high five

Open Call for Innovation Projects

Terms & Conditions

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1. About the HIGHFIVE project

The HIGHFIVE project - *Enhancing digital and green growth in the food processing industry via interregional innovation investments* - has received funding under the European Union's Interregional Innovation Investments Instrument (I3) under grant agreement no. 101083989.

The HIGHFIVE projects plans to foster, enable and facilitate SMEs from agrifood sector and interregional innovation investment (I3) actions to implement or bring to the market innovative digital solutions to concrete challenges of the food processing companies, strengthening the European agri-food value chain and contributing to a more digital, sustainable and resilient agrifood sector in Europe. The modernisation and digitalisation of the food processing industry is a key element of the *HIGHFIVE Open Call for Innovation Projects*. Through twin transition (digital and green) we want to achieve the integration of a IoT (Internet of Things) and related technologies via the implementation of smart sensors to monitor real time critical control parameters, sensors integration and implementation, smart data management and connectivity of the food companies and food value chains in the food production cycle. With these actions we want to achieve higher quality control, resource efficiency, traceability, small scale production, market intelligence and the follow-up of food safety in the food production.

The HIGHFIVE Open Call for Innovation Projects brings together clusters with a background in food processing industry, digital solution (ICT) providers and process technology providers. It strengthens current and develops new cross-sectoral industrial value chains within the food production and processing industries through a combination of direct and indirect innovation actions, as well as support and capacity building measures. The HIGHFIVE Open Call for Innovation Projects supports the realisation of high-TRL (Technology Readiness Level), large scale, demonstrational and on commercialisation level projects across several European countries. Besides the HIGHFIVE consortium network, associated clusters from the S3-platform on Smart Sensor 4 Agri-food and other networks support the outreach of the open call to SMEs across the participating regions in the European Union.

The HIGHFIVE Open Call for Innovation Projects is launched and supported by the HIGHFIVE Consortium and it is addressed to SMEs, established in one of the HIGHFIVE regions.

The HIGHFIVE Open Call for Innovation Projects aims to establish a process that allows SMEs to develop new cross-sectoral industrial solutions within the food production and processing industries and provides the Consortium with the means to effectively support SMEs through the scheme designed for innovation projects for SMEs.

1.1. Consortium partners

	FLANDERS' FOOD (FF) https://www.flandersfood.com BELGIUM		AGRIFOOD CAPITAL BV (AFC) https://www.agrifoodcapital.nl NETHERLANDS
	BRETAGNE DEVELOPPEMENT INNOVATION (BDI) https://www.bdi.fr FRANCE		ASOCIACION CLUSTER ALIMENTARIO DE GALICIA (CLUSAGA) https://www.clusteralimentariodegalicia.org SPAIN
	AGRIFOOD LITHUANIA DIH (AFL) https://www.agrifood.lt/en/ LITHUANIA		FOOD-PROCESSING INITIATIVE E.V. (FPI) http://www.foodprocessing.de GERMANY
	AGRI SUD OUEST INNOVATION (ASOI) https://agrisudouest.com/ FRANCE		KOZEP-DUNANTULI REGIONALIS INNOVACIOS UGYNOKSEG NONPROFIT KFT (CTRIA) https://www.kdriu.hu/en/ HUNGARY
	WAGRALIM (WAG) https://www.wagralim.be BELGIUM		GOSPODARSKA ZBORNICA SLOVENIJE - CHAMBER OF COMMERCE AND INDUSTRY OF SLOVENIA (CCIS) https://www.gzs.si/ SLOVENIA
	ASOCIACION DE LA INDUSTRIA NAVARRA (AIN) http://www.ain.es SPAIN		SEINAJOEN AMMATTIKORKEAKOULU OY (SeAMK) https://www.seamk.fi/en/ FINLAND
	CREATING INTEGRATED MECHANICALS SYSTEMS AUVERGNE-RHONE-ALPES - CIMES-HUB (CIMES) https://www.cimes-hub.com/ FRANCE		FUNDACION INSTITUTO TECNOLOGICO DE GALICIA (ITG) https://www.itg.es SPAIN
	POLE EUROPEEN INNOVATION ALIMENTATION BIEN-ETRE NATURALITE - INNOV'ALLIANCE (INNOV) https://pole-innovalliance.com/ FRANCE		YAZZOOM BV (YAZZ) https://www.yazzoom.com/ BELGIUM
	POMUNI FROZEN NV (POMU) https://www.pomuni.com/nl BELGIUM		BROUWERIJ DE BRABANDERE (BDB) *https://www.brouwerijdebrabandere.be/nl* BELGIUM
	RBK AUTOMATION GMBH (RBK) https://rbk-group.de/ GERMANY		FOOD FOR ANALYTICS BV (FFA) https://foodforanalytics.com/ NETHERLANDS
	MARIEN BAKKERIJ PRODUCTEN NV (MBP) https://marienmeesterbakkers.com/ BELGIUM		F. VAN WEES MACHINE- EN STANS-MESSENFABRIEK WAALWIJK (VWW) https://www.vanweeswaalwijk.nl/ NETHERLANDS

1.2. Facts

Project Acronym	HIGHFIVE
Project Title	enHancing digital and Green growtH in the Food processing industry via Interregional innoVation invEstments
Project Number	I3-2021-INV1, Grant Agreement No. 101083989
Project Topic	Consortium will facilitate projects for new industrial value chains.
Project Duration	01/12/2022 – 30/11/2025 (36 months)
Overall Budget	€ 11.605.516,00 (EU contribution: € 8.123.861,00)
Website	https://highfive.ss4af.com/

During its 3-year operation, the HIGHFIVE project will provide € 1.380.000,00[1] of its overall budget to SMEs under the Open Call for Innovation Projects.

1.3. Regional Contact Points (RCPs)

For any enquiries regarding the information and/or clarification on the HIGHFIVE Open Calls for the Innovation projects, please contact one of the HIGHFIVE RCP's (Regional Contact Persons) listed in the Annex 1.

1.4. Technical Contacts

For any enquiries regarding information and/or clarification and/or technical issues on the HIGHFIVE Open Calls, please contact:

Simon Maas │ AGRIFOOD CAPITAL BV (AFC) │ Onderwijsboulevard 225, 5223 DE 's-Hertogenbosch, Netherlands │ Phone: +31 6 2020 9252 │ E-mail: s.maas@agrifoodcapital.nl

Additional questions regarding the overall HIGHFIVE project can be addressed to the Project Coordinator:

Veerle De Graef │ FLANDERS' FOOD (FF) │ Wetenschapsstraat 14A (3de verdieping), 1040 Brussels, Belgium │ Phone: +32 497 29 19 15 │ E-mail: Veerle.degraef@flandersfood.com

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[1] The amount of €1.380.000,00 will be provided to SMEs through the form of Innovation projects addressed by the current call text.

2. Background & context of HIGHFIVE

The HIGHFIVE Open Call for Innovation Projects is supported by the HIGHFIVE Consortium and is financed under the European Union's I3 Programme under grant agreement no.101083989.

The call is addressed to innovative SMEs and aims to enable the emergence of new cross-regional and cross-sectoral value chains through the Twin Transition and Industry 4.0. The digitalisation journey addresses one or more thematic priorities: sensors to monitor real time critical control parameters; sensors integration and implementation; smart data management and analysis – from data to information to action and interoperability between food companies and in the food value chain.

The selected SMEs will receive direct funding of up to €60.000 for their innovative projects and can also benefit from visits to frontrunner companies and living labs in countries around Europe, additional matchmaking during at least one international event, technology training and business coaching to ensure that SMEs with the best project will get funding to implement it.

2.1. What is Twin Transition?

The **Green Deal**[2] launched by the European Commission aims for a fundamental transformation of Europe and a key element in this policy is a fully sustainable food system as outlined in the farm-to-fork strategy. To achieve the goals set out in the farm-to-fork strategy, **digitalisation of the agri-food value chain and the entire food system** is a condition sine qua non. In other words: there is no Green Deal without Digital and as such, the agrifood sector in Europe (like other industry sectors) is facing a **Twin Transition challenge: becoming greener and more sustainable by fully embracing digital technologies.**

In parallel to the Green Deal, the European Commission launched the **European Digital Strategy**[3] that aims to make the digital transformation work for people and businesses, while helping to achieve its target of a climate-neutral Europe by 2050. Europe must now strengthen its digital sovereignty and set standards, rather than following those of others – with a clear focus on **data**, **technology**, and **infrastructure**.

In the European strategy for data[4], the Commission announced that it will work towards a **common agricultural data space**. A common European data space will bring together relevant data infrastructures and governance frameworks in order to facilitate data pooling and sharing. This data space is planning to facilitate trustworthy pooling and sharing of agricultural data between private stakeholders, as well as with public authorities. Tailored use of data and data analytics in the field of agriculture contributes to increased competitiveness and the sustainability performance of the sector and thus to the ambitions laid out in the Common Agricultural Policy and the Farm-to-Fork-Strategy.

Food processing companies, as an important segment of the manufacturing industry, are **facing challenges** to become even more efficient in their production processes, both in the use of resources as in utilising raw materials as best and efficient as possible, as well as to be flexible

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[2] https://commission.europa.eu/strategy-and-policy/priorities-2019-2024/european-green-deal_en
[3] https://commission.europa.eu/strategy-and-policy/priorities-2019-2024/europe-fit-digital-age_en
[4] https://digital-strategy.ec.europa.eu/en/library/staff-working-document-data-spaces

enough to respond to fast changing consumer demands and changes in global value chains. Furthermore, they need to work with the complexity of raw materials, being biological products, often showing large (seasonal) variations, and that are being transformed into a wide range of high-quality end products with a complex composition. This production process is influenced by various factors and the final product not only needs to be of high quality, tasty and competitive but also – and foremost – has to be safe for human consumption and must be produced sustainably. Additional challenges include increasing quality demands, traceability, a wider product variety, a constant pressure on costs and delivery times, personnel costs, and difficulties to attract specialised personnel.

2.2. What is Food and Food Processing?

The HIGHFIVE project identifies food based on the definition of **Food Law** [Regulation (EC) No 178/2002 of the European Parliament and of the Council of 28 January 2002]:

> **'Food'** includes drink, chewing gum and any substance, including water, intentionally incorporated into the food during its manufacture, preparation, or treatment.
>
> **'Food'** shall **not include:**
>
> - feed;
> - live animals unless they are prepared for placing on the market for human consumption;
> - plants prior to harvesting;
> - medicinal products;
> - cosmetics;
> - tobacco and tobacco products;
> - narcotic or psychotropic substances;

The HIGHFIVE project considers **food processing** as any method used to turn fresh foods into food products. This can involve one or a combination of various processes including washing, chopping, pasteurising, freezing, fermenting, packaging, cooking and many more. Food processing also includes adding ingredients to food, for example to extend shelf life.

Food processing shall **not include** primary production of fresh food such as livestock & insect breeding and vegetables & fruit growing on land or in greenhouses.

2.3.   Target audience

The target audience of the HIGHFIVE Open Call for Innovation Projects are **SMEs** in the **Food production and processing chain**, **Digital solution providers** and **Process technology providers**, that are established in the HIGHFIVE territorial scope (Annex 2).

In general, HIGHFIVE is looking for highly innovative enterprises, oriented to the European market with visible results in the long term.

2.4. Thematic priorities

HIGHFIVE project identifies the following four thematic priorities:

1. **Sensors to monitor real time critical control parameters**
   To ensure real time monitoring of the quality of the food products during processing, it is of crucial importance that not only the machine parameters but also the characteristic of the products itself can be measured. As soon as the critical control parameters are identified, the search for the best suited sensor system can start. For some quality characteristics no suitable sensor system is commercially available yet. Examples are the inline monitoring of consistency and crystallisation degree of margarine, the viscosity of dough, structure and functionality of the final product. In this case the potential of innovative sensor developments need to be explored. Another way is the soft sensor approach where via data-analysis and modelling a parameter that cannot be measured directly is predicted based on a set of measurable parameters for which sensor systems are available.

2. **Sensor integration and implementation**

   The companies in the food processing industry do not need sensor systems, they need integrated solutions. This means that technology providers and digital solution providers will have to work together to understand and grasp the needs of the agri-food companies and develop smart systems accordingly. These smart systems will have to be implemented in the production chain of the food processing companies, implying an active involvement of the technology and solutions providers to fully understand the working conditions in the end market. Accreditation and certification to show compliance to all the strict food safety requirements are also necessary. Finally, an integrated solution also means that the smart system seamlessly transfers data from and to the production monitoring systems, the ERP software that is in place and quality monitoring systems.

3. **Smart data management and analysis – from data to information to action**
   Capturing data via sensors is only a first step. Data are only the facts and figures that you measure. By ordering, analysing and adding context to them, data can be transformed to information. By understanding patterns in information, we can attain knowledge. Use of data and data analytics in the field of food processing can contribute to increased competitiveness and the sustainability performance of this sector. With advanced data analytics methods, such as artificial intelligence, in-depth insights and data spaces, actionable information can be attained to solve complex problems in the agrifood value chain. By creating a virtual replica connected to the physical asset, digital twins give smart

manufacturers the real-time insights they need to make production decisions quickly. Combining Digital Twins with Artificial Intelligence decision-making technologies can therefore transform agrifood production systems and supply chains.

4. **Interoperability between food companies and in the food value chain**

   Capturing and monitoring data from one machine or system is one thing, but it becomes much more interesting if the data from different machines, different plants and between companies can be exchanged, aggregated, and used. Therefore, the smart systems in the food processing industry need the ability to connect to one another and exchange information. There are still quite some issues that need to be overcome when it comes to communicating monitoring systems. First, there is the lack of standardization in the choice of communication protocols, data models, semantic standards. Secondly, it is of crucial importance to consider cybersecurity from the outset of the project and create systems that are "secure by design". In this context, concepts and solutions developed through European initiatives could be considered, like data marketplaces, data spaces, Smart Data Models, Connecting Europe Facility (CEF) building blocks (e.g. Context Broker).

2.5. Interregional aspect

As part of the I3 the interregional aspect in relation to the cohesion policy needs to be included in the SMEs innovation projects. As part of this financial support mechanism at least one of the below conditions needs to be applied.

Forms of the interregional aspects that needs to be included in the SMEs innovation projects:

- A collaboration between the SMEs from different NUTS2 regions;
- Specific work package / activities on implementing solutions in other NUTS2 region;
- Specific work package / activities on exploring possibilities for deployment solution in other NUTS2 region;
- Other activities to strengthen cohesion.

3. Open call for SMEs

The HIGHFIVE Open Call for Innovation Projects is targeting SMEs intending to bring solutions to the defined challenges and match with one of the four thematic priorities of the HIGHFIVE project.

3.1. Basic information about the open call

Innovation projects scope:
The HIGHFIVE Open Call for Innovation Projects aims to contribute to activities that demonstrate an already developed and tested digital solution, product, process, service, or technology (TRL 6-9) in a real operational food processing environment. Where the text refers to a TRL, unless otherwise specified, specific definitions apply[5].

Activities per the Innovation projects:
Implementation of the tested digital solution, product, process, service, or technology in real environment.

What financial support is offered?
Max financial contribution per beneficiary (SME)   € 60.000
Max financial contribution per project   € 120.000

- The maximum amount to be granted per SME shall not exceed € 60.000 in total.
- Interested SMEs / consortia can apply one (1) Innovation Project per Open Call.
- SMEs applying as a consortium will benefit from the financial contribution up to € 60.000 per SME.
- The € 60.000 limit includes the costs of participation of the innovation actors (universities, research centres, living labs, large companies, etc.) that SMEs brings in with their application.
- Each interested SME / consortium can apply for 1st or 2nd Open Call

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[5]

TRL 4	Technology validated in lab
TRL 5	technology validated in relevant environment (industrially relevant environment in the case of Key Enabling Technologies - KETs)
TRL 6	technology demonstrated in relevant environment (industrially relevant environment in the case of KETs)
TRL 7	system prototype demonstration in operational environment
TRL 8	system complete and qualified
TRL 9	actual system proven in operational environment (competitive manufacturing in the case of KETs)

3.2. Application eligibility conditions

Proposals will be eligible and will enter the evaluation phase only if all the following conditions are met:

1. Applicants must be a SME and declare their SME status in accordance with the SME definition of the European Union as part of the application via this link;
2. Applicants need to be active in one of the following categories:
    a. Food production and processing chain (as described in section 2.2):
    b. Digital solution providers (ICT solutions, sensor producers, system integrators, etc.);
    c. Process technology providers (machinery, packaging, etc.);
3. Applicants must be established in one of the HIGHFIVE regions (see Annex 2);
4. Applications must address challenges defined by the Twin Transition (see section 2.1) and match with one of the four thematic priorities of the HIGHFIVE project (see section 2.3);
5. Applications should address in its application the interregional aspect of the HIGHFIVE project (section 2.5);
6. Applications must be written in English: applications (partially) written in another language will not be eligible;
7. Applications must not exceed maximum 12 pages according to a pre-defined template that can be found at https://highfive.ss4af.com/open-calls/first-open-call;
8. Applications must be submitted through the online application tool accessible at the https://highfive.ss4af.com/open-calls/first-open-call by 17:00 CET of the deadlines indicated in section 3.5 of the Open Call.

3.3. Eligible costs and maximum funding offered

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 (staff costs, external expertise, travels costs, equipment, and other consumables). Since the granting of a lump sum doesn't foresee the delivery of a detailed financial reporting and timesheets, the use of the project budget proposal 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 (see section 4.1), the following rules and limitations per Innovation Project must be respected.

* Only costs generated during the lifetime of the project can be eligible[6]. Costs described in the submitted budget must be determined in accordance with the usual accounting and management principles and practices of the beneficiary. Eligible costs are:

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[6] Period of costs' eligibility is from the Sub-grant Agreement signature date until the end of the project.

- o *Direct staff costs* (maximum 80 % of the total project budget): costs hours of the staff of the beneficiary/beneficiaries dedicated to actual work under the project;
- o *External expertise (subcontracting costs):* work carried out by a provider which has entered into an agreement on business conditions with the beneficiary;
- o *Other direct costs*: further direct incurred costs can be claimed for travel, consumables, equipment (only depreciation costs), etc.

3.4. Where to apply and how?

As stated in 3.2 applicants must use the online application tool available on the HIGHFIVE website, register, complete the administrative form online and upload a signed application proposal which can be maximum 12 pages long. Application needs to be filled in according to the pre-defined template. All documents, including the proposal, must be uploaded in PDF format.

After submission the applicant will receive an e-mail which will confirm the date and time of their submitted proposal.

SMEs applying to the Open Call as a consortium should fill in one (1) proposal. One of the involved SMEs acting as "coordinator" is responsible to complete all administrative information into the online tool and upload all documents in PDF format.

LINK TO THE APPLICATION FORM: https://highfive.ss4af.com/open-calls/first-open-call

3.5. When to apply?

Please consult the following table for detailed information on the HIGHFIVE Open Call for Innovation Projects, respectively.

Applications must be submitted <u>by 17:00 CET</u> of the respective submission deadlines.

Open Call	Launch Dates	Submission deadlines
1st Open Call	15th June 2023	31st August (17.00 CET)
2nd Open Call[7]	*15th January 2024*	*28th March (17.00 CET)*

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[7] The dates for the second call are preliminary, final dates will be communicated later.

4. Funding Scheme

4.1. General payment terms and beneficiaries' obligations

General payment terms are as follows:

- All payments will be made in Euros (€);
- Expenditures incurred before the Sub-grant Agreement signature date, or after the project duration period are not eligible 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;
- In case of a collaboration between SMEs beneficiaries have to set up internal project agreements regulating their cooperation. HIGHFIVE 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 financial contribution from HIGHFIVE;
- Submission of an application does not constitute an entitlement for funding;
- The recipients of the (financial) contribution from HIGHFIVE ("Beneficiaries") must ensure that the European Innovation Council and SMEs Executive Agency (EISMEA), the European Commission, the European Anti-fraud Office (OLAF), the European Public Prosecutor's Office (EPPO) 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 as detailed in the Annotated Grant Agreement.

Beneficiaries' obligations are as following:

- The SME/consortium 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 consortium 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.

4.2. Payment terms for Innovation Projects

For all projects that will receive financial support there will be a pre-financing within 30 days from the signature of the sub-grant agreement. Payment will be realised in two (2) or three (3) instalments, depending on the project duration, as presented in the following table below.

2 instalments for projects ≤ 6 months:

- pre-financing: within 30 days from the signature of the sub-grant (60%)
- final: within 30 days from the completion of the assessment of the final progress performance report (40%)

3 instalments for projects 7-12 months

- pre-financing: within 30 days from the signature of the sub-grant (40%)
- mid-term: within 30 days from the assessment of the mid-term progress performance report (30%)
- final: within 30 days from the completion of the assessment of the final progress performance report (30%)

5. Evaluation and selection process

A three-step assessment procedure will be followed safeguarding the principles of transparency and equal treatment as described below.

- **Basic eligibility check** of the Application;
- **Individual evaluation assessment** of the Application each member of the Application Review Panel (Food expert evaluator, ICT expert evaluator, Regional evaluator)
- **Consensus group** of the Application

The three- individual evaluators will all be from the different countries unless this is not feasible (e.g. in case of a very high number of applications from one single country).

5.1. Criteria

The evaluation and ranking of applications will be based on a set of criteria in addition to the main eligibility requirements (see 3.2).

The following table explains the different aspects which will be considered for each evaluation criterion.

Evaluation criteria	
Technical excellence, feasibility, and viability	TRL – Technology Readiness Level
	Addressing the Twin transition
	Scope & methodology
	Risk assessment
Innovation	Solutions scope
	Thematic priorities
	Value chain
Impact	Economic
	Environmental
	Ecosystem including interregional aspects

5.2. Scoring mechanism

Evaluation scores will be awarded based on the criteria mentioned in the section above. The maximum score for *Technical excellence, feasibility, and viability* will be awarded 40 points, for *Innovation* will be awarded 30 points and for *Impact* 30 points. The threshold for each individual criterion will be 50 % of the maximum score per criterion (20, 15 and 15 respectively). The overall threshold, applying to the sum of the three individual scores will be 70 points.

The Application Review Panel will take into special consideration for each project the I3 Instruments components - Interregional, Innovation, Investments as part of the Innovation and Impact criteria.

5.3. Evaluation procedure

Submitted Innovation project application forms will be assessed by the Application Review Panel consisting of HIGHFIVE partners (3 reviewers per application) if needed with the support of external experts and will be equally distributed among the region's representative.

The assessment period shall take max. two (2) months starting from the closing date of the Open Call for Innovation Projects. 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 the case the applicant is awarded. The successful applicants will be requested to sign a formal sub-grant agreement with the HIGHFIVE coordinator within 30 days.

6. Enquiries and complaints

For any enquiries and/or complaints regarding the HIFGFIVE Open Call for Innovation Projects, please contact first your RCP (see Annex 1).

The applicant shall clearly specify what failures or mistakes have happened during the assessment of the proposal and include clear references to the relevant programme documents (Terms and Conditions, application form, etc.). Prior to filing a complaint, the applicant is strongly recommended to request additional information from the RCPs within the timeframe (10 calendar days) available for submitting a complaint. The Review Committee, which consists of the members of the Voucher Scheme Committee (AFC, FF, CTRIA, AFL, CCIS), will examine the complaint on the basis of the information brought forward by the applicant, will assess the case and decide whether the complaint is justified or not and will inform the applicant and the consortium on the decision taken.

If the complaint is considered justified, the Review Committee will notify the evaluators to re-evaluate the project application and the related assessment part, subject to the complaint. The evaluators will then provide the Review Committee with an updated assessment. The final decision on the complaint will be communicated by the Review 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 see 1.4.

7. Monitoring and reporting process

Maximum 1 (one) month after the end of each reporting period, as it will be defined in the sub-grant agreement, the HIGHFIVE Innovation Project Beneficiaries shall provide an overall performance progress report for the project along with the respective deliverables validating the work (including a business and investment plan, list of remaining bottle necks and materials for official communication) as well as a brief financial statement with the expenses for the reporting period.

The purpose of the above is to evaluate:

- the degree of fulfilment of the project work plan for the relevant period 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 HIGHFIVE Beneficiary's cooperation to elaborate a dissemination of foreground plan.

8. Confidentiality and data protection

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 to the HIGHFIVE Open Call for Innovation Projects, the applicant agrees on the storage and use of its personal data for the execution of the HIGHFIVE objectives and work plan. The HIGHFIVE consortium commits to handling personal data confidentially except for the call results, which will contain the following information:

- Information about successful HIGHFIVE Open Call for Innovation Projects applications that will be made publicly available before the end of the project containing: project title, names of project partners and short project description (as provided by the applicant in the application template).
- Information about the successfully completed HIGHFIVE Innovation Projects that will be publicly available after the completion of the projects: project title, names of project partners, awarded funding and updated short project description (as provided by the project partners in the Final Report).

The processing of data that HIGHFIVE 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 its art.24. 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.

The applicants can exercise their rights towards the data controller, pursuant to article 12 et seq of the GDPR. For any inquiries regarding the processing your personal data, please contact Simon Maas via s.maas@agrifoodcapital.nl.

Applications selection and evaluation will be performed under the appropriate ethical conduct and will respect the confidentiality of the information received.

9. Gender equality

HIGHFIVE 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. Applicants must aim for better gender balance at all levels of the personnel assigned to the action, including supervisory and managerial levels to the full extent possible.

10. Intellectual property rights and dissemination

The applicants are advised to arrange for internal contracts regarding Intellectual Property Rights, the use and dissemination of the results generated by the project teams through the funding obtained via HIGHFIVE Open Call for Innovation Projects.

For details on rights and obligations related to for instance results, the HIGHFIVE project refer to Chapter 4 / Section 2 of the Model Grant Agreement.

For dissemination and use of results generated through the financial support from the HIGHFIVE Open Call for Innovation Projects, the recipients must credit HIGHFIVE project with the proper citation and appearance of the HIGHFIVE logo and EU flag (emblem), including the proper EU flag and citation throughout the project: *"This project has received funding under the European Union's Interregional Innovation Investments Instrument (I3) under grant agreement 101083989"*.

11. Disclaimer

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Annex 1 Regional Contact Points (RCPs)

P.M.

Annex 2 Geographical scope

The HIGHFIVE consortium covers 39 NUTS2 regions from 9 EU countries, ranging from more developed, over transition, to developing regions. Please see the table below for the **HIGHFIVE territorial scope.**

Country	NUTS1	NUTS2	Cluster responsible
Belgium	BE2: Vlaams Gewest	• BE21 Prov. Antwerpen • BE22 Prov. Limburg (BE) • BE23 Prov. Oost-Vlaanderen • BE24 Prov. Vlaams-Brabant • BE25 Prov. West-Vlaanderen	Flanders' Food
	BE3: Région Wallonne	• BE31 Prov. Brabant Wallon • BE32 Prov. Hainaut • BE33 Prov. Liège • BE34 Prov. Luxembourg (BE) • BE35 Prov. Namur	Wagralim
Finland	FI1: Manner-Suomi	• FI19 Länsi-Suomi	SeAMK
France	FRH: Bretagne	• FRH0 Bretagne	BDI
	FRI: Nouvelle-Aquitaine	• FRI1 Acquitaine • FRI2 Limousin • FRI3 Poitou-Charentes	ASOI
	FRJ: Occitanie	• FRJ1 Languedoc-Roussillon • FRJ2 Midi-Pyrénées	ASOI
	FRK: Auvergne-Rhône-Alpes	• FRK1 Auvergne	CIMES

Country	NUTS1	NUTS2	Cluster responsible
		• FRK2 Rhône-Alpes	
Germany	DEA: Nordrhein-Westfalen	• DEA1 Düsseldorf • DEA2 Köln • DEA3 Münster • DEA4 Detmold • DEA5 Arnsberg	FPI
Hungary	HU1: Közép-Magyarország	• HU11 Budapest • HU12 Pest	CTRIA
	HU2: Dunántúl	• HU21 Közép-Dunántúl • HU22 Nyugat-Dunántúl • HU23 Dél-Dunántúl	
	HU3: Alföld és Észak	• HU31 Észak-Magyarország • HU32 Észak-Alföld • HU33 Dél-Alföld	
Lithuania	LT0: Lietuva	• LT01 Sostines regionas • LT02 Vidurio ir vakary Lietuvos regionas	AFL
Netherlands	NL4: Zuid-Nederland	• NL41: Noord-Brabant	AFC
Slovenia	SI0: Slovenija	• SI03: Vzhodna Slovenija • SI04 Zahodna Slovenija	CCIS
Spain	ES1: Noroeste	• ES11 Galicia	CLUSAGA
	ES2: Noreste	• ES22 Comunidad Foral de Navarra	AIN