



Socially-acceptable

Extended Reality

Models and Systems

OPEN CALL 1 - DEVELOP

Guidelines for Applicants

1 September 2023



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SERMAS partners



Disclaimer



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1. Introduction

This document provides information regarding the first Open Call for Proposals (also referred to as Open Call 1, or OC1 DEVELOP) for the SERMAS project. For the submission of a proposal, applicants must also consider all associated annexes.

The SERMAS OC1 DEVELOP aims to engage innovators to develop components and solutions in extended reality (XR).

1.1. Context

Digitalisation has revolutionised our lives, from public services to healthcare and education. It is essential to guarantee that this transformation is sustainable and inclusive, granting the same rights to all citizens, and meeting the needs and characteristics of each individual, taking into account a human-centric approach.

In this call, we write “extended reality (XR) systems” to encompass virtual assistants, avatars, robots, cobots, and augmented reality web-based solutions. Developing systems that provide a truly XR experience requires a major paradigm shift in how XR systems are designed, implemented, deployed and consumed. We must consider XR systems as socio-technical systems. We must better understand how the two components of such a system, the technical component (e.g., communication and control processes) and the social component (e.g., user interaction processes and user behaviour), interoperate to achieve a truly XR experience. This requires extending the technical approaches to system development to hinge upon humans and human interactions. We posit that the revolutionary opportunities XR technologies open will only materialise if concepts, techniques, and tools are provided to ensure the social acceptance of XR systems. In other words, XR systems will indeed be accepted and thus become widely adopted, not if they “look or act like a human” but if they behave in a way that humans find appropriate and understandable.

It must also be ensured that XR systems are sustainable and environmentally friendly, considering the environment, including other living beings, and their social and societal impact.

Thus, we define social acceptance as the capability of a technology to be used in diverse social contexts (such as a postal office or a newsroom office) so that it does not make users feel uncomfortable or out of place. The user should be comfortable interacting with the XR system and perceive the interaction as pleasant, valuable and understandable, thus leading to acceptance. The lack of social acceptance is a barrier as it will lead all or some categories of users to refrain from using the technology, preventing them from accessing the services and information offered and thus increasing social inequality rather than fulfilling the aims of the digital revolution. However, state-of-the-art models and technologies of XR systems need to be revised to ensure full-fledged social acceptance.

1.2. The SERMAS project

SERMAS has been laying the foundations of next-generation XR systems, looking at social acceptance where it depends on the technology and people who relate and interact with it. We will develop innovative, formal and systematic methodologies and technologies to model, develop, analyse, test and user-study socially-acceptable XR systems.

SERMAS takes a pilot-driven approach, where research is guided by, and progress is continuously assessed concerning, three archetypal industrial pilots that form strategic core business for two of the project's industrial partners, Deutsche Welle (DW) and Poste Italiane (POSTE). The pilots are DW's Remote XR-based journalism training with an advanced virtual avatar, POSTE's Customer Reception Kiosk and POSTE's Virtual assistant for Info point and service offering.

To have a disruptive and lasting impact, SERMAS has been developing a Methodology and technologies (the Toolkit) to simplify XR systems' design, development, deployment, and management.

- We will apply the Methodology and the Toolkit on pilots drawn from industrial application scenarios, thus paving the way to transferring project results successfully into industrial practice.
- XR system developers and practitioners will be able to apply the Methodology and the Toolkit to improve social acceptance and considerably

reduce the time-to-market of their systems, thereby enhancing the competitiveness of the vendors.

- SERMAS will thus have a disruptive and lasting impact on the XR system industries.

1.3. Terms and definitions

Term	Definition
SERMAS Consortium Consortium	Group of legal entities cumulatively responsible for implementing the SERMAS project as defined in Grant Agreement number 101070351.
Applicant	An organisation that intends to submit or has submitted a proposal to the funding programme.
Third-Party Beneficiary	An individual or organisation that has submitted a proposal to the funding programme that has been accepted for funding and has signed or is in the process of signing a sub-grant agreement.
External evaluator	An expert whom SERMAS has invited to assist in the evaluation of the proposal submitted to the funding programme. Experts cannot have conflicts of interest and are bound by their confidentiality agreement.
SERMAS funding programme	Programme under which the present open call is run. It is defined by the documents and templates provided by the SERMAS consortium as defined in section 5, Open call specification. The funding programme considers several phases: open call for proposals, evaluation, contract preparation and signing, and implementation with up to four sprints (for selected beneficiaries).

Term	Definition
Proposal phase	The period when applicants can submit proposals to the open call. Each open call has a fixed deadline that is automatically enforced.
Evaluation phase	The period when the consortium evaluates and ranks the applications. At the end of the phase, all proposals are notified of the evaluation results.
Contract preparation and signing phase	The period when the selected proposals and the consortium complete the administrative procedures to sign the sub-grant agreement and prepare administrative documents.
Implementation phase	Period of 6, 9 or 12 months, implementing 3-month releases, depending on the sub-project progress and evaluation.
Release	A 3-month incremental development period, resulting on a solution as a minimum viable product ready to be used by stakeholders.

2. General information

This chapter presents general information about the open call.

2.1. Objectives

The main objective of the open calls in SERMAS is to engage XR innovators (researchers, startups and SMEs) and industry players aiming to develop, integrate, deploy and validate applications and services into the SERMAS Toolkit. The Third Parties will fully leverage the potential benefits of SERMAS results to foster an XR technology adoption. An innovative, collaborative environment with specialised infrastructure, technology, knowledge, capital and markets will be provided to the selected Third Parties.

In OC1 DEVELOP, SERMAS invites innovators to co-create and co-develop the Toolkit, following specific topics proposed by the consortium.

2.2. Main characteristics

The main characteristics of the SERMAS Open Call 1 – DEVELOP are presented in Table 1.

Table 1: SERMAS Open Call 1 – DEVELOP main characteristics.

Eligible applicants	Consortia of 1-3 partners representing innovators.
Open call timeframe	From the 1 st of September 2023 to the 31 st of October 2023, at 17:00 Central European Time.
Activities to be funded	Development of high-value and impactful components, content and frameworks in AR/VR/XR, addressing specific topics.
Duration of activities	6-12 months divided into 3-month releases.
Total funding available	EUR 370 000

Funding per project	Up to EUR 100 000 per sub-project (lump sum per consortia). The maximum amount of FSTP is EUR 300 000 per Third Party for the entire duration of the action.
Number of proposals to be selected	4-5 projects
Milestones/ payments for selected applicants	Sub-projects develop their activities in 3-month releases. Sub-projects will have two, three or four releases, according to their results and evaluation. Payments are associated with release results and divided equally among the releases, according to the sub-project work plan based on the successful completion of specified results and reviews.

2.3. TRL

OC1 DEVELOP aims to support development and validation of hardware (i.e. devices that provide VR/AR experiences to end users, including an associated software development kit, SDK) and software components or applications.

Sub-projects must start from components with TRL of at least 3, experimental proof of concept, and expect to reach TRL 5, technology validated in a relevant environment, to 7, system prototype demonstrated in an operational environment, by the end of the activities.

The sub-projects will have a duration of 6 to 12 months, implementing two to four releases (see 6 Implementation and reporting for more information on project duration).

2.4. Topics

The OC1 DEVELOP covers several technical topics, as represented in Figure 1 and further described in the following text.

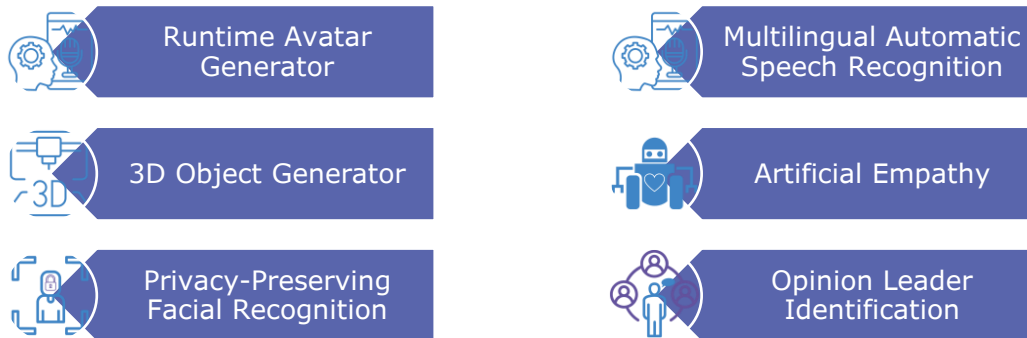


Figure 1: Technical topics for OC1 DEVELOP.

The following text provides a brief definition of the scope of the open call topics. This information is complemented by section 3 The SERMAS Technology Framework.

Topic 1. Runtime Avatar Generator

Module capable of generating an avatar, as a full-body 3D humanoid with physical movement and capable of handle emotional feedback. The generator must allow the user to upload a photo as baseline and must be parameterisable in terms of physical characteristics.

Topic 2. 3D Object Generator

Module to generate complex fully-functionable 3D designs of objects based on 2D photographs or text descriptions. The module must allow some customisation of the created models.

Topic 3. Privacy-preserving facial recognition

Module implementing facial recognition technologies safeguarding the rights to privacy and protection of personal data of individuals. The module can cover different scenarios from person identification to group categorisation. The module must comply with all relevant EU legislation and regulation, including the Guidelines on facial recognition¹.

Topic 4. Multilingual Automatic Speech Recognition

¹ <https://rm.coe.int/guidelines-facial-recognition-web-a5-2750-3427-6868-1/1680a31751>

Module to automatically recognise speech in several languages, identifying the person speaking in environments with high levels of ambient noise. The module should be able to recognise several speakers in a group and conversation, and handle accents.

Topic 5. Artificial empathy

Module capable of recognising, interpreting and responding to human emotions. This topic covers text-focused, voice-focused and video and multimodal emotion recognition.

Topic 6. Opinion Leader Identification

Module to identify key opinion leaders in a group of persons from a video, predict behaviour and assess impact of behavioural changes.

All components must comply with the technical requirements presented in Section 3, The SERMAS Technology Framework.

2.5. Timeline

Submitting proposals to the SERMAS OC1 DEVELOP will be enabled via the F6S platform from 1 September 2023 to 31 October 2023. Figure 2 presents the current tentative dates for the different phases of the open call process. The dates can be subject to change in case of any modifications in the SERMAS project’s schedule.

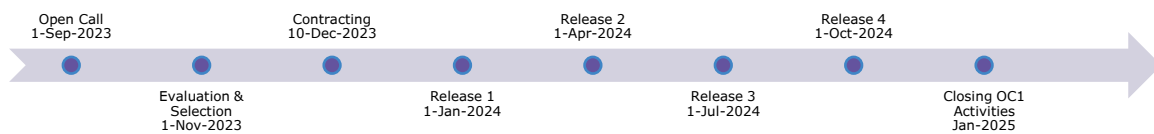


Figure 2: SERMAS open call 1 DEVELOP Timeline.

2.6. Data protection

In order to process and evaluate applications, the SERMAS consortium will need to collect Personal and Industrial Data. F6S Network Ireland Limited, will act as Data Controller for data submitted through the F6S platform for these purposes. A Data Protection Officer (DPO) has been appointed by F6S generally, to ensure compliance with data protection regulations, such as the General Data Protection

Regulation (GDPR), and that personal data is collected, processed, and stored in a secure manner.

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 compliance. Please refer to <https://www.f6s.com/privacy-policy> to review the F6S platform's privacy policy and data security policy.

Apart from the F6S platform, data will also be stored in the F6S Google Drive, and in the project repository on MS Teams managed by the project coordinator UNIMORE.

Please note that the SERMAS consortium must retain generated data until five years after the balance of the SERMAS project is paid or longer if there are ongoing procedures (such as audits, investigations or litigation). In this case, the data must be kept until they end.

3. The SERMAS Technology Framework

SERMAS is developing a technology framework aiming to simplify the design, development, deployment, and management of XR systems.

The sub-projects funded under SERMAS OC1 DEVELOP will deliver modules to integrate this technology framework, as presented in Figure 3.

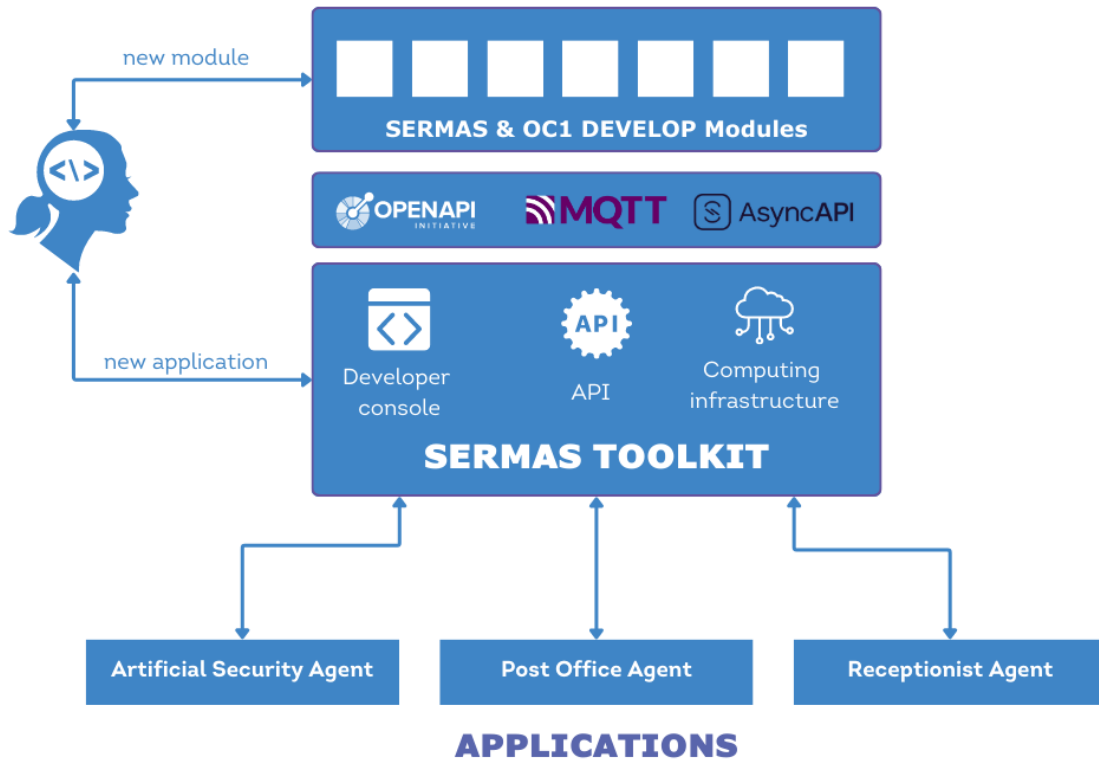


Figure 3: The SERMAS technology framework.

The SERMAS Agent

The SERMAS agent is an intelligent software program that engages in conversational interactions with end users. It combines advanced natural language processing and machine learning techniques to understand and respond to user queries and requests. This digital agent goes beyond conversation by leveraging Robotics and Internet of Things technologies to perform complex tasks typically carried out by human operators. It can interact with physical objects and systems, gather data from various sensors, and autonomously execute actions in the physical world. Additionally, the agent can infer the user’s emotional state through

sentiment analysis or other methods and adapt its responses and behaviour, accordingly, providing a more personalised and empathetic experience.

The SERMAS Toolkit

The SERMAS Toolkit (or just Toolkit) provides the integration point for the supported SERMAS modules. It is open to integrating new external modules to enhance the overall features offered by the system.

SERMAS Modules and the OC1 DEVELOP sub-projects modules offer vertical functionalities and will be integrated in the SERMAS Toolkit API. Those Modules will provide APIs and interact with the Toolkit broker to expose functionalities. Modules are intended as autonomous micro-services that offer a SERMAS compatible interface.

The Toolkit will offer an HTTP and broker API to integrate applications to leverage the overall system components and functionalities. XR Applications built with the Toolkit will access features such as integrated dialogue capabilities, various detection mechanisms for people and objects and the availability of customisable interactive agents to offer highly immersive experiences.

The SERMAS toolkit exposes an API based on OpenAPI specs and AsyncAPI specs. The toolkit offers a unified API interface toward modules that offers specific functionalities to support the project scope of identify the best methodologies for social acceptance for human robot interaction.

The Toolkit follows a microservice architecture and uses the API to interact with dedicated modules distributed in different runtime such as ROS2/based robots but also other cloud or edge-based systems.

The OC1 DEVELOP sub-projects must provide solutions as autonomous applications compatible on a selected system such as:

- In case of interaction with 3D model, the output must be in GLB or FBX format and suitable in size for web rendering;
- Compatibility or extension of *Ready Player Me* models capabilities is welcome;
- ROS2 compatible runtime with well documented interfaces/topics;
- User interfaces must be web-based;

- In case of open-source solutions, a generic runtime containerised as Docker image and compatible with at least an amd64 architecture;
- In case of closed source solutions, provide the API documentation and API keys to as a service solutions open for integration.

4. Eligibility criteria

All applicants must abide by all general requirements described in this section to be considered eligible for SERMAS OC1 DEVELOP.

Therefore, please read this section carefully.

4.1. Beneficiaries

SERMAS invites consortia of 1-3 partners representing innovators, devices manufacturers, technology providers and integrators.

The SERMAS OC1 DEVELOP will fund consortia composed of one, two or three:

- micro, small and medium-sized enterprises (SMEs),
- secondary and higher education establishments, research institutes and other not-for-profit research entities.

Micro, small and medium-sized enterprises (SMEs) are eligible only if complying with the European Commission Recommendation 2003/361/EC² and the SME user guide³. In summary, the criteria which define an SME are:

- a) Headcount in Annual Work Unit (AWU) less than 250.
- b) Annual turnover less or equal to €50 million OR annual balance sheet total less or equal to €43 million.

Start-ups that do not yet have annual turnover or balance sheets are also considered eligible, given that they fulfil criteria (a) and (b) of section 6.1.1 at submission time.

If an SME is awarded, it will remain eligible even if, at a certain point during the execution of SERMAS activities, it does not fulfil criteria (a) or (b) of section 4.1.

² <http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32003H0361&locale=en>

³ <https://ec.europa.eu/docsroom/documents/42921>

Please note that a signed version of the *Annexe 4: Declaration of Honour* or *Annexe 5: Consortium Declaration of Honour* and an *Annexe 6: SME Self-Declaration* (for each SME) are mandatory for proposal submission.

In addition, the following conditions apply:

- The applicants should not:
 - have convictions for fraudulent behaviour, other financial irregularities, and unethical or illegal business practices.
 - have been declared bankrupt or have initiated bankruptcy procedures.
 - 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 SMEs⁴ must demonstrate 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 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. To properly assess these concerns, SERMAS may assign all proposals to the same set of evaluators and, should any doubt remain, exclude all submissions.

⁴ Please check the definition of Linked SME in the “User guide to the SME definition” available at <https://op.europa.eu/s/n3t1> and include the relevant information in annex 6: SME Declaration.

4.2. Eligible countries

Only applicants legally established in any of the following countries (hereafter collectively identified as the “Eligible Countries”) are eligible⁵:

- The Member States (MS) of the European Union (EU), including their outermost regions;
- The Overseas Countries and Territories (OCT) linked to the Member States;
- Horizon Europe-associated countries Association to Horizon Europe is governed by the Horizon Europe Regulation 2021/695): according to the updated list published by the EC.

4.3. Language

English is the official language for SERMAS OC1 DEVELOP. Submissions done in any other language will not be evaluated. English is also the only official language during the whole execution of the SERMAS programme. This means any requested submission of deliverables will be made in English to be eligible.

4.4. Multiple submissions

Only one proposal will be accepted for funding per applicant.

In the case of multiple submissions, all applications will be declared as non-eligible and will not be considered for evaluation in any case.

4.5. Documentation format and signatures

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

SERMAS will use qualified digital signatures exclusively in all documents included in the proposal and subsequent Subgrant Agreements.

⁵ See Entities eligible for funding in the *General Annexes of the Horizon Europe – Work Programme*.

A qualified electronic signature is an advanced electronic signature which is additionally: created by a qualified signature creation device (QSCD); and is based on a qualified certificate for electronic signatures.

Applicants may use any Digital Signature Services that support qualified digital signatures.

The European Commission proposes a *demo of DSS* (Digital Signature Services), a tool enabling, among other features, the signature of documents.

More information about qualified digital signatures is available *here*.

4.6. Deadline

Only applications submitted before the deadline will be accepted. After the call closure, no additions or changes to received applications will be considered. The deadline for this call is **31 October 2023 at 17:00 Central European Time (CET)**.

4.7. Absence of conflict

Applicants shall not have any actual or/and potential conflict of interest with the SERMAS selection process and during the whole project. All cases of conflict of interest will be assessed case by case. In particular, applicants cannot be SERMAS Consortium or associated partners, affiliated entities, or their employees or co-operators under a contractual agreement.

5. Open call specification

This chapter details the open complete process, including submission, selection and negotiation.

5.1. Open call documentation

The following documentation, available at www.sermasproject.eu/open-call-1-develop/, supports the Open Call #1 DEVELOP.

- Guidelines for applicants, the present document, with the scope, objectives and complete process of the open call;
- Annexe 1: Application form, a screenshot of the online application form, available at the F6S platform at <https://www.f6s.com/sermas-oc1/apply>;
- *Annexe 2: Proposal Technical Annexe*, a Word template specifying the information that must be provided as part of the application;
- *Annexe 3: Sub-Grant Agreement Template* presents the contract framework that selected third parties will sign;
- *Annexe 4: Declaration of Honour* declares the acceptance of all open call conditions by an individual participant;
- *Annexe 5: Consortium Declaration of Honour* declares the acceptance of all open call conditions by consortia; and
- *Annexe 6: SME Self-Declaration* confirms the SME status of applicants.

5.2. Proposal preparation and submission

Those interested in submitting a proposal to SERMAS Open Call #1 DEVELOP must be registered on the F6S platform: <https://www.f6s.com/>

Applicants must consider the following steps when preparing their proposal:

1. For proposal preparation, applicants must apply online and answer all mandatory questions (with no exception) at: <https://www.f6s.com/sermas-oc1/apply>.

2. Applicants that do not accept the terms and conditions and that do not sign and upload to the F6S platform the completed and signed annexes (as below) will not be eligible:
 - For single entities: Annex 2, Annex 4 and Annex 6.
 - For consortia: Annex 2, Annex 5 and Annex 6.
3. Be specific and concise. Questions in the online form have character limitations.
4. It is strongly recommended that applicants submit their proposal well before the deadline. If the applicant discovers an error in the proposal, and if the call deadline has not passed, the applicant may request the SERMAS team to re-submit the proposal (for this purpose, please contact support@f6s.com). However, SERMAS only guarantees that a resubmission will be feasible in due time if the request for resubmission is received by the SERMAS team at least 48 hours before the open call deadline.

It is strongly recommended that applicants not wait until the last minute to submit their proposal. The failure to submit a proposal on time for any reason, including network communications delays or working from multiple browsers or browser windows, is unacceptable as an extenuating circumstance. The time of receipt of the application, as recorded by the submission system, will be definitive.

Only applications submitted through the Open Call submission tool (F6S platform) at <https://www.f6s.com/sermas-oc1/apply> and within the Call duration will be accepted. Applications submitted by any other means will not be evaluated.

Only the documentation included in the application will be considered by evaluators.

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 multiple applications, for example, on behalf of different SMEs, the F6S user should request support from the F6S support team (support@f6s.com) at least ten days before the open call deadline.

5.3. Proposal evaluation and selection

The evaluation process defined by SERMAS takes about 3–5 weeks and considers the following procedure.

5.3.1. Step 1: Proposals reception

A complete list of proposers will be drafted containing their basic information for statistical purposes and clarity (which will also be shared with EC for transparency). It is expected that 80 proposals will be submitted to open call #1 DEVELOP.

5.3.2. Step 2: Eligibility filter

Automatic filtering to discard non-eligible proposals will follow the shortlist. The eligibility criteria check will verify the following:

- the existence of a legal entity in an eligible country,
- the uniqueness of the proposal,
- the alignment with SERMAS call for proposals and challenges.

Initial eligibility verification will be done to filter out and discard non-eligible proposals. Proposals must meet ALL following eligibility criteria:

- a. The proposing entities are legally eligible for funding under Horizon Europe rules [Y/N].
- b. The rules in section 4 Eligibility criteria are followed [Y/N].
- c. All required sections of the proposal have been completed [Y/N].
- d. The proposal is aligned with the defined open call challenges [Y/N].
- e. The complete proposal is written in the English Language [Y/N].
- f. All required documentation, depending on the applicant type, is submitted correctly: *Annexe 2: Proposal Technical Annexe*, *Annexe 4: Declaration of Honour* (for single entities), *Annexe 5: Consortium Declaration of Honour* (for consortia) and *Annexe 6: SME Self-Declaration* (for each SME involved).

Proposals marked as non-eligible (for not meeting one or more of the eligibility criteria) will get a rejection letter with a justification. No additional feedback on the process will be given.

5.3.3. Step 3: Remote evaluation

An external evaluation board with experience in XR/AR/VR and business/market development will review each proposal, bound by a contract and confidentiality agreement. At least two different experts will evaluate each proposal. The criteria for evaluation will be:

- a. Excellence: scope, innovation, design, reliability, feasibility, novelty of the component, product, service or solution concept proposed.
- b. Impact: expected output, ambition, scalability, impact on the ecosystem, exploitation plan, and future developments.
- a. Implementation: infrastructure and management experience to deliver the project in the timescales, quality and budget specified, value for money of proposed solution, work plan, a clear set of outputs and milestones aligned with SERMAS phases.
- b. Team: the capacity to perform; knowledge, skills, technological and business expertise; commitment.

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 significant weaknesses exist.
- 3 = Good: proposal addresses the criterion well, but several shortcomings are present.
- 4 = Very good: proposal addresses the criterion very well, but a few shortcomings are 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 four individual scores, 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 one final list.

Each evaluator will record their assessment of each proposal using an Individual Evaluation Report (ISR). The evaluators will then hold a consensus meeting to prepare a single consensus Evaluation Summary Report (ESR) for each proposal, representing opinions and scores on which the evaluators agree and which they will sign. When a consensus cannot be reached, an additional evaluator will be assigned to the proposal.

All evaluators will receive the evaluation guidelines and templates and be duly informed about the timing for an agile process and conflict of interest issues. Also, all external evaluators and technology/ sector-wide experts will sign a declaration of impartiality and no conflicts of interest.

5.3.4. Step 4: Pre-selection

At the end of the remote evaluation process, all proposals will be ranked based on their scores. 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 with higher scores 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 with higher scores on the Impact award criterion.
- Rule 4: In case following Rule 3, there are proposals in the same position, priority will be given to proposals with higher scores on the Implementation award criterion.

- Rule 5: In case following Rule 4, there are proposals in the same position, priority will be given to proposals with higher scores on the Team award criterion.

5.3.5. Step 5: Interview & consensus

A maximum of 12 proposals will be invited for an online interview with internal evaluators from the SERMAS Consortium. Each interview will include at least three experts representing a scientific/technology (UNIMORE, TUDa, KCL, SUPSI), user (DW, POSTE) and business (SPXL, F6S) perspective.

The interview aims to understand the proposed projects better, their fit with the Toolkit, the team and commitment and evaluate future impacts. Applicants will be invited to do a 7-min pitch presentation and a 13-min Q&A period.

The online interviews will evaluate proposals against the following evaluation criteria:

- c. Excellence: scope, innovation, design, reliability, feasibility, novelty of the component, product, service or solution concept proposed.
- d. Impact: expected output, ambition, scalability, impact on the ecosystem, exploitation plan, and future developments.
- c. Implementation: infrastructure and management experience to deliver the project in the timescales, quality and budget specified, value for money of proposed solution, work plan, a clear set of outputs and milestones aligned with SERMAS phases.
- d. Team: the capacity to perform; knowledge, skills, technological and business expertise; commitment.
- e. Alignment with SERMAS: set of objectives aligned with one of the SERMAS open call challenges, use of SERMAS Toolkit, technology and business fit to SERMAS, impact on the SERMAS ecosystem and its contribution to meeting the overall project ambition/ impact.

Like the external remote evaluation (section 5.3.3), each criterion will be scored between 1 and 5.

If the applicants do not commit to what was included in the submitted proposal at any time during the interview, the submission will be automatically disqualified.

If the evaluators still have questions after the interview process, the applicant may be requested to provide additional information in writing.

Following the interview, the internal evaluators will achieve a consensus on each proposal, filling in an Evaluation Summary Report.

5.3.6. Step 6: Final ranking

At the end of the interview evaluation process, all proposals will be ranked based on their final scores. The selection of the proposals will follow the rule below:

- Rule a): The top-ranked proposals will be selected until reaching the available funding.

However, the SERMAS 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 with balancing technologies between the different platforms available in SERMAS become apparent during the evaluation process. In this case, the choice may pass to the following ranked proposal.

The SERMAS Consortium will then formally approve a list of proposals within the limits of the available funding.

The selected project list will be submitted to the European Commission for final screening.

Every applicant will receive via e-mail:

- An Evaluation Summary Report (ESR), and
- A letter informing the rejection decision or invitation to enter the negotiation phase.

The SERMAS Consortium may conclude that there are not enough proposals with 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.

5.4. Appeal process

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 SERMAS Open Call #1 - DEVELOP, and that their 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: info@sermasproject.eu. Any complaint made should include the following:

- contact details,
- the subject of the complaint,
- 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 SERMAS Team will investigate the complaints to arrive at a decision to issue a formal notice or close the case within no more than twenty days from the date of reception of the complaint, provided that the complainant has submitted all required information. Where this time limit is exceeded, the SERMAS Team will inform the complainant by email.

Please note:

- This procedure is concerned only with the evaluation and eligibility checking process. The SERMAS Team will not question appropriately qualified experts' scientific or technical judgement.
- A re-evaluation will only be carried out if there is evidence of a shortcoming affecting the final decision on whether to fund it. 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.

5.5. Sub-project negotiation and onboarding

5.5.1. Sub-grant agreement preparation

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

The contract preparation objective is to fulfil the legal requirements between SERMAS Consortium and every beneficiary of the open 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 each beneficiary, the following documents will be required:
 - SME declaration: digitally signed. If the applicant declares being nonautonomous, the balance sheet, profit and loss account (with annexes) and Headcount (AWU) documentation for the last period for upstream and downstream organisations should also be provided.
 - Legal existence. Company Register, Official Gazette or other official document per country showing the organisation's name, 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 the ownership is not identified: any other supporting documents demonstrating headcount and ownership, such as payroll details, annual reports, national, regional association records, etc.
 - Bank account information: The account where the funds will be transferred will be indicated via a form signed by the legal and bank

representatives. The account should be a business bank account of the company.

The request by SERMAS Consortium for the above documentation will be made within the deadlines. In general, the sub-project negotiation should be concluded within two weeks. The SERMAS coordinator may provide an additional week in case of a significant reason. If negotiations have not been completed within the above period, the proposal is automatically rejected, and the following proposal in the reserve list is invited.

5.5.2. Sub-grant signature

At the end of the negotiation phase, a Sub-Grant Agreement (Contract) will be signed between the SERMAS Consortium, represented by its coordinator (UNIMORE), the Treasurer (F6S) and the selected consortia, represented by its leader. The consortium leader and the other consortium partners are responsible for making an agreement covering the rights and obligations between them.

Please note:

- The sub-grantee funding agreement/contract will cover the maximum sub-project duration (12 months). No additional sub-grant agreement will be signed.
- The sub-grant agreement will automatically expire at the end of each release without any further notice from the SERMAS Consortium in case the concerned consortium does not enter or qualify for the next release or if the Consortium Declaration of Honour has been violated.
- The SERMAS Treasurer (F6S) will only transfer funds to the selected consortium leaders. The consortium leaders must transfer the respective funds to the other consortium partners based on the budget established in the Consortium Declaration of Honour.

6. Implementation and reporting

Third parties should adopt the PM²-Agile Methodology⁶ when planning and implementing the sub-projects. The work plan submitted in the Technical Annex of the proposal should reflect this, include 3-month releases and monthly iterations. The sub-projects will implement two to four releases, corresponding to a duration of 6 – 12 months.

The proposals need to clearly describe the Minimum viable product (MVP) of each release, including performance indicators for its validation.

6.1. Releases' evaluation and payments approval

At each release (3-month period), a remote review will take place to assess the MVP produced. One week before each review, the consortia should submit a Project Progress Report (following a template provided by SERMAS) describing the activities realised, MVP and its validation. The review will be remote via teleconference (e.g., Skype or Zoom). The consortia will present the work done, demonstrate the MVP, and answer questions from SERMAS internal experts.

After the review meeting, the consortia will receive a Quality Review Report, including comments and potential recommendations. The Quality Review Report will also state if the Project Progress Report is accepted or not.

- Upon acceptance of the Project Progress Report, the consortia will be requested to submit a financial statement (template will be provided) requesting the funding of the corresponding phase.
- Payments will be released no later than thirty (30) natural days after the notification by the Contractor.
- On rejection of a Project Progress Report, or in case of unsatisfactory review, at the end of a release, the consortia will be requested to continue to the next release without receiving the corresponding funding. The rejected Project Progress Report must be (re-) submitted within 30 calendar days of

⁶ The PM²-Agile guide is available [here](#).

receiving the review results. The evaluators will assess the Project Progress Report, decide if a new review meeting is necessary or decide to evaluate the Project Progress Report offline. The consortia qualify for the associated payment if and when the Project Progress Report is approved. If the re-submission is not accepted, the project will be terminated.

6.2. Advancing to releases 3 and 4

SERMAS OC1 DEVELOP implements a funnel scheme, allowing around half of the sub-projects to realise a third and fourth releases (see Figure 4).



Figure 4: Funnel scheme implemented in sub-projects.

At the end of release #2, the sub-project will be invited to an online pitching competition to determine the teams advancing.

Attendants

The following stakeholders will attend the online pitching event:

- Consortia of sub-projects;
- Representatives of all partners of the SERMAS consortium.

Pitching

Each sub-project will do a pitch with a maximum duration of 12-minutes. We will keep time very strict and sub-projects going overtime will receive penalization.

After the pitch, the experts of the SERMAS consortium will ask 2-3 questions to the sub-project. This Q&A period lasts a maximum of 15 minutes.

Voting

After all the pitches, we will vote on the best sub-projects, according to the following:

- Each sub-project (as consortia), who pitched, has 4 votes;
- Each partner of the SERMAS consortium (eight partners) has 4 votes;
- The voters allocate their votes among the candidate sub-projects in any proportion they want (e.g. allocating all the 4 votes to 1 sub-project, or distributing 1 vote per sub-project);
- We will rank the candidate sub-projects according to the votes received; and
- The top-ranking projects, representing half of all the candidates, are invited to continue their activities in releases #3 and #4.

Any implementation of activities or advance in the programme is always contingent to the release evaluation described in section 6.1 Releases' evaluation and payments approval. This means that sub-projects invited to release #3 that do not successfully pass release #2 will not be able to continue implementing their activities.

6.3. SERMAS support

SERMAS will assign a coach to each sub-project, who will be the main contact and responsible for following their progress and provide any necessary support. The sub-projects will meet monthly with their coach.

In addition, SERMAS will provide mentoring in topics relevant to the sub-projects, including technical domain, users perspective and adoption, and integration with the SERMAS toolkit.

6.4. Participation in events

During the sub-projects, the selected consortia should participate in various types of events (audio calls, video calls, webinars, online trainings, virtual conferences, etc.) organised or suggested by the SERMAS Consortium, to support the development of the proposed sub-projects. Each consortium should be available

to participate in a minimum of four remote events per month, and in one face to face event in Europe during their sub-projects.

7. Financial support

SERMAS has allocated an overall funding of EUR 370 000 for the OC1 DEVELOP.

The maximum amount of funding that a consortium may receive from SERMAS in Open Call 1 DEVELOP is EUR 100 000.

The maximum amount of funding that a consortium member, i.e. a third party, may receive from SERMAS is EUR 100 000 via any mean, in the scope of any open call during the full duration of SERMAS.

SERMAS funding is results-driven, provided as a lump sum grant. 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 consortia will become part of SERMAS OC1 DEVELOP activities and will go through an exhaustive sequential process which will last up to 12 months and will be composed of up to four releases. Payments will be done in up to 4 instalments based on concrete results, sub-project progress report and review of each release.

Table 2: Summary of SERMAS funding in open call #1 DEVELOP. Table 2 presents the financial support SERMAS will provide to the sub-projects in open call 1 DEVELOP.

Table 2: Summary of SERMAS funding in open call #1 DEVELOP.

Release	Duration (months)	Funding (%)	Funding (EUR)
Release #1	3	25%	Up to 25 000
Release #2	3	25%	Up to 25 000
Release #3	3	25%	Up to 25 000
Release #4	3	25%	Up to 25 000

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

7.1. Origin of the funds

Selected applicants will sign a dedicated sub-grant funding agreement with the SERMAS Coordinator (UNIMORE) and Treasurer (F6S), representing the SERMAS consortium. The funds attached to the Sub-grant funding agreement come directly from the funds of the European project SERMAS and therefore remain the property of the EU until the payment of the balance, whose management rights have been transferred to the project partners in SERMAS via European Commission GA no. 101070351.

As detailed in the *Sub-Grant Agreement Template*, this relation between the sub-grantees and the EC through the SERMAS project carries a set of obligations to the sub-grantees with the EC. The sub-grantee's task is to achieve them and the SERMAS consortium partners to inform about them.

8. Responsibilities of beneficiaries

The selected consortia are indirect beneficiaries of European Commission funding. As such, they are responsible for appropriately using the funding and ensuring that the recipients comply with obligations under Horizon Europe-specific requirements described in HE Main Work Programme 2021-2022. The responsibilities that apply to the recipients include⁷:

8.1. Conflict of interest

The selected consortia must take all measures to prevent any situation where the impartial and objective implementation of the DEVELOP activities is compromised for economic interest, political or national affinity, family or emotional ties or any other shared interest ('conflict of interests').

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

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

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

8.2. Data protection and confidentiality

During the 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').

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.

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

If the information has been identified as confidential during the sub-project execution or only orally, it will be considered confidential only if accepted by the SERMAS 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 selected consortia may disclose confidential information to the SERMAS Consortium and the selected reviewers, whom a specific Non-Disclosure Agreement will bind.

8.3. Promoting the action and giving visibility to the EU funding

The selected consortia must strategically and effectively promote the DEVELOP activities, the SERMAS project and its results by providing targeted information to multiple audiences (including the media and the public) to highlight the EU's financial support.

Unless the European Commission or the SERMAS 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 information or promotional material (brochure, leaflet, poster, presentation etc.), and any infrastructure, equipment and significant results funded by the grant must acknowledge EU support and display the European flag (emblem) and funding statement (translated into local languages, where appropriate).

The emblem must remain distinct and separate and cannot be modified by adding other visual marks, brands or text.

Apart from the emblem, no other visual identity or logo may be used to highlight EU support.

When displayed in association with other logos (e.g. of beneficiaries or sponsors), the emblem must be shown prominently and visibly as the different logos.

Any publicity made by selected consortia 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 SERMAS project is not liable for any use that may be made of the information contained therein.

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

- the name of the selected consortia members;
- contact address of the selected consortia members;
- 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 received;
- the geographic location of the activities carried out;
- the list of dissemination activities and patents (applications) relating to the foreground;
- the details/references and the abstracts of scientific publications relating to the foreground and, if funded within the SERMAS project, the published version or the final manuscript accepted for publication;
- the publishable reports submitted to SERMAS;
- any picture or audio-visual or web material provided to the EU and SERMAS in the framework of the project.

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

Upon a duly substantiated request by a selected consortium coordinator on behalf of any consortium partner, the SERMAS Consortium, if the EC provides such permission, 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 SERMAS beneficiaries and the selected consortium members comply with the financial support conditions to third parties, as set out in Annex 1 of the SERMAS grant agreement. It may take any action foreseen by the grant agreement in case of noncompliance vis à vis the selected consortium members concerned.

Moreover, the EC may at any time during the implementation of the SERMAS project and up to 5 (five) years after the end of the SERMAS 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 initiated upon receipt of the EC's relevant letter. 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 selected consortia 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 to verify that the grant agreement is adequately managed and performed by its provisions and that costs have been charged in compliance with it. This information and data must be precise, complete and effective.

The selected consortia 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.

To carry out these audits, the selected consortia 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 their computer data, to their 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 requested, that data be handed over in an appropriate form.

A provisional report shall be drawn up based on the findings made during the financial audit. It shall be sent by the EC or its authorised representative to the consortium member concerned, who may make observations within one month of receiving it. The Commission may decide not to consider observations conveyed or documents sent after that deadline.

The final report shall be sent to the consortium member concerned within two months of the deadline's expiry. Based on the audit's conclusions, the EC shall take all appropriate measures necessary, including issuing recovery orders regarding all or part of the payments made by it and applying any applicable sanction.

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

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

9. Intellectual property rights

Applicants will remain the sole owners of their respective IPRs and retain the IPR for their solutions. The SERMAS Consortium will not keep an equity stake in any applicant's company or IPR.

Each evaluator will sign a non-disclosure agreement (NDA) before receiving access to the proposal database to protect the applicants' intellectual property. However, SERMAS and the European Commission may ask participants who have received funding to present their work as part of public relations and networking events to showcase the SERMAS project's benefits.

9.1. Data Ownership

The type of data available for the SERMAS Open Call #1 projects is manifold, representing the contextual diversity of innovative environments which mirrors the complex reality of the AR/VR/XR domain. The type of data selected applicants may use could be open or closed data, with either open or restricted access. SERMAS deals with several data policies and preferences on treating data in their framework.

The selected applicants will be responsible for understanding the conditions of data in each case, as well as associated licences and costs. Selected applicants will also be responsible for implementing data processing solutions compliant with the GDPR.

GDPR Considerations:

In the text below "Parties" refers to selected applicants and SERMAS project partners.

Parties must agree that any Background, Results, Confidential Information, and any data and information that is provided, disclosed or otherwise made available during the implementation of the project and for any Exploitation activities ("Shared Information") shall not include Personal Data as defined by the General Data Protection Regulation 2016/679, from now on referred to as the GDPR. However, Shared Information may contain anonymised data according to applicable protection laws.

Parties shall notify the other affected Parties in writing, without undue delay, any anticipated change affecting such Party's representation and warranty outlined in the paragraph above. In such a case, neither Party shall deliver or otherwise provide the other Party with access to any data that may include additional Personal Data (beyond the Business Contact Information) that may be subject to the GDPR or other applicable data protection laws until the Parties have reached an agreement in writing on the steps to be taken concerning such data.

The Parties agree that the Business Contact Information will only be processed to the limited extent required to manage the business relation between the Parties and its Affiliated Entities and in compliance with the regulations of the applicable data protection laws.

The Parties acknowledge that each Party has no obligation to review the Shared Information provided by either Party to determine if the Shared Information contains any additional Personal Data beyond the Business Contact information. However, if either Party becomes aware of any additional Personal Data provided by the other Party, it will delete or return it.

No Party shall engage in any activity during or after the project to re-identify the Shared Information by any means whatsoever, including but not limited to singling out, linking back or matching any dataset with any personal or pseudonymous dataset available to a Party.

10. Checklist

1. Does your planned work fit with the call for proposals? Check that your proposed work does indeed address the objectives of SERMAS Open Call #1 - DEVELOP.
2. Is your proposal eligible? The eligibility criteria are given in chapter 4 Eligibility criteria.
3. Budgetary limits. Check that you comply with any budgetary limits as expressed in chapter 7 Financial support. 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 your 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? *Annexe 2: Proposal Technical Annexe*, *Annexe 4: Declaration of Honour* (for proposals with one entity), *Annexe 5: Consortium Declaration of Honour* (for proposals with more than one entity involved) and *Annexe 6: SME Self-Declaration* (for each SME).
9. Do you need further advice and support? You are strongly advised to communicate with the SERMAS team via the *SERMAS online Q&A*.

11. Contact information

The SERMAS Consortium will provide information to the applicants via the F6S discussion page, making the information (question and answer) visible to all participants.

- Online Q&A: <https://www.f6s.com/sermas-oc1/discuss>
- Apply via: <https://www.f6s.com/sermas-oc1/apply>
- F6S support team: support@f6s.com
- More info at: <https://sermasproject.eu/open-call-1-develop/>
- For extraordinary communication needs, please contact the SERMAS Open Call Help Desk: info@sermasproject.eu



Socially-acceptable

Extended Reality

Models and Systems

OPEN CALL 1 - DEVELOP

Guidelines for Applicants

Annexes



Funded by
the European Union

Annexe 1: Application form

Questions 🔒

Public information of the proposal

1 Project title * 200

2 Project acronym * 20

3 Abstract * 2000

4 Proposal topic *
Select One ▼

Partner 1 (Coordinator) : Administrative and legal data

5 Legal name *

6 Country *
Select One ▼

7 Website *

8 Legal registration number *

9 VAT number *

10 If the company is an SME, upload the SME Self-Declaration from Annexe 6, confirming your SME status. (Max file size 30MB.)
Please note that you must upload a PDF file with a qualified electronic signature. The template is available on [rebrand.ly/220C81](#)

Choose a File

11 Applicant type *
Select One ▼

12 Project coordinator name *

13 Project coordinator email address *

Partner 2 : Administrative and legal data

14 Legal name

15 Country
Select One ▼

16 Website

17 Legal registration number

18 VAT number

19 If the company is an SME, upload the SME Self Declaration from Annexe 6, confirming your SME status. (Max file size 30MB.)
Please note that you must upload a PDF file with a qualified electronic signature. The template is available on [rebrand.ly/220C81](#)

Choose a File

20 Applicant type
Select One ▼

Partner 3: Administrative and legal data

13 Legal name

14 Country

Select One ▼

15 Website

16 Legal registration number

17 VAT number

18 If the company is an SME, upload the SME Self-Declaration from Annex 6, confirming your SME status. (Max file size 30MB.)

Download the template for upload a PDF file with a valid electronic signature. The template is available on [eRoad by SERMAS](#).

Choose a File

19 Applicant type

Select One ▼

Annexes

20 Upload Annex 2: Proposal Technical Annex. (Max file size 30MB.) *

You may download the template from [rebrandly/4736d](#). Please fill report to PDF and upload.

Choose a File

21 Upload the Declaration of Honour. Use Annex 4 for a single applicant and Annex 5 for a consortium. (Max file size 30MB.) *

You may download the template for Annex 4 on [rebrandly/6f16d6](#) and Annex 5 on [rebrandly/19159](#). Please fill report to PDF and upload.

Choose a File

Declarations

22 As the representative of the (main) applicant, I confirm that all the consortium partners: *

<input type="checkbox"/> Are not under liquidation or are under difficulty according to the Commission Regulation No 651/2014, art. 2.10.	<input type="checkbox"/> Are not excluded from the possibility of obtaining EU funding under the provisions of both national and EU law.	<input type="checkbox"/> Are not ineligible to apply for funding by a decision of both national or EU authorities.
<input type="checkbox"/> Have not been funded by national or European public funds with the same activities related to the proposal idea before.	<input type="checkbox"/> Are committed to participating in the abovementioned project.	<input type="checkbox"/> Have or will have the necessary resources to carry out its involvement in the project.
<input type="checkbox"/> Have stable and sufficient funding sources to maintain its activity throughout its participation in the project.	<input type="checkbox"/> Have not submitted any other proposal for the SERMAS Open Call 1 DEVELOP.	<input type="checkbox"/> Have no conflict of interest in submitting this proposal.
<input type="checkbox"/> I declare that no ethical issue is associated with this proposal or relation.	<input type="checkbox"/> Declare that there is no limitation of equal opportunities or gender balance during the project implementation.	<input type="checkbox"/> Confirm that the information filled in the proposal is real and verifiable.

23 As the representative of the (main) applicant, I confirm that all the consortium partners: *

<input type="checkbox"/> Accept the data privacy policies described in the SERMAS Open Call Guide for Applicants.	<input type="checkbox"/> Have reviewed and accepted the terms and conditions at the SERMAS Open Call, as presented in the Guide for Applicants.
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24 By submitting this proposal, I, the representative of Partner 3, the Project Coordinator, confirm: *

To have the explicit consent of all applicants and partners on their participation in the content of this proposal.

- *Annexe 2: Proposal Technical Annexe*, a Word template specifying the information that must be provided as part of the application;
- *Annexe 3: Sub-Grant Agreement Template* presents the contract framework that selected third parties will sign;
- *Annexe 4: Declaration of Honour* declares the acceptance of all open call conditions by an individual participant;
- *Annexe 5: Consortium Declaration of Honour* declares the acceptance of all open call conditions by consortia; and
- *Annexe 6: SME Self-Declaration* confirms the SME status of applicants.