



***SPIRIT_ SCALABLE PLATFORM FOR
INNOVATIONS ON REAL-TIME IMMERSIVE
TELEPRESENCE***

**1ST OPEN CALL (OC1)
PROPOSAL TEMPLATE**

www.spirit-project.eu



Grant Agreement No.: 101070672
Call: HORIZON-CL4-2021-HUMAN-01

Topic: HORIZON-CL4-2021-HUMAN-01-25
Type of action: HORIZON-RIA

Full Title of your proposal Acronym of your proposal	
Call ¹ -	SPIRIT-OC1
Date of submission of your proposal:	dd/mm/2024
Proposal stage ²	“Draft for Feasibility advisory” or “Final submission”
Organisation name ³ :	Organization name;
Name of the proposer ⁴ :	First name; Last name
Proposer’s telephone number:	Number
Proposer’s email address: [This is the email address to which the Acknowledgment of receipt will be sent]	Email address
Vertical sector ⁵	

Note: Grey highlighted areas must be filled in for proposal eligibility.

¹ This call: SPIRIT-OC1

² Indicate the stage of proposal: “Draft for feasibility advisory” or “Final submission”.

In case of “Draft for feasibility advisory” **Section A, B,C and H** need to be filled in.

For “Final submission” proposal **ALL Sections** marked as mandatory must be filled in

³ In case of Consortium indicate all the organizations involved in the Consortium. Maximum 3 entities are allowed. Please numerate each entity and indicate the entity acting as coordinator as number 1) as in following example: 1) *Organization name (COORDINATOR)*; 2) *Organization name*; 3) *Organization name*;

⁴ In case of Consortium indicate only the COORDINATOR representative

⁵ Please indicate the vertical sector of relevance for your proposal selecting among: *Healthcare, Retail, Education, Training, Entertainment, Manufacturing, Tourism, Other (SPECIFY)*

SECTION A PROJECT SUMMARY

(Maximum 300 words – summary of the proposed work)

Remark: The information in this section may be used in public documents and reports by the SPIRIT consortium.

This section needs to be completed in the draft proposal and will be used for the feasibility check (cf. Section E)

SECTION B DETAILED DESCRIPTION AND EXPECTED RESULTS

(minimum 4 pages, and maximum 6 pages)

*This section describes the details on the planned Experiment. The proposers should describe **what** do they plan to obtain, **how**, and **why** this is relevant. This section should also include all information with respect to the state-of-the-art and the expected industrial/scientific impact. This section should also include appropriate consideration of the gender dimension in research and innovation content.*

This section needs to be completed in the draft proposal and will be used for the feasibility check (cf. Section E)

B.1 CONCEPT AND OBJECTIVES

Describe the specific objectives of the proposed Experiment, which should be clear, measurable, realistic and achievable within the duration of the Experiment (not through subsequent development). Show how they relate to the SPIRIT OC1 and how and why SPIRIT is needed for realising them.

Describe and explain the overall concept that forms the basis for your project. Describe the main ideas, models or assumptions involved.

B.2 IMPACT

Describe how this Experiment fits in with your activities, and how this Experiment may strengthen the competitiveness of your business, the growth of your organisation and/or contribute to the broader scientific community.

Show that the proposed Experiment has sufficient sustainable benefits for the SPIRIT project, meaning that there should be an added value for the SPIRIT project, after the proposer has finished the Experiment.

B.3 DESCRIPTION OF STATE-OF-THE-ART

Describe in detail how the proposed solution compares with existing solutions in the field covered by the Experiment. Are there similar Experiments, products, services, etc. on the market?

B.3.1 Advancing Beyond the State of the Art

Provide a detailed and convincing argument for how the proposed solution surpasses the current state of the art current state-of-the-art in the field. Some key elements the proposer should consider including: Innovation and Uniqueness, Comparative Analysis, Incremental Contribution, Addressing limitations, Future implications.

B.4 METHODOLOGY AND ASSOCIATED WORK PLAN

Provide a work plan. Provide clear goals and verifiable results, and also a clear timing.

The work plan involves at least the following phases:

1. *Design of Experiment*
2. *Executing the Experiment*
3. *Analysis & feedback*
 - *Analysis of the results of the Experiment*
 - *Feedback on user experience*
 - *Recommendations for improvements and/or future extensions of the SPIRIT infrastructures*
4. *Showcase: Set up of a showcase (demonstration) to be used for the evaluation of the Experiment at the review meeting with the European Commission, and for further promotion of SPIRIT*
5. *Dissemination: Regular dissemination actions (journal publications, conferences, workshops, exhibitions, events, advertising of results at SPIRIT website, potential for standardization, etc.)*
6. *Final report and deliverables*

NOTE: there is NO need to define work packages. All results need to be reported in the final report at the end of the Experiment.

SECTION C USAGE OF SPIRIT RESEARCH INFRASTRUCTURES

(Target length 1 page)

This section needs to be completed in the draft proposal and will be used for the feasibility check (cf. Section E).

The following list of questions will give the proposers an idea of what information the SPIRIT consortium is expected to get from this section:

- What specific infrastructure are you planning to use or contribute to?*
- What infrastructure components are expected to be used?*
- What interfaces are expected to be used?*
- How many field days at the infrastructures are expected?*
- What would be the technical requirements from proposers (e.g. uplink/downlink bandwidth capacity, type of access network (WiFi, 5G...), deployment space / conditions, Local or Edge Computing resources (O.S, CPU, GPU, RAM...), media formats / protocols? Please indicate any other technical / infrastructure related requirements or constraints related to the offered infrastructures.*

Please provide a short motivation on why specific platform features and infrastructures will be required for the proposed Experiment. (maximum ½ page)

SECTION D DATA MANAGEMENT PLAN

(Target length half page)

This section contains the Data Management Plan that the experimenters will put in place to preserve data during the execution of the experiment.



SECTION E FEASIBILITY CHECK

(maximum 1 page)

This section is not mandatory and applicable only to the final proposal. In case you have benefited from the "feasibility advisory" include in this section the feedback you have received.



SECTION F BACKGROUND AND QUALIFICATIONS

(maximum 2 pages)

This section describes the organization / consortium and the team that will take part in the Experiment. This section must include the activities and technical expertise of the organization / consortium, the proposer and if applicable other team members' qualifications, technical expertise, and other information to enable reviewers to judge the ability to carry out the Experiment.



SECTION G EXPECTED FEEDBACK TO THE SPIRIT CONSORTIUM

(maximum 1 page)

This section contains valuable information for the SPIRIT consortium and should indicate the feedback the SPIRIT consortium can expect from the use of platforms and/or testbeds after carrying out the Experiment. This information is essential in view of further improving the usability of the SPIRIT facilities.

SECTION H REQUESTED FUNDING

(maximum 1 page)

This section provides an overview of the budgeted costs and the requested funding. A split is made in personnel costs for development of software and equipment, other direct costs (travel) and indirect costs (i.e. overhead, 25% of the direct costs).

Please show your figures in euros (not thousands of euros).

	Total Person Months	Cost (€)
(1) Direct personnel costs		
(2) Other direct costs, of which:		
Travel		
(3) Indirect costs (25% of direct costs)		
(4) Total costs (Sum of 1, 2 and 3)		

In row (1), insert your direct personnel costs for the work involved, including the name, seniority and the role in the experiment.

In row (2), insert any travel costs. Please allocate sufficient budget for participation in one training meeting at the beginning of the experiment, the final review meeting, and visit(s) to SPIRIT partners.

In row (3), calculate the indirect costs (for personnel and other direct costs)

In row (4), calculate the sum of your personnel, other direct costs and indirect costs.

The maximum funding which is allowed in this call is set at 195 000 € per project.

SECTION I USE OF PROPOSAL INFORMATION

In this section the proposing party is asked to include some statements related to sharing information of their proposal within the SPIRIT consortium.

The SPIRIT project would like to have the opportunity to collect more detailed information and further use this information, also if the proposal is not selected for funding. In any case, the SPIRIT consortium will treat all information of a proposal confidentially.

Two types of information usage are envisaged:

- Information which is part of the Sections A, C, E and F will be used within the SPIRIT project as input for tasks related to the infrastructure and software platform optimizations, sustainability studies, etc. The same information can also be used in an anonymous way to create statistics and reports about this first open call.*
- Other information belonging to this proposal might also be accessed by the SPIRIT consortium, if allowed by the corresponding proposer. Any use of such information will be discussed and agreed upon with the proposers. Proposers have the freedom to select if they wish to support this kind of information usage.*

<p>I allow that the material provided in Sections A, C, E and F of this proposal may be accessed by the SPIRIT consortium, also if the proposal is not selected for funding. In any case, the SPIRIT consortium will treat all this information confidentially. It will be used within the SPIRIT project as input for tasks related to the infrastructure and software platform optimisations, sustainability studies, etc. The same information can also be used in an anonymous way to create statistics and reports about this first open call.</p>	Yes <input type="checkbox"/>
<p>Furthermore, I allow that the other parts of this proposal may be accessed by the SPIRIT consortium, also if the proposal is not selected for funding. In any case, the SPIRIT consortium will treat all information of this proposal confidentially. Any use of this information will be discussed and agreed upon with the proposers.</p>	Yes <input type="checkbox"/>



SECTION J ETHICAL AND PRIVACY FRAMEWORK

J.1 ETHICAL FRAMEWORK

Please reply to the following questions considering ethical issues that the proposal may pose and provide further information on how the project plans to comply with ethical principles and relevant legislations.

- Does this activity involve the use of human embryos and/or cells?
- Does this activity involve human participants?
- Does this activity involve processing of personal data?
- Does this activity involve animals?
- Does this activity involve the use of substances or processes that may cause harm to the
 - environment, humans, animals or plants (during the implementation of the activity or further to the use of the results, as a possible impact)?
- Does this activity deal with endangered fauna and/or flora / protected areas?
- Does this activity involve the development, deployment and/or use of Artificial Intelligence? (if yes, detail whether that could raise ethical concerns related to human rights and values and detail how this will be addressed).
- Are there any other ethics issues that should be taken into consideration?

J.2 PRIVACY FRAMEWORK

Please complete the questions below with as much detail as possible which will be assessed by the SPIRIT infrastructures during the feasibility check.

1. Will the project involve the collection of new information about individuals?
2. Will the project compel individuals to provide information about themselves?
3. Will information about individuals be disclosed to organisations or people who have not previously had routine access to the information?
4. Are you using information about individuals for a purpose it is not currently used for, or in a way it is not currently used?

5. Does the project involve you using new technology that might be perceived as being privacy intrusive? For example, the use of biometrics or facial recognition.
6. Will the project result in you making decisions or taking action against individuals in ways that can have a significant impact on them?
7. Is the information about individuals of a kind particularly likely to raise privacy concerns or expectations? For example, health records, criminal records or other information that people would consider to be private.
8. Will the project require you to contact individuals in ways that they may find intrusive?

