



**SECURIT**  
TOWARDS RESILIENT SMART CITIES & TERRITORIES

## Frequently Asked Questions (FAQ)

### SecurIT 1st Open Call

Open date for proposals: 25 January 2022 at 13:00 CET (Brussels Time).

Deadline: 26 April 2022 at 17:00 CEST (Brussels Time).



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## 1. What is SecurIT?

SecurIT (<https://securit-project.eu/>) is an EU-funded project targeting to create a new global competitive security industry (product & service) by supporting a better integration of innovative security systems.

**SecurIT** aims to focus on **increasing the security of current applications, services and infrastructures** by **integrating state-of-the-art security solutions or processes**, supporting the creation of lead markets & market incentives in Europe, following an end-user driven approach.

SecurIT is offering **2 Types of Instruments**:

- **Prototyping Instrument**
- **Demonstration Instrument.**

A detailed description of each Instrument you will find in the Guide for Applicants.

## 2. Why should you apply?

As a consortium selected to be funded under SecurIT you will receive:

- **Up to € 74.000** for 1 prototype project (maximum € 60.000 per SME) to translate your feasibility plan into a prototype. Under this instrument, SecurIT will financially support SMEs for the development of a prototype for which a feasibility study has already been carried out
- OR
- **Up to € 88.000** for 1 demonstration project (maximum € 60.000 per SME) and support in the piloting and validation of your solution (prototype already developed) in the relevant environment.
  - During the Support Programme for up to 12 months, you will cooperate with Experts from Top Security Clusters.
  - You will strengthen your position and recognition in the European security market.
  - You will be a part of the European security environment which is represented by clusters engaged to SecurIT

### 3. Who can apply?

Consortia of at least 2 SMEs (registered legal person) established in:

- The Member States of the European Union and its Overseas Countries and Territories (OCT) or
- [Associated Countries to H2020](#) (including UK)

At least one SME in the consortium must be a **technology/IT solution provider** and should address one of the challenges described in Section 3.2. of Guide for Applicants.

It's also recommended that at least one consortium member has experience in the domain or sector that the consortium is applying to.

2 SMEs applying as one consortium should be autonomous to one another (without capital or personal links and legal relations).

### 4. Could SecurIT partners be funded under this open call?

No, the SecurIT partners or their affiliates or employees, are NOT considered as eligible applicants and can NOT apply for funding. Although, being a member of an association participating in the execution of the SecurIT programme does not mean that you are not allowed to submit an application. All cases of potential conflict of interest will be assessed case by case.

### 5. Is the applicant from the UK or Switzerland eligible for funding?

Yes, applicants registered in Switzerland and in the UK are eligible to apply and receive funding under SecurIT.

### 6. What is an SME?

An SME will be considered as such if it complies with the European Commission's Recommendation 2003/361/EC. As a summary, the criteria defining an SME are:

- Headcount in Annual Work Unit (AWU) less than 250;
- Annual turnover less or equal to €50 million OR annual balance sheet total less or equal to €43 million.

Note that the figures of partners and linked enterprises should also be considered as stated in the SME user guide. For detailed information check EU recommendation:

[https://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition\\_en](https://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en).

## 7. How will we check your SME status?

Before signing the Sub-grant agreement, we are going to verify your SME status. More specifically, we will request you to provide the following documentation:

1. Status information of the beneficiaries:
2. SMEs checklist. In the event you declare being non-autonomous: the balance sheet and profit and loss account (with annexes) for the last period for upstream and downstream organizations.
3. Financial information. It includes the headcount (AWU), balance, profit & loss accounts of the latest closed financial year and the relation, upstream and downstream, of any linked or partner company.
4. Legal existence. Company Register, Official Journal or similar, showing the name of the organisation, the legal address and registration number and, if applicable, a copy of a document proving VAT registration (in case the VAT number does not show on the registration extract or its equivalent).
5. In cases where either the number of employees or the ownership is not clearly identified: any other supporting document which demonstrates headcount and ownership such as payroll details, annual reports, national regional, association records, etc.
6. Bank identification form
7. Information about participation in other acceleration programmes and/or other H2020 grants received.

## 8. What is a Midcap?

Middle-capitalisation company' or 'Midcap' means an enterprise that is not a SME and that has up to 3000 employees, knowing that the staff headcount is calculated in accordance with Articles 3 to 6 of the Annex to Commission Recommendation 2003/361/EC:

<https://eurlex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2003:124:0036:0041:EN:PDF>

Midcap company is not eligible for funding under SecurIT project, however, the midcap company can be a partner in a funded project (without being funded).

## 9. Do you accept consortia with more than 2 SMEs?

Yes. As it was mentioned in Guide for Applicants we are looking for consortia composed of at least 2 SMEs and there are no contradictions to support a bigger consortium. However, please remember that only SME applicants can receive funding (up to €60.000 per SME) and the maximum grant amount per consortium will remain the same regardless of the number of consortium partners: up to € 74.000 for 1 prototype project and up to € 88.000 per 1 demonstration project.

## 10. Do you accept consortia including large companies?

Yes, we accept it, but the overall requirements remain the same: consortium must be composed of at least 2 SMEs and only SMEs can receive financial support under the SecurIT project.

## 11. Can I submit my application if my company is not yet established?

No, you can't. It's only for registered legal persons (established/registered before the Open Call starts: 25 January 2022).

## 12. Can 2 SMEs that are linked (for example: 1 SME having 51% of the shares of the other SME) form a consortium for SecurIT and both get funding?

No. There is a capital link between companies and as we mentioned in Guide for Applicants: 2 SMEs applying as one consortium should be autonomous to one another (without capital or personal links).

## 13. Is a one-person company eligible to receive SecurIT funding?

Yes. If this one-person company is a registered legal person, it's eligible to apply. Please, remember that the one-person company, as well as other applicants, will have to prove that has the resources necessary for the successful implementation of the project.

## 14. What could be a perfect candidate for SecurIT?

The consortium of 2 cross-border SMEs (applicants registered in 2 different eligible countries) and one of them must be a **technology/IT solution provider**.

You are supposed to know your goals, engage end-users, know how the grant amount will be distributed among your consortium.

If you have letters of intent from potential end-users – that's great, your consortium is more reliable (do not forget to mention it in your application).

If you are applying to Demonstration Instrument, you should explain in your application how you are going to perform the demonstration and prove the potential for demonstration in the operational environment.

You will find examples of ideal projects in Guide for applicants, section 3.3.



## 15. Does an application get the extra score for the “cross-border collaboration” if the consortium is composed of 2 SMEs from the same country and 1 large entity from the other eligible country?

No. To get this extra point there should be 2 SMEs applicants from different eligible countries.

## 16. Does an application get the extra score for the “cross-border collaboration” if the consortium is composed of 3 SMEs from 2 different eligible countries?

Yes. There are 2 SMEs from 2 different eligible countries.

## 17. What are the challenges to be addressed?

The challenges have been defined around 3 main domains:

1. Sensitive infrastructure
2. Protection of public space
3. Disaster resilience

The challenges and potential areas of need are specified in the Guide for Applicants, Annex 2 and on the SecurIT website: [https://securit-project.eu/storage/2022/01/SecurIT-Challenges\\_OC1.pdf](https://securit-project.eu/storage/2022/01/SecurIT-Challenges_OC1.pdf)

## 18. Can I choose more than 1 challenge?

Yes, you can. You have to choose at least one challenge from the list provided by SecurIT, but you can also indicate in the proposal that your solution will target more than 1 challenge/area of needs.

## 19. What is TRL?

TRL - Technology Readiness Level- Technology Readiness Levels (TRLs) are indicators of the maturity level of particular technologies. This measurement system provides a common understanding of technology status and addresses the entire innovation chain.



There are nine technology readiness levels; TRL 1 being the lowest and TRL 9 the highest. In our project we refer to [Annex G of the General Annexes](#) to the Work Programme 2016/17 for a full description of TRLs.

## 20. What happens if I do not submit my application within the deadline?

We do not accept applications after the deadline. We strongly encourage you not to wait until the last minute to submit your proposal. Failure of meeting the submission deadline for any reason, including extenuating circumstances, will result in the rejection of the proposal.

## 21. How long does it take to fill in the application?

It shouldn't take more than 2-3 working days as an average. Take into account that specific character limits are set in each field of the online application form, so we encourage you to keep your proposal focused on the requested information, keeping in mind the SecurIT concept and the requirements gathered in the Guide for Applicants for this call.

Remember that only consortia of minimum 2 SMEs can apply. It means that filling out the application will take more time than in the projects which are submitted individually.

We also recommend you start the submission process quite in advance before the deadline in order to avoid last-minute problems.

## 22. Should my consortium partners submit a separate application form?

No, as a consortium you should submit only one application on behalf of your partners, thus you need to gather all necessary information from consortium partners. At the beginning of the application form, you will be asked to provide the name and contact details of the person, who will be the contact point and coordinator in your consortium.

## 23. Can a company submit two project ideas?

No. If more than one proposal is submitted by you, your consortium or your consortium partner (taking into account all applications submitted in both Instruments), only the last edited proposal which has been submitted will be evaluated.

## 24. Can I apply to both Instruments as a partner in 2 different consortia?

No, you can be a partner only in one consortium applying to SecurIT open call. Moreover, you can apply only to one of the instruments offered by SecurIT. If you participate in more than one proposal (taking into account all applications submitted in both Instruments), only the last edited proposal which has been submitted will be evaluated. Other proposals will be excluded from the selection process. We invite you to delete the proposals on the platform if you change your mind.

## 25. Can I apply if I have received FSTP grants from other projects before?

Yes, it is possible to apply to other open calls. The only point that you should pay attention to if you are selected (funded) to multiple EU projects is the “no double funding” rule. “Double funding” means the situation where the same costs for the same activity are funded twice through the use of public funds. It is not allowed in any circumstances. That means that you have to be able to confirm that funding received from the SecurIT project will not cover the same costs/tasks which were already funded by other EU projects.(if you have received any).

## 26. Are applicants required to include the budget plan in the application?

We will ask you in an application form to provide information on how the grant amount will be distributed among your consortium (SMEs) in a funded project.

Details about the budget are not required at the application stage. The detailed budget planned for execution will be requested only from selected SMEs, at the beginning of the Support Programme as part of the **Follow Up Plan** (what is the Follow Up Plan you can check below).

## 27. Will I be able to modify my proposal after submission?

Yes, you can EDIT your application after you submit it before the deadline, as many times as you wish.

## 28. What are the selection criteria?

Each proposal will be evaluated by external evaluators with 3 main awarding criteria: Excellence, Impact and Implementation. Detailed description you will find in the Guide for Applicants, Section 4.3.

## 29. What type of support is available for preparing the proposal?

The 'Guide for Applicants' is the main reference document. It provides detailed information about the requirements of the evaluation and selection process, and the Support Program offered by SecurIT. If you encounter any technical problems while filling in the application form, contact [info.securit@fundingbox.com](mailto:info.securit@fundingbox.com) and we will do our best to help you.

## 30. How to write a proposal that convinces evaluators?

Make sure you do not leave any information out of your proposal. Be specific and provide precise answers to the questions in the application form.

## 31. What are the different evaluation phases and the expected schedule?

The table below presents the indicative dates in which each of the evaluation phases will end and the number of expected applicants that would go through to the next phase.

Phase	Time	Approximate Date	Number of projects passing to the Next Phase
Eligibility Check & Pre-Scoring	4 days	26/04/2022 – 30/04/2022	Up to 60
External Evaluation	Approx. 3 weeks	02/05/2022 -24/05/2022	Up to 60
Consensus Meeting	1 day	Approx. 25/05/2022	Up to 31
Jury Day	2 days	Second half of June	Up to 21
Ethical Review and Legal Check	Approx. 1 month	End of June - end of July	Up to 21

TABLE 1. EVALUATION PHASES

## 32. What happens during Jury Day?

If your project is among the finalists, you will be invited to Jury Day. It will be on site or remotely depending on the situation. Your consortium will receive up to €1k as a lump sum (mini-grant), to cover the Jury Day preparation and participation costs. If you will need to travel for Jury Day, this mini-grant will allow you to cover your travel expenses.

During the Jury Day, you will have the opportunity to pitch your project with a 5-minute video in front of the SecurIT JURY composed of the selected SecurIT members and supported by the ethical expert(s).

Before Jury Day you can receive specific questions that should be addressed during your pitch and your consortium will be requested to submit a 5-minute video pitch, which will be reviewed by the Selection Committee, independently, before the Jury Day. The Selection Committee will agree on the Q&A for each applicant team, in order to make the session more efficient.

Attending the Jury Day is a mandatory requirement to be selected for funding. More on this you will find in the Guide for Applicants, Section 4.5.

### 33. What is the Mini-Grant Agreement?

It's a contract signed before Jury Day between your consortium and SecurIT consortium. Based on this agreement, we will be able to pay you **€1.000** and you will be able to cover the costs of your participation in the Jury Day event. It can be used for travel and/or other purposes related to the project such as the preparation of a video presentation.

Each applicant invited to Jury Day will be requested some basic legal information to confirm that the legal entities engaged in the proposal exist and to prepare the Mini-Grant Agreement which will be signed with selected applicants before the Jury Day event

A mini-grant will be paid against attendance validation and signature of the Mini-Grant Agreement with the SecurIT Consortium. It is a lump sum.

### 34. What are the payment conditions?

You will find all the necessary information in the Guide for Applicants, section 5 "Our Support Programme and Payment Arrangements".

### 35. What is the payment schedule?

The selected grantees will receive up to **74.000 per project in** Prototyping Instrument and up to **€88.000 per project** in Demonstration Instrument in the following 3 instalments:

Instalment	When?	Max. lump sum per consortium
1.	After the Jury Day	€ 1 000
2.	M1 (After validation of Follow Up Plan)	Prototyping Instrument – up to €14 600 per 1 project
		Demonstration Instrument – up to €17 400 per 1 project
3.	At M12 (After Final Review)	Prototyping Instrument – up to € 58 400 per 1 project
		Demonstration Instrument – up to €69 600 per 1 project

TABLE 2. PAYMENT SCHEDULE

### 36. What is the Follow Up Plan?

The Follow Up Plan is a document stating the KPIs and deliverables that should be achieved by the selected SMEs during the Support Programme duration and the resources along with the appropriate budget committed to the project. This document will be prepared at the beginning of the Support Programme with the support of the Follow Up Manager assigned by SecurIT consortium. The Follow Up Plan will be attached as an Annex to a Sub-grant Agreement.

### 37. What will be reviewed during the Milestone Reviews?

The performance during the Support Programme will be reviewed during Interim Reviews at M6 (Interim Report) and M12 (Final Report), according to the following criteria (each criterion will be scored from 0 to 10 and the weight of each criteria, in the final score, is mentioned in brackets below):

- Deliverables quality: based on the Deliverables established in the *Follow Up Plan* (45%).
- Technical performance indicators (based on the KPIs established in the *Follow Up Plan* (45%).
- Deadline Compliance (10%).

### 38. Do selected consortia get any money in advance?

There will be an initial pre-financing (up to 20% of the total funding, excluding the mini-grant) at the beginning of the Support Programme (M1), that will be paid as a lump sum upon validation of the Follow Up Plan.

## 39. What is a conflict of interest?

Conflict of interest may occur, if there are capital or personal connections between two or more entities (Applicant, Consortium partner or any person involved in the selection process), in particular, it should be understood as:

- any ownership relations - ownership of shares, financial links and economic connections - like joint venture, holding, joint participation, silent partner. E.g. Applicant's entity owns shares in the Consortium partner company or Consortium partner company owns shares in the Applicant's company (it also refers to the Applicant's partners/linked enterprises). As economic connection we can understand exclusive licenses, sale agreements if they concern product or solution covered by your application etc;
- family and personal relationships, in particular: marriage, kinship, a relationship of affinity to the second degree in a straight line or lateral line, adoption, custody or guardianship or actual life and other close personal ties binding the Applicant and Consortium partner or any person involved in the selection process – e.g. person representing the Consortium partner company has family/personal ties with anyone representing the Applicant company;
- the existence of material, especially financial relationships (such as the receipt by a person involved in the selection process from Applicant any significant gifts, donations, future contracts or employment, etc);
- relationships based on employment, cooperation or existing civil contract between the Consortium partners and people involved in the Applicant's structure, including managerial or supervisory functions, position in managing or supervising bodies. E.g. Director of the Consortium partner is involved in the management bodies of an Applicant company; the Applicant's employees involved in the Project are employed or contracted by the Consortium partner company etc;
- remaining in a legal or factual relationship that may give rise to justified doubts as to the impartiality of the people involved in the selection process (expert/evaluator/employee/member of the management bodies of any of the Consortium partner setc).

The reasons set forth above may result in a conflict of interest if they occur at the time of an action or have occurred in the past (during the last 2 years before the action starts). Time limits do not apply to family and personal relationships.

Remember that the concept of the conflict of interest should be understood widely, so if you have any doubts about the conflict of Interest please consult it with our team.

All cases of conflict of interest will be assessed on a case by case basis.

## 40. What services does SecurIT offer in the Support Programme?

- During the Support Programme (up to 12 months period) you will cooperate with Experts from Top Security Clusters.
- Each cluster supports 6 projects, the role of the cluster will be: organisation of inspiration & information sessions; coordinate and control the local execution of projects, through the lump sums by the SME's; communication and promotion actions;
- Clusters are crucial to support and organise the collaboration among partners, increase the interaction between public and private partners, structure the access to research and innovation, support technology transfer, and provide facilities for testing, validation and training. This will ultimately lead to a reduced time to market of developed solutions and to strengthening the capabilities to enhance societal resilience and a more secure Europe.

## 41. Is any accountability required on the way the funds have been used, e. g. invoices and other financial documents? Are there any specific restrictions on how the funds are utilized?

The beneficiaries will receive a fixed lump sum of up to **€74.000 per project in Prototyping Instrument** and up to **€88.000 per project in Demonstration Instrument**, up to **€60.000 for 1 SME in both**.

The lump sum is a simplified method that means that you (the FSTP recipient) is not required to present accounting documents like invoices, timesheets, etc, to prove that the cost was actually incurred. However, SecurIT will assess your progress and quality of your work during Interim Reviews, not your accountancy. In this sense, we will ask you to demonstrate the implementation of the project in line with the milestones set. In any case, the lump sum methodology does not release you from the obligation to collect documentation to confirm the costs under fiscal regulation. Please bear in mind that by participating in the SecurIT support programme, receiving the grant and signing the Sub-grant Agreement you will also be responsible towards the competent tax authorities, and the EC audit bodies such as the European Court of Auditors (ECA) and the European Anti-Fraud Office (OLAF).

## 42. How can we help you?

If you have extra questions regarding our Open Call process you can send us a message to [info.securit@fundingbox.com](mailto:info.securit@fundingbox.com)

In case of any technical issues or problems, please include the following information in your message:

- your username, telephone number and your email address;



- details of the specific problem (error messages you encountered, bugs descriptions, i.e. if a dropdown list isn't working, etc.); and
- screenshots of the problem.