EaP PLUS Cluster Grant Scheme

to finance cluster-to-cluster Georgian and EU countries collaboration (for existing and emerging cluster initiatives)

Application Form

Dear Sir or Madam,

Welcome to the application form for EaP PLUS’s “**Cluster Grant Scheme (2017)**. For more information on the purpose and eligibility rules of the grant scheme, please visit the EaP PLUS website.

You must return a fully completed form if you would like your application to be considered.

The call will be open from the **17th of October 2017 to the 4th of December 2017**. You will be contacted by our project team within a maximum of 8 weeks after the deadline with an update on your application status.

Wishing you every success with this application,

The EaP PLUS Team

Table of contents

[1/ Georgian cluster profile 4](#_Toc496109597)

[A. Georgian cluster applicant (the cluster manager/the representative member of the legal entity (cluster) who is in charge of managing the grant scheme) 4](#_Toc496109598)

[2/ EU Partner cluster profile: 4](#_Toc496109599)

[A. EU Partner cluster profile 5](#_Toc496109600)

[3/ Past cooperation activities between the Georgian and EU partner clusters 5](#_Toc496109601)

[4/ Grant Scheme Activities overview 5](#_Toc496109602)

[A. Objectives of the grant scheme activities 5](#_Toc496109603)

[B. Planned timeframe of the activities: 6](#_Toc496109604)

[C. Activities envisaged to be implemented under the Grant 6](#_Toc496109605)

[4/ Field of the cluster cooperation: 6](#_Toc496109606)

[5/ Estimated costs: 7](#_Toc496109607)

[Mandatory information 7](#_Toc496109608)

[Additional information if any (Max. ½ page) 8](#_Toc496109609)

# 1/ Georgian cluster profile

## Georgian cluster applicant (the cluster manager/the representative member of the legal entity (cluster) who is in charge of managing the grant scheme)

Name:

Position:

Organisation:

Country:

Address:

Email:

Phone:

Website:

ECCP link (if have one):

#### Brief CV of the Georgian cluster manager (up to 5 lines)

#### Brief description of the Georgian cluster organisation and of its activities (up to 1 page):

Describe how your cluster or cluster-like organisation meets the definition of a European cluster, or as closely as possible to one. What is the organisational structure of the cluster or cluster-like organisation? What are its objectives? What are the members and their activities? For more information on the European cluster definition, please visit the European Cluster Collaboration Platform[[1]](#footnote-1) and/or read the report published by the EaP+ project in March on the state of development of clusters in EaP[[2]](#footnote-2).

# 2/ EU Partner cluster profile:

## EU Partner cluster profile

Name and surname of the EU cluster manager you will work with:

Position:

Organisation:

Country:

Address:

Website:

Email:

Phone:

ECCP link:

#### Brief CV, up to 10 Lines of the EU cluster manager, or applicant for the grant scheme

#### Brief description of the EU cluster organisation (up to 1 page)

Give short information about the EU cluster: area of work, R&D activities, the critical mass/number of employees working in R&D activities, and recent activities of the cluster, including international activities. If your cluster has been involved in international collaborative research and innovation projects in the past, please list them (name of project, year, source of funding).

# 3/ Past cooperation activities between the Georgian and EU partner clusters

Have you already engaged in a collaboration with this partner before? If yes, describe briefly (joint projects, publications, visits etc.) (*up to half a page*)

# 4/ Grant Scheme Activities overview

## Objectives of the grant scheme activities

Please describe the activity/project you have planned (e.g.: management team missions from an EU country to Georgia and/or vice versa, with clearly defined objectives; exchange of staff to learn about R&I cluster strategy and practices; preparation of a MoU (Memorandum of Understanding) between the two cluster organisations; organization of a common event; communication activities to inform the cluster members about opportunities of R&I collaboration; etc.)

Clearly define the objectives of these activities, as well as the expected outcomes to ensure creating a sustainable long-term cooperation relationship

Do you currently have other sources of funding for this project?

## Planned timeframe of the activities:

From:      to:

If dates are not decided yet, please explain:

## Activities envisaged to be implemented under the Grant

Are your activities organised in the context of a specific / broader event? Yes / no

For example: management team missions from a EU country to Georgia and vice versa, with clearly defined objectives; exchange of staff to learn about R&I cluster strategy and practices etc.

# 4/ Field of the cluster cooperation:

#### Areas of the cooperation

AGRICULTURE (specify the type of agriculture)

ICT

HEALTH

INDUSTRIAL PRODUCTION (specify the field)

TRANSPORT

OTHER (please specify):

# 5/ Estimated costs:

Total estimated cost of the activities:      , including:

* Requested EaP PLUS funding:

(Reminder: **10 000 €** max. per grant)

Please indicate cost categories to be covered by this grant:

* Funding provided by the applicant’s own sources (public and private):

Please indicate cost categories covered by the applicants:

# Mandatory information

**In your application, you must include:**

* **Signed and dated letter of approval from the Georgian cluster manager, confirming the role of the cluster manager or representative. If the applicant is cluster-like, signed and dated letters from the all legal entities involved in the activities referred in the application confirming the role of the representative**
* **Signed and dated letter of approval by the EU cluster organisation, partnering in the grant scheme application;**
* **The link to the clusters’ ECCP profiles is mandatory for the EU applicant** and strongly encouraged for the Georgian applicant.
* **A short Word/PowerPoint presentation of the Georgian and EU cluster organisations;**
* **The Application form.**

**Your application will not be considered valid without these documents.**

# Additional information if any (Max. ½ page)

**(Any further information can be attached as document)**

**Optional annexes:**

**Annex 1: Draft Agenda of activities**

**Annex 2: Any other information supporting the application**

**Thank you for filling in an application form for the EaP PLUS Grant Scheme (2017).**

**You can contact the organiser of the grant scheme if you have any further questions by emailing** [k.dax@inno-group.com](mailto:k.dax@inno-group.com) **or** [s.klessova@inno-group.com](mailto:s.klessova@inno-group.com)**.**

**For more information related to the EaP PLUS project, you can contact the coordinator of the project, CeRISS (Greece) –** Serkan Karas (project manager) at [serkan.karas@ceriss.eu](mailto:serkan.karas@ceriss.eu)

1. <https://www.clustercollaboration.eu/cluster-definitions> [↑](#footnote-ref-1)
2. <https://www.eap-plus.eu/object/document/53/attach/D3-3-v04.pdf>. [↑](#footnote-ref-2)