

1st COMPETITION RULES

under the GO_GLOBAL.PL programme

Increasing the scale of commercialisation of research results or development works of Polish companies on global markets

§ 1.

LEGAL BASIS AND GENERAL PROVISIONS

1. The Rules of the 1st Competition under the GO_GLOBAL.PL programme *Increasing the scale of commercialisation of research results or development works of Polish companies on global markets* (hereinafter referred to as: „Rules”) are determined by the Director of the National Centre for Research and Development pursuant to Art. 36 point 1 of the Act of 30 April 2010 on the National Centre for Research and Development (Journal of Laws of 2014, item no. 1788).
2. The GO_GLOBAL.PL programme *Increasing the scale of commercialisation of research results or development works of Polish companies on global markets* (hereinafter referred to as: „Programme”) is implemented on the basis of:
 - 1) Art. 30 point 1, items 1 and 2 of the Act of 30 April 2010 on the National Centre for Research and Development (Journal of Laws of 2014, item no. 1788), hereinafter referred to as the “Act”
 - 2) Regulation of the Minister of Science and Higher Education of 17 September 2010 on the detailed procedure for carrying out the tasks of the National Centre for Research and Development (Journal of Laws No. 178, item 1200)
 - 3) Art. 5 point 1 of the Act of 30 April 2010 on the principles of financing science (Journal of Laws of 2014, item 1620);
 - 4) Regulation of the Minister of Science and Higher Education of 25 February 2015 on the conditions and mode of granting state aid and de minimis aid through the National Centre for Research and Development (Journal of Laws of 4 March 2015, item 299) (hereinafter referred to as: „Regulation on state aid”).
3. The following terms used herein mean:
 - 1) **Centre**– National Centre for Research and Development (NCRD) an executive agency set up to carry out tasks in the field of science, science and technology and innovation policies, operating under the Act
 - 2) **Competition** – proceedings aimed at finding projects for funding in the first Competition under the Programme;
 - 3) **Project** – a project submitted in the Competition;
 - 4) **Applicant** – Competition entrant that meets the following conditions:
 - a) is a micro, small or medium-sized enterprise, meeting the criteria for micro, small or medium-sized enterprises as defined in Annex I to Commission Regulation (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Art. 107 and 108 of the Treaty (Text with EEA relevance), Official Journal. Office. EU L 187, 26/06/2014, p. 1
 - b) has a registered office in the Republic of Poland;

- c) has an entry in the National Court Register (KRS) on the date of submitting the Application;
 - d) carries out a business activity in the sector of high and medium-high technology in industry and in the high technology services sector, according to the Eurostat definition, which is attached as Appendix 1 hereto.
- 5) **Contract** – a contract for the implementation and financing of the project carried out under the Programme, concluded between the Centre and the Applicant, on the basis of which the funding is granted;
 - 6) **Funding** - the value of financial support provided to the Contractor by the Centre with public funds, referred to in Art. 5 point 1 of the Act of 27 August 2009 on public finance (Journal of Laws of 2013, item 885, as amended), on the basis of the Contract
 - 7) **Application** -the application document submitted by the Applicant in order to obtain Funding;
 - 8) **Partners** - institutions co-operating with the Centre in the implementation of the Programme, which implement their own acceleration programmes and have signed a co-operation agreement with the Centre pursuant to Art. 30 point 3 of the Act
 - 9) **The Contractor** - an Applicant that has concluded a contract with the Centre as a result of the Competition.
 - 10) **Applications generator** - information system for submitting an application under the Competition.

§ 2.

PURPOSE AND FUNDING CONDITIONS

1. The Centre's indicative budget intended for funding the implementation of projects selected under the Programme amounts to PLN 15 million.
2. Granting the Funding for the Project is performed by way of a decision of the Director of the Centre, to be issued on the basis of the ranking list of Projects recommended for support.
3. The maximum value of the Funding of the Project is PLN 150,000.
4. Funding for the Project is granted to support R&D commercialisation and includes costs incurred in connection with the following tasks:
 - 1) developing a strategy for entering global markets,
 - 2) verifying the strategy developed, in particular by its evaluation performed by venture capital institutions operating in global markets.
5. Funding the implementation of the Project is a de minimis aid and is granted to the Contractor on condition that they have submitted an grant for aid prior to the start of the Project.
6. Catalogue of eligible costs is included in Appendix 2 to the Rules
7. Project Funding amounts to no more than 85% of eligible costs for its implementation.
8. The Applicant is required to engage their own contribution to the implementation of the Project, amounting to at least 15% of the eligible costs.
9. Funding is granted on the basis of a Contract.
10. The Applicant may commence the implementation of the Project prior to the announcement of the results of the Competition, while the eligible costs can be incurred from the date of dispatch of the Statement referred to in § 3 point 9. A prerequisite for a refund of eligible costs is signing the Contract and granting the Funding to the Applicant as an outcome of the Competition results.

11. Project implementation period shall not exceed 6 months.
12. The Applicant cannot fund and apply for funding of tasks covered by the Application with funds coming from other sources.

§ 3.

COMPETITION ANNOUNCEMENT AND CALL FOR APPLICATIONS

1. The Competition under the Programme is announced by the Director of the Centre.
2. The Notice of Competition shall be published in a national daily newspaper, on the website of the Centre www.ncbr.gov.pl in the Public Information Bulletin (BIP), on the website of the Ministry of Science and Higher Education in the Bulletin of Public Information and made available to the public both at the Centre and at the Ministry.
3. The Applicant shall submit the Application in Polish and in English, in the manner and date specified in the Notice of Competition, in accordance with the model attached as Appendix 3 to the Rules together with the documents referred to in Appendix 4 to the Rules.
4. Call for Applications in the Competition is a one-stage process and the timing will be announced in Notice of Competition.
5. The Application for project funding must be submitted in electronic version via the Applications Generator made available for this purpose.
6. Logging in to the Generator is possible after entering the website quoted in the Notice of the Competition.
7. Following the submission of an application for funding to the Applications Generator, the Applicant will receive a generated confirmation of submission of the application for funding together with its reference number and date. It will then be impossible to make any changes to the Application.
8. The moment of submitting an application for funding in the Competition is the date of the generated confirmation of its submission.
9. In order for the Application to be accepted for formal evaluation, the Applicant must attach to the Application a scan of a *Statement confirming that the data included in the Application submitted in electronic version only is consistent with the facts and the law, and that the person submitting the Application is entitled to represent the Applicant*. The said scan must be submitted via the Applications generator together with the Application. Providing the paper version of the above Statement will be required before the conclusion of the Contract.
10. The application may be withdrawn at any stage of the Competition. The withdrawal of Application is performed in the form of a written statement of the Applicant or a person authorized to represent the Applicant and sent to the address of the Centre or by sending a signed and scanned declaration to go_global.pl@ncbr.gov.pl

§ 4.

COMPETITION PROCEDURE

1. In the case when the Applicant intends to make use of the acceleration programme of one of the Partners, provisions of point 2 shall apply.
2. Letter of Intent (in the form agreed with the Partners) certifying that the Applicant has qualified for the acceleration program (encouraging the development of innovative enterprises) conducted by the Partners is one of the criteria for the Applications' 1st degree assessment of merits.
3. Having issued the letter of intent for the Applicant referred to in point 2, the Partners pass on to the Centre a completed questionnaire on the evaluation of projects that have been qualified for their acceleration programme and submitted an Application under the Competition.

4. The competition procedure involves formal evaluation of the Application and a two-step assessment of merits.
5. The formal evaluation is carried out in accordance with the formal evaluation criteria, set out in Appendix 5 to the Rules. If the Application does not meet the formal criteria, it may be updated only once, electronically, within 7 days of having received information about the formal evaluation results. Failure to update or correct the application in the above timeframe will result in the rejection of the Application due to a failure to comply with formal requirements.
6. List of Applications that meet and do not meet the formal requirements is published on the Centre's website.
7. Applicants whose Applications were rejected at the stage of formal evaluation will be informed in writing of the rejection of the Application. The letter rejecting the Application shall include a justification and information on the possibility of submitting a protest.
8. Applicants whose Applications met the formal criteria will be notified by email to the email addresses provided in the Applications.
9. First degree assessment of merits involves:
 - 1) a review panel carried out by minimum 3 independent experts who work out a common evaluation of the proposal by consensus, in accordance with the criteria set out in the Chart of 1st degree assessment of merits, which is attached as Appendix 6 to the Rules. In the absence of consensus assessment shall be settled by the vote, while the expert, whose assessment will not be included may submit and justify a dissenting opinion. The assessment is a point system by which the Project can receive a maximum of 100 points;
 - 2) Establishing a list of positively assessed Applications, formed on the basis of a ranking of the final 1st degree assessment of merits. The final grade will be the average of ratings referred to in point 1. Only those Applications which obtain a total assessment of 60% or more points qualify for 2nd degree assessment of merits.

10.2nd degree assessment of merits involves:

- 1) Presenting the project at a panel of experts:
 - a) the presentation of the Project consists of introducing the Project and discussions with experts;
 - b) Applicants will be informed about the date of the presentation at least 7 days in advance, by e-mail sent to addresses specified in the Application. Project presentation is performed by the Applicant or a person authorised to represent the Applicant. It is not allowed for the presentation to be made by a third party involved in gainful employment or the provision of professional advisory, consulting or training services, within the framework of a service purchased from such an entity, in which case the Application does not receive points at this stage of evaluation;
 - c) in the event of the Applicant's failure to present the Project within the set period during the experts panel, the Application does not receive points at this stage of evaluation. In cases of random events, independent of the Applicant and resulting in the impossibility to deliver the presentation by the deadline, it is possible to make the presentation at a later date specified by the Centre
- 2) assessment conducted by 3-5 experts during the experts panel, in accordance with the criteria set out in the 2nd degree assessment of merits chart, which constitutes Appendix No. 7 to the Rules. As a result of this assessment, the proposal may receive a maximum of 100 points, representing the averaged value of the assessments conducted;

- 3) in case of objections of experts regarding the validity of the costs set out in the Project, the Centre has the right to conduct negotiations with the Applicant, as a result of which the ultimate determined the final amount of Funding prior to the decision of the Director of the Centre to grant the Funding;
 - 4) the determination by the experts panel of the Applications ranking list, created on the basis of assessment of merits, whereby the ultimate evaluation of the Application shall be the result of the evaluation conducted by the panel of experts based on the 1st and 2nd degree assessments of merits.
11. The determination of the ultimate evaluation of Applications involves:
- 1) preparation of a ranking list of projects recommended for support, drawn up on the basis of the sum of 60% of the points obtained from the 1st degree assessment of merits and 100% of the points obtained from the 2nd degree assessment of merits. Applications which cumulatively achieve at least 60% of the points available on both stages of assessment of merits will receive a positive opinion;
 - 2) the Director of the Centre's decision on granting or refusal to grant Funding based on the ranking list of projects recommended for support referred to in paragraph 1, taking into account the amount of financial resources available the budget of the Centre in the current financial year and their estimates in future financial years. The decision to grant or to refuse Funding, together with a justification, shall be sent to the Applicant in writing;
 - 3) publication of the ranking list of projects recommended for support on the website of the Centre, together with the information about granting or refusing to grant the Funding and the list of Applications that have received a negative rating, with a proviso that this is not a basis for any claims of Applicants to the Centre
 - 4) sending the decision referred to in point 2 to the Applicant.
12. The contents of reviews concerning the assessment of merits of the Application may be made available to the Applicant at the end of the competition procedure, i.e. after the publication of the ranking list of Applications, and while maintaining the anonymity of evaluators performing the assessment of merits.

§ 5.

PROTEST FILING PROCEDURE

1. The Applicant is entitled to file a protest, i.e. written request for verification assessment of the Project on:
 - 1) compliance of the Project with the formal evaluation criteria;
 - 2) procedural violations that occurred during the evaluation and have an impact on its outcome

after having received information about the rejection of the Application after formal evaluation, 1st degree assessment of merits or other decisions of the Director of the Centre that close the proceedings on consideration of the Application which are not decisions referred to in § 4 point 11 item 2 of the Rules.
2. The protest is submitted to the Director of the Centre within 14 days from the date of delivery of the Director of the Centre's decision to the Applicant in writing.
3. After becoming familiar with the recommendation of the protest-handling team or the Appeals Committee of the Centre, in the case of a protest lodged after 1st degree assessment of merits, the Director of the Centre informs the Applicant about the outcome of the protest within 70 days from the date of filing the protest.

§ 6.

APPEALS

1. The Applicant may appeal to the Appeals Committee of the Centre within 14 days from the date of notification of the decision (s) referred to in § 4 point 11 item 2 of the Rules.
2. The Appeals Committee of the Centre issues a decision on granting or refusing to grant funds not later than three months from the date of filing the appeal.
3. The decision of the Appeals Committee of the Centre can be appealed against in an administrative court.

§ 7.

FINAL PROVISIONS

1. The Applicant shall immediately inform the Centre about change of contact details which have taken place during the Competition, under pain of rejection.
2. In the event of a change of address and failure to notify the Centre or failure to collect the correspondence in time, the Centre recognises any correspondence sent to the previous address or returned to the Centre due to failure in time as effectively delivered.
3. A Model Contract is attached as Appendix 8 to the Rules. A prerequisite to the conclusion of the Contract is the submission of documents by the Applicant. The said list is attached as Appendix 9 to the Rules.
4. The Centre, during and after the Programme, conducts its evaluation and disseminates information about its results. The evaluation studies include the results of financial monitoring of Projects funded, carried out in accordance with the principles set out in the Contracts.

Appendices:

1. Eurostat definition.
2. Catalogue of eligible costs
3. Sample Application.
4. List of documents required for the Application.
5. Chart of formal evaluation.
6. Chart of 1st degree assessment of merits.
7. Chart of 2nd degree assessment of merits.
8. Model Contract.
9. List of documents whose submission is a prerequisite for signing a contract for carrying out and funding the project.