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REMEDIES

MEDITERRANEAN SEA BASIN LIGHTHOUSE



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OPEN CALL 2 *Prevention & Zero-waste*

Guide for Applicants

REMEDIES Open Call 2:

PREVENTION & ZERO-WASTE

**Closing Date for Proposals:
Wednesday, 5th of June 2024, at 17:00 pm CET**

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The REMEDIES Consortium is the following:

Table I: REMEDIES Consortium

Participant number	Organisation name	Short name	Country
1	KEMIJSKI INSTITUT	NIC	SI
2	UNIVERZA V MARIBORU	UM	SI
3	ALCHEMIA-NOVA GREECE IDIOTIKI KEFALAIIOUXIKI ETAIREIA	ANGR	EL
4	ENERG+ DOO	CLERA	SI
5	WASSER 3.0 gGMBH	W30	DE
6	MOLD SRL	RC	IT
7	BIO-MI DRUSTVO S OGRANICENOM ODGOVORNOSCU ZA PROIZVODNJU, ISTRAZIVANJE I RAZVOJ	BMI	HR
8	CITTADINI SPA	CIT	IT
9	NEXT TECHNOLOGY TECNOTESSILE SOCIETÀ NAZIONALE DI RICERCA R L	NTT	IT
10	FUNDACION AITIIP	AITIIP	ES
11	VENICE LAGOON PLASTIC FREE	VLPF	IT
12	CIBOS INNOVATION IDIOTIKI KEFALAIIOUXIKI ETAIREIA	CIB	EL
13	CONSIGLIO NAZIONALE DELLE RICERCHE	CNR	IT
14	VLAAMSE INSTELLING VOOR TECHNOLOGISCH ONDERZOEK N.V.	VITO	BE

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15	SMALL ISLANDS ORGANISATION	SMILO	FR
16	INSTITUTI PER MENAXHIMIN E MJEDISITDHE TERRITORIT	ETMI	AL
17	FOUNDATION EXIT	EXIT	RS
18	ETHNICON METSOVION POLYTECHNION	NTUA	EL
19	ELEFThERIOU ANTONIOS	MCG	EL
20	IMPACT HUB LABS	IHA	EL
21	F6S NETWORK IRELAND LIMITED	F6S	IE
22	UNIVERSITE MOHAMMED PREMIER I - UMP	MOH	MA
23	INFORDATA SISTEMI SRL	INFOR	IT

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Funding scheme: Innovation action (IA) | Topic: HORIZON-MISS-2021-OCEAN-03-01

Start date of project: 15 December 2022 | Duration 48 months

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List of acronyms

ACRONYM	DESCRIPTION
OC1	Open Call One
OC2	Open Call Two
EC	European Commission
ESR	Evaluation Summary Report
GDPR	General Data Protection Regulation
NDA	Non-Disclosure Agreement
PDF	Portable Document Format
TRL	Technology Readiness Level
EV.	Evaluation
HE	Horizon Europe
KOM	Kick-Off Meeting
KPI	Key Performance Indicator
DoH	Declaration of Honour

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1. INTRODUCTION

1.1 Context

The REMEDIES project, *Co-creating strong uptake of REMEDIES for the future of our oceans through deploying plastic litter valorisation and prevention pathways* (GA n°101093964), launched on 1 January 2023, is running for 48 months. The funds of the present open call comes from REMEDIES funding, under the Mission OCEAN Horizon Europe program. This open call offers Funding Support for Third Parties (FSTP) to tackle prevention measures and zero-waste for a plastic free future and promote the implementation of action towards plastic remediation and protection through innovation services in the Mediterranean, namely at a technical, finance, business and governance level. The support is granted through two open calls that will give access to €500.000.00 in total (€200.000.00 in OC1 and €300.000.00 in OC2).

1.2 REMEDIES project

REMEDIES is a Horizon Mission Program co-funded by the European Commission, under the Mission OCEAN Horizon Europe program, with the aim of co-creating solutions for a plastic free future of our oceans, through deploying actions that prevent the plastic litter and implementing solutions for the valorization and zero-waste pathways. REMEDIES overall objective is to create a trend of plastic prevention by exploitation of traditional and modern channels and reach a zero-waste reality. Along with the engagement of citizens and developing technology and science that fosters the co-creation of participatory processes towards a common goal: restore our oceans. REMEDIES aims to build a more plastic-conscious society and give initial tools to local or regional authorities to promote actions to tackle these challenges that start locally but have a global impact, by monitoring and collecting plastic litter, as well as preventing the generation of litter in the first place and enabling replication of these actions in associated regions.

The **overall objective of REMEDIES and these Open calls is to showcase the feasibility and replicability and scale up of the solutions developed within the project in the associated**

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regions. REMEDIES aims to create a trend on the prevention of plastic through the exploitation of traditional and modern channels and through citizen science and participatory co-creation processes building a more plastic-conscious society.¹ For more information on REMEDIES, please check our website: <https://remedies-for-ocean.eu/>

2. OVERALL INFORMATION

REMEDIES foresees the launch of 2 open calls (OC):

- **OC1 Collection & Valorization**, to boost the deployment of plastic litter collection and valorization schemes
- **OC2 Prevention & Zero-Waste**, to push towards the development of zero-waste supply chains that will enhance the prevention of plastic litter.

The calls will provide financial support to third parties in the form of grants. The applicants will receive technical assistance, including the provision of technical advisory services to build capacity and to implement aquatic ecosystem restoration solutions in their territory that contribute to achieving the Mission objectives. The technical assistance should include the provision of technical advisory services necessary to prepare roadmaps, plans and projects to prevent, eliminate and remediate pollution in the associated regions addressing possible barriers and showing the feasibility of implementing innovative solutions.

This document is focused on the **REMEDIES OC2 Prevention & Zero-Waste**, as a guide for potential applicants.

2.1 Duration of the Open Call

- The open call two (OC2) is open for submission from 28 March 2024 (12:00 pm CET) to 05 June 2024 (17:00 CET)

¹ Having as reference, for example The Charter for the Mission “Restore our Ocean and Waters by 2030”:
https://research-and-innovation.ec.europa.eu/events/upcoming-events/charter-mission-restore-our-ocean-and-waters-2030-2022-06-30_en

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2.2 Submission platform & official information on the Open Call

- The submission as a single-entry point for application is done through the F6S platform: <https://www.f6s.com/open-call-2-remedies/apply>. The open call is advertised widely via the European Commission's Funding and Tenders Portal (<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/myarea/projects/cascade-funding-details/details/5861/43108390/101093964>) and the REMEDIES website (<https://remedies-for-ocean.eu/open-call-2/>), as well as in the REMEDIES consortium partners websites.

2.3 Objectives

OC2 "**Prevention & Zero Waste**" is focused on projects / applications whose main goal is to support the development of circular, zero-waste supply chains and systems that will promote the prevention of plastic litter, with focus on ocean and rivers connected directly or indirectly with the Mediterranean.

2.4 Applicants to be selected

The OC2 provides financial support in the form of grants **to up to 3 public bodies that are regional or local authorities**. Eligible applicants may also include bodies directly representing a regional/local authority (such as regional and/or local agencies, regional planning bodies, regional/local port authorities, etc.) provided that they can play a significant and relevant role in showcasing the feasibility, relevance, replicability and scalability of the solutions developed in the REMEDIES project. According to its national legislation, the applicant has to be able to provide a legal document, signed by a responsible representative of the organization, *stating that the applicant is recognized as a regional or local authority*.

3. ELIGIBILITY CRITERIA

All applicants will have to abide by all general requirements described in this section to be considered eligible for the REMEDIES OC2 evaluation process and be considered for further evaluation.

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The open call manager in REMEDIES (F6S), with the support of the REMEDIES partners, will be the main responsible for carrying out the eligibility check of the applications according to the criteria described below. Only applications that were submitted within the defined deadline (date and hour) through the REMEDIES OC2 application in the F6S platform, will be considered.

To be an eligible applicant you should comply with the following requirements:

- **Goals and actions alignment:** The application must be aligned with the goal of the REMEDIES project and Open Calls objectives. The project goal and actions must demonstrate a closed set of activities that qualify for financial support. The proposal must keep the focus on engaging ‘Associated regions’ in the Mediterranean that share similar ecosystems (e.g., neighbouring regions or regions in a different sea basin) and/or less-developed regions, to build capacity to implement the innovative solutions to solve issues and needs, aligned with the ones tackled by the REMEDIES project.
- **Type of organization:** the applicant has to be a Local or Regional authority (public organization)². A document that confirms this legal status must be uploaded in the F6S platform at the time of the application submission.
Technical providers, SMEs, start-up and other private companies cannot be considered local or regional authorities and hence cannot be recipients of the OC2 grant. The awarded applicant that has the legal status of a local or regional authority may explore ways of collaborating with such entities, in conformity with all applicable national legislation and public procurement rules, to the benefit of implementing the proposed project or achieving strong impact. These collaborations should be balanced and follow the principle of complementarity.

² ‘Local or regional authorities from an associated region are legal entities, including bodies representing a regional/local authority (such as regional/local agencies, regional planning bodies, regional/local port authorities, etc...), whose role is significant and relevant for showcasing the feasibility, replicability and scalability of the solutions developed in the project.

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- **Geographical location of the applicant organization:** The applicant organization must be located in a Member State and/or Participating Country³ associated with Horizon Europe but **excluding the countries of the partners of the REMEDIES project** consortium, as in Annex I of this document.
 - **Eligible: Mediterranean countries (linked directly or indirectly to the Mediterranean)**, such as Bosnia and Herzegovina, Montenegro, Cyprus, Turkey, Egypt, Libya, Algeria, Tunisia, Romania, Bulgaria, North Macedonia, Ukraine, Moldova, Israel. Please check the full list of member states and Associated countries eligible for HE support: [here](#).
 - **Non-eligible regions are all the countries, in which the REMEDIES project partners are based: Albania, Belgium, Croatia, France, Germany, Greece, Ireland, Italy, Morocco, Serbia, Slovenia, Spain** - check the complete information in Annex I.
 - **Non-eligible regions:** OC2 applicants cannot be from the same regions as the OCI beneficiaries/winners, Malta (MT0 Malta) & Portugal (Norte, **NUTS II**)
- **One single application:** Only one application can be submitted by the same entity. In case an applicant organisation submits more than one proposal, only the application submitted last will be considered (based on the time-stamp of submission in the F6S platform).
- **Language:** All documents must be filled and submitted in **English language**, including the document that confirms this legal status as local and regional authority.
- **Budget:** The total budget requested for the activities included in the proposal cannot exceed the maximum provided grant per applicant of €100.000.00 per proposal.

³https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation_horizon-euratom_en.pdf

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- **Timely and complete submission on the F6S platform:** All required documents must be submitted through F6S platform, according to the present Guide for Applicants and previous points, within the defined timeline for the Open Call 2 submissions period **(from its launch 28th March 2024, 12:00 pm CET, to its deadline, on the 5th of June 2024, 17:00 pm CET).**

A proposal for the present open call is eligible if ALL of the criteria listed above are met fully.

4. TYPE OF SUPPORT

REMEDIES OC2 will provide a total of € 300.000.00 in financial support, with each individual applicant allowed to request up to a maximum of € 100.000.00. The total number of selected OC2 applicants may vary depending on the total budget requested by the top ranked. After the external expert evaluation, the final ranking will be verified and confirmed by a pool of partners from the REMEDIES consortium, guaranteeing that the selected applicants ensure geographical diversity, maximum overall impact and replication potential in the context of the REMEDIES Open Call goals.

Type of support provided to the applicants that are successfully selected in OC2:

1. Access to tools and resources
2. Tutorials, mentors, and access to REMEDIES webinars and promoted activities, relevant to the applicant
3. Networking & connections with key ecosystem stakeholders
4. Access to use-cases to pilot their solutions
5. Financial support to up to € 100.000.00 (paid into 2 stages, as explained below)

4.1 Financial Support

The requested funding will be granted in 2 payments. **Each selected applicant will receive the first payment, a total of 70% of the grant, at the start of the project implementation, after the official OC2 Kick off.** The implementation progress will be followed up monthly by an assigned mentor and through a final report (deliverable) submitted

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to REMEDIES at the end of the 6 months project, which is linked to the successful completion of specified milestones and KPIs established by the selected applicant in its project proposal.

The second payment of 30% of the grant will follow a positive evaluation of the deliverable provided by the applicant at the end of the project implementation (6 months in total) and final participation and presentation on the OC2 Final event. More details are available in the REMEDIES OC2 Sub-grantee Agreement.

Applicants (third party) to OC2 can benefit from the financial support to third parties provided by the REMEDIES project only once provided the same third party has **not been selected for award in the same topic call ([HORIZON-MISS-2021-OCEAN-03-01](#)) from other projects' Open calls. Applicants awarded in REMEDIES OCI are not eligible for REMEDIES OC2.**

4.2 Subcontracting principles

If resorting to subcontracting to implement the proposed actions in the application, it should cover only a limited part of the proposed project activities and must be performed by third parties (not by the applicant). The applicants need to explain clearly why they are not able to carry out certain tasks included in the proposal and why these tasks need to be subcontracted to another entity. The applicants, nevertheless, maintain the full responsibility for the implementation, according to the application (including the timeline and quality), and will be the owners of the deliverables, as well as the main contact with the mentors and the REMEDIES project.

Subcontracting exceeding 30% of the total project budget must be duly justified in the application with regard to the objectives and outcomes of the proposed actions, the expected impact on the Associated Region, the public interest and the sustainability of the achieved results.

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Subcontractors implementing limited parts of the action are not subject to the eligibility rules (i.e. they do not have to comply with the rules for geographical location and they do not have to be local/regional authorities). However, the geographical location of the implemented activities (as defined by the eligibility criteria for the OC) has to be respected during the implementation of the action. For example, the subcontractor may be from a non-eligible country, but the implementation of the activity/service has to be in the country/region of the applicant.

The selection of the subcontractor has to be fully documented (in case of audits from the EC) and should be implemented strictly in compliance with the public procurement legislation applicable to the organization submitting the proposal in this OC2 (i.e. national procedures for tendering and national public procurement rules apply). It is the responsibility of the OC2 beneficiaries to avoid conflict of interest when awarding subcontracts.

REMEDIES partner organizations cannot be subcontractors in any of the project proposals submitted in OC2, as they cannot benefit from the OC grant, directly or indirectly.

As pointed out in section 3 of this document “these collaborations”, based on subcontracting principles “should be balanced and follow the principle of complementarity.”

4.3 Responsibility of beneficiaries

Costs for providing financial support to successful applicants in OC2 are eligible, if the applicant meets the following conditions:

- Is aligned with the call and tasks defined in the overall goal of the application
- Defines KPIs and Milestones in a timeline for implementation
- Fulfils the general eligibility conditions

The beneficiaries are responsible for the proper use of the funding by the recipients and must ensure that they comply with certain obligations:

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- Avoid conflict of interest, as confidentiality and security obligations.
- Comply with the fundamental ethical issues, particularly those outlined in the “European Code of Conduct for Research Integrity”.
- Give visibility to the EU funding in every communication of actions financed by the project (according to point 7 of this document).
- Comply with obligations to inform the REMEDIES Project of any changes that can impact the performance defined in the proposed project.

If you need any further information, please contact the REMEDIES OC2 manager through the official OC2 email: opencall@remedies-for-ocean.eu (cc. lina@f6s.com and gergana@f6s.com)

No other partner from the REMEDIES project should be contacted in the regard of this open call, in order to safeguard the principle of transparency and ethical behaviour towards all applicants. The only partners to be contacted during the evaluation process is F6S, through the above-mentioned official channels, namely the email address and F6S platform.

4.3.1 DATA PROTECTION AND CONFIDENTIALITY

During the implementation of REMEDIES OC2 activities and for five years after the end of the programme activities, the beneficiary(ies) must keep confidential any data, documents, or other material (in any form) that is identified as confidential at sub-contract signature (‘confidential information’).

If a selected applicant requests, the Commission and the REMEDIES Consortium may agree to keep such information confidential for an additional period beyond the initial five years. This will be explicitly stated in the Sub-grantee Agreement.

If the information has been identified as confidential during the REMEDIES programme or only orally, it will be considered to be confidential only if this is accepted by the REMEDIES coordinator and confirmed in writing within 15 days of the oral disclosure. Unless otherwise agreed between the parties, they may use confidential information only to implement the Sub-grantee Agreement.

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The selected beneficiary(ies) may disclose confidential information to the REMEDIES Consortium and to the selected reviewers, who will be bound by a specific Non-Disclosure Agreement.

4.4 Planned timeline of the OC2 Prevention & Zero-waste

OC2 will have 8-month duration of funding implementation which is planned to start with the OC2 kick off on the **11th September 2024**. Any changes will be communicated timely by F6S or the coordinator of the REMEDIES project (NIC). During this period of implementation, the applicants are expected to have regular (1 per month minimum) meetings with REMEDIES mentor(s) to present the progress of their project and receive support and input in the implementation, whenever needed. It is also recommended that KPIs and Milestones, with **concrete, quantitative and verifiable characteristics**, guide these meetings, in order to have a clearer notion of the progress in implementation and identify needs for support or decide on mitigation actions, if required.

If there is poor or no progress during the implementation period, the REMEDIES project may discontinue the applicant's participation in the REMEDIES OC2 program, in accordance with the procedure laid out in the REMEDIES OC2 Sub-grantee Agreement, which will also produce the legal effects ensuing from any breach of contractual obligations, as foreseen in the Sub-grantee Agreement.

4.4.1 Mentors

Each awarded applicant will be assigned at least one mentor from a REMEDIES partner to support them during the different stages of the project implementation. The mentors are partners of the REMEDIES project and will serve as a bridge between the REMEDIES project and the implementation process, providing support and orientation, within the knowledge and capability of the mentor. The implementation of the project is the responsibility of the team of the successful applicant. The mentors will be assigned based on the profile of the selected OC2 applicants, taking into consideration technical/scientific expertise/understanding and

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geographical proximity. It is mandatory to have monthly meetings with the mentors, at least one per month for the follow up of the implementation and support of the activities proposed.

4.4.2. **Mandatory activities**

As mandatory activities of the program, it is expected that the successful applicant organize and actively participate in at least one meeting per month with their mentor. Additional meetings can be organized, whenever required by the applicant or the mentor, to present the development of the tasks and activities or discuss other relevant issues. After the OC2 KOM, the mentor(s) will be the main communication channel for the selected applicants:

All successful selected OC2 applicants should attend the OC2 KOM, the OC2 closing event at the end of the 8-month implementation period, as well as the coaching sessions and other relevant activities promoted by the REMEDIES project and indicated by their mentor.

All awarded applicants are required to be proactive and provide quantitative and tangible information on the implementation of their activities. **Any information produced during the implementation of the funded projects, such as interviews, photos, videos, logos, graphics, etc., are expected to be provided to the REMEDIES project and can be used by the REMEDIES communication and dissemination partner (IHA) in REMEDIES social networks, website and partners channels.** The applicants, by virtue of having received funding as Third Parties in a Horizon Europe project, are also required to **promote the REMEDIES project during the eight months of the project implementation and acknowledge or make a reference to the Mission Ocean and the financial support received by the European Commission.** All logos will be provided timely, and orientations will be given regarding the good practices for promotion, visual identity, and communication.

OC2 winners will be invited to elaborate, together with mentors, feasible plans for **exploiting and replicating some of the REMEDIES solutions** or for otherwise collaborating with the REMEDIES project in their efforts of achieving tangible results in the field of collection, valorization and prevention of plastic litter in their region. In addition to receiving support in implementation, the OC2 beneficiaries are called to contribute to, and benefit from, our work

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in REMEDIES in their regions. The REMEDIES project is working on developing several **innovative solutions** for zero-waste, monitoring plastic litter, its collection and valorisation, and the prevention of non-degradable plastics distribution.

A Replication Plan outlining the REMEDIES solutions or approaches that could be replicated in the associated region, any concrete plans for their implementation/exploitation and/or planning further collaboration with the REMEDIES project, should be included in the REMEDIES OC2 Final report, elaborated by the OC2 awarded applicants.

5. OPEN CALL METHODOLOGY

Applications will be collected, analysed, and assessed by a pool of external experts and verified and approved by a pool of internal partners. Applications will be sorted and selected following three main steps:

1. Admissibility and Eligibility check (internal experts)
2. Proposal evaluation (external experts)
3. Ranking presentation and confirmation of the final selection (internal experts)

In the first stage the applications will be assessed after the deadline for submissions– 05th of June (17.00 CET) - the eligibility check of the application will start, in order to assess which applicants comply with the eligibility criteria so that they can proceed to the REMEDIES evaluation process by external independent experts.

After the end of the eligibility check, proposals marked as ineligible, i.e. not meeting one or more of the criteria listed in Sec. 3 “Eligibility Criteria”, will receive by email a rejection letter including the reasons for being considered ineligible. No further feedback on the process will be given. Applicants are entitled to use the appeal procedures defined in section 8 in this Guide for Applicants in case the applicant has arguments that sustain it.

After the eligibility process, as a first screen, the proposal will go through an evaluation and selection stage with two substages, indicated by order of implementation:

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1. External evaluation
2. Internal consensus meeting

The final decision on the awarded applicants will take into consideration the quantitative and qualitative assessment performed during both stages. A final ranked list from the first evaluation stage will be presented to a pool of REMEDIES partners, with the focus on the top ranked. The final decision regarding the final group of successful applicants will primarily reflect the quantitative and qualitative assessment by the external evaluators, but may also consider, if relevant, regional representation, degree of innovation, replication potential and scalability, diversity and complementarity. The final objective is to guarantee strong impact and replication potential of the OC2 program in the Associated Regions.

Note: According to the applicable Horizon Europe Call, namely HORIZON-MISS-2021-OCEAN-03-01, the maximum amount of financial support that one associated region can receive during the whole duration of the REMEDIES project (i.e. OC1 and OC2) is EUR 100.000.00. Due to this limit we cannot provide financial support to the same region twice, therefore we have to instate the principle of geographical diversity primarily when selecting the awarded applicants.

An Evaluation Summary Report will be provided to all applicants that are considered eligible with information about the evaluation outcome, namely strengths and weaknesses and the scores per criteria. The non-eligible will receive only the justification of their non-eligibility, as they will not proceed to the external evaluation stage, as referred above.

5.1 Open Call principles

The Open Call is in alignment with the same basic principles, which govern the European Commission Calls:

1. **Excellence:** The proposal(s) selected for funding must demonstrate a high quality in the context of the topics and criteria set out in the Call. The REMEDIES project has a clear European dimension, and so does the Open Call.

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2. **Transparency:** Funding decisions are based on clearly described rules and procedures, and all applicants will receive adequate feedback on the outcome of the evaluation of their proposals. The REMEDIES project will publish the outcome of the Call without delay, including a description of the awarded third-party projects, the date of the award, the duration of the projects, and the legal name and the country of the applicants.
3. **Fairness and impartiality:** All proposals submitted to a Call are treated equally. They are evaluated impartially on their merits, irrespective of their origin or the identity of the applicants.
4. **Confidentiality:** All proposals and related data, knowledge and documents are treated in confidentiality.

Applicants should be advised that funding from the REMEDIES OC2 will not be provided to activities that have already been completed or ongoing. Funding will also not be provided in cases when there is double funding - i.e. funding for the same activity has already been received from other sources.

5.2 OC2 Timeline

These are the main action points in REMEDIES OC2 evaluation and selection timeline:

- 28 March, 2024 (12:00 pm CET): launch of the Open Call 2
- 10 April: First Online Public Webinar
- 28 May: Second Online Public Webinar
- 05 June (17:00 pm CET): Open Call 2 deadline for submissions
- 06 - 07 June: Eligibility check
- 11-24 June Remote evaluation by external experts
- Mid- July: Evaluation Summary Report (ESR) sent to all OC2 eligible applicants
- 11 September: KOM for awarded applicants

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These dates are indicative, and they may change according to the needs of the REMEDIES project. Any relevant changes that impact the applicants will be communicated either publicly or directly (through email and platform, privileging the primary contact indicated in the application) depending on the need, taking into consideration the principle of transparency and equal access.

5.3 Application Process

The F6S platform is the single entry point for submission of the proposals for the REMEDIES OC2: <https://www.f6s.com/open-call-2-remedies/apply>. This link is also available through the REMEDIES website (<https://remedies-for-ocean.eu/open-call-2/>), along with the OC2 Kit. The proposals are only accepted within the application period, i.e. between 28 March (open at 12:00 pm CET) to 05 June at 17:00 pm CET - no new submissions and no adjustments of submitted applications are allowed after the set deadline (date and hour).

Proposals submitted by any other means other than the one referred to above will be automatically discarded and will not be considered for evaluation purposes.

The application form consists of a set of questions to be completed directly on the platform. The Technical Document, which should contain the description of the proposal, as well as a document certifying the legal status of the applicant as a Local or Regional Authority (in English, in PDF format), should be uploaded as part of the application in the REMEDIES OC2 F6S platform. All information provided should be actual, true and complete in order to allow proper assessment of the proposal.

The regular functioning of the F6S platform imposes a limit of one application submission per F6S user in each Call. If an F6S user wishes to submit more than one application, for example on behalf of different organizations, the user should request support from the F6S technical support team at least 10 days prior to the Open Call deadline, by sending an email to support@f6s.com, opencall@remedies-for-ocean.eu, lina@f6s.com, gergana@f6s.com. No

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extension will be granted in case of last-minute requests for technical support in the application submission.

All applicants should be aware that a timely submission of their application will prevent any last-minute delays that may jeopardise submission of the proposal within the specified deadline. The applicant has the ultimate responsibility for a timely submission. Be aware that failure of submission or any request for adjustment/completion of the application due to the need of technical information or support or due to any other technical issue on the F6S platform, identified or notified by the applicant during the last 24 hours before the OC2 deadline, will not serve as grounds for an extension of the OC2 deadline.

5.3.1. External evaluation

The external evaluators are experts selected through a public Call for Experts with the support of the expert partners in REMEDIES, through CV analyses and evaluation. The experts are individuals with the highest level of knowledge in the field of innovation and in the areas associated with the REMEDIES project and the topic of OC2 “Prevention & Zero-waste”.

The selected experts will sign a declaration of confidentiality concerning the contents of the proposals allocated to them. The form to be used in the evaluation will also carry a Declaration on freedom from conflict of interest signed by the evaluator. The total number of experts will depend on the total number of applicants. However, each application will be assessed by at least two external evaluators.

5.3.2. Methodology

The evaluation will start after the eligibility filter, as only the eligible applications will be considered for evaluation. A final shortlist of eligible applications will be randomly assigned to the OC2 REMEDIES external expert evaluators. Every proposal will be evaluated by two different experts, as mentioned previously, and a final ranking will be created based on the

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defined criteria, as described in the following point. The final score will be the average between the scores of the two evaluators that were assigned to the application.

Note: According to the applicable Horizon Europe Call, namely HORIZON-MISS-2021-OCEAN-03-01, the maximum amount of financial support that one associated region can receive during the whole duration of the REMEDIES project (i.e. OC1 and OC2) is EUR 100,000.00. Due to this limit we cannot provide financial support to the same region twice, therefore we have to instate the principle of geographical diversity primarily when selecting winners.

5.3.3. **Criteria & score system**

As a starting point for the evaluation overall, the proposals must demonstrate novelty and innovation. The applicant's proposal may be a completely new project or it may build, as an added value or complementary actions, on previous actions and achievements. Yet in both cases, in order to justify the need for financial and mentorship support, it must demonstrate novelty at one or several levels, e.g. at a strategic level, at the level of tools, at implementation level, etc.

The criteria to be assessed in the applications and scored by the external evaluators are the following:

- **Concept & innovation (25% weighting)**
Applications must demonstrate: A clear set of specific objectives aligned with the definition of the goals and with the general objective of the project. Appropriateness of the project scope addressing the Open Call goal as well as the overall project vision. Quality, credibility, and clarity of project description. Interoperability level of the proposed solution. Innovation level, not only in a technical perspective, but also in a strategic and implementation perspective, as well as with regard to practices.
- **Expertise and excellence of the proposed team (25% weight in the overall score)**
Applicants must provide credible evidence that the project team is committed and has the necessary skills, competence, and expertise to deliver the project.
- **Alignment & Project planning (25% weight in the overall score)**

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Applications must demonstrate: Quality, effectiveness and clarity of project activities, structure, and timing. Alignment of the activities with the open call goals and the project vision. Appropriateness of deliverables, Milestones and means of verification. Appropriateness of expected costs and resources assigned to the project. In case subcontracting is foreseen, the applicants need to explain clearly why they are not able to carry out certain tasks included in the proposal and why these tasks need to be subcontracted to another entity. Subcontracting exceeding 30% of the total project budget must be duly justified in the application, as an added value. The applicant must demonstrate that the high level of engagement of a third party (over the 30% of subcontracting) is justified by the objectives of the proposed actions and will bring high value to the outcomes, namely the expected impact and sustainability in the Associated Region, complementing the actions that will be implemented by the awarded local or regional authority in the OC2 and fully in line with the public interest.

- **Impact & sustainability (25% weight in the overall score)**

Applicants must define their ambition and a clear set of expectations aligned with the objectives of the Call. Proposals must demonstrate the impact of the project and its contribution. The ambition underlines the potential extent and overall impact and replicability of the project actions.

All criteria have the same weight in the overall score, namely 25%, which amounts to a total of 100%.

The experts will score each award criterion on a scale from 0 to 5 (decimal and centesimal point scores may be given):

- 0 = Proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.
- 1 = Poor: criterion is inadequately addressed or there are serious inherent weaknesses.
- 2 = Fair: proposal broadly addresses the criterion, but there are significant weaknesses.
- 3 = Good: proposal addresses the criterion well, but a number of shortcomings are present.

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- 4 = Very good: proposal addresses the criterion very well, but a small number of shortcomings are present.
- 5 = Excellent: proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.

For each section, the minimum threshold is 3 out of 5 points. If a proposal receives less than 3 in any of the criteria it will be rejected automatically.

The final scores of the two external evaluators that independently review the application will be compared and analysed. If these two scores given in any criterion differ by 30% or more, the external evaluators will be required to gather in a consensus meeting to find a common ground and lower the difference to less than 30%, for the sake of a more homogeneous result.

5.4 Internal evaluation

The internal evaluation will be conducted by a pool of REMEDIES partners to verify the results from the external evaluators, assess, and confirm the ranking during the evaluation stage. A qualitative assessment of the quantitative evaluation is to be made to either confirm the first stage ranking results or to adjust it, if necessary, according to a quality assessment based on diversity of geographical representation, replication potential, impact and sustainability, or type of activities to integrate in the REMEDIES OC's programs. The required budget, as well as the geographical and technical/scientific representation of the awarded applicants will be assessed and the pool of partners (minimum 3) will make a final decision with clear arguments that will have as its focus the main interest of the REMEDIES project goals and impact.

5.4.1 Methodology

This stage has as its starting point the analysis of the result of the evaluation of the top scored (up to top 5⁴), performed by external experts. The pool of internal experts will have access as well to the technical document provided by the applicants with the proposal description. After

⁴ Number of top scored may vary according to the total number of eligible applicants

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the analysis of this information, a consensus meeting will be organized internally, coordinated by F6S, as the Call manager. The meeting will have an informal format, to discuss and assess the different views and reach by unanimity a common decision on the selected applicants for OC2. The partners that will participate in the process will be defined internally by the REMEDIES coordinator and the Open Call leader, and they will have access to the proposals with the due anticipation to have the necessary documents to make an informed decision. As REMEDIES partners, they will be bound to confidentiality and have to indicate non-conflict of interest. **As this is the final stage for the selection, the analysis will be focused mainly on the top 5 ranked during the stage of evaluation performed by the external experts.**

5.4.2. Criteria

There will be no quantitative evaluation at this stage, but rather a qualitative one. Criteria such as diversity of geographical representation and technical/scientific diversity of the proposals and its impact on the REMEDIES project, as well as the alignment with the REMEDIES actions, will be taken into consideration by the technical and scientific partners in REMEDIES. Some comments regarding this stage may be provided to the applicants in the ESR, in an anonymized format, in case they are relevant and have an impact on the ranking. The final decision at this stage of definition of selected applicants is made using the unanimity standard, by reaching a common decision.

6. DATA PROTECTION

In order to process and evaluate applications, the REMEDIES consortium will need to collect Personal and Industrial Data. F6S Network Ireland Limited, will act as Data Controller for data submitted through the F6S platform for these purposes. A Data Protection Officer (DPO) has been appointed by F6S generally, to ensure compliance with data protection regulations, such as the General Data Protection Regulation (GDPR), and that personal data is collected, processed, and stored in a secure manner.

The F6S platform's system design and operational procedures ensure that data is managed in compliance with the General Data Protection Regulation (EU) 2016/679 (GDPR). Each applicant

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will accept the F6S terms to ensure compliance. Please refer to <https://www.f6s.com/privacy-policy> to review the F6S platform's privacy policy and data security policy.

Apart from the F6S platform, data will also be stored in the F6S Google Drive, and in the project repository, managed by the project coordinator National Institute of Chemistry from Slovenia.

Please note that the REMEDIES consortium must retain generated data until five years after the balance of the REMEDIES project is paid or longer if there are ongoing procedures (such as audits, investigations or litigation). In this case, the data must be kept until they end.

7. COMMUNICATION

7.1 Final selection

Successful proposals will be notified within two weeks of the final selection, or according to the indicated by the Call manager, and the process of contracting and execution will begin immediately after that or as soon as it is defined by the consortium, according to the REMEDIES best interest. The Sub-grantee Agreements (available on the REMEDIES website), along with the Declaration of Honour (Annex IV) have to be signed before the REMEDIES OC2 Kick-off Meeting, and submitted to the OC Manager and the REMEDIES coordinator, for a matter of confidentiality and privacy. If this does not occur the REMEDIES team may have to resort to the reserve list 24 hours up to the date of the REMEDIES OC2 Kick-off Meeting. The 8-month implementation period of OC2 will commence on the Kick-off Meeting date. The consortium will communicate to all applicants the result of their application and will provide them with an Evaluation Summary Report (ESR).

7.2 Communication flow

Applicants must provide any notice in writing to the REMEDIES OC2 Manager (F6S) via the official OC2 email or the official submission platform of the OC2, the F6S Platform, and receive

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confirmation. The application can only be submitted via the F6S platform (<https://www.f6s.com/open-call-2-remedies/apply>) from the 28 March 2024 (12:00 pm CET) up to the the deadline of 05 June 2024 (17:00 CET).

Selected applicants must notify immediately of any change of the primary contact person to the REMEDIES OC2 Manager (F6S) and the REMEDIES Coordinator (NIC) through the official email set for the OC2: opencall@remedies-for-ocean.eu.

If you need any further information, please contact the REMEDIES OC2 managers through the official OC2 email: opencall@remedies-for-ocean.eu

We highlight that no other partner from the REMEDIES project should be contacted in regard to this Open Call, for a principle of transparency and ethical behaviour towards all applicants. The only partner to be contacted during the evaluation process is F6S, as the OC2 manager, through the above-mentioned official email address and the F6S platform.

7.3 EU funding and visibility

The awarded applicants **must promote the REMEDIES activities**, the REMEDIES project, and its results, by providing targeted information to multiple audiences (including the media and the public) in a strategic and effective manner, and to highlight the financial support of the EC.

Unless the European Commission or the REMEDIES coordinator requests or agrees otherwise any communication activity related to the action (including in electronic form, via social media, etc.), any publicity, including at a conference or seminar or any type of information or promotional material (brochure, leaflet, poster, presentation etc.), and any infrastructure, equipment and major results funded by the grant must:

- **display the EU emblem**
- **display the Mission Ocean logo**
- **display the REMEDIES logo**
- **include the following text: *For communication activities: "This project has indirectly received funding from the European Union's under an Horizon Europe programme: REMEDIES (GA n° 101093964)", linked with <https://remedies-for-ocean.eu/the-project/>***

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For infrastructure, equipment and major results: “This infrastructure][equipment][insert type of result] is part of a sub-granted project that has indirectly received funding from the European Union’s Horizon Europe programme under project REMEDIES (GA n° 101093964)”. Insert with link: <https://remedies-for-ocean.eu/the-project/> in webpage or social media.

When displayed in association with a logo, the European emblem should be given appropriate prominence. The obligation to use the European emblem in respect of projects to which the EC contributes implies no right of exclusive use.

The EC and the **REMEDIES Consortium shall be authorized to publish information** about the beneficiary and its funded project in any form, as follows:

- the name of the selected beneficiary
- contact address of the selected beneficiary
- information on the general purpose of the beneficiary’s project selected for funding under REMEDIES.
- the amount of the financial contribution foreseen and received by the beneficiary’s project
- the geographic location of the activities carried out.
- the publishable reports submitted to REMEDIES in regard to the implementation of the beneficiary’s project selected for funding under REMEDIES.
- any picture or any audio-visual or web material provided to the EC and REMEDIES in the framework of the project. However, the selected beneficiary shall ensure that all necessary authorisations for such publication have been obtained and that the publication of the information by the EC and REMEDIES does not infringe any rights of third parties.

7.4 Financial audits and controls

The **EC may at any time during the implementation of the REMEDIES project and up to 5 (five) years after the end of the REMEDIES project⁵**, arrange for financial audits to be carried out, by external auditors, or by the EC services themselves including the European Anti-Fraud office (OLAF).

⁵ REMEDIES project deadline: 14 December 2026

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The European Court of Auditors shall have the same rights as the EC, notably right of access, for the purpose of checks and audits, without prejudice to its own rules.

In addition, the EC may carry out on-the-spot checks and inspections in accordance with Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities. If access is denied by the recipient, the costs will be rejected.

8. APPEAL PROCEDURES

An applicant may submit a complaint if they believe the results of the eligibility checks have not been correctly applied, or if they feel that there has been a shortcoming in the application of the rules of the REMEDIES OC2 "Prevention & Zero-waste", as a result of which their interests have been prejudiced.

The complaint should be drawn up in English and submitted to the official REMEDIES OC2 "Prevention & Zero-waste" email: opencall@remedies-for-ocean.eu (cc. lina@f6s.com & gergana@f6s.com). To be considered, the complaint has to be received within three (3) working days from the reception of (a) a rejection letter considering the proposal as ineligible, or (b) the Evaluation Summary Report (ESR) information letter. The email should be sent with a requirement for confirmation of receipt.

The complaint must:

1. Be related to the eligibility checks or the evaluation process.
2. Clearly describe the complaint and provide information and evidence regarding the alleged breach.
3. Be received within the time limit (3 working days) from the reception of a rejection letter considering the proposal as ineligible or an ESR information letter.
4. Sent by the Legal Representative of the applicant organisation.

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5. Include contact information

An internal review committee of the REMEDIES consortium will examine appeals that comply with the above criteria in order to ensure a coherent interpretation of such complaints, and equal treatment of applicants. The committee will review the complaint and recommend an appropriate course of action. An answer from the REMEDIES project should be expected within 20 calendar days from the date of the reception note of the appeal email.

Please note:

- This procedure is concerned only with the evaluation and/or eligibility checking process. The REMEDIES Team will not carry out any verification regarding scientific or technical questions or judgement of appropriately qualified experts.
- A re-evaluation will only be carried out if there is evidence of a shortcoming that affects the final decision on whether to fund the proposal or not. This means, for example, that a problem relating to one evaluation criterion will not lead to a re-evaluation if a proposal has failed anyway on other criteria.
- The evaluation score following any re-evaluation will be regarded as definitive and it may be lower than the original score.
- Only one appeal per proposal will be considered by the committee.
- Anonymous or incomplete complaints will not be considered.

The applicant should be aware that any failure of submission or any request for adjustment/completion of the application, due to the need of technical information or support or any other technical issue on the F6S platform, requested less than 24 hours before the OC2 deadline, will not serve as grounds for an extension of the OC2 deadline, as referred previously in point 5.3 of this document, and therefore also cannot serve as grounds for an appeal/complaint.

Any delay or change of the timeline of the selection procedure, communicated and justified by the REMEDIES team, does not constitute grounds for an appeal.

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9. CHECKLIST FOR THE APPLICANTS

QUESTIONS	ANSWER: YES/NO
Does your planned work fit with the call for proposals scope and topic? Check that your proposed work addresses the objectives of REMEDIES OC2 “Prevention & Zero-waste”.	
Do you comply with the defined eligibility criteria described in Section 3?	
Do you comply with any budgetary limits as described in Section 4?	
Are you a legally recognized local or regional authority?	
Did you complete and submit all the required sections in the application form in the F6S platform? Please, make sure that your application is finalized.	
Does your proposal fulfil the requested information? Omitting requested information will almost certainly lead to lower scores and possible rejection.	
Did you submit your proposal within the defined deadline? It is strongly recommended not to wait until the last minute to submit your proposal. The failure of the proposal to arrive on time for any reason, including network communications delays, is not acceptable as an extenuating circumstance. The time of receipt of the message as recorded by the submission system will be definitive, with no extensions possible, for a matter of fairness and transparency of the process.	

If you have answered YES to all questions, you are most probably included in the OC2 selection process and you are a possible candidate to be one of the selected applicants for REMEDIES OC2.

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10. CONTACT INFORMATION

- REMEDIES submission tool – F6S platform :
<https://www.f6s.com/open-call-2-remedies/apply>
- F6S Platform Support Team (in case of any technical doubt only): support@f6s.com
- OC2 information on REMEDIES official webpage:
<https://remedies-for-ocean.eu/open-call-2/>
- **Frequent** questions and answers for OC2 also available on the REMEDIES website:
<https://remedies-for-ocean.eu/open-call-2/>
- REMEDIES OC2 official email address for any tailored information needed:
opencall@remedies-for-ocean.eu (cc. lina@f6s.com and gergana@f6s.com)

11. Activities to be funded

As REMEDIES is an innovation action (IA), the financing of the applicants shall **focus on activities that aim directly to produce plans and arrangements focused on the Mediterranean, mainly in the field of prevention and zero-waste, and have a European dimension. The proposed activities should support the development of zero-waste supply chains and systems that will enhance the prevention of plastic litter.** The program shall envisage **8-month activities and be innovative, develop new strategies, tools and actions that can be combined with current efforts of the REMEDIES project, in order to support and reinforce them.** More examples are given in the following paragraphs.

The proposals answering the REMEDIES OC2 should aim to establish effective systems and technologies for the prevention of plastic waste and the active implementation of zero-waste solutions.

The REMEDIES project's third pillar focuses on prevention strategies for plastic waste. This means finding innovative ways to avoid the creation of non-degradable plastic waste, and in effect macro- and micro-plastics litter, in the first place.

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The aim should be to “close the loop” as it is often said, avoiding the creation of waste and approaching all waste streams produced as valuable materials exploited in further provided value chains, thus creating value cycles. In a closed loop, there is no waste, only material streams available for reuse. Systemic design, reuse and repurpose plays an important role in the development of such solutions and will be thoroughly reviewed and evaluated.

Raising public awareness and educating the public on circularity and zero waste principles is also of great importance. Citizens should be informed about and educated on the importance and the effect of changing their behavioural patterns and consumer choices. After all, consumers create waste with their choice of services, materials and lifestyle. A conscious shift in these choices has the potential to massively reduce single-use and non-degradable plastics consumption.

Applications must demonstrate alignment with a clear set of objectives connected with the definition of the goals and with the general objectives of the project. Applicants should define their ambition and a clear set of expected results in the form of KPIs, as milestones to be achieved, aligned with the objectives of the Call.

Proposals must demonstrate impact on the project and their region/country. Additionally, the strategy and its implementation should be impactful and sustainable, as it should be replicable in other regions and localities.

For a better understanding of the goal of this call, we provide a list of examples of activities that qualify for financial support under the REMEDIES OC2:

Avoid Use of Single-Use Plastics

- Promote refillable and reusable options – eg. water fountains for citizens/tourists to reduce plastic water bottle consumption or refill stations / dispensers for edible or non-edible household products together with the involvement of backend / logistics
- Ban (as a municipality) the use of all single-use plastics (alternatives are listed below in the reuse section)
- Establish zero-waste packaging innovations with local entrepreneurs incl. for example

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through mycelia growth or other biomass conversion options

- Raise awareness – launch educational campaigns to inform residents about the benefits of avoiding plastic waste and the effect their choices have. Organize workshops educating on available solutions and the power of the consumer
- Offer incentives and recognition – create awards for businesses, or neighbourhoods that demonstrate successful plastic replacement
- Explore alternative packaging materials – e.g. permit only the use of compostable, biodegradable solutions when it comes to single-use.

Reuse & Repurpose

- Establish “Repair Cafes” and skill share workshops – create supervised community spaces, where residents can bring their broken household items for repair, or repurpose instead of throwing them away
- Establish creative upcycling projects repurposing plastic and other materials – e.g. for art, educational toys and learning tools, furniture and other building materials
- As a municipality / community support and ease the refurbishment of items and second-hand markets
- Establish a shared tool/electric household devices “library” – registered partners bring their unused, or scarcely used devices, share them with others and consequently use those of other registered users of the “library”
- Create “creative reuse” centres – establish spaces where artists and crafters can access donated plastic materials for their projects and create public art installations
- Develop refill and reuse systems – encourage businesses to implement closed-loop systems for packaging, allowing customers to use their own, or return containers for reuse
- Implement reuse and deposit-refund schemes as a municipality
- Develop washing systems for reusable packaging systems, including treatment and reuse of the washing water
- Implement reuse solutions available for municipalities – e.g. water bottle refill stations / standardized reusable cup or bottle system, reuse packaging systems, etc.
- Support municipal bio-waste collection and composting, with proper selection and

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planned reuse to avoid landfilling

- Develop social enterprises focused on reuse – collaborate with NGOs or social enterprises to create circularity hubs, where materials are collected, repaired/refurbished/repurposed and then sold, thus having a social impact.

Education & Community Engagement

- Interactive educational programs – organise workshops, demonstrations, and contests that encourage residents to learn about plastic pollution, its impact and most importantly the available plastic avoidance or alternative solutions
- School and youth programs – integrate plastic reduction education into school curriculums and organize engaging activities for children and young adults
- Test new ways of Extended Producer Responsibility (EPR) schemes involving the producer directly in the end-of-life options
- Co-develop innovative circular business models, where packaging or other conventionally plastics-including products are sold as a service.

By implementing creative and collaborative reuse projects, municipalities and companies can significantly reduce plastic waste, empower communities, and promote a more sustainable future. A network collaboration between the public and private sectors would be necessary for the establishment of circular / zero waste solutions and circular business models.

These are just a few examples of actions that can be undertaken within the “Prevention” framework. The specific actions chosen will depend on the project's overall goal, available resources, the local context, and the type of applicant.

Moreover, European islands are of crucial importance for the preservation of Europe's diverse biodiversity and the safeguarding of local island economies reliant on tourism and coastal activities. Therefore, they have a tremendous potential to showcase scalable solutions for global impact. Due to these unique ecosystems' vulnerability to plastic pollution, the REMEDIES project encourages projects from European islands' authorities that concentrate their actions in the Mediterranean, in particular projects that seek to foster a sustainable future that benefits both the islands and the wider European community.

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ANNEX I – List of eligible applicants

A. Non-eligible applicants, according to geographical location

There is an extensive list provided online by the European Commission⁶ *List of Participating Countries in Horizon Europe Third countries* associated with Horizon Europe. Association to Horizon Europe is governed by the Horizon Europe Regulation 2021/6951. However, applicants from an associated region where any REMEDIES partner is located, cannot apply according to the rules set by the European Commission.

This is the list of countries that **ARE NOT ELIGIBLE for REMEDIES OC2:**

1. Italy
2. Slovenia
3. Greece
4. Spain
5. Hungary
6. Germany
7. Belgium
8. Croatia
9. France
10. Albania
11. Ireland
12. Morocco
13. Serbia
14. NUTS II - Norte, in Portugal
15. Malta

⁶https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation_horizon-euratom_en.pdf

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B. **Eligible** applicants, according to geographical location

REMEDIES OC2 will only consider as eligible applications from applicants that are local or regional authorities in countries that are connected directly or indirectly with the Mediterranean and not in REMEDIES partners countries, such as:

1. Bosnia and Herzegovina
2. Montenegro
3. Cyprus
4. Turkey
5. Egypt
6. Libya
7. Algeria
8. Tunisia
9. Lebanon
10. Israel
11. Romania
12. Bulgaria
13. North Macedonia
14. Ukraine
15. Moldova
16. Portugal (all regions except NUTS II - Norte)
17. Other (complete list⁷)

7

https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation_horizon-auratom_en.pdf

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ANNEX II – REMEDIES APPLICATION FORM

To be available for direct submission on the F6S Platform:

<https://www.f6s.com/open-call-2-remedies/apply>

- The REMEDIES Open call application kit to apply under **Open Call 2 “Prevention and Zero-waste”** is available on the official REMEDIES project website, here: <https://remedies-for-ocean.eu/open-call-2> including:

1. **Guide for Applicants**
2. **Example of the Application form** (the actual application form is available for direct submission only on the F6S platform)
3. Frequent Question & Answers
4. **Technical annex** of the proposed project (for the applicant to provide detailed description of the project proposal)
6. **Sub-grantee Agreement**, for all applicants’ knowledge and to be completed ONLY after the OC process is closed, by the selected applicants

Section 1. Proposal identification

Q1: Proposal title*

Q2: Proposal acronym*

Q3: Short abstract of the proposal (to be made public in case the proposal is funded), max 2000 characters*

Section 2. Applicant information

Q4: Applicant organisation full legal name*

Q5: Type of applicant/entity/organization (examples: municipality, regional authority, etc.)*

Description text shown: Note that only organizations with the legal status of Local or Regional Authorities from Associated Regions are eligible for this Open Call 2, as described in the Guide for Applicants.

Q6: Applicant identification (PIC number)

Q7: Applicant country (drop-down list) *

Q8: If you selected "other" please mention the name of the country you are based in.

Be aware of the non-eligible countries listed in Section 3 and ANNEX I of the Guide for Applicants.

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Q9: Official address of the organisation (from where the team of the project will be implementing the proposal) *

Q10: Website of the applicant organisation (if you have one)

Q11: Name of the contact person (this is the person who will be contacted during the OC application process by the REMEDIES OC2 manager) *

Q12: Role in the organisation *

Q13: Emails of the primary contact person and of an additional contact person (please provide information on two contact persons) *

Q14: Phone number of the contact person (please add the country code) *

Section 3. Budget

Q15: Total requested budget for the proposed project. Please be aware that the maximum budget for the full 8 months period of OC2 is up to 100 000.00 euros (one hundred thousand euro) *

Section 4. Local or Regional Authority confirmation document

Q16: Upload a document with the information/requirements described below, demonstrating that the applicant organization has the legal status of a Local or Regional Authority *

Description text shown:

Required content:

Document Title: Verification of "Sector" as a Public Organization Serving as a Local or Regional Authority

Introduction: Briefly introduce the document's purpose. State that the document aims to furnish evidence confirming the applicant's full compliance with the specified EC guidelines pertaining to the subject.

Official Name and Identification: Provide the complete, official name of the organization. Include any registration or incorporation numbers.

Legal Status: Outline the legal status of "Sector" as a public organization. Specify any pertinent legislation that establishes its standing as a local or regional authority.

Public Services and Functions: Enumerate the public services offered by "Sector." Describe the key functions and responsibilities executed on behalf of the local or regional community.

Public Records and Transparency: Highlight the availability of public records and documents for scrutiny. Mention any transparency initiatives or publications.

Conclusion: Summarize the key points that establish "Sector" as a Local or Regional Authority.

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Signature: Name, position and signature of the authorized person() that can legally represent the organization or have legal responsibilities to sign on behalf of the organization.*

() The signing person should have the power to confirm the legal status of the organization as a Local or Regional Authority.*

Section 5. Technical proposal

Q17: Please upload in PDF your Technical document*

Description text shown: The Technical Annex (technical document) is available for download from the OC2 REMEDIES webpage:

<https://remedies-for-ocean.eu/open-call-2/>.

Section 6. Requirements to join the REMEDIES programme

Q18 **with checkbox**: *I have reviewed and accept all the conditions of the REMEDIES OC 2 Guide for applicants.**

Description text shown::

Download the REMEDIES OC2 Guide for Applicants from:

<https://remedies-for-ocean.eu/open-call-2/>

Q19 **with checkbox**: *Do you CONFIRM that all information provided in this proposal, including in the attached documents and annexes, is true and correct? **

Q20 **with checkbox**: *Do you ACCEPT that the information provided and submitted in this proposal can be shared by F6S with the project consortium for the purposes of managing the programme, as stated in Section 6 "Data Protection" in the REMEDIES OC2 Guide for Applicants? **

PS: The text may be subject to some adjustments in language and grammar, despite its content & objective being the same.

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ANNEX III – REMEDIES TECHNICAL DOCUMENT, Open Call 2

“Prevention & Zero-waste“

PROPOSAL TEMPLATE INSTRUCTIONS

Read carefully before preparing your proposal:

Please delete this page when submitting the proposal. Delete the guidance/ information text in yellow in each section and any footnotes.

Please use this template to prepare your proposal. It has been organised to ensure that the important aspects of your planned work are measurable with respect to the evaluation criteria. Sections 1 to 5 of this template each correspond to an evaluation criterion (see **Guide for Applicants for details**).

The structure of this template must be followed when preparing your proposal. Applicants using another template/ document structure will be automatically disqualified. Only those proposals that successfully address all the required aspects included in the template will have the opportunity to be funded.

On the cover page, please include the following:

- Title and acronym of your proposal
- Full legal name of the applicant organisation and country
- Proposal title

The page limit for the proposal (Sections 1-5) is **10 pages (i.e., this limit excludes the cover, instructions and summary of the project pages)**. Consider the limits indicated below the title of each section (in yellow) as guidance to keep within the 10-page limit. Tables are allowed and must be included within this page limit. The minimum font size allowed is 11 points (note: tables can use font size 10 points). The page size is A4, and all margins (top, bottom, left, right) should not be changed from their current setting. Paragraph spacing should be a minimum 0pt before/ after, and 1pt line spacing. Calibri must be used as the font style (or Arial, if Calibri is incompatible with your system) and black as the font colour to facilitate readability. Each **section presents a recommended page limit, so that the proposal is concise and focused, please comply with it. The proposal must be uploaded in .PDF format.**

Please delete this page when submitting the proposal. Delete the guidance/ information text in yellow in each section and any footnotes.

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COVER PAGE

Proposal Information	
Acronym	
Title	
Applicant name (Full legal name)	
Country	

NOTE: Sections 2, 3, 4 and 5 have the same weight in the evaluation process. Each has a weight of 25% in the total evaluation.

1. SUMMARY OF THE PROJECT PROPOSAL

Note: Maximum 1 page

Provide a full public summary of the project that can be published if the project is funded.

2. CONCEPT AND INNOVATION

Note: Maximum 1 page

Applications must demonstrate: A clear set of specific objectives aligned with the definition of the goals and with the general objective of the project. Appropriateness of the project scope addressing the Open Call goal as well as the overall project vision. Quality, credibility, and clarity of project description. Interoperability level of the proposed solution. Innovation level, not only in a technical perspective, but also in a strategic and implementation perspective, as well as with regard to practices.

3. EXPERTISE AND EXCELLENCE OF THE PROPOSED TEAM

Note: Maximum 2 pages

3.1. Expertise

Applicants must provide credible evidence that the project team is committed and has the necessary skills, competence, and expertise to deliver the project.

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3.2. Project team

Please indicate the number of person-months (full-time equivalent) of the people involved in the project in the table below

Table 1. Person-months allocated to the project

<i>Name of person</i>	<i>Person months (PMs⁸)</i>
<i>Person 1</i>	
<i>Person 2</i>	
<i>Person 3</i>	

Note: Add lines if required.

Provide a description and justification of the expected costs and the requested total grant, using the table below.

Table 2. Estimated cost of the project proposal

<i>Cost category</i>	<i>Total</i>	<i>Description and justification</i>
<i>[A] Direct personnel costs⁹</i>		
<i>[B] Travel costs¹⁰</i>		
<i>[C] Equipment costs¹¹</i>		

⁸ Note that a PM is a metric for expressing the effort of a person dedicated full time in one month.

⁹ Costs for remuneration of the persons implementing the project.

¹⁰ Travel costs should foresee at least one promotion/dissemination event.

¹¹ Only depreciation costs of equipment are accepted.

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<i>[D] Other direct costs (apart from the ones mentioned)</i>		
<i>[E] Subcontracting costs¹²</i>		
TOTAL¹³		

The subcontracting should cover only a limited part of the proposed project activities and must be performed by third parties (not by the applicant). The applicants need to explain clearly why they are not able to carry out certain tasks included in the proposal and why these tasks need to be subcontracted to another entity. **Subcontracting exceeding 30% of the total project budget must be duly justified in the application, as an added value. The applicant must demonstrate that the high level of engagement of a third party (over the 30% of subcontracting) is justified by the objectives of the proposed actions and will bring high value to the outcomes, namely the expected impact and sustainability in the Associated Region, complementing the actions that will be implemented by the local or regional authority awarded in the OC2 and fully in line with the public interest.** Please also consult the Subcontracting rules laid out in the sub-Sec. 4.2 in the Guide for Applicants.

4. ALIGNMENT AND PROJECT PLANNING

Note: Maximum 2 pages

Quality, effectiveness and clarity of project activities, structure, and timing. Alignment of the activities with the open call goals and the project vision. Appropriateness of deliverables, milestones and means of verification. Appropriateness of expected costs and resources assigned to the project.

4.1. Work Plan

Describe the proposed work plan to be implemented towards the achievement of the objectives/ results. Include also:

- *The specific activities that will be implemented, the time required, and expected outputs.*
- *Relevant milestones and KPIs to measure achievement of results.*
- *External barriers/ risks that may affect the work plan and compromise the project.*

¹² The value of this category should not be higher than 30% of the total grant provided, unless it is justified in the application. Check the Sub-section 4.2 of the Guide for Applicants in this regard.

¹³ TOTAL costs of the Project must not exceed €100.000

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Table 3. Suggested table for description of activities

<i>Activity name</i>	<i>Description</i>	<i>Planned duration</i>	<i>Expected output</i>
<i>Activity 1</i>			
<i>Activity 2</i>			
<i>Activity 3</i>			

Note: Add lines (for activities) if required.

Table 4. Suggested table for description of milestones

<i>Activity name</i>	<i>Milestone description</i>	<i>Delivery month</i>
<i>Activity 1</i>		
<i>Activity 2</i>		
<i>Activity 3</i>		

Note: Add lines (for activities) if required.

5. IMPACT AND SUSTAINABILITY

Note: Maximum 2 pages

Applicants must define their ambition and a clear set of expectations aligned with the objectives of the Call. Proposals must demonstrate the overall impact of the project and its contribution. The ambition underlines the potential extent and overall impact and replicability of the project actions. Among others, focus on:

- *Contribution of the proposal to the REMEDIES overall objectives.*
- *Contribution of the project to providing concrete prevention and zero-waste solutions or zero-waste supply chains and systems that can enhance the prevention of plastic litter*
- *Planned activities / measures to promote the project, and to exploit and disseminate the project results.*



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5.1. Strong points

*Name 3 characteristics that define the strong points of your project and one line justification per each.
Example: Impactful: as it foresees to change the connection between services and achieve a more effective implementation of litter monitoring.*

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ANNEX IV – REMEDIES DECLARATION OF HONOUR

Project title:

Project acronym:

On behalf of _____ [organisation name] established in _____, [Official address], VAT number¹⁴ _____, represented for the purposes of signing and submitting the proposal and present Declaration of Honour by _____ [Name of legal representative].

By signing this document, I declare that:

1. I have the power of legally binding the above-mentioned organisation upon submitting this proposal.
2. Neither the above-mentioned organisation nor any linked company/ organisation or any individual member of the proposal team has submitted any other proposal under the REMEDIES Open Call 2. In case the above-mentioned organisation or any individual member of the team has submitted more than one proposal to this open call, all associated proposals will be automatically excluded from the evaluation process.
3. I and the above organisation that I legally represent are fully aware and duly accept all REMEDIES rules and conditions as expressed in the respective open call documents and Annexes and will respect any evaluation decision and proposal selection.
4. All provided information in this declaration is true and legally binding.
5. I give the consent and permission to the REMEDIES coordinator to use the attached information to contact me for any issue associated with the associated proposal.

Organisation contact information:

¹⁴ VAT is mandatory during the contract preparation.

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Title (Mr., Ms., Dr.)	
Name	
Surname	
Full address	
Country	
E-mail address	
Telephone/ Mobile phone	
Signature/ Date	

By signing this declaration of honour, I declare that all provided information below is true and legally binding both for me and for the organisation that I legally represent:

- I confirm having read the information about REMEDIES Open Call 2 described in the official REMEDIES Open Call 2 Guide for Applicants.
- I agree on the terms and conditions included in the Guidelines for Applicants of REMEDIES Open Call 2.
- I Confirm having provided actual and correct information in the REMEDIES application form on the F6S platform.
- I confirm my organisation is committed to participate in REMEDIES Open Call 2 programme;
- My organisation has stable and sufficient resources (including those foreseen in OC2 Sub-grantee agreement REMEDIES) to maintain its activity throughout its participation in REMEDIES Open Call 2 programme and complete the 8 months of the OC2 programme.
- I confirm I have not made false declarations in supplying the information required to participate in REMEDIES Open Call 2.

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- My organisation (or persons having powers of representation, decision making or control over it) have not been convicted of an offence concerning their professional conduct by a judgement of a competent authority of a Member State which has the force of *res judicata*.
- My organisation (or persons having powers of representation, decision making or control over it) have not been the subject of a judgement which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation or any other illegal activity, where such illegal activity is detrimental to the EU's financial interests.
- My organisation is not subject to a conflict of interest in connection with the REMEDIES programme.
- I agree and confirm to inform the REMEDIES consortium members, namely its designated mentor, without delay, of any situation considered a conflict of interests or which could give rise to a conflict of interests.
- I confirm to comply with the proposed actions in the proposal and will inform with utmost urgency in case there is any situation that may jeopardise the implementation of the proposed actions in OC2 and its impact.
- I confirm that the organisation I represent has not granted and will not grant, has not sought, and will not seek, has not attempted and will not attempt to obtain, and has not accepted and will not accept any advantage, financial or in kind, to or from any party whatsoever, where such advantage constitutes an illegal practice or involves corruption, either directly or indirectly, in as much as it is an incentive or reward relating to the award of the grant.

Date(dd/mm/yyyy):

Location (country;region; city):

Signature (of the official representative of the participant entity) & Stamp:
