



# Digital Europe Programme (DIGITAL)

CLOUD, DATA and ARTIFICIAL INTELLIGENCE  
(DIGITAL-2023-CLOUD-DATA-AI-05)

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**EUROPEAN HEALTH AND DIGITAL EXECUTIVE AGENCY  
(HaDEA)**

HADEA. B - Digital, Industry and Space  
HaDEA.B.2.01 - Digital Europe

**CALL FOR PROPOSALS**

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## 0. Introduction

This is a call for proposals for EU **action grants** in the field of Cloud, Data and Artificial Intelligence under the **Digital Europe Programme (DIGITAL)**.

The regulatory framework for this EU Funding Programme is set out in:

- Regulation 2018/1046 ([EU Financial Regulation](#))
- the basic act (Digital Europe Regulation 2021/694<sup>1</sup>).

The call is launched in accordance with the 2023/2024 Work Programme<sup>2</sup> and will be managed by the **European Health and Digital Executive Agency (HaDEA)** ('Agency').

The call covers the following **topics**:

- **DIGITAL-2023-CLOUD-DATA-AI-05-CULTHERITAGE - Data Space for Cultural heritage**
- **DIGITAL-2023-CLOUD-DATA-AI-05-DATATOURISM - Data Space for tourism**

Each project application under the call must address only one of these topics. Applicants wishing to apply for more than one topic, must submit a separate proposal under each topic.

We invite you to read the **call documentation** carefully, and in particular this Call Document, the Model Grant Agreement, the [EU Funding & Tenders Portal Online Manual](#) and the [EU Grants AGA – Annotated Grant Agreement](#).

These documents provide clarifications and answers to questions you may have when preparing your application:

- the [Call Document](#) outlines the:
  - background, objectives, scope, outcomes and deliverables, KPIs to measure outcomes and deliverables, targeted stakeholders, type of action and funding rate and specific topic conditions (sections 1 and 2)
  - timetable and available budget (sections 3 and 4)
  - admissibility and eligibility conditions (including mandatory documents; sections 5 and 6)
  - criteria for financial and operational capacity and exclusion (section 7)
  - evaluation and award procedure (section 8)
  - award criteria (section 9)
  - legal and financial set-up of the Grant Agreements (section 10)
  - how to submit an application (section 11).

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<sup>1</sup> Regulation (EU) 2021/694 of the European Parliament and of the Council of 29 April 2021 establishing the Digital Europe Programme (OJ L 166, 11.05.2021).

<sup>2</sup> Commission Implementing Decision C/2023/1862 of 24.03.2023 concerning the adoption of the multiannual work programme for 2023 - 2024 and the financing decision for the implementation of the Digital Europe Programme.

- the Online Manual outlines the:
  - procedures to register and submit proposals online via the EU Funding & Tenders Portal ('Portal')
  - recommendations for the preparation of the application.
- the AGA — Annotated Grant Agreement contains:
  - detailed annotations on all the provisions in the Grant Agreement you will have to sign in order to obtain the grant (*including cost eligibility, payment schedule, accessory obligations, etc*).

## 1. Background

To facilitate the development of the data market and the general capitalisation of data, the Commission is investing in common European data spaces in strategic economic areas and areas of public interest. The data spaces bring together data, data infrastructures and governance structures in order to facilitate secure data pooling and data sharing, a pre-condition for wider availability of data across the economy and society. Under the WP 2021-2022, the basis was laid for the development of data spaces in line with the European strategy for data of 19 February 2020<sup>3</sup>. The work on the data spaces is accompanied by a review of the policy and legislative framework for data access and use, with Data Governance Act<sup>4</sup> and a proposal for a Data Act of 23 February 2022<sup>5</sup>, as well as the Implementing Act on High-value datasets<sup>6</sup> under the Open data directive<sup>7</sup> adopted on 22 December 2022.

In this context, this call covers:

### 1. DIGITAL-2023-CLOUD-DATA-AI-05-CULTHERITAGE - Data Space for Cultural heritage

The common European data space for cultural heritage, established by the Commission Recommendation C(2021)7953 of 10 November 2021<sup>8</sup>, supports the digital transformation of Europe's cultural sector and fosters the creation and reuse of content in the cultural and creative sectors.

The deployment of the common European data space for cultural heritage is funded under the Digital Europe programme under two work strands. The first work strand concerns the setup and deployment of the data space through a procurement contract, which started on 1 September 2022<sup>9</sup>. Through the

<sup>3</sup> A European strategy for data COM/2020/66 final, <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:52020DC0066>

<sup>4</sup> Regulation (EU) 2022/868 of the European Parliament and of the Council of 30 May 2022 on European data governance and amending Regulation (EU) 2018/1724 (Data Governance Act), <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A32022R0868>

<sup>5</sup> Data Act: Proposal for a Regulation on harmonised rules on fair access to and use of data, <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=COM%3A2022%3A68%3AFIN>

<sup>6</sup> <https://digital-strategy.ec.europa.eu/en/news/commission-defines-high-value-datasets-be-made-available-re-use>

<sup>7</sup> Directive (EU) 2019/1024 of the European Parliament and of the Council of 20 June 2019 on open data and the re-use of public sector information (recast), <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A32019L1024>

<sup>8</sup> <https://digital-strategy.ec.europa.eu/en/news/commission-proposes-common-european-data-space-cultural-heritage>

<sup>9</sup> <https://pro.europeana.eu/index.php/page/data-space-deployment>

second work strand, a number of supporting projects are funded through grants to contribute to the deployment of the data space<sup>10</sup>.

This call aims at the selection of projects of the second work strand. The selected projects will support cultural heritage institutions in making use of 3D and XR technologies and linking up to the data space. They will focus on seizing the opportunities of advanced technologies for increasing the quality, sustainability, use and reuse of 3D and extended reality (XR) data, as well as building digital capacity in the cultural sector by collaborating with existing and relevant European, national and regional initiatives and platforms.

## **2. DIGITAL-2023-CLOUD-DATA-AI-05-DATATOURISM - Data Space for tourism**

The action seeks to deploy a secure and trusted common European data space for tourism. The selected project will build upon the outcome of the two preparatory actions funded under the 2021-22 work programme of DIGITAL. It will work in close cooperation with the Data Space Support Centre<sup>11</sup> and utilize the common building blocks for the various data spaces<sup>12</sup>. The data space will rely on existing data sharing initiatives in the tourism ecosystem and develop use cases. The project will also ensure close connections with other related common European data spaces.

Participation in this call for proposals is open to all eligible entities as established by Article 18 of the Digital Europe programme, in particular public sector as well as private sector organisations, including SMEs, NGOs and international organisations.

## **2. Objectives — Scope — Outcomes and deliverables — KPIs to measure outcomes and deliverables — Targeted stakeholders — Type of action and funding rate — Specific topic conditions**

### **DIGITAL-2023-CLOUD-DATA-AI-05-CULTHERITAGE - Data Space for Cultural heritage:**

#### Objectives

The objective of this call is to support and increase the offer of 3D and XR content in the common European data space for cultural heritage. In this way, the selected projects will help advance the digital transformation of the cultural heritage institutions, as well as the reuse of such content in other domains, such as tourism or education.

#### Scope

The selected projects will add at least one new (not previously existing) 3D and XR scenario to the data space, addressing all of the following aspects:

- Setting or extending the necessary frameworks and tools for the availability of advanced 3D and XR data in the data space for cultural heritage, including sharing know-how and best practices with the cultural heritage community;

<sup>10</sup> <https://pro.europeana.eu/index.php/page/data-space-projects>

<sup>11</sup> <https://dssc.eu/>

<sup>12</sup> DSSC Glossary, <https://dssc.eu/wp-content/uploads/2023/03/DSSC-Data-Spaces-Glossary-v1.0.pdf> and DSSC Starter Kit, <https://dssc.eu/space/SK/29523973/Starter+Kit+for+Data+Space+Designers+>

- Collaborating with existing and relevant EU, national and regional initiatives and/or platforms for 3D digitisation of museum artefacts, monuments and sites, and XR application in cultural heritage, where appropriate. A particular attention will be given to cultural heritage monuments and objects at risk of war damage, natural disasters, etc.
- Enriching the offer of 3D and XR data in the data space;
- Offering online experiences for the public based on 3D and XR;
- Fostering the re-use of cultural heritage XR and 3D data in important domains such as education, social sciences and humanities, tourism and the wider cultural and creative sector.

### Outcomes and deliverables

The projects should:

- Produce frameworks, tools, technologies, storage, open-source software<sup>13</sup> and processing capacities for making advanced 3D and XR data available in the data space.
- Provide at least one new 3D and XR scenario available for re-use, including for conducting scientific research, preservation and restoration purposes, re-use by the cultural and creative sector and other domains such as education.
- Make high-quality 3D and XR content and documentation available in the data space.
- Offer training and capacity building for cultural heritage institutions in making use of 3D and XR technologies.

All deliverables and outcomes should be compliant with the frameworks deployed in the data space for cultural heritage<sup>14</sup>. Projects should demonstrate how their proposed action will contribute to the deployment of the data space. 3D and XR data should be of the highest possible quality, in the context of the selected scenario. Proposals should include a detailed description of these aspects.

### KPIs to measure outcomes and deliverables:

The proposals must include relevant KPIs, within the scope of the proposal. During the evaluation of the proposal KPIs will be assessed under the impact criterion.

### Targeted stakeholders

Cultural heritage organisations, 3D and XR technology providers, academic and research partners, stakeholders in creative sectors, education, tourism, interested in re-use.

### Type of action and funding rate

Simple Grants — 50% funding rate

 For more information on Digital Europe types of action, see Annex 1.

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<sup>13</sup> All source code that may be created within the scope of the project shall be published with an open source license. Reuse of existing source code is of course also possible.

<sup>14</sup> <https://europeana.atlassian.net/wiki/spaces/EF/overview?homepageId=330367111>



### Specific topic conditions

- For this topic, multi-beneficiary applications are mandatory and specific conditions for the consortium composition apply (*see section 6*)
- For this topic, following reimbursement option for equipment costs applies: full costs only (*see section 10*)
- The following parts of the award criteria in section 9 are exceptionally NOT applicable for this topic:
  - extent to which the proposal can overcome financial obstacles such as the lack of market finance\*

## **DIGITAL-2023-CLOUD-DATA-AI-05-DATATOURISM - Data Space for tourism**

### Objectives

The topic aims to contribute to the further development of the common European data space for tourism following the principles laid down in the Data Strategy, built and operated in full compliance with existing EU legislation. The action will set up and deploy a secure and trusted data space to enable all stakeholders active in the tourism ecosystem to cooperate by sharing and accessing data in a mutually advantageous manner and in full compliance with the data protection legislation.

The objective is to **develop a trusted and secure common European data space for tourism** building on the work and recommendations of two preparatory actions for the data space for tourism launched under Digital Europe Work Programme 2021-2022 (DIGITAL-2021-PREFACTS-DS-01-TOURISM<sup>15</sup>). It will provide the ecosystem with access to information for re-use and boost data sharing, with an impact on productivity, greening and sustainability, innovative business models and upskilling. It will give the possibility of aligning offers to tourists' expectations, adapting service proposals to new tourist groups, predicting a high influx of tourists, and thus allow planning of resources more efficiently, and creating new business opportunities.

The specific aim is to support the creation and **deployment of a technical infrastructure combined with governance mechanisms** that will facilitate easy **access to and sharing of key data resources** in the sector, including across borders. This will be based on and in alignment with existing and upcoming initiatives, including at EU level, regarding data sharing in tourism. **Data interoperability** will be a key characteristic of the infrastructure. The data space should deploy trust mechanisms (such as security and privacy by design) and develop data services matching European values, in particular ethics, equality and diversity.

The common **European tourism data space will benefit and support all stakeholders** (national and local authorities, destination management organizations or DMOs, and the private sector). SMEs account for almost all enterprises in tourism sector (99,9%); 91% of these SMEs are micro-enterprises<sup>16</sup>. SMEs face structural challenges in untapping the potential of data to innovate their services and business models, and this issue is exacerbated by the fragmentation of data, which is created and held by different providers, as well as presented and governed through diverse models.

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<sup>15</sup> [DIGITAL-2021-PREFACTS-DS-01-TOURISM](#)

<sup>16</sup> [Annual Report on European SMEs, 20 June 2022](#)

## Scope

The project will **develop and deploy the data space and its infrastructure on the basis of two preparatory actions**<sup>17</sup> for the data space for tourism following the blueprint and roadmap to be published in the autumn of 2023 and make use of the solutions identified by this action. The data space should allow participants to make data available and accessible for all stakeholders and to share data in a controlled, simple and secure way.

Activities should primarily focus on the **real-world deployment of data space building blocks** through use cases based on the various types of data in the tourism sector. The project will have to demonstrate a clear European dimension and a good coverage of the various regions of Europe.

In relation to the general scope, features and principles of a common European data space the Commission Staff Working Document on Common European Data Spaces<sup>18</sup> is to be followed. The Communication from the Commission *Towards a Common European Tourism Data Space: boosting data sharing and innovation*<sup>19</sup> across the tourism ecosystem, should also be taken into account.

The project should further engage the ecosystem's community and ensure the interconnection with European, national and local initiatives, in both urban and rural settings, as well as with other sectoral data spaces.

Particular attention should be paid to:

### **Infrastructure**

The tourism data space, as all data spaces, is an infrastructure, and to create it, the project will deploy the enabling technologies and underlying structural components to design, implement and operate a robust data space, as well as the required elements for data governance, cooperation readiness and setting of standards. More specifically, the project will, among others, define the conditions for sharing and using the data, including licensing options (including fees, if any), data models and metadata schemes, data protection, privacy, competition rules, workflow management and transaction functionalities.

The tourism sector consists of a number of heterogeneous fields and sub-sectors and a number of national initiatives already exist to pool data in tourism. Therefore, several sub-spaces are likely to be initial building blocks for the European data space for tourism. Consequently, special emphasis should be put on interoperability and creation of connections between these existing initiatives through credible governance and coordination systems, and appropriate technical architecture reflecting these different building blocks.

### **Synergies and interconnections**

- Data Spaces Support Centre

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<sup>17</sup> [DATES project](#) (European Data Space for Tourism) and [DSFT project](#) (Data Space for Tourism)

<sup>18</sup> Commission Staff Working Document on Common European Data Spaces SWD(2022) 45 final: <https://digital-strategy.ec.europa.eu/en/library/staff-working-document-data-spaces>

<sup>19</sup> Communication from the Commission - [Towards a Common European Tourism Data Space: boosting data sharing and innovation across the tourism ecosystem C\(2023\)4787](#)

The awarded project will use, in so far as possible, the smart cloud-to-edge middleware platform Simpl<sup>20</sup>, and work in partnership with the Data Spaces Support Centre<sup>21</sup> deployed under the first WP<sup>22</sup> in order to ensure alignment with the rest of the ecosystem of data spaces implemented with the support of Digital Europe Programme. The joint work will target the definition of:

- the data space reference architecture, building blocks and common toolboxes;
  - the common standards, including semantic standards and interoperability protocols, both domain-specific and cross-cutting;
  - the data governance models, business models and strategies for running data spaces.
- Other sectoral data spaces

The data space for tourism will be closely connected to other sectoral common European data spaces. This is of paramount importance for the tourism ecosystem, which is by nature intertwined with a variety of different sectors (culture, mobility, skills, smart communities, green deal, health, energy, etc.).

### **Pilot use cases**

The project will develop a minimum of two pilot use cases for different data types and fields of activities related to tourism, for example in the area of accommodation supply and demand data, combining data from public and private providers in view of the upcoming Short Term Rental legislative initiative<sup>23</sup> on a voluntary basis. This action should take into account similar initiatives carried out at European level (such as the public-private partnership between Eurostat and Booking, Airbnb, Tripadvisor and Expedia, and the upcoming test case for a data space set up by the European Commission on tourism data), as well as relevant private initiatives.

### **Outcomes and deliverables**

Outcomes:

- Strengthen the competitiveness of the tourism industry by facilitating data sharing and supporting new business models.
- Improve the availability, quality and interoperability of data both within the tourism ecosystem and across sectors.
- Contribute to Europe’s digital autonomy.

Deliverables:

- Infrastructure for the Tourism Data Space.

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<sup>20</sup> Simpl: cloud-to-edge federations and data spaces made simple, <https://digital-strategy.ec.europa.eu/en/news/simpl-cloud-edge-federations-and-data-spaces-made-simple>

<sup>21</sup> [Home - DSSC](#)

<sup>22</sup> Project implementing the topic 2.2.2.1 from the [Commission Decision C \(2021\) 7914 final, adopting the Main Digital Europe Work Programme for 2021-2022](#)

<sup>23</sup> Proposal for a REGULATION OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL on data collection and sharing relating to short-term accommodation rental services and amending Regulation (EU) 2018/1724 (2022/0358 (COD)) [https://single-market-economy.ec.europa.eu/system/files/2022-11/COM\\_2022\\_571\\_1\\_EN\\_ACT\\_part1\\_v7.pdf](https://single-market-economy.ec.europa.eu/system/files/2022-11/COM_2022_571_1_EN_ACT_part1_v7.pdf)

- Connections between relevant local and national data ecosystems and initiatives at EU level.
- Establish connections with other sectoral data spaces.
- Guidance/training documents to involve stakeholders in sharing data.
- Exploitation of available data for better interconnection, exchange of information and reuse.
- Once the data space is operational, quarterly updates on usage data and troubleshooting.

#### KPIs to measure outcomes and deliverables:

- Maturity, reliability and security of the technical infrastructure deployed.
- Number of relevant stakeholders including SMEs participating actively in the data space.
- Amount and variety of data types accessible through the data space.
- Geographical coverage of the available data sets.
- Number of pilots successfully launched and accomplished.

#### Targeted stakeholders

Public and private entities such as (but not limited to) public administrations and/or governmental bodies, economic actors/SMEs, relevant associations, alliances and NGOs, academia/universities/research organisations, etc.).

#### Type of action and funding rate

Simple Grants — 50% funding rate

 For more information on Digital Europe types of action, see Annex 1.

#### Specific topic conditions

- For this topic, multi-beneficiary applications are mandatory and specific conditions for the consortium composition apply (*see section 6*)
- For this topic, following reimbursement option for equipment costs applies: depreciation and full cost for listed equipment (*see section 10*)
- The following parts of the award criteria in section 9 are exceptionally NOT applicable for this topic:
  - extent to which the project would reinforce and secure the digital technology supply chain in the Union\*
  - extent to which the proposal can overcome financial obstacles such as the lack of market finance\*

### 3. Available budget

The estimated available call budget is **EUR 12 000 000**.

Specific budget information per topic can be found in the table below:

Topic	Topic budget
DIGITAL-2023-CLOUD-DATA-AI-05-CULTHERITAGE	<b>EUR 4 000 000</b>
DIGITAL-2023-CLOUD-DATA-AI-05-DATATOURISM	<b>EUR 8 000 000</b>

We reserve the right not to award all available funds or to redistribute them between the call priorities, depending on the proposals received and the results of the evaluation.

### 4. Timetable and deadlines

Timetable and deadlines (indicative)	
Call opening:	<b>28 September 2023</b>
<u>Deadline for submission:</u>	<b><u>23 January 2024 – 17:00:00 CET</u></b> <b><u>(Brussels)</u></b>
Evaluation:	<b>February - March 2024</b>
Information on evaluation results:	<b>April 2024</b>
GA signature:	<b>September 2024</b>

### 5. Admissibility and documents

Proposals must be submitted before the **call deadline** (see *timetable section 4*).

Proposals must be submitted **electronically** via the Funding & Tenders Portal Electronic Submission System (accessible via the Topic page in the [Search Funding & Tenders](#) section). Paper submissions are NOT possible.

Proposals (including annexes and supporting documents) must be submitted using the forms provided *inside* the Submission System (⚠ NOT the documents available on the Topic page — they are only for information).

Proposals must be **complete** and contain all the requested information and all required annexes and supporting documents:

- Application Form Part A — contains administrative information about the participants (future coordinator, beneficiaries and affiliated entities) and the summarised budget for the project (*to be filled in directly online*)


- Application Form Part B — contains the technical description of the project (*to be downloaded from the Portal Submission System, completed and then assembled and re-uploaded*)
- **mandatory annexes and supporting documents** (*to be uploaded*):
  - detailed budget table/calculator: not applicable
  - CVs of core project team: not applicable
  - activity reports of last year: not applicable
  - list of previous projects: not applicable

At proposal submission, you will have to confirm that you have the **mandate to act** for all applicants. Moreover you will have to confirm that the information in the application is correct and complete and that the participants comply with the conditions for receiving EU funding (especially eligibility, financial and operational capacity, exclusion, etc). Before signing the grant, each beneficiary and affiliated entity will have to confirm this again by signing a declaration of honour (DoH). Proposals without full support will be rejected.

Your application must be **readable, accessible and printable**.

Proposals are limited to maximum **70** (Part B). Evaluators will not consider any additional pages.

You may be asked at a later stage for further documents (*for legal entity validation, financial capacity check, bank account validation, etc*).

 For more information about the submission process (including IT aspects), consult the [Online Manual](#).

## 6. Eligibility

### *Eligible participants (eligible countries)*

In order to be eligible, the applicants (beneficiaries and affiliated entities) must:

- be legal entities (public or private bodies)
- be established in one of the eligible countries, i.e.:
  - EU Member States (including overseas countries and territories (OCTs)
  - listed EEA countries and countries associated to the Digital Europe Programme or countries which are in ongoing negotiations for an association agreement and where the agreement enters into force before grant signature (together 'DEP associated countries', see [list of participating countries](#))

Beneficiaries and affiliated entities must register in the [Participant Register](#) — before submitting the proposal — and will have to be validated by the Central Validation Service (REA Validation). For the validation, they will be requested to upload documents showing legal status and origin.

Other entities may participate in other consortium roles, such as associated partners, subcontractors, third parties giving in-kind contributions, etc (*see section 13*).

### Specific cases

Natural persons — Natural persons are NOT eligible (with the exception of self-employed persons, i.e. sole traders, where the company does not have legal personality separate from that of the natural person).

International organisations — International organisations are not eligible, unless they are International organisations of European Interest within the meaning of Article 2 of the Digital Europe Regulation (i.e. international organisations the majority of whose members are Member States or whose headquarters are in a Member State).

Entities without legal personality — Entities which do not have legal personality under their national law may exceptionally participate, provided that their representatives have the capacity to undertake legal obligations on their behalf, and offer guarantees for the protection of the EU financial interests equivalent to that offered by legal persons<sup>24</sup>.

EU bodies — EU bodies (with the exception of the European Commission Joint Research Centre) can NOT be part of the consortium.

Associations and interest groupings — Entities composed of members may participate as 'sole beneficiaries' or 'beneficiaries without legal personality'<sup>25</sup>. ⚠ Please note that if the action will be implemented by the members, they should also participate (either as beneficiaries or as affiliated entities, otherwise their costs will NOT be eligible).

Countries currently negotiating association agreements — Beneficiaries from countries with ongoing negotiations (*see above*) may participate in the call and can sign grants if the negotiations are concluded before grant signature (with retroactive effect, if provided in the agreement).

Following the [Council Implementing Decision \(EU\) 2022/2506](#), as of 16<sup>th</sup> December 2022, no legal commitments (including the grant agreement itself as well as subcontracts, purchase contracts, financial support to third parties etc.) can be signed with Hungarian public interest trusts established under Hungarian Act IX of 2021 or any entity they maintain. Affected entities may continue to apply to calls for proposals. However, in case the Council measures are not lifted, such entities are not eligible to participate in any funded role (beneficiaries, affiliated entities, subcontractors, recipients of financial support to third parties). In this case, co-applicants will be invited to remove or replace that entity and/or to change its status into associated partner. Tasks and budget may be redistributed accordingly.

EU restrictive measures — Special rules apply for certain entities (*e.g. entities subject to [EU restrictive measures](#) under Article 29 of the Treaty on the European Union (TEU) and Article 215 of the Treaty on the Functioning of the EU (TFEU)*<sup>26</sup> and entities covered by Commission Guidelines No [2013/C 205/05](#)<sup>27</sup>). Such entities are not eligible to participate in any capacity, including as beneficiaries, affiliated entities, associated partners, subcontractors or recipients of financial support to third parties (if any).

 For more information, see [Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment](#).

<sup>24</sup> See Article 197(2)(c) EU Financial Regulation [2018/1046](#).

<sup>25</sup> For the definitions, see Articles 187(2) and 197(2)(c) EU Financial Regulation [2018/1046](#).

<sup>26</sup> Please note that the EU Official Journal contains the official list and, in case of conflict, its content prevails over that of the [EU Sanctions Map](#).

<sup>27</sup> Commission guidelines No [2013/C 205/05](#) on the eligibility of Israeli entities and their activities in the territories occupied by Israel since June 1967 for grants, prizes and financial instruments funded by the EU from 2014 onwards (OJEU C 205 of 19.07.2013, pp. 9-11).

### Consortium composition

Proposals must be submitted by:

for topics **DIGITAL-2023-CLOUD-DATA-AI-05-CULTHERITAGE:**

Proposals must be submitted by:

- minimum 3 independent applicants (beneficiaries; not affiliated entities) from 3 different eligible countries.

for topics **DIGITAL-2023-CLOUD-DATA-AI-05-DATATOURISM:**

Proposals must be submitted by:

- minimum 3 independent applicants (beneficiaries; not affiliated entities) from 3 different eligible countries.

### Eligible activities

Eligible activities are the ones set out in section 2 above.

Projects should take into account the results of projects supported by other EU funding programmes. The complementarities must be described in the project proposals (Part B of the Application Form).

Projects must comply with EU policy interests and priorities (*such as environment, social, security, industrial and trade policy, etc*).

Financial support to third parties is not allowed.

### Ethics

Projects must comply with:

- highest ethical standards and
- applicable EU, international and national law (including the [General Data Protection Regulation 2016/679](#)).

Proposals under this call will have to undergo an ethics review to authorise funding and may be made subject to specific ethics rules (which become part of the Grant Agreement in the form of ethics deliverables, *e.g. ethics committee opinions/notifications/authorisations required under national or EU law*).

For proposals involving development, testing, deployment, use or distribution of AI systems, the ethics review will in particular check compliance with the principles of human agency and oversight, diversity/fairness, transparency and responsible social impact, while the experts performing the technical evaluation will assess the robustness of the AI systems (i.e. their reliability not to cause unintentional harm).

### Security

Projects involving EU classified information must undergo security scrutiny to authorise funding and may be made subject to specific security rules (detailed in a security aspects letter (SAL) which is annexed to the Grant Agreement).



These rules (governed by Decision [2015/444](#)<sup>28</sup> and its implementing rules and/or national rules) provide for instance that:

- projects involving information classified TRES SECRET UE/EU TOP SECRET (or equivalent) can NOT be funded
- classified information must be marked in accordance with the applicable security instructions in the SAL
- information with classification levels CONFIDENTIEL UE/EU CONFIDENTIAL or above (and RESTREINT UE/ EU RESTRICTED, if required by national rules) may be:
  - created or accessed only on premises with facility security clearing (FSC) from the competent national security authority (NSA), in accordance with the national rules
  - handled only in a secured area accredited by the competent NSA
  - accessed and handled only by persons with valid personnel security clearance (PSC) and a need-to-know
- at the end of the grant, the classified information must either be returned or continue to be protected in accordance with the applicable rules
- action tasks involving EU classified information (EUCI) may be subcontracted only with prior written approval from the granting authority and only to entities established in an EU Member State or in a non-EU country with a security of information agreement with the EU (or an administrative arrangement with the Commission)
- disclosure of EUCI to third parties is subject to prior written approval from the granting authority.

Please note that, depending on the type of activity, facility security clearing may have to be provided before grant signature. The granting authority will assess the need for clearing in each case and will establish their delivery date during grant preparation. Please note that in no circumstances can we sign any grant agreement until at least one of the beneficiaries in a consortium has facility security clearing.

Further security recommendations may be added to the Grant Agreement in the form of security deliverables (*e.g. create security advisory group, limit level of detail, use fake scenario, exclude use of classified information, etc*).

Beneficiaries must ensure that their projects are not subject to national/third-country security requirements that could affect implementation or put into question the award of the grant (*e.g. technology restrictions, national security classification, etc*). The granting authority must be notified immediately of any potential security issues.

## **7. Financial and operational capacity and exclusion**

### *Financial capacity*

Applicants must have **stable and sufficient resources** to successfully implement the projects and contribute their share. Organisations participating in several projects must have sufficient capacity to implement all these projects.

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<sup>28</sup> See Commission Decision 2015/444/EU, Euratom of 13 March 2015 on the security rules for protecting EU classified information (OJ L 72, 17.3.2015, p. 53).

The financial capacity check will be carried out on the basis of the documents you will be requested to upload in the [Participant Register](#) during grant preparation (*e.g. profit and loss account and balance sheet, business plan, audit report produced by an approved external auditor, certifying the accounts for the last closed financial year, etc*). The analysis will be based on neutral financial indicators, but will also take into account other aspects, such as dependency on EU funding and deficit and revenue in previous years.

The check will normally be done for all beneficiaries, except:

- public bodies (entities established as public body under national law, including local, regional or national authorities) or international organisations
- if the individual requested grant amount is not more than EUR 60 000.

If needed, it may also be done for affiliated entities.

If we consider that your financial capacity is not satisfactory, we may require:

- further information
- an enhanced financial responsibility regime, i.e. joint and several responsibility for all beneficiaries or joint and several liability of affiliated entities (*see below, section 10*)
- prefinancing paid in instalments
- (one or more) prefinancing guarantees (*see below, section 10*)

or

- propose no prefinancing
- request that you are replaced or, if needed, reject the entire proposal.

 For more information, see [Rules for Legal Entity Validation, LEAR Appointment and Financial Capacity Assessment](#).

### Operational capacity

Applicants must have the **know-how, qualifications** and **resources** to successfully implement the projects and contribute their share (including sufficient experience in projects of comparable size and nature).

This capacity will be assessed together with the 'Implementation' award criterion, on the basis of the competence and experience of the applicants and their project teams, including operational resources (human, technical and other) or, exceptionally, the measures proposed to obtain it by the time the task implementation starts.

If the evaluation of the award criterion is positive, the applicants are considered to have sufficient operational capacity.

Applicants will have to show their capacity via the following information:

- general profiles (qualifications and experiences) of the staff responsible for managing and implementing the project
- description of the consortium participants

Additional supporting documents may be requested, if needed to confirm the operational capacity of any applicant.

### Exclusion

Applicants which are subject to an **EU exclusion decision** or in one of the following **exclusion situations** that bar them from receiving EU funding can NOT participate<sup>29</sup>:

- bankruptcy, winding up, affairs administered by the courts, arrangement with creditors, suspended business activities or other similar procedures (including procedures for persons with unlimited liability for the applicant's debts)
- in breach of social security or tax obligations (including if done by persons with unlimited liability for the applicant's debts)
- guilty of grave professional misconduct<sup>30</sup> (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- committed fraud, corruption, links to a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- shown significant deficiencies in complying with main obligations under an EU procurement contract, grant agreement, prize, expert contract, or similar (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- guilty of irregularities within the meaning of Article 1(2) of EU Regulation [2988/95](#) (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)
- created under a different jurisdiction with the intent to circumvent fiscal, social or other legal obligations in the country of origin or created another entity with this purpose (including if done by persons having powers of representation, decision-making or control, beneficial owners or persons who are essential for the award/implementation of the grant)

Applicants will also be refused if it turns out that<sup>31</sup>:

- during the award procedure they misrepresented information required as a condition for participating or failed to supply that information
- they were previously involved in the preparation of the call and this entails a distortion of competition that cannot be remedied otherwise (conflict of interest).

## **8. Evaluation and award procedure**

The proposals will have to follow the **standard submission and evaluation procedure** (one-stage submission + one-step evaluation).

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<sup>29</sup> See Articles 136 and 141 of EU Financial Regulation [2018/1046](#).

<sup>30</sup> Professional misconduct includes: violation of ethical standards of the profession, wrongful conduct with impact on professional credibility, false declarations/misrepresentation of information, participation in a cartel or other agreement distorting competition, violation of IPR, attempting to influence decision-making processes or obtain confidential information from public authorities to gain advantage.

<sup>31</sup> See Article 141 EU Financial Regulation [2018/1046](#).

An **evaluation committee** (composed or assisted by independent outside experts) will assess all applications. Proposals will first be checked for formal requirements (admissibility, and eligibility, *see sections 5 and 6*). Proposals found admissible and eligible will be evaluated against the operational capacity and award criteria (*see sections 7 and 9*) and then ranked according to their scores.

For proposals with the same score (within a topic or budget envelope) a **priority order** will be determined according to the following approach:

Successively for every group of *ex aequo* proposals, starting with the highest scored group, and continuing in descending order:

- 1) Proposals focusing on a theme that is not otherwise covered by higher ranked proposals will be considered to have the highest priority.
- 2) The *ex aequo* proposals within the same topic will be prioritised according to the scores they have been awarded for the award criterion 'Relevance'. When these scores are equal, priority will be based on their scores for the criterion 'Impact'. When these scores are equal, priority will be based on their scores for the criterion 'Implementation'.
- 3) If this does not allow to determine the priority, a further prioritisation can be done by considering the overall proposal portfolio and the creation of positive synergies between proposals, or other factors related to the objectives of the call. These factors will be documented in the panel report.
- 4) After that, the remainder of the available call budget will be used to fund projects across the different topics in order to ensure a balanced spread of the geographical and thematic coverage and while respecting to the maximum possible extent the order of merit based on the evaluation of the award criteria.

All proposals will be informed about the evaluation result (**evaluation result letter**). Successful proposals will be invited for grant preparation; the other ones will be put on the reserve list or rejected.

No commitment for funding — Invitation to grant preparation does NOT constitute a formal commitment for funding. We will still need to make various legal checks before grant award: *legal entity validation, financial capacity, exclusion check, etc.*

**Grant preparation** will involve a dialogue in order to fine-tune technical or financial aspects of the project and may require extra information from your side. It may also include adjustments to the proposal to address recommendations of the evaluation committee or other concerns. Compliance will be a pre-condition for signing the grant.

If you believe that the evaluation procedure was flawed, you can submit a **complaint** (following the deadlines and procedures set out in the evaluation result letter). Please note that notifications which have not been opened within 10 days after sending are considered to have been accessed and that deadlines will be counted from opening/access (*see also [Funding & Tenders Portal Terms and Conditions](#)*). Please also be aware that for complaints submitted electronically, there may be character limitations.

## 9. Award criteria

The **award criteria** for this call are as follows:

- **Relevance**
  - Alignment with the objectives and activities as described in section 2
  - Contribution to long-term policy objectives, relevant policies and strategies, and synergies with activities at European and national level
  - Extent to which the project would reinforce and secure the digital technology supply chain in the EU\*
  - Extent to which the project can overcome financial obstacles such as the lack of market finance\*
- **Implementation**
  - Maturity of the project
  - Soundness of the implementation plan and efficient use of resources
  - Capacity of the applicants, and when applicable the consortium as a whole, to carry out the proposed work
- **Impact**
  - Extent to which the project will achieve the expected outcomes and deliverables referred to in the call for proposals and, where relevant, the plans to disseminate and communicate project achievements
  - Extent to which the project will strengthen competitiveness and bring important benefits for society
  - Extent to which the project addresses environmental sustainability and the European Green Deal goals, in terms of direct effects and/or in awareness of environmental effects \*.

*\*May not be applicable to all topics (see specific topic conditions in section 2.*

Award criteria	Minimum pass score	Maximum score
Relevance	3	5
Implementation	3	5
Impact	3	5
<b>Overall (pass) scores</b>	<b>10</b>	<b>15</b>

Maximum points: 15 points.

Individual thresholds per criterion: 3/5, 3/5 and 3/5 points.

Overall threshold: 10 points.

Proposals that pass the individual thresholds AND the overall threshold will be considered for funding – within the limits of the available budget (i.e. up to the budget ceiling). Other proposals will be rejected.

## 10. Legal and financial set-up of the Grant Agreements

If you pass evaluation, your project will be invited for grant preparation, where you will be asked to prepare the Grant Agreement together with the EU Project Officer.

This Grant Agreement will set the framework for your grant and its terms and conditions, in particular concerning deliverables, reporting and payments.

The Model Grant Agreement that will be used (and all other relevant templates and guidance documents) can be found on [Portal Reference Documents](#).

### *Starting date and project duration*

The project starting date and duration will be fixed in the Grant Agreement (*Data Sheet, point 1*). Normally the starting date will be after grant signature. Retroactive application can be granted exceptionally for duly justified reasons but never earlier than the proposal submission date.

Indicative project duration:

- for topic **DIGITAL-2023-CLOUD-DATA-AI-05-CULTHERITAGE**: 18 months
- for topic **DIGITAL-2023-CLOUD-DATA-AI-05-DATATOURISM**: 36 months

Extensions are possible, if duly justified and through an amendment.

### *Milestones and deliverables consistent with the deliverables set above*

The milestones and deliverables for each project will be managed through the Portal Grant Management System and will be reflected in Annex 1 of the Grant Agreement.

The following deliverables will be mandatory for all projects:

- additional deliverable on dissemination and exploitation, to be submitted in the first six months of the project

The following deliverables will be mandatory for the topic **DIGITAL-2023-CLOUD-DATA-AI-05-CULTHERITAGE**:

- A sustainability plan, with a clear statement on how the project would maintain the data, tools and services (where relevant) after the project is finished, with a plan for 1, 3 and 5 years. This plan must be submitted at the latest six months before the end of the project.
- Technical progress report, with detail of the activities, data added or updated, updated risk assessments, the progress towards the project objectives in percentages, highlighting and justifying deviations from the original plan. This progress report must be submitted every six months.
- An integration report, following a discussion with the data space contractor, to be submitted in the first six months of the project, and an updated version at the end of the project.
- All deliverables must follow a high-quality project management approach, such as including the versioning of the changes, reviews and quality checks.

Form of grant, funding rate and maximum grant amount

The grant parameters (*maximum grant amount, funding rate, total eligible costs, etc*) will be fixed in the Grant Agreement (*Data Sheet, point 3 and art 5*).

Project budget (maximum grant amount):

- for topic **DIGITAL-2023-CLOUD-DATA-AI-05-CULTHERITAGE**: indicative 1,000,000 EUR for one project.
- for topic **DIGITAL-2023-CLOUD-DATA-AI-05-DATATOURISM**: 8,000,000 EUR for one project.

The grant awarded may be lower than the amount requested.

The grant will be a budget-based mixed actual cost grant (actual costs, with unit cost and flat-rate elements). This means that it will reimburse ONLY certain types of costs (eligible costs) and costs that were *actually* incurred for your project (NOT the *budgeted* costs). For unit costs and flat-rates, you can charge the amounts calculated as explained in the Grant Agreement (*see art 6 and Annex 2 and 2a*).

The costs will be reimbursed at the funding rate fixed in the Grant Agreement. This rate depends on the type of action which applies to the topic (*see section 2*).

Grants may NOT produce a profit (i.e. surplus of revenues + EU grant over costs). For-profit organisations must declare their revenues and, if there is a profit, we will deduct it from the final grant amount (*see art 22.3*).

Moreover, please be aware that the final grant amount may be reduced in case of non-compliance with the Grant Agreement (*e.g. improper implementation, breach of obligations, etc*).

Budget categories and cost eligibility rules

The budget categories and cost eligibility rules are fixed in the Grant Agreement (*Data Sheet, point 3 and art 6*).

*Budget categories for this call:*

- A. Personnel costs
  - A.1 Employees, A.2 Natural persons under direct contract, A.3 Seconded persons
  - A.4 SME owners and natural person beneficiaries
- B. Subcontracting costs
- C. Purchase costs
  - C.1 Travel and subsistence
  - C.2 Equipment
  - C.3 Other goods, works and services
- D. Other cost categories
  - D.2 Internally invoiced goods and services
- E. Indirect costs

*Specific cost eligibility conditions for this call:*

- personnel costs:

- average personnel costs (unit cost according to usual cost accounting practices): Yes
- SME owner/natural person unit cost<sup>32</sup>: Yes
- travel and subsistence unit costs<sup>33</sup>: No (only actual costs)
- equipment costs:
  - full cost for the topic **DIGITAL-2023-CLOUD-DATA-AI-05-CULTHERITAGE**
  - depreciation + full cost for listed equipment for the topic **DIGITAL-2023-CLOUD-DATA-AI-05-DATATOURISM**
- other cost categories:
  - costs for financial support to third parties: not allowed.
  - internally invoiced goods and services (costs unit cost according to usual cost accounting practices): Yes
- indirect cost flat-rate: 7% of the eligible direct costs (categories A-D, except volunteers costs and exempted specific cost categories, if any).
- VAT: non-deductible VAT is eligible (but please note that since 2013 VAT paid by beneficiaries that are public bodies acting as public authority is NOT eligible)
- other:
  - in-kind contributions for free are allowed, but cost-neutral, i.e. they cannot be declared as cost
  - kick-off meeting: costs for kick-off meeting organised by the granting authority are eligible (travel costs for maximum 2 persons, return ticket to Brussels and accommodation for one night) only if the meeting takes place after the project starting date set out in the Grant Agreement; the starting date can be changed through an amendment, if needed
  - project websites: communication costs for presenting the project on the participants' websites or social media accounts are eligible; costs for *separate* project websites are not eligible
  - other ineligible costs: No.

### Reporting and payment arrangements

The reporting and payment arrangements are fixed in the Grant Agreement (*Data Sheet, point 4 and art 21 and 22*).

After grant signature, you will normally receive a **prefinancing** to start working on the project (float of normally **60%** of the maximum grant amount; exceptionally less or no prefinancing). The prefinancing will be paid 30 days from entry into force/10 days before starting date/financial guarantee (if required) – whichever is the latest.

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<sup>32</sup> Commission [Decision](#) of 20 October 2020 authorising the use of unit costs for the personnel costs of the owners of small and medium-sized enterprises and beneficiaries that are natural persons not receiving a salary for the work carried out by themselves under an action or work programme (C(2020)7115).


<sup>33</sup> Commission [Decision](#) of 12 January 2021 authorising the use of unit costs for travel, accommodation and subsistence costs under an action or work programme under the 2021-2027 multi-annual financial framework (C(2021)35).



There will be one or more **interim payments** (with cost reporting through the use of resources report).

**Payment of the balance:** At the end of the project, we will calculate your final grant amount. If the total of earlier payments is higher than the final grant amount, we will ask you (your coordinator) to pay back the difference (recovery).

All payments will be made to the coordinator.

 Please be aware that payments will be automatically lowered if one of your consortium members has outstanding debts towards the EU (granting authority or other EU bodies). Such debts will be offset by us — in line with the conditions set out in the Grant Agreement (*see art 22*).

Please also note that you are responsible for keeping records on all the work done and the costs declared.

### Prefinancing guarantees

If a prefinancing guarantee is required, it will be fixed in the Grant Agreement (*Data Sheet, point 4*). The amount will be set during grant preparation and it will normally be equal or lower than the prefinancing for your grant.

The guarantee should be in euro and issued by an approved bank/financial institution established in an EU Member State. If you are established in a non-EU country and would like to provide a guarantee from a bank/financial institution in your country, please contact us (this may be exceptionally accepted, if it offers equivalent security).

Amounts blocked in bank accounts will NOT be accepted as financial guarantees.

Prefinancing guarantees are formally NOT linked to individual consortium members, which means that you are free to organise how to provide the guarantee amount (*by one or several beneficiaries, for the overall amount or several guarantees for partial amounts, by the beneficiary concerned or by another beneficiary, etc*). It is however important that the requested amount is covered and that the guarantee(s) are sent to us in time to make the prefinancing (scanned copy via Portal AND original by post).

If agreed with us, the bank guarantee may be replaced by a guarantee from a third party.

The guarantee will be released at the end of the grant, in accordance with the conditions laid down in the Grant Agreement.

### Certificates

Depending on the type of action, size of grant amount and type of beneficiaries, you may be requested to submit different certificates. The types, schedules and thresholds for each certificate are fixed in the Grant Agreement (*Data Sheet, point 4 and art 24*).

### Liability regime for recoveries

The liability regime for recoveries will be fixed in the Grant Agreement (*Data Sheet point 4.4 and art 22*).

For beneficiaries, it is one of the following:

- limited joint and several liability with individual ceilings — *each beneficiary up to their maximum grant amount*
- unconditional joint and several liability — *each beneficiary up to the maximum*

*grant amount for the action*

or

- individual financial responsibility — *each beneficiary only for their own debts.*

In addition, the granting authority may require joint and several liability of affiliated entities (with their beneficiary).

*Provisions concerning the project implementation*

Security rules: *see Model Grant Agreement (art 13 and Annex 5)*

Ethics rules: *see Model Grant Agreement (art 14 and Annex 5)*

IPR rules: *see Model Grant Agreement (art 16 and Annex 5):*

- background and list of background: Yes
- protection of results: Yes
- exploitation of results: Yes
- rights of use on results: Yes
- access to results for policy purposes: Yes
- access to results in case of a public emergency: Yes
- access rights to ensure continuity and interoperability obligations: Yes

Communication, dissemination and visibility of funding: *see Model Grant Agreement (art 17 and Annex 5):*

- communication and dissemination plan: Yes
- dissemination of results: Yes
- additional dissemination obligations: No
- additional communication activities: No
- special logo: No

Specific rules for carrying out the action: *see Model Grant Agreement (art 18 and Annex 5):*

- specific rules for PAC Grants for Procurement: No
- specific rules for Grants for Financial Support: No
- specific rules for blending operations: No

*Other specificities*

n/a

*Non-compliance and breach of contract*

The Grant Agreement (chapter 5) provides for the measures we may take in case of breach of contract (and other non-compliance issues).

 For more information, see [AGA — Annotated Grant Agreement](#).

## 11. How to submit an application

All proposals must be submitted directly online via the Funding & Tenders Portal Electronic Submission System. Paper applications are NOT accepted.

Submission is a **2-step process**:

### a) create a user account and register your organisation

To use the Submission System (the only way to apply), all participants need to [create an EU Login user account](#).

Once you have an EULogin account, you can [register your organisation](#) in the Participant Register. When your registration is finalised, you will receive a 9-digit participant identification code (PIC).

### b) submit the proposal

Access the Electronic Submission System via the Topic page in the [Search Funding & Tenders](#) section (or, for calls sent by invitation to submit a proposal, through the link provided in the invitation letter).

Submit your proposal in 3 parts, as follows:

- Part A includes administrative information about the applicant organisations (future coordinator, beneficiaries, affiliated entities and associated partners) and the summarised budget for the proposal. Fill it in directly online
- Part B (description of the action) covers the technical content of the proposal. Download the mandatory word template from the Submission System, fill it in and upload it as a PDF file
- Annexes (*see section 5*). Upload them as PDF file (single or multiple depending on the slots). Excel upload is sometimes possible, depending on the file type.

The proposal must keep to the **page limits** (*see section 5*); excess pages will be disregarded.

Documents must be uploaded to the **right category** in the Submission System otherwise the proposal might be considered incomplete and thus inadmissible.

The proposal must be submitted **before the call deadline** (*see section 4*). After this deadline, the system is closed and proposals can no longer be submitted.

Once the proposal is submitted, you will receive a **confirmation e-mail** (with date and time of your application). If you do not receive this confirmation e-mail, it means your proposal has NOT been submitted. If you believe this is due to a fault in the Submission System, you should immediately file a complaint via the [IT Helpdesk webform](#), explaining the circumstances and attaching a copy of the proposal (and, if possible, screenshots to show what happened).

Details on processes and procedures are described in the [Online Manual](#). The Online Manual also contains the links to FAQs and detailed instructions regarding the Portal Electronic Exchange System.

## 12. Help

As far as possible, ***please try to find the answers you need yourself***, in this and the other documentation (we have limited resources for handling direct enquiries):

- [Online Manual](#)
- [FAQs on the Topic page](#) (for call-specific questions in open calls);
- [Portal FAQ](#) (for general questions).

Please also consult the Topic page regularly, since we will use it to publish call updates. (For invitations, we will contact you directly in case of a call update).

### Contact

For individual questions on the Portal Submission System, please contact the [IT Helpdesk](#).

Non-IT related questions contact: [Here](#)

Please indicate clearly the reference of the call and topic to which your question relates (see cover page).

## 13. Important

### IMPORTANT

- **Don't wait until the end** — Complete your application sufficiently in advance of the deadline to avoid any last minute **technical problems**. Problems due to last minute submissions (*e.g. congestion, etc*) will be entirely at your risk. Call deadlines can NOT be extended.
- **Consult** the Portal Topic page regularly. We will use it to publish updates and additional information on the call (call and topic updates).
- **Funding & Tenders Portal Electronic Exchange System** — By submitting the application, all participants **accept** to use the electronic exchange system in accordance with the [Portal Terms & Conditions](#).
- **Registration** — Before submitting the application, all beneficiaries, affiliated entities and associated partners must be registered in the [Participant Register](#). The participant identification code (PIC) (one per participant) is mandatory for the Application Form.
- **Consortium roles** — When setting up your consortium, you should think of organisations that help you reach objectives and solve problems.

The roles should be attributed according to the level of participation in the project. Main participants should participate as **beneficiaries** or **affiliated entities**; other entities can participate as associated partners, subcontractors, third parties giving in-kind contributions. **Associated partners** and third parties giving in-kind contributions should bear their own costs (they will not become formal recipients of EU funding). **Subcontracting** should normally constitute a limited part and must be performed by third parties (not by one of the beneficiaries/affiliated entities). Subcontracting going beyond 30% of the total eligible costs must be justified in the application.

- **Coordinator** — In multi-beneficiary grants, the beneficiaries participate as consortium (group of beneficiaries). They will have to choose a coordinator, who will take care of the project management and coordination and will represent the consortium towards the granting authority. In mono-beneficiary grants, the single beneficiary will automatically be coordinator.
- **Affiliated entities** — Applicants may participate with affiliated entities (i.e. entities linked to a beneficiary which participate in the action with similar rights and obligations as the beneficiaries, but do not sign the grant and therefore do not become beneficiaries themselves). They will get a part of the grant money and must therefore comply with all the call conditions and be validated (just like beneficiaries); but they do not count towards the minimum eligibility criteria for consortium composition (if any).
- **Associated partners** — Applicants may participate with associated partners (i.e. partner organisations which participate in the action but without the right to get grant money). They participate without funding and therefore do not need to be validated.
- **Consortium agreement** — For practical and legal reasons it is recommended to set up internal arrangements that allow you to deal with exceptional or unforeseen circumstances (in all cases, even if not mandatory under the Grant Agreement). The consortium agreement also gives you the possibility to redistribute the grant money according to your own consortium-internal principles and parameters (for instance, one beneficiary can reattribute its grant money to another beneficiary). The consortium agreement thus allows you to customise the EU grant to the needs inside your consortium and can also help to protect you in case of disputes.

- **Balanced project budget** — Grant applications must ensure a balanced project budget and sufficient other resources to implement the project successfully (*e.g. own contributions, income generated by the action, financial contributions from third parties, etc*). You may be requested to lower your estimated costs, if they are ineligible (including excessive).
- **No-profit rule** — Grants may NOT give a profit (i.e. surplus of revenues + EU grant over costs). This will be checked by us at the end of the project.
- **No double funding**— There is a strict prohibition of double funding from the EU budget (except under EU Synergies actions). Outside such Synergies actions, any given action may receive only ONE grant from the EU budget and cost items may under NO circumstances declared to two different EU actions.
- **Completed/ongoing projects** — Proposals for projects that have already been completed will be rejected; proposals for projects that have already started will be assessed on a case-by-case basis (in this case, no costs can be reimbursed for activities that took place before the project starting date/proposal submission).
- **Combination with EU operating grants** — Combination with EU operating grants is possible, if the project remains outside the operating grant work programme and you make sure that cost items are clearly separated in your accounting and NOT declared twice (see [AGA — Annotated Model Grant Agreement, art 6.2.E](#)).
- **Multiple proposals** — Applicants may submit more than one proposal for *different* projects under the same call (and be awarded a funding for them).

Organisations may participate in several proposals.

BUT: if there are several proposals for *very similar* projects, only one application will be accepted and evaluated; the applicants will be asked to withdraw one of them (or it will be rejected).

- **Resubmission** — Proposals may be changed and re-submitted until the deadline for submission.
- **Rejection** — By submitting the application, all applicants accept the call conditions set out in this this Call Document (and the documents it refers to). Proposals that do not comply with all the call conditions will be **rejected**. This applies also to applicants: All applicants need to fulfil the criteria; if any one of them doesn't, they must be replaced or the entire proposal will be rejected.
- **Cancellation** — There may be circumstances which may require the cancellation of the call. In this case, you will be informed via a call or topic update. Please note that cancellations are without entitlement to compensation.
- **Language** — You can submit your proposal in any official EU language (project abstract/summary should however always be in English). For reasons of efficiency, we strongly advise you to use English for the entire application. If you need the call documentation in another official EU language, please submit a request within 10 days after call publication (for the contact information, see *section 12*).

- **Transparency** — In accordance with Article 38 of the [EU Financial Regulation](#), information about EU grants awarded is published each year on the [Europa website](#).

This includes:

- beneficiary names
- beneficiary addresses
- the purpose for which the grant was awarded
- the maximum amount awarded.

The publication can exceptionally be waived (on reasoned and duly substantiated request), if there is a risk that the disclosure could jeopardise your rights and freedoms under the EU Charter of Fundamental Rights or harm your commercial interests.

- **Data protection** — The submission of a proposal under this call involves the collection, use and processing of personal data. This data will be processed in accordance with the applicable legal framework. It will be processed solely for the purpose of evaluating your proposal, subsequent management of your grant and, if needed, programme monitoring, evaluation and communication. Details are explained in the [Funding & Tenders Portal Privacy Statement](#).

**Annex 1****Digital Europe types of action**

The Digital Europe Programme uses the following actions to implement grants:

**Simple Grants**

**Description:** Simple Grants (SIMPLE) are a flexible type of action used by a large variety of topics and can cover most activities. The consortium will mostly use personnel costs to implement action tasks, activities with third parties (subcontracting, financial support, purchase) are possible but should be limited.

**Funding rate:** 50%

**Payment model:** Prefinancing – (x) interim payment(s) – final payment

**SME Support Actions**

**Description:** SME Support Actions (SME) are a type of action primarily consisting of activities directly aiming to support SMEs involved in building up and the deployment of the digital capacities. This type of action can also be used if SMEs need to be in the consortium and make investments to access the digital capacities.

**Funding rate:** 50% except for SMEs where a rate of 75% applies

**Payment model:** Prefinancing – (x) interim payment(s) – final payment

**Coordination and Support Actions (CSAs)**

**Description:** Coordination and Support Actions (CSAs) are a small type of action (a typical amount of 1-2 Mio) with the primary goal to support EU policies. Activities can include coordination between different actors for accompanying measures such as standardisation, dissemination, awareness-raising and communication, networking, coordination or support services, policy dialogues and mutual learning exercises and studies, including design studies for new infrastructure and may also include complementary activities of strategic planning, networking and coordination between programmes in different countries.

**Funding rate:** 100%

**Payment model:** Prefinancing – (x) interim payment(s) – final payment

**Grants for Procurement**

**Description:** Grants for Procurement (GP) are a special type of action where the main goal of the action (and thus the majority of the costs) consist of buying goods or services and/or subcontracting tasks. Contrary to the PAC Grants for Procurement (*see below*) there are no specific procurement rules (i.e. usual rules for purchase apply), nor is there a limit to 'contracting authorities/entities'. Personnel costs should be limited in this type of action; they are in general used to manage the grant, coordination between the beneficiaries, preparation of the procurements.

**Funding rate:** 50%

**Payment model:** Prefinancing - second prefinancing (to provide the necessary cash-flow to finance the procurements) – payment of the balance



## **PAC Grants for Procurement**

**Description:** PAC Grants for Procurement (PACGP) are a specific type of action for procurement in grant agreements by 'contracting authorities/entities' as defined in the EU Public Procurement Directives (Directives 2014/24/EU, 2014/25/EU and 2009/81/EC) aiming at innovative digital goods and services (i.e. novel technologies on the way to commercialisation but not yet broadly available).

**Funding rate:** 50%

**Payment model:** Prefinancing - second prefinancing (to provide the necessary cash-flow to finance the procurements) – payment of the balance

## **Grants for Financial Support**

**Description:** Grants for Financial Support (GfS) have a particular focus on cascading grants. The majority of the grant will be distributed via financial support to third parties with special provisions in the grant agreement, maximum amounts to third parties, multiple pre-financing and reporting obligations.

Annex 5 of the model grant agreements foresees specific rules for this type of action regarding conflict of interest, the principles of transparency, non-discrimination and sound financial management as well as the selection procedure and criteria.

In order to assure the co-financing obligation in the programme, the support to third parties should only cover 50% of third party costs.

**Funding rate:** 100% for the consortium, co-financing of 50% by the supported third party

**Payment model:** Prefinancing - second prefinancing (to provide the necessary cash-flow to finance sub-grants) – payment of the balance

## **Lump Sum Grants**

**Description:** Lump Sum Grants (LS) reimburse a general lump sum for the entire project and the consortium as a whole. The lump sum is fixed ex-ante (at the latest at grant signature). on the basis of a methodology defined by the granting authority (either on the basis of a detailed project budget or other pre-defined parameters). The lump sum will cover all the beneficiaries' direct and indirect costs for the project. The beneficiaries do not need to report actual costs, they just need to claim the lump sum once the work is done. If the action is not properly implemented only part of the lump sum will be paid.

**Funding rate:** 100%/50%/50% and 75% (for SMEs)

**Payment model:** Prefinancing – (x) interim payment(s)– final payment

## **Framework Partnerships (FPAs) and Specific Grants (SGAs)**

### **FPAs**

**Description:** FPAs establish a long-term cooperation mechanism between the granting authority and the beneficiaries of grants. The FPA specifies the common objectives (action plan) and the procedure for awarding specific grants. The specific grants are awarded via identified beneficiary actions (with or without competition).

**Funding rate:** no funding for FPA

## **SGAs**

**Description:** The SGAs are linked to an FPA and implement the action plan (or part of it). They are awarded via an invitation to submit a proposal (identified beneficiary action). The consortium composition should in principle match (meaning that only entities that are part of the FPA can participate in an SGA), but otherwise the implementation is rather flexible. FPAs and SGAs can have different coordinators; other partners of the FPA are free to participate in an SGA or not. There is no limit to the amount of SGAs signed under one FPA.

**Funding rate:** 50%


**Payment model:** Prefinancing – (x) interim payment(s) – final payment

**Annex 2****Eligibility restrictions under Articles 12(5) and (6) and 18(4) of the Digital Europe Regulation****Security restrictions Article 12(5) and (6)**

If indicated in the Digital Europe Work Programme, and if justified for security reasons, topics can exclude the participation of legal entities *established* in a third country or DEP associated country, or established in the EU territory but *controlled* by a third country or third country legal entities (including DEP associated countries)<sup>34</sup>.

This restriction is applicable for SO1 (High Performance Computing), SO2 (Artificial Intelligence) and SO3 (Cybersecurity), but at different levels.

- In the case of SO3, the provision is implemented in the strictest way. When activated, only entities established in the EU and controlled from the EU will be able to participate; entities from associated countries (which are normally eligible) can NOT participate — unless otherwise provided in the Work Programme.
- In SO1 and SO2, entities established in associated countries and entities controlled from non-EU countries may participate, if they comply with the conditions set out in the Work Programme (usually:
  - for the associated countries: be formally associated to Digital Europe Programme and receive a positive assessment by the Commission on the replies to their associated country security questionnaire.
  - for the participants: submission of a guarantee demonstrating that they have taken measures to ensure that their participation does not contravene security or EU strategic autonomy interests).

 EEA countries (and participants from EEA countries) are exempted from these restrictions (and additional requirements) because EEA countries benefit from a status equivalent to the Member States.

In order to determine the ownership and control status, participants<sup>35</sup> will be required to fill in and submit a [declaration on ownership and control](#) as part of the proposal (and later on be requested to submit supporting documents) (see [Guidance on participation in DEP, HE, EDF and CEF-DIG restricted calls](#)).

In addition, where a guarantee is required, the participants will also have to fill in the [guarantee template](#), approved by the competent authorities of their country of establishment, and submit it to the granting authority which will assess its validity.

The activation of these restrictions will also make a number of specific provisions in the Grant Agreement applicable, such as country restrictions for eligible costs, country restrictions for subcontracting, and special rules for implementation, exploitation of results and transfers and exclusive licensing of results.

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<sup>34</sup> See Article 12(5) and (6) of the Digital Europe Regulation 2021/694.

<sup>35</sup> All types of participants except for entities that are validated as public bodies by the Central Validation Service.

Thus:

- participation in any capacity (as beneficiary, affiliated entity, associated partner, subcontractor or recipient of financial support to third parties) is also limited to entities established in and controlled from eligible countries
- project activities (included subcontracted work) must take place in eligible countries
- the Grant Agreement provides for specific IPR restrictions.

#### **Strategic autonomy restrictions Article 18(4)**

If indicated in the Digital Europe Work Programme, calls can limit the participation to entities *established* in the EU, and/or entities established in third countries associated to the programme for EU strategic autonomy reasons<sup>36</sup>.

The application of this article will make a number of specific provisions in the Grant Agreement applicable, such as country restrictions for eligible costs, country restrictions for subcontracting, and special rules for implementation, exploitation of results and transfers and exclusive licensing of results.

 For more information, see [Guidance on participation in DEP, HE, EDF and CEF-DIG restricted calls](#).

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<sup>36</sup> See Article 18(4) of the Digital Europe Regulation [2021/694](#).