



HEI Initiative

Innovation Capacity Building for Higher Education

Pilot Call for Proposals

1. Introduction to the HEI Initiative: Innovation Capacity Building for Higher Education

The forthcoming Strategic Innovation Agenda (SIA) 2021-2027¹ sets the strategic direction, priorities and objectives of the European Institute of Innovation and Technology (EIT) and its Knowledge and Innovation Communities (EIT KICs).

One specific objective in the new EIT Strategic Innovation Agenda 2021-2027 is to create systemic impact in higher education at the institutional level, by supporting higher education institutions (HEIs) to increase their innovation and entrepreneurial capacity and better integrate into and engage with innovation ecosystems. By doing so, HEIs will be empowered to become engines of impact and support the realisation of a carbon-neutral, digital, circular and inclusive society.

Under the EIT SIA 2021-2027, the EIT and the EIT KICs will raise the bar and create systemic impact in higher education by strengthening innovation ecosystems. This will be achieved through the following:

- Increasing the entrepreneurial and innovation capacity of the higher education sector across Europe by promoting and supporting institutional change in higher education institutions
- Strengthening the integration and contribution of higher education institutions to innovation ecosystems

In order to realise these ambitions, the EIT and EIT KICs have established the HEI Initiative: Innovation Capacity Building for Higher Education.

The *HEI Initiative: Innovation Capacity Building for Higher Education* has been designed with the aim of increasing the innovation and entrepreneurial capacity in higher education, bringing together HEIs in innovation value chains and ecosystems across Europe. HEIs are encouraged to prepare proposals which will support the development and implementation of six Actions in their institutions, cumulatively leading to transformation and an increase in entrepreneurial and innovation capacity. Although the EIT Strategic

¹ <https://eit.europa.eu/news-events/news/eit-strategy-2021-2027-agreed>

Innovation Agenda 2021-2027 sets out that the majority of funding under the HEI Initiative will go to HEIs which are not currently partners² of the EIT KICs, the HEI Initiative will unite EIT KIC partners and non-partners to cultivate collaborative relationships and leverage the existing innovation and entrepreneurial knowledge base developed within EIT KICs thus far. Participation in a proposal selected for funding will not result in any obligation to become an EIT KIC partner.

The aim of the pilot HEI Initiative is to extend the impact of the EIT beyond the KICs and thereby contribute to the EIT's core mission of boosting sustainable economic growth and competitiveness by reinforcing the innovation capacity of Member States. This is in line with the Horizon Europe goals of fostering entrepreneurial and innovation skills in a lifelong learning perspective, including increasing the capacities of HEIs across Europe.

A central philosophy of the EIT is the integration of the EIT Knowledge Triangle Model³ into all of its activities. HEIs selected to participate in the HEI Initiative will also leverage and use the Knowledge Triangle Model as an enabler, facilitating the creation of systemic, institutional change. Additionally, HEIs selected to participate in the HEI Initiative will contribute to and leverage Smart Specialisation Strategies⁴, the Regional Innovation Impact Assessment (RIIA) Framework⁵, as well as align with the goals of the EIT Regional Innovation Scheme (EIT RIS)⁶. This will strengthen the links between HEIs and their local and regional ecosystems and provide an impetus to leverage additional funding sources beyond the funding period of the selected pilot projects.

1.1. Aims and priorities of the HEI Initiative

The scope of the HEI Initiative is broad. It aims to address the need for HEI transformation and the role of HEIs in boosting sustainable economic growth and competitiveness by reinforcing the innovation capacity of Member States. More specifically, the HEI Initiative aims to encourage HEIs to look at their own practices and the opportunities for increasing their impact in their ecosystem, and it provides support to HEIs to develop and undertake concrete Actions which are specifically tailored to achieve such enhanced impact. HEIs will, consequently, identify the potential to take a significant step forward in increasing their entrepreneurial and innovation capacity.

² Any legal entity which is a member of an EIT KIC, and may include, in particular, HEIs, vocational education and training providers, research organisations, public institutions, public or private companies, financial institutions, regional and local authorities, foundations, and non-profit organisations. Unless otherwise specified, references to 'KIC partner' or 'KIC partners' include the KIC LE and the entities with the CLC role.

³ The knowledge triangle refers to the interaction between business, education and innovation, which are key drivers of a knowledge-based society. <https://eit.europa.eu/who-we-are/eit-glance/mission>

⁴ <https://s3platform.jrc.ec.europa.eu/regions>

⁵ <https://ec.europa.eu/jrc/en/publication/eur-scientific-and-technical-research-reports/regional-innovation-impact-assessment-framework-universities>

⁶ <https://eit.europa.eu/our-activities/eit-regional-innovation-scheme-ris>



2. About this Pilot Call for Proposals

This Pilot Call for Proposals is part of the pilot phase of the HEI Initiative. The first three years of the HEI Initiative: Innovation Capacity Building for Higher Education, 2021-2023, have been designated as the pilot phase as per the EIT Strategic Innovation Agenda 2021-2027.

This Pilot Call for Proposals provides an opportunity to fund a selected number of pilot projects, led by HEIs. The pilot projects implemented in Phase 1 in 2021 will incorporate evaluation, learning and improvements before entering Phase 2 in 2022 and 2023, and scaling up their activities.

It is expected that 23 HEI-led pilot projects will be selected from this Pilot Call for Proposals.

2.1. Pilot Call for Proposals – Application process

The pilot projects will be selected through a competitive evaluation and selection process. To be considered for selection, the applicant/coordinator must submit an application on behalf of the consortium as a response to this Pilot Call for Proposals. Applications will be assessed against the eligibility criteria (Section 2.7 of this Pilot Call for Proposals) and reviewed by independent evaluators against the evaluation criteria (Section 2.8 of this Pilot Call for Proposals).

HEIs must submit their applications on the HEI Initiative Application Portal (www.eit-hei.eu).

2.2. Pilot Call for Proposals – Creation of an Innovation Vision Action Plan (IVAP)

All pilot projects selected for funding under the HEI Initiative are required to create an Innovation Vision Action Plan (IVAP) as part of their application. The IVAP will take a long-term view towards increasing the innovation and entrepreneurial capacity within the corresponding HEIs, at institutional level. The IVAP will be designed on the basis of an HEInnovate⁷ self-assessment for each HEI consortium member, in order to drive the choice of Actions proposed for funding and institutional change within the corresponding HEIs. The IVAP will provide a clear, step-by-step action plan consisting of work packages, milestones, deliverables, and beneficiaries, as well as indicators to track progress and impact. A risk management and intellectual property management approach must also be included. Pilot projects selected for funding will participate in a mandatory online IVAP workshop on 12 & 13 July 2021 in which the IVAP will be aligned to the forthcoming EIT Impact Framework.

⁷ <https://heinnovate.eu/en>



Although no specific template for the IVAP is provided, the questions in the HEI Initiative Application Portal will provide a basis for the IVAP. In addition to these questions, applicants are invited to shape the format and the content of their IVAP.

The following criteria must be fulfilled by the content of the IVAP:

- The IVAP must be endorsed by the top leadership of each HEI in writing and thereby demonstrate commitment to institutional change.
- The IVAP must build on an HEInnovate self-assessment that identifies the main areas for action and will provide the basis for measuring progress over time.
- The IVAP must include six Actions from those listed in the four Domains in Section 2.3 of this Pilot Call for Proposals.
- The IVAP must demonstrate that it is able to contribute to the strategic objectives and missions of at least two EIT KICs.
- The IVAP must demonstrate that it is able to achieve a pre-defined minimum number of EIT Core KPIs⁸ within 2021, demonstrated below:
 - Minimum 2 start-ups/scale-ups supported (EIT Core KPI EIT HE 3.1)
 - Minimum 130 students trained, with a view to innovation and entrepreneurship (EIT Core KPI Code EIT HE 8.1)
 - Of which, minimum 12 students mentored
 - Minimum 12 academic staff members trained, with a view to innovation and entrepreneurship (EIT Core KPI Code EIT HE 8.1)
 - Of which, minimum 4 academic staff members mentored
 - Minimum 12 non-academic staff (e.g. professional staff, support staff) trained, with a view to innovation and entrepreneurship (EIT Core KPI Code EIT HE 8.1)
 - Of which, minimum 4 non-academic staff mentored
- The EIT Core KPIs must be increased in 2022 and 2023
- During the implementation of the IVAP, the pilot project consortium must develop a training for at least one of the selected Actions. The training handbook and all associated materials must be made available in the HEI Initiative Repository, accessible to all HEI Initiative consortia.
- The IVAP must include a transferability plan that demonstrates how the selected Actions will be transferred and scaled within the institution during the pilot project funding period. The transferability plan must also outline a detailed plan for further institutionalisation of the IVAP beyond the pilot project funding period.

In order to deliver on the Actions in the IVAP, consortia shall utilise, build on and benefit from existing innovation and entrepreneurial capacity building resources developed within the EIT KICs. These capacity

⁸ Description of the EIT Core KPIs and the evidence required to validate their achievement can be found in the Annex to this Pilot Call for Proposals.



building resources can be obtained through various channels, including but not limited to EIT KIC partner HEI(s) in the consortium and publicly available resources from the EIT KICs.

An HEI Initiative Repository comprising the capacity building resources developed in the EIT KICs to date will be made available to selected pilot projects in 2021-Q3.

2.3. Pilot Call for Proposals – Actions supported as part of the projects

The Actions funded under the HEI Initiative will be tied to the needs of the HEIs as set out in the IVAP developed for the application and aligned to the objectives of the HEI Initiative. Applicant HEIs will choose from a set of Actions to be supported as part of this Pilot Call for Proposals. The range of supported activities include Actions thematically arranged across four Domains.

The IVAPs are expected to generate institutional-level impact through the mix of Actions chosen and implemented. To ensure the pilot projects are addressing the needs of the HEIs taking part, institutions will select and implement six Actions from the four Domains, in a constellation that best suits their needs, whilst ensuring the IVAP criteria from Section 2.2 are fulfilled. However, as a minimum, each institution must select at least one Action per Domain. The final two Actions may be selected to suit the needs of the institution.

For the Pilot Call for Proposals, the IVAP in the proposal should reflect on the realistic progress that can be achieved within the available time during Phase 1, whilst ensuring that the IVAP sets out a plan that can be implemented fully upon successful completion of Phase 2 of the projects. For further information see Section 2.5 on funding and duration of the projects.

Funded Actions

Applicants must incorporate in their proposal and IVAP six Actions from the following Domains and set out the vision and supporting implementation plan for achieving them throughout the lifetime of the pilot project and beyond. It is imperative that the IVAP criteria from Section 2.2 are also fulfilled.

Domain 1 – Fostering institutional engagement and change

- Secure and maintain institutional engagement for the implementation of the IVAP, including departments and other units of HEI(s) as well as the leadership of HEI(s)
- Enhance the scale and scope of student engagement activities, including improving student support offices to advise on entrepreneurship and innovation
- Infrastructure development (incl. digital infrastructure)
- Develop inter- and multi-disciplinary support structures, testbeds and other structures to foster innovation
- Set up or improve organisational units and/or entities, such as technology transfer offices, to develop collaborations for technology transfer



Domain 2 – Strengthening partnerships (knowledge triangle integration)

- Establish new collaborations and enhance the nature, content and types of collaborations with external partners, including businesses, research organisations, governmental bodies, NGOs and other societal partners
- Exchange good practices through enhanced networking and mutual learning
- Collaborate with the EIT KICs, e.g. through peer-to-peer collaboration

Domain 3 - Contribution to developing innovations and businesses

- Develop structures and conditions for people to create or develop their businesses and start-ups
- Create structures and conditions for innovation-driven research
- Utilise testbeds and other types of platforms

Domain 4 – Enhancing the quality of innovation and entrepreneurial education

- Develop or improve innovation and entrepreneurial curricula
- Assessment of teaching and learning practices
- Develop innovation and entrepreneurial training programmes and mentoring schemes for staff and students
- Organise internships in businesses

2.4. Pilot Call for Proposals – What type of organisations can participate?

To be eligible for participation and funding, a participant must be a ‘legal entity’. A ‘legal entity’ means any natural or legal person created and recognised as such under national law, EU law or international law, which has legal personality and which may, acting in its own name, exercise rights and be subject to obligations, or an entity without legal personality⁹.

Beneficiaries and affiliated entities must register in the EU Participant Register¹⁰ before submitting their application, in order to obtain a participant identification code (PIC).

To be eligible for participation and funding, consortium members must be established in one of the eligible countries, i.e.:

- the Member States of the European Union, including their outermost regions;
- the Overseas Countries and Territories (OCTs) linked to the Member States¹¹;
- eligible non-EU countries:

⁹ See Article 197(2)(c) [EU Financial Regulation](#)

¹⁰ <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register>

¹¹ Entities from Overseas Countries and Territories (OCTs) are eligible for funding under the same conditions as entities from the Member States to which the OCT in question is linked. See the Horizon Europe Programme Guide for a complete list of OCTs.



- countries associated to Horizon Europe¹²;

At the date of the publication of this Pilot Call for Proposals, there are no countries associated to Horizon Europe. Considering the Union's interest to retain, in principle, relations with the countries associated to Horizon 2020, most third countries associated to Horizon 2020 are expected to be associated to Horizon Europe with an intention to secure uninterrupted continuity between Horizon 2020 and Horizon Europe. In addition, other third countries can also become associated to Horizon Europe during the programme. For the purposes of the eligibility conditions, applicants established in Horizon 2020 Associated Countries or in other third countries negotiating association to Horizon Europe will be treated as entities established in an Associated Country, if the Horizon Europe association agreement with the third country concerned applies at the time of signature of the grant agreement.

- low- and middle-income countries¹³.

Organisations eligible for participation and funding can be:

- Higher Education Institutions (HEIs) – HEIs must hold a valid Erasmus Charter for Higher Education (ECHE) with its affiliated entities (if any) as full or associated partner. The applicant/coordinator must be an HEI.
- Public or private, small, medium or large enterprises (including social enterprises)
- Research institutes
- Public bodies at local, regional or national level
- Intermediary organisations or associations which represent Higher Education Institutions

An organisation may participate in only one pilot project. Multiple applications which include the same organisation will result in only the first application submitted being included in the evaluation process.

See Section 2.7 of this Pilot Call for Proposals for full eligibility criteria.

Number, type and geographical scope of participating organisations

A pilot project consortium must consist of a minimum of four organisations. There is no maximum number of organisations within a pilot project consortium.

The pilot project consortium must consist of:

- A minimum of three HEIs from three different countries, as follows:

¹² Please see the Horizon Europe Programme Guide for up-to-date information on the current list and on the Associated Countries.

¹³ See the Horizon Europe Programme Guide for a complete list of these countries.



- One HEI must be the applicant/coordinator
 - A minimum two other HEIs in the consortium must be full partners
 - Minimum one HEI shall be an existing partner of an EIT KIC
 - The majority of HEIs shall not be partners of an EIT KIC
- A minimum of one actor from another side of the Knowledge Triangle (e.g. VET organisations, RTOs, SMEs and start-ups). These actors may be full partners or associated partners.

A broad geographical scope, especially involving organisations from RIS¹⁴ countries, is strongly encouraged.

Of particular interest will be existing consortia of HEIs, such as the European University Alliances funded by the European University Initiative¹⁵.

Role of the different organisations in the project

Applicant/coordinator: A participating organisation that submits the pilot project proposal on behalf of all the partners. The applicant/coordinator must be an HEI. The applicant/coordinator has the full responsibility to ensure that the pilot project is implemented in accordance with the agreement. Its coordination covers the following duties:

- Represents and acts on behalf of the consortium (as relevant) towards EIT and the EIT KICs
- Bears the financial and legal responsibility for the proper operational, administrative and financial implementation of the entire project
- Coordinates the activities of the pilot project partners
- Reports to the respective EIT KIC
- Communicates and disseminates pilot project results, outcomes and impact

Full partners: Those participating organisations which contribute actively to the achievement of the pilot project objectives. Each full partner must sign a mandate to confer to the coordinating organisation the responsibility of acting as main beneficiary and act in his name during the implementation of the project.

Associated partners (optional): The pilot projects can involve associated partners who contribute to the implementation of specific project tasks/activities or support the dissemination and sustainability of the results achieved. For contractual management issues, “associated partners” are not considered as part of the project partners, and they do not receive funding. However, their involvement and role in the pilot project and different activities have to be clearly described.

¹⁴ <https://eit.europa.eu/our-activities/eit-regional-innovation-scheme-ris>

¹⁵ https://ec.europa.eu/education/education-in-the-eu/european-education-area/european-universities-initiative_en



2.5. Duration and budget of the projects

The duration of the pilot projects selected from this Pilot Call for Proposals will be distributed across two phases. Only if certain criteria are fulfilled can a pilot project be extended from Phase 1 into Phase 2.

Phase 1: July – December 2021

The total maximum budget per pilot project for Phase 1 is EUR 400.000 (FOUR HUNDRED THOUSAND EURO). A minimum of 65% of the Phase 1 budget must be allocated to HEIs in the consortium that are not already existing partners of an EIT KIC.

Before continuing to Phase 2, pilot projects must satisfactorily complete Phase 1 by fulfilling the following criteria:

- Delivery and validation of the EIT Core KPIs described in Section 2.2 of this Pilot Call for Proposals
- Achievement of key milestones in Phase 1 in the multi-annual HEI transferability plan to achieve institutional change in Phase 2
- Submission of an updated IVAP

Phase 2: January – December 2022 and January – July 2023

Upon satisfactory completion of Phase 1, a pilot project may continue to Phase 2 which will consist of an additional 18 months and an additional maximum EUR 800.000 (EIGHT HUNDRED THOUSAND EURO). A minimum of 65% of the Phase 2 budget must be allocated to HEIs in the consortium that are not already existing partners of an EIT KIC.

The activities in the proposal should be designed for a 24-month period but include a clear distinction between the activities and results in Phase 1 and those in Phase 2.

Continuation of the pilot projects and additional budget to Phase 2 will be subject to approval of the HEI Initiative budget for 2022 and 2023.

Therefore, the total maximum budget for each pilot project from this Pilot Call for Proposals is EUR 1,2 million (ONE MILLION, TWO HUNDRED THOUSAND EURO). The total maximum duration of a pilot project from this Pilot Call for Proposals is 24 months.

2.6. What are the funding rules?

Reimbursement of eligible costs follows Horizon Europe Rules for Participation. The funding rate that applies to the pilot projects selected for funding is 100%.



The budget of the selected pilot projects will be based on the costs actually incurred by the pilot project activities. 100% of all eligible costs may be covered; co-funding brought by the consortium members will be evaluated positively.

The budget requested will need to be justified in relation to the planned activities as described in the proposal. All costs will have to be fully described and justified.

The costs (including equipment and subcontracting) should be reasonable, justified and directly related to the achievement of the objectives of the HEI Initiative and pilot project IVAP. Moreover, subcontracting will have to comply with EU public procurement rules.

2.7. Eligibility criteria

Applications will be checked for formal requirements by the EIT HEI Project Management Team to ensure eligibility criteria are fulfilled. Proposals will then be evaluated against the selection criteria by a minimum of 3 independent external experts per proposal, and then ranked according to their quality score.

<p>Eligible participating organisations</p>	<p>To be eligible for participation and funding, a participant must be a 'legal entity'. A 'legal entity' means any natural or legal person created and recognised as such under national law, EU law or international law, which has legal personality and which may, acting in its own name, exercise rights and be subject to obligations, or an entity without legal personality¹⁶.</p> <p>Beneficiaries and affiliated entities must register in the EU Participant Register¹⁷ before submitting their application, in order to get a participant identification code (PIC).</p> <p>The following organisations are eligible for participation and funding:</p> <ul style="list-style-type: none"> • Higher Education Institutions (HEIs) – HEIs must hold a valid Erasmus Charter for Higher Education (ECHE) with its affiliated entities (if any) as full or associated partner. • Public or private, small, medium or large enterprises (including social enterprises) • Research institutes • Public bodies at local, regional or national level • Intermediary organisations or associations which represent Higher Education Institutions
<p>What are the consortium</p>	<p>A pilot project consortium must consist of a minimum of four organisations. There is no maximum number of organisations within a pilot project consortium.</p> <p>The pilot project consortium must consist of:</p>

¹⁶ See Article 197(2)(c) [EU Financial Regulation](#)

¹⁷ <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register>

composition requirements?	<ul style="list-style-type: none"> • A minimum of three HEIs from three different countries, as follows: <ul style="list-style-type: none"> ○ One HEI must be the applicant/coordinator ○ A minimum two other HEIs in the consortium must be full partners ○ Minimum one HEI shall be an existing partner of an EIT KIC ○ The majority of HEIs shall not be partners of an EIT KIC • A minimum of one actor from another side of the Knowledge Triangle (e.g. VET organisations, RTOs, SMEs and start-ups). These actors may be full partners or associated partners. <p>An organisation may only participate in one proposal.</p>
Budget allocation within the consortium	65% of the total requested pilot project budget in Phase 1 and Phase 2 must be allocated to HEIs in the consortium which are not partners of an EIT KIC.
Geographical coverage	<p>To be eligible for participation and funding, consortium members must be established in one of the eligible countries, i.e.:</p> <ul style="list-style-type: none"> • the Member States of the European Union, including their outermost regions; • the Overseas Countries and Territories (OCTs) linked to the Member States¹⁸; • eligible non-EU countries; • countries associated to Horizon Europe¹⁹; <p>At the date of the publication of the Pilot Call for Proposals, there are no countries associated to Horizon Europe. Considering the Union’s interest to retain, in principle, relations with the countries associated to Horizon 2020, most third countries associated to Horizon 2020 are expected to be associated to Horizon Europe with an intention to secure uninterrupted continuity between Horizon 2020 and Horizon Europe. In addition, other third countries can also become associated to Horizon Europe during the programme. For the purposes of the eligibility conditions, applicants established in Horizon 2020 Associated Countries or in other third countries negotiating association to Horizon Europe will be treated as entities established in an Associated Country, if the Horizon Europe association agreement with the third country concerned applies at the time of signature of the grant agreement.</p> <ul style="list-style-type: none"> • low- and middle-income countries²⁰.
Proof of Commitment	A “Commitment Letter” must be signed by top management of the HEIs (Rector, Chancellor, Vice-Rector/Chancellor, or someone else in the senior management of the HEI).
Requirements of HEIs	A minimum of two faculties or two departments within each of the HEIs must be involved in the submission of the application and implementation of the selected HEI projects.

¹⁸ Entities from Overseas Countries and Territories (OCTs) are eligible for funding under the same conditions as entities from the Member States to which the OCT in question is linked. See the Horizon Europe Programme Guide for a complete list of OCTs.

¹⁹ Please see the Horizon Europe Programme Guide on the Portal for up-to-date information on the current list and on the position of Associated Countries.

²⁰ See the Horizon Europe Programme Guide for a complete list of these countries.

	A “Commitment Letter” must be signed by each Faculty Dean or Department Head within each of the HEIs.
Verification of an evidence-based approach taken to the creation of the IVAP	HEIs must provide supporting documents which illustrate HEInnovate was used. HEIs must download their results in a pdf format and upload them with the application.

2.8. Evaluation process and criteria

A quality assessment to evaluate the extent to which the proposals fulfil the evaluation criteria will be carried out with the support of at least 3 independent experts per proposal. The independent experts will be supported by guidelines developed by the EIT HEI Project Management Team and provide a ranking list following the scoring agreed by the experts.

The EIT HEI Project Management Team will function as the evaluation committee and oversee the entire evaluation and selection process. Based on the assessment carried out by independent experts, the evaluation committee will make the final selection list, following the ranking list.

After the final selection is completed, the proposals and all supplemental material submitted as attachments will not be sent back to the applicants, irrespective of the outcome of the procedure.

Evaluation criteria are adopted from the Horizon Europe Coordination and Support Actions (CSA) award criteria.

Excellence	Impact	Quality and efficiency of implementation
<ul style="list-style-type: none"> Clarity and pertinence of the project’s objectives. Quality of the proposed coordination and/or support measures, including soundness of methodology. 	<ul style="list-style-type: none"> Credibility of the pathways to achieve the expected outcomes and impacts specified in the work programme, and the likely scale and significance of the contributions from the project. Suitability and quality of the measures to maximise expected outcomes and impacts, as set out in the dissemination and exploitation plan, including communication activities. 	<ul style="list-style-type: none"> Quality and effectiveness of the work plan, assessment of risks, and appropriateness of the effort assigned to work packages, and the resources overall. Capacity and role of each participant, and the extent to which the consortium as a whole brings together the necessary expertise.

Evaluation scores will be awarded for the criteria, and not for the different aspects listed in the table. For full applications, each criterion will be scored out of 5. The threshold for individual criteria will be 3. The overall threshold, applying to the sum of the three individual scores, will be 10.

3. Information on key dates and how to apply

Where to apply	eit-hei.eu
When to apply	Timetable
Opening date for applications	24 March 2021
Deadline for submitting applications	25 May 2021, 23:59 CET
Informative webinars for the Pilot Call for Proposals	2 nd and 3 rd week April 2021
Evaluation period	27 May 2021 – 11 June 2021
Evaluation results to selected applicants	16 June 2021
Signature of grant agreement by selected projects (signed agreement on this date is mandatory)	5 July 2021
Kick Off IVAP Workshop (virtual) for selected projects (participation mandatory)	12 & 13 July 2021
How to apply	eit-hei.eu
How to stay informed	Sign up to newsletter at eit-hei.eu
For enquiries	hei@eitrawmaterials.eu

4. Annexes

4.1 EIT Core KPIs

<p>Supported Start-ups/Scale-ups (EIT Core KPI Code EIT HE 3.1)</p>	<p># Start-ups and scale-ups supported for at least 2 months in year N, provided the support contributes to the company's growth (including potential growth).</p> <p>Examples of such services are mentoring, consultancy on access to finance and markets, product/service marketing, legal advice, internationalisation, matchmaking, etc.</p>	<p>Structured data:</p> <ul style="list-style-type: none"> Company name, website, registration number, country of registration, gender of the CEO/owner and reference to a specific pilot project. <p>Supporting evidence:</p> <ul style="list-style-type: none"> Declaration of the start-up supported confirming the length and type of services provided and how they contributed to the growth of start-up. The declaration shall also include short description of the start-up and its core business Formal signed agreement between pilot project partner(s) and the ventures clearly stating what is being provided, when and with which milestones / deliverables for the start-up to go onto the next stage of business creation and support services
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<p>Participants in education and training</p> <p>(EIT Core KPI Code EIT HE 8.1)</p>	<p># Successful participants in EIT professional development courses, online training courses and other education/training activity delivered or in a process of delivery (by country and type of programme), including data on country of citizenship and gender.</p> <p>Only participants who successfully finish an education or training programme can be counted.</p> <p>For this KPI, only those education and training activities which have clearly defined learning outcomes and which carries out competency assessment method are applicable.</p>	<p>Structured data:</p> <ul style="list-style-type: none"> • Unique personal identifier (representing names, contact details (e-mail address)), gender and country of citizenship, • Title of education and training activity, start and complete dates, type of programme (<i>TBC</i>); delivery (online, onsite, blended) • Country of delivery (n/a for online) and Institution(s)/organisation(s) delivering the training, countries [<i>the structured data TBC</i>] • Defined learning outcomes and Competency assessment methods (YES/NO)
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4.2 Redress and Complaint Procedure

Upon receipt of the evaluation results, the applicant may wish to lodge a request for redress, if there is a concern that there might have been a shortcoming in the way a proposal was evaluated.

The redress procedure is not meant to call into question the judgement made by the independent experts who evaluated the proposals. The redress procedure will only consider procedural shortcomings and factual errors.

Requests for redress should be raised within 30 days of the receipt of the evaluation report and should be sent to compliance@eitrawmaterials.eu.

Requests must:

- Be related to the evaluation process
- Include a clear description of the grounds for the complaint
- Be received within the time limit specified above

An initial reply will be sent to complainants no later than two weeks after the deadline for redress requests. This initial reply will indicate when a definitive reply will be provided. A Redress Committee including the EIT HEI Project Management Team may be convened to examine the evaluation process for the case under consideration.

The role of the Redress Committee is to ensure a coherent interpretation of requests and equal treatment of applicants. The Redress Committee itself, however, does not re-evaluate the proposal. Depending on the nature of the complaint, the Redress Committee may review the evaluation report and individual comments and examine the CVs of the evaluation experts.

Following its review, the Redress Committee will recommend a course of action to the EIT HEI Steering Committee. If there is clear evidence of a shortcoming that could have affected the funding decision, all or part of the proposal may be re-evaluated. Unless there is clear evidence of a shortcoming there will be no follow-up or re-evaluation. The EIT HEI Steering Committee will be informed of any redress procedures in due course.

Please note:

- This redress procedure is concerned with the evaluation process.
- The Redress Committee will not call into question the judgment of the individual expert evaluators whose qualifications have already been assessed and validated
- A re-evaluation will only be carried out if there is evidence of a shortcoming that affects the quality assessment of a proposal. This means, for example, that a problem relating to one evaluation criterion will not lead to a re-evaluation if a proposal has failed anyway on any other criterion
- The evaluation score following any re-evaluation will be regarded as definitive.
- May be lower than the original score.
- Only one request for redress per proposal will be considered.