

# EIT EdTech Conference Open Call



# Call Manual

# EIT EdTech Conference

# Open Call

(under KIC Business Plan 2026-2028)

EIT URBAN MOBILITY

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<https://www.eiturbanmobility.eu/>

# History of changes

Version	Publication Date	Change	Page
1.0	22/04/2026	Initial version	
1.1	23/04/2026	Reference to an ad hoc annual review after Month 12 removed in Section 3.4.2. Project Implementation	14
1.2	21/05/2026	Removal of reference to startups in section 3.4.5. Monitoring and reporting and clarification in section 6.2.1. Assessment methodology regarding the weighting factor.	

## Disclaimer

This Call Manual may be subject to corrections, modifications and clarifications. Applicants are encouraged to regularly check the call pages of the EIT Urban Mobility website for any updates.

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## Abbreviations

EIT	European Institute of Innovation and Technology
KIC	Knowledge and Innovation Community
EIT SIA	EIT Strategic Innovation Agenda
PA	Partnership Agreement
HE MGA	Horizon Europe Model Grant Agreement
KIC SA	KIC Strategic Agenda
BP	Business Plan
EIT KPIs	Set of Key Performance Indicators (KPIs) defined by the EIT that reflect the EIT operational objectives for education, entrepreneurship, and innovation. These KPIs are used to measure how effectively a KIC/project meets the objectives of the EIT.
FSTP	Financial support to third parties
EdTech	Educational Technology

## Definitions

Knowledge Triangle Integration	The EIT is established to complement existing Union and national policies and initiatives by fostering the integration of the knowledge triangle – higher education, research and innovation, and business creation – across the Union.
Horizon Europe Model Grant Agreement	The Horizon Europe Model Grant Agreement (HE MGA) sets out the rights and obligations and the terms and conditions applicable to the implementation of the EIT grant.
Deliverable	Deliverables are tangible or intangible goods or services produced during the project implementation phase. They track the progress made towards a project’s objectives and may take the form of a report, document, software product, course, event or any other building block of a project. The deliverables specified need to fully demonstrate the project’s achievements and the judicious use of public funds.
Educational Technology (EdTech)	Refers to the integration of technology into educational practices to enhance learning experiences. It encompasses tools and resources such as software, online platforms, and digital content aimed at improving teaching methods and student engagement.

## Introduction

### 1.1. Information on the EIT

#### European Institute of Innovation and Technology

The European Institute of Innovation and Technology (EIT) is a **European Union body** with a legal personality and a wide legal capacity accorded to legal persons under national law. The EIT was created in 2008 by the European Union (EU) to enhance Europe's global competitiveness by fostering collaboration between businesses, research institutions, and higher education organizations.

The EIT is governed by [Regulation \(EU\) 2021/695](#) (EIT Regulation), which aligns the EIT's mission with the EU's priorities and the objectives of Horizon Europe on evolving research, innovation, economic growth, job creation, global competitiveness, sustainable growth, higher education and entrepreneurship, by means of the Knowledge and Innovation Communities (KICs), which address specific societal challenges and are established and supported by the EIT.

The [EIT Strategic Innovation Agenda \(SIA\) 2021-2027](#) is aligned with Horizon Europe and lays down the priority fields and the strategy of the EIT for future initiatives, capacity to generate the best innovation added-value, objectives, key actions, mode of operation, expected results, impact, as well as an estimate of the resources needed for the duration of Horizon Europe.

#### Horizon Europe Regulation

The [Horizon Europe Regulation \(EU\) 2021/695](#) foresees that the EIT takes part in the implementation of the Horizon Europe Programme in accordance with its strategic objectives for the period 2021 to 2027, as laid down in the Strategic Innovation Agenda of the EIT, and taking into account the strategic planning of Horizon Europe.

#### EIT and Knowledge and Innovation Community (KIC) relations

The EIT Regulation defines KICs as large-scale Institutionalised European Partnerships of higher education institutions, research organisations, companies and other stakeholders in the innovation process in the form of a strategic network, regardless of its legal form, based on joint mid- to long-term innovation planning to meet the EIT's challenges and contribute to attaining the objectives established.

According to the EIT Regulation, and without prejudice to the partnership agreements and grant agreements between the EIT and each KIC, the KICs have substantial autonomy to establish their internal organisation and composition, as well as their agenda and working methods, provided that they result in progress towards achieving the objectives of the EIT and the KICs, taking into account the strategic planning of Horizon Europe and the strategic direction of the EIT set out in the SIA and by the Governing Board.

#### Contractual framework between the EIT and the KICs

The long-term relations between the EIT and each KIC are based on a **seven-year Partnership Agreement (PA)**<sup>1</sup> laying down the general terms and conditions under which the KIC operates as an Institutionalised

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<sup>1</sup> Model Partnership Agreement: [Partnership Agreement](#)

European Partnership. Subject to positive performance, interim review and outcome of comprehensive assessment of the KIC, the PA can be extended for another period of a maximum of seven years.

The Partnership Agreement between the EIT and **EIT Urban Mobility** entered into force on **1 January 2021**.

The **Grant Agreement** (GA)<sup>2</sup> is the contractual instrument laying down the provisions concerning the implementation of the KIC activities (KIC Business Plan, Cross-KIC activities, etc.) through grants, on an annual or multi-annual basis of up to three years with the KICs. Business plans describe the main objectives and expected results and actions taken by the KICs.

The Grant Agreement (2026-2028) between the EIT and EIT Urban Mobility entered into force on **1 January 2026**.

#### Contractual framework between the KIC and the subgrantees

In accordance with the Grant Agreement (Annex 5), the KIC launches calls (i.e. open calls or KIC partnership calls) in order to select projects or award prizes. The KIC awards a “financial support to third parties” (i.e. the so called “subgrants” and “prizes”) for the implementation of these projects and signs **subgrant agreements** (“Financial Support Agreements”) with the selected entities or consortia.

## 1.2. Information on EIT Urban Mobility

### 1.2.1. Vision and mission

EIT Urban Mobility is Europe’s leading innovation community with the vision to accelerate the transition towards sustainable urban mobility that improves quality of life in cities, enabling greener, safer, more inclusive and more liveable urban environments across Europe.

EIT Urban Mobility’s mission is to bring together Europe’s leading actors in mobility, including cities, companies, research institutions and universities, to deliver solutions that are scalable, inclusive and aligned with EU policy priorities. EIT Urban Mobility advances its mission through integrated education, innovation, business creation and ecosystem building activities, strengthening Europe’s competitiveness while contributing to societal and climate objectives. Three overarching societal impact goals guide our ambition:

1. Improving quality of life in cities;
2. Mitigating and adapting to climate change; and
3. Creating jobs and strengthening the European urban mobility sector

Further details on the strategic focus of this Call are given in Section 3.

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<sup>2</sup> Horizon Europe Model Grant Agreement: [general-mga\\_horizon-euratom\\_en.pdf](#)

## 1.2.2 Strategic objectives

Five strategic objectives (SOs), as set out in the Strategic Agenda 2021-2027, steer our activities and ambitions, and will lead us to achieve our mission:

- SO1 - Create liveable urban spaces
- SO2 - Close the knowledge gap
- SO3 - Deploy and scale green, safe, and inclusive mobility solutions for people and goods
- SO4 - Accelerate market opportunities
- SO5 - Promote effective policies and behavioural change.

The submitted proposals must be aligned with SO2 - Close the knowledge gap, SO4 - Accelerate market opportunities and SO5 - Promote effective policies and behavioural change as well as fit the scope set out in Section 3 below.

## 2. Overview of key information on the call

Call reference number, acronym	EIT Urban Mobility/EIT EdTech Conference/2026
Call opening and deadline for applications	<p>Call publication / opening:  <b>22 April 2026</b></p> <p>Deadline for applications: <b>23 June 2026, 17:00 (CEST, Brussels time)</b></p>
Evaluation and implementation timeline (indicative)	<p>Evaluation of proposals: 24 June – 2 August 2026</p> <p>Communication of results to applicants: August 2026</p> <p>Signature of the subgrant agreement: September 2026</p> <p>Tentative start of the project: 1 September 2026</p> <p>Tentative end of the project: 30 November 2028</p>
Maximum EIT funding allocated to this call	The maximum EIT funding allocated to this Call is up to <b>€600,000</b>
List of call documents	<ul style="list-style-type: none"> <li>• Call Manual</li> <li>• Guidelines for applicants</li> <li>• Financial Support Agreement (FSA) template</li> <li>• Declaration of Honour (DoH) template</li> </ul>
List of other reference documents (with links)	<ul style="list-style-type: none"> <li>• <a href="#">Appeal procedure</a></li> <li>• <a href="#">EIT Community communication guidelines</a></li> <li>• <a href="#">How to use the EIT branding guidelines</a></li> <li>• <a href="#">Eligibility Expenditure</a></li> <li>• <a href="#">Horizon Europe Annotated Grant Agreement (AGA)</a></li> <li>• <a href="#">Project Implementation Handbook</a></li> <li>• <a href="#">KIC Code of Conduct</a></li> <li>• <a href="#">EIT Impact Framework (2022-2027)</a></li> <li>• <a href="#">EIT Urban Mobility Strategic Agenda 2021-2027</a></li> </ul>
Link to the submission portal	<p><b>Step 1:</b> Register your organisation in the <a href="#">EU Funding &amp; Tender Opportunities Portal</a> to obtain the nine-digit Participant Identification Code (PIC number). If you do not know if your organisation already has a PIC number, you can verify directly on the EU Portal (click <a href="#">here</a>) whether your organisation is already registered.</p>

	<p><b>Step 2:</b> Register in the Programmes Portal (<a href="#">NetSuite</a>), the EIT UM application tool.</p> <p><b>Step 3:</b> Access the EIT Urban Mobility <b>Programmes Portal (NetSuite)</b> and find the calls under &gt; <i>Grant Management</i> &gt; <i>Grant Management</i> &gt; <i>Open Calls</i>.</p> <p>Please follow carefully the steps explained in Section 7: Proposal submission process and in the Guidelines for Applicants.</p>
<p>Topics to be addressed</p>	<p>The aim of this call is to select one project that will deliver the EIT EdTech Conference. The EIT EdTech Conference is a flagship ecosystem-building event that brings together the EdTech ecosystem, the EIT Community and public stakeholders to strengthen links between the EdTech sector and the EIT Community, showcase European EdTech success stories, accelerate innovation and investment in EdTech, improve connection between industry and educators, and address European skills and workforce needs aligned with EU policy priorities.</p>
<p>Contact point Q&amp;A</p>	<p>Academy area for content, topic-related questions: <a href="mailto:academycall@eiturbanmobility.eu">academycall@eiturbanmobility.eu</a></p>
<p>Further information to interested applicants</p>	<p>To help applicants prepare and submit their proposals, EIT Urban Mobility will host an information session on <b>7 May 2026</b>, 15:00-16:00 CEST. Please, register <a href="#">here</a>.</p>

## 3. Description of the call

### 3.1. Purpose and scope of activities

#### Background and context

The EIT EdTech Conference was launched in 2024 as a pan-European initiative to strengthen and advance the European educational technology ecosystem in alignment with the European Union’s digital education priorities

Conceived as a strategic platform for connection, collaboration and innovation, the Conference brings together stakeholders from industry, higher education, research, public authorities, startups, investors and ecosystem organisations to position EdTech as a key enabler of Europe’s digital and skills transformation.

The inaugural edition in 2024 identified structural priorities for the European EdTech landscape, including:

- improving communication and dissemination of existing EdTech tools;
- supporting educators and management in the adoption of digital solutions;
- fostering EdTech-specific accelerator programmes;
- and strengthening the evidence base to inform policymaking.

Building on these priorities, the second edition in 2025 — held on 30 October 2025 in Brussels — consolidated the Conference as a high-level, policy-connected and outcome-oriented event coordinated by EIT Urban Mobility on behalf of the EIT Community.

The 2025 Conference:

- convened over 200 registered participants representing 28 countries and a broad cross-section of academia, SMEs, startups, EU institutions, national governments, investors and ecosystem organisations;
- delivered a structured programme including keynotes, interactive panels, lightning talks, a demo zone, targeted networking and co-creation labs;
- facilitated 115 targeted one-to-one meetings through a dedicated matchmaking tool;
- and generated concrete strategic takeaways and recommended actions addressed to EU policymakers, national governments, funding bodies, intermediaries, education institutions and companies. Key themes emerging from the discussions included:
  - strengthening collaboration between the EdTech sector, educators and public authorities;
  - improving access to funding, investment and scaling opportunities for European EdTech startups and SMEs;
  - supporting educators and institutions in the effective adoption of digital learning solutions;
  - reinforcing European cooperation and ecosystem-building across EdTech initiatives.

Further details and the full set of recommendations can be found in the EIT Edtech Conference 2025 Report. For more information about the 2025: [Home - EIT Ed Tech Conference](#)

### **Purpose of this Call**

EIT Urban Mobility launches this open call to **select one organisation or consortium to design, plan, organise and deliver end-to-end the 3rd and 4th editions of the EIT EdTech Conference in 2027 and 2028, building on the 2024 pilot and 2025 second edition** and ensuring continuity of ambition, format and tangible outcomes.

The EIT EdTech Conference shall act as a platform to strengthen collaboration across the **Knowledge Triangle – education, research and business – which lies at the core of the EIT model**. By bringing together actors from these domains, the conference will facilitate knowledge exchange, foster innovation partnerships, and support the development and scaling of impactful EdTech solutions across Europe.

A series of side local or national events may be organised as part of engagement activities which will allow to scout for innovative projects and ideas to be showcased during the conference. Similarly, online workshops/webinars are encouraged to further foster knowledge exchange among relevant stakeholders prior and after the conference.

Specific dates of the conference are to be agreed between the selected project and EIT Urban Mobility.

The selected project will be responsible for the **full event lifecycle**, including at minimum:

#### **1. Strategic set-up & governance**

- Kick-off and detailed workplan (timeline, milestones, risk register, partners' role and responsibilities .
- Coordination with EIT Urban Mobility and with any content advisory group/committee if established.

#### **2. Programme & experience design (building on prior editions)**

- Programme architecture consistent with previous editions including (a) high-level forum for discussions and policy alignment and (b) space for showcasing concrete initiatives and success stories.
- Methodologies to ensure participatory formats (not only “speaker-driven”), including harvesting/graphic recording approaches where relevant, as well as intentional design of spaces and mechanisms that facilitate meaningful connections, peer exchange and collaboration among participants (e.g. structured networking, matchmaking formats, small-group interactions).

#### **3. Operational delivery**

- Venue and supplier management (AV, staging, catering, registration, security, accessibility).
- On-site production (incl. rehearsal/run-through and show-calling).

- Health & safety and duty-of-care planning appropriate to a high-level event.

#### **4. Stakeholder management**

- Speaker/panellist/moderator management (invitation tracking, briefings, logistics).
- Attendee management, including registrations of interest and selection/confirmation workflow where applicable.
- Management of third parties and service providers as main operational point of contact, in alignment with EIT Urban Mobility communication lines.

#### **5. Communications, branding, visibility**

- Marketing & communications plan (channels, messaging, toolkit, press etc).
- Event branding production aligned with EIT Community branding requirements (signage, badges, templates, on-site visuals).
- Website/content updates, ensuring continuity with outcomes from previous editions.

#### **6. Sponsorship / partnerships & demo zone**

- Sponsorship plan and partner/exhibitor approach, started early in implementation to secure revenue and non-financial support.
- Demo zone curation and logistics (exhibitors, set-up, flows).

#### **7. Tangible outcomes & reporting**

- Delivery of post-event package: photos/videos, participation data, learnings and improvement plan, and contribution to the event's "tangible outcomes" (e.g., conference report/roadmap-style output).
- Ensuring knowledge transfer and continuity between the 2027 and 2028 editions, including structured documentation of processes, templates, stakeholder mapping and lessons learned.
- Preparation of the external Conference Report and development and execution of a structured dissemination plan for it and any additional outcome documents (e.g. policy brief, roadmap, recommendations paper), aligned with EIT communication channels and EU policy calendars.
- Targeted distribution of the report and key messages to identified stakeholder groups (EU institutions, national ministries, funding bodies, KICs, accelerators, EdTech alliances, education institutions, investors), including tailored messaging where relevant.
- Production of accessible executive summaries and key visual assets (e.g. key takeaways slides, infographics, short video highlights) to maximise uptake and visibility.
- Monitoring of dissemination impact (downloads, shares, stakeholder engagement, follow-up meetings triggered) and inclusion of these metrics in the final impact report.

- Proposal of light-touch follow-up mechanisms (e.g. 6–12 month pulse survey or stakeholder check-in) to assess medium-term impact in terms of collaborations initiated, policy influence, funding opportunities unlocked or ecosystem initiatives triggered as a result of the Conference.

### **Conference Report (external publication)**

The Delivery Partner shall prepare a structured Conference Report synthesizing the key insights, discussions and outcomes emerging from the Conference. The report should be suitable for external dissemination and communication purposes and may include, but not be limited to:

- Executive summary highlighting the main strategic messages and recommendations.
- Key insights and trends identified during the conference discussions.
- Synthesized outcomes of the conference sessions.
- Policy and ecosystem recommendations relevant to the European EdTech ecosystem.
- Overview of participants and stakeholder representation.
- Key impact indicators (participation, stakeholder engagement, networking outcomes).

Identification of potential follow-up initiatives, collaborations or policy dialogues emerging from the event. The report should be written in a format suitable for external dissemination to EU institutions, policymakers, ecosystem actors and the wider EdTech community.

The structure, positioning, and final content of the report shall be developed in coordination with EIT Urban Mobility. EIT Urban Mobility retains final approval rights over the design, messaging and final version of the report prior to its publication or dissemination.

### **Target group and participant recruitment**

The main conference must be delivered as a high-level, in-person event gathering a minimum of 250 registered participants. From this pool of registrations, the organiser must ensure the structured and strategic curation of between 160 and 200 high-level participants. This curated group must reflect a balanced and representative composition of the European EdTech ecosystem and include higher-level representatives from:

- EIT Community organisations and Knowledge and Innovation Communities (KICs);
- Higher Education Institutions and education providers (school, VET, university and professional education);
- EdTech companies and startups;
- EU institutions and agencies;

- National and regional public authorities;
- Student and learner representative bodies;
- EdTech-focused investors and funding bodies.

The curated participant composition must demonstrate:

- Balance cross-sector representation aligned with the Knowledge Triangle (education, research, business);
- Geographic balance across EU Member States and Horizon Europe Associated Countries;
- Gender balance and diversity, in line with the EIT Gender Equality Policy and Action Plan;
- Meaningful inclusion of both policy-shaping and implementation-level stakeholders.

The selected project must implement a transparent and strategic participant selection methodology to ensure the quality, relevance and seniority of the curated audience. The objective is to create a high-impact forum that enables:

- Policy dialogue at European and national level;
- Strategic cross-sector collaboration;
- Investment and scaling opportunities for European EdTech actors;
- Strengthened integration between the EdTech sector and the EIT Community.

### Location and format

The Event is expected to take the form of a one-day in-person conference organised in 2027 and 2028, building on the format piloted in 2024 and scaled in 2025. The 2027 edition of the conference must take place in Brussels, Belgium. Brussels provides strategic proximity to EU institutions and key European stakeholders, reinforcing the conference’s policy relevance and ecosystem-building ambition.

For the 2028 edition, Brussels remains the preferred location. However, EIT Urban Mobility may consider alternative locations if duly justified and if they demonstrate clear added value in terms of achieving the conference’s objectives, such as enabling stronger ecosystem engagement, broader stakeholder participation, or increased strategic impact at European level.

At the same time, this Call remains open to the consideration of **complementary formats**, where duly justified. Applicants may propose additional or intermediary formats — such as smaller, locally anchored events, satellite sessions, or ecosystem-building activities between annual flagship editions — provided that:

- they are designed and implemented in a **cost-efficient and proportionate manner**;
- they demonstrate clear added value in terms of **advancing the conference’s overarching aim and sub-objectives**; and

- they tangibly contribute to strengthening the European EdTech ecosystem, enhancing stakeholder engagement, **strengthening collaboration with the EIT Community**, and reinforcing alignment with EU digital education priorities.
- strengthen collaboration across the **EIT Knowledge Triangle** (education, research and business), fostering meaningful interaction between educators, researchers, EdTech innovators, investors and policymakers.

As part of conference or complementary formats, the consortium might decide to run competitions to award the best projects/ideas in the EdTech sector. In such cases, there is a possibility of awarding prizes to the winning teams/entities with the funding of up to EUR 5,000 as a lump sum (total amount not exceeding EUR 60,000), following the rules described in the Eligibility of expenditure document (section 4.5). Higher amounts may be considered where duly justified and aligned with the objectives of the action. The consortium is responsible for designing and implementing a fair, inclusive, and transparent evaluation process of the applications, in close coordination with EIT Urban Mobility and in line with the Annex 5 of the Horizon Europe’s Model Grant Agreement (pages 119-126).

Any proposed format variation must clearly articulate how it supports the strategic objectives of the Call, ensures coherence with the flagship Brussels event, and delivers measurable impact in line with the defined KPIs and expected outcomes.

#### **Final approval rights**

EIT Urban Mobility retains final approval authority over all strategic and content-related aspects of the Event, including but not limited to programme design, target audience, thematic focus, speaker and moderator selection, partnerships, sponsorship arrangements, branding and communications materials, to ensure alignment with EIT strategic priorities, positioning and governance requirements.

## **3.2. Main requirements for applicants**

In addition to the requirements for the admissibility and eligibility check (sections 5.1 and 5.2), applicants must demonstrate:

- **Proven track record** delivering **high-level European conferences** with multi-stakeholder audiences (industry, public sector, higher education, EU/international institutions).
- **Proven track record** of engagement **within the European EdTech ecosystem**, including established relationships with key stakeholders, industry players, and institutional partners. Ability to leverage their existing network to deliver on the objectives of this Call.
- Capacity to manage **end-to-end event delivery** (strategy, programme support, operations, production, comms/branding coordination, stakeholder management, reporting).
- Ability to operate in **Brussels “EU-bubble” environment** and to coordinate with EIT Urban Mobility remotely (virtual working mode) while ensuring strong on-the-ground delivery presence in Brussels around the event dates.
- Strong project management and quality assurance practices (timeline control, risk management, supplier management, data protection-ready processes).

- Demonstrated ability to design **participatory and interactive formats**, including co-creation labs/workshops and structured harvesting.
- If applying as a **consortium**, the roles and responsibilities of each partner must be clearly defined in the proposal. The added value of each partner must be explicit, measurable and aligned with the project objectives. Artificial or non-essential consortium structures will be penalised during evaluation.
- Each consortium must have a **Lead Partner**. The Lead Partner shall:
  - Act as the single point of contact with EIT Urban Mobility;
  - Bear primary responsibility for the overall project coordination, implementation and reporting;
  - Ensure compliance with the Financial Support Agreement and all applicable contractual obligations;
  - Coordinate revenue collection and ensure the correct transfer of revenues to EIT Urban Mobility in accordance with Section 4.4 (Financial Sustainability Requirements);
  - Ensure internal governance, risk management and quality assurance mechanisms within the consortium.

More details on the evaluation criteria can be found in section **6.2.2.1 Award criteria, subcriteria and maximum scores**.

### 3.3. Membership

EIT Urban Mobility is Europe's largest community for urban mobility innovation.

By partnering with EIT Urban Mobility, you will tap into a dynamic network and have the opportunity to collaborate with top innovators, enhance your visibility, access crucial funding opportunities, and test your ideas in real-world environments.

If you are interested in becoming part of the EIT Urban Mobility community beyond the scope of this call, you can find more information on membership and how to join here: <https://www.eiturbanmobility.eu/our-community/become-a-partner/>.

Some of the exclusive benefits you will receive as a partner of EIT Urban Mobility are:

- Shaping the future of cities: exchange on real-life solutions with city leaders to tackle today's urban mobility challenges.
- Building powerful partnerships: connecting top innovators across public and private sectors to drive systemic change.
- Backing bold innovation: helping you test, launch, and scale new mobility solutions faster than ever.
- Amplifying your impact: getting your projects in front of the right stakeholders—at EU, national, and local levels.
- Growing top talent: offering access to Europe's top urban mobility education and skills programmes.

Our mission is to support partners of EIT Urban Mobility by empowering an ecosystem of front-seat innovators from the public and private sectors, driving forward the transition towards sustainable urban mobility.

## 3.4. Main requirements for project implementation

### 3.4.1. Project duration

The project is expected to start in Q4 2026 (tentatively September 2026) and it should cover the preparation, organisation and delivery of two consecutive editions of the EIT EdTech Conference, expected to take place in 2027 and 2028.

The maximum project duration shall be up to 30 November 2028 subject to the agreed implementation schedule and contractual arrangements.

The project duration shall include preparation, implementation, reporting and closure activities related to both editions.

### 3.4.2. Project implementation

Projects funded under this Call must be implemented in accordance with the requirements set out by EIT Urban Mobility and the conditions of the Financial Support Agreement.

Project implementation must follow the principles of transparency, sound financial management, and responsible use of public funds. Beneficiaries are required to:

- implement their project activities within the maximum duration given by the call;
- established compliance with the specific deliverable and KPI requirements;
- comply with visibility, communication, dissemination, and IPR obligations defined in the Financial Support Agreement;
- ensure that all activities are carried out in line with the principles of gender equality, diversity and inclusion, in alignment with the [EIT Gender Equality Policy and Action Plan 2025-2027](#);

Subgrantees are expected to engage proactively with EIT Urban Mobility during the implementation period, including responding to information requests, participating in follow-up checks, and submitting deliverables and KPIs within the deadlines. Failure to comply with the implementation requirements may result in the withholding of subsequent grant instalments or termination of the support.

### 3.4.3. Deliverables

Proposals should include a list of deliverables that demonstrate the work performed and results achieved. Consortia are encouraged to limit the number of deliverables included in the proposal.

The minimum core deliverables expected from the project are shown in the table below. This provides the **list of mandatory deliverables** to be submitted during the project implementation.

#	Deliverable	Description	Delivery date
1	DEL1 – Strategic audience curation report & operational delivery plan (Edition 2027)	<ul style="list-style-type: none"> <li>Stakeholder Mapping and Selection Methodology</li> <li>Quantitative Audience Breakdown</li> <li>Level of Decision-Making Capacity</li> <li>Assessment Against Conference Objectives</li> <li>Final programme and speaker selection strategy</li> <li>Venue and logistics plan</li> <li>Communication, dissemination and marketing implementation plan</li> <li>Sponsorship and exhibition strategy plan</li> </ul>	Month 3-4
2	DEL2 – Internal performance report (Edition 2027)	<ul style="list-style-type: none"> <li>Description of activities implemented</li> <li>Participant and stakeholder feedback</li> <li>Lessons learned from 2027 and good practices</li> </ul>	Month 5
3	DEL3 – EIT EdTech conference report (Edition 2027)	<ul style="list-style-type: none"> <li>Report from the conference presenting main findings and policy recommendations (see section 3.1).</li> </ul>	Month 8-12
4	DEL4 – Updated Delivery Plan (Edition 2028)	<ul style="list-style-type: none"> <li>Adjusted programme and concept improvements based on 2027 lessons learned</li> <li>Updated workplan, sponsorship and communication strategy</li> </ul>	Month 12
5	DEL5 – Internal performance report (Edition 2028)	<ul style="list-style-type: none"> <li>Description of activities implemented</li> <li>Participant and stakeholder feedback</li> <li>Lessons learned from 2028 and good practices</li> </ul>	Month 14-20

6	DEL6 – EIT EdTech conference report (Edition 2028)	<ul style="list-style-type: none"> <li>Report from the conference presenting main findings and policy recommendations (see section 3.1).</li> </ul>	Month 16-20
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These deliverables are essential for programme accountability and continuous improvement.

The selected applicant or consortium shall ensure that the deliverables appropriately reflect the structure and scope of the activities proposed. In case the proposal includes complementary formats in addition to the two main annual conference editions, such as satellite events, intermediary ecosystem-building activities or locally anchored events, the content of the deliverables may be adjusted accordingly to ensure that all activities, outputs and outcomes are properly documented and covered.

#### 3.4.4. Key Performance Indicators (KPIs)

All submitted proposals must comply with the **following KPI**:

KPI Code	KPI title	Minimum target value/year
KONHE02	Participants in all Academy activities	160

#### 3.4.5. Monitoring and reporting

EIT Urban Mobility will monitor the implementation of the selected projects to verify compliance with the Call conditions and the Financial Support Agreement in line with the Project Implementation Handbook. Subgrantees must submit all mandatory deliverables and KPIs within the established deadlines. Payments are released only after approval of the required documentation as specified in the Project Implementation Handbook.

The monitoring will focus on tracking the progress of the project. This includes:

- Monthly or by-weekly recurrent meeting between the consortia’s lead and EIT Urban Mobility ` project responsible for checking on the programme’s milestones, development and feedback.

Subgrantees must provide any additional information or documentation requested by EIT Urban Mobility for verification purposes and must promptly report any issue or delay affecting the project’s progress.

A formal ex-post impact assessment might be conducted by EIT UM within at least 5 years of the project’s completion.

Detailed monitoring, reporting and documentation requirements are further described in the Project Implementation Handbook.

In addition, the selected applicant or consortium shall ensure that all key strategic and operational decisions related to the design and implementation of the Conference — including, but not limited to,

programme structure, thematic focus, speaker selection, moderators, sponsors, partnerships, communication positioning and branding elements — are subject to prior validation and final approval by EIT Urban Mobility. EIT Urban Mobility retains full oversight to ensure alignment with EIT strategic priorities, policy positioning, visibility requirements, financial sustainability principles and Knowledge Triangle Integration objectives. No major programme, content or partnership decisions may be confirmed externally without formal approval from EIT Urban Mobility.

## 4. Financial aspects of the call

### 4.1. KIC funding

The indicative EIT funding allocated to this Call for the period 2026-2028 is 600,000 EUR.

Scope of activities	Maximum indicative KIC funding	Indicative number of projects to be funded
End-to-end design, organisation and delivery of two consecutive editions of the EIT EdTech Conference, including programme design, stakeholder management, venue and supplier coordination, communications and branding, sponsorship activation, on-site delivery, and post-event reporting.	Up to EUR 600,000 (total for two editions)	1

### 4.2. Co-funding rate

The minimum co-funding rate required under this Call is **10% of the total eligible project costs**. Therefore, applicants must ensure that at least 10% of the total project budget is covered by non-EIT funding sources.

The EIT contribution may cover a maximum of **90% of the total eligible costs** of the project. Applicants are reminded that they must declare **100% of the total project budget and the costs must be eligible** in order to receive up to 90% EIT funding.

### 4.3. Payment arrangements

The details related to the instalments and final payment conditions (payment structure, etc.) are defined in Section 8 of the Project Implementation Handbook. Based on these provisions, different payment percentages are foreseen for partners involved in projects.

## 4.4. Financial sustainability requirements

To enable the KIC to gradually become financially independent from EIT funding, EIT Urban Mobility has developed a Financial Sustainability (FS) Strategy. This FS strategy is based on a mix of both active earned income and passive investment revenue. These revenue streams will be complemented by financial contributions coming from activities funded by EIT Urban Mobility.

In line with this strategy, the selected applicant or consortium is required to actively contribute to EIT Urban Mobility's financial sustainability through the generation of project-related revenues.

### Mandatory revenue generation

The selected applicant or consortium shall ensure the generation of a **minimum of EUR 80,000 for the whole duration of the project (VAT excluded)** in gross revenues. These revenues shall be transferred **at 100% to EIT Urban Mobility**.

Failure to reach the minimum revenue threshold of EUR 80,000 (VAT excluded) may result in corrective measures, including — where justified — suspension or discontinuation of the project, subject to EIT Urban Mobility's assessment.

### Eligible revenue streams

Revenues under this project may be generated through, but are not limited to:

- Ticket sales
- Sponsorship packages
- Sale of demo booths or exhibition space
- Corporate partnership packages

Should the selected project wish to implement additional revenue-generating mechanisms, these must be proposed in advance and submitted for written approval by EIT Urban Mobility. EIT Urban Mobility will assess such proposals in light of alignment with EIT values, visibility rules, reputational considerations, and Financial Sustainability objectives.

All revenue-generating activities must comply with EIT Urban Mobility branding, ethical standards, and conflict-of-interest rules.

## 4.5 Cost eligibility

All expenditure must comply with the Horizon Europe rules (see the Annotated Model Grant Agreement). For a summary of the most relevant information on the eligibility of costs, please refer to the *Eligibility of expenditure* document published also on the Call webpage.

## 5. Call criteria

Following the deadline for submission, the admissibility, eligibility, exclusion and selection criteria checks will be performed for each proposal in line with the following criteria.

These checks are carried out by EIT Urban Mobility staff in line with the principles of transparency, equal treatment and non-discrimination.

### 5.1. Admissibility

- Applications must be submitted before the call deadline (see Section 2 above).
- Applications must be submitted using the forms provided inside the EIT Urban Mobility electronic submission system (see Section 2 above).
- Applications must be complete and contain all parts and **mandatory supporting documents**. Therefore, **if you are missing any of the supporting documents your application will be considered incomplete and therefore ineligible**.
- The structure and presentation must correspond to the instructions given in the forms.
- Applications and their supporting documents must be written in English, and must be readable, accessible and printable.
- Applications must respect the characters' limits established in the application form.

Any proposals submitted after the deadline will be inadmissible. Only proposals satisfying all the admissibility criteria shall pass on to the eligibility criteria assessment stage.

#### 5.1.1. Rectification process

In the case of missing information or obvious clerical errors linked to the Partner Information Form (PIF), applicants will be given **five calendar days**<sup>3</sup> after receiving the official communication to complete or correct the PIF and resubmit it. If the Project Leader responds positively to this requirement within the time limit, the proposal will progress to the next stage of the evaluation process. If the Project Leader fails

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<sup>3</sup> A few additional days might be granted according to the circumstances (i.e. public holidays/weekends). In such cases, the Project Leader will be informed by email of the exact period.

to respond or responds after the deadline, the proposal will remain inadmissible and will not be further processed.

## 5.2. Eligibility criteria

Following the admissibility check, only proposals complying with the following conditions will be considered eligible for further evaluation.

A proposal will be eligible if it fulfils the following criteria:

- **Applicant Eligibility:** This Call is open to all legal entities established in the Member States of the European Union and/or in Third countries associated with Horizon Europe<sup>4</sup>.
- **Applicant Registration:** All consortium partners must complete the **Partner Information Form (PIF)** in the NetSuite online submission tool, including their **correct PIC number**.
- **Consortium Composition:** Proposals can be mono-beneficiary or multi-participant:
  - **Mono-participant proposals:** Mono-participant proposals must be submitted by legal entities established in one **EU Member States and/or Third countries associated to Horizon Europe**.
  - **Multi-participant proposals:** Must consist of **entities** within the EU Member States or Horizon Europe-associated Third countries.<sup>5</sup>

In the case of multi-participant proposals that involve entities from one country only and mono-participant proposals, the consortia shall explain how they are going to achieve the pan-European dimension in their projects.

### 5.2.1. EU restrictions on participation

- **EU restrictive measures** — Entities subject to EU restrictive measures under Article 29 of the Treaty on the European Union (TEU) and Article 215 of the Treaty on the Functioning of the EU (TFEU)<sup>6</sup> as well as Article 75 TFEU<sup>7</sup>, are not eligible to participate in any capacity, including as beneficiaries,

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<sup>4</sup> Main office: The primary legal seat of the entity, as stated in the company's or organisation's official registration certificate issued by a competent national authority. The address must be valid and verifiable through public business registers. Permanent branch/office: A formally registered local establishment or branch legally authorised to operate in the host country. A coworking space, representative agent, or remote employee presence does not qualify as an office for this requirement. The branch must have a valid registration number issued by a competent authority in the host country (e.g. national business register). The office must be operational at the time of proposal submission and throughout the project implementation.

<sup>5</sup> In the event that a single consortium partner is ineligible, this partner must withdraw. EIT Urban Mobility will then check whether the proposal is still eligible. The Project Leader will be informed accordingly.

<sup>6</sup> Please note that the EU Official Journal contains the official list and, in case of conflict, its content prevails over that of the [EU Sanctions Map](#)

<sup>7</sup> Please note that the EU Official Journal contains the official list and, in case of conflict, its content prevails over that of the [EU Sanctions Map](#)

affiliated entities, associated partners, third parties giving in-kind contributions, subcontractors or recipients of financial support to third parties (if any).

Special rules also apply to entities covered by Commission Guidelines No 2013/C 205/0522<sup>8</sup>.

- **Legal entities established in Russia, Belarus, or in non-government-controlled territories of Ukraine** — Given the illegal invasion of Ukraine by Russia and the involvement of Belarus, there is currently no appropriate context allowing the implementation of the actions foreseen in this programme with legal entities established in Russia, Belarus, or in non-government-controlled territories of Ukraine. Therefore, even where such entities are not subject to EU restrictive measures, such legal entities are not eligible to participate in any capacity. This includes participation as beneficiaries, affiliated entities, associated partners, third parties giving in-kind contributions, subcontractors or recipients of financial support to third parties (if any). Exceptions may be granted on a case-by-case basis for justified reasons.

With specific regard to measures addressed to Russia, following the adoption of the Council Regulation (EU) 2024/1745 of 24 June 2024<sup>9</sup> (amending Council Regulation (EU) No 833/2014 of 31 July 2014) concerning restrictive measures in view of Russia's actions destabilising the situation in Ukraine, legal entities established outside Russia but whose proprietary rights are directly or indirectly owned for more than 50% by a legal person, entity or body established in Russia are also not eligible to participate in any capacity.

- **Measures for the protection of the Union budget against breaches of the principles of the rule of law in Hungary** — Following the [Council Implementing Decision \(EU\) 2022/2506](#), as of 15 December 2022, no legal commitments can be entered into with Hungarian public interest trusts established under the Hungarian Act IX of 2021 or any entity they maintain. Affected entities may continue to apply to calls for proposals and can participate without receiving EU funding, as associated partners, if allowed by the call conditions. However, as long as the Council measures are not lifted, such entities are not eligible to participate in any funded role (beneficiaries, affiliated entities, subcontractors, recipients of financial support to third parties, etc.). In case of multi-beneficiary grant calls, applicants will be invited to remove or replace that entity in any funded role and/or to change its status into associated partner. Tasks and budget may be redistributed accordingly.
- **Restrictions for the protection of European communication networks** — The protection of European communication networks has been identified as an important security interest of the Union and its Member States<sup>10</sup>. For further information, please refer to the Horizon Europe, Work Programme 2025, General Annexes, B – Eligibility on page 14<sup>11</sup>.

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<sup>8</sup> Commission guidelines No [2013/C 205/05](#) on the eligibility of Israeli entities and their activities in the territories occupied by Israel since June 1967 for grants, prizes and financial instruments funded by the EU from 2014 onwards (OJEU C 205 of 19.07.2013, pp. 9-11)

<sup>9</sup> OJ L 229, 31.7.2014, p. 1–11

<sup>10</sup> European Council conclusions of 1 and 2 October 2020 (EUCO 13/20), point 11; Council Conclusions on the significance of 5G to the European Economy and the need to mitigate security risks linked to 5G, 14517/19.

<sup>11</sup> [https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/wp-call/2025/wp-14-general-annexes\\_horizon-2025\\_en.pdf](https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/wp-call/2025/wp-14-general-annexes_horizon-2025_en.pdf)

### 5.3. Exclusion criteria

Entities participating in this Call can be excluded **at any time** (during the evaluation, the onboarding and contracting phase, or the implementation phase) if they:<sup>12</sup>

- Are in one of the following situations:
  - a. Bankrupt, being wound up, having their affairs administered by the courts, entered an arrangement with creditors, suspended business activities or subject to any other similar proceedings or procedures under national law (including persons with unlimited liability for the participant's debts).
  - b. Declared in breach of social security or tax obligations by a final judgment or decision (including persons with unlimited liability for the participant's debts).
- Are found guilty of grave professional misconduct by a final judgment or decision (including persons having powers of representation, decision-making, or control).
- Are subject to an administrative sanction (i.e., exclusion).
- Are convicted of fraud, corruption, involvement in a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking (including persons having powers of representation, decision-making, or control).
- Show significant deficiencies in complying with main obligations under a procurement contract, grant agreement or grant decision financed by the EU or Euratom budget (including persons having powers of representation, decision-making, or control).
- Have misrepresented information required for participating in the EIT Urban Mobility funding scheme or fail to submit such information.
- Were involved in the preparation of any documentation regarding this call or are involved in the evaluation process of this call, and this entails a distortion of competition.
- Are found to be attempting to influence the decision-making process of the call during the process.
- Attempting to obtain confidential information that may confer upon its undue advantages in the call process.

If any consortium entity is excluded at any stage (e.g. evaluation, contracting, implementation), EIT Urban Mobility reserves the right to take appropriate action, which may include rejecting or discontinuing the proposal or project.

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<sup>12</sup> See article 57 of Directive 2014/24/EU of the European Parliament and of the Council of 26 February 2014 on public procurement and repealing Directive 2004/18/EC and article 80 of Directive 2014/25/EU of the European Parliament and of the Council of 26 February 2014 on procurement by entities operating in the water, energy, transport and postal services sectors and repealing Directive 2004/17/EC (referral to article 57 of Directive 2014/24/EU).

## 5.4. Selection criteria

The selection criteria applied to this call are limited to the criteria described in **Section 6. Evaluation procedure**.

### 5.4.1. Financial capacity criteria

Applicants must have stable and sufficient resources to successfully implement the projects and contribute their share. In accordance with Article 27 of the Horizon Europe Regulation, the financial capacity shall be verified for the coordinator if the requested funding is equal or greater than EUR 500 000. If there are grounds to doubt the financial capacity of an applicant, the KIC shall also verify the financial capacity of the applicant, or of the coordinator even where the requested funding is below the threshold referred to above.

If requested by the KIC, successful applicants will go through the financial capacity check process of the **Partners Validation Service of the KICs (i.e. a shared service led by EIT Urban Mobility KIC)**.

**By submitting the proposals, the applicants confirm that they have stable and sufficient financial resources to successfully implement the proposals in which they participate.**

If an applicant is participating in several projects, it must have sufficient financial capacity to implement them in parallel.

At the proposal submission stage, the coordinator will be asked to confirm that the organisation has carried out a self-check of the financial capacity of the organisation through the financial self-check tool<sup>13</sup> or has been covered by a financial viability check for an EU project for the last closed financial year.

If, after the financial capacity check, a coordinator's/applicant's financial capacity is considered not satisfactory, further information may be required and further measure(s) may be applied by the KIC:

- an enhanced financial responsibility regime, i.e. joint and several responsibility for all beneficiaries or joint and several liability of affiliated entities;
- the financial capacity of the applicant may be structurally guaranteed by another legal entity/ies;
- prefinancing paid in instalments;
- the KIC may propose no prefinancing;
- the activities may be subject to additional monitoring and reporting based on an action plan;
- the KIC may request that the applicant is replaced or, if needed, reject the entire proposal.
- the KIC may request that the applicant is replaced or, if needed, reject the entire proposal.

### 5.4.2. Operational capacity criteria

Applicants must have the experience, the know-how, qualifications and resources to successfully implement their tasks in the project and contribute their share. The operational capacity assessment is

based on the competence and experience of the applicants and their project teams, including their operational resources (human, technical, and other), as further described in Section 6 under Award Criteria.

**By submitting the proposals, the applicants confirm that they have the experience, know-how, qualifications and operational resources (human, technical, and other) to successfully implement the proposals.**

If an applicant is participating in several projects, it must have sufficient operational capacity to implement them in parallel.

If, in case of doubt, additional documents may be requested by the KIC to confirm the operational capacity of the applicants:

- information on the staffing situation of the applicant;
- profiles (qualifications and experiences) of the staff responsible for managing and implementing the activities;
- description of the participants in the project;
- activity reports of last year(s);
- information and a list of other projects implemented.

### **Evidence required**

Applicants must provide evidence in the form of supporting documents demonstrating compliance with the above criteria, including:

- Description of relevant projects or events (including role, duration, budget and number of participants) including evidence of engagement with the EdTech ecosystem or related stakeholders, such as partnerships, participation in relevant initiatives, memberships in relevant networks or collaboration with public institutions, industry or education actors.;
- Organisational profile and team structure;
- CVs of key personnel involved in the implementation of the action.

EIT Urban Mobility may request additional documentation where necessary.

## **6. Evaluation procedure**

### **6.1. Admissibility and eligibility, exclusion and selection stages**

All proposals received are first checked against the Admissibility, Eligibility, Exclusion and Selection criteria (Section 5). These checks are carried out by EIT Urban Mobility staff in line with the principles of transparency, equal treatment and non-discrimination. Only proposals that successfully pass these checks proceed to the evaluation stage.

## 6.2. Evaluation of proposals

The purpose of this evaluation is to determine a proposal's suitability for funding that has passed all previous checks.

### 6.2.1. Assessment methodology

The evaluation process is conducted in accordance with the principles of transparency, equal treatment, confidentiality, and the absence of conflicts of interest. All evaluators are required to complete and sign a declaration of confidentiality and non-conflict of interest prior to participating in the process.

The evaluation is structured in two stages:

Stage 1: External experts evaluation

Stage 2: Selection Committee evaluation

Proposals are assessed in accordance with the following scoring system:

Score	Description	
0	<i>Fail</i>	The proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.
1	<i>Poor</i>	The proposal inadequately addresses the criterion, or there are serious inherent weaknesses.
2	<i>Fair</i>	The proposal broadly addresses the criterion, but there are significant weaknesses.
3	<i>Good</i>	The proposal addresses the criterion well, but a number of shortcomings are present.
4	<i>Very good</i>	The proposal addresses the criterion very well, but a small number of shortcomings are present.
5	<i>Excellent</i>	The proposal fully addresses all relevant aspects of the criterion and is outstanding in every aspect.

Scores for each criterion range from 0 to 5. In cases where a criterion carries additional weight, this score is multiplied by the assigned weighting factor. For example, a criterion with a weight of 2 will have a maximum possible score of 10 points (5 points × 2).

## 6.2.2. Award criteria

### 6.2.2.1. Award criteria, subcriteria and maximum scores

The first stage of the evaluation will be carried out by three independent external expert evaluators who will assess the following criteria:

- (a) Excellence, novelty, and innovation
- (b) Impact
- (c) Quality and efficiency of the implementation

#### Stage 1: External experts evaluation (70 points)

<b>A) Excellence, novelty, and innovation</b>	<b>Maximum score 30 points</b>
<b>Clarity and pertinence of objectives</b>	<b>10 points</b>
<ul style="list-style-type: none"> <li>• Clarity, coherence and alignment with the proposed objectives for the EIT EdTech Conference.</li> </ul>	<b>5 points</b>
<ul style="list-style-type: none"> <li>• The proposal presents the capacity to achieve the pan-European dimension and is compliant with the principles of knowledge triangle.</li> </ul>	<b>5 points</b>
<b>Novelty and innovative approach</b>	<b>15 points</b>
<ul style="list-style-type: none"> <li>• Extent to which the proposed approach goes beyond standard conference delivery models; Innovative and forward-looking elements in programme design, formats and stakeholder engagement methodologies (e.g. participatory formats, matchmaking mechanisms, co-creation dynamics);</li> </ul>	<b>10 points (5 points x 2)</b>
<ul style="list-style-type: none"> <li>• Soundness and credibility of the proposed methodology and underlying concepts, including the capacity to translate discussions into actionable outcomes.</li> </ul>	<b>5 points</b>
<b>Gender mainstreaming and inclusiveness</b>	<b>5 points</b>
Integration of gender mainstreaming and inclusiveness in the design and implementation of the conference, including consideration of gender balance and diversity in speakers and stakeholder engagement.	<b>5 points</b>
<b>B) Impact</b>	<b>Maximum score 20 points</b>
<b>Contribution to ecosystem impact</b>	<b>10 points</b>
<ul style="list-style-type: none"> <li>• Credibility of the pathways to strengthen links between the EdTech sector and the EIT Community. Potential to generate tangible outcomes (recommendations, partnerships, follow-up initiatives).</li> </ul>	<b>5 points</b>
<ul style="list-style-type: none"> <li>• Capacity to mobilise high-level and diverse stakeholders across sectors and European geographies and proven experience within the European EdTech ecosystem or closely related innovation and education ecosystems.</li> </ul>	<b>5 points</b>

<b>Measures to maximise impact</b>	<b>10 points</b>
<ul style="list-style-type: none"> <li>The proposal describes a communication and dissemination plan where the outreach strategy before, during and after the event is described. Strategy to ensure visibility of EIT Urban Mobility and compliance with EIT branding and communication requirements.</li> </ul>	<b>5 points</b>
<ul style="list-style-type: none"> <li>Long-term positioning and sustainability of the conference (incl. Revenue generation strategy). Measures to ensure continuity and follow-up beyond the event.</li> </ul>	<b>5 points</b>

<b>C) Quality and efficiency of the implementation</b>	<b>Maximum score 20 points</b>
<b>Quality and feasibility of the work plan</b>	<b>10 points</b>
<ul style="list-style-type: none"> <li>Clarity and realism of the work plan and timeline. Risk identification and mitigation measures and appropriateness of allocated resources</li> </ul>	<b>10 points (5 points x 2)</b>
<ul style="list-style-type: none"> <li>Quality and feasibility of the proposed recruitment and selection process of attendees. Measures to ensure balanced representation (EIT Community, HEIs, EdTech companies, EU institutions, national authorities, investors, student representatives, etc.). Mechanisms to ensure high-level participation and cross-sector interaction.</li> </ul>	<b>5 points</b>
<ul style="list-style-type: none"> <li>Complementarity of expertise of the project lead (in case of mono-beneficiaries) or consortia members (in case of multi-beneficiaries) and clear allocation of roles and responsibilities.</li> </ul>	<b>5 points</b>

The table below provides an overview of the scores for each evaluation criterion:

<b>Criterion</b>	
<b>A) Excellence, novelty and innovation</b>	<b>30 points</b>
<b>B) Impact</b>	<b>20 points</b>
<b>C) Quality and efficiency of the implementation</b>	<b>20 points</b>
<b>Total points</b>	<b>70 points</b>

Only proposals scoring **at least 40/70 points** will proceed to Stage 2.

The second stage of the evaluation will be carried out by the Selection Committee which is composed of at least two members of the EIT Urban Mobility Executive Management Team (or their deputies). The Selection Committee will consider the following criteria:

(d) KIC portfolio strategic fit and compliance with the financial sustainability principles.

(e) Previous experience

## Stage 2: Selection Committee evaluation (30 points)

D ) KIC portfolio strategic fit and compliance with the financial sustainability principles.	Maximum score 20 points
Alignment with EIT strategic objectives and positioning within the portfolio;	5 points
The extent to which this proposal provides added value compared to previous EIT EdTech Conference editions.	5 points
Long term sustainability including sponsorship plan and path to generate revenues.	10 points (5 points x 2)

  

E ) Previous experience	Maximum score 10 points
Demonstrated experience in delivering high-level European or international EdTech events of comparable scale and complexity, including stakeholder diversity and policy relevance.	10 points (5 points x 2)

### 6.2.2.2. Results of the evaluation: award, reserve list

Based on the outcomes of the external experts and the Selection Committee, a ranking list will be determined.

If the number of eligible, high-quality proposals exceeds the available budget, a **reserve list** may be established. Proposals on the reserve list may be selected for funding if:

- additional budget becomes available, or
- an awarded applicant withdraws or is unable to complete the validation and contracting process.

EIT Urban Mobility retains the right to reach out to proposals listed on the reserve list within a year of selection.

## 6.3. Communication of evaluation results to applicants

### 6.3.1. Communication of evaluation results

Following the award decision, all applicants will be informed of the result in writing via email. All applicants will receive their assessment, including their score.

In case an applicant requests further clarification regarding the evaluation result, it may contact the KIC by email. Such requests will be replied to within 15 days (this deadline may be extended by the KIC with due justification).

Successful proposals will be invited to the financial support agreement preparation/validation stage; the other proposals will be put on the reserve list or rejected.

If the proposal is pre-selected, the evaluation results may include a set of conditions to improve the proposals, within a defined non-negotiable period. The Project leader of a conditionally preselected proposal must respond and update the proposal according to these conditions within this timeframe. If the Lead Applicant fails to comply with the conditions or does not respond before the deadline, EIT Urban Mobility reserves the right to withdraw the conditional notification. Should this occur, the applicant of the next proposal on the ranking list will be contacted.

### 6.3.2. Requirements for selected proposals

If the proposal is selected, the communication on the evaluation results may include a set of conditions as a result of the outcome of the evaluation. These requirements may not entail a substantial modification of the proposal.

The communication will establish a clear and non-negotiable deadline for the submission of the adjusted proposals.

Should all conditions be met within the established deadline, EIT Urban Mobility will initiate the validation process of each entity (e.g. legal entity validation, signature of Declaration of honour, if not yet provided, financial capacity check, if relevant) and then continue with the preparation of the Financial Support Agreements (FSAs).

If the applicant fails to comply with the provided conditions or does not respond within the time allocated, EIT Urban Mobility reserves the right to withdraw the conditional notification. Should this occur, the next proposal will be contacted following the ranking list.

## 6.4. Standstill period

A mandatory standstill period of at least 30 days shall apply between the communication of the evaluation results to applicants and the signature of the Financial Support Agreements (FSAs). This period is counted from the day after the dispatch of the communication of results.

## 6.5 Appeal process

Applicants wishing to contest the outcome of the admissibility, eligibility, evaluation or selection process may do so in accordance with the EIT Urban Mobility **Appeal Procedure**, available in the list of reference documents for this Call.

## 7. Proposal submission process

Before starting to draft a proposal, **all applicants** must follow the following steps:

### Step 1: Obtain a Participant Identification Code (PIC)

All applicants submitting to this Call must register themselves in the **EU Funding & Tenders Opportunities Portal** to obtain a valid **nine-digit PIC number**.

If the applicant already has a PIC, no new registration is required.

If you do not know if you already has a PIC number, you can verify directly on the EU Portal (click [here](#)).

### Step 2: Register or access the EIT Urban Mobility Programmes Portal (NetSuite)

- If you are already registered in the EIT Urban Mobility Programmes Portal ([NetSuite](#)), please log in by going to step 3.
- If you have never registered in the system, please go to the [Programmes Portal](#) and click on "Register". Then select **Option 1: "I am an organisation/individual or an existing EITUM Academy student applying for EITM Calls"** and complete the **Partner Information Form (PIF)** with the required details.

If the system denies your registration because the PIC number corresponds to an already registered entity, or because your email address is associated with an existing entity, please contact [servicedesk@eiturbanmobility.eu](mailto:servicedesk@eiturbanmobility.eu).

### Step 3: Submit the application in NetSuite

Once registered and logged in, applicants must:

1. Access the EIT Urban Mobility **NetSuite** platform.
2. Navigate to: **>Grant Management>Grant Management> Open Calls**
3. Select the call **EIT EdTech Conference**
4. Complete all mandatory fields of the online **application form**.
5. Submit the complete proposal **before the relevant** deadline indicated in Section 2.

Applications submitted after the deadline will not be considered.

## 7.1 Failed submission of a proposal

If you believe that the submission of your proposal failed due to a technical error exclusively attributable to the EIT Urban Mobility Grant Management Tool (the submission platform), you may submit a complaint by sending an email to the PMO team (pmo@eiturbanmobility.eu). The email must include the proposal ID number and a clear description of the issue, together with objective evidence (screenshots) of the assumed platform malfunction. You may be requested by the PMO team to provide additional information if necessary. **The complaint must be submitted within 3 calendar days** after the call deadline. Complaints submitted after this period and/or without sufficient evidence will not be considered.

EIT Urban Mobility will verify the incident by checking internal IT logs to determine whether a technical malfunction of the EIT Urban Mobility Grant Management Tool occurred during your submission attempt. **Complaints will not be accepted if the issue is related to the applicant's own equipment, internet connection, computer configuration, or any misinterpretation, misunderstanding, or disregard of any rules and/or instructions outlined in the Call Manual and/or in the Guidelines for Applicants.** You will be informed of the outcome as soon as possible. If the complaint is accepted, the PMO team will provide guidance on the next steps and will give you 24 hours to proceed.

## 8. Other terms and conditions

### 8.1. Acceptance of the call conditions

EIT Urban Mobility reserves the right to make reasonable amendments and additions to the call conditions. Amendments and additions to the call conditions shall be valid only before the submission deadline, and if made available to all potential applicants at the same time on the call page.

EIT Urban Mobility may declare the call unsuccessful in case no applications are received, if the applications do not meet the admissibility, eligibility, exclusion and selection criteria, or if none of the applications reach the thresholds laid down in this call text.

By submitting the application form, the applicant agrees to the present call conditions. Applicants agree that they have no legal entitlement to funding.

### 8.2. Cancellation of the call

EIT Urban Mobility reserves the right to cancel the call at any time before the signature of the Financial Support Agreement(s) without the obligation to compensate applicants, in particular where its objectives can no longer be met, provided that the applicants are informed in a transparent manner in writing as follows:

- if the cancellation takes place before that award: on the call page of EIT Urban Mobility,

- if the cancellation takes place following the communication of the results to the applicants, during the standstill period, or anytime before the signature of the Financial Support Agreement: in writing directly to the selected applicants.

### 8.3. Data protection

EIT Urban Mobility ensures that any processing of personal data shall be performed in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and in accordance with Directive 95/46/EC (General Data Protection Regulation). As a data subject, you have the right of access, the right to rectification, the right to erasure, the right to restrict processing, the right to data portability, the right to object, and the right not to be subject to a decision based solely on automated processing. If you have a question about personal data processing or want to exercise your data subject rights, you can contact our Data Protection Officer at [info@eiturbanmobility.eu](mailto:info@eiturbanmobility.eu).

The collected personal data will be used for the evaluation of the applications and the conduct of the call process. Subject to the applicant's consent, it may also be used to send newsletters, updates, and information about related initiatives, opportunities, or upcoming projects. Proposal information may be shared internally and, where necessary, with authorised evaluators and partners involved in the assessment and call process, subject to confidentiality obligations. EIT Urban Mobility may also retain and review your submitted proposal for the purpose of contacting you about future collaboration opportunities or programmes, regardless of the outcome of the specific call. Subject to the applicant's consent, data collected may also be used to send newsletters, updates, and information about related initiatives, opportunities, or upcoming projects. The data controller is EIT Urban Mobility according to [Privacy Policy - EIT Urban Mobility](#) > .

Personal data will be deleted 5 years after the announcement of the results of the call in case of unsuccessful applications and 7 years for successful applicants.

By submitting your application to this call, you consent that EIT Urban Mobility will collect, transfer, process, store, and delete your data in accordance with the aforementioned conditions.

For more information on the processing of your personal data, please consult the privacy statement of EIT Urban Mobility at: <[Privacy Policy - EIT Urban Mobility](#)>.

### 8.4. Confidentiality

EIT Urban Mobility undertakes to use any confidential information shared by the applicants solely for the purposes of the evaluation process.

Confidential information shall mean data and/or information (in any form) that is proprietary to, or possessed by, the applicants and not generally known to the public, or that has not yet been revealed whether in tangible or intangible form, that is identified as confidential in writing or when disclosed orally.

Confidential information included in the application form must be expressly labelled by the applicant as such in the form. As regards confidential information expressly labelled as such in the call process, EIT Urban Mobility undertakes to (i) not disclose them in any way and any form, without the prior written authorization of the applicant; and (ii) not to use them for purposes other than those strictly necessary for participation in the call.

Confidential information may be shared among EIT Urban Mobility and its subsidiaries (e.g. KIC Co-Location Centres) solely for the purposes of the call process. EIT Urban Mobility undertakes to impose this confidentiality obligation on its employees and the employees of its subsidiaries and its collaborators, as well as on independent experts and all subjects who, by virtue of participating in the conduct of the call, including as members of the Evaluation Committee, may have access to such confidential data and information.

The applicants agree that data and information regarding the selected projects' implementation (e.g. success stories) not labelled as confidential may be disclosed in connection with the activities of EIT Urban Mobility.

## 8.5. Avoidance of conflict of interest

EIT Urban Mobility is committed to ensure the avoidance of conflict of interest (regarding all actors) and comply with the principles of transparency, non-discrimination and sound financial management.

Measures to avoid potential Conflict of Interest or unequal treatment of applicants are ensured including through appropriate conflict of interest declaration and assessment process, established written communication channels and independent and fair complaints/redress procedures.

In case an applicant becomes aware of a potential conflict of interest affecting the conduct of the call process, it shall notify the EIT Urban Mobility of the conflict of interest without any delay.

## 8.6. Ethics and values

The proposal must comply with:

- ethical principles (including the highest standards of research integrity) and
- applicable EU, international and national law, including the Charter of Fundamental Rights of the European Union and the European Convention for the Protection of Human Rights and Fundamental Freedoms and its Supplementary Protocols.

No financial support/EIT funding can be granted, within or outside the EU, for activities that are prohibited in all Member States. No financial support/EIT funding can be granted in a Member State for an activity which is forbidden in that Member State.

Please refer to the financial support agreement for further requirements.

## 8.7. Intellectual property Strategy

“Intellectual Property Rights” or “IP” shall mean patents, utility certificates, utility models, (industrial) design rights, copyrights, database rights, trademarks, trade names and trade secrets, including moral rights and any applications, renewals, extensions, combinations, divisions, discontinuations or reissues of the foregoing.

Intellectual Property Rights owned or controlled by the applicants prior to the project (“Background IP”) shall remain the property of the applicants. To the extent that any Background IP is incorporated in or necessary for the use of the Deliverables, the applicants grants to EIT UM a nonexclusive, royalty free, perpetual, worldwide and irrevocable licence, with the right to sublicense, to use such Background IP in connection with the Deliverables.

The applicants warrant that the deliverables do not infringe any third party Intellectual Property Rights and shall indemnify and hold harmless EIT UM against any claims, damages, costs and expenses arising out of any alleged infringement resulting from EIT UM’s use of the deliverables.

Intellectual Property Rights in deliverables submitted by the applicants shall vest in EIT UM upon submission, due to the need of further implementation and execution of the project.

## 8.8. Withdrawal of the funding – Recovery of undue amounts

EIT Urban Mobility may withdraw the funding after its award and recover all payments made in line with the provisions of the Financial Support Agreement (Article 7.4.), including in the following cases:

- in case the applicant committed substantial errors, irregularities or fraud;
- in case the applicant committed serious breach of obligations under the Financial Support Agreement or during its award (including non-compliance with the call conditions, submission of false information, failure to provide required information, etc.)
- it is established that the awarded applicants were not eligible or should have been excluded.

## 8.9. Checks, reviews, audits and investigations

EIT Urban Mobility retains the right to initiate checks, reviews and audit on an applicant that has been awarded funding, in order to verify compliance with the requirements of the call conditions and of the legal and contractual framework referred to above.

EIT Urban Mobility may request any information and data from applicants that have been awarded funding for 5 years after completion for these purposes, as well as in relation to monitoring by the EIT.

In accordance with the Grant Agreement between the EIT and the KIC as well as the Financial Support Agreement, the EIT and/or the Commission, the European Anti-Fraud Office (OLAF), the European Public Prosecutor's Office (EPPO) and the Court of Auditors may carry out checks, reviews, audits and investigations in relation to the call and the implementation of the projects.

In addition, **according to our Project Implementation Handbook**, partners reaching a cumulative EIT funding level above the applicable threshold (€ 430,000) may be required to provide a **Certificate on Financial Statements (CFS)**.

Further details on the CFS obligations and procedures can be found in the **Project Implementation Handbook (Section 9)**.

## 8.10. Applicable law

The present call is governed by the applicable European Union legal framework (i.e. in particular the [EIT Regulation](#)<sup>14</sup>, the [EU Financial Regulation](#)<sup>15</sup>, the [Horizon Europe Regulation](#)<sup>16</sup>), supplemented if necessary by the national law of Belgium.

The applicants agree to observe the obligations outlined in the [Partnership Agreement](#) and the [Grant Agreement](#) signed between the EIT and EIT Urban Mobility. Applicants agree to comply with the terms of the Model Financial Support Agreement between successful applicants and EIT Urban Mobility, available at the Call webpage.

## 8.11. Settlement of disputes

All disputes arising out of or in connection with this Agreement, which cannot be solved amicably, shall be finally settled before the courts of Brussels.

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<sup>14</sup> Regulation (EU) 2021/819

<sup>15</sup> Regulation (EU, Euratom) 2024/2509

<sup>16</sup> Regulation (EU) 2021/695