



FutuResilience
Building sustainable futures together

GUIDE FOR APPLICANTS

FUTURERESILIENCE – Open Call for Pilots

(Ref: FRS_2023_01)

Closing date for proposals:

Thursday 12th October 2023 at 15:00 (CET)

Final Version of 15/06/2023



This project has received funding from the European Union's Horizon Europe research and innovation programme under grant agreement No 101094455.

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1 Aim of the Open Call

As set out in the open call text, the Future Resilience lab will **address challenges** they face from internal or external shocks¹. The guiding questions to frame the project could include: what would be a major challenge/shock to which your [e.g. city, region, organisation] would be most vulnerable to, given the existing capacities? How is the challenge interrelated with other existing problems? What solutions have been implemented that contributed to mitigate the impact? What can be changed in order to be better prepared for the future? What are the gaps that should be addressed to build resilience and strengthen absorptive and transformative capacities?

indicatively, the following table may serve as a reference, structured by areas and challenges that are may be impacted by different types of shocks:

Area	Examples of challenges
Urban development	<ul style="list-style-type: none"> - Housing as human right - Difficulties in implementing green or digital solutions in remote regions - Gentrification and inequalities - Unsustainable concentration of population in urban centres / unsustainable urban sprawl
Agriculture	<ul style="list-style-type: none"> - Access to climate-friendly technology - Shifts to sustainable food production systems - Producing food with less water - Preserving food biodiversity - Addressing land-use conflicts
Mobility	<ul style="list-style-type: none"> - Transitioning to net-zero policies - Use of data to improve mobility solutions - Sustainable mobility systems (safe, affordable, accessible, low-emission, climate neutral) - Traffic reduction (e.g. freight transport)
Health	<ul style="list-style-type: none"> - Shifting to digital health, linking to environmental and social implications of doing so. - Supply chain disruptions due to material shortages - Facing pathogens X

¹ By shock, we understand this widely, including multiple types of risks included, for instance, in the Global Risk Report by the World Bank: <https://www.weforum.org/reports/global-risks-report-2023/>



Welfare	<ul style="list-style-type: none"> - Ageing population and migration (including refugees, mass movement of people, displacement) - Social protection - Tax systems - Greed vs. solidarity - Financial disruptions
Industries	<ul style="list-style-type: none"> - Access to material - Inefficiency of supply chain - Skill gaps in a changing labour market - Beyond growth - Sustainable value creation models - Technology disruptions
Environment	<ul style="list-style-type: none"> - Increasing extreme-weather events (heatwaves, flooding, etc.) - Increasing loss of biodiversity - Water resilience - Increased stress on water/energy/food supplies - Supply of materials for digital transitions

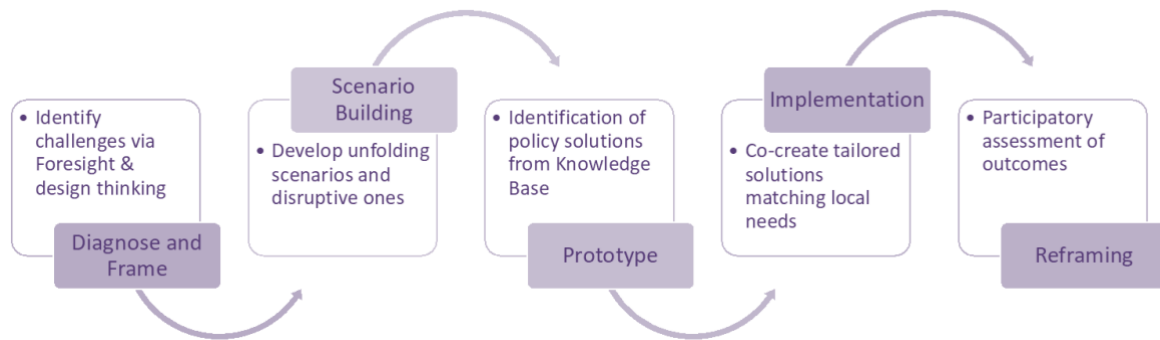
Applicants may apply for one or more of the listed areas or address additional specific topics for which they have identified a potential societal and transformational impact in terms of building or strengthening resilience. We welcome applications that **work with cross-cutting areas** and interrelated uncertainties, looking to create interlinkages among multiple topics (i.e. energy and mobility or housing and inequalities, etc.)

1.1 Structure of ‘Future Resilience Labs’

Each project will be closely supported by two partners from FUTURESILIENCE consortium, one with expertise in Foresight (main methodology to apply during implementation), the second partner thematically matching the proposed topics and challenges of the project.

All FUTURESILIENCE pilot cases, so-called “Future Resilience Labs” will follow a common structure, as depicted in the following figure:





In particular, each phase will include:

- **Diagnose and frame:** during this phase, projects will analyse the challenges in their local context, including previous existing strategies aiming to create resilience or to address the proposed challenges and identify stakeholders that will participate in the following phases. This first stage will be mainly done via desk research and meetings with FUTURESILIENCE support team.
- **Scenario Building:** in this phase, pilots should organise three workshops (2 in situ and 1 online) to implement Foresight in developing future scenarios that emerge from the identified challenge. The structure/agenda of the workshop will be provided by the FUTURESILIENCE team.
- **Prototype:** this phase -which will overlap with previous one, in particular with the last in situ workshop- is dedicated to exploring solutions included in the Knowledge Base that can help address the challenges identified in the project with a perspective of preparedness for future adverse events.
- **Implementation:** this phase is also part of the expected work with the Knowledge Base and looks at tailoring with the stakeholders existing solutions from the Knowledge Base (or other solutions that could potentially be included in the Knowledge Base) to their specific context.
- **Reframing:** as actual implementation of solutions is not envisaged in this project (due to the brief duration), we still aim to analyse feasibility of implementation of the proposed solutions discussing with relevant stakeholders, mainly policymakers.

Additionally, the project envisages pilot cases to have an exchange of experiences (towards the second half of implementation), with cross-learning from other pilots coming from different geographies. Subgrantees will also present results of the labs during the third year of the FUTURESILIENCE project in “Showcasing webinars” (early 2025).

Finally, one participant per lab will be invited to participate in the validation phase of the FUTURESILIENCE project. The validation will take place around mid-2025 at the Risk and Crisis Research Centre (RCR) Simulation Lab at the Mid-Sweden University. The lab is a unique



creative immersive simulation environment designed for research, learning, and innovation. The travel-related costs for this activity should be included in the proposal (see section 3.1.1.)

2 Eligibility criteria

2.1 Eligible applicants

The call is open to organisations, or groupings thereof. The following may apply, either on an individual basis or as a consortium (this list is indicative):

- Regional, local and city authorities;
- Industrial or business groups, including entrepreneurship support or networks;
- Civil society associations and foundations;
- Third-level education institutes, research infrastructures and public research centres;
- Cross-border or inter-regional partnerships

In addition, the following conditions apply (see **annex 6.4** in the proposal template):

- The organisations applying should not have convictions for fraudulent behaviour, other financial irregularities, unethical or illegal business practices.
- The participating organisations should not have been declared bankrupt or have initiated bankruptcy procedures.

In case of selection for funding, official documents issued by the relevant national authorities to prove compliance with these conditions should be provided as part of the contracting process with FUTURESILIENCE.

2.2 Eligible countries

Applicants should be registered in an EU Member State (with exception of specific categories of entities based in Hungary mentioned in the Council Implementing Decision (EU) 2022/2506 of 15 December 2022 – more info in English by the EC [here](#) and text in Hungarian [here](#)) or a Horizon Europe associated country (list of countries available [here](#)).

2.3 English language

English is the official language for FUTURESILIENCE open calls. The proposal must be in English in all its mandatory parts to be eligible.

English is the only official language during the whole length of the third-party grant process. This means that all communication will be in English and all deliverables should be in English.



2.4 Absence of conflict of interest

Applicants shall not have any potential conflict of interest with the FUTURESILIENCE selection process, as defined in the Article 12 of the [Annotated Model of Grant Agreement](#) (notably they should not have legal relationship with any organisation that is a member of the FUTURESILIENCE consortium, including affiliated entities, or any person sitting on the advisory board).

3 Preparation and submission of the proposal

3.1 Structure and content of the proposals

Proposals must use the FUTURESILIENCE template.

3.1.1 Project proposal: divided in four main sections:

- 1) Overview of the proposal including the list of applicants and an executive summary (**Section 1** of the proposal template)
- 2) Excellence (**Section 2** of the proposal template)
 - Briefly describe the problem/challenge you are trying to address and the state-of-the-art of the topic you will work with.
 - indicate what are the challenges you intend to address, including questions of potential uncertainties that you consider may emerge in the future.
 - Projects require to have a high level of engagement with multiple stakeholders. You may indicate which activities you plan to implement to engage with multiple stakeholders and complete a pre-defined table with a preliminary mapping of stakeholders to reach out during implementation.
- 3) Experience (**Section 3** of the proposal template)

Applicants should provide:

- The role of each participant (partner) in the project, and their specific responsibilities for the project activities.
 - A short biography for each of the persons responsible for carrying out the proposed activities.
 - A description of any previous collaborations with other partners of the project;
- 4) Implementation & Feasibility (**Section 4** of the proposal template)



Project activities and milestones

- The implementation of the Future Resilience Labs will follow a common structure for all pilot cases. You should explain how you would effectively achieve the results. You may add extra milestones and results you deem necessary to achieve the expected results.
- Provide a work-plan (Gantt chart or similar) including milestones and expected results

Value for money

Provide a description of expected costs, using the tables provided keeping in mind the overall maximum contribution you are applying for. The following activities or types of expenditure qualify for financial support:

- Personnel costs should cover:
 - Desk research (guided by experts) on the diagnosis phase.
 - Engagement with lab stakeholders.
 - Time dedicated to the organisation of three workshops, of which 2 will be in-situ and 1 online.
 - Participation in project activities (mutual learning activities, results webinars)
 - Preparing a final report, according to the provided template.
- Direct costs should cover (should not exceed 15% of total grant)
 - Organisation of at least 2 (two) in-situ workshops, including venue and coffee-breaks.
 - Travel costs for 1 person to participate in the validation phase in the Simulation Lab at Mid-Sweden University (Sweden).
- If you indicate any other cost, you must clearly justify it and explain how these expenses may contribute to reach the objectives of the pilot case.
- The total budget could exceed the EUR 60K maximum funding. All costs above the maximum funding will be covered by the applicant.

The FUTURESILIENCE Consortium may ask for further details and explanations about the funding requested.



3.1.2 Annexes:

Legal entity form, statement of overall turnover, declaration on the honour concerning exclusion criteria and absence of conflict of interest: signed by the applicant or lead applicant in the case of a joint proposal.

Evaluators will be instructed not to consider additional material submitted by an applicant.

3.2 Procedure for submitting proposals

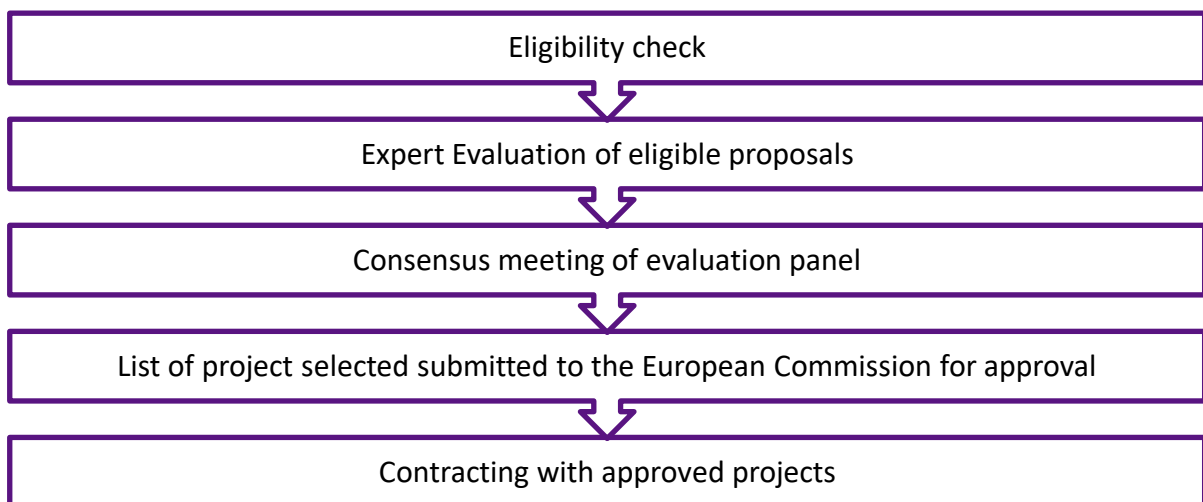
Applicants should submit proposals by email to contact@futuresilience.eu before the deadline (see point 3.3). Applications submitted by any other means will not be considered.

3.3 Deadline for submission of proposals

The deadline is 12th October 2023 at 15:00 CET. Applicants are recommended not to wait until the last minute to submit the proposal. Failure to submit on time for any reason, including extraordinary circumstances, will result in the rejection of the proposal.

4 Selection Process

The evaluation procedure is as follows:



4.1 Phase 1: Eligibility check

To be eligible for evaluation, applications will be checked for compliance with the following:

- Comply with all the eligibility criteria listed in [Section 2](#)
- Be submitted by email to contact@futuresilience.eu



- Be submitted before the deadline (i.e. 12th October 2023 at 15:00 CET). The time recorded by the FUTURESILIENCE email system for the receipt of the email will be the official one.

All applicants eliminated from the process after the eligibility check will be notified in writing by email. Similarly, an email will be sent to all participants passing the eligibility check.

4.2 Phase 2: Expert evaluation

All eligible applications will be assessed and scored by three experts from the consortium, including experts from partners organisations or Advisory Board members. The experts will be drawn from a panel of experts for the evaluation of the proposals and pre-approved by the FUTURESILIENCE consortium – all experts will sign a non-disclosure and non-conflict of interest statement prior to receiving proposals for evaluation).

Proposals will be judged against the following criteria:

- **Excellence (50% weighting)** – section 2 of the proposal template.
- **Expertise of the proposed team (20% weighting)** – section 3 of the proposal template
- **Feasibility (30% weighting)** – section 4 of the proposal template

4.3 Phase 3: Consensus meeting of the evaluation panel

Following the individual evaluations, a consensus meeting of the evaluation panel will be organised. During this meeting, a final ranking will be agreed and where necessary an additional review of projects for which there was a lack of consensus in terms of scoring by individual evaluators or for which additional clarifications are required will be undertaken.

The FUTURESILIENCE Management Board will then formally approve a list of projects within the limits of the available funding.

4.4 Phase 4: Approval by European Commission prior to contracting

The list of selected projects (indicating clearly for each project, the third-party grantees identity, the amount of funding requested and the topic) will be submitted to the European Commission for final approval.



5 Third-party grants contracting and payment procedure

5.1 Duration

The duration of the projects selected in the call will be between 9 to 12 months. Applicants who consider they require more time should justify the longer-time frame clearly, and such requests will be considered on a case-by-case basis during the evaluation procedure.

You will be requested to participate in the project validation phase, which will take place at the Simulation Lab (in Sweden) in 2025. All costs related to this event shall be foreseen in the initial budget.

5.2 Funding

The amount of financial support (up to a maximum of EUR 60 000) offered will be determined by the FUTURESILIENCE Management Board based on the submitted budget and planned deliverables from a value for money perspective. The proposed budget may be adjusted for costs that are deemed ineligible as well as for the cost of any additional activities recommended by FUTURESILIENCE. The final amount is established in the third-party sub-grant agreement between EFIS Centre (on behalf of the FUTURESILIENCE consortium) and the sub-grantee. If the sub-grantee does not agree with the amount of the grant offered, they are at liberty to withdraw their proposal.

The grant for each project will be paid as a lump-sum grant on the basis of a work-plan and a related budget outline. Each third-party contract will include a work-plan including clear milestones and expected results against which progress will be assessed and interim payments made. The third party cannot request any funding for activities that are already funded by other grants (the principle of no double funding).

Third-party grants may not have the purpose or effect of producing a profit for the third-party grantee.

Financial support will be paid in instalments against the achievement of milestones as follows:

- 60% after signature of the sub-grantee contract by both parties;
- 40% final instalment after the completion of the project (submission of the final report) and positive evaluation by FUTURESILIENCE of the project outcomes, including expenditure verification and financial check;



5.3 Legal requirements

The third parties included in the provisional list of awardees will provide documentation to prove their compliance with the Eligibility Criteria. More specifically, the following documentation will have to be provided:

1. Legal status information:
 - a. For organisations: Statement of overall turnover for the last two financial years (+ supporting documents on request – see point 2 - balance, profit & loss accounts of the two latest closed financial year and the relation, upstream and downstream, of any parent, partner or subsidiary company/organisations). See **Annex 6.2** proposal template;
 - b. Declaration of Honour signed by third-party when submitting the application. (+ supporting documents on request, see **Annex 6.3** Proposal template).
2. All the above-mentioned documents should be provided in English (and if not in English, an English translation should be provided). The supporting documentation related to the statement of overall turnover and Declaration of Honour should be provided within a deadline communicated when notified of the award of a third-party grant. In case the requested information is not provided in time without significant, clear and reasonable justification, this may lead to the termination of the ‘Sub-grant procedure’.

5.4 Contractual arrangements

Once all the formalities are concluded each selected third party will be invited to sign an ‘FUTURESILIENCE Third-Party Grant Agreement’ with the Consortium (represented by EFIS Centre for the purposes of signature).

The funds awarded under FUTURESILIENCE Grant Agreement are provided directly from the funds of the Horizon Europe funded project, and are therefore, funds owned by the European Commission. Management of the FUTURESILIENCE funds has been transferred to the project partners in FUTURESILIENCE via the Grant Agreement Number 101094455 signed with the European Commission.

All recipients of financial support may comply with contractual obligations – as identified in the annotated model of grant agreement, AMGA – including²:

- **Avoiding conflict of interest** (see Article 12, AMGA): as detailed in section 2.4 of this guide, there should not be any conflict of interest; in case a conflict of interest, the evaluation committee will not pursue to qualify the third-party for financial support.

²The contractual obligations include a brief description for reference. The full description of the contractual obligations can be found in the annotated model of grant agreement and will be described in the “FUTURESILIENCE Third-party Grant Agreement” signed with each recipient of financial support.



- **Confidentiality and security obligations** (see Article 13, AMGA): Recipients of financial support must keep confidential any data, documents or other material (in any form) that is identified as sensitive in writing ('sensitive information') — during the implementation of the action, until December 2026.
- **Ethics** (see Article 14, AMGA): recipients of financial support need to comply with the highest ethical standards and the applicable EU, international and national law on ethical principles, in particular personal data management. The FUTURESILIENCE project counts with an External Independent Ethics Board, available to support in any ethical issue that may arise during implementation.
- **Give visibility to the EU funding**, as appropriate (see Article 17.2, AMGA): Communication activities (including media relations, conferences, seminars, information material, such as brochures, leaflets, posters, presentations, etc., in electronic form, via traditional or social media, etc.), dissemination activities and any major result must acknowledge EU support and display the European flag (emblem) and funding statement (translated into local languages, where appropriate): *This project has received funding from the European Union's Horizon Europe research and innovation programme under grant agreement No 101094455.*
- **Respect specific rules** for the action implementation (see Article 18, AMGA): in case of any needed recruitment for implementing the pilot, particular attention should be directed to comply with the principles set out in the Commission Recommendation on the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers.
- **Information obligations** (see Article 19, AMGA): recipients of financial support must provide — during the action or afterwards — any information requested in order to verify eligibility of the costs or contributions declared, proper implementation of the actions and compliance with the other obligations under the Agreement. The information provided must be accurate, precise and complete and in the format requested, including electronic format.
- **Record-keeping** (see Article 20, AMGA): The recipients of financial support must — at least until December 2026) — keep records and other supporting documents to prove the proper implementation of the action in line with the accepted standards in the respective field (if any). The records and supporting documents must be made available upon request or in the context of checks, reviews, audits or investigations. The beneficiaries must keep the original documents.
- The recipients of the third-party financial support must allow the Commission, the European Anti-fraud Office (OLAF) and the Court of Auditors to exercise their powers of control on documents, information, even stored on electronic media, or on the final recipient's premises.



6 Intellectual property rights

6.1 Originality of the sub-granted projects

It is assumed that the applicants base their proposals on original works and going forward any foreseen developments are free from third party rights. If not, third party rights should be clearly stated in the application for funding. The FUTURESILIENCE Consortium is not obliged to verify the authenticity of the ownership of the future products and services and any issues arising from third party claims regarding ownership are the solely responsibility of the sub-granted parties.

6.2 Ownership of the sub-granted project results

The ownership of IPR created by the third parties using the FUTURESILIENCE funding will remain with the third parties, who will be the sole owners of the solutions in any form of IP created within the framework of their funded projects.

There are no IPR obligations of the recipients of financial support through this open call toward the European Commission (EC). However, the granting authority has the right to use non-sensitive information relating to the action and materials and documents received from the FUTURESILIENCE project (notably summaries for publication, deliverables, as well as any other material, such as pictures or audio-visual material, in paper or electronic form) for policy information, communication, dissemination and publicity purposes — during the project implementation or afterwards.

6.3 Acknowledgement of EU funding

Any communication or publication of the third parties about the sub-project and the result arising therefrom shall clearly indicate that the project has received funding from the European Union under the FUTURESILIENCE project and must therefore display the EU flag and 'FUTURESILIENCE' logos on all printed and digital material, including websites and press releases. Moreover, the third parties agree that certain information regarding the projects selected for funding may be used by FUTURESILIENCE for communication purposes.

7 Support to applicants

For more information, please check FUTURESILIENCE website at www.futuresilience.eu

For further information on the call or if you have any doubts relating to the eligibility rules or the information that is to be provided in the Application form, please contact the Support Team: contact@futuresilience.eu



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8 Overall time-schedule for the open call

The time schedule for the 1st round open call for FUTURESILIENCE is as follows:

Date	Step
15 th June 2023	Open call launched
12 th October 2023	Deadline for submission of applications
20 th October 2023	1 st Evaluation: eligibility check
31 st October 2023	2 nd Evaluation: experts' individual evaluation
16 th November 2023	3 rd Evaluation: evaluation panel decision and submission to European Commission for final approval
January 2024	Contracting and signature of approved third-party grants and start of projects.

9 Applicable law

The sub-grant agreement will be governed by Belgian law and relevant regulations of the European Union.

10 Data protection

All data will be held securely by FUTURESILIENCE Management Team. Data will be treated confidentially and will not be disclosed to external organisations, other than those acting as evaluators on related projects or for other legitimate reasons. The Data Protection Officer (DPO) of EFIS Centre, as coordinator, will be responsible to guarantee that data is collected, processed and curated in a proper way and align to relevant legislation. The project will fully comply with Horizon Europe data management procedures and the General Data Protection Regulations – GDPR (EU Regulation 2016/679). If you have any further questions about this policy or how EFIS Centre handles your personal data, please contact email us to contact@futuresilience.eu

