Proposal Template

NGI DAPSI 1st Open Call

Version of 17/04/2020

Please use this template to prepare your proposal. It has been organised to ensure that the important aspects of your planned work are clearly measurable with respect to the evaluation criteria. Sections 1 to 4 each correspond to an evaluation criterion (see the Guide for Applicants document for details: https://www.dapsi.ngi.eu/ apply)

The structure of this template must be followed when preparing your proposal. Applicants using other kind of template/ document structure will be automatically ineligible.

Only proposals that successfully address all the required aspects will have a chance of being funded.

Please take advantage of the different communication instruments offered by the NGI\_DAPSI Consortium (i.e. info webinars, help-desk, Q&A section in the website) to receive feedback on any questions you may have before submitting your proposal.

The **page limit for full proposals is 8 pages** (not including cover page and table of contents). Please also respect the limits indicated in each section. 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.

If you attempt to upload a proposal longer than the specified limit, excess pages will be made invisible, and will not be taken into consideration by the experts.

*Please delete this page when submitting the proposal.*

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

NGI\_DAPSI 1st Open Call

Acronym of your proposal

Full title of your proposal

Date of submission:

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# Overview of the PRoposal (Maximum 1 page)

## Executive summary

Indicate by ticking the corresponding box which main subdomain of project you are applying for and justify this.

Table 1 Type of project

|  |  |
| --- | --- |
| Subdomain | Subdomains addressed in the proposal |
| Data Transparency |  |
| Data Interoperability & Compatibility |  |
| Security & Privacy |  |
| Other |  |

Justify your selection briefly and in case more subdomains are addressed, you can also briefly explain it.

Text style to be used

# Excellence/innovation (Maximum 4 pages)

* Describe the overall project idea and objectives within the scope of the call in a credible and clear way, addressing the challenge proposed in the selected subdomain/s. Include also the alignment to the Human-centric internet (NGI initiative) and the way the project intends to use Free and Open Source Licenses (free and open source software and hardware). Also, the technical challenges and barriers expected to be solved and the innovation degree.
* Justify your project outcomes (which should be clear, measurable, and realistic) and how they will generate added-value with respect to state of the art in the field of Data Portability.
* Define the potential socio-economic impact of your solution
* Explain the exploitation potential of your project.

Text style to be used

# Expertise and excellence of the team (Maximum 1 page)

Summarise the project team in the table below. Notice that the people included in the proposal must be later involved in the execution.

Table 2 Proposed team

|  |  |  |  |
| --- | --- | --- | --- |
| Partner: *Include the entity name if applies. Let it empty in case of individuals* | | | |
| Name of the person | Role in the project | LinkedIn profile | Entity (If applies) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Add lines as required

* Please provide a short summary of the relevant experience of each team member. 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…).
* Justify why the team has the required knowledge to assure a successful project execution.

Text style to be used

# Project planning and value for money

## Project activities and milestones (Maximum 1 page)

Notice that the programme has two phases to progress in the development of the proposed solution. Take this into account to align this with your planning:

* Phase 1: You will define and develop the R&I activities and related use case. You will get training and access to infrastructure. At the end of the phase, you will attend an event where DAPSI projects will present the first prototypes of their use cases.

Period of time: 5 months

* Phase 2: You will develop an MVP (Minimum Viable Product) or service or similar by the end of this phase. In this process, you will get access to a higher level of infrastructure and be supported with a pack of technical and business-related services that will facilitate your success, undermining the skill gaps and address weaknesses. The service-pack will be tailored according to your needs.

Period of time: 4 months

### Main activities of the project

Please describe the main activities and steps to achieve the expected results and the timing for completion during the programme.

Text style to be used

### Milestones

Please list the main milestones of the project.

Table 3 Milestones

|  |  |  |
| --- | --- | --- |
| Milestone n° | Milestone description | Deadline  (From M1 to M9) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

## Value for money (Maximum 1 page)

Please indicate the number of person-months (full-time equivalent) of people involved in the project in the table below for the 9 months of project:

Table 4 Person-Month

|  |  |  |
| --- | --- | --- |
| Entity (If applies) | Name of the person | Person months |
|  |  |  |
|  |  |  |
|  |  |  |
|  | TOTAL |  |

Add lines as required

In case of Legal entities applying for a collaborative project, add as many tables as entities in the consortium.

Notice that a PM is a metric for expressing the effort of a person dedicated full time in one month.

Provide a description of expected costs and the requested total contribution using the table.

Table 5 Total budget

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Entity 1/Individual (€) | Entity 2 /individual 2 ((If applies) (€) | Total Amount (€) |
| Personnel costs |  |  |  |
| Equipment costs |  |  |  |
| Software licenses |  |  |  |
| Travel expenses |  |  |  |
| IPR |  |  |  |
| Others |  |  |  |
| Total budget |  |  |  |

Remove or add columns as needed if this is a proposal submitted by a Legal Entity (or many) or by a natural person (or many). In case of group of individuals, the budget of each person should be clearly identified in a separate column. In the case of legal entities, indicate the whole budget for each entity in a separate column.