

Call to Action: Climate Innovation Leadership 2021

This document covers applications for funding under 2021.

Plaza Opens: 11 December 2020

Proposal Deadline: 20 January 2021

Publication Date: 11 December 2020

Contents

Call to Action – Climate Innovation Leadership	3
Background.....	3
Call for Proposal	4
Further Details on Climate Innovation Leadership, 2021.....	5
PROPOSAL GUIDELINES	7
Part 1: Call Overview	7
Things to Be Aware Of.....	7
Call Process and Timeline	8
Proposal Submission.....	8
Part 2: Application, Assessment, and What to Expect	9
How to Participate.....	9
Lodging a Complaint About a Failed Submission.....	9
Preparing a proposal	10
Funding and EIT Reimbursement rate.....	11
Your Data	11
Confidentiality	12
Appeals and Complaints.....	12
Part 3: Review Mechanism & Decision-making	13
Proposal Submissions Assessment	13
Annex 1: Eligibility and Assessment Criteria.....	14
Annex 3: Additional Submission Guidance (Plaza).....	17
Tab 0: START HERE	17
Tab 1: CONTACTS.....	17
Tab 2: PROJECT OVERVIEW	17
Tab 3: PROJECT SPECIFICS	20
Please explain Number of tCO ₂	20
Scalability and collaboration	22
Tab 4: OUTPUTS & DELIVERABLES.....	23
Tab 5 and 6: EIT Core KPI / Climate-KIC KPI.....	23
Tab 7: Budgets.....	24
Inserting a budget.....	24

Call to Action – Climate Innovation Leadership

Call Announcement:	11 December 2020
PLAZA Opens:	11 December 2020
PLAZA closes:	1800hrs CET, 20 January 2021
Funding available for:	SGA 2021

EIT Climate-KIC invites proposals that will make a unique contribution to our existing portfolio, and that help tackle climate change at the speed and scale we need.

The purpose of this call is to identify two (2) partners to join an existing cohort of delivery partners to work with EIT Climate-KIC in 2021 to deliver the Climate Innovation Leadership pilot programme in 2021, and test the methods and approaches that have been developed in 2020.

Background

Young people are calling for action on climate change, and it is not just happening in the streets. Youth is challenging the habits of their parents; young pupils are demonstrating every Friday for a just future and young professionals are reprioritizing their career choices towards purpose driven organizations in order to make a positive impact with their deeds.

Top graduates want to contribute to organizations, industries and businesses that are working towards a net-zero transition. This is a generation that recognizes the need for systemic change and wants to be equipped to meet and drive forward the scale of change required.

This means there is an urgent need for students to be trained in new skills relating to leadership, innovations and systems thinking. There is a need for universities to interrogate their own approach to education and systems transformation, and to adapt accordingly.

The Climate Innovation Leadership Programme (CIL) is an evolution of the Master School Programme from EIT Climate-KIC; a program with nearly ten years' experience in empowering and enabling students to act on climate challenges. Built on the foundation of the EIT Label framework, the Climate Innovation Leadership Programme is spreading an entrepreneurial mindset combined with multidimensional leadership skills over Europe as a tool to transform our societies in a just and sustainable way.

Climate Innovation Leadership empowers university students from all disciplines and all levels to become effective agents of change and generation of leaders, who think, sense, act and decide differently.

CIL will equip participants with up-to-date knowledge on climate change challenges in terms of adaptation, mitigation, science, and policy. It will allow them to work actively and collaboratively through their insights and apply them in a practical, meaningful way within a coherent ecological, social, economic, and societal context. By the end of the programme, participants will gain the ability to combine climate insights with new entrepreneurial and systems innovation skills to deliver an action - and sustainable business plan to

develop sustainable products/services that would offer a comprehensive solution to combating the climate change challenge.

The new program is comprised of three tracks:

1. Inspiration - Sparks! provoking lectures and complementary courses;
2. Experiential Learning - The Journey summer school and a personal challenge-based project;
3. Personal Development – Regular, interdisciplinary, and international group coaching sessions.

Call for Proposal

In 2021, EIT Climate-KIC would like to engage with Higher Education Institutions Partners from different locations and countries that are willing to deliver the Climate Innovation Leadership programme in their local ecosystems during its pilot phase. EIT Climate-KIC is seeking for new two (2) university to join an existing cohort of delivering partners: four institutions currently involved in the current Master School programme and 3 universities from RIS countries recently selected.

During the pilot phase, several elements will be tested including, but not limited to:

- Pedagogy;
- Attractiveness;
- Fundraising opportunities;
- Scaling approach.

The CIL programme is the result of a long co-construction process with the partner universities. It is then understood that roles and responsibilities will be shared between EIT Climate-KIC and the delivering universities.

The partners will be engaged into the following areas:

- Governance of the programme;
- Business model development;
- Inspirational offer design and delivery;
- Challenge based projects design and delivery;
- Support the integration of the student Personal Development activities with the other elements of the programme;
- Lead and participate in fundraising efforts;
- Develop synergies with the local ecosystem.

Content and Timeline of the Climate Innovation Leadership in 2021

The CIL programme is focusing on three complementary learning dimensions:

- Inspiration - Sparks! provoking lectures and complementary courses
- Experiential Learning - The Journey summer school and a personal challenge-based project
- Personal Development – Regular, interdisciplinary, and international group coaching sessions

1. Inspiration

Participants will get inspired with new theoretical knowledge by two major elements, Sparks and Complementary courses. During the Spark! lectures they will have the possibility to virtually meet and network within the EIT Climate-KIC and universities community, whilst being inspired by innovators, entrepreneurs, and thought-leaders. The complementary courses aim to provide them with knowledge and tools to become innovators and/or entrepreneurs with an impact on Climate Change.

2. Experiential Learning

To complement the theoretical aspects of the programme, participants will be equipped with the right practical tools for systems transformation and community building. They will be invited to experiment with leadership approaches towards climate innovation and -action through a learning by doing approach. The Journey summer school and personal challenge-based project are places for these prototyping activities. Both experiential learning opportunities will be linked to the participants personal development objectives and will support your professional orientation as well as your personal growth.

3. Personal Development

During the 12-month program, participants will be invited to participate in 8 group coaching sessions, receive individual support and work to strengthen their leadership skills towards solving complex societal challenges (such as climate change) in different dimensions. Together with their group, they will learn how to assess themselves in a peer-to-peer mode supported and facilitated by a coach.

Further Details on Climate Innovation Leadership, 2021

Objectives

Climate Innovation Leadership (CIL) is an extracurricular student-centric demand-led 12-month programme spreading and amplifying climate action. The programme is empowering students to become effective change agents through systems transformation and community building.

The CIL will equip participants with up-to-date knowledge on climate change challenges in terms of adaptation, mitigation, science, and policy. It will allow them to work actively and collaboratively through their insights and apply them in a practical, meaningful way within a coherent economical and societal context. By the end of the programme, participants will gain the ability to combine climate insights with new entrepreneurial and systems innovation skills to deliver an action plan to develop sustainable products/services that would offer a comprehensive solution to combating the climate change challenge.

Students will be able to:

- Embrace the complexity of systems transformation;
- Demonstrate a common inter-and transdisciplinary understanding of the challenges related to climate change;
- Demonstrate knowledge and understanding of the entrepreneurial process and how business (re)acts to climate change in the respective economic and political environment;
- Deliver ideas, products, and services in response to climate challenges;
- Communicate about climate change causes, consequences, and solutions;

- Work in international and multidisciplinary groups and networks, including the handling of group dynamics associated with new teams working together;
- Apply their education in a real-world entrepreneurial setting;
- Address any major gaps in the fundamental knowledge and skills they need to recognize, and exploit opportunities related to their career and degree choice;
- Transition to an active, self-driven style of entrepreneurial learning;
- Start developing a professional network.

Soft Skills Gained

- English presentation skills;
- English business vocabulary;
- Experience of group work;
- Personal development planning;
- Business idea pitching;
- Business idea evaluation;
- Entrepreneurial mindset.

Definition of target group

As innovation requires teams of different persons with various backgrounds, we will deliver the CIL programme to students enrolled in different types of studies: sciences/technology, business, management, entrepreneurship, economics, public policies, social sciences...

The goal is to recruit high potential students (excellent academic level, motivation, and open mind) in their original domain of expertise and to offer them an add-on to build their own path to climate action.

During the pilot phase, the programme will be open to Master and potentially Doctoral students. The possibility to enlarge the target group after this period will be explored.

Financial model

The CIL programme is designed to be compatible with multiple funders.

EIT Climate-KIC and the engaged partners will be jointly responsible for the fundraising:

- The consortium composed by EIT Climate-KIC and the partners (or a subset of partners) will oversee fundraising opportunities at global and European level including EIT, EU, philanthropy, and private partnerships.
- Each university or a subset of universities will lead national and subnational funding opportunities with the support of EIT Climate-KIC.

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 us at climateinnovationleadership@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 Climate Innovation Leadership* form.
- ✓ **“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 Process and Timeline

There will be a one stage application process, where applicants submit a full proposal in PLAZA by 20 January 2021. To increase your chances of success, however, we invite you to engage with the Climate Innovation Leadership Team to co-create ideas with you. Therefore, we recommend you send the team a **first outline by 10 January** which we will review and provide **feedback on 14 January 2021**.

Proposal Submission

Proposals can be submitted at any time between 10 December 2020 and **20 January 2021, 1800hrs CET**.

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.

Decision outcomes will be communicated to proponents by January 29th 2021

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 for Proposal 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 Climate Innovation Leadership**. 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 Climate Innovation Leadership applications 2021, please refer to **[the section of this document on Impact, above; and also Annex 3: Additional Submission Guidance \(Plaza\)](#)** towards the end of this document, which contains mandatory output and deliverables for the Climate Innovation Leadership.
 - KPIs are Key Performance Indicators and they are separated into two sets of KPIs – EIT Climate-KIC KPIs and EIT KPIs; please refer to **[Annex 3: Additional Submission Guidance \(Plaza\)](#)** 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.

Funding and EIT Reimbursement rate

EIT Climate-KIC will provide limited funding for the Climate Innovation Leadership Pilot programme in 2021 with a maximum amount of EIT funding of 20.000 EUR.

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.

Activity	EIT contribution max. 65%	Partner co-funding min. 35%
Climate Innovation Leadership	Min.-Max. 15.000 – 20.000 EUR	Min. circa 8.076 – 10.800 EUR

Who can apply

Climate Innovation Leadership is a pilot programme that has been designed in collaboration with selected EIT Climate-KIC Partners through 2019 and 2020. This Call is open to Higher Education Institutions not already involved in the delivery of the Master School programme in 2020. The Call is open to existing EIT Climate-KIC Partners and non-partners alike

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-kic.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-kic.org before starting your application.

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

Your Data

In Plaza, all registrants will have 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 EIT 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). Independent expert reviewers or evaluators are also bound by an obligation of confidentiality, as our Partners completing Climate Impact Assessments as a part of the evaluation process.

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 an 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.

Stage	Project Type	MAX. DURATION	MAX. EIT REQUEST Per annum	MAX.EIT REIMBURSEMENT RATE (total project costs)	MIN. CO-FUNDING (total project costs)	Additional eligibility requirements
Full Proposal	Climate Innovation Leadership 2021	To end BY December 31 st 2021	20.000	65%	35%	Proponent must be Higher Education Institution

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 **20 January 2021, 1800hrs CET**
- The final outcomes and feedback will be communicated latest by 29 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 Climate Innovation Leadership 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 Climate Innovation Leadership Programme?
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 Climate Innovation Leadership 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.

	<ul style="list-style-type: none"> • 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 programme. • Brings new ideas about extending impact beyond the target group.

Annex 2: Financial Sustainability and Participation of EIT Climate-KIC

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 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.

NB: We advise Partners to create an offline version of the proposal before filling in the fields on Plaza, and to regularly save their Plaza submission when working on it.

- Green: copy directly into plaza
- Blue: read instructions and fill in accordingly.
- Please pay attention to the **yellow** part of the text

Tab 0: START HERE

Programme Type	EDUCATION Climate Innovation Leadership
Title	Climate Innovation Leadership + Location name + year (eg. Climate Innovation Leadership Paris 2021)
Proposed project acronym	Same as above
Start / end date	1st Jan – 31st Dec

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>The Climate Innovation Leadership programme is an evolution of the Master School programme from EIT Climate-KIC; a programme with nearly ten years’ experience in empowering and enabling students to act on climate. Built on the foundation of the EIT Label framework, the Climate Innovation Leadership programme spread an entrepreneurial mindset over Europe as a tool to transform our societies in sustainable way. Climate Innovation Leadership empowers university students from all disciplines and all levels to become effective agents of change and generation of leaders, who think, sense act, and decide differently</p> <p>Climate Innovation Leadership equip participants with up-to-date knowledge on climate change challenges in terms of adaptation, mitigation, science, and policy. It allows students to work actively and collaboratively through their insights and apply them in a practical, meaningful way within a coherent economical and societal context. By the end of the program, participants gain the ability to combine climate insights with new entrepreneurial and systems innovation skills to deliver an action plan to develop sustainable products/services that would offer a comprehensive solution to combating the climate change challenge.</p> <p>The new program is comprised of three dimensions:</p> <ol style="list-style-type: none"> 1. Inspiration - Sparks! provoking lectures and deep learning complementary courses 2. Experiential Learning - The Journey summer school and a personal challenge-based project
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<p>Short description – please note that this information may be published</p>	<p>3. Personal Development – Regular, interdisciplinary, and international group coaching sessions</p> <p>Students who complete the Climate Innovation Leadership programme go through an ensemble of mandatory modules:</p> <p>Personal development: along the programme, students attend in group coaching sessions and learn how to assess themselves in a peer-to-peer mode facilitated by coaches. The aim is to develop the skills needed to lead a systemic change.</p> <p>Inspiration: During a series of Spark! lectures, students virtually meet and network within the EIT Climate-KIC and universities community, whilst being inspired by innovators, entrepreneurs, and thought-leaders. Attending Complimentary Courses, students learn more about knowledge and tools to become innovators and/or entrepreneurs with an impact on Climate Change.</p> <p>Experiential Learning: to complement the theoretical aspects of the programme, students are equipped with the right practical tools for systems transformation and community building. They experiment climate action through a learning by doing approach. Two types of learning tools are used:</p> <ul style="list-style-type: none"> • the Journey Summer School, the world’s biggest climate innovation summer school offering transformative learning experiences to graduates and young professionals; • the personal challenge-based project, a student-centric activity (e.g. internship in an innovation project/start-up, university challenge-based, a local industry defined project, involvement in the development of an EIT Climate-KIC Education or Entrepreneurship programme, etc.) intimately linked to the personal development objectives and focused on nurture her/his professional orientation. <p>[Feel free to modify and/or elaborate further]</p>
<p>Workplan - 2021</p>	<p>EIT Climate-KIC Climate Innovation Leadership Activities:</p> <ol style="list-style-type: none"> 1. EIT Climate-KIC Climate Innovation Leadership Management & Development 2. Personal development 3. Sparks 4. Complementary courses 5. The Journey 6. Challenge-based project 7. Community Activation <p>Activities undertaken by [University Name]:</p> <ul style="list-style-type: none"> • EIT Climate-KIC Climate Innovation Leadership Management & Development <ul style="list-style-type: none"> • Communication, Management & Delivery of 2021 Climate Innovation Leadership Student Recruitment process at [University Name]:. Target: 15 Students • Communication with [University Name]:Course Coordinators • General Communication, Progress Tracking & Support for all active [University Name]:Students • Management of Annual EIT Climate-KIC Climate Innovation Leadership Budget at [University Name]: • Annual Performance & Financial Reporting • Curation of Climate Innovation Leadership Student Success Stories. Target: 1 [ore more] • Use of tools (provided by EIT Climate-KIC) for tracking student progress and for checking and approving all students’ achievements • Personal development <ul style="list-style-type: none"> • Align with EIT Climate-KIC Climate Innovation Leadership Coordinator and coaches to support the smooth execution of CIL and enhance the experience of the students. • SPARK Events <ul style="list-style-type: none"> • Design, Planning, and provide the content (topic and speaker) of at least 1 [ore more] online Spark! lecture • Complementary Courses

- Curation of [University Name]:Complementary Course List
- Journey
 - Coordination of sign up by [University Name]:Students to The Journey 2021
- Challenge-based project
 - Coordinate the delivery and management of [University Name]:Students challenge-based project
 - Evaluation & Administration of [University Name]:Students challenge-based project
 - Administration of [University Name]:Students challenge-based project grants
- Community Activation
 - Experiment with different approaches stimulate the local Climate Innovation Leadership student community.

EIT Climate-KIC Climate Innovation Leadership Programme Local Implementation Report 2021 to be Compiled by [University Name]::

The report will include the following sections:

- 1) A Progress Summary Table for each student active in 2021
- 2) A Summary Table of each Students' challenge-based project in 2021 including:
 - the duration,
 - the location of the project,
 - a short summary of the project activities and achievement;
 - the name of the host organisation (if applicable).
- 3) 2021 Climate Innovation Leadership Programme Statistics to be reported:
 - # of Students recruited who started the programme in 2021
 - # of Students that had completed the Inspiration module (Spark and Complementary course)
 - # of Students that completed the Personal Development module
 - # of Students that had completed the Journey
 - # of Students that had completed the Challenge-based project
 - # of Drop-outs in 2021
- 4) Profile Data Overview of Climate Innovation Leadership Students:
 - Gender,
 - Nationality
 - Master Course Title
- 5) A Description and Timeline of the local Climate Innovation Leadership Recruitment Process
 - Date of application deadline
 - Assessment of students' applications timeline
 - Number, gender and nationality of applicants
 - Number, gender and nationality of those finally selected to join the Climate Innovation Leadership programme.
- 6) Local Evaluation of running the EIT Climate-KIC Climate Innovation Leadership programme during 2021 including lessons learnt, areas of development and fundraising approach.
- 7) Any Student Success Stories (e.g. when a student launches their own climate related start-up)

Activities undertaken by EIT Climate-KIC Climate Innovation Leadership team

- EIT Climate-KIC Climate Innovation Leadership Management & Development
- Coordination & Communication of EIT Climate-KIC Climate Innovation Leadership Development
- Coordinate the Personal Development module of the Climate Innovation Leadership programme
- Support the technical organisation of online Spark! lectures
- Management of Annual EIT Climate-KIC Climate Innovation Leadership Partner Delivery Agreements (Plaza, TCLs, Budgets & Targets)
- Liaise between EIT Climate-KIC and partners about Climate Innovation Leadership content, process, budgets, and applications
- On-going support to Local University Coordinators to deliver program
- Regional Coordination of Student Recruitment Process (deadlines, administration, communication)
- Regional Coordination of Student Tracking and Support for University Coordinators
- Regional Coordination of Annual Partner Performance Reporting
- Provide tools to support student progress tracking
- Support to use tools (provided by EIT Climate-KIC) for tracking student progress and for checking and

	approving all students' achievements
Financial Sustainability and potential funding streams	Please detail whether you have identified additional sources of funding for the Climate Innovation Leadership 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 students, citizens, interested stakeholders 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. Please, describe how you will deliver the personal challenge-based projects module of the Climate Innovation Leadership pilot programme.
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Impact & Climate Impact	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. On "Impact Summary", please explain what you expect the wider impact of the programme to be, including how you will deliver outreach beyond the Climate Innovation Leadership Programme.	
	Impact Location – city	The Climate Innovation Leadership programme is open to students of any nationality who are enrolled in one of the selected EIT Climate-KIC's European university partners delivering the programme. The delivery of the taught parts of the programme is therefore European. [PLEASE ADD ANY RELEVANT CITY RELATED IMPACT]
	How would you qualify this project?	Enabling mitigation
	Number of tCO2	0
	Please explain Number of tCO2	Not calculated. The Climate Innovation Leadership programme is a skills enabler for climate change mitigation and adaptation and does not therefore have a direct carbon reduction impact that is calculable.
Please explain the estimated climate impact at the level of the portfolio and/or how the project will be contributing to systemic change widely	The Climate Innovation Leadership programme modules and operations will be analysed in relation to better supporting the 2021 EIT Climate-KIC portfolio strategy. EIT Climate-KIC intends to unlock transformation by curating a portfolio of strategic innovation experiments that pull on different levers of change – skills and capabilities, behaviour change, technology, production systems, financing models and policy frameworks. Our	

		<p>Theory of change is focused on empowering people to change systems – through exploration, experimentation, and demonstration – to enable viable alternatives at scale.</p> <p>The programmes will contribute to systemic change by</p> <ol style="list-style-type: none"> 1) developing a positive change in behaviour and solutions for a more sustainable society; 2) supporting students gain insights into real-life challenges and vocational possibilities for working on these challenges; 3) supporting students discover a passion for entrepreneurship and climate-related businesses; 4) building a community of systems change agents with a solid scientific background and certified innovative and entrepreneurial skills and competencies; 5) building a community of European universities embracing entrepreneurship and innovation approaches in their teaching methods
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Results & Dissemination	Benefits for participants	<p>[Please elaborate further in relevant]</p> <p>The Climate Innovation Leadership programme equips participants with up-to-date knowledge on climate change challenges in terms of adaptation, mitigation, science, and policy. It allows them to work actively and collaboratively through their insights and apply them in a practical, meaningful way within a coherent economical and societal context. By the end of the programme, participants gain the ability to combine climate insights with new entrepreneurial and systems innovation skills to deliver an action plan to develop sustainable products/services that would offer a comprehensive solution to combating the climate change challenge.</p> <p>The programme is designed to contribute directly to the following key objective of the EIT Climate-KIC Education strategy:</p> <ul style="list-style-type: none"> • Leadership for Transformation - furnishing leaders and rising stars with the leadership capabilities to understand and think in systems, and with the competencies of reflective, agile learning, sensemaking and intervention in complex systems dynamics will unlock structural change and lead to more rapid transformation. By immersing talented people in climate-focused learning experiences, we will influence mindsets and behaviours in a way that creates leaders and influencers of climate action. Creating social and professional networks of inspirational climate leaders – the graduates from our programmes – builds momentum for transformational change that spills across borders and sectors
	Learning delivery methods	<p>Climate Innovation Leadership students can learn through a wide variety of methods.</p> <p>Learning objectives:</p> <ul style="list-style-type: none"> • Embrace the complexity of systems transformation; • Demonstrate a common inter-and transdisciplinary understanding of the challenges related to climate change;

		<ul style="list-style-type: none"> • Demonstrate knowledge and understanding of the entrepreneurial process and how business (re)acts to climate change in the respective economic and political environment; • Deliver ideas, products, and services in response to climate challenges; • Communicate about climate change causes, consequences, and solutions; • Work in international and multidisciplinary groups and networks, including the handling of group dynamics associated with new teams working together; • Apply their education in a real-world entrepreneurial setting; • Address any major gaps in the fundamental knowledge and skills they need to recognize, and exploit opportunities related to their career and degree choice; • Transition to an active, self-driven style of entrepreneurial learning; • Start developing a professional network.
	Marketing and dissemination campaigns	Please elaborate on local plans.
	Scalability and collaboration	Please elaborate it to your local circumstances and needs
	Timeline for the initiative	Please elaborate considering the Pilot phase of the programme.

Equality & Diversity	<p>[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.]</p> <p>The Climate Innovation Leadership selection process is open to all students enrolled in a master programme at one of EIT Climate-KIC's partner universities delivering the programme. The selection process does not discriminate on gender.</p>
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	<p>[Please add any relevant content]</p> <p>Part of the content of the proposal was written by the central Climate Innovation Leadership team and then reviewed and approved by the relevant partner university coordinator.</p>

Tab 4: OUTPUTS & DELIVERABLES

	Partner	Type	Code	Title	Description	Expected Date
Key Outputs	Partner ID and name(s)	Output	OUT1	Climate Innovation Leadership Programme Local Implementation	The recruitment of Climate Innovation Leadership students and local delivery of the partner's Climate Innovation Leadership work plan to all students enrolled in the programme during 2021.	31 Dec 2021

	Partner	Type	Code	Title	Description	Output Reference	Expected date
Key Deliverables	Partner ID and name	Deliverable	DEL1	Climate Innovation Leadership Programme Local Implementation Report 2021	Implementation Report 2021: report on [University Name] student's recruitment and students enrolled in the EIT Climate-KIC Climate Innovation Leadership programme during 2021. The report will include all the sections outlined in the 2020 EIT Climate-KIC Climate Innovation Leadership Workplan - 2021	OUT1	31 Dec 2021

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

KPI - EIT Core & CKIC	<p>Please enter your KPI targets in this section.</p> <p>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 Climate Innovation leadership is expected to report on the following KPIs:</p> <ul style="list-style-type: none"> • CKIC05 # Education Support Participants = 15 students • 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. = 15 students
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Tab 7: Budgets

Budgets must be filled in by the partner. Budgets can be built on the following assumptions:

Activity	EIT contribution max. 65%	Partner co-funding min. 35%
Climate Innovation Leadership	Min.-Max. 15.000 – 20.000 EUR	Min. circa 8.076 – 10.800 EUR

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. If you have multiple partners in a proposal, 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 Agreement HI](#); 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!