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Annex 7:  
Frequently Asked Questions  
June 2022

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# Table of contents

List of Abbreviations and Acronyms .....	4
1 Introduction.....	5
2 General and eligibility questions .....	6
2.1 When does the open call launch? .....	6
2.2 Can a University or a Research Centre apply to the open call?.....	6
2.3 Can a proposal be submitted by a consortium? .....	6
2.4 Can a start-up apply for the open call? .....	6
2.5 Is Financial Stability mandatory? .....	6
2.6 Is the funding provided as lump sum?.....	6
2.7 Is there any equity on IoT-NGIN funding? .....	6
2.8 I represent an SME/start-up, which does not have a valid VAT number or PIC number. Can I submit a proposal? .....	6
2.9 I had issues with my internet connection and was not able to submit my proposal by the deadline. Can I submit after the 30 September 2022? .....	7
3 Submission and Evaluation.....	8
3.1 How do I submit a proposal? .....	8
3.2 I am not very fluent in English. Can I submit the proposal in another official European Union Language?.....	8
3.3 I have many innovative ideas in IoT. Can I submit multiple proposals?.....	8
3.4 What documentation should I include and submit with my proposal?.....	8
3.5 What are the different evaluation criteria? .....	8
3.6 I have an idea on IoT technology that is not related to IoT-NGIN. How will my proposal be evaluated? .....	9
3.7 My proposal scored maximum points (10) on three criterion and four points on another. Is this sufficient to be awarded? .....	9
3.8 I believe there was an error in the evaluation of my proposal. Can I request for a re-evaluation? .....	9
4 Project Execution .....	10
4.1 I received notification that my proposal was awarded. Do I automatically start implementing my sub-project? .....	10
4.2 Do I have any obligations during the project execution?.....	10
4.3 Do I have any obligations after the project execution?.....	10

## List of Abbreviations and Acronyms

AGV	Automated Guided Vehicles
AGLV	Automated Guided Land Vehicles
AR	Augmented Reality
AWU	Annual Work Unit
CET	Central European Time
DLT	Distributed Ledger Technology
DT	Digital Twin
EC	European Commission
EU	European Union
KPI	Key performance Indicator
GDP	Gross Domestic Product
M2M	Machine to Machine
MCM	Machine Cloud Machine
ML	Machine Learning
NGI	Next Generation Internet
RTD	Research and Technological Development
SME	Small and Medium-sized enterprises (including start-ups)
TRL	Technology Readiness Level
VAT	Value Added Tax

# 1 Introduction

The objective of this Frequently Asked Questions (FAQ) document is to provide to the IoT-NGIN Open Call #2 potential applicants with answers and complementary information to some of the possible questions that may arise when preparing a proposal.

Although this document provides summary information to the listed questions, applicants are advised to consult all annexes for detailed information.

This FAQ document is a living document and may be regularly updated with questions and answers that emerge while the open call is running.

## 2 General and eligibility questions

### 2.1 When does the open call launch?

The IoT-NGIN Open Call #1 is announced on 1<sup>st</sup> June 2022 and is open for applications from 1<sup>st</sup> of July 2022 till 30<sup>th</sup> of September 2022 at 17:00 CEST (Brussels time).

### 2.2 Can a University or a Research Centre apply to the open call?

No. The open call is limited to technological SMEs. The applicants of IoT-NGIN Open Call #2 should be IoT application developing SMEs.

### 2.3 Can a proposal be submitted by a consortium?

No. All proposals must be submitted by a single SME. Any proposal with more than one entity will not be eligible.

### 2.4 Can a start-up apply for the open call?

A start-up may apply for the open call given that comply with the financial capacity assessment criterion.

### 2.5 Is Financial Stability mandatory?

Yes. Any entity SME or start-up should sign and submit the Annex 5: SME Financial Stability Declaration properly completed and signed, showcasing the SME financial stability and capacity.<sup>1</sup>

### 2.6 Is the funding provided as lump sum?

Yes. The selected applicants will receive vouchers as the successfully complete each phase or sub-phase.

### 2.7 Is there any equity on IoT-NGIN funding?

No. The funds to the selected applicants come directly from the funds of the European Project IoT-NGIN, which is funded itself by the Directorate-General for Communications Networks, Content and Technology, and remain therefore, property of the EU until the payment of the balance, whose management rights have been transferred to the IoT-NGIN project coordinator via European Commission Grant Agreement Number 957246.

### 2.8 I represent an SME/start-up, which does not have a valid VAT number or PIC number. Can I submit a proposal?

The European Commission Participant Identification Code (PIC) is quite easily issued<sup>2</sup> and it is mandatory for submitting a proposal. For administrative issues, the VAT is mandatory for signing the sub-project contract with the IoT-NGIN project coordinator.

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<sup>1</sup> Please refer to [https://ec.europa.eu/research/participants/docs/h2020-funding-guide/grants/applying-for-funding/register-an-organisation/financial-capacity-check\\_en.htm](https://ec.europa.eu/research/participants/docs/h2020-funding-guide/grants/applying-for-funding/register-an-organisation/financial-capacity-check_en.htm)

<sup>2</sup> <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register>

## 2.9 I had issues with my internet connection and was not able to submit my proposal by the deadline. Can I submit after the 30 September 2022?

No. The deadline for proposals is 30 September 2022 at 17:00 CEST (Brussels time). No extensions will be granted for any reason, unless a significant problem is identified related to the F6S platform that is unrelated to the applicant. If you experience problems with the F6S platform, report your problem to [support@f6s.com](mailto:support@f6s.com). It is highly recommended that you submit your proposal well before 30 September 2022.

## 3 Submission and Evaluation

### 3.1 How do I submit a proposal?

To submit a proposal, you must be registered on F6S ([www.f6s.com](http://www.f6s.com)) and then complete the relevant on-line form accompanied with all required Annexes.

### 3.2 I am not very fluent in English. Can I submit the proposal in another official European Union Language?

No. For transparency reasons all proposals must be written in the English language. Yet, the language capacity is not an evaluation criterion, given that the proposal is readable, and the experts are able to clearly understand the content of the proposal

### 3.3 I have many innovative ideas in IoT. Can I submit multiple proposals?

No. Each applicant may submit only one (1) proposal. Multiple submissions is a disqualify factor. In case an entity submits more than one proposal, all proposals that they have submitted will be automatically excluded from the evaluation process. Moreover, it is considered as Conflict of Interest and the relevant proposals will be automatically considered not eligible, in case an individual participates, controls, submits or is associated in any way with more than one proposals. Please check thoroughly the eligibility criteria of Annex 2: "Guide for Applicants".

### 3.4 What documentation should I include and submit with my proposal?

All documentation must be included as part of the proposal that must be submitted using the IoT-NGIN – Open Call #1 F6S page.

It is mandatory to correctly complete and upload

- (1) a signed version of Annex 4. IoT-NGIN Open Call #2 Declaration of Honour
- (2) a signed version of Annex 5. IoT-NGIN Open Call #2 SME Financial Stability.
- (3) A well completed version of Annex 3.1 IoT-NGIN Open Call #2 Proposal Supplement.  
Please respect the formatting rules and page limit as identified in the template.

All annexes must be uploaded in PDF format.

### 3.5 What are the different evaluation criteria?

All proposals will be evaluated against four criteria, namely:

- Criterion 1: Concept and Innovation
- Criterion 2: Technology
- Criterion 3: Impact
- Criterion 4: Applicant Entity/Team

Please refer to Annex 2: "Guide for Applicants" Chapter 4 for more details.



### 3.6 I have an idea on IoT technology that is not related to IoT-NGIN. How will my proposal be evaluated?

The IoT-NGIN has a quite broad scope. Yet, it is open to further innovative ideas and technologies on the IoT domain given that a) it is feasible to implement, integrate, test and validate that idea within the IoT-NGIN project lifetime, b) whatever is implemented within the IoT-NGIN is provided as Open Source and c) there are no security, dual use or ethical issues associated with the proposal.

### 3.7 My proposal scored maximum points (10) on three criterion and four points on another. Is this sufficient to be awarded?

No. The threshold for each criterion is six (6), while the overall score threshold will be twenty-six (26). That means if a proposal receives less than 6 in one criterion or less than 26 overall score it is automatically rejected.

### 3.8 I believe there was an error in the evaluation of my proposal. Can I request for a re-evaluation?

Yes. You can request for a re-evaluation on items solely related to the evaluation or eligibility verification process. A re-evaluation will only be implemented if there is evidence of a shortcoming that affects the final decision of the proposal. This means, for example, that a problem relating to one evaluation criterion will not lead to a re-evaluation if a proposal has failed on another criterion. Please refer to Annex 2: "Guide for Applicants" Chapter 4.2.5 for more details.

## 4 Project Execution

### 4.1 I received notification that my proposal was awarded. Do I automatically start implementing my sub-project?

No. Additional steps are required before starting the project execution. After applicants are notified of being awarded, the IoT-NGIN coordinator will contact the selected applicants to review and finalize the technical, financial and legal requirements of the application.

Then IoT-NGIN coordinator will inform the European Commission and get the permission to start the sub-contract preparation.

It is expected that the sub-project contract will be signed by 30 December 2022, so that the new sub-project may start on 1<sup>st</sup> of January 2023.

### 4.2 Do I have any obligations during the project execution?

The newly selected applicants will sign the IoT-NGIN Consortium Agreement and the IoT-NGIN sub-project. A non-exhaustive list of benefits and obligations include:

- The applicants selected from the Open Call will be to the IoT-NGIN web portal.
- All new technological components will be offered as Open Source (HW/SW).
- All impact creation and dissemination/standardization activities will be included in the IoT-NGIN web portal.
- Applicants may participate in IoT-NGIN activities, including consortium/WP meetings and phone calls, pilot and dissemination activities, reviews from the EC.

### 4.3 Do I have any obligations after the project execution?

The EC may at any time during the implementation of the IoT-NGIN project and up to 5 (five) years after the end of the IoT-NGIN 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 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.

Please refer to Annex 2: "Guide for Applicants" section 8 for more detailed list of applicant responsibilities.