

DRIVING GROWTH 

***New Call for Proposals***  
**«INNOVATION VOUCHERS» Programme**  
**INNOVOUCHERS/0524**

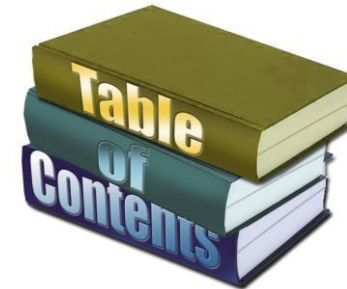
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# ▶ Objectives



- ✓ Encouragement of Small and Medium Enterprises (SMEs) to **engage in research and innovation activities**,
- ✓ **Strengthening cooperation** between enterprises and knowledge intensive organizations,
- ✓ Supporting SMEs to **develop innovative solutions** in order to **address challenges or problems** they face,
- ✓ **Exploitation of academic research by the industry** through the provision of advisory research and innovation services,
- ✓ Creating the **appropriate frame for cooperation**, and **increasing private expenditure** in Academic and Research Organisations, and
- ✓ **Mitigating the challenge** many SMEs face, to exploit schemes supporting research and innovation.



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## ► Basic Principles



- ✓ *RIF offers to interested SMEs, «Innovation Vouchers» which are «redeemed» by organisations that will provide them with research and innovation services.*
- ✓ *Simple proposal submission procedure, short timeframes for evaluation and announcement of results, as well as quick project implementation and direct problem solving.*



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## ▶ General Call Information

- **Call Budget: €310,000**
- **Maximum Funding Per Project: €10,000** (*VAT is not eligible. Beneficiaries are responsible to pay the VAT to the knowledge intensive organisation*)
- **Funding Intensity: 85%** (*beneficiaries should cover 15% of the services' cost from own resources*)
- **Duration of Project Implementation: Up to 6 Months**
- **Announcement Date: 17 May 2024**
- **Deadline: Open Call until 30 May 2025, time 13:00, or until budget exhaustion**
  
- **Co-funded by the EU Recovery and Resilience Facility**

*Funding will be awarded as a one-off payment, in the form of the Commission Regulation (EU) 2023/2831 of 13 December 2023 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid.*



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## ► Beneficiaries / Conditions for Participation (1)

- **Host Organisation (HO)** of a project must be a **Small or Medium Sized Enterprise (SME)** which has at **least four (4) and up to twenty-nine (29) full time employees**
- Applicants should be **productive** enterprises which can justify **sales and turnover** according to their audited financial statements
- Applicants should be **«autonomous enterprises»**
- Each enterprise may receive funding as HO, **only in one Project**
- Enterprises that have received funding as HOs by the RIF, in **previous projects** in the frame of the RESTART 2016-2020 Programmes, excluding «Participation in International Brokerage Events» Programme are not allowed
- The participation of the **same enterprise as HO and Knowledge Intensive Organisation**, in different proposals in the frame of the present Call, is **not allowed**

## ► Beneficiaries / Conditions for Participation (2)

### Knowledge intensive Organisations can be:

- Organisations from Cyprus (**Research Organisations, Academic Institutions, or Enterprises**) which have been funded as **Host Organisations/Coordinators** for the implementation of research and innovation activities:
  - ✓ by the RIF in the frame of the **RESTART 2016-2020 Programmes** (excluding «Innovation Vouchers» or «Participation in International Brokerage Events » Programmes), or
  - ✓ by the **EC's Framework Programmes** (Horizon 2020, Horizon Europe), and
- **Accredited organisations** by the **Cyprus Organisation for the Promotion of Quality** which possess the appropriate laboratory/experimental equipment to conduct measurements, tests and/or analyses, may also participate as KIOs.

## ► Beneficiaries / Conditions for Participation (3)

- The **Project Coordinator (PO), Beneficial Owners, Shareholders and Directors** of the HO cannot be employees, directors, beneficial owners, or shareholders in the KIO, or be up to third degree relatives with a Director, Beneficial Owner, or Shareholder of the KIO
- The **members of the Project Team** from the KIO declared in the Project Proposal cannot be employees of the HO, or be up to third degree relatives with a Director, Beneficial Beneficiary, or Shareholder of the HO





## ► Project Activities (1)

**Acquisition of external services for the following:**

- ✓ Contracted Research,
- ✓ Measurements, tests and analyses,
- ✓ Access to research/laboratory infrastructures, and
- ✓ Design and development of prototype.



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## ► Project Activities (2)

The Innovation Voucher cannot be used for:

- Personnel **training**,
- Purchase of **equipment and consumables**,
- **Purchase** of software / **configuration of software** (off the shelf solutions),
- Development of **common software and mobile applications** such as websites, e-commerce, accounting systems, ERPs, etc,
- **Marketing or branding** of products,
- Usual **business consulting** services (i.e. preparation of business plans), accounting or legal services,
- Consulting services related to **compliance with standards/regulations, literature research, and definition of specifications for equipment** purchasing, and
- **Market Research**.



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# ► Proposal Submission

Proposals are submitted through the Research and Innovation Foundation's IRIS Portal (<https://iris.research.org.cy>). The Project Proposal consists of the following parts:

1. **Part A – General Information & Budget** (electronic form (fields) to be completed online)
2. **Part B – Technical Annex – Application Form** (document to be uploaded on the IRIS Portal in PDF format).
3. **ANNEX III – Call Specific Information** (documents to be uploaded as Annexes on the IRIS Portal in PDF format, duly completed and signed):
  - (a) **Declaration** of the Host Organisation,
  - (b) Declaration for confirmation of **non-debts to state Authorities**,
  - (c) **Single Undertaking Declaration**, and
  - (d) **Audited Financial Statements** of the HO for the previous fiscal year (N-1) or the year preceding it (N-2), where «N» is the Call announcement year.



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## ► Useful Documents and Guidelines

- Call for Proposals Document ([GR](#), [EN](#))
- [Application Form \(Part B\)](#)
- [Frequently Asked Questions](#)
- [IRIS Portal Registration Manual](#)
- [Proposal Preparation Manual](#)



## ► Evaluation / Project Selection

- **Evaluation:** Upon submission of each proposal an **internal evaluation** procedure is carried out by RIF staff (first-in-first-served), according to the Call requirements.
- **Project Selection:** By order of submission to the RIF (non-competitive procedures apply) on condition that proposals have been **deemed eligible for funding according to the Call requirements** and the **following are duly justified**:
  - ✓ The **need of the enterprise** to receive research and innovation services and the **expected results** (deliverables).
  - ✓ The **relevance** of the proposed services with the core activities of the enterprise.
  - ✓ The enhancement of the **capacity** of the enterprise for research and innovation and the potential of the company to adopt research and innovation practices.
  - ✓ The enhancement of enterprise's **competitiveness** as a result of its increased capacity to develop innovative (new or significantly advanced existing) products/services/processes, and/or innovative solutions to address problems the enterprise faces.
  - ✓ The **benefit for the Knowledge Intensive Organisation** as a result of the cooperation with the beneficiary enterprise.
- Eligible proposals are selected for funding, until the **total requested funding of approved Proposals, equals the total Call budget.**



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## ► Completion

Upon the completion of the assigned work the HO submits to the RIF:

- A brief Report using the «Progress Report» document
  - A «Payment Request» which includes the original invoice issued by the Knowledge Intensive Organisation (KIO)
- 
- ✓ *Provided that the necessary conditions are met, the **approved funding** will be released **to the Knowledge Intensive Organisation***
  - ✓ ***Approved Funding** amounts to **85%** of the KIO's cost*
  - ✓ *If the total cost, according to the invoice issued, is **lower than the value of the Innovation Voucher** then the payment will correspond to the actual cost*



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## ► Contact / Support



For More Information

**RIF Website:** [www.research.org.cy](http://www.research.org.cy)

**IRIS Portal:** <https://iris.research.org.cy/>



Supporting RIF's Clients

**RIF Support Service:**

[support@research.org.cy](mailto:support@research.org.cy) | Tel. 22-205000



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► **Thank you!**

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