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D8.4 GUIDE FOR OPEN CALLS APPLICANTS

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Abstract	WeNet aims to expand its impact by allowing early adopters such as Open Calls winners to use its platform and research infrastructure to a larger and diverse community of users. For this purpose WeNet offers multiple tracks to choose from as Open Call projects. Entities and organizations from different backgrounds and objectives can apply for the projects. A committee of independent individuals is placed to examine the outcome. All the applicants need to comply with rules and regulations set in place for a successful outcome of the application and project.
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Dissemination Level		
PU	Public, fully open, e.g. web	✓
CL	Classified, information as referred to in Commission Decision 2001/844/EC	
CO	Confidential to HUB4NGI project and Commission Services	

* *R*: Document, report (excluding the periodic and final reports)

DEM: Demonstrator, pilot, prototype, plan designs

DEC: Websites, patents filing, press & media actions, videos, etc.

OTHER: Software, technical diagram, etc.



EXECUTIVE SUMMARY

The Open Call projects aim at extending the impact of the WeNet project by involving additional institutions, increasing the diversity in terms of communities of users and data collected, and collecting further data to feed the WeNet Research Infrastructure (RI). Furthermore, the projects will help to expose a larger number of individuals and communities to the WeNet vision and tools, fostering the creation of a community of innovators around the WeNet platform. Moreover, it will help to collect feedback from early adopters on the usability, usefulness and ethical implications of the WeNet platform and RI.

At least five projects, representing five new pilot sites (by bringing a community of users) will be funded. Other than that, also projects of pure qualitative or quantitative analysis could be funded. The applicants can choose from three different tracks: Track A - Apps, Track B - Data, Track C - Free Tracks, depending on their preference. A project can last up to 6 months, however it can be lessened depending on different variables. Furthermore the deadlines for application submission is fixed for the end of september 2021.

Applicants need to comply with all the rules and regulations highlighted in the document, including, GDPR, absence of conflict of interest, alignment with the WeNet project vision etc. Only applicants which fall under the eligibility criteria will be able to submit a successful application. The complete application submission process will take place online using the official website of the project. Different support channels are also made available to assist applicants and winners at different stages of the project. Moreover, a detailed evaluation process provides participants with guidelines to prepare for the reports and deliverables throughout the project. Participants are advised to follow all the recommendations for a successful outcome of the application and the project.

Different validity checks also take place to study the eligibility of the applicant and proposed project together with legal and ethical compliance. Different independent actors are involved at different stages of the project to assist and examine the application and outcome of the projects. A dedicated panel of experts is placed to inspect the application and decide the outcome.

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ABBREVIATIONS

IPR	Intellectual Property Rights
GDPR	General Data Protection Regulation
RI	WeNet Research Infrastructure



1. Introduction

Diversity permeates our everyday life and covers many dimensions, such as competence, culture, gender or economics across humans and social relations. Technology has evolved to a point where humans from diverse backgrounds, cultures, and experiences have an unprecedented ability to connect with each other. Yet technology does not in-and-by-itself provide support for developing and maintaining the social relationships that transcend geographical and cultural backgrounds.

WeNet addresses this gap by providing a diversity-aware, machine-mediated paradigm of social relations. The goal is connecting people that can support each other, and the key is leveraging their diversity. The WeNet paradigm includes a family of computational diversity-aware models supporting human interaction. Learning models construct diversity profiles based on people's past behaviour and interactions. A diversity-aware search builds upon these profiles to connect the "right" people together. To support people's interactions, a diversity alignment mechanism lifts communication barriers to ensure that messages between humans are interpreted correctly, and a diversity-aware incentive mechanism generates incentives to motivate people to support each other. The entire paradigm is developed following an integrated ethics approach. This means taking into consideration ethical guidance from the start of the design process. The WeNet platform provides the technological infrastructure to set out a series of studies that will be carried out within universities worldwide with diverse student populations, and with the final goal of improving students' quality of life inside and outside the academic environment. Beyond universities, WeNet's innovative paradigm impacts human interactions in general, especially those that may benefit from a collaborative approach (creative industries, medical diagnosis, ...).

In this report, we are describing the process and guidelines for the Open Call projects that aim to address all the relevant topics to assist the Open Call applicants. In particular, Section 2 highlights the type of project tracks available to Open Call applicants, including its duration and set of requirements. Following this, Section 3 describes the eligibility criteria for applicants highlighting different qualification constraints. The section also highlights the type of entities who can apply for open call projects, such as public or private organizations from different backgrounds, sizes and motivations etc. Moreover, the section printouts the geographical and linguistic criteria together with GDPR and Absence Of Conflict Of Interest compliances for applicants. In Section 4, the document defines the preparation and submission process underlying the information and documentation required for an application. Section 5 highlights the type of support available to the participant before, during and after the project including technical and financial support. Section 6 describes the evaluation process of the open call project outcomes. It also highlights the negotiation process and rules for intellectual property rights on the outcomes of the Open Call projects. The final section concludes the deliverables with an overview of the report and future works.

2. Open Call Projects

As mentioned before, the Open Call projects aim to welcome applicants from a variety of backgrounds. For which reason, WeNet allows the applicants to choose from different tracks for the projects. Each track offers a different set of features that can help applicants to choose according to their requirements and objectives. The duration of eligible projects shall be no more than six months, however, it can be further classified for individual tracks, as described below.

Project kick-off is expected to be on February 1st, 2022, which is aligned with the WeNet project plan. Moreover, it will provide significant time, before the end of the project for the WeNet community to benefit from the diversity offered by the data and results collected during the open call projects to improve the platform and algorithms. The WeNet Open Call is organised around three (3) tracks. Each track targets a different set of objectives, has a different budget and different project duration.

2.1 TRACK A - APPS

- **Description:** The track offers the Open Call winners to develop a new use case together with a new app and run the experiment, bringing a community of users. The experiments are then used to collect the data where the data can be shared with other parties according to the agreement.
- **Requirements:**
 - The Open Call winner must develop a new app/use case (i.e., a use case not already developed and tested within the WeNet project), where the app must use the WeNet platform APIs to provide its functionality to end-users. Details about the existing apps can be found in Appendix A.
 - The Open Call winner must bring a community of users (indicatively, for Track A, we do expect at least 50 new users to be brought by the applicant).
 - A data collection pilot will have to take place with the said community of users.
 - The Open Call winner must collect experimental data, anonymize it and make it available for inclusion in the WeNet research infrastructure under a CC+¹ licence which includes the right to adapt, remix, distribute the updated content and impose additional or different terms or conditions to recipients when the data are distributed through the RI.
- **Maximum duration:** 6 Months

¹ <https://wiki.creativecommons.org/wiki/CCPlus>



2.2 TRACK B - DATA

- **Description:** This track allows the Open Call winners to re-use an existing WeNet app and run an experiment, bringing a community of users. The data must be collected and made available on the WeNet RI.
- **Requirements:**
 - The Open Call winner must use an existing WeNet app². Appendix A list all the available apps and related information.
 - The Open Call winner must bring a community of users (indicatively at least 200 for quantitative studies and 20-50 for qualitative studies) to participate in the experiment.
 - A data collection pilot must take place with the said community of users.
 - The Open Call winner must feed anonymized data into the research infrastructure under a CC+¹ licence which includes the right to adapt, remix, distribute the updated data and to impose additional or different terms or conditions to recipients when the data are distributed through the RI to other community members (students/researchers) to learn more about diversity and for the WeNet team to improve its algorithms.
- **Maximum duration:** 4 Months

2.3 TRACK C - FREE TRACKS

- **Description:** This is a free track, where proposals that do not fit Track A or B, but are relevant for the Open Call scope, can be submitted.
- **Requirements:** The expected results should be relevant to the scope and goals of the WeNet project. No further requirements are foreseen for this track.
- **Maximum duration:** 6 Months

2.4 RECOMMENDATIONS

- WeNet follows an integrated ethics approach and at the same time uses participatory and value sensitive approaches to ensure that the technology works for everyone in the community of users³. It is strongly recommended that applicants adopt an ethical perspective throughout their activities.

² We will create a new instance of an existing WeNet app (or a plurality thereof), which the applicant will be able to brand (name, logo, etc.), and which will be used just for their experimental activities.

³ [WeNet privacy guidelines](#), [ACM Code of Ethics](#) and [EU Draft Ethics Guidelines for Trustworthy AI](#)

- The WeNet platform and the existing WeNet Apps will be provided to the selected Applicant by the relevant member of the WeNet Consortium, which will act as data processor. The applicant will act as data controller for any personal data being collected throughout experimental activities with users. Please consider this in the GDPR section of the proposal.
- Feeding the WeNet Research Infrastructure is a focal point of tracks A) and B). In order to do so, it is mandatory to spell out how the data collected will be anonymized in accordance with the GDPR principles and the latest guidelines and best practices.
- The CC+⁴ licence under which collected data will be made available for inclusion in the WeNet research infrastructure denotes the combination of a CC official license (unmodified and verbatim) + another separate and independent agreement granting more permissions. The separate agreement shall include the right to adapt, remix, distribute the updated data and to impose additional or different terms or conditions to recipients when data are distributed through the research infrastructure.

2.5 SCHEDULE

Description	Indicative dates
Call Launch	12 July 2021
Submission Deadline	30 September 2021
End of the evaluation Period	31 December 2021
Signature of Sub-grant Agreement	31 January 2022
Expected kick-off of the projects	1 February 2022

Table 1. Open Call project schedule

3. Eligibility Criteria

The following section describes the eligibility criteria for the applicants in detail. All applicants will have to abide by all general requirements described in this section to be considered eligible for this Open Call. Proposals failing to comply with eligibility criteria will not be considered.

3.1 TYPE OF APPLICANTS

⁴ <https://wiki.creativecommons.org/wiki/CCPlus>



The call is open to:

- Startups;
- Small and medium-sized enterprises;
- Large enterprises;
- Universities;
- Research centers;
- NGOs;
- Foundations and other non-profit entities.

The participation is possible only for legal entities established in an eligible country (see section 3.2). Individuals cannot participate. The person submitting the proposal must be empowered to represent and commit the applying legal entity according to the relevant law. In case of multiple submissions by different individuals for the same legal entity, only the proposal submitted by the person empowered to do so will be considered eligible. In case of multiple submissions by different individuals all empowered to represent and commit the same legal entity, section 4.2.2 applies.

3.2 COUNTRIES AND LANGUAGES

Only applicants legally established in any of the following countries (hereafter collectively identified as the “Eligible Countries”) can apply for the Open Call projects:

- **Member States of the European Union**, including their overseas departments and outermost regions;
- **Associated Countries** according to the updated list published by the EC;
- **Third Countries** according to the updated list published by the EC;
- **United Kingdom** under the conditions set by the EC for H2020 participation at the time of the deadline of the Call.

English is the official language for this Open Call. Submissions done in any other language will not be evaluated. English is also the only official language during the whole execution of the project. This means any requested submission of deliverables will be done in English in order to be eligible.

3.3 ABSENCE OF CONFLICT OF INTEREST

Applicants, their legal representatives and shareholders cannot be WeNet Consortium partners or affiliated entities nor their employees or co-operators under a contractual agreement. Other cases of conflict of interest will be assessed case by case by the WeNet

Consortium Member in charge of the organisation of the Open Call and may lead to the proposal being discarded.

3.4 GDPR COMPLIANCE

WeNet Consortium is committed to complying with Regulation (EU) 2016/679, General Data Protection Regulation (GDPR), in the processing of personal data related to the WeNet Consortium including the Open Call applicants. In submitting a proposal, applicants agree to comply with the GDPR, regarding all personal data that might be included in the proposal or that might be used during the deployment of the project, in case of success of the proposal. In case of breach of the GDPR, the applicant will be the only liable party and no responsibilities will be on the WeNet Consortium.

3.5 DOUBLE FUNDING

The applicant's project cannot receive double funding. Synergies with other sources of funding, including other H2020 projects, are allowed as long as the grants are used for complementary, not overlapping purposes. Each Applicant must declare that it has not received funding for exactly the same project from other projects or European Commission funding schemes.

3.5 OTHER

Each applicant must declare:

- it has not convictions for fraudulent behaviour, other financial irregularities, unethical or illegal business practices;
- It is not under liquidation or an enterprise under difficulty according to the Commission Regulation No 651/2014, art. 2.18.
- It has not been declared bankrupt or has initiated bankruptcy procedures;
- It is not excluded from the possibility of obtaining EU funding under the provisions of both national and EU law, or by a decision of both national or EU authority;
- It has the appropriate resources to implement the full set of tasks needed within the project. This means it is not allowed to subcontract key parts of the project.
- Its project is based on the original works and going forward any foreseen developments are free from third party rights, or they are clearly stated;

4. Application Process

The following section describes the preparation and submission methods together with explaining the process to be followed for successful application. Furthermore, it highlights the project deadlines and supports available to applicants during this phase.

4.1 PREPARATION

The documents that will be submitted are:

- **Application form:** online form available on the project website ⁵.
- **Proposal description:** document in PDF format based on the Proposal Template containing the description of the project, to be uploaded to the project website.

The project proposals must strictly adhere to the template provided, which defines sections and the overall length. Participants are requested to carefully read and follow the instructions in the form. The guidance text of the proposal template must be considered as part of this guide for applicants.

Evaluators will be instructed not to consider extra material in the evaluation. Additional material, which has not been specifically requested in the online application form, will not be considered for the evaluation of the proposals.

4.2 SUBMISSION

4.2.1 Method

Only proposals submitted through the Open Call submission portal, on the dedicated section of the WeNet website and within the Call duration will be accepted. Proposals submitted by any other means will be discarded. Only the documentation included in the application will be considered by evaluators.

4.2.2 Multiple Submissions

Only one proposal will be accepted per legal entity. In the case of a multiple submission, only the last one received (timestamp of the system) will enter into the evaluation process, the rest being declared as non-eligible and thereby discarded. If the last submitted proposal is declared then non-eligible or fails to reach the thresholds of the evaluation, the other proposals submitted earlier will not be considered for evaluation.

4.3 DEADLINES

⁵ <https://www.internetofus.eu/opencall/>
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Only proposals submitted before the deadline will be accepted. After the Call closure, no additions or changes to received proposals will be taken into account. The deadline for this Call is **30th September 2021 at 12.00 CEST noon (midday)**. Failure of the proposal to arrive in time for any reason, including communications delays, automatically leads to rejection of the submission. The time of receipt of the message, as recorded by the submission system, will be definitive.

5. Evaluation Process

5.1 EVALUATION STAGES

The evaluation process is shown in the following figures:

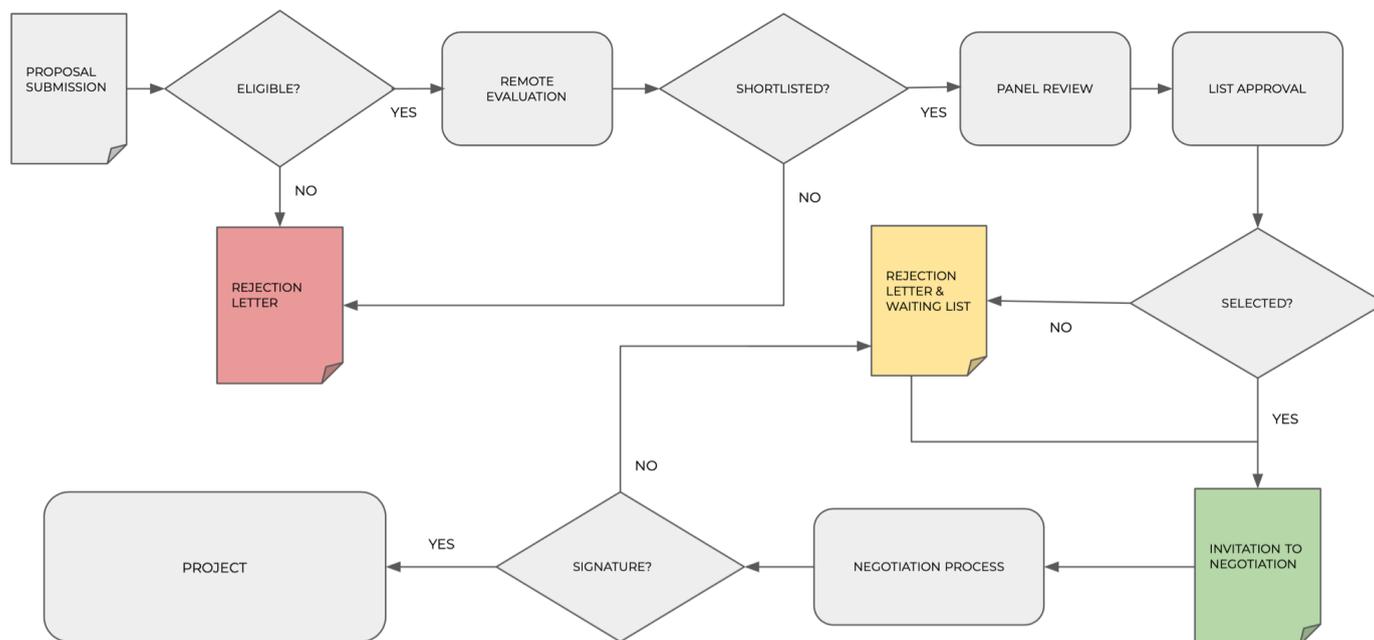


Figure 1. Evaluation process

Each of the stages will have a set of criteria to access the next stage. The following paragraphs provide a detailed set of procedures and criteria at the time of evaluating and awarding the financial support.

- A. **Proposals reception:** via WeNet project website⁶
- B. **Eligibility check:** An eligibility check will be performed to verify the fulfilment of the eligibility criteria.

⁶ <https://www.internetofus.eu/opencall/>
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- C. **Remote evaluation:** After the eligibility check, the final shortlist for evaluation will be created. Then, the proposals will be assigned to the external evaluators bound by the confidentiality agreement. Every proposal will be evaluated by at least two different experts following the evaluation criteria described in section 5.2. The evaluation will be based on the information provided in the application only. The result of this phase is a shortlist of proposals that score above the threshold of 3.5 out of 5, that will be presented for validation/final selection during the Panel review.
- D. **Panel review:** Following the individual evaluations, a meeting (or several) of the evaluation panel will be organised. During this meeting(s), a final ranking will be agreed to take into account the evaluators’ final score and the similarity between use cases. Where necessary an additional review of projects for which there was a lack of consensus in terms of scoring by individual evaluators will be done. The evaluation Panel may include representatives of the Wenet Consortium and all or some of the evaluators. The members of the Panel will be nominated by the WeNet Consortium.
- E. **Approval of the list:** the list of funded projects will be formally approved by the General Assembly of the WeNet Consortium.
- F. **Communication of Results:** Every applicant will receive via email:
 - An Evaluation Summary Report (ESR);
 - A letter informing of rejection or an invitation to negotiation and following steps.
- G. **Waiting List:** Any remaining shortlisted applicant will be put on a waiting list and entered as a replacement in the case of withdrawals or failure of the negotiation process by a selected applicant.

5.2 EVALUATION CRITERIA

The criteria for evaluation will be:

Criteria	Description	Weigh
Clarity and methodology	<p>C&M1: The applicants should clearly identify the problem they tackle with their proposal, and explain the relevance to the overall objectives of the WeNet project, explicitly addressing the focus on social interaction and diversity aware technologies.</p> <p>C&M2: The applicants should clearly explain the approach underpinning their proposal (solution), and convincingly explain how their proposal goes beyond the state-of-the-art in the relevant field(s).</p>	30%

<p>Feasibility & Implementation</p>	<p>F&I1: The applicants should demonstrate the soundness of their approach and its scientific/technical as well as operational feasibility. If relevant, this should include aspects related to the ability to involve a significant number of participants in the experimental activities (pilots). If relevant, this should include aspects related to how they plan to integrate with the WeNet platform.</p> <p>F&I2: The applicants should present a coherent work plan, clearly specifying which activities will be carried out and the associated timing and expected results.</p> <p>F&I3: The applicants should provide a set of measurable control points (milestones), enabling them to timely monitor the progress of their work. The milestones should be clearly described and should be aligned with the overall scope and objectives of the project.</p>	<p>25%</p>
<p>Qualifications of the applicant</p>	<p>Q1: The applicant should demonstrate their excellence, in terms of expertise and experience in the relevant field, at the institutional level as well as at the level of the individuals that will be involved in the project.</p> <p>Q2: The applicants should have the skills and expertise required to carry out the proposed activities.</p> <p>Q3: The applicant should demonstrate how they represent a balanced, cross-functional and diverse team, integrating all the relevant competencies and skills.</p>	<p>15%</p>
<p>Complementarity with the existing WeNet pilots/activities</p>	<p>C1: The applicants should convincingly demonstrate that their proposed activities do not overlap with existing WeNet pilots/activities, but complement them from a diversity perspective.</p>	<p>10%</p>
<p>Ethical and data protection aspects</p>	<p>E1: The applicants should demonstrate an in-depth understanding of the ethical issues potentially arising from the proposed activities (with a specific focus on diversity-related aspects), and should provide a comprehensive approach for tackling them appropriately.</p> <p>E2: The applicants should provide a convincing approach to handle GDPR-related aspects. This includes a clear and sound description of the anonymization procedures to be</p>	<p>10%</p>



	applied to data collected through experimental activities with end-users.	
Overall value for money	<p>V1: Resources should be adequate to fulfil the project objectives while complying with the criteria of efficiency, effectiveness and economy.</p> <p>V2: Resources should be clearly detailed and justified, and it should be clear why any given budgetary item (personnel, travel, equipment, licenses etc.) is needed to fulfil the project objectives.</p>	10%

Table 2. Evaluation Criteria

The experts will score each award criterion on a scale from 0 to 5:

0 — The proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.

1 — Poor. The criterion is inadequately addressed, or there are serious inherent weaknesses.

2 — Fair. The proposal broadly addresses the criterion, but there are significant weaknesses.

3 — Good. The proposal addresses the criterion well, but a number of shortcomings are present.

4 — Very Good. The proposal addresses the criterion very well, but a small number of shortcomings are present.

5 — Excellent. The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are Minor.

5.3 APPEAL PROCESS

If, at any stage of the evaluation process, the applicant considers that there has been a shortcoming in the way the proposal has been evaluated that may affect the final decision on whether to fund it or not; or if the applicant believes the results of the eligibility checks are incorrect and have failed to comply with the rules of the Open Call and that her/his interests have been prejudiced as a result, the following appeal procedure is available.

This procedure is concerned with the evaluation process and/or the eligibility check. Evaluation criteria as well as Open Call rules cannot be subject to appeal.

The final score cannot be subject to appeal as it is the result of a scientific judgement of appropriately qualified experts.

The results following any re-evaluation will be regarded as definitive.

A complaint should be drawn up in English and submitted by email to: opencall@internetofus.eu.

Any complaint made should include:

- contact details;
- the subject of the complaint;
- information and evidence regarding the alleged breach.

Anonymous complaints or those not providing the mentioned information will not be considered.

Complaints should also be made within five (calendar) days since the eligibility filter results and the evaluation results are sent to the applicants.

Only one request for appeal per proposal will be considered.

5.3 NEGOTIATION PROCEDURE

Once a party is selected to perform the proposed experiment, it will be contracted as a Third Party receiving financial support.

The objective of the negotiations is fulfilling the legal requirements between the WeNet Consortium and every selected applicant of the call. The items covered will be:

- Legal existence. Company Register, Official Journal and so forth, showing the name of the organization, the legal address and registration number and, if applicable, a copy of a document proving VAT registration (in case the VAT number does not show on the registration extract or its equivalent).
- Bank account information: The account where the funds will be transferred will be indicated via a form signed by the entity and the bank.
- Sub-grantee funding agreement: Signed between the WeNet Consortium member in charge of Open Call management and the applicant. A template is provided as part of the application package: changes are not allowed during the negotiation process.
- The selected applicant will be required to adhere to the WeNet privacy guidelines⁷, especially 6.12 Ethics and Privacy and to the ACM Code of Ethics⁸ and the EU Draft Ethics Guidelines for Trustworthy AI⁹ (if applicable).

Requests of the above-mentioned items will be done including deadlines.

Failing to meet any deadline will directly end the negotiation process.

⁷<https://www.internetofus.eu/wp-content/uploads/sites/38/2021/01/D9.3-A-revised-guideline-concerning-privacy-standards-for-WeNet-v1.0.pdf>

⁸ <https://www.acm.org/code-of-ethics>

⁹ <https://digital-strategy.ec.europa.eu/en/library/draft-ethics-guidelines-trustworthy-ai>



5.4 REPORTING PROCEDURE

Final technical and financial reports (templates can be found for download on the WeNet website) and dissemination material (a poster and a short video, which will be used for promotional and educational purposes) need to be submitted after conclusion of the project.

The reports will not only serve as an evaluation tool for the payment but also will serve as input to the WeNet sustainability plan.

The reports will also be used for the formal review by the European Commission.

5.5 INTELLECTUAL PROPERTY RIGHTS (IPR)

Applicants declare that each proposal presented is an original work and in no way violates, in whole or in part, the intellectual or industrial property rights of others and release the WeNet Consortium from any and all responsibility, liability, or request for compensation for damages that should be made by any third party.

Applicants acknowledge and agree that the WeNet Consortium or other participants or third parties may have developed or commissioned ideas, works or results which are similar to the proposal described in the application, or may develop something similar in the future.

The Sub-Grant Agreement will introduce provisions concerning IPR, please see the template provided.

5.6 GOVERNING LAW AND JURISDICTION

The Legal Terms and Conditions and any dispute or claim (including non-contractual disputes or claims) arising out of or in connection with it or its subject matter or formation shall be governed by and construed in accordance with the law of Italy.

Each party irrevocably agrees that the Tribunale di Trento (Italy) shall have exclusive jurisdiction to settle any dispute or claim (including non-contractual disputes or claims) arising out of or in connection with the Legal Terms and Conditions or its subject matter or formation.

6. Open Call Support

6.1 APPLICATION AND PROJECT SUPPORT

Helpdesk: applicants can ask questions via email opencall@internetofus.eu Please consider that your question can be published as a FAQ unless you mark it as confidential.

FAQ: a list of FAQs will be published and updated during the application period. Applicants are required to read carefully the FAQs before submitting the application or before submitting any question to the helpdesk.

Open Call Webinars: two webinars will be organized during the application period. All information related to webinars will be provided on the WeNet website.

6.2 FINANCIAL SUPPORT

This Open Call will provide a total of € 250.000,00 in funding. Each application can be funded with:

Track	Maximum financial support
Track A	up to € 50,000
Track B	up to € 25,000
Track C	Up to € 50,000

Table 3. Finance support

Reporting the necessary effort and costs according to H2020 rules and management practices is a condition of funding. A template of cost report is provided as part of the application package. Indirect costs (e.g. overheads) will be covered if they are declared as flat-rate of 25% of the eligible costs.

We recommend that the winning applicants have a bank account in Euros (€) to avoid paying exchange rates that are not covered by the WeNet Open Call.

The payment will be released according to the Subgrant Agreement provisions.

7. Conclusion

The document aims to provide an overview and guidelines for the applicants and participants of the Open Call projects. It highlights both the legal and technical aspects of the projects together following the WeNet vision according to the original agreement. The report not only assists the applicants with the submission of the application but also provides a road map to increase the possibility of a positive outcome. Furthermore, it provides all the supporting material to refer to different sources for completeness of the information.



ANNEX A - WeNet Platform, Apps, RI

The WeNet platform

The WeNet platform is a software framework that allows application developers, innovators and Web entrepreneurs to quickly and easily develop and deploy diversity-aware applications. By 'diversity-aware applications' we identify applications that both recognise and respect diversity in their underpinning data processing operations (in particular in terms of data protection and ethical usage of AI techniques) and that leverage diversity in their user base to provide valued-added services to individuals and communities.

The WeNet platform consists of a set of modular, interoperable, open software components providing the required functionality to enable the fast development and deployment of diversity-aware applications. The WeNet platform therefore supports a plurality of applications (be them mobile, web or chat apps), which can leverage the functionality exposed by the platform. Applications by registered developers interact with the platform through a set of purposeful APIs. Applications can also be used for connecting to third-party services for collecting relevant data on user behaviour, including but not limited to, mobile phone sensors (through a mobile app), calendar applications, social media streams, open data portals etc. Data streams from said third-party services and applications are used - by means of advanced AI/ML methods and algorithms, to personalise the user experience and to properly account for diversity dimensions.

More details (including links to API specifications) can be found in Deliverable D6.3 (available through the project Website).

The WeNet Apps¹⁰ & Pilots¹¹

The WeNet Consortium has developed a number of apps, which interact with the WeNet platform via APIs. The ones relevant for the scope of the Open Call are:

- The Ask4Help chat application: Such an app allows WeNet users to ask questions to the community, answer open questions and approve the best provided answer for each question. The app uses the resources and functionality exposed by the platform to provide users with a personalised experience based on diversity dimensions. The app works on Telegram and has been piloted in Italy, Denmark, UK, Mongolia and Paraguay.
- The iLog context and behaviour monitoring app. Such an app monitors the user context and behaviour, by accessing datastreams from a number of mobile phone sensors and events. iLog is able to access, e.g., location data (GPS), accelerometer, audio feeds, WiFi/Bluetooth network readings etc. The data is fed to the WeNet platform and is available for the internal modules. iLog works on Android devices and is accessible on Google Play Store. ILog operates using an experiment code that links each data

¹⁰ <https://www.internetofus.eu/wp-content/uploads/sites/38/2020/06/D6.1.pdf>

¹¹ <https://www.internetofus.eu/pilots/>



collection with precise configurations synchronized with GDPR compliant documents (e.g. informed consent and signed Data Processor Agreements).

- The diversity survey app has been designed to allow the construction of a diversity profile for WeNet users. The diversity survey app includes a large number of questions (100+), whose answers are processed to elaborate relevant dimensions of the user profile. The app is meant to collect first-hand data on WeNet users; it can be used together with iLog or stand-alone.

The WeNet project includes a significant number of empirical activities with users. At the moment, the following pilot studies have been carried out using WeNet technologies:

- Diversity measurement: focussed on university students as the target population, used a purposeful survey to measure diversity into the target population. Coupled with iLog to obtain objective data on user behaviour. Run in Denmark, Italy, United Kingdom, Mongolia, China and Paraguay.
- Machine-mediated community interactions: focussed on university students as target population, used Ask4Help for managing community interactions and iLog for monitoring user behaviour. Run in Denmark, Italy, United Kingdom, Paraguay and Mongolia.
- Eating habits and diversity: focussed on university students as target population, used a purposeful diversity survey, iLog to monitor user behaviour and custom time diaries

The WeNet research infrastructure and available datasets

The WeNet Research Infrastructure (RI) is both an e-infrastructure and a set of procedures and guidelines aimed at managing the full life-cycle (collection, processing, storage, access, analysis) of the data generated in the WeNet pilot experiments. Towards these goals, the RI encompasses materials and services related to the design, organization and implementation of experiments focused in collecting diversity relevant data from consenting participants. This is done so scientists are able to collect and access project relevant data with little effort but at the same time in compliance with the WeNet agreed ethical and legal principles. Finally the RI will also specify format and privacy requirements towards hosting and distributing of the datasets resulting from such experiments.

ANNEX B - Privacy Policy

1. DATA CONTROLLER

The Data Controller is U-Hopper S.r.l., via Merano 10, Malè (TN), e-mail: giulia.tosato@u-hopper.com

Any request concerning your rights (access/update/rectification/erasure etc.) must be addressed to such email.

2. TYPES OF DATA COLLECTED, PURPOSES AND LEGAL BASIS

The data processed are exclusively those necessary for allowing the participation of the applicant in the Open Call. No special categories of data will be processed.

Purpose: evaluate the proposal submitted and perform the subgrant agreement.

Legal basis: processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract.

3. DATA PROCESSING ARRANGEMENTS

Data is processed at the Controller's operating offices and in any other places where the parties involved in the processing are located, using manual and electronic means. For further information please contact us.

The controller takes appropriate security measures to prevent unauthorized access, disclosure, modification, or unauthorized destruction of data.

Data processing is carried out using computers and/or IT enabled tools, following organizational procedures and modes strictly related to the purposes indicated. In some cases, data may be accessible to certain types of persons in charge, involved with the operation or external parties (such as evaluators, third-party technical service providers, mail carriers, hosting providers, IT companies, communications agencies) appointed, if necessary, as Data Processors by the Data Controller.

It is possible that some of our suppliers, appointed as data processors, are based outside the EU. In this case, the transfer is carried out in compliance with the law by means of standard contractual clauses and after an accurate assessment.

In order to have the list of data processors please send an email to our email contacts.

4. TIME-LIMITS FOR STORING THE DATA

Your Personal Data will be stored only for the time necessary for processing purposes and, anyway, for a maximum of **one year** after the end of the Open Call.

The Controller may be obliged to retain Personal Data for a longer period whenever required to do so for the performance of a legal obligation or upon order of an authority.

Once the retention period expires, Personal Data will be deleted. Therefore, the right to access, the right to erasure, the right to rectification and the right to data portability cannot be enforced after expiration of the retention period.

5. RIGHT TO OBJECT

It is always possible to object at any time to data processing according to art. 21 EU Reg. 2016/679, sending a request to the mail address indicated at point 1.

6. DATA SUBJECTS' RIGHTS PURSUANT TO ARTT. 15, 16, 17, 18, 20, 21, 22 AND 77 OF THE EU REGULATION 2016/679

Data Subject shall have the right to lodge a complaint with a supervisory authority. Data Subject shall have the following rights:

ARTICLE 15 - RIGHT OF ACCESS BY THE DATA SUBJECT

The data subject shall have the right to obtain from the controller confirmation as to whether or not personal data concerning him or her are being processed, and, where that is the case, access to the personal data.

ARTICLE 16 - RIGHT TO RECTIFICATION

The data subject shall have the right to obtain from the controller without undue delay the rectification of inaccurate personal data concerning him or her. Taking into account the purposes of the processing, the data subject shall have the right to have incomplete personal data completed, including by means of providing a supplementary statement.

ARTICLE 17 - RIGHT TO ERASURE ('RIGHT TO BE FORGOTTEN')

The data subject shall have the right to obtain from the controller the erasure of personal data concerning him or her without undue delay and the controller shall have the obligation to erase personal data without undue delay.

ARTICLE 18 - RIGHT TO RESTRICTION OF PROCESSING

The data subject shall have the right to obtain from the controller restriction of processing where one of the

- (a) the accuracy of the personal data is contested by the data subject, for a period enabling the controller to verify the accuracy of the personal data;
- (b) the processing is unlawful and the data subject opposes the erasure of the personal data and requests the restriction of their use instead;
- (c) the controller no longer needs the personal data for the purposes of the processing, but they are required by the data subject for the establishment, exercise or defence of legal claims;
- (d) the data subject has objected to processing pursuant to Article 21(1) pending the verification whether the legitimate grounds of the controller override those of the data subject.

ARTICLE 20 - RIGHT TO DATA PORTABILITY

The data subject shall have the right to receive the personal data concerning him or her, which he or she has provided to a controller, in a structured, commonly used and

machine-readable format and have the right to transmit those data to another controller without hindrance from the controller to which the personal data have been provided.

In exercising his or her right to data portability pursuant to paragraph 1, the data subject shall have the right to have the personal data transmitted directly from one controller to another, where technically feasible.

ARTICLE 21- RIGHT TO OBJECT

The data subject shall have the right to object, on grounds relating to his or her particular situation, at any time to processing of personal data concerning him or her which is based on point (e) or (f) of Article 6(1), including profiling based on those provisions.

ARTICLE 22 - AUTOMATED INDIVIDUAL DECISION-MAKING, INCLUDING PROFILING

1. The data subject shall have the right not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning him or her or similarly significantly affects him or her.

ARTICLE 77 - RIGHT TO LODGE A COMPLAINT WITH A SUPERVISORY AUTHORITY

1. Without prejudice to any other administrative or judicial remedy, every data subject shall have the right to lodge a complaint with a supervisory authority, in particular in the Member State of his or her habitual residence, place of work or place of the alleged infringement if the data subject considers that the processing of personal data relating to him or her infringes this Regulation.

2. The supervisory authority with which the complaint has been lodged shall inform the complainant on the progress and the outcome of the complaint including the possibility of a judicial remedy pursuant to Article 78.

7. INFORMATION NOT CONTAINED IN THIS POLICY

More details concerning the collection or processing of Personal Data may be requested to the Controller at any time. Please see the contact information at the beginning of this document.

8. CHANGES TO THIS PRIVACY POLICY

The Controller reserves the right to make changes to this privacy policy at any time by giving notice via any contact information available to the Controller.

ANNEX C - Proposal Template

WeNet Open Call

Please use this template to prepare your proposal. It has been organised to ensure that the important aspects of your planned work are clearly measurable with respect to the evaluation criteria. Sections 2 to 4 each correspond to an evaluation criterion (see the Guidelines for Applicants document for details).

The structure of this template must be followed when preparing your proposal. Applicants using other kinds of template/ document structure will be automatically considered ineligible. Only proposals that successfully address all the required aspects will have a chance of being funded.

The page limit for full proposals is 11 pages (Including cover page). Please also respect the limits indicated in each section. The minimum font size allowed is 11 points. The page size is A4, and all margins (top, bottom, left, right) should be at least 20 mm.

If you attempt to upload a proposal longer than the specified limit, excess pages will not be taken into consideration by the experts.

The mandatory text style is Arial.

Please delete this page when submitting the proposal.

Delete the guidance text in blue in each section.



Grant Agreement No.: 823783
Call: H2020-FETPROACT-2018-2020
Topic: H2020-FETPROACT-2018-01
Type of action: RIA



WENET OPEN CALL

Acronym of your proposal

Full title of your proposal

Date of submission

Name of applicant

Institution

Contact email



1. Overview of the proposal (maximum 1 page)

Indicate by ticking the corresponding box which track you are applying for.

Track	Track addressed in the proposal
A)	
B)	
C)	

TABLE 1 : PROJECT TRACKS

Include a project summary that can be published if the project is funded.



2. Methodology and Approach (maximum 3 pages)

Describe the overall project idea, the objectives and the methodology within the scope of the selected track in a credible and clear way. Include a description of how the proposal contributes to the overall mission and goals of the WeNet project.

Include also:

Track A:

- App/use case description;
- Innovation of the project and experiment description;
- The way the project intends to use the WeNet Platform functionality and APIs (include diagrams if appropriate);
- Description of the target community of users and of the approach designed to involve them in the pilot;
- Description of the experimental data that will be collected and their potential usage.

Track B:

- Innovation of the project and experiment description;
- Description of the target community of users and of the approach designed to involve them in the pilot.

Track C:

- Innovation of the proposal and experiment description;
- The way the project intends to use the WeNet Platform;



3. Complementarity with the existing WeNet pilots/activities (maximum 1 page)

Elaborate on the added value that your project will provide with respect to the existing WeNet pilots/activities (check the guide for applicants for more details). Keep in mind that we are looking for projects that do not replicate what it's already done within the Consortium, but for projects that complement them (be it in terms of different use cases, target communities, diversity dimensions explored etc.).



4.Ethics and data protection (maximum 2 pages)

Summarise how the applicant intends to adopt an ethical perspective throughout the project's activities.

Describe the methodology that will be applied with reference to the data protection (type of personal data processed, purpose, risk level, security measures etc.). Please consider that the WeNet platform and the existing WeNet Apps will be provided to the selected Applicant by the relevant member of the WeNet Consortium that will act as data processor. Moreover, with reference to tracks A) and B), spell out how the data collected will be anonymized in accordance with the GDPR principles and the latest guidelines and best practices.



5. Excellence of the team (maximum 1 page)

Summarise the core project team in the table below. Notice that the people included in the proposal must be later involved in the execution. Take into account that if the core team suffers any modification after the submission of the proposal, it should be notified and duly justified to the Organiser via email for approval.

Specify if there are new hires that will be involved (include their expected profile and expected role).

Name of the applicant:		
Name of the person / Profile	Role in the project	Linkedin profile

TABLE 2 : CORE PROJECT TEAM

Please provide a short summary of the relevant experience of each team member. Include previous project references relevant to the proposal, products, publications, participation in conferences, collaborations, community projects, etc.

Please provide a concise explanation of the overall team structure, indicating roles and responsibilities, and why this covers all the necessary expertise to successfully carry out the experiment.



6. Project activities and milestones (maximum 1 page)

Please describe the main activities and steps to achieve the expected results and the timing for completion during the programme.

Milestone n°	Milestone description	Deadline

TABLE 3 : MILESTONES

7.Value for money (maximum 1 page)

Please indicate the number of person-months (full-time equivalent) of people involved in the project in the table below for the whole duration of the project. Please indicate the name of the person; in case this cannot be done (as, e.g., you will need to hire new personnel), please indicate the profile (e.g., data scientist, software engineer etc.):

Name of the person / Profile	Person-months	Amount (€)
TOTAL		

TABLE 4 : PERSON-MONTHS

Please indicate the total amount of the personnel costs and, if applicable, indicate the amount of other direct costs providing a small description (e.g. cloud services, travel costs, etc.).

Item description	Total Amount (€)
Personnel cost	
.....	
Total budget	

TABLE 5 : TOTAL COSTS

Please indicate your costs in compliance with H2020 guidelines. (https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/amga/h2020-amga_en.pdf). Watch out in particular depreciation costs of equipment, infrastructure or other assets.



ANNEX D - Subgrant Agreement

SUBGRANT AGREEMENT

RELATING TO THE RESEARCH PROJECT ENTITLED “WENET” UNDER HORIZON 2020 – THE FRAMEWORK PROGRAMME FOR RESEARCH AND INNOVATION (2014-2020)

This Agreement for the Wenet subgrant (hereinafter referred to as the “Agreement”) is executed by and between:

1. On the one part:

U-HOPPER SRL, with its registered office situated at Via Merano 10, Malè , Trento , Italy and hereby duly represented by Daniele Miorandi, hereinafter referred to as “UH”.)

2. On the other part:

FULL COMPANY NAME, [VAT NUMBER.], a legal entity under the laws of [COUNTRY], having its registered office at [FULL ADDRESS] (hereinafter referred to as the “Beneficiary”).

Hereinafter individually referred to as the “Party” and jointly as the “Parties”

WHEREAS

- UH and the other WeNet Consortium Members has entered into a written agreement dated 26 October 2018 with the European Commission under which the European Commission has awarded a grant for the purposes of developing the project called WeNet-Internet of us (“the Grant Agreement” or “GA”);
- Within the WeNet action, an Open Call with a fund of € 250.000,00, has taken place;
- The Beneficiary participated in the Open Call process and its Proposal has been selected to be subgranted
- UH and the Beneficiary are willing to define the terms and conditions of the execution of the Proposal.

NOW, THEREFORE, the Parties agree as follows:



1. DEFINITIONS

Words beginning with a capital letter shall have the meaning defined in the heading, or in the whereas, or in this article 1, or elsewhere in this Agreement.

- “Agreement”: means this Agreement including the Annexes.
- “WeNet Consortium Members”: the entities that have signed the Grant Agreement and are listed at the following link: <https://www.internetofus.eu/consortium/>.
- “WeNet Consortium”: all the WeNet Consortium Members together.
- “Open Call”: the selection process organized by the WeNet Consortium in order to select a certain number of Projects to be funded.
- “Proposal”: the project description submitted by the Beneficiary within Open Call and included in Annex 1 of the Agreement.
- “Project”: the project described on the Proposal.
- “Eligible Costs”: those costs in respect of which the Beneficiary shall be entitled to claim reimbursement in accordance with the Proposal and other requirements set out in the Agreement.
- “Financial Support”: means the reimbursement of some or all of the Eligible Costs (as applicable) in accordance with the terms of the Agreement.
- “Technical and Financial Reports”: documentation provided by the Beneficiary after the end of the Project on the basis of the provided templates.
- “Dissemination Material”: material related to the Project which will be provided by the Beneficiary and which will be used by the WeNet Consortium for promotional and educational purposes.
- “Open Access License”: the combination of a CC official license (unmodified and verbatim) + another separate and independent agreement granting more permissions. The separate agreement shall include the right to adapt, remix, distribute the updated data and to impose additional or different terms or conditions to recipients when data are distributed through the Research Infrastructure.
- “WeNet Platform”: a software framework that allows application developers, innovators and Web entrepreneurs to quickly and easily develop and deploy diversity-aware applications
- “WeNet research Infrastructure” or “RI”: e-infrastructure and a set of procedures and guidelines aimed at managing the full life-cycle (collection, processing, storage, access, analysis) of the data generated in the WeNet pilot experiments.
- “Personal Data”: information that relates to an identified or identifiable person.

2. OVERALL RESPONSIBILITIES OF THE PARTIES

- 2.1. The Beneficiary shall perform its tasks in accordance with the conditions of this Agreement and the Proposal (Annex 1) to the best of its ability and in accordance with any guidelines issued by the WeNet Consortium.
- 2.2. The Beneficiary shall provide UH both the Technical and Financial Reports within 15 (fifteen) days after the end of the Project. Specific templates are available on the WeNet website.
- 2.3. Within 15 (fifteen) days after the end of the Project, the Beneficiary shall provide UH with the Dissemination Material, including a poster and a short video, which will be used for promotional and educational purposes.
- 2.4. UH shall provide the Beneficiary free-charge access to the WeNet Platform for the extent necessary to execute the Project in accordance with the Proposal and on a reasonable effort basis.
- 2.5. UH shall provide the Financial Support for the Project in accordance with the conditions detailed in article 3 of this Agreement.
- 2.6. The Beneficiary shall not, directly or indirectly:
 - rent, lease, transfer or sub-license the access to the WeNet Platform, nor permit any third party to do so;
 - use the WeNet Platform to host commercial activities or in a way that limits the rights of others to use it;
 - remove, alter, cover or obscure any copyright notices or other proprietary rights notices placed or embedded on or in the WeNet Platform;
 - reverse engineer, decompile, disassemble, re-engineer, translate, integrate, adapt, create derivative works out of the scope of the Project or updates of the WeNet Platform or any part thereof nor permit, allow, or assist any third party to do so.
- 2.7. If there is evidence that the actions of the Beneficiary are adversely impacting the quality offered by the WeNet Platform, UH is empowered to take reasonable measures to terminate or reprioritize usage in order to protect the overall operation of it.
- 2.8. Should the Beneficiary usage imply giving access to the WeNet Platform to third parties, the Beneficiary understands it will need to gather explicit consent from UH and agrees to enforce any restrictions imposed by UH and accept to fulfill its legal obligations as a service provider regarding data protection and retention laws.
- 2.9. The Beneficiary shall ensure that neither the Beneficiary nor anyone on its behalf or with its consent causes any damage to the WeNet Platform.
- 2.10. The Beneficiary shall take appropriate measures to protect its credentials and prevent their use by third parties. The information the Beneficiary provides when requesting an account should be correct and true.
- 2.11. The Beneficiary is responsible for all and any loss or damages incurred by



WeNet Consortium Members or other beneficiaries, that is a result of any conduct of the Beneficiary itself.

- 2.12. The Beneficiary shall, in a timely manner, provide all information reasonably required by UH, or other WeNet Consortium Members, such as but not limited to the information required by the European Commission or the WeNet Partners.
- 2.13. The Beneficiary shall allow the Commission, the European Anti-fraud Office (OLAF) and the Court of Auditors, to exercise their power of control on documents, information, even stored on electronic media, or on Beneficiary's premises.
- 2.14. The use of the Wenet Platform is at Beneficiary's own risk and responsibility. UH does not assume any liability in regards to interruption, corruption, loss or disclosure of services, processes and data hosted on the Platform. The Beneficiary acknowledges and agrees that the uninterrupted availability and use of the Platform cannot be ensured.

3. FINANCIAL SUPPORT

- 3.1. UH shall provide Financial Support for the Project executed by the Beneficiary as described in the "value for money" section of the Proposal, subject to the maximum amount permitted to be granted and to any limitations or conditions imposed on UH in respect of such payments under the terms of the Grant Agreement.
- 3.2. The maximum grant amount is provided in the Project details (Annex 2). If the amount of costs is higher than the maximum grant amount, it will be limited to the latter.
- 3.3. Any variation with respect to the costs planned in the Proposal or budget swift must be duly justified.
- 3.4. All sums set out in this Agreement exclude VAT or any other tax that may be due on such sums, and liability for any applicable VAT or other applicable tax payments due on any amount paid by UH under this Agreement shall be borne in full by the Beneficiary.
- 3.5. The Beneficiary shall be entitled to claim Eligible Costs only. These costs to be considered eligible for reimbursement from UH have to comply with the rules and the principles mentioned in Section I, Article 6 (Eligible and ineligible costs) of the H2020 AGA — [Annotated Model Grant Agreement](#) and must be recorded in the accounts of the Beneficiary. Equally those concerning controls and audits of Section I, Article 22 of the H2020 AGA.
- 3.6. Any cost which does not fall within the definition of Eligible Costs will be rejected in full by UH, and UH shall have no liability to the Beneficiary for such costs upon such rejection.

- 3.7. UH and any other WeNet Consortium Member, shall at any time be entitled to request reasonable information or additional supporting evidence from the Beneficiary of any Eligible Cost claimed under this Agreement as may be required in order to verify any sums claimed by the Beneficiary comply with the requirements of this Agreement, the Grant Agreement or any other restrictions imposed on UH and other WeNet Consortium Members.
- 3.8. The Financial Support shall be provided by UH to the Beneficiary in a single instance at the end of the Project and it is subject to the UH's approval of Technical and Financial Reports submitted.
- 3.9. The invoice should be sent by the Beneficiary within 15 days from the approval of the technical and financial reports. The failure of the invoice to arrive in time for any reason, including communications delays, automatically leads to rejection of the payment.
- 3.10. UH will pay to the Beneficiary the amount due within 30 days after the invoice reception.
- 3.11. UH may at any time suspend a payment of any sums otherwise due under this Agreement if UH finds that the reporting requirements are not met by the Beneficiary, that the activity has not been implemented properly as described in the Proposal, or that any changes to the implementation process that are not justified, or that any other obligation of the Beneficiary under this Agreement is breached.
- 3.12. Any failure of the Beneficiary to remedy a breach within a reasonable period shall entitle UH, in addition to any other right or remedy available under this Agreement or otherwise, to inform the relevant EU authority thereof, to reduce the maximum amount of Financial Support available to the Beneficiary, or to terminate this Agreement by giving written notice of termination to the Beneficiary.

4. INTELLECTUAL PROPERTY AND ACCESS RIGHTS

- 4.1. Subject to the terms and conditions set forth in the Agreement, the Beneficiary is hereby granted the non-exclusive, non-sub licensable, non-transferable, temporary, charge free right to use the WeNet Platform, limited to the performance of the Project. Any other use of the WeNet Platform by the Beneficiary than the use expressly described in the Proposal is not permitted.
- 4.2. All rights concerning the work of the Beneficiary generated during the Project will remain with the Beneficiary.
- 4.3. The Beneficiary acknowledges and agrees that the WeNet Consortium Members do not have any responsibility to protect Beneficiary's ideas, works and results disclosed or generated during the Project.

- 4.4. Any publication related to the Project made by the Beneficiary shall be published under the Open Access Licence and made available to the scientific community;
- 4.5. The Beneficiary shall release on the WeNet Research Infrastructure under the Open Access License the data collected within the Project in an anonymized form. The content of the License shall be approved by the Parties.

5. PROCESSING OF PERSONAL DATA

- 5.1. The provisions concerning Personal Data processing set out in this article cover the collection and processing of Personal Data in completion of or in connection with the Project described in the Proposal.
- 5.2. Unless otherwise required by law, the Beneficiary is determining, on a case by case basis and depending on the specific type of Project, the purposes and means of the processing of Personal Data. It shall act as the data controller in respect of Personal Data collected and processed in the completion of or in connection with the Project. In this capacity, the Beneficiary shall be liable for compliance with all the applicable statutory Data Protection Legislation. The Beneficiary is obliged to protect Personal Data against loss, damage, unauthorised access, alteration and distribution or other unauthorised processing: for this purpose, it shall take appropriate technical, organisational and personnel measures adequate to the manner of the processing of Personal Data.
- 5.3. Acting as data controller the Beneficiary shall be responsible for obtaining, if required by applicable law, any statutory written approvals from the applicable competent data protection authority before commencing the Project with or in any manner involving any Data Subjects. The Beneficiary shall keep a copy of all such written approvals and provide them to the European Commission if required.
- 5.4. In executing the Project, the Beneficiary must comply with all requirements of the GDPR, including where necessary the appointment of a Data Protection Officer, and fulfilling any other roles foreseen by the GDPR including for example completing Data Protection Impact Assessments. In no cases, UH or any of the WeNet Consortium Members will be responsible to ensure compliance on behalf of the Beneficiary.
- 5.5. The Beneficiary undertakes to bind any and all of its data processors, including if necessary UH and/or any other WeNet Consortium Member, to a data processing agreement or to a data sharing agreement, in compliance with data protection legislation. A copy of any such data processing agreements shall be provided to UH or to any other WeNet Partner or to the European Commission, if required.
- 5.6. As part of such agreement the Beneficiary shall ensure that no Personal Data are processed for any other purpose than that of the Project and that

processed data are pertinent and not redundant insofar as concerns the purposes for which they were collected and subsequently processed.

- 5.7. With the sole exception of those cases in which the preservation of data is required by law, the Personal Data will be erased or at least anonymized by the data controllers and/or processors, from wherever they are stored, as soon as the Personal Data are no longer necessary for the specific Project purposes; such erasure mechanisms being either destruction, demagnetisation or overwriting. In the event of termination of this Agreement for any cause, the Beneficiary will no longer be permitted to process Personal Data through the WeNet Platform.
- 5.8. Depending on the specific type of Project, in case the publication of the data collected within the Project is required, that data shall be completely anonymized by the Beneficiary before the publication, according to the GDPR principles and the latest guidelines and best practices.
- 5.9. The Beneficiary acknowledges that the WeNet Platform complies with the required standard data security measures according to any laws as applicable to the WeNet Consortium. The Beneficiary, moreover, acknowledges that UH and any other WeNet Consortium Members, if appointed as data processors, are not responsible for compliance with any data protection or privacy law applicable to the Beneficiary and not directly, explicitly and specifically applicable to data processors.
- 5.10. Notwithstanding the above, the Parties agree that any project report, feedback, confidential Information and/or any and all data and/or information that is possibly disclosed or otherwise made available between the Parties during the implementation of the Project and/or for any exploitation activities ("Shared Information"), shall not include – if not strictly necessary for the purposes of the Project and in full compliance with applicable Data Protection Legislation – Personal Data.

6. ETHICS

The Beneficiary must comply with ethical principles and standards in the scientific and professional responsibilities under the WeNet project. This includes foremost compliance with the [WeNet privacy guidelines](#), especially 6.12 Ethics and Privacy. The Beneficiary is further committed to the [ACM Code of Ethics](#) and the [EU Draft Ethics Guidelines for Trustworthy AI](#) (if applicable). These principles and standards have to be followed during every day scientific and professional activities within the Beneficiary's Project.

7. LIABILITY

- 7.1. The Beneficiary is responsible and liable for any and all actions performed by using the WeNet Platform.

- 7.2. The Beneficiary undertakes that it shall comply with all instructions and regulations relating to the use of the WeNet Platform.
- 7.3. The Beneficiary is responsible for restoring all damages caused to the WeNet Platform by anyone acting on its behalf.
- 7.4. The Beneficiary shall indemnify and hold UH and the other WeNet Partners harmless from and against any claims of third parties and against any fines arising from any violation of any third party right or any other unlawful act committed during the execution of the Project or by using the WeNet Platform, including damages or fines related to data processing issues.
- 7.5. Any unauthorized access or usage of the WeNet Platform which significantly deviates from the Project will be considered as an attack and will lead to legal prosecutions under the fullest extent of the applicable law.

8. NON-DISCLOSURE OF CONFIDENTIAL INFORMATION

- 8.1. All information of whatever nature and in whatever form or mode of communication, which is disclosed by a Party (the “Disclosing Party”) to another Party (the “Recipient”) in connection with the Project during its implementation and which has been explicitly marked as “confidential” or “secret” at the time of disclosure, or when disclosed orally has been identified as confidential at the time of disclosure and has been confirmed and designated in writing within thirty (30) calendar days from oral disclosure at the latest as Confidential Information by the Disclosing Party, is “Confidential Information”.
- 8.2. Each Recipient hereby undertakes for the duration of the Project and a period of five (5) years after the end date of the Project or earlier termination of this Agreement:
 - a) not to use Confidential Information otherwise than for the purpose for which it was disclosed;
 - b) not to disclose Confidential Information to any third party including Affiliated Entities without the prior written consent by the Disclosing Party, wherein the Recipient must ensure that an arrangement is in place prior to such disclosure that subjects the Affiliated Entities or applicable third party to provisions at least as strict as provided in this Agreement;
 - c) to apply for the security of Confidential Information at least the same degree of care as it applies for the security of its own Confidential Information (but in any case shall apply not less than reasonable care); and
 - d) to ensure that internal distribution of Confidential Information by such Recipient and its Affiliated Entities shall take place on a need-to-know basis.

- 8.3. The above shall not apply for disclosure or use of Confidential Information, if and in so far as the Recipient can show that:
- a) the Confidential Information becomes publicly available by means other than a breach of the Recipient's confidentiality obligations;
 - b) the Disclosing Party subsequently informs the Recipient that the Confidential Information is no longer confidential;
 - c) the Confidential Information is communicated to the Recipient without any obligation of confidence by a third party who is to the best knowledge of the Recipient in lawful possession thereof and under no obligation of confidence to the Disclosing Party;
 - d) the disclosure or communication of the Confidential Information is foreseen by provisions of the Grant Agreement and Consortium Agreement;
 - e) the Confidential Information, at any time, was developed by the Recipient completely independently of any such disclosure by the Disclosing Party; or
 - f) the Confidential Information was already known to the Recipient prior to disclosure; or
 - g) the Recipient is required to disclose the Confidential Information in order to comply with applicable laws or regulations or with a court or administrative order.
- 8.4. Each Recipient shall promptly advise the corresponding Disclosing Party in writing of any unauthorised disclosure, misappropriation or misuse of Confidential Information after it becomes aware of such unauthorised disclosure, misappropriation or misuse.
- 8.5. If a Recipient becomes aware that it will be required to disclose Confidential Information in order to comply with applicable laws or regulations or with a court or administrative order, it shall, to the extent it is lawfully able to do so, prior to any such disclosure:
- a) promptly notify the Disclosing Party of said request, and
 - b) use reasonable efforts to protect the confidentiality of the information at the Disclosing Party's expense and make such disclosure only to the extent it is compelled.
- 8.6. The UH disclosure of Confidential Information to the European Commission or to the other Consortium Members shall be governed exclusively by the terms of the Grant Agreement and Consortium Agreement. Accordingly, nothing in this Agreement shall prevent UH from complying with its obligations, including its reporting obligations, towards the European Commission, and any such disclosures shall be subject to the terms of the Grant Agreement and Consortium Agreement.

9. DISSEMINATION AND COMMUNICATION

- 9.1. The Beneficiary shall ensure that UH is fully and systematically informed, in a timely manner and in writing, of any expected dissemination or communication activities relating to the Project and its results, and that the Consortium Members are actively invited to dissemination/communication events and to dissemination/communication possibilities. All dissemination/communication activities must be conducted so as not to breach non-disclosure of confidential information obligations.
- 9.2. Any communication or publication of the Beneficiary shall clearly indicate that the project has received funding from the European Union and the WeNet Consortium, therefore displaying the EU and WeNet logo on all printed and digital material, including websites and press releases. Moreover, beneficiaries will agree that certain information regarding the projects selected for funding can be used by WeNet Consortium for communication purposes.
- 9.3. Nothing in this Agreement shall be construed as conferring rights to use in advertising, publicity or otherwise the name of any of the Wenet Consortium Members or any of their logos or trademarks without their prior written approval.

10. TERM AND TERMINATION

- 10.1. This Agreement shall commence on the date of the last signature to this Agreement and shall continue until the end date of the Project as detailed in the Proposal, when (unless agreed otherwise between the parties in writing) this Agreement shall automatically terminate.
- 10.2. This Agreement may be terminated by UH by written notice having immediate effect if:
 - a) the Beneficiary is in material breach of any of its obligations, representations or warranties hereunder and have failed to effect any remedy in due time after a written notice requiring such remedy has been given by UH specifying a time of not more than thirty (30) days within which the remedy is to be effected;
 - b) if the Beneficiary is subjected to receivership, bankruptcy, suspension of payments or insolvency, or makes an assignment for the benefit of creditors, or goes out of business, or is subject to any similar event or proceeding; or
 - c) if the Beneficiary is subject to a Force Majeure event, which prevents the Beneficiary from performing its obligations within the end of October 2022. The Beneficiary shall notify UH in writing of any Force Majeure without undue delay, describing the Force Majeure event, and its anticipated duration, and the Beneficiary shall use reasonable efforts to mitigate the impact of such

Force Majeure event and to resume performance of their respective obligations as soon as possible.

- 10.3. In case of early termination of this Agreement, no Financial Support payment will be provided by UH.
- 10.4. The parties acknowledge and agree that the provisions of articles 7, 8 and 12 of this Agreement are intended to survive, and continue in effect after, a termination or expiry of this Agreement.

11. MISCELLANEOUS

- 11.1. Should any provision of this Agreement be or become invalid, illegal or unenforceable, it shall not affect the validity of the remaining provisions of this Agreement. In such a case, the Parties concerned shall be entitled to request that a valid, legal, enforceable and practicable replacement provision be negotiated which fulfils the purpose of the original provision.
- 11.2. The Beneficiary shall not be entitled to act or to make legally binding declarations on behalf of UH or any other WeNet Consortium Members. Nothing in this Agreement shall be deemed to constitute a joint venture, agency, partnership, interest grouping or any other kind of formal business grouping or entity between the Parties or between the Beneficiary and the WeNet Consortium Members.
- 11.3. No rights or obligations of the Beneficiary arising from this Agreement may be assigned or transferred, in whole or in part, and no obligations of the Beneficiary may be subcontracted.
- 11.4. Amendments and modifications to the text of this Agreement require a separate written agreement to be signed between all Parties.
- 11.5. This Agreement is drawn up in English, which language shall govern all documents, notices, reports.

12. APPLICABLE LAW AND VENUE

- 12.1. The Agreement is governed by the laws of Italy without reference to its conflict of law principles. Any dispute arising out of the Agreement shall be settled by the competent courts located in Trento (Italy).

For UH,

Name: Daniele Miorandi

Title: CEO

Date:

For the Beneficiary,

Name:

Title:

Date:

Articles 2, 4, 5, 10 and 12 of the Agreement are expressly approved by the Parties.

UH

Beneficiary



Attachment 1 - Proposal

Please attach the proposal filling the template from Annex C.

Attachment 2 - Project details

Timeframe of the project
Financial support maximum amount
Contact details	UH: Beneficiary:

ANNEX E - Financial ID Form

FINANCIAL IDENTIFICATION	
BANKING DETAILS ¹²	
ACCOUNT NAME ¹³	
IBAN/ACCOUNT NUMBER ¹⁴	
CURRENCY	
BIC/SWIFT CODE	
BANK NAME	
BRANCH CODE ¹⁵	
ADDRESS OF BANK BRANCH	

¹² Enter the final bank data and not the data of the intermediary bank.

¹³ This does not refer to the type of account. The account name is usually the one of the account holder. However, the account holder may have chosen to give a different name to its bank account.

¹⁴ Fill in the IBAN Code (International Bank Account Number) if it exists in the country where your bank is established.

¹⁵ Only applicable for US (ABA code), for AU/NZ (BSB code) and for CA (Transit code). Does not apply for other countries.



STREET & NUMBER	
TOWN/CITY	
POSTCODE	
COUNTRY	
ACCOUNT HOLDER'S DATA	
ACCOUNT HOLDER	
STREET & NUMBER	
TOWN/CITY	
POSTCODE	
COUNTRY	
BANK STAMP + SIGNATURE OF BANK REPRESENTATIVE ¹⁶	PLACE, DATE, SIGNATURE

ANNEX F - Final Report Template

Final Report Template WeNet Open Call

Please use this template to prepare your final report. It has been organised to ensure that the important aspects of your planned work are clearly measurable with respect to the evaluation criteria.

The structure of this template must be followed when preparing your final report.

The page limit for the final report is 8 pages (Including cover page). Please also respect the limits indicated in each section. The minimum font size allowed is 11 points. The page size is A4, and all margins (top, bottom, left, right) should be at least 20 mm.

¹⁶ It is preferable to attach a copy of a RECENT bank statement. Please note that the bank statement has to confirm all the information listed above under 'ACCOUNT NAME', 'ACCOUNT NUMBER/IBAN' and 'BANK NAME'. With an attached statement, the stamp of the bank and the signature of the bank's representative are not required. The signature of the account-holder and the date are ALWAYS mandatory.



The mandatory text style is Arial.

Please delete this page when submitting the report.

Delete the guidance text in blue in each section.





Grant Agreement No.: 823783
Call: H2020-FETPROACT-2018-2020
Topic: H2020-FETPROACT-2018-01
Type of action: RIA



WENET OPEN CALL

Acronym of your project

Full title of your project

Date of submission of the final report

Name of applicant

Institution

Contact email



1. Overview of the proposal (maximum 1 page)

Indicate by ticking the corresponding box which track you applied for.

Track	Track addressed in the proposal
A)	
B)	
C)	

TABLE 1 : PROJECT TRACKS

Include a publishable project summary that can be disseminated through the WeNet project website.



2.Results and achievements (maximum 1 page)

Describe the results achieved by your project. Compare with the expected results as described in your initial application, and explain any deviations.

3. Project execution (maximum 2 pages)

Describe how the project was executed. Highlight any issues encountered and how it was tackled. Refer to the plan laid out in Sec. 6 of the proposal template, and highlight any deviations.

Use the table below to report on milestones.

Milestone n°	Milestone description	Expected Date (as per proposal)	Actual date

TABLE 2 : MILESTONES



4. Ethics and data protection (maximum 2 pages)

Summarise how you adopted an ethical perspective throughout the project's activities.

Describe the methodology that was applied with reference to the data protection. In particular, with reference to tracks A) and B), spell out how the data collected was anonymized in accordance with the GDPR principles and the latest guidelines and best practices.

Remember that you must comply with ethical principles and standards in the scientific and professional responsibilities under the WeNet project. This includes foremost compliance with the [WeNet privacy guidelines](#), especially 6.12 Ethics and Privacy. You are further committed to the [ACM Code of Ethics](#) and the [EU Draft Ethics Guidelines for Trustworthy AI](#) (if applicable).

5. Feedback to the WeNet Consortium (minimum 1 page)

Provide feedback on the enablers that were made available by WeNet and that were used throughout your project (WeNet platform, WeNet app, WeNet Research Infrastructure, other).

Highlight what worked well but, more importantly, what could be improved and how.

Tell us how you tackled issues encountered in the usage of WeNet enablers, and on the support you received by the WeNet partners.

ANNEX G - Financial Claim Form Template

Finance Form

(Enter information in green cells only)





Grant Agreement No.: 823783
Call: H2020-FETPROACT-2018-2020
Topic: H2020-FETPROACT-2018-01
Type of action: RIA

Project Title	
Entity Name	
Entity Type	
Maximum funding awarded	

Claim summary
 Personnel Costs
 Other Direct Costs
Total Direct Costs
 Indirect Costs (@ 25%)
Total Costs

Actual Total	Budget
-	-
-	-
-	-
-	-
-	-

Justification for variance:

Other Direct Costs

Item description	Total Cost (€)	<i>Budgeted Cost</i> (€)
	-	-

