

# Process for investment in Pool 2.5

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

As the Mission Partnerships are governed using the Grand Solutions rules and guidelines, these also apply to Pool 2.5 unless otherwise specified.

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

1. The applicant team 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
4. The proposal is efficient, that is, the expected achievements are commensurate with the requested resources
5. The proposal is effective, that is, there is reasonable confidence that the set objectives will be met.

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

Applications must be submitted via Filkassen.

## b. Assessment criteria

The assessment criteria are divided into two subsets.

### 1. Peer Review:

One set will be used for the evaluation undertaken by international Peer experts. The evaluation will cover the areas quality of the idea, impact, and quality of execution (covering sections 1, 2 and 3 of the application template).

### 2. Strategic fit to the Mission Partnership:

Section 4 of the application template asks applicants to describe the strategic fit between the respective project and MissionGreenFuels, including how the project is aligned with and contributes to the vision and roadmap of MissionGreenFuels. This will be assessed by the MissionGreenFuels Board of Directors.

## c. Evaluation and consultation

Proposals are assessed by international 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.

Innovation Fund Denmark will provide the mission secretariats with digital copies of the submitted proposals, along with the necessary metadata (external evaluations, project lists, tables, etc.).

The MissionGreenFuels Board of Directors will assess the proposals in relation to 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 proposal, due to conflicts of interest, the Board of Directors will decide the course of action.

#### **d. Mission Partnership Shortlisting and Decision**

The MissionGreenFuels Board of Directors will assess the scorings from the peer reviews, taking outliers in scorings as well as applicant's responses into account. Proposals with low scores or outliers in the peer review evaluation, to which the applicant has made reasonable objections, may be included in the shortlist for full consideration.

Members of the Board of Directors are likely, through their places of employment or association, to have conflicts of interest in relation to individual proposals. Members must declare in which proposals they have conflict of interest. Board members will not take part in deliberations or decisions in relation to proposals for which they have conflict of interests but will be provided the abstracts and peer review evaluations for deciding on the final project portfolio. The full Board of Directors will partake in the final discussions and deliberations about creating and submitting the full Pool 2.5 project portfolio to Innovation Fund Denmark for approval.

To ensure full transparency in the selection/prioritization of projects, Innovation Fund Denmark will oversee the process and act as an observer at the Board of Directors meetings where selection/prioritization takes place. Innovation Fund Denmark will ensure that the proceedings are conducted in a proper and orderly manner. It is up to the Board of Directors to qualify the selection/prioritization of projects. The draft motivations are augmented by the deliberations and considerations of the Board of Directors, who will write the motivation for the final decision regarding accepting or rejecting each proposal. Innovation fund Denmark will oversee the process described in this document, and upon selection ensure that the rules specified by the GEBR are adhered to. Innovation Fund Denmark Board of Directors will make the final formal approval of pool 2.5 investment decision.

#### **e. Call announcement**

The call is announced on the website 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 Mission Partnership Secretariat: [missiongreenfuels@aau.dk](mailto:missiongreenfuels@aau.dk)

#### **g. Fitting project budgets to available investment budget**

The respective Mission's Board of Directors will seek to fund projects from the top of their lists of prioritized projects. The Board of Directors recommends a project portfolio for investment. Final approval is dependent on each project's acceptance of the MissionGreenFuels 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 Denmark.

Morten Kinggaard Svendsen: [morten.kinggaard.svendsen@innofond.dk](mailto:morten.kinggaard.svendsen@innofond.dk)

Innovation Fund Denmark will consult the Partnership Directors and/or Board of Directors, should input be required to respond to a complaint. Only complaints made over formal or procedural errors related to the evaluation will be assessed and processed.