



HORIZON 2020
Information and Communication Technologies
Integrating experiments and facilities in FIRE+

Guidelines for Applicants
Second Open Call

Grant Agreement number: 687884

Project acronym: F-Interop

**Project title: FIRE+ online interoperability and performance test tools to support emerging technologies from research to standardization and market launch
The standards and innovations accelerating tool**

Type of action: Research and Innovation Action (RIA)

Project website address: www.finterop.eu

1 Introduction

The consortium members managing the Integrated Project “**FIRE+ online interoperability and performance tests tools to support emerging technologies from research to standardization and market launch**”, funded by the H2020 Framework Programme for Research and Innovation (2014-2020), have reserved a portion of the project budget for specific tasks to be carried out by new third parties. These third parties are selected by means of competitive open calls.

This Guide for Applicants contains the basic information needed to instruct prospective applicants in preparing and submitting proposals to participate in existing F-Interop project, which is now launching its Second Open Call for the selection of third parties. The Guide gives instructions on how to structure the project proposal, explains how the proposal should be submitted (Sections 5 and 8) and describes the criteria against which it will be evaluated (Sections 6 and 11). Please ensure that you are reading the latest version of this Guide, by checking regularly the Open Call Web-page on the F-Interop website at the following link: <http://www.f-interop.eu/index.php/open-call2>, where potential updates will be published.

Conditions for participation and funding are those of the H2020 Framework Programme for Research and Innovation, as defined principally in Regulation (EC) No 1290/2013 of the European Parliament and of the Council of 11 December 2013 laying down the rules for the participation of undertakings, research centres and universities in actions under the H2020 ICT Programme and for the dissemination of research results (2014-2020). The document can be downloaded from the following link: https://ec.europa.eu/research/participants/data/ref/h2020/legal_basis/rules_participation/h2020-rules-participation_en.pdf

Selected third parties will be requested to sign the F-Interop Standard Industrial Experiment Contract, an internal project document which provides for internal arrangements between partners, project governance and financial issues.

This Guide for applicants does not supersede the rules and conditions laid out, in particular, in the Council and Parliament Decisions relevant to the H2020 Framework Programme.

2 Scope and content of the proposals

All details about the scope and content of the proposals are described in detail on the Second Open call web page. Under this respect, prospective applicants should read very carefully the Second Open Call Announcement, which contains all content-related information, including tasks and obligations of third parties. Furthermore the Second Call Announcement describes the key eligibility criteria of the call, such as the different project types envisaged, the advised project duration in months and the maximum recommended contribution.

3 Funding of participation

Participation as a third party in an H2020 project will cover all the incurred costs. However for further information on this specific issue please refer to the "Rules for Participation Legal & Financial Issues", which can be found at the following link:

http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/amqa/h2020-amqa_en.pdf

4 Eligible third parties and expected number of participants per proposal

Eligible third parties to the F-Interop open calls programme include the following:

- Single European mid-caps, SMEs and Micro SMEs as defined in EU law: EU recommendation 2003/361,
- Web entrepreneurs and individual sole-traders;
- European secondary and higher education establishments, research institutes and other not-for-profit research organisations;
- Standards bodies such as ETSI, IETF, ITU, IEEE and W3C, BSI

Each of these must be established in a EU Member State, in an Associated Country or in a country that contributes substantially to the financing of F-Interop research project. To avoid conflicts of interest, applications will not be accepted from persons or organisations who are partners in the F-Interop consortium or who are formally linked in any way to partners of the consortium. All applicants will be required to declare that they know of no such potential conflicts of interest that would prevent them from applying.

Because parties to the F-Interop Grant Agreement will not be required to exhibit possession of a PIC number.

Full details of the Commission's funding arrangements can be found at: http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/amga/h2020-amga_en.pdf

In consideration of the funding available and the objectives of the call, we encourage focused proposals submitted by a single institution. However for particular reasons, that must be explained and justified, a proposal may involve up to three legal entities. In this case, the sharing of responsibilities, activities and resources should be made very clear in the project proposal.

Current third parties in the F-Interop project may not respond to this call.

5 How to prepare and submit a proposal

Proposals should be prepared using the form provided in Section 9 and 10 of this Guide.

5.1 Submission of proposals

Proposals for selection of third parties in the F-Interop project are submitted in a single stage. Applications must be submitted electronically in PDF format, typing the following subject in the open call online form: "F-Interop02 call", to the following address: <https://www.tfaforms.com/4633884>.

Please make sure in submitting your proposal that the two files (Part A and Part B) together do not exceed 20 megabytes.

If applicants discover an error in their proposals, they may submit a new version of the entire proposal, provided that the call deadline has not passed. Only the last version received before the call deadline will be considered for evaluation.

Proposals must be received by the closing date and time of the call. Late proposals, or proposals submitted to any other address or by any other means than email, will not be evaluated.

Do not wait until the last minute to submit your proposal. Failure of your proposal to arrive in time for any reason, including communications delays, is not acceptable as an extenuating circumstance. The time of receipt of your message as recorded by system and the confirmation email will be definitive.

5.2 Proposal language

The proposal must be prepared in the working language of the F-Interop project, which is English. Proposals submitted in any other language will not be evaluated.

5.3 Acknowledge of receipt

A receipt of a successfully submitted proposal will be issued to the email address used at the time of proposal registration and submission on the system is performed. The same email address should be provided in Form A.

The sending of an Acknowledgement of receipt does not imply that the proposal has been accepted as eligible for evaluation.

6 Proposals evaluation and selection

The proposal evaluation will start immediately after the closing of the call (for further information see the timetable provided at the end of this section). The proposals received will be evaluated in the light of the criteria that governed the European Commission's original evaluation and selection of the F-Interop project, including the following:

1. **Alignment:** Projects must align with one or more of the supported activity categories defined above.
2. **Excellence:** Projects must demonstrate a clear set of objectives aligned with the definition of the F-Interop open call and with the general objectives of the ICT-12-2015 RIA
3. **Impact:** Proposals must define a clear set of deliverables aligned with the objectives of the open call and the specific category to which the proposal relates. Proposals must also include a clear budget, detailing the overall project cost, the amount of funding requested and how it will be spent. This budget must represent good value for money in the opinion of the evaluation panel selected to evaluate the open call applications. Depending on the selected project category, proposals are expected to provide motivation on how their project meet the criteria provided in the table below.
4. **Implementation:** Applicants must provide credible evidence that the project delivery team have the necessary skills and management experience to be able to deliver the project in the timescales and budget specified. They should also identify F-Interop partners and testbed they would need to interact in order to fulfill their task and provide clear indication on how this interaction will be established and the kind of support expected by selected consortium partners.

In addition several criteria will be taken into account for the pre-selection. For both categories proposals submitted by teams showing a good gender balance are welcomed.

For Category C, the evaluation will be based in particular on expertise of the applicant, size of the company, and the number of the tools considered in the testing phase.

For Category D, the evaluation will be based in particular on the potential number of users/participants mobilised for the plugfest events, and the number of functionalities tested.

Moreover, the final selection will take into account complementary criteria such as geographic distribution among the selected projects within each category, and potential impact for standardization communities.

Proposals will be evaluated with the assistance of experts who are independent of any member of the consortium and of any proposer. The experts will be individuals from the fields of science, industry and/or with experience in the field of standardization and innovation, with the highest level of knowledge and internationally recognised in the relevant specialist area.

Each independent expert will record his/her individual opinion by using the form provided in Section 11 of this Guide. They will then remotely meet or communicate together to prepare a Consensus Form for each proposal.

The selection will be based on the evaluation performed on each proposal by the selection panel. However, the F-Interop project is not obliged to select the highest-scoring proposal whenever it has objective grounds not to do so, for example due to commercial competition. In this case the choice may pass on to the next-ranked proposal. Furthermore, the evaluation panel might determine a priority order for proposals which have been awarded the same score or a very similar one in order to ensure a good balance of selected proposal according to the allocated budget per each type.

Representatives of projects considered eligible for funding may be invited for an interview to present

their project to the evaluation panel.

In addition, the F-Interop project may conclude that even the highest-scoring proposal is of inadequate quality, in which case it will make no selection. In the event of no selection being made, the project may or may not re-open the call at a later date.

The selected proposal(s) will be provided with feedback and recommendation.

The proposed recommendations aim to:

a) clarify any budgetary problematic issues identified during the evaluation (if any). This could eventually imply also a budget reduction.

b) revise the contents of the project (and in particular of its work-packages) in order to make them consistent with the work to be performed in the framework of the F-Interop project. Under this respect, please be aware that recommendation might be required to modify/reduce the number of WPs/tasks, following the proposal evaluation by the experts, or following other needs and criteria put forward by the Commission services.

Depending on the size and nature of the project, meetings between the potential selected projects, the F-Interop consortium and/or the European Commission may or may not be required.

Based on the results of the evaluation, the F-Interop Consortium will officially approve the selection of the new third parties. Upon reception of approval, the new selected third parties will be notified and external project will start.

The indicative timetable for the F-Interop Open Call is the following:

Call publication on the project website – preliminary information	September 14 th , 2017
Final Call text published on F-Interop website	September 14 th , 2017
Deadline for submission of proposals	December 20 th , 2017
Notification of selected applicants	January 29 th , 2018
Projects start	March 30 th , 2018

Comment [MBL1]: To be updated

7 Support to proposers

7.1 Call helpdesk

For further information on the call, please contact the F-Interop team:

Name: Marie Baldauf-Lenschen

Email: marie.baldauf-lenschen@digicatapult.org.uk

Tel: +44(0)2037356118

The F-Interop Open Call Helpdesk will be available from September 14th, 2017 to December 22nd, 2017. Questions asked after that date will not be answered. "Questions" document will be available at <http://www.finterop.eu/index.php/open-call/open-call-faqs> and will be regularly updated.

Please note that a Frequently Asked

7.2 National Contact Point

The ICT Theme supports a network of National Contact Points (NCPs), which can be helpful to organisations from their country both in general advice and particularly on preparing proposals.

Organisations should contact the NCP of their own country for further information. The list of NCPs is available at:

http://ec.europa.eu/research/participants/portal/desktop/en/support/national_contact_points.html

7.3 IPR Management

According to the provisions of the H2020 Grant Agreement, Intellectual Property Rights belong only to partners, who have indeed generated it. Consequently, additional project third parties have the right to access and use project results already generated by core partners before their accession to the contract only for the activities related to the sub-project; furthermore additional project third parties must also ensure confidentiality on information related to the sub-project results generated by core partners. Instead, in case of Intellectual Property Rights directly generated by new third parties, the rules provided for in the F-Interop Standard Industrial Experiment Contract will apply.

7.4 IPR Helpdesk

The IPR-Helpdesk has as its main objective to assist potential and current third parties taking part in EU funded projects on Intellectual Property Rights issues, and in particular on EU diffusion and protection rules and issues relating to IPR in international projects. Detailed information and contacts are available at: <http://www.ipr-helpdesk.org>

8 Submission checklist

Does the planned work fit in the call for proposals? Check that your proposed workplan follows the recommendations provided in the Call Announcement and that it actually addresses the goals of the call.

Is the proposal eligible? Ensure that you submit a complete proposal before the call deadline using the prescribed communication channel. Please check that your proposal complies with the budgetary ceilings set for each project type in the Call Announcement. Any proposal not meeting the eligibility requirements will be considered ineligible and will not be evaluated.

Is the proposal complete? Proposals must comprise:

1. Part A, containing the administrative information;
2. Part B, containing the technical description of the proposal

A proposal that does not contain the two above-mentioned parts will be considered ineligible and will not be evaluated.

Does the proposal follow the required structure? Proposals should be precise and concise (max. 10 pages for PART B) and **must follow exactly the proposal structure prescribed in the Forms for Part A and in the template for Part B**, which are designed to correspond to the evaluation criteria that will be applied. Omitting requested information or not aligning with the proposed structure will almost certainly lead to lower scores and possible rejection.

Has the applicant read the Standard Industrial Experiment Contract? Please ensure you are able to agree to the terms of the Standard Industrial Experiment, should your proposal be selected. The Standard Industrial Experiment contract can be found at <http://www.f-interop.eu/index.php/open-call2>.

Does the applicant need further advice and support? For further information and help please send an email to marie.baldauf-lenschen@digicatapult.org.uk. Answers to your questions may be included in a FAQ document that will be available on the Second Open Call web page on the F-Interop website.

(In case of proposals submitted by groups of applicants) Do you have the authorisation of all the partners in the consortium to submit this proposal on their behalf?

Is the applicant using the correct Part A forms and Part B format and templates provided in this document?

Are Part A and Part B saved in portable document format (PDF), including no material in other formats? Is the complete proposal (Part A and Part B together) within the size limit of 20 Mbytes?

Has the applicant printed out its Part B, to check that it really is the file meant to be submitted, and that it is complete, printable and readable? After the call deadline it will not be possible to submit or re-submit the Part B file.

Have your computer and your Proposal been virus-checked? The submission of files containing a virus could lead to impossibility of carrying out the evaluation, and this may result in the rejection of the proposal.

9 Proposal Part A Template

Instructions for completing Part A of the Proposal

The Proposal is comprised of two parts: Part A and Part B

Please note that proposals must be submitted in English to the online submission tool at the following address: <http://www.f-interop.eu/index.php/open-call2> before the deadline, according to the procedure described in Section 5 of this Guide. Part A and Part B must be saved in PDF format and must not exceed 10Mb total size.

This Section provides the instructions and the proposal template to help you to structure Part A of your proposal aimed at providing the administrative details that will be used in the evaluation and further processing of your proposal. The applicant(s) must fill in the predefined forms, respecting the instructions provided in the forms themselves.

Beside the template for drafting Part A provided in the following pages, a “stand alone” electronic word version of it can be obtained through the F-Interop project website, in the section “Second Open call”, at the following link: <http://www.f-interop.eu/index.php/open-call2>

Please note that in case of proposals submitted by a group of institutions:

1. The main applicant fills in the front page;
2. The main applicant and all other participants already identified at the time of proposal submission fill in the remaining pages;

Proposal Format – Part A

HORIZON 2020 Information and Communication Technologies Integrating experiments and facilities in FIRE+

Proposal Template – Part A Second Open Call

Grant Agreement number: 687884

Project acronym: F-Interop

Project title: FIRE+ online interoperability and performance test tools to support emerging technologies from research to standardization and market launch
The standards and innovations accelerating tool

Type of action: Research and Innovation Action (RIA)

Project website address: www.finterop.eu

Call Information:

Call Identifier: F-Interop02 call

Deadline: Wednesday December 20th, 2017 – 17h00 (CET)

Organisation name:

Coordinator name:

Coordinator telephone number:

Coordinator email address:

Date of submission:

Version:

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

(insert)

Proposal summary

Proposal Full Title: _____

Proposal Acronym: _____

Type of Project most relevant to your proposal

- Type C – SME F-Interop assessment reports
- Type D – Plugtest event

Duration in months: _____

Proposal Abstract: (2000 characters limit) _____

Free Keywords: (separated by commas) _____

Proposal participants

Single Applicant or Main Applicant organization (in case of projects involving a group of organizations)

Your organization _____	
Organization legal name:	
Organization short name:	
Official address (street name, number, town, postal code, country):	
Webpage (optional):	

Legal status of our organization <i>Select the correct option(s)</i>	
Public body (yes/no):	
International organization (yes/no):	
International organization of European Interest (yes/no)	
Secondary or Higher education establishment (yes/no):	
Enterprise (yes/no)	
Small or Medium-size Enterprise (optional):	

Dependencies with (an)other applicant(s):	
Are there dependencies between your organization and (an)other applicant(s) in this proposal? (yes/no)	
If yes:	
Participant Identification Code:	
Organization short name:	
Character of dependence (SG/CLS/CLB)*	

SG: Same group: if your organization and the other applicant are controlled by the same third parties;
 CLS: Controls: if your organization controls the other applicant;
 CLB: Controlled by: if your organization is controlled by the other applicant.

Organization contact point <i>It is the scientific contact person for your organization.</i>	
Title:	

Family name:	
First name:	
Gender:	
Position in the organization:	
Department, Faculty, Institute, Laboratory name:	
Email address:	
Telephone:	.
Fax (optional):	.
Official address (street name, number, town, postal code, country):	

Organization authorized representative	
<i>It is the authorized representative to sign the Grant Agreement or to commit the organization for this project.</i>	
Title:	.
Family name:	.
First name:	.
Gender:	.
Position in the organization:	
Department, Faculty, Institute, Laboratory name:	
Email address:	.
Telephone:	
Fax (optional):	.
Official address (street name, number, town, postal code, country):	.

Organization 2 (if any): proposer should complete the same fields as above

Organization 3 (if any): proposer should complete the same fields as above

10 Proposal Part B Template

Instructions for completing Part B of the Proposal

The Proposal is composed of two parts: Part A and Part B.

Please note that proposals must be submitted through the online tool in English to the following address: <http://www.f-interop.eu/index.php/open-call2> before the deadline, according to the procedure described in Section 5 of this Guide. Part A and Part B must be saved in PDF format and must not exceed 10Mb total size.

Proposal Part B contains the description of the content of the proposed work and covers, among others, the concept and objectives of the project, the implementation details and the impact that is expected to arise from the proposed work.

The instructions to complete Part B of the proposal are inserted along the template itself, explaining the expected content in each section using text in italics. You may eventually delete them from the final version of the Part B you intend to submit. Please always keep the evaluation criteria in mind (Sections 6 and 11) and follow carefully the above-mentioned instructions when preparing Part B of the proposal.

Beside the template for drafting Part B provided in the following pages, a “stand alone” electronic word version of it can be obtained through the F-Interop project website, in the section “Second Open Call”, at the following link: <http://www.f-interop.eu/index.php/open-call2>

It is in your interest to keep your text concise since over-long proposals are rarely viewed in a positive light by the evaluating experts. **Part B of the proposal should therefore not exceed 10 pages.**

Proposal Format – Part B

HORIZON 2020 Information and Communication Technologies Integrating experiments and facilities in FIRE+

Proposal Template – Part B Second Open Call

Grant Agreement number: 687884

Project acronym: F-Interop

Project title: FIRE+ online interoperability and performance test tools to support emerging technologies from research to standardization and market launch
The standards and innovations accelerating tool

Type of action: Research and Innovation Action (RIA)

Project website address: www.finterop.eu

Call Information:

Call Identifier: F-Interop02 call

Deadline: Wednesday December 20th, 2017 – 17h00 (CET)

Proposal full name:

Proposal acronym:

Organisation name:

Coordinator name:

Coordinator telephone number:

Coordinator email address:

Date of submission:

Version:

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

(insert)

Proposal Abstract (max 2000 character)

REQUIRED

This should be copied from Part A

Cost and funding breakdown

REQUIRED

Participant Number	Participant short name	Estimated eligible costs						
		Effort (PM)	Personnel Costs (€)	Other Direct costs (€)	Indirect costs (€)	Total Subcontracting costs (€)*	Total costs(€)	Requested Funding** (€)
Total								

In column 'Effort', insert the required person months for the work involved.

In column 'Personnel Costs', insert your personnel costs for the work involved.

In column 'Other Direct costs', insert any other direct costs, for example material or travel costs.

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.

*In column "Total subcontracting costs", insert any costs related to a subcontract you would enter into. *Subcontracting costs should be exceptional, well justified and will require the prior written consent of the Cascade funding partner. Please note that you will have to ensure that the subcontractor will comply with all obligations – especially coming from the contract that you will sign with the Cascade funding partner, if successful.*

Please provide here sufficient justification on what and why you need to subcontract some of your tasks:

***You may request up to the total amount allowed by the related open call. The maximum European Commission contribution for industrial experiments per applicant is:*

- *10,000€ for project category C (SME F-Interop assessment reports)*
- *10,000€ for project category D (Plugtest Events)*

1 Impact

1.1 Expected impact

REQUIRED (RECOMMENDED 0.5 PAGES)

Please explain how your proposal aligns with the requirements for the category you are applying for, and how your project will support the following:

Enabling access to FIRE facilities by SMEs; serving new constituencies and new types of innovation-oriented experimentation previously not served within FIRE+.

Promotion of innovative applications and services, close-to-market, short-term, focused, mature ideas and acceleration of technology take-up and transfer.

In particular for category D please highlight how the organized plugfest events will reach existing communities and SDOs, what will be the expected impact for the F-Interop platform, the potential number of users/ participants mobilized for the plugfest events, and number of functionalities tested.

In particular for Category C, please highlight the number of the tools you will consider in the testing phase.

1.2 Dissemination and engagement activities

REQUIRED FOR CATEGORY D PROPOSALS (RECOMMENDED 0.5 PAGE)

OPTIONAL FOR CATEGORY C PROPOSALS

Describe the type of dissemination activities you envision, trying to align with the activity requested in Section 12 of Guide for Applicants, e.g., further promotion of outcome of your plugfest events.

If the result of your testing is integrated, how do you plan to further use, promote, and exploit the platform.

2 Implementation

Applicants must provide credible evidence that the project delivery team have the necessary skills and management experience to be able to deliver the project in the timescales and budget specified.

Define a clear set of deliverables aligned with the objectives of the open call and the specific category to which the proposal relates.

Include a clear budget, detailing the overall project cost, the amount of funding requested and how it will be spent. This budget must represent good value for money in the opinion of the evaluation panel selected to evaluate the open call applications. Due to the scope and scale of proposals, management structure and cost should be kept at minimum.

2.1 Description of the work plan including the project duration

REQUIRED (RECOMMENDED 2.5 PAGE)

Please provide the following:

Brief presentation of the overall structure of the work plan with work package list; timing of the work (please consider the maximum suggested length for the Category of project category you selected)

Detailed work description (use the template provided below; 1 table per WP)

Identify the F-Interop partners and testbeds you will need to interact, the type of expected interaction and support requested

Please add a list of deliverable using the provided table.

For Category C in particular add reference to the different elements of the F-Interop platform you will address in your testing and evaluation and how feedback will be reported to F-Interop development team.

Work package number	Start Date or Starting Event						
Work package title							
Participant number							
Short name of participant							
Person/months per participant:							

Objectives

Description of work (where appropriate, broken down into tasks), lead partner and role of participants

Deliverables (brief description and month of delivery)

Table 2.1a: List of Deliverables¹

Deliverable (number)	Deliverable name	Work package number	Short name of lead participant	Type	Dissemination level	Delivery date

Table 2.1b: List of work packages

Work package No	Work Package Title	Lead Participant No	Lead Participant Short Name	Person-Months	Start Month	End month
				<i>Total months</i>		

2.2 Justification of Costs and Resources

REQUIRED (RECOMMENDED 0.5 PAGE)

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

Please explain the role and expertise of partners and how they match the proposal envisioned activity and the WP of involvement

¹ If your action taking part in the Pilot on Open Research Data, you must include a data management plan as a distinct deliverable within the first 6 months of the project. This deliverable will evolve during the lifetime of the project in order to present the status of the project's reflections on data management. A template for such a plan is available on the Participant Portal (Guide on Data Management).

Table 2.2a: Summary of staff effort

Please indicate the number of person/months over the whole duration of the planned work, for each work package, for each participant. Identify the work-package leader for each WP by showing the relevant person-month figure in bold.

	WPn	WPn+1	WPn+2	Total Person/ Months per Participant
Participant Number/Short Name				
ParticipantNumber/ Short Name				
Participant Number/ Short Name				
Total Person/Months				

2.3 Company description (Third party)

REQUIRED (RECOMMENDED 1.0 PAGE)

For each third party provide a brief description of the legal entity, 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.

3 Ethical Issues

REQUIRED

Describe any ethical issues that may arise in the action, filling the following form.

	YES _____	Page Number
Informed Consent		
• Does the proposal involve children?	_____	
• Does the proposal involve patients?		
• Does the proposal involve persons not able to give consent?		
• Does the proposal involve adult healthy volunteers?		
Biological research		
• Does the proposal involve human genetic material?		
• Does the proposal involve human biological samples?		
• Does the proposal involve human biological data collection?		
• Does the proposal involve human embryos?		
• Does the proposal involve human foetal tissue or cells?		
• Does the proposal involve human embryonic stem cells?		
Privacy		
• Does the proposal involve processing of genetic information or personal data (e.g. health, sexual lifestyle, ethnicity, political opinion, religious or philosophical conviction)		
• Does the proposal involve tracking the location or observation of people without their knowledge?	_____	
Research on Animals		
• Does the proposal involve research on animals?	_____	
• Are those animals transgenic small laboratory animals?	_____	
• Are those animals transgenic farm animals?		
• Are those animals cloned farm animals?	_____	
• Are those animals non-human primates?	_____	
Research Involving Third Countries		
• Is any part of the research carried out in countries outside of the European Union and FP7 Associated states?	_____	

	YES	Page Number
Dual Use		
• Does the research have direct military application?	_____	_____
• Does the research have the potential for terrorist abuse?	_____	_____
ICT Implants		
• Does the proposal involve clinical trials of ICT implants?	_____	_____
(IF NONE) I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL		

11 Evaluation Form

HORIZON 2020 Information and Communication Technologies Integrating experiments and facilities in FIRE+

Evaluation Form Second Open Call

Grant Agreement number: 687884

Project acronym: F-Interop

Project title: FIRE+ online interoperability and performance test tools to support emerging technologies from research to standardization and market launch
The standards and innovations accelerating tool

Type of action: Research and Innovation Action (RIA)

Project website address: www.finterop.eu

Scoring

Scores must be in the range 0-5. Half marks may be given. Evaluators will be asked to score proposals as they were submitted, rather than on their potential if certain changes were to be made. When an evaluator identifies significant shortcomings, he or she must reflect this by awarding a lower score for the criterion concerned.

Interpretation of the scores

0 — The **proposal fails to address the criterion** or cannot be assessed due to missing or incomplete information.

1 — **Poor**. The criterion is inadequately addressed, or there are serious inherent weaknesses.

2 — **Fair**. The proposal broadly addresses the criterion, but there are significant weaknesses.

3 — **Good**. The proposal addresses the criterion well, but a number of shortcomings are present.

4 — **Very Good**. The proposal addresses the criterion very well, but a small number of shortcomings are present.

5 — **Excellent**. The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.

Evaluation

Individual evaluation / Consensus (delete as appropriate)

Proposal n°:	Acronym:
Type of activity:	

<p>1. Excellence</p> <p>Note: The following aspects will be taken into account, to the extent that the proposed work corresponds to the topic description in the call text</p> <ul style="list-style-type: none"> • How well the proposal addresses the challenge as detailed in the respective challenge description. • How well the applicant understands the F-Interop project, current development, and mission. • For Category C, how relevant is the expertise of applicant, size of the company, number of the tools considered in the testing phase? • For Category D, how relevant are the potential number of users/participants mobilized for the plugfest events and number of functionalities tested? 	<p>Score 1: (Threshold weight 1) 3/5,</p>
<p>2. Impact</p> <ul style="list-style-type: none"> • How well the proposed work will engage new communities and help to extend the impact of the overall F-Interop project. • To what extent the proposal has the potential to address future/wider challenges in the area. • To what extent is there potential for the proposal to improve community outreach relevant to the F-Interop mission? 	<p>Score 2: (Threshold weight 1) 3/5,</p>
<p>3. Quality and efficiency of the implementation</p> <ul style="list-style-type: none"> • How effectively will be the IE managed? How effective is the proposed transfer of feedback from plugfests or the testing phase to the F-Interop consortium? • Is the expertise of the applicant relevant to the task (e.g. involvement with previous standardisation activities and testing)? • To what extent appears the consortium to have dedicated the adequate resources (e.g. human capital, equipment, man hours, etc.) necessary to perform the scope of the proposal. • To what extent the crucial risk (technological, commercial and other) to IE success appear to have been identified and how effectively these will be managed. 	<p>Score 3: (Threshold weight 1) 3/5,</p>
<p style="text-align: center;">Total score (1+2+3) Threshold 9/15</p>	

Does this proposal contain ethical issues that may need further attention?	NO <input type="checkbox"/>	YES <input type="checkbox"/>
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I declare that, to the best of my knowledge, I have no direct or indirect conflict of interest in the evaluation of this proposal

Name	
Signature	
Date	

Name	
Signature	
Date	

12 Dissemination and engagement activities to be included in the proposals

Below a complete list of the main dissemination tasks to be undertaken by new third parties selected through the F-Interop competitive calls. This list is non-exhaustive and other dissemination activities can be proposed by prospective applicants.

- A. Exchange of feedback with F-Interop consortium. *In particular, a methodology (including a written report) to transfer feedback from testing or plugfest activities to improve the F-Interop platform should be highlighted.*
- B. Presentation of the funded project's results at events organised by the European Commission and by consortia of related projects, as well as in occasion of any other relevant events in the fields touched by F-Interop. Please refer to the following web sites for more and up-to-date info: <https://www.ict-fire.eu/upcoming-events/> and <http://www.f-interop.eu/index.php/news>
- C. Preparation of videos, posters and interactive demos.
- D. Publication of press releases.
- E. Contribution to enlarging resources repository and open source F-Interop repositories.

13 Acknowledgment of receipt

Dear applicant,

Thank you for submitting our proposal for consideration in the F-Interop second open call.

The evaluation will take place in the next few weeks. You will be notified as soon as possible after this whether or not your proposal has been successful.

On behalf of my colleagues in the project I would like to thank you for your interest in our activities.

Yours sincerely,