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Call for RIS Policy Council representatives from Albania, Bosnia & Herzegovina and Montenegro Guidelines

SUP-RIS-25- 18253-1

EIT FOOD

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Call Fact Sheet

Title of Call	Call for RIS Policy Council representatives from Albania, Bosnia & Herzegovina and Montenegro
Objective and Scope	Selection of representatives
Call Deadline	29 March 2025, 11:00 am CET
Available Funding	5160 EUR per each member (in total: 15 480 EUR)
Project Duration	April – December 2025
How to apply	Application form (attached)
Contact Information	Milda Krauzlis milda.krauzlis@eitfood.eu

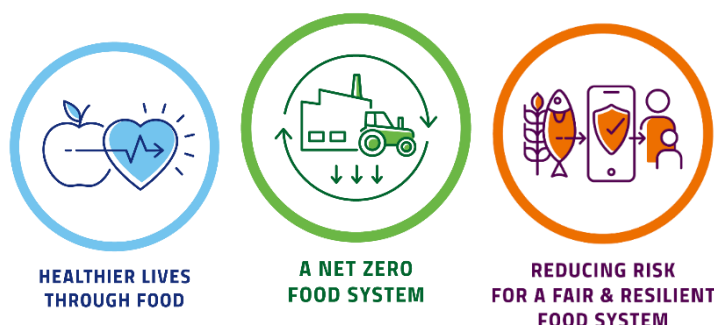
1. Introduction

1.1. EIT Food

EIT Food is the world's largest food innovation community, creating connections right across the food system. Supported by the European Union (EU), we invest in projects, organisations and individuals which share our goals for a healthy and sustainable food system.

We have built a unique not-for-profit business to carry out transformative programmes in skills, education, entrepreneurship, start-up investment and communications. We deliver these programmes in partnership with our members to create a culture and build a community which sees the long-term value in the food innovation we fund.

Our Missions



EIT Food's Missions respond to major societal challenges within the food system. The alignment of our chosen challenges towards United Nations Sustainable Development Goals (SDGs) and EU policy is detailed in our main funding [strategy document](#) agreed with EIT (European Institute of Innovation & Technology). For more about our Missions-led approach please visit [our website](#).

The three EIT Food Missions:

1. **Healthier Lives Through Food:** We will make a material difference to quality of life by enabling more consumers to have better choices through access to affordable, healthier products and actionable information.

Our thematic priorities are: Diversify protein sources for food products; Improve product choice and supply for a balanced diet to benefit people & planet; Optimise nutrient density of food.

2. **A Net Zero Food System:** We will enable the transition to a net zero food system, measuring and quantifying the change through reduced CO2 equivalent emissions. We will do this by tackling harmful system hotspots, reducing the footprint of proteins through diversification, and creating new markets for food waste.

Our thematic priorities are: Establish Regenerative Agriculture as a commercially viable choice in key value chains; Reduce Food Loss and Food Waste; Create a retail food environment which grows value in a circular food economy.

3. **A Fully Transparent, Fair and Resilient Food System:** We will see the benefits of more resilient, trusted food systems where people experience greater food security and safety through digitally enabled, transparent supply chains.

Our thematic priorities are: Investing in growth of fair business models to improve food integrity and reduce inequality; Empower producers and consumers to drive sustainable urban and rural food systems; Improve sustainable and resilient food production practices.

1.2. EIT Regional Innovation Scheme

The European Institute of Innovation and Technology (EIT) is an EU body created by the European Union in 2008 to strengthen Europe's ability to innovate. For the period of 2021 – 2027, the EIT is part of the Horizon Europe Framework Programme for Research and Innovation, while EIT Food is 'Institutionalized European Partnership' ensuring the compliance with the Horizon Europe regulation. The EIT RIS is the EIT Community's outreach introduced in 2014 to share good practices and experience emerging from EIT Community activities. The EIT RIS opens the activities of EIT's Innovation Communities to innovators that are not partners, by providing targeted support to individuals and organisations to take part in and benefit from EIT Innovation Communities' activities, services and programmes. Although we share one continent, European' countries are divided because of disparities in innovation performance. This has resulted in the classification of European countries in two main groups — innovation leaders and strong innovators versus moderate and modest innovators. One reason for lower innovation performance is weak linkages among the key players — businesses and research institutions and academia, as well as between the private and public sectors, including a systematic approach towards innovation. As a response to this challenge, the EIT Regional Innovation Scheme (EIT RIS) was introduced. The EIT RIS is designed for the EU Member States and Horizon Europe Associated Countries in Europe who are modest and moderate innovators, and where Innovation Communities have few or no partners. Strategically, the Scheme is an additional offer to these countries to facilitate their engagement with the EIT Innovation Communities. The Scheme's aim is to promote access to services and programmes offered by the EIT Innovation Communities. Each Innovation Community cooperates with local innovators – individuals such as students, researchers, entrepreneurs, and organisations such as SMEs, universities, research labs, regions, NGOs and cities. The EIT Innovation Communities involve the local players in education, business creation and acceleration activities, as well as innovation-driven research.

The principles of the EIT Regional Innovation Scheme are described at: [Regional Innovation Scheme \(RIS\) - EIT Food](#)

2. Purpose of this Request

This EIT Food call has the objective of recruiting representatives from Albania, Bosnia and Herzegovina, and Montenegro to join an existing advisory board EIT Food RIS Policy Council.

RIS Policy Council (RIS Council) is a policy advisory body established in 2019 to support dialogue and other interactions in RIS countries, contribute towards the further elaboration of EIT Food instruments and projects, as well as promote linkages with government authorities and other stakeholders.

RIS Council consists of stakeholder representatives from EIT RIS countries. The Council supports EIT Food in policy dialogue and other interactions in the target countries, intending to synchronise the development of EIT Food portfolio with national or regional Smart Specialisation Strategies of the targeted EIT RIS countries.

EIT Food RIS Council strengthens synergies with EIT RIS stakeholders. Interactions with regional stakeholders will support the active involvement of EIT Food representatives in the Entrepreneurial Discovery Processes in targeted EIT RIS countries and regions. Through policy dialogue with national and regional authorities that select agri-food-related topics as their Smart Specialisation Strategies, EIT Food expects to develop and implement joint innovation and entrepreneurship strategies with Knowledge Triangle partners from the selected EIT RIS countries.

The RIS Council 2021-2022 consisted of representatives of 17 RIS countries: Bulgaria, Croatia, Czech Republic, Estonia, Greece, Hungary, Italy, Latvia, Lithuania, Poland, Portugal, Romania, Serbia, Slovakia, Slovenia, Spain and Turkey. One of the results of collaboration in the term 2021-2022 was a joint publication [*EIT FOOD RIS3 GUIDEBOOK – A call to action for agrifood policymakers and doers*](#)

For the term 2023-2025 the RIS Policy Council has been expanded to include Members from Cyprus, Malta, Montenegro, Republic of North Macedonia and Ukraine to form an advisory body consisting of 22 Members.

Given that since 2025 Albania as well as Bosna and Herzegovina are considered RIS eligible countries, we are looking for experts from these countries to join the EIT Food RIS Policy Council. The expert from Montenegro will be re-selected within this call.

3. Description of Role & Profile

3.1 Role

Describe Role(s) in depth

The main aim for RIS Council 2023-2025 is **to translate EIT Food Missions and Values to RIS regions by empowering Local Innovation Ecosystems to generate impact through funding schemes outside EIT Food**. That is:

- Providing opinion concerning present agri-food issues and challenges important from the perspective of their country, especially from the EU financial perspective 2021-2027 and in regard to the EIT Food new mission-approach,

- Informing about potential co-financing opportunities in their country, mapping current regional and national funds for innovation and providing insights on most efficient funding mechanisms to boost innovation (outside EU as well),
- Define and implement Impact Generation Roadmap to increase chances for co-funding of EIT Food activities in their country,
- Provide insight for the EIT Food Public Affairs department to help build the demand among regional and national fund operators to design programmes matching EIT Food strategy and EIT Food missions,
- Providing linkages with actors of Knowledge Triangle for potential partnership with EIT Food,
- Finding synergies between EIT Food activities with Smart Specialization Strategies in their country,
- Promotion of EIT Food activities, including contacts with national and regional authorities (in the country represented by the given Member).

Benefits for the Members of the EIT Food RIS Council

The Members of the EIT Food RIS Council may:

- Officially use the title of the Member of the EIT Food RIS Policy Council,
- Have impact on strengthening the agrifood ecosystem in their country - empowering Local Innovation Ecosystems to generate impact through funding schemes outside EIT Food and advising on financial sustainability for EIT Food activities,
- Increase their network across EU,
- Expand their knowledge on different innovation policies and agrifood related innovation projects and funding mechanisms across EU,
- Participate in EIT Food RIS activities, such as annual Next Bite conference, activities organised by EIT Community.

Each Member is obliged to take part in at least four EIT Food RIS Council meetings, including two offline meeting in 2025 – 14th of May 2025 in Warsaw and 14th of October in Brussels.

3.2 Profile

The representative of the EIT Food RIS Policy Council should come from one of the 3 eligible countries:

- Horizon Europe Associated Countries: Albania, Bosna &Herzegovina and Montenegro.

Candidates should demonstrate experience related to below mentioned areas:

- at least 3 years' experience in regional/national administration or advisory board to regional/national administration or European Commission
- experience in design, implementation, monitoring and/or evaluation of R&D and innovation policy at national or regional levels in at least one areas of innovation in agri-food from the below mentioned EIT Food mission areas (**Please see point 1.**):
 - Healthier Lives Through Food,
 - A Net Zero Food System,
 - Reducing Risk for a Fair & Resilient Food System,

- experience in design, implementation, monitoring and/or evaluation Smart Specialisation Strategy in represented country (added advantage)
- English language proficiency level C1

Candidate should confirm availability for the 2 RIS Policy Council meetings, which will be held offline on 14th of May 2025 in Warsaw and 14th of October in Brussels.

4. Deliverables

Grant recipients must participate in online and offline meetings of the Council and submit final deliverables at the end of the implementation period. For this activity the deliverables include:

- Country Specific Impact Generation Roadmap including suggestions of actions to be implemented in the country to accelerate the accomplishment of EIT Food Missions. The template of the Roadmap will be provided by EIT Food.

Grant recipients have obligations on communication, dissemination and visibility rules. Please see Article 17 of the [Model Grant Agreement](#) and EIT Food's [Brand Guidelines](#).

Grant recipients must adhere to [EIT Food Intellectual Property's \(IP\) Policy](#) which complies with the IP provisions outlined in Article 16 of the Horizon Europe [Model Grant Agreement](#).

5. Funding

The total budget for this call is 15 480 euro. The project runs from March 2025 to December 2025. The maximum funding available for that period per representative is 5160 euro.

The Subgrant is based on lump sums calculation:

Personnel costs: 3000 (10 days x 300 EUR daily rate)

Flights: 400 EUR per trip

Accommodation: 160 EUR per trip

Meals & Incidentals: 300 EUR per trip

Local Transportation: 100 EUR per trip

6. Call Timeline and Application

6.1 Timeline

This funding opportunity follows the timeline below:

Call Open Date	28 February 2025
Call Deadline	29 March 2025, 11:00 am CET
Evaluation	till 02 April 2025
Invitation to interviews	till 03 April 2025
Interviews	4 – 10 April 2025
Communication to selected participants	11 April 2025

Contracting	till 21 April 2025
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6.2 Application Submission

Applications must be submitted within the template attached to the call document, no later than the call deadline.

6.3 Who can apply?

As EIT RIS eligibility expands in 2025, the RIS Policy Council will be extended to include representatives of Albania, Bosnia and Herzegovina. Due to resignation of expert, this call is also open to a representative of Montenegro.

Funding for this Request for Participants is available to individuals from:

- Albania,
- Bosnia and Herzegovina,
- Montenegro.

7. Eligibility, Evaluation and Selection Process

7.1 Eligibility

This call is open to individuals. Please read Annex 1, in addition to the following eligibility criteria:

Applicant Eligibility	Each implementing participant must:
	• Natural person is a resident of Albania, Bosnia and Herzegovina or Montenegro • Possess C2 level fluency in the native language of the country she/he is applying from • Possess C1 level fluency in English,
Application Eligibility	Each application must:
	• Be complete, with all mandatory application documents uploaded. • Be submitted on time via our submission template. • Be submitted in PDF format. • Be fully written in English.

7.2 Evaluation Process

All submitted applications will undergo an eligibility check and evaluation to determine their feasibility and suitability for funding.

During the eligibility check, if EIT Food identifies obvious or technical errors in a proposal, applicant will have the opportunity to correct or resubmit their proposal within three (3) calendar days following proper communication from EIT Food. Such errors may include system malfunctions, typos, or missing supporting documents.

The correction window is intended to ensure that these issues do not unduly affect the evaluation of otherwise eligible proposals. Please note that this opportunity is strictly limited to rectifying technical errors and does not permit substantive modifications to the proposal content.

The evaluation will be conducted by a minimum of 2 external and 1 internal evaluator, based on the criteria below.

EIT Food may invite applicants to a clarification interview with evaluators, before reaching a final decision on funding of applications.

7.2.1. Evaluation Criteria

The following criteria will be used in the assessment:

Criteria	Score
experience related to at least 3 years' experience in regional/national administration or advisory board to regional/national administration or European Commission	1-5
experience in design, implementation, monitoring and/or evaluation of R&D and innovation policy at national or regional levels in at least one areas of innovation in agri-food from the mentioned EIT Food mission	1-5
experience in design, implementation, monitoring and/or evaluation Smart Specialisation Strategy in represented country (added advantage)	1-5

The maximum possible score is 15 points per proposal.

Each evaluation sub-criterion will be scored from 1 to 5 using the following scoring system.

Up to one application with the highest score per country will be selected.

The quality threshold for selection is a total score of 10. The top highest-scoring applications will be selected.

Score		Description
1	Poor	The criterion is inadequately addressed, or there are serious inherent weaknesses
2	Fair	Application broadly addresses the criterion but there are significant weaknesses
3	Good	Application addresses the criterion well, but a number of shortcomings are present
4	Very good	Application addresses the criterion very well, but a small number of shortcomings are present
5	Excellent	Application successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.

All applicants will be alerted in writing to the outcome of their proposal.

7.3 Appeal on Evaluation Results

Applicants can submit an appeal within 5 days of receiving their result, if:

- The evaluation of their proposal has not been carried out in accordance with the procedures set out in this document.

For more details, please refer to [EIT Food Redress guidance](#).

8. Administrative Items

8.1 EIT Food Legal Framework & Legal Documents to be signed

Selected applicants will receive a second communication with instructions regarding the completion of the following documents, as well as agreeing to EIT Food's conflict of interest policy:

To be signed between the participant and EIT Food:

1. Participant consent form in the attachment
2. Any other legal agreements to make this grant eligible.

8.2 Payment Schedule

EIT Food will transfer funding in one instalment. The payment of a grant will be transferred at the end of the Activity following the completion of final Activity reporting and the fulfilment of all obligations specified in the Participant Consent Form (see: Annex 2).

Please note: the amount and timing of funding is dependent on the dispersal of funds to EIT Food from the EIT.

8.3 Monitoring

The activity will be monitored and may be audited. All Activities selected for funding undergo continuous monitoring by EIT Food to ensure effective progress and implementation in accordance with the Participant Consent Form (see: Annex 2) and to trigger payments according to the achievement of deliverables.

EIT Food may request regular reporting of actual costs incurred with the subgrant, as well as regular reporting of deliverables, together with the supporting documentation. The monitoring process may result in an amendment to the Activity workplan and/or budget.

In the case of under-performance, significant delay of implementation, misconduct, misalignment with the project specifications in the grant management system or any other reason jeopardizing the timely implementation of the Activity identified during the monitoring process, EIT Food reserves the right to discontinue or restructure the funding of the Activity at any point during the Activity duration.

8.4 Support

If you have any questions about this Request for Implementing Participants, please contact milda.krauzlis@eitfood.eu.

Please visit [our website](#) for any updates to this call and information about upcoming events to support your application.

ANNEX 1 – Eligibility

Please Note:

1. Failing any of the above call specific criteria will make your application ineligible. If an applicant is ineligible, the participant will be informed.
2. [According to EU policies and measures](#), Russian entities will not be authorised to participate in any new grant under the EU Research and Innovation programmes. This ban applies not only to their potential participation as beneficiaries, but to their potential participation in any kind of role: beneficiaries, linked third parties/affiliated entities, subcontractors, in-kind contributors, international partners/associated partners, and third parties receiving financial support. Find the full statement from the European Commission [here](#).
3. Pursuant to Article 2 (2) of the [Decision 2022/2506](#) of 15 December 2022 on measures for the protection of the Union budget against breaches of the principles of the rule of law in Hungary *where the Commission implements the Union budget in direct or indirect management pursuant to of Article 62(1) points (a) and (c), of Regulation (EU, Euratom) 2018/1046*, **no legal commitments shall be entered into with any public interest trust established on the basis of the Hungarian Act IX of 2021 or any entity maintained by such a public interest trust**. This prohibition applies to financial support to third parties (sub-grants and prizes), hence the proposal of any entity or group of entities where a Participant is included in the list of public interest trusts shall be considered as not eligible.
4. Applicants will be deemed ineligible if:
 - a. bankrupt, subject to insolvency or winding-up procedures, where its assets are being administered by a liquidator or by a court, where it is in an arrangement with creditors, where its business Activities are suspended, or where it is in any analogous situation arising from a similar procedure provided for under national laws or regulations;
 - b. it has been established by a final judgment or a final administrative decision that the organisation is in breach of its obligations relating to the payment of taxes or social security contributions in accordance with the applicable law;
 - c. it has been established by a final judgment or a final administrative decision that the organisation is guilty of grave professional misconduct by having violated applicable laws or regulations or ethical standards of the profession to which the organisation belongs, or by having engaged in any wrongful conduct which has an impact on its professional credibility where such conduct denotes a wrongful intent or gross negligence;
 - d. is found to be attempting to influence the decision-making process of the call during the process;
 - e. attempting to obtain confidential information that may confer upon its undue advantages in the call process;
 - f. it has been established by a final judgment that the organisation is guilty of fraud, corruption or money laundering.

ANNEX 2 – Participant Consent Form

EIT FOOD RIS POLICY COUNCIL 2025

PARTICIPANT CONSENT FORM

By signing this Participant Consent Form (referred to as “Consent”) and submitting the Personal Data Form (referred to as “Personal Data Form”) attached to this Consent, you, “Participant”, fully accept the following terms and conditions:

1. The Participant will take part in EIT Food RIS Policy Council *as a part of EIT Food Regional Innovation Scheme (RIS) KAVA* (EIT Food KAVA #18253-24) in 2025.

2. No contract of employment or subcontract for work is concluded between the Participant and the EIT Food CLC North-East sp. z o. o (referred to as “EIT Food CLC NE”).

3. In order to take part in EIT Food RIS Policy Council, the Participant is responsible for providing for its own personal use the equipment and resources required to engage in online communication such as computer hardware and software, Internet connection, headsets, microphones and webcam.

4. EIT Food CLC North-East sp. z o. o (referred to as “EIT Food”) is not liable for:

- a) The safety of the Participant during meetings of EIT Food RIS Policy Council;
- b) Damage or loss of the property of the Participant or damage caused by the Participant to the property of EIT Food or any other third party;
- c) Other damages, losses, liability or personal injury arising out of or in any way connected with the participation in meetings of EIT Food RIS Policy Council;
- d) Other costs or expenses which are incurred because of any unlawful, unreasonable or unwarranted action, behaviour, omission or decision by the Participant or a third party;
- e) Personal belongings or possessions of the Participant.

5. The Participant will receive the lump sum of EUR 5160,00 gross (in words: five thousand one hundred sixty EURO) to cover the cost of travel and/or other expenses incurred in connection with the participation in the EIT Food RIS Policy Council activities along 2025 (referred to as “Lump sum”). The Participant has no right to claim for any additional costs, reimbursements, or fees on any legal ground except for the Lump sum fixed in this Consent.

6. The payment of the Lump sum will be done only if the Participant successfully completes the work detailed in this point, which includes but is not limited to:

- a) Taking part in the working meetings of the EIT Food RIS Policy Council throughout the year - at least five EIT Food RIS Council meetings yearly, with two meetings held offline: 1st meeting on 14th of May 2025 in Warsaw, Poland and 2nd meeting on 14th of October in Brussels, Belgium
- b) Creating an Impact Generation Roadmap based on the template provided by EIT Food CLC NE and attached to the Consent. The Impact Generation Roadmap can be designed in collaboration with EIT Food Hub in respective country as well as other relevant stakeholders-);
- c) Contributing relevant input in implementation of EIT Food RIS Strategy (like Provide insight for the EIT Food Public Affairs department to help build the demand among regional and national fund operators to design programmes matching EIT Food strategy and EIT Food missions);
- d) Taking active role in development of the innovation ecosystem to build the network of stakeholders targeted by EIT Food in RIS regions in Europe (like Providing linkages with actors of Knowledge Triangle for potential partnership with EIT Food; Promoting EIT Food activities, including contacts with national and regional authorities; Participation and evaluation of EIT Food Hubs’ activities (if applicable).
- e) Contributing to the preparation of one summary report of the RIS Policy Council which will include best practices, quotes and comments by Members as well as links to other potential connections, opportunities and upcoming possibilities with KICs to continue the work of the group in the future.

7. If the Participant does not perform activities listed in point a) above, the EIT Food is entitled to reduce the Lump sum by 1 080,00 EUR (in word: one thousand eighty EUR) that relates to one trip, and in points b)– e) by 750 EUR (in word: seven hundred fifty EUR) per each point.

8. The Lump sum will be paid within 60 days from the moment of the last online meeting and the approval of aforementioned documents by EIT Food. Payment shall be made to the bank account indicated by the Participant in Personal Data Form.

9. The Lump sum will be subject to taxation according to the tax regulations of Republic of Poland./Spain d.

10. The EIT Food CLC NE receives funding via EIT Food from the EIT for implementing its activities. Under GA, some of the obligations of the beneficiary have to be imposed on the Participant. In particular, the Participant ensures that she/he complies with certain obligations as follows: being in line with ethics, including fundamental principle of research integrity — as set out in the European Code of Conduct for Research Integrity, acknowledging EU support visibility, keeping records of proper tasks implementation/participation. In case of doubt, the Participant shall act according to the EIT Food CLC NE's instructions related to the above obligations.

Definitions

EIT Food iVZW (EIT Food) is the international non-profit association with scientific purpose governed by the Belgium Law, having its registered office at 3001 Heverlee, Ubicenter A, Philipssite 5 box 34, RCE Leuven, Belgium.

Grant Agreement (GA) means the agreement concluded between the EIT and the EIT Food iVZW granting funds for a specific year.



☐ **The consent to become a part of EIT Food network**

I agree to receive to my e-mail information about EIT Food (according to the details presented at [In Your Area - EIT Food](#)) activities, including call for proposals, funding opportunities, conference and event invitations. I consent to the use of tools such as Mailchimp by the Controller, which may include the processing of my personal data outside the EEA, provided that such processing will meet GDPR criteria.

I understand that I may opt out at any time from receiving the information by sending an e-mail with a request to be removed from the EIT Food network to the following address: ris@eitfood.eu or unsubscribing from the newsletter.



☐ **The consent to receive information about paid activities from EIT Food**

I agree to receive to my e-mail information about paid activities from EIT Food (according to the details presented at [In Your Area - EIT Food](#)).

I consent to the use of tools such as Mailchimp by the Controller, which may include the processing of my personal data outside the EEA, provided that such processing will meet GDPR criteria.

I understand that I may opt out at any time from receiving the information by sending an e-mail with a request to be removed from the EIT Food network to the following address: ris@eitfood.eu or unsubscribing from the newsletter.



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(signature)