**EIT Community New European Bauhaus**

**Call for Proposals for Co-Creation of public space through citizen engagement**

**(Business Plan 2021-2022)**

***Application form***

# PROJECT INFORMATION

### TITLE & ACRONYM OF THE PROJECT

*Provide a short, informative proposal name and acronym:*

### START DATE OF THE PROJECT

*Must be on or before 1st July 2022.*

### END DATE OF THE PROJECT

*Must be on or before 31st December 2022.*

# APPLICANT INFORMATION

*Please provide this information about the consortia.*

*Please be aware that applications are eligible from consortia of a minimum 2, and a maximum of 4 partners.*

*One of these partners must be a City, region or an affiliated entity to a City or region located in an EU Member State or a Third Country associated to Horizon Europe. In case the consortium is made of 2 partners, the applicants must be independent organisations (there cannot be an affiliated link between them). One partner has to be presented as a lead partner.*

***Official name of the Organisation (Partner A):***

*Official name in English:*

Acronym of the Organisation:

PIC number of the organisation[[1]](#footnote-2):

***Role of the applicant within the Consortia***

☐ *Lead partner* ☐ *Consortia partner*

☐ *Affiliated entity* *of a partner of the consortia*. *To which partner are you an affiliated entity*?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Type of organisation:***

☐ *City* ☐ *Region* ☐ *Entity with legal link to a city or region* ☐ *University* ­ ☐*Research/Innovation centre* ☐ *Private company* ☐ *Other* ­\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SME status according to EU definition[[2]](#footnote-3): Yes or No

*Website:*

*Address:*

* Street:
* City:
* State/province/region:
* Postal/ZIP code:
* Country

Name and Surname of the main contact person:

Gender:

Job title of main contact person:

Phone number of main contact (country code + telephone number):

Email address of main contact:

Designate if needed, further focal point/ project leader/contact person who would be in charge of implementation and/or all administrative requirements.

Name and Surname of the contact person:

Gender:

Job title of the contact person:

Email address of the contact person:

***Official name of the Organisation (Partner B):***

*Official name in English:*

Acronym of the Organisation:

PIC number of the organisation[[3]](#footnote-4):

***Role of the applicant within the Consortia***

☐ *Lead partner* ☐ *Consortia partner*

☐ *Affiliated entity* *of a partner of the consortia*. *To which partner are you an affiliated entity?*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Type of organisation:***

☐ *City* ☐ *Region* ☐ *Entity with legal link to a city or region* ☐ *University* ☐*Research/Innovation centre* ☐ *Private company* ☐ *Other* \_\_\_\_\_\_\_\_\_\_\_\_\_\_

SME status according to EU definition[[4]](#footnote-5): Yes or No

*Website:*

*Address:*

* Street:
* City:
* State/province/region:
* Postal/ZIP code:
* Country

Name and Surname of the main contact person:

Gender:

Job title of main contact person:

Phone number of main contact (country code + telephone number):

Email address of main contact:

Designate if needed, further focal point/ project leader/contact person who would be in charge of implementation and/or all administrative requirements.

Name and Surname of the contact person:

Gender:

Job title of the contact person:

Email address of the contact person:

***Official name of the Organisation (Partner C):***

*Official name in English:*

Acronym of the Organisation:

PIC number of the organisation[[5]](#footnote-6):

***Role of the applicant within the Consortia***

☐ *Lead partner* ☐ *Consortia partner*

☐ *Affiliated entity* *of a partner of the consortia*. *To which partner are you an affiliated entity?*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Type of organisation:***

☐ *City* ☐ *Region* ☐ *Entity with legal link to a city or region* ☐ *University* ☐*Research/Innovation centre* ☐ *Private company* ☐ *Other* \_\_\_\_\_\_\_\_\_\_\_\_\_\_

SME status according to EU definition[[6]](#footnote-7): Yes or No

*Website:*

*Address:*

* Street:
* City:
* State/province/region:
* Postal/ZIP code:
* Country

Name and Surname of the main contact person:

Gender:

Job title of main contact person:

Phone number of main contact (country code + telephone number):

Email address of main contact:

Designate if needed, further focal point/ project leader/contact person who would be in charge of implementation and/or all administrative requirements.

Name and Surname of the contact person:

Gender:

Job title of the contact person:

Email address of the contact person:

***Official name of the Organisation (Partner D):***

*Official name in English:*

Acronym of the Organisation:

PIC number of the organisation[[7]](#footnote-8):

***Role of the applicant within the Consortia***

☐ *Lead partner* ☐ *Consortia partner*

☐ *Affiliated entity* *of a partner of the consortia. To which partner are you an affiliated entity?*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Type of organisation:***

☐ *City* ☐ *Region* ☐ *Entity with legal link to a city or region* ☐ *University* ☐*Research/Innovation centre* ☐ *Private company* ☐ *Other* \_\_\_\_\_\_\_\_\_\_\_\_\_\_

SME status according to EU definition[[8]](#footnote-9): Yes or No

*Website:*

*Address:*

* Street:
* City:
* State/province/region:
* Postal/ZIP code:
* Country

Name and Surname of the main contact person:

Gender:

Job title of main contact person:

Phone number of main contact (country code + telephone number):

Email address of main contact:

Designate if needed, further focal point/ project leader/contact person who would be in charge of implementation and/or all administrative requirements.

Name and Surname of the contact person:

Gender:

Job title of the contact person:

Email address of the contact person:

*Please make sure you indicate details of both (1) head of organisation and/or department leading the application, and focal point to act as daily coordinator.*

## Your data and Confidentiality (GDPR – Action required)

Access to the project proposals will be given to all the KICs participating in this EIT Community action. The title and scope of the project will be shared within the KICs communities and will be made publicly available (e.g., on the KICs web site, in presentations at conferences etc.).

**Your Data**

All applicants will have to accept EIT Climate-KIC’s [General Terms and Conditions](https://www.climate-kic.org/policies/?id=61) which also includes, in particular, related [Privacy policies](https://www.climate-kic.org/policies/privacy-policy/) and [Acceptable Use policies](https://www.climate-kic.org/policies/acceptable-use-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 Community and certain sensitive data elements will be visible to other partners or potential partners of EIT Community. The named partner organisation or potential partner of EIT Community 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 Community in the manner indicated in accordance with Privacy policies, and that the partner organisation or potential partner of EIT Community provides the personal data in accordance with applicable law.

**Confidentiality**

EIT Community 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). Independent expert reviewers or evaluators are also bound by an obligation of confidentiality.

Please pay attention not to attempt to discuss your proposal with persons you believe may act as an independent expert for KICs participating in this EIT Community action.

☐ **By ticking this box, I hereby accept EIT Community** [**Terms and Conditions**](https://www.climate-kic.org/policies/acceptable-use-policy/)

# EXECUTIVE SUMMARY (maximum ½ page)

*The executive summary should be a clear and concise description of the project’s key elements.*

|  |
| --- |
| *Text added here*  *Max. 900 characters with spaces*  *Font: Calibri*  *Space: single* |

*Indicate* ***at least one fixed keyword*** *that you can identify in this link (you can report the ID only):* [*https://www.eiturbanmobility.eu/wp-content/uploads/2022/03/Fixed-Keywords-to-Corda.xlsx*](https://www.eiturbanmobility.eu/wp-content/uploads/2022/03/Fixed-Keywords-to-Corda.xlsx)

*Text added here*

*Max. 200 characters with spaces*

*Font: Calibri*

*Space: single*

*Indicate any* ***free keywords*** *you think give extra detail of the scope of your proposal*

*Text added here*

*Max. 200 characters with spaces*

*Font: Calibri*

*Space: single*

*Please identify the selected EIT Community New European Bauhaus Challenges addressed by your proposal*

|  |  |  |
| --- | --- | --- |
| *Please identify the selected EIT Community NEB Challenges addressed by your proposal* | | *In case you selected more than one, please indicate the most relevant to your application.* |
| ☐ | Re-connecting with nature | ☐ |
| ☐ | Re-gaining sense of community and belonging | ☐ |
| ☐ | Prioritising the places and people that need it the most | ☐ |
| ☐ | The need for long term, life cycle and integrated thinking in industrial ecosystem | ☐ |

# BACKGROUND INFORMATION (maximum 1 page)

*Please define the project area, including specific issues or challenges related to that area, as well as the importance of addressing them. Please include details on the understanding of the scoped area, relevant City or district/regional strategies, stakeholders addressed and the context’s particularities.*

|  |
| --- |
| *Text added here*  *Max. 1800 characters with spaces*  *Font: Calibri 11*  *Space: single* |

# EXCELLENCE AND Innovative aspects (maximum 2 page)

*Clearly describe the objectives of your project and the alignment of the proposal with the scope of the call.*

*Specify and demonstrate the relevance of the proposed activity to address the selected EIT Community NEB challenge. Describe how the proposed solution embeds and integrates all the three core New European Bauhaus values (namely: sustainability, aesthetics, inclusion) and all the three key New European Bauhaus principles (namely: multilevel, participatory, transdisciplinary approach).*

*Describe how the aim and the objectives of the proposals are clearly related to outcomes and results.*

*Include methodologies, tools or processes planned and creative formats to initiate an ideation process with the aim to identify challenges and co-create potential solutions. Describe the stakeholder strategy of the project. Describe to what degree does the proposal include existing and/or new citizen engagement activities related to the proposed public realm improvements. Describe the need and relevance for society, target group or market.*

|  |
| --- |
| *Text added here*  *Max. 3600 characters with spaces*  *Font: Calibri 11*  *Space: single* |

# IMPACT: social, economic, financial, and general sustainability (maximum 2 page)

*Describe the proposal’s expected impacts in a measurable (quantitative and a qualitative) level. Include the expected outcomes, outputs, results aligned with the results, target groups and the urban challenge(s) addressed. Specify how the social, economic and innovation impacts of the proposal are covered. Demonstrate the relevance of the benefits of the project or solution to the city´s planned public realm improvement project or strategy. The proposal demonstrates how the proposed solution improves an approved public realm infrastructure or a physical public space.*

*Describe the potential of the activity to be implemented on a broader scale in various cities (the outcomes are repeatable and/or scalable). Describe the Knowledge Triangle integration enhancement [involves activities of education, innovation and business creation]. Specify how the proposal takes the gender dimension and social inclusion into account. Describe the planned measures for the dissemination and communication plan.*

|  |
| --- |
| *Text added here*  *Max. 3600 characters with spaces*  *Font: Calibri 11*  *Space: single* |

# IMPLEMENTATION: planning and sound financial management (maximum 2 pages)

*Describe the work plan, including details such as deliverables, outputs, milestones, risks and mitigation, timeline, location, budget etc. Where possible, please provide links to any supporting documents/web content. If the project implementation takes place in different places, please define the locality of each activity.*

*Describe the role of the applicants within the consortium and the previous experience in leading and coordinating citizen engagement projects in co-designing public space. Specify the resources and competencies in accordance with the proposal scope.*

|  |
| --- |
| *Text added here*  *Max. 3600 characters with spaces*  *Font: Calibri 11*  *Space: single* |

### **Contribution to the mandatory Core EIT KPIs**

*Describe how the proposal contributes to the mandatory 3 Core EIT KPIs*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Text added here*  *Max. 900 characters with spaces*  *Font: Calibri 11*  *Space: single*   | **KPI Code and name** | **KPI description** | **KPI Target value** | **Your contribution** | | --- | --- | --- | --- | | **EITHE 14.1**  Good practices and lessons learnt identified and codified by the project. | Number of good practices­­­[[9]](#footnote-10) and lessons learnt[[10]](#footnote-11) identified and codified by the project .  Structured data:   * List incl. the type, title and short description | 1 |  | | **EITHE 15.1**  Results, lessons learnt, and good practices disseminated by the project through appropriate means (e.g. publications, online repositories, fact sheets, targeted workshops etc.) | Number of results, good practices and lessons learnt disseminated  Structured data:   * List incl. the type, title, List of the website links showing the dissemination | 1 |  | | **EITHE 17.1**  Number of dissemination and communication activities of the project and number of people reached through these activities | Structured data: |  |  | | * Physical or online event title and number of its participants | 40 |  | | * Website/social media | 1 |  | | * Disseminated/communication material | 1 |  | |

### **Budget breakdown per Consortia partner**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***Cost category*** | ***Lead Partner A*** | | ***Consortia Partner B*** | | ***Consortia Partner C*** | | ***Consortia Partner D*** | | ***Total*** |
| *Cost description* | *Amount*  *[€ ]* | *Cost description* | *Amount*  *[€ ]* | *Cost description* | *Amount*  *[€ ]* | *Cost description* | *Amount*  *[€ ]* | *Amount [€ ]* |
| 1. *Personnel* |  |  |  |  |  |  |  |  |  |
| 1. *Subcontracting (up to 15% max)* |  |  |  |  |  |  |  |  |  |
| *C1. Travel and subsistence* |  |  |  |  |  |  |  |  |  |
| *C2. Equipment* |  |  |  |  |  |  |  |  |  |
| *C3. Other goods and services* |  |  |  |  |  |  |  |  |  |
| *D. Indirect Costs (25% of personnel, purchase costs, travel, equipment, other goods and services)* |  |  |  |  |  |  |  |  |  |
| ***TOTAL costs in EURO*** |  |  |  |  |  |  |  |  |  |
| TOTAL amount funded by *EIT Community in EURO (up to 45k€ between all partners)* |  |  |  |  |  |  |  |  |  |
| TOTAL co-funding amount provided *by partners* in EURO *(not compulsory)* |  |  |  |  |  |  |  |  |  |

***Signatures***

|  |  |  |
| --- | --- | --- |
| *Place, Date:* |  |  |
|  |  | *Signature Project Lead Organisation*  *Name:* |
|  |  |  |
| *Place, Date:* |  |  |
|  |  | *Signature Consortia Partner B*  *Name:* |
|  |  |  |
| *Place, Date:* |  |  |
|  |  | *Signature Consortia Partner C*  *Name:* |
|  |  |  |
| *Place, Date:* |  |  |
|  |  | *Signature Consortia Partner D*  *Name:* |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Word Count Check**  *This document includes page limits for the sections of your proposal; the evaluators will be instructed to ignore any text over these limits.*  *Please complete the below word count check for the Application Form*   |  |  |  | | --- | --- | --- | | ***Section*** | ***Max. characters with spaces*** | ***Number of characters in body of text***  *Please fill with the number of characters* | | *EXECUTIVE SUMMARY* | *Max. 900 characters* |  | | *BACKGROUND INFORMATION* | *Max. 1800 characters* |  | | *EXCELLENCE AND INNOVATIVE ASPECTS* | *Max. 3600 characters* |  | | *IMPACT: social, economic, financial, and general sustainability* | *Max. 3600 characters* |  | | *IMPLEMENTATION: planning and sound financial management* | *Max. 4500 characters* |  | | *CONTRIBUTION TO CORE KPIs* | *Max. 900 characters* |  | |

### Annex 1 : Letter of intent from the city

*Please attach a letter of intent from the city showing their commitment and involvement in the project and agreeing on the start of the project within a month after receiving confirmation funding award from EIT Community.*

1. Before submitting the proposal, all involved applicants (not only the Lead partner) need to register their organisation on the EU Participant Portal and obtain the PIC number (link [here](https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register)). This PIC number is needed in the Application form. If the applicants have already participated in projects funded by the EU before and the PIC number is validated, there is no need to register the organisation again, the applicants needs to indicate the validated PIC number in the Application form. More information about the PIC registration and validation [here](https://webgate.ec.europa.eu/funding-tenders-opportunities/display/OM/Registration+and+validation+of+your+organisation) [↑](#footnote-ref-2)
2. More information about the SME definition according to the EC definition [here](https://ec.europa.eu/growth/smes/sme-definition_es#:~:text=Small%20and%20medium%2Dsized%20enterprises,targeted%20specifically%20at%20these%20enterprises.). [↑](#footnote-ref-3)
3. Before submitting the proposal, all involved applicants (not only the Lead partner) need to register their organisation on the EU Participant Portal and obtain the PIC number (link [here](https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register)). This PIC number is needed in the Application form. If the applicants have already participated in projects funded by the EU before and the PIC number is validated, there is no need to register the organisation again, the applicants needs to indicate the validated PIC number in the Application form. More information about the PIC registration and validation [here](https://webgate.ec.europa.eu/funding-tenders-opportunities/display/OM/Registration+and+validation+of+your+organisation). [↑](#footnote-ref-4)
4. More information about the SME definition according to the EC definition [here](https://ec.europa.eu/growth/smes/sme-definition_es#:~:text=Small%20and%20medium%2Dsized%20enterprises,targeted%20specifically%20at%20these%20enterprises.). [↑](#footnote-ref-5)
5. Before submitting the proposal, all involved applicants (not only the Lead partner) need to register their organisation on the EU Participant Portal and obtain the PIC number (link [here](https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register)). This PIC number is needed in the Application form. If the applicants have already participated in projects funded by the EU before and the PIC number is validated, there is no need to register the organisation again, the applicants needs to indicate the validated PIC number in the Application form. More information about the PIC registration and validation [here](https://webgate.ec.europa.eu/funding-tenders-opportunities/display/OM/Registration+and+validation+of+your+organisation) [↑](#footnote-ref-6)
6. More information about the SME definition according to the EC definition [here](https://ec.europa.eu/growth/smes/sme-definition_es#:~:text=Small%20and%20medium%2Dsized%20enterprises,targeted%20specifically%20at%20these%20enterprises.). [↑](#footnote-ref-7)
7. Before submitting the proposal, all involved applicants (not only the Lead partner) need to register their organisation on the EU Participant Portal and obtain the PIC number (link [here](https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register)). This PIC number is needed in the Application form. If the applicants have already participated in projects funded by the EU before and the PIC number is validated, there is no need to register the organisation again, the applicants needs to indicate the validated PIC number in the Application form. More information about the PIC registration and validation [here](https://webgate.ec.europa.eu/funding-tenders-opportunities/display/OM/Registration+and+validation+of+your+organisation) [↑](#footnote-ref-8)
8. More information about the SME definition according to the EC definition [here](https://ec.europa.eu/growth/smes/sme-definition_es#:~:text=Small%20and%20medium%2Dsized%20enterprises,targeted%20specifically%20at%20these%20enterprises.). [↑](#footnote-ref-9)
9. *Good practice is a practice that has been proven to work well and produce good results and is therefore recommended as a model.* [↑](#footnote-ref-10)
10. *Lessons learnt are an analysis / record of a learning process in the development, implementation and follow-up of an innovative approach, process or activity. Lessons learnt are often a by-product of identifying and validating good practices* [↑](#footnote-ref-11)