Project development assistance for regions

Expression of interest form and guidance

Note: this document is provided for guidance only. Applications for project development assistance must be made online at:

www.fch-regions.eu

Project funded by

FUEL CELLS AND HYDROGEN JOINT UNDERTAKING

Introduction

Services available

We want to support ten local authorities from across the European Union to develop their concepts for regional hydrogen and fuel cell (FCH) projects into detailed work plans. These projects will accelerate the progress of hydrogen deployment in Europe by providing a blueprint to other regional hydrogen projects, as part of a drive towards carbon neutrality.

From the **16th January 2020 until the 12th March 2020** the PDA-Regions EOI-call will be open to all interested municipalities, districts, regions and metropolitan areas within the European Union and associated countries. Ten successful applicants will be selected to receive support developing their project work plans. Successful applicants will receive assistance in the form of time from a dedicated consultant and project manager with experience in the geographic region of the project and hydrogen project development. The budgeted time available is expected to be in the range 40-85 person-days in total.

Advice will be provided on a wide range of issues, including technical, legal and financial support. The contractor aims to provide support in creating:

- A Project Delivery Group of stakeholders representing the entire value chain of the proposed project, and the management of this group as necessary.
- Initial concept papers, setting out the overall objectives of the project, scope of activities, budgets, key tasks, procurement strategy, responsibilities of partners, and timescales.
- Working Groups to deliver various aspects of the project.
- Detailed project plans, including detailed descriptions of the applications to be deployed, where specifically they will be rolled out, for how long, how many units, siting and sizing of infrastructure, potential suppliers of major items, and identification of end users.
- Detailed project budgets showing capital and operational expenditures, and contingency allowances.
- Financing and funding plans describing how revenues will cover expected costs and the timing of expenditures and incomes.
- Strategies and best practise for procuring hydrogen infrastructure and vehicles, including opportunities for joint procurements with other territories to minimise costs.
- Letters of commitment, to be signed by senior representatives of the stakeholders involved

Please note that support will only be provided in the form of funded assistance from one of the contractor consortium, and no direct project funding will be provided.

Context

Moving towards a zero carbon economy has become an increasingly vital issue for policymakers, local governments, and private industry over recent years. Low carbon technologies have the potential to both tackle air pollution on a local level, as well as contribute towards international efforts towards preventing climate change. One route to this has been identified as the use of hydrogen as an energy vector. Zero emission hydrogen can be made using electrolysis with low carbon electricity, or reformation of natural gas with carbon capture. This hydrogen can then be stored, transported, and used in applications such as heating or transport.

Early success in deploying hydrogen technologies in Europe has been driven on a regional and city-wide level, the scale of which is compatible with the early and ambitious deployment of the technology. Local governments, acting in conjunction with industrial partners, have been able to secure significant investment in fuel cell and hydrogen (FCH) projects, and deploy technology faster than would be possible on a national scale, or for a private company to do alone.

This project is funded by the FCH 2 JU, a unique public private partnership supporting research, technological development and demonstration activities in fuel cell and hydrogen energy technologies in Europe. Its aim is to

accelerate the market introduction of these technologies, realising their potential as an instrument in achieving a carbon-lean energy system.

In 2017 the FCH 2 JU initiated the FCH regions initiative, which saw over 90 cities and regions committing to develop hydrogen projects. Over the next 5 years, the total level of investment in local or regional fuel cell and hydrogen projects is expected to total €1.8 billion. According to a study of on the development of business cases for a wide of FCH applications in regions and cities, a number of public authorities express significant interest in further developing local or regional roadmaps. Following on from this, the FCH 2 JU has launched the Project Development Assistance (PDA) for regions and cities project, to support detailed project planning and development, so that project concepts could move forward to implementation. It will select 10 regional or city wide FCH projects to be given assistance to develop detailed work plans for their projects, and facilitate the exchange of lessons learnt between observer regions.

Project Timelines

The call for EOI opens on 16.01.2020 and will run for 8 weeks until 12th March 2020. Following this, there will be a period of 6 weeks during which the contractor will review the applications and select a portfolio of the 10 projects. The selection of these projects will be based on which projects PDA can help to ensure are implemented, and which projects will advance the deployment of FCH technology in Europe. The ten successful applicants will be expected to send representatives to a meeting with the contractor and other selected projects in April 2020 at the FCH JU offices in Brussels.

Following the kick-off meeting, project development will take place over the course of 12 months. Implementation of the projects is expected to commence no more than 12 months following the completion of PDA. The various communication activities between the contractor, FCH 2 JU, selected regions and observer parties will continue throughout the PDA period and after its completion. Selected regions will be expected to provide regular updates to the FCH 2 JU after the PDA period is complete.

Eligibility criteria

In order to be considered for the selection process, the applicants and EOI must meet the following criteria:

- ✓ EOI must be completed in English
- ✓ EOI must be submitted before the deadline via the web interface
- ✓ EOI must be submitted by a public authority located within EU member states or associated countries
- ✓ The region must agree to share lessons learnt during the process of PDA and implementation with observer regions
- ✓ The region must agree to provide feedback on the quality of PDA services
- ✓ The region must have a pre-existing concept for an FCH project
- ✓ The project must be planned to commence implementation within 12 months of the end of PDA
- ✓ The project must have contacted stakeholders already on board who could be responsible for project implementation
- ✓ A personal contact responsible for communication with the FCH 2 JU and contractor must be named on the application
- ✓ The projects must have a minimum expected budget of €5M
- ✓ The public authority must be willing and able to co-finance the project

If an application does not meet any one of the above requirements it will not be considered for PDA support.

Selection criteria

The following criteria will be used to evaluate each application. Evidence to support a region's ability to meet these criteria should be presented in the application form.

- ✓ Level of ambition and scale of the project

- ✓ Strategic drivers for the project
- ✓ Level of project maturity
- ✓ To what extent the project is realistically deliverable
- ✓ Level of commitment to delivering the project
- ✓ Replicability and impact of the project for the progress of FCH technology in Europe
- ✓ Whether the project requires the support on offer
- ✓ Local stakeholder involvement in the project
- ✓ Level of innovation the project brings to the market – this could include new players, business models, technologies or hydrogen applications

EOI form

All cities and regions wishing to apply for PDA for their fuel cells and hydrogen project will have to fill in an online EOI form. The following table shows all the questions, word limits for responses and guidance on answers. This table is for guidance only, and applications may only be submitted through the online questionnaire, which can be found here: https://www.fch-regions.eu/registration/

Basic information on the applicant	
Name of the city or region(s) applying for PDA	free text
Type of region in NUTS /local Administrative Units (LAU)	This should include the NUTS 3 and LAU code(s) for the region(s) where the project would be implemented. Applicants can check the codes for their region using the following steps: 1. Go to https://ec.europa.eu/eurostat/web/nuts/local-administrative-units 2. Download and open the Excel file *"Correspondence table LAU – NUTS 2016, EU-28 and EFTA / available Candidate Countries".* 3. Navigate to the tab for your country (highlighted in yellow). 4. Navigate to the row(s) containing your region(s) via the LAU NAME NATIONAL column. 5. Copy the NUTS 3 CODE(s) and LAU CODE(s) here. *These units are standardised across Europe and enable the project partners to define the region in which the project will be implemented.*
Name of the country in which the city or region resides	free text
Name(s) of the public authority sponsoring the application	free text
Name, email address and phone number of the primary contact point for the project	free text *A named primary contact is required for applicants to be considered for project development assistance.*
Eligibility criteria These criteria must be met for an application to be considered for PDA.	
Confirmation that applicant is a public authority	✓ Yes

	Public authorities in the understanding of this project are defined as public individual or groupings of local authorities, municipalities, cities, provinces, regions or public bodies.
Confirmation the application for PDA services is based on a hydrogen project concept developed prior to application	✓ Yes
Confirmation the public authority intends to commence project implementation within 12 months following the conclusion of PDA services	✓ Yes
Do you agree to share lessons learnt in the project with observer regions?	✓ Yes
Do you agree to give feedback on PDA service quality?	✓ Yes
I confirm a primary contact point for the project has been nominated	✓ Yes
I confirm that stakeholders who could be involved in PDA and project implementation have previously been contacted	✓ Yes
I confirm the project is not currently receiving technical support and will not do so prior to, or during the course of PDA.	✓ Yes
I confirm that the expected budget for project implementation is greater than €5M.	✓ Yes *Applicants who have not yet defined their budget can use the major capital equipment costs provided to calculate an approximate budget for their project.* https://www.fch-regions.eu/wp-content/uploads/2020/02/PDA_Major-Capital-Equipment-Costs-Form.pdf
I confirm public authority is willing to co-finance a hydrogen technology project	✓ Yes
Short answer questions	
Please give details of other key local stakeholders, including: - Name of person or organisation - Email address and phone number - Relation to the project Local stakeholders are defined as individuals, companies or authorities expected to be involved in the deployment	free text *Prior local stakeholder involvement in the project is required for the applicant to be considered for project development assistance. Answers will be scored as follows:* *Full details of more than two local stakeholders given: 2* *Full details of more than one local stakeholder given: 1* *Incomplete information or only one stakeholder detailed: 0*

of hydrogen technology in the region. This includes original equipment manufacturers (OEMs), service providers, landlords, end users, other public sector bodies, etc.	
Has hydrogen technology been previously been implemented in your region?	Tick one of the following: ☐ Yes ☐ No *Previous hydrogen project implementation is not a requirement for applicants, however previous implementation indicates that hydrogen projects are deliverable in the region. This includes any technology where hydrogen has been used as a method of storing energy, such as in hydrogen vehicles or refueling infrastructure, use of hydrogen in the gas grid or as a grid balancing mechanism. Please do not include the use of hydrogen as an industrial precursor. This question will be scored as follows:* *Yes: 1* *No: 0*
Has the public authority previously implemented hydrogen technology in the region?	Tick one of the following: ☐ Yes ☐ No *Please tick Yes if the public authority has previously helped facilitate the roll out of hydrogen technology. This includes any project where the public authority has deployed, funded or coordinated the deployment of a technology using hydrogen as a method of storing energy. This is not a requirement for applicants, however experience facilitating the roll out of hydrogen technology indicates a level of commitment to hydrogen and project maturity. This question will be scored as follows:* *Yes: 1* *No: 0*
Long answer questions	
Please provide details of the motivations and regional context for the project *1000 words*	Answers are expected to address: • The challenges and goals around hydrogen technology in the region • The expected benefits and roles of hydrogen technology in the future of the region • Why hydrogen technology has been selected as a solution over other technologies *This long answer question will be assessed against the strategic drivers and level of commitment criteria. The maximum mark available for this question is 5.*
What category does the primary hydrogen application of the project fall into?	Tick one of the following

	☐ Heavy duty transport application ☐ Light and medium duty transport application ☐ Maritime application ☐ Stationary application *The final selection of projects will include at least one project from each of these categories. The purpose of this is to enhance the hydrogen sector by enabling the advancement of innovative projects. If multiple applications are to be used in your project, please select the one that is expected to use the largest quantities of hydrogen. There are no marks available for this question.*
Please provide details of the planned hydrogen technology deployment you would like to apply for development assistance with. Please quantify this as far as possible. *1000 words*	Answers are expected to address: • The type of hydrogen technologies to be implemented • The level of deployment expected to follow from the project • The expected project budget • The expected timescales for implementation • End users of the deployment • How these plans are integrated into existing regional context *This long answer question will be assessed against the ambition and scale, project maturity, deliverability, replicability and impact, and innovation criteria. The maximum mark available for this question is 10. 5 marks are available for project scale, representing the ambition and scale, maturity and deliverability criteria, and 5 marks are available for new market development, representing the replicability and impact, and innovation criteria.*
Please describe the support you would require from the PDA project *1000 words*	Answers are expected to address: • The reasons for requesting external support • Specific aspects of the project for which support would provide greatest benefit • Existing knowledge and experience of hydrogen project development within the local team and any an overview of relevant background work undertaken to date • Existing barriers to implementing the project *This long answer question will be stakeholder involvement and support required selection criteria. The maximum mark available for this question is 5.*
Terms and conditions	
I agree to the expectations and obligations of the PDA project should my application be successful	✓ Tick (yes)

I accept the terms and conditions and agree to share my data under GDPR Terms and conditions: https://www.fch-regions.eu/downloads/	✓ Tick (yes)
Would you like to participate in the observer network?	✓ Tick (yes, no) *If unsuccessful, regions will be invited to follow the study as part of an observer network. This is not a requirement for applications.*

Further information on the project and application process can be found here: www.fch-regions.eu/