

<b>Check List – CONCEPT/0326</b>	
Applicants have <b>read thoroughly the Call for Proposals Document</b> which is available on the IRIS Portal.	<input type="checkbox"/>
All participating organisations already <b>registered and submitted their “Legal Info”</b> on the IRIS Portal	<input type="checkbox"/>
The Coordinator has submitted <b>“My profile”</b> and <b>“My researcher Info”</b> on the IRIS Portal	<input type="checkbox"/>
Applicants have used the <b>relevant Part B</b> for the Call provided under the call documents on IRIS – Technical Annex <b><u>without any differentiation</u></b>	<input type="checkbox"/>
Applicants have <b>read thoroughly the Call for Proposals Document</b> which is available on the IRIS Portal.	<input type="checkbox"/>
Applicants have <b>duly completed all relevant sections of Part B</b> , according to the guidelines provided.	<input type="checkbox"/>
There are <b>no discrepancies</b> between Part A and Part B in terms of information provided. If any please note that Part A is the binding document.	<input type="checkbox"/>
Applicants have selected <b>one Focus Area of S3Cy</b> in the Annex included in Part B. The S3Cy Table should not be deleted from the Part B. <b>In case no Focus Area of S3Cy is selected the proposal will not be forwarded for scientific evaluation.</b>	<input type="checkbox"/>
The Host Organisation is a Research Organisation or Enterprise	<input type="checkbox"/>
You have submitted Annex II the Business Strategy and/or Commercialization Strategy for each of the participating organizations. <b>Submission is MANDATORY for all members of the Consortium. In case it is not submitted, the proposal will not proceed to the scientific evaluation stage.</b>	<input type="checkbox"/>
For a proposal to be considered for Budget Category I, (a) it must include collaboration between at least one Enterprise (Cat. B) and one Research Organisation (Cat. A) (b) at least 40% of the project budget must be allocated to Enterprises (Cat. B) and (c) the Earnings and Contributions Statement from the Social Insurance Services for the last 3 months prior to the month of proposal submission, for which the employer is required to have paid social security contributions, must be submitted in Annex III.	<input type="checkbox"/>
The proposal is submitted in English.	<input type="checkbox"/>
The duration of project implementation is up to 9 months.	<input type="checkbox"/>
You have completed the “Requested Funding” field in Part A ( $\leq$ Maximum Funding).	<input type="checkbox"/>
The «Requested Funding» is in line with the maximum funding amount per Project defined in the Call for Proposals ( $\leq$ 40.000 Euro).	<input type="checkbox"/>
You have performed a validation check in <b>good time</b> to ensure you are able to submit before the deadline.	<input type="checkbox"/>
You have ensured that all requested information and documents have been submitted as part of their submission.	<input type="checkbox"/>
<b>Check List – ENTERPRISES/0326</b>	
Applicants have <b>read thoroughly the Call for Proposals Document</b> which is available on the IRIS Portal.	<input type="checkbox"/>
All participating organisations already <b>registered and submitted their “Legal Info”</b> on the IRIS Portal	<input type="checkbox"/>
The Coordinator has submitted <b>“My profile”</b> and <b>“My researcher Info”</b> on the IRIS Portal	<input type="checkbox"/>
Applicants have used the <b>relevant Part B</b> for the Call provided under the call documents on IRIS – Technical Annex <b><u>without any differentiation</u></b>	<input type="checkbox"/>
Applicants have <b>read thoroughly the Call for Proposals Document</b> which is available on the IRIS Portal.	<input type="checkbox"/>
Applicants have <b>duly completed all relevant sections of Part B</b> , according to the guidelines provided.	<input type="checkbox"/>
There are <b>no discrepancies</b> between Part A and Part B in terms of information provided. If any please note that Part A is the binding document.	<input type="checkbox"/>

Applicants have selected <b>one Focus Area of S3Cy</b> in the Annex included in Part B. The S3Cy Table should not be deleted from the Part B. <b>In case no Focus Area of S3Cy is selected the proposal will not be forwarded for scientific evaluation.</b>	<input type="checkbox"/>
The Host Organisation (HO) of a project must be a Small, Medium or Large Sized Enterprise (B1, B2, B3) which: <ul style="list-style-type: none"> <li>(a) demonstrates sales and turnover of at least <b>€150.000</b> from the sale of products/services/new methods already available on the market (excluding passive income such as royalties, interest, dividends, financial leases, rental income, etc., as well as subsidies, grants and funding), <i>as evidenced by audited financial statements for 2024 or 2025 and a certification from an External Auditor confirming that the amount derives from the sale of products and services</i>; and</li> <li>(b) employs at least four (4) employees, as documented by the Statement of Earnings and Contributions of the Social Insurance Services for the last three months prior to the month of proposal submission, for which the employer is required to have paid social insurance contributions.</li> </ul>	<input type="checkbox"/>
The following have been submitted in Annex III: <ul style="list-style-type: none"> <li>(a) Audited Financial Statements of the Host Organisation (signed by an external auditor) for the previous financial year (N-1) or the year preceding it (N-2), where “N” is the year of proposal submission (i.e. 2024 or 2025); and</li> <li>(b) A certification from an External Auditor confirming that an amount of at least €150,000 derives from the sale of products and services; and</li> <li>(c) A Statement of Earnings and Contributions from the Social Insurance Services for the last three months prior to the month of proposal submission, for which the employer is required to have paid social insurance contributions.</li> </ul>	<input type="checkbox"/>
The proposal is submitted in English.	<input type="checkbox"/>
The duration of project implementation is between 12 - 18 months.	<input type="checkbox"/>
You have completed the “Requested Funding” field in Part A (≤ Maximum Funding).	<input type="checkbox"/>
The «Requested Funding» is in line with the maximum funding amount per Project defined in the Call for Proposals (≤ 150.000 Euro).	<input type="checkbox"/>
You have performed a validation check in <b>good time</b> to ensure you are able to submit before the deadline.	<input type="checkbox"/>
You have ensured that all requested information and documents have been submitted as part of their submission.	<input type="checkbox"/>