

# FREQUENTLY ASKED QUESTIONS



Commissioned by:



Federal Ministry  
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Implemented by:



DECENTRALISED  
DEVELOPMENT  
LAB

**giz**

*minds &  
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**enpact**

# FREQUENTLY ASKED QUESTIONS

## PROPOSAL

### How will the submission process of the proposal be managed?

The submission of the proposal will take place via the BLP platform: [DDLab Proposal Submission | Bund-Länder-Programm \(bund-laender-programm.de\)](https://ddlab-proposal.bund-laender-programm.de)

You can upload as many files as you wish but the process is facilitated if you upload only one file. Please name the file in such a way that it can be connected to your team:

Proposal\_TEAM\_DDLab

### What are the criteria for the evaluation?

#### Criteria regarding the solution (65%)

##### Regional fit of the solution regarding the participating focus regions (one focus region per challenge) and fit of the solution to the challenge (10%)

- Market fit: the team has a solid understanding of the market and competitive landscape and how to differentiate the idea / solution;
- Problem-solution fit: the idea provides a relevant solution with regards to the challenge

##### Involvement of stakeholders in the development and validation (10%)

- Were the target groups, users, affected groups, citizens, civil society and/or businesses involved in the development of the solution?
- Was the solution validated through the involvement of these groups?

##### Level of innovation of the solution (10%)

- Intrinsic innovation of the solution: the solution uses or aims to use innovative technology, innovative market approaches, innovative organizational structures, or alternative business models that enable effective and efficient problem-solving

##### Potential impact of the project (10%)

- How many people will profit from the solution?
- Which concrete changes can be achieved with the project?

##### Is there a potential for scalability of the solution? (5%)

- Impact: The solution has a high potential to scale up and create overall impact (economic, social and/or environmental impact) on the target group and region
- Viability & growth potential: the team validated the problem-solution fit, the idea has potential to be implemented and scaled up (in terms of impact, across the region etc.)

##### Sustainability of the implemented project (10%)

- Is there the potential for the solution to be implemented beyond the piloting phase?
- Is there a viable and longterm business/operating model?
- Is there financing potential from possible investors or the challenge owners?

##### Maturing process of the solution (5%)

- Process through the idea-stage, proof of concept, prototype, MVP
- How much was the project developed through the incubation phase, how much did it mature?

##### Project and budget plan for the continuation of the project (5%)

- The team developed a draft of next steps and goals to be achieved during the accelerator program and for the upcoming 12 months

## Criteria for the developing process (10%)

### Learnings during the development process (5%)

- What kind of learnings were taken during the development process of the solution with challenge owners and other stakeholders from the DDLab Team (GIZ experts, coaches)?

### Formal evaluation of the project proposal (5%)

- Are all the files complete?
- How thorough was the project proposal written?

## Criteria for the team (25%)

### High analytical competence and learning aspiration of the team (5%)

- The team has developed a very good understanding of the region and target group and translated it into a suitable solution with potential for high impact);
- High willingness to cooperate within the team
- The team is well organized and aligned
- There has been a learning journey within the team

### Balance of expertise within the team (7%)

- The team is well-presented from the relevant competencies

### Regional balance of the team (3%)

- The team is well-presented from the challenge regions

### Growth Potential/Strategy of the team (5%)

- The team has sufficient expertise, organisational capabilities and networks for the acceleration
- Alternatively, the team has at least developed a sufficient strategy for a further development of the team

### Participation & diligence during incubator activities (5%)

- quantitative and qualitative participation at the Kickoff, Mid-term Workshop, Trainings, Coaching Sessions, Meetings with Challenge Owners etc.

## How does the evaluation process look like?

Submission of project proposals: 31.07.2022

Subject matter experts professionally assess, coaches verify and jury members evaluate proposals: 01.08. - 28.08.2022

Teams present their projects at an online pitch event: 29.08.2022 9-12 CEST.

Jury evaluates pitches and the winner is announced: 29.08.2022

Detailed scores of the evaluation will be shared with the teams after the pitch event.

The project proposal counts 70 % and the pitch 30 %, both will be evaluated according to the same criteria (see above).

## Is it a problem if the proposal does not fit the original submission during the idea competition?

No, this is not a problem. It is just important that the submission still fits to the challenge and the region you are working on.

## Should the proposal explain that there was a shift in priorities or a pivot?

Yes, it is important that you show the process of development in the proposal which certainly also includes pivots.

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## PITCH EVENT

### When and via which platform will the Pitch event take place?

Monday, August 29<sup>th</sup> 2022 9-12 CEST on the BLP platform via BigBlueBotton. You can enrol here: [Decentralised Development Lab Pitch Event | Bund-Länder-Programm \(bund-laender-programm.de\)](https://www.bund-laender-programm.de/Decentralised-Development-Lab-Pitch-Event)

### How long and which format should the pitch have?

The presentation should not be longer than 10 minutes. The teams can choose the format in which they want to present their solution.

### Who will be part of the jury?

The jury will consist of experts in the areas of startup/upscaling/design thinking, digitalisation/innovation as well as overall development cooperation. Additionally, a representative of the BMZ and possibly of one of the German federal states will be part of the jury.

### What's the agenda for the pitch event?

Preliminary agenda:

9:00 Welcome words by GIZ  
9:10 Introduction of the program by moderator  
9:15 Introduction of jury members by moderator  
9:20 Presentation of incubation phase by Martin Beyerle (Minds&Makers)  
9:25 Presentation of evaluation criteria and acceleration program by Will Daoud (enpact)  
9:30 First team pitches  
9:40 Q&A & evaluation by jury members  
10:00 Second team pitches  
10:10 Q&A & evaluation by jury members  
10:30 Third team pitches  
10:40 Q&A & evaluation by jury members  
11:00 Fourth team pitches  
11:10 Q&A & evaluation by jury members  
11:30 Jury members finalize their evaluations and final score will be calculated / teams share their experience & lessons learnt during the incubation phase  
11:50 The Jury shares their feedback for all teams and the winner is announced  
12:00 End of event

### Who will be attending the event?

The event will not be a public event. However, the DDLab team would like to invite selected guests that might be interested in the different teams and could be able to provide relevant contacts, networks or follow-up programs. Besides that, there will be the DDLab team, the jury, the GIZ colleagues that supported the teams in the incubator, the coaches and of course all the teams. We estimate around 40 attendees in total.

### When will the winner be announced?

The winner will be announced during the pitch event on August 29, after the jury members have finalized their evaluation.

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## **What are the criteria for the evaluation?**

The same criteria as for the proposal apply (see above).

## **How does the evaluation process look like?**

After the teams will have presented their projects, a 20 minutes Q&A follows during which jury members can ask follow-up questions. If time allows the audience can also ask questions. After that the jury members make an evaluation according to the same criteria as for the proposal. The pitch counts for 30 %, whereas the proposal counts for 70 %. The team with the highest score will be announced the winner during the pitch event and gain access to the acceleration phase of the DDLab.

## **What happens to the teams that do not win?**

GIZ and the other partners of the DDLab team will try to arrange meetings with relevant experts/stakeholders for all the teams that do not win to discuss further funding opportunities to develop and implement their idea further.

## **ACCELERATOR**

### **What would be the expectations of GIZ/BMZ in the acceleration program?**

The expectation of GIZ and BMZ for the acceleration program is that there will be a proper MVP setup during the accelerator with a first implementation. It is important that there will be something tangible that has the potential for being scaled after the end of the accelerator. To say it more straightforward: The idea must somehow become "reality" and must be visible.

Overall, the same criteria as during the incubation phase apply: The MVP and other types of results must still fit the posed challenge, suit the region, be innovative etc. (see criteria for the incubator above)

### **What are the expectations of GIZ/BMZ after the end of the accelerator?**

After the end of the accelerator, GIZ and BMZ will not be able to provide further funding or support. Accordingly, it is the expectation that the team will start securing further funding already in the beginning of the accelerator or at least work towards applications for further programs. It is important for GIZ that the teams will use the accelerator to become viable and "stand on their own feet".

### **How does the direct financial support work during the accelerator?**

The same conditions apply for the direct financial support as during the incubation time: the 40k EUR will be split among up to 6 eligible team members (max. 1000 EUR per team member per month, so a total of 7000 EUR per person during the 7 months).

### **Can the budget be used for buying materials?**

No, materials cannot be purchased via the support package.

### **Can experts be hired full-time?**

Full-time employees cannot be hired, but freelancers, consultants & experts can be commissioned by enpact to support the team in developing the MVP for the duration of the acceleration program (Sept. 2022 - March 2023).

**Will the financial support guideline be the same as in the incubator phase?**

Yes, the same guidelines apply.

**Are the 1.000€ still the boundary for services/experts without a tendering process?**

Yes.

**Is it possible to have additional funding during the accelerator?**

Additional funding sources via external parties like investors are possible and even encouraged to ensure the (financial) sustainability of the project.

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