



# EIT RawMaterials

## Call for KAVA 8

### Regional Innovation Scheme (RIS)

### Capacity Building projects

## Instructions and process description

February 2021

### Preamble – read carefully

As part of the implementation of the new Horizon Europe framework, including the multi-annual grant structure, EIT will have specific conditions that must be met by projects commencing in 2022 as a requirement for their inclusion in the 2022-2024 Business Plan. EIT will make the details available in Q2 of 2021, therefore, to guarantee the best possible outcomes for our partnership in the new framework, we would be able to share this information only after the first stage of the selection process in May is complete.

## 1. Purpose and scope of this document

This document describes the process for preparation, submission, evaluation and selection of proposals in response to the 2021 call launched by the EIT RawMaterials for RIS (Regional Innovation Scheme) Capacity Building projects (KAVA – KIC Added-Value Activity in EIT terminology). It is a requirement to register your intention to submit a proposal and contact Co-Location Centre/Innovation Hub staff and the Thematic Officers/Senior Advisors before submitting the proposal. The Co-Location Centre/Innovation Hub staff can offer further advice.

Note: For RIS Upscaling proposals please refer to the EIT RawMaterials Call text for KAVA 8 Upscaling Projects. For RIS Education proposals please refer to the EIT RawMaterials Call text for KAVA 8 Education Projects.



All KIC partners involved in the submission of a project proposal in response to this call should read the following documents carefully:

- The present document (call text)
- *RIS Project proposal: Guidance and Template for complementary information*
- *EIT RawMaterials communication and dissemination guidance*
- *EIT RawMaterials Project Management guidance*
- The *Lighthouse Appendix* that outlines the topics and criteria for application through the Lighthouses
- FAQ (Frequently Asked Questions) that will be posted in the online proposal submission platform “Seedbook” (<https://seedbook.eitrawmaterials.eu>), also containing explanations of the terminology used in this document; Project Coordinators should check this section regularly to ensure that they are fully informed and updated on important matters such as eligibility and evaluation criteria, advice on the compilation of the proposal, costs and cost allocation
- The Strategic Agenda 2021-27 of EIT RawMaterials that will be published as soon as it is approved by EIT

## 2. Project call and selection process

The aim of EIT RawMaterials is to take the optimal pathways to reinforce and expand activities in regions of strategic importance, taking into account synergies with the various raw materials actions that the EU Commission has planned to implement with non-EU partners from 2015 onwards.

For the so called RIS<sup>1</sup> activities, EIT RawMaterials regards the RIS regions as areas where there are opportunities to make an impact in line with our objectives and the overall aim of increasing the innovation level of RIS countries. RIS eligible countries are listed in EIT Regional Innovation Scheme Implementation Guidance Note 2018–2020.

Our strategy for delivering maximum impact in the RIS regions is:

1. Engage strong key partners from RIS regions or those having focus on and commitment to RIS regions to enable outreach to the local stakeholders. Engage the local stakeholders so that they benefit from being involved in KIC activities. Create long-lasting networks around regional challenges, supported by local and national authorities.
2. Transfer the Knowledge Triangle Integration concept into RIS regions to contribute to increasing the innovation capacities of the local ecosystem, via capacity building activities and closer interactions between the local KT innovation actors (such as, clusters, networks, regional public authorities, Higher Education Institutions (HEIs), research organisations, SMEs) and their activities;

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<sup>1</sup> See description of RIS; <https://eit.europa.eu/our-activities/eit-regional-innovation-scheme-ris>



3. Grow KIC participation from non-partners (and potential partners) from RIS regions by securing a strong presence in the RIS countries through various KIC activities.

EIT RawMaterials will outreach mostly to those EU regions where a smart specialisation strategy supports the raw materials agenda and/or where there is potential for raw materials related activities (and where smart specialisation strategies are not yet developed).

## 2.1. General rules and guiding principles

EIT RawMaterials identified the following three priority outreach regions:

- The East & South-East Europe (ESEE) region is of particular interest due to its unique raw materials potential, especially for critical minerals (both geological resources and secondary raw materials) and its specific geopolitical situation. The ESEE region is also included in specific transnational programmes as part of the EU Cohesion Policy
- Baltic countries as fast developing regions
- The southern Mediterranean region: South Italy (including Molise and Campania regions), regions in Spain (Andalusia, Asturias, Castilla-La Mancha, Castilla y Leon, Extremadura, Galicia), Malta and Cyprus.

The RIS Capacity Building activities can be defined on a case-by-case basis. They may include for example (the list is not exclusive):

1. Cooperation with innovative groups that work on and have developed tools and technologies that can be tested in RIS regions with the aim to solve raw materials value chain related challenges. The innovative groups can be one of the following: start-ups (with focus on start-up's supported by EIT RawMaterials), SMEs, RTOs, other industry groups, etc. The solutions can come from both KAVA activities as well as other activities not related to EIT RawMaterials.
2. Train-the-trainer activities intending to: a) increase the entrepreneurship/business skills of students in RIS regions, b) improve the innovation capacity of the Higher education institutions themselves in RIS regions by promoting Knowledge Triangle Integration resulting transformative changes of raw material related education generating overall impact to the region. Thematically: Circular Economy, recycling and zero waste shall be among focus areas.
3. University-Business Cooperation (UBC) activities, e.g. a) internships, b) bonuses for graduates returning to their native country and finding employment in local industry (to leverage brain drain), c) extending / bringing in other best UBC practices to RIS countries, under condition to provide a reasonable amount of the 10.2 (# EIT RIS Active KIC partners) and 16.2 (# RIS HEIs involved in KIC activities) EIT Core KPIs (SA 2021-2027) and optional also 13.2 (#RIS Success stories).



4. Additional activities to prepare an investment case from RIS for ERMA: <https://erma.eu/investment-proposal-template/>, <https://erma.eu/investment/>.
5. Preparation of a market analysis or a Go-to-market strategy for future RIS Upscaling proposals of great importance or with potential to bring high impact, which are then to be applied at the next KAVA Call as RIS Upscaling.
6. Activities contributing a reasonable/significant amount of EIT Core RIS KPIs presented in SA 2021-27.

The following general rules and guiding principles apply:

- RIS Capacity Building proposals may include RIS Task Partners. Eligibility and selection criteria are outlined in the document *RIS Capacity Building Project proposal: Guidance and Template for complementary information*.
- The proposal should intend to build a strong community (KTI) and have a clear plan for continuation after the duration of the proposed KAVA project.
- All projects must define aims and objectives and lead to specific deliverables, outputs and final results over a defined time schedule and they will be financed by EIT RawMaterials (the KIC) only for a defined duration.
- Proposals must meet the highest expectations and performance on the creation of impact (e.g. EIT Core RIS KPI targets ; please refer to Strategic Agenda 2021-2027).
- A detailed work plan must be provided for each year of the project duration at the time of proposal submission. The work plan must contain major milestones to be achieved during each of the year(s) of the funding period, including main deliverables and description of the envisaged project status.
- RIS project proposals that aim for obtaining additional / complimentary funding (i.e. from national or regional funding schemes such as European regional development fund, Cohesion fund, Recovery fund, Just transition fund, WBIF, IPA, ERASMUS+, European University Initiative) demonstrated a detailed plan to secure co-funding from national/regional funds will be evaluated positively.
- A clear plan must be provided on continuation of activities after the duration of the project, how the end results will be used, by whom, on how these activities are to be financed.
- All projects will be tracked and their progress will be assessed for 5 years after the end of the funding period.



- Specific tasks may be attributed to subcontractors, as long as the necessity is clearly justified and follows the general Horizon Europe principles. Please note that only a limited part (in budget and scope) of a project may be subcontracted; depending on the scope of the work to be provided, it may be necessary for the entity to become a partner.
- It is possible to add other partners to the consortium after the project selection, but without changes to the total KAVA budget allocated to the project. Those partners have to be formally named to and approved by EIT RawMaterials, and in case of a non-member to submit an EIT RawMaterials membership application.
- Regardless of the funding source, if an entity incurs costs as part of a KAVA they need to become KIC partners (with the exception of the RIS task partners). In other words, non-members who receive funding, or who incur costs as a result of a KAVA (even if the funding is brought in by them) need to become partners, supply all documents, pay fees and they need to report their costs, be subject to eligibility, etc. like any regular partner. Non-members who participate in a KAVA but receive no funding and incur no costs in the project do not need to become partners. They need to sign the PA, however, because this includes statements on IP, confidentiality, etc. that still need to be respected.
- The project duration can be from a minimum of 1 year to a maximum of 3 years. Note, however, that the current Partnership Agreement (ParA) with EIT expires at the end of 2021. Therefore, the inclusion of projects will be conditional upon and subject to the conditions set in the new ParA.
- Above and beyond the specific EIT RawMaterials Eligibility criteria, all projects must comply with Horizon Europe and EIT rules, and with the conditions set in the current EIT RawMaterials Framework Partnership Agreement (FPA).
- Consortia are encouraged to consider offering our EIT RM Alumni an internship in their project and/or a site visit. Our Alumni are past or present participants in EIT RM Education or Business Development activities. The EIT RM Alumni Association would assist in the logistics involved in an internship or study/project visit.
- Proposals claiming to achieve any positive environmental impact, such as resource and energy savings, waste reduction, waste valorization, emissions reduction, etc., must include a Work Package on the assessment of the environmental impacts of the developed products or processes using LCA (Life Cycle Assessment) methodologies.



### **2.1.1. Expected budget and funding**

At EIT's request a minimum of 10% of a KIC's budget must be allocated to RIS projects. The exact number of projects funded will depend on the quality of the received proposals from the KIC, and on the total available funding for 2022. The funding allocation to Lighthouse projects will depend on the overall strength of the proposals. Lighthouse and non-Lighthouse proposals will be evaluated together, and selection for funding will be based only on the eligibility, quality and strategy criteria outlined in Section 2 of this document (additional eligibility criteria apply to Lighthouse projects as outlined in the 'Lighthouse Appendix' document).

### **2.1.2. Confidentiality, data protection and ethical considerations**

Access to the proposals will be given to EIT RawMaterials Management Team and to the evaluation panel conducting the evaluations. Everyone with access to the proposal texts will have signed a non-disclosure and confidentiality agreement before access is granted.

If a proposal is approved for funding, the full details of the approved project will be communicated to the EIT as part of the proposed Business Plan 2022-24, where it will be included in EIT's evaluation of the Business Plan.

The title, scope, summary, name of partners in the consortium, name of coordinator and overall budget of projects approved for funding will be shared within the EIT RawMaterials community, and therefore will be made publicly available (e.g., on the EIT RawMaterials' web site, in presentations at conferences etc.). Public dissemination of the project's main results and outcomes is a mandatory condition for funding, and will be arranged jointly by the consortium and EIT RawMaterials staff taking into account the consortium's legitimate confidentiality requirements.

All data and information related to the proposal and its evaluation will be handled and stored in the 'SeedBook' platform according to EIT RawMaterials' customary procedures. The EIT RawMaterials' Code of Conduct will be followed throughout the evaluation process. External evaluators will receive specific instructions on the evaluation process, and access to the proposals will be granted to each Evaluator only after the upload of her/his 'Evaluator Agreement' with provisions on confidentiality, conflict of interest and code of conduct.

## **2.2. Proposal preparation, submission, evaluation and selection process**

### **2.2.1. Proposal preparation and registration**

Online matchmaking and brokerage events throughout the year allow partners to discuss project ideas and form potential consortia. It is mandatory for the Coordinator to inform her/his Innovation Hub Manager for each project proposal to be submitted. The Innovation Hub and RIS hub staffs provide guidance and support in order to:



- Set up a solid consortium and find missing partner(s) if required
- Advise and support the consortium with their project proposals to ensure they are in line with the evaluation criteria

Frequently asked questions and further guidance and advice of general interest will be posted in in the FAQ section of the online proposal submission platform “Seedbook” (<https://seedbook.eitrawmaterials.eu>) throughout the proposal preparation period. Project Coordinators should check this section regularly to ensure that they are fully informed and updated on important matters such as eligibility and evaluation criteria, advice on the compilation of the proposal, costs and cost allocation.

It is a requirement to **register your intention to submit a proposal** and contact Innovation Hub staff and the Senior Advisors before submitting the DRAFT proposal using the Seedbook platform.

**Proposals must be registered by Monday 3 May 2021 at 13.00 CET (Berlin time)** using the SeedBook online platform.

**The proposal registration will NOT be evaluated.**

The registration form will become available through Seedbook by mid of March 2021. Following registration, the proposal will be assigned to a Project Officer who will be the primary point of contact with the Project Coordinator throughout the submission process. Note that Project Coordinators will be able to access the online proposal submission template only after their project has been registered and assigned to a Project Officer.

### 2.2.2. Proposal submission

The proposal submission will take place in two stages, with a DRAFT proposal and a FINAL proposal. **Both submissions will be evaluated.** It is therefore imperative that the DRAFT proposals contain sufficient information for a comprehensive evaluation.

- **Coordinators must submit a DRAFT proposal no later than Monday 3 May 2021 at 13.00 CET (Berlin time)** using the SeedBook online platform.
- **FINAL proposals must be submitted no later than Wednesday 1 September 2021 at 13.00 CET (Berlin time)** using the SeedBook online platform. The attached *Education Project proposal: Guidance and Template for complementary information* offers guidance for the content of the proposal.

### 2.2.3. Proposal evaluation and selection process

The **DRAFT proposals** should not exceed 5 pages and should contain an executive summary, the objectives, outcomes and final results expected, and the DRAFT proposal will be evaluated using the 5 following criteria,



which will be evaluated as “yes/no”. Only proposals receiving “yes” to all of 5 following criteria will be invited to submit a FINAL proposal in Stage 2:

1. Proper alignment with the EIT RawMaterials Strategic Agenda 2021-27: the proposal draft a.) fits clearly into one or more of the 6 Knowledge & Innovation Themes and b.) addresses Regional Innovation Scheme objectives.
2. High impact: the proposal aims at a.) actively integrating new RIS partners during the course of the project (KTI) and b.) achieving RIS Core KPIs.
3. Relevance and potential: the proposal a.) identifies existing or new RIS challenges that EIT RM consortium can resolve and b.) has the potential to align with national/regional strategies and bring in additional national/regional funding (e.g. LoI, submitted application for national funding, etc.).
4. Project implementation capacity : a.) Project coordinator and consortium have a solid track record in executing projects and b.) the consortium has clear roles assigned & all aspects of the proposal are covered by relevant partners.
5. Potential for project continuation : The proposal a.) is building a strong community (KTI) and b.) has a clear plan for continuation after the duration of the proposed KAVA project

A template will be provided in SeedBook for the submission of the draft proposal. The template will contain specific instructions and the DRAFT proposals must contain sufficiently detailed and convincing information addressing the above criteria. The evaluation will be carried out by the EIT RawMaterials Management Team.

The DRAFT proposal template must be completed and uploaded in SeedBook by **Monday 3 May 2021 at 13.00 CET**. Proposals that do NOT have this document uploaded by the due date will not be considered further in KAVA 8 Call.

The **FINAL proposals** will be evaluated according to three sets of criteria :

Eligibility criteria - mandatory requirements (proposals that do not meet such criteria will not be considered for further evaluation), as described in Section 2.3 below;

Quality criteria - quality criteria against which the collected proposals will be scored and ranked by external evaluators, according to the evaluation grid presented in Section 2.5 (but see NOTE: below).

Strategy criteria - strategy criteria against which the collected proposals will be scored and ranked by the EIT RawMaterials Management Team, according to the evaluation grid presented in section 2.6 (but see NOTE: below).





Eligible proposals will be selected based on the quality and strategy criteria ranking. Quality criteria (external evaluation) account for the 70% of the final score, while strategy criteria (EIT RawMaterials evaluation) account for 30%.

Proposals' quality will be evaluated by a panel of external experts appointed by the EIT RawMaterials Management Team. EIT RawMaterials will strive to achieve balance in the Evaluators' gender and geographic provenance.

- All members of the evaluation panel will sign non-disclosure and conflict of interest agreements.
- A minimum of three experts will be assigned to the evaluation of each proposal.
- In the first step, these assigned experts evaluate each proposal remotely using the criteria set out in the 2.5 Quality Criteria grid.
- Final evaluation of all proposals is conducted by the entire panel (with the exclusion of any member with a conflict of interest). The strengths and weaknesses of each proposal as perceived by the panel will be documented and communicated to the Project Coordinator once the evaluation process is completed.
- EIT staff and management will act as the secretaries of the panel and facilitate the discussion during evaluation panel meetings but will otherwise not take part in the evaluation process.

Proposals' strategy will be evaluated using the criteria set out in the 2.5 Strategy Criteria grid (but see NOTE: above). The final selection of all proposals is conducted by the EIT RawMaterials Managing Board using the same criteria. The strengths and weaknesses of each project will be documented and communicated to the Project Coordinator once the evaluation process is completed.

Based on the evaluation and the overall available funding, the EIT RawMaterials Managing Board will propose a portfolio of projects to be funded. The Executive Board will approve the portfolio of projects to be submitted to the EIT for funding, for the Business Plan 2022-24.

Coordinators of projects that are selected for funding will be informed after approval by the Executive Board and receive also the feedback from the evaluation panels. The feedback may include a list of requested changes that must be made by the Project Coordinator before the project can be given the final approval.

Also following approval by the Executive Board, Coordinators of projects that were not selected for funding will be informed. They will receive evaluation feedback as soon as it is finalised.

### **2.3. Eligibility criteria**

Eligibility will be checked at the time of proposal submission and at the time of signing the Project Agreement, and apply throughout the project's funding period. In line with Horizon Europe rules, proposals that do not meet all the eligibility criteria at the time of proposal submission will be deemed ineligible and will not be evaluated. Proposals that do not meet all the eligibility criteria at the time of signing the Project Agreement



will be deemed ineligible and will not be funded. After the signature of the Project Agreement, EIT RawMaterials will not consider any changes that impact on eligibility criteria, and the project will be immediately terminated if these are not met. The following criteria apply to RIS Capacity Building proposals:

- The lead organization must be from a RIS country
- The proposal activities are executed in RIS countries, they provide benefits for RIS countries and aim to raise the innovation level of entities in RIS countries.
- It must be clearly explained how the proposal is aligned with the Strategic Agenda 2021-27 of EIT RawMaterials
- The RIS Capacity Building proposals may request up to 100% for eligible KAVA costs, if they clearly present effectiveness, efficiency and value for money. Co-funding will be evaluated positively.
- The project consortium must consist of a minimum of 3 KIC Core, Associate or Project Partners (at the time of proposal submission), coming from a minimum of 2 different countries.
- The lead organization must be a Core or Associate Partner (or Linked Third Party to a Core or Associate Partner) of EIT RawMaterials at the time of proposal submission
- The project consortium must include KIC partners from at least 2 sides of the knowledge triangle (education, research, industry/business - as defined in the Partner registration documentation)
- Non-members are eligible to apply only if they submit an EIT RawMaterials membership application by the end of September 2021. Failure to apply for EIT RawMaterials membership by the end of September 2021 will result in their removal (including the requested funding) from the proposal (note that the project will be immediately terminated if eligibility criteria are not met at this stage). This provision does not apply to non-members that meet eligibility and selection criteria for RIS Task Partners
- The project cannot have one partner (including its Linked Third Parties) as the Work Package leader in all Work Packages. In most projects, it is envisaged (but not mandatory) that each partner will lead at least one WP, and that no more than 50% of the EIT funding will be assigned to any one partner (justification to be provided otherwise)
- A detailed work plan must be provided for each year of the project duration at the time of proposal submission, including determined milestones planning as described under 2.1.
- All proposals must include a 'Dissemination and Communication Plan' Work Package, following the communications guidelines included in the document '*EIT RawMaterials Communication and dissemination guidance*'
- All proposals must include a 'Project Management' Work Package, following the guidelines included in the document '*EIT RawMaterials Project Management guidance*'. The project should be managed by a project manager (PM) with relevant expertise in managing complex projects. Her/his profile can differ from the



PC's, and s/he should commit to the project with a 15% FTE, to be monitored with timesheets (timesheet approved internally + declaration of honour) during project reporting. A one-page CV of the PM must be provided.

- Additional eligibility criteria apply to Lighthouse proposals as outlined in the document '*Lighthouse Appendix*'

## 2.4. Evaluation criteria

The following Quality and Strategy criteria apply to RIS Capacity Building proposals.

## 2.5. Quality criteria

Weight	Description of Criteria
7	<p>(bullet points refer to examples but these are not exhaustive, and not all the points must be addressed in each project)</p> <p><b>Innovation / impact creation capacity</b></p> <ul style="list-style-type: none"> <li>• Overall rationale for the project's importance, impact and innovation capacity</li> <li>• RIS importance of the targeted theme/challenge</li> <li>• Potential to deliver tangible results and products, processes or services that have not been delivered by other institutions</li> <li>• Clear dissemination strategy and application (to other countries, on-going initiatives and programmes, links to development in other materials, themes, markets, audiences, partners, etc.)</li> <li>• Creation of synergies with other actors in the local ecosystem to create an impact beyond the individual project itself is well described</li> </ul>
7	<p><b>Quality of the project definition and scope</b></p> <ul style="list-style-type: none"> <li>• Explanation of the raw materials challenge addressed by this project and why the project will deliver robust solutions (background, current situation, issues and opportunities – specifically pertaining to EIT RawMaterials)</li> </ul>



	<ul style="list-style-type: none"> <li>• Detailed, step-by-step project work plan, broken down into design and implementation phases and defining work packages, management and milestones to show how the project delivers value to the project consortium and its key stakeholders</li> <li>• Definition of aims, objectives, deliverables, final results and their relevance to EIT RawMaterials</li> <li>• Demonstration of the project’s added value in terms of promoting entrepreneurship and innovation</li> <li>• Identification of key risks and success factors supplemented with a mitigation strategy to overcome those risks</li> <li>• Quantitative demonstration of short-term and long-term impact of the project, especially illustrating how the project impact will contribute solutions to societal and industrial challenges (Market analysis where applicable)</li> <li>• Effective and comprehensive communication and dissemination plan, building on the communication guidelines</li> </ul>
3	<p><b>Quality of the consortium</b></p> <ul style="list-style-type: none"> <li>• Relevance and demonstrated commitment of the lead partner</li> <li>• Relevant experience, expertise and resources, and demonstrated commitment and engagement of each of the partners</li> <li>• Diversity and complementarity of the partners, and clear definition and description of roles and responsibilities with justification of why these partners were selected</li> <li>• Appropriate level of cooperation and interaction within the consortium to support effective knowledge management</li> <li>• Active involvement of industrial partners where applicable</li> <li>• Clear definition and description of role and responsibility of the industrial partner within the project</li> <li>• Demonstrated commitment and engagement of the industry partner(s) with written evidence</li> <li>• Involvement of relevant external stakeholders from RIS countries to contribute to the project objective and scope</li> <li>• Project governance structure and operational coordination mechanisms</li> </ul>



3	<p><b>Continuation Potential</b></p> <ul style="list-style-type: none"> <li>• Expected/planned continuation of the activities building on results of this KAVA project</li> <li>• Soundness of the proposal from a regional (RIS) demand perspective</li> </ul>
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### Total weight =20

The score given for each criterion by the panel will then be multiplied by the weight. Maximum score is 100 = 20 (total weight) \* 5 (maximum score for each criterion). These quantitative scores will be used as input for the consensus evaluation panel.

### 2.6. Strategy criteria

Weight	Description of criteria
8	<p><b>1.Strategic importance for the KIC.</b></p> <ul style="list-style-type: none"> <li>• Overall contribution to the KIC’s objectives and strategic agenda.</li> <li>• Fits clearly into one or more of the 6 Knowledge &amp; Innovation Themes.</li> <li>• Targets raw materials critical to the green energy and circular economy transition.</li> <li>• Involvement of the 3 sides of the knowledge triangle.</li> <li>• The proposal is solving more than one of key items from LHs.</li> <li>• The proposal is aligned with national/regional strategies, has the potential to obtain additional national/regional funding and is presenting a detailed plan to secure co-funding from national/regional funds.</li> <li>• The consortium aims at strengthening the existing collaboration with the European Commission (DG Grow (including the Executive Agency for SMEs, EASME), DG Environment, DG RTD, DG Regio).</li> <li>• There is a solid prospect for the project to translate into a larger project for which additional capital/investment will be required or attracted as a result of KAVA.</li> </ul>
8	<p><b>2. Expected impact for the KIC (return on KAVA investment)</b></p>



	<ul style="list-style-type: none"> <li>• The proposal aims at actively integrating new RIS partners during the course of the project.</li> <li>• The project proposal aims at generating societal impacts and/or is building a strong community with a clear plan on continuation of activities after the duration of the KAVA projects, presenting a detailed plan for how the end results will be used, by whom, on how this will be financed.</li> <li>• The project proposal will empower one or more RIS stakeholders/partners to coordinate projects and proposals and/or submit proposals to future calls.</li> <li>• The project proposal brings in a reasonable/or high number of EIT Core RIS KPIs.</li> </ul>
4	<p><b>3. Sustainability and Compliance</b></p> <ul style="list-style-type: none"> <li>• The proposal indicates continuation of activities after the end of the project and also reveals a clear plan for continuation.</li> <li>• Backflow potential/ or even indicated will be evaluated positively.</li> <li>• The proposal describes very well the problem in RIS region/country to be solved, what economical, social, KTI benefit it will create (in detail), what added value it will provide (vs current solution)</li> <li>• Customers/users/stakeholders are very well identified, ongoing engagements already exist.</li> <li>• Completeness and clarity of information provided in the proposal.</li> <li>• Alignment with feedback given by EIT RawMaterials on previous submissions (if applicable).</li> <li>• Quality of the project budget definition: clear explanation and justification of costs, proper balance of costs among partners in line with their assigned roles.</li> </ul>

### Total weight =20

The score given for each criterion by the panel will then be multiplied by the weight. Maximum score is 100 = 20 (total weight) \* 5 (maximum score for each criterion). These quantitative scores will be used as input for the consensus evaluation panel.

**Evaluation scale:** In relation to each of the criteria above, each project will be scored from 0 to 5 according to the following scale:



0	<b>Non-existent:</b> no relevant information provided in the application file or cannot be judged because out of range
1	<b>Very poor:</b> The criterion is addressed in a very incomplete and unsatisfactory manner
2	<b>Poor:</b> There are serious inherent weaknesses in relation to the criterion in question
3	<b>Fair:</b> While the proposal addresses the criterion, there are significant weaknesses that would need correction
4	<b>Good:</b> The proposal addresses the criterion well, although some improvements are possible
5	<b>Excellent:</b> The proposal successfully addresses all relevant aspects of the criterion in question. Any shortcomings are minor only

## 2.7. Calendar

Monday 1 March 2021	Launch of call for RIS projects
Mid of March 2021	The proposal submission platform “Seedbook” ( <a href="https://seedbook.eitrawmaterials.eu">https://seedbook.eitrawmaterials.eu</a> ) goes online
Monday 3 May 2021 at 13.00 CET	<b>Proposal REGISTRATION</b> deadline
Monday 3 May 2021 at 13.00 CET	<b>DRAFT Proposal SUBMISSION</b> deadline (DRAFT Proposal is uploaded in SeedBook)
Tuesday 4 May to Thursday 20 May 2021	Evaluation of DRAFT Proposals
Friday 21 May 2021	Outcomes of the evaluation of the DRAFT proposals is communicated to the consortia
Wednesday 1 September 2021 at 13.00 CET	<b>FINAL Proposal SUBMISSION</b> deadline
September 2021	Evaluation by panel of external experts
September 2021	Preparation of list of projects for funding by KIC Management Team
Friday 24 September 2021	Approval of list of projects for funding by KIC Executive Board & communication to partners



End of September 2021	Registration of new partners
End of October 2021	Response to mandatory changes requested by the Selection Panel ('Change requests') and inclusion of selected projects in Business Plan 2022-2024, to be submitted to EIT
January 2022	Starting date for approved projects to be confirmed)
January 2022 (tba)	EIT approval of project portfolio after all the requests for clarification have been satisfied (to be confirmed)

The next call for projects is expected to be launched in the second quarter of 2021, with a submission deadline in the third quarter of 2021.

## 2.8. Registration and proposal submission using SeedBook

Registrations and proposals can **only** be submitted using the IT-tool SeedBook. Project Coordinators are invited to register via this link <https://seedbook.eitrawmaterials.eu> from early November 2019 to get the access to the tool, register their proposal and commence the proposal submission process. Innovation Hub staff will assist in using the IT tool.

The **DRAFT Proposal** must be submitted **Monday 3 May 2021 at 13.00 CET (Berlin time)**.

The **FINAL proposals** must be submitted by **Wednesday 1 September 2021 at 13.00 CET (Berlin time)**.

## 2.9. Appeal and redress procedure

Upon reception of the feedback, the applicant may wish to lodge a request for redress, if there is a concern that there might have been a shortcoming in the way a proposal was evaluated, or if the results of the eligibility checks are incorrect. The redress procedure is not meant to call into question the judgement made by the expert-evaluators. It will consider only procedural shortcomings and factual errors.

Requests for redress should be raised within one month of the reception of the evaluation feedback sent by EIT RawMaterials, and should be sent to [Compliance@eitrawmaterials.eu](mailto:Compliance@eitrawmaterials.eu). Requests must:

- be related to the evaluation process, or eligibility checks;
- include a clear description of the grounds for the complaint;





- be received within the time limit specified above.

An initial reply will be sent to complainants no later than two weeks after the deadline for redress requests. This initial reply will indicate when a definitive reply will be provided. A redress committee of EIT RawMaterials may be convened to examine the evaluation process for the case under consideration. The committee's role is to ensure a coherent interpretation of requests, and equal treatment of applicants. The redress committee itself, however, does not re-evaluate the proposal. Depending on the nature of the complaint, the committee may review the evaluation report, the individual comments and examine the CVs of the evaluation experts. Following its review, the committee will recommend a course of action to the EIT RawMaterials OMT. If there is clear evidence of a shortcoming that could affect the funding decision, it is possible that all or part of the proposal may be re-evaluated. Unless there is clear evidence of a shortcoming there will be no follow-up or re-evaluation. The Executive Board of EIT RawMaterials will be informed of any redress procedures in due course.

Please note:

- This procedure is concerned with the evaluation and/or eligibility checking process.
- The committee will not call into question the judgment of the individual expert-evaluators, whose qualifications have been already assessed and validated.
- A re-evaluation will only be carried out if there is evidence of a shortcoming that affects the quality assessment of a proposal. This means, for example, that a problem relating to one evaluation criterion will not lead to a re-evaluation if a proposal has failed anyway on the other criteria.
- The evaluation score following any re-evaluation will be regarded as definitive. It may be lower than the original score.
- Only one request for redress per proposal will be considered by the committee.
- All requests for redress will be treated confidentially.