



**First Call:**  
T&C Industry Facilitators in Athens & Rotterdam

**Guide for applicants**

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# 1 FABRIX Overview

The aim of the **FABRIX project** is to **promote sustainable urban manufacturing** through an integrated approach that includes spatial design, industrial symbiosis<sup>1</sup>, circular manufacturing and value chain management. FABRIX will develop an innovative platform that combines services in **a suite of digital tools that enhance local stakeholders' capacity to manage and improve value chains** (see "[platform](#)").

The project takes two very different cities as case studies: **Rotterdam** in the Netherlands and **Athens** in Greece; it works with representatives of the many aspects that make up the textile and clothing industry, from student designers to established textile producers and everyone in between.

By promoting circular business models, supporting the development of sustainable materials, and advocating for ethical practices, we aim to catalyse a comprehensive transformation of the Textile & Clothing (T&C) sector in Athens and Rotterdam. The tools and methods will later be made available to other cities and industries to use and adapt to their context.

## What is a FSTP?

A Financial Support to Third Parties (FSTP) is a mechanism that allows beneficiaries (or affiliated entities) to distribute public funding to (one or more) beneficiaries that are not party to the EU Grant Agreement (third parties) for the adoption or development of digital innovation.

## FABRIX FSTP

FABRIX supports organisations within the manufacturing and social sectors through **two calls in the two selected cities**, Rotterdam (Netherlands) and Athens (Greece), with a total fund of 200,000€. Financial and learning support is provided to **develop participatory activities and best practices** performed with the use of the innovative platform as necessary for reaching the circular, regenerative and cooperation objectives of the proposal's model for industrial symbiosis, linking to the concepts/initiatives under the umbrella of the New European Bauhaus.

The two calls are divided as such:

- First Call: T&C Industry Facilitators in Athens & Rotterdam / 2 facilitators in each city for a total of €100,000
- Second call: T&C SMEs in Athens & Rotterdam / 10 SMEs in each city for a total of €100,000

These activities are designed to ensure the development of a socially grounded production system that increases the effectiveness of the digital solutions and enables continuation after the end of the project. FABRIX thus supports a funding path where the calls become a driver to expand and empower the first leading actors of these symbiotic systems. Each call will be published on the FABRIX website and promoted through all social media channels linked to FABRIX, the Consortium's partners, and their related networks, to reach a high number of relevant candidates.

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<sup>1</sup> *The term describes how a network of diverse organisations can foster eco-innovation and long-term culture change and create and share mutually profitable transactions—and improve business and technical processes.*

## 2 First Call

The first FABRIX call seeks **applications from public or private organisations**, selected for their **ability to engage local stakeholders** with and within the platform and to manage the creation of local circular production systems. These are defined as “**facilitators**”, and may be universities, innovation labs, associations, SMEs with ecosystems, etc<sup>2</sup>.

Each selected facilitator thus contributes to the development of a system in which the human dimension is at the heart of technology development, leading to a more resilient, inclusive and democratic environment.

By submitting an application to the FABRIX First Call, you compete for the following:

- **Financial support of 25.000€** for your activities as Facilitator.
- Contact with and support of local experts from the FABRIX project for your activities.
- Opportunity to contribute to the development of the platform to best serve your needs and to become one of its first users.
- Opportunity to further your goals, projects, collaboration and facilitation skills.
- Access to resources with useful learning materials and platform guides.

**The FABRIX First Call opens on 5th December 2024 and closes 4<sup>th</sup> February 2025 at midnight CET.**

### Expectations and Time Plan

As a facilitator, in this call's proposal, **you will be expected to suggest activities** with the end goal of promoting the emergence of a local, circular ecosystem in one of the two selected cities and the use of the platform as the main tool to do that. In the application form, we ask you to develop your proposal for how you will reach these goals.

Your actions should be measurable with the following minimum objectives: hold a minimum of 2 physical events; involve at least 30 stakeholders. Of SMEs involved, assist at least 10 SMEs to sign up to the platform and assist at least two of them to sign up for the Second Call.

**Peak activities are concentrated in two moments**, with an extensive break in between, divided approximately as such (timing may vary as it relates to project progress):

- April/May 2025: participate in platform user testing and co-creation event / meeting; help disseminate FSTP Second Call for SME's
- October 2025 - March 2026 circa: Create or assist in the organization of, and attend, a number of local events with stakeholders and SMEs
- Oct/Nov 2026: Attend Final conference

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<sup>2</sup> For a more comprehensive list, please see the next page

## Eligibility criteria

Organisations located in Rotterdam or Athens with a high capacity to engage local stakeholders (e.g., through local workshops), and to manage the set-up of local circular production systems can apply.

We invite **incubators, accelerators, fashion councils, industry groups, entrepreneurship centres, trade associations, associations of designers, consultants, union groups, area managers, public authorities, cooperatives, innovation labs.**

Applicants must meet the following eligibility criteria:

- Be legally established according to the national law of one of the eligible territories, Netherlands (NL) or Greece (EL).
- At least 2 years experience in the fashion or textile sector in areas such as sustainability programs, circular design, green logistics, circular fashion.
- Sufficient physical facilities to conduct workshops.
- A team composed of a sufficient number of persons (at least 2) in order to carry out the activities, including one person with a supervisory role.
- Completion of the application form in full conformity,
- The Declaration of honour and Financial declaration forms attached and signed.

## Evaluation criteria

Evaluation Criteria	Description	Analysis
<b>Facilities and network</b> <i>Max 5 points</i>	This area addresses the proposed infrastructure within which the Facilitator will engage and interact with local stakeholders, as well as the type of local network and community of which the Facilitator is a part.	Excellent (5 points) High (4 points) Very Good (3 points) Adequate (2 points) Basic (1 points) No experience (0 points)
<b>Knowledge and experience</b> <i>Max 5 points</i>	This section asks about the Facilitator's previous work in engagement and co-creation activities.	Excellent (5 points) High (4 points) Very Good (3 points) Adequate (2 points) Basic (1 points) No experience (0 points)
<b>Action plan for the local FABRIX system</b> <i>Max 5 points</i>	This section asks about how the Facilitator proposes to carry out the activity of engaging local stakeholders launching circular production systems in the area.	Excellent (5 points) High (4 points) Very Good (3 points) Adequate (2 points) Basic (1 points) No experience (0 points)
<b>Intended use of the Platform</b> <i>Max 5 points</i>	This section asks about how the Facilitator proposes to use the platform offered by the FABRIX project as a trigger to ensure the development of a socially embedded production ecosystem in the local territory.	Excellent (5 points) High (4 points) Very Good (3 points) Adequate (2 points) Basic (1 points) No experience (0 points)

Table 1 Evaluation criteria

## Selection criteria

Selection criteria	Description
Coherence of the proposal	Applicants must demonstrate coherence with the objectives of the FABRIX project
Value alignment	Applicants must demonstrate to be in line with the values of the FABRIX project
Stakeholders' engagement	Applicants must demonstrate knowledge, experience and infrastructure to involve local stakeholders <sup>3</sup> in the reference territory (Rotterdam or Athens)
Location of the activities	Applicants must perform activities in one of the two cities (Rotterdam or Athens)
Action Plan	Applicants must propose appropriate activities for local and circular manufacturing in the T&C sector
Use of Platform	Applicants must propose a use of the FABRIX platform which is inherent with the project's goals

Table 2 Selection criteria

<sup>3</sup> All the actors that can contribute to a local and circular manufacturing ecosystem e.g. SMEs, Industries, NGOs, Public entities, Experts etc

### 3 Application process

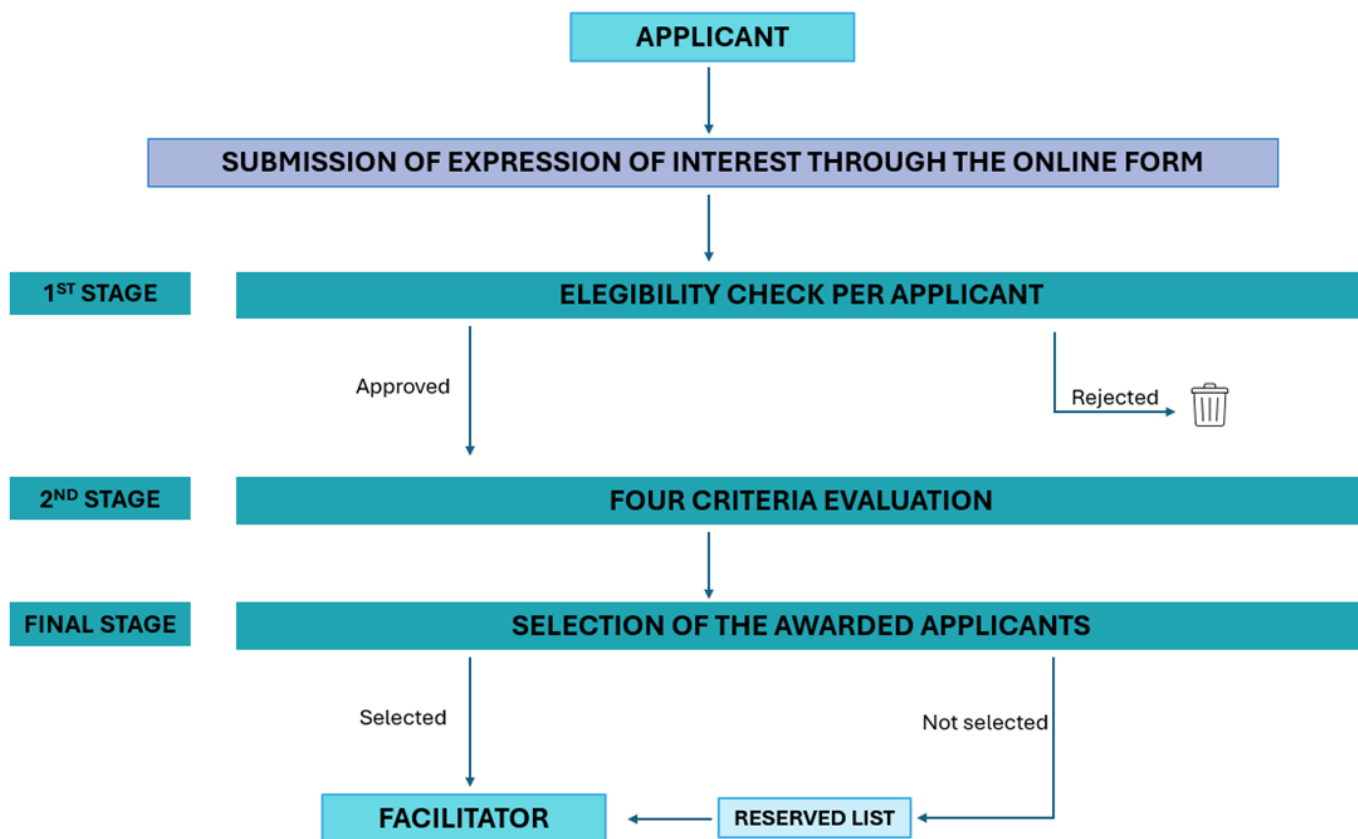


Figure 1 Fabrix Call process summary

All interested applicants may **submit their application** at any time during the First Call opening period through the form available on the FABRIX website hosted by EUSurvey ([LINK](#)).

Applicants shall complete the online application form and upload the supporting documents (Declaration of Honour and Financial declaration form, signed by the legal representative of the applicant).

**Application forms must be filled out in English.**

To be considered admissible, an application must:

- **Be submitted in the electronic submission system** (above form) **before the deadline stated in the Call.**
- **Be written in the English language only.**
- **Be complete in all its parts.**
- **Respect the word count limits** set out in each section of the application form.
- **include the Declaration of Honour & Financial Declaration forms.**

## Evaluation process

Evaluation is divided into three stages: 1) Eligibility; 2) Quality of the proposal; and 3) Selection.

### 1st STAGE: Eligibility

The consortium will evaluate applications against the minimum eligibility criteria. The eligibility criteria are specified in this call document in the section “Eligible criteria” above.

**Applicants who are not in compliance with the above eligibility criteria will be subject to rejection at this stage.**

### 2<sup>nd</sup> STAGE: Quality of the proposal

Three representatives of the consortium partners will evaluate each application. Partners will be two randomly selected partners, and one partner from either Rotterdam or Athens as applicable. The evaluators will assess four areas (evaluation criteria). Each area will be scored on a scale of 0-5. **Applicants must score at least 4 points for each evaluation criteria (see Table 1) in order to be selected.**

0 Inadequate	Proposal fails to address the criteria.
1 Poor	The area is inadequately addressed, or there are serious inherent weaknesses.
2 Fair	The proposal broadly addresses the criteria but there are serious inherent weaknesses.
3 Good	The proposal addresses the criteria well, but a number of shortcomings are present.
4 Very Good	The proposal addresses the criteria well with few shortcomings.
5 Excellent	The proposal successfully addresses all relevant aspects of the criteria.

After evaluation by the selection panel, applications will be ranked and the highest scorers will be eligible for funding.

**The maximum total score is 20 points.**

A minimum of 16/ 20 will be necessary to pass.

### 3rd STAGE: Selection

The evaluation scores by each team will be reviewed by the full project partnership where the selection criteria are applied (see the above section, “Selection criteria”), and the final decision is taken. This decision is then formally ratified by the consortium Steering Committee to decide on the winners, who will then be invited to draw up a subcontract with the Lead Partner (LP) of the FABRIX project<sup>4</sup>.

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<sup>4</sup> The Steering Committee's decision will be final, and by submitting the application form, applicants agree that it cannot be appealed



Candidates who score 14 or 15 may be called back if one of the selected subcontractors fails to draw up the subcontract or carry out its activities.

### **Exclusion criteria**

Candidates will be excluded from participation if they:

- Are in bankruptcy, in liquidation, in legal proceedings, cessation of activity or other similar situations according to their national law and regulation.
- Have been sentenced for corruption, fraud, or participated in a criminal organisation or any other illicit activities.
- Are under administrative sanctions.
- Have made false statements or concealed information for this call.
- Show significant deficiencies in complying with the main obligations under an EU procurement contract, grant agreement or grant decision.
- Are guilty of irregularities within the meaning of Article 1(2) of Regulation No 2988/95

**The candidate(s) must certify to not fall in any of the above categories through the “Declaration of honour / financial declaration”.**

## 4. Terms and Conditions

### Legal Commitments

In the event of a successful application, a subcontract agreement drawn up in Euro and detailing the conditions will be sent to the applicant, as well as the information on the procedure to formalise the agreement of the parties. The subcontract will specify a general work plan of the specific activities to be carried out, the number and type of participants to be engaged, and a calendar of events.

Please note that the award of a subcontract does not automatically establish an entitlement to the full amount for the completion of the activities of the subcontractor: justification of expenditure is required, and reporting obligations must be met to receive the final payment of the grant.

### Funding scheme

The following payment scheme will apply to the subcontract:

#### Initial Instalment (25%)

- Timing: +30 days from the subcontract signatures,
- Documentation and procedures
  - Signed Agreement by the subcontractor and coordinator

#### Interim Instalment (50%)

- Timing: related to carrying out of local activities and successful evaluation of the interim reports
- Documentation and procedures
  - Interim reports: technical report, documentation of activities, proof of payments for activities conducted

#### Final Instalment (25%)<sup>5</sup>

- Timing: +90 days from the subcontract end
- Documentation and procedures:
  - Final reports: technical report, documentation of activities, proof of payment for activities conducted, payment request

### Reporting requirements

**Subcontractors will be required to submit the following reports** based on provided easy-to-use templates:

- Documentation of activities.
- An interim technical report of the activities conducted, linked to the request for the payment of the interim instalment.
- A final report of the activities conducted linked to the request for the payment of the final instalment.

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<sup>5</sup> Attendance at the final conference is required for final payment

## Other considerations

### IPR

The ownership of all IPR generated by the subcontract activities, via the FABRIX project, will be declared [CC BY-SA](#) and therefore open to distribution, following the general principles for the results and outputs of the FABRIX project.

### Communication

Any communication or publication of the awarded subcontractor(s) shall clearly indicate that the subcontract has received financial support from the European Union and the FABRIX project, therefore displaying the EU and FABRIX logos and the wording specified in the subcontract on all printed and digital material, including websites and press releases. Moreover, subcontractor(s) will agree that certain information regarding the subcontract activities can be used by the FABRIX project Consortium for communication purposes. Additionally, subcontractor(s) commit to actively contributing to the communication and dissemination strategy of the FABRIX project.

### Expenses

The funding is to be considered “lump sum”, to which no further expenses may be added. The amount should cover personnel hours as well as any costs related to activities (food for event attendees, equipment etc.) and travel, such as costs to attend the FABRIX final conference.

### Useful documents

- Application Forms (Example only / non-editable version)

### Contact information

For enquiries

- Regarding this call process, please contact Marco Cusenza, Cedecs-TCBL, [marco@cedecs-tcbl.eu](mailto:marco@cedecs-tcbl.eu)
- Regarding the project and platform in general please contact the project's Lead Partner Eva Kassotaki, TU Delft, [E.Kassotaki@tudelft.nl](mailto:E.Kassotaki@tudelft.nl)

**Participation in this FABRIX call implies awareness of and full acceptance of the present regulation.**