



**STRENGTHENING THE RESILIENCE OF
TEXTILE, AEROSPACE, AND CONSTRUCTION
SMES TO TRANSITION TOWARDS GREENER
AND MORE DIGITAL SECTORS WITH SOCIAL
AND BUSINESS INNOVATION**

***1st Open Call for SMEs Circular Transformation
Scheme to DEVELOP***

Grant Agreement number 101091494

Lead partner: CTA

Project acronym:	IN TRANSIT
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1. ABOUT IN TRANSIT

IN TRANSIT aims to strengthen the resilience of textile, aerospace, construction, and advanced manufacturing SMEs towards greener and more digital sectors with social and business model, with a mixed support mechanism including individual assessment support and a lump sum and coaching to ensure their consolidation and sustainability.

IN TRANSIT will:

- Provide an open online collaborative platform involving innovation actors from the aerospace, construction, and textile sectors that will serve as a space for sharing best practices and as a matchmaking system for new ideas for innovation and circular economy and new collaboration partnerships.
- Foster cross-regional and cross-sectoral links with dedicated learning visits in combination with innovation workshops and matchmakings to establish the seed for collaboration among sectors by identifying potential partners for commercial and innovation cooperation that will ultimately generate growth opportunities for SMEs.
- Increase resilience of SMEs by supporting their transition to more sustainable business models financing of a feasibility study, prototyping, pilot testing, demonstrating, procurement of further specialized consultancy services and coaching services that cannot be provided directly by the project partners, an adaptation of business processes, option to access to DIHs testing facilities, the introduction of new IT solutions, and social innovation strategies.
- Scale-up support to leverage additional funds.

IN TRANSIT will connect successful SMEs with other initiatives for scaling up the innovations. IN TRANSIT will allocate 4 M€ directly for SME support out of 5M€ (80% of total budget). In Transit partnership will allow to reach directly (as cluster members) 700 SMEs, 140 large companies and over 150 research facilities across 7 EU-countries, and indirectly over 5.000 SMEs across 38+ countries through EU-wide networks and European Strategic Cluster Partnerships.

1.1 IN TRANSIT partners

<p>ASOCIACIÓN DE EMPRESARIOS TEXTILES DE LA REGIÓN VALENCIANA www.ateval.com SPAIN</p>	<p>AEI TÈXTILS www.textils.cat SPAIN</p>
<p>FUNDACIÓN CORPORACIÓN TECNOLÓGICA DE ANDALUCÍA www.corporaciontecnologica.com SPAIN</p>	<p>ATHINA-EREVNITIKO KENTRO KAINOTOMIAS STIS TECHNOLOGIES TIS PLIROFORIAS, TON EPIKOINONION KAI TIS GNOSIS -/CORALLIA www.corallia.org GREECE</p>
<p>PRODUTECH-ASSOCIAÇÃO PARA AS TECNOLOGIAS DE PRODUÇÃO SUSTENTÁVEL www.produtech.org PORTUGAL</p>	<p>SCIENCE PARK GRAZ GMBH www.sciencepark.at AUSTRIA</p>
<p>IDEAM CLUSTER (TUS) www.ideam.ie IRELAND</p>	<p>POLITECNICO DI MILANO (POLIMI) www.polimi.it ITALY</p>





IRT JULES VERNE
www.irt-jules-verne.fr
 FRANCE



CONSTRUCTION CLUSTER OF SLOVENIA
 (CCS)
www.sgg.si
 SLOVENIA

1.2 IN TRANSIT facts

Project Acronym	IN TRANSIT
Project Title	Strengthening the resilience of textile, aerospace, and construction SMEs to transition towards greener and more digital sectors with social and business innovation
Project Topic	HORIZON-CL4-2022-RESILIENCE-01-26
Project Duration	36 months
Overall Budget	€4.999.646,25 €3.015.000,00 will directly benefit innovative SMEs
Web	https://intransitproject.eu/
Initial Budget Distribution	Budget initially distributed as follows: - First call: 1.500.000€. The consortium reserves the right to increase this budget by maximum 7%. - Second call: 1.515.000€.
Results dissemination	 https://twitter.com/intransiteu
	 https://www.linkedin.com/company/intransiteu/

1.3 IN TRANSIT contact points

For any enquiries regarding the IN TRANSIT project, please contact the project Coordinator:

Julia Vercher, ATEVAL, E-mail: ateval@intransitproject.eu

For any enquiries regarding information and/ or clarification about the present call for proposals, please contact: develop@intransitproject.eu

For any other enquiry, please contact one of the IN TRANSIT Helpdesk contacts listed in the Annex I. IN TRANSIT SMEs Helpdesk aims to the better support and preparation of the applications through the provision of information, clarifications and answers concerning the IN TRANSIT call. The Helpdesk will cover not only the basic issues of the IN TRANSIT call, but also specific issues.

2. IN TRANSIT BACKGROUND AND CONTEXT

The Open Call for SMEs Circular Transformation Scheme to DEVELOP is supported by the IN TRANSIT Project Consortium and is financed by the EU's Horizon Europe 2021-2022 Digital, Industry and Space Programme under Grant Agreement 101091494 and managed by the European Health and Digital Executive Agency (HADEA).

IN TRANSIT aims to boost competitiveness in EU regions, providing SMEs with support from incubation to scale-up of cross-sectoral solutions, focusing on circularity, digitalisation, and sustainability. The core strategy is based on four IN TRANSIT actions:

1. **INCUBATE** is about joint services for incubating cross-sectoral innovation and focuses on supporting SMEs in identifying market opportunities, needs, and pain points and connecting the different sectors favouring cross-sectoral learning, best practices exchange, and collaborative development. INCUBATE offers SMEs numerous opportunities for cross-sectoral innovation incubating: Inter-cluster learning expeditions which consist of cross-sectoral visits to industry-leading companies followed by innovation management coaching and workshops, Cross-sectoral workshops which facilitate cross-sectoral new circular business models generation; Matchmaking and networking events and Travel vouchers (lumpsum) to foster cross-border participation in the different events.
2. **INNOVATE** focuses on customised advisory services, including assisted self-assessment and circular/ digital diagnostic, coaching/ training at a strategic level (business model). The Open Call for SMEs Circular Transformation Scheme to INNOVATE aims at supporting and guiding SMEs in the self-exploration of the current business model towards a new circular business model, improving processes or developing new products. The total number of SMEs benefited by the 1st Open Call for SMEs Circular Transformation Scheme to INNOVATE is 50 (other 50 are expected to be benefited in the 2nd Open Call to INNOVATE).
3. **DEVELOP** - focuses on FSTP (Financial Support for Third Parties) support of development projects, including coaching services for developing innovative and sustainable business models. More specifically, this Open Call for SMEs Circular Transformation Scheme to DEVELOP aims to directly fund innovative SMEs in the form of vouchers (lump sum) for the implementation of projects. The total number of SMEs to be benefited by the DEVELOP calls is 60. It is estimated that 30 SMEs/ DEVELOP call will be able to receive FSTP in the form of vouchers (lump sum) by the two (2) IN TRANSIT DEVELOP calls. Potential applicants for the DEVELOP calls that have successfully received INNOVATE services will be benefited with +7.5% (15% in case more than one of the SMEs participating in the proposal have successfully participated in INNOVATE) bonus during the DEVELOP evaluation process.
4. **SCALE-UP** aims to bring solutions on the market and offers additional customised services for the new business models, leveraging additional private or public funds. SCALE-UP is focused on offering customised services to SMEs-beneficiaries of the DEVELOP tool. For all IN TRANSIT funding and other opportunities, please check regularly the IN TRANSIT project website and follow the IN TRANSIT project social media (X and LinkedIn).

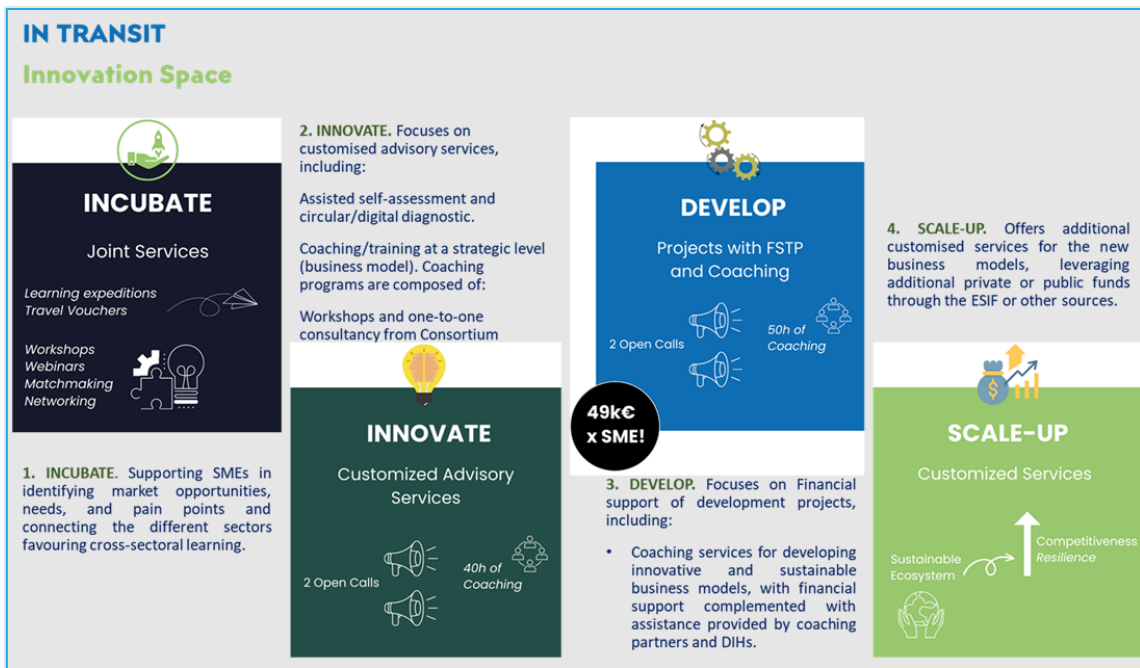


Figure 1. IN TRANSIT Innovation Space

2.1 Target audience

The target audience of the current IN TRANSIT call are innovative **SMEs active** to develop/ implement innovative technical demonstration and integrations in improved processes, new business models, or value chains for the Textile, Aerospace, Construction and Advance Manufacturing sectors. Applicants must be established or with a branch office in one of the 27 EU members states.

SMEs shall comply with the [European Commission Definition](#).

2.2 Textile, Aerospace, Construction and Advanced Manufacturing sectors

The textile and clothing sector employs more than 1.5 million Europeans and is a key asset to stimulate local jobs and business opportunities. The Single Market is the backbone of the sector.

The textile and clothing (TC) industry is a multifaceted sector that encompasses a wide array of activities involved in the production, processing, and distribution of textiles and apparel. This industry plays a crucial role in the global economy and is characterized by its complexity due to the diverse processes and stages involved and a wide variety of products such as:

- Clothing for the Fashion Segment: The fashion segment is characterized by rapid changes in styles and trends, necessitating quick and flexible production processes.
- Home Furnishing Products: Home furnishing textiles often require different properties, such as durability and colorfastness, compared to clothing textiles.
- Textile-Based Materials and Composites: Textile materials are not limited to traditional fabrics. Innovative uses include textiles as components in composite materials. For instance, textiles reinforced with polymers or other materials are used in applications like lightweight automotive parts, sports equipment, and construction materials.
- Technical Textile Products: This is the high-tech and innovative segment of the TC industry. It involves the production of textiles with specific functionalities, catering to industrial applications. The technical textile segment often pioneers the adoption of new technologies, such as smart textiles embedded with sensors or conductive materials for electronic applications.

The EU Strategy for Sustainable and Circular Textiles represents a challenge to achieve these objectives in a harmonized manner. The Strategy implements commitments made under the European Green Deal, the new Circular Economy Action Plan and the Industrial Strategy, and aims to create a greener, more competitive and more modern sector, more resistant to global shocks.

The civil aeronautics industry can be characterized as one of the EU's key high-tech sectors on the global market. In 2020, the precipitous fall in global demand for air travel inflicted significant stress on the civil aeronautics industry. But as the industry began the return to normality in 2021, it saw a significant rebound in both turnover and employment. In 2021, more than 363,000 highly qualified employees have been working across Europe in the sector, making the civil aeronautics sector one of the world-leading industries in providing employment, innovation and economic growth. The annual revenue in 2021 generated by European companies within the civil aeronautics industry has increased by over 30% from 2020, rising to €106.4 bn for the year, which compares to €81.6 bn seen in 2020. The sector accounted for 45% of total industry turnover in 2021.

Europe is home to some of the largest companies within the industry. Europe is also home to some of the biggest companies within the supply chain. This makes Europe world leader in the production of civil aircraft, including helicopters, aircraft engines, parts and components. Besides the big companies, the civil aeronautics sector consists of a great variety of small and medium-sized enterprises (SMEs), which are spread across Europe and contribute to a huge spectrum of technologies, integrated capabilities, and innovative potential.

IN TRANSIT project underlines the need to diversify the aerospace sector that is highly vertical by a very few dominant players, need to find new business models and business opportunities in cross-sectoral fields to gain global strength.

IN TRANSIT project also understands the need for product diversification, for increasing the knowledge about potential applications of textile in advanced sector, for adoption of advanced manufacturing solutions. Need support to modernize their business models, embracing innovation as the engine of growth and sustainability focusing on added value instead of cost. Need to take affirmative action towards circular economy opportunities. Proposals with a concept out of this scope, will not be evaluated.

Europe is home to a competitive, wealth-generating manufacturing industry and of extremely comprehensive manufacturing ecosystems which accommodate complete manufacturing supply chains. Europe's manufacturing industry is the backbone of the European economy, bringing prosperity and employment to citizens in all regions of Europe. The EU is a global market leader for high-quality products, and European Industry is the world's biggest exporter of manufactured goods for some years. EU exports consist mainly of manufactured products: their share has been constantly over 80% of total EU exports. From 2002 to 2022, exports of manufactured goods in the extra-euro area had a sustainable growth increased by almost EUR 1200 billion, from EUR 867 billion to EUR 2057 billion, with the exception of 2020 when they suffered a decrease of 10% in comparison to 2019.

The construction industry is very important to the EU economy. The sector provides 18 million direct jobs and contributes to about 9% of the EU's GDP. It also creates new jobs, drives economic growth, and provides solutions for social, climate and energy challenges. The goal of the European Commission is to help the sector become more competitive, resource efficient and sustainable.

The construction sector has been hit particularly hard by the financial and economic crisis. The main challenges facing construction are

- Stimulating demand: Efficiency improvements in existing buildings and renovations have the highest potential to stimulate demand.
- Training: Improving specialised training and making the sector more attractive, in particular for blue-collar workers, technical colleges and universities.

- Innovation: More active uptake of new technologies.
- Energy efficiency and climate change: Buildings account for the largest share of total EU final energy consumption (40%) and produce about 35% of all greenhouse emissions.

Up to 95% of construction, architecture, and civil engineering firms are micro-enterprises or small and medium-sized enterprise (SMES).

The IN TRANSIT project emphasizes the need for innovation in the construction sector, the need to find new business models and business opportunities in cross-sectoral areas to gain resilience, as well as for growth and development.

3. IN TRANSIT SUPPORT MECHANISM: DEVELOP

DEVELOP Projects are the main instrument of IN TRANSIT project to support and consolidate sustainable solutions, as processes or products, due to the implementation of new circular business models. In addition, the aim is to consolidate the generated ideas with the INNOVATE services.

3.1 What financial support is offered?

Two IN TRANSIT open calls for proposals will be launched during the project:

- First call for proposals: 1.5M€ (30 SMEs granted). The consortium reserves the right to increase this budget by maximum 7%.
- Second call for proposals: 1.515M€ (30 SMEs granted).

The maximum amount to be granted per SME by IN TRANSIT project shall not exceed €50.000,00 in total.

Each interested SME can apply individually or in consortia to the voucher in accordance with its needs, but **each SMEs may submit only one proposal** (not, for example, an individual proposal and a consortium proposal), and only ask for the maximum financial contribution cumulatively.

In case the number of expected applicants cannot be reached in the first IN TRANSIT call, the relevant budget will be reallocated to the second IN TRANSIT DEVELOP call.

The €49.000 lump sum contributions to SMEs includes the costs of any specialized subcontractor. Subcontractors can typically be innovation actors such as Research Technology Organization (RTO), Universities, Research Institutes, living labs and similar, but could be also public research centre or other, large companies, other specialized SMEs and similar.

Important notes: in case a SME is granted during a DEVELOP Call and has received any travel voucher, the maximum amount to be granted per SME by IN TRANSIT project shall not exceed €50.000,00 cumulatively. Applicants will be asked if they have received previous IN TRANSIT funds, in the application form. In case they exceed the allowed funding, the SME will be rejected during the eligibility check or the budget to be granted will be reduced accordingly.

The applicants that have been beneficiaries during the 1st Develop Call of proposals cannot apply during the 2nd Call of proposals, even if the project's idea is different.

3.2 Which is a “DEVELOP” voucher?

This instrument will provide FSTP support for development projects, including coaching services for developing innovative and sustainable business models.

Support will focus on developing innovative processes or new products prototypes and their market testing facilitated by the integration of technological and non-technological innovations methodologies for speeding up market match. Participation may be individual or in consortia.

Main “DEVELOP” Voucher features:

- Goal: to support innovative technical demonstrations and integrations in improved processes, new business models, or value chains.
- Consortia: participation may be individual or in consortia depending on the type of proposal.
- €: maximum 49.000€ per SME (or 98.000€ in consortia).
- Funding approach: lump sum.
- Coaching: 50 hours.
- Projects duration: maximum 4 months.
- Information to be submitted by the SME.
 1. Administrative data, including partners details.
 2. Budget for the proposal.
 3. 10-page proposal

Under the 1st DEVELOP call, 30 beneficiaries SMEs will be selected.

3.3 Eligible cost

Successful proposals shall receive the requested financial contribution in the form of a lump sum.

A lump sum is a fixed amount of money which can be used by beneficiaries for several purposes related to the achievement of the project objectives. It is necessary to provide an explanation in the application on how the lump sum will be used including a clear budget proposal (personnel, subcontracting, travels, equipment, and consumables). Since the granting of a lump-sum does not foresee the delivery of a detailed financial reporting and timesheets, the use of the project budget will be controlled considering the technical advancements by the technical reviewers. The final technical evaluation will assess the coherence of the spent money with the achieved results. However, since beneficiaries will have to keep the original documents of their expenses (timesheets, invoices, contracts) in case of an audit, the following rules and limitations of voucher scheme must be respected.

Costs described in the submitted budget must be determined in accordance with the usual accounting and management principles and practices of the beneficiary.

The financial contribution for the eligible costs, will be given to the selected SMEs in a form of lump sum.

Applicant will provide an indicative budget allocation in Excel format in order to allow the evaluator to better understand the organization and implementation of the project. Budget Excel will be uploaded with the application form in the submission platform.

Eligible costs are:

- **SMEs internal costs:**
 - Direct staff costs: cost hours of the staff of the beneficiary dedicated to actual work under the project.
 - Other direct costs: further direct incurred costs directly related to the implementation of the action can be claimed for travel costs for project team meetings, equipment, consumables etc. Only the part of equipment costs used for the project, and the usual depreciation rules of the company have to be applied.

- Indirect costs: costs incurred within the context of a project that cannot be attributed directly to the project, e.g. room rent, energy costs or general administration costs. A flat rate of 25% of the direct eligible costs shall be applied.
- **Subcontracting costs** such as expert services by Research Technology Organization (RTO), Universities, Research Institutes, living labs and similar, but could be also public research center or other, large companies, other specialized SMEs and similar. Those costs are the services/products carried out by a provider-subcontractor via a legal agreement between them, which set out the rights and obligations of both parties for the sake of the project completion.

Subcontracting may cover only a limited part of the action. If the subcontracting budget is quite high (over a 40% of the action), beneficiary must and should justify it properly.

3.4 Period of costs' eligibility

Period of costs' eligibility starts from the contract signature date until the end of the project. Expenditures incurred before submission date of the proposal are not eligible. Expenditures incurred after reporting period are not eligible. **Only costs generated during the lifetime of the project can be eligible.**

3.5 Who can apply?

Applications will be eligible only if **all the following conditions** are met:

1. Applicants must be a small or medium-sized enterprise (SME).
 - i. Companies must declare their SME status in accordance with the SME definition of the European Union as part of the application via [this link](#); in case of partner or linked companies, consult the guide of the SME definition via [this link](#).
 - ii. SMEs must be active (i.e. providing services or manufacturing) in one of the following sectors:
 - a) Aerospace
 - b) Construction
 - c) Textile
 - d) Advanced manufacturing
2. Applicants must be established or with a branch office in one of the 27 EU members states.
3. Applications must be complete, readable and written in English (applications partially written in another language are not eligible) and must not exceed the maximum number of characters stated in each text box of the application form.
4. Applications must be submitted through the web-based system by the deadline indicated in the Open Call for SMEs Circular Transformation Scheme to DEVELOP.
5. Applications must be submitted through the web-based system by **13/03/2024 at 17h CET**.

3.6 Where to apply and how

SMEs will need to apply via the following link: <https://calls.intransitproject.eu>

We will evaluate only proposals submitted through the online IN TRANSIT submission tool within the **deadline (13/03/2024 at 17h CET)**. Upon receipt of each proposal, the system will send you a confirmation of your submission. Proposals may be re-edited and re-submitted until the aforementioned deadline. The last submitted proposal before the deadline will be considered as the final one.

The application contains two parts:

- Administrative forms and abstract which are filled in directly in the platform
- Mandatory annexes to be uploaded in the platform:
 - o Technical proposal in pdf (10 pages)
 - o Budget for the proposal (excel file)

All templates can be downloaded from the [IN TRANSIT website](#).

SMEs applying to the call as a consortium should fill in one (1) proposal. One of the involved SMEs acting as “coordinator” is responsible to complete and upload all information into the online tool.

4. FUNDING SCHEME

4.1 General payment terms

- All payments will be made in Euros (€).
- Expenditures incurred before the Contract signature date, or after the project duration period are ineligible for remuneration.
- Costs incurred for the implementation of the project must be used for the sole and close purpose of achieving the objectives of the project and its expected results, in a transparent manner consistent with the principles of economy, efficiency and effectiveness.
- Beneficiaries that apply in consortium must set up internal agreements regulating their cooperation. IN TRANSIT will not be responsible for paying any costs applied for and incurred by the beneficiaries in case of non-compliance with the terms and conditions of the IN TRANSIT funding scheme.
- Payments will be made to each SME of the consortium based on their share of the estimated budget in the project Contract.
- Submission of an application does not constitute an entitlement for funding.
- The recipients of the (financial) support from IN TRANSIT (“Beneficiaries”) must ensure that the [European Commission](#), the [European Anti-fraud Office \(OLAF\)](#) and the [Court of Auditors \(ECA\)](#) can exercise their powers of control, on documents, information, even stored on electronic media, or on the final recipient's premises.

4.2 Beneficiaries' obligations

Supporting documentation

The SME must -for a period of five-years after the payment of the balance- keep records and other supporting documentation in order to prove the proper implementation of the action.

They must make them available upon request or in the context of checks, reviews, audits or investigations.

If there are on-going checks, reviews, audits, investigations, litigation or other pursuits of claims under the grant agreement (including the extension of funding), the SME/consortium must keep the records and other supporting documentation until the end of these procedures.

The SME/consortium must keep the original documents. Digital and digitalised documents are considered originals if they are authorised by the applicable national law. Non-original documents may be accepted if they offer a comparable level of assurance.

Financial capacity:

The SME must have the financial capacity to carry out the actions described in their proposals and to properly manage the financial support granted to them.

Each SME either applying alone or as a member of a consortium **must BE** in alignment with the following situations:

- Is no bankrupt or being wound up, is not having affairs administrated by the courts, has not entered into an arrangement with creditors, has not suspended business activities, is not the subject of proceedings concerning those matters or is not any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- Is in compliance with its obligation relating to the payment of social security contributions and the payment of taxes, in accordance with the legal provisions of the country in which it is established;
- Is not subject to a conflict of interest in connection with the grant.

Selected SMEs should be able to provide information of their financial standing.

The following documents could be asked after the selection procedure:

- Copy of the profit and loss account. Financial statements for the 2 most recent closed financial years.
- Balance sheet for the last two years for which accounts have been closed. Failing that, appropriate statements from banks shall be submitted.
- VAT Certificate, or VAT Registration (official document issued by each country's responsible public organisation)
- Bank account information

In case of SMEs (or startups) without a financial history or track-record, an audit of their current fiscal period (certified by an external auditor) or a self-declaration, including a Business Plan for the on-going financial year could be required.

Exceptionally, when it would be considered and justified by IN TRANSIT Evaluation Committee, if a participant is unable to provide the above documents, it may prove its economic and financial capacity by any other document which the IN TRANSIT Evaluation Committee considers appropriate. Nevertheless, this entity must at least be notified of the exceptional reason and its justification in the proposal; and it reserves the right to request any other document enabling it to verify the participant's financial capacity.

4.3 Which are the payment terms?

Total amount to be funded per project	up to 49K€ per SME, and up to 98K€ in consortia for DEVELOP (the maximum amount to be granted per SME by IN TRANSIT project shall not exceed €50.000,00 in total for both DEVELOP and travel vouchers)
Funding approach	lump sum
Payment Schedule	50% after contract signature, 50% after final reporting if positive financial viability criteria

The payments will be made directly to each SME. In the case of a consortium the payments will be made to each SME individually.

Payments will not be made to the subcontractors by the IN TRANSIT project directly. The SME or SMEs of the consortium are responsible to pay the subcontracting services based on their internal agreement.

5. CUSTOM SERVICES TO PROVIDE TO PARTICIPANTS IN DEVELOP INSTRUMENT

Each proposal or consortia will be assigned an expert coach from the partnership with a package of **50h of support and coaching (per proposal)**. Financial support will consist of a lump sum to cover staff costs, and an option to subcontract an R&D or DIH services for prototyping, characterization, and technical support. In addition, access to partners testing facilities can be articulated to demonstrate concepts and advanced technologies. The mentoring services provided by partners are detailed below. This list is an initial approach, and the services will be adapted after the Assessment of industry needs or specific gaps of participants.

Custom Services to provide to participants in DEVELOP

1. **Building a business proposal:** IN TRANSIT partners will support you in the definition or optimization of the business proposal of your developed solution (product or service)
2. **Building a market analysis:** How to build or optimize the definition of your market, identify the potential of your solution, and build a long-term market strategy
3. **Building a strategic plan:** Define your strategic positioning and tactical approach to better forecast your needs, investments, and resources and to define financial perspectives.
4. **Organizing an integrated product and process approach:** How to organize your industrial process with the integration of the product specifications and to ensure a smart production for an efficient solution.
5. **Developing commercial capabilities for new markets:** The consortium will provide tools and good practices to support you in identifying new commercialization channels and extend your business opportunities.

Test facilities

The access to the testing facilities will be granted based on the personnel and equipment's availability during the execution period of the funded DEVELOP projects. The allocation of services will be conducted strictly on a first-come, first-served basis, depending on the technological provider's availability.

6. EVALUATION AND SELECTION PROCESS

6.1 CRITERIA

Submitted applications will be evaluated in a **four-steps evaluation** procedure (initial eligibility check, remote evaluation by external experts, ethics advisory board review and finally, a raking review by the Evaluation Committee consisting of representatives of IN TRANSIT partners).

Eligibility check: prior to assigning proposals to external experts, IN TRANSIT partners will perform an eligibility check according to previously defined criteria. Eligible proposals will be assigned to external evaluators. DEVELOP proposals will be evaluated by at least 2 external experts. The overall evaluation process shall take max. 40 days, starting from the closing date of IN TRANSIT open call (**13th March 2024, 17.00 CET**). The Figure 2 illustrates the whole evaluation process:

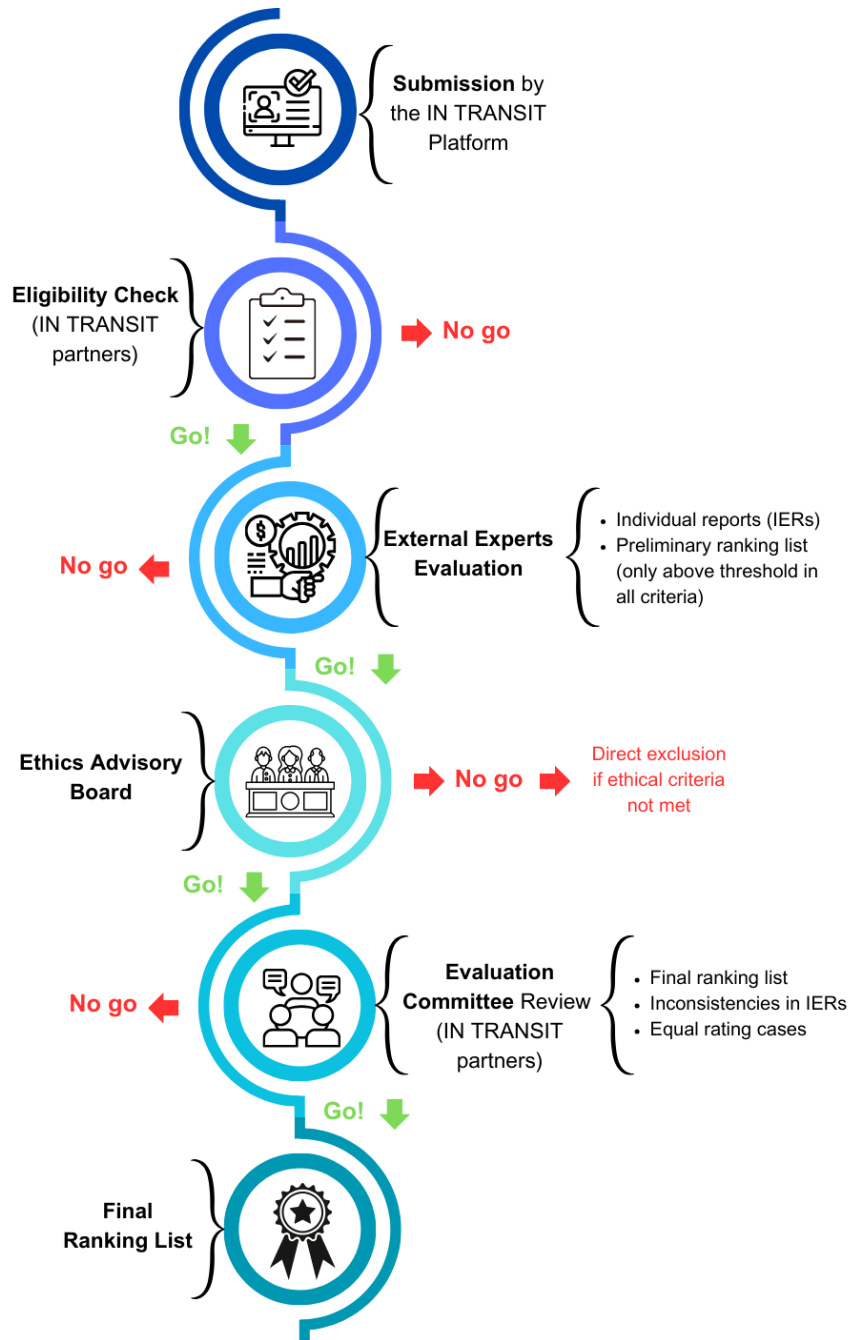


Figure 2: Evaluation Process

External Experts evaluation: individual evaluation will be done remotely by external experts. After individual evaluation, the result will be a preliminary ranking list. Only proposals with all individual criteria rated above the threshold will be considered eligible and included in the preliminary ranking list.

Ethics Advisory Board (EAB) screening: it will be ensured that all ethics issues are addressed in compliance with the ethical principles, and the international and national laws. An Ethics Board conformed by independent members will evaluate the ethics criteria. To receive funding, some proposals must undergo an Ethics Screening and (depending on the severity of the ethics issues and how they are addressed) potentially an Ethics Assessment. Please, consult the [“How to complete your ethics self-assessment”](#) guidelines for a full overview of relevant ethics issues. **The ethics board's evaluation will prevail over all other evaluations; if the proposal has ethical problems that cannot be rectified, it will be automatically rejected.**

DEVELOP beneficiaries must comply with applicable international, EU and national law. By doing so, beneficiaries also comply with Regulation (EU) 2021/695 establishing Horizon Europe guiding principles, with a special focus on:

- The principle of proportionality.
- The right to privacy.
- The right to the protection of personal data.
- The right to the physical and mental integrity of a person.
- The right to non-discrimination.
- The need to ensure protection of the environment.
- The need to ensure high levels of human health protection.

The action must be carried out by the EAB in line with the highest ethical standards and the applicable EU, international and national law on ethical principles.

Evaluation Committee Review: a final ranking review will be carried out by the evaluation committee, who will draw up the final list of beneficiaries.

The evaluation and ranking of applications are based on a set of criteria in addition to the above-mentioned main eligibility requirements. The following table explains the different aspects which will be considered for each evaluation criterion.

Evaluation criteria	Sub-criteria	Score	Weighted Score
1. Excellence (30%)	Scientific and technical quality	(1-5)	10
	Innovation potential	(1-5)	10
	Feasibility of the project	(1-5)	10
Total 'Excellence level'		(1-5)	30
2 Quality of Implementation (30%)	Coherence and effectiveness of the work plan	(1-5)	10
	Composition and competencies of the team	(1-5)	10
	Risk management	(1-5)	10
Total 'Implementation'		(1-5)	30
3. Potential impact (40%)	Economic impact	(1-5)	15
	Route to market	(1-5)	10

Evaluation criteria	Sub-criteria	Score	Weighted Score
	Social impact	(1-5)	5
	Value chain perspective (cross-sectoral and cross-borders aspects)	(1-5)	10
Total 'Impact		(1-5)	40
4. INNOVATE participation bonus			+7.5% (15% in case two of the SMEs participating in the proposal (preparing the proposal in consortia) have successfully participated in INNOVATE)

IN TRANSIT is strongly looking to establish **cross-sectoral and/or cross-regional partnerships for new circular business models chains** and, therefore, it is positively evaluating applications with such consortia (SMEs from different countries and from textile/aerospace/advanced manufacturing/ construction sectors).

6.2 Scoring mechanisms

Evaluation scores will be awarded based on the criteria mentioned in the section above. The maximum score for Criterion 1 will be 30 points, for Criterion 2 will be 30 points and for Criterion 3 will be 40 points.

Each sub-criterion is rated between 1 and 5 points; no half-points are allowed (decimal points may arise during normalization, but not as an individual evaluation grade). The threshold for each of the three evaluation criteria is 60% (18/30, 18/30 and 24/40). Each sub-criterion has a dedicated weight for the final score. Score per criterion is the sum of the individual sub-criteria weighted scores.

Criterion INNOVATE participation bonus, will give a “push” of 7,5% on the obtained total mark and will then result in the final score in case of one SME and 15% if there are two.

The total score is comprised by adding the scores of the three criteria and will be maximum 100 points. The threshold for the overall score is 70%. Proposals in which one of the three individual criteria score below 60% or the overall score is below 70%, will not be recommended for funding.

The meaning of the scores with respect to the sub-criteria are as follows:

- **1 - Poor.** The criterion is addressed in an inadequate manner, or there are serious inherent weaknesses.
- **2 - Fair.** While the proposal broadly addresses the criterion, there are significant weaknesses.
- **3 - Good.** The proposal addresses the criterion well, but with at least one moderate weakness.
- **4 - Very good.** The proposal addresses the criterion very well, although with minor weaknesses.
- **5 - Excellent.** The proposal successfully addresses all relevant aspects of the criterion in question. Any shortcomings are minor.

In the event of tied scores among different proposals, a set of criteria is employed to determine the prevailing choice. First and foremost, priority is given to proposals with cross-border partnerships, if applicable. If the tie persists, the number of participating sectors becomes the deciding factor. Subsequently, the proposal excelling in the "Impact" criterion takes precedence, followed by "Excellence" and then "Implementation" if ties persist.

This systematic approach ensures a structured and fair means of selecting the winning proposal when numerical scores are equal, considering factors like international collaboration, sector diversity, and the specific merits outlined in the impact, excellence, and implementation categories.

6.3 IN TRANSIT Evaluation Committee revision

The Evaluation Committee is constituted by one member of each IN TRANSIT partner, that will review the preliminary ranking list dealing with, successively:

1. Evaluation scores oversight to detect potential inconsistencies.
2. Proposals with strong discrepancies between evaluators after the evaluation.
3. Final score adjustment with equal scores and nearing the funding threshold under different criteria (gender balance – number of women participating in the project)

The final ranking list will result from the decision of the Evaluation Committee revision.

6.4 Evaluation procedure

The assessment period shall take max. 40 days, starting from the closing date of the call. The applicants will receive an e-mail about the outcome of the assessment directly after the assessment is finalised along with instructions for the next steps in case the applicant is awarded. The successful applicants will be requested to upload administrative and financial documents to the IN TRANSIT platform within 15 days, and within additionally 15 days to sign a formal Contract from the notification of the project approval. Failure to comply with these timeframes might result in the rejection of the proposal. Evaluation procedure is shown in Figure 2.

Individual Evaluation will be done remotely by external experts. After individual evaluation, the result will be a preliminary ranking list. Only proposals with all individual criteria rated above the threshold will be considered eligible and included in the preliminary ranking list. It will be ensured that all ethics issues are addressed in compliance with the [ethical principles](#), and the international and national laws. An Ethics Board conformed by independent members will evaluate these ethics criteria.

The final ranking list will result from the decision of the Evaluation Committee revision.

Important note to applicants: Terms and Conditions described in this Guide for Applicants / Call for Proposals, should be considered as mandatory terms and any incompliance may lead to proposal disqualification.

Examples for proposal disqualification (indicative and not exhaustive):

- Applicant does not comply with ethical principles.
- Applicant and / or Consortium request budget higher than the maximum allowable.
- Applicant is not within territorial scope of the IN TRANSIT project.
- Applicant does not respect the guidelines for the resubmission / reapplication.

6.5 Open Call for SMEs Circular Transformation Scheme to DEVELOP key facts

- Launch call for proposal: 10/01/2024, 10h CET.
- Submission deadline: 13/03/2024, 17h CET
- Submission online platform: <https://calls.intransitproject.eu>
- Eligibility check: March 2024
- Open Call to DEVELOP evaluation period and ethics review: March 2024
- Open Call to DEVELOP ranking: April 2024
- Open Call to DEVELOP results' announcement and notification to SMEs: April 2024
- Agreement signature date: May 2024.
- Expected starting date of the project: June 2024.

7. CONTACT DETAILS AND COMPLAIN

For any enquiries regarding the IN TRANSIT Open Call for SMEs Circular Transformation Scheme to DEVELOP, please contact us at the following address: develop@intransitproject.eu or the Help Desk contacts (ANNEX 1).

For any complaints regarding the IN TRANSIT DEVELOP results, please contact the Help Desk (Annex I) within 5 natural days after the announcement of the DEVELOP results. Your email should include the following information:

- Platform username and application name
- Lead contact name and details
- Object of your complaint
- Information and evidence of the alleged breach

The IN TRANSIT Evaluation Committee, which consists of representatives of the IN TRANSIT partners, will examine the complaints based on the information brought forward by the applicant, will assess the case and decide whether the complaints is justified or not and will inform the applicant on the decision taken. If the complaint is considered justified, the IN TRANSIT Evaluation Committee will re-assess the application and the related assessment part, subject to the complaint. An Ethics Board conformed by independent members will evaluate the ethics criteria.

The final decision on the complaint will be communicated by the IN TRANSIT Evaluation Committee to the applicant in writing within **20 working days** from the date of submitting the complaint. This decision will be final, binding to all parties and not subject to any further complaint proceedings within the programme if the complaint is based on the same grounds.

For technical issues concerning the submission procedure, please contact us at the following address: develop@intransitproject.eu or the Help Desk contacts (ANNEX 1).

8. MONITORING AND REPORTING PROCESS

Maximum 1 (one) month after the end of the implementation and reporting period (4 months), as it will be defined in the contract, the IN TRANSIT beneficiaries shall provide an overall performance progress report for the project along with the respective deliverables validating the work as well as a brief financial statement with all the expenses detailed.

The purpose of the above is to evaluate:

- the degree of fulfilment of the project work plan and of the related deliverable(s);
- the continued relevance of the objectives and breakthrough potential with respect to the scientific and industrial state-of-the-art;
- the expected potential impact in economic, competition and social terms, and the IN TRANSIT Beneficiary's cooperation to elaborate a dissemination of foreground plan.

9. CONFIDENTIALITY AND DATA PROTECTION

A.- Confidentiality among applicants

All information in whatever form or mode of communication, which is disclosed by a Party (the “Disclosing Party”) to any other Party (the “Recipient”) in connection with the project during its implementation and which has been explicitly marked as “confidential” at the time of disclosure, or when disclosed orally has been identified as confidential at the time of disclosure and has been confirmed and designated in writing within 15 calendar days from oral disclosure at the latest as confidential information by the Disclosing Party, is “Confidential Information”.

The Recipients hereby undertake in addition and without prejudice to any commitment on non-disclosure under the IN TRANSIT Project, for a period of 4 years after the end of the Project:

- Not to use Confidential Information otherwise than for the purpose for which it was disclosed;
- Not to disclose Confidential Information without the prior written consent by the Disclosing Party;
- To ensure that internal distribution of Confidential Information by a Recipient shall take place on a strict need-to-know basis; and
- To return to the Disclosing Party, or destroy, on request all Confidential Information that has been disclosed to the Recipients including all copies thereof and to delete all information stored in a machine readable form to the extent practically possible. The Recipients may keep a copy to the extent it is required to keep, archive or store such Confidential Information because of compliance with applicable laws and regulations or for the proof of on-going obligations provided that the Recipient comply with the confidentiality obligations herein contained with respect to such copy for as long as the copy is retained.

The recipients shall be responsible for the fulfilment of the above obligations on the part of their employees or third parties involved in the Project and shall ensure that they remain so obliged, as far as legally possible, during and after the end of the Project and/or after the termination of the contractual relationship with the employee or third party.

The above shall not apply for disclosure or use of Confidential Information, if and in so far as the Recipient can show that:

- the Confidential Information has become or becomes publicly available by means other than a breach of the Recipient's confidentiality obligations;

- the Disclosing Party subsequently informs the Recipient that the Confidential Information is no longer confidential;
- the Confidential Information is communicated to the Recipient without any obligation of confidentiality by a third party who is to the best knowledge of the Recipient in lawful possession thereof and under no obligation of confidentiality to the Disclosing Party;
- the disclosure or communication of the Confidential Information is foreseen by provisions of the IN TRANSIT Project;
- the Confidential Information, at any time, was developed by the Recipient completely independently of any such disclosure by the Disclosing Party;
- the Confidential Information was already known to the Recipient prior to disclosure.

The Recipient shall apply the same degree of care with regard to the Confidential Information disclosed within the scope of the Project as with its own confidential and/or proprietary information, but in no case less than reasonable care.

Each Party shall promptly advise the other Party in writing of any unauthorised disclosure, misappropriation, or misuse of Confidential Information after it becomes aware of such unauthorised disclosure, misappropriation or misuse.

If any Party becomes aware that it will be required, or is likely to be required, to disclose Confidential Information in order to comply with applicable laws or regulations or with a court or administrative order, it shall, to the extent it is lawfully able to do so, prior to any such disclosure:

- notify the Disclosing Party, and
- comply with the Disclosing Party's reasonable instructions to protect the confidentiality of the information.

GDPR compliance: The General Data Protection Regulation (2016/679/EU) guarantees that the processing of data is carried out in compliance with the fundamental rights and freedoms, as well as the dignity of the data subject with particular reference to confidentiality, personal identity and the right to data protection. By applying, the applicant agrees on the storage and use of its personal data for the execution of the IN TRANSIT objectives and work plan.

The processing of data that IN TRANSIT intends to carry out will be based on lawfulness and correctness in the full protection of its rights and its confidentiality pursuant to the general principles of the GDPR and in particular its Section 2. Therefore, the competitors are informed of the procedure that the data provided by the applicants will be treated exclusively with reference to the procedure for which they submitted the documentation.

Data controller: FUNDACIÓN CORPORACIÓN TECNOLÓGICA DE ANDALUCIA (CTA).

Address: Calle Albert Einstein s/n, Sevilla, 41092, Spain

VAT number: ESG91452953

Contact details: data@intransitproject.eu

Data we process: the IN TRANSIT consortium will be processing mainly data coming from:

- Representatives and contact person from the applicants to the IN TRANSIT Open Call for SMEs Circular Transformation Scheme to DEVELOP.
- Representatives and contact person from the partners of the IN TRANSIT consortium.
- As part of carrying out the projects, the partners and the applicants transfer personal data to IN TRANSIT consortium, making it possible to identify and contact (first & last name, organisation, function, business e-mail address, message, consent) their employees due to their job titles or third

parties involved in the project, such as experts. In this case, the partner remains responsible for supplying the legal information to the people involved in the processing operations prior to or when the data are collected.

- Information about successful IN TRANSIT DEVELOP applications that will be made publicly available before the end of the project containing: event title and list of companies participating.
- Information about successful IN TRANSIT DEVELOP services that will be made publicly available after the end of the project: event title and list of companies participating.

Purpose of the processing: the purpose of processing partners and applicant's data is:

- To run an open call and collect data necessary to evaluate applications and financing the projects.
- To manage this application form and the consequent project selection process.
- To compile files on members of the consortium, partners and people likely to contribute to the projects due to their job titles or expertise.
- Communication on the events.
- Sending a newsletter and information about events related to the projects.
- Compiling statistics related to the projects.

Lawfulness:

(a) **Legal basis for the applicants processing of personal data:** The legal basis for this processing is the performance of selections of projects for the financing (art. 6.1, 'b', GDPR).

(b) **Legal basis for other processing of personal data:** informed consent (art. 6.1. 'a' GDPR).

Recipients:

Third-party intervention:

IN TRANSIT, while conducting its undertakings, may authorise third parties (as defined in number 10 of article 4 of the GDPR) to process personal data which are under IN TRANSIT's domain, to comply with legal duties, pre-contractual or contractual obligations and/or as indispensable means of performance of IN TRANSIT's statutory goals. Said third parties can be public authorities, namely in charge of auditing tasks, project, activity or service partners.

To comply with the GDPR requisites, IN TRANSIT shall require the previous and mandatory consent to the data subject for this specific processing.

Processor intervention:

IN TRANSIT, while conducting its undertakings, may subcontract third entities (as defined in number 8 of article 4 of the GDPR) to process personal data on IN TRANSIT's behalf. To comply with the GDPR requisites, IN TRANSIT shall require the previous and mandatory consent to the data subject for this specific processing.

Period of data storage: Personal data will be stored for the period defined by legal rules or, in their absence, for the strict time needed for the fulfilment of the processing purpose, taking in consideration the legal basis for said processing, as well as all the remaining requisites and time periods determined by law, namely the lapse terms for legal actions based on the correlated rights.

Accordingly, in all cases where a mandatory storage period is determined by law, the right to erasure of personal data as stated in Article 17 of the GDPR can only be exercised by the data subject after said period is lapsed.

IN TRANSIT shall store the personal data for the strict period of time needed for the fulfilment of the data processing purpose, as well as its erasure (or anonymisation, if and when applicable/ needed) immediately after said period and/ or upon the data subject's request, always considering the above-cited exceptions and all legally defined terms.

Rights: The applicants can exercise their rights towards the data controller, based on article 12 of the GDPR. For any inquiries regarding exercising your rights, please contact us through the following e-mail address:

data@intransitproject.eu

Your requests will be treated with care, so that we can ensure the effectiveness of your rights. You will be asked to prove your identity, so to ensure that personal data are shared only with the owner. Please note that, in certain cases and in accordance with applicable law, your request may not be satisfied immediately or in full. In all cases, you will be informed of the measures taken, within 30 days from the time the request is made.

10. INTELLECTUAL PROPERTY RIGHTS AND DISSEMINATION

All rights, title, and interest in and to the intellectual property created or owned in any form or manner by IN TRANSIT's partners, shall remain vested in them. For this purpose, any such IP shall include intellectual property related to:

- Patents, patent applications and patent rights (including without limitation any and all applicable assignments of patents or patent applications, continuations, continuations in-part, divisions, patents of addition, renewals, extensions, foreign counterparts, utility models, re-examinations, and applications for reissuance of patents);
- Copyrights and applications, registrations, recordings and renewals in connection therewith.
- Trade secrets and confidential technical information (including without limitation research and development, know-how, formulae, compositions, processes and techniques, technical data, designs and drawings).
- All manuals, books, documents and specifications directly or indirectly related there to.
- Licenses, agreements and permissions granted to any third parties over the IP.

The ownership of the IP rights arising from the development of a project, within the scope of this program, shall belong to the corresponding SME/consortium, as referred in the signed consortium agreement.

The following aspects will be considered in the agreement:

- Results are owned by the party that generates them, unless otherwise agreed.

Where several Parties have jointly carried out work generating Results and it is not possible to separate such joint invention, design or work for the purpose of applying for, obtaining and/or maintaining and/or owning the relevant patent protection or any other intellectual property right, the Parties shall have joint ownership of such Results.

These Parties must negotiate and agree on a separate written joint ownership agreement among the Parties concerned regarding the allocation and terms of exercising that joint ownership of such jointly owned Results, within six (6) months as from the date of the creation of such joint Results.

In absence of such agreement or in case the Parties fail to agree within six (6) months as of the creation of such joint Results to agree on a separate written joint ownership agreement:

- Each of the joint owners shall be entitled to use their jointly owned results for non-commercial research activities on a royalty-free basis, and without requiring the prior consent of the other joint owner(s).
- Each of join owners shall be entitled to otherwise exploit the jointly owned results and to grant non-exclusive licences to third parties (without any right to sub-licence), if the other joint owners are given:
 - At least 45 calendar days' advance notice
 - Fair and reasonable compensation

The applicants are advised to include to their internal consortium agreement Intellectual Property Rights issues and the use and dissemination of the results generated by the project teams through the funding obtained via IN TRANSIT Voucher scheme. For details on rights and obligations related to results, the project teams can refer to Annex 5 of the document: https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/aqa_en.pdf

For dissemination and use of results generated through the financial support from IN TRANSIT, the recipients must credit the IN TRANSIT project through proper citation and appearance of the IN TRANSIT logo and EU Logo, including the proper citation "This project has received funding from the Horizon Europe research and innovation programme under grant agreement no. 101091494 - IN TRANSIT project".

11. GENDER EQUALITY, DIVERSITY AND SOCIAL INCLUSION

IN TRANSIT seeks gender balance. Therefore, applicants are invited to take all measures to promote equal opportunities between men and women in the implementation of the action. They must aim for a gender balance at all levels of personnel assigned to the action, including supervisory and managerial levels to the extent possible.

12. ETHICS RIGHTS

The IN TRANSIT project will comply with the Horizon Europe ethical guidelines, including "Data protection and privacy ethics guidelines" and the "Guidance for Applicants on Informed Consent". The right to privacy and personal data protection will be assured and these regulations will be in line with data protection rules of the general data protection [Regulation \(EU\) 2016/679](#) and [Regulation \(EU\) 2018/1725](#). Therefore, the project members will make sure that data collected shall be limited to the data necessary to perform the implementation and development of the project's activities.

13. DICLAIMER

Purpose: This text is explaining the IN TRANSIT support mechanism for information purposes only. No rights can be claimed based on this document. This document does not reflect the views of the European Union or European Health and Digital Executive Agency (HADEA).

Mistakes or inconsistencies: The IN TRANSIT consortium is not responsible for any mistakes or misinterpretations that this text may cause. In the case of inconsistencies, the IN TRANSIT Consortium will determine the steps to be taken, in cooperation with the applicant concerned.

Consequential damages: In no event shall either party be liable to the other or any of its affiliates for any consequential, incidental, indirect, special, punitive or exemplary damages (including, without limitation, lost profits, business or goodwill) suffered or incurred by such other party or its affiliates in connection with this support mechanism, even if advised of the possibility of such damages.

Direct Damages: IN TRANSIT's liability for direct damages will be limited to the amount of the financial contribution awarded to the applicant pending of payment.

Gender equality: IN TRANSIT seeks gender balance. Therefore, applicants are invited to take all measures to promote equal opportunities between men and women in the implementation of the action. They must aim for a gender balance at all levels of personnel assigned to the action, including supervisory and managerial levels to the extent possible.

14. ANNEX I: IN TRANSIT SMEs HELPDESK

s/n	PARTNERS	E-mail
1	ASOCIACIÓN DE EMPRESARIOS TEXTILES DE LA REGIÓN VALENCIANA	ateval@intransitproject.eu
2	AEI TÈXTILS	aeitextils@intransitproject.eu
3	FUNDACIÓN CORPORACIÓN TECNOLÓGICA DE ANDALUCÍA	corporaciontecnologica@intransitproject.eu
4	ATHINA-EREVNITIKO KENTRO KAINOTOMIAS STIS TECHNOLOGIES TIS PLIROFORIAS, TON EPIKOINONION KAI TIS GNOSIS (CORALLIA)	corallia@intransitproject.eu
5	PRODUTECH-ASSOCIAÇÃO PARA AS TECNOLOGIAS DE PRODUÇÃO SUSTENTÁVEL	produtech@intransitproject.eu
6	SCIENCE PARK GRAZ GMBH	sciencepark@intransitproject.eu
7	IDEAM CLUSTER (TUS)	ideam@intransitproject.eu
8	POLITECNICO DI MILANO (POLIMI)	polimi@intransitproject.eu
9	IRT JULES VERNE	irtjv@intransitproject.eu
10	CONSTRUCTION CLUSTER OF SLOVENIA (CCS)	sgg@intransitproject.eu