Fostering DIHs for Embedding Interoperability in Cyber-Physical Systems of European SMEs



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| Open Call 1 |
| Call for Proposals for application experiments within the field of Cyber-Physical and embedded Systems  Name of the Application Experiment |

**!NEW! Version 2.1 !NEW!**

**20 August 2020**

*This template is to be used for all proposals to be submitted to the first DIH4CPS open call.*

*The structure of this template must be followed when preparing your proposal. It has been designed to ensure that the important aspects of your planned work are presented in a way that will enable the experts to make an effective assessment against the evaluation criteria. Sections 1 to 6 each correspond to an evaluation criterion.*

*Please be aware that proposals will be evaluated as they were submitted, rather than on their potential if certain changes were to be made. This means that only proposals that successfully address all the required aspects will have a chance of being funded. There will be no possibility for significant changes to content, budget and consortium composition during grant preparation.*

***Page limit:*** *The cover page, list of participants and sections 1 to 6, together, should not be longer than 13 pages. All tables, figures, references and any other element pertaining to these sections must be included as an integral part of these sections and are thus counted against this page limit. The proposal contains two annexes accounting for an additional maximum 2 pages. (Please remove this instruction page before submitting.)*

*If you submit a proposal longer than the specified limit, excess pages (in over-long proposals/applications) will be automatically made invisible, and will not be taken into consideration by the experts. The proposal is a self-contained document. Experts will be instructed to ignore hyperlinks to information that is specifically designed to expand the proposal, thus circumventing the page limit.*

*Please, do not consider the page limit as a target! It is in your interest to keep your text as concise as possible, since experts rarely view unnecessarily long proposals in a positive light.*

*The following formatting conditions apply.*

*The reference font for the body text of H2020 proposals is Arial (Windows and Apple platforms), or DejaVu Sans (Linux distributions).*

*The use of a different font for the body text is not advised and is subject to the cumulative conditions that the font is legible and that its use does not significantly shorten the representation of the proposal in number of pages compared to using the reference font (for example with a view to bypass the page limit).*

*The minimum font size allowed is 11 points. Standard character spacing and a minimum of single line spacing is to be used.*

*Text elements other than the body text, such as headers, foot/end notes, captions, formula's, may deviate, but must be legible.*

*The page size is A4, and all margins (top, bottom, left, right) should be at least 15 mm (not including any footers or headers).*

Administrative Information

|  |  |
| --- | --- |
| FULL TITLE OF APPLICATION EXPERIMENT (AE) | |
| DIH |  |
| Country |  |
| PIC |  |
| EC enrolled? (Yes/No) |  |
| SME | Yes / No |
| Non-profit organisation | Yes / No |
|  |  |
| Partner 1 |  |
| PIC |  |
| Type[[1]](#footnote-1) |  |
| SME | Yes / No |
| Non-profit organisation | Yes / No |
| Country |  |
| Industrial Sector |  |
|  |  |
| Partner 2 |  |
| PIC |  |
| Type |  |
| SME | Yes / No |
| Non-profit organisation | Yes / No |
| Country |  |
| Industrial Sector |  |

Table of Contents

[1. Summary (0.5 page) 1](#_Toc45705881)

[2. Technical Excellence (1.5 pages) 2](#_Toc45705882)

[3. Industrial relevance, potential impact, and exploitation plans (2 pages) 3](#_Toc45705883)

[4. COVID-19 recovery roadmap (1.5 pages) 4](#_Toc45705884)

[5. Work plan and budget (3 pages) 5](#_Toc45705885)

[1.1. Tasks 5](#_Toc45705886)

[1.2. Justification of costs and resources 5](#_Toc45705887)

[1.1.1. Financial Support to Third Parties received in other initiates 5](#_Toc45705888)

[6. Consortium (2.5 page) 7](#_Toc45705889)

# Summary (0.5 page)

* *Describe the objectives of the experiment in a clear, verifiable, relevant and realistic manner.*
* *Is the leap in knowledge for the partners involved both clear and relevant?*
* *Describe the need from your consortia point of view.*
* *Justify the approach so that it is clear, logical and effective.*

# Technical Excellence (1.5 pages)

* *Describe the main concept, objectives and expected results of the application experiment.*
* *Clearly identify the novel concepts and approaches as well as their added value to the state-of-the-art.*
* *Describe the innovation capacity of the application experiment to be developed.*
* *Explain the implementation and adequate usage of CPES technologies.*
* *Will any new products or services be developed? Specify starting and ending TRL levels.*

# Industrial relevance, potential impact, and exploitation plans (2 pages)

* *Describe the current level of digitalization in your sector, level of relevance of the industrial domain and level of DIH availability in the region covered.*
* *How widespread is the usage of Cyber-Physical and Embedded Systems (CPES) in your sector?*
* *Explain the replication potential in other SMEs in the same and other sectors.*
* *Describe the potential impact of the application experiment.*
* *Are the new or improved products, processes or services intended in the long run within the sector in which the partners operate?*
* *Define an exploitation model for the application experiment including:*
  + *Ownership of results (IPR)*
  + *Stakeholders to be reached*
  + *Staff to be deployed in exploitation*
  + *Communication channels available*
  + *Linkages to other organizations relevant for exploitation*

# COVID-19 recovery roadmap (1.5 pages)

*Outline a roadmap (following the table below) of how the experiment contributes to the economic recovery of consortium members from the COVID-19 crisis.*

*The roadmap should include following sections:*

* *Identification of factors or needs especially affected by the COVID-19 crisis. Examples of possible factors include:*
  + *Loss of production*
  + *Halted product development*
  + *Changed demand*
* *Analysis of requirements to combat this situation*
* *Motivation of how your CPES-based solution contributes to the recovery*
* *What metrics will be used to assess and evaluate the impact*
* *Clearly defined milestones throughout the experiment*

Table 1: Recovery roadmap.

|  |
| --- |
| COVID-19 recovery roadmap |
| Affected needs and factors |
| Requirements |
| CPES-based solution |
| Metrics and KPIs to be used |
| Milestones throughout the experiment |

# Work plan and budget (3 pages)

* *Describe the application experiment and expected results.*
* *Provide a brief introduction of the work plan and how it is organised to support the objectives of the application experiment, including a timeline.*
* *Please note experiments should have a duration of 18 months.*

## Tasks

* *Describe all the tasks that will be implemented to realise the application experiment.*

Table 2: Task description

|  |
| --- |
| Task 1 Task name |
| Task description.   * Complete definition of the task to be overcome and expected results |
| **Effort:** Effort allocation per partner |
| **Milestone(s)**: Milestone short description (Experiment Month XX) |
| **Deliverable(s)**: Deliverable short description, related to the milestones (Experiment Month XX) |

## Justification of costs and resources

* *Provide a summarised budged for the whole consortium.*
* *Cost breakdown per Participant of the consortium.*

Table 3: Overall proposal budget.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Partner 1 | Partner 2 | Partner 3 | Total |
| 1. Direct Personnel costs |  |  |  |  |
| 2. Other direct costs[[2]](#footnote-2) |  |  |  |  |
| 3.Total direct costs (sum of rows 1 and 2) |  |  |  |  |
| 4. Indirect costs[[3]](#footnote-3) (25% of row 3) |  |  |  |  |
| 5. Total costs (sum of rows 3 and 4) |  |  |  |  |
| 6. Requested funding[[4]](#footnote-4) |  |  |  |  |

### Financial Support to Third Parties received in other initiates

*Specify if any of the proposers is receiving or has applied to FSTP support from any other I4MS[[5]](#footnote-5) or Smart Anything Everywhere[[6]](#footnote-6) initiatives (detail amount of funding and initiative).*

Table 4: Additional FSTP.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Partner | Amount | Comment (applied/ funded) |
| Project 1 |  |  |  |
| Project 2 |  |  |  |
| Project 3 |  |  |  |

# Consortium (2.5 page)

* *Explain the adequateness of the consortium members.*
* *Detail the role of each partner in the application experiment.*
* *Describe the DIH, particulalry which services it will provide to support the application experiment. Indicate the partner representing the DIH.*
* *Explain the added value that this consortium would bring to the DIH4CPS consortium.*
* *Do the partners possess required competence to fulfil the project expectations?*
* *Is there a sound mutual interaction?*
* *Is there an effective collaboration between the partners?*
* *Do the project objectives contribute to a broader common goal?*
* *Is the DIH registered in the EC catalogue? If not, elaborate the plan for enrolment.*

Annex 1: SME Self Declaration

*Include one signed declaration for each SME involved in the consortium.*

SME1 Self Declaration

My organisation *[legal name]* is an SME, i.e. a micro, small and medium sized enterprise, as defined in the Commission Recommendation 2003/361/EC[[7]](#footnote-7), as published in the Official Journal of the European Union L 124, p. 36 of 20 May 2003, declaring the following[[8]](#footnote-8):

employs less than 250 persons

has an annual turnover not exceeding EUR 50 million, and/or

has an annual balance sheet total not exceeding EUR 43 million

is autonomous and

is an SME as defined in Recommendation 2003/361/EC, also considering partner or linked enterprises

Place and date Full name of legal representative (in block letters)

Signature of legal representative

SME2 Self Declaration

My organisation *[legal name]* is an SME, i.e. a micro, small and medium sized enterprise, as defined in the Commission Recommendation 2003/361/EC[[9]](#footnote-9), as published in the Official Journal of the European Union L 124, p. 36 of 20 May 2003, declaring the following[[10]](#footnote-10):

employs less than 250 persons

has an annual turnover not exceeding EUR 50 million, and/or

has an annual balance sheet total not exceeding EUR 43 million

is autonomous and

is an SME as defined in Recommendation 2003/361/EC, also considering partner or linked enterprises

Place and date Full name of legal representative (in block letters)

Signature of legal representative

SME3 Self Declaration

My organisation *[legal name]* is an SME, i.e. a micro, small and medium sized enterprise, as defined in the Commission Recommendation 2003/361/EC[[11]](#footnote-11), as published in the Official Journal of the European Union L 124, p. 36 of 20 May 2003, declaring the following[[12]](#footnote-12):

employs less than 250 persons

has an annual turnover not exceeding EUR 50 million, and/or

has an annual balance sheet total not exceeding EUR 43 million

is autonomous and

is an SME as defined in Recommendation 2003/361/EC, also considering partner or linked enterprises

Place and date Full name of legal representative (in block letters)

Signature of legal representative

Annex 2: Ethics Questionnaire

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Question from EC ethics requirement** | **Answer** | **Description[[13]](#footnote-13)** | **Process[[14]](#footnote-14)** | **Partners involved**  **(please indicate WP/ task involved)** | **Documents to be provided and kept on file[[15]](#footnote-15)** |
| Q1: Will the AE involve research participants? | Yes / no |  |  |  |  |
| Q2: Will the AE be tested by participants? | Yes / no |  |  |  |  |
| Q3: Will the AE hold a workshop or use questionanires and surveys to explain human involvement? | Yes / no |  |  |  |  |
| Q4: Will the AE use personal data stored in the cloud? | Yes / no |  |  |  |  |
| Q5: Is the data used in the AE anonymised? | Yes / no |  |  |  |  |

1. DIH / Technology Provider/ Research/ Industrial [↑](#footnote-ref-1)
2. Other direct costs need to clearly explained. If the proposal includes these costs (e.g. travel, software, equipment etc.), please describe what they are and how they support the experiment. [↑](#footnote-ref-2)
3. Indirect costs have a flat rate of direct costs (personnel and other direct costs). [↑](#footnote-ref-3)
4. Funding rate is 70% (100% for non-profit organisations). [↑](#footnote-ref-4)
5. https://i4ms.eu/ [↑](#footnote-ref-5)
6. https://smartanythingeverywhere.eu/ [↑](#footnote-ref-6)
7. <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32003H0361> [↑](#footnote-ref-7)
8. Tick all the boxes that apply to the organisation. [↑](#footnote-ref-8)
9. <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32003H0361> [↑](#footnote-ref-9)
10. Tick all the boxes that apply to the organisation. [↑](#footnote-ref-10)
11. <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32003H0361> [↑](#footnote-ref-11)
12. Tick all the boxes that apply to the organisation. [↑](#footnote-ref-12)
13. Detail the type of data and the participants. [↑](#footnote-ref-13)
14. Provide details of the recruitment, inclusion and exclusion criteria of participants and informed consent procedures. Indicate Data Privacy Agreement (particularly for personal data collection) and letters of support to be prepared and signed prior to data storage. [↑](#footnote-ref-14)
15. Specify documents to be provided during the experiment, namely informed consent forms, information sheets, ethics approvals, etc. [↑](#footnote-ref-15)