

Sample form, not for offline completion.

Visit <https://up2circ.grantplatform.com> to apply.

Up2Circ First Open Call

Project name

Project short name/acronym

20 characters

Please provide a short name for your project proposal.

Company name

Please provide the legal name of the company associated with the user account for the [Up2Circ Academy](#) online learning programme and [Up2Circ Circularity Assessment Tool](#).

Website

Please provide the URL to your company's official website.

VAT number

Please enter the VAT number associated with your company.

Street

Please provide the street address of your company.

Street number

Please provide the street number of your company's address.

City

Please provide the city where your company is located.

County/State/Region (optional)

Please provide the county/state/region where your company is located.

ZIP/Postal Code

Please provide the ZIP/postal code of your company's location.

Country

Please select the country where your company is located from the dropdown menu.

Eligibility confirmation

My company qualifies as an SME according to the EU definition

My company participated in the Up2Circ Academy, completing the circularity assessment and a minimum of 50% of the Up2Circ Academy e-learning modules

Please confirm the company meets the two eligibility criteria before the submission deadline. SME status should be checked by applicants using the [EU SME self-assessment questionnaire](#). Note that the eligibility criteria related to the Up2Circ Academy will be verified through online systems based on the company name.

Name and surname

Please provide the full name (first name and surname) of the contact person.

Email address

Please provide the email address of the contact person.

Phone number

Please provide the phone number of the contact person.

Project summary

1000 characters

Provide a brief overview of your company's business activities, highlighting the main sustainability challenges you face. Explain how you plan to address these challenges within your Up2Circ project and how it aligns with your company's objectives.

Relevance

2000 characters

Describe the objective of your project and the problem it aims to address. Detail the steps you have already taken up to today. Explain how your project contributes to the transition of your company towards a circular economy and the extent to which it demonstrates tangible change.

Novelty 2000 characters

Describe the novelty and new value that the project will bring to your company compared to the current status. Explain how the project demonstrates the adoption of advanced technologies and/or social innovation as enablers of circularity to implement concrete, achievable innovation measures.

Workplan 3000 characters

Present a monthly breakdown of the main activities, key milestones, and deliverables for the duration of the project.

Team and network 3000 characters

Provide details about your team members, highlighting their relevant expertise and any internal or external resources that will contribute to achieving the project objectives. Include the number of full-time employees currently in your team and your total sales in the last financial year. Identify any expertise gaps within your team and explain your strategy for addressing these gaps. Additionally, describe your professional network and any external partners or collaborators involved in the project.

Environmental and social impact 2000 characters

Quantify the potential impact by establishing baseline and target values for at least one recommended Key Performance Indicator (KPI) related to Sustainable Development Goals (SDGs) 7, 12, and 13, which will contribute to making your company more circular. Describe the methodology used to calculate these values. Additionally, describe any additional expected environmental or social impacts along with qualitative indicators.

SDG 7 Affordable and Clean Energy: Improvements in energy efficiency can be measured with a ratio of energy consumption per economic output.

SDG 12 Responsible Consumption and Production: Decrease in waste generation through prevention, reduction, recycling and reuse

SDG 13 Climate Action: Reduction of GHG emissions, e.g., striving for 55% reduction of GHG emissions by 2030 in line with the EU's "Fit for 55" and Green Deal targets

Business and broader impact 2000 characters

Describe the expected economic impact of the project on your company. Quantify this impact by establishing baseline and target values for the recommended Key Performance Indicator (KPI) related to Sustainable Development Goal (SDG) 8. Explain how your project is expected to influence the relevant industrial sector. Additionally, detail the anticipated impact of your project on the region where it will be implemented, including its potential for replication.

SDG 8 Decent Work and Economic Growth: Improvements in resource efficiency and in decoupling economic growth from environmental degradation. You can e.g., compare the decrease in consumption of primary materials with the number of jobs created and preserved or with increased turnover

1	Personnel costs
2	Subcontracting costs
3	Purchase costs – travel and subsistence
4	Purchase costs – equipment
5	Purchase costs – other goods, works and services
6	Overheads (25% flat rate)

Please fill in the table with the cost items in euros. Describe and justify the need for each budget line foreseen in the project. Calculate indirect costs as 25% flat rate to the direct costs listed above except for subcontracting costs.

Requested funding

Please enter the total costs requested for your project. Note that the requested funding cannot exceed a maximum of €15,000 for small scale projects and €50,000 for large scale projects.

Ethics Self-Assessment

- Does your project involve processing of personal data?
- Does your project involve human participants (with or without consent)?
- Does your project present a risk to the environment or society?
- Does your project involve the use of AI-based applications?
- Does the activity involve the use of animals in any capacity?
- Does the activity include the use of human or other biological tissues?
- Are there any other ethical issues that should be taken into consideration?

Please tick the appropriate box(es) if relevant for your project. If you tick any of the boxes, please detail and indicate how you plan to address this ethical issue.