



Co-funded by
the European Union

PROJECT NUMBER: 101127499



SEE BRIDGE

GUIDELINES FOR APPLICANTS

OPEN CALL FOR PROPOSALS

for Social Economy SMEs in Energy Intensive
Industries



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 EUROPEAN INNOVATION COUNCIL AND SMES EXECUTIVE AGENCY (EISMEA). NEITHER THE EUROPEAN UNION NOR THE EISMEA CAN BE HELD RESPONSIBLE FOR THEM.



immib CEIPES

OBMOČNA OBRTNO-PORJETNIŠKA
ZBORNICA KAMNIK



feuga

QiArrow
Green Deal Advisors

*The Financial Support for Third Parties (FSTP) is provided and managed under the SEE BRIDGE project - Building resilience in Social Economy SMEs for greener & digital production towards the goal of a climate-neutral economy. **Project: 101127499 — SMP-COSME-2022-SEE.***

Disclaimer: SEE BRIDGE is 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 European Innovation Council and SMEs Executive Agency (EISMEA). Neither the European Union nor the granting authority can be held responsible for them.

Open Call launches: 01.07.2024

Open Call closes: 01.10.2024 (Tuesday)

Version History

Version	Date	Description
1.0	01.07.2024	Official document released

List of abbreviations

EU – European Union

SE – Social Economy

SME – Small and Medium Enterprise

CBAM – Carbon Border Adjustment Mechanism

FSTP – Financial Support for Third Parties

OC – Open Call

SBOCMB – SEE BRIDGE Open Call Management Board

SGA – Sub-grant Agreement

Table of Contents

I. Introduction	5
1. SEE BRIDGE Project	5
1.1. SEE BRIDGE Objectives	5
1.2. SEE BRIDGE Activities	5
1.3. SEE BRIDGE Acceleration Programme	6
1.4. SEE BRIDGE Partners	6
2. SEE BRIDGE Open Call	6
2.1. Open Call Objectives	6
2.2. Open Call Summary.....	7
2.3. Open Call Timeline.....	7
II. General Information	8
1. Purpose of This Document	8
2. Terms and Definitions	8
3. Language of the Open Call	10
4. Data Protection During Evaluation & Selection	10
5. Origin of Funds	10
III. Eligibility	11
1. Proposal Eligibility	11
2. Financial Eligibility	11
3. Eligible Applicants	12
3.1. Eligible Countries	12
3.2. Eligible Industry Sectors	12
3.3. Eligible Entities.....	13
4. Eligible Activities to be Financed	14
5. Conflict of Interest	16
IV. Submission Process	16
V. Evaluation and Selection	17
1. Eligibility Verification	17
2. Remote Evaluation	18
2.1. Evaluation Criteria.....	18
2.2. Scoring	20
3. Consensus and Interviews	20
4. Ranking and Selection	21
5. Redress Process	21
6. Communication of Results	22
VI. Sub-Grant Agreement Preparation and Signing	22
1. Requirements for Contract Preparation	23
2. Review and Approval	24

3. Communication	24
4. Timeline.....	24
VII. Implementation.....	24
1. Implementation Plan.....	25
2. Reporting and Monitoring of Funded Activities	26
3. Payment Terms.....	26
4. Consequences of Non-Compliance.....	27
5. Conflict of Interest During Implementation.....	27
6.Data Protection & Confidentiality During Implementation and After	27
7. Promotion of the Action and Visibility of the EU Funding.....	28
8. Checks and Reviews	29
VIII. Contact Information	30
XI. ANNEXES.....	30
Annex I Application Form Questions (read only document).....	30
Annex II Sub-Grant Agreement.....	30
Annex III SME Declaration.....	30
Annex IV Declaration of Honour (DoH)	30
Annex V Bank Account Information.....	30

List of tables

Table 1 Open Call Summary.....	7
Table 2 SEE BRIDGE Open Call Timeline.....	7
Table 3 SEE BRIDGE Open Call Terms & Definitions.....	8
Table 4 SEE BRIDGE Open Call 4 main types of activities eligible for funding	14
Table 5 SEE BRIDGE Evaluation criteria for the external evaluation	18
Table 6 Scores for the external evaluation per criterion.....	20
Table 7 SEE BRIDGE Ranking rules	21
Table 8 List of activities to be funded and target KPIs - filled at contracting phase	25

I. Introduction

1. SEE BRIDGE Project

SEE BRIDGE – Building Resilience In social Economy SMEs for Greener & Digital production towards the goal of a climate-neutral Economy is an EU co-funded project under the COSME programme that aims to strengthen the capacity of social economy, small and medium-sized enterprises (SE SMEs) operating in energy-intensive industries such as aluminium, steel, iron and others to transition to more resource efficient and energy saving processes and operations in adaptation to Carbon Border Adjustment Mechanism (CBAM) legislation. SEE BRIDGE will provide capacity building activities, coaching, and mentoring as well as financial support to SE SMEs and intermediaries operating in the COSME programme countries.

1.1. SEE BRIDGE Objectives

- Enhance the capacity of SE SMEs and entrepreneurs in energy-intensive sectors to innovate and promote green initiatives.
- Foster transnational and cross-sectoral cooperation to meet Carbon Border Adjustment requirements and align with the EU Green Deal.
- Address carbon leakage risks by encouraging sustainable practices and fair competition among industries.
- Empower SE SMEs with knowledge and tools to understand, comply with, and navigate the CBAM mechanism and EU-ETS market.
- Support SE SMEs in developing solutions, securing financial support, and enhancing their market competitiveness to contribute to the green transition.

1.2. SEE BRIDGE Activities

- Organisation of transnational capacity building activities - trainings, webinars, and coaching sessions, to empower SE SMEs with knowledge and skills related to CBAM, carbon footprints, and green market navigation.
- Consulting services, mentoring, and promotion of green technologies and sustainable management through collaboration with Social Economy Intermediaries, research centers, public authorities, and energy-intensive SE SMEs.
- Facilitation of transnational partnerships and exchange of best practices to improve SE SMEs' sustainability and competitiveness.
- Mapping of funding opportunities and resources aimed at empowering SE SMEs to actively participate in the green transition and achieve sustainability goals.
- Providing direct financial support to SE SMEs to enhance their competitiveness and green and digital transition, and to support them in meeting the CBAM regulation requirements.

1.3. SEE BRIDGE Acceleration Programme

In addition to the activities to be financed under this Open Call, the SEE BRIDGE partners will offer a tailored Acceleration Programme for SE SMEs that have applied for the SEE BRIDGE Open Call, with focus on Project Management, networking, business plan development and market research.

More information on this Programme and the planned activities is available on the [SEE BRIDGE project web site](#).

1.4. SEE BRIDGE Partners



2. SEE BRIDGE Open Call

2.1. Open Call Objectives

Through providing direct financial support for SE SMEs from the energy-intensive industries, SEE BRIDGE aims to:

- Support the green and digital transition of SE SMEs in energy-intensive industries, enabling them to easily adopt the CBAM regulation requirements.
- Support the SE SMEs in energy-intensive industries to achieve resource-efficient production and energy savings, through operational capacity-building activities.
- Enable SE SMEs in energy-intensive industries to find new financing for innovative solutions related to green and digital production.

The FSTP (financial support to third parties) provided within the SEE BRIDGE project aims to support the SE SMEs from the energy-intensive sectors in their Twin Transition (Green & Digital), and to enable them to easily adapt to the new CBAM regulation requirements, and to become more competitive.

Beneficiaries can choose from a list of four major types of activities further explained in detail in this document (Table 4).

2.2. Open Call Summary

Table 1 Open Call Summary

TITLE	DETAILS
Type of applicants	Single SE SMEs
Number of proposals to be selected	At least 60 SE SMEs from energy-intensive industries
Duration of the implementation of the funded actions	Up to 6 months
Form of the financial support	Lump sum
Payment schedules for the selected applicants	Pre-financing of 80%, and a final payment of 20% upon the submission of a final report
Maximum budget per application	From 4,000.00 Euro up to 8,000.00 Euro

2.3. Open Call Timeline

Below are presented the current tentative dates for the different phases. The dates can be subject to change in case of any modifications to the SEE BRIDGE schedule.

Table 2 SEE BRIDGE Open Call Timeline

ACTION	TENTATIVE DATE
SEE BRIDGE Open Call launches	01.07.2024
SEE BRIDGE Open Call closes	01.10.2024
Evaluation phase	01.10.2024 - 29.11.2024
Signing of Sub-Grant Agreements with selected applicants	December 2024
Implementation of funded activities	From January 2025

II. General Information

1. Purpose of This Document

This document provides all relevant information related to the SEE BRIDGE Open Call for proposals, also referred to as SEE BRIDGE OC.

The SEE BRIDGE Open Call will be carried out in alignment with the same basic principles which govern Commission calls:

- **Excellence:** The proposal(s) selected for funding must demonstrate a high quality in the context of the topics and criteria set out in the Call.
- **Transparency:** Funding decisions are based on clearly described rules and procedures, and all applicants should receive adequate feedback on the outcome of the evaluation of their proposals.
- **Fairness and impartiality:** All proposals submitted to the Call are treated equally. They are evaluated impartially on their merits, irrespective of their origin or the identity of the applicants.
- **Confidentiality:** All proposals and related data, knowledge and documents are treated in confidence.

SEE BRIDGE reserves the right to update, amend or modify any part, section, or detail of the document at any point in time without prior notification. Updates will be widely communicated using the respective SEE BRIDGE OC communication channels. Additionally, should an update be required during the Open Call application period, pending and completed applications will be notified through the F6S platform.

2. Terms and Definitions

This section describes the relevant terms that are used in the Open Call documentation.

Table 3 SEE BRIDGE Open Call Terms & Definitions

TERM	DEFINITION
SEE BRIDGE Consortium	Group of legal entities that are cumulatively responsible for implementing the SEE BRIDGE project as defined in the Grant Agreement number 101127499.
Open Call (OC)	Application process and timeline during which the applicants apply to be selected to receive financial support.
Application (online application form)	Submission of online form to apply for the Open Call, through the F6S platform.

SEE BRIDGE Applicant	An SME that intends to submit or has submitted a proposal to the SEE BRIDGE Open Call.
SEE BRIDGE Beneficiary	An SME that has submitted a proposal to the SEE BRIDGE Open Call and has been accepted for funding and has signed or is in the process of signing a Sub-grant Agreement.
External Evaluator	An expert that has been selected by SEE BRIDGE to assist in the evaluation of the applications. Experts cannot have conflicts of interest and are bound by their own confidentiality agreement.
Proposal/ Application Phase	Period when applicants can submit proposals to the Open Call on the F6S platform. The Open Call has a fixed deadline that is automatically enforced.
Evaluation & Selection Phase	Period when the consortium evaluates and ranks the applications. At the end of the phase, all proposals are notified of the results of the evaluation.
Sub-grant Agreement Preparation and Signing Phase (Contracting Phase)	The period when the selected proposals and the consortium complete the administrative procedures to sign the Sub-grant Agreement and prepare all related administrative documents.
Implementation Phase (of the funded activities)	The period when the activities financed under the SEE BRIDGE Open Call are performed by the selected beneficiaries. The implemented activities are subject to monitoring and evaluation.
SEE BRIDGE Open Call Management Board (SBOCMB)	The managing body of the SEE BRIDGE Open Call which consists of representatives of each SEE BRIDGE partner, responsible to support the Open Call process and to take decisions related to the Open Call process on behalf of the SEE BRIDGE project.
Reserve List	Eligible SMEs that did not receive funding but are on a waiting list in case the contracting procedures by a selected applicant are not completed by the deadline.
Lump Sum	A lump sum is a fixed amount of money, which can be used by Social Economy SMEs beneficiaries for the implementation of the funded activities. Since the granting of a lump sum does not foresee the delivery of detailed financial reporting and timesheets, the use of the project budget will be controlled by monitoring and evaluating the actual implementation of the funded activities through the project technical reporting (see section “Implementation”).
SME	Small and Medium-sized Enterprise as defined by the European Commission .
SME – Partner Enterprise	The enterprise holds a minimum of 25% of the capital or voting rights in another enterprise, or 25% of its capital or voting rights are owned by another enterprise, but the two enterprises are not linked (i.e. none exercises effective direct or indirect control over the other).

SME – Linked Enterprise	Linked enterprises are those that form a group through the direct or indirect control of the majority of voting rights of an enterprise by another or through the ability to exercise a dominant influence on an enterprise.
--------------------------------	--

3. Language of the Open Call

English is the official language of SEE BRIDGE Open Call. Submissions done in any language other than English will not be eligible or evaluated.

English is the only official language of communication and reporting during the whole implementation of the activities supported by SEE BRIDGE. Any submission of requested documentation and reports is to be done in English.

4. Data Protection During Evaluation & Selection

To process and evaluate applications, SEE BRIDGE consortium will need to collect personal and industrial data. F6S Network Ireland Limited (F6S), will act as Data Controller for data submitted through the F6S platform for these purposes. **Please see our privacy policy [here](#).** **A Data Protection Officer (DPO) has been appointed by F6S** generally, to ensure compliance with data protection regulations, such as the General Data Protection Regulation (GDPR), and that personal data is collected, processed, and stored in a secure manner.

The F6S platform's system design and operational procedures ensure that data is managed in compliance with the General Data Protection Regulation (EU) 2016/679 (GDPR). Each applicant will have to accept the F6S terms to ensure compliance. Please refer to <https://www.f6s.com/privacy-policy> to review the F6S platform's privacy policy and data security policy.

Apart from the F6S platform, data will also be stored in the F6S Google Drive.

Please note that the SEE BRIDGE consortium must retain generated data until five years after the balance of the SEE BRIDGE project is paid or longer if there are ongoing procedures (such as audits, investigations or litigation). In this case, the data must be kept until the end.

5. Origin of Funds

The selected SE SMEs will sign a dedicated Sub-grant Agreement with the SEE BRIDGE coordinator (on behalf of the SEE BRIDGE consortium). As will be indicated in the Sub-grant Agreement, this relation between the SEE BRIDGE beneficiaries and the European Commission through the SEE BRIDGE project carries a set of obligations on the SEE BRIDGE OC beneficiaries with the European Commission. It is the task of the SEE BRIDGE Consortium partners to inform about them, and the SEE BRIDGE beneficiaries to accomplish them.

The funds attached to the Sub-grant Agreement come directly from the funds of the European project SEE BRIDGE, and the SEE BRIDGE consortium is managing the funds according to the Grant Agreement Number 101127499 signed with the European Commission.

At least 50% of the SEE BRIDGE grant is directed to SMEs to finance services in support of their green and digital transformation, in the form of a lump sum.

The services eligible to receive funding should be provided by external service providers, they cannot be provided by the consortium directly.

A lump sum is a fixed amount of money, which can be used by Social Economy SMEs beneficiaries for several purposes related to the achievement of the project objectives. Since the granting of a lump sum does not foresee the delivery of detailed financial reporting and timesheets, the use of the project budget will be controlled considering the technical advancements through the project technical reporting (see section Implementation).

III. Eligibility

1. Proposal Eligibility

- Submissions are only accepted through the F6S platform: <https://www.f6s.com/see-bridge-open-call/apply>
- The online application form on the F6S platform must be filled in English.
- Submissions are accepted from single entities only (SE SMEs from energy intensive industries).
- All mandatory sections and questions of the online application form must be completed.
- Only one application form per applicant (legal entity) can be submitted to this Open Call. In the event of multiple submissions by an applicant, only the last received submission (according to the timestamp from the F6S platform) will enter the evaluation process. Any other application forms involving the same applicant will be declared non-eligible and will not be evaluated.

2. Financial Eligibility

The minimum budget for one applicant is 4,000.00 Euro and the maximum budget is 8,000.00 Euro, paid in the form of a lump sum (see definition in the Terms and Definitions section).

- The budget of the proposal must represent 100% of the total amount requested.
- All proposals must provide sound justifications for the planned budget.

- Proposals from partner SMEs (see definition in the Terms and Definitions section) must demonstrate that there is no risk of double funding. The fundamental principle underpinning the rules for public expenditure in the EU states that no costs for the same activity can be funded twice from the EU budget, as defined in the [Article 111 of Council Regulation \(EC, Euratom\) No 1605/2002 of June 25th, 2002, on the Financial Regulation](#).

The SME applying for funding under the SEE BRIDGE Open Call must meet the following additional requirements:

- Is no bankrupt or being wound up, is not having affairs administered by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters or is not any analogous situation arising from a similar procedure provided for in national legislation or regulations.
- Is in compliance with its obligation relating to the payment of social security contributions and the payment of taxes, in accordance with the legal provisions of the country in which it is established.
- Is not subject to a conflict of interest in connection with the grant.
- Is in compliance with its obligation relating to the payment of social security contributions and the payment of taxes, in accordance with the legal provisions of the country in which it is established.

3. Eligible Applicants

3.1. Eligible Countries

To be eligible for the SEE BRIDGE Open Call the applicants should be registered in one of the following SMP-COSME countries:

- **EU Member States:** Austria, Belgium, Bulgaria, Croatia, Republic of Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, and Sweden.
- **Countries which are part of the European Economic Area (EEA):** Iceland, Norway, and Liechtenstein.
- **EU Associated countries:** Albania, Bosnia and Herzegovina, Kosovo, Montenegro, North Macedonia, Serbia, Türkiye.

3.2. Eligible Industry Sectors

The eligible applicants for SEE BRIDGE Open Call are Social Economy SMEs (including startups) operating in different energy-intensive industries or in sectors that are part of upstream or downstream value chains in the energy-intensive industry ecosystem. The energy intensive industries ecosystem covers a broad range of sectors *.

Applicants from the following sectors are eligible to apply for funding under the SEE BRIDGE open call (the list is not exhaustive):

- | | | |
|--------------------------|----------------------|--------------------|
| • chemicals | • refineries | • construction |
| • steel & aluminium | • cement | • electricity |
| • paper | • wood | • waste management |
| • mining | • rubber | • digital and tech |
| • extraction & quarrying | • non-ferrous metals | • transportation |
| • plastics | • glass & ceramics | • etc. |

***Reference:** As defined in the [ASMR 2021 \(SWD\(2021\)351\) accompanying the communication on “Updating the 2020 New Industrial Strategy” \(COM\(2021\)350\)](#)

3.3. Eligible Entities

The eligible applicants for the SEE BRIDGE open call **are Social Economy (SE) SMEs operating in an energy-intensive industry.** Therefore, the eligible applicants must:

1) Fall within the European Commission definition for a SME (Small or Medium sized Enterprise)

and also

2) must be active in the social economy.

Further detailed information on the requirements that the eligible applicants must fulfil is provided below:

1) SME definition

An SME will be considered as such if complying with the [European Commission Recommendation 2003/361/EC](#) and the [SME qualification guide](#).

As a summary, the criteria which define an SME are:

- Independent (not linked or owned by another enterprise).
- Headcount in Annual Work Unit less than 250.
- Annual turnover less or equal to €50 million or annual balance sheet total less or equal to €43 million.

2) Social economy aspect

The SEE BRIDGE Open Call targets Social Economy (SE) SMEs that are operating in the energy-intensive industries. Social enterprises adopt a variety of legal forms depending on the national context. 99.9% of the companies in the Proximity & Social Economy (P&SE) ecosystem are SMEs, with a significant part being micro enterprises and starts-ups. For a SME or startup to be considered a Social Economy SME/startup, it has to share the main common principles and features*.

- primacy of people as well as social and/or environmental purpose over profit (e.g. through the provision of services or goods that generate a social return or through the employment of methods of production of goods or services that embody social objectives).
- reinvestment of most of the profits and surpluses to carry out activities in the interest of members/users (“collective interest”) or society at large (“general interest”).
- democratic and/ or participatory governance (e.g. by involving workers, customers and stakeholders on whom business activities have an impact).

***References:**

(1) [Building an economy that works for people: an action plan for the social economy](#). 2021. Communication from the Commission to the European Parliament, the Council, the European Economic and Social Committee and the Committee of the Regions, p. 5.

(2) [Regulation \(EU\) 2021/1057 establishing the European Social Fund Plus](#).

4. Eligible Activities to be Financed

Four (4) major types of activities can be funded by the SEE BRIDGE Open Call and are to be implemented as per the beneficiaries' needs and specific requirements as described in their application form. The beneficiaries can apply for financing for any (one or more) of those types of activities which best meet their current needs related to green and digital transition and CBAM adoption.

It is the sole responsibility of the SEE BRIDGE OC beneficiaries to organise and implement, and coordinate the activities that will be financed under the SEE BRIDGE OC.

It is up to the beneficiaries to choose the activities and to allocate funds towards activities, depending on their needs and requirements. This includes the organisation, implementation and follow-up of any tasks and actions related to the successful completion of those activities, such as, for example, recruiting and contracting of independent experts/ service providers, monitoring of their work, etc.

Table 4 SEE BRIDGE Open Call 4 main types of activities eligible for funding

TYPES OF ACTIVITIES ELIGIBLE FOR FUNDING UNDER THE SEE BRIDGE OPEN CALL		
Eligible Activity	Description	Indicators (example)
Eligible Activity 1 (EA1) – Business support services	Services provided by sector specialists and/or companies that are related to the specific needs of the applicants on their path to digital and green transition, and CBAM adoption, such as, but not limited to: <ul style="list-style-type: none"> • Sustainability consulting. 	Nr. of processes/ products improved and/or targeted for improvement

	<ul style="list-style-type: none"> • Coaching and mentoring on particular issue related to the company's twin transition and/or CBAM adoption. • Guidance on creating and implementing sustainability strategies, including carbon footprint reduction and resource efficiency plans, reducing greenhouse gas emissions. • Services for developing comprehensive digital transformation plans aligned with the business objectives of the company. • Support on analysing and optimizing supply chains to reduce carbon intensity and ensure CBAM compliance. • Services related to the development of comprehensive digital transformation plans that align with the SME business objectives. • ERP and CRM Systems Implementation support that will lead to optimization of processes, improved tracking and managing of environmental impact, optimization of resource usage or achievement of other sustainability objectives. • Data Analytics and Business Intelligence services to support decision-making, improve efficiency, and uncover new business opportunities. • Carbon Accounting and Reporting services to accurately measure, track, and report carbon emissions to ensure compliance with CBAM. • Supply Chain Analysis and Optimization services to identify carbon-intensive processes and opportunities for reduction, ensuring alignment with CBAM regulations. • Legal and Policy Advisory services to help SMEs navigate the complexities of CBAM and other related environmental regulations. 	<p>Nr. of sustainable practices improved/targeted for improvement and/or adopted.</p> <p>Nr. of green and/or digital transition strategies developed and/or supported.</p> <p>CBAM adoption strategy developed and/or supported.</p> <p>Nr. of digital tools adopted/implemented by the company.</p> <p>Nr. of one2one / mentoring sessions and/ or legal and policy advice received.</p>
<p>Eligible Activity 2 (EA2) – Consulting services for certification or labelling assets, including Intellectual Property rights</p>	<ul style="list-style-type: none"> • Services providing expert guidance and support tailored to the specific needs of each business seeking to achieve sustainability or digital/green certification. • Fees and costs for the obtaining of relevant certificates (including IPRs (such as trademarks)). 	<p>Nr. of certificates obtained</p> <p>Nr. of IPRs obtained</p>
<p>Eligible Activity 3 (EA3) - Events attendance on CBAM, digital and green transition topics</p>	<ul style="list-style-type: none"> • Funding for the attendance of various events to improve knowledge about CBAM regulation, and digital and green best practices, contributing as well to the 	<p>Nr. of events attended</p> <p>Nr. of employees that benefit from the event(s) / participated in the event(s)</p>

	enlargement of the applicant's network and to business practices exchange. <ul style="list-style-type: none"> Fees for webinars, courses, seminars, conferences, workshops, and/or other events, if any. 	Nr. of partnerships developed
Eligible Activity 4 (EA4) – In-company training(s) on CBAM, and digital and green transition topics	<ul style="list-style-type: none"> In-company training(s) to provide the tools and the knowledge for the SE SMEs to face the digital and green transition under a defined strategy that is adapted to their knowledge level, their business sector and their specific needs. Topics could include: CBAM adoption, software/digital tools trainings and green/circular economy practices training. 	Nr. of trainings organized Nr of attendees Nr. of skills/knowledge areas targeted for improvement

5. Conflict of Interest

SEE BRIDGE Open Call does not accept applications from entities who are partners (beneficiaries) or linked third parties in the SEE BRIDGE consortium or who are formally linked in any way to the partners/linked third parties of the SEE BRIDGE consortium. This excludes, however, entities that have already engaged with and/ or have contributed to the SEE BRIDGE project through specific activities, such as contributing to surveys, as long as these entities remain independent from the project.

Applicants must not have any current and/or potential conflict of interest with the SEE BRIDGE selection process. If a conflict of interest is discovered and confirmed at the time of the evaluation process, the proposal will be considered as non-eligible and will not be evaluated.

IV. Submission Process

- ✓ Applicants are required to create an account on the F6S Platform (f6s.com) before proceeding with the online application process.
- ✓ Detailed information about the Open Call application process and all relevant documentation can be found at the SEE BRIDGE Open Call page on the [SEE BRIDGE website](#).
- ✓ Applicants are required to apply online by filling in the SEE BRIDGE online application form on the [F6S Platform](#) and to answer all mandatory questions with no exception. This is the only way of applying to the SEE BRIDGE Open Call.
- ✓ Only submissions before the deadline will be accepted. After the official SEE BRIDGE Open Call closure (October 1st, 2024, Tuesday, 17:00 CEST), no additions or changes to the submitted application form will be considered.
- ✓ Requests or inquiries about the submission process or the Open Call itself, received after the closure of the Open Call will neither be considered nor answered.
- ✓ It is strongly recommended not to wait until the last minute to fill in and submit your application form. The time of submission of the application, as recorded by the F6S

platform, will be definitive.

- ✓ Be specific and concise when answering the questions – they have character limitations.
- ✓ Applicants that do not accept the SEE BRIDGE Open Call terms and conditions listed in the online application form will be declared non-eligible.
- ✓ The SEE BRIDGE application form is self-contained. Additional materials and/or hyperlinks to additional information, which have not been specifically requested in the online application form, will not be considered by the evaluators.
- ✓ Please do not consider the limit of the characters under each section as a target! It is in your interest to keep your text as concise as possible since evaluators rarely view unnecessarily long applications in a positive light.
- ✓ If the applicant discovers an error in the application form, and if the Open Call deadline has not passed, the applicant may request support to open again, and/ or re-submit the proposal at: support@f6s.com
- ✓ For any other inquiries related to the Open Call, the applicants can send email at: seebridge.project@outlook.com

V. Evaluation and Selection

The evaluation process consists of the following main steps:

1. Eligibility verification (internal check by SEE BRIDGE).
2. Remote evaluation by external experts.
3. Consensus on final scores (interviews).
4. Final ranking and selection of applicants.

1. Eligibility Verification

A proposal is eligible if all of the below listed points are answered with “Yes”:

- ✓ The applicant is an SME as defined in Section III (see SME definition).
- ✓ The applicant has convincingly demonstrated that it is a part of the social economy, as defined in Section III (see social economy definition).
- ✓ The applicant is a legal entity established in the countries defined in Section III.
- ✓ The applicant is a company coming from an energy intensive sector (as listed in Section III).
- ✓ The language used to fill in the application form on the F6S platform is English.

Proposals being marked as ineligible will get a rejection letter at the end of the eligibility verification process, detailing the reasons for being considered ineligible. Applicants are entitled to use the redress process defined in Section V.

2. Remote Evaluation

Eligible proposals will move on to the external evaluation by external expert evaluators. One application will be evaluated by 2 (two) external experts, independently from each other. The evaluators will be selected from a pool of 20 experts that will be established through a call for Expressions of Interest (Eoi) for external evaluators on the F6S platform.

2.1. Evaluation Criteria

In the online application form on the F6S Platform the applicants will be invited to answer a set of questions addressing each of the mentioned above evaluation criterion. On the basis of these answers, the evaluators will make an effective assessment against the evaluation criteria. The proposals will be scored by the external evaluators based on the following evaluation criteria, as shown in the table below.

Table 5 SEE BRIDGE Evaluation criteria for the external evaluation

EVALUATION CRITERIA (EC)	DESCRIPTION	WEIGHT (%)
EC1 Alignment	<p>This evaluation criterion aims to assess how well the needs and challenges of the applicant, as well as the applicant's overall strategy and short-term and long-term goals for green and digital transition, align within the core objectives of SEE BRIDGE.</p> <p>To be aligned with the SEE BRIDGE Open Call, the applicant needs to have convincingly demonstrated that it is active in the social economy.</p>	25%
EC2 Excellence	<p>The "Excellence" criterion evaluates how well the selected activities align with the applicant's needs and objectives for green and digital transition and/or CBAM regulation adoption. It assesses the clarity, and relevance of the selected activities on enhancing the SME's sustainability performance.</p> <p>The funded activities must:</p> <ul style="list-style-type: none"> • Address specific business challenges or opportunities in the pursuit of adopting more sustainable processes, green and digital transition and/or CBAM adoption. • Align with the specific business needs of the company. 	25%

	<ul style="list-style-type: none"> • Assure the integration of sustainability into the business strategy and long-term benefits. • Effectively support the company's growth and sustainability goals. 	
EC3 Implementation	This evaluation criterion assesses the feasibility, effectiveness, and potential results of the chosen activities in contributing to the sustainable growth of the company. It aims to assess whether the applicant managed to: <ul style="list-style-type: none"> • Explain how each team member involved in its implementation contributes to achieving the SME's sustainability goals. • Measure the results of the implemented activities by specifying indicators aligned with the SME green and digital transition and/or CBAM adoption goals. • Provide a reasonable budget that corresponds to the chosen activities and demonstrates cost effectiveness in achieving the sustainability goals of the company. 	25%
EC4 Impact	The criterion evaluates the anticipated outcomes of the SEE BRIDGE funded activities, focusing on their environmental, economic, and social effects. These impacts are pivotal in assessing the project's contribution to advancing SMEs' green and digital transition and fostering CBAM adoption. This criterion will assess how well the described impacts align with the overarching goals of promoting SMEs' green and digital transition and facilitating CBAM adoption. <ul style="list-style-type: none"> • The implemented activities should directly or indirectly lead to a positive environmental impact by contributing to reductions in carbon emissions, energy consumption, waste generation, or other environmentally significant metrics. • The implemented activities must be economically viable, and lead to positive outcomes, such as an increased competitiveness, cost savings, access to new markets, and/or funding opportunities. • The potential social benefits of the funded activities will be considered, which includes impacts such as jobs creation, skills development, and enhanced community engagement, amongst others. 	25%

2.2. Scoring

Each evaluation criterion will be scored from 0 to 5. Score values will indicate the following assessments:

Table 6 Scores for the external evaluation per criterion

SCORE	DESCRIPTION
0: Fail	The application fails to address the criterion under examination or cannot be judged due to missing or incomplete information.
1: Very poor	The criterion is addressed in an unsatisfactory manner.
2: Poor	There are serious inherent weaknesses.
3: Good	While the application broadly addresses the criterion, there are significant weaknesses that would need correcting.
4: Very Good	The application addresses the criterion well, although certain improvements are possible.
5: Excellent	The application successfully addresses all relevant aspects of the criterion in question. Any shortcomings are minor.

The percentage included in the criteria definition corresponds to the weight of each item in the overall score (see table 5 above). The overall score per evaluation criterion can be between 0 and 5, with up to two decimal places allowed (standard rounding rules apply, i.e. if the third decimal place is 1-4, the number will be rounded down, but if it is 5-9, it will be rounded up). The minimum score to be considered for the next phase is 3 in each criterion.

3. Consensus and Interviews

At the end of the evaluation period the scores provided by the external evaluators will be reviewed. Applications with significant divergence (more than 30%) in the scores provided by the two evaluators will be identified.

Those applications will proceed to an online interview with the evaluators. At the interview the applicants will be asked to clarify further their plans and ambitions regarding the activities requested for funding.

As a result, the evaluators will adjust their scores and justifications and will agree on the final total score of the application. The scores as revised based on the consensus interviews will be the ones used for the final ranking of the applicants.

4. Ranking and Selection

Threshold: only proposals scoring at least 3 points (out of 5) in each criterion will be considered for participation in the SEE BRIDGE program.

After the remote evaluation is over, proposals will be ranked in a single list. The criteria for the ranking will follow the rules as described in the table below.

At least 60 applicants will be selected to receive funding for external services to support their sustainability goals. If for any reason any of the companies selected for funding drops off the list of the finalists, this company will be replaced by the first one on the reserve list, following the same ranking rules as described above.

Table 7 SEE BRIDGE Ranking rules

RULE	DESCRIPTION
Rule 1	Proposals will be ranked based on their overall score (i.e. the weighted average of criterions I to IV).
Rule 2	In case following Rule 1 there are proposals in the same position, priority will be given to those that have higher scores in the evaluation criterion EC1 Alignment.
Rule 3	In case following Rule 2 there are proposals in the same position, priority will be given to those that have higher scores in the evaluation criterion EC2 Excellence of the proposed activities.
Rule 4	In case following Rule 3 there are proposals in the same position, priority will be given to those that have higher scores in the evaluation criterion EC4 Impact.

5. Redress Process

Within 3 working days after receiving the results from the evaluation process and their individual Evaluation Summary Reports considering the application as not applicable for funding (non-eligible or below the selection threshold), the applicant may submit a request for redress if s/he believes the results of the eligibility checks have not been correctly applied, or if s/he feels that there has been a shortcoming in the way his/her proposal has been evaluated that may have affected the final decision on whether to receive funding.

Requests must be:

- Related to the evaluation process or eligibility checks.
- Clearly describe the complaint.

- Received within the time limit (3 working days) from the reception of a rejection letter or an Evaluation Summary Report.
- Sent by the SME's legal representative that has also submitted the application.

The SEE BRIDGE Open Call Management Board will examine the received appeals, ensuring a coherent interpretation of such requests, and the equal treatment of all applicants. If there is clear evidence of a shortcoming that could have affected the eventual funding decision, it is possible that all or part of the proposal will be re-evaluated.

Please note:

- This procedure is concerned only with the evaluation and/or eligibility checking process and will not call into question the expertise of the evaluators.
- A re-evaluation will only be carried out if there is evidence of a shortcoming that affects the final decision on whether to fund the proposal or not. This means, for example, that a problem relating to one evaluation criterion will not lead to a re-evaluation if the application has failed anyway on other criteria.
- The evaluation score following any re-evaluation will be regarded as definitive. It may be lower than the original score.
- Only one request for redress per application will be considered.
- All requests for redress will be treated in confidence and must be sent to the SEE BRIDGE OC official email address only: seebridge.project@outlook.com
- In case a proposal under the redress procedure is re-evaluated and the new evaluation score is higher, it will be compared with the lowest ranking of the funded proposals. The comparison will use the ranking rules as expressed in Section V. In case the proposal under the redress procedure ranks higher, it will be funded.

6. Communication of Results

The results of the eligibility verification and the remote evaluation will be communicated to all applicants in an official email. This includes both the applicants who have passed and the ones who have failed to pass.

- After the completion of the external evaluation phase, the results will be shared with the applicants, along with their individual Evaluation Summary Reports (ESR).
- The emails to be used for communicating the results will be the ones provided by the applicants in the application form on the F6S Platform.

VI. Sub-Grant Agreement Preparation and Signing

The Sub-grant Agreement (SGA) is the formal contract between the coordinator and the beneficiary, specifying the terms and conditions of the financial support provided. After all the necessary documents have been provided, the SGA must be filled out and signed by both parties, the applicant and the coordinator.

Once the evaluation and selection process are complete, the selected Social Economy SMEs will proceed to the agreement preparation and contract signing stage. The SGA will be signed between the selected Social Economy SME and IMMIB the coordinator and treasurer of the SEE BRIDGE project.

By signing the agreement, the Social Economy SME, i.e. the beneficiary, accepts the financial support in the form of lump sum, the obligations, the legal provisions and payment modalities, and agrees to implement the funded activities under their own responsibility. The section outlines the requirements and steps involved in this process, ensuring a smooth transition for the implementation of the funded activities.

1. Requirements for Contract Preparation

The selected Social Economy SMEs should be able to provide some basic information about their financial standing upon request from the SEE BRIDGE consortium to proceed with signing the Sub-grant Agreement:

- **Proof of Legal Existence:** Applicants must provide proof of their legal status, such as a valid proof of VAT registration. This document verifies the applicant's status as a registered legal entity.
- **Proof of SME Status:** Applicants must submit a filled and signed **SME Declaration** (Annex III) confirming their status as an eligible applicant in accordance with the eligibility criteria outlined in Section III.
- **Bank Account Information:** Applicants must provide detailed bank account information, including account holder details and banking credentials by filling out official Financial Identification Form (FIF) provided in Annex V. The form should be filled out and originally signed for validation by both applicants and branch of the bank.
- **Declaration of Honour (DoH)** which refers to a written statement or pledge in which an individual asserts their commitment to honesty, integrity, and ethical behaviour (Annex IV).
- Copy of the profit and loss account.
- Balance sheet for the last two years for which accounts have been closed.

For the pre-financing the scanned version of the signed SGA and its annexes must be shared with the coordinator.

For the final payment the SGA and its annexes must be signed and stamped and sent to the postal address given below:

Address: Yenibosna Merkez Mahallesi, Sanayi Caddesi, No:3, Dış Ticaret Kompleksi İMMİB AB Projeler Şubesi 34197 Bahçelievler / İstanbul - TÜRKİYE

Contract Signatories

- **Authorized Representatives of beneficiary:** the sub-grant agreement must be signed by authorized representatives of the beneficiary and the consortium. For the beneficiary, this may include the project coordinator, budget holder/treasurer, or other

designated legal representatives. The authority of the representative must be proofed by document.

- **Consortium Signatories:** the consortium will designate IMMIB coordinator- as an authorized representative to sign the agreement.

2. Review and Approval

Once all the requested documentation has been submitted, IMMIB will review the documents to ensure they comply with the project's terms and conditions. As the treasurer, IMMIB will precisely verify that all submissions meet the necessary criteria.

If the documentation meets all requirements, IMMIB will then proceed with signing the Sub-grant Agreement with the selected beneficiary, ensuring the proper allocation and management of the project funds.

3. Communication

Upon successful completion of the agreement signing, IMMIB will communicate with the beneficiary to confirm the start of the funded activities via e-mail. Any claim by the beneficiary that the email has not been received will be rejected. IMMIB shall not be responsible for delay/failure of email transmission. Any discrepancies or additional documentation requests will be communicated promptly to the beneficiary.

4. Timeline

- **Signing of Sub-Grant Agreements with selected applicants:** The required documentation must be submitted electronically via email to: seebridge.project@outlook.com, no later than 30th of December 2024.
- **Implementation of funded activities:** The selected activities will be implemented during a period of up to 6 months, and no later than 31st of June 2025.

VII. Implementation

Once the Sub-grant Agreement is signed, beneficiaries are responsible for the appropriate and compliant use of the funding attributed to them, adhering to the requirements set out in the SEE BRIDGE project's scope and in accordance with the Single Market Program (SMP-COSME) requirements. This section provides detailed guidelines on the implementation phase and the mechanisms involved.

1. Implementation Plan

The duration of the implementation of the funded activities under the SEE BRIDGE Open Call will be up to 6 months.

At the contracting phase the selected applicants will be asked to provide a more detailed implementation plan (budget + KPIs for each of the funded activities) as shown below.

Table 8 List of activities to be funded and target KPIs - filled at contracting phase

Activity - as per the SEE BRIDGE list of eligible activities	Description of Activity(ies)	Budget Allocation (EUR)	Goal(s)	KPI
Activity 1		e.g. 1,000.00 EUR	Goal(s): [Description]	
Activity 2			Goal(s): [Description]	
Activity 3			Goal(s): [Description]	
Activity ...			Goal(s): [Description]	

In relation to the implementation of the activities funded by the SEE BRIDGE Open Call the beneficiaries are responsible for:

Selection of the respective external experts and/or external service providers that will be involved in the implementation of these activities:

- It is the responsibility of the beneficiaries to select the experts, service providers, or companies that will be involved in the implementation of the funded activities.
- Beneficiaries must ensure that the selected parties have the necessary qualifications and expertise to perform the tasks effectively.

Contractual Obligations:

- Beneficiaries are responsible for signing contracts and/or other necessary documents with the subcontracted experts, service providers, or companies involved in the implementation of the funded activities.
- All contractual agreements should clearly outline the scope of work, timelines, and budgetary constraints and should follow the beneficiary's best practices and procedures for contracting and accounting. It is the beneficiary's obligation to ensure that all applicable national and regional regulations and legislation, including public procurement rules, are observed when such subcontracting is carried out.

Implementation and Management:

- Beneficiaries must oversee the implementation of the activities, ensuring they are completed on time and within the declared budget.

- All contractual agreements should clearly outline the scope of work, timelines, and budgetary constraints and should follow the beneficiary's best practices and procedures for contracting and accounting. It is the beneficiary's obligation to ensure that all applicable national and regional regulations and legislation, including public procurement rules, are observed when such subcontracting is carried out. The SEE BRIDGE consortium will not be validating the observance of relevant national public procurement legislation.

Budget Adherence:

- Beneficiaries must ensure that the activities are carried out within the financial limits declared before the start of the implementation of the funded activities or else cover the excess costs with their own funds.

2. Reporting and Monitoring of Funded Activities

After the implementation of the funded activities, the beneficiary must report the work performance to the SEE BRIDGE Consortium to enable the evaluation of the degree of fulfilment of the planned activities and the set KPIs.

At the end of the implementation of the funded activities each beneficiary must elaborate and submit a **Final Technical Report** to the SEE BRIDGE Coordinator, within 14 working days after the project end date.

3. Payment Terms

Funds will be disbursed in two instalments:

- An initial payment (80%) upon signing of the Sub-grant Agreement.
- Final payment (20%) based on the achievement of the specific KPIs as outlined in the implementation plan of the beneficiary.

The selected SE SME will receive final grant transfer (20%) after the completion of the project, within 14 calendar days by the approval of the Final Technical Report.

- All payments will be made in Euro (€).
- Expenditures incurred before the Sub-Grant Agreement signature date, or after the period assigned for implementation of the funded activities are ineligible for remuneration.
- Costs incurred for the implementation of the funded activities must be used for the sole and close purpose of achieving their objectives and expected results, in a transparent manner consistent with the principles of economy, efficiency and effectiveness.

- Beneficiaries must set up internal agreements regulating their cooperation with service provider(s) that will support them in implementing the activities funded under the SEE BRIDGE Open Call. SEE BRIDGE will not be responsible for paying any costs applied for and incurred by the beneficiaries in case of non-compliance with the terms and conditions of the SEE BRIDGE funding scheme.
- Payments will be made to Social Economy SMEs beneficiaries by the SEE BRIDGE Coordinator and treasurer IMMIB.
- Submission of an application does not constitute an entitlement for funding.

4. Consequences of Non-Compliance

Beneficiaries must adhere to all obligations linked to carrying out the action. Failure to comply may result in the reduction or withdrawal of the grant. The authorized authority, the coordinator, reserves the right to take appropriate action, including financial adjustments or termination of the agreement, if the beneficiary breaches any of their obligations.

5. Conflict of Interest During Implementation

The selected applicants must take all measures to prevent any situation where the impartial and objective implementation of the activities selected for funding 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 the SEE BRIDGE coordinator without delay of any situation constituting or likely to lead to a conflict of interests and immediately take all the necessary steps to rectify this situation. All cases of conflict of interest will be assessed case by case.
- The SEE BRIDGE coordinator may verify that the measures taken are appropriate and may require additional measures to be taken by a specified deadline.
- If the selected applicant breaches any of its obligations, the Sub-Grant Agreement may be automatically terminated. Moreover, payments may be stopped.

6. Data Protection & Confidentiality During Implementation and After

During the implementation of the SEE BRIDGE Open Call activities and for five years after the end of the programme activities, the parties must keep confidential any data, documents, invoices or other material (in any form) that is identified as confidential information in the Sub-Grant Agreement signed between the selected applicants and the SEE BRIDGE project coordinator on behalf of the SEE BRIDGE consortium.

If a selected applicant requests, the Commission and the SEE BRIDGE Consortium may agree to keep such information confidential for an additional period beyond the initial five years. This will be explicitly stated in the Sub-Grant agreement.

If the information has been identified as confidential during the SEE BRIDGE programme or only orally, it will be considered to be confidential only if this is accepted by the SEE BRIDGE coordinator and confirmed in writing within 15 days of the oral disclosure. Unless otherwise agreed between the parties, they may use confidential information only to implement the Sub-Grant Agreement.

The selected applicants may disclose confidential information to the SEE BRIDGE Consortium and to the selected reviewers, who will be bounded by a specific Non-Disclosure Agreement.

7. Promotion of the Action and Visibility of the EU Funding

The selected applicants must promote the SEE BRIDGE programme and its results, by providing targeted information to multiple audiences in a strategic and effective manner and to highlight the financial support of the European Union.

Unless the European Commission or the SEE BRIDGE 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 SEE BRIDGE logo,
- include the following text:

“This project has received funding from the European Union’s Single Market Programme (SMP COSME) under the SEE BRIDGE project (Grant Agreement 101127499 — SMP-COSME-2022-SEE)”

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 sub-grantee is exempt 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 European Commission web page:

https://ec.europa.eu/info/funding-tenders/managing-your-project/communicating-and-raising-eu-visibility_en

Any publicity made by selected SEE BRIDGE companies, in whatever form, or by whatever medium, must specify that it reflects only the author’s views and that the EC or SEE BRIDGE project is not liable for any use that may be made of the information contained therein.

The EC and the SEE BRIDGE consortium shall be authorised to publish, in whatever form and on or by whatever medium, the following information about the results of the Open Call:

- the name of the selected companies.
- contact address of the selected companies.

- the general purpose of the participation of the selected companies in the SEE BRIDGE programme.
- the amount of the financial contribution foreseen for the selected companies, and, - after the final payment, the amount of the financial contribution actually received.
- the geographic location of the activities carried out by the selected companies.
- the summaries of the funded activities under the SEE BRIDGE project for each applicant.
- any picture or any audio-visual or web material provided to the EC and SEE BRIDGE in the framework of the project.

The selected applicants shall ensure that all necessary authorisations for such publication have been obtained and that the publication of the information by the EC and SEE BRIDGE does not infringe any rights of third parties.

8. Checks and Reviews

The European Commission (EC) will monitor if the selected under SEE BRIDGE companies comply with the conditions for financial support to third parties such as set out in the SEE BRIDGE Grant Agreement and may take any action foreseen by the Grant Agreement in case of noncompliance vis à vis the selected companies.

Moreover, the EC may at any time during the implementation of the SEE BRIDGE project and up to 5 (five) years after the end of the SEE BRIDGE project, arrange for financial audits to be carried out, by external auditors, or by the EC services themselves including the European Anti-Fraud office (OLAF). The audit procedure shall be deemed to be initiated on the date of receipt of the relevant letter sent by the EC. Such audits may cover financial, systemic, and other aspects (such as accounting and management principles) relating to the proper execution of the grant agreement. They shall be carried out on a confidential basis.

The selected applicants shall make available directly to the EC all detailed information and data that may be requested by the EC or any representative authorised by it, with a view to verifying that the grant agreement is properly managed and performed in accordance with its provisions and that costs have been charged in compliance with it. This information and data must be precise, complete, and effective.

The selected applicants shall keep all reports and the originals or, in exceptional cases, duly authenticated copies – including electronic copies – of all documents relating to the Sub-Grant Agreement for up to five years from the end of the project. These shall be made available to the EC when requested during any audit under the grant agreement.

In order to carry out these audits, the selected companies shall ensure that the EC's services and any external body(ies) authorised by it have on-the-spot access at all reasonable times, notably to the selected companies' offices, to their computer data, to their accounting data and to all the information needed to carry out those audits, including information on individual salaries of persons involved in the project. They shall ensure that the information is readily available on the spot at the moment of the audit and, if so requested, that data be handed over in an appropriate form.

On the basis of the findings made during the financial audit, a provisional report shall be drawn up. It shall be sent by the EC or its authorised representative to the SEE BRIDGE

consortium or the selected SEE BRIDGE company concerned, which may make observations thereon within one month of receiving it. The Commission may decide not to consider observations conveyed or documents sent after that deadline.

The final report shall be sent to the SEE BRIDGE consortium or SEE BRIDGE selected company that is concerned within two months of expiry of the aforesaid deadline. Based on the conclusions of the audit, the EC shall take all appropriate measures that it considers necessary, including the issuing of recovery orders regarding all or part of the payments made by it and the application of any applicable sanction.

The European Court of Auditors shall have the same rights as the EC, notably the right of access, for the purpose of checks and audits, without prejudice to its own rules.

In addition, the EC may carry out on-the-spot checks and inspections in accordance with Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities.

VIII. Contact Information

- SEE BRIDGE Open Call page on the SEE BRIDGE project website:
<https://seebridge.infoproject.eu/project/open-call>
- Application form on the F6S platform:
<https://www.f6s.com/see-bridge-open-call/apply>
- F6S e-mail for problems with the platform:
support@f6s.com
- SEE BRIDGE official email address:
seebridge.project@outlook.com

XI. ANNEXES

Annex I Application Form Questions (read only document)

Annex II Sub-Grant Agreement

Annex III SME Declaration

Annex IV Declaration of Honour (DoH)

Annex V Bank Account Information



Co-funded by
the European Union

PROJECT NUMBER: 101127499



SEE BRIDGE

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 EUROPEAN INNOVATION COUNCIL AND SMES EXECUTIVE AGENCY (EISMEA). NEITHER THE EUROPEAN UNION NOR THE EISMEA CAN BE HELD RESPONSIBLE FOR THEM.



CEIPES

