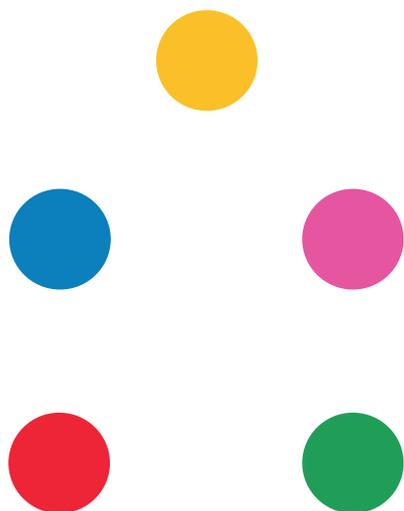


14\_\_07\_\_2017



**sde** **19**  
SZENTENDRE  
HUNGARY

**call for teams**



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## introduction

Initiated in 2002 by the United States Department of Energy, the Solar Decathlon is a university-level student competition for sustainable, responsible, energy-efficient architecture and engineering. Twenty teams compete in the design, construction and management of individual, solar-powered, and energy and resource-efficient homes. The houses are brought to the competition site ('solar village') and assembled within ten days. The site becomes an open forum and exhibition, where the houses are operated, demonstrated to the public, and evaluated by a jury of renowned international adjudicators.

The competition is structured around ten contests. These are either measured (i.e. electrical production) or juried (i.e. architecture). The results of the ten contests are calculated, thus determining the overall winner.

The Solar Decathlon has been hosted in the United States seven times, most recently in October 2015. The competition has also been held beyond the United States; in Europe (2010, 2012, 2014), China (2013) and Latin America (2015). Further competitions are planned in the United States (2017, 2019), China (2018), Latin America (2018) and the Middle East (2018 & 2020). Most recently, the Kingdom of Morocco has agreed to host the Solar Decathlon for the first time in Africa in 2019.

The European editions of the Solar Decathlon Europe (SDE) were hosted by the Spanish government in Madrid in 2010 and 2012 and by the French government in Versailles in 2014. The next edition of the SDE19 will be carried out under a shared European vision of sustainability, energy efficiency and responsible resource management.



### **SDE 2019 in Szentendre, Hungary**

The 2019 edition of this competition is organized by EMI in Szentendre, Hungary.

The SDE19 Organization's goal is to contribute to the knowledge and dissemination of industrialized, solar and sustainable housing, with the following basic objectives:

- Raise awareness of participating students on the benefits and opportunities of renewable energies and sustainable construction, challenging them to think creatively to develop innovative solutions that contribute to energy savings.
- Encourage professionals in the building industry to select materials and systems that reduce the environmental impact of a building over its entire lifetime, optimizing its economic viability and providing comfort and safety of occupants.
- Educate the general public regarding responsible energy use, renewable energy, energy efficiency and available technologies to help reduce energy consumption.
- Emphasize the correct order of intervention: first, reducing building energy consumption and increasing its energy efficiency and afterwards, integrating solar active systems and other renewable technologies. Moreover, the building systems must be selected and dimensioned using environmental and cost-effective criteria.
- Promote the use of solar technologies, including architecturally attractive solar system integration, working on using the solar technologies to replace conventional construction materials in the building envelope such as the roof, skylights or facades.
- Demonstrate that high performance solar homes can be comfortable, attractive and affordable.

The SD19 edition in Hungary provides a forum for the development of project requirements, reflected in the new set of Rules. These are intended to address us all, we citizens who meet a triple challenge: the energies, environments and societies with which we are all engaged. Therefore, the evaluation of proposed projects, via the 10 criteria of the Decathlon, tends to cover all issues related to the dwelling of the immediate future. The 2019 Solar Decathlon Europe Organization in Hungary has geared the focus on the items described below.



### SDE 2019 Goals

The Solar Decathlon's wide audience includes university student teams, the building industry, sustainable and clean energy industries, homeowners, and general public consumers. The student teams pursue multidisciplinary approaches to meet the SDE's goals in designing, building and operating energy-efficient, solar-powered houses. The program's technology showcase educates the attending public and industry professionals on the benefits, affordability, and availability of clean energy solutions, with research papers, media coverage, and digital outreach serving as tools to amplify this message.

A critical long-range goal of the Solar Decathlon project is the development and demonstration of cost-effective, highly energy efficient solar-powered homes. The Energy Endeavour Foundation, with the designated SDE19 Host City, Szentendre, Hungary is soliciting proposals from post-secondary educational institutions that not only address participation in the competition but also include a research and development (R&D) component to achieve this critical outcome.

Through this Call for Teams, The EEF, with EMI, intends to identify up to 20 college and university teams that will participate in the Solar Decathlon Europe 2019. The ability and plan to obtain sponsorships and team support are a part of the evaluation & selection criteria and program policy factors for this Call for Teams.

### SDE 2019 Rules

The Solar Decathlon Europe 2019 Rules document will be the basis for the 2019 competition. It will be revised leading up to the event based on lessons learned and technology advancements at the Solar Decathlon events worldwide. Further changes under consideration include:

- Increasing the size and / or height of the houses.
- Adding a category for designs with no cost limitation to increase innovation.
- Allowing batteries for increased load management.

Please note these changes may not be adopted for the SDE 2019.

The first version of the Solar Decathlon Europe 2019 rules are posted on the SDE website at <http://www.solardecathlon.eu>.

The EEF and the Host City will select up to 20 collegiate teams through a competitive solicitation and juried process. The challenge to the teams competing in the Solar Decathlon Europe is to safely and effectively design, build and operate solar-powered houses that are cost-effective, energy-efficient and attractive, in less than 24 months.



### **The specificity of SDE 19 in relation to other SDE editions**

The SDE19 will maintain the fundamental features of the Solar Decathlon, involving the 20 university teams, the 10 contests, the 9-day contest period and 16 days for exhibition and evaluation time with a prize-giving ceremony on the 15th or 16th day (Saturday or Sunday). The competition will evolve to include opportunity for a long-lasting result, providing visitors with an extended exhibition period, while addressing the competition scope for the most urgent challenges.

The revitalisation of building stocks is the key focus of the SDE 2019. Thus, the scope of the contest centers around the value added renovation of an existing building. Teams can focus on one of the following topics, while considering the factors of four-season design, extended exhibition, local materials and neighbourhood integration & impact (further described below):

- **Renovation of the traditional Hungarian rectangular ground floor building with brick walls either with concrete flooring or without heavy flooring solution;**
- **Roof-top apartment to increase urban density. This can be executed on a platform comprised of shipping containers (aprox. 5 m high) or otherwise built on the Solar Village site with other indications of the renovation context (i.e. through augmented or virtual reality, etc.);**
- **A renovation project typical in the Applicant's country of origin or region of the Team;**
- **Any other proposal to solve specific local challenges that could enrich the SDE Community.**

### **Four-Season Design**

The competition and juried evaluation will take place in July 2019, with a view on four-season house designs. The topics of heating and cooling should be addressed, as well as summer overheating. There are low-temperature heating and cooling distribution networks in the Solar Village contest area, which can be used for the houses as well as a smart heat grid to provide and accept thermal energy.

### **Extended Exhibition**

The SDE19 houses will remain on site for an extended period (aprox. two months). This exhibition extension will allow for a greater number of visitors, increasing the impact and social awareness of the SDE. A number of the houses will be leased for an extended period after the competition ends, creating a long-term visitor centre of innovative Net Zero Energy Buildings (NZEB) housing.



### Local Materials

Sponsorship initiatives will include a 'webshop' for basic materials from the local marketplace, such as thermal insulation, heating and cooling units, windows, PV panels, etc. which can be purchased on the spot. This will enable teams to possibly decrease transport costs, restricting shipping costs to only special and tailor-made elements from the team's countries of origin.

### Neighbourhood Integration & Impact

Neighbourhood integration and age-friendly home design will be emphasized as well as the market viability of the house concept. Science and innovation will be strongly emphasized in achieving these goals.

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### Context

It may seem paradoxical that teams from around the world design a prototype of a house adapted to their region of origin, while being efficient in the site of the competition. This paradox is clearly affirmed and each project must be a good response to the cultural, climatic and social contexts of Team's region as well as a high-performance prototype that should successfully perform during the short period of time during which it compares with others. This duality is meant to encourage young minds to acknowledge both sources of inspiration for the future: the very local conditions of each Team tied to its homeland and the universal dimensions of an international common goal for the planet. This dual stream of thoughts is also meant to install an innovative cultural relationship to R&D in the field of building industry: future urban designers, architects, engineers as well as social and financial managers are required to find the most adapted solutions for a specific context while sharing the most innovative ideas with colleagues from other countries.

The Solar Decathlon Europe is also a public event designed to increase awareness about energy for residential use. The competition demonstrates that a beautifully and well-designed house can generate enough electricity to meet the needs of a household, including electricity for lighting, cooking, washing clothes and dishes, powering home and home-office electronics, maintaining a comfortable indoor temperature and air quality.



### Context \_ cont.

Solar Decathlon Europe objectives are consistent with the European Union goals for 2020, and have demonstrated to be effective on making students, professionals and the general public aware of the importance of energy savings. This constitutes the most immediate and cost-effective way of addressing the European energy challenges of sustainability, guaranteeing supply sources and competitiveness. The SDE participating houses present solutions that contribute to reach the EU targets: saving 20% of the primary energy consumption, reducing 20% of greenhouse gas emissions and producing 20% of the energy from renewable resources.

Undoubtedly, the Solar Decathlon Europe brings prestige and raises the visibility of the selected participating universities as they are part of the small group of top institutions that will compete in the world's most important Solar Housing event. One of the main characteristic elements of the European edition of the Solar Decathlon is its emphasis on sustainability, innovation and research. Participating teams work not only to develop and build their houses, but also to enhance the systems' integration and generation of knowledge on sustainable construction.

The Solar Decathlon Europe offers students a unique opportunity for learning, taking theory and putting it into practice, and doing so through a case study. Students working on the project will be challenged to use their innovation capacity, and their ability to design and build an energetically self-sufficient solar housing unit. The projects are developed by multidisciplinary teams, giving the students the opportunity to learn not only about technical issues but also about teamwork, communication skills, sustainable lifestyle and socio-economic issues in order to ensure the viability of their project.

**The official language for the SDE19 Competition in Hungary is English.**



## 1\_ sd19 call for teams\_ process

### 1.1 Schedule

Submission Period begins \_ July 14, 2017  
 Informational Webinar \_ September 2017 \_ 14:00 CET  
 Submission Period ends \_ October 27, 2017 \_ 17:00 PM CET  
 Selections announced \_ December 2017

### 1.2 Registration

Teams can register by sending an email to: [application@solardecathlon.eu](mailto:application@solardecathlon.eu)

The email should contain the following information:

- Institution Name
- Contact Person's Name
- Contact Person's Role in the Institution
- Contact Person's email and telephone number(s)
- Other Institutional partners in the Team.

Please submit only one registration per consortia of institutions.

A confirmation email will be sent with a 6-digit code to be used in all submissions.

### 1.3 Questions

Questions about the Call for Teams can be sent to: [questions@solardecathlon.eu](mailto:questions@solardecathlon.eu)

Answers to questions will be published on the Solar Decathlon Europe website at:

<http://solardecathlon.eu/LINK>

### 1.4 Webinar

An online Webinar will be held in September 2017. Dat, Time and URL: TBD

### 1.5 Full Submission

Full submissions are to follow the requirements stated in Section 4.

### 1.6 Selection

Selection of Teams will be carried out by a jury appointed by the EEF, EMI and the US DOE.  
 The jury plans to submit a list of selected Teams by mid-December 2017.

### 1.7 Notification

Teams will be notified of the status of their bids once the EEF and EMI have approved the list of selected Teams (December 2017).



## 2\_ sd19 call for teams\_ elaboration

The Energy Endeavour Foundation (EEF) seeks applicants to its Solar Decathlon Europe 2019 Competition in Szentendre, Hungary. This Competition will support the commitment of Europeans to improving science, technology, engineering, and mathematics (STEM) education efforts, and to building a more knowledge-intensive workforce. The EEF and EMI are eager to create and support education and workforce development programs that are specific to applied energy, and are essential to carrying out the original mission of the US DOE Solar Decathlon. One of the world's most pressing and technically difficult scientific and engineering challenges is developing new and better technologies to supply clean and renewable energy. As the world's demand for energy increases and the energy sector grows to meet these needs, we face an impending shortage of the skilled workforce needed to support this sector. An educated and highly-trained workforce is imperative if it is to support today's low-carbon economy as it develops—and lead it to tomorrow. Finding solutions to these challenges is critical today and for our future. For this reason, the EEF supports the development and provision of educational and technical training opportunities for students and for the workforce.

The EEF and EMI is inviting university teams of creative designers and innovators to enter this competition. For the Solar Decathlon Europe 2019, the Organisers will assign up to €2,000,000 in funding to selected participating teams that bring an eligible house to the Solar Decathlon Europe competition in Szentendre, Hungary. The funds will be awarded to the same 20 lead organizational entities that submit applications to the EEF under this competition and are selected by the EEF and EMI to compete, and that complete a house for the Solar Decathlon Europe. Payment schedule will be announced upon dissemination of Team selection.



## 2.1 Summary of Competition

This SDE19 edition seeks up to 20 Teams to compete in the Solar Decathlon Europe Competition. The challenge to the teams competing in the Solar Decathlon is, in less than 24 months, to safely and effectively design, build, and operate solar-powered houses that are cost-effective, energy-efficient, and attractive. The winner of the competition is the team that best blends affordability, consumer appeal, and design excellence with optimal energy production and maximum efficiency.

Competition designs must be sustainable for one or more of the house typologies described in the introductory section of this document and repeated below. The scope of the contest is a value-added renovation of an existing building.

Teams can choose:

- Renovation of the traditional Hungarian rectangular ground floor building with brick walls either with concrete flooring or without heavy flooring solution;
- Roof-top apartment to increase urban density. This can be executed on a platform comprised of shipping containers (approx. 5 m high) or otherwise built on the Solar Village site with other indications of the renovation context (i.e. through augmented or virtual reality, etc.);
- A renovation project typical in the Applicant's country of origin or region of the team;
- Any other proposal to solve specific local challenges that could enrich the SDE Community.

A critical long-range goal of the Solar Decathlon Europe is developing and demonstrating cost-effective, highly energy efficient solar-powered homes. The EEF is soliciting proposals from post-secondary educational institutions that not only address participation in the competition, but also include a description of how the design will help to achieve this critical outcome.

The EEF and EMI intend to select up to 20 college and university teams that will participate in the Solar Decathlon Europe 2019 competition. The ability and plan to obtain sponsorships and team support are a part of the evaluation and selection criteria.

The Solar Decathlon 2019 Rules document will be the basis for the 2019 competition. It will be revised prior to the 2019 event based on lessons learned and technology advancements at the Solar Decathlon competitions worldwide.



## 2.2 Contests of the SDE 2019

The ten contests for the SDE 2019 competition are as follows:

- Architecture
- Engineering & Construction
- Energy Efficiency
- Communication & Social Awareness
- Neighbourhood Integration & Impact
- Innovation & Viability
- Circularity & Sustainability
- Comfort Conditions
- House Functioning
- Energy Balance

## 2.3 Versions

Please note that changes in the Rules may be adapted as preparations for the SDE 2019 evolve. The current Solar Decathlon Europe rules are posted on the SDE website ([www.solardecathlon.eu](http://www.solardecathlon.eu)).



## 3\_ application and eligibility requirements

### 3.1 Eligibility Requirements

Teams must be led by a post-secondary education institution.

### 3.2 Application Process

The application process requires the submittal of a Full Application. The EEF will perform an initial eligibility review of the applicant submissions to determine whether they meet the eligibility requirements of the Call for Teams. The EEF will not review or consider noncompliant and / or nonresponsive or otherwise ineligible submissions. Applications deemed eligible will then be reviewed for compliance with the application requirements stated below.

### 3.3 Submissions

All submissions must conform to the following form and content requirements, including maximum page lengths described below and must be submitted via the email: [application@solardecathlon.eu](mailto:application@solardecathlon.eu) or by a file-transfer service with a link indicated in an email sent to [application@solardecathlon.eu](mailto:application@solardecathlon.eu).

The EEF will not review or consider submissions submitted through means other than described above, submissions submitted after the applicable deadline, and incomplete submissions. The EEF will not extend deadlines for Applicants who fail to submit required information and documents due to server / connection congestion. A control number will be issued when an Applicant sends an initial email to: [application@solardecathlon.eu](mailto:application@solardecathlon.eu). This control number must be included with all Application documents, as described below.

### 3.4 Fees

A non-refundable fee of € 750,00 is to be paid to the account of the Energy Endeavour Foundation by the submission date. Please make transfers to:

ABN AMRO Bank  
 Coolsingel 93  
 3012 AE Rotterdam, Netherlands

Account Holder _	Energy Endeavour Foundation
IBAN _	NL54ABNA0547070179
BIC / SWIFT _	ABNANL2A



### 3.4.1 Full Application Requirements

- 3.4.1.1 Each must be submitted in Adobe PDF format unless stated otherwise.
- 3.4.1.2 Each must be written in English.
- 3.4.1.3 All pages must be formatted to fit on DIN A4 paper with margins not less than 10mm on every side. Embed the typefaces, use a black typeface colour, and a font size of 12 point (except in figures or tables, which may be 10 point). A symbol font may be used to insert local alphabet letters or special characters, but the font size requirement still applies. References must be included as footnotes or endnotes in a font size of 10 or larger. Footnotes and endnotes are counted toward the maximum page requirement.
- 3.4.1.4 The Control Number must be prominently displayed on the upper right corner of the header of every page. Page numbers must be included in the footer of every page.
- 3.4.1.5 Each must not exceed the specified maximum page limit, including cover page, charts, graphs, maps, and photographs when printed using the formatting requirements set forth above and single spaced. If Applicants exceed the maximum page lengths indicated below, The EEF and EMI will review only the authorized number of pages and disregard any additional pages.

Applicants are responsible for meeting the submission deadline. Applicants are strongly encouraged to submit Full Applications at least 48 hours in advance of the submission deadline. Once the Application is submitted, Applicants may revise or update their application until the expiration of the applicable deadline.

The EEF urges Applicants to carefully review their Full Applications and to allow sufficient time for the submission of required information and documents. All Full Applications that pass compliance review will undergo comprehensive technical merit review according to the criteria identified in this Notice.

### 3.5 Communication

For questions about this Call for Teams, send email to: [questions@solardecathlon.eu](mailto:questions@solardecathlon.eu).



## 4\_ content & form of full applications

Applicants must submit a Full Application by the specified due date for consideration to enter this competition. Applicants must complete the application in accordance with the instructions. All Full Application documents must be marked with the Control Number issued to the Applicant through their registration. Applicants will receive a control number when they create an application and should include that control number in the file name of their Full Application submission (i.e., Number\_Organisation\_#\_Filename).

### 4.1 Full Application Content Requirements

The EEF will not review or consider ineligible Full Applications. Each Full Application must be limited to a single project. Full Applications will consist of the following documents:

Submission	File Name
• Application Letter (PDF)	Number_Organization_0_Letter
• Technical Volume (PDF)	Number_Organization_1_Tech
• Budget (Microsoft Excel)	Number_Organization_2_Budget
• Summary for Public Release (PDF)	Number_Organization_3_Summary
• Summary Slide (PDF)	Number_Organization_4_Slide
• Letters of Commitment (PDF)	Number_Organisation_5_Partner

Please find detailed guidance on the content and form of each component below.

#### 4.1.1 Application Letter

The application should be written on the lead institution's letterhead and be signed.

The letter should include the name of the institution, the appointed lead person(s), their contact information (telephone, email) and a list of any other partner institutions in the application.

The letter should be submitted in PDF format. Save the letter with the following format:

"Number\_Organisation\_0\_Letter"



#### 4.1.2 Technical Volume

The Technical Volume must be submitted in Adobe PDF format. The Technical Volume must conform to the following content and form requirements, including maximum page lengths. If Applicants exceed the maximum page lengths indicated below, the EEf and EMI will review only the authorized number of pages and disregard any additional pages. This volume must address the Merit Review Criteria as discussed in this Call. Save the Technical Volume in a single PDF file using the following convention for the title: "Number\_Organization\_1\_Tech".

Applicants must provide sufficient citations and references to the primary research literature to justify the claims and approaches made in the Technical Volume. The EEf, EMI and reviewers may review primary research literature in order to evaluate applications. However, the EEf, EMI and reviewers are under no obligation to review cited sources (e.g., internet websites). The Technical Volume to the Full Application may not be more than 20 pages, including the cover page, table of contents, and all citations, charts, graphs, maps, photos, or other graphics, and must include all of the information listed below. The applicant should consider the weighting of each of the evaluation criteria listed in this Call for Teams when preparing the Technical Volume.

##### 4.1.2.1 Cover Page / 1 page

The cover page should include the project title, both the technical and business points of contact, names of all team member organizations, and any statements regarding confidentiality.

##### 4.1.2.2 Project Overview (This section should constitute approximately 10% of the Technical Volume)

The Project Overview should contain the following information:

- **Background:** The Applicant should discuss the background of their organization, including the history, successes, and current research and development status (i.e., the technical baseline) relevant to the technical topic being addressed in the Full Application.
- **Project Goal:** The Applicant should explicitly identify the targeted improvements to the baseline technology and the critical success factors in achieving that goal.
- **Impact:** The Applicant should discuss the impact that this innovative design will have on the current state of the technology in this area.



#### 4.1.2.3 Technical Description, Innovation, and Impact (This section should constitute approximately 30% of the Technical Volume)

The Technical Description should contain the following information:

- **Relevance and Outcomes:** The Applicant should provide a detailed description of the project. This section should describe the relevance of the proposed project to the goals and objectives of the Notice, including the potential to meet specific technical targets of the SDE Rules or other relevant performance targets. The Applicant should clearly specify the expected outcomes of the project.
- **Feasibility:** The Applicant should demonstrate the technical feasibility of the proposed project and capability of achieving the anticipated performance targets, including a description of previous work done and prior results.
- **Innovation and Impacts:** The Applicant should describe the current state of the art in the applicable field, the specific innovation of the proposed project, and the overall impact on advancing the state of the art / technical baseline if the project is successful.

#### 4.1.2.4 Workplan (This section should constitute approximately 40% of the Technical Volume)

The Workplan should include a summary of the Project Objectives, Technical Scope, Work Breakdown Structure, Milestones, Go / No-Go Decision Points, and Project Schedule.

The Workplan should contain the following information:

- **Project Objectives:** The applicant should provide a clear and concise (high-level) statement of the goals and objectives of the project as well as the expected outcomes.
- **Technical Scope Summary:** The applicant should provide a summary description of the overall work scope and approach to achieve the objective(s). The overall work scope is to be divided by performance periods that are separated by discrete, approximately annual decision points (see below for more information on go/no-go decision points). The applicant should describe the specific expected end result of each performance period.
- **Work Breakdown Structure (WBS) and Task Description Summary:** The Workplan should describe the work to be accomplished and how the applicant will achieve the milestones, will accomplish the final project goal(s), and will produce all deliverables. The Workplan is to be structured with a hierarchy of performance period (approximately annual), task and subtasks, which is typical of a standard work breakdown structure (WBS) for any project. The Workplan shall contain a concise description of the specific activities to be conducted over the life of the project. The description shall be a full explanation and disclosure of the project being proposed (i.e., a statement such as “we will then complete a proprietary process” is unacceptable). It is the applicant’s responsibility to prepare an adequately detailed task plan to describe the proposed project and the plan for addressing the objectives of this Call.



- **Go / No-Go Decision Points:** The applicant should provide a summary of project-wide go / no-go decision points at appropriate points in the Workplan. A go / no-go decision point is a risk management tool and a project management best practice to ensure that, for the current phase or period of performance, technical success is definitively achieved and potential for success in future phases or periods of performance is evaluated, prior to actually beginning the execution of future phases. Unless otherwise specified in the Call, the minimum requirement is that each project must have at least one project-wide go / no-go decision point for each budget period (12 to 18-month period) of the project. The Applicant should also provide the specific technical criteria to be used to make the go / no-go decision.
- **Project Schedule (Gantt Chart or similar):** The applicant should provide a schedule for the entire project, including task and subtask durations, milestones, and go / no-go decision points.
- **Project Management:** The applicant should discuss the Team's proposed management plan, including the following:
  - The overall approach to and organization for managing the work;
  - The roles of each Project Team member;
  - Any critical handoffs / interdependencies among Project Team members;
  - The technical and management aspects of the management plan, including systems and practices, such as financial and project management practices;
  - The approach to project risk management;
  - A description of how project changes will be handled;
  - If applicable, the approach to Quality Assurance / Control;
  - How communications will be maintained among Project Team members.



#### 4.1.2.5 Technical Qualifications and Resources (Approximately 20% of the Technical Volume)

The Technical Qualifications and Resources should contain the following information:

- Describe the Project Team's unique qualifications and expertise, including those of key Subrecipients.
- Describe the Project Team's existing equipment and facilities that will facilitate the successful completion of the proposed project; include a justification of any new equipment or facilities requested as part of the project. This section should also include relevant, previous work efforts, demonstrated innovations, and how these enable the applicant to achieve the project objectives.
- Describe the time commitment of the key Team members to support the project.
- Attach one-page resumes for key participating Team members as an appendix. Resumes do not count towards the page limit. Multi-page resumes are not allowed.
- Attach letters of commitment from all Subrecipient / third party cost share providers as an appendix. Letters of commitment do not count towards the page limit.

#### 4.1.2.6 Attach any letters of support from partners / end users as an appendix (1 page maximum per letter). Letters of support do not count towards the page limit. For multi-organizational or multi-investigator projects, describe succinctly:

- The roles and the work to be performed by each PI and Key Participant;
- Business agreements between the applicant and each PI and Key Participant;
- How the various efforts will be integrated and managed;
- Process for making decisions on scientific / technical direction;
- Publication arrangements;
- Intellectual Property issues; and
- Communication Plans
- Concept and Design Elements
- Provide graphics, e.g., sketches, drawings, diagrams, etc., and a one-page 500-word maximum narrative summarizing the key elements of the conceptual design solution. Refer to the Solar Decathlon Europe 2019 rules for additional information.



#### 4.1.3 Budget

Applicants are required to complete a Budget. The budget must be for the project as a whole, including all work to be performed by the Applicant, Partners, and their Subrecipients and Contractors. Applicants should include costs associated with required annual audits and incurred costs proposals in their proposed budget documents. Save the Budget in a single Microsoft Excel file using the following convention for the title "Number\_Organization\_3\_Budget".

#### 4.1.4 Summary / Abstract for Public Release

Applicants are required to submit a one-page summary/abstract of their project. The project summary / abstract must contain a summary of the proposed activity suitable for dissemination to the public. It should be a self-contained document that identifies the name of the applicant, the project director / principal investigator(s), the project title, the objectives of the project, a description of the project, including methods to be employed, the potential impact of the project (i.e., benefits, outcomes), and major participants (for collaborative projects). This document must not include any proprietary or sensitive business information as the EEF and EMI may make it available to the public after selections are made. The project summary must not exceed 1 page when printed using standard DIN A4 paper with 1 cm margins (top, bottom, left, and right) with a typeface not smaller than 11 point. Save the Summary for Public Release in a single PDF file using the following convention for the title "Number\_Organization\_4\_Summary".

#### 4.1.5 Summary Slide

Applicants are required to provide a single PowerPoint slide summarizing the proposed project. The slide must be submitted in PDF format. This slide is used during the evaluation process. Save the Summary Slide in a single file using the following filename "Number\_Organization\_5\_Slide".

The Summary Slide template requires the following information:

- A project Summary;
- A description of the project impact;
- Proposed project goals;
- Any key graphics (illustrations, charts and / or tables);
- The project's key idea / takeaway;
- Project title, Prime Recipient, Principal Investigator, and Key Participant information.

#### 4.1.6 Letters of Commitment

Applicant will need a letter of commitment from the leadership of all partner institutions that make up the applicant team consortium (if applicable). Please save these as one page PDF named: "Number\_Organisation\_6\_Partner".



## 5\_ evaluation criteria

The evaluation process consists of multiple phases that each includes an initial eligibility review and a thorough technical review. Rigorous technical reviews are conducted by reviewers that are experts in the subject matter of this Call for Teams. Ultimately, the EEF and EMI will consider the recommendations of the reviewers, along with other considerations such as program policy factors, in determining which applications to select.

### 5.1 Criterion 1: Technical Innovation and Design (Weight: 25%)

The proposal demonstrates that the institution(s) is taking an aggressive yet practical approach to the project, maximizing its chances of success by studying past competitions and committing to a design philosophy that demonstrates it has learned valuable lessons from them.

The proposal also demonstrates innovations with a high likelihood of success, with potential benefit to professional home builders and energy efficiency and renewable energy industries.

### 5.2 Criterion 2: Sponsorship Engagement and Team Support (Weight: 25%)

The proposal demonstrates a clear understanding of the costs associated with the project and the need for obtaining sufficient sponsorship or other funds to support all phases of the two-year project. Sponsorship engagement has been adequately planned. The level of available or obtainable equipment, instrumentation, and facilities is adequate. Industry involvement in the project is considered.

### 5.3 Criterion 3: Organization and Project Planning (Weight: 20%)

The proposal demonstrates that the team understands all the activities involved in the project. The activities are planned and organized adequately to ensure successful completion.

### 5.4 Criterion 4: Conceptual Intention (Weight: 15%)

The proposal demonstrates an energy-efficient, solar-powered house at the conceptual design stage. The conceptual design communicates ideas, character, and forms of an architectural design including aesthetics, building envelope, and solar components. The design offers a sense of aesthetic inspiration or delight. The design demonstrates a potential to benefit professional home builders.

### 5.5 Criterion 5: Curriculum and Integration (Weight: 15%)

The proposal demonstrates that the institution(s) has an architecture and / or building science curriculum and that the Solar Decathlon project is well-integrated into the students' course work. The institution(s) entices top students to make long-term commitments to the project by offering scholarships, independent study credit, paid research assistantships or other paid or academic compensation.



### 5.6 Other Selection Factors

In addition to the above criteria, the Jury may consider the following factors in determining which Full Applications to select for the Competition:

- The level of industry involvement and demonstrated ability to commercialize energy or related technologies;
- Technical, market, organizational, and environmental risks associated with the project;
- Whether the proposed project will accelerate transformational technological advances in areas that industry by itself is not likely to undertake because of technical and financial uncertainty;
- Geographic and / or Technological Diversity;
- Whether the proposed project will advance the objectives of the UN Sustainable Development Goals, as designated by the United Nations Development Program.

The UN Sustainable Development Goals are:

- No Poverty
- Zero Hunger
- Good Health and Well-Being
- Quality Education
- Gender Equality
- Clean Water & Sanitation
- Affordable & Clean Energy
- Decent Work & Economic Growth
- Industry, Innovation & Infrastructure
- Reduced Inequalities
- Sustainable Cities & Communities
- Responsible Consumption & Production
- Climate Action
- Life below Water
- Life on Land
- Peace, Justice & Strong Institutions
- Partnerships for the Goals



## 6\_ notification of selections

### 6.1 Selection Notices

The EEF and EMI anticipate notifying applicants of its decisions by November 2017.

### 6.2 Rejected Submissions

Ineligible Full Applications will be rejected by the EEF and will not be reviewed or considered. The EEF will send a notification letter by email to the technical and administrative points of contact designated by the Applicant in their Application. The notification letter states the basis upon which the Full Application was rejected.

### 6.3 Full Application Notifications

The EEF will notify Applicants of its determination via a notification letter by email to the technical and administrative points of contact designated by the Applicant. The notification letter may inform the Applicant that its Full Application was selected for the competition, or not selected. Alternatively, the EEF may notify one or more Applicants that a final determination on particular Full Applications will be made at a later date, subject to the programmatic or other factors.

### 6.4 Successful Applicants

A notification letter selecting a Full Application for the competition does not authorize the Applicant to commence performance of the project. If an application is selected for the competition, it is not a commitment to issue an award. Applicants are not officially accepted into the competition until negotiations with EMI are complete. Applicants must designate a primary and a backup point-of-contact in their Application with whom EMI will communicate to conduct negotiations. The Applicant must be responsive during negotiations (e.g., provide requested documentation) and meet the negotiation deadlines. If the Applicant fails to do so or negotiations are otherwise unsuccessful, EMI will cancel negotiations and rescind the Selection. The EEF and EMI reserve the right to terminate negotiations at any time for any reason.

### 6.5 Unsuccessful Applicants

The EEF shall promptly notify in writing each applicant whose application has not been selected for the competition. If the application was not selected, the written notice shall explain why the application was not selected.

### 6.6 Terms and Conditions

Selectees must continue to comply with all terms and conditions of the SDE19 Rules, and receiving funds or other awards is contingent upon fulfilling all requirements contained therein.



## 7\_ contact information

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email applications to \_ [application@solardecathlon.eu](mailto:application@solardecathlon.eu)  
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Supporting entities:



*The Energy Endeavour Foundation supports the mandate, vision & objectives  
of the original U.S. Solar Decathlon, initiated by the U.S. Department of Energy.*