



Business Plan 2023 – 2025

Agile Innovation RAPTOR Call

Call Manual

EIT Urban Mobility - Mobility for more liveable urban spaces

EIT Urban Mobility

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eiturbanmobility.eu

History of changes

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Glossary

Project Leader	<p>The Project Leader is the central contact point for EIT Urban Mobility from the proposal submission stage to the end of the project implementation.</p> <p>The Project Leader represents the project and the consortium partners (the other partners participating in the project) towards EIT Urban Mobility, and has also the responsibility for creating and submitting a proposal.</p> <p>For mono-beneficiary grants, the mono-beneficiary (the single legal entity involved in the project) also has the Project Leader role.</p>
Call for Proposals	<p>The Call for the proposals is the instrument used to allocate funding by EIT Urban Mobility to third parties to support the deployment and development of the Strategic Agenda through projects. EIT Urban Mobility uses 3 different types of calls following the provisions included in the specific rules for EIT KIC actions in HE MGA Annex 5: (1) Regular Open Calls (2) Calls for partners (3) Permanently Open Calls/Permanently Open Calls for partners.</p>
Call Manual	<p>The Call Manual is the document where the terms, conditions, and criteria of any call for proposals are defined and stated according to the principles of transparency, equal treatment, open competition, and sound procedural management.</p>
Deliverable	<p>Deliverables are tangible or intangible good or service produced at a given moment during the project implementation. Deliverables chart the path to reach project objectives and could be a report, a document, a software product, a course, an event or any other building block of a project. The deliverables specified need to fully demonstrate the achievements of the activity and judicious use of public funds.</p>
EIT KPIs	<p>Set of Key Performance Indicators (KPIs) defined by the EIT that reflects the EIT operational objectives for education, entrepreneurship, and innovation. These KPIs are used to measure how effectively a KIC/project is meeting the objectives of the EIT.</p>
Evaluation Process	<p>Process by which EIT Urban Mobility examines the quality of a proposal to decide if it should be selected to receive EIT funding.</p>
Evaluation Panel	<p>Group of external expert evaluators (EEEs), usually 3 EEs and 1 rapporteur, with specific expertise in a specific area/segment of the call, aiming to evaluate a set of eligible proposals submitted to a call. In the case of Calls with proposals below 60.000 EUR of EIT funding allocation, the evaluation panel is composed of at least one external expert evaluator.</p>
Evaluation results list	<p>List of proposals in order of scoring, based on the quality evaluation process results.</p>
Horizon Europe Model Grant Agreement	<p>The Horizon Europe Model Grant Agreement (HE MGA) sets out the rights and obligations and terms and conditions applicable to the grant awarded.</p>
KIC Specific KPIs	<p>Set of indicators defined by EIT Urban Mobility that reflects the societal challenge that the KIC is trying to address.</p>

Knowledge triangle integration	EIT Urban Mobility aims to gather close-knit partnerships of European education, research and business entities (knowledge triangles) and also involves cities, either in the composition of the members of the projects or in the expected impact of the projects' results.
Milestone	Control points to chart progress. They may correspond to the completion of a key deliverable that allows the next phase of work to begin.
Panel review	The process by which the evaluation panel reviews the evaluation for all eligible submitted proposals.
Ranking list	List of proposals in order of scoring after the selection committee assessment.
Selection Committee	The Selection Committee is responsible for the selection of shortlisted proposals and the definition of requirements for the inclusion of the selected proposals in the final EIT Urban Mobility's portfolio of projects. The Selection Committee is composed of the CEO, COO and at least 3 Thematic Leads. In the case of Calls with proposals below 60.000 EUR of EIT funding allocation, the selection and definition of the requirements is done by the Thematic Lead.
Summary Evaluation Report	A single and final Summary Evaluation Report (SER) per proposal is produced by the Rapporteur after the consensus meetings. This document summarizes the final score, the strengths, weaknesses, risks, and potential recommendations of a proposal.
Thematic Lead	Director of a EIT Urban Mobility Thematic Area and/or relevant Head who is actively involved in content development of a call for proposals.
City	The municipality/city/town that defined a niche urban mobility challenge to be addressed within a RAPTOR project by start-up or SME
Applicant	Start-up or SME who applies formulating a solution so to a RAPTOR challenge
Subgrantee	The Applicant that has the best solution to address the challenge and is selected to participate on a RAPTOR project
City Challenge	A niche urban mobility challenge issued by a participating City to which Applicants can submit their Solution
Solution	A solution is an innovative good, product or service that addresses the challenge defined by the city. The minimum RAPTOR output required is an in-situ testable Minimum Viable Product.

Introduction

Within EIT Urban Mobility, cities are our driving force and enabler of faster adoption of innovation.

To harness the wider city innovation capacity and ensure innovation closer to citizens, we developed a Rapid Application for Transport (RAPTOR) Pilot in 2020. This pilot helped 4 cities/towns identify niche mobility issues in specific locations with defined parameters and clear success criteria. Once these niche city mobility challenges were defined, a competition was launched for local innovators, teams, and start-ups to propose any solution as long as the original issue and outcomes were addressed. This provided space for lateral thinking beyond our own networks. The initial pilot was extended to a total of 13 cities and 19 niche mobility challenges in 2022.

Each city, supported by technical and business advisors, selected the most promising solution to receive an award, in-kind and cash, to advance the proposal to a Solution to be tested in the city within four months of award. For the Innovation Programme of EIT Urban Mobility, agile entrepreneurial innovation based on problem/challenges with rapid development timelines closer to citizens and in a named location, has the potential to become a powerful tool in our innovation agenda.

RAPTOR as an agile innovation sub-project, is compatible with, and complements our traditional larger scale projects funded in the Business Plan. Moreover, the internal competition in RAPTOR both promotes the wider urban mobility agenda and draws cutting edge innovators/ SMEs into our community. With the new edition of the RAPTOR programme in 2023, EIT Urban Mobility will select up to 12 Applicants from across Europe to develop solutions to niche mobility challenges. Existing documentation and lessons learned from RAPTOR 2022 will be key in ensuring an acceleration of innovation in cities, closer to citizens and closer to the innovation's edge.

We look forward to seeing exactly what our cities, partners, start-ups & SMEs can achieve under this successful agile innovation set-up.

Call Summary

Call for Proposals Main Features ¹	
Key dates of the call calendar	<ul style="list-style-type: none"> • Call opening: 1 March 2023 • Call closing (submission of completed application): 28 April 2023 at 17:00 CET • Eligibility and admissibility check: May 2023 • Evaluation of proposals: May – June 2023 • Panel hearing: May – June 2023 • Communication of results: By end of June 2023 • Tentative start of the projects: August 2023
Total estimated EIT Funding allocated to this call	420,000€
Project duration	RAPTOR projects will last from August to December 2023.
Submission portal	EIT Urban Mobility AwardsPlatform
List of documents to be submitted	<ul style="list-style-type: none"> • Application form is available on the Awards platform • Legal incorporation documents and VAT number
List of documents to take into consideration	<ul style="list-style-type: none"> • Call Manual • EIT Urban Mobility Strategic Agenda 2021-2027 • Eligibility of expenditure • Appeal procedure • Template of the Financial Support Agreement • Horizon Europe Model Grant Agreement (specifically Articles 16 and 17)
Short summary of the topics to be addressed	Each City has issued a City Challenge, found at www.raptorproject.eu and attached in Annex II, highlighting their niche city mobility challenges and information necessary to assess their issue and location.
Evaluation criteria	<ul style="list-style-type: none"> • Excellence, novelty, and innovation, • Impact and financial sustainability, and • Quality and efficiency of the implementation

¹ Please note that this calendar is indicative. Dates might be subject to slight changes.

1. Call Requirements

1.1. Applicant's eligibility and membership

Who can apply

The Agile Innovation RAPTOR Call for Proposals is an open call targeted at start-ups and SMEs.

Additionally:

- They should be registered as legal entities not more than 10 years ago from the official closing date of the call
- SMEs applying may be registered as legal entities in either an EU Member State or any third country associated to Horizon Europe, in addition to UK and Switzerland.

All applicants must be fully registered in the EU Participant Portal² and include their PIC number in their application.

Applicants must respond to the city challenges defined for the RAPTOR programme. Submissions to multiple city challenges are allowed, but only one award per Applicant can be given.

Applicants must plan to develop and test their proposed solution with the city corresponding to the City Challenge to which they apply.

The call is addressed to single legal entities -mono-beneficiary scheme- and, consequently, there is no need to develop a consortium with additional entities.

Call objective

The primary focus of the Agile Innovation RAPTOR call will be on EIT Urban Mobility Strategic Objectives **SO3/TSO3 Deploy and scale green, safe and inclusive and mobility solutions for people and goods** and **SO4/TSO4 Accelerate market opportunities with an agile innovation approach**.

Attention should be paid to the requirements outlined in this Call Manual to ensure the Agile Innovation RAPTOR Call mechanism is suited to your company and/or product/service/solution.

- A) Develop a new or significantly improved product/service/solution

² <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home>

The key project output for option A) or B) will be the launch into the market of an innovation according to the following Key Performance Indicators (KPI) definition with the required supporting evidence:

KPI	KPI Definition	Supporting evidence
EITHE02.4 Marketed Innovations	Number of innovations introduced on the market during the project duration or at the latest within 18 months from the start of the project with a documented sales revenue of at least 10 000 EUR. Innovations include new or significantly improved products (goods or services) and processes sold.	<ul style="list-style-type: none"> • Declaration of the product owner describing the innovativeness (new or significant improvement in terms of physical or functional parameters) of a product/process, link to the KIC societal challenge and the KAVA, as well as information on the KAVA investment in the innovation development. • Documented proof demonstrating that purchases of at least 10,000 EUR have been made by a customer/s. It should include: <ul style="list-style-type: none"> ○ Official purchase order from the buyer including buyer invoice details (name, VAT, etc.) ○ Acceptance of invoice by the buyer AND/OR paid confirmation of the invoice (bank note)

1.2. Project scope

Rapid Applications for Transport (RAPTOR) is the challenge-based, city-driven agile innovation programme created and managed by the Innovation Thematic Area of EIT Urban Mobility. RAPTOR takes the urban mobility challenges of cities and runs a competition to find the best solutions from start-ups and SMEs and then supports a period of solution development which results in an in-situ demonstration of 1 week minimum. The defining feature of RAPTOR is its agility – cities and start-ups and SMEs in the programme work collaboratively, communicatively, and swiftly to bring about and to test either a new or improved/customised product or service.

To meet the general fit of the Agile Innovation RAPTOR Call, the applicants should comply with all the following points:

- a) Each RAPTOR Subgrantee must develop their Solution to solve the City Challenge between August and December 2023.
- b) RAPTOR Subgrantees must conduct an in-situ demonstration of the Solution for a minimum of one week by 15 December 2023, including the evidence for KPI EITHE02.4.
- c) Provide full usage and testing of the product/service/solution with **the city** within the project implementation period.
- d) Have not received funding from EIT Urban Mobility S.L. for the same product development.

Each City has issued a City Challenge, found at www.raptorproject.eu and attached in Annex II, highlighting their niche city mobility challenges and information necessary to assess their issue and location.

Communication/dissemination specific provisions

EIT Urban Mobility will maintain the website and social media channels for the RAPTOR program

Additionally, RAPTOR Subgrantees will be required to post about their official selection for the RAPTOR program and disseminate at least 1 news or blog item on their website about their involvement in the RAPTOR program.

Financial aspects

The **total maximum EIT funding** allocated to this call is up to 420,000 €. The amounts will be allocated to up to 12 niche challenges (up to 35,000 € each).

The default finance model for the Agile Innovation RAPTOR Call will be to provide a lump sum to beneficiaries. More information on the lump sum design and processes can be found in Annex I at the end of this document

For information on the eligibility of costs of your project's budget, please refer to the document *Eligibility of expenditure* published on the Call webpage.

Contribution to EIT Urban Mobility Financial Sustainability

EIT Urban Mobility has developed a Financial Sustainability (FS) Strategy. This FS strategy aims to create a perpetual innovation fund that will sustain innovation beyond the predefined 14-year cycle of European Commission block grants. This financial independence will be based on a mix of both active earned income and passive investment revenue.

Applicants should also indicate how a small contribution towards achieving EIT Urban Mobility's financial sustainability could be made.

Once the Subgrantees are selected for each niche city mobility challenge, a negotiation phase will begin to propose a suitable financial sustainability mechanism (FSM) that provides a Return on Investment (ROI) for EIT Urban Mobility via:

This is often done via:

- Revenue share
- Fee per transaction
- Options of equity purchase might be also available upon internal evaluation by EIT Urban Mobility.

For this Agile Innovation RAPTOR call, the initial proposed financial sustainability contribution will be revised during the negotiation phase (prior to the project start in July) and during the project implementation. It is mandatory for all applicants to sign a Commercial Agreement with EIT Urban Mobility before the end of the

project, by 15 December 2023. The Commercial Agreement will be monitored for a minimum of five years after the end of the project.

Additionally, sales enablement can be supported via the Innovation Advisory Service, during or after the commercial agreement negotiation

NB: Start-ups and SMEs already part of EIT Urban Mobility equity portfolio are only eligible to the equity purchase option.

1.3. Support on proposal preparation

The call manual and supporting documents to take into consideration, as listed in the Call Summary chart, will be on the EIT UM website as well as the RAPTOR Project website. Any call updates will be additionally published on both the EIT UM and the RAPTOR Project websites.

To help applicants with the preparation and submission of their proposals, EIT Urban Mobility will host one call launch information session as well as two live Q&A online. These online information events will be focused on the call content, the challenges as well as on the submission and evaluation procedures and the financial aspects. These three events will be recorded and made available on the EIT UM YouTube and the RAPTOR Project website in the News section.

Please find the calendar of events and the link to register in the table below:

Type of event	Topic covered	Date and time (CET)	Access to platform
Webinar	Call info session	March 2023	Zoom
Webinar	Live Q&A – Challenge description (first half)	March 2023	Zoom
Webinar	Live Q&A – Challenge description (second half)	March 2023	Zoom

In parallel to the call information sessions, all applicants may contact EIT Urban Mobility to resolve any concerns or doubts on the general/technical procedures and call content. These are the key contact details of the EIT Urban Mobility team for questions related to this call:

Type of contact	Email
Legal, Financial, Administrative and general procedures	pmo@eiturbanmobility.eu
RAPTOR Team	raptor@eiturbanmobility.eu

2. Evaluation and selection process

Once the applicants have submitted their proposals, the EIT Urban Mobility team will proceed to:

- Check specific call eligibility criteria of those proposals and, if successful:
- Initiate the evaluation of the content by external experts.

2.1. Eligibility and admissibility check

A proposal will be eligible if:

1. Completeness	The submitted proposal is completed and submitted in time via the AwardsPlatform submission tool, in English, with all its mandatory sections.		
2. Applicant Eligibility	Applicants respect the requirements defined in 1.1. Applicant’s eligibility and membership		
3. KPI addressed	All proposals must identify and address one mandatory KPI.		
	KPI Code	KPI title	Target
	EITHE2.4	Marketed Innovation	1
4. Mandatory deliverables	All proposal must include the following mandatory deliverables: <ul style="list-style-type: none"> • DEL 1: KICK-OFF REPORT • DEL 2: Final performance report • DEL 3: Report on KPIs 		

Proposals containing one or more ineligible elements will receive an official communication from EIT Urban Mobility setting out the outcome of the admissibility and eligibility check and explaining why the proposal failed to meet the criteria.

The applicant of any proposal deemed inadmissible/ineligible who disputes the ineligibility decision, may appeal. This appeal must be made within 5 calendar days of the official EIT Urban Mobility notification of ineligibility (see document *Appeal procedure* published on the Call webpage).

2.2. Evaluation of proposals

The evaluation of applications will be conducted in two phases.

The first phase will be an a quality evaluation carried out by three external evaluation experts, and will weight the 80% of the total scoring of the project proposal.

The top three applications from each challenge will be invited to the second round (threshold).

The second round will consist of a panel hearing, assessed by two external evaluators (an external evaluator plus a city representative), and will weight the 80% of the total scoring of the project proposal.

Each evaluation phase is integrated by different groups of criteria and sub-criteria which will be assessed according to the following scores:

Score	Description	
0	<i>None</i>	The information requested is missing or incomplete
1	<i>Very poor</i>	The information provided is considered irrelevant or inadequate compared to the specific call provisions
2	<i>Poor</i>	The information provided lacks relevant quality and contains significant weaknesses, compared to the specific call provisions
3	<i>Fair</i>	The overall information provided is adequate, however, some aspects are unclearly or insufficiently detailed, compared to the specific call provisions
4	<i>Good</i>	The information provided is adequate with sufficiently outlined details, compared to the specific call provisions
5	<i>Excellent</i>	The information provided is outstanding in its details, clarity and coherence, compared to the specific call provisions

First phase - Quality Evaluation

The online application has four sections: administrative information, excellence, quality and efficiency of the implementation, and impact.

In the quality and efficiency of the implementation section, Applicants may upload one attachment to support the application. This may be a “pitch deck” or a detailed solution overview and design documents. This attachment is optional but recommended.

All eligible applications will be evaluated by a selection panel comprised of **three external expert evaluators**. Evaluation will be made on three criteria:

- **EXCELLENCE.** Applicants must outline the detailed description of the understanding of the City Challenge and what the Solution aims to resolve. It includes description of the solution, the approach, the workflow, and technical design. Development stage of the product/service offered to the end user/customer should be included, especially on TLR level, if MVP is already developed and what is the development plan during the RAPTOR program.
- **QUALITY AND EFFICIENCY OF THE IMPLEMENTATION.** Each Applicant must outline their solution and define their assumptions and expectations of the city/town/neighbourhood. This includes assumptions and expectations of access to physical space, infrastructure, technical systems, necessary equipment/hardware specification and experienced staff to ensure the solution is fully understood by city and Applicant. Timeline and milestones of the agile Solution development must

be included to evaluate the feasibility to deliver the Solution by 15 December 2023. Demonstrated respective professional capability and skills to develop and test the Solution addressing the city niche challenge within the timeline.

- **IMPACT.** The solution must directly address the niche challenge provided by the city. The impact of the effort must be concentrated on the city/town/neighbourhood. Description of the wider impacts of the Solution if scaled up in the city and in other towns and cities adopting the solution (e.g. sustainability, economic, environmental, social), business development strategy. Potential for procurement opportunities within the next 12 months shall be stated and baseline price points.

Item Score and Weighting

Section	Item	Maximum Score	Weighting
Excellence	1. Understanding of City Challenge	5	10%
	2. Solution Description	5	15%
	3. Development stage	5	10%
Quality and efficiency of the implementation	4. Assumptions & Requirements	5	5%
	5. Solution Development Timeline	5	5%
	6. Skills and Experience	5	10%
Impact	7. Impact and Scalability	5	10%
	8. Commercial potential	5	15%
	9. Budget explanation	5	10%
	10. Business Development	5	10%
TOTAL		50	100%

Excellence: novelty and innovation (15 points)	Max Points
<ul style="list-style-type: none"> • The proposal clearly understands the city challenge and has identified key issues that they aim to resolve. 	5 points
<ul style="list-style-type: none"> • The proposal defines a clear solution, how it will work, technical design and highlights the most innovative elements. 	5 points
<ul style="list-style-type: none"> • The proposal provides clear information on the product's current status, including IP expectations and provisions, and describes what they will add/develop during RAPTOR 	5 points

Impact: social, economic, financial, and general sustainability (15 points)	Max. scoring
<ul style="list-style-type: none"> • The proposal has outlined the expected potential impact resulting from a successful solution implementation. 	5 points
<ul style="list-style-type: none"> • Possible benefits for other cities have been identified. 	

<ul style="list-style-type: none"> The proposal provides a credible commercialisation and development strategy for the specific solution. This includes providing an outline of sales strategy and go-to-market approach to business acceleration and the preferred contribution mechanism to EIT Urban Mobility financial sustainability. 	5 points
<ul style="list-style-type: none"> The costs identified in the proposed budget are reasonable and represent good value for money 	5 points
<ul style="list-style-type: none"> The proposal has identified their expected next steps in the market and has specified a preferred commercial approach. Market analysis has been described including the identification of direct competitors. 	5 points

Implementation: planning and sound financial management (20 Points)	Max. scoring
<ul style="list-style-type: none"> The proposal has identified their assumptions with regards to accessible information, infrastructure, facilities, etc. Specific software, communication systems, etc. That maybe required are identified (if relevant) 	5 points
<ul style="list-style-type: none"> The proposal clearly defines reasonable timelines and milestones including a feasible in-situ demonstration. 	5 points
<ul style="list-style-type: none"> The start-up/SME has experience in the relevant field and biographical information of key team members has been provided. 	5 points

The total scoring of 50 points is distributed as follows:

	Max score
Excellence	<i>15 points</i>
Impact	<i>15 points</i>
Implementation	<i>20 points</i>
Total points	<i>50 points</i>

The proposal will be ranked according to their scores.

The top 3 to 4 proposals of each challenge (ranked in order of score) will be invited to the Panel hearing. In case of clustered or similar scoring in the first phase of the evaluation process, prioritization will be given according to the following order: Impact, Excellence, and Implementation.

All applicants will receive feedback (Summary Evaluation Report) on their Quality Evaluation for each of the three evaluation criteria: Excellence, Impact, and Implementation.

Second phase – Panel Hearing

The panel hearing will consist of one **city representative and one external expert evaluators**. The panel hearing will take place remotely on Zoom. Each Applicant will have five minutes to pitch their solution and team, followed by 10 minutes of questions from the hearing panel.

Thereafter the panel will have a closed discussion for 20 minutes about the proposed solutions.

The 3 to 4 top proposals assigned to each challenge will be ranked in order of scoring according to the following criteria and scoring:

Pitch		Total scoring
Sections to be included in the pitch	Clarification questions	Up to 5 points
	<ul style="list-style-type: none"> Applicant provides credible responses to specific questions asked by the evaluators 	
	Excellence	Up to 5 points
	<ul style="list-style-type: none"> Clear capacity of the product/service/solution to solve the city challenge 	
	Impact	Up to 5 points
<ul style="list-style-type: none"> Potential for wider impact of the solution and long term/large scale implementation 		
Implementation	Up to 5 points	
<ul style="list-style-type: none"> Feasibility to develop the solution (time, quality, resources) and start-up/SME experience 		
TOTAL	20 points	

If there is a tie, the city will have the deciding vote. There will be one panel hearing per City Challenge.

The minuted note of the Panel Hearing will be provided to each of the 3 to 4 finalists to compliment the original first phase Summary Evaluation Report.

2.3. Communication of results to Applicants

All applicants will receive an email notification (including the SER + the minuted note from the Panel Hearing when applicable) with the final evaluation results (Quality Evaluation + Panel Hearing for those passing to the second phase) by end of June.

Following the Panel Hearings, follow-up calls might be organised between the City and the pre-selected applicant by EIT Urban Mobility if operational elements need to be confirmed before the final portfolio selection.

If the pre-selected applicant fails to confirm operational elements with the city by the time allocated. EIT Urban Mobility reserves the right to withdraw the conditional notification. In such a case, the next proposal on the portfolio list will be contacted following the ranking list defined after the Panel Hearings.

2.4. Appeal on Evaluation Results

The applicant of a rejected proposal who disagrees with the decision may appeal only in the event where Quality Evaluation results comment is in clear contradiction with the information provided in the proposal. In this case, the applicant will have 5 calendar days after receipt of the final evaluation results to submit an appeal to the Evaluation (see document *Appeal procedure* published on the Call webpage).

Annex I - Lump Sum Funding

The aim of the use of this lump sum funding is reducing administration and financial errors, as well as to simplify complex and time-consuming reporting, making the participation in the EIT Urban Mobility community more accessible.

Budget main features

All project proposals must provide a detailed cost estimation, which must be an approximation of the actual costs. The estimation provided must be:

- subject to the same eligibility rules as in actual costs grants, i.e. cost estimations can be included only if the same cost item/type of cost would be eligible in an actual cost grant
- detailed in terms of tasks: applicants must identify the budget assigned to each task and the expected ending date of the task.
- must be in line with normal practices
- must be reasonable/not excessive
- must be in line with and necessary for the activities proposed

Payments

Types of payments:

First payment

The first payment of the total budget assigned to the project will be done according to the following schedule:

First Payment	Estimated date
50% of the EIT UM contribution to be received	At the beginning of the project

Final payment (payment of the balance)

It closes the financial aspects of the grant and takes place after the official closing of the project.

The remaining amount of the EIT UM contribution to be received by the beneficiary - Up to 50% of EIT UM contribution remaining to be received- will be paid according to the following mandatory deliverables (mandatory deliverables below) declared fully completed and approved by the EIT UM, as well as declared partially completed and approved or completely rejected. The project performance and percentage on KPIs achievement declared within the mandatory deliverables might affect the balance payment (i.e. application of the performance rate methodology to the balance payment).

Mandatory deliverables

To prove the successful implementation of the activity, and consequently to have the right to receive the EIT UM contribution according to its defined value, the following compulsory deliverables will have to be submitted and successfully approved by the EIT UM:

	Value assigned to deliverables regarding to total EIT UM contribution to be received
<p>DEL 1: KICK-OFF REPORT</p> <p>The report will contain:</p> <ul style="list-style-type: none"> • A digital version of business registration documentation. • A copy of the signed sub-grant agreement • A letter of intent about the Financial Sustainability Mechanism selected. 	20% of the total subgrant
<p>DEL 2: Final performance report</p> <p>The report will contain:</p> <ul style="list-style-type: none"> • Financial sustainability agreement • City acceptance letter • Proof on addressing the branding requirements 	40% of the total subgrant
<p>DEL 3: Report on KPIs</p> <p>The report should include:</p> <ul style="list-style-type: none"> • KPI reporting templates filled in • Invoice(s) from marketed innovation 	40% of the total EIT UM subgrant

Reporting

Reporting periods and technical reporting follow to the rules and procedures established in the *EIT UM Project Implementation Handbook* with the focus on successful completion and approval of the mandatory deliverables.

Before a mandatory deliverable is rejected as incomplete, the applicant is invited to respond to the observations of the EIT UM project officer/s.

If a mandatory deliverable is declared incomplete or needs to be improved, it will be rejected by the EIT UM, and the lump sum amount concerned will be not paid at that point in time. Accordingly, the beneficiary will have to complete/improve the mandatory deliverable later and resubmit it at the end of any subsequent reporting period for its approval and subsequent payment.

If the rejection of the mandatory deliverable is confirmed, the total project budget (or the percentage) linked to it is not paid/refunded.

Furthermore, EIT Urban Mobility will monitor all activities up to 5 years after activity completion to track long-term impact and the status of commercialisation and to ensure the achievement of KPIs after the activity end.

Assessment

EIT UM will assess the status of the mandatory deliverables at the end of the project. For each mandatory deliverable submitted, EIT UM will assess and choose between ‘completed’, partially completed’ and ‘not completed’. In case the EIT UM declares a mandatory deliverable as ‘partially completed’, the percentage of completion will be calculated according to the specific grant reduction methodologies established below:

DEL	Indicator	Weight (%)
DEL 1	1. City acceptance letter <ul style="list-style-type: none"> Letter of acceptance is submitted: no reduction. letter not submitted: 20% reduction 	Up to 20%
DEL 2	2. Financial sustainability agreement <ul style="list-style-type: none"> Agreement is signed: no reduction. Agreement not signed: 10% reduction. 3. Proof on addressing the branding requirements <ul style="list-style-type: none"> The branding reduction will be done proportionally and according to documents “EIT Urban Mobility 2023-2025 Brand Book” and “EIT Urban Mobility 2023-2025 Communication guidelines”. 	Up to 40%
DEL 3	KPIs <ul style="list-style-type: none"> EIT KPIs: 40% <ul style="list-style-type: none"> All KPIs achieved: no reduction. No KPIs achieved: 40% reduction. Some EIT KPIs achieved: reduction proportional to underachievement. 	Up to 40%

The EIT UM will reject a mandatory deliverable when a significant or essential part of the information has not been provided or is not completed, and this has not been justified or accepted. If EIT UM intends to reject a mandatory deliverable, the beneficiary will have the opportunity to react to the observations of the EIT UM. In this case, the EIT UM will either send the beneficiary a request for additional information and ask the beneficiary to justify the completion of the mandatory deliverable.

Annex II – City Challenges

RAPTOR Niche Urban Mobility Challenge Definition Template

Challenge

(External: this will be the challenge definition published to attract solution providers)

City	
Area (neighbourhood/ zone of city, if relevant)	
Challenge Area (Select one)	Select from <ul style="list-style-type: none"> • Mobility and energy, • Sustainable Urban Logistics • Mobility infrastructure • Future Mobility • Active Mobility
Challenge name (Max three words)	
Challenge Statement (Question format)	
What is the problem? (Description of 300 words max.)	
Expected Outputs (Potential solution objectives – max. 5 bullet)	-

points)	
Expected impacts (Measurable KPIs -) (max. 5 bullet points)	