Business Plan BP21-22
Call for Proposals for Citizen Engagement Activities
FAQs

02 May 2022

Please note that in case of any contradiction with the recorded info session, the FAQs and the call text manual, the call text manual prevail.

1. Eligibility

Can a private entity apply involving NGO dealing with urban issues on a city level? (15K project)
You can involve an NGO in your project, however in this call only one single (private or public) entity can apply for funding. Consortia are not allowed.

Can NGO apply?
Yes, NGO can apply as long as they have a legal personality.

Concerning the type of applicant. From the call I read that this must be a private or public "legal entity" with footnote (7) 7 - See Article 197(2)(c) EU Financial Regulation2018/1046.A 'legal entity' means any natural or legal person created and recognised as such under national law, EU law or international law, which has legal personality, and which may, acting in its own name, exercise rights and be subject to obligations, or an entity without legal personality. I would like to understand if a freelancer with Partita IVA (VAT code), and an economic activity code (so, a legal person with conducting a business, but not with registered to the Chamber of Commerce).
The natural persons (self-employees) with a VAT number are eligible to apply to this call for proposals for subgrantee.

The applicant organization should be established for more than 1 year (for example) - or are there no restriction in those specific criteria?
We accept proposals from any organization with an operational legal entity, regardless of how long ago it has been established. However, applicants must have the required skills, expertise and experience as indicated in Section 9.2 Evaluation process and selection criteria of the Call text.

Eligible projects must have a budget of only 15K or the 15K can be part of a larger budget (with other funding sources)?
It is indeed possible to complement the budget with co-funding, in addition to the 15K€ of EIT funding allocation. Please check slide number 21 of the presentation for an example.

The proposed solution would be only implemented later, probably in 2023. Is the project eligible in this case?

Your proposal should explain a broader context/framework where the implementation of the co-design solutions should take place in 2022. Moreover, you should go in detail what you intend to do and how will the ideation process will guide/impact the built solution.

Is it also possible that the same organization does apply with one project for the "Citizen Engagement Activities" and with another project for the call "Co-Creation of public space through citizen engagement"?

Yes, they can apply to both calls for proposals.

Is it possible some application with proposals for Ukraine?

Yes, Ukraine is part of Horizon Europe Associated Countries and therefore it is eligible for funding. Please check here the list of Third countries associated to Horizon Europe: https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation_horizon-euratom_en.pdf

Are applications from the UK eligible?

UK can participate; however they cannot request EIT Funding allocation, they will receive funding from their government. UK applicants are recommended to contact their UK national contact point for advice. Find here the list of national contact point per country: https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/ncp

Can we invite an international lecturer from the UK, and would it count as personnel or which budget line?

This will depend on the service they will provide. It can be either subcontracting or "Good and services" costs.

Can universities apply individually?

Yes, universities are eligible.

My organisation is linked to a higher education organisation. Can we best apply as educational entity, or can I best apply as artist & fellow researcher affiliated to this school?

It is your choice as long as the application form is signed by a legal entity.

Do accept multiple proposals from the same organisation (different country offices)?

Yes.

2. Scope of the call and project implementation

Is there scope of rural citizen engagement?

Yes, as long as an appropriate public stakeholder is identified and engaged.

Sustainability has 4 pillars - social, human, economic and environmental. Can any of these aspects be addressed under the sustainability requirement?

As the core values of NEB are inclusivity, sustainability and aesthetics, we are looking for environmental sustainability to be addressed and demonstrated as we believe the social and human pillars are covered by inclusivity and quality of experience requirement.

Do we have to make an implementation in 8 regions/cities before the 30 November?

8 proposals will be selected in total, focusing on 8 different regions, ideally. Each awarded proposal will be based in one location.

Is it possible to concentrate the co-creation and ideation activities towards the end of the period, as July is already very soon?

The project will take place between 1st July till 30th November 2022, preparation of the co-creation activities is understood as part of the project. Thus, indeed the co-creation activities can take place at the later months.

What about existing / already started activities? Can the new proposal build "on top" of existing / started activities? E.g. to extend it, or to continue it?

A proposal can build on top of existing started activities if they are aligned with the New European Bauhaus principles and the scope of this call.

What if there is not specific city strategy in the specific aspect the project would tackle but the project would make some pioneer activities?

Proposals are asked to align/resonate with local policies in order to create greater impact. If a project proposes pioneer activities, it could be presented to the local authorities aiming to debate, reflect and potentially trigger new policies on the matter.

Are international collaborations encouraged and given a preference in the evaluation?

International collaborations will not be considered during the evaluation process.

What do you expect as an indicator? Such as number of interventions which are designed by citizens, number of implementations, number of participation like that?

Please consult the Call text and the Application form which detail the KPIs that are applicable.

Could you please explain the link / difference of this call with EIT Community New European Bauhaus Call for Proposals for Co-Creation of public space through citizen engagement Call?

Both calls share the same principles and challenges of New European Bauhaus. However, the Call for citizen engagement activities has a smaller scope focusing more on the identification/prioritisation of challenges, co-design solutions and/or education activities. Consequently, only one entity can apply, and the budget is smaller (15K€). The Call for co-creation of public spaces brings the focus into co-design of public spaces by not only co-designing solutions and educational activities but also by implementing products or services

(including rapid prototypes). Consequently, consortia between 2 and 4 partners are a must (check the Call text for further details) and budget is higher (45K€).

KPI value 1 for social media/website: does this mean at least one new channel needs to be created or can it be embedded in existing ones?
It can be embedded in existing ones.

Does the project have to be related to a physical place, or the place has to be indicated just as the venue of the event?
It can be either way or both.

In Chapter 3 Strategic focus of the Call, it is stated under requirements, that the applicants must have proven expertise and hands-on experience in leading and coordinating at least one previous citizen engagement project with the target groups involved. Our organisation has experience in national calls and projects that have not been co-funded by the EU but have been related to active citizenship. Does this meet this condition?
Yes, it does, we value your experience in coordinating those activities and your power to activate local stakeholders to attend your proposal.

Do the 60 participants need to be present in one event or throughout the project?
60 is the minimum number of participants be engaged in one event or in several ones.

Can the project be the start of a company/school, or can it only be a stand-alone project?
Either way, if it leads to a start-up, we will recommend you acceleration services that we offer as part of EIT Community New European Bauhaus project.

The fourth challenge is quite broad "long-term, lifecycle and integrated thinking in industrial ecosystem". Could you describe in more detail?

- That refers to the need for more circularity to tackle unsustainable use of resources and waste. Some examples of activities that could be addressed are included in the following non-exhaustive list: Circular mobility including shared mobility, such as satisfying user needs without transferring ownership of physical products through shared solutions.
- Enhancing a circular economy mindset, on citizen level to tackle unsustainable use of resources and waste.
- Improving the experience of managing and participating in food donation and enhancement of efficiency through circularity in the food donation chain.
- Revival of cultural traditions of durability and long-term use with an emphasis on sharing, exchanging, inheriting.
- Sensitization efforts that promote leaving ready products intact and valuing organic transience.
- Leverage existing innovations promoting circularity and market opportunities in the agri-food systems and a circular model maintaining the value of food in the economy for as long as possible.

3. Financial aspects

The 15K€ is for the 8 proposals at the end or for the project of citizen implication?
Each proposal will be awarded with 15K€, a total of 8 proposals will be awarded. So, the total amount of EIT funding is 120K€.

How will the fund be allocated (so what % at the signature of the contract, in the middle and after the delivery of all outputs)?
The grant will be paid in 3 stages, the amounts and dates will be defined by the KIC that will administrate the grant.

How do personnel costs need to be justified?
You would need to keep the contract and timesheet of personnel working on the project. However, you will only be asked to provide them in the event of an audit.

How much has the cost calculation go in detail, for example, do we have to describe how to whom we do the subcontracting, or how many people get paid through the voice "the personnel costs" etc.
The detail required should fit in the table budget. For instance, in personnel, you can write 0.8 FTE, in subcontracting you should describe the service provided, but no need to go into further detail of travel, catering, etc.

Is the 25% of the indirect costs a fixed and recommended percentage to be allocated?
Yes, the 25% of indirect costs are fixed and cannot be changed. They are calculated directly at 25% of personnel, purchase costs, travel, equipment, other goods and services (as it is shown in the budget table, slide 21), and they do not need to be justified.

How much of the budget is available to staff?
There is no limit (just bear in mind that 25% of indirect cost is compulsory).

Is there any separate doc available on your website, describing in detail what exactly are indirect costs?
Indirect costs refer to the overheads that any organisation incurs. You can refer to the General Model Grant Agreement: https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/agr-contr/general-mga_horizon-euratom_en.pdf

"Personnel" should actually hold the working contract or at least legal contract with the entity?
Yes.

4. General

Can you give us the link for the online courses?
Course on Shaping our future cities bringing nature into urban centres:

https://www.futurelearn.com/courses/shaping-our-future-cities-bringing-nature-into-urban-centres
Course on Ethical cities:
https://www.futurelearn.com/courses/ethical-cities-and-localisation-of-the-sustainable-development-goals-sdgs-

Which is the website of last year's approved proposals?
Find here the link: Citizen engagement - New European Bauhaus - EIT Urban Mobility

Does any additional information can be added to the application? For example, photos of actual situation, our planned visualizations etc.?
It is possible to include active links, but the application form does not allow supporting materials like visuals to be pasted directly.

Do we have a limit in terms of key words?
You need to indicate at least one fixed keyword from the link provided in the Application Form and there is a limit of max. 200 characters with spaces for the free key words.

As for partner (in budget breakdown), you mean a partner not the legal entity which applies?
The partner stands for the legal entity that applies to this call.

Regarding the KPIs table, the numbers on the left are minimum reference?
Yes, that's correct.

What sort of management structures (mentioned in the evaluation criteria) are expected/encouraged?
The management structures might vary and need to be adapted according to the type and size of the project, the scope of the activities, etc. These structures could include (but no limited to) a defined project management team with clear role and responsibilities to ensure a proper implementation and management of the activities; a plan for change management; a decision-making mechanism (most likely for large projects), etc.

What is GDPR consent?
Agreement to the processing of personal or professional data given in this application by the KICs only.

In case both proposals achieve a high evaluation score - would the fact that the same organisation submitted the proposals affect the likelihood to receive funding?
We strive to have a thematic and geographical spread and diversity so it is unlikely that an organisation would be awarded more than one grant unless an organisation presents different projects to take place in different countries.

Who needs to sign the form?
The person who has power of decision within the entity to carry out the project straight ahead after being awarded.

Will the meeting of the 3rd of May explain how the EIT Booster works?

Yes, on the 3rd of May an Info Day will take place where all the activities of New European Bauhaus will be presented. For more information please check: [EIT Community New European Bauhaus Info Day - Climate-KIC](#)