, and plans for the next 3 years, including marketing activities. Additionally highlight your aspirations in 5 years. **(max 500 characters)** :*
3. Clearly outline your target market and potential customers and Total Addressable Market **(max 500 characters)** :*
4. Include the list of your main five competitors and the links to their websites **(max 500 characters)** :*
5. Fill in your SWOT analysis (max 500 characters each category)*
6. Does your solution contribute to the Green transition?:* **YES/NO**
7. Does your solution contribute to the Digital transition?:* **YES/NO**
8. Does your solution contribute to the Social transition?:* **YES/NO**
9. Explain the impacts of your solution to the green and/or digital, and/or social transitions **(max 500 characters)** :*

3. Excellence

3.1. Company description

1. How does your project address the specific objectives set forth in the Women TechEU call? **(max 500 characters)** :*
 2. How has your project surpassed conventional standards in specific aspects, and what sets its technological approach apart from existing solutions? **(max 500 characters)** :*
 3. What notable achievements have you reached so far, and how do they demonstrate the viability and progress of the project. Include collaboration, partnership or participation in R&D initiatives that enhances the excellence of your project. **(max 500 characters)** :*
 4. Please describe your technology roadmap development for the mid-term and how it can potentially generate significant changes in the technology industry **(max 500 characters)** :*
 5. Provide historical business information (2021–2023) :*
 - a. Table including Sales, Private Funding, and Grants
 6. Offer a forecast for your business over the next four years (2024–2027) :*
 - a. Table including Sales, Number of Employees, Private Funding, and Grants
 7. Share your fundraising plans (Select one from the drop-down list) :*
 - a. The company has already secured funding from investors or business angels and is seeking follow-up funding rounds.
 - b. The company is currently in advanced negotiations with potential investors or business angels.
 - c. The company has obtained public grant(s) and is seeking funding from investors or business angels next.
-

- d. The company has not secured funding but has a clear plan to acquire public grants.
 - e. The company has not yet secured any funding, except for modest investments from the founders.
 - f. Other (please specify) **(max 200 characters)**
8. Specify your sources of funding (Select Multiple) :*
- a. Friends and family
 - b. Angel investor
 - c. Debt
 - d. Venture Capital
 - e. Public funding / Grants
 - f. Own funding (sales, shareholders' funds)
 - g. Other (please specify) **(max 100 characters)**
9. How do you plan to spend the 75k€?* **(max 500 characters)**
10. Do you plan to apply to the EIC Accelerator calls* **(YES/NO)**
- a. If YES, when do you plan to apply?* (drop-down list)
 - i. In one year time
 - ii. In two years time
 - iii. Later than two years from now

3.2. Technology behind your start-up

1. Provide a summary of your start-up, outlining its core activities, the problems it addresses, and the products or services it currently offers in the market. **(max 500 characters) :* This description will be made public if you are selected.**
2. Which of the deep tech technologies is your company addressing?
:* **(multiple choice)**
 - Advanced Computing /Quantum Computing
 - Advanced Manufacturing
 - Advanced Materials
 - Aerospace, Automotive and Remote Sensing
 - Artificial Intelligence and Machine Learning, including Big Data
 - Biotechnology, Life Sciences and Agritech
 - Communications and Networks, including 5G/6G
 - Cybersecurity and Data Protection
 - Electronics and Photonics
 - Internet of Things, W3C, Semantic Web
 - Robotics
 - Semiconductors (microchips)
 - Sustainable Energy, Clean Technologies and Greentech
 - Virtual Reality, Augmented Reality, Metaverse
 - Web 3.0, including Blockchain, Distributed Ledgers, NFTs
 - Other (please specify) **(max 100 characters)**

3. How close is the solution to market readiness? Please select the right TRL (technology readiness level)? :* (select one from the drop-down list)

- TRL9
- TRL8
- TRL7
- TRL6
- TRL5
- TRL4 or lower

4. Does your company own any IP under which the tech is rooted?:* **YES/NO.**

5. Select the status of your IP* (select one from the drop-down list)

- IP potential but not progressed at this stage
- Fully owned, or exclusive license acquired
- Shared with someone else or non-exclusive license obtained
- Access to the IPR is being negotiated and the deal will close in 12 months' time
- Access to the IPR is still unclear
- No IPR discovered or protection planned
- Other (please specify) (**max 100 characters**)

4. Implementation

1. Include information about yourself and your key team members (up to 4 in total) :*
 - First Name:*
 - Surname:*
 - Gender:* Woman / Man / Non-binary
 - Email:*
 - CV:* **in PDF** (Europass format only)
 - LinkedIn: [LinkedIn Profile]
 - Role in the company: **(max 250 characters)** :*
 2. Number of team members: **[Number]** :*
 3. How do you ensure gender-equitable representation in leadership roles and ensure equal opportunities for professional development for women in your team? **(max 500 characters)** :*
 4. What is your team's experience in the advanced technology industry (deep tech), and could you highlight a significant achievement of the founders or team members in this field? **(max 500 characters)** :*
 5. Is there previous start-up experience in the team? If yes, was it successful? **(max 500 characters)** :*
 6. Which are the top 3 services that you would like to get from our menu of support services for business development?:* (multiple choice checkboxes)
 - Service 1 Female mentors (one meeting per month during 6 months)
 - Service 2 Investor outreach and pitch preparation
 - Service 3 Investor and Export Readiness Check
 - Service 4 Soft Skills Training
-

- Service 5 Sales Strategy & Execution
- Service 6 Environmental Impact Assessment
- Service 7 Corporate Access

By selecting the services, the female founder or co-founder commits to actively participate in the selected services.

5. Ethics self-assessment

1. HUMAN EMBRYONIC STEM CELLS AND HUMAN EMBRYOS

- a. 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

- b. Does this activity involve the use of human embryos? Yes No

- If YES: Will the activity lead to their destruction? Yes No

2. HUMANS

- a. Does this activity involve human participants? Yes No

If YES:

- Are they volunteers for nonmedical 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
-

- iv. Are they potentially vulnerable individuals or groups? Yes No
- v. Are they children/minors? Yes No
- vi. Are they other persons unable to give informed consent? Yes No
- b. Does this activity involve interventions (physical also including imaging technology, behavioural treatments, etc.) on the study participants? Yes No

If YES:

- i. Does it involve invasive techniques? Yes No
 - ii. Does it involve collection of biological samples? Yes No
- c. 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:

- i. Is it a clinical trial? Yes No
- ii. Is it a low-intervention clinical trial? Yes No

3. HUMAN CELLS / TISSUES (not covered by section 1)

- a. Does this activity involve the use of human cells or tissues? Yes No

If YES:

- i. Are they human embryonic or foetal cells or tissues? Yes No
- ii. Are they available commercially? Yes No
- iii. Are they obtained within this project? Yes No
- iv. Are they obtained from another project, laboratory or institution?
Yes No
- v. Are they obtained from biobank? Yes No

4. PERSONAL DATA

- a. Does this activity involve processing of personal data? Yes No

If YES:

- i. 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

- ii. 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

- b. 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

- c. 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:

- d. 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

- e. Does this activity involve the processing of personal data related to criminal convictions or offences? Yes No

5. ANIMALS

- a. Does this activity involve animals? Yes No

If YES:

- i. Are they vertebrates? Yes No
- ii. Are they non-human primates (NHP)? Yes No
- iii. Are they genetically modified? Yes No
- iv. Are they cloned farm animals? Yes No
- v. Are they endangered species? Yes No

6. NON-EU COUNTRIES

- a. Will some of the activities be carried out in non-EU countries? Yes No

If YES: Specify the countries:

- b. 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:

- c. 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

- d. Is it planned to import any material (other than data) 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:

- e. Is it planned to export any material (other than data) from the EU to non-EU countries? For data exports, see section 4. Yes No

If YES: Specify material and countries involved:

- f. Does this activity involve low and/or lower-middle income countries? (if yes, detail the benefit sharing actions planned in the self-assessment)

Yes No

- g. Could the situation in the country put the individuals taking part in the activity at risk? Yes No

7. ENVIRONMENT, HEALTH and SAFETY

- a. 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
- b. Does this activity deal with endangered fauna and/or flora / protected areas? Yes No
- c. Does this activity involve the use of substances or processes that may cause harm to humans, including those performing the activity (during the implementation of the activity or further to the use of the results, as a possible impact)? Yes No

8. ARTIFICIAL INTELLIGENCE

- a. 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

- a. Are there any other ethics issues that should be taken into consideration?
Yes No

By submitting this form, 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](#)'.

6. Declaration of Honour

By submitting this form, I, the applicant:

hereby certify that (subject to the additional declarations below):

1. The information provided for this project is correct and complete.

 2. The information concerning the legal status in the Application for my organisation is correct and complete and concurs with the stipulations outlined in the Guidelines for Applicants, including its annexes (if applicable).

 3. My organisation commits to comply with the eligibility criteria set out in the call for proposals for the entire duration of the action.

 4. My organisation:
 - is committed to participate in the action;
 - has stable and sufficient sources of funding to maintain the activity throughout the action and to provide any counterpart funding necessary;
 - has or will have the necessary resources needed to implement the action;

 5. My organisation:
 - is NOT subject to an administrative sanction (i.e., exclusion or financial penalty decision).
-

6. My organization is NOT in one of the following exclusion situations:

- bankrupt, being wound up, having the affairs administered by the courts, entered into an arrangement with creditors, suspended business activities or subject to any other similar proceedings or procedures;
- in breach of social security or tax obligations.

7. My organisation (or persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant): are NOT in one of the following exclusion situations:

- guilty of grave professional misconduct;
- committed fraud, corruption, links to a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking;
- shown significant deficiencies in complying with main obligations under an EU procurement contract, grant agreement or grant decision;
- guilty of irregularities within the meaning of Article 1(2) of Regulation No 2988/95;
- created under a different jurisdiction with the intent to circumvent fiscal, social, or other legal obligations in the country of origin (including creation of another entity with this purpose).

8. My organisation is NOT subject to a conflict of interest in connection with this grant and will notify – without delay – any situation which could give rise to a conflict of interests.

9. My organisation has NOT and will NOT, neither directly nor indirectly, grant, seek, obtain, or accept any advantage in connection with this grant that would constitute an illegal practice or involve corruption.
10. My organisation has not received any other EU grant for this project and will give notice of any future EU grants related to this project AND of any EU operating grant(s) given to my organisation.
11. My organisation is aware that false declarations may lead to rejection, suspension, termination or reduction of the grant and to administrative sanctions (i.e., financial penalties and/or exclusion from all future EU procurement contracts, grants, prizes and expert contracts).



Annex 3 FAQs of the Open Call #1

WOMEN TechEU

Frequently Asked Questions

OC#1

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Editor(s):	Teresa Hernández (EITM) Angele Giuliano (AcrossLimits) Clare McGee (AwakenHub) Miguel García (Sploro)
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OPENING: 18 March 2024

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Project Website: www.womentecheurope.eu

Open Call platform: [application link](#) (bit.ly/3UYYPEm)

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1. APPLICATION

1.1 Who can apply for the Women TechEU?

Women TechEU targets early-stage deep tech start-ups founded, or co-founded, by women holding a top management position (CEO, CTO or equivalent). Women should hold at least 25% of the shares in the company at the time of submission. The company must be registered and established in an EU Member State or a [Horizon Europe Associated Country](#) for at least six months and a maximum of eight years from the time of submission.

The company must be a SME according to the [European Commission Recommendation 2003/361/EC](#) and must be at a stage before reaching a high fidelity Minimum Viable Product¹ as well as having raised less than 1M€ in equity.

Neither the application as a whole nor any parts of it should have already benefitted from any other similar EU programme before e.g. Women TechEU initiative, EmpoWomen etc.

1.2 What countries are associated to the Horizon Europe?

Association agreements are currently under negotiation with a number of third countries. Until these have been signed, the transitional arrangement set out in the General Annexes to the Horizon Europe Work Programme 2023-2024 is applicable with regard to the following countries and legal entities established in these countries, with which association negotiations are being processed or where association is imminent. The applicable list is the one published by the European Commission at the time of submission: [Associated countries](#).

¹ A MVP is defined as the version of a new product that allows a team to collect the maximum amount of validated learning about customers with the least effort

1.3 My company is registered in the UK – can I apply for Women TechEU?

Yes. The UK is associated to the entire Programme, with the only exception of the EIC fund, which is part of the EIC Accelerator of Horizon Europe that provides investment through equity or other repayable form.

1.4 My company is not yet registered. Can I still apply for this call?

To apply, your company must have been officially registered and established at least six months before the submission of the application. You must meet all eligibilities criteria, including the registration date of the company. No exceptions will be made.

Being "registered" means that your company has been officially recorded on a government registry or database, confirming its legal existence as a business entity. This will be verified by means of the date of the certificate of registration of the company in the national business register.

1.5 What do you mean by a start-up?

Under Horizon Europe, a 'start-up' should be understood as an SME in the early stage of its life cycle, including those that are created as spin-offs from university research activities, which aims to find innovative solutions and scalable business models, and which is autonomous within the meaning of Article 3 of the [European Commission Recommendation 2003/361/EC](#).

1.6 What do you mean by an early-stage start-up?

Early-stage refers to the phase of start-up development generally preceding the rapid growth phase. For the purpose of the Women TechEU topic, we consider the following criteria to define an early-stage start-up:

- start-ups that have been established and operating for not more than 8 years from submission of application date,
 - start-ups that have raised limited funding (up to 1 million EUR in equity at submission date),
-

- before reaching high fidelity MVP (Minimum Viable Product).

These criteria are part of the eligibility check and are grounds for exclusion. Applicants must comply with all the eligibility checks.

1.7 How is the 1 million € in equity calculated and what types of funding are counted towards it?

The aim in this eligibility requirement was in order to ensure that the startups that are going to get funded by Women TechEU are not already well funded themselves. Therefore investments in cash or equivalent are the ones counted towards the 1 Million €. This will include private equity investments from business angels or VCs, SAFE notes where the money is already available in the bank account of the startups and convertible loans. What is NOT included are the investments of the co-founders themselves, sweat equity or public grants.

1.8 My company raised more than 1 million € in an equity round. Am I eligible to apply for the Women TechEU?

No. We would suggest that you look towards other funding instruments like the EIC Accelerator.

1.9 If our company has managed to raise money from grants, can we still apply?

Yes, since the maximum 1 million € raised do not include grants but only private equity investments (see previous FAQ). What is important however is to avoid double funding that the startup has not already applied and been granted funding in previous Women TechEU sessions, EIC Accelerator or other similar funding programmes like Empowomen. Other grants from local, regional or European programmes are allowed.

1.10 What is understood by CEO, CTO, CSO or equivalent?

For the purpose of this call, we accept female founders holding a CEO, CTO, CSO or equivalent position in the company.

1.11 Could you please define requirements for female founders or co-founders?

If you are legally recognised as the founder or co-founder of the company in a Member State or Associated Country, you are eligible to apply for Women TechEU. You should be able to provide proof of your status as founder or co-founder by either showing the official list of shareholders or else another similar document provided by your national company registry.

1.12 Does the founder of the company have to currently hold a top management position in the company?

In order to apply to Women TechEU, the founder of the company must also currently hold a top management position (CEO, CTO, CSO, or equivalent position) within that same company.

1.13 We are two female co-founders and we both hold top management positions in the company – can we apply jointly?

There can be only one application per company, however, two or more women co-founders can apply together. For administrative reasons you must nominate one person to be the 'lead applicant', representing your company towards the programme. In the application form please describe both of you, please submit CVs of both of you (and preferably also the rest of the team) and please record the video together.

1.14 Is it necessary to hold a majority or significant equity participation as a female co-founder?

At the moment of submission, women must hold at least 25% of the shares of the company and should be indicated in the Capitalization table in the application form.

1.15 How is the 25% shareholding of women calculated?

The full current CAP table (shareholders list) will need to be given at application stage. In total the shareholding percentages will need to add up to 100% and the total of all the women shareholders need to be 25% or more.

1.16 Does the founder/co-founder & CEO, CTO, CSO or equivalent need to be the woman owning at least a 25% of the shares?

Not necessarily, the guidelines say “Women legally recognized as founders or co-founder of the company. The founder or co-founder of the company must also currently hold a top management position (CEO, CTO, CSO or equivalent) within the same company. It will be also required that women hold at least 25% of the shares in the CAP table (capitalization table) of the company”. This means at least a 25% of the shares need to be owned by women, not necessarily the same co-founder/founder & CEO, CTO, CSO or equivalent owning this percentage, as different women could own that amount all together.

1.17 What is your definition of a woman?

Women TechEU supports women in all their diversity. The word 'woman' equates to a cis woman, or a transgender woman who is legally defined as a woman. The means of verification will be the Identity Card issued by the country of their nationality.

1.18 How do you define deep tech?

Deep tech innovation aims to provide concrete solutions to our societal problems by finding its source in a deep interaction with the most recent scientific and technological advances and by seeking to produce a profound impact in the targeted application areas.

Sectors, which are most fertile for deep tech applications are life-science, computing, food and agri-tech, aerospace, energy and clean-tech, industrial technologies, telecom, new materials, chemistry. However deep tech also includes, among other

things, artificial intelligence, deep learning and machine learning. We welcome applications from all deep tech fields of activity.

1.19 My company uses technology in the delivery of its goods / services, am I eligible to apply?

Using technology and being a deep tech company are very different concepts. Just because one is adopting industry standard technologies or slightly modifying content, materials, integration of existing components etc, does not make the company a deep tech one. A deep tech company is one that is advancing science, it is creating new technology in a ground breaking way to provide solutions to societal problems. For way of example, the following are NOT deep tech – elearning platforms where the content is the innovative part and not the technology, ecommerce apps where the innovation is the business model/pricing and not the technology, gaming apps which use industry standard components, online information portals where the news and articles are the innovative component etc

1.20 What are the minimum requirements concerning TRL levels in this program? What TRL level should be completed at the time of submitting the proposal?

Women TechEU does not require the minimum TRL to apply for this call. However, this call is targeting early-stage start-ups, which are in their formative stage, therefore by definition we target rather lower TRL innovations.

1.21 Which legal documents do I have to provide at the moment of application?

The eligibility check is done via a self-assessment questionnaire in the application form. If selected for funding, a legal validation will take place. These will require some documents that may take some time to collect, please take that into consideration.

The requested elements for validation are:

- To validate the identity and the power of attorney of the person who will sign the sub-grantee, Women TechEU will ask for the **ID number and an ID scanned copy of the signatory**. On the scanned copy, personal information included on the ID card could be covered if not relevant for the contract

signature such as religion, ethnicity and/or personal address. The picture, expiry date, name, surname, gender, number of the document and nationality should be visible without exception. Women TechEU will also ask for **the power of attorney** of the person who will sign the Sub-grantee agreement.

- **SME declaration** (see Annex 2): form based on the standard templates by the EC in which Women TechEU can verify the ownership structure and financial figures to verify the size of the company.
- **Balance Sheet and P&L accounts** for the last two closed years (if applicable) and the most recent CAP table (shareholding distribution). In companies with linked or associated entities, additional information (accounts for mother companies, group trees, etc.) could be requested.
- For entities that are already validated by the European Commission's Funding and Tenders Portal that count with a registered and validated PIC Number, we will request:
 - The PIC Number and a screenshot of the Funding and Tenders portal in which it's evidenced the type of organisation which has been selected as a beneficiary is required.
- For entities without a validated PIC number OR without a validated status (like self-declared SMEs), we will request:
 - **Legal entity form.** The Legal Entity form for private companies, and public law bodies necessary for the awarding of EU funding. Company Register, Official Journal and so forth, showing the name of the organisation, the legal address and registration number and public law bodies necessary for the awarding of EU funding. Company Register, Official Journal and so forth, showing the name of the organisation, the legal address and registration number and
 - **VAT Number registration** (if applicable), a copy of a document proving VAT registration (in case the VAT number does not show on the registration extract or its equivalent).

A legal entity that does not provide the requested data and documents in due time will not be awarded.

1.22 Which other documents must I submit?

You must submit the CV of the woman founder and the team, and the investors pitch deck, all in pdf format.

1.23 Must the video be professionally made?

No, we are not expecting high-resolution videos. These can be recorded on any device, even a phone camera. We simply want to find out more about you and your company. It is recommended to upload the video in YouTube (or any other public video-streaming platform), private mode, and copy the link in the application form.

1.24 Which questions should be answered in the 3-minute video?

The video should be a short teaser pitch, to introduce yourself and tell us why you are applying. You should pitch the company, its mission and vision, its technology and future plans. Note: The video pitch cannot exceed three minutes. This is a strict condition to apply. Evaluators will be instructed not to evaluate the content from 3:00 onwards.

1.25 Where should I upload the video pitch?

Firstly, you should upload the video on a file-sharing platform or website, e.g., YouTube, Google Drive, Dropbox, etc. Secondly, include the link on the application form i.e., paste your link in the indicated box.

1.26 What language may I submit my application in?

All information, documents and video must be in English. English is the only language permitted in your applications. Applications in any other language will be considered non-eligible. For formal documents provided by national institutions, these can of course be in the national language, although an English translation will need to be provided.

1.27 I obtained previously an EU grant. Can I apply for the Women TechEU?

If you have previously benefitted from other EU funding, you can apply for Women TechEU as long as these previous EU funded projects have not funded the exact same things that you are requesting this funding for as this will constitute double funding. The exception to this is if you have already benefited from the previous Women TechEU initiative, or other similar women related funds like Horizon Europe EmpoWomen and similar.

1.28 I'm planning to apply / I applied for another EU funding. Can I still apply for the Women TechEU?

You can apply in parallel to various EU calls by submitting similar proposals. However, if you are selected for funding by more than one EU scheme/EU programme for the same or similar proposals, then at the moment of the grant agreement preparation, you will have to choose one of the funding schemes to move forward with. If proposals submitted under various EU funding schemes are sufficiently different, then the various proposals may be selected and move forward under the separate funding streams (subject to the specific eligibility conditions under each call).

1.29 Could you comment whether our project / company is eligible for the Women TechEU call?

To ensure fair and equal treatment of all the applicants, we have to remain impartial. Therefore, we are not allowed to give any comments or guidance on your application/idea, nor to give individual assessments or piece of advice to potential applicants. Evaluation of all proposals will be done by independent evaluators.

1.30 Our company's situation is very complex and we are not sure that we fit or not in the eligibility criteria, what should we do?

Since we cannot pre-evaluate proposals without receiving all the details, if there is a grey area, we always suggest that the application is submitted and this is why we are engaging experts from both technological and business sectors that will then give the

final decision on the matter. The application form is very lean and it will not take too long for the startups to fill it in if they already have existing materials like business plans and a pitch deck.

1.31 Where can I apply for the Women TechEU call?

The application process will be exclusively through the [Sploro platform](#). Before you begin, we recommend carefully reviewing the guidelines and the Annex 1, a preliminary version of the form, to familiarize yourself with key elements. Find the files in the following [link](#).

2. EVALUATION

2.1 Who will assess my application?

Your application will be assessed by independent external expert evaluators with an entrepreneurial, deep tech, investment or innovation background.

2.2 Which are the evaluation criteria?

There are three evaluation criteria: Impact, Excellence, and Implementation. Each criterion comprises several sub-questions, which mirror the application form.

1. **Impact:** The impact is evaluated according to the following criteria:
 - a. The quality of the business plan;
 - b. The SWOT analysis i.e., whether it is realistic and convincing;
 - c. Their contribution to the green, digital, and social transition.

 2. **Excellence:** projects must demonstrate high quality and a clear set of objectives aligned with the Women TechEU vision and with the general objectives of the project. The Excellence is evaluated according to the following criteria:
 - a. Alignment of the application with the call;
 - b. Degree of deep tech innovation i.e., going beyond the state-of-the-art, chances to succeed, its feasibility;
 - c. The growth potential of the proposed innovation/solution in terms of turnover, profit, and jobs, as well as its broader economic impact;
 - d. How critical this grant is for the company, and whether it will make a difference and add value to the company.
 - e. Their eagerness to pursue a EIC Accelerator grant in the near future.
 - f. IPR aspects.

 3. **Implementation:** The implementation is evaluated according to the following criteria:
-

- a. Relevance of the woman (co-)founder role in the company i.e., whether the woman (co-)founder has a leading role in the company, whether she is the decision-maker, whether she has a management capacity and whether she can bring the company to the next level;
- b. An overall gender balance and the position held by women in the start-up;
- c. Team's skills, motivation, and commitment to execute the project;
- d. Quality and efficiency of the work plan i.e., whether the proposed activities are sound and well explained, as well as whether these activities are most needed at this stage.

2.3 When will I receive the results of my application?

The results of the Women TechEU call will be communicated around 5 July 2024.

3. PROGRAMME

3.1 Which activities can we fund with the EU grant of EUR 75 000?

Taking into account your particular needs and requirements it is up to you (the applicant) to choose how you plan to allocate funds towards activities that will accelerate the development, growth and sustainability of your business. For example, you can spend this grant on business model upgrade, update and consolidation of business plan and growth strategy, business model validation, update of financial plan, certifications, IP strategy and freedom to operate, commercial plan, market analysis, customer validation and technical/clinical assessment, finding partners and investors, etc. Independent expert (s) will assess whether the proposed activities are most appropriate and required to support your company's growth and development

.

3.2 Are the grants awarded to the woman-founder or to the company?

Grants will be awarded to the company.

3.3 What type of support will I receive through the Programme of services?

The unique Women TechEU Programme offers 7 Services. At the moment of application, the top 3 preferences must be chosen:

- **Service 1 Women mentors (one meeting per month during 6 months):** As part of the programme, we will offer you, as a women entrepreneur, access to carefully selected, and experienced women mentors who will provide guidance, support, and valuable insights tailored to your requirements and designed to help you succeed in your business venture. Through the Sploro platform, we will enable specific matchmaking of and connections and mentorship sessions between women, fostering a supportive network that can help overcome the unique challenges women

entrepreneurs often face. Research has shown that positive influence from successful women can play a crucial role in the success of other women-led businesses.

- **Service 2 Investor outreach and pitch preparation:** We will open doors and make introductions to investor entities (business angels, VCs, funds) in our networks who are positively welcoming women entrepreneurs. Our experts will provide pitch presentation review and rehearsal support providing guidance and feedback to improve confidence in delivery. This will help the you overcome the challenge of raising early investment that women founders often face.
 - **Service 3 Investor and Export Readiness Check:** Using a structured approach with questions on the core business areas, your start up will be assessed on team, product, market, finance, operations and IP in order to determine if you are ready to pitch in front of investors, or present to potential clients. Women entrepreneurs tend to doubt themselves a million times more than male counterparts so practising with one of our experts will build your confidence, and if there are areas that need attention, you will be helped to address those before pitching. Connections with EIT Food programme in internationalization RocketUp will be sought, when possible.
 - **Service 4 – Soft Skills Training:** Since the Women TechEU start-ups are at the beginning of their entrepreneurial journey, you will be offered development content on soft skills areas like public speaking, presentation, leadership skills, improve productivity by using AI, and more. Given that you're expertise is in the deep tech sector, we anticipate that your hard skills will be top-notch, but we want to train you to become an all-rounder with our blended courses (mix of in-person and recorded sessions).
 - **Service 5 – Sales Strategy & Execution:** The go-to-market strategy is the area where most companies fail. We see this in front of investors as well as in pitches to competition or awards juries. Here at Women TechEU we expect the companies to be even more embryonic in their understanding of how to find leads, how to fill their pipeline, when and what to say upon follow up and even how to tune the pricing models to the right target group of clients. Women entrepreneurs tend to be less
-

aggressive in their sales strategy and we want to instil in you the knowledge and confidence that it is ok to ask for money for services and products.

- **Service 6 - Environmental Impact Assessment:** The environmental impact of technology and business models from entrepreneurs is a growing area of interest to investors. Women TechEU will offer the service of climate impact projections to support you to understand the environmental impact of your innovations and help you design sustainable and impactful business models from the outset. The service leverages an online tool designed for start-ups, based on the benchmark Life Cycle Assessment (LCA) method. Users can explore new options to make a positive climate impact reducing CO₂eq emissions of their business model and deep tech innovation. It can also measure health, ecotoxicity, and resource depletion like rare earth minerals.
- **Service 7 - Corporate Access:** Leveraging the large network of corporates provided by EIT KICs, this service provides a platform for you to connect with potential partners and customers. As women are underrepresented in the corporate world, this service offers a great opportunity for you to expand your reach, showcase your innovative solutions, and secure valuable partnerships that can help you achieve their business goals.

At the moment of submission, you as the applicant must select your top three services that you would like to get from Women TechEU project. During the execution of the Programme of Services selected services from the EIC Business Accelerator Service will also be offered.

3.5 Will there be other calls?

During the Women TechEU project (2024 - 2026) there will be 4 open calls in total.

3.6 Does the De Minimis rule apply for Women TechEU?

In the case of the EU contribution funded under Women TechEU, the De Minimis rule does not apply. Union funding, i.e., centrally managed by the institutions, agencies, joint undertakings, or other bodies of the Union that is not directly or indirectly under

the control of Member States, does not constitute State aid. It should not be considered in determining whether the relevant ceiling is complied with.

Are your questions answered?

For any further question we advise you to consult the [Guidelines and the Annex 1](#) – application form of this call. If any question persists, contact us at helpdesk@womentecheuropa.eu .



Annex 4 Sub-grantee agreement for the beneficiaries of the Open Call #1

WOMEN TechEU

Subgrantee Agreement Template

Author(s):	EITM Legal (EIT Manufacturing)
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This financial support agreement, hereinafter the “**Agreement**”, shall have retroactive effect as of 1 January 2024 and is entered into by and between:

1), with registered office at, hereinafter referred to as “Subgrantor”;

And

2) [**Recipient of financial support**], with registered office at, hereinafter referred to as the “Recipient”;

Hereinafter, jointly or individually, referred to as “Parties” or “Party”;

WHEREAS:

The SUBGRANTOR, has been awarded a grant for the Project 101133528 – Women TechEU by the EISMEA, to carry out a series of Work Packages, and, for this purpose, has entered into a Grant Agreement with the EISMEA (the “**GA**”), with effective date of 15 September 2024, laying down the provisions concerning the implementation of the activities through grants, which, among others, allows the SUBGRANTOR to provide financial support to third parties for projects and actions related to the Women TechEU action (the “**Financial Support to Third Parties**”).

The Recipient has successfully submitted a proposal for a Call for Proposals under the Women Tec EU action (“**Project**”).

The Recipient will be involved in that Project as a **Third Party Receiving Financial Support**.

The SUBGRANTOR, in its capacity of beneficiary under the GA must respect certain conditions in terms of transparency, non-discrimination, sound financial management and no conflict of interest. The SUBGRANTOR must further ensure that other conditions in terms of eligibility of costs, financial control and audit mechanism, IPR rules and communication, dissemination and visibility rules, standards for monitoring and reporting and rights for i.e. EISMEA, OLAF and Court of Auditors as provided for in the GA are put in place with the Recipient.

In this Agreement the Parties wish to lay down the contractual arrangements between them regarding their respective rights and obligations for the implementation by the Recipient of the Project, transposing to the extent needed the provisions of the GA.

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1. Article 1: Definitions

1.1 Definitions

Words beginning with a capital letter shall have the meaning defined either herein or in the Horizon Europe Programme or the Grant Agreement.

1.2 Additional Definitions

“Authorised Representative” shall mean the person or persons duly authorised to sign this Agreement, including its Annexes, on behalf of a Party.

“Effective Date” shall mean the date first referenced above.

“Granting authority” shall mean European Innovation Council and SMEs Executive Agency (EISMEA).

“Force Majeure” shall mean any situation or event that

- prevents either Party from fulfilling their obligations under this Agreement,
- was unforeseeable, exceptional situation and beyond the Parties’ control,
- was not due to error or negligence on their part (or on the part of other participants involved in the action), and
- proves to be inevitable in spite of exercising all due diligence.

“Grant Agreement” or “GA” shall mean the agreement signed by EISMEA and the SUBGRANTOR, setting out the rights and obligations applicable to the grant awarded for the implementation of the Project 101133528 – Women TechEU, as altered, amended, re-instated or replaced from time to time.

“Model Grant Agreement” or “MGA” shall mean the template Agreement adopted by the Commission for the Horizon Europe funded actions based on which the Grant Agreement was signed. The MGA is accessible on the link https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/aga_en.pdf . The recipient acknowledges having read the MGA and that the MGA provisions have to be respected mutatis mutandis by the recipient and in particular Articles 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping).

“Horizon Europe Programme” shall mean 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.

“Project” shall mean the project selected under the Call Women TechEU (https://womentecheurope.eu/wp-content/uploads/2024/03/WomenTech_Guidelines-OC1_v4.0.3.pdf), which the Recipient shall implement, as described in the Open Call and according to the instructions of the Subgrantor.

“Third Party Receiving Financial Support” shall mean a recipient of financial support to third parties, (in the form of grants, prizes or similar forms of support as described in Article 9.4 of the MGA and Annex 1 of Part B of the GA).

Article 2: Purpose

The purpose of this Agreement is to lay down the contractual arrangements between the Parties regarding their respective rights and obligations pertaining to the implementation by the Recipient of the Project. For the implementation of the Project the Recipient will act as a Third Party Receiving Financial Support from SUBGRANTOR.

The contractual arrangements will in particular pertain i.a. to monitoring and reporting, information obligations, checks, reviews, audits and investigations, financial provisions inter alia liability, non-disclosure of information and dispute resolution.

The Recipient acknowledges and agrees that in this Agreement, the conditions of the MGA are transposed in the legal arrangement between the SUBGRANTOR and the Recipient, in order to ensure that the SUBGRANTOR shall meet its obligations and exercise its rights (including those towards the EISMEA) under the GA.

The Recipient agrees that the Project has to be implemented in accordance with Call Women Tech EU under which the Recipient is receiving financial support and any instructions received by the Subgrantor.

Article 3: Entry into force, duration, and termination

3.1 Entry into force and duration

This Agreement shall have effect from the Effective Date and shall apply for the period of 15 September 2024 until the end date of the Project.

However, this Agreement may be terminated in accordance with Article 3.2 of this Agreement.

3.2 Termination

3.2.1. Breach by SUBGRANTOR Termination by the Recipient

3.2.1.1. In the event that the SUBGRANTOR is in breach of its obligations under this Agreement, the Recipient may give formal notice to the SUBGRANTOR requiring that such breach will be remedied within 90 calendar days of this formal notice, unless such breach cannot be remedied.

If such breach is substantial and is not remedied within that period of 90 calendar days or, is not capable of remedy, the Recipient may decide to terminate the Agreement upon notice.

3.2.1.2. The Recipient may terminate this Agreement with immediate effect through written notice to the SUBGRANTOR, if the SUBGRANTOR is subject to an event of Force Majeure, which prevents the SUBGRANTOR from correct performance of its obligations hereunder and such circumstances have lasted, or can reasonably be expected to last more than 120 calendar days.

3.2.2. Breach by Recipient - Termination by the SUBGRANTOR

3.2.2.1. In the event that the Recipient is in breach of its obligations under this Agreement, the SUBGRANTOR may give formal notice to the Recipient requiring that such breach will be remedied within 14 calendar days of this formal notice, unless such breach cannot be remedied.

If such breach is substantial and is not remedied within that period or, is not capable of remedy, the SUBGRANTOR may decide to declare the Recipient to be a defaulting Party and to decide on the consequences thereof which may include termination of this Agreement upon notice and other measures (see Article 3.3.2 of this Agreement). Such serious breaches are for example improper implementation of the Project, non-compliance with the call conditions, submission of false information or incomplete information, failure to provide required information, breach of ethics or security rules (if applicable).

3.2.2.2. The SUBGRANTOR may terminate this Agreement with immediate effect through written notice to the Recipient, if the Recipient is subject to an event of Force Majeure, which prevents the Recipient from correct performance of its obligations hereunder and such circumstances have lasted, or can reasonably be expected to last more than 120 calendar days.

3.2.2.3. If the GA is terminated by the EISMEA or the SUBGRANTOR, the SUBGRANTOR shall have right to terminate this Agreement upon notice to the Recipient, subject to the provisions surviving the expiration of termination under Article 3.3.1 of this Agreement.

3.2.2.4. The SUBGRANTOR may at any time terminate this Agreement immediately upon notice if one of the following events occurs:

- a change to the legal, financial, technical, organisational or ownership situation of the Recipient is likely to substantially affect or delay the implementation of the Project or calls into question the decision to select the Project (including changes linked to one of the exclusion grounds listed in the declaration of honour, signed by the time of the signature of this Agreement);
 - the Recipient is subject to bankruptcy proceedings or similar (including insolvency, winding-up, administration by a liquidator or court, arrangement with creditors, suspension of business activities, etc.);
 - the Recipient is in breach of social security or tax obligations;
 - the Recipient (or person having powers of representation, decision-making or control, or person essential for the implementation of the projects) has been found guilty of grave professional misconduct;
 - the Recipient (or person having powers of representation, decision-making or control, or person essential for the implementation of the Project) has committed fraud, corruption, or is involved in a criminal organisation, money laundering, terrorism related crimes (including terrorism financing), child labour or human trafficking;
 - the Recipient (or person having powers of representation, decision-making or control, or person essential for the implementation of the Project) was 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);
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- the Recipient (or person having powers of representation, decision-making or control, or person essential for the implementation of the Project) has committed substantial errors, irregularities or fraud.

3.3 Effects of termination

3.3.1. Survival of rights and obligations

After termination, the Recipient's obligations (in particular Articles 17 (Non-disclosure of information), 10 (IPR), 16 (Liability), 11 (Communication, dissemination and visibility rules), 6.3 (Reporting), 13 (Checks, reviews, audits and investigations), and 19.7 (Applicable law) of this Agreement, and Articles 26 (Impact evaluation), 27 (Rejections), 28 (Grant reduction) and 42 (Assignment of claims) of the GA/MGA continue to apply.

Termination shall not affect any rights or obligations of the Parties incurred prior to the date of termination, unless otherwise stipulated herein or agreed between the Parties. This includes the obligation to provide all input, deliverables, and documents for the period that the Agreement was still in force and effect.

3.3.2. Measures towards defaulting Recipient

SUBGRANTOR shall have the right to stop or reorient the scope of the Project. SUBGRANTOR shall also have the right to suspend any payment towards the defaulting Recipient and to request the defaulting Recipient to return the funds received

(recovery or withdrawal of funds) without prejudice to its right to claim compensation for damages caused by Recipient's breach.

For the avoidance of doubt, SUBGRANTOR may decide to recover funds if and to the extent the Project implemented so far has not started or rendered, in the reasonable discretion of the SUBGRANTOR, any substantial development or other benefit, or in the situations referred to in Article 7.4.1 of this Agreement.

3.3.3. Termination report

The Recipient must – within 60 days from when termination takes effect – submit a termination report, for the open reporting period under the Project until termination, containing an overview of the progress of the work, the financial statement, the explanation on the use of resources, and if applicable, the certificate on the financial statement to the SUBGRANTOR.

The SUBGRANTOR will calculate the amount that might be due to the Recipient on the basis of the report submitted and taking into account the financial support to third party rules in the relevant Call for proposals and in accordance with this Agreement.

If the SUBGRANTOR does not receive the termination report within the deadline, only costs/ contributions which are included in an approved [periodic report] will be taken into account (no costs/contributions if no periodic report was ever approved).

For the avoidance of doubt, after termination the Recipient shall also be obliged to provide further information, records and supporting documents in the context of checks, reviews, audits or investigations.

Article 4: The Project

4.1 General Principles

The Recipient is fully responsible towards the SUBGRANTOR for implementing its tasks in the Project.

The Recipient must:

implement this Agreement to the best of its abilities, in good faith and in accordance with all the obligations and terms and conditions it sets out.

have the appropriate resources to implement the Project under its own responsibility.

remain eligible under the Horizon Europe programme funding for the entire duration of this Agreement. Costs and contributions will be eligible only as long as the Recipient and the Project are eligible.

promptly notify to the SUBGRANTOR any significant information, fact, problem or delay likely to affect its participation in the Project, especially relating to the events mentioned in Article 3.2.5.5 of this Agreement.

promptly provide all information reasonably required by the SUBGRANTOR for the implementation of the Project (including mid-term reviews, if any) and fulfil the required reporting.

4.2 Proper implementation of the Project

The Recipient must implement the Project as described in the Call Women TechEU and with the instructions and guidance provided by the Subgrantor.

4.3 Consequences of not properly implementing a Project

In the event of an improper implementation of the Project by the Recipient, the SUBGRANTOR, at its own discretion, may apply one or more of the following measures:

- reduce the amount of financial support provided for the Project and/or
- stop the Project pursuant to the Go / no Go process;
- suspend payment towards the Recipient;
- request to reimburse the financial support, including pre-financing received for the Project.

4.4 Procedure of making observations

The Recipient shall be notified of the result of the implementation / performance assessment by SUBGRANTOR. SUBGRANTOR shall share its findings in writing with the Recipient.

The Recipient shall have the right to provide its observations within 10 days of receiving the notification.

If no observations are submitted, or if SUBGRANTOR decides to pursue its decision despite the observations it has received, SUBGRANTOR's decision shall be final.

For clarification, in case of checks, reviews, audits and investigations carried by EISMEA, and/or the European Commission, the European Anti-Fraud Office (OLAF), European Public Prosecutor's Office (EPPO) and the European Court of Auditors (ECA), the procedures applied by such instances will apply.

4.5 Involvement of third parties (including affiliated entities, subcontractors)

4.5.1. The third parties which will participate in the Project are further described in the Project Business Plan.

4.5.2. Under this Agreement, the rules regarding other participants involved in the action, as provided for in Article 9 of the MGA apply..

Article 5: Project Contribution

5.1 Project contribution

5.1.1. The Recipient shall receive a financial contribution by the SUBGRANTOR for the Project, carried out in accordance with this Agreement and the Women TechEU Call.

5.1.2. The Recipient shall use the financial support transferred by the SUBGRANTOR only for the implementation and execution of the Project as reflected in the Call Women TechEU, under article 7.1 of this Agreement.

5.2 Cost eligibility rules

The eligibility rules of Article 6 of the MGA are hereby transposed in this Agreement. The eligibility rules are further described in the MGA.

If the Recipient claims costs and contributions that are ineligible in accordance with this Agreement, they will be rejected.

The SUBGRANTOR shall be under no obligation to distribute the funding to the Recipient unless the eligibility rules of Article 6 of the MGA are complied with (subject to final confirmation from EISMEA) and Recipient has fulfilled all its other obligations pertaining to the implementation of the Project under this Agreement.

Article 6: Monitoring and reporting

6.1 General monitoring and reporting obligation

The Recipient acknowledges and agrees that monitoring and reporting is of the essence for the Subgrantor, this Agreement and the financial support provided by the SUBGRANTOR.

6.2 Monitoring

The Recipient shall fully cooperate with SUBGRANTOR regarding its specific monitoring and evaluation actions and shall comply with the instructions of SUBGRANTOR in this regard.

SUBGRANTOR will conduct regular monitoring and evaluation activities depending on the financial support awarded to the Recipient. The financial and technical performance of the Recipient will be assessed by SUBGRANTOR (“performance assessment”) against the criteria set for this purpose.

During the course of the Project and for a period of five years after the end of the Project, SUBGRANTOR has the right to conduct audits on the proper implementation of the Project.

For the avoidance of doubt, in cases of multiple audits, the same items can be sampled or extended.

6.3 Reporting

Without prejudice to the generality of the foregoing, the Recipient shall comply with the following:

The Recipient must cooperate diligently and provide – within the deadline requested – any information (including complete accounts, individual salary statements or other personal data) in the monitoring, evaluation and auditing actions of SUBGRANTOR. Sensitive information and documents will be treated in accordance with Article 17 of this Agreement. For on-the-spot visits, the Recipient must allow access to sites and premises (including for external audit firms appointed) and must ensure that information requested is readily available. Information provided must be accurate, precise and complete and in the format requested, including electronic format.

Article 7: Financial provisions

7.1 Financial support

The Recipient will be entitled to financial support as lump sum funding for the Project properly carried out in accordance with the requirements of this Agreement and the Call Women TechEU. The maximum amount of the financial support for the Project is the following:

75.000 €

The financial commitment of SUBGRANTOR towards the Recipient is strictly limited to the financial support for the Project determined in accordance with this Agreement and its annexes.

7.2 Payment Schedule

The SUBGRANTOR will complete the following payment[s] to the Recipient for the implementation of the Project:

After Month 1

During the first month of the programme, the selected applicants are required to draft a report outlining:

- The specific SMART – Specific, Measurable, Achievable, Relevant, Time-bound, Key Performance Indicators (KPIs) they aim to achieve and
- The services they select from a range provided by the consortium partners.

These KPIs must adhere to the SMART criteria, as payments will be contingent upon their successful attainment. Submission of this report triggers the first payment of €37,500.

After Month 3

At this moment a mid-term review takes place. Two elements will be evaluated: • Assistance to the programme and • The fulfilment of 40% of the previously defined KPIs. A 40% completion of the KPIs or more will launch a payment of €30,000 per selected applicant. A lower completion of the tasks will launch a proportional payment based on the completion rate. If the KPIs are met by less than 20% the payment will be retained until the end of the programme and decision on the payment or not will be made after the end of the programme. If less than 10% the selected applicant will be automatically disqualified from the process and no further payments will be made.

After the end of the programme

At the end of the six months programme, a final review takes place. Provided that the selected applicants have completed the programme, they will receive the remaining financing (if payments after month 1 –35000 euros- and after month 3 –30000 euros- have been made this amount can be up to the €7,500) subject to satisfactory performance and achievement of KPIs. They will be paid according to their overall completion of the programme and their KPIs. In the case of an underperformance below of 20% achievement, the selected applicant's project will be terminated, and no further payment will be released.

7.3 Eligibility for financial support

The Recipient is eligible for any financial support from SUBGRANTOR, if all the following provisions are complied with on a continuous basis during the term of this Agreement: all relevant eligibility criteria under the Agreement are fulfilled;

the Recipient is not in default under this Agreement;

all reporting obligations and milestones are complied with up to and including the date of the assessment of the Recipient's eligibility;

7.4 Payments

Payment by the SUBGRANTOR to the Recipient hereunder, shall be made within thirty (30) days of the fulfilment of the conditions of the payment, to the following bank account:

Official name and legal form of Recipient:

Bank:

IBAN:

or any other bank account details as may be provided by the Recipient to the SUBGRANTOR after the execution of this Agreement, which new details shall only be effective five working days after receipt by the SUBGRANTOR of written notice from Recipient in that respect.

Payments will be made from the [name] account with [account number]. Any recoveries shall be made to this bank account.

Note: It is hereby stipulated that all disbursements to beneficiaries of the Women TechEU project shall be executed in a timeously manner, free from unreasonable delays, contingent upon availability of funding and the prior receipt by the project consortium of sufficient financing to guarantee a positive cash flow position.

7.5 Recovery - Setoff

7.5.1. Recovery by SUBGRANTOR

In the event the Recipient did not use the financial support from SUBGRANTOR for the purpose of the Project or not in accordance with the terms and conditions of this Agreement, it is under the obligation to return the unused or unjustified amounts within 30 calendar days upon notification from the SUBGRANTOR.

The SUBGRANTOR shall have the right to recover any undue financial support of SUBGRANTOR, if the eligibility rules of Article 6 of the MGA are not complied with, or if the Recipient has not fulfilled all its other obligations pertaining to the implementation of the Project under this Agreement.

7.5.2. Setoff

SUBGRANTOR shall have the right to setoff payments for any present or future claims SUBGRANTOR may have against the Recipient.

Article 8: Liability

8.1. Either Party shall comply with its obligations towards the other Party under this Agreement and its Annexes.

8.2. For the avoidance of doubt, when executing coordination or monitoring tasks as required by the GA, for example, coordinating of reporting (i.a. final reporting, progress monitoring, ...), the SUBGRANTOR is not deemed to be jointly and severally liable for the technical implementation of the Projects.

Article 9: IPR rules

Under this Agreement, the IPR rules as provided for in Article 16 of the (Model) Grant Agreement apply.

Article 10: Communication, dissemination and visibility rules

Under this Agreement, the Communication, dissemination and visibility rules as provided for in article 17 of the (Model) Grant Agreement apply.

This obligation shall last during the execution of the Project and for a period of 1 year from the end of the Project.

Article 11: Information obligations – record keeping

11.1 General information obligations

11.1.1. Information requests

The Recipient must provide – during the Project or afterwards – any information requested, including Sensitive Information if necessary, in order to verify eligibility of the costs and contributions declared, proper implementation of the Project and compliance with the other obligations under this Agreement. The information provided must be accurate, precise and complete and in the format requested, including electronic format.

11.1.2. Participant Register data updates

The Recipient must keep – at all times, during the Project or afterwards – their information stored in the Portal Participant Register up to date, in particular, their name, address, legal representatives, legal form and organization.

11.2 Record keeping: keeping records and supporting documents

Under this Agreement, the rules regarding record-keeping as provided for in Article 20 of the (Model) Grant Agreement apply.

Article 12: Checks, reviews, audits and investigations

Under this Agreement, the rules regarding checks, reviews, audits and investigations as provided for in Article 25 of the (Model) Grant Agreement apply.

Article 13: Conflict of interest

Under this Agreement, the rules regarding conflict of interests as provided for in Article 12.1 of the (Model) Grant Agreement apply.

Article 14: Ethics and values

Under this Agreement, the rules ethics and values as provided for in Article 14 of the (Model) Grant Agreement apply.

Article 15: Liability towards each other

15.1 Limitations of contractual liability

The Parties shall take all the necessary steps to limit or mitigate any damage.

No Party shall be responsible to the other Party for any indirect or consequential loss or similar damage such as, but not limited to, loss of profit, loss of revenue or loss of

contracts, provided such damage was not caused by a wilful act, gross negligence or by a breach of confidentiality.

The terms of this Agreement shall not be construed to amend or limit either Party's statutory liability.

15.2 Damage caused to third parties

Each Party shall be solely liable for any loss, damage or injury to third parties resulting from the performance of the said Party's obligations by it or on its behalf under this Agreement.

15.3 Hold harmless

The Recipient shall hold the SUBGRANTOR and its respective assigns and employees, officers and directors harmless from and against all losses, costs, liabilities, claims, damages and expenses, resulting from or relating to or arising out of the breach or default in the performance of any obligation on the Recipient's part under this Agreement through a legal action, including any counterclaim, that has proceeded to final judgment by a court of competent jurisdiction, in either case to the extent it determined a breach or default by the Recipient in the performance of this Agreement, provided it is not caused by the SUBGRANTOR's wilful act or gross negligence. The Recipient will be entitled to make observations towards the SUBGRANTOR, regarding the Recipient's obligation to hold the SUBGRANTOR harmless and the SUBGRANTOR shall reasonably consider such observations by the Recipient. The SUBGRANTOR shall take into account the reasonable requests of the Recipient with regard to the defence and the settlement of such claims, including the selection of counsels, and it is

understood that SUBGRANTOR shall not settle any claim without the consent of the the Recipient.

15.4 Force Majeure

No Party shall be considered to be in breach of the Agreement if it is prevented from fulfilling its obligations under the Agreement by Force Majeure.

The Recipient will notify SUBGRANTOR of any Force Majeure affecting the implementation of the Project without undue delay. If the consequences of Force Majeure for the Recipient are not overcome within 120 days after such notification, the transfer of affected tasks and financial support – if any – shall be decided by SUBGRANTOR.

Article 16: Confidentiality

The Parties must keep confidential any data, documents or other material (in any form) that is identified as sensitive in writing, or when disclosed orally has been identified as confidential at the time of disclosure and has been confirmed and designated in writing within 15 calendar days from oral disclosure at the latest as confidential information by the disclosing Party, is “Sensitive Information”.

Unless otherwise agreed between the Parties, they may use Sensitive Information only to implement the Agreement.

The Parties may disclose Sensitive Information to its personnel or other third party participants in the same Project only if they:
need to know it in order to implement the Agreement and
are bound by an obligation of confidentiality.

It may moreover disclose Sensitive Information to third parties, if:
this is necessary to implement the Agreement or safeguard the EU financial interests
and
the receiving parties of the information are bound by an obligation of confidentiality.

The confidentiality obligations no longer apply if:
the disclosing Party agrees to release the other Party
the information becomes publicly available, without breaching any confidentiality
obligation
the disclosure of the Sensitive Information is required or permitted by EU, international
or national law.

A time period of 5 years after the disclosure of the Sensitive Information has passed,
unless otherwise agreed upon between the Parties

The Sensitive Information is subsequently independently developed by or on behalf of
the receiving Party without use of the disclosing Party's Sensitive Information.

If and when the confidentiality obligations no longer apply, the receiving party of the
information undertakes to return to the disclosing Party, or to destroy, on request all
Sensitive Information that has been disclosed to the receiving parties including all
copies thereof and to delete all information stored in a machine readable form to the

extent practically possible. The receiving parties may keep a copy to the extent it is required to keep, archive or store such Sensitive Information because of compliance with applicable laws and regulations or for the proof of on-going obligations provided that the receiving party comply with the confidentiality obligations herein contained with respect to such copy.

If either Party becomes aware that it will be required, or is likely to be required, to disclose Sensitive Information in order to comply with applicable laws or regulations or with a court or administrative order, it shall, to the extent it is lawfully able to do so, prior to any such disclosure

notify the disclosing Party, and

comply with the disclosing Party's reasonable instructions to protect the confidentiality of the information.

Article 17: Miscellaneous

17.1 Inconsistencies and severability

Should any provision of this Agreement become invalid, illegal or unenforceable, it shall not affect the validity of the remaining provisions of this Agreement. In such a case, the Parties shall be entitled to request that a valid and practicable provision be negotiated which fulfils the purpose of the original provision.

17.2 No representation, partnership or agency

No Party shall be entitled to act or to make legally binding declarations on behalf of the other Party.

Nothing in this Agreement shall be deemed to constitute a joint venture, agency, partnership, interest grouping or any other kind of formal business grouping or entity between the Parties.

17.3 Notices and other communication

Any notice to be given under this Agreement shall be in writing to the addresses and recipients as listed below.

Formal notices:

If it is required in this Agreement that a formal notice, consent or approval shall be given, such notice shall be signed by a Party's Authorised Representative(s) and shall either be served personally or sent by mail with recorded delivery or e-mail with receipt acknowledgement.

Other communication:

Other communication between the Parties may also be affected by other means such as e-mail with acknowledgement of receipt, which fulfils the conditions of written form.

Any change of persons or contact details shall be notified immediately by the respective Party to the other Party.

17.4 Assignment and amendments

No rights or obligations of the Parties arising from this Agreement may be assigned or transferred, in whole or in part, to any third party without the other Party's prior formal approval.

Amendments and modifications to the text of this Agreement require a separate written agreement to be signed by Authorized Representatives of both Parties.

17.5 Language

This Agreement is drawn up in English, which language shall govern all documents, notices, meetings, arbitral proceedings and processes relative thereto.

17.6 Mandatory national law

Nothing in this Agreement shall be deemed to require a Party to breach any mandatory statutory law under which the Party is operating.

17.7 Applicable law

This Agreement shall be construed in accordance with and governed by the laws of Spain.

18.8 Settlement of disputes

The Parties shall endeavour to settle their disputes amicably.

All disputes arising out of or in connection with this Agreement, which cannot be solved amicably, shall be finally settled before the courts of Spain.

18.9 Data Protection

The Recipient ensures that any processing of personal data shall be performed in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).

The collected personal data will be used solely for the implementation, follow-up, reporting and management of this Agreement by the Recipient and its subsidiaries and for dissemination of information and communication purposes foreseen for this Agreement.

Signatures

The Parties have caused this Agreement to be duly signed by the undersigned Authorised Representatives.

The signature of a Party via a scanned or digitized image of a handwritten signature (e.g. scan in PDF format) or an electronic signature (e.g. via DocuSign), shall have the same force and effect as an original handwritten signature for the purposes of validity, enforceability and admissibility. Each Party receives a fully executed copy of the Agreement. Delivery of the fully executed copy via e-mail or via an electronic signature system shall have the same force and effect as delivery of an original hard copy.

For SUBGRANTOR

Name:

Title :

In :

On :

Signature _____

Recipient:

Name:

Title:

In:

On:

Signature _____



Annex 5 Weekly statistics of the Open Call #1

Call for applicants

OC1

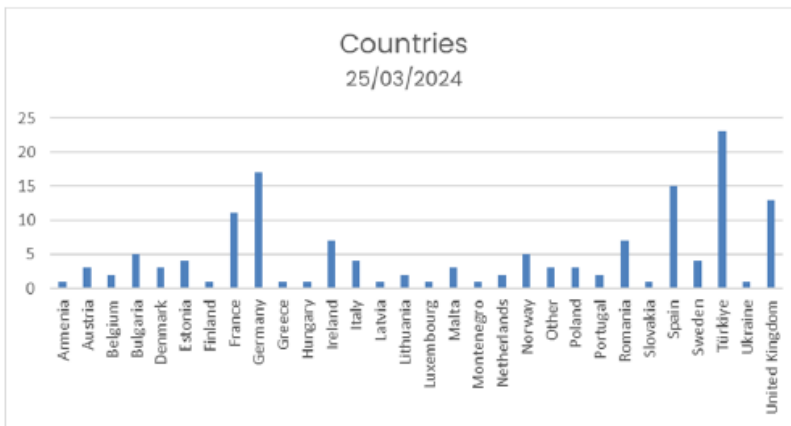
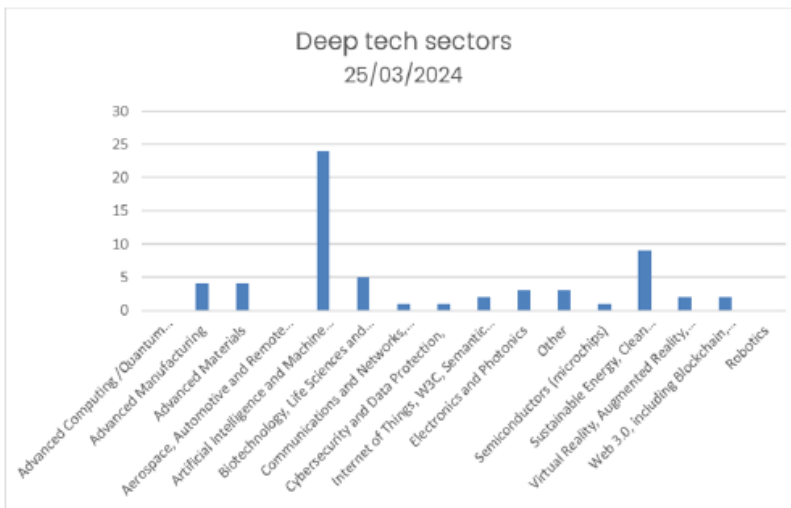
Weekly statistics

25/03/2024



Draft	629
Application Submitted	5

* Note that not all applications have these fields filled in
* An applicant may select several deep tech sectors



OCI

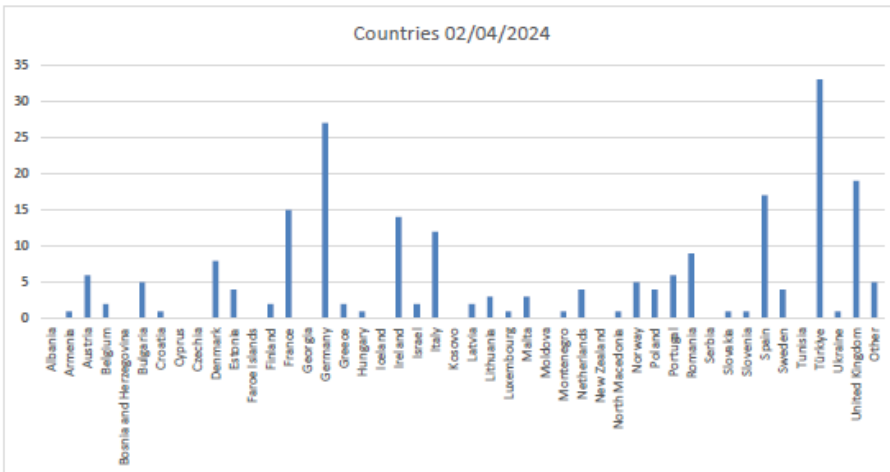
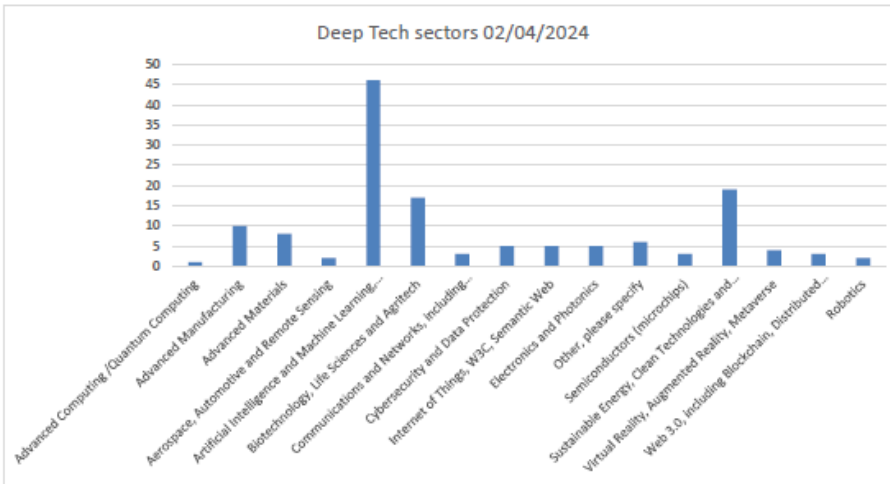
Weekly statistics

02/04/2024



Draft	741
Application Submitted	13

* Note that not all applications have these fields filled in
* An applicant may select several deep tech sectors



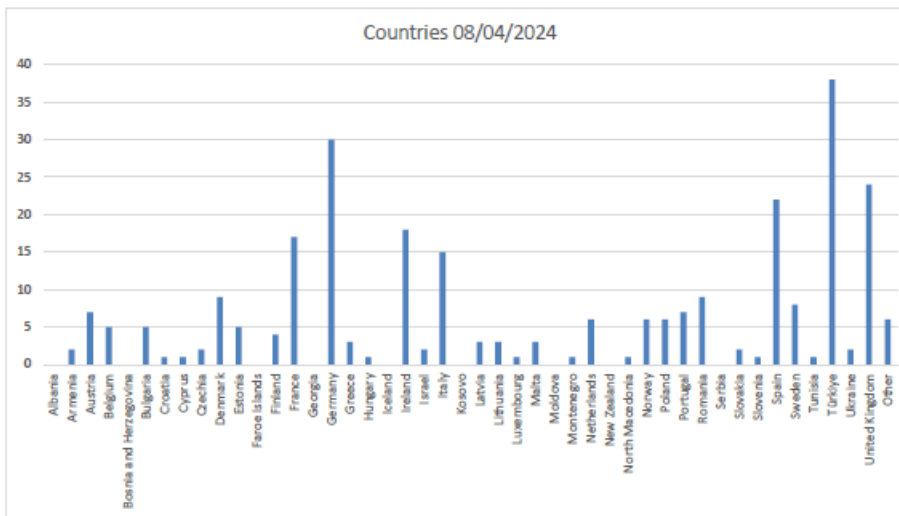
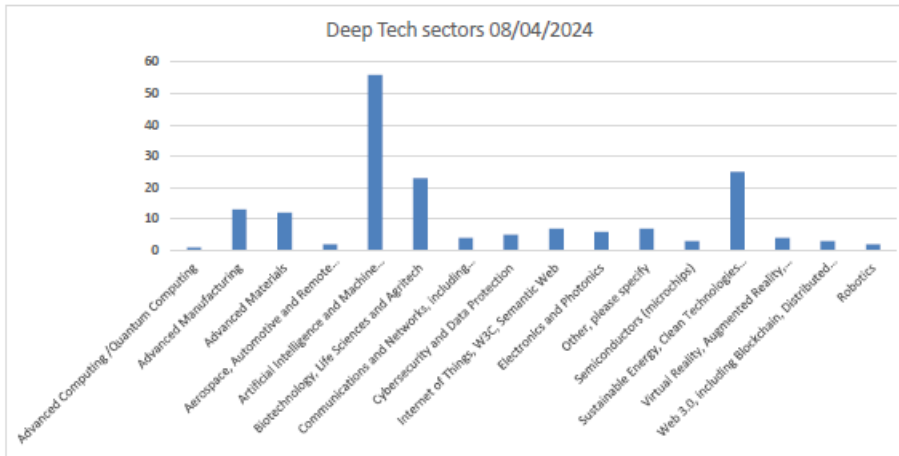
OC1

Weekly statistics

08/04/2024

Draft	824
Application Submitted	15

* Note that not all applications have these fields filled in
* An applicant may select several deep tech sectors



OCI

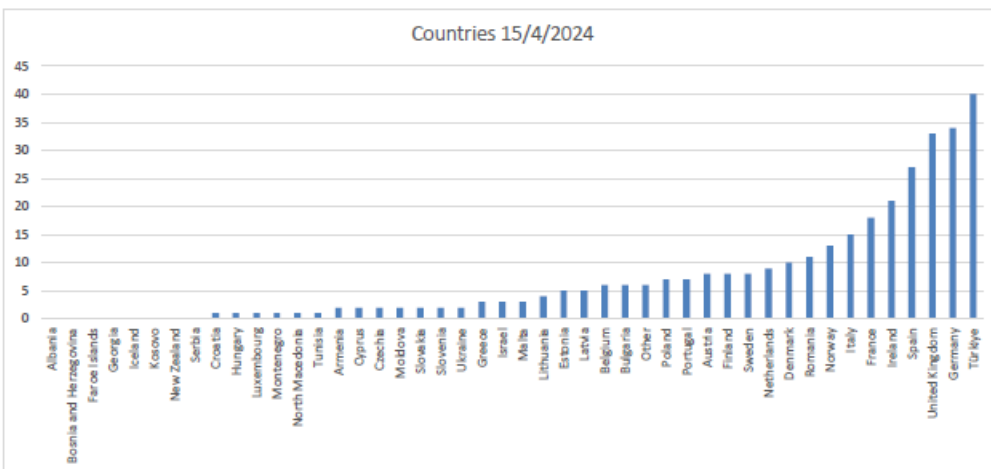
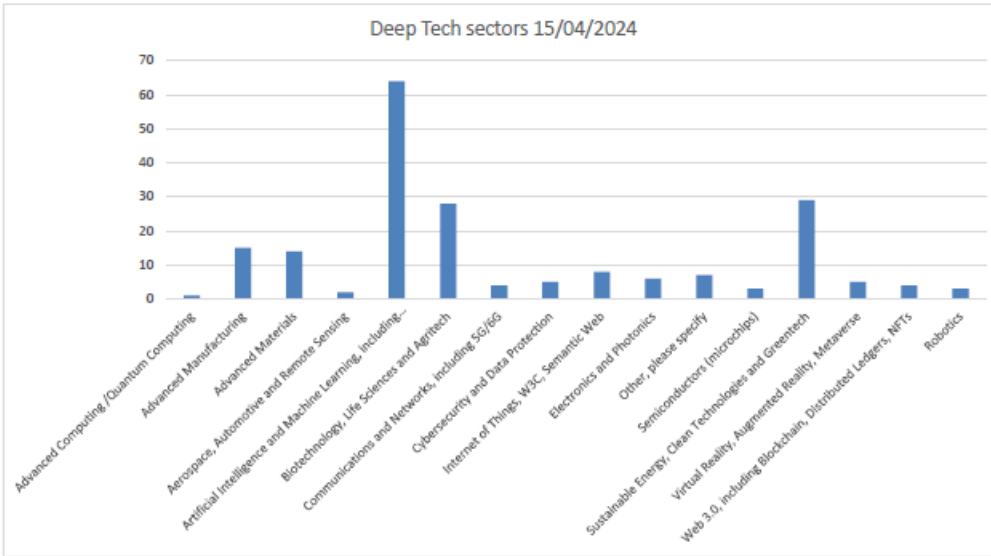
Weekly statistics

15/04/2024

Draft	904
Application Submitted	16



* Note that not all applications have these fields filled in
* An applicant may select several deep tech sectors



OCI

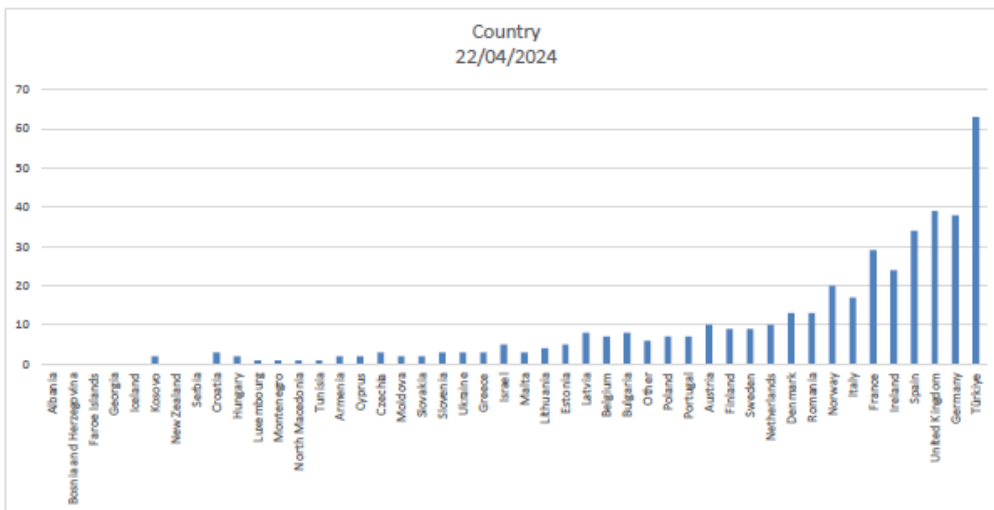
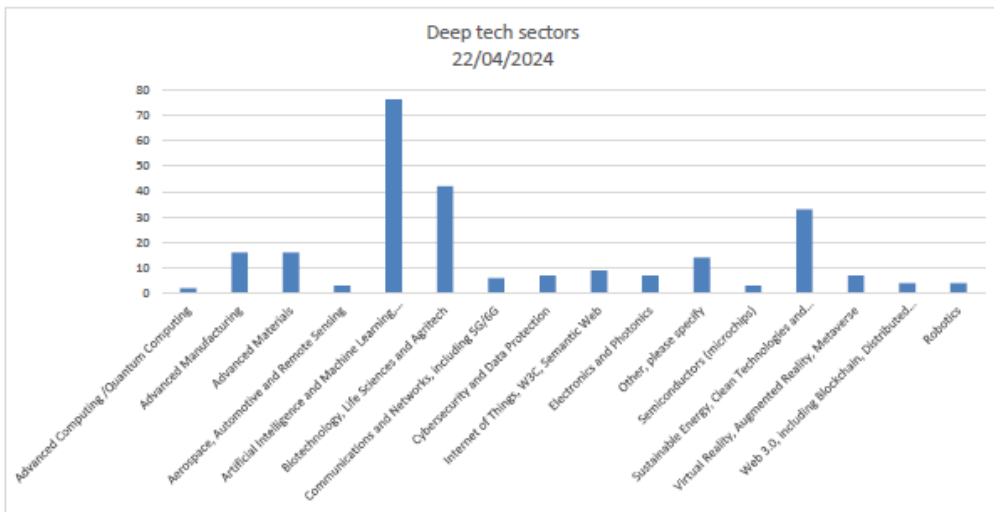
Weekly statistics

22/04/2024

Draft	1016
Application Submitted	27



* Note that not all applications have these fields filled in
* An applicant may select several deep tech sectors



OC1

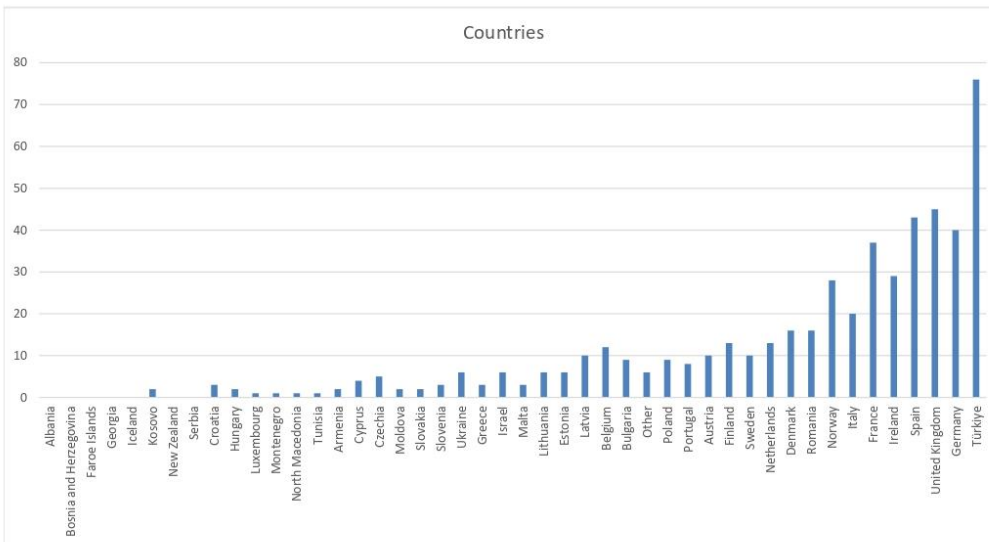
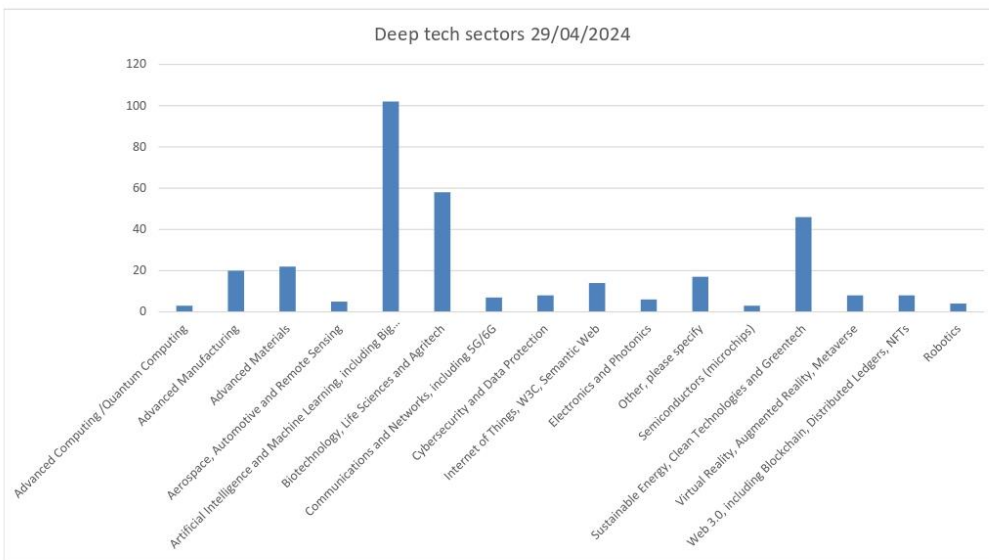
Weekly statistics

29/04/2024

Draft	1127
Application Submitted	37



* Note that not all applications have these fields filled in
* An applicant may select several deep tech sectors



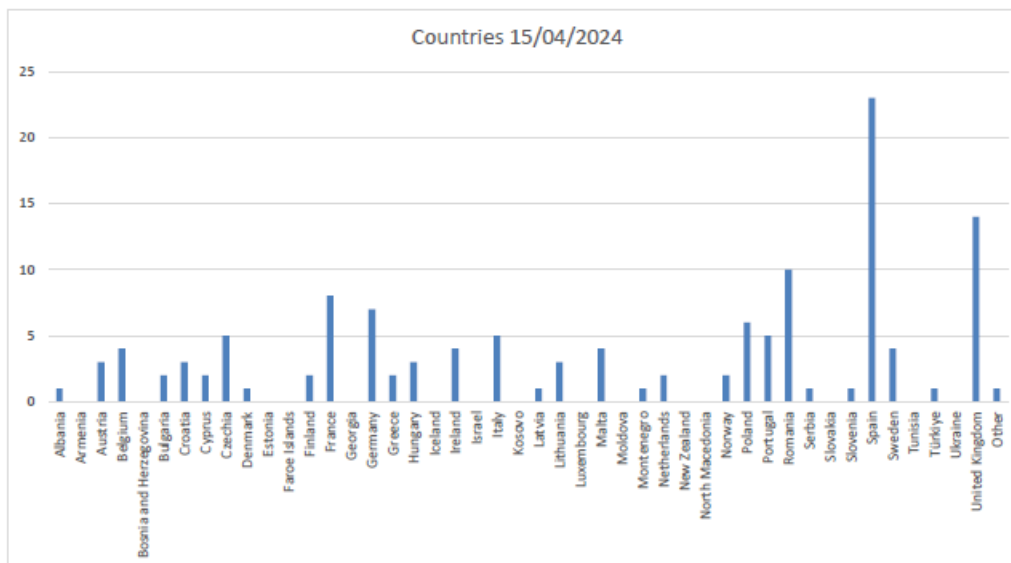
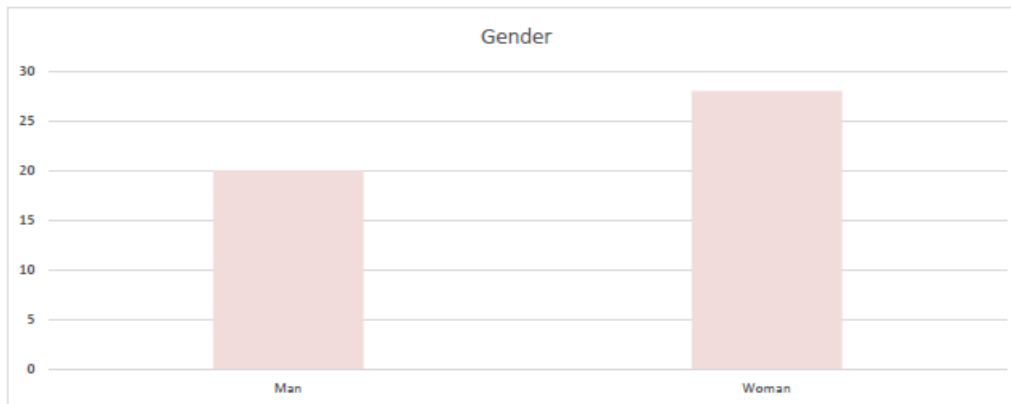
Call for evaluators

OC #1
EVALUATORS
15/04/2024



Draft	122
Application Submitted	24

* Note that not all applications have these fields filled in

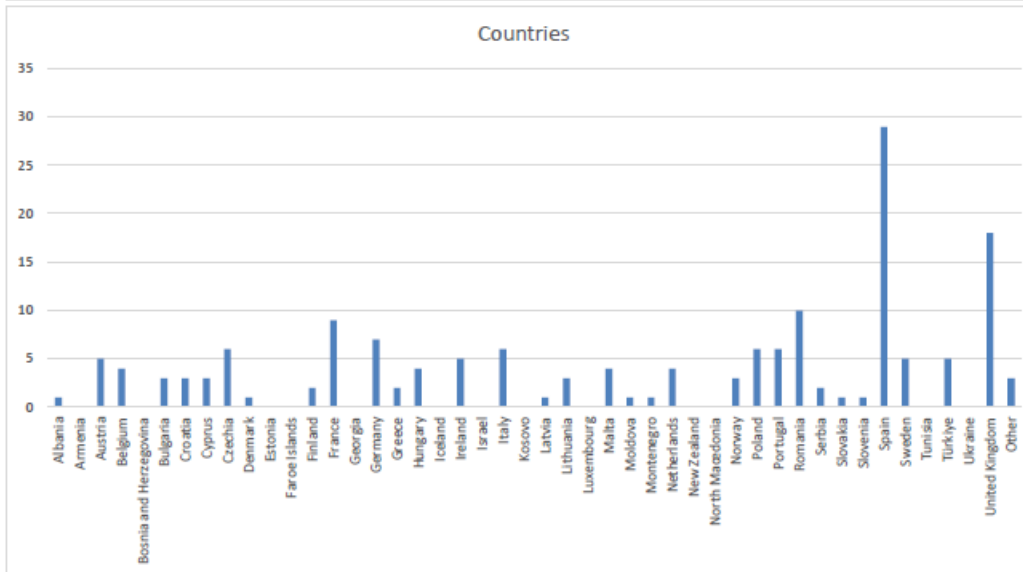
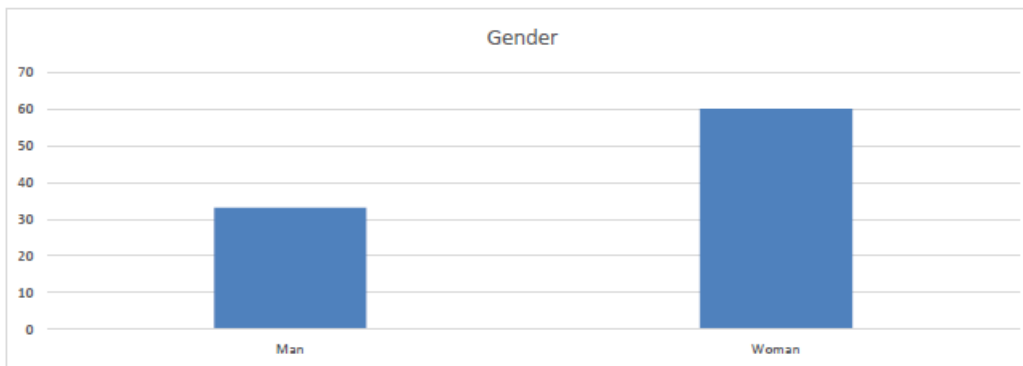


OC #1
EVALUATORS
22/04/2024



Draft	142
Application Submitted	24

* Note that not all applications have these fields filled in

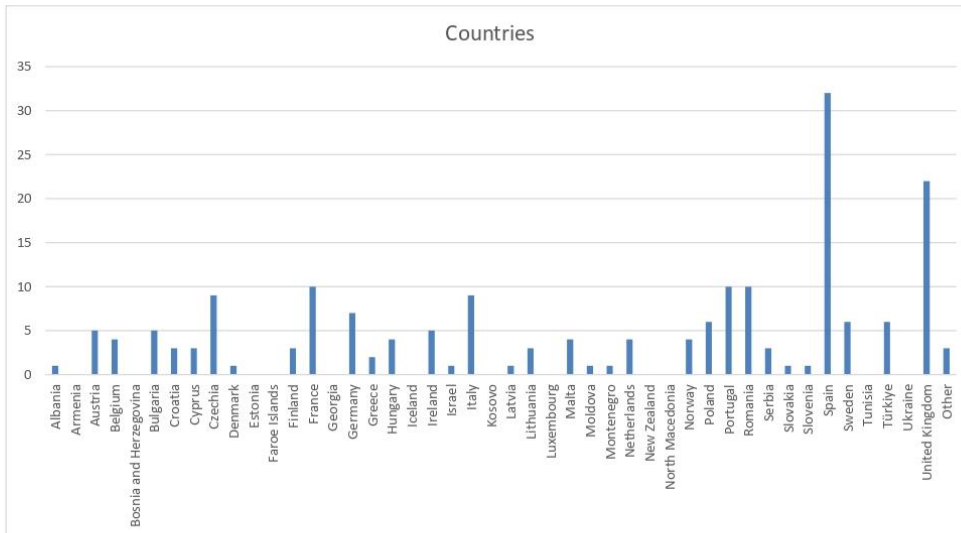
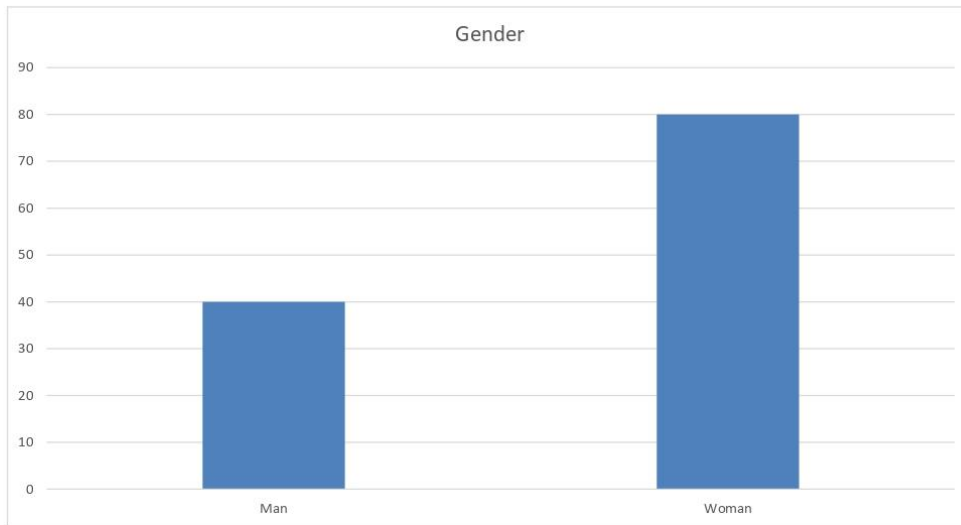


OC #1
EVALUATORS
29/04/2024



Draft	155
Application Submitted	65

* Note that not all applications have these fields filled in





Annex 6 Guidelines of the call for evaluators of the Open Call #1

WOMEN TechEU

Call for evaluators OC#1

TYPE:	Application form
OPENING DATE:	10 April 2024
CLOSING DATE:	08 May 2024 by 17:00 CEST, Brussels time
Project website:	www.womentecheurope.eu
Applications:	bit.ly/3PTDwAB

Disclaimer: 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 (EISMEA). Neither the European Union nor the granting authority can be held responsible for them.

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1. General information

1.1. Personal data

- Name*:
- Surname*:
- Country*:
- Nationality*:
- Gender (woman/man/non-binary)*:
- Phone number (incl. country code)*:
- LinkedIn profile*:

1.2 Affiliation

- Organization's legal name*: *(In case you are self-employed please indicate as well)*
- Organization's short name*:
- Is your organisation VAT Registered?* Yes/No
- If yes,
 - VAT nr*
 - VIES registration number*:
- Type of affiliation*:
 - Options Freelance/sole Trader
 - Partnership
 - Ltd company
 - Ltd company by guarantee
 - Non-profit
 - Public institution
 - other

2. Technological experience

1. Graduate studies*:

2. Post graduate studies*:

3. Experience related to the deep tech technologies (*multiple choice*):

- Advanced Computing /Quantum Computing
- Advanced Manufacturing
- Advanced Materials
- Aerospace, Automotive and Remote Sensing
- Artificial Intelligence and Machine Learning, including Big Data
- Biotechnology, Life Sciences and Agritech
- Communications and Networks, including 5G/6G
- Cybersecurity and Data Protection
- Electronics and Photonics
- Internet of Things, W3C, Semantic Web
- Robotics
- Semiconductors (microchips)
- Sustainable Energy, Clean Technologies and Greentech
- Virtual Reality, Augmented Reality, Metaverse
- Web 3.0, including Blockchain, Distributed Ledgers, NFTs
- Other (please specify) **(max 100 characters)**

4. Please describe your experience in the previously selected sectors*: (300 characters for each sector selected)

3. Business experience

1. I have started my own company *: YES/NO

- If yes, tell us about it (sector, size...) *: **(max 300 characters)**

2. I have been / am an angel investor or venture capitalist *: YES/NO

- If yes, tell us about it *: **(max 300 characters)**

3.I have been / am part of the advisory board of a company *: YES/NO

- If yes, tell us about-when and for which company. *: **(max 300 characters)**

4.I work/have worked in a start-up accelerator/incubator *: YES/NO

- If yes, tell us about it. *: **(max 300 characters)**

5.I have experience in the following fields (include multiple choice of the following)*

- CEO or CFO
- Marketing, commercial, strategy director
- Innovation director
- Innovation expert
- Innovation/business consultant
- Other, please specify

*Please tell us about your experience in the selected areas. **(max 300 characters)**

4. General experience

1. Please detail your expertise related to the Women TechEU Open call #1 objectives*: **(min 300 characters – max 500 characters)**
2. I have been / am a start-up mentor *: YES/NO
 - If yes, tell us about it. *: **(max 300 characters)**
3. I have expertise in EC proposals evaluation *: YES/NO
 - If yes, tell us about it. *: **(max 300 characters)**
4. I have expertise in Cascade Funding/ Open Call proposals evaluation *: YES/NO
 - If yes, tell us about it. *: **(max 300 characters)**

5. Additionally required information

- Upload your CV (in Europass format)* (pdf)
- Do you have any conflicts of interest that you are aware of? YES/NO
- Can you confirm availability for the compulsory evaluation session (16th May at 12h Brussels time)?* YES/NO
- Can you confirm availability to perform the evaluations in due time (24th May – 13th June)?* YES/NO
- Please download the attached Code of Conduct by clicking on the link provided below:
<https://drive.google.com/file/d/1N-NirvnnVMtuh8fjl89TWLGt8zZSuDVi/view?usp=sharing>
- Once you have read and understood the document, do you agree to comply with our organization's Code of Conduct?* YES/NO



Annex 7 Application form of the call for evaluators of the Open Call #1

WOMEN TechEU

Guidelines for evaluators

OC#1

OPEN DATE:	10. April 2024
CLOSING DATE:	08 May 2024 by 17:00 CEST, Brussels time
Project website:	www.womentecheurope.eu
Applications:	bit.ly/3PTDwAB

Disclaimer: 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 (EISMEA). Neither the European Union nor the granting authority can be held responsible for them.

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1) Excellence: projects must demonstrate high quality and a clear set of objectives aligned with the EmpoWomen vision and with the general objectives of the project. The Excellence is evaluated according to the following criteria:	9
2) Impact: The impact is evaluated according to the following criteria:	10
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1. About Women TechEU project

Women TechEU is a 2-year EU-funded project supporting women leading deep tech startup companies from Europe.

Our mission is to create a more gender-balanced entrepreneurship ecosystem. We believe that diversity drives innovation, and we are here to provide women in deep tech with more opportunities, resources, and support to thrive.

The project consortium will launch 4 calls for applications spanning over of 2 years which, following a rigorous evaluation process, will result in a total of 160 beneficiaries. Each beneficiary will receive €75k grant (non-dilutive finance) as well as a personalised business development service which includes mentoring, coaching and targeted training among other options.

1. Become an evaluator

Women TechEU is seeking independent evaluators who can assess the quality of the received applications within the Open Call #1 shortly after the call is closed on the 20th May 2024.

2.1 The evaluators should meet the following criteria

- European (EU nationals (Member States (MS) of the European Union (EU), including their outermost regions, as well as Overseas Countries and Territories (OCT) linked to an EU Member) as well as nationals of Horizon Europe associated countries, full list [HERE](#)).
- Expertise in
 - deep tech Innovation: Evaluators should have a strong understanding of deep tech innovation, including the ability to evaluate projects based on their innovativeness, feasibility, and/or potential to go beyond the state-of-the-art

and/or

- Entrepreneurial, Investment, or Innovation Background: Evaluators should have experience in entrepreneurship, investment, or innovation to effectively assess the proposals in the context of the Women TechEU programme.
- Experts with experience in evaluating proposals for the European Commission or similar experience.

An evaluator must not work as an employee for an organisation that aims to participate in the Women TechEU OC#1 or for an organisation that is currently involved in the Women TechEU consortium.

The evaluators will be responsible for providing a neutral but technical/scientific and/or commercial review of the received applications, generally focusing on, but not limited to, the following aspects:

- Quality and relevance of the proposed project or initiative.
- Technical feasibility and innovation potential.
- Alignment with the objectives and focus deep tech technologies of Women TechEU.
- Potential impact and scalability of the proposed solution.
- Consideration of ethical, legal, and regulatory aspects
- Evaluation of the applicant's expertise, track record, and capacity to execute the project.

It is important to note that the number of applications per evaluator depends on various factors:

- the availability of evaluators',
- time and,
- the number of applications submitted.

You will be notified of the number of proposals during the contract signing, and you will have access to the details of the proposals once the contract is signed and you log in to the SPLORO platform for evaluations. For specific dates, please refer to **Section 3** of this document.

2. Evaluators selection process

Evaluators will be selected by the Women TechEU team members based on their competences and needs for the OC #1.

3.1 Expression of interest

If you are interested in becoming an evaluator, please create an evaluator profile on the SPLORO platform, complete all the necessary fields in the form (see Annex 1) and upload your **CV (in .pdf format)**.

If you know someone else who might be qualified for this task and might be interested, please forward these details to them. By applying to Women TechEU Call for Evaluators, applicants automatically accept all the rules and conditions described below.

3.2 Evaluators' liability

All evaluators must sign as part of their contract a declaration of no conflict of interest and a confidentiality agreement (see Annex 2) with the Women TechEU consortium prior to the start of the evaluation.

By applying to the Women TechEU evaluator Call and registering on the SPLORO platform, the expert:

- understands that submitting an application (registration) does not guarantee selection as an evaluator for any of the open calls.
- confirms that the team in charge of the OC#1 will inquire about their availability to perform the evaluation within the specified timeframe for the given open call, to attend an information session, on the 16th May at 12h Brussels time, and (if necessary) debriefing session after selection .
- confirms interest in being informed about future opportunities to act as an evaluator in ongoing and upcoming open calls.

- ensures that they will only evaluate applications from applicants with whom they have no Conflict of Interest (CoI).

3.3 Admissibility

- Applications for the call for Evaluators can be submitted at any time starting from 10.04.2024 to 08.05.2024 17:00h Brussels time
- Applications for the call for Evaluators must be submitted electronically through the SPLORO platform, as indicated in this call, using the provided form on the platform, and a CV must be attached as a .pdf file as part of the application. Paper or email submissions are **NOT** eligible.
- Applications must be completed in all parts, and the CV must be legible, accessible, and printable.

If the eligibility criteria are met, the expert evaluation will be conducted by the Women TechEU team members. To formalise the collaboration, unless otherwise specified, selected evaluators will be required to sign a declaration of no conflict of interest (can be found [HERE](#)), a confidentiality agreement with the project representative (coordinator, treasurer, etc.) and the contract prior to the start of the evaluation.

3.4 Conflict of interest

Evaluators must not have a conflict of interest at the time of their appointment and must sign a contract stating that they do not have one. They must also notify the consortium if such a conflict arises in any of the applications to which they have been allocated.

A conflict of interest could be where an evaluator has been working or engaged with an applicant in the past, or is a current or potential investor, or similar situations where his/her judgement would be clouded by the relationship with the startup.

Every potential conflict of interest can not be pre-empted, if you are in doubt or have a query in relation to a conflict of interest you are advised to bring to the attention of

the project consortium immediately. As a basic guidance we have provided some examples of conflicts:

- You are a director, trustee or partner or involved in the management of any entity involved in the proposal (applicant, affiliated entity or other participant involved in the proposal)
- You are employed or contracted by one of the entities involved in the proposal (applicant, affiliated entity, named subcontractor or other participant involved in the proposal).
- If you have been involved in the preparation of a proposal submitted under Women TechEU previous and existing calls/ If you would benefit if a proposal submitted to Women TechEU **is** accepted or rejected - have close family ties (spouse, domestic or non-domestic partner, child, sibling, parent, etc) or other close personal relationship with a person (including affiliated entities or other participants) involved in the preparation of a proposal or with a person which would benefit if such proposal is accepted or rejected.
- If you are a member of an advisory group set up by the EU to advise on the preparation of work programmes or work programmes in an area related to the call - are a national contact point (e.g. National Contact Points or National Focal Points) or working for specific stakeholder groups tasked with promoting the programme (e.g. Enterprise Europe Network (EEN) for Horizon and SMP COSME) - are a member of a EU Programme Committee (if applicable).

When an evaluator reports a potential conflict of interest or it is brought to the project consortium's attention in any way, the project consortium will assess the circumstances and any objective aspects of information available. If the consortium determines that there is a conflict of interest, the evaluator will be removed from the application's evaluation. All potential conflicts of interest will be thoroughly investigated. More information can be found [HERE](#).

3.5 Confidentiality

All information connected to the evaluation process is absolutely confidential, thus evaluators are bound by secrecy. They are not permitted to reveal any information regarding the applications submitted, as well as the outcomes of the assessment and selection, to anyone. They are also not permitted to use the application's concepts for their own purposes.

3. Payment conditions

As an integral part of the evaluation process, it is mandatory for all evaluators **who are VAT registered in their respective countries** to be registered in the VIES (VAT Information Exchange System) before engaging in the assessment of proposals. The VIES registration ensures that evaluators possess valid VAT identification numbers, contributing to the transparency and credibility of the evaluation process. This measure aligns with international standards and is crucial for handling financial transactions associated with the compensation system outlined below.

In the evaluation process, each evaluator has the opportunity to receive **100 EUR for each proposal reviewed**. This compensation system aims to recognise and value the time and effort dedicated by the evaluators, encouraging their comprehensive participation in the evaluation process.

Given the dynamic nature of the evaluation process, where assignments are made to align with the evaluator's experience and knowledge, it is important to note that a specific minimum number of evaluation sessions cannot be guaranteed. However, the precise details of the evaluator's work will be formally communicated via email by the Women TechEU consortium.

It is estimated that as an evaluator you may be involved in evaluating up to 40 applications received in Women TechEU Open Call #1. They will be delivered in batches to match the performance of the evaluator and the number of received applications.

Each evaluator will sign a contract for evaluating the proposals with AwakenHub.

The evaluator is required to prepare an invoice and forward it to AwakenHub. Each invoice submitted by the evaluator must clearly state:

- The reference of the contract: Women TechEU Call#1
- Identification of the evaluator.
- The number of evaluations, performed.
- The EVALUATOR's address, international bank details & VAT no (if applicable).

AwakenHub will make a single payment via bank transfer. All payments will be made to the bank account provided by the evaluator, strictly in euros, to bank accounts that accept euros. The transfer will be made to the evaluator's account within 60 days of receiving the invoice.

All taxes, including VAT, are included in the fees payable by AwakenHub. It is important to note that AwakenHub is not subject to any commercial tax, including VAT, and the amount indicated as the project fee is therefore considered as all-inclusive.

4. Startup Evaluation Procedure

External remote evaluation

All activities will be carried out individually on the SPLORO platform. On **16th May, 2024**, an online webinar will be conducted with the selected evaluators, where the evaluation process will be explained step by step, with special attention to the evaluation criteria. Additionally, they will be briefed on how the SPLORO platform functions.

After the webinar, the evaluators will be sent a manual for the platform and all the necessary documentation for the evaluation process.

Each proposal will then be assigned to 2 evaluators, and consequently, 2 individual evaluation reports will be prepared for each proposal, which should be based on the assessment of 5 main criteria:

1) General:

- Content of 3-minute video submitted

2) Impact:

- Details business overview, target market, and competitors.
- Describes the SWOT analysis and explains its contribution in economic, social and environmental terms.
- Defines whether the company contributes to the green, digital and social transition.

3) Excellence:

- It is divided into company description and technology behind the start-up section.
- Addresses objectives in the Women TechEU call.
- Highlights deep tech innovation, advancements, and uniqueness.
- Describes technological and financial roadmap. Describes the activities to be funded under the Women TechEU grant.
- Identifies the deep tech technologies targeted: drop-down list of deep tech technologies the company is addressing.
- Assesses the solution's readiness level and ownership of intellectual property: Select the TRL of your current solution, does your company own any IP (drop-down list).

4) Implementation:

- Profiles key team members, emphasizing gender equity and diversity.
- Explores team's deep tech industry experience and achievements.
- Covers the woman founder's active participation and previous start-up experience.

5) Ethics self-assessment:

- Ethical considerations for biological material and data handling.
- Clinical and non-clinical research ethics.
- International and environmental ethical concerns.

The evaluators will score each award criterion on a scale from 0 to 5:

Table 1: Criteria score

Score	Definition
0	Proposal fails to address the criterion or cannot be assessed due to missing or incomplete information
1	Poor – criterion is inadequately addressed or there are serious inherent weaknesses
2	Fair – proposal broadly addresses the criterion, but there are significant weaknesses
3	Good – proposal addresses the criterion well, but several shortcomings are present
4	Very good – proposal addresses the criterion very well, but a small number of shortcomings are present
5	The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.

