OPEN CALL #4

APPLICATION GUIDELINES

Version 4.0

This document contains the required guidelines and information to submit an application to the EU-LAC Digital Accelerator Open Call #4.

Disclaimer:

The EU-LAC Digital Accelerator is funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union. Neither the European Union nor the granting authority can be held responsible for them.

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1 About EU-LAC Digital Accelerator

The EU-LAC Digital Accelerator is an initiative funded by the European Commission and part of the EU-LAC Digital Alliance, the first regional digital partnership between the Latin America and the Caribbean countries (LAC) and the European Union (EU).

It is a multi-sided platform that connects business opportunities identified by large corporations with solutions proposed by start-ups and innovative SMEs. The accelerator supports partnerships generated between the parties to address these business opportunities jointly. Its objective is to support the development of these partnerships by providing specific services tailored to the needs of each of them.

EU-LAC Digital Accelerator is led by TECNALIA and major international benchmark institutions such as IESE Business School, WAYRA-Telefónica, the European Business and Innovation Centre Network (EBN), the European Business Angels Network (EBAN), Expertise France, OCTANTIS TECNALIA GROUP, Inter-American Development Bank IDB-Lab, TECNALIA-Colombia and Caribbean Export.

1.1 Scope of the Open Call #4

The EU-LAC Digital Accelerator has stablished a mechanism of Open Calls to support the development of partnerships between large corporations and start-ups or innovative SMEs. Partnerships can be diverse and are not limited to any specific scope. The Open Call is not bound to any specific priority.

The EU-LAC Digital Accelerator will provide services which are valued up to 30,000 Euros (up to 40,000 Euros if partners from the Caribbean are involved) to selected partnerships. The services will be provided by the partners of the EU-LAC Digital Accelerator. Therefore, no transaction or transfer of funding will be made to the beneficiaries.

1.2 Outline of the programme

The EU-LAC Digital Accelerator offers a programme to develop partnerships between large corporations and start-ups or innovative SMEs from the European Union, Latin America or the Caribbean. Eligible geographies and countries are:

- European Union: 27 member states, including Austria, Belgium, Bulgaria, Czech Republic, Croatia, Cyprus, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain and Sweden.

- Latin America and the Caribbean: 33 countries, including Antigua and Barbuda*, Argentina, Bahamas*, Barbados*, Belize, Bolivia, Brazil, Chile, Colombia, Costa Rica, Cuba*, Grenada, Guyana, Dominica*, Ecuador, El Salvador, Guatemala, Haiti*, Honduras, Jamaica*, Mexico, Nicaragua, Paraguay, Peru, Panama, Dominican Republic*, Saint Kitts and Nevis*, Saint Vincent and The Grenadines*, St. Lucia*, Suriname, Trinidad and Tobago*, Venezuela and Uruguay.

  **Countries from the Caribbean.*

Selected applications will go through a programme structured into four main phases:

#	Phase	Benefits
1	Develop your acceleration roadmap	Guidance and follow-up to define a roadmap and receive the required services to reach the goals and objectives of the partnership.
2	Receive customised acceleration services	Hands-on support to deploy your partnership, from proof-of-concept to business modelling and scaling up.
3	Access to our financial support	Financial support for Startups and SMEs with the objective to allocate resources and implement a PoC, travel or send equipment.
4	Gain visibility as a successful EU-LAC Partnership	Access to an extended network of entrepreneurs, corporates and investors aiming to back EU-LAC Partnerships.

The programme will be carried out as follows:

1.2.1 Development of the acceleration roadmap

This phase will last approximately one month and includes the following activities:

- **Mentor assignment:** A mentor from the EU-LAC Digital Accelerator network will be assigned to the beneficiary, supporting the partnership during the programme. The mentor will be assigned based on the needs identified by the applicant.

- **Assessment:** Supported by the mentor, the partnership will assess and define the technical, business or investment goals to be reached during the acceleration pathway. A prioritization of goals will be agreed with the mentor.

- **Identification of services:** Guided by the mentor, the partnership will identify the services required from the EU-LAC Digital Accelerator. These must be aligned with the roadmap submitted and the available services listed in the catalogue.

- **Signature of the collaboration agreement:** Once services have been identified, the partnerships will meet with the providers to adjust the scope of work, signing an agreement which defines the work plan, commitments, and deliverables.

1.2.2 Delivery of acceleration services

This phase will last approximately five months and includes the following activity:

- **Delivery of acceleration services:** The service providers will work together with the partnership in the implementation of the roadmap by providing the agreed services. Follow-up meetings will be held both with providers and the mentor.

The services available for selected beneficiaries is structured into four main categories:

Phase	Objective
Road mapping	Define your customised plan and services to achieve your goals.
Proof-of concept	Mitigate your risks before scaling up innovative solutions.
Business Case	Define your strategy to build an international business.
Investment & Scaling	Assess your readiness to scale and attract investment.

All beneficiaries will receive road mapping services, while the rest of the services will be chosen according to the specific needs of the beneficiaries.

The full catalogue of services can be found on the EU-LAC Digital Accelerator website.

1.2.3 Visibility as a successful EU-LAC Partnership

It will be carried out according to the needs of the participants, by involving them in networking sessions and events or providing visibility on the results of their acceleration. These will be organised by the EU-LAC Digital Accelerator.

1.3 Expected timeline

The following table outlines the expected timeline for the Open Call. However, regardless of these dates, applications can be approved at any given time after the opening date and without waiting for the closing date. Likewise, selected beneficiaries can start the acceleration programme as soon as the application is approved.

Therefore, applicants are encouraged to apply as soon as their partnerships are conformed.

The EU-LAC Digital Accelerator will notify applicants if there are any changes to this timeline:

Milestone	Deadline
Opening date of the Open Call	4th of July 2025
Closure date of the Open Call	31st of October 2025
Evaluation and notification of outcomes	Until 21st of November 2025 *Applications can be evaluated and approved at any given time during the Open Call.*

2 Selection of beneficiaries

2.1 Who can apply to the Open Call #4?

To be considered into evaluation, all partnerships must fulfil the following criteria:

1. The partnership must be established with at least one start-up or innovative SME and one corporate, and all partners must be legally established in any country from the European Union, Latin America, or the Caribbean.

   For the purpose of this Open Call:

   I. The criteria which define a Start-up are:

      a) Have a headcount of minimum 2 employees and no more than 50.
      b) Have an annual turnover of minimum EUR 50,000 and no more than EUR 10 million.
      c) It´s core business must be the development or integration of digital technologies.

The criteria which define a Scale-up or innovative SME are:

a) Have a headcount of no more than 250 employees.
b) Have an annual turnover of no more than EUR 50 million.
c) It´s core business must be the development or integration of digital technologies.

II. The criteria which define a Corporate* are:

a) Have a headcount of more than 50 employees.
b) Have an annual turnover of more than EUR 10 million.
c) It must have a digital challenge that requires a technological implementation.
d) It must provide resources (funding, access to infrastructure, distribution network or experts, etc.) for the technological implementation.

* If partnerships include companies from the Caribbean, it may be eligible even if they do not meet with the minimum turnover and employee criteria.

Companies must declare that they comply with these criteria. If required, EU-LAC Digital Accelerator reserves the right to request documentation to justify its eligibility.

2. Partnership members must come from at least two of the following geographical regions: the European Union, Latin America or the Caribbean.

3. Any kind of existing partnership between the parties involved must be declared. Even though the agreement or other confidential information will not be requested, applicants must indicate its scope and date of signature.

4. All applications must be submitted through the online form available on the EU-LAC Digital Accelerator website. Applicants are also required to read and accept the Open Call Application Guidelines and terms and conditions to receive acceleration services.

5. Companies can participate in a maximum of 2 acceleration processes, but with different companies involved in the partnership. This applies both to companies that submit their applications to the Open Call and to partnerships generated through challenges published in EU-LAC Digital Accelerator and that request the acceleration services.

6. A partnership involving the same companies cannot submit more than one application.

2.2 Application form

The following information is required:

1. **Administrative information:** Including the contact details of the representative of the partnership and the companies involved.
2. **Partnership description:** Including a description of the goal pursued, the expected outcomes, the implementation plan, the team, and support required.

Applicants are also requested to declare in the application form:

- The existence of a partnership between the parties involved. The application must declare that they have formalised an agreement, stablishing the scope, commitments and action plan of the partnership. The specific documents signed between parties will not be required to be shared, considering that they may contain confidential information. It will also be valid to state that the agreement will be formalised before the start of the acceleration process, where applicable. The scope of the partnership agreement can be diverse, being an MoU, LoI or any other document signed by the parties.

- The acceptance of the terms and conditions to receive acceleration services as stated as part of the Annex I of this document.

2.3 Evaluation process

2.3.1 Evaluation criteria

Evaluations will be made by the EU-LAC Digital Accelerator on a scale of 1 to 10 for each criterion, with 1 being the lowest score and 10 the highest. To be eligible for selection in the acceleration programme, all criteria must exceed a threshold of 5 points. The evaluations are not binding and only enable that the application is submitted to the Evaluation Committee.

Evaluations are private and do not have to be shared with the applicants.

Applications coming from partnerships generated through the EU-LAC Digital Accelerator matchmaking activities are not required to be evaluated or neither approved. If a partnership is generated in EU-LAC Digital Accelerator, the next step will be to develop the roadmap, define the service delivery plan and sign the collaboration agreement.

The table below states the evaluation criteria, as well as the criteria for passing the threshold and the criteria for obtaining the highest score:

Evaluation criteria	Minium criteria for passing the treshold	Additional criteria for obtaining the highest score
Market opportunity & scalability	○ The opportunity is identified, the market size is quantified, and evidence of the potential of the partnership is provided in the form of customers, letters of intent or any other statement.	○ There is evidence of the potential for scalability and that the market to be addressed is large and global, identifying the roadmap or milestones to be achieved for the growth of the partnership.
Degree of innovation	○ The competitive advantage of the partnership is identified and the value proposition is explained and justified.	○ The innovation provided compared to the competition is analysed, quantified and justified. The IP is protected.
Implementation plan	○ The partnership is already in place, or it is expected to be implemted before the start of the acceleration programme. The activities to be implemented are clear and explicit.	○ The workplan to be implemented is feasible and resources are identified. The support required is aligned with the services provided by the EU-LAC Digital Accelerator.
Team	○ The genders of the team members are balanced, considering an equitable distribution of women and men in the team implementing the partnership. The skills of the team are complementary and responsibilities are identified.	○ The geoprahical regions or the partners are balanced and distributed, involving companies from the European Union, Latin America and the Caribbean. Specifially, parterns from the Caribbean are involved in the partnerships.
Impact	○ The green and digital transition are addressed, considering partnerships that help reduce the carbon footprint and the environmental impact of our acitvity or solutions to transition to net-zero emmissions.	○ The economic and social impact of the partnership is global and quantified, developing new products, services or skills as a results of its implementation. The expected impact is measured and expected outcomes are explained.

2.3.2 Evaluation process

All evaluation will be shared with an Evaluation Committee, composed of representatives of the EU-LAC Digital Accelerator partners. The Committee will review the evaluations to make a final decision on which applications will be selected. These can be approved at any time without waiting for the cut-off date. Once applications have been evaluated and a decision is made, feedback will be sent to applicants, including the results and comments from the evaluation.

Selected partnerships will be invited to the acceleration programme.

3 Financial support

Start-ups, Scale-ups or Innovative SMEs can apply for the following financial support:

3.1.1 Proof of Concept (PoC) Development

The conditions to apply for the grant are as follows:

- Only the startup or SME can be beneficiary of the financial support.
- Each startup can be beneficiary of the financial support only ONCE.
- EUR 7,000 support will be provided to cover the dedication to proof-of-concept development or pilot project preparation, including for the following items:
  - Adaptation.
  - Integration.
  - Testing preparation and execution.

It must be requested according to the following procedure:

- Partnerships having been approved to receive the acceleration services.
- Partnerships having signed the collaboration agreement within two months from: the communication of the approval by the evaluation committee.
- Partnerships attaching to the Collaboration Agreement a Proof of Concept (PoC) Execution Plan according to template provided in Annex 2. The provider of the “Support to the PoC” acceleration service must validate the execution plan.
- Partnerships having received the acceleration services that support the execution of the PoC during the timeline established in the Collaboration Agreement.
- Partnerships having completed the whole acceleration phase successfully.
- Partnerships having completed de PoC plan established at the beginning of the process.
- Members of the partnership having filled in a quality assurance questionnaire.

3.1.2 Travel

The conditions to apply for the grant are as follows:

- The partneships must have signed the Collaboration Agreement.
- The travel objective must be the execution of a Proof of Concept (PoC).
- Only the Startup or SME can be beneficiary of the travel grant.
- In case that more than one person from the startup travels, only one will be eligible for reimbursement.
- Maximum EUR 2,000 support will be provided for the following items:
  - Transport (business class not eligible).
  - Accommodation.
- If the travel expenses actually incurred are less than EUR 2 000, the amount actually spent shall be reimbursed.

- If the travel cost was incurred in a currency other than EUR, the amount in EUR to be invoiced should be calculated using the exchange rate referred to in InforEuro, identifying the exchange rate in force in the month in which the payment was made.

The procedure and documentation required to receive the budget will be shared by EU-LAC Digital Accelerator once the financial support is requested.

3.1.3 Transportation of equipment

The conditions to apply for the grant are as follows:

- The partneships must have signed the Collaboration Agreement.
- The objective must be testing technological solutions in a real environment.
- Only the Startup or SME can be beneficiary of the travel grant.
- Maximum EUR 1,500 support will be provided for the following items:
    - Transport costs
- If the expenses actually incurred for the transport of equipment are less than EUR 1,500, the amount actually spent shall be reimbursed.
- If the cost of transporting equipment was incurred in a currency other than EUR, the amount in EUR to be invoiced should be calculated using the exchange rate referred to in InforEuro, identifying the exchange rate in force in the month in which the payment was made.

The procedure and documentation required to receive the budget will be shared by EU-LAC Digital Accelerator once the financial support is requested.

4 General information

4.1 Receipt of applications

The receipt of applications will close the 31st of October 2025 at 23:59 (CET). Applications will be only submitted via the online form available in the EU-LAC Digital Accelerator website. A confirmation of receipt will be sent to participants. Applications submitted or received by any other channel or after the open call deadline will be automatically discarded.

4.2 Language

English is the official language to submit a proposal for the Open Call. Submissions received in any other language will not be eligible and, thus, will not be evaluated.

4.3 IP rights and confidentiality

All applications will be treated as strictly confidential. EU-LAC Digital Accelerator partners and organisers guarantee the confidentiality of the partnership presented and developed during the acceleration programme and of the candidates themselves, regardless of whether they are finally selected or not. They do not reserve any copyright on the proposals submitted.

EU-LAC Digital Accelerator partners and organisers do not claim any ownership over the information provided by the participants in the acceleration programme or any intellectual property it may contain. The participant does not assign the organisers any rights to any patents or patent applications relating to the information, technology, data, etc. described in the application form.

4.4 Privacy

All personal data will be processed by the EU-LAC Digital Accelerator in accordance with the EU-LAC Digital Accelerator privacy policy.

4.5 Publicity and visibility of EU funding

The beneficiaries must support the promotion of the EU-LAC Digital Acceleration programme by providing information about their participation in the programme. In particular, it will be requested to publish a quote about the partnership objectives and results and to publish the logo of the companies involved in the partnership in the EU-LAC Digital Accelerator website. The specific information to be provided will be agreed with the beneficiaries.

If applicable, photos or videos taken or recorded during the programme will be property of the EU-LAC Digital Accelerator and may be used for press releases or publications by the EU-LAC Digital Accelerator or its partners.

4.6 Cancellation of the participation in the acceleration programme

The participation of the selected beneficiaries in the acceleration programme can be cancelled if the partnership fails to comply with the terms and conditions as established in the annex.

4.7 Contact

If assistance to apply to the Open Call or explanations about the services provided are required, please send us your enquiries to opencall@eulacdigitalaccelerator.com

5 Annex

5.1 Collaboration agreement for the acceleration of EU-LAC Partnerships

EU-LAC DIGITAL ACCELERATOR

Collaboration agreement for the acceleration of EU-LAC Partnerships

Date

This *EU-LAC DIGITAL ACCELERATOR* Agreement for providing services to the Beneficiaries, hereinafter referred to as the "**Agreement**", is entered into
by and between:
[Company name], an EU-LAC Digital Accelerator Consortium Partner, a legal entity organised and existing under the laws of [Country], with its registered office at [address], hereinafter referred to as "**Service Provider 1**".

[Company name], an EU-LAC Digital Accelerator Consortium Partner, a legal entity organised and existing under the laws of [Country], with its registered office at [address], hereinafter referred to as "**Service Provider 2**".

[Company name], an EU-LAC Digital Accelerator Consortium Partner, a legal entity organised and existing under the laws of [Country], with its registered office at [address], hereinafter referred to as "**Service Provider 3**".

and:

[Company name], a legal entity organised and existing under the laws of [Country], hereinafter referred to as "**Beneficiary 1**".
[Company name], a legal entity organised and existing under the laws of [Country], hereinafter referred to as "**Beneficiary 2**".
Hereinafter referred to collectively as "**Beneficiaries**";
Hereinafter, all Service Providers and Beneficiaries referred to individually as "**Party**" or collectively as "**Parties**".

WHEREAS:

1. In cooperation with other EU-LAC Digital Accelerator Consortium Partners, the Service Providers have been awarded a Grant by the European Commission (the "**Funding Authority**").

2. The EU-LAC Digital Accelerator is an initiative financed under the Neighbourhood, Development & International Cooperation Instrument (NDICI-Global Europe) under the EU-LAC Digital Alliance framework, focused on fostering multi-stakeholder and private sector collaboration, competitiveness, digital skills and innovation between Europe, Latin America and the Caribbean.

3. To achieve its objectives, the EU-LAC Digital Accelerator has established a mechanism of Open Calls to support the development of partnerships between corporations and start-ups or innovative SMEs.

4. The partnership between [Beneficiary 1] and [Beneficiary 2] (hereinafter, the "**Partnership**"), has been selected to receive support from the EU-LAC Digital Accelerator.

5. The EU-LAC Digital Accelerator will provide acceleration services to support the development of the Partnership.

Now therefore it has been agreed as follows:

1. DEFINITIONS

1.1. Background means any and all, data, information, know-how– whatever its form or nature (tangible or intangible), including any rights such as intellectual property rights – listed in "Annex 1 - Service Delivery Plan" that is necessary to implement this Agreement:

- owned or controlled by a Party prior to the date of signature of this Agreement; or
- developed or acquired by a Party independently from the work in the Agreement, even if in parallel with the performance of the Agreement, but solely to the extent that such data, information, know-how and/or intellectual property rights are introduced into the Agreement by the owning Party;

1.2. Results means any tangible or intangible output of the action, such as data, knowledge or information, that is generated in the action, whatever its form or nature, whether or not it can be protected, as well as any rights attached to it, including intellectual property rights;

2. PURPOSE

The purpose of this Agreement is to establish the terms and conditions of the collaboration between the Parties and services to be provided to the Beneficiaries.

3. SCOPE AND DURATION

The Parties shall cooperate and do their best effort to carry out these services. The duration shall not exceed 6 (six) months starting from the signature of this agreement, unless extended by the mutual agreement of the Parties. The deliverables, dates and duration of the services are established in "Annex 1 - Service Delivery Plan".

4. OBLIGATON OF THE PARTIES

4.1. The Service Providers shall be responsible to:

- Delivering the services identified and contributing to the achievement of the specified objectives.
- Effectively addressing any issues, concerns or enquiries raised by the Beneficiaries regarding the development of the services.

Service Providers shall use their best effort to ensure that the deliverables meet the expectations of the Beneficiaries. However, Beneficiaries expressly waive their right to claim any modifications and/or amendments to the deliverables once delivered by the Service Providers.

4.2. The Beneficiaries shall be responsible to:

- Duly contribute to performing the services, providing the required background or resources.
- Timely communicate to the Service Providers any issue or circumstance that may hinder the correct execution of the services.

5. FINANCIAL PROVISIONS

"Annex 1 - Service Delivery Plan" includes a financial valuation of the services, however Parties hereby agree that there will be no payment required by any Party concerning this Agreement.

6. LIABILITY

6.1. The Beneficiaries shall not be entitled to act or to make legally binding declarations on behalf of the Service Providers and shall indemnify all of the latter from any third party claim resulting from a breach of these obligations.

6.2. The Service providers shall not in any case be liable for any direct and or indirect or consequential damages such asloss of profits, lost contracts, or other type of indirect, incidental, punitive, special or consequential loss or damage in relation or related with the services provided under this Agreement.

6.3. In respect of any information or materials (including Results and Background) supplied by one Party to another Party, no warranty or representation of any kind is made, given or implied as to the sufficiency, accuracy or fitness for purpose nor as to the absence of any infringement of any proprietary rights of third parties.

Therefore,

- the recipient shall in all cases be entirely and solely liable for the use to which it puts such information and materials (including Results and Background), and
- there is no liability in case of infringement of proprietary rights of a third party resulting from any Access Rights.

7. INTELLECTUAL PROPERTY RIGHTS

Results are owned by the Party that generates them.

Joint Results:

Unless otherwise agreed:

- Each of the joint owners shall be entitled to use their jointly owned Results for non-commercial research and teaching activities on a royalty-free basis, and without requiring the prior consent of the other joint owner(s).

The joint owners shall agree on all protection measures and the division of related cost in advance.

In the specific case of the reports indicated as deliverables or results in “Annex 1 - Service Delivery Plan”, these shall be the property of the "Beneficiaries".

8. CONFIDENTIALITY

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 Recipient hereby undertakes in addition and without prejudice to any commitment on non-disclosure under the Grant Agreement, for a period of 5 years after the termination of this Agreement:

- 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 Recipient shall be responsible for the fulfilment of the above obligations on the part of its employees involved in the Project and shall ensure that they remain so obliged, as far as legally possible, during and after the end of the Agreement 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 was already known to the Recipient prior to disclosure.

9. DISSEMINATION

Each Party agrees that any dissemination activity (including publications, presentations or contributions to any standards organisation) by the Beneficiary(ies) is subject to the prior written approval of the Service provider concerned, as the case may be.

Publicity and visibility of EU funding:

The Beneficiaries must support the promotion of the EU-LAC Digital Acceleration programme by providing information about their participation for public promotion. The information to be provided will be agreed with the Parties concerned. If applicable, photos or videos taken or recorded during the programme will be of property of the EU-LAC Digital Accelerator and may be used for press releases or publications by the EU-LAC Digital Accelerator, its partners, or the Funding Authority.

10. TERMINATION

The Service provider(s) can terminate this Agreement with immediate effect through written notice to the Beneficiary(ies):

- If the termination is by mutual agreement between the Parties.
- If the Beneficiary(ies) fail(s) to provide the required background, resources or any kind of information/data necessary for the Service Providers in order to carry out the Service Delivery within the timeframe indicated in the Service Delivery Plan.
- if, to the extent permitted by law, the Beneficiary(ies) is/are declared bankrupt, being wound up, having its affairs administered by the courts, has entered into an arrangement with its creditors, has suspended business activities, or is the subject of any other similar proceeding.
- if any Party is subject to an event of force majeure, which prevents the Parties from correct performance of its obligations hereunder and such circumstances have lasted or can reasonably be expected to last more than three (3) months.
- If the EU-LAC DIGITAL ACCELERATION project is terminated by the Funding Authority. In this case, the parties shall agree on the assessment of the work completed up to date of termination. The service providers will not be liable towards the Beneficiaries in such case of termination, therefore, the Beneficiaries will not be able to make any kind of claim to the service providers.

11. APPLICABLE LAW AND SETTLEMENT OF DISPUTES

This Agreement shall be governed by and construed in accordance with the laws of Belgium.

Any disagreement or dispute which may arise in connection with this Agreement and which the Parties are unable to settle by mutual agreement will be brought before the courts of Brussels, Belgium.

SIGNATURES:

Done and signed by and providing one copy for each Party of this Agreement:

[EU-LAC DA Service Providers]

Mr./Mrs.: …..
Position: …..

Company: …..

[Beneficiaries]

Mr./Mrs.: …..
Position: …..

Company: …..

Annex 1 - Service Delivery Plan

1. **Contact details.**

Contact person of the beneficiaries and service providers involved in the acceleration process:

Contact details of the beneficiaries of the services	
Representative of the partnership:	
Company:	Contact person: Email:
Other companies involved in the partnership:	
Company:	Contact person: Email:
Company:	Contact person: Email:
Company:	Contact person: Email:
Contact details of the service providers	
Company:	Contact person: Email:
Company:	Contact person: Email:
Company:	Contact person: Email:

2. **Milestones to be achieved during the acceleration process.**

List of milestones to be achieved by the partnership during the acceleration, indicating its objective, responsible (either any of the beneficiaries or service providers) and deadline to be achieved.

Milestone	**Objective**	**Responsible**	**Deadline**

3. Acceleration services.

Description of the services to be provided, including the activities to be conducted and deliverables. A separate table for each service must be included.

<table>
<tr><td>Service:</td><td>Start date:</td><td>End date:</td></tr>
<tr><td>Name of the service provider:</td><td colspan="2"></td></tr>
<tr><td>Estimated value: €</td><td colspan="2"></td></tr>
<tr><td colspan="3">Description of the service and activities</td></tr>
<tr><td colspan="3"></td></tr>
<tr><td colspan="3">Description of the deliverables or results</td></tr>
<tr><td colspan="3"></td></tr>
</table>

4. Impact and future plans

Description of the expected impact to be achieved after the acceleration is concluded and future plans.

5. Background included and resources provided

Description of the background and resources to be provided to effectively provide the services.

SERVICE PROVIDERS:

-

BENEFICIARIES:

-

Annex 2 – Proof of Concept Execution Plan

1. Description of the PoC objectives (max. 10 lines)

PoC description should be oriented to demonstrate feasibility of the solution. What is going to be validated? What is the expected demonstration result? Explain needs to be covered by the digital solution and expected positive impact of the PoC results in your business.

2. Scope and limitations of the PoC (max. 10 lines)

Describe the critical functionalities (success criteria) to be tested and that will determine the feasibility of the solution. Describe the context in which the PoC will be developed (real and simulated components, real time and offline testing, etc.) and why.

3. Describe main KPIs related to PoC objectives achievement (min. 3 and max. 6)

List critical KPIs that will determine if success criteria of this PoC have been achieved ensuring the feasibility of the solution.

KPI name	Describe why it is key for the PoC (objectives /needs relationship)

4. Execution plan

Complete tasks and results according to the three phases of the PoC proposed.

Task name	Description	Expected result
Phase 1. User needs, requirements and evaluation plan		
Phase 2. PoC implementation		
Phase 3. PoC Evaluation		