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## 5.5 Decision communication

EIT Climate-KIC will aim to communicate final outcomes to applicants by 22 January 2024. The final communication will indicate the subgrant allocation and state the cost eligibility period (if unchanged, 1 May 2024 to 30 April 2026). This communication might include (if applicable) a set of recommendations/conditions. The subgranted funding may vary from the requested funding in the proposal. A list of selected projects with a description of the action, subgrant amounts and legal names of selected applicants and their country as well as date of the award and duration will be published on the NetZeroCities Platform. Contract development and signing processes are expected to continue through to April 2024 as applicants respond to relevant compliance requirements and conditions for funding. EIT Climate-KIC aims to issue subgrant awards for signature no later than 1 May 2024, with the programme commencing from no later than 1 May 2024.

## 6. How to submit a proposal

To develop a high-quality proposal to this call, you should run through this pre-submission checklist:

Checklist	
You have established that you are not an existing NZC Pilot City, which would preclude your proposal being considered further in the process.	<input type="checkbox"/>
You have read this document carefully and started to think about how your pilot activities will be framed with respect to the Call for Proposals brief.	<input type="checkbox"/>
You have read the EU <a href="#">Cities Mission Implementation Plan and the Info Kit for Cities</a> , and you have attended the information sessions to learn how to shape your proposal. To register, please see the Call Timeline table under section 3 of this document. For further information, please contact <a href="mailto:pilotcities@netzerocities.eu">pilotcities@netzerocities.eu</a> .	<input type="checkbox"/>
You have read the <a href="#">NZC Pilot Cities Programme Guidebook</a> , which contains useful information for developing your pilot activities and proposal, and further information about the NZC Pilot Cities Programme and its implementation.	<input type="checkbox"/>
Cities have registered both their organisation and individual account(s) in the proposal submission system, Plaza. NB: If not already registered, <b>applicant organisations</b> should be registered first by a lead contact point (who will then be automatically registered) <a href="#">using this link</a> . <b>To access the system and/or register additional, individual accounts</b> , use <a href="#">this link</a> (please bookmark it!). The registration process can take time, so do not leave it until the last minute! We encourage applicants to register in the system as soon as possible. Please ensure you have registered more than 10 days in advance of any deadline.	<input type="checkbox"/>
<b>[Optional]</b> You have created a proposal in the grant management system, providing high-level information about the proposed pilot activities (this is not assessed but will be useful for the NZC consortium to analyse registered proposals and their location, focus, etc.)	<input type="checkbox"/>
The programme will request the lead Mission City to indicate their PIC number at Due Diligence stage if selected; kindly check your PIC status in the EC portal.	<input type="checkbox"/>
All proposals should be written in English. Exceptions can be made for supporting documents, such as census source data, formal council resolutions – these documents could be written in one of the official languages spoken in the country from which the proposal is submitted. You may choose to provide a brief summary in English <sup>6</sup> .	<input type="checkbox"/>

If you have followed all the suggested steps above and wish to proceed, then complete the Full Proposal (according to the Call process and required documentation), by the specified deadline.

<sup>6</sup> EIT Climate-KIC reserves the right to request a translation at any time. EIT Climate-KIC also reserves the right not to pass additional information to reviewers if not provided in English or supported by a translation.







