

EIT Raw Materials

Call for KAVA Education projects

Instructions and process description

March 2016

1. Purpose and scope of this document

This document describes the preparation, submission, evaluation and selection of proposals in response to the 2016 call launched by the EIT Raw Materials for the following KAVA types:

- PhD Education
- Master Education
- Lifelong Education,
- Wider Society Learning,

For further description of the KAVA types, see section 3.4-3.8. The Call for Upscaling, Network of Infrastructure and Entrepreneurship Services projects is described in separate call documents and will use specific Proposal Templates.

All proposals in response to the present call must be framed as **projects** in the sense that:

- They must lead to specific deliverables over a defined time schedule;
- They will be financed by EIT RawMaterials (the KIC) only for a defined duration.

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

- The present document (call text);
- The KAVA guidance document including *Education Project Proposal Template*
- FAQ (Frequently Asked Questions) version 2016
- The Strategic Agenda 2016-22 of EIT RawMaterials (FPA, Annex I)

2. Project call and selection process

2.1 Guiding principles

- Education projects are requested to reach a non-EIT/EIT funding ratio of 50/50. Non-EIT funding is the sum of KCA and KAVA co-funding. EIT funding is the requested EIT budget for executing the proposed project. (For explanation of terminology and eligibility of KCA and KAVA Co-Funding, please refer to FAQ (Frequently Asked Questions) version 2016).
- EIT funding is the requested EIT budget for performing the proposed activity.
- The project consortium can include partners who are not EIT RawMaterials members as Task partners (e.g. SMEs). Task partners can be eligible for funding up to a maximum amount of €60 k per year (following the H2020 principles of a Third party).
- Specific tasks may be attributed to subcontractors, if the necessity is clearly justified and follows the general H2020 principles.
- It will be possible to add other partners to the consortium after the project selection, but without changes to the total KAVA budget allocated to the project.

For 2017 our project selection process is designed to:

- Continue building the collaborative backbone of the KIC consortium and future service offerings;
- Support the building of a networked community by encouraging partners to get involved in several projects;
- Fund a variety of activity types, to ensure that a many partners can be involved (thereby creating the KIC “community”).
- Work towards a portfolio of education activities that spans over the full scope of the KIC
- Include industry and encourage industry leadership in all types of education activities
- Support the EIT labelling process of educational programs.
- Support education using a wide variety of educational and pedagogical tools.
- Align with the KIC’s Education KPIs.

Expected budget and funding

Based on the current financial outlook of EIT RawMaterials, the KIC expects to be able to support 15-25 education projects in the framework of this call. The exact number of projects to be funded will depend on the quality of the received proposals, on the total available funding, and on the balance decided by the Executive Board across the different KAVA types.

The funding rate for eligible KAVA costs may be up to 100% for partners. Co-funding contributed by the project consortium is encouraged and will be evaluated positively. As part of the long-term financial sustainability strategy, EIT RawMaterials will collect 5% of the funding provided by the EIT to be used exclusively to ensure continued operation of our KIC beyond 2022.

Selection of the projects

Two types of criteria are defined to select the best projects according to these guiding principles:

- Eligibility criteria = mandatory requirements (projects which do not meet such criteria will not be considered for further evaluation), as described in section 2.3 below;

- Evaluation criteria = criteria against which the collected proposals will be scored and ranked; according to the evaluation grid presented in section 2.4 below.

2.2. Project preparation and selection process

Matchmaking and brokerage events throughout the year allow partners to discuss project ideas and form potential consortia. For each project proposal to be submitted, it is mandatory for the lead partner to inform her/his Co-Location Center (CLC) Manager. The CLC staff provides guidance and support to:

- Set up a solid consortium and find missing partner(s) if required
- Structure the project proposal in line with the evaluation criteria
- Check eligibility criteria
- Final project proposals must be submitted no later than **Tuesday 31 May** using the Fluid Review online platform. <https://eitrawmaterials.fluidreview.com/>. The attached *Education Project Proposal Template (Word document)* needs to be completed and uploaded in Pdf-format as part of the submission.
- Each of the proposals will be evaluated by a panel consisting of the education committee and possibly other external or internal experts appointed by the Management Team.
 - All members of the evaluation panel will sign a non-disclosure and conflict of interest agreement.
 - A minimum of three experts will be assigned to the evaluation of each project proposal.
 - Each project is first evaluated remotely by the assigned experts using the FluidReview tool.
 - Final evaluation (and ranking) of all education projects is conducted by the entire panel (with the exclusion of any member being in a conflict of interest situation) to ensure consistency. The strengths and weaknesses of each project as perceived by the panel will be documented to justify the evaluation, and will be communicated to the project coordinator once the evaluation process is completed.
 - The CTO and Head of Education will act as the secretaries of the panel and facilitate the discussion during evaluation panel meeting but will otherwise not take part in the evaluation process.
- Based on the evaluation, the overall available funding, and the thematic and geographical balance, the MT will propose a portfolio of projects to be funded.
- The Executive Board will approve the portfolio of projects to be submitted to the EIT for funding, for the Business Plan 2017.
- Coordinators of projects that are selected for funding will be informed after approval by the Executive Board and receive also the feedback from the evaluation panel.

2.3 Eligibility criteria

Eligibility will be checked according to the following criteria:

- Project consortium consist of a minimum of 3 KIC core or associate partners, coming from a minimum of 2 different CLCs or a minimum of 2 different countries
- Project consortium includes partners from at least 2 sides of the knowledge triangle (education, research, business)

2.4 Evaluation Grid

Weight	Reference in Word Template	Description of criteria
4	Section 3	<p>Strategic importance for the KIC</p> <p>For example, but not limited to:</p> <ul style="list-style-type: none"> • Overall rationale for the project’s strategic importance to the KIC • Economic importance of the targeted theme/market (« market » size, breadth of customers/applications) • Contribution to de-siloing (countries, CLCs, disciplines, partner categories, value chain segments, activities) • Contribution to building the KIC community • Potential for dissemination and application (to other countries, materials, themes, markets, audiences, partners, etc.) • Leveraging effect on other KIC activities • Clear link with one or several market(s) e.g. in terms of key stakeholder involvement, • Integration with other proposals if applicable
4	Section 6	<p>Quality of the project definition:</p> <ul style="list-style-type: none"> • Explanation of why the project is needed (background, current situation, issues & opportunities – specifically pertaining to EIT RawMaterials) • Clear definition of aims, objectives and deliverables and a description of why these are relevant to EIT RawMaterials including whether and how the program creates T-shaped entrepreneurial professionals • Identification of the project’s key stakeholders and target audience • Clear definition of work program, management, milestones and planning, including how the programme will interact and deliver value to the project consortium and its key stakeholders • Explanation of how the project deliverables will achieve the projects objectives and aims • Detailed justification of the proposed budget and timeline • Identification of key risk and success factors
4	Section 5	<p>Quality of the consortium:</p> <ul style="list-style-type: none"> • Relevance and commitment of the lead partner

		<ul style="list-style-type: none"> • -Relevant experience, expertise and resources of each of the partners • Diversity and complementarity of the partners, and clear definition and description of roles and responsibilities • Appropriate level of cooperation and interaction within the consortium to support effective knowledge management • Sufficient level of involvement of industrial partners • Project governance structure and operational coordination mechanisms
4	Section 3.3	<p>Expected impact (return on KAVA investment)</p> <ul style="list-style-type: none"> • Realistic assessment of the expected contribution that the project will make to the impact of the KIC (see the Strategic Agenda 2016-22 of EIT RawMaterials) in relation to the requested budget • With specific reference to the activities, stakeholder interactions, deliverables and objectives, include a clear explanation of how the impact will be achieved • Expected stakeholders benefiting from the project; and, communication and dissemination plans to stakeholders • Other expected quantitative contribution to specific output KPIs and/or scoreboard numbers (see the Strategic Agenda 2016-22 of EIT RawMaterials)
4	Section 7	<p>KCA and other contributions from partners</p> <ul style="list-style-type: none"> • Relevant KCA amount (€) • KAVA co-funding brought by partners • Balance in the level of resources committed by the different partners • Expected financial sustainability for the continuation of the product/service after the end of the KAVA funding period if relevant
TOTAL WEIGHT 20		

Evaluation scale: In relation to each of the criterion above, each project will be scored from 0 to 5 according to the following scale:

0	Non existent: no relevant information provided in the application file or cannot be judged because out of range
1	Very poor: The criterion is addressed in a very incomplete and unsatisfactory manner

2	Poor: There are serious inherent weaknesses in relation to the criterion in question
3	Fair: While the proposal addresses the criterion, there are significant weaknesses that would need correction
4	Good: The proposal addresses the criterion well, although some improvements are possible
5	Excellent: The proposal successfully addresses all relevant aspects of the criterion in question. Any shortcomings are minor only.

The score given for each criterion by the panel will then be multiplied by the weight. Maximum score is 100 = 20 (total weight) * 5 (maximum score for each criteria). These quantitative scores will be used as input for the consensus evaluation panel.

2.5 Calendar

- March Launch of call for Education projects
- May 31 Submission deadline
- June-July Evaluation by panel
- Early Aug Preparation of list of projects for funding by KIC Management Team
- Mid Aug Approval of list of projects for funding by KIC Executive Board + communication to partners
- End Sep Inclusion of selected projects in Business Plan 2016, to be submitted to EIT
- 1 January 2017 Earliest starting date for approved projects
- 1 July 2017 Latest starting date for approved projects

Approved projects are expected to receive financial funding from the EIT (via the KIC Headquarters) according to the following annual schedule: Pre-financing payment of ca. 45% of the project funding for 2017 by late Q1/early Q2 2017, Pre-financing payment II of ca. 15% by late 2017/ early 2018 and payment of balance, ca. 40% by late Q1/EarlyQ2 2018. The next call for projects is expected to be launched in early 2017, with a submission deadline in spring 2017.

3.1 PhD Education

Funded activities can include:

- Partner costs for development, establishment, recruitment, marketing and communications, administration and coordination of new KIC education activities
- Promotional activities to attract participants to relevant education activities
- Activities which aim at guidance towards the perfect job
- Teachers costs (getting trained, preparation, teaching, travel) as far as they are not covered by the employer or other sources of funding
- Mobility grants for students to participate in specific activities, including for instance industry placements, research purposes, business mentorship schemes.
- Development of innovative education tools, e.g. online education, learning-by-doing modules, virtual education, MOOCs, etc. (including costs for e.g. hardware, time, travel)

3.2. Master Education

Funded activities can include:

- Partner costs for development, establishment, recruitment, marketing and communications, administration and coordination of new KIC education activities.
- Promotional activities to attract participants to relevant education activities, for example directed towards bachelor students.
- Activities which aim at guidance towards the perfect job
- Teachers costs (getting trained, preparation, teaching, travel) as far as they are not covered by the employer or other sources of funding
- Mobility grants for students to participate in specific activities, including for instance industry placements, research purposes, business mentorship schemes
- Development of innovative education tools e.g., online education, learning-by-doing modules, virtual education, MOOCs, etc. (including costs for e.g. hardware, time, travel)

3.7. Lifelong education

Funded activities can include:

- Partner costs for development, establishment, recruitment, marketing and communications, administration and coordination of new KIC lifelong education activities.
- Promotional activities to attract participants to relevant lifelong education activities.
- Activities which aim at guidance towards the perfect job
- Teachers costs (getting trained, preparation, teaching, travel) as far as they are not covered by the employer or other sources of funding
- Partial Scholarships and travel expenses for participants in specific activities
- Development of innovative learning/training tools e.g. online education, learning-by-doing modules, virtual training, MOOCs, etc. (including costs for e.g. hardware, time, travel)

3.8. Wider Society Learning

Funded activities can include:

- Partner costs for establishment, administration and coordination of new KIC wider society learning activities
- Promotional activities to attract participants to the relevant activities
- Costs for communication material aimed at the wider society
- Activities which aim at guidance towards the perfect job
- “Teachers” costs (preparation, execution, travel) as far as they are not covered by the employer or other sources of funding
- Development of innovative awareness raising/training tools e.g. online serious games, videos, etc. (including costs for e.g. hardware, time, travel)
- Development of other relevant input to organisations such as science centres, museums etc., provided such organisations are key project partners.