

European Partnership on Innovative SMEs/**Innowide** **Call 4** for market feasibility projects

SmartSimple platform guidelines

Version 1.1 (8 September 2025)

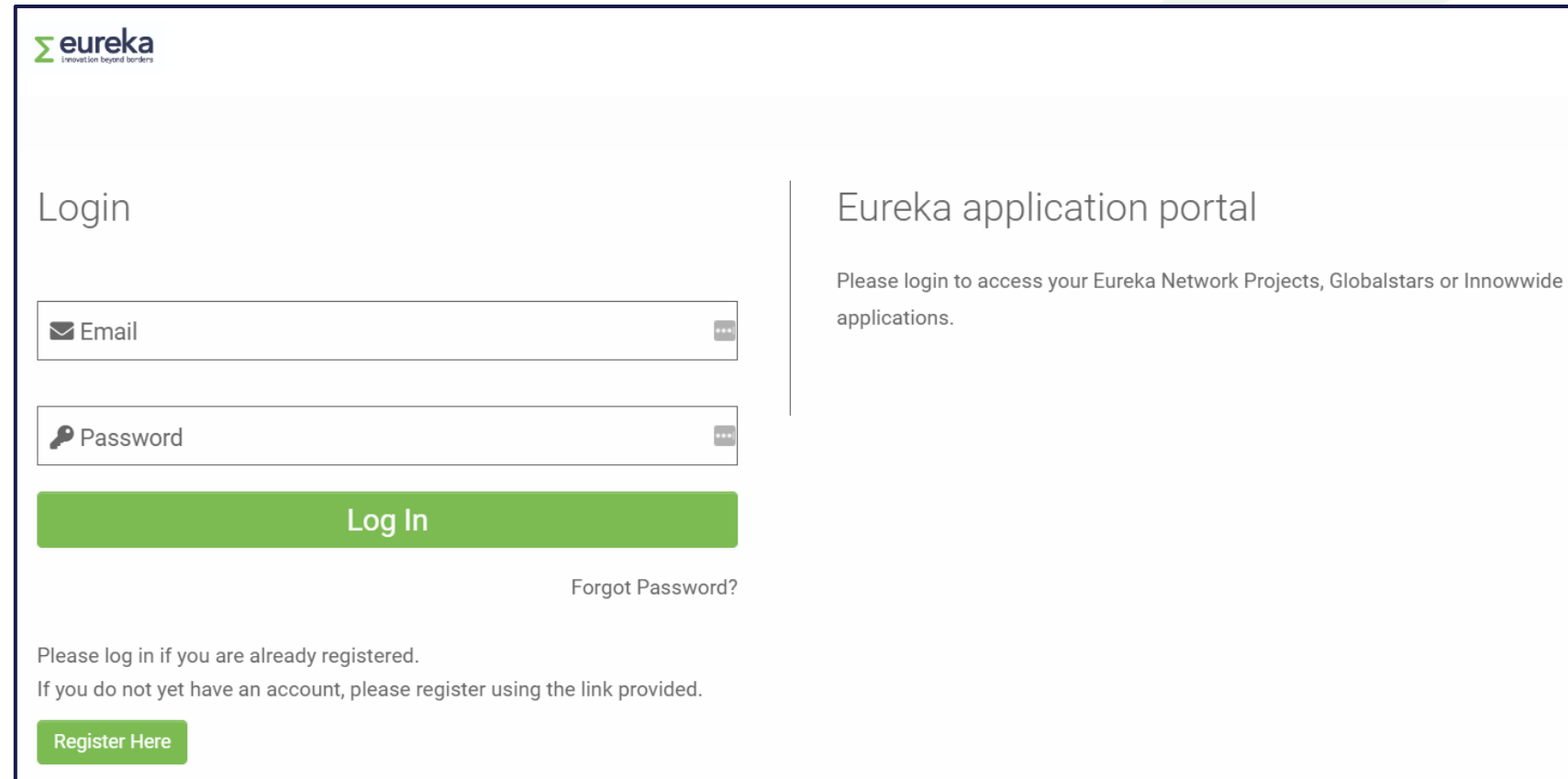
Content

- 01 Creating your account
- 02 Selecting a call for projects
- 03 Filling in the application form
- 04 Inviting your counterpart
- 05 Commitment form (by counterpart)
- 06 Submitting your application

https://eureka.smartsimple.ie/

If you are a new user, click on “**Register Here**” and complete the registration form.

Once you submit the registration form, you will receive an email confirming your username and password. **Make sure to check your spam folder!**



The screenshot shows the Eureka application portal login page. At the top left is the Eureka logo with the tagline "Innovation beyond borders". The main heading is "Login". Below it are two input fields: "Email" with an envelope icon and "Password" with a key icon. A green "Log In" button is positioned below the password field. To the right of the "Log In" button is a link that says "Forgot Password?". Below the login fields, there is a message: "Please log in if you are already registered. If you do not yet have an account, please register using the link provided." At the bottom of this section is a green "Register Here" button. On the right side of the page, under the heading "Eureka application portal", there is a message: "Please login to access your Eureka Network Projects, Globalstars or Innnowide applications."

1. Click on “open calls” on your dashboard. This will display our open Network projects, Globalstars and Innowwide funding opportunities.



 **Apply for Eureka Funding Opportunities**

10
Open Calls

2. Select the Innowwide call for market feasibility projects and click on “apply now”.



Apply Now	INNOWWIDE	CALL 4	Call for market feasibility projects: - Apply for a 60,000 euros grant to assess the viability of your research or commercial ambitions in countries outside Europe. - Funding is for innovative SMEs or startups based in European Union Member States, Iceland, Israel, Norway, Türkiye, Switzerland or the United Kingdom, partnering with a local counterpart (main subcontractor for the market feasibility project) in Africa, the Americas, Asia or Oceania. - This year, the EU Partnership on Innovative SMEs / Innowwide will fund 70 projects.	Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Iceland, Israel, Norway, Türkiye, United Kingdom, Switzerland,	https://eurekanetwork.org/programmes-and-calls/innowwide/innowwide-call-4-2025/	25/11/2025 14:00
------------------	------------------	---------------	--	--	--	-----------------------------

First, an **initial questionnaire** will help you understand if Innowwide is the right programme for you.

✓ Self assessment

*** Do you represent an innovative SME based in an EU Member State or Iceland, Israel, Norway, Switzerland, Türkiye or the United Kingdom?**

To apply for and receive Innowwide funding, your company must be an SME located in a country participating in our Innowwide programme. Eligible countries are European Union Member States, Iceland, Israel, Norway, Switzerland, Türkiye and the United Kingdom.

Your company must fit the European Commission definition of an SME. To understand if you qualify as an SME, read the User guide to the SME definition, available at <https://data.europa.eu/doi/10.2873/620234>.

Branches of companies, departments, centres or offices set up within a parent organisation that are not legal entities, and individuals are not eligible to receive Innowwide funding.

For more information, read our guidelines.

☒ Yes ☐ No

*** Do you want to assess the viability of your R&D and innovation in a new market?**

Innowwide can be a useful tool for your R&D journey:

- As you develop your project idea, to assess whether your Innnowwide market feasibility project can be the start of a future international R&D and innovation project you intend to carry out (in the short or medium term) with your local counterpart (or subcontracted organisation) in your target country. This future project could be for developing, improving or researching new applications for your innovative solution, including frugal innovation.

- After successfully finishing your R&D project, to understand whether your product-, process- or service-market combination could be commercialised in your selected target market.

☒ Yes ☐ No

Continue

Fill in the questionnaire and click on 'continue'.

Your application will receive an identification code, which includes your unique project number/an acronym of the programme you are applying to/the call for projects code.

2025-24421/IW/CALL 4

Call for submissions is open

View Application pdf

Call Guidelines

PARTICIPANT INFORMATION PROJECT DESCRIPTION SME STATUS/COMMITMENT PROPOSAL - THE PITCH PROPOSAL - EXCELLENCE PROPOSAL - IMPACT PROPOSAL - IMPLEMENTATION

After you fill in the project description section, you will be able to invite your counterpart to sign a commitment on the platform (invitations feature will become visible on the left menu once you save your application as a draft).

* Project Acronym

Pick an acronym by which your project will generally be known. Avoid acronyms that are overly complex or ambiguous.

Scroll right to see all sections of your application form.

Instructions can be found below each section and question.

The application form is divided into nine sections:

1. Participant information
2. Project description
3. SME status/commitment
4. The pitch
5. Excellence
6. Impact
7. Quality and efficiency of the implementation
8. Ethics self-assessment
9. Declaration of honour

You can complete your application form in any order. However, bear in mind that **you cannot invite your counterpart until you have completed the project description**. Or that in the “quality and efficiency of the implementation section”, you must budget for activities based on those previously selected in the “excellence” section.

You can save your draft application and return to it as often as you wish before the call deadline.

- As you fill in your application form, click on “Save Draft” regularly to update values and keep all entered information.

The screenshot shows the 'PROJECT DESCRIPTION' tab of an application form. It includes a word count (350 words left), a confirmation checkbox for exclusivity, a dropdown for 'Technical Area' (set to 'Protecting the Envir'), and a 'Specify Technical Area' section with a dropdown (set to 'Water Management'). At the bottom, a row of buttons is highlighted with a green box: 'Save Draft', 'Submit' (with a checkmark icon), 'Save & Validate', and 'Remove'. A green arrow points from the 'Save & Validate' button in the callout box to the 'Save & Validate' button in the bottom bar. A 'NEXT >' button is visible on the right side of the form.

PROJECT DESCRIPTION SME STATUS/COMMITMENT PROPOSAL - THE PITCH PROPOSAL - EXCELLENCE PROPOSAL - IMPACT PROPOSAL - IMPLEMENTATION ETHICS SELF ASSESSMENT DECLARATION OF HONOUR

350 words left

* Confirm that your application has an exclusivity clause

Remember that Innowide only funds projects that have a clear focus on civil applications performed by the ethics panel.

☒ Yes

* Technical Area

Please select a technical area that best matches your project.

Protecting the Envir ▾

* Specify Technical Area

Please select a technical area that best matches your project. Select the most appropriate category, you don't need to make a selection at every level.

Water Management ▾

Save Draft ☒ Submit Save & Validate Remove

NEXT >

PARTICIPANT INFORMATION

PROJECT DESCRIPTION

SME STATUS/COMMITMENT

PROPOSAL - THE P

✓ General information about the applicant company

* Legal registration number

A legal registration number is a unique identifier assigned to a legal entity. The registration number is a unique combination of numbers, and s

12345678

* Please indicate whether your company has a VAT number or is

A VAT number is a unique identifier assigned to a taxable person (b Each country issues its own national VAT number and uses its own

- ☒ My company has a VAT number
☐ My company is exempt from VAT

* VAT number

87654321

* Indicate whether your company has NACE or other code(s) to classify its economic activity.

NACE code is the statistical classification of economic activities in the European Union and some other countries. These codes are assigned to companies during their registration process or when they update their registration.

Other non-EU companies must have an equivalent code, e.g., ISIC (International Standard Industrial Classification).

Indicate up to three NACE codes (or equivalent). Minimum requirement is one code.

- ☒ My company has NACE codes (EU countries and Iceland, Norway and Türkiye)
☐ My company has other classification codes (Israel and the United Kingdom)

* NACE code 1



E36.00 - Water collection, treatment an... X

In the PARTICIPANT INFORMATION section,

- Provide information about your organisation
 - legal registration number, VAT number (or indicate if your company is exempt from VAT), NACE or equivalent code(s) to indicate your company's economic activity (your company already has these)
 - PIC number (if your company does not have one, register for one)

Find a registered organisation
or
register your organisation

Note that having a PIC number is essential for completing your application.

Eureka does not have control over the functionality of the EU Funding and Tenders registration portal. Any inquiries regarding that portal should be directed to their IT Helpdesk.

Applicants are accountable for ensuring timely PIC requests.

03 Filling in the application form

Please communicate with your counterpart to make sure this information is correct.

✓ Local counterpart (main subcontractor)

To apply, you must have a local counterpart (main subcontractor) based in the target country, who is independent from your organisation.

After you fill in the project description section, you will be able to invite your counterpart to sign a commitment in the platform (invitations feature will be available after your application, your counterpart must:

Step 1. Accept the invitation. This action must be completed via email and only registers their interest). You can verify acceptance in the invitations tab (left-hand menu). The status must show as 'accepted'.

Step 2. Register or login to SmartSimple and accept the terms set in the commitment and declaration of participation.

Instructions are included in the invitation email they receive.

You can check whether your counterpart has agreed to the terms set in the commitment and the Declaration of Participation.

* Full legal organisation name (main subcontractor)

WizardofOz

* Country (main subcontractor)

Your main subcontractor must be based in your target country.

Cameroon

* Type of Organisation (main subcontractor)

SME

* Activity Field (main subcontractor)

☒ Research / Technological Collaboration ☒ Consultancy ☒ Legal Advice ☐ Brokerage ☐ Branding & Communication ☐ Other

* Description of main subcontractor's company

In the PROJECT DESCRIPTION section,

- select your **target country** and
- fill in the **information regarding your local counterpart in the selected target country.**

You need to invite your counterpart (main subcontractor in the market feasibility project) to sign a commitment in the platform before you submit your project application.

Your main subcontractor must complete two-steps:

Step 1. Accept the invitation via email (This action only registers their interest)

- You can verify acceptance in the invitations tab (left-hand menu). The status must show as 'accepted'. Note that accepting the invitation via email is not sufficient.

Step 2. Register or login to SmartSimple and accept the terms set in the commitment and declaration of honour. (This action confirms their participation)

- Instructions are included in the invitation email they receive.
- You can check whether your counterpart has agreed to the terms set in the commitment and the DoH in the SME ASSESSMENT/COMMITMENT tab. The activity status must be 'completed'

SEE SECTION 04 Inviting your counterpart

SME STATUS: Start by completing the SME assessment

1. Go to the SME STATUS/COMMITMENT section and click on 'Open' to access the form.

The screenshot displays the 'SME STATUS/COMMITMENT' section of a web application. The top navigation bar includes tabs for 'PROJECT DESCRIPTION', 'SME STATUS/COMMITMENT' (highlighted), 'PROPOSAL - THE PITCH', 'PROPOSAL - EXCELLENCE', 'PROPOSAL - IMPACT', and 'PROPOSAL - IMPLEN >'. Below the navigation bar, the 'SME Assessment' section is visible. It contains a text box explaining the definition of SMEs and a table with columns 'Primary Contact' and 'Status'. The table has one row with 'Katie Sera' and 'Draft'. A green 'Open' button is located below the table. To the right, a modal window titled 'SME ASSESSMENT' is open. It contains a question: 'Which of the following reasons explain why KS Test Organisation has no economic activity?'. Below the question, there are two sections: '* Organization was created within the last 12 months? (annual closed accounts not yet approved)' and '* Organization has a lengthy time-to-market period'. Each section has a text box explaining the question and a dropdown menu. The first dropdown is set to 'Yes' and the second is set to 'No'. Below these sections, there is a section titled 'Organization Category' with an information icon and text: 'According to your data your Organisation is classified as **STARTUP**. You may need to upload a two-year projected summary business plan according to National Accounting law or EC Directive 2013/34'. At the bottom of the modal, there are two buttons: 'Save Draft' and 'Complete'.

PROJECT DESCRIPTION **SME STATUS/COMMITMENT** PROPOSAL - THE PITCH PROPOSAL - EXCELLENCE PROPOSAL - IMPACT PROPOSAL - IMPLEN >

SME Assessment

Small and medium-sized enterprises (SMEs) are defined in the EU recommendation 2003/361. Use this SME self-assessment tool to determine whether your organisation qualifies as a small assessment. Remember that branches; departments/centres/offices set up within or under a parent organization be considered as eligible within Innowwide calls for proposals.

Primary Contact	Status
Katie Sera	Draft

Open

SME ASSESSMENT

Which of the following reasons explain why KS Test Organisation has no economic activity?

* **Organization was created within the last 12 months? (annual closed accounts not yet approved)**

Newly established
Select 'Yes' also if the company does not have approved financial accounts covering 12 months. In this case you may be asked to fill the financial data with the figures taken from a Business Plan.

Yes

* **Organization has a lengthy time-to-market period**

Long time to market
Select 'Yes' if the company has an economic activity (definition) but its latest closed accounts do not show a turnover (i.e. biotech, pharmac. etc)

No

Organization Category

i According to your data your Organisation is classified as **STARTUP**. You may need to upload a two-year projected summary business plan according to National Accounting law or EC Directive 2013/34

Save Draft Complete

2. Fill in the form and click 'Save Draft' to update the organisation category.

3. Then click on 'Complete'.

ANNEXES

Almost everything we need to know is stated in your application form.

The only document we need you to attach as annex is:

- Detailed Workplan (upload in IMPLEMENTATION section).
 - A template is provided for this document. Only workplans in the mandatory template are accepted. Applications with incomplete or non-compliant uploads will be discarded. Double check that your workplan is complete and in the correct template.

Note: While a file may be successfully uploaded, it doesn't guarantee compliance with all the formatting or content requirements. It is essential for proposals to adhere to the required templates and guidelines.

IMPLEMENTATION

In addition to the Gantt chart within your workplan document, you need to fill in the online Gantt chart.

How to fill in the online **Gantt**:

1. Click on '+' to create a new task (enter one row per project task)
2. Click on 'Save Draft' to view the list of activities selected in Excellence
3. Fill in the information for the task, such as title, planned start and end dates or task leader.
4. When completed, click on 'Save Draft', when ready, click on 'Submit task'

You can also re-open a submitted task to edit or withdraw it.

New Activity



*** Activities Selected:**

Please click Save Draft to view the list of activities selected in Excellence.

*** Workpackage Number:**

2

*** Task Number:**

3

*** Task Title:**

Analysis of the IP environment

*** Planned Start Date:**

01/06/2026

*** Planned End Date:**

23/07/2026

*** Task Leader:**

WizardofOz&Co.

Withdraw

Save Draft

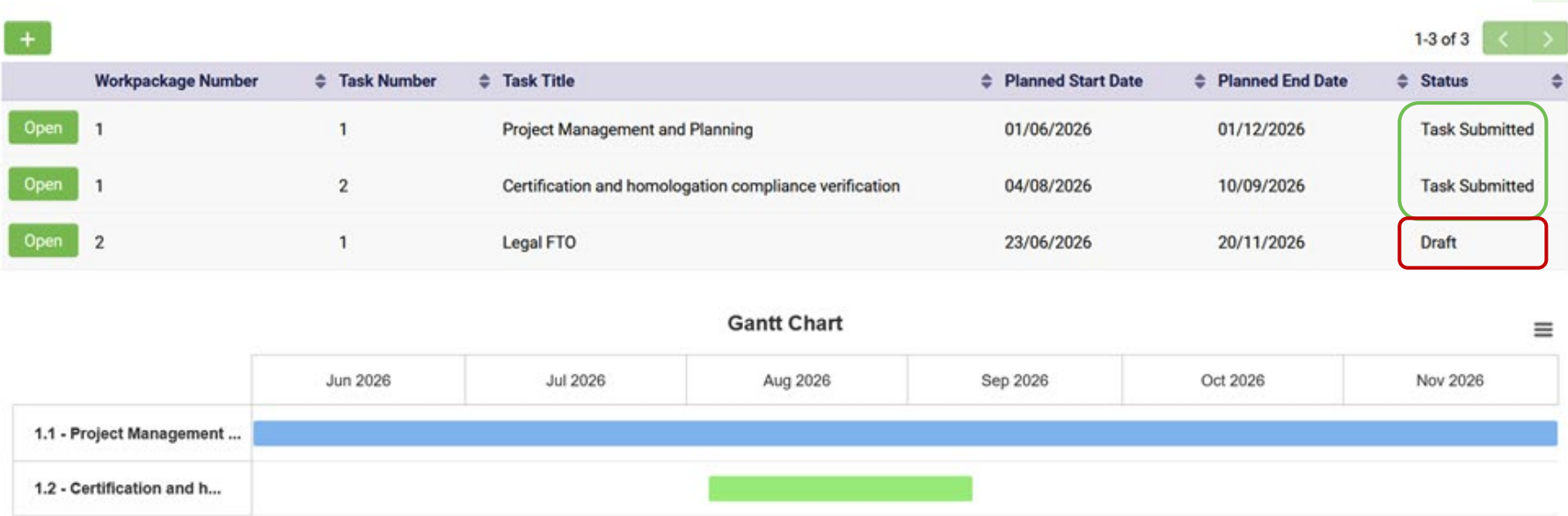
Submit Task

03 Filling in the application form

IMPLEMENTATION

How to fill in the online Gantt:

- ‘Save draft’ in your application to see submitted tasks. (Only tasks at status ‘task submitted’ will be shown on the chart).
- Project duration is 6 months (this will be validated upon submission of your application)
- Select 1 June 2026 as the indicative starting date for your project



The **invitations** feature will become available on the left menu **after** you have completed the project description section and saved draft to your application.



READ ME FIRST (click on the – or + symbol in the upper right corner of this window to collapse or expand these instructions)

Call for submissions is open

 View Application pdf

 Call Guidelines

PROJECT DESCRIPTION

SME STATUS/COMMITMENT

PROPOSAL - THE PITCH

PROPOSAL - EXCELLENCE

PROPOSAL - IM

After you fill in the project description section, you will be able to invite your counterpart to sign a commitment in the platform (invitations feature will be available after you have completed the project description section and saved draft to your application.)

*** Project Acronym**

Innovate with me



1 words left

*** Project Title**

04 Inviting your counterpart

INVITATION

1. Click on 'Invitations' (left menu)
2. Click on '+'
3. Fill in your counterpart's details
4. Click on 'Invite' (or if you want to send the invitation later, click on 'Save').
Your counterpart will receive an email to accept/decline your invitation.

The screenshot shows the 'Invitations' section of the Eureka application. On the left, a sidebar contains a 'Logs' dropdown, a 'Main' link with a house icon, and an 'Invitations' link with an envelope icon. The main area displays a table of invitations. A callout box on the left points to the 'Resend' icon (an arrow pointing right) in the row actions column, stating: 'You can re-send the invitation here.' Another callout box on the right points to the 'Cancel' icon (an 'X' in a green box) in the 'Status' column, stating: 'You can cancel the invitation here. If the status of the invitation is 'accepted', you will need to inform innowide@eurekanetwork.org to remove the created commitment form. Only one accepted invitation per application is allowed.' The table has columns: Prefix, First Name, Last Name, Email, Role, and Status. The first row shows an invitation for 'Ms Dorothy Gale' with email 'gale.dorothy@wizardofoz.org', role 'Counterpart', and status 'Invited'. Below the table are buttons for '+', '→', 'Save', and 'Invite'.

Prefix	First Name	Last Name	Email	Role	Status
Ms	Dorothy	Gale	gale.dorothy@wizardofoz.org	Counterpart	Invited

**Instructions for your
counterpart
(main subcontractor in your
project)**

Counterpart

You will receive an invitation email from the applicant to approve a commitment form in the platform.



The invitation email contains:

- Project ID and a short summary
- Information about your organisation (name, type and description), as provided by the applicant
- A link to accept/decline the invitation and register in the platform

Dear Subcontractor Name,

You have been invited to be a counterpart of application (2025-██████/IIW/CALL 4).

Fake Subcontractor Ltd

SME

Research / Technological Collaboration

In case the details are not correct, please decline the invitation

Accept

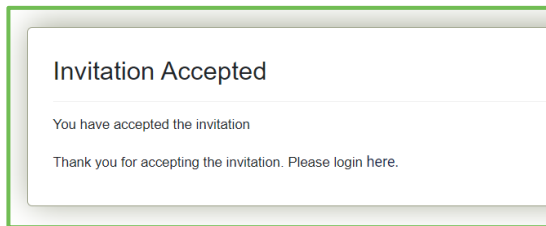
Decline

Counterpart

You will receive an invitation email from the applicant to approve a commitment form in the platform.

To confirm your participation, you must follow ALL the following steps:

1. Accept the invitation by clicking the link in the invitation email



This only confirms your interest (steps continue in the next slide)

Counterpart

NEXT STEPS after you accept the invitation:

2. Register on the platform

- If this is your first time accessing the platform, you must fill in the registration form. If your organisation already exists in the system (but it was created by another user), send an email to innowide@eurekanetwork.org to request that your profile be linked to the existing organisation.
- Returning users can proceed to login

3. Login to your account

- On your first login, please change your password by visiting the personal settings menu and clicking on the password tab;

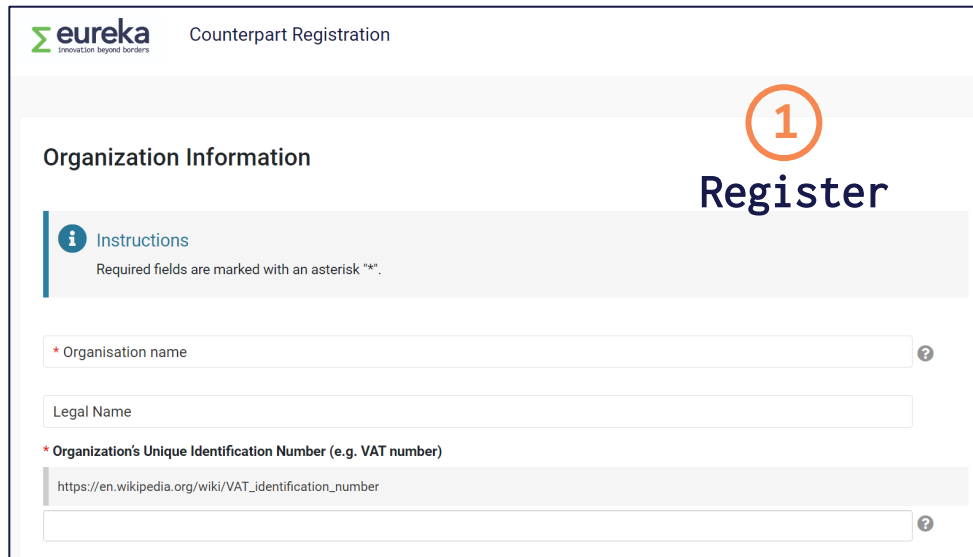
4. Go to your dashboard, click on 'pending', then click on 'open';

5. Review and agree to the terms set in the commitment and the declaration of honour;

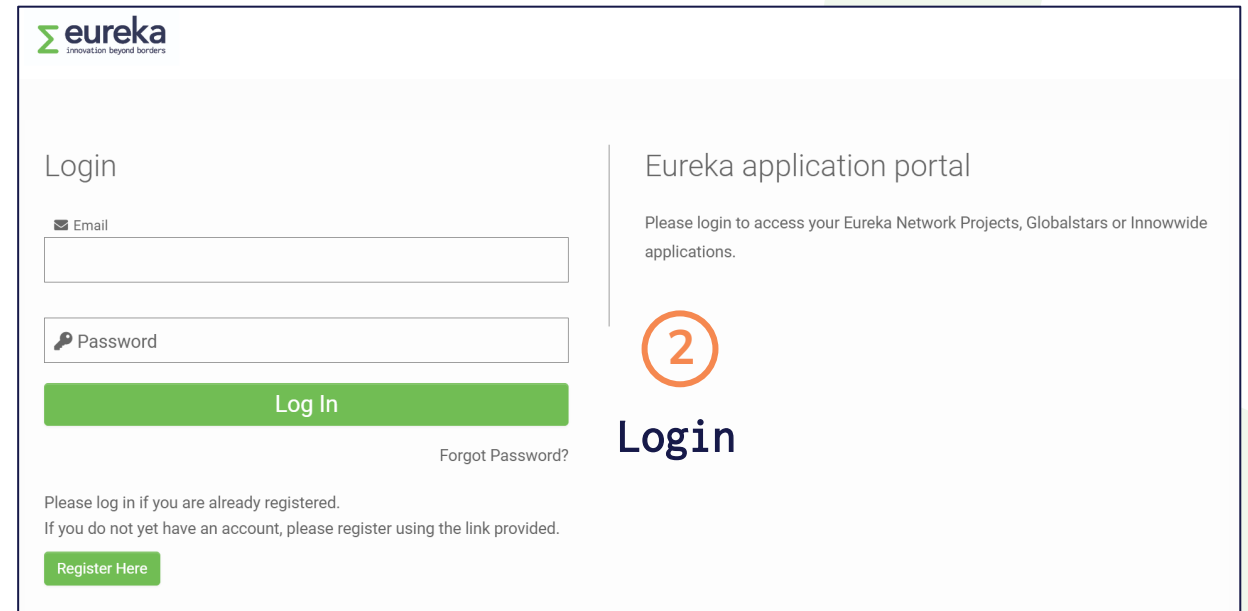
6. Click 'save draft', then click on 'complete' to confirm your participation.

Counterpart

NEXT STEPS after you accept the invitation:



The screenshot shows the 'Counterpart Registration' page on the Eureka portal. A large orange circle with the number '1' is overlaid on the top right, with the word 'Register' in large blue text below it. The page title is 'Counterpart Registration'. The main section is 'Organization Information'. It includes an 'Instructions' box stating 'Required fields are marked with an asterisk "**"'. There are three input fields: '* Organisation name', 'Legal Name', and '* Organization's Unique Identification Number (e.g. VAT number)'. The third field has a placeholder URL: 'https://en.wikipedia.org/wiki/VAT_identification_number'. Each field has a small question mark icon to its right.



The screenshot shows the 'Login' page on the Eureka portal. A large orange circle with the number '2' is overlaid on the right side, with the word 'Login' in large blue text below it. The page title is 'Login'. It features two input fields: 'Email' and 'Password'. Below the 'Password' field is a green 'Log In' button. To the right of the login fields is a section titled 'Eureka application portal' with the text 'Please login to access your Eureka Network Projects, Globalstars or Innowide applications.' Below this is a 'Forgot Password?' link. At the bottom, there is a 'Please log in if you are already registered. If you do not yet have an account, please register using the link provided.' message and a green 'Register Here' button.

Counterpart

NEXT STEPS after you accept the invitation:

My Activities

1
Pending

0
Submitted Activities

- 3 Click on 'pending'.
Then, click on 'Open'.

Pending					
× Q 1-1 of 1 < >					
#	Application ID	Primary Contact	Status	Created Date	Deadline Date
1	2025- /IW/CALL 4		Draft	09/09/2025 12:11	Open

Counterpart

The commitment form activity for the counterpart contains two tabs (LETTER OF COMMITMENT/ DECLARATION OF HONOUR).

- ④ Agree on the terms set in the commitment and the Declaration of Honour
- ⑤ Click on 'Save Draft', then click on 'Complete'

When you complete the activity, the applicant is notified by email.

2025-■■■■/IW/CALL 4 (Commitment Form)

LETTER OF COMMITMENT

DECLARATION OF HONOUR

Before committing to participate in an Innowwide project, ensure you fully understand the details of your involvement. Innowwide is a mono-beneficiary program providing funding to SMEs in European Union Member States, Iceland, Israel, Norway, Türkiye, or the United Kingdom. These SMEs must subcontract with counterparts in their selected target country in Africa, the Americas, Asia, or Oceania.

If the project you commit to is selected for funding, the applicant SME must submit a signed contract with you, the main subcontractor indicated at the proposal submission stage, specifying the activities and other conditions, before signing a Grant Agreement.

Letter of commitment

On behalf of Subcontractor Ltd, I undersigned ■■■■, in my capacity as CEO, commit to setting up all necessary provisions to participate as a counterpart of beneficiary ■■■■ in the application ■■■■ submitted to the Eureka Innnowwide call for projects, should the application be funded. I also confirm that Subcontractor Ltd will participate and contribute to the activities as planned in this project and described in the application. I hereby declare that I can commit to this process on behalf of the organisation I represent.

* ☐ I Agree

NEXT >

Save Draft

Complete

Applicant organisation

- The last step is submitting your application, but if ever you want to delete your application before the call for projects deadline, click on “remove” and it will disappear from your dashboard.
- You can go back to your application in progress from your dashboard at any time by clicking on ‘In progress’.
- Make sure you have double checked everything against the call for projects instructions.
- Click on “save and validate” to check whether you’re missing any mandatory information before you submit.
- Click on “submit”. You will receive an email confirming that you have successfully submitted your project application!
- You are only allowed to submit one application per call.

Good luck!

innowide@eurekanetwork.org