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|  |
| --- |
| **Notes:**   * **Template Structure**: 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, 2 and 3 each correspond to the AI4Copernicus evaluation criteria. * **Evaluation:** 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. * **Page limit:** **Sections 1, 2 & 3, together, should not be longer than 17 pages** (Annex 3: Proposal Template). 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 page limit of 17 pages will be applied; therefore, you must remove this instruction page (as well as all other highlighted instructions within the template) before submitting**. Please note that if your proposal exceeds the page limit of 17 pages (Section 1-3) then after page 17 the content will not be considered during evaluation. **The proposal supplement (Annex 3.1: Proposal Supplement) is not considered to be part of this 17-page limit**. * **Format:** The reference font for the body text of proposals is Calibri (Windows platforms/Apple platforms). All tables must be included within this limit. The minimum font size allowed is 11 points. The page size is A4, and all margins (top, bottom, left, right) should be at least 15 mm (not including any footers or headers).   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  ***Please eliminate this page when submitting the proposal*** |

# Section 1. Excellence [up to 5 pages]

## 1.1. Objectives & Ambition [up to 1 page]

Please describe briefly:

1. The broader ambition and objectives of your proposed work. **Please provide measurable and verifiable objectives.**
2. How your project goes beyond the state-of-the-art, and explain why the proposed work is ambitious. Indicate any exceptional ground-breaking R&I, novel concepts and approaches, new products, services or business and organizational models. Where relevant, illustrate the advance in comparison to services and tools already available on the market.
3. Describe the concept of the project from a technical and business perspective. Please describe how your project will contribute to the challenges associated with the industrial domain that you have selected.

## 1.2 Innovation Potential [up to 1 page]

Describe the main innovations proposed in your project, the level of overall innovation within the market and the degree of differentiation that it will bring. Please specify if it is based on existing background knowledge or previous results.

## 1.3 Methodology [2 pages]

Please describe and explain the overall methodology, including the concepts, models, architecture and assumptions that underpin your work. Explain how this will enable you to deliver your project’s objectives. Refer to any important challenges you may have identified in the chosen methodology and how you intend to overcome them.

Please provide concrete and verifiable arguments, and/or evidence, and KPIs, with regard to the premises of the proposed ideas and how you will reach the measurable objectives.

For example, you can provide a detailed example case listing the needed data, tools, resources and the expected decision outcome.

### 1.3.1 AI4Copernicus, AI4EU, DIASes Service Utilisation [up to 1 page]

|  |  |
| --- | --- |
| ***Data and processing prerequisites:***  (e.g., Sentinel-5 data, Sentinel-2 data, etc) |  |
| **Usage of AI4Copernicus Services:**  (e.g., Domain specific service, etc) |  |
| **Usage of AI4EU Services:**  (e.g., Semantic Web toolkit, etc) |  |
| **Usage of DIASes Services:**  (CREODIAS or WEKEO)  *Please note that either CREODIAS or WEKEO should be used.* |  |
| **External Resources:**  Please state whether you are expecting to generate new datasets during the execution of your project. |  |

# Section 2. Impact [up to 4 pages]

## 2.1 Expected Impacts [up to 2 pages]

Please describe the expected Impacts: technical, economic/business, social, environmental, policy, impact on the health pandemic, etc.

|  |  |  |
| --- | --- | --- |
| ***Type of Expected Impact(s) (i.e., technical, business, social, etc)*** | ***Description*** | ***Associated KPI*** |
|  |  |  |
|  |  |  |
|  |  |  |

(Please add another row if needed)

## 2.3 Sustainability [up to 2 pages]

Please describe the strategy that your project will follow to get the scalability of the new/improved product/process (go-to-market strategy), indicatively include: business model, target audience, commercial routes/channels, time to market and future plans in relation to your sales, investment/funding options.

## 2.3 Intellectual Property Issues [up to ½ page]

Please explain your plans addressing IP (e.g. patent) issues to protect the technology rights. Finally, please state that there is no active engagement with the ΑΙ4Copernicus consortium partners.

# Section 3. Implementation [up to 8 pages]

## 3.1 Workplan [up to 5 pages]

Please provide a detailed description of the workplan that you will follow in order to reach your objectives. Describe the individual tasks (**only for Part I & Part II of your project**) for your technology development taking to account that your project will involve the following parts:

**PHASE 3: Support Phase**

* **Part I (M1-M5)** (Proof of Concept),
* *Interim Assessment (M6)*
* **Part II (M7-M12)** (Technology Demonstration)
* *Final Assessment (M13-M14)*

**PHASE 4: Sustain Phase**

* **Part IΙI (M15-M16)** (Sustainability)

### 3.1.1 Gantt Chart

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activities** | **Part I** | | | | | | **Part II** | | | | | | | |
| M1 | M2 | M3 | M4 | M5 | M6\* | M7 | M8 | M9 | M10 | M11 | M12 | M13\* | M14\* |
| Task 1.1 [Name] |  |  | ♦ |  |  |  |  |  |  |  |  |  |  |  |
| Task 1.2 [Name] |  |  |  |  | ♦ |  |  |  |  |  |  |  |  |  |
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| \* Interim and Final Assessments  ♦ Deliverable | | | | | | | | | | | | | | |

### 3.1.2 Description of Tasks

Please provide the details for each task which provides an overview of the work. Milestones should be sufficiently precise to allow progress monitoring.

Please remember to include deliverables (DX.X) among others:

* **DX.1: Publishable summary with figure:** A short-written text about the project (200-300 words) and a picture showing the prototype or the first sketch about it.
* **DX.2: Presentation:** 15-20 slides presenting the challenge, the solution idea and the concrete innovation.
* **DX.3:  Video Pitch:** M12: Video of 5 to 7 minutes showing and explaining in detail the challenge, the idea, the key features and characteristics of the solution.

**DX.4: Short 3-month reports:** each project is monitored in every three months period and these reports should have all activities carried out during these periods.

|  |  |  |
| --- | --- | --- |
| **Task 1.1: [name and timing information, start month to End month]** | | |
| **Person-months** | |  |
|  |  |  |
| **Objectives:**   * **…** * **….** | | |
| **Description of work:** | | |
| **List of Deliverables:**  *Please define the deliverables that will be ready at the end of Part I (M5) & Part II (M12) and denote the responsible partner*  *e.g., D.1.1.x Name of the deliverable [MX, Partner X] [Type of Deliverable]* | | |
| **List of Milestones:**  *M1.x Name of Milestone [Mx]* | | |

(Please add tables for each task that you want to describe)

**List of Tasks & Effort**

|  |  |  |  |
| --- | --- | --- | --- |
| **Tasks No.** | **Task Names** | **Duration**  **(M1-Mx)** | **Effort** |
| **T1.1** | **Name** |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total** | | |  |

### 3.1.3 Proofs-of-concept, prototypes, products

AI4Copernicus Use-Cases (3rd Round of Open Calls, minimum TRL6) are expected to show prototypes or advanced proof of concept (expected at the end of Part I) and products/services (demonstrated technology at minimum) with explicit plans for how they will be industrialized/ commercialized (expected at the end of Part II).  Please explain how you deliver the proof of concept.

*3.1.3.1 TRL Definition*

Please provide the starting [TRL](https://ec.europa.eu/research/participants/data/ref/h2020/wp/2014_2015/annexes/h2020-wp1415-annex-g-trl_en.pdf) and the expected TRL by the end of each Part (I & II) using the following the table. Please provide the roadmap that you will follow while achieving the expected TRL level at the end of the phase.

The minimum limit for TRL is all projects must achieve **at min TRL4-5** at the end of Phase I and **at min TRL6** at the end of Phase II.

|  |  |  |  |
| --- | --- | --- | --- |
| **Phase** | **Start TRL** | **End TRL** | **Roadmap** |
| **Part I (M1-M5)** |  |  |  |
| **Part II (M7-M12)** |  |  |  |

(Note: During Part III, technologies/systems will not evolve this is why Part III is not included in this table)

### 3.1.4 Technological Risks

Please explain the risks of the technology development and your plan to address these risks. Please make sure that you have identified all crucial risks (technical, business and others) and indicate how these will be addressed and overcome effectively. Indicate the potential obstacle to commercialization and explain how you address them. The risk assessment should be geared to the two Parts of the project (Part I and Part II).

|  |  |  |  |
| --- | --- | --- | --- |
| ***Type of Potential Risk (i.e., technological, etc.)*** | ***Likelihood***  ***(high, medium, low)*** | ***Description*** | ***Mitigation Action*** |
|  |  |  |  |
|  |  |  |  |

(Please add another row if needed)

### 3.1.5 Liaison with Relevant Initiatives, Platforms and End Users

* **Liaison with AI4EU, DIAS platforms and other initiatives:**

Please provide concrete evidence on your plans to expanding and deepening the integration of AI4EU with DIAS platforms, so as to enrich the AI4EU service offering and enable far-reaching innovation with your proposal.

* **Liaison with a critical mass of End Users:**

Please provide concrete evidence on the plans and capabilities to reach out a critical mass of End Users that might adopt your proposed services, solutions and/or systems.

## 3.2. Company profile [up to 1 page]

Please provide a short description of the organization, the main tasks attributed to it, and its previous experience relevant to those tasks.

Provide a short profile of the staff members (in the sections that follow) who will undertake the work and their commitment expressed as a percentage of the full-time equivalent.

Applicants are encouraged to endorse a gender-responsive approach regarding the selection of staff members.

**3.2.1 Company description**

Please provide a short description of the organization

|  |  |  |
| --- | --- | --- |
| **Name** |  |  |
| **Description** |  |  |
| **1-2 Key Persons** |  |  |
| **Contact Person** |  |  |
| **Relevant projects/activities** |  |  |
| **Relevant publications/ products/ services/ achievements** |  |  |
| **Existing infrastructure/ technical equipment relevant to the project** |  |  |
| **Involvement in another proposal applied to AI4Copernicus 1st Open Call (Y/N)** |  |  |

Please note that in the Section 4 “Company Details” of Annex 3.1: Proposal Supplement, you are able to provide additional information.

**3.2.2 Gender-responsive approach**

Identify your approach regarding gender-responsive approach for the selection of staff members.

## 3.3 Budget Breakdown [up to 1 page]

Please detail the budget that you need, describe the travel expenses and other major cost items. Include costs for travel, including to joint events such as workshops, and for dissemination and exploitation events during the runtime of the project, for the creation of reports, demonstrations, etc.

***Example***

*The project partner is committed to mobilize the resources needed to guarantee the achievement of the results. The total budget is of xxx.xxx,xx €. The total requested funding is of xxx.xxx,xx €.*

*Breakdown of costs (please, provide the costs for Part I and Part II):*

1. ***Personnel Cost:*** *the involvement of the x participants in the xx months will amount to xxx.xxx,xx €*
2. ***Travel cost****: attendance to technical meetings will amount to xxx.xxx,xx €*
3. ***Equipment cost:*** *the cost will amount to xx.xxx,x € and includes xxxxx*
4. ***Subcontracting:*** *the cost will amount to xxx.xxx,xx € and includes xxxx (up to 20% of total direct personnel costs)*
5. ***Indirect costs:*** *the indirect costs will amount to xxx.xxx,xx € [25% of total direct costs (i) + (ii) + (iii)]*

**Budget and cost justification Table**

|  |  |
| --- | --- |
| **Categories** | **Budget** |
| **Personnel Cost** |  |
| **Travel Cost** |  |
| **Equipment Cost** |  |
| **Subcontracting Cost** |  |
| **Indirect Cost** |  |
| **Total Cost** |  |

(Please note that the 3rd Open Call addressed to single partner projects of high-tech SMEs)

**Justifications**

Please provide any justifications if and where needed.

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