

Guidelines on the Eurostars Redress Procedure

This document provides applicants with information on the procedure to submit a redress request.

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Redress requests

If your project application was rejected and you believe this was due to a procedural mistake during the eligibility check, the Legal and Financial Viability check or the evaluation of your application, the leader of the consortium can submit a redress request.

A redress request can only be based on procedural grounds, with clear evidence of the reasons for complaint.

“Procedural grounds” refers to a failing in the way the eligibility check, the Legal and Financial Viability check or the evaluation process were conducted. You may submit a request for redress if you think that:

- the result of the eligibility check may be incorrect,
- there has been a failing in the way Legal and Financial Viability Check was conducted,
- there has been a failing in the evaluation procedure that may have affected your evaluation result.

The redress procedure is not meant to call into question the judgement made by the expert-evaluators or the assessment resulting from the Legal and Financial Viability check. The redress procedure is only meant to investigate procedural shortcomings.

Only the leader of the consortium can submit a redress request, for applications that have been declared as:

- Ineligible,
- Unqualified (after the Legal and Financial Viability check and remote experts’ assessment) or
- Rejected (after the Independent Evaluation Panel’s assessment).

An exception is foreseen in case of redress requests related to the Legal and Financial Viability check. These requests can be sent by the organisation directly concerned by the check instead of the leader of the consortium.

The redress request must relate to a specific project application and must be submitted **within 15 days of receiving the results** of the eligibility check, the results of the Legal and Financial Viability check or the results of the evaluation.

How to submit a redress request

Redress requests can only be submitted:

- By the leader of the consortium or, in case of requests related to the Legal and Financial Viability check, by the project partner directly concerned by the check.
- By **registered mail**.
- Within **15 days** from the communication of the results.

Your redress request must:

1. state your project application number and acronym,
2. include a clear description and evidence of the procedural grounds for complaint,
3. be signed by a person who can act as legal representative of the leader organisation,

4. be sent to:

**Eurostars-3 Redress Committee
Eureka Association
Avenue de Tervueren 2
1040 Brussels BELGIUM**

We will only consider one redress request per project application per project status (ineligible, unqualified, and rejected). We will not consider redress requests that do not comply with the above requirements.

Review by the Redress Committee

All redress requests are treated confidentially.

A Redress Committee will review the case and will recommend an appropriate course of action.

The Redress Committee's role is to ensure a coherent legal interpretation of such requests, and equal treatment of applicants.

The Redress Committee will not evaluate the application. If the committee considers that there has been a shortcoming during the eligibility check, the Legal and Financial Viability check or the evaluation processes that is likely to have jeopardised the outcome of the evaluation of the application, it may suggest a further evaluation of the application by the Independent Evaluation Panel (IEP).

The Redress Committee will not call into question the scientific or technical judgement of the remote experts or the Independent Evaluation Panel (IEP), or the assessment resulting from the Legal and Financial Viability check performed by the National Funding Body. It will verify that the procedures were followed correctly.

The Redress Committee may conclude that:

- There is not adequate evidence to support your complaint and no follow-up action is required.
- There is evidence to support your complaint, but no follow-up action is required.
- There is evidence to support your complaint and follow-up action is recommended, such as the (re)evaluation of your application performed by the Independent Evaluation Panel but with no prior assessment conducted by the three remote experts.

You will receive the conclusions of the Redress Committee **within 30 days** of the request for redress deadline. If a definitive response cannot be given at that stage, this reply will indicate when a response will be provided.