

**Request for proposals**

**to collaborate on the delivery of projects within the EIT Food AMPLE Program in 2025**

**EIT Food – Making Food Innovation Happen**

Knowledge & Innovation Center on Food,
part of the European Institute of Innovation and Technology (EIT)

**http://www.eitfood.eu**

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# Introduction

**EIT Food CLC North-East Sp. z o.o. (“EIT Food CLC NE”) is looking for organizations to deliver projects that support marginalized urban communities through capacity-building activities within the local food ecosystem, as part of its AMPLE Program, across five different cities in eligible countries.**

**The organizations invited to apply for this call should be based in one of the following countries:**

**- EU Member States:** Bulgaria, Croatia, Czech Republic, Estonia, Hungary, Lativia, Lithuania, Poland, Romania, Slovakia, Slovenia;

**- Horizon Europe Associated Countries:** Albania, Bosnia and Herzegovina, Montenegro, North Macedonia, Serbia and Ukraine.

**Application deadline:** 3 March 2025, 11:00 CET

**Application template:** see ANNEX - APPLICATION SUBMISSION FORM

*Further details about EIT Food can be found at:* [*www.eitfood.eu*](http://www.eitfood.eu/)*, and the principles of the EIT Regional Innovation Scheme are described at:* <https://eit.europa.eu/activities/outreach/eit-regional-innovation-scheme-ris>*. With respect to the present call,* ***EIT Food CLC NE will not provide new information that has not already been included in this call document****, but can assist the potential applicants by explaining the contents of this document.*

# Overview of EIT Food

**EIT Food** accelerates innovation to build a future-fit food system that produces healthy and sustainable food for all. Supported by the EU, we lead the world’s largest and most dynamic food innovation community. We create connections right across the food system that stimulate new ideas and inventions to drive change.

We believe inclusive systems innovation, which enables all people and places to participate and benefit, is essential to a strong food system that is better for everyone. With teams on the ground across Europe, we bridge the gap between countries and regions with low innovation capacity and those leading the way. And we put consumers at the heart of our work, helping build trust by reconnecting them to the origins of their food, directly involving them in the innovation process, and working with the food sector to increase transparency.

Collaboration is central to all our work, which spans the whole food value chain, and is vital to meet the big challenges we face. Together with our community, we will build an innovative and resilient food system that in turn creates a healthier society and planet.

For more information about our company please visit the following website: [www.eitfood.eu](http://www.eitfood.eu)

# 2. 1 **About EIT Food Regional Innovation Scheme (RIS)**

The EIT Regional Innovation Scheme (EIT RIS) is the EIT Community’s outreach scheme introduced in 2014 to share good practices and experiences emerging from EIT Community activities. The EIT RIS provides targeted support to individuals and organizations to take part in and benefit from EIT Innovation Communities’ activities, services and Programs.

EIT Food RIS aims at strengthening those regions in Europe which are modest and moderate in terms of innovation in the agri-food sector. It is open to innovators that are not partners of EIT Food and supports targeted stakeholders through a portfolio of projects. Find out more here: [Regional Innovation Scheme (RIS) - EIT Food](https://www.eitfood.eu/regional-innovation-scheme)

# 2.2. **About AMPLE Program**

AMPLE Program (also the “Program”) is a social innovation and entrepreneurship initiative developed by EIT Food with support from the Citi Foundation. The Program launched in Madrid (more details here: [Ample: promoting food security in Madrid - EIT Food)](https://www.eitfood.eu/projects/ample/ample-madrid) in October 2023 and in Warsaw (more details here: [AMPLE - Warsaw - EIT Food)](https://www.eitfood.eu/projects/ample/ample-warsaw) in September 2024. Both city initiatives offer a variety of training courses and activities supporting food systems, entrepreneurial education, and business innovation in the agrifood sector and within their communities and will continue until April 2025. AMPLE Program focuses on underrepresented communities, using collaborative spaces to improve access to affordable food while supporting local entrepreneurship and job creation in the agrifood sector. Guided by three core pillars - community, business, and learning - Program works closely with cooperatives, NGOs, and agrifood startups or small businesses.

**Building on the ongoing success in Madrid and Warsaw, EIT Food CLC NE is preparing to expand AMPLE Program’s model to additional cities across eligible European countries in 2025. This expansion aims to replicate the Program’s positive outcomes, driving sustainable community development, strengthening local economies, and improving equitable access to healthier foods in urban contexts.**

# Who can apply

**EIT Food CLC NE is looking for organizations (legal entities or consortia with a designated leader, which must be a legal entity) (the “Organizations”) that can deliver projects supporting marginalized urban communities through capacity-building activities within the local food ecosystem as part of AMPLE Program, and that align with the tasks and deliverables defined below.**

EIT Food CLC NE invite proposals from Organizations that can develop and implement urban-centred activities **benefiting vulnerable communities - defined here (non-exclusively) as:**

* low-income individuals,
* women,
* immigrants,
* people with disabilities,
* older adults,
* and those from disadvantaged backgrounds.

The project proposed within the EIT Food AMPLE Program in 2025 by each of the Organizations (the “Project”) must target exclusively beneficiaries who are 18 years of age or older.

**Specifically, the proposed Project should:**

* Support inclusive community spaces that encourage entrepreneurship and support food-related initiatives – contributing to the COMMUNITY pillar
* Provide training and capacity-building activities that enable vulnerable groups to thrive in the agrifood sector – contributing to the LEARNING pillar
* Enhance affordability and accessibility within local food systems while driving business innovation – contributing to the BUSINESS pillar

EIT Food CLC NE is seeking Organizations capable of designing and implementing each the Project aligned with the “Community, Learning, and Business” pillars of the AMPLE Program, and effectively engaging AMPLE Program’s target audience - vulnerable communities and the local agrifood ecosystem. The selected Organizations will be responsible for developing, executing, monitoring, and reporting on the Project, and must assign a dedicated contact person who will coordinate closely with the EIT Food CLC NE AMPLE team, including the Community Outreach Manager in Warsaw, as well as other Program’s partners.

**The specific tasks, deliverables, and KPIs for projects supported by this Request are outlined below.**

# Tasks and deliverables

The selected Organizations will undertake a comprehensive set of activities designed to strengthen the AMPLE Program’s impact through their Project across three key pillars - “Community, Learning, and Business” - within an urban setting. Such Project will engage and benefit vulnerable communities, equipping them with the skills, networks, and resources needed to thrive in the agrifood sector. The tasks and deliverables outlined below encompass the full lifecycle of the Project, including strategic planning, content adaptation, participant recruitment, course implementation, stakeholder engagement, and rigorous monitoring and evaluation. Ultimately, this work will enhance local food systems, support business innovation, and foster more inclusive, sustainable communities.

Please note that while the defined deliverables may be adjusted to better fit the Organization’s specific Project, all outlined tasks must be implemented.

# **Defined tasks for Project**

* + 1. **DESIGN AND COORDINATION**
* **Action plan development:**
	+ Develop a comprehensive action plan to run between run from March 10, 2025, to November 15, 2025 aligned with AMPLE Program’s pillars - “Community”, "Learning”, and “Business” - tailored to the local urban context and the needs of vulnerable communities.
	+ Identify and outline courses, workshops, or activities designed to improve food-related entrepreneurship, strengthen agrifood sector skills, and drive local business innovation.
	+ Prepare and maintain a detailed budget, ensuring that all allocated AMPLE Program funds are responsibly managed.
	+ Incorporate and adapt content and methodologies to create relevant course materials.
	+ Update and refine the action plan periodically, integrating feedback from continuous improvement efforts.
* **Activities implementation:**
	+ Coordinate and run Project’s activities, including venue selection, trainer recruitment, communication, material preparation and reporting.
	+ Ensure the effective integration of the “Community”, “Learning”, and “Business” pillars, focusing on training, capacity building, innovation, and affordability in the food system.
	+ Collaborate closely with EIT Food CLC NE Community Outreach Manager for AMPLE Program and its partners to align activities, maintain quality standards, and address emerging challenges.
* **Copyright and content management:**
	+ Ensure all training materials developed respect copyright laws, credit original sources, and adhere to EIT Food branding guidelines.
		1. **COMMUNITY ENGAGEMENT & EVENTS**
* **Scoping and recruitment:**
	+ Execute targeted outreach to identify and engage vulnerable participants, ensuring a representative participant group.
	+ Liaise with local stakeholders (e.g., community hubs, cooperatives, NGOs, local government, agrifood SMEs/startups) to facilitate participant recruitment and sustained engagement.
* **Communication and dissemination:**
	+ Publicize courses and events through mailing lists, social media, and the Organization’s partner networks, ensuring broad awareness and accessibility
	+ Develop visual and text materials (e.g., banners, social media posts) to encourage attendance and participation, adhering to EIT Food branding guidelines and with oversight from its supervisory team.
* **Event coordination and participation:**
	+ Organise, coordinate, and implement all planned activities (e.g., workshops, work-trials, training sessions, events, and the final wrap-up event) as outlined in the action plan and in line with the timelines and budget.
	+ Participate in or support with relevant information related to AMPLE Program’s events, including the AMPLE Program 2025 summary event in Warsaw, scheduled for November 2025.
	+ Collect high-quality communications materials (e.g., photos, videos, participant quotes, case studies) during events and courses for future promotion, reporting, and storytelling.
		1. **MONITORING, REPORTING & IMPACT ASSESSMENT**
* **Performance monitoring:**
	+ Continuously track participant registrations, attendance, and demographic profiles, as well as progression metrics (e.g., skill acquisition, business growth, job placements).
	+ Analyse the effectiveness of training sessions and other Project activities, identifying areas for improvement.
* **Regular reporting:**
	+ Provide periodic performance reports to the EIT Food CLC NE Community Outreach Manager for AMPLE Program, detailing progress toward agreed **KPIs (see below)**.
	+ Submit interim updates on challenges, solutions, and participant feedback, and adjust the Project schedule or content accordingly.
* **Final reporting and documentation:**
	+ Prepare a comprehensive final report summarizing achievements, lessons learned, and key outcomes from the Project, including:
		- Number of registrations and participants, their demographics, and participation patterns.
		- Participant engagement across all the Project’s courses.
		- Post-course outcomes (e.g., job placements within 12 months after course completion – if applicable).
		- And measuring other KPI metrics as described below.
	+ Submit a final financial report in English on the use of budget, ensuring transparency and accountability.

# **Project KPIs**

Organizations implementing projects under the EIT Food AMPLE Program in 2025 will be required to **contribute** to the achievement of the following EIT Food KPIs:

* + 1. **PARTICIPANTS IN NON-DEGREE EDUCATION AND TRAINING [EITHE08.2-EITRIS]**

Organizations will report the number of successful participants engaged in professional development courses, workshops, and training activities. Structured data should include:

* Title of the training or activity delivered.
* Description of the training or activity delivered including main aim(s).
* Description of the dedicated teaching strategy on developing specific skills based on the [EIT Food Education Competency Framework](https://learning.eitfood.eu/learn-with-eit-food/eit-food-education-competency-framework)
* Number of participants enrolled and completing the activity.
* Measurable Overarching Learning Outcomes (OLOs) designed to develop specific competencies and form the basis for the assessment strategy.
* Description of the Assessment Strategy including tools measuring participants’ satisfaction and teaching results.
* Participant demographics, including country of origin, country of residence, age brackets (18–35, 35–65, 65+), gender, and other background information relevant to the specific objectives of the Program.
	+ 1. **PEOPLE REACHED THROUGH COMMUNICATION ACTIVITIES [EITHE17.1]**

The reach of communication efforts will be measured through:

* Project website visitors.
* Social media content and engagement, including followers and interactions on platforms such as LinkedIn, Twitter, Instagram, and Facebook.
* The number of activities organized or attended, with details of participants (see above).
* Media coverage, including articles, press releases, and broadcast features.
	+ 1. **INNOVATIONS LAUNCHED ON THE MARKET [EITHE02.2-EITRIS and EITHE02.4] - IF APPLICABLE**

For initiatives with a business innovation focus, the organization will track innovations introduced to the market through the project, including:

* Number of products or processes launched on the market by organizations from the EIT RIS countries
* Type of innovation (e.g., product or service).
* Market location and sales revenue generated (where applicable).
	+ 1. **VULNERABLE COMMUNITIES IMPACTED – ADDITIONAL KPI FOR AMPLE PROGRAM**

Organizations will be required to monitor and report on the engagement and outcomes of the project for vulnerable groups, including:

* The number of participants from target demographics (e.g., low-income individuals, women, immigrants, people with disabilities, older adults).
* Outcomes such as skill acquisition, employment opportunities, or entrepreneurial activity resulting from participation.

Organizations must report these KPIs with data and supporting evidence, contributing to the broader goals of the AMPLE Program and EIT Food’s mission to foster inclusive, innovative, and sustainable food systems across Europe.

# 4.3. **Budget**

**The maximum budget available under this Request is €50,000 per Project.**

Applying Organizations are required to submit a detailed and justified budget plan, clearly outlining the allocation of funds in the proposed project and across proposed activities. The budget must comply with AMPLE Program defined task and deliverables for Project and demonstrate value for money.

Please note that proposed Project **should not** include direct sub-granting to the AMPLE Program’s target audience or be structured around redistributing monetary support from project’s budget.

# Proposal Process

# Participation

Participation in this proposal procedure is open to Organizations from the following countries:

* **EU Member States:** Bulgaria, Croatia, Czech Republic, Estonia, Hungary, Lativia, Lithuania, Poland, Romania, Slovakia, Slovenia;
* **Horizon Europe Associated Countries:** Albania, Bosnia and Herzegovina, Montenegro, North Macedonia, Serbia and Ukraine.

# Eligibility

To be eligible as an Organization collaborating on the delivery of Project within the EIT Food AMPLE Program in 2025, applicants must meet the following criteria.

|  |  |
| --- | --- |
| **Organizational eligibility** | 1. Be a legally established entity based in an eligible country as defined in the Request guidelines.
2. Have been operational for at least 2 years prior to the date of application submission.
3. Demonstrate expertise and prior experience in implementing urban-centered projects, preferably targeting vulnerable communities, in areas related to food, food security, entrepreneurship, or capacity building.
4. Be capable of delivering the tasks and meeting the deliverables outlined in the Request, including developing and implementing the proposed Project aligned with the AMPLE Program's core pillars of community, learning, and business.
 |
| **Application eligibility** | 1. Submit a complete application using the designated template.
2. Provide detailed and sufficient information for each required section in the application form.
3. Submit the application in English by the stated deadline.
 |

Failure to meet any of the above eligibility requirements will result in disqualification. Applicants are encouraged to review the criteria carefully and ensure all necessary information is provided. Incomplete or ineligible applications will not be considered.

# Submission of proposal

|  |  |
| --- | --- |
| Action | Date |
| **Application open** | 22 January 2025 |
| **Application close** | 3 March 2025 |
| **Evaluation period** | 3-6 March 2025 |
| **Notification of results** | 6 March 2025 |

Applications for Request for proposals to collaborate on the delivery under this Request must be submitted in English using the designated application template (ANNEX - APPLICATION SUBMISSION FORM). Please ensure that all fields in the application form are carefully completed.

**Applications should be submitted in electronic format as both PDF and editable MS Word files.**

**The deadline for submission is 3rd March 2025, no later than 11:00 AM (CET - Central European Time).**

**Please email your application to** **antonina.kurmanowicz@eitfood.eu****. Late submissions will not be considered. Please use the subject line: “AMPLE Program project application 2025.”**

Applicants are kindly requested to review the submission requirements thoroughly to ensure compliance. Please note that incomplete or non-compliant applications will not be eligible for evaluation.

# Evaluation of the proposals

All applications will undergo a two-step evaluation process

1. **Eligibility check:** Ensures compliance with the Request’s eligibility criteria.
2. **Evaluation:** Eligible applications will be reviewed and scored by an evaluation panel, comprising at least two evaluators related to the EIT Food AMPLE Program.

**EVALUATION CRITERIA**

Applications submitted under the Request for proposals to collaborate on the delivery of projects within the EIT Food AMPLE Program in 2025 will be evaluated based on the following weighted criteria:

1. Criterion 1: alignment with Ample Program’s objectives - 50 % weigh
2. Criterion 2: organizational capacity and feasibility - 25 % weigh
3. Criterion 3: innovation and impact - 25 % weigh

|  |  |
| --- | --- |
| **Criterion 1: Alignment with AMPLE Program objectives (50%)** | This criterion will be evaluated based on the components outlined below: * The degree to which the proposed project aligns with AMPLE Program’s core pillars: “Community”, “Learning”, and “Business”.
* Relevance of the project in fostering systemic solutions in urban settings, addressing the needs of vulnerable communities (e.g., low-income individuals, women, immigrants, people with disabilities, older adults, and those from disadvantaged backgrounds).
* Demonstrated potential of the project to enhance food security, accessibility, and local entrepreneurship.
 |
| **Criterion 2: Organizational capacity and feasibility (25%)** | This criterion will be evaluated based on the components outlined below:* Evidence of the organization’s experience and expertise in implementing similar initiatives, particularly in urban and food-related contexts.
* Capacity to deliver the defined tasks and deliverables, including project planning, monitoring, and reporting.
* Realistic budgeting within the €50,000 cap, demonstrating value for money and effective allocation of resources.
 |
| **Criterion 3: Innovation and Impact (25%)** | This criterion will be evaluated based on the components outlined below:* Anticipated outcomes and impact on vulnerable communities, including measurable benefits such as skill development, improved access to food systems, or entrepreneurial growth.
* The level of innovation demonstrated in the proposed project activities, including approaches to creating inclusive community spaces, providing capacity-building opportunities, and driving business innovation in local food systems.
* Potential for sustainability and scalability of the project beyond the initial funding period.
 |

**SCORING SYSTEM**

Each criterion will be scored on a scale of 0 to 5, using the following scale:

* **5 (Excellent):** Fully addresses all relevant aspects; minor or no shortcomings.
* **4 (Very Good):** Addresses the criterion very well; minor shortcomings.
* **3 (Good):** Adequately addresses the criterion; some shortcomings.
* **2 (Fair):** Broadly addresses the criterion; significant weaknesses.
* **1 (Poor):** Criterion is inadequately addressed; serious weaknesses.
* **0 (Not Addressed):** Criterion is not addressed or insufficiently documented.

Each criterion will be scored on a scale of 0 to 5 and weighted according to the indicated percentages. The total score for each criterion will be calculated by multiplying the score achieved (ranging from 0 to 5) by its respective weight.

***Example of counting*** *- maximum score:*

*Criterion 1: 5 x 50% = 2.5*

*Criterion 2: 5 x 25% = 1.25*

*Criterion 3: 5 x 25% = 1.25*
*Maximum overall score = 2.5 + 1.25 + 1.25 = 5.0*

**Threshold for Selection**

To be considered for funding, applications must achieve a minimum overall score of 3.5 out of 5 across all evaluation criteria.

**Additional information:**

* The evaluation process will be conducted by two EIT Food AMPLE Program-related evaluators, ensuring transparency, fairness, and alignment with AMPLE Program’s goals.
* Shortlisted applicants may be invited for follow-up interviews or presentations to clarify aspects of their proposals.
* Results will be communicated to all applicants by March 6, 2025.

By following this process, EIT Food CLC NE seeks to ensure a fair, transparent, and competitive selection of partners.

# Appeal to results

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

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

# Annex

# 6.1. Annex - Application Submission Form

Please fill in the Application Submission Form, ensuring that all fields are completed.

**Please submit the application in electronic format both as PDF and editable MS Word files by 3 March 2025, 11:00 CET to:** **antonina.kurmanowicz@eitfood.eu****.**

Applications incomplete or sent after the deadline will be rejected. Please do not provide further supporting documents and capture all relevant information in this form.

|  |
| --- |
| **GENERAL INFORMATION***If you are designated leader of the consortium – please fill in the information about your organization.* |
| **What country and city are you applying from?** | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **Organization name (in English)** - if applicable*Optional field* | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **Organization name (in local language)** | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **Legal form** | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **Office address** 1. Street
2. City
3. Country
 | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **Contact person**1. Name
2. Position
3. Email
4. Phone Number
 | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **Website address** | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **Social Media channels** - if applicable*Optional field* | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **ORGANIZATIONAL PROFILE AND EXPERIENCE***If you are designated leader of the consortium – please fill in the information about your organization.* |
| **Brief description of the organization:** Provide a short overview of your organization, including its mission, main activities, and relevant experience. | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **Experience in “Community”, “Learning”, and “Business Pillars”:**Describe your organization’s experience in implementing projects that align with the AMPLE Program pillars: working with vulnerable communities, fostering inclusive community spaces, capacity building, and driving local business innovation or other relevant information.  | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **\* PARTNERSHIPS AND COLLABORATIONS***Obligatory field for the designated leader of the consortium:**please provide information about the organization/s you will collaborate with.* |
| **If you are the designated leader of the consortium, please specify the following for each collaborating organization:**1. General information:
* Organization name
* Legal form
* Address
* Website address – if applicable
1. Role and responsibilities:
* the role and responsibilities within the proposed project, especially the type of support they will provide (e.g., operational, logistical, expertise, outreach)
 | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **PROPOSED PROJECT INFORMATION** |
| **Project summary:** Provide a concise overview of the project, including: * objectives,
* key activities
* and anticipated outcomes.
 | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **Target audience:**Define the target community/ies to be engaged and explain how they align with the AMPLE Program’s objectives. | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **Alignment with AMPLE Program objectives:**Explain how the proposed project aligns with AMPLE Program’s pillars: “Community”, “Learning”, and “Business”. | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **Implementation schedule:**Please provide a brief outline of the planned activities and their timeline, including a monthly breakdown of activities to be implemented (note that you may also include the time needed for setup). | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **Expected impact:**Describe the expected outcomes of the project, including key benefits for vulnerable communities and alignment with AMPLE Program’s deliverables and KPIs. | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **BUDGET PROPOSAL** |
| **Total Budget (in EUR):**Provide a breakdown of the proposed budget, ensuring it does not exceed €50,000. Include major cost categories (e.g., activities, workshops, materials, logistics, communication).**If you are the designated leader of the consortium**, please include information about the budget allocation to other participating organizations within the consortium – if applicable. | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |
| **ADDITIONAL INFORMATION** |
| **Additional information:**Include any other relevantdetails to support yourapplication - if applicable*Optional field* | Kliknij lub naciśnij tutaj, aby wprowadzić tekst. |

By submitting this Application Submission Form, I confirm that the information provided above accurately represents the scope of activities and plans of my organisation for the delivery of project within the EIT Food AMPLE Program in 2025. I understand that the information provided in this form may be used to define obligations and performance targets in a potential agreement with EIT Food CLC North-East Sp. z o.o.

I give consent to the processing of this application by EIT Food CLC North-East Sp. z o.o., its designated teams, and experts involved in the evaluation process. I am willing to cooperate and provide additional information or documents to verify the facts presented in this application. If selected by EIT Food CLC North-East Sp. z o.o., I declare my organisation’s commitment to implementing the proposed project as part of the AMPLE Program in 2025, adhering to the conditions and guidelines outlined in the “Request for proposals to collaborate on the delivery of projects within the EIT Food AMPLE Program in 2025”.

Date, place: Kliknij lub naciśnij tutaj, aby wprowadzić tekst.

Name of the person submitting the application: Kliknij lub naciśnij tutaj, aby wprowadzić tekst.

Position: Kliknij lub naciśnij tutaj, aby wprowadzić tekst.

Organization submitting the application: Kliknij lub naciśnij tutaj, aby wprowadzić tekst.