**ANNEX 3**

**PROPOSAL DESCRIPTION TEMPLATE**

**FIRST OPEN CALL FOR PROPOSALS**

**Closing dates for proposals: 10th April 2023, 17:00 CEST**

**GENERAL INSTRUCTIONS ON THE TEMPLATE**

This template is to be used for the TRUSTCHAIN Open Call 1 submission procedure.

The structure of this template must be strictly 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.

**All proposers should organise their information as focused as possible, explaining at least the following aspects of their projects: overall description of the application; potential users/customers and markets; methods and approaches for users/customer engagement; resolution of the ownership (including preferably open source licensing approach for the results); positioning on the market against existing similar solutions/services; clear description of the added value; data quality properties that will be achieved by the application solution; time to market of the proposed solution/application.**

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 and 3, together, should not be longer than 10 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 20 mm.

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

**TRUSTCHAIN**

**FIRST OPEN CALL FOR PROPOSALS**

**Acronym of your proposal**

**Full title of your proposal**

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# **1. PROJECT SUMMARY**

*(Maximum 300 words)*

-Describe your proposal at a high level.

Please note that this information may be used for dissemination purposes (only if your proposal is accepted and funded by the TRUSTCHAIN program).

Insert text here.

# **2. APPLICANT BACKGROUND**

*(Maximum 1 page)*

**1. Organisation profile (If applicable, in case a single organisation apply)**

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

-List the members of your organisation that will directly work on the project (name, job title, main expertise & role in the project).

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

-Explain how your organisation profile matches the expertise needed for the TRUSTCHAIN 1st Call.

**2. Team/consortium profile (If applicable, in case a team of natural persons/ consortium of legal entities apply)**

-Describe the natural persons/organisations part of the team/consortium proposing the collaboration (size of organization, type of organization, how many people, capital, and market if applicable), their main expertise and their business area.

-For each participating organisation, list the members of the organisation that will directly work on the project (name, job title, main expertise & role in the project).

-Describe the main publications, projects, product/service portfolio, patents and relevant contributions of the different natural persons/organisations part of the team/consortium in line with your proposal.

-Describe the team/consortium partners’ synergies and their relevance for the proposed project and TRUSTCHAIN 1st Call.

Insert text here.

# **3. DETAILED PROPOSAL DESCRIPTION**

*(Maximum 8 pages)*

## 3.1 CONCEPT AND OBJECTIVES

*(Maximum 1 page)*

-Describe the specific objectives of your proposal and explain the overall concept underpinning your proposed solution considering the TRUSTCHAIN overall goals and specific OC1 objective on Decentralised digital identity.

-It should be clear:

* What are the needs?
* What TRUSTCHAIN OC1 challenges are you solving with your proposal and how?
* What existing solutions (including your own) from the industry and from the scientific literature partly address the challenges?
* The human centric approach you are going to follow.
* What new value proposition are you offering?
* What would be the benefits for TRUSTCHAIN Large Scale Pilot.

Insert text here.

## 3.2 PROPOSAL SOLUTION

*(Maximum 2 pages)*

-Give a description of the product/prototype with which you want to face the challenge.

-Indicate:

* How the solution will approach the challenge. You should particularly take care of the relevance of your solution according to current challenges related to Decentralised digital identity as well as to TRUSTCHAIN objectives and requirements
* What is the main differentiator of your proposition compared to the state of the art? You should put emphasis on its originality and innovation aspects.
* Explain the maturity of your product/prototype and the expected maturity at the end of the project (current and expected Technology Readiness Level)
* What will be the approach to validate your proof of concept? Indicate and justify the size of the deployment, the test you intend to conduct (ethical clearance, number of users, devices …)

Insert text here.

## 3.3 EXPECTED IMPACT

*(Maximum 2 pages)*

-Describe how your proposal will contribute to:

* The objectives of the TRUSTCHAIN project as well as to better acceptance of decentralised digital identity by specific groups of end users
* Add value to the TRUSTCHAIN project.
* Create industrial impact at the European level and worldwide.
* Enhance your own business/competitiveness.
* Create socio- economic and environmental impact when relevant.

-Present your dissemination and communication plan to maximise the impact foreseen

-Provide a description of your Data Management Plan

Insert text here.

## 3.4 BUSINESS MODEL AND SUSTAINABILITY

*(Maximum 1 page)*

-What is the business potential of the proposal?

-What is the business model? Explain how you will make money with this product or service (revenue model, etc.).

-Explain the next steps towards economic sustainability of your project and towards deploying your solution at a larger scale.

-Justify how your solution is going to comply with environmental sustainability.

Insert text here.

## 3.5 IMPLEMENTATION

*(Maximum 2 pages)*

-Provide an overview of your overall work plan considering the 9 months’ timeframe of TRUSTCHAIN Open Call 1.

-Provide the functionalities that are going to be delivered

-Describe the activities that you will carry out in order to implement your project: objective, duration, implementation steps, resources available. Illustrate the timing of your activities using a Gantt diagram or similar. The co-creation approach should be made evident. Please note that if relevant seeking and obtaining the mandatory approvals in a timely manner from competent ethics and/or data protection bodies are the applicant’s sole and exclusive responsibility and that the absence of such approvals, when and where legally required, may void the eligibility of the applicant’s proposal.

Use the table hereafter in order to help you present the requested information.

Insert text here.

**TABLE 1: EXAMPLE TABLE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Work plan tasks** | **Description** | **Starting Month** | **Ending Month** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

### 3.5.1 Deliverables and milestones

Please add a list of deliverables and milestones using the provided table. 4 deliverables are mandatory for TRUSTCHAIN, please consider them in the list of deliverables (e.g. documents, reports, user manual, a tool …) you intend to submit. Justify each of them with a small description and state the relevant TRL level for each deliverable.

**TABLE 2: TABLE OF DELIVERABLES AND MILESTONES**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Deliverable or milestone name** | **Description** | **Type** | **Delivery Month** | **TRL level delivered** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

-Indicate how you intend to manage your activities during your project lifecycle (9 months) including progress monitoring and risks management procedures

Insert text here.

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