Annex 3 Proposal description template

 SECOND open call for proposals

Closing dates for proposals: 10th September 2021, 12:00 PM CET

**GENERAL INSTRUCTIONS ON THE TEMPLATE**

This template is to be used for the TruBlo call #2 submission procedure.

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.

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

**Total page limit: Sections 1, 2, 3, 4, 5 and 6, together, should not be longer than 8 pages.**

All tables, figures, references and any other element pertaining to these sections must be included as an integral part of these sections and are thus counted against this page limit.

The total page limit will be applied automatically; therefore, you must **remove this instruction page** before submitting.

After the deadline, excess pages (in over-long proposals/applications) will not be taken into consideration by the experts.

The proposal is a self-contained document. Experts will be instructed to ignore hyperlinks to information that is specifically designed to expand the proposal, thus circumventing the page limit. Please, do not consider the page limit as a target! It is in your interest to keep your text as concise as possible, since experts rarely view unnecessarily long proposals in a positive light.

The following formatting conditions apply: The reference font for the body text is **Arial.** The use of a different font for the body text is not advised and is subject to the cumulative conditions that the font is legible and that its use does not significantly shorten the representation of the proposal in number of pages compared to using the reference font (for example with a view to bypass the page limit). **The minimum font size allowed is 11 points**.

Standard character spacing and a minimum of single line spacing is to be used. Text elements other than the body text, such as headers, foot/end notes, captions, formula's, may deviate, but must be legible.

The page size is A4, and all margins (top, bottom, left, right) should be at least 25 mm.

 You have to save the document in PDF before uploading.

**Delete the guidance text in blue in each section.**

trublo SECOND OPEN CALL FOR PROPOSALS

Acronym of your proposal

Full title of your proposal

Indicate to which topic you are applying for (delete the unnecessary one))

|  |
| --- |
| **Topic** |
| Trust and reputation models on Blockchains |
| Proof-of-presence and proof-of-location |

|  |  |
| --- | --- |
| **Organisation name** | Organisation name (if applicable) |
| **Date of submission** | dd-mmm-yyyy |
| **Type of organization** | University/Research Institute/SME/Industry/natural person etc. A single individual (natural person) A single organization (legal entity) A group of individuals (team) A group of individual(s) and organization(s) |
| **Contact person name** | Contact person name |
| **Contact person telephone number** | Contact person telephone number |
| **Contact person e-mail address** | Contact person e-mail |

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1. What is the problem you are trying to solve?

(Maximum 350 words)

Briefly describe the problem you are trying to solve within the topic, you have identified for your proposal.

* 1. What is the level of your research compared to the state-of-the-art?

Please describe the research potential of the problem you are trying to solve and how it contributes to the current state-of-the-art.

1. Team

2.1 Organisation profile (If applicable)

Describe the organisation proposing the collaboration (size of organization, type of organization, how many people, capital, and market), main expertise and business area.

Describe the main publications, projects, product/service portfolio, patents and relevant contributions in line with your proposal.

## 2.2 Team profile

Summarise your team/team conosrtium involved in the project in the table below. Add lines as required.

**Notice that the people included in the proposal must be later involved in the execution and all of them have to be residents in H2020 eligible countries.**

Table 1 Proposed Team

|  |  |  |  |
| --- | --- | --- | --- |
| Name of the person | Role in the project | Link to LinkedIn profile or equivalent | Entity (If applies) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Please provide a short overview of the relevant experience of each team member in line with the proposed research topic. Include previous project references relevant to the proposal, products, publications, participation in conferences, collaborations, community projects, etc. Link to evidence of these records will be appreciated as they will help evaluators to assess the team experience and skills (e.g. GITHUB, LinkedIn…).

Explain how your team profile matches competences, knowledge and experience that assure the proper deployment of the project. It is important to demontrate the team capacity to achieve the reasearch goal.

1. Concept

Overall Vision Canvas.

(maxmimum 1 Page)

1. Vision statement (1-2 sentences)
2. Who is it for? (The solution/product)
3. Who is out? (target groups specifically excluded)
4. Needs (of target groups/users)
5. Barriers (which can hinder fulfillment of user needs)
6. Top Features (core solutions/functions)
7. Business Expectations (value created for company behind the solution/product)

8. Barriers (which can hinder the company from getting value from the solution/product).

1. Technology:

(Maximum 2 pages)

Explain the adopted technology and comparison with state-of-the-art.

You can indicate:

- How will the solution approach the challenge?

- Your previous experience with this solution?

- Technical capacity to achieve TRL 7-9, technical milestones (you can include them in Table 3)

- Describe how research data will be managed.

1. Impact

(Maximum 1 pages)

Describe the potential scientific, social and economic impact of your proposal.

Describe how your proposal can contribute to:

- The objectives of the TRUBLO project

- Add value to the TRUBLO project after the proposer has finished his experiment.

- Describe potential commercialisation and how IP property is expected to be dealt with in the frame of TRUBLO.

- Describe your communication and/or public engagement activities to create awareness of the performed research for different targeted audience.

1. Implementation

(Maximum 2 pages)

Please note that the maximum amount a team can receive is up to €175.000 in total.

Notice that both 2 Phases of the TRUBLO Programme have three sprints, of 3-month each, to progress in the development and integration of the proposed solution. Take this into account to align this with your planning. You can refer to the stage of fundings in annex 2 “Guide for applicants” Section 5.

Describe the activities that you will carry out in order to implement your project for both phases. Provide an overview of your work plan tasks (if relevant). Allocated time for their execution.

Use a GANTT chart in order to help you present the requested information.

## 6.1 Milestones and deliverables

Please add a list of deliverables and milestones (e.g. documents, reports, user manual, a tool…) using the provided table.

Table 3 Table of deliverables and milestones

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Nº** | **Deliverable or milestone name** | **Description** | **Type** | **Delivery Month** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

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1. ANNEX: Ethical/Security Checklist

|  |  |
| --- | --- |
|  | **YES/NO** |
| 1. **HUMAN EMBRYOS/FOETUSES**
 |  |
| * Does your innovation project involve Human Embryonic Stem Cells (hESCs)?
 |  |
| * Does your innovation project involve the use of human embryos?
 |  |
| * Does your innovation project involve the use of human foetal tissues / cells?
 |  |
| 1. **HUMANS**
 |  |
| * Does your innovation project involve human participants?
 |  |
| * Are they volunteers for social or human sciences research?
 |  |
| * Are they persons unable to give informed consent?
 |  |
| * Are they vulnerable individuals or groups?
 |  |
| * Are they children/minors?
 |  |
| * Are they patients?
 |  |
| * Are they healthy volunteers for medical studies?
 |  |
| * Does your innovation project involve physical interventions on the study participants?
 |  |
| 1. **HUMAN CELLS / TISSUES**
 |  |
| * Does your innovation project involve human cells or tissues (other than from Human Embryos/ Foetuses?
 |  |
| 1. **PERSONAL DATA**
 |  |
| * Does your innovation project involve personal data collection and/or processing?
 |  |
| * Does it involve the collection and/or processing of sensitive personal data (e.g: health, sexual lifestyle, ethnicity, political opinion, religious or philosophical conviction)?
 |  |
| * Does it involve processing of genetic information?
 |  |
| * Does it involve tracking or observation of participants?
 |  |
| * Does your innovation project involve further processing of previously collected personal data (secondary use)?
 |  |
| 1. **ANIMALS**
 |  |
| * Does your innovation project involve animals?
 |  |
| 1. **THIRD COUNTRIES**
 |  |
| * In case non-EU countries are involved, do the innovation project related activities undertaken in these countries raise potential ethics issues?
 |  |
| * Do you plan to use local resources (e.g. animal and/or human tissue samples, genetic material, live animals, human remains, materials of historical value, endangered fauna or flora samples, etc.)?
 |  |
| * Do you plan to import any material - including personal data - from non-EU countries into the EU?
 |  |
| * Do you plan to export any material - including personal data - from the EU to non-EU countries?
 |  |
| * In case your innovation project involves low and/or lower middle income countries, are any benefits-sharing actions planned? Are they children/minors?
 |  |
| * Could the situation in the country put the individuals taking part in the innovation project at risk?
 |  |
| 1. **ENVIRONMENT & HEALTH and SAFETY**
 |  |
| * Does your innovation project involve the use of elements that may cause harm to the environment, to animals or plants?
 |  |
| * Does your innovation project deal with endangered fauna and/or flora and/or protected areas?
 |  |
| * Does your innovation project involve the use of elements that may cause harm to humans, including innovation project staff?
 |  |
| 1. **DUAL USE**
 |  |
| * Does your innovation project involve dual-use items in the sense of Regulation 428/2009, or other items for which an authorisation is required?
 |  |
| 1. **EXCLUSIVE FOCUS ON CIVIL APPLICATIONS**
 |  |
| * Does the proposal involve clinical trials of ICT implants?
 |  |
| 1. **MISUSE**
 |  |
| * Does your innovation project have the potential for misuse of innovation project results?
 |  |
| 1. **OTHER ETHICS ISSUES**
 |  |
| * Are there any other ethics issues that should be taken into consideration?
 |  |
| If yes, please specify:  |
| **I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL** | YES/NO |

If you have entered any ethics issues in the ethical issue table, you must:

* submit an ethics self-assessment, which:
	+ describes how the proposal meets the national legal and ethical requirements of the country or countries where the tasks raising ethical issues are to be carried out;
	+ explains in detail how you intend to address the issues in the ethical issues table, in particular as regards:
	+ research objectives (e.g. study of vulnerable populations, dual use, etc.)
	+ research methodology (e.g. clinical trials, involvement of children and related consent procedures, protection of any data collected, etc.)
	+ the potential impact of the research (e.g. dual use issues, environmental damage, stigmatization of particular social groups, political or financial retaliation, benefit-sharing, malevolent use, etc.).
* provide the documents that you need under national law (if you already have them), e.g.:
	+ an ethics committee opinion;
	+ the document notifying activities raising ethical issues or authorizing such activities

If these documents are not in English, you must also submit an English summary of them (containing, if available, the conclusions of the committee or authority concerned).

If you plan to request these documents specifically for the project you are proposing, your request must contain an explicit reference to the project title.