Application form Guide for **AIBC EUROCLUSTERS** Open Call for Digitalisation Services and Product Development

This document presents the content of the application form for AIBC EUROCLUSTERS Open Call for Digitalisation Services and Product Development. It is intended to be only a guide for the compilation of the online form available here:

<https://ec.europa.eu/eusurvey/runner/AIBC_OpenCall_Services_ProductDev>

Please do not upload or send this document. Only applications submitted via this link will be considered eligible.

## Contact details

SME name:

SME VAT Number:

SME website:

SME address:

Country in which the applicant SME is located [List of EU Countries]

Region (NUTS 2, 2021): Please, find your NUTS 2, starting from your Country. The 2021 version to consider can be found here: [*NUTS Maps - NUTS - Nomenclature of territorial units for statistics - Eurostat (europa.eu)*](https://ec.europa.eu/eurostat/web/nuts/nuts-maps)

Organisation size, as number of people employed in the organisation (Headcount in Annual Work Unit) [SMEs must have less than 250 employees]:

* Less than 10 (micro)
* Less than 50 (small)
* Less than 250 (medium)
* More than 250 (large) – not eligible for funding

Is the SME a member of an AIBC EUROCLUSTERS partner cluster? If yes, please select (single choice):

* Piemonte Innova: Polo ICT | Cluster SmartCommunitiesTech – FPI (IT)
* bwcon research (DE)
* ICT Cluster (BU)
* Asociación Cluster de Movilidad y Logística de Euskadi – MLC (ES)
* CLEVER | Environment Park (IT)
* Bydgoszcz Industrial Cluster - BIC (PL)
* Other cluster: which one?
* Not a member of any cluster

### Contact person details:

Name:

Last name:

Position:

Email address:

Cellphone number (with prefix):

## Description of the service(s)

**SME description and alignment with the AIBC EUROCLUSTERS project**

Main sector of the organisation (drop-down list):

* ICT
* Energy
* Mobility
* Logistics
* Manufacturing

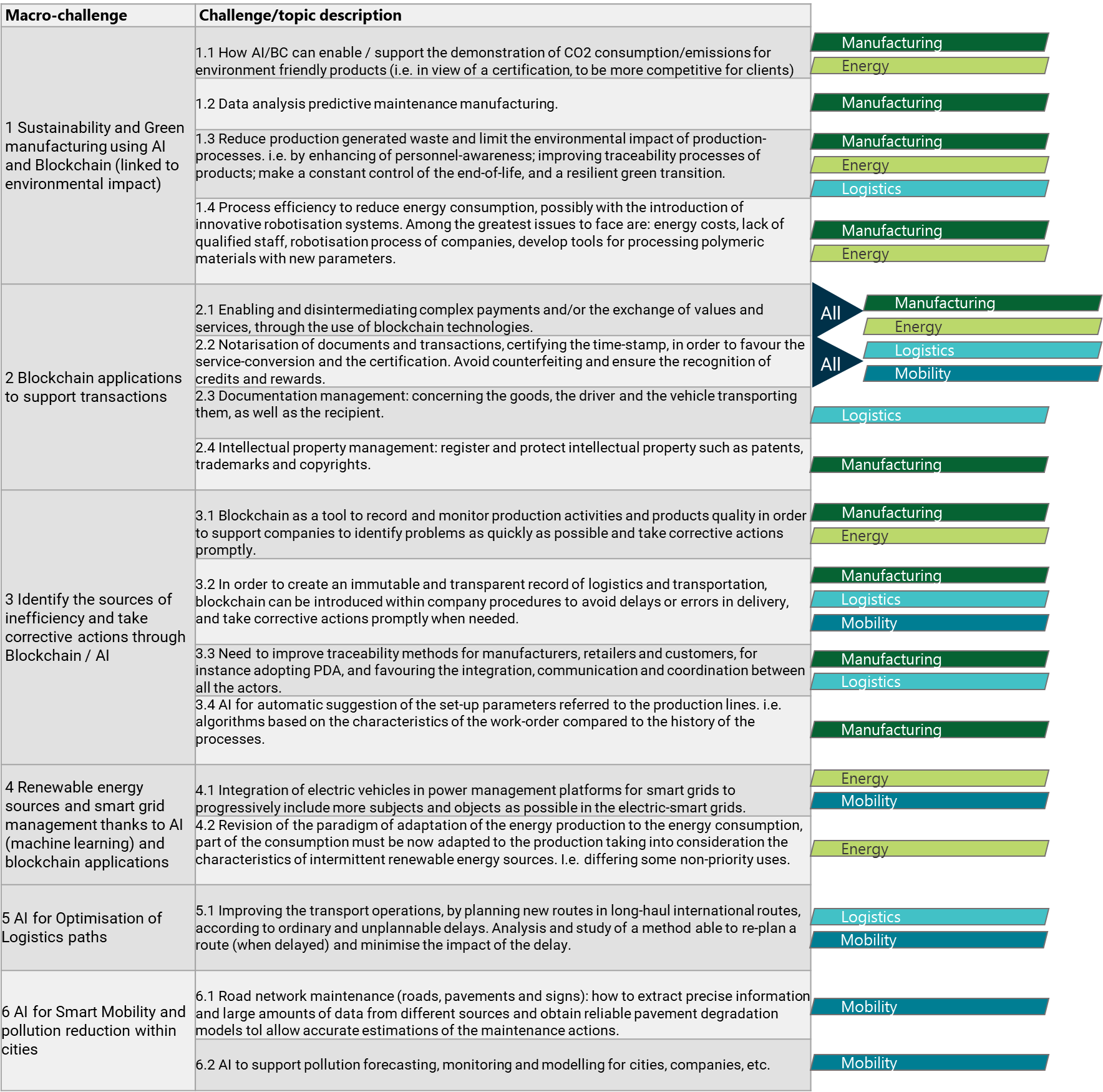
**Please provide a description of your SME (core business, competences, experience).**

*(max. 2.000 characters* including spaces*)*

For which DIGITALISATION SERVICES AND PRODUCT DEVELOPMENT ACTIVITY/IES addressed by the AIBC EUROCLUSTER project do you apply? (multiple choice)

* Technology transfer
* Use of infrastructures
* Proof of Concept (PoC)
* Business model development
* Innovation development services
* Resilience continuity plans
* Product/solution development

Which AIBC topic(s) are you addressing with this proposal? *Please choose at least one macro-challenge and at least one challenge/topic to be addressed through the activities presented to this Call.*



## Section 1 - Relevance

* 1. **Please explain how the challenge/topic(s) will be addressed, which activities will be carried out, how they correlate with the selected AIBC challenge(s) and how AI and BC can contribute to carry out your digitalisation and innovation activity.**

*(max. 3.000 characters* including spaces*)*

* 1. **Which objectives and goals for your company are being tackled by the activities proposed in this call? How will the requested service(s) help you improve your status and contribute to carry out your innovation activity?**

*(max. 1.500 characters* including spaces*)*

## Section 2 - Implementation

**2.1. Please provide a short description of the service(s) provider(s) (core business, competences, experience, reference market).**

*(max. 1.500 characters,* including spaces, *for each provider in case there are more than one)*

## Section 3 - Impact

* 1. **Please define how the activities proposed are expected to impact your SME’s innovation, digitalisation and business/market level. Please include some key performance indicators (KPI) to support the measurement of this impact.**

*(max. 2.000 characters* including spaces*)*

* 1. **Please describe the potential scalability and replicability of the proposed solution, for your SME (it may be at internal level and/or at market/business level).**

*(max. 2.000 characters* including spaces*)*

## DOCUMENTS UPLOAD

In the current section, documents required to access the evaluation step are listed. Please, be sure of having them completed and signed, if necessary, before proceeding with the online application. All documents must be in English.

**Quotation from the service/activity provider**

Upload a PDF document signed by the service provider(s) as a declaration of the quotation of the activity. This document should be dated after the **AIBC EUROCLUSTERS** Open Call for Digitalisation Services and Product Development call opening. The offer and quotation from the selected service provider must be in English. In case the document is written in any other languages, please remember that the applicant should provide the translated version in English, together with the original one.

**Activities timeline and budget**

Please fill the excel ﬁle and Upload it

**Declaration of Honour**

Upload a signed version of the Declaration of Honour. This document must be signed by a legal representative of the applicant SME. Please read it carefully before signing.

The link to download the templates can be found on the Guidelines for Applicants available here: xx

*Gender Equality, Diversity and Social Inclusion*

The AIBC EUROCLUSTERS project seeks gender balance, diversity protection and social inclusion. Therefore, applicants to the **AIBC EUROCLUSTERS** Open Call for Digitalisation Services and Product Development are invited to take all measures to promote equal opportunities between men and women in the implementation of the action as well as address diversity including poorer consumers, disabled people, and older people.

How does your company address and support gender equality, diversity and inclusion?   
  
Please specify also regarding this application.

*(max. 500 characters* including spaces*)*

## Applicant declarations

* I declare that the information contained in the application form is correct and complete.
* I declare that the content of the current application form complies with ethical principal (including the highest standards of research integrity – as set out, for instance, in the [European Code of conduct for Research Integrity](https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/guidance/european-code-of-conduct-for-research-integrity_horizon_en.pdf) – and including, in particular, avoiding fabrication, falsification, plagiarism or other research misconduct).
* I declare that, neither myself nor the SME I represent are subject to a conflict of interest with the AIBC Consortium.
* I have read the privacy policy available [here](https://www.privacylab.it/informativa.php?09835463158&lang=en).
* I have the power to submit this application in the name of the SME involved and have been authorised to include any information not related to myself (i.e. other contacts).

All the boxes must be clicked in order to submit the proposal to this call.

## Other useful Questions (for statistical purposes)

### The following questionnaire is not part of the assessment of the Services scheme. However, its completion is required, as the information provided will be used for prioritise the statistical purposes of the project life.

How did you know from this AIBC EUROCLUSTERS call? [checkbox]

• Project website

• Social media

• Events

• Direct contact from an AIBC EUROCLUSTERS partner

• Other (please specify):

Are you planning to apply for other AIBC EUROCLUSTERS calls? (multiple choice)

* Yes, participation to international events.
* Yes, training.
* Yes, project proposals.
* No.
* I don’t know.

Remember that you can receive up to 60.000,00 EUR overall from the AIBC open calls.