



## EU SIFA INNOVATION FUNDING WINDOW III

## Guidelines for SmartME Application Submission

SIFA FW3/CFP/1/2022



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DEUTSCHE ZUSAMMENARBEIT

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**Document Details:**

Guidelines for SmartME Application Submission  
Call for Proposals: SIFA FW3/CFP/1/2022  
Call Identifier: SIFA FW3/CFP/1/2022

**Call for Proposals Details:**

Opening of Call: 15 December 2022  
Opening of SmartME Digital Platform for Submissions: 13 January 2023  
Closing of Call: 6 February 2023 at 23.59 SAST (GMT+2)

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## Guidelines for SmartME Application Submission

SIFA FC Funding Window 3 (FW3) uses the SmartME online platform for the preparation and submission of proposals. This tool is available to applicants on the SIFA website ([www.skillsafrica.org](http://www.skillsafrica.org)).

SmartME is an online system designed to manage the SIFA Innovation Fund Calls for Proposals and project implementation cycle. The proposal must be drafted in the format prescribed on this platform. SmartME works to improve the project partnership's efficiency by automating aspects of the application process. It provides the team with access to all the relevant information pertaining to the proposal. Submitting an application via email, regular mail, or any other channel is not possible, and submissions made in any way other than through SmartME will automatically be rejected.

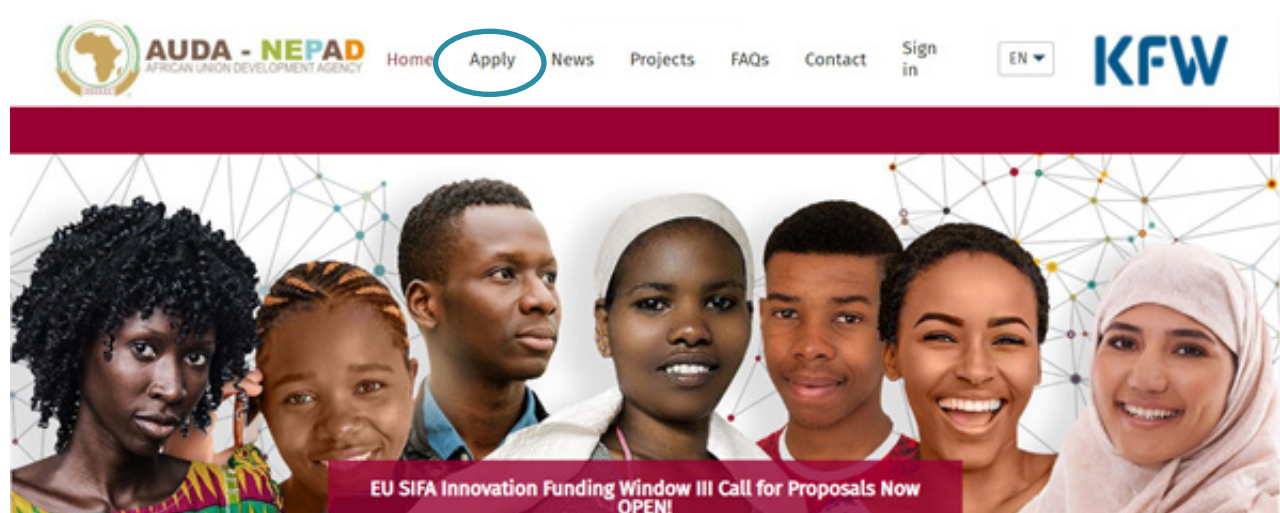
Applicants can log onto the SmartME system and apply online as soon as the SmartME system has opened. For Funding Window III, the SmartME system opens on January 13, 2023. An applicant can draft, complete, and submit information without the need to store any documentation or lose any unsaved work. All additional documentation can be uploaded onto the system and remains available to the applicant.

NOTE: SmartME system is used by SIFA FMT and AUDA-NEPAD to monitor the progress of the grantee projects, including communication with the Project Coordinator.

Interested applicants can register on the SmartME system as follows:

### Step 1

Log into the SIFA website and click apply on the homepage.



## Step 2

Click on the blue icon saying, “Apply in SmartME.”

### LAUNCH OF FUNDING WINDOW III

Call for Proposals is now OPEN - Submission Deadline: February 6, 2023



#### LAUNCH VIDEO

Watch our welcome video  
by SIFA and its partners  
about Funding Window III.

[Click to Watch](#)



#### CALL FOR PROPOSALS VIDEO

[Click to Watch](#)



#### GUIDE FOR APPLICANTS

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#### CALL FOR PROPOSALS

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#### APPLY in SmartME

[Click to Register](#)

## Step 3

The blue icon in Step 2 will take you to the Login space below. Click on the “Do not have an account yet click here to register,” sentence.

### LOGIN TO SMARTME

Log in to create or modify your application, or to report on the implementation of your project.




[Do not have an account yet ? Click here to register.](#)

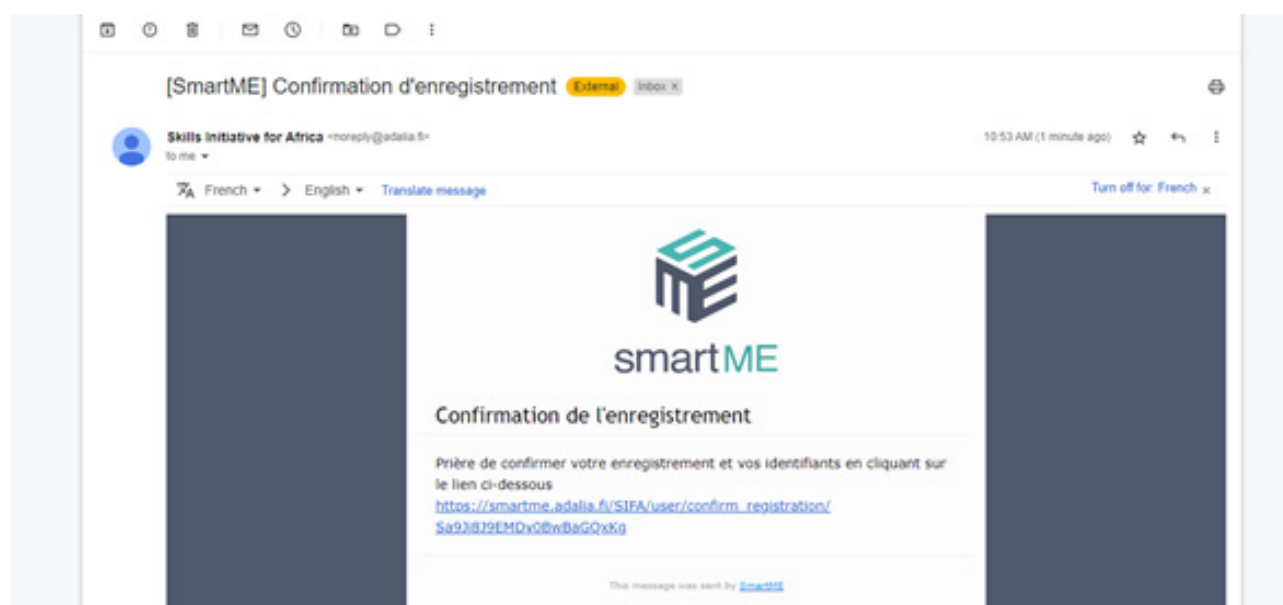
[Forgot your password ?](#)

## Step 4

Insert your information to register an account on SmartME.

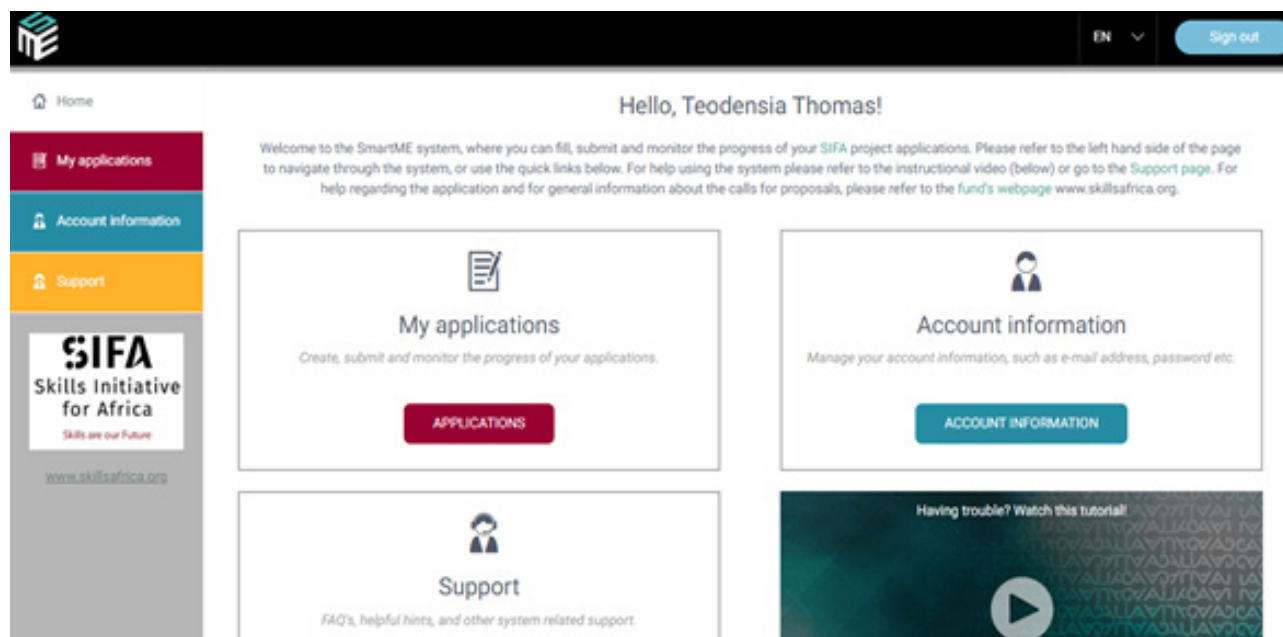
## Step 5

Once you register, you will receive an email (to the email address that you entered in Step 4) that will require your confirmation. Click on this email.



## Step 6

Once you confirm your registration, the system will take you to the page for you to start your application.



You may log in to the system at any time by going to: <https://smartme.adalia.fi/login>. If you forget your password, click on the Forgot password? Link.



The SmartME system is provided and maintained by Adalia Ltd.