

FREQUENT QUESTIONS AND ANSWERS

FIRST OPEN CALL

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1/ Eligibility of applicants

1.1 Eligible countries and conditions for non-funding territory applicants

Question: Which countries are eligible for ECIV Open Call 1, and what specific conditions apply when applicants are not established in an ECIV funding territory?

Answer:

You can apply to participate as a partner according to the OC conditions: *Eligible applicants include legal entities from eligible countries (EU Member States and the United Kingdom). In the case of the United Kingdom, only applicants from Scotland can benefit from ECIV funding. Applicants from other EU territories (not included as ECIV funding territories) are eligible for participation, but not for ECIV funding.*

However, please note that: *“the consortium needs to have a minimum of 3 partners that include at least 2 partners located in 2 different territories represented by the ECIV regional funding organisations, only applicants from ECIV funding territories can lead a consortium and benefit from ECIV funding. They will be considered eligible if:*

- *they provide proven added value to the project they are applying for, by increasing the expected impact of the project in the ECIV-territories,*
- *their budget is above €50 000 and represents less than 20% of the project budget,*
- *their financial resources have been secured at the application phase by a duly signed and dated commitment letter by the corresponding funding organisation,*
- *their financial resources were secured by a contract before the signature of the subgrant commitment,*
- *they have signed a consortium agreement with the project partners.*

See the 3.1. Eligible applicants – Who can apply section of the Guide for applicants <https://eciv.eu/calls/view/5/t1st-open-call>

In accordance with the ECIV call requirements, the Project must be compulsorily developed and implemented through a dedicated centre or coordinating entity established within an EU Member State or the United Kingdom. The designated centre shall be responsible for the development, coordination, and execution of the project activities, ensuring that all work is effectively carried out within the eligible geographical area throughout the Project's duration. Any funds allocated to a partner shall be exclusively used to finance projects implemented within the geographical territories of the respective funding partners.

1.2 Types of eligible organisations for ECIV consortia

Question: What types of organisations are eligible to form a consortium under ECIV's first Open Call?

Answer:

ECIV consortium requirements are:

- A consortium must consist of at least three partners, including at least two partners located in two different territories represented by ECIV regional funding organisations.
- Only applicants from ECIV funding territories may lead a consortium and benefit from ECIV funding.
- Partners from non-funding territories may participate provided they demonstrate clear added value to the project, their budget exceeds €50,000 and represents less than 20% of the total project budget, and their financial resources are secured at the application stage and prior to subgrant signature through the required commitments and agreements.

Beneficiaries from the following categories of quadruple helix are eligible, providing they are a legal person:

- Companies (spinoffs, startups, SMEs, large enterprises), business associations and clusters.
- Research institutes and centers, universities, technological centers.
- Regional and local authorities, public administration and public associations (government, public companies, etc.).
- Civil society actors (associations, NGOs, etc.).

Scotland restricted the list to:

- **Companies** that are legal entities operating and carrying out research and development activities within Scotland. This includes subsidiaries of overseas companies.
- **Universities or other research organisations (ROs)** that are legal entities registered and operating in Scotland, subject to the following conditions:
 - ROs will only be eligible if there are at least one company involved in the collaborative project, one of which must be located in Scotland and be eligible for and requesting Scottish Enterprise funding,

- The work being carried out by the research organisation should be of direct relevance to at least one of the participating Scottish companies,
- The total budget of the research organisation should be no greater than the 50% of total budgets of the Scottish companies involved in the collaborative project and seeking funding from SE.

1.3 Eligibility of affiliated entities and subsidiaries with separate PICs

Question: Are affiliated organisations or subsidiaries of ECIV consortium partners eligible to apply for funding, even if they are separate legal entities with their own PIC?

Answer:

Organisations that are affiliated with, owned by, or predominantly controlled by an ECIV consortium partner are not eligible to apply for funding, even if they are separate legal entities with their own PIC (Participant Identification Code). ECIV partners themselves cannot apply for funding, and this ineligibility extends to their subsidiaries or affiliated entities.

1.4 Eligibility of organisations with headquarters outside the funding territory but with local offices within it

Question 1.4 Is an organisation eligible to apply and be funded through an ECIV Open Call if its headquarters are located outside the region, but it has a local office established within the eligible territory where the project activities will take place?

Answer:

Yes, an organisation may apply to an ECIV Open Call as long as it has a legally established office within the eligible territory where the project activities will be carried out. In such cases, ECIV considers the **local establishment** as the reference point for eligibility, provided that the entity can **formally demonstrate** that it is registered and operates in the region concerned. This can typically be supported by documentation such as a **PIC number or equivalent identification**, showing the location of the regional establishment.

However, applicants must also ensure that they comply with any **additional eligibility conditions set by the regional authority**, as these may vary depending on local requirements

1.5 Clarification of territorial borders

Question: In the Open Call 1 funding territories is written for example „Comunidad Foral de Navarra (Spain),“ does it mean that all Spanish companies meet this territory or only the Spanish companies from the Navarra region? Where can we find concrete borders and definition of each territory ?

Answer:

It means only organisations located in the Navarra region.

The official map is located here : [Maps - NUTS - Nomenclature of territorial units for statistics - Eurostat](#)

1.6 Eligibility assessment of a multi-country, multi-actor consortium with a Scottish partner

Question: Our current consortium consists of, a Scottish University (Lead Partner), a Manufacturing Enterprise in the Netherlands (Noord-Nederland), a University in the Netherlands, an SME in Sweden (us no from funding territory) providing the recovered materials. Is the partnership eligible?

Answer: You would not be eligible for Scottish funding, since a research organisation from Scotland cannot lead.

The requirements regarding to Scotland funding are:

- At least one **Scottish company** is in the consortium
- The work is directly relevant to one of the Scottish companies
- The RO's total budget \leq **50% of the combined budgets** of the Scottish companies seeking SE funding

The above would also not support one RO subcontracting to a non Scottish entity

Location & Activity Requirements

- R&D activity must occur in Scotland.
- Testing outside Scotland allowed.
- Comply with UK sanctions.

2/ Eligibility of costs

2.1 Funding eligibility for multifunctional equipment and machinery

Question: Can the purchase of new equipment or machinery be funded under the programme if the equipment will be used both for production purposes and for research, experimentation, or testing activities (e.g., a robot used for manufacturing as well as for university-led testing and software experimentation)?

Answer:

Yes, potentially – but only for depreciation, only pro-rated to ECIV-related use (only the depreciated amount corresponding to the months of actual project use can be declared), **only if the equipment is demonstrably necessary for the ECIV project, and within the limits imposed by the beneficiary’s applicable depreciation accounting rules** (e.g. capped annual depreciation rates or maximum depreciation periods, such as 15% per year or 10 years for machines, in Navarra’s regulations for instance).

OCI guidelines mentions in 6.4 eligible costs: Purchase costs related to necessary equipment, materials, services, travel and accommodation costs, purchases of equipment used for the action must be declared as depreciation costs:

- travel and subsistence, other goods, works and services.
- equipment, infrastructures and other assets - only depreciation costs (not the full purchase costs) are eligible, and only the portion that reflects the actual use of the asset during the project’s duration can be included.

Based on how such cases are typically treated in EU funded programmes, and knowing that ECIV doesn’t provide funding for investments, the purchase of a machine *can* be eligible under certain conditions – but not the full purchase price.–funded programmes, and knowing that ECIV doesn’t provide funding for investments, the purchase of a machine

In general, only the depreciation costs of the equipment are eligible, and only prorated to the share of machine time used specifically for the ECIV project. This means that if the robot is used partly for ECIV related experimentation and partly for other activities (production, university testing, etc.), only the portion directly linked to the ECIV project can be funded.–rated to the share of machine-time used specifically for the ECIV project. This means that if the robot is used partly for ECIV-related experimentation and partly for other activities (production, university testing, etc.), only the portion directly linked to the ECIV project can be funded.

In addition, the equipment must be strictly necessary for the implementation of the funded ECIV project. If the project cannot be carried out without this machine (for example, because the experimentation requires this specific robotic capability), then the depreciated, pro-rated cost could be considered eligible.

It should also be noted that depreciation must comply with the applicable regional and national accounting rules of the beneficiary. This means that the depreciation rate and duration are legally capped depending on the asset type, according to regional regulations. In Navarra for example, for machines, the depreciation rate is limited to 15% per year or a maximum depreciation period of 10 years.

We suggest you also anticipate proofs needed from project bearer: elements of call for tender if subject to public law, invoice, proof of payment, depreciation accounting methodology, proof of machine-time use.

2.2 Eligibility of equipment with mixed production and R&D use

Question: Regarding financing, what if equipment and machinery would not only have one function ? It could also be used for testing new production methods and also it should be possible to be re-programmed and tested with new software. Would it be possible to receive funding for such a machine from ECIV?

Answer:

Yes, potentially – but :

- only for depreciation,
- only pro rated to ECIV-related use (only the depreciated amount corresponding to the months of actual project use can be declared),
- only if the equipment is demonstrably necessary for the ECIV project, and within the limits imposed by the beneficiary's applicable depreciation accounting rules (e.g. capped annual depreciation rates or maximum depreciation periods, such as 15% per year or 10 years for machines, in Navarra's regulations for instance).

Depreciation must comply with the applicable regional and national accounting rules of the beneficiary. This means that the depreciation rate and duration are legally capped depending on the asset type, according to Navarra's regulations. For example, for machines, the depreciation rate is limited to 15% per year or a maximum depreciation period of 10 years. Only the depreciated amount calculated according to these legal limits – and only for the months

and proportion of actual use within the ECIV project – can be declared as eligible cost, never the total purchase cost.

2.3 Eligibility of permanent staff costs for public organisations in Normandy

Question: Are the expenses related to permanent staff assigned to a future project under the ECIV scheme eligible, knowing that we are a public organisation in Normandy?

Answer:

The regional regulation of Normandie Innovation, which applies to Normandy-based partners of ECIV projects, states:

Personnel costs: researchers, technicians and other support staff, provided they are employed for the project, excluding PhD students, permanent staff, and employees on permanent contracts (CDI) of public institutions and public or private higher education and research institutions.

Therefore, the expenses related to permanent staff assigned to a future project under the ECIV scheme are not eligible in Normandy for public institutions.

2.4 Indirect cost calculation methods: general rule vs. Normandy specificities

Question: Is the calculation method for indirect costs indeed carried out on all expenses (except subcontracting), whereas in Normandy it is only based on salaries?

Answer:

Indeed, the calculation of indirect costs is not done in the same way in Normandy as in other countries under this scheme.

At ECIV level the indirect costs are calculated on total budget expenses except for subcontracting, following HE rules.

For Normandy, the calculation method is based on salary costs, which is consistent with the RDI framework and the simplified cost options available to us.

2.5 Eligibility of coordination, communication, dissemination and exploitation costs

Question: Are personnel costs dedicated to C&D&E tasks eligible, as well as associated expenses (room rental, dissemination materials, promotional videos, etc.)? Or are these expenses ineligible despite the requirement to include such activities in the project?

Every type of coordination, management, communication, dissemination and exploitation costs are eligible for all partners.

2.6 Possibility for non-funding territory partners as third parties in ECIV projects

Question: If we want to have such non-ECIV region partners do some activities in the project, could we hire them as 3rd parties and have this described in the proposal? Is that allowed? Or do we need to select such 3rd parties only after the project starts?

Answer:

If the consortium wants to involve non-ECIV regional organisations in certain project activities, they cannot be “hired as third parties” in the sense of adding them as affiliated entities or linked third parties – because this is not allowed under the ECIV funding rules.

However, subcontracting is allowed, provided that all of the following conditions are met:

1. The subcontracted organisation is not a project partner.
2. The subcontracting is strictly necessary for carrying out the project (“justified and indispensable”).
3. The procurement process follows the beneficiary’s internal purchasing and procurement rules (transparency, equal treatment, value for money, etc.).

Alternatively, the consortium may choose to include these organisations as full consortium members and involve them in activities.
→ *But in that case, their activities would not be eligible for funding* (i.e., the costs they incur would not be reimbursed).

Yes, your understanding is correct: both options exist, each with its consequences regarding eligibility of costs.

2.7 Distribution of coordination and management costs across funding territories

Question: Can certain coordination/management costs be allocated across the three envelopes of the three countries (to avoid Normandy covering everything? For example: services from a consulting firm that developed technological building blocks and the valorisation subsidiary).

Answer:

Yes, provided that public procurement rules are respected for partners who are subject to them.

2.8 Cross-charging external financial monitoring costs to European partners

Question: If we use an external service provider for financial monitoring and preparing supporting documents for payment requests, can part of this cost be charged to the other European partners?

Answer:

It is not possible for partners to invoice each other. However, if internal transfers are anticipated to contribute to the payment of an invoice issued to one partner, these must be included in the consortium agreement, which must be established before any contract is signed with the funding authority.

The purchase must also comply with each partner's internal procurement rules (including public procurement obligations, where applicable).

2.9 No support for project development costs

Question: Can project development support costs (consultant) be reintegrated into the project retrospectively?

Answer:

No.

2.10 Impossibility of subcontracting to a partner

Question: 'hiring as 3rd parties' is not allowed is it ?

Answer:

Subcontracting is allowed as soon as :

1. Third party is not a partner,
2. Subcontracting is proved necessary ("justified and indispensable"),
3. Procurement is made legally (following internal purchase policy).

3/ Project Scope

3.1 Eligibility of large-scale production and market launch projects

Question: Would the fund support a project centered on the first large-scale production run and integrated market launch of such a product? The goal is to create a definitive commercial case study for this circular model.

Answer:

The proposed project scope – focusing on the first large-scale production run and integrated market launch – seems not to be aligned with the objectives of the call. *ECIV Open Calls support interregional projects with a TRL between 6 and 8, or its equivalent if it is not based on technology.* Your project seems to be TRL9 – Actual system proven in operational environment

3.2 TRL requirements at submission versus project completion

Question: You indicate that the focus is on Technology Readiness Levels (TRL 6–8). Is this level required at the time of project submission, or is it expected to be reached by the end of the project?

Answer:

The Technology Readiness Level (TRL 6–8) or its equivalent refers to the target maturity range of the project over its duration. Projects are expected to start at or around TRL 6 at the time of submission and to progress towards higher maturity, with the objective of reaching TRL 7 or TRL 8 by the end of the project.

Proposals should therefore clearly demonstrate both the initial TRL at project start and a credible development pathway enabling advancement within the TRL 6–8 range during the project implementation.

3.3 Relevance of sharing-economy-focused projects to ECIV priorities

Question: I'd like to know whether it would be admissible/relevant to propose a project focusing on the sharing economy, and not on all the three steps of the industrial value chains stated in the call description.

Answer:

it is not compulsory to focus on all the three steps of the industrial value chains stated in the call description.

3.4 Distribution of budget across ECIV topics

Question: How is this budget going to be distributed per topic?

Answer:

There is no budget allocation to the different topics. The best projects will be funded according to the interregional project ranking list and the budget availability from the other ECIV funding bodies.

3.5 Readiness level of non-technological innovation

Question: What does stands for 'Technology Readiness Level or equivalent' ?

Answer:

If TRL (Technology Readiness Level) is not the most suitable scale for your type of innovation, applicants may use **BRL (Business Readiness Level)** or **SRL (Societal Readiness Level)** instead, if they better reflect the maturity of their non-technological solution.

4/ Building partnerships

4.1 Matchmaking resources and opportunities to join existing consortia

Question Are there matchmaking platforms or recommended organizations in other ECIV regions that could serve as relevant partners for a supply chain innovation project? Would you also be able to connect us with an existing consortium or a team member interested in our expertise?

Answer:

We do not recommend specific organizations. However, ECIV offers a comprehensive matchmaking platform designed to facilitate consortium building and interregional connections. Here is how it can benefit you:

- **Participant section:** Create and manage your profile to showcase your interests and what you're looking for, connect with other users, and send meeting requests.
- **Marketplace:** Publish your own initiatives or explore those of others, seeking collaboration opportunities.
- **Agenda:** Access a schedule of events designed to promote networking and the formation of new alliances. These events offer valuable opportunities for networking and pitching, fostering the development of interregional collaborative projects.

Several interregional thematic events were held in January. A general presentation in English, introducing the project, is available at this link:

<https://www.youtube.com/watch?v=eY0nYIH0VaA&t=10s>



Get involved!

Join our **ECIV Matchmaking Platform** and find your perfect partner for circular innovation and start building collaborative interregional projects — connect across regions, sectors, and missions to **co-create impactful solutions!**



<https://www.eciv.eu/online-matchmaking>

- **Participant section:** Create and manage your profile to showcase your interests and what you're looking for, connect with other users, and send meeting requests.
- **Marketplace:** Publish your own initiatives or explore those of others, seeking collaboration opportunities.
- **Agenda:** Access a schedule of events designed to promote networking and the formation of new alliances.

To connect with other users and access all our events, it is essential to register and complete your profile through the [ECIV matchmaking platform](#) (B2Match).

For region-specific guidance or support, we invite you to reach out to your regional contact point, who can assist with introductions and guidance for consortium building.

ECIV territory	Mail
Navarra (Spain)	saie@navarra.es
Normandy (France)	eciv@normandie.fr
Värmland (Sweden)	eciv@regionvarmland.se
Dalarna (Sweden)	eciv.dalarna@regiondalarna.se
Gävleborg (Sweden)	eciv@regiongavleborg.se
Northern Netherlands (Netherlands)	eciv@snn.nl
Scotland (United Kingdom)	enquiries@scotent.co.uk

4.2 Which organisation should submit the proposal: coordinator vs. technology lead

Question: Should the project coordinator or the technology lead organisation submit the application on behalf of the consortium?

Answer

The project coordinator should submit the application on behalf of the consortium.

5/ Funding

5.1 Meaning of “applicant” vs. “beneficiary” and funding limits

Question: Can you please explain to me the meaning of the following in the FSTP call: „Maximum funding per beneficiary: €600,000 (including all ECIV open calls); Budget per applicant and project: min € 50,000“. Are “applicant” and “beneficiary” different?

Answer:

- The Maximum funding per beneficiary of €600,000 (including all ECIV open calls) refers to the maximum funding that a beneficiary can receive across all ECIV calls, including first Open Call, second Open call and Experimentation Fund.
- The minimum budget of €50,000 per applicant and project means that the budget that an applicant can have in a project has to be €50,000 or more.
- Beneficiary refers to the entity that receives financial support under the call. This is the organization that will obtain funding if selected.

Applicant refers to the entity submitting a proposal to participate in the call. An applicant may apply to join a project or consortium even if it does not request or receive funding.

So, while every potential beneficiary is an applicant, not every applicant becomes a beneficiary. The distinction is important because some organizations may participate without financial support.

5.2 Applicable subsidy rates per organisation type

Question: What subsidy rates apply to my type of organisation?

Answer:

The maximum aid intensities for experimental development are from 50% to 100%, on the basis of article 25.6.d of [Commission Regulation \(EU\) No 651/2014 of 17 June 2014](#) declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty Text with EEA relevance. In ECIV they are subject to regional specifications.

Table: Maximum funding rates by size of enterprise

R&D&I Category	Size of enterprise		
	Small	Medium	Large
Experimental development	70%	60%	50%

Enterprises from Normandie will receive a 10% lower subsidy rates due to national specificities. (small: 60%, medium: 50%, large 40%).

Funding rate is maximum 100% for research and knowledge transfer and dissemination organisations and for non-profit organisations. The aid is intended for non-economic activities. A separated accounting system is needed for those activities.

The amount of financial support is equal to the amount of eligible costs multiplied by the co-financing rate.

5.3 Interpretation of the €600,000 (€500,000 Normandy) funding ceiling

Question: Is the €600,000 ceiling (€500,000 in Normandy) to be understood as the maximum subsidy that can be allocated per partner, or as a maximum budget per funding territory?

Answer:

€600 000 (or €500 000) cap should be understood as a maximum grant per applicant. The Call secretariat can reduce the total subsidy amount to a beneficiary if its requested subsidy is above that limit.

5.4 Funding eligibility of local public companies

Question: Could you clarify whether a Local Public Company would be eligible for 100% funding of its activities, in the same way as local authorities?

Answer:

To determine this, we must assess whether the organisation operates within a competitive market—i.e., whether it conducts economic activities.

If the organisation seeks 100% co-funding, it must have no more than 20% of its inputs deriving from economic activity (does it sell services or products?).

If the organisation is mainly funded by public funds, then yes, it may be eligible for 100% funding.

Otherwise, it will be considered an SME under the European definition: https://single-market-economy.ec.europa.eu/smes/sme-fundamentals/sme-definition_en.

5.5 Determining SME status under EU rules

Question: How can we determine whether our organisation is considered a small, medium, or large enterprise under EU rules?

Answer:

The “SME self assessment tool” guides you step by step to verify whether your organisation meets the criteria defined in Recommendation 2003/361/EC.

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/sme/public/organisation-name>

It will base its analysis, in particular on:

- number of employees,
- turnover,
- balance sheet total,
- possible inclusion of group-level data.

The ECIV call secretariat reserves the right to verify these elements to determine the nature of your organisation.

6/ Regional specifications

6.1 Regional events and access to regional guidelines

Question: Where is the next event organized by my region? Where can I find the regional specifications?

Answer:

You may rewatch the general presentation webinar (*in english*) at the following link: <https://www.youtube.com/watch?v=eY0nYIH0VqA&t=10s>.

The regional specifications are detailed in the resource section of ECIV website, accessible on the following link: [Resources | ECIV](#) in the 'Guidelines for Applicants' section. For further region-specific guidance or support, we invite you to contact your regional point, who can assist with introductions and guidance for consortium building

Table: Regional contact points

ECIV territory	Mail
Navarra (Spain)	saie@navarra.es
Normandy (France)	eciv@normandie.fr
Värmland (Sweden)	eciv@regionvarmland.se
Dalarna (Sweden)	eciv.dalarna@regiondalarna.se
Gävleborg (Sweden)	eciv@regiongavleborg.se
Northern Netherlands (Netherlands)	eciv@snn.nl
Scotland (United Kingdom)	enquiries@scotent.co.uk

7/ Applying to other projects

7.1 Compatibility with other Horizon Europe-funded projects

Question: Can I apply to Open Call 1 if I am already participating in another project funded by another Horizon Europe program?

Answer:

EU rules prohibit double financing, meaning that the same project cannot be co-financed by two EU funds. This principle is laid down in Article 191 of the EU Financial Regulation.

Provided that there is no overlap of activities and no double funding of the same costs, you can participate. Each project must have distinct objectives, tasks, and a separate budget.

8/ ECIV objectives

8.1 Benefits for unfunded partners from outside ECIV funding territories

Question: As an organisation outside of the 5 ECIV funding territories but located in an EU member state or in the UK, I am eligible to participate in an ECIV consortium. What advantages or benefits can I gain from participating in the consortium as an unfunded partner?

Answer:

Even without access to ECIV funding, joining a consortium as an unfunded partner offers strategic value for the organisations. Participation enables greater visibility within European circular innovation ecosystems and provides insights into innovation practices, market developments, and policy approaches across different regions.

Involvement also facilitates connections with complementary partners—such as companies, clusters, public bodies, and research actors—through ECIV matchmaking tools and thematic events. These exchanges can support future collaborations, knowledge transfer, and preparedness for upcoming funded opportunities, strengthening long-term impact and engagement in the circular economy at the European level.

9/ Evaluation of the project proposals

9.1 Timeline and process for the call for evaluators

Question: I saw in the Guidelines for Applicants that external evaluators will be selected through a “call for experts”, and I would like to ask when this call is expected to be published and what the procedure will be to apply.

Answer:

The call for experts has been published on <https://platform.eciv.eu/> on the 14th of January 2026 and is opened until the 16th of March 2026.

Two information sessions are organised for all experts registered on the ECIV call for experts platform. These sessions are designed to help them prepare for your upcoming role as evaluator within the ECIV Open Call 1 process.

The selection of the experts to support Normandie and ECIV partners in the evaluation of the open calls will be done by the 23rd of March. It depends on the number of received proposals, the affiliation and the expertise of the evaluators and the balance between various criteria (e.g. gender, background, affiliation type, expertise etc.). Experts need to have a registered VAT number at European level.

Selected experts will then have about 15 days to complete the work. Time estimated for an expertise is 1.25 day. Expert will sign a contract and Non Disclosure Agreement. Their payment by evaluation is €562.5 VAT excluded. A complementary fee of €112.5VAT excluded be for participating in any alignment calls in the event of disagreement between experts. Experts could evaluate between 1 to 5 project proposals on average.

They will use an excel file to score and comment the project proposals. Their comments for each criteria are at their discretions and have to be in line with the scores given in the excel file.

9.2 Eligibility of applicants or ECIV partners to act as evaluators

Question: Is an organisation applying to the ECIV open call eligible to act as an evaluator?
Is a staff member of an ECIV partner organisation eligible to participate in the evaluation process?

Answer:

An organisation applying to the call cannot act as an evaluator due to conflicts of interest. However, an ECIV staff member may participate as a member of the Call Secretariat, but not as an external expert.

10/ Application size

10.1 ECIV application size and contents

Question: Is the application size comparable to other European funding calls?

Answer:

The overall size and structure of the ECIV application are comparable to other European funding calls, but with a few specific features to be aware of.

The full application template is available online, and the same structure is reproduced in the digital application form. Additionally, some ECIV territories – such as Navarra, Normandy and Scotland – may request extra supporting documents online depending on local requirements.

The application is composed of three main parts:

- **Partner Identification Form:**
 - Organisation legal details (address, VAT, PIC number, website, contacts)
 - Conflict of interest declaration
- **Project Proposal Form**
- Contains several narrative questions with strict character limits, whose overall should represent 15 to 20 pages:
 - Project summary (1000 characters)
 - Relevance (3000 characters)
 - Novelty (3000 characters)
 - Work plan (3000 characters)
 - Team and network (3000 characters)
 - Risk analysis (3000 characters)
 - Environmental impact (3000 characters)
 - Social impact (3000 characters)
 - Business and broader impact (3000 characters)
 - Ethics self-assessment with explanations if applicable
- **Budget Form (Excel upload)**
- **Additional documents (upload)**
- **Applicants must:**
 - Upload the mandatory ECIV Budget Excel Template
 - Break down costs for each partner across:
 - Personnel
 - Subcontracting



- Travel and subsistence
- Equipment/infrastructure (depreciation only)
- Other goods and services
- Indirect costs (flat rate)
- Provide a narrative justification for each budget line (3000 characters)
- Provide a plan for covering additional costs (3000 characters)

Ensure you review the OC1 guidelines to accurately identify all requirements and provide responses that fully address each question.

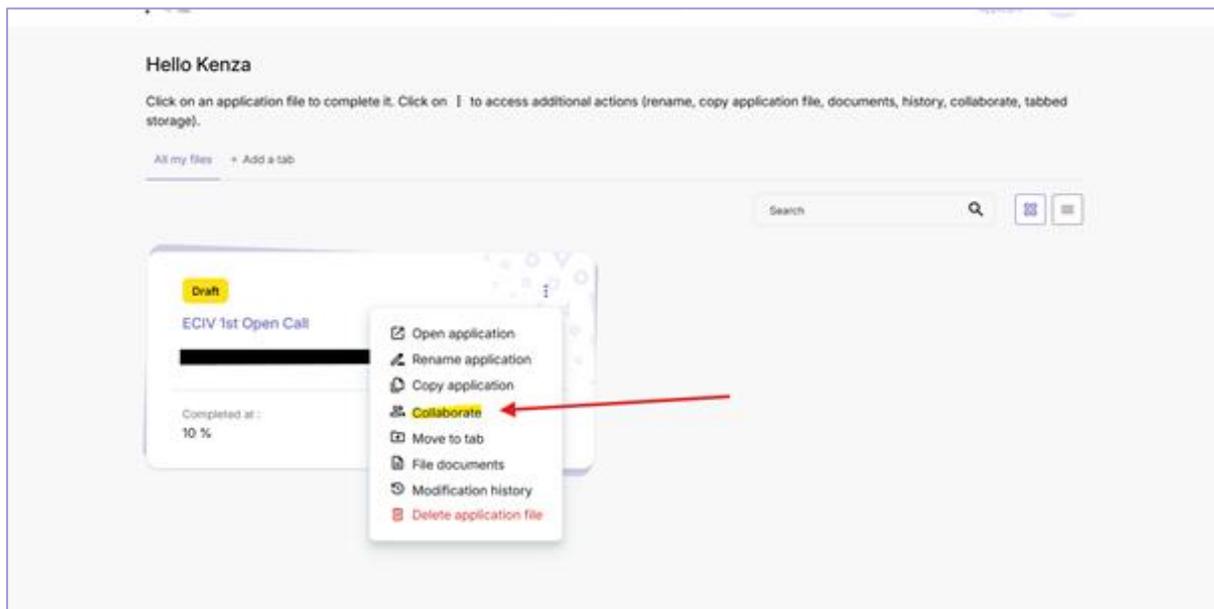
11/ Platform

11.1 Collaborative completion of the application form on the platform

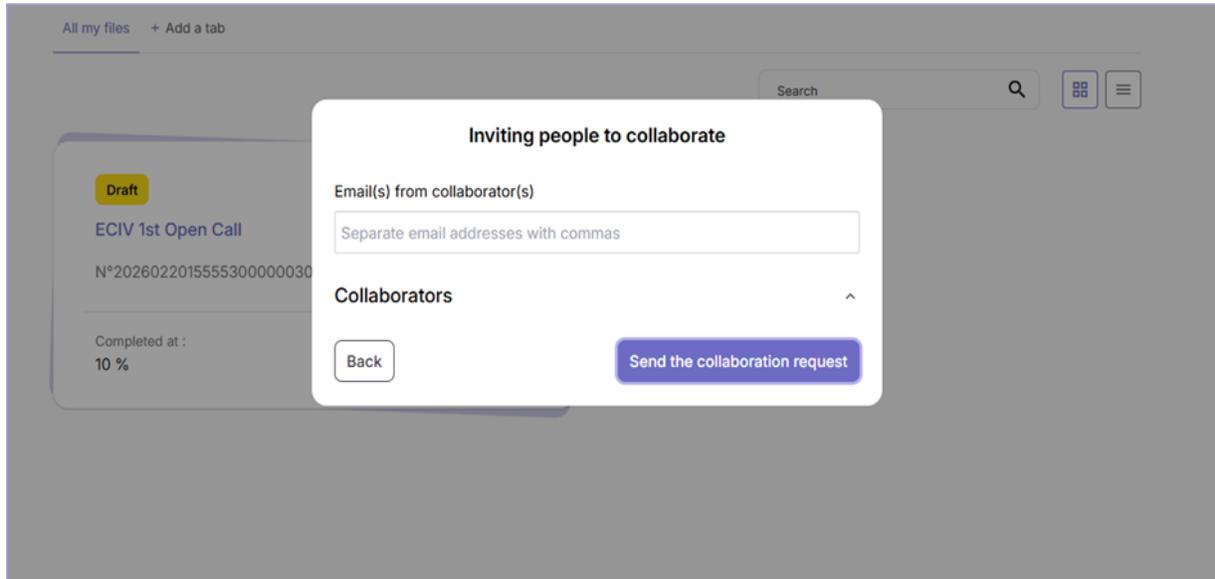
Question: How do I collaborate on the platform to complete an Open Call application form?

Answer:

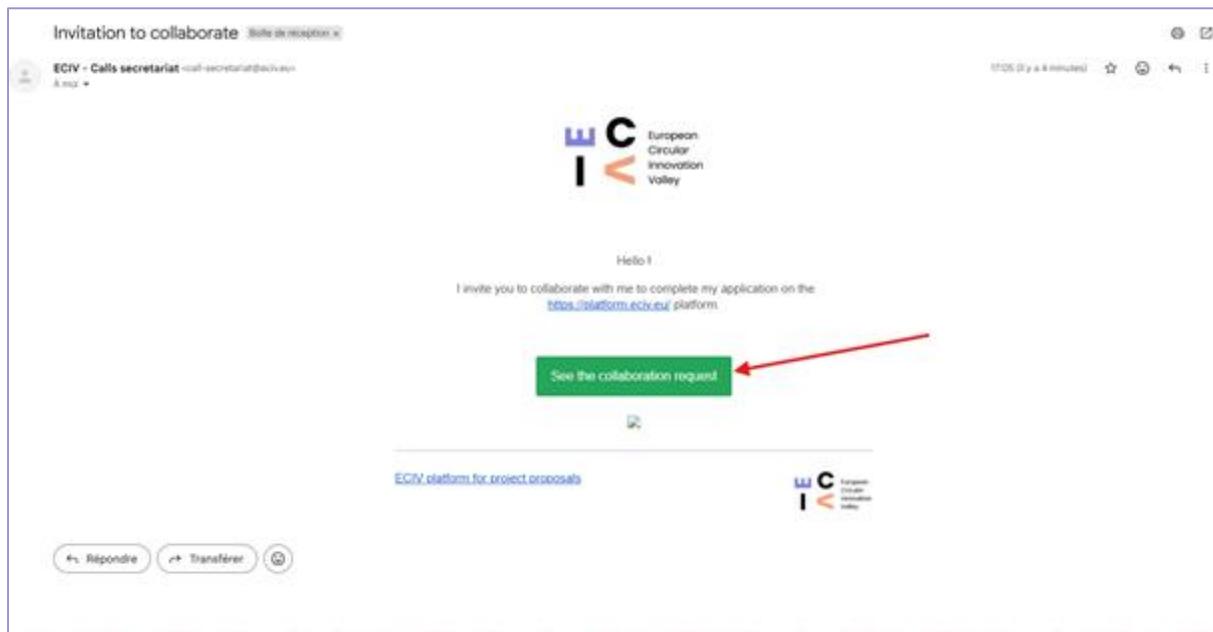
1. Open a new ECIV 1st Open Call file and save it.



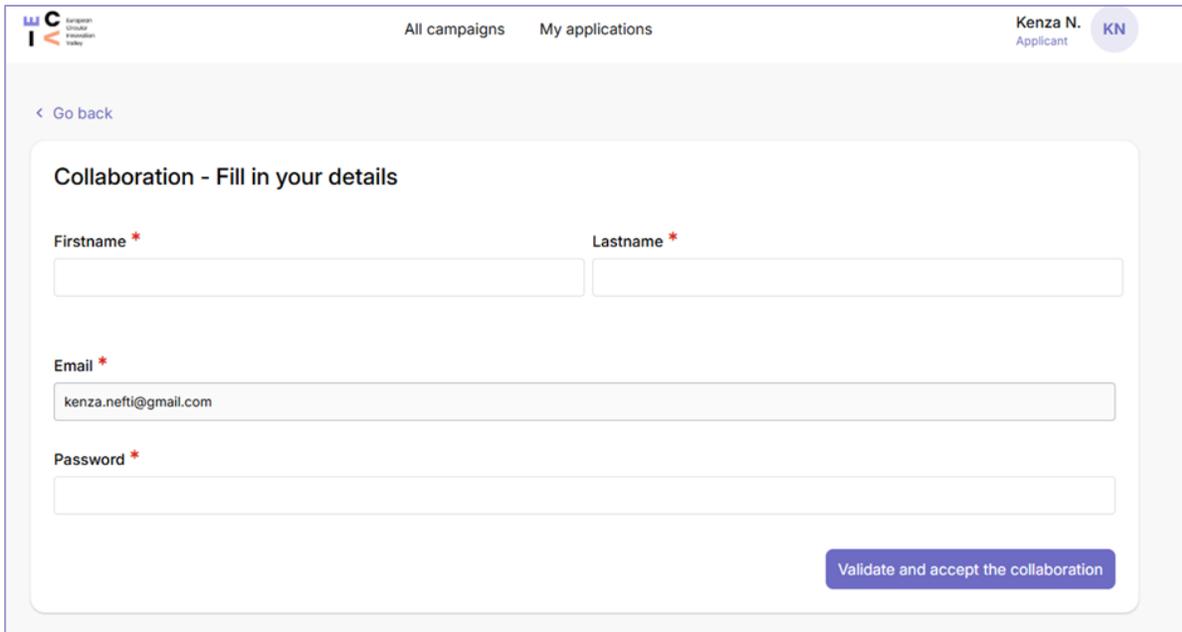
2. You can add a partner by returning to the “My Applications” page. Click on the right corner of your Draft.



3. Click on “Collaborate” and add your collaborators’ email addresses.



4. Your European partner has now received an invitation by email and simply needs to click on it to join you.



The screenshot shows a web interface for the ECIV application. At the top left is the ECIV logo. In the center, there are links for 'All campaigns' and 'My applications'. On the top right, the user is identified as 'Kenza N. Applicant' with a profile icon 'KN'. Below the navigation is a 'Go back' link. The main content area is titled 'Collaboration - Fill in your details'. It contains four input fields: 'Firstname *', 'Lastname *', 'Email *' (with the value 'kenza.nefti@gmail.com'), and 'Password *'. A blue button at the bottom right says 'Validate and accept the collaboration'.

5. If you do not have an account, you can create one using the request sent to your email inbox. Otherwise, enter your usual login credentials. You can now complete a form together.

11.2 Inclusion of additional supporting details in attachments

Question: Are we allowed to include additional detail in the Attachments section, e.g. project Gantt chart, more detailed description of partners and their capabilities, technology description, risk register, etc?

Answer

The form has been intentionally simplified to allow easy submission. However, if you have additional elements that could strengthen your application, you may provide them to the evaluators.

Optional supporting documents may be uploaded depending on the maturity of your partnership, such as:

- a PowerPoint presentation of the project,
- explanatory diagrams,
- detailed budget information,
- a draft communication and dissemination plan,
- a draft consortium agreement.

We would also like to remind you that the ECIV call secretariat may request additional documents during the selection process, particularly regarding regional specificities.

11.3 Where to explain detailed budget use in the application form

Question: The ECIV open call guidance states “It is necessary to explain in the application form how the budget will be used, including a clear budget breakdown proposal with the different budget categories.” Beyond the simple budget form provided, there is no question in the application form that allows to add more detail about how the budget will be used. Where in the application form should we address it? Or is this requirement covered by the budget form?

Answer

You have the possibility to attach further documentation to your proposal so that to provide more details. ECIV call secretariat also reserves the right to ask you for details during the selection process.

11.4 Expected level of detail and justification in the budget form

Question: The application form (Attachments section) states: “In the template, detail and justify the need for each cost item included in the project.” The budget form is very simple. Is the expectation that we modify the form to include more detailed breakdown for each partner and justifications for each cost item?

Answer

You should not modify this form but you have the possibility to provide a more detailed one in attachment.

11.5 Possibility of inclusion of communication, dissemination and exploitation plans

Question: There is no specified place in the application to describe project communication, dissemination and exploitation. Shall we include a dissemination and exploitation plan as an attachment?

Answer

Yes you may include one.

11.6 Employee and sales information for entire consortium

Question 11.6 Team and network question in the application form: Regarding the prompt to “Include the number of full-time employees in your team and your total sales for the last financial year.” - is this for the lead organisation, or for each of the organisations in the consortium?

Answer

This is for each organisation.

11.7 Filling in VAT number field

Question: In the VAT number field can we put our national (in our case, CIF) number ? Is there a procedure to get this European number as for the PIC ?

Answer

No, this is for VAT number only. To request your VAT registration, you must contact the Business Tax Service to which you are assigned.



Back cover page

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