EIT RawMaterials
Call for KAVA Upscaling projects
Instructions and process description

October 2019

1. Purpose and scope of this document

This document describes the process for preparation, submission, evaluation and selection of proposals in response to the 2020 call launched by the EIT RawMaterials for Upscaling Projects (Upscaling KAVA – KIC Added-Value Activity in EIT terminology). It is a requirement to register your intention to submit a proposal and contact Co-Location Center/Innovation Hub staff and the Thematic Officers/Senior Advisors before submitting the proposal. The Co-Location Centre / Innovation Hub staff can offer further advice.

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

- The present document (call text)
- *Upscaling 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
- *Go-to-market strategy for upscaling projects – Process and guidance*
- 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 2018-22 of EIT RawMaterials (FPA, Annex I)

Process description and instructions for Upscaling activities - 2020

2. Project call and selection process

2.1. General rules and guiding principles

- All projects must lead to specific deliverables and outputs 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., number of jobs created/saved; please refer to Strategic Agenda 2018-2022).

- Upscaling projects are innovation projects based on validated technologies that need additional step(s) for up-scaling, demonstration or implementation. The objective is to bring the technology to market, as a product, service or process.

- The technology must be at Technology Readiness Level (TRL[1]) of at least 5 at the beginning of the project, corresponding to a "technology validated in relevant environment". Documented evidence must be provided in the application to substantiate this claim. The project may be scored very low or even deemed to be ineligible without such evidence.

- At the end of the project, the technology is expected to have reached a TRL of at least 7, corresponding to a "system prototype demonstration in operational environment". Information must be provided in the application to substantiate this claim, and the project may be scored very low or even deemed to be ineligible without it.

- Upscaling projects are requested to reach a non-EIT/EIT funding ratio of 80:20. Non-EIT funding is the sum of partners' in-kind contributions to a project (i.e., KIC Complementary Activities - KCAs) and KAVA co-funding (see FAQ). EIT funding is the requested EIT budget for executing the proposed project.

- The co-funding contributed by the project consortium should be minimum 30% of the total funding (NOT 30% of the EIT funding). This is the minimum amount set by the EIT for innovation projects. Projects that provide a higher co-funding will be evaluated positively. The co-funding contributed by each partner does not need to be proportional to the funding allocated. In fact, it is expected that Industry partners will contribute the largest proportion of co-funding.

- Upscaling projects must aim for market introduction and/or a commercial use within 3 years (or less) after the end of project. Projects that aim for commercialization within the project duration will be evaluated positively. The proposal must clearly state who (which partner) will be responsible for commercialization, and outline a plan for market introduction.

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[1] Definitions of Technology Readiness Level (TRL) 1 to 9 are given in FAQ document.

Process description and instructions for Upscaling activities - 2020

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- A detailed work plan must be provided for each year of the project duration at the time of proposal submission.

- Deliverables must include a mandatory Final Report and an explanation of whether and how the KAVA project will be continued by the partners. The Final Report must include a Conclusion.

- 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 H2020 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.

- 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 4 years. Note, however, that the current Framework Partnership Agreement (FPA) with EIT expires at the end of 2022. Therefore, the extension of projects beyond 2022 will be conditional upon and subject to the conditions set in the new FPA.

- Above and beyond the specific EIT RawMaterials Eligibility criteria, all projects must comply with H2020 and EIT rules, and with the conditions set in the current EIT RawMaterials Framework Partnership Agreement (FPA).

- All Upscaling projects must have an educational component, for example, the inclusion of PhD and/or Masters projects, internships, contribution to demand-driven Lifelong Learning courses, etc.

- At the start of the project, EIT RawMaterials will discuss with the Commercialisation partner a strategy for the financial sustainability of the KIC. Possible options are listed below. One of these options must be selected by the consortium at the time of proposal submission and must be fully addressed and outlined in the proposal.

Process description and instructions for Upscaling activities - 2020

1. 'Alternative co-funding' – the consortium will replace part of the minimum required co-funding of 30% with financial payback once the project has been successfully commercialised. This payback can be capped to the funding received and/or to a certain amount of years after the end of the project.

2. 'Co-commercialisation' – the consortium will actively involve the KIC as commercialisation or implementation partner. This can be the case particularly for service- or network-oriented projects where the KIC has a strategic interest in participating in new businesses together with a partner.

3. Additional co-funding - as an alternative to points 1-2 listed above, the consortium may contribute a total of at least 50% co-funding (the mandatory 30% plus an additional 20%).

- 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.

- Upscaling projects need to be based on a solid market analysis, covering important aspects such as the business environment (e.g., technical, regulatory, social, environmental and political aspects, user needs and targeted applications, customer value proposition, target market(s) (e.g., size, structure, growth potential, segmentation), risk assessment, design or market studies, and intellectual property exploration. A preliminary market analysis must be included in the proposal and will be the basis for the Go-to-market strategy that will be developed in Work Package 0 (WP0) during the project. The Go-to-market strategy will be updated throughout the duration of the project and enable go/no-go decisions following annual reviews.

2.1.1. Expected budget and funding

The exact number of projects to be funded in the framework of this call will depend on the quality of the received proposals and the total available funding. It is expected that approximately 50-70% of the budget available for new 2021 KAVA projects will be allocated to upscaling projects. It is also expected that between 50% and 80% of these funds will be allocated to Lighthouse projects. 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).

Process description and instructions for Upscaling activities - 2020

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 2021, 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

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 staff and the Thematic Officers/Senior Advisors 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.

Process description and instructions for Upscaling activities - 2020

2.2.2. Proposal submission

- **Coordinators must register their intention to submit a proposal no later than Friday 17 January 2020 at 13.00 CET (Berlin time)** using the SeedBook online platform. It is a requirement to register your intention to submit a proposal and contact Co-Location Centre/Innovation Hub staff and the Senior Advisors before submitting the proposal using the Seedbook platform. The registration form will become available through Seedbook by early November 2019. 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.

- **Proposals must be submitted no later than Friday 28 February 2020 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

<u>There are three types</u> of criteria for evaluation and subsequent selection of proposals according to these guiding principles:

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

<u>Quality criteria</u> - quality criteria against which the collected proposals will be scored and ranked by external evaluators, according to the evaluation grid presented in section 2.4 below. The Quality criteria include the evaluation of the 'Market Analysis' and the 'Communication and Dissemination' WPs (Sections 1-3 and 6 of the Quality Criteria evaluation grid, respectively).

<u>Strategy criteria</u> - 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 2.5 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 that do not achieve a minimum score of 13 in EACH of Quality Criteria 1 (Idea/Go-to-market), 2 (Project plan) and 3 (Consortium) will not be considered for funding.

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.

Process description and instructions for Upscaling activities - 2020

- In the first step, these assigned experts evaluate each proposal remotely using the criteria set out in the 2.4 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. The final selection of all proposals is conducted by the EIT RawMaterials Operational Management Team (OMT) 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 Management Team 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 2021.

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 H2020 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 Upscaling proposals:

- It must clearly explain how the proposal is aligned with the Strategic Agenda 2018-22 of EIT RawMaterials (FPA, Annex I)

- The project must reach a non-EIT/EIT funding ratio of 80:20. Non-EIT funding is the sum of partners' in-kind contributions to a project (i.e., KIC Complementary Activities - KCAs) and KAVA co-funding (see FAQ). EIT funding is the requested EIT budget for executing the proposed project

Process description and instructions for Upscaling activities - 2020

- The co-funding contributed by the project consortium should be minimum 30% of the total funding (NOT 30% of the EIT funding)

- The proposal must include a strategy for the financial sustainability of the KIC as outlined in Section 2.1

- 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 Innovation Hubs and 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 30 June 2020. Failure to apply for EIT RawMaterials membership by 30 June 2020 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)

- 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

- The project must have an educational component, for example, the inclusion of PhD and/or Masters projects, internships, contribution to demand-driven Lifelong Learning courses, etc.

- 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 Go-to-market Strategy Work Package (WP0), following the guidelines outlined in the document '*Go-to-market strategy for upscaling projects – Process and guidance*'

- A Preliminary Market analysis must be included in the proposal

- 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

Process description and instructions for Upscaling activities - 2020

(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. Quality criteria

Weight	Description of Criteria
5	**1. Idea/GoToMarket** To what extent does the core idea have the potential to be a future commercial success that is in line with the strategic agenda of EIT RawMaterials? *Expected competitive advantage vs. other solutions (already available in the market or in development). Preliminary business opportunity assessment: value proposition to target customers, market size and expected growth, ability to bring the solution to the target customers, etc. Clear description of the IP management: background IP, ability to generate new IP, ability to protect, and valorize IP among partners and eventually with the support of the KIC*
5	**2. Project plan** To what extent is the project plan clear and feasible – with information about what the TRL levels are as well as how the project will develop the idea and associated technology(ies) from their current level to TRL7/8 and beyond? *Clear definition of project objective and overall identifiable output. Clear definition of work packages (WP) with concrete objectives, tasks and measurable deliverables (including for non-technical aspects of the project, e.g., marketing, finance, IP, stakeholder management, regulatory, etc.). Clear project schedule, with well-defined milestones. Risk management: Identification of key risks (with regards to technology, market, regulatory, financial, stakeholders, managerial etc.) and effective mitigation measures*
5	**3. Consortium** To what extent does the project consortium have the competencies to implement the project plan, and the commitment and competencies to take the steps that will lead to commercialisation of the idea/technology(ies) beyond TRL8? *Soundness of the consortium: Quality and relevance of the leading partner, presence of complementary partners covering the key elements of the value chain, diversity of countries and Innovation Hubs represented in the consortium, Involvement of relevant industrial partner(s), presence of one or several SME(s) as active Task partners. Roles and governance:*

Process description and instructions for Upscaling activities - 2020

	Clear definition of roles corresponding to the specific strengths of each partner, clear definition of project governance structure and of coordination mechanisms among partners
5	**4. Innovation** How relevant and feasible are the innovation proposed and its development? To what extent is the solution innovative 1) relative to global markets and 2) in the specific market where it will be introduced. *Technical feasibility of the solution based on the technology(ies) currently available to consortium partners*
5	**5. Impact** What is the problem that the project solves and how big is that problem? How large is the impact that the project will generate outside the consortium? *Creation of synergies with other actors in the local ecosystem to create an impact beyond the individual project itself*
5	**6. Communication and dissemination** Soundness and effectiveness of the communication and dissemination strategy relative to the scope of the project. *Compliance with EIT requirements and proactive communication and dissemination plan. Clear dissemination strategy and application (to other countries, on-going initiatives and programmes, links to development in other materials, themes, markets, audiences, partners, etc.)*

Total weight =30

The score given for each criterion by the panel will then be multiplied by the weight. Maximum score is 150 = 30 (total weight) * 5 (maximum score for each criterion). These quantitative scores will be used as input for the consensus evaluation panel.

2.5. Strategy criteria

Weight	Description of criteria
8	**1. Strategic importance for the KIC** • Overall contribution to the KIC's objectives and strategic agenda • Contribution to the KIC's financial sustainability strategy
8	**2. Expected impact for the KIC (return on KAVA investment)**

Process description and instructions for Upscaling activities - 2020

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	• Realistic assessment of the expected contribution that the project will make to the impact of the KIC in terms of its EIT core and impact KPIs (see the Strategic Agenda 2018-22 of EIT RawMaterials) in relation to the requested budget
	• KAVA co-funding brought by the consortium beyond the minimum requirement
	• Outline of a convincing strategy for introduction to the market within the project funding period
4	**3. Completeness and Compliance**
	• Completeness and clarity of information provided in the proposal
	• Alignment with feedback given by EIT RawMaterials on previous submissions (if applicable)
	• Quality of the project budget definition: clear explanation and justification of costs, proper balance of costs among partners in line with their assigned roles

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 criterion (above), each project will be scored from 0 to 5 according to the following scale:

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

Process description and instructions for Upscaling activities - 2020

2.6. Calendar

28 October 2019	Launch of call for Upscaling projects
Early November 2019	The proposal registration and submission platform "Seedbook" (https://seedbook.eitrawmaterials.eu) goes online
Friday 17 January 2020 at 13.00 CET	Proposal registration deadline
Friday 28 February 2020 at 13.00 CET	Proposal submission deadline
March-April 2020	Evaluation by panel of external experts
May 2020	Preparation of list of projects for funding by KIC Management Team
Late June 2020	Approval of list of projects for funding by KIC Executive Board & communication to partners
June-July 2020	Response to mandatory changes requested by the Selection Panel ('Change requests')
August 2020	Inclusion of selected projects in Business Plan 2021, to be submitted to EIT
December 2020	EIT approval of project portfolio after all the requests for clarification have been satisfied
1 January 2021	Earliest starting date for approved projects
1 July 2021	Latest starting date for approved projects

The next call for projects is expected to be launched in late 2020, with a submission deadline in winter/spring 2021.

2.7. 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 access to the tool, register their proposal and commence the proposal submission process. Innovation Hub staff will assist in using the IT tool.

The Registration must be submitted by **Friday 17 January 2020 at 13.00 CET (Berlin time).** Within a few days of registration, Project Coordinators will be given access to the online submission template in Seedbook.

Process description and instructions for Upscaling activities - 2020

The proposals must be submitted by **Friday 28 February 2020 at 13.00 CET (Berlin time).**

2.8. Support for Environmental Technology Verification

Environmental Technology Verification (ETV) is a tool designed to help innovative environmental technologies access the market. It consists of the verification, on a voluntary basis, of the functional and environmental performance of a technology by qualified third parties, through tests of controlled quality. The end product is an ETV Statement of Verification published on the ETV website and used in business-to-business relations. This enables technology owners to document the reliability of their claims and differentiate from competitors, and it helps technology purchasers identify innovations that suit their needs.

ETV is implemented by accredited Verification Bodies in three technology areas (other areas will also be considered in the near future):

• Water treatment and monitoring (e.g., monitoring water quality, treatment of drinking water and waste water)

• Materials, waste and resources (e.g., separation and sorting of solid waste, recycling of materials, end-of-life products and chemicals, biomass-based products)

• Energy (e.g., renewable energy, energy generated from waste, energy efficiency)

Technologies can be proposed for verification if they are ready for market (TRL 7 to 9, exceptionally 6) and if they present an innovative aspect and environmental added-value in comparison with relevant alternatives on the market. Interested technology developers are invited to contact one of the 12 accredited Verification Bodies early enough in their development project to plan for the verification procedure and tests in good time and thereby save costs.

Additional information and contact details: https://ec.europa.eu/environment/ecoap/etv_en

You can budget a maximum of € 75000 subcontracting to take your proposed technology through this verification process.

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. Requests must:

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

Process description and instructions for Upscaling activities - 2020

- 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.

Process description and instructions for Upscaling activities - 2020