



OPEN CALL #1 -DEVELOP



GUIDELINES FOR APPLICANTS

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Guidelines for Applicants

DEMETER Open Call #1 – DEVELOP

Closing Date for Proposals:

Wednesday, 18th of November 2020, at 17:00 CET

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18	SIVECO ROMANIA SA	SIVECO	Romania
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45	ITC - INOVACIJSKO TEHNOLOSKI GROZD MURSKA SOBOTA	ITC	Slovenia
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59	FRACKOWIAK MACIEJ	Frackowiak	Poland
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List of acronyms

API	Application programming interface
APP	Application
AWU	Annual Work Unit
BPM	Business Process Integration
CAP	Common agricultural policy
DSS	Decision Support System
EC	European Commission
ERS	Evaluation Report Summary
EU	European Union
FMIS	Financial Management Information System
GDPR	General Data Protection Regulation
GPL	General Public License
IACS	Integrated Administration and Control System
IoT	Internet of Things
ISO	International Organization for Standardization
NDA	Non-Disclosure Agreement
OCT	Overseas Countries and Territories
PDF	Portable Document Format
REST	Representational state transfer
SME	Small and Medium-sized Enterprise
TRL	Technology Readiness Level
VAT	Value-Added Tax

1 Introduction

This document provides a full set of information regarding the first Open Call for Proposals, also referred as Open Call #1 - DEVELOP, for the DEMETER project. All associated Annexes must be additionally considered for the submission of a Proposal.

DEMETER organise this first open call to engage SMEs in the development, integration, and interoperability of their technological product/service into the DEMETER's enabler HUB.

1.1 Context

Agriculture is a major component of Europe's economy, and the diversity of challenges it faces is addressed by a set of European policies. In addition to Europe's common agricultural policy (CAP), policies address a whole range of issues, from food (FOOD2030) to bioeconomy (BioEconomy strategy, jointly updated in 2018 by DG Research and Innovation, DG Agriculture and Rural Development, DG Environment, DG Maritime Affairs, and DG Industry and Entrepreneurship). The increasing importance of digitally engineered solutions to support farmers is also reflected in the Digital Single Market strategy which focuses on three main pillars, including '**the right environment for networks and services**' and 'ensuring that the European economy takes full advantage of what digitisation offers'. This has been complemented, in April 2018, by the adoption of the communication 'Towards a common European data space'ⁱⁱ, key steps towards the creation of a common data space in Europe - a seamless digital area with the **scale that will enable the development of new products and services based on data**. In parallel, important changes have been introduced in the H2020 programme in 2018 to **boost impact**. One of these changes is the introduction of **focused areas**; of particular importance is the 'Digitising and transforming European Industry and Service' (DT), which highlights the **importance of facilitating and demonstrating the benefits of increased adoption of digital enablers** in vertical domains. Furthermore, the farming context benefits from an active European Innovation Partnerships, EIP-AGRI, providing a focal point for streamlining innovation in a coherent approach.

This rich policy context is set at a time where **digital transformation applied in the agriculture domain faces very specific challenges**. On the one hand, it can build on a wide array of digital technologies, Internet of Things, Big Data, Artificial Intelligence, Robotics. Together, these enable increased automation, more precise control on production itself. But most of all, they deliver the ability to collect more and more data – from a maze of sensors and applications. This ability is not yet fully at the service of farmers, even if the problem of sharing and exchanging data in agriculture has been studied for a long time. Future Farm (Sorensen, et al.) says that farmers need to **manage a lot of information in order to make economic and environmental sound decisions**. Such process is very labour intensive due the fact that most parts have either to be executed manually, and/or require farmers use different tools to manage monitoring and data acquisition on-line in the field.

1.2 DEMETER project

1.2.1 DEMETER's ambition

With no common European data space existing for the agricultural sector and ever more data relevant to farmers being generated by sensors/IoT devices, farm equipment, production systems and reporting mechanisms, industry players have seized the opportunity to build their own proprietary data spaces that are not interoperable. This forces **agricultural data consumers** to relate to a multitude of different systems, data models and user interfaces in order to access data they need to support their increasingly complex decision making. It has also undermined the potential of farmers as **data producers** to fully benefit from the economic potential of the data they generate. DEMETER's ambition is to facilitate and speed-up the deployment of **interoperable data driven smart farming solution providing decision support and control systems for the agricultural sector that empower farmers** to take better decisions, allowing them to harness the full value of their own data and

knowledge as well as those shared with others, therefore improving the functioning of the agricultural knowledge and innovation systems and fostering the DSM based on innovation in the sector. Taking into account that ‘better’ is a word that can take on multiple meanings that are always context-dependent. One farmer may want to improve its irrigation planning, while another may need to increase milk quality with respect to criteria set by a cooperative.

DEMETER aims to put digital means at the service of farmers

- **using a human-in-the-loop model** that constantly focuses on mixing human knowledge and expertise with digital information
- **focusing on interoperability as the main digital enabler**, extending the **coverage of interoperability** across data, services, platforms M2M communication, and online intelligence but also human knowledge, and the **implementation of interoperability** by connecting farmers, advisors and providers of ICT solutions and machinery
- transforming the sector by building the solution on an array of digital technologies: Internet of Things, Earth Observation, Big Data, Artificial Intelligence, and of digital practices: cooperation, mobility and open innovation.

These choices have been made working with DEMETER’s large user base (**more than 5000 farmers**) and extensive piloting coverage (**20 pilots across 18 countries** – Belgium, Czech Republic, Finland, France, Georgia, Germany, Greece, Ireland, Italy, Montenegro, Norway, Poland, Portugal, Romania, Serbia, Slovenia, Spain, Turkey, United Kingdom).



Figure 1: DEMETER in figures

1.2.2 DEMETER’s objectives

To empower farmers and farmer cooperatives to a) better exploit their *existing operational context*, i.e. the platforms, machinery, sensors they have, to extract new knowledge on which they can improve their decisions and b) *ease* the acquisition, evolution and update of their context by focusing their investments where these are needed, based on their goals measured by key performance indicators (KPIs) that they select, **DEMETER defined 6 objectives.**

Objective 1

Analyse, adopt, *enhance existing* (and if necessary *introduce new*) **Information Models** in the agri-food sector easing data sharing and interoperability across multiple Internet of Things (IOT) and Farming Management Information Systems (FMIS) and associated technologies. Use the information models to create a basis for trusted sharing / exposure of data between farmers.

Benefits: enable connection from different platforms, sensors, information sources and proprietary (to the farmer / cooperative) knowledge through a DEMETER services model.

Objective 2

Build **knowledge exchange mechanisms**, delivering an Interoperability Space for the agri-food domain, presenting technologies and data from different vendors, ensuring their interoperability, and using (and enhancing) a core set of open standards (adopted across all agri-food deployments thereby) coupled with carefully-planned security and privacy protection mechanisms (also addressing business confidentiality).

Benefits: ease the deployment of novel solutions based on different platforms, sensors, information sources using the new information models from Objective 1. Ease the uptake of future (not yet developed) services, data sources, technologies by farmers, with the Interoperability Space allowing the farmers and relevant other stakeholders to increase the range of choices for the most appropriate combination of tools from different suppliers in order to support their expected innovation, limiting the vendor lock-in. Allow the combination of existing systems / machinery with new technologies.

Objective 3

Empower the farmer, as a prosumer, to gain control in the data-food-chain by identifying and demonstrating a series of new IoT-based, data-driven, business models for profit, collaboration and co-production for farmers and across the value chain, leading to disruptive new value creation models.

Benefits: introduce the benefits of data ownership to farmers as a valuable source of income and knowledge sharing

Objective 4

Establish a **benchmarking mechanism** for agriculture solutions and business, targeting end-goals in terms of productivity and sustainability performance of farms, services, technologies, and practices based on a set of key performance indicators that are relevant to the farming community.

Benefit: ease the comparison between competing services, machineries, sensors, platforms prior to acquisition

Objective 5

Reverse the relationship with suppliers, through an innovative model in which **suppliers are responsible** for ensuring that a final solution is optimal to the farmer's existing context and expressed needs.

Benefits: ease the adoption of technologies by farmers, by decreasing the burden of the choices and clarifying the responsibility model, linked to needs and performance improvements defined by the farmers.

Objective 6

Demonstrate the impact of digital innovations across a variety of sectors and at European level.

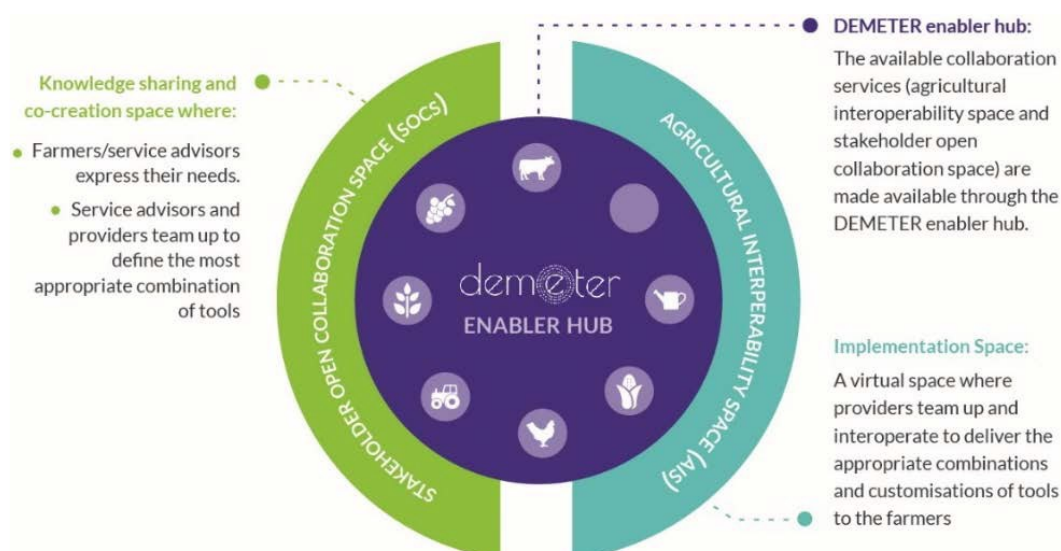
Benefits: ease and streamline mechanisms for all stakeholders, with clearly identified incentives to participate in a sustainable and value creation ecosystem. Structure collaboration channels in a security and privacy aware approach.

These 6 objectives are delivered by a combination of human and digital solutions, concretely deployed through:

- The **DEMETER Stakeholders Open Collaboration Space (SOCS)** whose focus is on **resolving the needs of the farmers** using a structured process that converts an individual need or the most relevant / shared need from a set of needs to a **challenge**. A challenge is then resolved through a unique **co-creation process**, in which farmers, service advisors and providers can select, together, the most appropriate set of tools, devices, components, data sources etc taking into account the existing ones already deployed at the farmers and the farmer-defined improvement goals. The SOCS also includes a wide range of features that, together, deliver the knowledge sharing and improvement process, structuring the **human-in-the-loop dimension of DEMETER**. The SOCS is strongly inspired by the EIP Agri Social Spaces and Operational Groups, operating as a set of defined activities for multiple actors implemented through physical meetings, workshops, hackathons etc and supported by a dedicated online platform.
- The **DEMETER Agricultural Interoperability Space (AIS)**, whose focus is on **delivering** a full set of interoperability mechanisms to actually **deploy** the solution. DEMETER does not define completely new interoperability mechanisms, but uses (and extends) a wide range of pre-existing mechanisms at sensor, data and service levels
- The **DEMETER Enabler HUB**, which centralises the full description of all the components, devices, services, data sources, platforms etc that are accessible for deployment. The HUB provides, on the one side, the harmonised description that enables each component to be used in the co-creation mechanism, and on the other side its uptake in different deployment through the full set of DEMETER enabled interoperability mechanisms. The DEMETER Enabler HUB importantly includes the **mechanisms** to ensure interoperability with components provided through other initiatives, such as IOF2020, DATABIO HUB, AFAR Cloud, Smart AgriHub etc.

A fundamental pillar of the DEMETER strategy is that it reverses the existing relationship from farmers to suppliers. Indeed, in addition to the complexity of non-interoperable solutions, farmers also face the challenge of *choosing between different solutions* without a clear logic between benefits, features and economic models. Nor do they know, a priori, whether new extensions will be compatible with their current solutions, in effect limiting their access to digital improvements. The DEMETER **co-creation mechanism** reverses this relationship: it transfers the responsibility to the suppliers, as the co-creation mechanism requires suppliers to understand the need, identify which other suppliers to work with, analyse the existing solution already deployed at the farmer(s) and propose, either alone or as a pool of suppliers, the appropriate solution.

To **incentivise farmers, service advisors and suppliers** to participate to this co-creation mechanism, DEMETER defines a complete governance for this relationship that clarifies financial retributions, channels to farmers etc. In addition to actively promoting this to farmers, service advisors and suppliers, DEMETER implements two open calls during the lifetime of the project to encourage new challenges to test the DEMETER concept from the initial expression of a need through to the deployment of the best solution.



A high-level overview of DEMETER is provided in the figure above. Its key benefits being to connect a human focused interaction space, on the left with the actual digital implementation space. This is a key benefit of DEMETER, ensuring that it remains fully human centric and human driven – delivering digital enablers that are fully aligned to the needs expressed by the farmers, and based on the knowledge and wisdom captured through structured mechanisms.

2 Call for proposals

2.1 Objectives

The DEMETER Open Call #1 - DEVELOP aims to attract and engage SMEs with technology products that can be implemented within the Agro-business. DEMETER will fund the activities of integration and interoperability of those technology solutions, and improvement of their innovation level. Such solutions will enlarge and enrich the pool of technology offers/ options of DEMETER towards the co-creation of particular solutions to overcome end-users needs and challenges.

2.2 Main characteristics

The Open Call #1 - DEVELOP, addresses individual SMEs aiming to integrate their technologies within DEMETER ecosystem as shown in the next table.

Open call timeframe	From the 16 th of September 2020 to the 18 th of November 2020, at 17:00 CET
DEVELOP Activities to be funded	Reshape SME technology in order to integrate and make it interoperable with DEMETER platform.
Duration of activities	6 month for development and integration activities 19 months of service maintenance activities Total: 25 months
Budget per project	Up to €30.000 (lump sum) per SME
Milestones/ payments	3 sprints of 2-months with evaluation of sprint results. Payments are associated with respective results and divided by 30% + 30% + 40% (lumpsum base, based on deliverables and outcomes).
Evaluation	Meeting with DEMETER assigned person (depending on the technology expertise required to evaluate results) at the end of each sprint. See detailed information on section 4 of this document.
Number of SMEs to be selected	Around 8 to 12

2.3 Topics/ Challenges

Applicants must submit their proposals for one of the five topics below.

Table 2: Description of topic #1


	Topic #1 Soil workability and humidity monitoring		
Challenge	To be able to enter a field to do a work, machine need to find a ground strong enough to support the weight of them. That is the reason why the prediction of soil workability is so important. Otherwise, farmers are going to fields and have to come back to farm because the ground is still too wet and therefore increasing the cost and the environmental impact. Soil humidity after rain to predict possibility of work in fields enabling better planting, application and harvest but also reducing cost of machinery.		
Requirements	<u>Geographical</u> : EU coverage.		
Minimum deliverables required	1st Sprint (M2)	2nd Sprint (M4)	3rd Sprint (M6)
	-Presentation	-Feasibility test	-Proof of concept with one pilot
Resources provided by DEMETER	1) Webinar about DEMETER Architecture		
Expected outcome	Increase the precision of soil humidity leading to: -improving uptime for machinery. -minimizing soil compaction. -improving efficiency of pesticide and nutrient application.		

Table 3: Description of topic #2



	Topic #2 Interoperable Geo Tagged Photo APP		
Challenge	<p>Farmers use to provide information to public administrations for several reasons. Paying Agencies dealing with CAP funds request many information from them in order to pay the subsidies. CAP post 2020 forces paying agencies to monitor the entire territory for agro-environmental and CAP performance checks where Sentinel images are not enough. Then all EU Member States are going to request to the farmers specific Geo tagged photos with specific metadata requested to them in order to conclude the monitoring phase for the whole territory, including small parcels, or crops difficult to being identified by satellite images. In order to facilitate information provision from farmers to FMIS or to Paying Agencies directly, it is being requested a Geo tagged photos APP using a common open API interface based on REST protocol to demonstrate DEMETER interoperability enabler for FMIS. The GeoTagged APP should interoperate with DEMETER Field Book, FMIS interfaces, IACS post 2020 deployed in EU Member States using same REST Open API defined in DEMETER.</p>		
Requirements	<p><u>Technology readiness level</u>: 7 or higher <u>Source code availability</u>: Open source <u>Standards</u>: API REST <u>Programming language</u>: Android, IOS, or multi mobile Platforms (Cordoba, Xamarin). <u>Security</u>: Considering GDPR and authentication mechanisms <u>Minimum geographical coverage</u>: Spain and Ireland <u>Other</u>: Infographics, without specific language menus (to be used by farmers all over Europe)</p>		
Minimum deliverables required	1st Sprint (M2)	2nd Sprint (M4)	3rd Sprint (M6)
	<p>-Presentation. -Requirements, UML definitions. -Multi Actor Approach sessions participation for co-creation and requirements definition.</p>	<p>-Operational test of Geotagged Photos APP with FMIS prototype provided by DEMETER partners.</p>	<p>-Deployment of an integration test.</p>
Resources provided by DEMETER	<p>1) Webinar about DEMETER Architecture and FMIS Framework 2) Webinar about Farmers needs and Data Sharing Legal Requirements 3) SW Component definition with harmonized API description for REST</p>		
Expected outcome	<p>Geotagged Photos APP addressing API REST definition provided by DEMETER.</p> <ul style="list-style-type: none"> To facilitate decreasing time for delivery information requested from public administration. To increase the content and quality of data for DSS in FMIS. 		

Table 4: Description of topic #3


	Topic #3 ISOBUS enabler		
Challenge	<p>Interoperability is one of the key challenges in agriculture, where interconnection between heterogeneous hardware and software systems plays a key role. The farmers are using machinery coming from different vendors, with their internal systems from another vendor (or multiple vendors covering different processes); which makes it hard to collect the data about machinery and integrate it with farmers systems.</p> <p>The goal is to enable different protocols and standards in the agri-food domain, talk to each other, by enabling machinery to interoperate with other machines and platforms. This would be possible if existing state of the art protocols for machinery (ISOBUS protocol stack) are analysed and appropriate software mapping mechanisms developed to enable collection and communication over ISOBUS protocol stack. The final outcome should be interoperability Gateway software component that implements ISOBUS protocol to cover both technical interoperability defining integration of hardware and software, and semantic interoperability by ensuring that standardised data formats are supported.</p> <p>Unfortunately the global agricultural industry has struggled to achieve a basic goal: make it easy for the various systems that a grower wants to use in their business “talk to each other” when it comes to a shared data format. eliminate the major pain points to broad use of precision agriculture data by easily enabling interoperability between different software and hardware applications. The proposed technology will enable interoperability between different agriculture hardware, tools, and systems without any deep knowledge about the ISOBUS protocol.</p>		
Requirements	<p><u>Technology readiness level</u>: 6 or higher</p> <p><u>Source code availability</u>: Open source</p> <p><u>Standards</u>: ISOBUS stack:</p> <ul style="list-style-type: none"> -ISO 11783-3: Data Link Layer with PGN handling -ISO 11783-5: Network Management with any amount of working sets -ISO 11783-6: UT Working Set with AUX-N, Multilanguage and multi-mask support -ISO 11783-7: Application Layer with the data-handling -ISO 11783-10: Task controller client (TC-BAS, TC-GEO and TC-SC) - ISO 11783-12: Diagnostic Services with Level-1 data - ISO 11783-13: File Server client <p><u>Programming language</u>: .NET, JAVA</p> <p><u>Data management</u>: ISO 11783-10 ISOXML Tag</p> <p><u>Intellectual property rights</u>: General Public License (GPL)</p> <p><u>Other</u>: Experience in the transport domain, software development (API, edge)</p>		
Minimum deliverables required	1st Sprint (M2)	2nd Sprint (M4)	3rd Sprint (M6)
	-Specification of the requirements and the interoperability architecture for new DEMETER building block.	-Implemented and validated API.	-Final report.

Resources provided by DEMETER	1) Webinar about DEMETER Architecture 2) Technical support, infrastructure access. 3) In-site evaluation in one pilot during 2 nd stage. 4) Mentoring.
Expected outcome	Improved interoperability between different equipment and systems. Improved communication efficiency for legacy machinery.

Table 5: Description of topic #4

	Topic #4 Blockchain-based solutions for agricultural applications		
Challenge	<p>The need of traceability in agriculture domain is well-know and it could be applied in numerous scenarios from simple supply chain monitoring, procurement tracking, crop and food production, insurance, to land registration and payment of services. The main challenge of the existing blockchain-based implementations is that they still suffer from traditional challenges such as a lack of or poor infrastructure, failures of interoperability, and what is most important the ability to easily integrate in an existing farmer system. Blockchain offers independently verifiable data storage and processing capabilities, perfectly suited to multi-stakeholder environments without centralised control/power over the system. The interoperability and traceability challenge should be addressed by providing the high TRL Systematic traceability blockchain component, which is already well tested and used in commercial services. The component should implement DEMETER defined semantic model, documented step-by-step integration manual and expose service online which in few steps could lead to integration of the component with any agri-food vertical.</p>		
Requirements	<p><u>Technology readiness level</u>: 6 or higher <u>Source code availability</u>: Open Source blockchain platform <u>Standards</u>: Standards for document creation and management, electronic signature etc. (PaDES/XaDES/eIDAS etc..) <u>Programming language</u>: Open API required, along with Software Development Kits / Libraries for at least 3 of the most popular programming languages: JavaScript, Python, C#, Java, React, Angular, Swift. <u>Security</u>: Banking-grade <u>Geographical</u>: Based in Europe <u>Data management</u>: Built-in data storage and querying features, without requirement for translation/middleware layer. <u>Intellectual property rights</u>: Open source <u>Other</u>: REST API interfaces. Possibility to deploy private blockchain if needed, with no scalability issues.</p>		
Minimum deliverables required	1st Sprint (M2)	2nd Sprint (M4)	3rd Sprint (M6)
	-Requirements definition	-Integration test	-Deployment and evaluation in pilots
Resources provided by DEMETER	1) Webinar about DEMETER Architecture 2) Technical support 3) Infrastructure access		
Expected outcome	At least 1 functional prototype of a blockchain-based solution for agricultural applications developed (traceability, commodity trading, machinery/vehicles/equipment management, ...)		

Table 6: Description of topic #5

	Topic #5 DEMETER Business process integration (BPM)		
Challenge	<p>Farm management implies using a range of data sources and creating actions based on the analysis of the collected data. A coherent and streamlined creation of actions and monitoring of their execution is of great importance to medium size and large agriculture companies to ensure efficient utilization of the work force and the company assets while contributing positively to overall success of the company. The application of a BPM in agriculture helps in separate the logical layer from the technical implementation (i.e., the process modelling and the software application development) which will ensure efficient sharing of data between business processes in real time with business processes integration. This integration allows setting a basis for planning each step of production process, optimal usage of all resources, defining work orders, defining products shipping plan, setting a marketing budget etc. Data are in many cases used as triggers for the next production process thus providing fluently activities workflow. The interoperability needs to be ensured in a workflow, that will be defined as a sequence of activities (and transactions) that must be performed; the actors responsible for specific activities; data that have to be sent, received and shared (between actors and/or workflows); and the format to use for the messaging.</p>		
Requirements	<p><u>Technology readiness level</u>: 6 or higher <u>Standards</u>: REST interfaces, Data integrations standards. <u>Programming language</u>: Java, Python, .NET. or other widely used languages could be used. <u>Data management</u>: NGSI-LD <u>Intellectual property rights</u>: GPL licence is most welcomed to boost the usage of the component, but other proprietary licenses could be also proposed.</p>		
Minimum deliverables required	1st Sprint (M2)	2nd Sprint (M4)	3rd Sprint (M6)
	<p>-Analysis of business processes to be integrated. -Business process modelling.</p>	<p>-Integration plan for a few selected business processes defined.</p>	<p>-Implementation and validation of a few selected business processes with integration to DEMETER framework.</p>
Resources provided by DEMETER	<p>1) Webinar about DEMETER Architecture 2) Pilot site. 3) Technical details for business integration.</p>		
Expected outcome	<p>Improved workforce utilization. Improved operation efficiency. Resource usage optimization.</p>		

2.4 Timeline

Submission to the DEMETER Open Call #1 - DEVELOP will be enabled on the 16th of September 2020 and will end on the 18th of November 2020. Below are presented the current tentative dates for the different phases. The opening and closing dates can be subject to change in case of any modifications in the project's schedule.

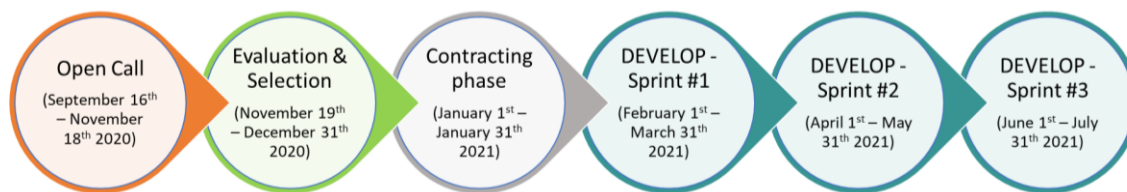


Figure 2: DEMETER Open Call #1 - DEVELOP timeline

After Sprint #3, the selected SMEs will provide maintenance services for a period of 19 months, to insure the functioning of the implemented and integrated solution within the DEMETER project lifetime, at no additional cost.

3 Eligibility criteria

All applicants will have to abide to all general requirements described in this section to be considered eligible for DEMETER Open Call #1 - DEVELOP.

Therefore, please read this section carefully.

3.1 Beneficiaries

DEMETER invites SMEs with technology products or services that can be implemented within the agro-business sector, responding to one of the five topics/challenges defined on section 2 of this document.

3.1.1 Type of beneficiaries

The target audience of this call are SMEs. An SME will be considered as such if complying with the European Commission Recommendation 2003/361/EC¹ and the SME user guide². As a summary, the criteria which define an SME are:

- a) Independent (not linked or owned by another enterprise), in accordance to Recommendation 2003/361/EC.
- b) Headcount in Annual Work Unit (AWU) less than 250.
- c) Annual turnover less or equal to €50 million OR annual balance sheet total less or equal to €43 million.

Start-ups that do not have yet annual turnover or balance sheets are also considered eligible given that they fulfil the criteria (a) and (b) of section 3.1.1 at submission time.

In case an SME is awarded, it will remain eligible even if, at a certain point during the execution of DEMETER activities, it does not fulfil criteria (b) or (c) of section 3.1.1.

Please note that a signed version of **Annex 4: Honour Declaration** and **Annex 5: SME Declaration** are mandatory for a proposal submission.

In addition, the following condition apply:

- The applying SMEs should not:
 - have convictions for fraudulent behaviour, other financial irregularities, unethical or illegal business practices.
 - have been declared bankrupt or have initiated bankruptcy procedures.

¹ European Commission Recommendation 2003/361/EC.

<http://eurlex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2003:124:0036:0041:en:PDF>

² SME definition: Please check "User guide to the SME definition" available at <https://op.europa.eu/s/n3t1>

- be under liquidation or an enterprise under difficulty accordingly to the Commission Regulation No 651/2014, art. 2.18
- be excluded from the possibility of obtaining EU funding under the provisions of both national and EU law, or by a decision of both national or EU authority
- Proposals from Linked SMEs ³ must demonstrate that there is no risk of double funding. The fundamental principle underpinning the rules for public expenditure in the EU states that no costs for the same activity can be funded twice from the EU budget, as defined in the Article 111 of Council Regulation (EC, Euratom) No 1605/2002 of 25 June 2002 on the Financial Regulation. In the case of proposals submitted by linked SMEs, all must clearly state the differences between them including but not limited to, technical aspects, market strategy and team composition, so that it remains no doubt that there is no risk of double funding. In order to properly assess these concerns DEMETER may assign all proposals to the same set of evaluators and, should any doubt remain, exclude all proposals.

3.2 Eligible countries

Only SMEs legally established in any of the following countries (hereafter collectively identified as the “Eligible Countries”) are eligible:

- The Member States (MS) of the European Union (EU), including their outermost regions;
- The Overseas Countries and Territories (OCT) linked to the Member States⁴;
- H2020 associated countries (those which signed an agreement with the Union as identified in Article 7 of the Horizon 2020 Regulation): according to the updated list published by the EC⁵;

The UK applicants are eligible under the conditions set by the EC for H2020 participation at the time of the deadline of the call.

3.3 Language

English is the official language for DEMETER Open Call #1 - DEVELOP. Submissions done in any other language will not be evaluated. English is also the only official language during the whole execution of the DEMETER programme. This means any requested submission of deliverables will be done in English in order to be eligible.

3.4 Multiple submission

Only one proposal will be accepted for funding per SME.

In the case of a multiple submission, only the last one received (timestamp of the system) will enter into the evaluation process, the rest being declared as non-eligible. If the last submitted proposal is declared then non-eligible or fails to reach the thresholds of the evaluation, the other proposals submitted earlier will not be considered for evaluation in any case.

³ Please check the definition of Linked SME at “User guide to the SME definition” available at <https://op.europa.eu/s/n3t1> and include the relevant information in annex 5

⁴ Entities from Overseas Countries and Territories (OCT) are eligible for funding under the same conditions as entities from the Member States to which the OCT in question is linked.

⁵ https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/3cpart/h2020-hi-list-ac_en.pdf

3.5 Topics

Applicants must submit their proposals for one of the five topics/ challenges below, exhaustively detailed in section 2.3 of this document:

1. Soil workability and humidity monitoring
2. Interoperable Geo Tagged Photo APP
3. ISOBUS enabler
4. Blockchain-based solutions for agricultural applications
5. DEMETER Business process integration (BPM)

3.6 Documentation format

Any document requested in any of the phases must be submitted electronically in PDF format without restrictions for printing.

3.7 Submission system

Only proposals submitted through the Open Call submission tool (F6S platform) at <https://www.f6s.com/demeterh2020/apply> and within the Call duration will be accepted. Proposals submitted by any other means, will not be evaluated. Only the documentation included in the application will be considered by evaluators. It will be composed by a form with administrative questions to be completed directly in the platform, the Annex 3.1: Proposal template, the Annex 4: Honour Declaration, and Annex 5: SME Declaration. The information provided should be actual, true and complete and should allow the assessment of the proposal.

The regular functioning of the F6S platform limits to one application submission per F6S user in each call. If an F6S user wishes to submit more than one application, for example on behalf of different SMEs, the F6S user should request support from the F6S support team (support@f6s.com) at least 10 days prior the open call deadline.

3.7.1 Data protection

In order to process and evaluate applications, DEMETER will need to collect Personal and Industrial Data. F6S Network Limited, as partner of the DEMETER project, will act as Data Controller for data submitted through the F6S platform for these purposes. The F6S platform's system design and operational procedures ensure that data is managed in compliance with The General Data Protection Regulation (EU) 2016/679 (GDPR). Each applicant will accept the F6S terms to ensure coverage. Please note that DEMETER requests the minimum information needed to deliver the evaluation procedures or the DEVELOP activities.

Annexes 6: Bank account information, and 7: Sub-grant Agreement Template, are provided for reference and will only be requested if the SME is selected.

Please refer to <https://www.f6s.com/terms> to check F6S platform data privacy policy and security measures.

3.8 Deadline

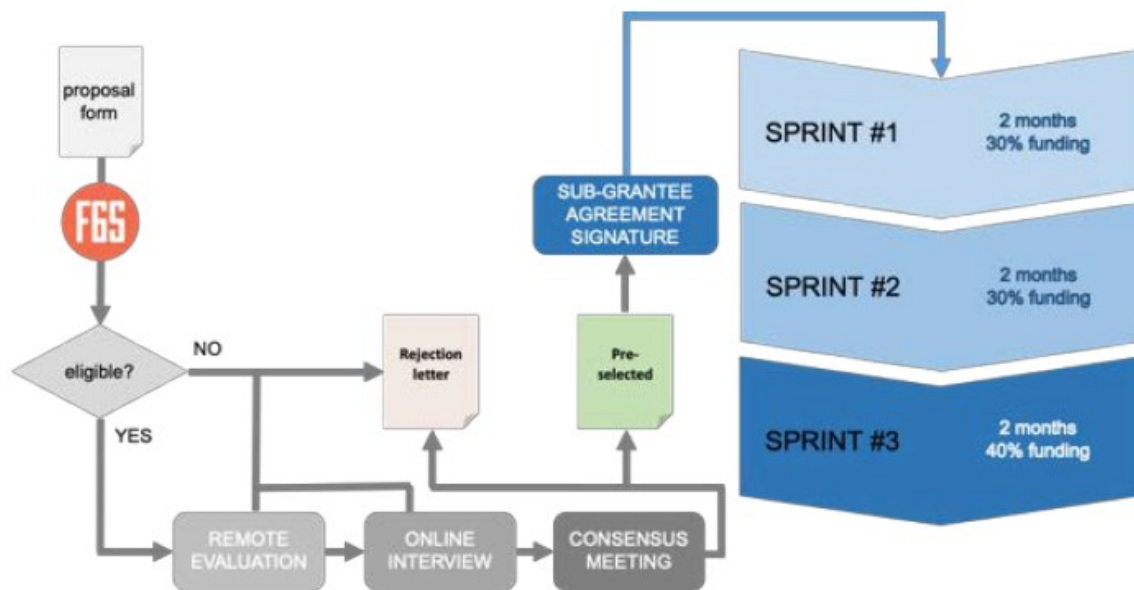
Only proposals submitted before the deadline will be accepted. After the call closure no additions or changes to received proposals will be taken into account. The deadline for this call is November 18th 2020, at 17:00 CET.

3.9 Absence of conflict

Applicants shall not have any actual or/and potential conflict of interest with the DEMETER selection process and during the whole project. All cases of conflict of interest will be assessed case by case. In particular, applicants cannot be DEMETER Consortium partners or affiliated entities nor their employees or co-operators under a contractual agreement.

4 Evaluation process

The evaluation process is shown in the following diagram:



Each of the stages will have a set of criteria to access the next stage but also to raise the obligation from DEMETER Consortium on the financial support. The following paragraphs provide a detail set of procedures and criteria at the time of evaluating and awarding the financial support to the SMEs.

4.1 Evaluation criteria

1. Proposals reception: via F6S.
2. Eligibility filter: An automatic filtering to discard non-eligible proposals will follow the short list. Eligibility check will verify that applicants should be registered in an EU Member State or a Horizon 2020 associated country.
3. Remote evaluation: After the eligibility filter, the final shortlists for evaluation will be created. Then, the proposals will be given to the external evaluators bound by confidentiality agreement. Every proposal will be evaluated by two different experts. The criteria for evaluation will be:
 - Excellence & innovation (40% weighting).
Appropriateness of the project scope addressing one of the open call topics/challenges and respective requirements. Quality, credibility, and clarity of project description. Interoperability level of the proposed solution. Innovation degree. Project outcomes and respective measurement. Potential impact.
 - Expertise and excellence of the proposed team (30% weighting).

Appropriateness of skills, expertise, and experience available within the team.
Complementarity of the participants.

- Project planning and value for money (30% weighting)
Quality, effectiveness and clarity of project activities, structure, and timing.
Appropriateness of deliverables, milestones and means of verification.
Appropriateness of expected costs and resources assigned to the project.

The experts will score each award criterion on a scale from 0 to 5 (decimal and centesimal point scores may be given):

0 = Proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.

1 = Poor: criterion is inadequately addressed or there are serious inherent weaknesses.

2 = Fair: proposal broadly addresses the criterion, but there are significant weaknesses.

3 = Good: proposal addresses the criterion well, but a number of shortcomings is present.

4 = Very good: proposal addresses the criterion very well, but a small number of shortcomings is present.

5 = Excellent: proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.

For each section, the minimum threshold is 3 out of 5 points. The default overall threshold, applying to the sum of the three individual scores with the corresponding weight each, is 12. That means if a proposal receives less than 3 in one criterion or less than 12 in the overall score it is automatically rejected. At the end of this phase the proposals will be ranked in 5 different lists, one per targeted topic/challenge.

4. Online interview and consensus meeting: Evaluators will gather in a teleconference meeting to talk with the top 5 ranked proposal of each list defined in the previous step. During this teleconference applicants will start by doing a pitch of their project concept, followed by Q&A. This will be an opportunity for evaluators to cover any doubts that they may had about the written application as well as about the commitment and engagement of applicants towards participating in DEMETER ecosystem. At the end of the meeting, the applicants will leave, and evaluators will share, compare and revised (if necessary) their scores aiming to have a consensus about respective proposal.
5. Final ranking: At the end of the evaluation process, the proposals will be ranked in five different lists, one per targeted topic/challenge. The criteria for the ranking of the proposals will be semi-automatic following the rules below:
 - Rule 1: The proposals will be ranked based on their overall score.
 - Rule 2: In case following Rule 1 there are proposals in the same position, priority will be given to proposals that have higher score on the Excellence & innovation award criterion.
 - Rule 3: In case following Rule 2 there are proposals in the same position, priority will be given to proposals that have higher score on the Expertise and excellence of the proposed team innovation award criterion.
 - Rule 4: In case following Rule 3 there are proposals in the same position, priority will be given to the number of women participating in the team.
6. Selection: The selection of the proposals will follow the rules below:

- Rule a): First, the top ranked proposal per list will be selected.
- Rule b): Secondly, the proposals with higher scores, independently of the targeted topic/challenge, will be selected until reaching the available funding.

However, the DEMETER consortium is not obliged to select the highest scoring proposal where it has objective grounds for objecting to the participant if, for example commercial competition issues or strategic issues to balance technologies between the different platforms available in DEMETER become apparent during the evaluation process. In this case the choice may pass, to the next ranked proposal.

7. The DEMETER consortium will then formally approve a list of proposals within the limits of the available funding.
8. Approval by European Commission prior to contracting: The list of selected projects will be submitted to the European Commission for final screening.
9. Communication of Results: Every applicant will receive via e-mail:
 - An Evaluation Summary Report (ESR)
 - A letter informing of rejection decision or invitation to negotiation and following steps.

The consortium may conclude that there are not enough proposals with an adequate quality (indicated by their evaluation scores meeting or exceeding specific pre-defined thresholds), in which case it will make no selection or select fewer proposals than the cascaded funding budget allows. This conclusion is obligatory if not enough proposals score above the threshold given on the bespoke evaluation form.

4.2 *Negotiation*

4.2.1 **Contract Preparation**

After the Open Call evaluation conclusion and projects selection, the DEMETER coordinator will start the contract preparation in collaboration with the selected proposals' coordinators. Contract preparation will go via an administrative and financial checking (and potentially into technical or ethical/security negotiations) based on evaluators' comments. On a case by case approach, a phone call or teleconference may be needed for clarification.

The objective of the contract preparation is fulfilling the legal requirements between DEMETER consortium and every beneficiary of the call. The items covered will be:

- Inclusion of the comments (if any) in the Evaluation Summary Report of the proposals and mapping to the Sub-grant agreement (contract).
- To validate the status information of the SME, the following documents will be required:
 - SMEs declaration: signed and stamped. In the event the applicant declares being nonautonomous, the balance sheet and profit and loss account (with annexes) for the last period for upstream and downstream organizations should also be provided.
 - Status Information Form. In case this is not a start-up, it includes the headcount (AWU), balance, profit & loss accounts of the latest closed financial year and the relation, upstream and downstream, of any linked or partner company. In case it is a start-up, legal document of the official founding date.
 - Legal existence. Company Register, Official Gazette or other official document per country showing the name of the organisation, the legal address and registration

number and a copy of a document proving VAT registration (in case the VAT number does not show on the registration extract or its equivalent).

- In cases where the number of employees and/or the ownership is not clearly identified: any other supporting documents which demonstrate headcount and ownership such as payroll details, annual reports, national regional association records, etc. In case it is a start-up, legal document of the official founding date and declaration of ownership.
- SME Bank account information: The account where the funds will be transferred will be indicated via a form signed by the SME legal representative and the bank representative. The account should be a business bank account of the SME.

It should be emphasised that each SME should provide at contract preparation time a valid VAT⁶. Failure to provide the VAT number will automatically result in proposal rejection.

The request, by DEMETER consortium, of the above documentation will be done within deadlines. In general, the sub-project negotiation should be concluded within 2 weeks. An additional week may be provided by the DEMETER coordinator in case of a significant reasoning. In case negotiations have not been concluded within the above period, the proposal is automatically rejected and the next proposal in the reserve list is invited.

4.2.2 Contract Signature

At the end the negotiation phase, the sub-grantee funding agreement will be signed between the DEMETER Consortium represented by its coordinator (WIT) and the beneficiary SME.

Please note:

- The sub-grantee funding agreement/contract will cover the complete 3 phases: Sprint #1, Sprint #2 and Sprint #3. No additional sub-grantee will be signed.
- The sub-grantee funding agreement will automatically expire at the end of each phase - Sprint #1, Sprint #2 and Sprint #3- without any further notice from the DEMETER consortium, in case the SME does not enter or qualify for the next phase or if the SME is not considered eligible any more or if the declaration of honour has been violated.

4.3 Appeal procedures

If, at any stage of the evaluation process, the applicant considers that a mistake has been made or that the evaluators have acted unfairly or have failed to comply with the rules of this DEMETER Open Call #1 - DEVELOP, and that her/his interests have been prejudiced as a result, the following appeal procedures are available.

A complaint should be drawn up in English and submitted by email to: opencalls@h2020-demeter.eu. Any complaint made should include:

- contact details,
- the subject of the complaint,

⁶ To be checked at European Commission services such as http://ec.europa.eu/taxation_customs/vies/

- information and evidence regarding the alleged breach.

Anonymous complaints or those not providing the mentioned information will not be considered. Complaints should also be made within five (calendar) days since the evaluation results are presented to the applicants. As a general rule, the DEMETER Team will investigate the complaints with a view to arriving at a decision to issue a formal notice or to close the case within no more than twenty days from the date of reception of the complaint, provided that all required information has been submitted by the complainant. Where this time limit is exceeded, the DEMETER Team will inform the complainant by email.

Please note:

- This procedure is concerned only with the evaluation and/or eligibility checking process. The DEMETER Team will not call into question the scientific or technical judgement of appropriately qualified experts.
- A re-evaluation will only be carried out if there is evidence of a shortcoming that affects the final decision on whether to fund it or not. This means, for example, that a problem relating to one evaluation criterion will not lead to a re-evaluation if a proposal has failed anyway on other criteria.
- The evaluation score following any re-evaluation will be regarded as definitive. It may be lower than the original score.

4.4 Activities evaluation

The DEVELOP activities are divided in 3 sprints of 2 month each.

Milestones & Deliverables

The selected SMEs will have defined milestones and deliverables in their submitted proposals. These are the basis for monitoring and evaluating their work progress during the execution of the DEVELOP activities. The milestones and deliverables will be evaluated at the end of each sprint.

A remote review will take place after each sprint to evaluate the progress of the SMEs. One week before each review, the SMEs should submit their milestones and deliverables. The review will be remote via a teleconference platform (e.g. Skype or WebEx). The SMEs will make a short presentation of the work done, analyse the progress and answer questions from the experts.

After the review, the SMEs will receive a review report, including comments and potential recommendations. The report will also state if the deliverables are accepted or not.

- On acceptance of the deliverables, the SME will be requested to submit a financial statement F2 (template will be provided) requesting the voucher of the corresponding sprint.
- Payments will be released no later than thirty (30) natural days after the notification by the Contractor.
- On rejection of any of the deliverables, or in case of not satisfactory review, the SME will be requested to continue to the next sprint without receiving the corresponding voucher. The rejected deliverables may be (re-) submitted at the next sprint review, hence qualifying for its payment, if and when said deliverable is approved.

Participation in events

During the 3 sprints, the selected SMEs should participate in various types of events (audio calls, video calls, webinars, online trainings, virtual conferences, etc..) organized or suggested by the DEMETER consortium, to support the integration of their solution into DEMETER's platform, extend their knowledge on the DEMETER project, on agri-food user needs, agri-food related technologies and agri-food market. Each SME should be available to participate in a minimum of 6 remote events per sprint, and in one face to face event in Europe during one of the 3 sprints.

After Sprint #3, the selected SMEs will provide maintenance services for a period of 19 months, to insure the functioning of the implemented and integrated solution within the DEMETER project lifetime, at no additional cost.

5 Financial support provided

5.1 Financial support

The maximum amount of direct funding that an SME may receive via DEMETER is 30.000 EUROS via any mean.

DEMETER funding is results-driven, provided as vouchers in a lump sum way. As such, there is no need for a traditional administrative-justification system (e.g. counting hourly dedication or calculating workload), but getting the funding is associated with the full achievement of the relevant milestone.

Selected SMEs will become part of DEMETER DEVELOP activities and will go through an exhaustive sequential process which will last 6 months and will be composed of 3 phases called sprints. Payments will be done in 3 instalments (30% + 30% + 40%) based on concrete results, deliverables and review of each sprint.

Summary of funding:

DEVELOP Phase	Duration	Funding	Example (€30k)
Sprint #1	2-months	30%	€9.000
Sprint #2	2-months	30%	€9.000
Sprint #3	2-months	40%	€12.000

Detailed payment schedule and payment conditions will be settled in the Sub-grant Agreement.

5.2 Origin of funds

Any selected proposer will sign a dedicated Sub-Grantee Funding Agreement with the DEMETER project coordinator (on behalf of DEMETER Consortium). The funds attached to the Sub-Grantee Funding Agreement come directly from the funds of the European Project DEMETER, and the DEMETER consortium is managing the funds according to the Grant Agreement Number 857202 signed with the European Commission.

As will be indicated in the Sub-Grantee Funding Agreement, this relation between the sub-grantees and the European Commission through DEMETER project carries a set of obligations to the sub-grantees with the European Commission. It is the task of the sub-grantees to accomplish them, and of the DEMETER consortium partners to inform about them.

6 Preparation and submission

The submission will be done through the F6S platform (<https://www.f6s.com/>) which is directly linked from DEMETER website. The applicants are required to register a profile at F6S to be able to submit a proposal. The documents that will be submitted are:

- Application form: administrative questions to be completed directly in the F6S platform. In addition, some general questions for statistic purpose and tick boxes to be clicked by the third parties confirming they have read the conditions and agree with the conditions defined in this document.
- Annex 3.1: Proposal template: document in PDF format containing the description of the project. It will include different sections: (1) Overview of the proposal, (2) Excellence/Innovation, (3) Expertise and Excellence of the proposed team, (4) Project Planning and value for money.
- Annex 4: Honour Declaration
- Annex 5: SME Declaration

The project proposals must strictly adhere to the template provided by DEMETER consortium via F6S platform, which defines sections and the overall length. Participants are requested to carefully read and follow the instructions in the form. Evaluators will be instructed not to consider extra material in the evaluation. Additional material, which has not been specifically requested in the online application form, will not be considered for the evaluation of the proposals. Data not included in the proposal will not be taken into account.

It is strongly recommended not to wait until the last minute to submit the proposal. Failure of the proposal to arrive in time for any reason, including communications delays, automatically leads to rejection of the submission. The time of receipt of the message as recorded by the submission system will be definitive.

7 Communication flow

7.1 General communication procedure

The SME contact point should:

- Provide any notice be in writing to the DEMETER project coordinator;
- Notify immediately any change of persons or contact details to the DEMETER coordinator. The address list shall be accessible to all concerned.

8 Responsibility of beneficiaries

The selected SMEs are indirectly beneficiaries of European Commission funding. As such, they are responsible for the proper use of the funding and ensure that the recipients comply with obligations under H2020 specific requirements as described in Horizon 2020 - the Framework Programme for Research and Innovation (2014-2020). The obligations that are applicable to the recipients include⁷:

8.1 Conflict of interest

The beneficiary SMEs must take all measures to prevent any situation where the impartial and objective implementation of the DEVELOP activities is compromised for reasons involving economic

⁷ The obligations described here are not binding and may be modified, refined or additional obligations may be inserted during the sub-project negotiation if needed.

interest, political or national affinity, family or emotional ties or any other shared interest ('conflict of interests').

They must formally notify to the DEMETER coordinator without delay any situation constituting or likely to lead to a conflict of interests and immediately take all the necessary steps to rectify this situation.

The DEMETER coordinator may verify that the measures taken are appropriate and may require additional measures to be taken by a specified deadline.

If the sub-contract member breaches any of its obligations, the sub-contract may be automatically terminated. Moreover, costs may be rejected.

8.2 Data protection and confidentiality

During implementation of the DEVELOP activities and for four years after the end of the DEVELOP activities, the parties must keep confidential any data, documents or other material (in any form) that is identified as confidential at sub-contract signing time ('confidential information').

If a beneficiary SME requests, the Commission and the DEMETER consortium may agree to keep such information confidential for an additional period beyond the initial four years. This will be explicitly stated at the sub-contract.

If information has been identified as confidential during the sub-project execution or only orally, it will be considered to be confidential only if this is accepted by the DEMETER coordinator and confirmed in writing within 15 days of the oral disclosure. Unless otherwise agreed between the parties, they may use confidential information only to implement the Agreement.

The SME may disclose confidential information to the DEMETER consortium and to the selected reviewers, who will be bounded by a specific Non-Disclosure Agreement.

8.3 Promoting the action and give visibility to the EU funding

The beneficiary SMEs must promote the DEVELOP activities, the DEMETER project and its results, by providing targeted information to multiple audiences (including the media and the public) in a strategic and effective manner and to highlight the financial support of the EC.

Unless the European Commission or the DEMETER coordinator requests or agrees otherwise or unless it is impossible, any communication activity related to the action (including in electronic form, via social media, etc.), any publicity, including at a conference or seminar or any type of information or promotional material (brochure, leaflet, poster, presentation etc.), and any infrastructure, equipment and major results funded by the grant must:

(a) display the EU emblem;

(b) display the DEMETER logo and

(c) include the following text:

- For communication activities: "This project has indirectly received funding from the European Union's Horizon 2020 research and innovation programme under project DEMETER (grant agreement No 857202)".
- For infrastructure, equipment and major results: "This [infrastructure][equipment][insert type of result] is part of a sub-project that has indirectly received funding from the European

Union's Horizon 2020 research and innovation programme under project DEMETER (grant agreement No 857202)".

When displayed in association with a logo, the European emblem should be given appropriate prominence. This obligation to use the European emblem in respect of projects to which the EC contributes implies no right of exclusive use. It is subject to general third-party use restrictions which do not permit the appropriation of the emblem, or of any similar trademark or logo, whether by registration or by any other means. Under these conditions, the Beneficiary is exempted from the obligation to obtain prior permission from the EC to use the emblem. Further detailed information on the EU emblem can be found on the Europa web pageⁱⁱⁱ.

Any publicity made by the beneficiary SME in respect of the project, in whatever form and on or by whatever medium, must specify that it reflects only the author's views and that the EC or DEMETER project is not liable for any use that may be made of the information contained therein.

The EC and the DEMETER consortium shall be authorised to publish, in whatever form and on or by whatever medium, the following information:

- the name of the beneficiary SME;
- contact address of the beneficiary SME;
- the general purpose of the project;
- the amount of the financial contribution foreseen for the project; after the final payment, and the amount of the financial contribution actually received;
- the geographic location of the activities carried out;
- the list of dissemination activities and/or of patent (applications) relating to foreground;
- the details/references and the abstracts of scientific publications relating to foreground and, if funded within DEMETER project, the published version or the final manuscript accepted for publication;
- the publishable reports submitted to DEMETER;
- any picture or any audio-visual or web material provided to the EC and DEMETER in the framework of the project.

The beneficiary SME shall ensure that all necessary authorisations for such publication have been obtained and that the publication of the information by the EC and DEMETER does not infringe any rights of third parties.

Upon a duly substantiated request by the SME coordinator on behalf of any SME member, the DEMETER consortium, if such permission is provided by the EC, may agree to forego such publicity if disclosure of the information indicated above would risk compromising the beneficiary's security, academic or commercial interests.

8.4 Financial audits and controls

The European Commission (EC) will monitor that DEMETER beneficiaries and the beneficiary SME comply with the conditions for financial support to third parties such as set out in Annex 1 of the DEMETER grant agreement and may take any action foreseen by the grant agreement in case of noncompliance vis à vis the beneficiary concerned.

Moreover, the EC may at any time during the implementation of the DEMETER project and up to 5 (five) years after the end of the DEMETER project, arrange for financial audits to be carried out, by external auditors, or by the EC services themselves including the European Anti-Fraud office (OLAF).

The audit procedure shall be deemed to be initiated on the date of receipt of the relevant letter sent by the EC. Such audits may cover financial, systemic and other aspects (such as accounting and management principles) relating to the proper execution of the grant agreement. They shall be carried out on a confidential basis.

The beneficiary SME shall make available directly to the EC all detailed information and data that may be requested by the EC or any representative authorised by it, with a view to verifying that the grant agreement is properly managed and performed in accordance with its provisions and that costs have been charged in compliance with it. This information and data must be precise, complete and effective.

The beneficiary SME shall keep all sub-project deliverables and the originals or, in exceptional cases, duly authenticated copies – including electronic copies – of all documents relating to the sub-project contract for up to five years from the end of the project. These shall be made available to the EC where requested during any audit under the grant agreement.

In order to carry out these audits, the beneficiary SME shall ensure that the EC's services and any external body(ies) authorised by it have on-the-spot access at all reasonable times, notably to the subproject applicant offices, to its computer data, to its accounting data and to all the information needed to carry out those audits, including information on individual salaries of persons involved in the project. They shall ensure that the information is readily available on the spot at the moment of the audit and, if so requested, that data be handed over in an appropriate form.

On the basis of the findings made during the financial audit, a provisional report shall be drawn up. It shall be sent by the EC or its authorised representative to the beneficiary concerned, which may make observations thereon within one month of receiving it. The Commission may decide not to take into account observations conveyed or documents sent after that deadline.

The final report shall be sent to the beneficiary concerned within two months of expiry of the aforesaid deadline. On the basis of the conclusions of the audit, the EC shall take all appropriate measures which it considers necessary, including the issuing of recovery orders regarding all or part of the payments made by it and the application of any applicable sanction.

The European Court of Auditors shall have the same rights as the EC, notably right of access, for the purpose of checks and audits, without prejudice to its own rules.

In addition, the EC may carry out on-the-spot checks and inspections in accordance with Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities.

9 Intellectual property rights (IPR)

Applicants will remain the sole owners of their respective IPR and retain the IPR to their respective solutions.

The DEMETER consortium itself will not retain an equity stake in any applicant's company, nor will it retain any IPR. However, the DEMETER consortium will be granted the right to make internal use of any IPR applicants produce as part of their DEMETER DEVELOP Activities for a period of three years after the conclusion of the DEMETER project.

Each evaluator and consortium partner will sign a non-disclosure agreement (NDA) before receiving access to the Database of proposals in order to protect the intellectual property of the applicants.

However, DEMETER and the European Commission may ask participants who have received funding to present their work as part of public relations and networking events in order to showcase the benefits of the DEMETER project.

10 Schedule

Submission to the DEMETER Open Call #1 - DEVELOP will be enabled on the 16th of September 2020 and will end on the 18th of November 2020, at 17:00 CET. Below are presented the current tentative dates for the different phases. The opening and closing dates can be subject to change in case of any modifications in the project's schedule.

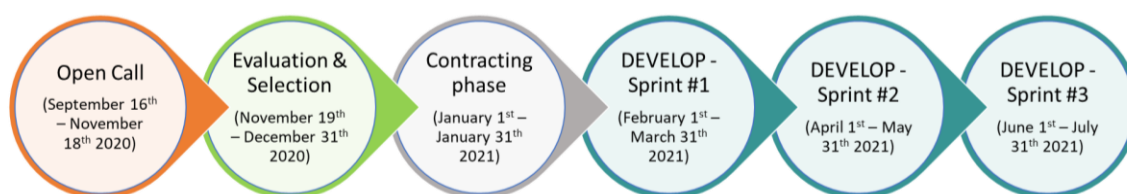


Figure 3: DEMETER Open Call #1 - DEVELOP timeline

11 Checklist

1) Does your planned work fit with the call for proposals? Check that your proposed work does indeed address one of the topics open in this call.

2) Is your proposal eligible? The eligibility criteria are given in chapter 3 “Proposal Eligibility Criteria”.

3) Budgetary limits. Check that you comply with any budgetary limits as expressed in chapter 5 “Financial support provided”. Any proposal not meeting the eligibility requirements will be considered ineligible and will not be evaluated.

4) Is your proposal complete? Have you completed all mandatory questions?

5) Does your proposal fulfil the requested information? Proposals should be precise, concise and must answer to requested information, which are designed to correspond to the applied evaluation. Omitting requested information will almost certainly lead to lower scores and possible rejection.

6) Have you maximised your chances? There will be strong competition. Therefore, edit your proposal tightly, strengthen or eliminate weak points.

7) Have you submitted your proposal before the deadline? It is strongly recommended not to wait until the last minute to submit the proposal. Failure of the proposal to arrive in time for any reason, including network communications delays, is not acceptable as an extenuating circumstance. The time of receipt of the message as recorded by the submission system will be definitive.

8) Have you provided the necessary annexes?

9) Do you need further advice and support? You are strongly advised to communicate with the DEMETER team via the DEMETER online Q&A.

12 Contacts

The DEMETER consortium will provide information to the applicants via the F6S blog, so that the information (question and answer), will be visible to all participants.

- Online Q&A: <https://www.f6s.com/demeterh2020/discuss>
- Apply via: <https://www.f6s.com/demeterh2020/apply>
- F6S support team: support@f6s.com
- More info at: <https://h2020-demeter.eu/>
- For extraordinary communication need, please contact the Help Desk: opencalls@h2020-demeter.eu

13 References

ⁱ H2020 Call Objective H2020-DT-2018-2020 TOPIC: Agricultural digital integration platforms, <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/topic-details/dt-ict-08-2019>

ⁱⁱ European Commission Communication, Towards a common European data space, <https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:52018DC0232&from=EN>

ⁱⁱⁱ REGULATION (EU) No 1290/2013 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 11 December 2013 laying down the rules for participation and dissemination in "Horizon 2020 - the Framework Programme for Research and Innovation (2014-2020)" and repealing Regulation (EC) No 1906/2006

EUROPEAN COMMISSION, Directorate-General for Communications Networks, Content and Technology, "Guidance note on financial support to third parties under H2020", Annex K. "Actions involving financial support to third parties", http://ec.europa.eu/research/participants/data/ref/h2020/other/wp/2016_2017/annexes/h2020-wp1617-annex-k-fs3p_en.pdf