How to Submit a Proposal via Israel Innovation Authority's Online System

Proposals for Projects should be prepared and submitted jointly by both companies to SIIRD offices simultaneously via e-mail. Israeli companies should also submit **via Israel Innovation Authority (IIA) online system by 12:00 PM IL time on the final submission deadline**. Late submissions to IIA's online systems will not be accepted.

The Israeli company needs to register to the IIA system using their corporate registration number (companies that applied for the IIA's support before, use the same user) and upload the proposal in the following order:

1. When requesting to fill the "Track Name" – choose Bilateral Funds (**קרנות דו לאומיות**)

2. Fill the obligatory fields in Hebrew (will be mark with a red *)

3. In article 3 (Proposal details)

   - The Subject of the Proposal: copy the name of the proposal written in the Cover Page of the proposal
   - The start and end date of the project: write the same dates as in the Cover Page
   - Requested budget: Total Israeli budget as mentioned in the proposal (in NIS)
   - Description of the Project – The same as written in the proposal
   - Project duration (in years) - The same as written in the proposal
   - Current Year of the Project –mention the total years of the proposed project
   - Country of Collaboration – choose SIIRD (Singapore)

4. In the attachments:

   - R&D request – upload the proposal (the same proposal that is submitted in the e-mail), in a WORD format
   - Budget – upload the excel budget form
   - Declaration Form – upload the signed Cover Page
   - Extra information and supporting documents (CVs and more) add as "other attachments". This includes the Revenue Forecast table, CV's, financial reports and any other document.

5. Additional Documents:

   - Corporation Registration Certificate **(תעודת התאגדות)** – upload only if it is the Israeli company's first submission to IIA.
   - Resources Concentration form **(קובץ ריכוז משאבים)** – Upload only if the Israeli company already has another pending proposal to IIA, or a proposal that was approved by IIA, and the duration of the proposal overlaps with the SIIRD project proposal. If projects durations overlap, the company needs to fill out and upload the form to the portal with the budget items of the IIA's proposals that overlap with SIIRD's. This is in order to ensure the same budget items for funding are different. No double governmental funding for same budget items in the same projects' periods is allowed.

   * If the documents are larger than 8 MG you will need to split the file to several documents and upload.

After finishing uploading all the information and documents press "End and Send". Please inform the Israel office of SIIRD (SIIRD@innovationisrael.org.il).

For technical support please contact IIA:

Technical Support number: +972-3-7157941 or via email: hd@innovationisrael.org.il

Customer Service: +972-3-7157978, or WhatsApp: +972-52-4189734 (representative reply within 2 hours).