

Guidelines on the Eurostars Redress Procedure

Eurostars is part of the European Partnership on Innovative SMEs. [The partnership is co-funded by the European Union through Horizon Europe.](#)


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

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January 2026 – Version 2.0



HISTORY OF CHANGES		
Version	Publication date	Changes
Version 1	August 2021	Initial version
Version 1.1	April 2022	Logos updated.
Version 1.2	February 2023	pp. 3-4, paragraph <i>How to submit a redress request</i> updated.
Version 1.3	June 2024	p. 3, paragraph on procedural shortcomings added. p. 4 <i>How to submit a redress request</i> updated, information on the maximum length of the redress request added.
Version 1.4	June 2025	p.4, addition of the following sentence: "The review will be performed based on the information submitted in the application form at the time of submission."
Version 2.0	January 2026	p.4. days to submit redress reduced to 12 p. 5 a criterion added for admissible redress request P 6. provision added to shorten procedure for LFVC redress requests

Redress requests

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

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

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

- the result of the eligibility check was incorrect,
- there was a failure in the way LFVC was conducted,
- there was a failure 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 LFVC. The redress procedure only investigates procedural shortcomings.

Applicants can raise procedural irregularities, factual errors, manifest errors of assessment or abuse of powers. Mere repetitions of the content of the proposal or disagreements with the result or reasoning of the technical evaluation will not be considered.

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

- Ineligible,
- Unqualified (after the LFVC and the three experts’ assessment are completed), or
- Not proposed for funding (after the Independent Evaluation Panel has concluded).

An exception is foreseen for cases related to the LFVC. 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 12 days of receiving the results** of the eligibility check, the LFVC and the results of the remote experts’ assessment, or the results of the Independent Evaluation Panel.

How to submit a redress request



Please be aware: You need to inform us in advance of your intention to submit a redress request by sending an email to applications@eurostars-eureka.eu. In the subject line, please write your application number, acronym and "we intend to send a redress request." In the interest of procedural efficiency, please attach a PDF copy of your redress letter to this email.

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 **12 days** of the communication of the results, postmarked, no later than midnight (Brussels time) on the 12th day.

Your redress request must:

1. state your project application number and acronym,
2. be written in English,
3. include a clear description and specific grounds (i.e. evidence) of the procedural grounds for the redress request,
4. have a maximum length of 5000 characters including spaces; this corresponds to a maximum of 3 pages. In case the redress request length exceeds 3 pages, only the first 3 pages will be retained and conveyed to the Redress Committee,
5. be signed by a person who can act as legal representative of the leader organisation (or in the case of an LFVC-related redress request, the representative of the organisation concerned),
6. be based on accurate and verifiable elements. Manifestly factually incorrect claims may deem the entire request inadmissible.
7. be sent to:

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

We will only consider one redress request per project application per project status (ineligible, unqualified, not proposed for funding).

Redress requests that do not comply with the above requirements will not be considered.

Review by the Redress Committee

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

All redress requests will be treated confidentially. The review will be performed based on the information submitted in the application form at the time of submission.

The Redress Committee shall not call into question the assessment resulting from the LFVC performed by the National Funding Body. Redress requests related to the outcome of the LFVC will first be communicated to the NFB in question and only relayed to the Redress Committee if the NFB acknowledges an error in its procedure or assessment; in all other cases the redress request will be rejected without the consideration of the panel.

The Redress Committee shall not call into question the scientific or technical judgement of the remote experts or the Independent Evaluation Panel (IEP). It shall aim only to verify that procedures were followed correctly.

The Redress Committee will not (re-)evaluate the application. If the committee considers that there has been a procedural shortcoming during the eligibility check, the LFVC or the evaluation processes that is likely to have jeopardised the outcome of the evaluation of the application, it may suggest an appropriate further action.



The Redress Committee may conclude that:

- There is inadequate evidence to support the request; the request is rejected, and no follow-up action is required.
- There is evidence to support the request; the request is accepted but no follow-up action is required.
- There is evidence to support the request; the request is accepted, and follow-up action is recommended, such as evaluation of the application by the Independent Evaluation Panel.

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.