



Guidelines for sub-grant applicants

CRE@CTIVE

B_A.1.2_0022

Reference: CRE001

Deadline for submission of application: [15th March 2022 at 17:00h \(UTC\)](#)

Link of proposals submission: <http://creactivewave.consorzioarca.it/>

Statement about the EU:

The European Union is made up of 28 Member States who have decided to gradually link together their know how, resources and destinies. Together, during a period of enlargement of 50 years, they have built a zone of stability, democracy and sustainable development whilst maintaining cultural diversity, tolerance and individual freedoms. The European Union is committed to sharing its achievements and its values with countries and peoples beyond its borders.

Statement about the Programme:

The 2014 2020 ENI CBC Mediterranean Sea Basin Programme is a multilateral Cross Border Cooperation initiative funded by the European Neighbourhood Instrument (ENI). The Programme objective is to foster fair, equitable and sustainable economic, social and territorial development, which may advance cross border integration and valorise participating countries' territories and values. The following 13 countries participate in the Programme: Cyprus, Egypt, France, Greece, Israel, Italy, Jordan, Lebanon, Malta, Palestine, Portugal, Spain, Tunisia. The Managing Authority (JMA) is the Autonomous Region of Sardinia (Italy). Official Programme languages are Arabic, English and French. For more information, please visit: www.enicbcmed.eu

Disclaimer:

This document and its annexes have been produced with the financial assistance of the European Union under the ENI CBC Mediterranean Sea Basin Programme. The contents of this document are the sole responsibility of AITEX/HCST and can under no circumstances be regarded as reflecting the position of the European Union or the Programme management structures.

These guidelines set out the rules for the submission, selection, and implementation of the actions funded under this call, in conformity with the ENI CBC MED Programme rules, which apply to the present call (available at <http://www.enicbcmmed.eu/home>).

- ENI Regulation (EC) No 232/2014 of the European Parliament and of the Council 11 March 2014 establishing a European Neighbourhood Instrument
- ENI CBC Implementing Rules (Regulation (EC) No 897/2014) of 18 August 2014 laying down specific provisions for the implementation of cross-border cooperation programmes financed under Regulation (EU) No 232/2014 of the European Parliament and the Council establishing a European Neighbourhood Instrument
- ENI CBC Mediterranean Sea Basin Joint Operational Programme and its annexes adopted on 17/12/2015 - Decision No. C(2015) 9133 and related annexes
- Strategic Environmental Assessment for the ENI CBC Mediterranean Sea Basin Joint Operational Programme. (Available at: http://www.enicbcmmed.eu/sites/default/files/strategic_environmental_assessment.zip).
- State Aid Conditions and “de minimis” grants. As the subgrantees are economic operators, in the meaning of the EC Recommendation n.2003/361/CE of 6 May 2003 (EUR-Lex - 32003H0361 - ES - EUR-Lex (europa.eu)), AITEX and HCST when preparing the Sub-grant Agreement, they are required to meet the State Aid requirements:
 - Assign the Sub-grant under the de minimis regime;
 - Ask for De minimis self-declarations to Sub-grantees;
 - Keep the register of granted aids;
 - Inform Sub-grantees about the amount granted.

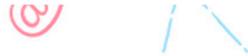
LIST OF ACRONYMS

CBC	Cross-border cooperation
CCI	Cultural and Creative Industries
EC	European Commission
e.g.	For example
ENI	European Neighbourhood Instrument
EU	European Union
EUMC	European Union Mediterranean Countries
FAQs	Frequently Asked Questions
IPR	Intellectual Property Rights
MED	Mediterranean
MPC	Mediterranean Partner Countries
MSMEs	Micro, small and medium enterprises
Sub_GA	Sub_grant
TBC	Technology-Based Companies
TCFL	Textile, Clothing, Footwear and Leather industries
UTC	Coordinated Universal Time
VAT	Valued-added tax
WP	Work Package

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1. BACKGROUND

TCFL: Textiles, clothing, footwear, and leather are traditional Mediterranean sectors that play a fundamental role in the economics of the European Union. According to Eurostat, they represent an estimated annual global turnover of more than 280,000 million euros and 2.7 million employees working mainly in MSMEs¹, which represent 90% of the industry. Over the past few decades, these sectors have been affected by the economic slowdown and strong competition from the Asian continent. Not to mention this past year, where the global COVID-19 pandemic has hit global economic stability. Because of all this, it is of the utmost importance that Mediterranean industries whose activities fall within these traditional sectors, implement new business models to be able to face this threat. Not being able to compete on price or volume, the main challenges for them are the innovation of products and processes, the establishment of new business models, and the creation of sustainable business alliances to strengthen value chains.

In this context, the European Union has launched the CRE@CTIVE project, under the Mediterranean Sea Basin Programme ENI CBC. www.enicbcmmed.eu/projects/creative

The main objective of the CRE@CTIVE project is to foster the value chain and business alliances between MSMEs in the Mediterranean TCFL sector to promote business growth by building bridges between these sectors and creativity. Through technological, managerial, and operational innovation, growth will be stimulated, achieving an increase in competitiveness and the reactivation of these sectors. As a result, creative innovation will update products and improve their positioning, making them more competitive in global markets.

CRE@CTIVE is looking for new business models that boost the Textile, Clothing, Footwear, and Leather industry (TCFL) through creativity and technology.

The project is led by *AITEX Research Textile Institute* (Spain). Other Project's Partners (PPs) involved are:

- *ARCA Consortium* (Italy)
- *Municipality of Prato* (Italy)
- *Monastir el Fejja Competitiveness Pole "MFCPOLE"* (Tunisia)
- *Leaders Organization* (Palestine)
- *Higher Council for Innovation and Excellence "HCIE"* (Palestine)
- *Confederation of Egyptian European Business Associations "CEEBA"* (Egypt)
- *Catalan Fashion Cluster "MODACC"* (Spain)
- *Valencian Institute of Business Competitiveness "IVACE"* (Spain)
- *The Higher Council for Science and Technology/ International Cooperation Department "HCST"* (Jordan)
- *Federation of Egyptian Chambers of Commerce - Alexandria Chamber* (Egypt)

¹ What is an MSME? (http://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en)

2. OBJECTIVES OF THE CALL FOR SUB-GRANTS

CRE@CTIVE Call for proposals will be opened until 15th March 2022 at 17:00h (UTC).

The **objective** of this call for sub-grant proposals is:

- I. To form competitive transnational partnerships, representatives of traditional sectors dealing with the fashion/lifestyle consumer goods sector to develop innovative & creative business models with added value and high market potential fostering the MED industry.
- II. To catalyze entrepreneurial development processes through Labs and Pilots for new products and services in the TCFL traditional sectors. Specifically, six co-creation spaces will provide different fields of expert technology access and co-creation facilitation services as well as network and knowledge access for accelerating the selected projects from our call and helping projects grow.
- III. To create and empower cross-border traditional sectors networks through awareness-raising, the transfer of best practices and lessons learned, and by stakeholders' engagement in a user-driven, open innovation community.

Artists, designers, technological and/or TCFL MSMEs are invited to submit a project proposal to the following supporting L@B, where they will have access to a pool of cutting-edge technologies and mentoring service to develop an outstanding and innovative concept idea:

- *Design-L@B (Ramallah, Palestine)*
- *Techno-L@B (Monastir, Tunisia)*
- *Net-L@B (Alexandria, Egypt)*
- *Eco-L@B (Alicante, Spain)*
- *Heri-L@B (Prato, Italy)*
- *Make-L@B (Sicily, Italy)*

A full description of each L@B and its specific initiatives is provided in the THE CALL section of CRE@CTIVE WAVE Platform: <https://creativewave.conorzioarca.it/the-call>

3. ELIGIBILITY CRITERIA

3.1. ELIGIBILITY OF APPLICANTS AND CO-APPLICANTS

Any major inconsistency in the submitted documents with the content of these section may lead to the rejection of the proposal.

1. **Roles and responsibilities:**

Two roles are defined through this call: Applicant and Co-applicant.

Each proposal must be submitted by an Applicant that is the actor responsible for the management, implementation, and coordination of activities among the partners involved. The Applicant is directly responsible for the preparation and management of the project. If a project proposal is approved, the Applicant becomes the Lead Beneficiary. Payments to the Applicant and Co-Applicant will be received by CRE@CTIVE sub_granter being regulated in the sub_grant agreement.

A partnership application is recommended (north-south/south-north) including a TCFL company, but not mandatory, as it is indicated in the Evaluation Criteria document (attached at PLATFORM).

Each proposal may have only one participant for each role, only one applicant and one co-applicant will be allowed to appear. Partnerships of more than two entities are not accepted.

2. **Eligibility criteria for Applicants and Co-applicants:**

To be eligible to apply for the present call for sub-grants, the Applicant/Co-applicant:

- Shall be an MSMEs (under the EU definition²), a start-up, self-employed or professional freelancers
- Should be legally established as a business under national law with a registration number or equivalent. To facilitate the application to CRE@CTIVE CALL, the registration number will not be a must at the moment of the project submission but highly recommended as none sub_GA agreement will be signed if there is not a registration number. Once the awarded list of projects will be published, for those applicants/co-applicants not registered, they will have the obligation to urgently obtain the registration number . A commitment agreement will be signed to ensure the project starts but no transference of grants will be done until the sub_GA is dully signed. In case of impossibility for obtaining the registration number the award can be cancelled.
- Shall be based in Core and Adjoining regions of ENI CBC Med CRE@CTIVE Project:

² What is an MSME? (http://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en)

- Shall be a CCI (Cultural, creative industry)³, a TBC (technological based company), or TCFL (Textile, Clothing, Footwear, and Leather) MSMEs.
- Shall not be in any insolvency situation and shall be compliant with local labor codes and social security rules.
- Shall have proper communication skills in English.
- For applicants from Spain and Italy, not be recipient of State Aid through other grants or financing support from Italy in excess of 200.000 euro over a period of three years. In this regard, a **De minimis declaration** is to be signed and submitted by applicants from these two countries as per **Annex 3**.

Table 1. Eligible countries

COUNTRIES	CORE ELIGIBLE REGIONS	ADJOINING REGIONS
Egypt	Ad Daqahliyah, Al Buhayrah, Al Iskandanyah, Al Isma'iliyah, Ash Sharquiyah, Bur Sa'id, Dumyat, Kafr ash Shaykh, Marsa Matruh	Al Gharbiyah, Al Minufiyah, Al Qalyubiyah, As Suways
Italy	Basilicata, Calabria, Campania, Lazio, Liguria, Puglia, Sardegna, Sicilia, Toscana	Abruzzo, Emilia Romagna, Marche, Molise, Piemonte, Umbria
Jordan	Al-Aqaba, Al-Balga, Al-Karak, Al-Tafilah, Irbid, Madaba	Ajlun, Al-Mafraq, Amman, Az Zarqa', Jarash, Ma'an
Palestine	Whole country	
Spain	Andalucía, Cataluña, Ceuta, Comunidad Valenciana, Islas Baleares, Melilla, Murcia	Aragon, Castilla-La-Mancha, Extremadura
Tunisia	Ariana, Béja, Ben Arous, Bizerte, Gabès, Jandouba, Mahdia, Médenine, Monastir, Nabeul, Sfax, Sousse, Tunis	Gasfa, Kairouan, Kebili, LeKef, Manouba, Sidi Bouzid, Siliana, Tataoiune, Zaghuan

In the declarations included in the sub-grant application form, applicants and co-applicants must declare they are complying with the situations described above. If, during the project execution, any funding inside minimis regime is received by applicant or co-applicant, an updated minimis declaration must be sent to the sub-granter.

³ <https://ec.europa.eu/culture/sectors/cultural-and-creative-sectors>

Below are described the eligibility criteria specially specified for the Lead Applicant and the Co-applicant:

Lead Applicant

To be eligible for a grant, the Lead Applicant must:

- be directly responsible for the preparation and management of the action with the co-applicant(s), not acting as an intermediary

In the declaration included in the sub-grant application form, the lead applicant signs a declaration accepting the information included in the application form.

If awarded the sub-grant contract, the lead applicant will become the sub-grantee, who is the main interlocutor of Textile research Institute AITEX as CRE@CTIVE project Lead Beneficiary and entity awarding the sub-grant and The Higher Council for Science and Technology (HCST) as a partner of CRE@CTIVE project awarding the sub-grant. It may represent and act on behalf of any other co- sub-grantee (if any) and coordinate the design and implementation of the action.

Co-applicant

Co-applicants are not compulsory but very valuable, but, if the proposal has a co-applicant, these minimum requirements must be fulfilled:

- A maximum of one co-applicant could be involved in the action
- Co-applicants participate in designing and implementing the action, and the costs they incur are eligible in the same way as those incurred by the lead applicant.
- Co-applicants must satisfy the eligibility criteria as applicable to the lead applicant himself.
- Co-applicants must sign the mandate in the grant application form.
- If awarded the sub-grant contract, the co-applicant will become a co-sub-grantee in the action (together with the sub-grantee).
- The total sub-grant is not increased, that is, remains 12.000€ in total for the whole project

3.2. ELIGIBLE ACTIONS: ACTIONS FOR WHICH AN APPLICATION MAY BE MADE.

CRE@CTIVE project aims at finance projects that consider the following points:

- Strengthen and support Euro-Mediterranean networks and value chains in traditional sectors and non-traditional sectors and
- Regional development and
- Employment and social inclusion (special focus on women and young people involvement) and
- Applied research and Innovation and
- Sustainability and green processes and
- Creativity boost

Applicants are invited to submit a project proposal to the following supporting *L@B*, where they will have access to a pool of cutting-edge technologies to develop an outstanding and innovative concept idea during 7 months (work remotely preferred).

Projects will benefit from the *L@Bs* facilities for developing their ideas. These facilitations services are:

- expert mentoring,
- support in working facilities and spreading the word about your project,
- project coaching & guidance, and
- connections & networks to relevant players within all project locations.

Table 2. CRE@CTIVE *L@Bs* description.

<i>L@B</i>	LOCATION	SPECIFIC ACTIVITIES	CRE@CTIVE <i>L@B</i> MANAGER
Design- <i>L@B</i>	Ramallah, Palestine	<p>Objectives: The L&S Design Lab aims to boost traditional Leather and Shoes SMEs by utilizing innovation and creativity as tools for development through providing technical support and international cooperation opportunities to SMEs.</p> <p>Services:</p> <ul style="list-style-type: none"> • Workshops and courses • Capacity- building trainings • Prototype development • Design and manufacturing support • Coaching and mentoring 	LEADERS
Techno- <i>L@B</i>	Monastir, Tunisia	<p>Objectives:</p> <ul style="list-style-type: none"> • Provide an open-access prototyping workspace for students and project or idea leader • Create cooperation links between companies and students to work on real projects, according to companies needs, • Establishing a participatory culture in the textile ecosystem. • Provide appropriate business training to users Networking skills, labs & Fablabs of the ecosystem • Premises equipped with state-of-the-art of digital technologies that enable innovative projects in the field of technical textiles, particularly intelligent textiles and composites. 	MFCPOLE

- These spaces constitute an innovative and captivating educational tool which makes it possible to promote the resilience of young people while making them acquire practical skills in the digital field: learning by doing. In this way, they will be able to find innovative solutions to industrial problems with a view to the digitization of the textile sector.

Services:

Training, Skills, networking & Equipment services:

- Digital fabrication open source
- Solutions for Industry 4.0 and digitizing production systems
- Prototyping & innovation in Textile industry

Objectives:

Creating a cluster of T&C&F&L MSMEs and stakeholders, that surveys and prioritizes pending needs, surveys projects and programmes and links MSMEs with corresponding resources of programmes/projects.

Services:

- Creating monthly/ biweekly gathering events to introduce business lab services and expertise they offer to the cluster.
- Facilitate prioritization of cluster technical/financial needs through roundtable discussions for stakeholders and T&C&F&L MSMEs.
- Survey projects and programs providing cluster needs through continuous matchmaking and gathering events for stakeholders and T&C&F&L MSMEs.

Net-L@B Alexandria,
Egypt

CEEBA

Example:

- Platform that brings together T&C&F&L MSMEs, educational institutes and business associations
- Introduction to available funding mechanism

Objectives:

Generate collaboration with local Textile, Clothing, Footwear and Leather MSMEs, introduce and propose technical advances with the combination of the creativity concept.

Services:

- Application of new sustainability tech solution for the textile production process.
- Use of finishing techniques and advanced technologies.
- Collaboration between local Textile, Clothing, Footwear, and Leather MSMEs, and Technological or Creative identity/enterprise.

ECO-L@B Alicante,
Spain

AITEX

Heri-L@B Prato,
Italy

Objectives:

Connect design heritage to contemporary T&C production – recover & leverage territorial identity. MOP

Services:

- Digital Heritage Platforms for matchmaking (access and consultation, purchase, inspiration, collection development)
- Matchmaking between T&C companies and fashion designers

Objectives:

The general goal respond to territorial needs and gaps to bring together creative energies by networking different groups and places in the urban area and beyond. The lab is a pivotal place for knowledge exchange, a training facilities and testing facilities.

**Make-
L@B** Sicily,
Italy

Services:

- Hackatons mixing CCI and Companies
 - Co-design Events
 - Open Testing Lab
 - Seminars dedicated to transfer knowledge or cross fertilizations events.
 - Participation in competitive calls
 - Startups support (business planning, accelerating services)
- ARCA

Sectors: Cultural Creative Industries (CCIs), Technological based companies (TBC), and Textile, Clothing, Footwear, and Leather (TCFL) traditional MSMEs.

Types of activities that can be sub-granted:

All the actions/WPs and activities that will be helpful to boost the Textile, Clothing, Footwear, and Leather (TCFL) traditional MSMEs through a new business model will be considered as eligible. For example:

ELEGIBLE and could be the main objective	ELIGIBLE but not main objective
<ul style="list-style-type: none"> • Creation of an innovative product and/or service • Set-up/test a new production process. Technical tests and prototypes. • Improve the image of your entity through a marketing campaign • Improve the actual portfolio • Application of new technologies (in terms of sustainability/ boost the creativity) to create a product. • Application new designs in the actual products of your entity 	<ul style="list-style-type: none"> • Technical coordination • Financial/administrative follow-up • Reporting, project justification • Communication with the sub-granters and CRE@CTIVE partnership. • Accountability • Specialized studies for commercial improvements (enter in new markets, enter in new countries)

ELEGIBLE and could be the main objective	ELIGIBLE but not main objective
<ul style="list-style-type: none"> • Digitalization of samples, models, collections 	<ul style="list-style-type: none"> • Business Models studies • Dissemination activities as assistance to fairs, congresses, dissemination in entity website, participation in CRE@CTIVE social networks, etc. • Networking activities • Reduce waste, energy/water consumption during the production process through the application of sustainable technologies and/or develop specialized studies.

Duration

The duration of the project time is 7 months co-working (remotely work preferred). So, the initial planned duration of an action may not exceed these 7 months (timeframe established from June 2022 to January 2023).

Visibility

Sub-grant applicants must comply with the objectives and priorities and guarantee the visibility of the EU financing (see the [Communication and Visibility Requirements for EU External Actions](#)).

Number of applications and sub-grants per applicant(s)

More than 1 application under this call for sub-grant proposal could be submitted by the applicant/co-applicant but only 1 proposal will be funded independently of being an applicant or a co-applicant.

In case of having two applications with the same score, the final decision will be taken by the CRE@CTIVE Evaluation Board.

3.3. ELIGIBILITY OF COSTS: COSTS THAT CAN BE INCLUDED

The sub-grant shall take the form of reimbursement of costs.

Only eligible costs can be covered by the sub-grant. The categories of costs that are eligible and non-eligible are indicated below. The budget is both a cost estimation and an overall ceiling for eligible costs.

General criteria for eligibility costs:

To be eligible for CRE@CTIVE funding, costs must meet the following criteria:

- be incurred by the beneficiary during the duration of the project

- be indicated in the estimated overall budget included in the proposal and signed in the agreement.
- be necessary for the implementation of the activity
- be identifiable and verifiable, in particular being recorded in the accounting records of the beneficiary according to the usual cost accounting practices.
- comply with the requirements of applicable tax and social legislation. Value-added tax (VAT) is considered as eligible where it is not recoverable under the applicable national VAT legislation and is paid by the beneficiary other than a non-taxable person as defined in the first subparagraph of Article 13(1) of Directive 2006/112/EC on the common system of value-added tax.
- be reasonable, justified, and comply with the principle of sound financial management, in particular regarding economy and efficiency.

Eligible direct costs

Costs incurred for the implementation of the project shall meet the following conditions to be considered eligible:

- Staff costs: lump sum payout for personnel costs (including the pay for the applicants/co-applicants team members) - max. 50% of the total project budget.
- Travel, accommodation, and subsistence allowances: travel costs for events directly linked to the execution of the project (e.g. meetings, dissemination/ promotion of the project, visiting of directly relevant events. - max. 10% of total project budget
- Material costs: directly linked for the execution of the project
- Subcontracting costs: e.g. legal, IPR, external mentoring, etc. Dissemination: professional documentation, material, translation, interpretation of project progress and results. But no subcontracting for services offered within the consortium (see ineligible costs),

Eligible costs under this call for proposals will be regulated under the sub-grant contract. The sub-grant applicant and Co-Applicant has the responsibility of carrying out an expenditure verification at the end of the sub_grant execution with an auditor managed by CRE@CTIVE partnership.

Eligible indirect costs

The indirect costs incurred in acting may be eligible for flat-rate funding, but the total must not exceed 7 % of the estimated total eligible direct costs. Indirect costs are eligible provided that they do not include costs assigned to another budget heading in the sub-grant contract. The lead applicant may be asked to justify the percentage requested before the sub-grant contract is signed. However, once the flat rate has been fixed, no supporting documents need to be provided.

NB: If any of the applicants receive an operating grant financed by the EU, it may not claim indirect costs on its incurred costs within the proposed budget for the action.

Ineligible costs

The following costs are not eligible:

- debts and debt service charges (interest);
- provisions for losses or potential future liabilities;
- costs declared by the applicants and financed by another action or work program receiving a European Union grant;
- purchases of land or buildings;
- currency exchange losses;
- duties, taxes, and charges, including VAT, except when non-recoverable under the relevant national tax legislation unless otherwise provided in appropriate provisions negotiated with partner countries, as per the provisions of the related Financing Agreement;⁴
- loans to third parties;
- fines, penalties, and expenses of litigation;
- contributions in kind;
- non-project related travel costs
- accommodation, food, and travel to and within the L@B
- additional costs for L@B-partner services (exceeding the planned costs)
- costs for working spaces (as this will be provided within L@B)
- technical subcontracting or other services offered within the consortium (as this will be provided within the L@B)
- equipment offered within the consortium through the L@B (as this will be provided within the L@B).

4. FINANCIAL ALLOCATION AND FUNDING SCHEME

The overall indicative amount made available under this call for sub-grant proposals is **EUR 192.000€ to finance 16 projects**.

The project reserves the right not to award all available funds.

Size of sub-grants: Any grant requested under this call for proposals cannot exceed the maximum amount of EUR 12.000€ (100% of funding from the total budget justified) and additionally benefit from facilitation services, mentorship as well as other supporting services offered by the CRE@CTIVE project L@BS.

⁴ For details on VAT and tax provisions set in Financing Agreements (FA), the potential applicants may refer to the specific national provisions.

Selected projects will be required to sign a Grant Agreement with binding details on the project time plan and goals and budget plan and a confirmation that all money received must be taxed by themselves. The sub-grant shall take the form of reimbursement of costs.

The grant will be paid out in 3 tranches:

- At the onboarding of the sub-grantee: 30% is paid out after signing of the grant agreement
- After the mid-evaluation: 40% is paid out after successful attainment of mid-goals, required reports and project documentation (according to grant agreement)
- After project finalization: 30% is paid out after successful finishing of the project, required reports and project documentation, cost justification.

5. HOW TO APPLY AND THE PROCEDURES TO FOLLOW

5.1. APPLICATIONS

The applications will be online. Sub-grant applicants are invited to apply through the following link: (<http://creativewave.conorzioarca.it/>) at any time during the open call. No other methods are accepted. The language for writing the proposal must be English.

Please complete the application form carefully and as clearly as possible so that it can be assessed properly. Any error related to the points listed in the checklist of the sub-grant application form or any major inconsistency may lead to the rejection of the application. Please note that the application form and the published annexes will be evaluated. Evaluation criteria are available in the EVALUATION CRITERIAL document. It is therefore of utmost importance that these documents contain ALL the relevant information concerning the action.

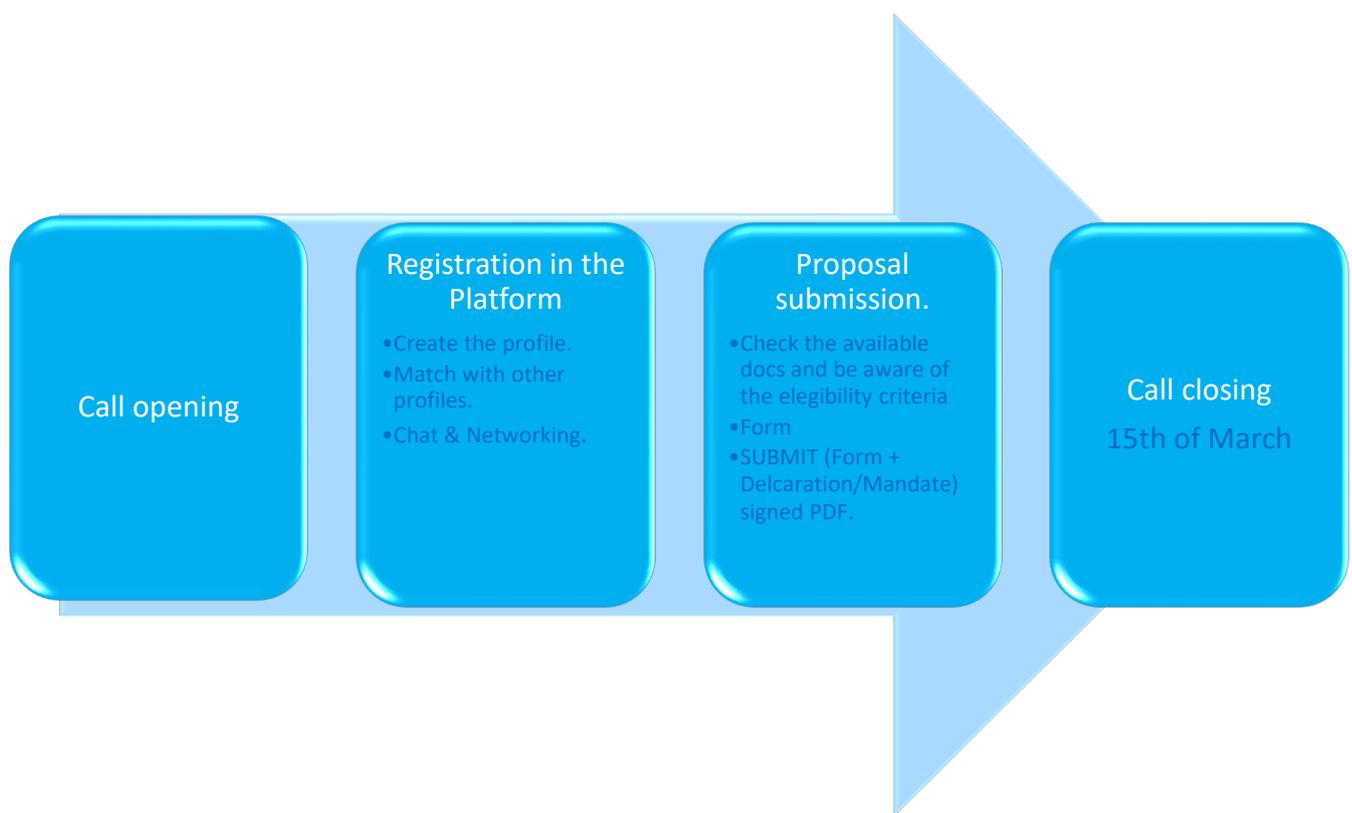


Figure 1. Application period activities scheme.

Carefully read the following rules:



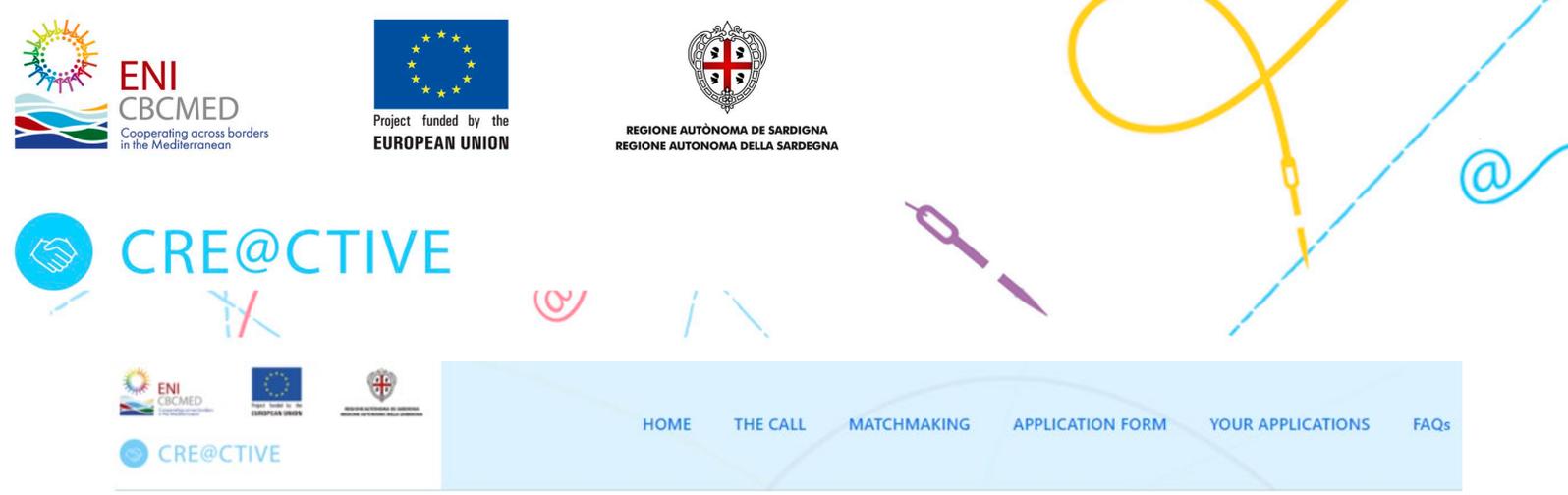
Figure 2. Diagram of how to proceed with the application form and the submission.

THE CRE@CTIVE WAVE PLATFORM

Use the following link to access to CRE@CTIVE WAVE Platform and be closed to the CRE@CTIVE universe.

<http://creactivewave.consortioarca.it/>

The Platform has different sections, which will be explained in this section.



CRE@CTIVE is an EU funded project, framed within the ENI CBC Med Programme, that intends to ... The CRE@CTIVE web platform aims to ... This community will have the opportunity of benefiting from the activities implemented during the project and the materials and tools generated. Whether you are a company representative, a civil servant, a sector expert or any other stakeholder from the TCFL, Tech-based or creative fields join us and take part!

[REGISTER HERE](#)

Username	<input type="text" value="johndoe"/>
First name	<input type="text" value="John"/>
Last name	<input type="text" value="Doe"/>
Email address	<input type="text" value="name@example.com"/>
Password	<input type="password" value="*****"/>
Login	<input type="button" value="Register"/>

Figure 3. The HOME section of CRE@CTIVE WAVE Platform.

To be able to have access to all the section, register an account is mandatory. Complete the profile with the personal/institutional data: name, business profile (MSMEs, CCI, or TBC), location, profile picture, your skills (what do you offer?), and your preferences (what are you looking for?).

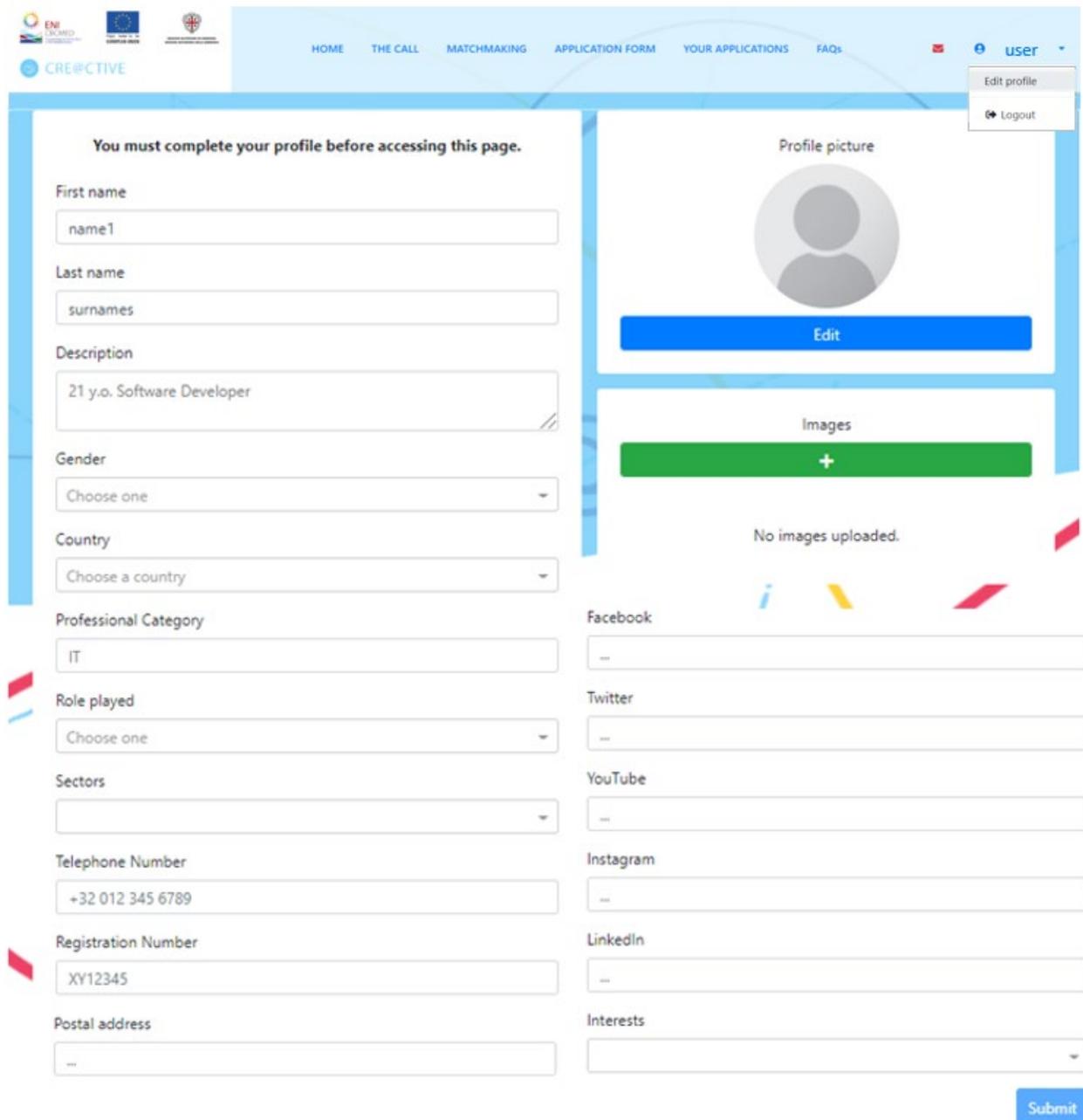


Figure 4. Edit Profile section of CRE@CTIVE WAVE Platform.

HOME welcomes to interested people, highlighting the most interesting information of the CRE@CTIVE Project.

THE CALL the CRE@CTIVE L@B network is described here. An interactive panel (PREZI) is available to navigate within it and discover all the facilities and services of the L@Bs. Also there are all the documents of essential reading to proceed with the call application. The documents available are.

- The guidelines (this document)
- Application breakdown budget template (for the 30 short list proposals)
- Call technical report template (for the 16 awarded)
- Call financial report template (for the 16 awarded)
- Sub-grant agreement (for the 16 awarded)



Figure 5. THE CALL section of CRE@CTIVE WAVE Platform.

MATCHMAKING, great window is opened for an infinite future collaboration. A searching of multiples profiles (filtered by location, role or sector) is at user entire disposal. Clicking an interesting profile, more information will give to the user about this other user: description, more pictures, social media profile. Matchmaking with all the profiles that could be considered interesting for future collaboration. If there is a user that matches with other, they could keep a conversation to know better each other and start planning the collaboration. The possibility to interact with it internally by chat is available clicking the following icon ↗.

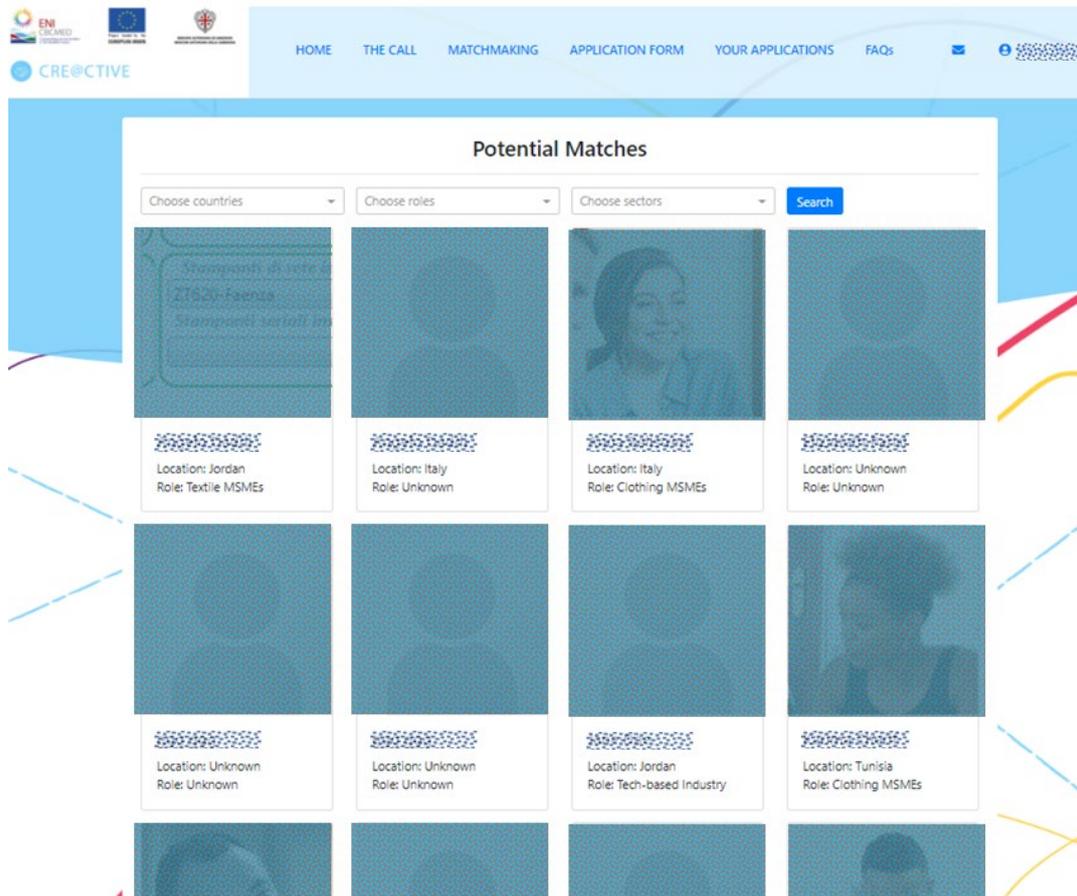
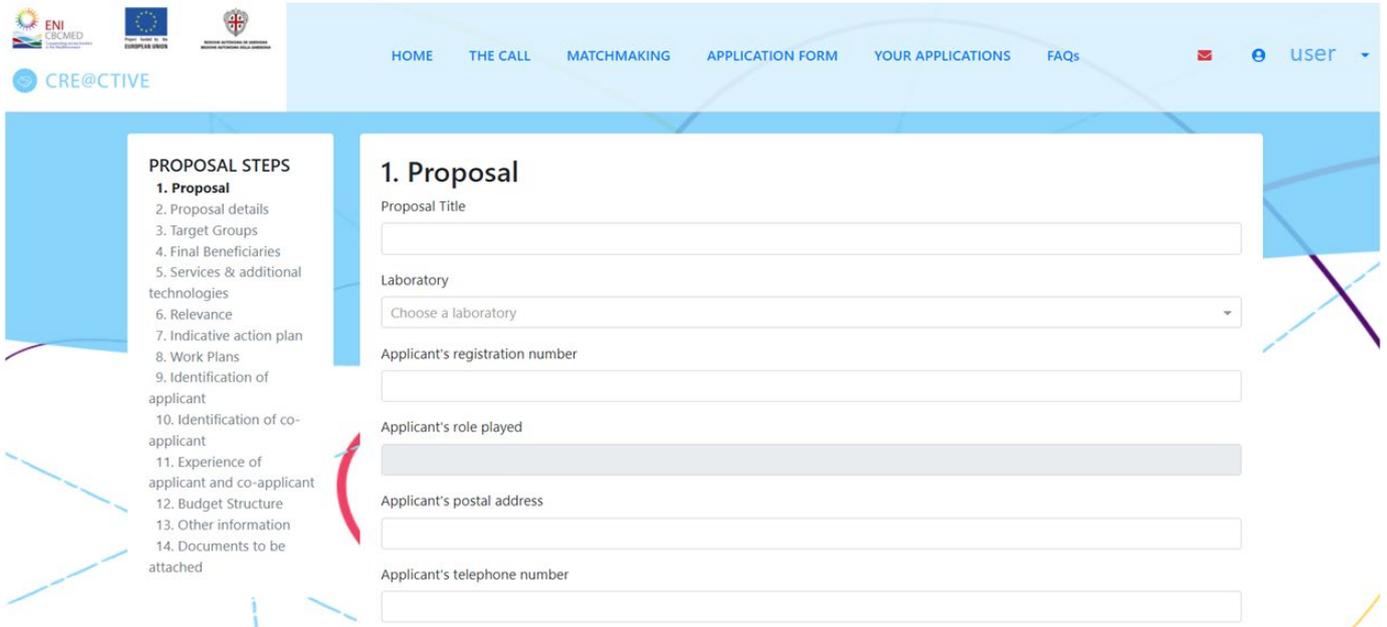


Figure 6. NETWORKING section of CRE@CTIVE WAVE Platform.

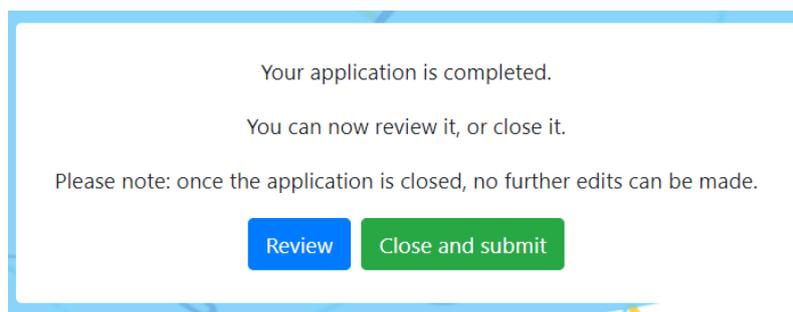
APPLICATION FORM, as its name said, this section allocates the form to fill in for the applications. This is the only way to deal with the processes of application. Once the proposal will be defined, the applicant should fill in all the sections. The form is organized in 14 sections, where filling in all the fields is mandatory. Remember that this information will be used to evaluate the proposal, so the explications must be as clear as and must highlight the important aspects. The section 14 of the form consists of statements by the applicant and, if any, the co-applicant who could be found in the documents available to download. These documents should be signed by the applicants and if any, the co-applicant. The signature can be manual (this document must be scanned) or digital/electronic.



The screenshot shows the 'APPLICATION FORM' section of the CRE@CTIVE WAVE Platform. The page has a light blue header with navigation links: HOME, THE CALL, MATCHMAKING, APPLICATION FORM, YOUR APPLICATIONS, and FAQs. A user profile icon labeled 'user' is in the top right. On the left, a sidebar titled 'PROPOSAL STEPS' lists 14 steps, with '1. Proposal' highlighted. The main content area is titled '1. Proposal' and contains several input fields: 'Proposal Title' (text box), 'Laboratory' (dropdown menu with 'Choose a laboratory' selected), 'Applicant's registration number' (text box), 'Applicant's role played' (text box), 'Applicant's postal address' (text box), and 'Applicant's telephone number' (text box). A red arrow points from the '1. Proposal' step in the sidebar to the 'Applicant's postal address' field.

Figure 7. APPLICATION FORM section of CRE@CTIVE WAVE Platform.

It is not mandatory to fill in all the information at the same moment, the info is saved automatically, and it will be available to edit in YOUR APPLICATIONS section. When all the information will be completed, click the **Close and Submit** button, but notice that once the application is closes, no further modifications can be made.



The disclaimer message is displayed in a light blue box with a white background. It contains the following text: 'Your application is completed.' followed by 'You can now review it, or close it.' Below this, a note states: 'Please note: once the application is closed, no further edits can be made.' At the bottom, there are two buttons: a blue 'Review' button and a green 'Close and submit' button.

Figure 8. Disclaimer shown during the submission process of CRE@CTIVE WAVE Platform.

YOUR APPLICATIONS, it is not necessary to submit the proposal the same day of its creation. In this section a library of all the applications created by the user is available. To edit them at any time is an option but remember that a review will not be available once it will be closed and submitted.

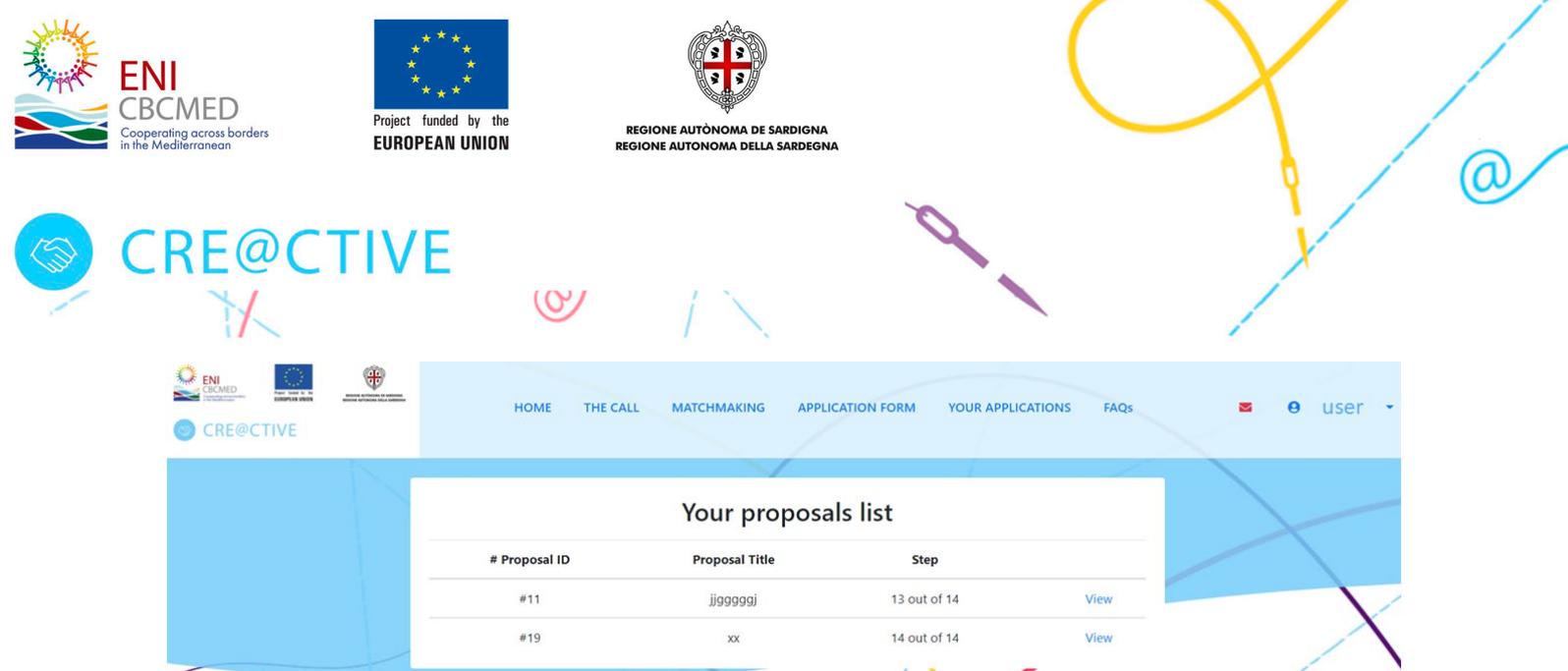


Figure 9. YOUR APPLICATION section of CRE@CTIVE WAVE Platform.

FAQs The Frequently Asked Questions will be public at this section. All the questions received from all the users will be summarized and publicised in this section. Please note that the answers given through this section will be considered binding. Any major inconsistency in the submitted documents with the content of these answers may lead to the rejection of the proposal. In case of contradictions between the official call documents and the FAQs, the latter will prevail.

Chat , an internal chat will help the user to keep a conversation with other interesting users. These conversations are private between both parts. In these “talks”, a proposal should be developed, and the roles that each one will have (applicant or co-applicant).

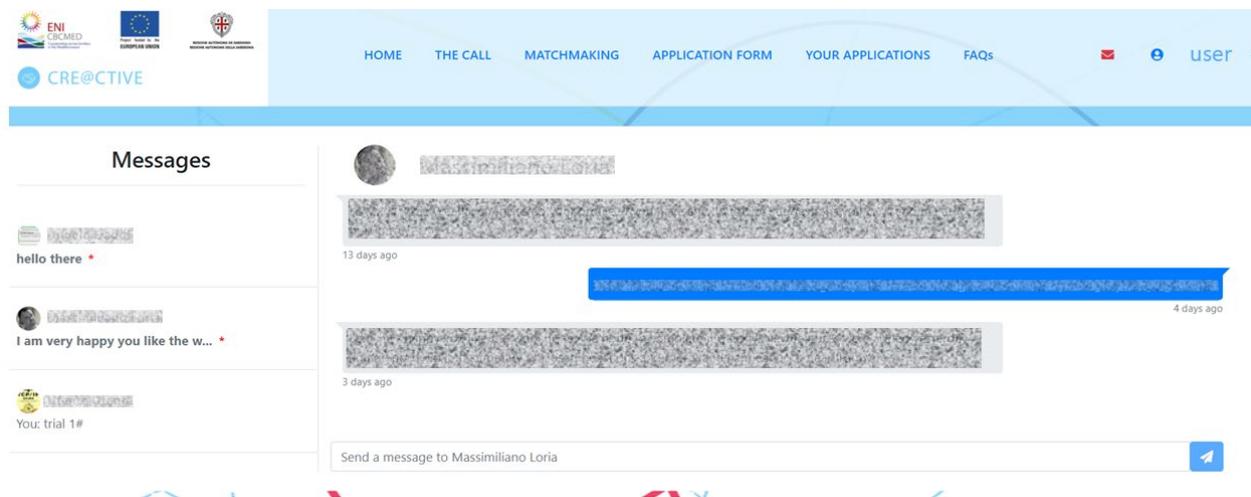


Figure 10. CHAT section of the CRE@CTIVE WAVE Platform.

5.2. HOW TO FILL IN THE APPLICATION FORM

In the platform, there is a form that should be used to write and submit the proposal. No other method will be accepted. Proposals submitted, using different forms or incomplete, will be rejected (i.e., Hand-written Application Forms will not be accepted)

In case of having doubts when you are filling out this form, we remind you that there is a section where all doubts will be public, FAQs . Any other way of communication for solving doubts and problems will not be accepted.

General issues:

1. The form has different sections to be filled. There is the possibility to go back or continue. The information is saved automatically.
2. Once all the form fields will be filled in, click the Close button and then proceed with Close and Submit when you will be completely sure that this is your final version. Once it has been submitted, a PDF will be created. You will have the opportunity to download it to your computer.

Specific issues per step:

There is a total of 14 steps, which include their explanation in the form itself.

1. PROPOSAL

There are six different L@Bs where projects will benefit from its facilities for developing their ideas. These facilitations services are:

- expert mentoring,
- support in working facilities and spreading the word about your project,
- project coaching & guidance, and
- connections & networks to relevant players within all project locations.

Each proposal must select one of it, in the function of the facilities that it is interesting to use. A description of each L@B is found HERE (<http://creativewave.consozioarca.it/>)

- 2. PROPOSAL DETAILS**
- 3. TARGET GROUPS**
- 4. FINAL BENEFICIARIES**
- 5. SERVICES & ADDITIONAL TECHNOLOGIES**
- 6. RELEVANCE**
- 7. INDICATIVE ACTION PLAN**
- 8. WORK PLANS**
- 9. IDENTIFICATION OF APPLICANT**
- 10. IDENTIFICATION OF CO-APPLICANT**

11. EXPERIENCE OF APPLICANT AND CO-APPLICANT

12. BUDGET STRUCTURE

The budget calculation is a mandatory part of the application. The amounts should be included in **EUROS**. Any other currency will not be accepted.

The Budget of the proposal is divided into direct and indirect costs.

DIRECT COSTS are organized according to the following categories:

- **STAFF COSTS.** (Limit maximum of 50% of the total budget) related to the costs of activities which the beneficiaries would not carry out if the project was not undertaken and corresponding to actual gross salaries including social security charges and other remuneration-related costs of the staff assigned to the project. Salaries and other costs must not exceed those normally borne by the beneficiaries unless it is proven that the higher amounts are essential to carry out the project activities. Time-sheets of the work dedicated to the project will be required.
- **TRAVELS AND SUBSISTENCE COSTS** (Limit maximum of 10% of the total budget), foreseen to cover the travel expenditures of staff dedicated to the project. Invoices and proof of payments will be required.
- **MATERIALS AND SUPPLIES** include the purchase or rental costs for equipment and supplies (new or used) and consumables. Invoices and proof of payments will be required.
- **SERVICES:** testing, small technical subcontracting services, information and dissemination activities, evaluations, translation, and so on have to be aligned with the current market rates. Invoices and proof of payments will be required.

INDIRECT COSTS should not be detailed, only ensure that they do not exceed 7% of the estimated total eligible direct costs.

	Budget Line	Applicant	Coapplicant
Direct Costs	Staff Costs (max 50%)	<input type="text" value="0,00 €"/>	<input type="text" value="0,00 €"/>
	Travel, accommodation, and subsistence allowances (max. 10%)	<input type="text" value="0,00 €"/>	<input type="text" value="0,00 €"/>
	Material Costs	<input type="text" value="0,00 €"/>	<input type="text" value="0,00 €"/>
	Subcontracting/consultancy costs	<input type="text" value="0,00 €"/>	<input type="text" value="0,00 €"/>
	SUB-TOTAL (sum of direct costs)	0,00 €	0,00 €
	Indirect costs (7% of the direct sub-total)	0,00 €	0,00 €
	TOTAL (direct costs + indirect costs)	0,00 €	0,00 €

Figure 11. Budget table included in the application form

Exchange rate

According to article 67 of the Implementing Rules on the use of the euro as specified in par. 4.8.3 of the JOP, expenditure incurred in a currency other than the euro shall be converted into euro using the monthly accounting exchange rate of the Commission for the month during which the expenditure was submitted for examination to the auditors for its verification at each payment claim. EC rates are available at the following website link:

http://ec.europa.eu/budget/contracts_grants/info_contracts/infoeuro/index_en.cfm

It should be indicated the exchange rate used and the month applied.

13. OTHER INFORMATION

14. DOCUMENTS TO BE ATTACHED

These documents must be downloaded. These documents should be signed by the applicants and if any, the co-applicant. The signature can be manual (this document must be scanned) or digital/electronic. Then these documents should be upload at this section.

14. Documents to be attached

Declaration by the applicant

Upload document



Download template

Mandate of the co-applicant in case of partnership)

Upload document



Download template

Complete

Figure 12. Section 14 of the APPLICATION FORM window.

5.3. DEADLINE FOR SUBMISSION OF APPLICATIONS

The deadline for submission is the 15th of March of 2022 at 17:00h (UTC). The compliance with the deadline will be evidenced by the receipt of the online submission system.

5.4. FURTHER INFORMATION ABOUT APPLICATIONS

Questions may be sent in English at the latest 15 calendar days before the deadline for the submission of the application form. There is no obligation to provide clarifications to questions received after this date.

Replies will be given no later than 5 calendar days.

To ensure equal treatment of applicants, the project Lead Beneficiary/partner cannot give a prior opinion on the eligibility of applicants, co-applicants, or an action.

No individual replies will be given to questions. All questions and answers as well as other important notices to applicants will be published on the FAQs section of the CRE@CTIVE WAVE Platform (<http://creactivewave.conorzioarca.it/>) as the need arises. It is therefore advisable to consult the abovementioned website regularly to be informed of the questions and answers published.

No replies to queries concerning the status of the selection procedure will be given.

In the interest of the equal treatment of Applicants, the Textile research Institute AITEX as project Lead Beneficiary and The Higher Council For Science And Technology (HCST) as a partner of the CRE@CTIVE project cannot give a prior opinion on the compliance of the proposals with the eligibility and selection criteria.

Please note that the answers given through the “**frequently asked questions**” (FAQs) section of the CRE@CTIVE WAVE Platform will be considered binding. Any major inconsistency in the submitted documents with the content of these answers may lead to the rejection of the proposal. In case of contradictions between the official call documents and the FAQs, the latter will prevail.

6. EVALUATION AND SELECTION OF APPLICATIONS

Standard proposals are submitted in one stage.

The selection process is performed in three different steps as it is showed in the following scheme:

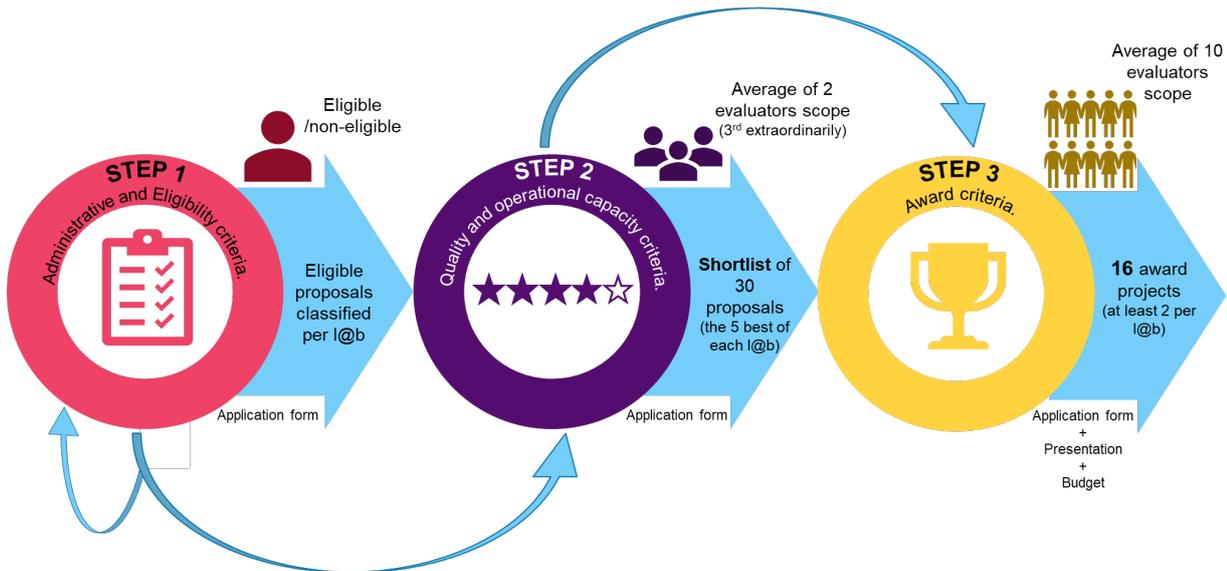


Figure 13. Evaluation procedure scheme.

6.1. STEP 1: ADMINISTRATIVE AND ELIGIBILITY CRITERIA.

The first step is an administrative check, compliance with the eligibility criteria reported in **Section 3.1 Eligibility of applicants and co-applicants** (page 3). If the examination of the application reveals that the proposed action does not meet the eligibility criteria, the application will be rejected on this sole basis.

During the administrative and eligibility check, the following will be assessed:

- If the deadline has been met. Otherwise, the application will be automatically rejected.
- If the application satisfies all the criteria specified in the checklist in the sub-grant application form. Applicants will be checked for their compliance with the eligibility criteria to confirm that the minimum requirements are met. These criteria examine whether the partner fulfils the minimum requirements on e.g. the legal status, the country of origin, minimis ceiling, etc. Eligibility criteria can be answered with a “Yes” or “No”. This check will be carried out by the Consortium and is an on/off procedure.

If any of the requested information is missing or is incorrect, the application may be rejected on that sole basis and the application will not be evaluated further.

Table 3. Administrative and eligibility criteria grill.

Criteria	Compliance
Have the applicants chosen a CRE@CTIVE L@B for their proposal?	Yes / No
Are the application in line with CRE@CTIVE call objective?	Yes/No
Have the applicants at least one of the following roles: MSMEs of textile, clothing, footwear, and leather sectors, Technological Company or CCI *	Yes / No
Have the applicants fulfil the minimis ceiling?	Yes / No
Have the applicants uploaded the declarations signed	Yes / No

* Applicants must be an SME (under the EU definition)⁵, a start-up, self-employed or professional freelancers **legally established** as a business under the national law.

6.2. STEP 2: QUALITY AND OPERATIONAL CAPACITY CRITERIA.

The applications that pass the opening and administrative checks will be further evaluated on their quality, including the proposed budget and capacity of the applicants. They will be evaluated using the evaluation criteria in the evaluation grid (attached below as Annex 1 to this document). Applications will be examined and evaluated by the L@B evaluation committee, composed of two representatives of the L@B.

In case of having a discrepancy between the two evaluations of more than 3 points a third evaluator will be invited to review the proposal.

The maximum score that one proposal could arise is 10.

This evaluation will be based on the information provided in the e-form only. Therefore, experts will only assume information stated explicitly in the relevant sections of the proposal, as indicated in the evaluation grid below. Relevant information appearing in other sections will also be considered if it gives more ground to the evaluation.

Scoring:

The evaluation grid is divided into Sections and sub-sections. Each sub-section will be given a score between 1 and 5 as follows: 1 = weak; 2 = poor; 3 = adequate; 4 = good; 5 = very good.

- **VERY GOOD:** the proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.
- **GOOD:** the proposal addresses the criterion very well, but a small number of shortcomings are present.
- **ADEQUATE:** the proposal addresses the criterion well, but several shortcomings are present.
- **POOR:** the proposal broadly addresses the criterion, but there are significant weaknesses.
- **WEAK:** the criterion is inadequately addressed, or there are serious inherent weaknesses.

⁵ What is an SME? (http://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en)

After the evaluation, a table will be drawn up listing the applications ranked according to their score. The five highest-scoring applications of each L@B will be provisionally selected, consolidating a **shortlist** of thirty proposals, five per L@B.

These results will be communicated to all the applicants/co-applicants.

EVALUATION CRITERIA could be found as an Annex I to this document.

6.3. STEP 3: AWARD CRITERIA. EVALUATION OF THE SHORTLIST.

The thirty pre-selected proposals will be evaluated by a jury composed of a representative of each CRE@CTIVE partner, (at least 10 evaluators will form the CRE@CTIVE Evaluation Board).

The thirty proposals will be evaluated by the full jury using the previous rubric (evaluation grill) for the evaluation of the application form.

An evaluation online session will be scheduled in April-May 2022 to select the 16 awarded proposals. In this session, the results of the thirty proposals' evaluation (rubrics) will be presented and the 10 evaluators will discuss to select the final sixteen awarded projects taking into account the news documents required: the excel with the specific budget and the presentation of the application.

The final results will be communicated via mail and will be published in the CRE@CTIVE communication channels.

In this step two documents will be required:

1. Detailed budget:

A more detailed budget will be asked in this step. The described project must be planned in time and budget and outlined in respective work packages, considering necessary resources for the project (such as physical objects, technologies involved, materials, working time per work packages, etc.). Remember the amounts should be included in **EUROS**. Any other currency will not be accepted.

After selection, the budget and according to costs categories with a designated amount of **euros** will be a fixed part of the agreement. Applicants/Co-Applicants are asked to draft this budget and work schedule as realistic as possible in their application but could be changed to refine it together with the L@B Manager and sub-granter before signing the grant agreement.

Once the sub_GA has been signed, deviations of these costs are not eligible unless the explicit agreement of the L@B Manager and sub-granter.

An excel template will be sent together with the communication to those preselected proposals.

2. Presentation evaluation:

The presentation will be in the open format (ppt, mp4, avi, pdf...) and should include images, photos, explanatory sketches of the project, a summarized project's storytelling, or any visual material that helps the final decision. Creativity is a cornerstone of the project and will be considered in the evaluation as well as the reliable and accurate information that shows the potential of your application.

These two documents will be sent to the following mail: ENIcreative@outlook.com.

7. NOTIFICATION OF THE RESULTS OF THE EVALUATION

7.1. CONTENT OF THE DECISION

Awarded proposals will be officially announced in the CRE@CTIVE communication channels. Applicants will be informed throughout an email sent by the Lead Beneficiary and the awarded proposals will be published on the CRE@CTIVE website.

The rejected proposal will be also informed in writing of the project L@BS and Consortium's decision concerning their application and the reasons for the negative decision. The communication about the rejection of the proposal will contain information about the evaluation. In case needed, a report will be sent to those applicants who have any complaints.

An applicant believing that it has been harmed by an error or irregularity during the award process may complain.

7.2. INDICATIVE TIMETABLE

Table 4. Timetable of communications

	DATE	TIME
Availability asking questions in English through email: ENIcreative@outlook.com	28 th of February / 15 days before the submission deadline	13:00 (UTC)
Deadline for submission of applications	15th of March	17:00 (UTC)
Information about not fulfilling the eligibility criteria	6 days after the submission deadline	Before 17:00 (UTC)
Information to applicants about the STEP 2 results: quality and operational capacity criteria. Short List.	26 days after the submission deadline	Before 17:00 (UTC)
Replies and complains	3 days after receiving the notification	Before 17:00 (UTC)
Deadline sending the required new information: detailed budget + presentation	8 days after the notification to continue in the	17:00 (UTC)

evaluation process and
publication of the shortlist

Notification of award

14 days after the 17:00 (UTC)
publication of the shortlist

Replies and complains

4 days after receiving the Before 17:00 (UTC)
notification

This indicative timetable refers to provisional dates and may be updated by the project Lead Beneficiary/partner during the procedure. In such cases, the updated timetable will be published on the project website www.enicbcmmed.eu/projects/creative.

8. ADMINISTRATIVE DUTIES

Selected applicants will become CRE@CTIVE beneficiaries.

The selected applicants will each sign a sub-grant contract with the sub-granter (AITECH/HCST) and the L@B Manager. The administrative tasks for the beneficiaries, including activity reporting obligations and related documents will be provided during the agreement's formalization.

Preparation of Grant Agreement

The beneficiary will be requested to sign a Sub_Grant Agreement. The main objective of this agreement is to validate financial and technical operational capacity from the partners and to establish rules for receiving support from the CRE@CTIVE project.

Beneficiaries will have to submit proof of:

- Legal existence: Legal Entity Form accompanied with the supporting documents (registration, tax certificates). The legal entity form can be found [here](#)⁶.
- Bank Account information: Financial Identification Form. The financial Identification form can be found [here](#)⁷.
- Founders IDs

⁶ https://ec.europa.eu/info/funding-tenders/procedures-guidelines-tenders/information-contractors-and-beneficiaries/forms-contracts_en

⁷ https://ec.europa.eu/info/strategy/eu-budget_en

9. PUBLICITY, COMMUNICATION, AND VISIBILITY ACTIVITIES

All projects funded under the ENI CBC Med Programme shall incorporate information and communication activities designed to raise the awareness of specific or general audiences of the objectives for the project and the EU/Programme support in the country or region concerned, as well as the results and the impact of this support.

The CRE@CTIVE project is supported by technical staff in charge of all the communication management of the project, having experience in the field and communication, public relations, information, and/or media.

. Therefore, the mail of the award will be provided to the Communication Manager team so that in due course they can contact them and guide them in this work.

Communication shall be considered as an essential tool for the success of the projects which will eventually contribute to achieving the project's objectives: communication is not a simple "in-between" activity but a core part of any project.

A series of general rules that are mandatory for the beneficiaries to comply with are following present:

- All grant beneficiaries are required to mention the fact that they have received funding from the ENI CBC MED Programme of the European Union through the CRE@CTIVE project in any publication, in other information or promotional materials, and during activities (conferences or seminars, etc.), for which the grant is used, using the following wording: "***With the financial assistance of the European Union under the ENI CBC Mediterranean Sea Basin Programme. This can under no circumstances be regarded as reflecting the position of the European Union or the Programme management structures.***"
- The CRE@CTIVE project logo will be provided to be included in all the promotional material to be developed.

Figure 14. CRE@CTIVE project logo.

10. SCOPE AND RESULTS OF THE PROJECTS. REPORTS.

Selected projects will commit to individual project goals (time, budget, project status) that have to be achieved/accomplished and evaluated according to the project proposal, together with the corresponding *L@B*. During the project running time, applicants/co-applicants will have to document their project status and progress.

Additionally, applicants/co-applicants commit to common milestones, coherent for all projects within the CRE@CTIVE project. Also, they commit to elaborate a final technical and financial report, whose templates are available at the CRE@CTIVE WAVE Platform THE CALL section (<https://creactivewave.conorzioarca.it/the-call>). This will be defined with the support of the responding *L@B*.

Applicants and co-applicants (if apply) will prepare two technical reports during the 7 months sub_grant execution (a mid-term report at month 4 and a final report at month 8). A final financial report will be required at the end of the sub_grant execution including an audit.

11. ETHIC CLAUSES AND CODE OF CONDUCT

a) Absence of conflict of interest

The applicant must not be affected by any conflict of interest and must have no equivalent relation in that respect with other applicants or parties involved in the actions. Any attempt by an applicant to obtain confidential information, enter into unlawful agreements with competitors, or influence the evaluation committee or the project Lead Beneficiary/partner during the process of examining, clarifying, evaluating, and comparing applications will lead to the rejection of its application and may result in administrative penalties.

b) Respect for human rights as well as environmental legislation and core labor standards

The applicant and its staff must comply with human rights. In particular and in accordance with the applicable act, applicants who have been awarded contracts must comply with the environmental legislation including multilateral environmental agreements, and with the core labour standards as applicable and as defined in the relevant International Labour Organisation conventions (such as the conventions on freedom of association and collective bargaining; elimination of forced and compulsory labour; abolition of child labour).

Zero tolerance for sexual exploitation and sexual abuse:

The European Commission applies a policy of 'zero tolerance' related to all wrongful conduct which has an impact on the professional credibility of the applicant.

Physical abuse or punishment, or threats of physical abuse, sexual abuse or exploitation, harassment and verbal abuse, as well as other forms of intimidation shall be prohibited.

c) Anti-corruption and anti-bribery

The applicant shall comply with all applicable laws and regulations and codes relating to anti-bribery and anti-corruption. The project Lead Beneficiary/partner and the Programme bodies reserve the right to suspend or cancel the sub-grant if corrupt practices of any kind are discovered at any stage of the award process or during the execution of the contract. For this provision, 'corrupt practices' are the offer of a bribe, gift, gratuity, or commission to any person as an inducement or reward for performing or refraining from any action relating to the award of a contract or execution of a contract already concluded. Any attempt to obtain confidential information or to influence the evaluators or the staff of the CRE@CTIVE consortium within the evaluation process will lead to the disqualification of the project. The clarifications provided in the evaluation phase will under no circumstances be able to alter the initial content of the Application form.

Applicants will be excluded in case it is proven that is guilty of misleading CRE@CTIVE consortium or the evaluators by providing false information that is being taken into consideration in the evaluation process, or if they did not inform the evaluators on issues that would have led to a different decision of the evaluators or CRE@CTIVE staff.

d) Breach of obligations, irregularities, or fraud

The project Lead Beneficiary/partner and the Programme bodies reserve the right to suspend or cancel the procedure, where the award procedure proves to have been subject to a breach of obligations, irregularities, or fraud. If a breach of obligations, irregularities, or fraud is discovered after the award of the contract, the project beneficiary may refrain from concluding the contract.

e) Other eligibility criteria

All procedures and in all documents referring to projects - from the submission of the proposal to the drafting of the final project reporting, only English shall be used. In case of having any supporting document in any other language different from English, a courtesy translation will be provided. Moreover, only English will be used for legal and arbitration issues.

12. OTHER CONSIDERATIONS

In the platform/CRE@CTIVE website you could find other useful documents:

- Sub_Grant Agreement template
- Technical and financial Report templates.
- Budget Breakdown template
- Application form's fields required.

For further inquiries, you can contact us through the mail: ENIcreative@outlook.com.