



# Guide for Applicants (GfA)

## INCENSE 2nd OPEN CALL

Closing date for proposals:  
Tuesday, 15th September 2015 at 1:00 p.m. (CET)

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The purpose of this Guide is to assist those interested parties (SMEs or Web Entrepreneurs) to submit a project proposal to the **Second INCENSE Open Call** and to understand the overall structure and requirements of **INCENSE Acceleration programme**. Interested parties are therefore requested to read this Guide carefully before they start preparing the Application Package.

In addition, the „FAQs“ complement this Guide for applicants also providing specific information about the Second INCENSE Open Call.



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## 1 Introduction

INCENSE is the only Accelerator focused on CleanTech from the European Commission [FIWARE](#) initiative. This initiative aims to accelerate the development and adoption of **Future Internet technologies** in Europe, advance the European market for smart infrastructures, and increase the effectiveness of business processes through the Internet. Accordingly, the FIWARE Accelerators, 16 in total, will promote the creation of innovative products and services spreading the use of **FIWARE technology** among the European Web Entrepreneurs and SMEs.

In particular, the [INCENSE Accelerator](#) will contribute to the promotion and early adoption of FIWARE Technology in the CleanTech area including FIWARE generic enablers, specific enablers and/or domain specific platforms, by providing **personalized acceleration services** and distributing a total **grant support of 6,2 M€** to approximately 42 European SMEs operating in the **CleanTech** sector.

The **INCENSE Consortium** brings together leading multinational companies in the Energy sector, **ENEL** and **ENDESA**, best in class accelerator, **ACCELERACE** and the first & largest public funding platform for startups, **FundingBox**.

## 2 INCENSE Second Open Call

This document summarizes the main characteristics of the Second Open Call for proposals under the INCENSE project, launched on **June 15th, 2015** with deadline **September 15th, 2015 at 1:00 pm (CEST)**. Further information is available in the “**Frequently Asked Questions**” (FAQ) document available on the Project Website.

## 3 Eligibility criteria

All applicants will have to abide to all the general requirements described in Sections from 3.1 to 3.7 below in order to be considered eligible for the INCENSE Accelerator.

### 3.1 Type of beneficiaries

The second Open Call welcomes applications from two different **types of participants**:

- **SMEs** [legal person] participating on their own, only one SME (see Section 3.1.1).
- **Web Entrepreneurs** [physical persons], participating in groups of **at least two** individual members (see Section 3.1.2).

All applicants (legal or physical persons) shall be located in Eligible countries (see Section 3.2).

#### 3.1.1 Definition of SME

A SME will be considered as such if it complies with the Commission Recommendation 2003/361/EC<sup>1</sup>. As a summary, the criteria which define a SME are:

- Headcount in Annual Work Unit (AWU) less than 250;
- Annual turnover less or equal to €50 million OR annual balance sheet total less or equal to €43 million.

<sup>1</sup> Commission Recommendation 2003/361/EC <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2003:124:0036:0041:en:PDF>



Note that the figures of partner and linked enterprises should also be considered as stated in the *SME user guide*<sup>2</sup>. **Start-ups** are included in this category if they are incorporated.

### 3.1.2 Definition of Web Entrepreneur

For Web Entrepreneurs, INCENSE refers to individuals participating in groups of at least two members. An individual is a physical person and not a legal person (e.g. registered SME). One member of the group must be appointed as **Coordinator**. The Coordinator will be the main contact point for the INCENSE consortium.

## 3.2 Eligible countries

Only SMEs legally established in any of the following countries (hereafter collectively identified as the ‘Eligible Countries’) will be eligible for the INCENSE Acceleration Programme:

- **EU-28 countries:** Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and United Kingdom.
- **FP7 Associated countries:** Albania, Bosnia and Herzegovina, Faroe Islands, FYR Macedonia, Iceland, Israel, Liechtenstein, Moldova, Montenegro, Norway, Serbia, Switzerland and Turkey.

For Web Entrepreneurs, this requirement applies to their company when incorporated (see Section 8.2).

## 3.3 FIWARE technologies

The main source of information about FIWARE is <http://www.fiware.org/>.

Practical info to understand which type of questions the evaluators of the proposals are going to take into account when evaluating the application forms with respect to FIWARE Generic Enablers are in the [Recommendations for Submitters to FIWARE Accelerators](#).

Additionally an INCENSE “Enablers Catalogue” is available in the “How It Works” section on the [Project Website](#). The purpose of this document is to guide those interested parties to submit a project proposal to the second INCENSE Open Call to identify the **most suitable General Enablers for CleanTech**.

## 3.4 CleanTech Domain

INCENSE will consider as CleanTech any internet technology applied to a business model in the following areas:

- Energy efficiency & home automation
- Renewable energy
- Renewable forecasting solutions
- Smart grids
- Energy storage
- Advanced diagnostic and automation solutions
- E-mobility
- Digitalization of the energy sector through ICT
- Any enabling future internet technology like for instance cybersecurity, advanced interfaces, advanced communication protocols, cloud services, signal processing, web 2.0 applications, and similar, where the applicant can explain how the use of the technology or the business model will contribute to sustainability, to the energy sector, or to the development of services to smart cities.

<sup>2</sup> [http://ec.europa.eu/enterprise/policies/sme/files/sme\\_definition/sme\\_user\\_guide\\_en.pdf](http://ec.europa.eu/enterprise/policies/sme/files/sme_definition/sme_user_guide_en.pdf)



### 3.5 English Language

English is the official language for INCENSE open calls. The proposal must be in English in all its mandatory parts in order to be eligible. For videos, English should be used as spoken language, or at least the video must be properly subtitled in English. If the mandatory parts of the proposal are in any other language, the entire proposal will not be eligible. If only non-mandatory parts of a proposal are submitted in a language different from English, those parts will not be evaluated but the proposal is still eligible.

English is also the only official language during the whole length of the acceleration process. This means that any requested deliverables will be admitted only if submitted in English.

### 3.6 Double funding is forbidden

The same project cannot be funded by more than one FIWARE Accelerator. If another FIWARE Accelerator has already selected as beneficiary the same project, or a very similar one by at least one of the same proposers, the proposal will be excluded from the INCENSE evaluation process. When submitting the Application Form, applicants will be asked to undersign a Honour declaration where they declare: (1) that they haven't already been funded by any other FIWARE Accelerator, and (2) that they will immediately inform INCENSE if this occurrence happens while they are in the INCENSE evaluation process. If any of the FIWARE Accelerator consortia find that applicants have been double funded, the beneficiaries will be automatically excluded from the INCENSE programme, and be requested to return funds. In no case INCENSE will fund a project by an applicant, if such applicant has already been funded by FIWARE accelerators for two or more other projects.

### 3.7 Multiple submissions are forbidden

Only one proposal per applicant can be submitted to INCENSE in this open call. Applicants will be asked to confirm that 'they are not submitting any other proposal to this same Open Call' in the Honour Declaration to be accepted before submitting the Application Form. If more than one proposal per SME or individual is identified by the INCENSE team, only the first proposal which has been submitted in order of time, will be evaluated. When an individual submits an application as a Web Entrepreneur, and is also part of team in a second proposal submitted by a SME, both proposals will be admitted to the evaluation process only if all the following conditions are respected:

- The projects are substantially different;
- Applicant is Coordinator for no more than one of the projects;
- Applicant has clearly explained in both application forms the compatibility in terms of their time commitment in the two projects.

## 4 Types of projects

Among eligible projects respecting the aforementioned Eligibility Criteria, INCENSE will prioritize the projects which are closer to the following profiles:

1. For Web Entrepreneurs / Business Ideas (not yet incorporated):
  - where the use of FIWARE technologies is particularly meaningful;
  - with an available working prototype;
  - with a market valuation of less than 1 (one) million Euros;
  - with at least two founders who work full-time on the project;
  - with a target market launch date that is set within six months away, after the submission deadline of the call.



2. For SMEs (already incorporated):
  - incorporated for less than 3 (three) years;
  - annual turnover below 2 (two) million Euros;
  - founders own at least 51% of Shareholders' Equity;
  - provide indicators proving a potential for exponential growth;
  - whose objective for their participation in INCENSE is one of the following: (1) internationalization, (2) consolidation of an innovative change of business focus, or (3) substantial improvement of their process/service using FIWARE Technologies.

## 5 Preparation and submission of the proposals

Proposals will be submitted exclusively online through the [FundingBox Platform](#), which is linked from the [INCENSE website](#) and from the [FIWARE website](#). Applications submitted by any other means will not be considered.

Proposals will be submitted in a single stage, by submitting an **online application** which will include:

1. **General information:** including basic information about the Applicants and their contact information.
2. **Project proposal:** several questions divided in four main sections connected to the evaluation criteria (see Section 6.2)
  - Team
  - Business model
  - Technology
  - Financials
3. **Attached document:**
  - FIWARE Technologies Use Plan (technology map)
4. **Honour declaration on exclusion criteria and absence of conflict of interest:** accepted by the SME or by all the individuals being part of the project team.

Evaluators will be instructed not to consider additional materials which have not been specifically requested in the online evaluation form.

The online application form contains one additional sections that will not be evaluated, namely a Statistical Section including questions required by the European Commission for statistical purposes.

Applicants are strongly recommended not to wait until the last minute to submit the proposal. Failure of the proposal to arrive in time for any reason, including extenuating circumstances, will result in rejection of the proposal.

## 6 Selection Process

The procedure of evaluation includes the following sequential steps:



## 6.1 Step1: Eligibility Check

In order to be eligible for evaluation, applications will be checked for compliance with the following:

- Comply with all the ELIGIBILITY CRITERIA listed in Section 3.
- Be submitted through the Open Call management tool [[www.fundingbox.com/incense/apply](http://www.fundingbox.com/incense/apply)]. Proposals submitted by any other means, will not be evaluated.
- Be submitted before Deadline. Applications must be submitted by the closing time and date of the contest round. The time recorded by the FundingBox Platform, as submission time of the proposal, will be the official one. Late proposals will not be evaluated.

**Output:** The output of this stage will be a “Eligible List of Applicants”.

**Communication to participants:** Specific communication will be sent to the applicants eliminated from the process.

## 6.2 Step2: External Evaluation

All applications that pass Step1 will be assessed and scored by at least two external experts included in the Experts Directory prepared by the consortium. A proposal admitted to this phase will be given scores on the basis of the following criteria:

1. **Business Potential** (30%): each project will be evaluated under a business perspective, to identify those with more opportunities of creating real market value.
2. **Quality of the Management Team** (30%): a great idea needs great people to become a success, this is why INCENSE will evaluate the quality of each team, in order to assess their ability to generate innovation and to react to changes.
3. **Strategic Fit** (40%): INCENSE looks for Start-ups with a strong focus on the CleanTech sector, which fit within the areas identified in Section 3.4 and which develop services and applications with a high societal and business value using FIWARE technologies (see Section 4 for more detail on the types of projects).

Each evaluator will score the applications from 0 to 5 for each criterion. The final score of each proposal will be calculated as an average of the individual assessments provided by Evaluators, after normalising their scores in order to compensate for scoring bias, and collected in the Evaluation Summary Report (ESR) for each applicant.

The 40% top scoring proposals, with a minimum of 80 proposals, will pass to the next step.

**Output:** Long list of Pre-Selected Applicants.

**Communication to participants:** Specific communication will be sent to the applicants eliminated from the process.

## 6.3 Step3: FIWARE Evaluation

Especially appointed FIWARE Experts – chosen among FIWARE coaches assigned by the European Commission – will review the applications in the List of Applicants above Threshold to assess the declared use of FIWARE technology in the project. FIWARE technology is expected to be a significant component of the proposed technical project, the advantages of using FIWARE should be highlighted in the proposals, and the technology map should be feasible and clear. The FIWARE Experts will evaluate whether these three conditions are met, and will provide a yes/no assessment.

Proposals passing the FIWARE Check will be included in the “List of pre-selected Applicants” and will pass to the following step.





**Output:** Short List of Pre-Selected Applicants.

**Communication to participants:** Specific communication will be sent to the applicants eliminated from the process.

#### 6.4 Step4: Consensus Meeting

The Short List of Pre-Selected Applicants proposals will pass to the Consensus Meeting, when the Evaluation Committee will meet. The **Evaluation Committee** is composed of 5 INCENSE consortium partners' representatives (1 representative per partner and one representative of the Project Coordinator). In addition, the Evaluation Committee may include one or more external experts taken from the Evaluation Directory if the INCENSE Consortium so decides.

During the Consensus Meeting the Evaluation Committee, by consensus, will have the faculty to add up to 1 point (per proposal) to the average score of those proposals that show a significant Strategic Fit with partners' activities, and where INCENSE partners believe they can add the most value during the acceleration process. The Evaluation Committee will be allowed to distribute not more than a total of 10 points in this way, among all proposals. Some applicants may be invited to an interview during the Consensus Meeting (by default it will be a web interview) when necessary to acquire essential information to take an informed decision. After this step the final ranking will be computed.

A list of at least 30 finalists (hereafter, the "Finalists") will be invited to the final stage. The exact number will be decided by consensus by the Evaluation Committee.

**Output:** List of Finalists.

**Communication to participants:** an individual online communication will be sent to all proposals evaluated, including their final score in the Evaluation Summary Report (ESR). Additional information about next steps will be also sent to the List of Finalists.

#### 6.5 Step5: Video Pitch, Written Questions, Pitch Day and Awards Event

The Finalists will be invited to meet the Evaluation Committee during a **Pitch Day**. They will be required to send a video pitch at least a week before the Pitch Day, which explains their project according to the guidelines that will be communicated by the INCENSE Steering Committee. In some cases, Finalists may be addressed with a set of written questions, to be answered by email within 3 labour days of reception. During the Pitch Day they will undergo individual Q&A sessions with the Evaluation Committee. Finally the Evaluation Committee by consensus will select the "Provisional List of Beneficiaries" (up to 28 beneficiaries in the second call). A "Reserve List" will be built out of the excluded applications.

The results of this evaluation will be publicly notified during a public **Awards Event**.

**Output:** Provisional List of Beneficiaries.

**Communication to participants:** a formal communication letter will be sent to all proposals participating in this final step, with information on their inclusion in the Provisional List of Beneficiaries or in the Reserve List.



## 7 Sub-Grant Agreement Setup Process

The SMEs and Web Entrepreneurs included in the Provisional List of Beneficiaries will have to provide all documentation required to prove their compliance with the Eligibility Criteria described in Section 3. More specifically, the following documentation will have to be provided:

### 1. Status information of the beneficiaries:

- a. **SMEs.** The following documents will be required to prove that SMEs are SMEs according to the EU Directive.
  - i. **Legal Entity form**<sup>3</sup>: signed and stamped.
  - ii. **SMEs check list**: signed and stamped. Following a simplified version of the EC SMEs check list<sup>4</sup>. In the event they declare being non-autonomous: the balance sheet and profit and loss account (with annexes) for the last period for upstream and downstream organizations
  - iii. **Financial information.** It includes the headcount (AWU), balance, profit & loss accounts of the latest closed financial year and the relation, upstream and downstream, of any linked or partner company.
  - iv. **Legal existence.** Company Register, Official Journal or similar, showing the name of the organisation, the legal address and registration number and, if applicable, a copy of a document proving VAT registration (in case the VAT number does not show on the registration extract or its equivalent).
  - v. In cases where either the number of employees or the ownership is not clearly identified: any other supporting documents which demonstrate headcount and ownership such as payroll details, annual reports, national regional, association records, etc.
- b. **Web Entrepreneurs.** A copy of the ID-card or passport of every participant in the project team will be required.

### 2. Confirming the following aspects included in the Honour declaration accepted by proposed beneficiaries before submitting the Application Form:

- a. Beneficiaries are not submitting any other proposal to this same Open Call (internal check), as provided for in Section 3.7.
- b. The same or similar Beneficiaries/Proposal has not been approved and therefore received funds from any other FIWARE Accelerator Program, as provided for in Section 3.6 (check will be made with the other 15 Accelerators).

### 3. Bank account information: The account where the funds will be transferred shall be indicated via a Financial Identification<sup>5</sup> form signed by the SME and/or individuals, and their bank. The account

<sup>3</sup> Available for Private Companies at:

[http://ec.europa.eu/budget/library/contracts\\_grants/info\\_contracts/legal\\_entities/legEnt\\_privComp\\_en.pdf](http://ec.europa.eu/budget/library/contracts_grants/info_contracts/legal_entities/legEnt_privComp_en.pdf)

And for and Individuals at :

[http://ec.europa.eu/budget/library/contracts\\_grants/info\\_contracts/legal\\_entities/legEnt\\_indiv\\_en.pdf](http://ec.europa.eu/budget/library/contracts_grants/info_contracts/legal_entities/legEnt_indiv_en.pdf)

<sup>4</sup> Available at: <ftp.cordis.europa.eu/pub/fp7/docs/sme-check-list.doc>.

<sup>5</sup> Available at:

[http://ec.europa.eu/budget/library/contracts\\_grants/info\\_contracts/financial\\_id/fich\\_sign\\_ba\\_gb\\_en.pdf](http://ec.europa.eu/budget/library/contracts_grants/info_contracts/financial_id/fich_sign_ba_gb_en.pdf)



holder will have to be the SME or all the individuals (or the group coordinator on his/her own if allowed by the other team members by written consent).

The documentation will have to be provided within deadlines communicated when enlisted in the “Provisional List of beneficiaries” (whether immediately or after the waiting list). In case the requested information is not provided in time without strong justification, this will directly end the ‘Sub-grant Agreement’ setup process and projects inside the ‘Reserve List’ will substitute the failing applicants inside the “Provisional List of beneficiaries” in order of ranking.

Once all these formalities are covered the Consortium (represented by its coordinator ENEL) will sign the ‘INCENSE Sub-grant Agreement’ with the final beneficiaries.

## 8 INCENSE Accelerator Package for Beneficiaries

Up to 28 Beneficiaries will receive the following service package:

- Acceleration Funding: 21 first ranked Beneficiaries after Pitching Event will receive **150.000€** funding, the following 7 Beneficiaries until completing the maximum of 28 will receive **145.000€** funding, in all the cases non-refundable funding. These amounts will be delivered in sequential stages, upon achievement of milestones (see Section8.2).
- Acceleration Services: 6 months of personalized acceleration programme (see Section8.3).

### 8.1 Duration

The duration of the acceleration programme is up to 6 months.

### 8.2 INCENSE Acceleration Funding

The INCENSE funding scheme is based on the projects’ milestones. INCENSE will unlock the funding in three tranches and for what concerns the second and third tranches they will be subject to the achievement and validation of agreed milestones (see Section9.2):

- **1st Stage (Month 0):** 25.000€, once the „INCENSE sub-grant Agreement” has been signed.
- **2nd Stage (Month 3):** 75.000€ once the criteria for this second stage have been completed and the corresponding milestone validated (see Section9.2).
- **3rd Stage (Month 6):** 27.000€ (or 23.250€ for those Beneficiaries granted with 145.000€) once the criteria for this third stage have been completed and the corresponding milestone validated (see Section9.2) and when the INCENSE consortium will receive the interim payment from the European Commission.

The total amount of these 3 first payments shall not exceed 85% of the maximum financial contribution defined in above. A 4<sup>th</sup> and Final payment (15% remaining) will be executed when the **EC** will have transferred the final payment of the INCENSE Grant-Agreement to the INCENSE Consortium foreseen between Sep’16 and Mar’17.

### 8.3 INCENSE Acceleration Services

The Acceleration program provided to the winners will take them through a structured business development process.

The program consists basically of three elements: Camps, Accelerator labs and individual coaching.



Camps will be intensive workshops for all participants, Accelerator Labs are individual workshops for each company one at a time and each company will have a coach assigned to train and guide them through the program. Apart from general training the program will adapt to the individual companies based on their status and specific challenges they are facing.

The service will include:

- Up to 60 hours (10 hours average per month) of coaching and mentorship from leading experts and experienced business developers, including Camps and Accelerator Labs
- Access to testing out the technology or solution on real customers and test beds in Spain, Denmark and Italy
- Participation in high end events with leading experts on developing scalable businesses and/or to present your projects to angel investors
- Possibility of following-up investments by Accelerace or ENEL, who already operate investment funds and have string networks in the European investments community

The partners of INCENSE all have substantial experience in business development investment and a unique access to customers, skills, network and CleanTech-related infrastructure.

## 9 Obligations of Beneficiaries

### 9.1 European Commission Compliance

All selected proposer will sign the 'INCENSE Sub-Grant Agreement' with the consortium (as indicated in Section 7). The funds attached to the Sub-Grant Agreement come directly from the funds of the European Project INCENSE, and are, therefore, funds owned by the European Commission, whose management has been assigned to the project partners in INCENSE project via European Commission Grant Agreement Number 632852.

The 'INCENSE Sub-Grant Agreement' will include a set of obligations to the Beneficiaries towards the European Commission. It is the task of the Beneficiaries to accomplish them, and of the INCENSE consortium partners to inform about them.

### 9.2 INCENSE Reporting Requirements

The follow-up and progress of the project execution will be made on the basis of specific milestones included in the Sub-Grant Agreement.

In general, those specific milestones will be aligned with the following stages:

| Stage | Month of verification | Verification Milestone                                      | Funding         |
|-------|-----------------------|---|-----------------|
| 1     | 0                     | Sub-grant Agreement Signature                               | 25.000€         |
| 2     | 3                     | Interim Milestone as established in the Sub-Grant Agreement | 75.000€         |
| 3a    | 6                     | Final Milestone as established in the Sub-Grant Agreement   | 27.000/23.250€  |
| 3b    | n/a                   | Funds made available to INCENSE by European Commission      | 23.000€/21.750€ |

At the end of each Reporting Period, INCENSE Steering Committee will appoint at least one Expert (from either the INCENSE Steering Committee itself or external experts) for each of the 2 Evaluation Criteria related to that period, Market and Technical. These Experts will rate the performance of each Beneficiary



with a score 0 to 5 on each criterion. A minimum total score of 7, and an individual minimum score of 3 in each separate criterion, are required to receive the funding related to that Reporting Period.

Additionally, Web Entrepreneurs will be required to incorporate a company in one of the eligible countries (see Section 3.2) by the end of Month 3, in order to achieve the second Milestone.

The Beneficiaries who do not fulfil the conditions and deliverables included in their 'Sub-grant Agreements', will receive a written notice requiring that such breach have to be remedied within 30 days. In case the Beneficiaries do not implement the remedies indicated from the notice, their participation in the programme will be terminated and a formal communication will be sent.

## 10 Intellectual property rights

### 10.1 Originality of the sub-granted projects

The applicants must base the proposals submitted on original works and their foreseen developments shall free from third party rights, or, if not so, such rights shall be clearly stated.

INCENSE consortium is not obliged to verify the authenticity of the ownership of the foreseen products and services and any issues derived from third party claims that arise as a result of the sub-granted projects are the solely responsibility of the sub-granted parties.

### 10.2 Ownership of the sub-granted projects results

All IPR created by the Beneficiaries, via the INCENSE funding, will remain to the Beneficiaries, who will be the unique owners of the technologies created within the framework of their sub-granted projects.

### 10.3 IPR obligations of the Beneficiaries towards the EC

There are no IPR obligations towards EC. Yet, any communication or publication of the Beneficiaries shall clearly indicate that the project has received funding from the European Union, the FI-PPP and INCENSE accelerator displaying the EU, FIWARE and INCENSE logos on all printed and digital material, including websites and press releases. Moreover, parts of the project texts selected for funding, will be requested to be public for INCENSE dissemination purposes.

### 10.4 Obligations of the Beneficiaries towards FIWARE

FIWARE technology are open source software. No access rights or license fees will be requested for utilising the FIWARE technology throughout the duration of the project. Yet, the use of FIWARE technologies may implicitly bring the acceptance of different open source licensing agreements which will be the sole responsibility of the sub-grantees to be aware of.



## 11 Annex 1. Support to proposers

For more information about the INCENSE Open Call, please check the FAQs section included in INCENSE website [www.incense-accelerator.com](http://www.incense-accelerator.com)

For further information on the call, contact:

email: [info@incense-accelerator.com](mailto:info@incense-accelerator.com)

## 12 Annex 2. INCENSE Open Call calendar (2nd edition)

| Phase | DESCRIPTION   | 2nd round                       |
|-------|---|---------------------------------|
| 1     | Open Call Launch  | 15 <sup>th</sup> June 2015      |
| 2     | Open Call Deadline  | 15 <sup>th</sup> September 2015 |
| 3     | External Experts Evaluation ends                            | 16 <sup>th</sup> October 2015   |
| 4     | FIWARE Evaluation ends                                      | 30 <sup>th</sup> October 2015   |
| 5     | Consensus Meeting   | First half of November 2015     |
| 6     | Notification of evaluation outcome to participants by email | 2 days after Consensus meeting  |
| 7     | Pitching Day & Award Event                                  | First week of December 2015     |
| 8     | Negotiation Phase   | January 2016                    |



**Start of INCENSE acceleration program (second round)**  
February 2016

