



**FFG**  
Forschung wirkt.



**GLOBAL  
INCUBATOR  
NETWORK**

May and October (2-3 weeks) – ongoing application (individual)  
Version 1.3 – valid as of 1/12/2018

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**go AUSTRIA 2-3 weeks € 10,000**

**go AUSTRIA individual € 10,000**

**GUIDELINES**

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## 1 MOTIVATION

— The “go Austria” funding scheme supports international start-ups in establishing and expanding their networks and in launching their internationalisation and exploitation activities, thus providing a valuable contribution to strengthening Austria as a start-up hotspot. The Austrian Research Promotion Agency (FFG) manages the funding scheme on behalf of the National Foundation for Research, Technology and Development.

## 2 THEMATIC FOCUS

— The objectives of the “go Austria” funding scheme are to:

- Support international innovative start-ups in their internationalisation activities on the Austrian and European markets by offering customised services for optimal positioning and networking in Austria and Europe.
- Strengthen Austria’s position as a start-up hotspot and to increase international visibility in this respect.

Applications are not limited to a specific topic. The innovation, research or development projects or products of the international start-ups must show relevant exploitation and internationalisation aspects and thus require the involvement and support of incubators/accelerators, mentors and coaches with proven expertise in the relevant field.

## 3 KEY FACTS AT A GLANCE

— The GIN-go Austria funding scheme is part of the Global Incubator Network (GIN) addressing international start-ups. The two voucher formats “*go Austria 2-3 weeks*” and “*go Austria individual*” offered under the GIN-go Austria programme support international start-ups in establishing an Austrian and European network with the aim of facilitating access to the Austrian and European markets for participating companies. GIN-go Austria provides international start-ups with support in the form of flight costs, accommodation, office space, mentoring, coaching and networking services up to a maximum amount of 10,000 euros.

KEY FACTS AT A GLANCE	GO AUSTRIA 2-3 WEEKS Instrument C2-S Innovation Voucher (small)	GO AUSTRIA INDIVIDUAL Instrument C2-S Innovation Voucher (small)
Short description	Support in further exploitation activities – 2-3 week programme	Support in further networking activities – individual programme
Topics	Open call, no topics	
Funding amount	<b>max. € 10,000 in 4 vouchers</b> <ul style="list-style-type: none"> <li>- Office voucher (max. € 1,000)</li> <li>- Mentoring voucher (max. € 2,300)</li> <li>- Coaching voucher (max. € 2,000)</li> <li>- Accommodation (max. € 100/day)</li> <li>- Flight costs (max. € 800 from Asia, max. € 300 from Israel)</li> </ul>	<b>Voucher max. € 10,000</b>
Financing	up to 100 %	
Funding rate	100 %	
Duration (months)	max. 12 months following approval of voucher	
Cooperation required	No	
Total budget	<b>€ 2 million for 3 years</b>	
Submission	2 x per year	ongoing
Language	English	
Contact	<b>GIN Hotline: +43 (0)5 7755-1312</b> Annamaria Andres, Tel. +43 (0)5 7755-1312 <a href="mailto:annamaria.andres@ffg.at">annamaria.andres@ffg.at</a> Jan Arpe, Tel. +43 (05) 7755-1320 <a href="mailto:jan.arpe@ffg.at">jan.arpe@ffg.at</a> Henry Lembacher Tel. +43 (0)5 7755-1512 <a href="mailto:henry.lembacher@ffg.at">henry.lembacher@ffg.at</a>	
Online information	<a href="#">GIN – go Austria</a>	

Table 1

## 4 CALL DOCUMENTS

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The two “go Austria” funding lines are based on the Innovation Voucher (small) € 5,000 managed by the FFG.

CALL DOCUMENTS	Guidelines, forms, etc.
Documents and information on "go Austria"	<ul style="list-style-type: none"> <li>– Guidelines – "go Austria 2-3 weeks" and "go Austria individual" (this document)</li> <li>– Technical Guidelines – Innovation Voucher (small) € 5,000 (pdf)</li> <li>– "go Austria" application form on <a href="#">go Austria website</a></li> </ul>
Online information	<a href="#">GIN – go Austria</a>

Table 2

### 4.1 Brief information on the Innovation Voucher (small) € 5,000

Extract from the Technical Guidelines - Innovation Voucher (small) € 5,000:

*If funding is granted the FFG will send the applicant the Innovation Voucher (small) € 5,000, including an original of the funding agreement. Upon receipt of the innovation voucher by the accepting research institution or service provider and/or redemption of the voucher, the application confirmed by the FFG turns into a legally valid funding agreement. The applicant thus confirms that he/she has read and accepted the Innovation Voucher Guidelines.*

*Innovation vouchers are valid for one year from the date of issue (approval).*

### 4.2 Differences to the Technical Guidelines

There are some small differences to the Technical Guidelines – Innovation Voucher (small) € 5,000:

ad 2.1: Funding is also available for international exploitation projects and associated costs.

ad 2.2: The "go Austria" funding programme addresses international companies, preferably from the target countries of the GIN – Global Incubator Network such as Singapore, Japan, Hong Kong, China and Israel.

ad 2.3: Collaboration is also possible with the providers defined in [section 7](#) "[Service Providers](#)".

ad 2.4: The maximum funding amount is € 10,000.

## 5 SUBMISSION INSTRUCTIONS

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Funding is available for international [small and medium-sized enterprises \(SME\)](#) that meet the defined EU criteria (*< 250 employees, turnover ≤ € 50 million, balance sheet total ≤ € 43 million, max. 25% not held by SME*) with a special focus on the GIN target countries Japan, Hong Kong, Singapore and Israel.

Funding can only be granted to small and medium-sized international companies outside national administration, which can be categorised as start-ups under the GIN – go Austria programme and thus qualify as "GIN Participants".

## 6 DECISION PROCESS

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International start-ups are required to submit their applications via the link provided. The forms and documents are the same for "go Austria 2-3 weeks" and "go Austria individual". The form requests relevant information about the start-up submitting the application as well as the following criteria:

- Incentive effect for Austria and the EU
- Development stage of the start-up (2 key stages: Early Stage or Later Stage)
- Range of business model and corporate strategy
- Technology, degree of innovation and orientation
- Interest in relocating

Applications submitted for “go Austria 2-3 weeks” and “go Austria individual” are evaluated according to formal and thematic criteria by a jury of experts. The selection is made based on the criteria presented in the following evaluation matrix:

CRITERIA	Description of criteria
Quality of project	<ul style="list-style-type: none"> <li>– Benefit of idea and solution approach</li> <li>– Sensible/viable concept</li> <li>– Technology orientation</li> </ul>
Relevance to GIN Programme	<ul style="list-style-type: none"> <li>– Interest in relocating</li> <li>– Need for support</li> <li>– Reasonableness of the relocation</li> </ul>

Table 3

The “go Austria” jury uses these criteria to decide whether the start-up will be admitted to the programme applied for, i.e. “go Austria 2-3 weeks” or “go Austria individual”. The jury meets at least twice a year to select participants for the “go Austria 2-3 weeks” programme. The participants for the “go Austria individual” programme may also be selected by circular resolution or by an external jury appointed by the GIN Programme Management.

The “go Austria” jury is composed of representatives from the following institutions:

- Austrian Research Promotion Agency (FFG)
- Austria Wirtschaftsservice Gesellschaft mbH (aws)
- Austrian Economic Chamber (WKÖ)
- Austrian Business Agency (ABA)
- Vienna Business Agency

## 7 SERVICE PROVIDERS

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Service providers are partners and companies which accept “go Austria” vouchers and which have been selected and approved as service providers by the GIN Programme Management.

### 7.1 Providers for "go Austria 2-3 weeks"

The service providers (office space providers, mentors and coaches) are selected by the GIN Programme Management according to the specific content and topics of the call and based on the following criteria:

- International expertise in start-ups
- Expertise in the relevant call topic

The service providers then provide defined services for the selected “GIN Participants” in the course of a 2-3 week programme.

### 7.2 Providers for "go Austria individual"

Potential service providers include the following incubators/accelerators and service providers:

- [AplusB Centres](#)
- [Jump Start Centres](#)
- [Mentors and coaches with international expertise in start-ups](#)

Incubators/accelerators and service providers that do not belong to one of the above groups can apply for inclusion in the list. If they meet the relevant criteria they will be included in the list of service providers and will also be listed on the [go Austria websites](#).



## 8 WHAT DOCUMENTS ARE REQUIRED FOR SUBMISSION?

Applications can be submitted using the forms and submission channels provided by the Global Incubator Network (registration link on GIN website). Applicants are required to answer the specific questions relevant to the “go-Austria” voucher format of their choice. Applications must also include a company presentation (pitch deck) and an executive summary of the planned activities.

Applicants for “go Austria individual” vouchers must additionally select an incubator/accelerator or service provider of their choice ([selection list on the "go Austria" websites](#)).

## 9 HOW IS THE FUNDING AGREEMENT CONCLUDED?

If funding is granted the FFG will send the applicant a letter of commitment. Once a copy of the signed letter of commitment is delivered to the FFG via the GIN Programme Management, the application approved by the FFG turns into a legally valid funding agreement. The applicant thus confirms that he/she has read and accepted the “go Austria” Guidelines. Every “go Austria” voucher is valid for 12 months from the date of issue (approval).

## 10 HOW ARE THE VOUCHERS USED?

**"go Austria 2-3 weeks"**: The approved “go Austria” voucher is sent to the GIN Programme Management at the FFG. After completion of the 2-3 week programme, the mentors, coaches and office space providers made available by the FFG will issue an invoice for the services provided to the FFG stating the name of the relevant company.

**"go Austria individual"**: The company hands the approved “go Austria” voucher directly to the approved incubator/accelerator or service provider that has been agreed on prior to the start of the programme. After completion of the individual programme the incubator/accelerator or service provider will issue an invoice for the services provided to the FFG stating the name of the relevant company.

## 11 REIMBURSEMENT OF FLIGHT COSTS

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Flights must be organised by the "go Austria" participant individually and may be reimbursed after completion of the programme (no later than three weeks after the end of the programme). In order to receive reimbursement, the "go Austria" participant has to submit the flight reimbursement form to the FFG using the template specified on the website of the relevant call.

A maximum amount of € 300 is eligible for reimbursement for flights under 5 hours and max. € 800 for flights over 5 hours. Flight costs will be reimbursed for economy class only. In order to receive reimbursement, participants have to attend the majority of the programme and inform the GIN Programme Management of any absence in advance.

## 12 LEGAL BASIS

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Funding under the "go Austria" scheme is subject to the following guideline:

Guidelines for the Austrian Research Promotion Agency for the Promotion of Applied Research, Development and Innovation ("[FFG-RL KMU](#)").

The following statutory provisions also apply:

The Federal Act on Equal Opportunities for People with Disabilities (BGStG), Federal Law Gazette BGBl. I No. 82/2005, as amended from time to time, as well as the non-discrimination rules specified in Sec. 7b of the Employment of Disabled Persons Act (BEinstG.), Federal Law Gazette BGBl. No 22/1970, as amended from time to time. The applicable Special Guidelines do not confer any legal right whatsoever to receive funding.

The company must not be subject to insolvency proceedings.

The "go Austria 2-3 weeks" and the "go Austria individual" vouchers may only be issued once per company.

The two voucher formats (2-3 weeks / individual) cannot be combined.

"go Austria" vouchers cannot be transferred, assigned or redeemed for cash.

### **EU conformity**

Funding granted under the “go Austria” scheme is governed by Commission Regulation (EU) No. 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de-minimis aid, as amended from time to time.

Funding applicants will be notified in writing in the course of the application process that the funding granted in the form of a voucher constitutes de-minimis aid.

By signing the agreement the funding applicants confirm that the total amount of aid received from “de minimis” programmes did not exceed the maximum limit of € 200,000 in the previous 3 tax years.