

**Call Information**

**Identifier:** DigiFed03 call (OC3\_AE3)

**Project full name:** Digital Innovation Hubs Federation For Large Scale adoption of digital technologies by European SMEs

**Acronym:** DigiFed

**Grant agreement number:** 864266

**Deadline:** 08.06.2021, 5 pm (CET)

|  |
| --- |
| **Title**: [ApplicationExperiment Name] |
| **Acronym of the project:** [Application Experiment Short Name, less than 10 characters recommended] |

**TEMPLATE FOR TYPE B) TWIN PROPOSALS and**

**TYPE C) LOW DIGITAL TWIN PROPOSALS**

|  |
| --- |
| **IMPORTANT NOTICE!**The maximum total length of the technical proposal (Section 1-3) must not exceed 14 (minimum font dimension 11, font Calibri, minimum margins 1,5 up/down - 1,5 left/right) not including the title page, the administrative declarations and Section 4 – Ethical issues. **Proposals exceeding the page length indicated will be penalized with a discount to the final score proportional to the number of exceeded pages**. Applicants are free to provide limited additional information such as letters of support or additional data or references in the Appendix that does not count to this page count.  |

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 **TWIN AE LOW DIGITAL TWIN AE**

Please fulfil below the column “Twin AE” for both companies, including an indication of the DigiFed technical partner selected (in case of Type c) LOW DIGITAL TWIN).

|  |
| --- |
| **Twin AE** |
| **Company #1: coordinator** | **Company #2** |
| **Participant organisation/company:**[Organization/Company name] | **Participant organisation/company:**[Organization/Company name] |
| **Organization/Company Number:** [Organization/Company number or national equivalent if available] | **Organization/Company Number:** [Organization/Company number or national equivalent if available] |
| **Country:** | **Country:** |
| **Contact person name**: [Name] | **Contact person name**: [Name] |
| **Contact person phone number:** [Phone number] | **Contact person phone number**: [Phone number] |
| **Contact person email:** [Email address] | **Contact person email**: [Email address] |
| **Contact person position in the organization/company:** [Position in the company] | **Contact person position in the organization/company**: [Position in the company] |
| **Contact partner(s):** [DigiFed Partner contacted prior to submission] |
| **The selected technical partner:** [in case of TYPE C proposals: indicate DigiFed Partner contacted prior to submission] |
| **DigiFed platform partnership:** [in case of TYPE C proposals: indicate Insert the Digifed platform you would like to use] |

Please make sure that your information here is the same that you entered in the submission portal.

**Email address to which the Acknowledgement of Receipt should be sent:**

[insert]

Note:

All parts of this document in **dark blue color** or **red** are explanatory guidance notes. Please delete these guidance notes and replace them with your own text.

Do not delete headings, subheadings and tables.

# Administrative declarations

Please answer the following questions. Failure to answer them might render the proposal ineligible to be selected for funding.

* In case of a TWIN AE or SINGLE AE with two applying companies, to be fulfilled by company #1 (coordinator) on behalf of the two companies.

1. Funding will not be awarded to individual legal entities that have already received more than 100.000 € via open calls (Financial Support to Third Parties) from H2020 I4MS and SAE projects.

a) We confirm that we understand this and are required to declare any such funding:

[ ]  Yes [ ]  No

*If you select “No” or do not select anything here, the proposal might be ineligible to be selected for funding. Please contact DigiFed helpdesk for guidance if you do not know how to answer this.*

b) Have you previously or are you currently receiving funding via open calls (Financial Support to Third Parties) from H2020 I4MS and SAE projects?

[ ]  Yes [ ]  No

If yes, please state the total amount of receiving funding:

*If you select “Yes” please declare the total amount of funding you have received (or will receive) through the respective open calls and the name of the company involved in case of a TWIN AE.*

 *Please contact DigiFed Helpdesk for guidance if you do not know how to answer this.*

*If appropriate or necessary, please add a comment here, explaining your answer to the questions above.*

2. We confirm that the proposed work has not previously, or is not currently been funded under any other (Regional, National or EU) programme:

[ ]  Yes [ ]  No

*If you select “No” or do not select anything here, the proposal might be ineligible to be selected for funding. Please contact DigiFed Helpdesk for guidance if you do not know how to answer this.*

*If appropriate or necessary, please add a comment here, explaining your answer to the question above.*

3. We confirm that the company “name of the company” does exist, is not bankrupted and have or will have the necessary stable and sufficient resources to implement the DigiFed Application Experiment,

[ ]  Yes [ ]  No

*If you select “No” or do not select anything here, the proposal might be ineligible to be selected for funding. Please contact DigiFed helpdesk for guidance if you do not know how to answer this.*

*If appropriate or necessary, please add a comment here, explaining your answer to the question above.*

**4. We confirm that we have read the “Standard Agreement” and that we intend to sign it in the event the Application Experiment is selected for funding:**

[ ]  Yes [ ]  No

*If you select “No” or do not select anything here, the proposal might be ineligible to be selected for funding. Please contact your DigiFed Helpdesk for guidance if you do not know how to answer this.*

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# List of abbreviations

|  |  |
| --- | --- |
| AE | Application Experiment |
| CPS | Cyber Physical Systems |
| FSTP | *Financial Support to Third Party*  |
| I4MS | *ICT innovation for Manufacturing SMEs (*[**https://i4ms.eu/**](https://i4ms.eu/))  |
| IP | *Intellectual Property*  |
| SAE | *Smart Anything Everywhere initiative (*[**https://smartanythingeverywhere.eu/**](https://smartanythingeverywhere.eu/))  |
|  |  |
|  |  |

# Proposal Summary

Mandatory (maximum of 2000 characters including spaces)

*Describe your proposal high level. It has to be clear which challenge your proposal is focusing on.*

*Please note that this information may be used for dissemination purposes*

# 1. Excellence

## 1.1 Concept and objectives

*Describe the specific* ***concept and objectives*** *for the application experiment, which should be* ***clear, measurable, realistic and achievable*** *within the duration of the application experiment (max. duration 12 months – regardless of its duration, each AE has to be finished by the end of DigiFed on 31.12.2022, including all possible delays in the experiment).*

*Objectives should be consistent with the expected exploitation and impact of the application experiment.*

*It is highly recommended to list your objectives in bullet points/table form indicating target KPIs per each objective identified*

RECOMMENDED 0.5 PAGE

## 1.2 Proposed Innovation description

Please provide an overview of the progress beyond the state of the art, the potential innovation and the targeted CPS/embedded system product:

Describe how you ensure to be GDPR compliant and how to respect security and privacy

* *Describe the advance your proposal would provide beyond the state-of-the-art, and to what extent the proposed work is ambitious. You may indicate the TRL[[1]](#footnote-2) of your experiment (start and target at the end of the project).*

*What is the main differentiator of your proposition compare to the state of the art or existing product?*

* *Describe the innovation potential, which the proposal represents for your company(ies). Where relevant, refer to products and services already available on the market. Please refer to the results of any patent search carried out.*
* *Describe the measures to respect European policies regarding data protection and privacy, how you ensure to be GDPR compliant.*

Is the feasibility of the solution demonstrated already?

 NO

 YES  *Describe the state of maturity of your solution (recommended about 200 characters)*

Describe the CPS/Embedded system targeted product, highlighting the innovation / added value regarding the market offer. How is your solution a CPS? What is the SW? what is HW? What integration? (e.g. max 1000 characters)? What is your previous experience with this solution?

Describe the level of innovativeness of your proposed solution

* Provide a competitor analysis against existing products, research projects, patents, etc.

RECOMMENDED 2,5 PAGES

# 2. Impact

## 2.1 Industrial relevance & potential impact

Describe the industrial relevance of your project, potential impact (turnover, employment, market size, IP management sales, return on investment and profit), exploitation plan and business view.

*Provide insights on how your project will contribute to*

* *The potential impact on the industry, on your market, including the improvement of the innovation capacity of your company(ies)*
* *Social and environmental or any other impact that is not already mentioned.*

*Please be specific and provide only information that applies to the proposal and its objectives. Wherever possible, use quantified indicators and targets.*

RECOMMENDED 1.5 PAGES.

## 2.2 Business plan summary

The business evaluation will be performed via a recorded pitch with guidelines provided on the website [here](https://digifed.org/explore/open-calls/), bootcamps , webinar at [weblink](https://digifed.org/explore/webinars/).

What is the market attractiveness of the proposal

What is the business model? Explain how you will make money with this product or service (revenue model, etc.). Explain your sales and marketing strategy.

Please prepare a brief summary (based on your recorder pitch)

RECOMMENDED 0.5 PAGE.

# 3. Implementation

## 3.1 Company(ies) description

|  |
| --- |
| ***Twin AE: two applying companies*** |
| *For each third party, provide a brief description of the legal entity (e.g., the type of company, age, size, country, focus domain(s), tech/non-tech, “newcomers” to EU programs or have prior experience), the main tasks they have been attributed, and the previous experience relevant to those tasks. Provide also a short profile of the individuals who will be undertaking the work.**Describe the quality of the consortium as a whole and of the individual proposers, explain the complementarity of the partners.**Precise the needed support for innovation management from DigiFed partners.* |

RECOMMENDED MAX 1 PAGE.

## 3.2 Cooperation and partners role

*Please describe who are the two partners collaborating in this project, what is the role of each partner and the need for their involvement (e.g. unique expertise, technical support, task & deliverables implication, etc.).* TWIN proposal: there is only one possibility: description of the two applying companies

*Please describe how one of the applicants comply with the “Low digital mature” criteria[[2]](#footnote-3), which is the digital need that it expresses and what are the target benefits expected throughout the implementation of the project solution in their business and operative processes.*

*In case of type c) LOW DIGITAL TWIN: please indicate the DigiFed Technical Partner and explain the ratio for its selection, the competences/facilities that will be put at TWIN AE disposal, the competences and responsibilities within the TWIN AE in object (in terms of task/deliverables).*

RECOMMENDED MAX 1 PAGE

## 3.3 Workplan including the project duration

*Please provide the following:*

* *Brief presentation of the overall structure of the work plan and timing of the work plan (6-12 months recommended)*
* *List of necessary competencies, DigiFed services that could be used or that are targeted*
* *Please add a GANTT-Chart to visualize the duration of the individual WPs over the duration of the Application Experiment.*
* *Detailed work description (use the template provided below; 1 table per WP)*
* *Please add a list of deliverables using the provided table.*

RECOMMENDED 2 PAGES

|  |  |  |  |
| --- | --- | --- | --- |
| **Work package number**:  |  | **Start Date**: |  |
| **Work package title**: |  |
| **Planned Person-months**[[3]](#footnote-4): |  |

|  |
| --- |
| **Objectives**  |

|  |
| --- |
| **Description of work** (where appropriate, broken down into tasks) |

|  |
| --- |
| **Deliverables** (brief description and month of delivery) |

Table 1: List of Deliverables

| **Deliverable (number)** | **Deliverable name** | **Work package number** | **Participant Name** | **Type[[4]](#footnote-5)** | **Dissemination level** | **Delivery date** |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |
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##

## 3.4 Justification of planned costs and resources

*Please provide a summary of required efforts per WP using the table below.*

RECOMMENDED 0.5 PAGE

|  |  |  |
| --- | --- | --- |
| Participant Name | WP Number | Estimated eligible costs |
| Effort (PM) | Personnel Costs (€) | Other Direct Costs (€) | Indirect Costs (€) | Total Costs (€) | Requested Funding (€) |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |

*In column ‘Effort’, insert the required person months for the work involved.[[5]](#footnote-6)*

*In column ‘Personnel Costs’, insert your personnel costs for the work involved. à ATTENTION: The personnel costs are to be consumed by the workforce in the country where the Third Party that has been granted the fund is registered (a transfer of funds to affiliated or associated organisations is not allowed and would fall within the subcontracting rules).*

*In column ‘Other Direct costs’, insert any other direct costs, for example, material or travel costs (technical meetings, dissemination activities, etc.)*

*In column ‘Indirect costs’, insert your indirect (overhead) costs, 25 % of all your direct costs.*

*In column ‘Total costs’, calculate the sum of all your indicated costs.*

*In column ‘Requested Funding’, insert your requested EC contribution.*

*You may* ***request up to 70% of the total costs****\*.*

*Up to 15% of the cascade funding may be used for specific subcontracting tasks that neither the DigiFed partners nor the Third party can carry out. Please provide sufficient justification on what and why you need to subcontract some of your tasks.*

*The maximum funding per Application Experiment is* ***50 k€*** *at a funding rate of* ***70%*** *of the budget.*

*Multiple Application Experiments per applicants are possible, with total maximum funding for all experiments of 100k€ that the applicant is involved in (through all three open calls)- respecting the limits to FSTP in I4MS and SAE. Please consult our guide for applicants for more details. Further in-kind support – as described in the open call text and the guide for applicants - is provided on top of the funding contribution.*

*Please consider that all budgeted costs must comply with the applicable national law on taxes, labor and social security and must be in compliance with the rules and conditions laid out in Council and Parliament decisions relevant to the H2020 framework programme, in particular - but not exclusively - “REGULATION (EU) No 1290/2013 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 11 December 2013"*

*Provisions for possible future losses or charges, exchange losses, costs related to return on capital, costs reimbursed in respect of another Union action or programme, debt and debt service charges and excessive or reckless expenditure are ineligible costs and cannot be included in the budget.*

# 4. Ethical issues

*DigiFed complies with the European policies regarding data protection and privacy and respects fundamental ethical issues particularly those outlined in the European Code of Conduct for Research Integrity”.*

All data that is brought into an Application Experiment or that is processed in an AE must be GDPR compliant and therefore completely anonymized beforehand.

*Please answer the following questions.*

Does your proposed work involve:

|  |  |
| --- | --- |
| 1. Human embryos and foetuses | Yes [ ]  / No [ ]  |
| 2. Humans | Yes [ ]  / No [ ]  |
| 3. Human cells/tissues | Yes [ ]  / No [ ]  |
| 4. Personal data | Yes [ ]  / No [ ]  |
| 5. Animals | Yes [ ]  / No [ ]  |
| 6. Third countries | Yes [ ]  / No [ ]  |
| 7. Environment & Health and Safety | Yes [ ]  / No [ ]  |
| 8. Dual use  | Yes [ ]  / No [ ]  |
| 9. Misuse | Yes [ ]  / No [ ]  |
| 10. Other ethics issues | Yes [ ]  / No [ ]  |

*If the answer is ‘YES’ to any of the questions, please contact DigiFed project at* *info@digifed.org* *or one DigiFed partner, for guidance on the issue.*

*For more information on ethical issues, please consult the documentation provided by the European Commission:*

[***http://ec.europa.eu/research/participants/portal/doc/call/h2020/h2020-msca-itn-2015/1620147-h2020\_-\_guidance\_ethics\_self\_assess\_en.pdf***](http://ec.europa.eu/research/participants/portal/doc/call/h2020/h2020-msca-itn-2015/1620147-h2020_-_guidance_ethics_self_assess_en.pdf)

1. <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/faq/2890> [↑](#footnote-ref-2)
2. Selft assessment tool for supporting purpose only: <https://digifed.org/digital-transformation-survey/> [↑](#footnote-ref-3)
3. In case of more than one participating company, please assign values for all involved participants here. [↑](#footnote-ref-4)
4. Use one of the following codes:

 R: Document, report
DEM:Demonstrator, prototype

 DEC: Patents filing, press & media actions, videos, etc.

 OTHER: Software, etc. [↑](#footnote-ref-5)
5. You may refer to the Guide of Applicants for further information on these different categories of costs. [↑](#footnote-ref-6)