## “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 in electronic format (PDF) by 20 September 2021, 3 pm CEST to email address:* [**mzatorska@wz.uw.edu.pl**](mailto:olubinski@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 the project.** | | |
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| **11. Please provide details of 3 experts - workshop moderators who will be involved in the activities (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 project will need to use online video conferencing software Zoom to deliver the Labs session, leveraging the Zoom breakout rooms functionality (with 3 teams of approximately 5 participants, and plenary meetings of about 15 consumers and observers). The costs of using Zoom platform will not be additionally reimbursed by EIT Food (but only one Zoom license will be required for a period of ~3 weeks). Please briefly describe your experiences with using video conferencing software to run workshops, research projects, organisational meetings or educational activities.** | |
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| **13. The sessions should be organized in October-November 2021, and consist of 3 online meetings with consumers distributed over a period of ~3 weeks, and another session with companies. Prior to session 1 of the workshop, you will need to promote the project among potential applicants, ensure recruitment 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 session 1:** |  |
| **-last workshop session (approximately three weeks after session 1):** |  |

*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 project in 2021 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 expression of interest to participate in* “EIT Food RIS Consumer Engagement Labs”*” and subcontract 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 service provider** | | |
| **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 describe the proposed type of takeaway meals that co-creation workshops in your country would focus on. Justify why the creative work of a group of consumers on identifying new meal packaging concepts in this type of takeaway meals could be meaningful for the project and also beneficial for consumers in your country (by referring e.g. to the numbers of such meals delivered in 2020, or specific challenges related to the meals).** | | |
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| **11. Please describe how you plan to promote the Labs in local media (printed press or magazines) to ensure 1 non-paid publications in the local language about the Labs before the end of 2021.** |
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**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: packaging 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 describe your company’s experiences in designing and introducing new types of packaging for food products and takeaway meals, including your approaches to product design, use of dedicated CAD software, prototyping and manufacturing capabilities.** | | |
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| **11. Please describe how you plan to promote the Labs in local media (printed press or magazines) to ensure 1 non-paid publications in the local language about the Labs before the end of 2021.** |
|  |

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

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