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Description automatically generatedNCP\_WIDERA.NET WP8 – Advancing Europe Package support

Task 8.1: Support measure programme for applicants to Pillar II clusters Brokerage Events organised on-site.

**Explanatory note:** the document presents the minimum criteria for the organisation implementing the support measure programme. The organisation may add other requirements\* based on its practice and national specification.

**Minimum requirements**

1. **Introduction**

The aim of the measure is to support participation of applicants from Widening countries to Pillar II clusters, Missions[[1]](#footnote-1) and EIC Pathfinder1 Brokerage Events organised on-site in order to increase the uptake in Horizon Europe proposal submissions.

The following country travel limits based on OECD/Eurostat or national data apply: (i) PL, TR – 120, (ii) PT, UA, EL, CZ, HU, MA,TN - 80 (iii) BG, RO, RS, SK, SI, LT, HR - 70 (iv) EE, LV, AL, AM, MD, ES - 55 (v) CY, MT, BA, XK, MK, GE – 45 (vi) – French outermost regions, ME – 35. Proper gender balance of BE participants in each country should be ensured.

1. **Financing**

Travel grant in the form of prefinancing or reimbursement of expenses (based on actual costs or a lump sum) in the amount not exceeding 1000 EUR per participant.

1. **Terms and conditions**

Legal entities and institutions registered in a country implementing the support measure programme, such as universities, research organizations, enterprises, local authorities, NGO, etc. are eligible to apply to cover the cost of travel and accommodation related to the participation in Horizon Europe Pillar II clusters Brokerage Events.

1. **How to apply and evaluation criteria**

Application form (example in attachment 1), accompanied with *de minimis* form, if necessary, should be submitted. Applications should be submitted in a timeframe that allows for cost-effective travel arrangements. The travel grant can be awarded in the form of a reimbursement or prefinancing.

Applications will be evaluated by a committee set up by the organization implementing the support measure programme. Eligibility of the application will be assessed, and priority might be given to the institutions that can actively participate and contribute to brokerage events, namely:

• potential coordinators,

• potential WP leaders or contributors to projects,

• institutions willing to share their competences and ideas through pitch presentations that are a common part of brokerage events.

1. **Allocation of funds and reporting**

The applicants will be informed about the decision to grant or reject the application. A maximum of 3 grants per one Brokerage Event will be awarded to one organization.

If the grant is allocated in the form of the reimbursement, the applicant will submit within a given deadline (depending on the internal rules of the organization) a reimbursement claim accompanied by relevant supporting documents.

The claim must also be accompanied by a follow-up form – a short report from the event – completed by the participant (example in attachment 2).

If the grant is allocated in the form of the prefinancing, the applicant will submit within a given deadline (depending on the internal rules of the organization) a financial report accompanied by relevant supporting documents.

The financial report must also be accompanied by a follow-up form – a short report from the event – completed by the participant (example in attachment 2).

1. **Privacy notice**

If required, A GDPR privacy notice explaining how that organization processes personal data and how it applies data protection principles should be added.

*\* Such modifications may include, but are not limited to, the following: obligation to provide the agenda of the meeting and confirmation of the registration, quotation of the travel arrangements, covering the cost of travel insurance, additional information such as company registration number or VAT number, etc.*

1. Subject to the approval of the NCP\_WIDERA.NET EC Project Officer [↑](#footnote-ref-1)