

EIT RawMaterials University-Business Cooperation Capacity Building Program

Terms and Conditions Frequently Asked Questions

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1. Background

In line with the overarching aims of EIT RIS objectives, EIT RawMaterials has designed and deployed its RIS Strategy, which aims to extend the geographical reach to those countries where it is not yet present or weakly represented, by establishing fruitful partnerships and sharing of knowledge, best practices and innovative technologies with the respective ecosystems. The EIT has always underlined the role of entrepreneurial skills as drivers of innovation. A basic assumption underpinning the educational activities of the EIT is that human capital development is at the heart of approaches to fostering growth and creating jobs. Therefore, addressing these overarching goals using education as a tool, an ESEE (East & South-East Europe) Education strategy has been created that focuses education and capacity building in the ESEE region. The implementation of this strategy uses the piloting instrument, the ESEE Education Initiative (KAVA 10009), which covers all countries in the ESEE region in terms of involving organizations or individuals (students, teachers, faculty members) from the region through several activities.

Under the umbrella of ESEE Education Initiative - EIT RawMaterials is organizing an event series for universities connected to the raw materials sector from Eastern and South-Eastern European (ESEE) region (countries included are Albania, Bosnia-Herzegovina, Bulgaria, Croatia, Cyprus, Greece, Hungary, Macedonia, Montenegro, Romania, Serbia, Slovakia and Slovenia and Poland) and Baltic region (Estonia, Latvia, Lithuania), to support them to assess their current state of university-business cooperation (UBC) practice and create action plans to improve their impact on the local raw materials ecosystem and become an Entrepreneurial University. The overall aim of the program is to build the capacity of selected universities to better embed themselves in their local raw materials ecosystem, to transfer technology and knowledge coming out of its teaching or/and research activities for the benefit of the whole European raw materials industry and European citizens.

The capacity-building program will use the HEInnovate toolbox (<https://heinnovate.eu/en>). HEInnovate is a self-assessment tool for Higher Education Institutions that wish to explore their innovation potential. It guides you through a process of identification, prioritisation and action planning in eight key areas. HEInnovate also helps to diagnose areas of strength and weakness,

opens up discussion and debate on the entrepreneurial / innovative nature of any particular HEI (Higher Education Institution) and allows users to compare and contrast evolution over time.

This capacity-building program is designed in line with EIT RawMaterials' Strategic Agenda and Regional Innovation Scheme (RIS) Strategy. It targets universities from the ESEE and Baltic regions, which are the key target areas for the EIT RawMaterials (<https://eitrawmaterials.eu>), especially, but not exclusively universities that are not yet partners of EIT RawMaterials.

The program is run by experienced EIT RawMaterials officers and HEInnovate facilitators and offers the possibility of international networking with like-minded people, and learning through sharing experience and best practices. Participation is free of charge for delegates of selected universities and provides an opportunity to develop your action plan to improve UBC practice. Universities may also be eligible for financial support up to 10.000 EUR in 2021 to improve UBC practice by implementing their action plans, but the number of eligible participants who can receive support is limited. Travel and accommodation costs related to 2020 activities will be supported to the selected participants from within Baltic region and East South East Europe.

2. How is the program structured?

EIT RawMaterials is organizing a workshop series for Universities that are connected to the raw materials sector through their teaching and research profile. EIT RawMaterials aims to identify, reach out to and support universities in the Baltic and East & South-East Europe regions with potential to improve their university-business cooperation practice resulting increased ecosystem integration, technology and knowledge transfer, and business creation.

Apply, and in case of selection, you will learn about the 8 aspects of university-business cooperation and how to use the HEInnovate tool to assess your overall UBC practice on a different level, through education, research, valorisation and governance. Based on what you have learned, you will be able to conduct a self-assessment regarding related aspects relevant to your institution. Share your experience and outcome of your self-assessment, introduce best practices you identify to other participants, and develop an action plan to improve your current practice to strengthen the impact of your local raw materials-related ecosystem. Action plans will be the basis and criteria for potential funding to implement your action plan in 2021.

The program is divided into 4 phases:

Phase 1: Application

To participate in the program, universities must submit an application with a brief description of their relation to the raw materials sector, their current UBC experience and the initial idea for UBC improvement by answering predetermined questions online. The applicants should emphasise the motivation of the applying university.

Application submission deadline: **15 March 2020 17:00pm CET.**

- Each applicant organisation must register with one contact person in charge of communication between the organisation and the organizers;
- The most relevant applicants will be selected to go to the next phase

Phase 2: Workshop and Coaching

The applicants selected in Phase 1 will be invited to delegate maximum two of their employees to a 2-day Workshop, where they will be trained on the effective use of the HEInnovate self-assessment tool and matching the outcomes with EIT RawMaterials objectives. The facilitated training session will teach you how to organize a UBC self-assessment by yourself and how you can effectively interpret the data you gain through this activity.

- The workshop will take place May 6-8 2020.
- A subgrant for each selected University will be awarded (maximum € 1000 per organisation based on actual costs incurred and reported after the workshop) for the travel and accommodation costs of the delegates related to the participation in the workshop in Phase 2.
- The travel cost reimbursement for each selected organization will be done upon proven successful participation in the Phase 2 workshop and submission of the expense report (template will be provided) within 30 days.
- As a condition to invitation to Phase 3, participating universities must complete their self-assessment between the Phase 2 and Phase 3 workshops, with coaching support as needed.

Phase 3: Workshop on action planning

The universities that have proven their successful participation in Phase 2 and completion of their self-assessment will be invited to participate in a 2-day workshop, where they will share the outcome of their self-assessment with other participants and discuss the constraints and best practices they have identified. This will facilitate an action planning process where participants create an action plan to improve their UBC practices and create higher impact in their local raw materials-related business ecosystem over a 1-3 year activity span.

- The workshop is tentatively scheduled for mid-September to mid-November 2020.
- A subgrant will be awarded for each invited University (maximum € 1000 per organisation based on actual costs incurred and reported after the workshop) for the travel and accommodation costs of the delegates related to their participation to the workshop in Phase 3.
- The travel cost reimbursement for each selected organization will be done upon proven successful participation in the Phase 3 workshop and submission of the expense report (template will be provided) within 30 days.

Phase 4: Action plan implementation

All action plans developed in Phase 3 will be translated into concrete activities and tasks. If the action plan contributes to EIT RawMaterials business creation goals, it will be eligible for financial support up to 10.000 EUR for implementation in 2021. All action plans developed into funded projects must have tangible outcomes in terms of building local KTI (Knowledge Triangle Integration) in line with the Strategic Agenda of EIT RawMaterials and measurable impact in terms of KPIs. Implementation will be monitored by either the respective EIT RawMaterials CLC (Co-Location Center) or one of the EIT RawMaterials RIS Innovation Hubs. Participants are expected to share their experience and progress within the implementation phase (between 2021 – 2023).

- Only 2021 activities are eligible for financial support.
- Financial support in 2021 is subject to EIT approval of the 2021 business plan to be submitted by EIT RawMaterials.

3. Who can participate?

The participation is open to all universities from the Eastern and South-Eastern European (ESEE) region (countries included are Albania, Bosnia-Herzegovina, Bulgaria, Croatia, Cyprus, Greece, Hungary, Macedonia, Montenegro, Romania, Serbia, Slovakia and Slovenia and Poland) and Baltic

region (Estonia, Latvia, Lithuania). Universities must have a proven connection to the raw materials sector, briefly described and demonstrated during the application.

Organisations are represented by their delegates in Phase 2 & 3 workshops. Maximum 2 delegates per organisation are eligible to participate in the dedicated workshops. However, all participating organisations are welcome to involve as much personnel as necessary and as their capacity allows for the self-assessment process and Phase 4 implementation.

- Universities can delegate a representative of a teaching/research unit (department/institute/faculty) and a functional/administrative unit (Technology and Knowledge Transfer/ Internationalisation office/etc..). Delegating from both side and higher hierarchical level will be evaluated positively.
- Financial support in Phase 2 and 3 will be paid to respective university based upon proven participation of their delegates and a submitted expenses report (template will be provided).
- Financial support in Phase 4 implementation will be granted to the organisation. (Signing a respective Project and Collaboration Agreement is expected and necessary in all three cases.)

4. What parts of the raw material value chain are relevant?

EIT RawMaterials aims to support new solutions in the fields of *mineral exploration, mining, processing and metallurgy of raw materials* as well as their *manufacturing into products, recycling, and integration into a Circular Economy* (including design and manufacturing of tools and equipment, smart products and services, and end-of-life product management).

Metals and minerals are the main target of the EIT RawMaterials innovation community. Energy-related (Uranium, coal, secondary wates) and Bio-based materials (energy, agricultural, polymers) are excluded, if not considered for the potential substitution of critical, toxic mineral or metallic materials or for optimized performance.

5. How to apply?

To participate in the first phase of the University Business-Cooperation Capacity-Building Program, the applicants must fill in the online application form at:

https://www.lyyti.fi/reg/University_Business_Cooperation

The deadline for submission of the proposal is **15 March 2020 17:00pm CET**.

Only applications submitted in English will be accepted; applications submitted in other languages will not be considered. Communication, workshops, coaching and ideation in any stage will be also in English.

6. How is the financial support distributed?

In case of selection, the respective Universities will be invited to sign a Project Agreement (PA with EIT RawMaterials). A signed PA is a criteria for receiving any financial support from EIT RawMaterials.

Maximum 2 delegates from each invited university can participate in each workshop (Phase 2 and Phase 3) and the delegates are responsible for organising their travel according to their own national laws and university policies. Delegates who have proven their participation in either Phase 2 or Phase 3 workshops may submit a travel expense report (a template will be provided) and electronic copy of their tickets, receipts, invoices, etc. within 30 days following of the respective workshop. The reported expenses up to maximum 1000 EUR in total (for both delegates) will be reimbursed in a single tranche to the bank account of the university provided in the PA within 14 days after submitting the travel cost report.

Delegates are expected to act as contact persons between the organizers and their university from Phase 2.

Each university invited to implement their action plan is allowed to define the activities with a budget up to 10.000 EUR for 2021. The funding is connected to the action plan (with tangible outcomes, deliverables, and KPIs), which serve as a criterion defined as part of EIT Raw Materials' Business Plan 2021. The funding is subject to EIT approval and is dependent on the successful delivery and reporting of the activity.

7. How are applications evaluated?

The evaluation of applications shall be carried out by EIT RawMaterials. The applications will be evaluated based on the university’s demonstrated link to the raw material sector either through education or research, the potential to increase capacity for university-business cooperation, and the university’s potential to successfully integrate in the local ecosystem within a mid-term timeframe.

Criteria	Weight
Connection to the raw material sector through education and/or research activity	40%
Local raw material ecosystem available	30%
Level of engagement (university hierarchy level)	20%
Current university business cooperation practice	10%

Universities that are not yet partners of EIT RawMaterials (as of 1st April 2020) will be given priority

A score will be given in relation to each criterion based on the following guidelines and a weighted average will be calculated:

Score	Appreciation	Explanation
0	N/A	The proposal fails to address the criterion or cannot be assessed due to missing or incomplete information
1-3	Poor	The criterion is inadequately addressed, or there are serious inherent weaknesses.
4-5	Fair	The proposal broadly addresses the criterion, but there are significant weaknesses.
6-7	Good	The proposal addresses the criterion well, but a number of shortcomings are present.
8-9	Very Good	The proposal addresses the criterion very well, but a small number of shortcomings are present.
10	Excellent	The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.

The scores will be used to produce the ranking list. Once a decision is reached, there is no opportunity to appeal.

8. Privacy policy

Only for the purposes of the execution of the programme, applicants will provide name, postal address, email address and telephone number (“personal data”). Personal Data will only be

collected and stored to proceed with the communication and organisation of the program. The EIT RawMaterials Privacy Policy is available here: <https://eitrawmaterials.eu/privacy-policy/>
The organizer will process the submitted material according to German law. Terms and Conditions and Privacy policy of the platform used to collect and store data are available at: <https://www.lyyti.com/en/support/privacy-policy>

The organizer will only publish data related to the programme communication. Pictures, videos and sounds may be used for such purposes by EIT RawMaterials and its partners without compensation for the promotion of the programme and EIT RawMaterials.

YOUR CONSENT TO THE USE OF PERSONAL DATA: By submitting your application within this call you consent that EIT RawMaterials will collect, transfer, process, store and delete your data under the above-mentioned conditions.

9. Key Dates

- Deadline for submitting applications: **15 March 2020**
- Selection and invitation to Phase 2: **March 2020**
- Workshop Phase 2: **May 6-8 2020 / Location: Budapest**
- Workshop Phase 3: **mid -September to mid-November 2020 / Location: Budapest**
- Signing of Project Agreement between the selected organisation and EIT RawMaterials: **End of 2020 latest**
- Implementation – **2021 - 2023**

10. Do you have any questions?

If you have any questions, do not hesitate to contact us at **Imre Gombkötő** (imre.gombkoto@eitrawmaterials.eu)

More details on EIT RawMaterials: <https://eitrawmaterials.eu/about-us/>

Funding allocated to this project in 2020 and 2021 are subject to final EIT approval of our 2020 and 2021 business plan. EIT RawMaterials keeps the right to solely decide on the invited universities based on the applications and criteria provided, furthermore keep the right to withdraw and stop the program in case of failing approval of any respective Business Plan!