



# Greening social economy SMEs and entrepreneurs in the proximity and social economy ecosystem through transnational co-operation

## SMP-COSME-2022-SEE

INFO SESSION  
12 December 2022

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# Call Basics

- Call Title: “Greening social economy SMEs and entrepreneurs in the proximity and social economy ecosystem through transnational co-operation” (SMP-COSME-2022-SEE) ⇒ [Call document](#)
- Call budget: **EUR 6 000 000**
- Maximum grant per project: between **EUR 750 000** and **EUR 1 000 000** ⇒ 6-8 projects
- Project duration: between **24** and **36 months** (as of September 2023)
- Electronic submission: [Funding and tenders portal](#)

# Indicative Call Timeline

- 💡 9 November 2022: Call published
- ↓ **14 February 2023, 17:00 CET: Deadline for submission** of proposals
- ↓ February - May 2023: **Evaluation** period
- ↓ June - August 2023: **Grant preparation** and signature
- ↓ September 2023: Project **start**
- ↓ 24-36 months: **Implementation** (continuous reporting + one interim payment for projects > 24 months)
- 🎯 August 2025 – August 2026: Final reporting and payment

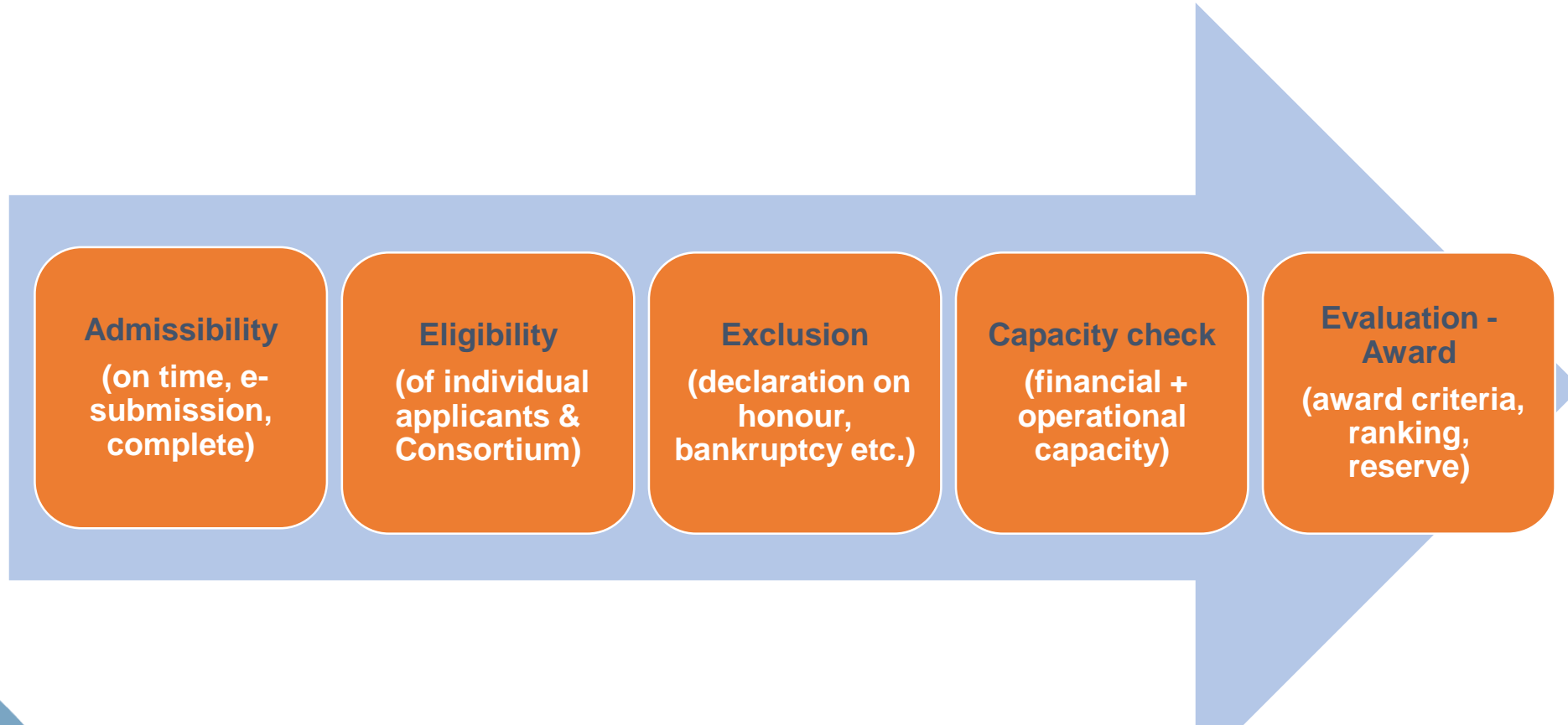
# Applicants / Participants

- **Beneficiaries** (receive EU funding for task execution, must be registered/validated)
- **Affiliated entities** (entities linked to a beneficiary; do not sign Grant agreement but receive EU funding so must be registered/validated, but do not count to minimum eligibility criteria of the Consortium!)
- **Associated partners** (not formal recipients of EU funding but must be registered)
- **Subcontractors** (limited part, never for core tasks, indicated in application form)
- **Third parties giving in-kind contributions** (not formal recipients of EU funding)

 Proposals must be submitted by a **Consortium of applicants** (beneficiaries, not affiliated entities)

 One applicant must be appointed as **coordinator** of the Consortium

# Process



Send your questions on the Call to:  
[EISMEA-SMP-COSME-ENQUIRIES@ec.europa.eu](mailto:EISMEA-SMP-COSME-ENQUIRIES@ec.europa.eu)

# Admissibility requirements

- Electronic submission via the [Funding and tenders portal](#)
- Before the deadline: **14 February 2023, 17:00 CET**
- Applications must be **readable, accessible and printable** [Upload only PDFs and careful with Detailed budget table when transferred into PDF!]
- Applications must be **complete**:
  - Application Form Part A (*filled in online*)
  - Application Form Part B (*template, max 50 pages*) and annexes:
    - Detailed budget table ([template](#) available in Submission System)
    - List of previous key projects for the last 4 years (*template available in Part B*)
    - Annex 5 = Eligibility checklist (*available from EISMEA's page [here](#)*) - to be uploaded under 'Other annexes' field.



More info on submission process: [Online Manual](#).

# Electronic submission


- [Application forms](#) ... via [Funding and tenders portal](#) :
- **Part A = Administrative Forms** = filled in online:
  - 1) General information incl. proposal's abstract + declarations on behalf of the Consortium partners
  - 2) Administrative data of participating organisations
  - 3) Budget for the proposal (per partner: total estimated eligible costs and requested grant in EUR).
- **Part B** = templates filled in, turned into PDF and uploaded:
  - **Technical description** (*Application form [template](#) in the Submission System, max 50 pages*) + **ANNEXES:**
    - Detailed budget table (*[template](#) available in the Submission System: file 'Tpl\_Detailed Budget Table (SMP COSME GFS 90)'*)
    - List of previous key projects for the last 4 years (*template available as section in Application Form Part B*)
    - Annex 5 = Consortium eligibility checklist (*[template](#) available from EISMEA's [page](#)*).

Please select the type of your submission:

SMP Grants for Financial Support [SMP-GFS], SMP Action Grant Budget-Based [SMP-AG]

Start submission

## Administrative forms (Part A)

Edit forms 

View history


Print preview




Name


 Tpl\_Detailed Budget Table (SMP COSME).xlsm

 Tpl\_Detailed Budget Table (SMP COSME GFS 90).xlsm

 Tpl\_Detailed Budget Table (SMP COSME GFS 75).xlsm

 Tpl\_Application Form (Part B) (SMP COSME).rtf

## Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. 

Part B \*



Upload 

Detailed budget table \*



Upload 

 CVs



Upload 

 Annual activity reports



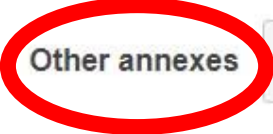
Upload 

List of previous projects

Already included in Part B



Upload 

 Other annexes

Consortium eligibility checklist



Upload 



# Consortium Eligibility checklist

Annex 5 =  
Consortium eligibility  
checklist ([template](#)  
available from  
EISMEA's [page](#))  
⇒ **FILL IT IN to  
demonstrate your  
Consortium  
eligibility** and  
upload under 'Other  
annexes' field

**Form on compliance with the specific criteria for eligible consortia  
as outlined in section 6 of the Call for proposals<sup>1)</sup>**

**To be completed for all the organisations participating in the Consortium.**

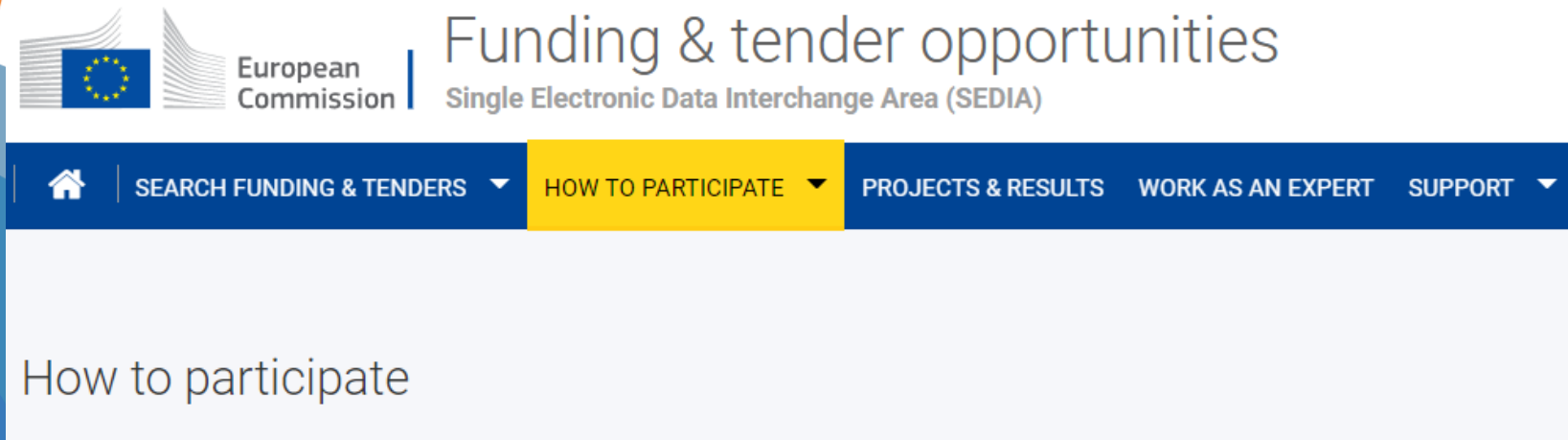
**Proposal ID & Acronym: .....**

<b>Applicant <sup>2)</sup></b> <i>– list ALL the Consortium applicants' short names</i>	<b>Country</b>	<b>Social economy intermediary <sup>3)</sup></b> <i>Insert YES or NO</i>	<b>Support organisation active at EU level <sup>4)</sup></b> <i>Insert YES or NO</i>
1.			
2.			
3.			
4.			

# Eligibility requirements - applicants

Applicants (beneficiaries, affiliated entities, associated partners) must be:

- legal entities (public or private bodies)
- established in eligible country (EU member states, Ukraine and [countries participating in Single Market Programme](#))
- registered in the [Participant Register](#) before submitting the proposal



See [here](#) how to register your organisation

# Eligibility requirements - Consortium

A consortium of applicants (beneficiaries, not affiliated entities):

- **at least six independent entities** from at least **three different eligible countries**;
- **at least one social economy intermediary** per participating country involved in the consortium;
- **a minimum of one and a maximum of two support organisations active at EU level** such as sectorial member federations and associations or networks representing social economy entities.



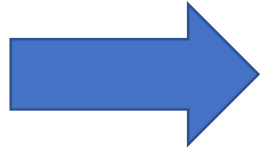
The eligibility requirement of at least one social economy intermediary per eligible country involved (second bullet point above) does not apply to EU level support organisations. This means that the country(-ies) of registration of participating EU level support organisations do not count for the purpose of fulfilling the eligibility requirement in the second bullet point.

# Eligibility requirements - Consortium cont.

- **social economy intermediary** = can be established as business support organisation, cluster, network, incubator, accelerator, sectoral federation or association, providing dedicated support services to social economy entities or federate social entities at local, regional or national level.
- **support organisations active at EU level** = similarly: can be established as business support organisation, incubator, network (e.g. of clusters), sectoral federation or association, providing dedicated support services to social economy entities or federate social entities, but at EU level. To be active in the field of social economy.

“**Active at EU level**” refers to the overall mission, scope of action, general type of activities undertaken, or stakeholders represented/federated by the organisation. No minimum geographical coverage but operations to be carried out in more than one EU Member State. EXAMPLE: organisation working in one local community or one region or one MS or which is periodically or even regularly partnering with other organisations from other EU MS (e.g. in EU projects) = NOT to be considered as “active at EU level”.

# Financial capacity



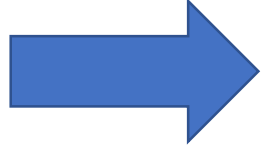
For details see **Section 7** of the [Call document](#)

- **Financial capacity: stable and sufficient resources** needed to successfully implement the project ⇒ check to be carried out on the basis of docs you will be requested to upload in the [Participant Register](#) during grant preparation (*e.g. profit and loss account and balance sheet, business plan, audit report produced by an approved external auditor, certifying the accounts for the last closed financial year, etc.*).
- Financial Viability of the Coordinator = crucial and to be checked later for successful proposals ⇒ select your Coordinator wisely: [Financial capacity self-check simulator](#)



More [info](#) on financial capacity assessment

# Operational capacity + Exclusion



For details see **Section 7** of the [Call document](#)

- **Operational capacity: know-how, qualifications and resources** needed to successfully implement the project ⇒ to be assessed under ‘Quality’ award criterion (competence/experience of the applicants and their project teams = staff profiles, participants description, list of previous projects etc.)
- **Exclusion:** see exclusion situations in Section 7

# Key mandatory elements

- **Project budget:** between **EUR 750 000** and **EUR 1 000 000**
- **Project length:** between **24** and **36 months**
- **Mandatory activities:** **1/** Organisation of transnational capacity building; **2/** Organisation of coaching, mentoring & business support; **3/** Delivering capacity building through advisory services; **4/** Financial support to the SMEs (FSTP).
- **FSTP = at least 50% of grant** must be directed to SMEs to finance services in support of their greater resilience + green and digital transformation; FSTP to be channelled via lump sums.
- **Mandatory indicators per each activity:** some with mandatory minimum to be achieved ⇒ **all to be covered.**

# Evaluation procedure

- Proposals passing admissibility and eligibility check ⇒ evaluation **based on award criteria**.
- **Evaluation committee** (assisted by independent external experts) will assess all applications and create their **ranking**.
- All proposals will be informed about the evaluation result (**evaluation result letter**) at the end of evaluation period.
- Successful proposals will be invited to Grant Agreement preparation process (**GAP**); the other ones will be put on the **reserve list** or rejected.



# Award criteria & thresholds

- **Relevance:** clarity and consistency of project, objectives and planning, extent to which they match the call priorities/objectives; EU context, transnational dimension, etc.
- **Quality:**
  - Project design and implementation – technical quality, methodology, effectiveness of the work plan, feasibility within time frame, cost effectiveness, clarity of rationale etc.
  - Project team and cooperation arrangements – quality and expertise of Consortium and team, partners role/contribution, procedures, problem-solving mechanisms etc.
- **Impact:** credibility, ambition, expected long-term impact of results on target groups/general public, dissemination strategy, sustainability etc.

Award criteria	Minimum pass score	Maximum score
Relevance	16	30
Quality — Project design and implementation	16	30
Quality — Project team and cooperation arrangements	16	30
Impact	6	10
<b>Overall (pass) scores</b>	<b>70</b>	<b>100</b>

# Tips and tricks for successful proposal 1

- Read carefully [Call document](#) & FAQs. Get to know/prepare templates & annexes.
- Think like / write for an evaluator: focus / address all award criteria and their elements - you will be assessed on them.
- Structure the info (50-page limit!) – be specific, stay in scope, use quantification and clear presentation of the planned work/tasks, be consistent across the proposal. Write in reader-friendly manner. Avoid long sentences/descriptions & abbreviations.
- What makes your project special? Do not repeat what is in the call but describe your proposal's **specific contribution / particular idea**.
- Check completeness of your proposal - remember about annexes – do not forget **Annex 5!**
- Submit earlier = **do not wait until the last minute** with the submission.

# Tips and tricks for successful proposal 2

- **Build detailed and complete budget** – it must reflect deliverables / activities / description in the proposal.
- Prepare **cost-effective budget** – budgetary items must be necessary for the project execution.
- Clearly describe **division of tasks and responsibilities** between partners in the Consortium.
- Remember that – if successful – **you will need to execute this in practice** - we evaluate the proposals as they are so write as if no further improvements can be made.
- Success = setting **ambitious but realistic goals**.

# Tips and tricks for successful proposal 3

- **Find your partners & build collaborative Consortium:**
  - partner search [database](#) on Funding & tenders portal + Enterprise Europe Network Cooperation Opportunities [Database](#)
  - include partners only upon their **consent**
  - **consult experienced** / former applicants.
- **Get support:**
  - [IT Helpdesk](#) for forgotten passwords, access rights / roles, technical aspects of submission of proposals, etc. or +32 2 29 92222 or [EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu](mailto:EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu)
  - [Online Manual](#) for applying via Funding & tenders portal
  - [EISMEA-SMP-COSME-ENQUIRIES@ec.europa.eu](mailto:EISMEA-SMP-COSME-ENQUIRIES@ec.europa.eu) for non-IT related questions (to be sent by 7 February 2023) ⇒ replies in [FAQ](#)

# QUESTIONS?

Join at  
**slido.com**  
**#SMP**



**Good luck!**