



EKLIPSE

Knowledge & Learning Mechanism
on Biodiversity & Ecosystem Services

Developing a mechanism
for supporting better
decisions on our
environment
based on the best
available knowledge.

EKLIPSE is developing a European mechanism to answer requests from policy makers and other societal actors on biodiversity-related issues.

More information on the processes and the EKLIPSE project funded by the EU in H2020 is available at
www.eclipse-mechanism.eu

CALL FOR THE ORGANISATION OF CAPACITY BUILDING EVENTS, EKLIPSE – JULY 2017

Open Call¹-Deadline of 1st round: October 23rd 2017

Open call for the organisation of capacity building events linked to the Science-Policy-Society interface, regarding biodiversity, ecosystem services and related challenges

Invitation to organise a capacity building event

Do you have an idea for a seminar, short course or other kind of training event? EKLIPSE is inviting representatives of networks, organisations, projects and other entities to submit proposals to develop capacity building events relevant to the Science-Policy-Society interface, regarding biodiversity, ecosystem services, and related challenges. EKLIPSE seeks to be responsive to community development needs across the European Union by supporting multi-national events that add value to science, policy and society. We encourage community training providers to submit a proposal to EKLIPSE to receive support regarding the organisation, expertise and/or facilitation necessary for a successful event.

¹EKLIPSE aims to *partially* support the organisation of a number of capacity building events, to be held from October 2017 to January 2020. Interested parties are encouraged to apply at their earliest convenience, to facilitate the selection process and allow for optimum distribution of the events in the indicated time span. The selection process is going to take place in sequential rounds of 3 months average duration.

To submit your Capacity Building Event Proposal, please register on the KNOCK forum at http://www.eclipse-mechanism.eu/forum_home, where you can access the guidelines for submission and the submission form through: Discussion Forum -> Call for Capacity Building Events.

1 What is EKLIPSE?

EKLIPSE is an EU-funded project that started in February 2016. The project aims to establish a robust and flexible long-term mechanism to provide knowledge for policy support on biodiversity and ecosystem services. It aims to communicate and engage with a wide set of knowledge holders in its work to ensure tailor-made results to knowledge requesters and society more broadly.

The success of EKLIPSE and its resulting mechanism is in everyone's hands:

- the 'requesters' from policy and society who need to know what knowledge is out there to answer their policy or societal decision needs;
- the knowledge holders (be they scientists or other citizens) who want their knowledge to be useful for decision-making; and
- the networks of people working on biodiversity and ecosystem services who can ensure a good dissemination of the knowledge, recommendations and decisions.

EKLIPSE coordinates innovative and transparent approaches for science, policy and societal actors to jointly provide the best available evidence leading to better informed decision-making.

As a part of this open and inclusive approach, EKLIPSE aims to identify capacity gaps relating to the Science-Policy-Society interface regarding biodiversity and ecosystem services and to support entities with the necessary expertise to develop and provide capacity building with EU relevance.

2 What are we looking for?

We are seeking to support the organisation of capacity building events relevant to the Science-Policy-Society interface, regarding biodiversity and ecosystem services, in the European Union. Following the EKLIPSE values of openness and transparency, we ask the community to:

- Identify important capacity gaps related to the aforementioned subject²; *and*
- Support the organisation of capacity building events to remedy identified gaps.

We invite representatives of European networks, projects, organisations, universities or other entities holding expertise in issues related to the main subject of the call, to submit proposals to organise capacity building events which they believe will benefit Science-Policy-Society interface regarding biodiversity and ecosystem services and the related European community. Events can include a series of seminars, short courses, webinars, workshops, etc., as long as the relevance and importance to the main subject is fully justified. Events should be delivered to diverse participants in multiple countries across the EU.

Interested parties should identify in their application if they wish to:

²To further provide us with your feedback and to help us identify other important capacity gaps, please consider answering EKLIPSE [short questionnaire](#).

- Coordinate an event with partial funding from EKLIPSE, but organised, hosted and implemented solely by the applicants; or
- Co-organise an event with EKLIPSE with partial funding from EKLIPSE, but for which both parties will mutually agree upon the content, organisation and implementation and where the EKLIPSE expert group may assist in other ways (organisational support, expertise, facilitation, etc.).

The EKLIPSE Knowledge Coordination Body (KCB) will allocate funding based on the following criteria:

- The proposal's relevance to the Science-Policy-Society interface regarding biodiversity and ecosystem's services (20%);
- Justification of the importance of the event and the training it will deliver (20%);
- Capacity of the applicant entity to carry-out the proposed event (15%);
- Demonstration of synergies between the aims of the proposed event and EKLIPSE aims (15%);
- Anticipated added value arising from the event for participants and the wider community (15%);
- Sound justification of the requested budget (15%).

Although an applicant may submit a proposal for independent organisation or co-organisation of an event, EKLIPSE KCB reserves the right to discuss the application with the applicant, which may result in reframing the proposal. The same applies to the requested budget, whereby the EKLIPSE KCB may propose amendments.

EKLIPSE will not fully fund any one capacity building event; only partial funding, **not exceeding €7000 per event**, will be awarded. Only the following eligible expenses may be covered:

- Travel and accommodation for participants;
- Catering during the event;
- Venue hire, if this cannot justifiably be provided by the main organiser;
- Production of educational material for participants;
- Facilitation of the meeting, communication services or other external expertise which may be required, the importance of which is crucial for the successful outputs of the event and is thus fully justified in the proposal.

Personnel funding for preparation purposes, participation to the event and finalisation of products after the event, is not available. Such expenses should be covered by the applicant.

To be considered for financial support proposals must meet a number of conditions in addition to the selection criteria presented above:

- Wide dissemination of the event, ensuring wide geographic range of applications and thus, selection of the participants which will cover, as much as possible, the EU scale;
- Inclusion of participants from diverse audiences (science, policy, society), if the event's nature allows for it;
- Gender and geographic balance and non-discrimination policy in the selection of participants;
- Participation of a minimum number of beneficiaries, no fewer than 20 individuals;
- Duration no shorter than 1 full working day.

3 EKLIPSE Capacity Building events selection process

Our aim is to partially support the organisation of a number of capacity building events, to be held between December 2017 and January 2020. Interested parties are encouraged to apply as soon as possible to facilitate the selection process and allow for optimum distribution of the events in the indicated time span. A selection of events will take place every three months. The deadline for the first round will be 23rd of October 2017 and the selected applicant(s) will be informed by mid-November. The call will remain open throughout the duration of the EKLIPSE project (until January 2020) or until the KCB decides otherwise. In their proposal, applicants must propose two alternative time periods for their event, and should indicate if these proposed periods are negotiable.

Each proposal will be examined according to the selection criteria presented above and will be given a score out of 100. For a proposal to be considered for funding a minimum of 70 is required, to guarantee the organisation of high quality events, which offer significant added value to participants. During the initial selection process, the KCB will decide whether proposals can proceed as submitted, or if further discussions with the applicants are required to achieve an optimum result. Once a proposal has been selected for funding, the EKLIPSE capacity building team will work closely with the applicant to mainstream allocation of funds and organisation of the event.

4 Rules and Conditions

Both EKLIPSE and European Commission logos will be displayed on all promotional and other material produced for an event (e.g. posters, videos, banners, folders, notebooks), along with the logos of the organising entities. EKLIPSE maintains the right to access, promote and use materials produced, including any photographs and videos taken during an event. Additionally, we reserve the right for EKLIPSE representatives to attend an event and to publicise the aims and goals of the EKLIPSE project to participants.

Contact

For questions regarding the submission process and other inquiries please email the EKLIPSE Secretariat at secretariat@eklipse-mechanism.eu, using the subject line "Call for Capacity Building events – Q&A".