## EIT Food RIS Consumer Engagement Labs Application Form

*Please fill in the application form, ensuring that* ***all fields*** *are completed, including signatures of legal representatives of applicant organisations. Please submit the set of applications from 3 organisations in the consortium/innovation network in electronic format (PDF) by 6 March 2020,
3 pm CET to email address:* **mzatorska@wz.uw.edu.pl***. Applications that are incomplete or sent after the deadline will be rejected. Please do not provide further supporting documents and limit your application to presenting all information required by this form.*

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| **EIT Food RIS Consumer Engagement Labs Application Form****Consortium member 1: scientific organisation (higher education or public research institute)** |
| **1. Country** |  |
| **2. Name of the applicant organisation** |  |
| **3. Legal form** |  |
| **4. Office address (street, city, country)** |  |
| **5. Website address** |  |
| **6. Contact person** |  |
| **7. Position** |  |
| **8. E-mail** |  |
| **9. Phone** |  |
| **10. Please provide examples of the relevant activities/services/projects implemented by your organisation that involved qualitative consumer or citizen studies (such as: focus group interviews, consumer panels, social labs, co-creation workshops, creativity sessions) and justify, why they are meaningful for EIT Food RIS Consumer Engagement Labs.** |
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| **11. Please provide details of 3 experts - workshop moderators who will be involved in the activities of EIT Food RIS Consumer Engagement Labs (please provide name and short profile, indicating relevant experiences related to moderating/facilitating group sessions such as: focus group interviews, consumer panels, social labs, co-creation workshops, creativity sessions).** |
| **Expert 1:** |
| **Expert 2:** |
| **Expert 3:** |
| **12. Scientific organisation involved in the EIT Food RIS Consumer Engagement Labs will need to have access to facilities that could be used for the Labs session, including one plenary room (for about 15 consumers and observers) and 3 smaller rooms for breakout groups. The facilities do not need to be owned by the organisation, but costs for renting and maintaining these facilities will not be additionally reimbursed by EIT Food. Please briefly describe the facilities that you plan to use and their location.** |
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| **13. RIS Consumer Engagement Labs workshop should be organized in April-June 2020, and consist of 2 sessions of one day each, separated by about 1 week interval. Prior to day 1 of the workshop, you will need to promote the project among potential applicant, ensure recruitment of a group of consumers meeting detailed selection criteria, prepare local translations of Labs materials used in workshops and meet the requirements including workshop logistics and recording of the sessions. Workshop dates should not overlap with national or religious holidays, elections, or other foreseeable events disrupting the creative process. Please provide preliminary proposal of workshop dates:** |
| **-workshop day 1:** |  |
| **-workshop day 2 (~one week after day 1):** |  |
| **14. How would you ensure the coordination of work between members of your consortium?** |
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*By submitting this application form, I confirm that the information provided above correctly represents the scope of activities and plans of my organisation. I understand that the information provided in this form may be used to define obligations in subcontracting agreement. I give consent to processing the application by EIT Food, its Co-Location Centres, University of Warsaw and external experts involved in the evaluation process, and am willing to cooperate to provide further information or documents confirming the facts presented above.*

*If selected, I declare the willingness to promptly proceed to sign the subcontract agreement with EIT Food based on the template published online by EIT Food as part of the call documentation. I will act as subcontractor in EIT Food RIS Consumer Engagement Labs in 2020 based on conditions described in the “Call for expression of interest to participate in EIT Food RIS Consumer Engagement Labs”. I am aware of the scope of services that should be provided and confirm having familiarized myself with the contents of the „Call for expressions of interest to participate in EIT Food RIS Consumer Engagement Labs”, subcontract agreement and excerpts from EIT Food Framework Partnership Agreement, published online by EIT Food as part of the call documentation.*

*I understand that my subcontracting agreement can only enter into force if all three members of the consortium, jointly submitting the application, confirm their participation in EIT Food RIS Consumer Engagement Labs by signing their subcontracting agreements.*

**Date, place** ……………………………………………………………………

**Name of the person submitting the application** ……………………………………………………………………

**Organisation submitting the application** ……………………………………………………………………

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| **EIT Food RIS Consumer Engagement Labs Application Form****Consortium member 2: food retailer / food producer**  |
| **1. Country** |  |
| **2. Name of the applicant organisation** |  |
| **3. Legal form** |  |
| **4. Office address (street, city, country)** |  |
| **5. Website address** |  |
| **6. Contact person** |  |
| **7. Position** |  |
| **8. E-mail** |  |
| **9. Phone** |  |
| **10. Please identify a specific category of food products that co-creation workshops in your country would focus on. Justify why the creative work of a group of consumers on identifying new food product concepts in this product category could be meaningful for EIT Food RIS Consumer Engagement Labs project and also beneficial for senior consumers in your country.** |
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| **11. Food retailer / food producer involved in the EIT Food RIS Consumer Engagement Labs will commercialise at least 1 new product resulting from the Labs session. Please explain your motivation to deliver food innovations targeting senior consumers.** |
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| **12. Please describe how you plan to promote the Labs in local media (printed press or magazines) to ensure non-paid publications in the local language about the Labs.** |
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*I understand that my subcontracting agreement can only enter into force if all three members of the consortium, jointly submitting the application, confirm their participation in EIT Food RIS Consumer Engagement Labs by signing their subcontracting agreements.*

**Date, place** ……………………………………………………………………

**Name of the person submitting the application** ……………………………………………………………………

**Organisation submitting the application** ……………………………………………………………………

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| **EIT Food RIS Consumer Engagement Labs Application Form****Consortium member 3: startup company** |
| **1. Country** |  |
| **2. Name of the applicant organisation** |  |
| **3. Legal form** |  |
| **4. Office address (street, city, country)** |  |
| **5. Website address** |  |
| **6. Contact person** |  |
| **7. Position** |  |
| **8. E-mail** |  |
| **9. Phone** |  |
| **10. Please explain how your competencies could best contribute towards the development and commercialisation of a new food product that will be proposed by consumers participating in the co-creation sessions, and will correspond to the food product category identified by food retailer / food producer from your consortium.** |
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| **11. Year of establishment of your organisation** |  |
| **12. Total number of employees** |  |
| **13. Startup company involved in the EIT Food RIS Consumer Engagement Labs will jointly with food retailer/food producer from the consortium commercialise at least 1 new product resulting from the Labs session. Please explain your motivation to deliver food innovations targeting senior consumers.** |
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| **15. Please describe how you plan to promote the Labs in local media (printed press or magazines) to ensure non-paid publications in the local language about the Labs.** |
|  |

*By submitting this application form, I confirm that the information provided above correctly represents the scope of activities and plans of my organisation. I understand that the information provided in this form may be used to define obligations in subcontracting agreement. I give consent to processing the application by EIT Food, its Co-Location Centres, University of Warsaw and external experts involved in the evaluation process, and am willing to cooperate to provide further information or documents confirming the facts presented above.*

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**Date, place** ……………………………………………………………………

**Name of the person submitting the application** ……………………………………………………………………

**Organisation submitting the application** ……………………………………………………………………