

Process for investment

MissionGreenFuels Pool 3 call Booster

In this document actions on the part of the Mission Partnership, unless otherwise specified, will be conducted by the Partnership Director, drawing on resources at her disposal and seeking approval by the respective Board of Directors as and where required.

a. Call text and application format

The Mission Partnerships are governed using the principles of Guidelines InnoBooster ([link](#)). These also apply to here unless otherwise specified.

The call text and application form will invite applicants to demonstrate that:

1. The applicant is excellent in terms of knowledge and experience in relation to the proposed work and has the required competences and capacity
2. The proposed work is innovative and breaks new ground
3. The expected outcome will have significant impact in areas relevant to the mission and the mission roadmap

Announcement of the calls will be available on the MissionGreenFuels Partnership website and LinkedIn.

Applications must be submitted via Filkassen.

b. Assessment criteria

1. External Experts

The evaluation will be undertaken by the external experts. These cover the following areas (see the [Guidelines for InnoBooster](#) section 3.3 for more details on the criteria)

- **Quality of the idea**
- **Impact**
- **Quality of execution**

2. Strategic fit to the MissionGreenFuels vision and roadmap

In section 8 of the application template the applicants must describe the strategic fit to the Mission vision and roadmap. This will be assessed by the MissionGreenFuels Board of Directors.

c. Evaluation and consultation

Project applications are assessed by external experts who give motivated scorings for evaluation criteria 1 (*Quality of Idea*), 2 (*Impact*) and 3 (*Quality of Execution*).

Applicants will receive the evaluation via e-mail.

Applicants will be invited to reply to the assessments and submit their response via e-mail.

The MissionGreenFuels Board of Directors will assess the project applications in relation to Assessment criteria 4, (*Strategic fit to the MissionGreenFuels vision and Roadmap*). These persons cannot evaluate projects where there is a conflict of interest. Should a situation arise where it is not possible to find one or more people capable of evaluating the project applications, due to conflicts of interest, the Board of Directors will decide the course of action.

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d. Mission Partnership Shortlisting and Decision

Mission Partnerships will assess the scorings, taking outliers in scorings as well as applicant's responses into account. Project applications with low scores or outliers in the evaluation, to which the applicant has made reasonable objections related to formality or procedural errors, may be included in the shortlist for full consideration by the Mission Partnership.

Members of the Board of Directors are likely, through their places of employment or association, to have conflicts of interest in relation to individual project applications. Members must declare in which project applications they have conflict of interest. Board members will not take part in deliberations or decisions in relation to project applications for which they have conflict of interests but will be provided the abstracts and evaluations for deciding on the final project portfolio. The full Board of Directors will partake in the final discussions and deliberations about the fit to roadmap for the full project portfolio.

e. Call announcement

The call is announced on the website and LinkedIn of the MissionGreenFuels Partnership.

f. Administrative support during the application phase

Any questions regarding the call documents prepared by the Mission Partnerships will be answered by the respective Mission Partnership Secretariat. The Mission Partnership Secretariat is not allowed to advise on the specific content of an application, and neither can the Board of Directors.

Contact details for the MissionGreenFuels Secretariat:

missiongreenfuels@aau.dk

g. Fitting project budgets to available investment budget

The Mission's Board of Directors will seek to fund projects from the top of their lists of prioritized projects. The Mission Board recommends a project portfolio for investment. Final approval is dependent on each project's acceptance of the Mission Partnership investment agreement, and an agreement about project execution, including but not limited to governance, timeline and budget.

Should a project default during negotiations or prior to signature of the investment agreement, it is at the discretion of the Board of Directors to decide if the next project on the list will be selected for funding.

h. Rejections

Letters of rejection will be sent to applicants who are not selected for funding. The letter will refer to the evaluation criteria and be sent to the applicant by e-mail.

i. Complaints

Any complaints regarding the submission or evaluation process must be directed to Innovation Fund.

The complaint must be received by the Innovation Fund at the latest 2 weeks after receipt of the decision (acceptance or rejection of funding) from the Mission Partnership.