

Call to Action: Journey Summer School 2021

This document covers applications for funding under 2021.

Plaza Opens: 23rd November 2020

Proposal Deadline: 18th December 2020

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Contents

Call to Action: Journey Summer School	4
Background.....	4
Call to Action briefing	5
Hosting Options	6
Benefits to participation in Journey 2021	8
Further Details on the Journey Summer School 2021.....	9
Impact:.....	9
2021 Participants	12
PROPOSAL GUIDELINES	13
Part 1: Call Overview	13
Things to Be Aware Of	13
Call Timelines.....	14
Proposal Submission.....	14
Part 2: Application, Assessment, and What to Expect	15
How to Participate.....	15
Lodging a Complaint About a Failed Submission.....	15
Preparing a proposal	16
EIT Reimbursement Rate	17
Who Can Apply	17
Your Data	17
Confidentiality	18
Appeals and Complaints:	18
Part 3: Review Mechanism & Decision-making	18
Proposal Submissions Assessment	18
Annex 1: Eligibility and Assessment Criteria.....	19
Annex 2: Financial Sustainability and Participation	21
Annex 3: Additional Submission Guidance (Plaza)	22
Tab 0: START HERE.....	22
Tab 1 : CONTACTS.....	22
Tab 2 : PROJECT OVERVIEW.....	22
Tab 3 : PROJECT SPECIFICS.....	23
Tab 4 : OUTPUTS & DELIVERABLES	24
Tab 5 and 6: EIT Core KPI / Climate-KIC KPI	24
Tab 7: Budgets	25

Version Notes

Version	Changes	Date published
1.0	n/a	23 November 2020
1.1	Amended submission date (18 December 2020 replaced 18 December 2021)	23 November 2020
1.2	Amended timing for information session, Friday 27 November. Registration links provided in document.	24 November 2020

Call to Action: Journey Summer School

The purpose of this call is to identify delivery partners for the Journey Summer School for 2021 delivery.

Please note, RIS partners are being identified through a separate process, and should not apply through this call.

Background

The Journey is a residential educational program amplifying and accelerating climate action by training young people, to become transformative change agents contributing to systems transformation and building the foundation of a strong community of change agents.

The Journey has been running since 2010 as a summer school for young people (18-30), master students and young professionals. It has generated over 3,500 alumni and over 480 innovative climate solutions. However, the programme does not only generate ideas and solutions, it also transforms the individuals that participate. It is a personal journey, as well as a physical one.

The Journey is unique because of our methodological core and pedagogy, which combines skills development and personal development with learning about systems transformation through contextualized and experiential learning. It prepares young people for the complexity and uncertainty in navigating climate action and empowers them to take action in a way that is meaningful to them and the ecosystem in which they operate.

We work with universities, NGO's, government bodies and businesses across Europe to build the capacities of young people to face society's big challenges. We deliver the programme in strong partnership with these local actors and local ecosystems, where local organisations take the lead in organising the structure, content and delivery, and EIT Climate-KIC supports the learning content development, methodology, design, and coordination between partners.

In 2021 the Journey has been redesigned to deliver in a hybrid, online and offline format to be responsive and adaptive to the ongoing pandemic and to build our learnings from delivering an online Journey in 2020 into the programme for 2021.

The programme will be comprised of 4 segments which take place in the following order: online learning, residential learning, collaborative learning, and a community summit. These segments will be delivered by a team comprised of hosts, which we recruit in this call, expert learning coaches, and EIT Climate-KIC staff.

Call to Action briefing

EIT Climate-KIC is seeking hosts for its flagship graduate education summer school, the Journey. Joining the Journey means that you will be part of a pan European network of hosts who all have the collective aim of readying graduates for a zero carbon future in which they must navigate their careers. By being part of the Journey you will shape these future change agents and have the opportunity to introduce them to your local offerings and bring them into your community.

EIT Climate-KIC seeks Partners to deliver the Journey summer school as a programme host:

- **Residential Hosts:** 12-14 days residential programme Leg:
 - o Who will immerse 30-40 participants in an ecosystem in transformation (circa 1.5 weeks);
 - o Support the ideation and development of group projects, including access to local experts and cases;
 - o Who will also provide a local hub (“spoke”) for participation in a digital community summit;
- **Online Hosts:** 5-8 days online programme Leg:
 - o Who will facilitate online learning content to 300 participants, collaboratively with coaches;
 - o Who will also provide a local hub (“spoke”) for participation in a digital community summit.

Hosts can engage multiple third parties and/or stakeholders to run a leg of the Journey, and (for the residential Leg) this can involve stays at more than one location within a region.

Total number of host roles available: 3-5 residential hosts¹, 1-3 online hosts.

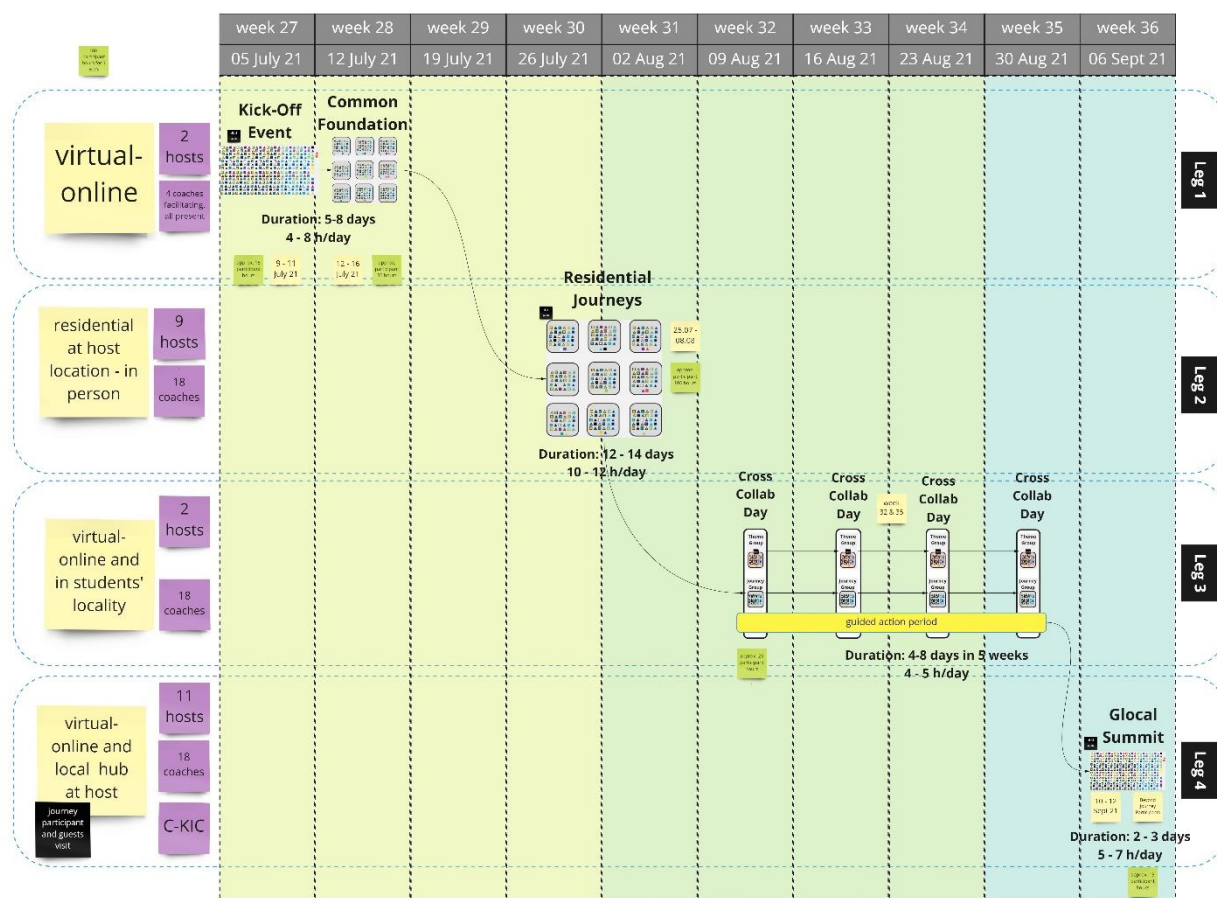
Hosts are required to support the Journey set up, delivery and reporting from January to October, and be available for questions during the EIT reporting phase Dec - Apr.

Partners should submit one proposal for one hosting option. If there is interest in both, two submissions must be made.

Delivery phase:

- June: participant on boarding
- July 12th-19th: online leg
- July 26th-August 8th: residential leg
- September 10th-12th: Community Summit

¹ This is the number of non-RIS partners. We look for 5-6 RIS partners – these are being sourced by an alternate selection process.



Hosting Options

Online Host:

Online host(s) will be responsible for around a week of online content for all 300 participants. They will work collaboratively in a team that would be made up of some combination of the following: 1-2 other host(s) and 2-4 coaches. The online host(s) will also introduce the process and structure of the whole programme and will be responsible for initial community building activities.

This content would provide a foundation of knowledge for all Journey participants and include topics such as:

- Systems thinking, systems mapping
- Future thinking: visioning, backcasting, horizon scanning, including building an initial Journey vision concept
- Model development
- Background to socio-technical transitions, Leverage points
- Intro to concepts of leadership

The online host would also coordinate the thematic collaboration, by managing theme allocation and supporting the facilitation of these sessions, in collaboration with the EIT Climate-KIC team and with all 18 Journey coaches.

Hosts of both residential and online legs are responsible for hosting a “spoke” (local hub) for the community summit, where local participants can gather and work together. (This does not include catering or accommodation)

Residential Host:

Residential hosts will be responsible for 12-14 days of in-person, experiential and challenge-based learning taking place within their particular ecosystem. The residential leg will see the group project developed and delivered, and will continue the process of personal reflection.

Residential hosts are responsible from the following learnings:

- Experiential learning utilizing the network, ecosystem and places local to the host
- Supporting participants in developing their group projects and submitting the assignment related to this.
- Problem-based ideation
- Design thinking, proto-typing and other methods for building ideas

Residential hosts are also responsible for organizing the logistics of the stay, including accommodation, working space, site visits, etc. Residential hosts are not responsible for providing travel, participants will arrange their own travel to/from the location.

Logistics of the residential host may change depending on the current situation regarding COVID-19. A final call will be made by the 1st of May 2020.

Hosts of both residential and online legs are responsible for hosting a “spoke” (local hub) for the community summit, where local participants can gather and work together. (This does not include catering or accommodation)

The following table summarizes the roles and availability needed for the broader delivery team:

Role	Responsibilities & Accountabilities	Delivery Periods	KPIs, Outputs, Deliverables
Online Host	Delivering online content in Leg 1, supporting coordination in Leg 3, providing spoke for Community Summit (Leg 4)	10 th -18 th July (Leg 1); 10 th -12 th September (Leg 4), (coordination support 10 th August – 5 th September, Leg 3)	KPIs: 300 students participant in Leg 1 + Leg 3 Outputs: 5-8 days of online learning Deliverables: Local report; Summary of individual projects, by them, and connected participant
Residential Host	Delivering local journey experience, providing spoke for Community Summit (Leg 4)	24 th July – 8 th August (Leg 2); 10 th -12 th September (Leg 4)	KPIs: 300 students participant Leg 2 (~33 per host) Outputs: 12-14 days of residential, experiential learning Deliverables: Local report; Summary of projects developed through group assignment and participants connected to each
Coach	Supporting participants personal development in all Legs, with varying workloads, most intense during residential Journey	24 th July – 8 th August Occasional presence required: 10 th -18 th July; 9 th August – 10 th September; 10 th -12 th September	N/A
EIT Climate-KIC team	Coordination and support across all delivery, “Host” of Community Summit (Leg 4)	1 st July-12 th September	KPIs: 300 participants complete the programme Outputs: coordination of programme; Community Summit Deliverables: Journey Report

Benefits to participation in Journey 2021

Hosts enter into a partnership with EIT Climate-KIC where there should be mutual benefits to both parties.

In discussion with past hosts the following benefits are seen in hosting the Journey.

Current	Areas for further leverage
Network and brand <ul style="list-style-type: none"> • Diversifying portfolio • Reputation building • Link wide network of universities across Europe • Impact goal coherence 	Ecosystem <ul style="list-style-type: none"> • Lively learning environment • International team • Critical thinking • Sustainability • Partner challenges tackled
Education / research goal alignment <ul style="list-style-type: none"> • Displaying expertise • Sharing knowledge • Disseminating results • Action within the Impact goals • Experimenting with ideas • Developing your own education capabilities and innovative practices 	Participants <ul style="list-style-type: none"> • Impact through students • Empowering students • Partnering for Master thesis opportunities • Participants returning
EU activity <ul style="list-style-type: none"> • European / International approach • European / International community • (EU) funding streams 	Community <ul style="list-style-type: none"> • Connection to coach network • Leverage and strengthen existing partnerships • Build new collaborations
Promotion <ul style="list-style-type: none"> • Advertising local programmes (incubators, education courses) • Activity in 'sleeping' summer towns • Communication opportunities • Increasing societal impact of University 	Research and Development <ul style="list-style-type: none"> • Sharing innovative education / edu practices • Research on education methodology • Content development and trailing

Further Details on the Journey Summer School 2021

Impact:

In your proposal you will be expected to align with EIT Climate-KIC's impact areas as well as KPIs and goals specific to the Journey. You must be able to demonstrate your contribution to these goals and delivering on our KPIs in evidence provided through your end of year report.

The Journey is expected to report on the following KPIs:

- CKIC05 # Education Support Participants
- EITHE08.1 # **Participants in EIT professional development courses, online training courses and other education/training activity delivered or in a process of delivery.** Participant who successfully finished the programme to be counted. For this KPI, those education and training activities which have clearly defined learning outcomes, and which carries out competency assessment method are applicable.

We are working towards the following programmatic goals:

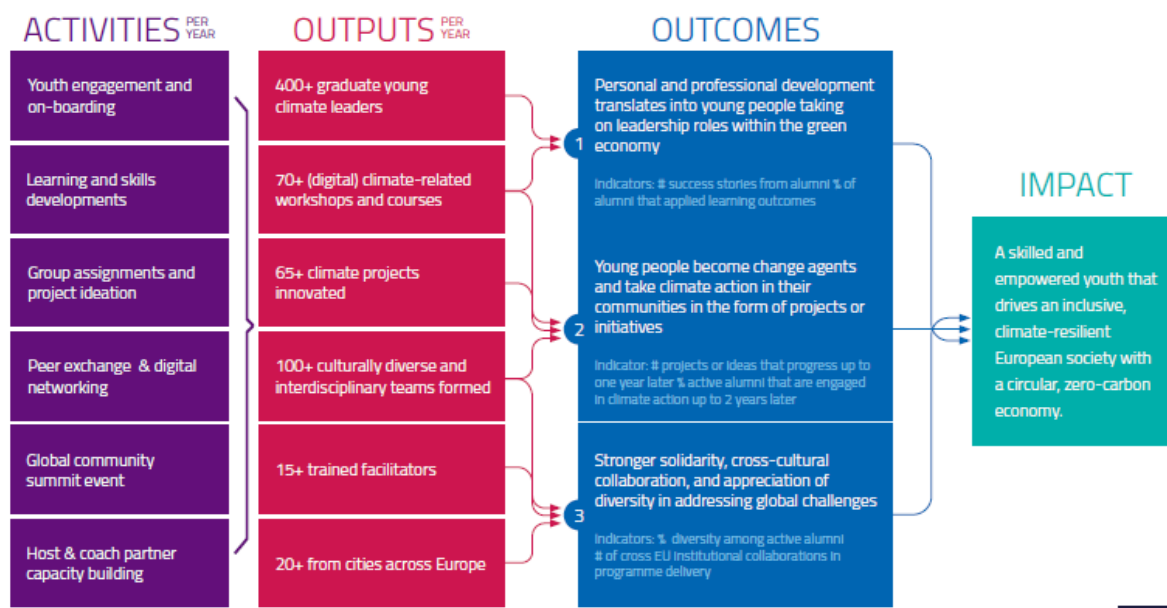


WE ARE AIMING TOWARDS THE FOLLOWING GOALS

- 1** Young people are leading climate action in their contexts, ecosystems and communities
- 2** Young people realising their personal goals and aspirations in tackling climate change
- 3** Young people developing and delivering solutions to climate change in many different forms, such as innovation, projects, start-up, governance, activism, etc.
- 4** Increased activation and participation of young people in climate dialogues at a local, national, international and in businesses and organisations
- 5** Diverse groups of young people are coming together to build a cross-cultural and cross-disciplinary community of change agents.

journey.climate-kic.org

We understand our impact through the following framework:



To help us in measuring our impact each residential host must provide a summary table of the project ideas developed as part of the group assignment, and the corresponding participants working on them. The online hosts must provide a summary table of individual action plans, per theme, and the participant working on them. All hosts are encouraged to recommend participants to EIT Climate-KIC for capturing success stories.

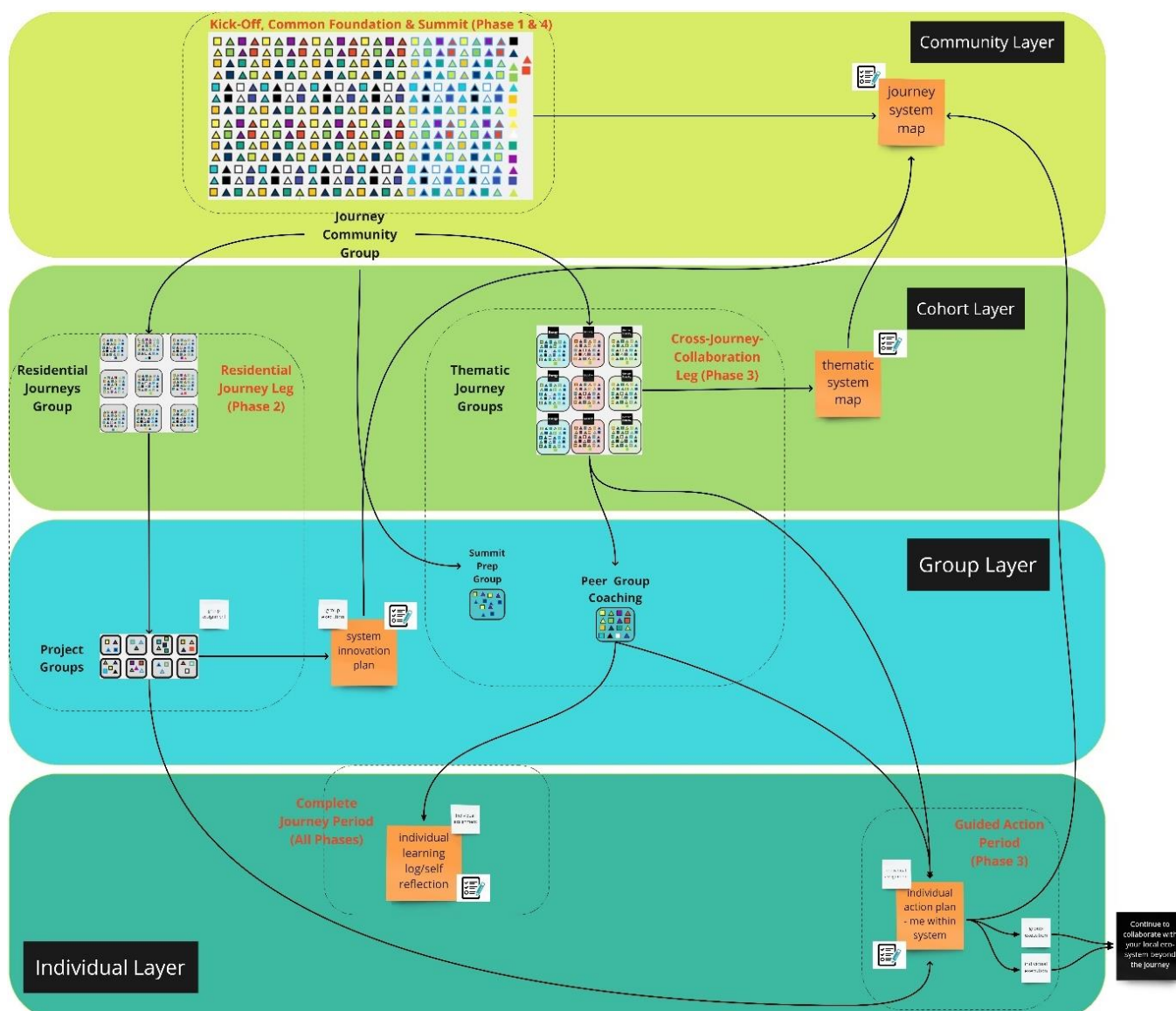
Learning Objectives

We are working towards the following Learning Objectives:

1. Have a strong understanding of self, your influence in any systems and your ability (or inability) to leverage change.
2. Understand what it means to you to be a leader (in context of solving climate challenges), and understanding different dimensions of leadership.
3. Deliver high quality, critically evaluated, strategies and action plans in response to impactful climate challenges
4. Communicate successfully about change making activities, climate change challenges and related solutions to any audience.
5. Demonstrate and utilise broad interdisciplinary knowledge of the concepts and challenges relevant to systems innovation and climate change.
6. Identify, interact and engage with a wide range of relevant stakeholders including higher education, business, policy and research.
7. Work, make decisions, and lead in international and interdisciplinary teams and networks.

You must demonstrate in the proposal how you will work towards these learning objectives.

For further illustration of the learning process, specifically what structures and groups exist and where each deliverable/assignment sits, please see the diagram below.



The following deliverables take place in the following Legs with the associated support processes:

Assignment	Leg	Supported by
Learning Log	Leg 1-4	Coaches, peer-coaching
Individual Action Plan	Leg 3	Coaches, thematic group
Group Project (system innovation plan)	Leg 2	Coaches, residential host
Thematic map	Leg 3	Coaches, online hosts
Journey map	Leg 4	CKIC summit host team, summit facilitation coaches

Please see **Annex 3: Additional Submission Guidance** towards the end of this document for further guidance on completing the Plaza proposal and what to consider in responding to key questions, as well as **mandatory output and deliverables**.

2021 Participants

The participants of the programme will be comprised of remaining Master Label students who need to complete the Journey to complete their Label certification, and participants of the new Climate Innovation Leadership pilot (the new version of the Master Label). We will not be conducting open recruitment in 2021. With current funding, we can only provide spaces for 300 participants, and this equals the total number of spaces we have to provide through these pools of students mentioned above.

If you would like for additional participants (such as students from your university) to have the possibility to join the programme, this is only possible where the full cost of their participation in the programme is covered by another source of funding. This is not co-funding, and is entirely separate to any co-funding required as part of this proposal through the EIT reimbursement rate requirements. These spaces are sponsored and/or paid for places, and not included in the EIT funding. An introduction to the financial arrangements relating to this are referenced in Annex 2.

PROPOSAL GUIDELINES

Part 1: Call Overview

Things to Be Aware Of

To increase your chances of being successful, please:

- Engage with someone from EIT Climate-KIC, who is ready to co-create ideas with you. Please feel free to contact Elizabeth Dirth, Elizabeth.dirth@climate-kic.org.
- Read the eligibility and assessment criteria annexes enclosed within this document. These will be used by EIT Climate-KIC and, where relevant, external assessors to assess proposals. Note that details vary from programme to programme.
- UK Partners and Linked Third Parties, and consortiums involving UK entities are advised to read the communications issued by EIT Climate-KIC regarding eligibility and the UK's exit from the EU detailed under the Brexit section on the [Partner Information Page](#).
- EIT Climate-KIC may use a portfolio approach to review and selection, and reserve the right to redistribute funding between areas depending on the quality of incoming applications and portfolio needs. This is to make sure that the criteria described in the call documentation is met for all projects considered to be above the quality threshold.

**** IMPORTANT INFORMATION FOR YOUR PROPOSAL ENTRY IN PLAZA ****

- ✓ **Where to create a proposal:** Select “**Business Planning 2021**” from the carousel banner (blue) on the home page.
- ✓ **Plaza form/Programme type:** please use *EDUCATION Journey* form
- ✓ **Other documents:** Please refer to the [Journey 2021 Brochure](#) and programme website.
- ✓ **“Check & Save”:** Please ensure all sections of the proposal form are “Check & Saved” – to do this, all relevant fields must have been completed (note: some fields have a minimum characters, with spaces, requirement) and the “Check & Save” button at the bottom of the page for each section must be clicked. When complete, a **green tick** will appear at the top/ on the name of the section.
- ✓ **Final Submit:** Please use the “Final submit” button to submit your proposal – this is not *inside* the proposal itself, but *outside* of it, in the Proposal list/Call section. NB: all tabs must be checked and saved in order to be able to submit your proposal.
- ✓ **Plaza Support Tickets:** for technical queries and / or problems, please use the Plaza support ticket from the Plaza home page.

Call Timelines

This call for proposals covers funding applications for 2021 start dates only.

- 23rd November 2020: Call Documentation released and online application portal (Plaza) opens for proposal preparations
- 18th December 2020, 1800hrs CET: Deadline for full proposal: Proponents must submit a completed Full Proposal (in Plaza)
- 22nd January 2021: Final decisions will be communicated to proponents

Please note: Drop-In sessions for further discussion about the call will take place on the following times:

- Thursday 26th November 11:00-12:00 CET ([Register here](#))
- Friday 27th November 12:00-13:00 CET ([Register here](#))
- Monday 30th November 16:00-17:00 CET ([Register here](#))

Please only attend one and use the links above to register.

Proposal Submission

Proposals can be submitted at any time from the launch of the call **until 1800 CET** on the day of closing as indicated in the timeline section of this document.

All applications must be submitted via Plaza, using the Final Submit button.

Please note: No extensions will be granted. Any changes to the proposal requested by the applicant after submission will not be allowed.

Part 2: Application, Assessment, and What to Expect

How to Participate

To Participate in this call, you should ensure:

- That you've read this document carefully, and started to think about what contribution your idea / project could make with respect to the Call to Action brief;
- **You have spoken to people at EIT Climate-KIC about the idea you have, to see if it is worth submitting a proposal; if you're unsure whom to contact, please contact the EIT Climate-KIC Community Desk at communitydesk@climate-kic.org;**
- You have registered both your organisation and your individual account in our grant management system Plaza early. Registration processes can take 48 hours to approve – so don't leave it until the last minute! We encourage proponents to register in Plaza as soon as possible. Please ensure you have registered more than 5 days in advance of any deadline.

If you've done all the above and wish to proceed, you should then complete Full Proposal (according to the Call process) in Plaza by the specified deadline. The Programme Type to select in the proposal form is: **EDUCATION Journey**. EIT Climate-KIC will not proceed with any late applications. Plaza is available via: <https://plaza.climate-kic.org/SITE/PRIVATE/GO/login.aspx>

Please note that we will not accept any applications outside of the system. If you experience difficulties with the system, please consult the guidance within the Systems Manuals section of Plaza. If you are still unable to resolve your issue then please: for technical issues raise a support ticket in the system; and for all other queries contact the EIT Climate-KIC Community Desk at communitydesk@climate-kic.org. **We will not accept late submissions and please note the system will be locked after the deadline.**

The information requested in Plaza is required to verify that projects are constructed and planned effectively by the organisations receiving funding and to meet our reporting obligations under the given Funder. Please ensure that all required information is provided. Without the availability of the relevant information the application will not be progressed. Based on experience, EIT Climate-KIC would like to **request attention to detail in the cost category descriptions** – please consult the help-notes that you will find alongside each field in the system for guidance and examples where offered.

All applications should be written in English. Exceptions can be made for supporting documents, such as letters of intent, which you may wish to attach in the 'Files' tab in Plaza. – these documents could be written in one of the official languages spoken in the country from which the application is submitted. For these to be assessed by all reviewers, you may choose to provide a short summary in English. EIT Climate-KIC reserves the right to request a translation at any time. EIT Climate-KIC also reserves the right not to pass additional information to reviewers if not provided in English or supported by a translation.

Please be aware that the system does not support images or graphics (if required please submit these as a PDF under the 'Files' tab – you will need to clearly name this document and reference it within the workplan/ work package information provided. Any tables, graphs, or images inserted into other sections of the Proposal will not be provided to independent reviewers for evaluation.

Lodging a Complaint About a Failed Submission

If you think that the submission of your proposal was not entirely successful due to a technical error on the side of EIT Climate-KIC, you may lodge a complaint through the Community Desk (communitydesk@climate-kic.org) – however please also ensure to submit details of the technical difficulties you are having via the IT Support page on Plaza, available from the 'Support' tab on the homepage. For the complaint to be admissible it must be **filed within 24 hours following that of the Call closure**, ideally as soon as the issue arises to enable submission prior to the deadline. You will receive an automatic acknowledgement.

You should also secure a PDF version of all the parts of your proposal holding a time stamp (file attributes listing the date and time of creation and last modification) that is prior to the call deadline, as well as any proof of the alleged failure (e.g. screenshots). Later in the procedure you may be requested by the team reviewing the case to provide these items. Please note that any information regarding the proposal will be treated in a strictly confidential manner.

To consider your complaint is upheld, the audit trail (application log files and access log files of the IT systems involved) must show that there was indeed a technical problem on EIT Climate-KICs side which prevented you from submitting (or resubmitting) the proposal using Plaza.

Outcome: You will receive a notification about the outcome of the treatment of your complaint within 48 hours of all evidence being provided. If a decision cannot be reached in this timeframe, you will receive a holding reply. If your complaint is upheld, the files submitted, for which the investigation has demonstrated that technical problems on the EIT Climate-KICs side prevented (re)submitting, will be used as a reference for accepting the proposal for subsequent evaluation. In absence of such documents, the version present in Plaza will be evaluated.

Preparing a proposal

Proponents will need to detail the role of each organisation involved, budget breakdowns, key performance indicators, and several other components outlined in our detailed guidance.

When completing your full proposal application, you will need to pay attention to:

- A clear articulation of the need, problem or challenge the proposal will address, and as defined / in response to the Call to Action brief;
- The geographical focus of any activities, the organisations involved in the proposal, the project start and end date, and proposed budget;
- How this idea brings something complementary to or builds upon EIT Climate-KIC's portfolio;
- How you detail the activities that will be conducted (the workplan) to achieve the objectives of the project/activity;
- The outputs of your work. EIT Climate-KIC uses the format of Outputs, Deliverables, and KPIs.
 - Outputs should be considered substantial pieces of work done to achieve the objectives – a typical formulation might see one output per work package.
 - Deliverables are supporting documentary evidence that prove the work has taken place to the standard planned and they should always be of high quality. For Journey applications 2021, please refer to **the section of this document on Impact, above; and also Annex 3: Additional Submission Guidance** towards the end of this document, **which contains mandatory output and deliverables for the Journey**
 - KPIs are Key Performance Indicators and they are separated into two sets of KPIs – EIT Climate-KIC KPIs and EIT KPIs ; please refer to **the section of this document on Impact, above.** for details of KPIs that are in scope for this programme and that should be targeted in submission.
 - You must include KPIs in your proposal which align with the programmatic KPIs.
- Plans for financial and delivery sustainability and scalability via other funding streams and new income streams (see Annex 2 for further information).

External, independent experts may assess the quality of your application. We will then select the projects to fund, building a portfolio of projects that are high quality and clearly address the goals as described in the call documentation. Subject to meeting the quality threshold, we reserve the right to manage the portfolio to achieve the correct balance of projects and funding.

Important: Please note that proponents are responsible to check the EIT Climate-KIC website for updated information related to this Call. Amendments to the Guidelines and Frequently-Asked-Questions may be issued from time to time.

EIT Reimbursement Rate

The Maximum EIT Reimbursement Rate is applied at the project level and each project is subject to the Maximum EIT Reimbursement Rate as stated in the Eligibility section of this document. Each proposal may have a maximum EIT Reimbursement Rate of 65%. Please refer to [Managing Performance, Risk, and Fairness in Implementing the EIT Grant](#), under the Finance and Grant Management section of the website.

If you chose to build a consortium and have more than one partner in the proposal you submit, the proposal reimbursement rate must not exceed 65%, though the reimbursement rate can vary per partner.

For example, while the project reimbursement rate must not exceed 65%, individual consortium members can seek up to 100% EIT reimbursement (but others would need to seek lower amounts) i.e.:

- Partner A: 48.86% EIT Reimbursement + 51.14% co-funding
- Partner B: 100% EIT Reimbursement + 0% co-funding
- Partner C: 65% EIT Reimbursement + 35% co-funding

Partner	EIT Funding Request (€)	Co-funding (€)	EIT Reimbursement Rate	Co-funding
Partner A	10,000	10,460	48.86%	51.14%
Partner B	18,000	0	100%	0%
Partner C	10,000	10,000	50%	50%
TOTAL	38,000	20,460	65%	35%

Who Can Apply

This call for proposals is open for applications to both EIT Climate-KIC partners and non-partner organisations. However, organisations will not be eligible to receive funding until they have EIT Climate-KIC Partner status. This means that only EIT Climate-KIC Partner organisations who have acceded to the new Horizon Europe legal framework (or as required by EIT) are eligible to receive EIT-funding. (see Annex 1 for more on timing).

Important: Successful proposals are expected to be funded by the upcoming Horizon Europe funding framework in 2021. EIT Climate-KIC is working closely with EIT to understand the new provisions and requirements. To be eligible for funding we expect EIT Climate-KIC partners will be required to accede to the Horizon Europe Model Grant Agreement.

Organisations that have not applied for or received partnership status are strongly encouraged to participate in/apply. Should such organisations wish to receive EIT-funding, they are welcome to apply for partnership status (which must be obtained before receiving EIT funds). Please reach out to the EIT Climate-KIC Community Desk at communitydesk@climate-kkc.org for further information.

Please note that Plaza is only accessible to EIT Climate-KIC partners. Organisations/ individuals who are not yet EIT Climate-KIC Partners but are preparing a bid will need to contact the EIT Climate-KIC Community Desk at communitydesk@climate-kkc.org before starting your application.

Your Data

In Plaza, all registrants are required to accept EIT Climate-KIC's [General Terms and Conditions](#) which also includes in particular, our [Privacy Policy](#), [Acceptable Use Policy](#) and [Cookie Policy](#) and warrant and represent that they have the authority to agree and accept these on behalf of the named organisation. Personal data provided may be processed, including sharing with other organisations, by EIT Climate-KIC and certain sensitive data elements will be visible to other partners or potential partners of EIT Climate-KIC. The named partner organisation or potential partner of EIT Climate-KIC warrants and represents that in providing personal data in connection with the proposal, the data subjects have consented to the provision of this personal data and the processing of it by Climate-KIC in the manner indicated

in accordance with our Privacy Policy, and that the partner organisation or potential partner of EIT Climate-KIC provides the personal data in accordance with applicable law.

Confidentiality

EIT Climate-KIC will treat your proposal confidentially, as well as any related information, data and documents received in accordance with our Privacy Policy or as otherwise indicated throughout the proposal form (i.e. public summary, Climate Impact Assessments).

Please pay attention not to attempt to discuss your proposal with persons you believe may act as an independent expert for EIT Climate-KIC.

Appeals and Complaints:

Should proponents be dissatisfied with the outcome of the proposal review process please reach out to EIT Climate-KIC's Community Desk (CommunityDesk@climate-kic.org) for information about the Complaints and Appeals processes.

Part 3: Review Mechanism & Decision-making

Proposal Submissions Assessment

Proposals will be assessed by EIT Climate-KIC teams and, additionally, applications may be assessed by up to three independent assessors. The assessors are from both business and academia in areas relevant to our *'Transformation, In Time'* strategy.

All submissions will be assessed fairly and transparently in the scope of EIT Climate-KIC's Innovation Impact Goals, eligibility, assessment criteria, and the current portfolio.

EIT Climate-KIC will manage the portfolio to achieve the correct balance of projects and funding across the Impact Goals and our drivers of change.

Conflicts of interest are mitigated through a disclosure process and follow a full recusal from the decision process in such instances. Decisions as to whether a proposal is accepted or rejected will be communicated as detailed in this document.

The applications will follow a one-stage full proposal submission scheme and be summarily assessed by EIT Climate-KIC teams via a one-step assessment phase. This phase will involve review and assessment of the proposals, and then a review with an eye for achieving and EU dimension, spread, diversity, and fit across the full spectrum of proposals. Please read the accompanying Annex(es) on *Eligibility and Assessment Criteria* for full details on assessment for this Call.

All else being equal, a lower EIT Reimbursement Rate (i.e. higher co-funding level) will be favored.

Annex 1: Eligibility and Assessment Criteria

This call will follow a **one-stage full proposal submission scheme** with one-phase assessment process.

Eligibility

Proposals must meet the minimum eligibility criteria to be assessed. Please carefully review to ensure the proposal meets **all of the eligibility criteria** – important: reimbursement and co-funding rates must comply.

Host type	Stage	Project Type	MAX. DURATION	MAX. EIT REQUEST Per annum	MAX.EIT REIMBURSEMENT RATE (total project costs)	MIN. CO-FUNDING (total project costs)
Residential	Full Proposal	Journey Summer School 2021	To end BY December 31 st 2021	38.000	65%	35%
Online	Full Proposal	Journey Summer School 2021	To end BY December 31 st 2021	25.000	65%	35%

Specific Application Process

- There will be a **one stage application process**, where applicants must submit a full proposal in PLAZA for the deadline otherwise it will not be considered for funding.
- Please refer to these proposal guidelines when preparing and submitting a proposal.

Timeline

- The deadline for submitting a proposal in PLAZA is **18 December 2020, 1800 CET**
- The final outcomes and feedback will be communicated latest by 22nd January 2021 via Plaza.
- Following the communication of outcomes, partners will be expected to sign a Task Confirmation Letter (TCL) and asked to sign a financial participation agreement as mentioned in Annex 2.
- Horizon Europe funding programme: Please be aware that the Horizon Europe programme is in the final approval stages with the EU Commission. Following the ratification process, EIT Climate-KIC expects to enter into the respective Horizon Europe agreements with EIT early in the 2021. Contracting with delivery partners will follow that process.

Assessment Criteria

Full Proposal	
Strategic Fit, Contribution to the Climate Innovation Impact Goals, and alignment with Journey goals and learning objectives	<ul style="list-style-type: none"> Does the proposal provide a clear narrative substantiating how and why the activity aligns with EIT Climate-KIC's <i>Transition, In Time</i> strategy and does it clearly address skill development for climate innovation? Does the proposal clearly work in line with the goals and learning objectives of the Journey?
Capabilities, experience and network	<ul style="list-style-type: none"> Do the delivery partners clearly have the skills, knowledge, capabilities and network necessary to deliver the Journey learning content well? To what extent does the consortium engage (or plan to engage) organisations from different parts of society (government, academia, industry and civil society)?

Communication and Dissemination	<ul style="list-style-type: none"> • Clear plans describing how clear communications with participants would take place. • Clear plans to engage citizens and wider stakeholder groups beyond the programme.
Activity objectives	<ul style="list-style-type: none"> • Are the activity's objectives clearly defined and realistic to achieve? • Does the proposal present a clear plan to meet these objectives?
Innovative and transformative learning methods	<ul style="list-style-type: none"> • Are the methods for delivering learning innovative? Will they result in a transformative learning experience?
Risk/Management implications	<ul style="list-style-type: none"> • Clear and realistic view of risk/management implications related to the activity delivery.
Financial Sustainability	<ul style="list-style-type: none"> • Are their clear plans for meeting the co-funding requirements? And what is the level of co-funding contribution? • Are their clear plans for bringing in additional resources? • Does the proposal consider the longer term sustainability of the programme?
Wider Impact	<ul style="list-style-type: none"> • Demonstrates understanding of how programme can achieve impact beyond the learning content for the summer school. • Brings new ideas about extending impact beyond the target group.

Annex 2: Financial Sustainability and Participation

Partners selected via this Call will be asked to enter into an agreement which will provide the basis for participating partners to work together to source additional funding above the EIT anchor funding. This funding relates to both the possibility to increase the number of participants in The Journey in 2021 and work to continue, scale and grow the programme by diversifying funding sources used to deliver the programme. EIT Climate-KIC intends to present a model agreement to delivery partners at the next step of this call and negotiate the final arrangements collaboratively.

Based on the plans submitted by Proponents around Financial Sustainability (see **Annex 1: Eligibility and Assessment Criteria**), Partners may be required to sign a financial participation agreement in addition to the Task Confirmation Letter (TCL). This financial participation agreement will be negotiated following the proposal selection process and will precede any issuance and signing of a Task Confirmation Letter (TCL). An offer to deliver the programme is subject to the outcome of the negotiation process where, on balance, preferred candidates for programme delivery will be those that have successfully concluded an agreement. EIT Climate-KIC reserves the right to rescind an offer following initial selection.



Annex 3: Additional Submission Guidance (Plaza)

The below is guidance to support your submission in Plaza:

- Green: copy directly into plaza
- Blue: read instructions and fill in accordingly.

Tab 0: START HERE

Programme Type	EDUCATION Journey
Title	Journey+Location name+year (eg. JourneyIreland2021)
Proposed project acronym	Same as above
Start / end date	1st Jan – 31st Oct

Tab 1 : CONTACTS

Partner details and ecosystem partner details.

Fill in as required – please ensure to include an entry against (each consortium) Partner: “Role of partner organization” – this is important data for EIT.

Tab 2 : PROJECT OVERVIEW

Project summary	<p>You are welcome to include content from the introductory section from this call document, from the Journey website, or the new Journey Brochure.</p> <p>Include some specific details, such as: In location xxx we will deliver: ...</p>
Short description – please note that this information may be published	<p>The Journey is the world’s biggest climate innovation summer school offering transformative learning experiences to graduates and young professionals. The programme delivers a 3-4 week intensive, immersive summer school, hosted by universities and in 10-20 cities across Europe where master’s students and recent graduates learn about system transformation and develop their climate leadership skills.</p> <p>[Feel free to elaborate further.]</p>
Workplan - 2020	<p>Please provide a summary of the project work plan:</p> <p>The journey should be one work package per proposal, consider participation in different legs as different tasks within a work package.</p> <p>It should include the following rough structure:</p> <ul style="list-style-type: none"> • January to June: project set up including local meetings with partners, organising hosting and education content, meetings with Journey central team. • July / August: Hosting (if residential) and programme delivery • September: Community Summit hosting • September to October: Local written report, attending central wrap up meeting. • Other: End of year financial reporting <p>Delivering the planning and execution of the residential Journey (Leg 2) includes: Accommodation for approx. 35 participants, 2 learning coaches (in multiple if a final week location); lunches for participants and relevant staff; Suitable venues for group work and presentations; local travel, bus</p>

	<p>rentals, etc.; Facilitation of meetings with relevant local stakeholders, experts, peers, and role models; Organization and implementation of learning sessions: Plan and coordinate site visits to relevant venues; staff and selected experts</p> <p>Delivering the planning and execution of the online Journey (Leg 1) includes: delivering online content in collaboration with another host and 2-3 coaches.</p>
Financial Sustainability and potential funding streams	Please detail whether you have identified additional sources of funding for the Journey for 2021 or beyond, or how you would contribute to financial sustainability of the programme.
Communication Dissemination & Citizen Outreach	Please detail how you would intend to engage citizens in your local area, beyond the participants of the programme.

RISK MANAGEMENT

Overall Risk Analysis	Add in location risks and management strategies. Please ensure to include risk analysis and mitigation (in the table) related to COVID-19.
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Tab 3 : PROJECT SPECIFICS

Background and Objectives	Please describe here how you have the capabilities to deliver the programme and how you will deliver to meet the learning objectives.
Impact & Climate Impact	<p>In this section you need to relate your proposal to EIT Climate-KIC's impact goals, to programmatic impact goals, and to reflect on the contribution to climate impact more generally.</p> <p>On "Impact Summary", please explain what you expect the wider impact of the programme to be, including how you will deliver outreach beyond the Journey.</p>
Results & Dissemination	<p>Please elaborate on the sections.</p> <p>For learning delivery methods, please use the framework of the CCPOC model: The Journey's pedagogy, and thus its guiding principles, are:</p> <ol style="list-style-type: none"> Content: focus on content that is grounded in real life and can be experienced by the participants, or comes directly from their own experiences. Context: external context brought into the classroom, and real life inputs sought as a means to validating knowledge Peer teaching: Participant peer teach based on their experience, and the new experiences they are encountering. Their knowledge is equal to that from other sources Ownership: Equal distribution of responsibility for learning amongst all participants, placing the onus on the learners to achieve their full potential as a unit. Continuous dialogue: Discussion around inputs and learnings to continuously assess their helpfulness to meet participant and group goals. <p>For marketing and campaigns, please elaborate on local plans.</p>
Equality & Diversity	Please detail local plans to deliver a programme that is anti-discrimination (gender, race, etc.). Please detail plans to proactively connect the issue of diversity into the topic of system transformation.

	Responses to this question about inclusion & diversity which are broader than gender are strongly encouraged.
Added Value & Value for Money	Partner to list the benefits of hosting part of this project; e.g. Community building, partner relations, talent development, integration. Partner should also justify its value for money delivering this programme.
Prep & Co-Creation	Fill in based on your experience.

Tab 4 : OUTPUTS & DELIVEABLES

	Partner	Type	Code	Title	Description	Expected Date
Key Outputs	Partner ID and name(s)	Output	OUT1	Delivery of Residential Journey hosting OR Delivery of Online Journey hosting	Some suggested text: Delivery is based on the central Journey KAVA and incorporates innovative education and training, e-learning, guidance material for new approaches and methodologies, testbeds and experimental facilities. Resulting in prototypes and very early stage business and project models, and highly talented and networked new community members.	14 th September (after Community Summit)

	Partner	Type	Code	Title	Description	Output Reference	Expected date
Key Deliverables	Partner ID and name	Deliverable	DEL1	Local Journey Report	Final report on the delivery, evaluations and lessons learnt hosted Journey leg.	OUT1	31 Oct 2020
		Deliverable	DEL2	Participant sign in sheets	Proof of hosting the participants through the education programme	OUT1	31 Oct 2020

Tab 5 and 6: EIT Core KPI / Climate-KIC KPI

KPI - EIT Core & CKIC	<p>Please enter your KPI targets in this section. Please enter realistic/achievable yet suitably ambitious targets for these KPIs; this will add value to your proposal for EIT Climate-KIC, where EIT Climate-KIC will collate and report achievement to EIT collectively for the programme.</p> <p>The Journey is expected to report on the following KPIs:</p> <ul style="list-style-type: none"> CKIC05 # Education Support Participants EITHE08.1 # Participants in EIT professional development courses, online training courses and other education/training activity delivered or in a process of delivery. Participant who successfully finished the programme to be counted. For this KPI, those education and training activities which have clearly defined learning outcomes, and which carries out competency assessment method are applicable.
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Tab 7: Budgets

Budgets must be filled in by the partner taking into account sub-contracting and co-funding. Budgets can be built on the following assumptions:

Activity	EIT contribution	Minimum Partner co-funding
Residential Journey	Between 30.000 – 38.000 EUR	Range, EIT Contribution dependent: c16.200 – 38.000 EUR (35%-50%; co-funding, minimum 35%)
Online Journey	Between 15.000 – 25.000 EUR	Range, EIT Contribution dependent: c8.100 – 25.000 EUR (35%-50% co-funding, minimum 35%)

Note:

Budgets will be revised during the set-up process as the balance between all aspects are considered. Budgets do not need to include travel costs.

Budgets will be adjusted up or down in line with the amount of time a partner is hosting the participants, also including the EU correction coefficient set for each country.

Inserting a budget

1. The first step is to create Work Packages. You do this by clicking the green icon. This opens a pop-up window where you will enter details about the work package. You will need to add a new Work Package for each partner organisation that is requesting funds in this project consortium. Each Work Package corresponds to a single grant year, which is a calendar year.

In the WP Budget(s) section at the lower part of the window there are two tabs:

A. Budgets

B. Justification

In Tab A:

Click the green icon to open a window to add costs for the Work Package.

Add Partner and Responsible Person from the dropdown lists. You must enter FTE information if there are Personnel costs. Plaza does not use the FTE figure for any calculations, it is for EIT Climate-KIC use only.

Enter your figures into the appropriate categories. For guidance on eligible cost categories, please refer to the [H2020 Annotated Model Grant AgreementHI](#); and in particular, *ARTICLE 15 — FINANCIAL SUPPORT TO THIRD PARTIES* (page 158); and *Direct costs of providing financial support to third parties (C.): Types of costs — Form — Eligibility conditions — Calculation* (page 79).

Horizon Europe: Please note that in 2021 EIT Climate-KIC will transition, with EIT and other KICs, into the Horizon Europe funding framework. To be eligible for funding we expect EIT Climate-KIC partners will be required to accede to the Horizon Europe Model Grant Agreement, whose granting terms and conditions (and eligibility / compliance requirements) are yet to be finalised. EIT Climate-KIC will work with Partners to transition to this framework through 2021.

Note that Plaza calculates the figures in the grey fields. Click the 'Recalculate' button to see the results of those calculations. When you're ready to go back to the previous screen, click one of the buttons at the bottom of the window. There are four buttons at the end of the Budget window:

- Re-Calculate: recalculates indirect costs and co-funding required to match funding with costs.
- Save: saves the data that you have entered so that you can come back to it. You can make changes later.
- Check and Save: checks whether all mandatory fields have been completed and saves your work. If there are errors, a message will appear. You can make changes and click 'Check and Save' as many times as you need to.
- Cancel (discards changes made).

You must click 'Save' before you are able to 'Check and Save' the work package.

Remember to click the 'Save' button or the 'Check and Save' button before closing the window if you want to keep the budget figures you've entered!

This brings you back to the window where you entered details about your work package. You'll notice there is now a green tick in the 'Validated' checkbox if you clicked 'Check and Save' and there were no errors.

Tab B. Justification: now you need to **enter cost descriptions for your costs**.

This tab includes text fields for you to complete for each type of cost that you entered in the *A. Budget* tab. Click on the 'Edit' button next to each field. This will open a new window where you must enter the appropriate descriptions. Please note that you will need to include text description of FTEs and role descriptions in the Personnel description field.

Remember to click the 'Save' button!

When you have finished entering your information in the WP Specification window, click on 'Check and Save'. Plaza will do validation checks, for example for missing cost descriptions and that the budget for the work package has been checked and validated. It will return error messages if you need to add further information.

There's one last 'Check and Save' to do on Tab 4. This will check that the budget for the entire proposal has been validated. If there are no errors on the Budget tab, a green tick will appear next to the name of the tab when you click 'Check and Save'.

Congratulations! You've entered the budget for your proposal and are ready to submit it!