# Digital Europe Programme

## Call 7: Accelerating the best use of technologies

European Digital Media Observatory

Info Day for potential applicants

*16 July 2024*

# Digital Call 7

| Call: | DIGITAL-2024-BESTUSE-TECH-07<br>Accelerating best use of technologies | Type of Action | Funding Rate | Available budget |
|---|---|---|---|---|
| Topic: | DIGITAL-2024-BESTUSE-TECH-07-EDMO – European Digital Media Observatory | DIGITAL-SME Digital SME Support Actions | 50% and 75% for SMEs | 8 000 000 EUR |

Link to the Call page on the Funding and Tenders Portal: European Digital Media Observatory

# Digital Call 7 – Timeline

| Phases | Dates |
|---|---|
| **Call opening** | 4 July 2024 |
| **Deadline for submission** | **21 November 2024 17:00:00 CET (Brussels)** |
| **Evaluation** | December 2024 – January 2025 |
| **Information on evaluation results** | February 2025 |
| **Grant Agreement Signature** | August 2025 |

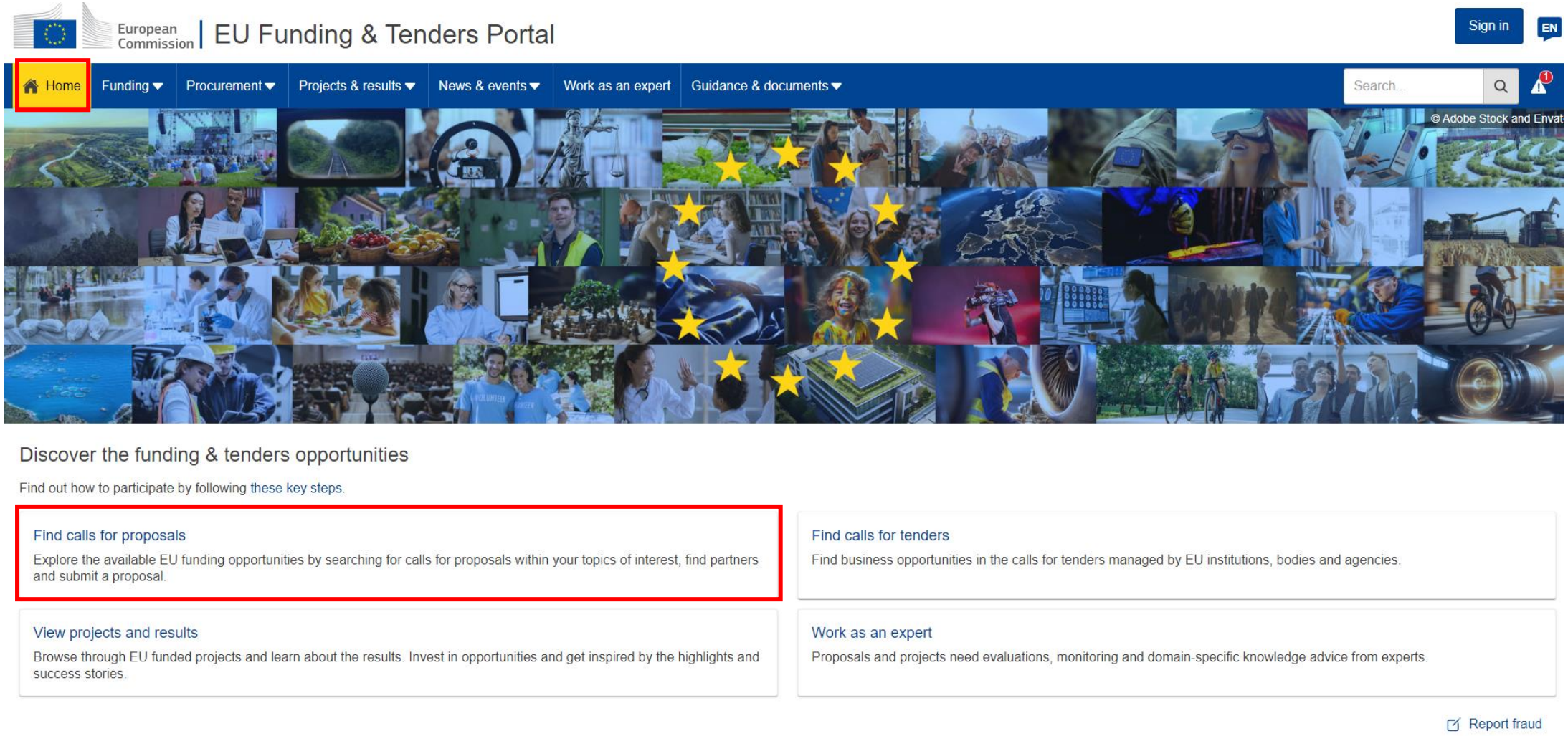
# Submitting a proposal via the Funding & Tenders Portal

*Maria SAARELA*

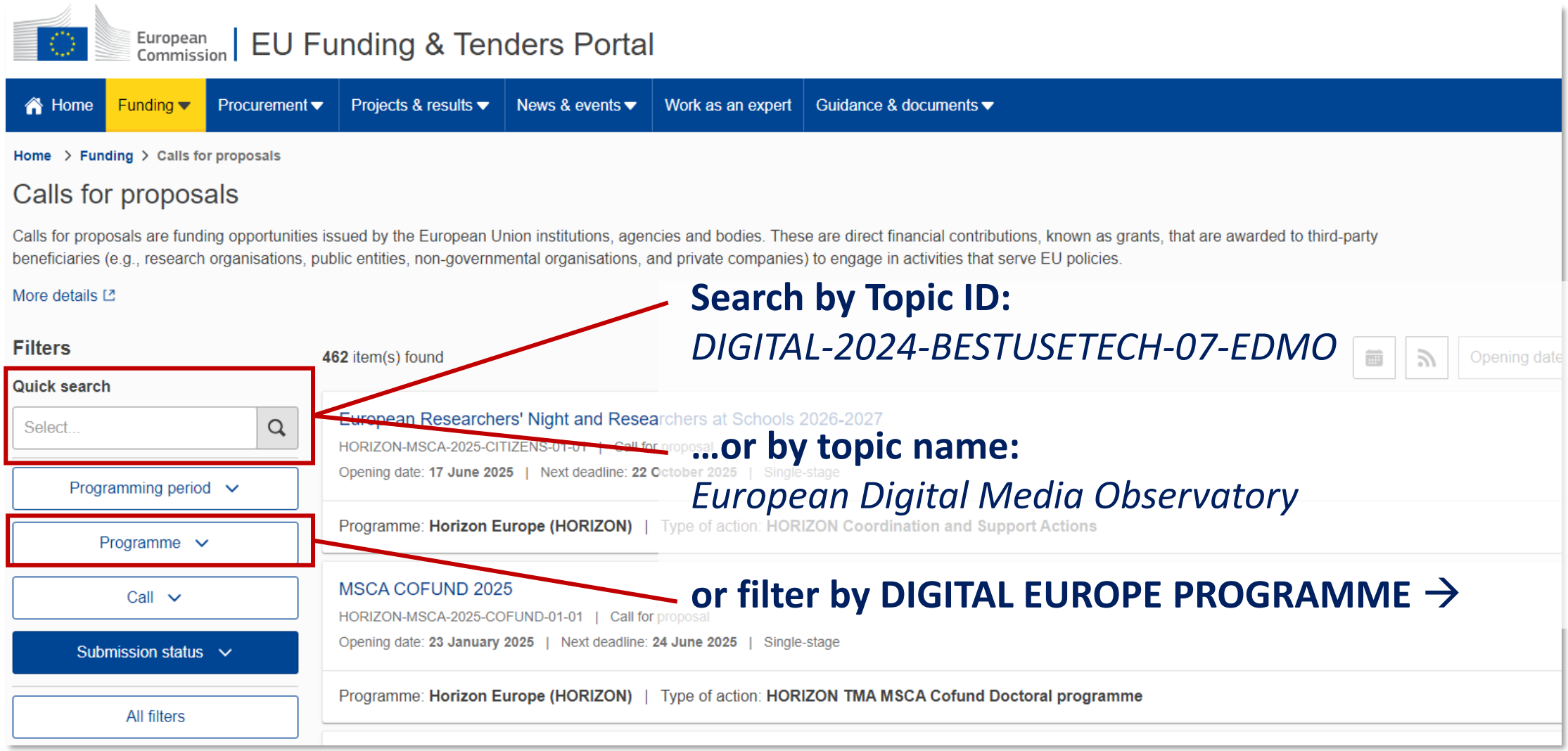
*HaDEA B2*

# Where to find the Call document

Funding and Tenders Portal:
https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home



# Where to find the Call document



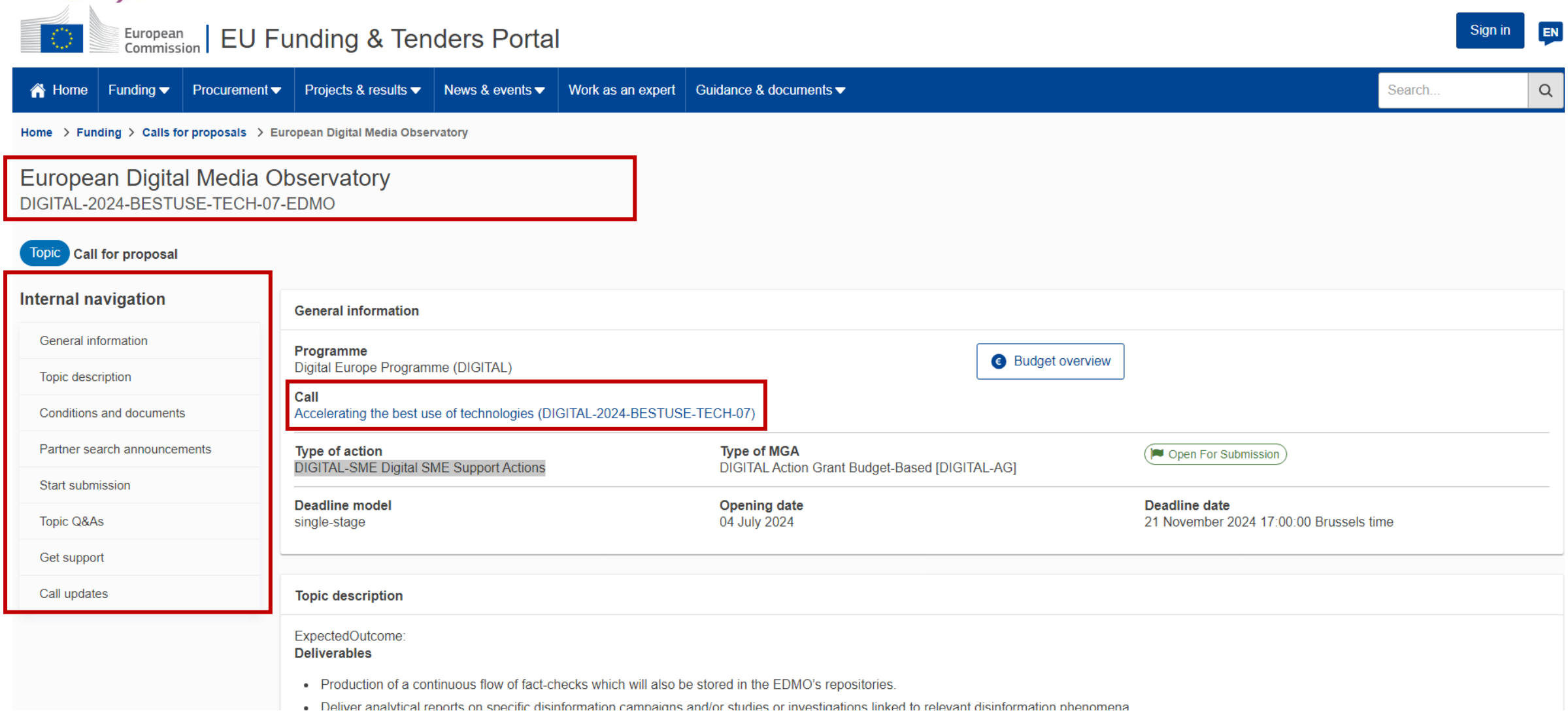

**Search by Topic ID:**
*DIGITAL-2024-BESTUSETECH-07-EDMO*

**…or by topic name:**
*European Digital Media Observatory*

**or filter by DIGITAL EUROPE PROGRAMME →**

# Where to find the Call document

## Call page: EU Funding & Tenders Portal (europa.eu)



# Where to find the Call document

Topic page:
**Conditions and documents**

# Outline of the Call document

**CALL FOR PROPOSALS**

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**Section 2 – Topic specific:**

- Objectives (see also DEP Work Programme)
- Scope
- Outcomes and deliverables
- KPIs to measure outcomes and deliverables
- Targeted stakeholders
- Type of action and funding rate
- Specific topic conditions

**As of Section 3:**

Budget, timetable, Admissibility & Eligibility criteria, Consortium composition, Award criteria…

# Start submission of a proposal

# Call page - Start Submission

Call page: [DIGITAL-2024-BESTUSE-TECH-07-EDMO]

European Commission | EU Funding & Tenders Portal

Sign in EN

Home | Funding | Procurement | Projects & results | News & events | Work as an expert | Guidance & documents | Search...

Home > Funding > Calls for proposals > European Digital Media Observatory

European Digital Media Observatory
DIGITAL-2024-BESTUSE-TECH-07-EDMO

Topic Call for proposal

Internal navigation

- General information
- Topic description
- Conditions and documents
- Partner search announcem…
- Start submission
- Topic Q&As
- Get support

Start sub

To access the proposal. You

To access exis

Please select

Digital SM

Start submis

Need help?

model grant agreement that corresponds to your you will be linked to the correct entry point.

of the My Area section.

Topic Q&As
0 item(s) found

AQ

Filter...

**Please confirm your choice**

You selected this topic: **European Digital Media Observatory - DIGITAL-2024-BESTUSE-TECH-07-EDMO**

You selected this type of action and model grant agreement: **Digital SME Support Actions [DIGITAL-SME], DIGITAL Action Grant Budget-Based [DIGITAL-AG]**

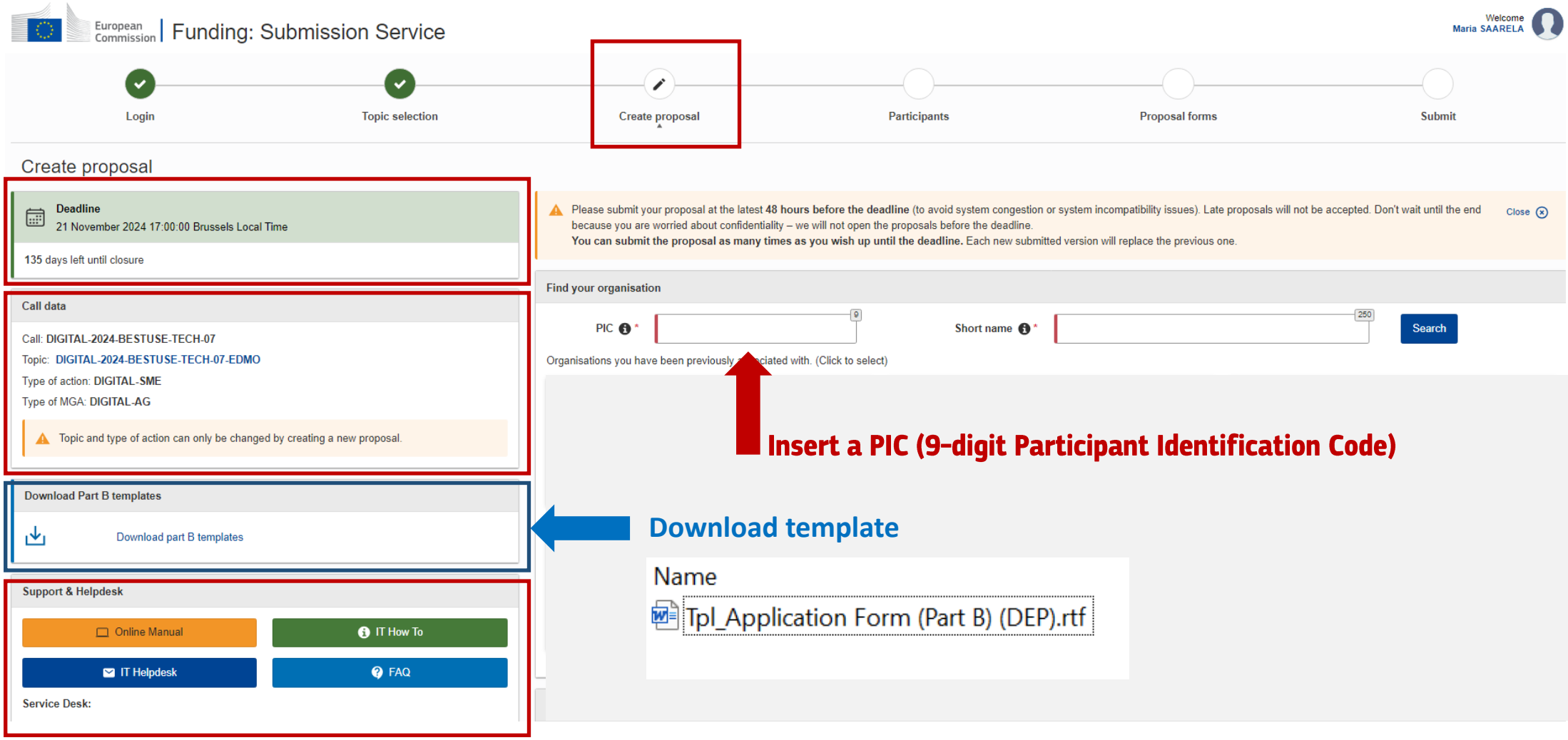
Related Call: **Accelerating the best use of technologies**

**Your selection cannot be changed subsequently in the submission system.**

Cancel OK

# Submission Service – Create a proposal

## Submission Service:




**'Metro line'**

**Deadline**

**Correct topic?**

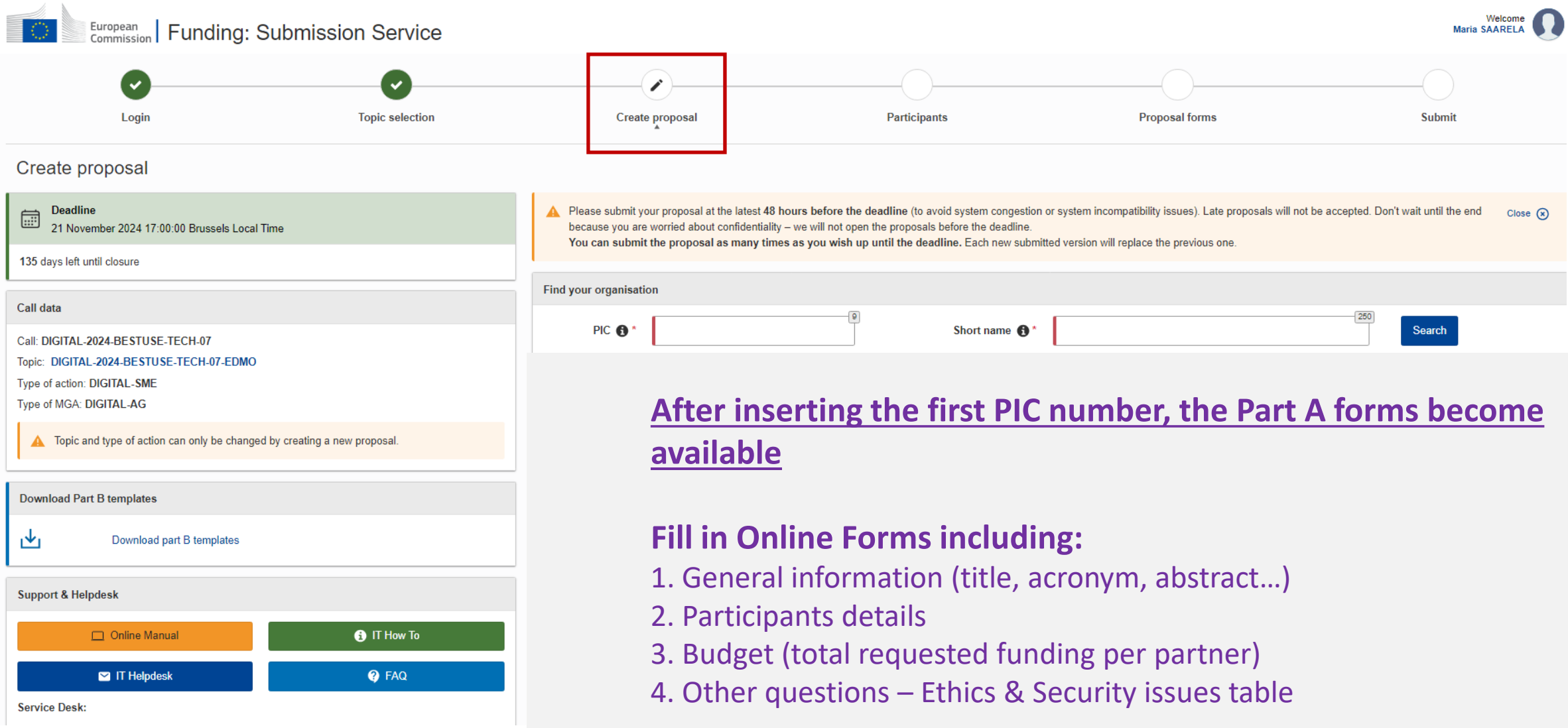
**Need help?**

**Insert a PIC (9-digit Participant Identification Code)**

**Download template**

# Submission service – Create a proposal

## Submission service:




**After inserting the first PIC number, the Part A forms become available**

**Fill in Online Forms including:**

1. General information (title, acronym, abstract…)
2. Participants details
3. Budget (total requested funding per partner)
4. Other questions – Ethics & Security issues table

# Part A & Part B

# Part A of the proposal

*Fill in all Part A forms directly in the Submission System*

| Part A – administrative forms | |
|---|---|
| **Section 1 – General information** | Call, Topic, Type of Action, Type of Model Grant Agreement, Proposal number, acronym, title, duration, Keywords, Declarations |
| **Section 2 – Participants** | Information on the applicants and consortium partners |
| **Section 3 – Budget** | Total funding per partner |
| **Section 4 – Other Questions** | Ethics & Security issues tables - must be completed |

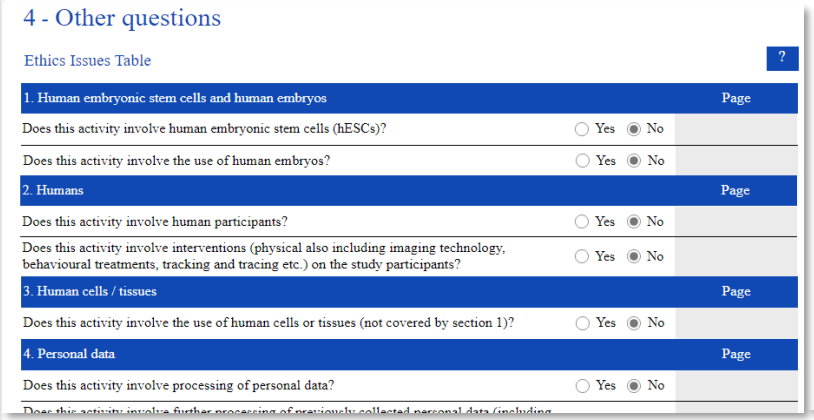
**Proposal number: SEP-211067198**

**Proposal acronym: test**

**Type of Model Grant Agreement: DIGITAL Action Grant Budget-Based**

Table of contents

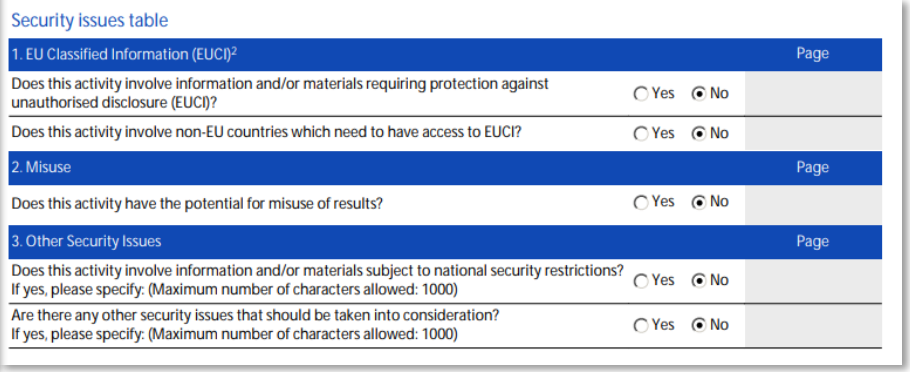
| Section | Title | Action |
|---|---|---|
| 1 | General information | Show |
| 2 | Participants | Show |
| 3 | Budget | Show |
| 4 | Other questions | Show |



4 - Other questions

Ethics Issues Table ?

| 1. Human embryonic stem cells and human embryos | | Page |
|---|---|---|
| Does this activity involve human embryonic stem cells (hESCs)? | ○ Yes ◉ No | |
| Does this activity involve the use of human embryos? | ○ Yes ◉ No | |
| **2. Humans** | | **Page** |
| Does this activity involve human participants? | ○ Yes ◉ No | |
| Does this activity involve interventions (physical also including imaging technology, behavioural treatments, tracking and tracing etc.) on the study participants? | ○ Yes ◉ No | |
| **3. Human cells / tissues** | | **Page** |
| Does this activity involve the use of human cells or tissues (not covered by section 1)? | ○ Yes ◉ No | |
| **4. Personal data** | | **Page** |
| Does this activity involve processing of personal data? | ○ Yes ◉ No | |



Security issues table

| 1. EU Classified Information (EUCI)[2] | | Page |
|---|---|---|
| Does this activity involve information and/or materials requiring protection against unauthorised disclosure (EUCI)? | ○ Yes ◉ No | |
| Does this activity involve non-EU countries which need to have access to EUCI? | ○ Yes ◉ No | |
| **2. Misuse** | | **Page** |
| Does this activity have the potential for misuse of results? | ○ Yes ◉ No | |
| **3. Other Security Issues** | | **Page** |
| Does this activity involve information and/or materials subject to national security restrictions? If yes, please specify: (Maximum number of characters allowed: 1000) | ○ Yes ◉ No | |
| Are there any other security issues that should be taken into consideration? If yes, please specify: (Maximum number of characters allowed: 1000) | ○ Yes ◉ No | |

# Part B of the proposal

*Use Part B template and upload it as a pdf to the Submission System*

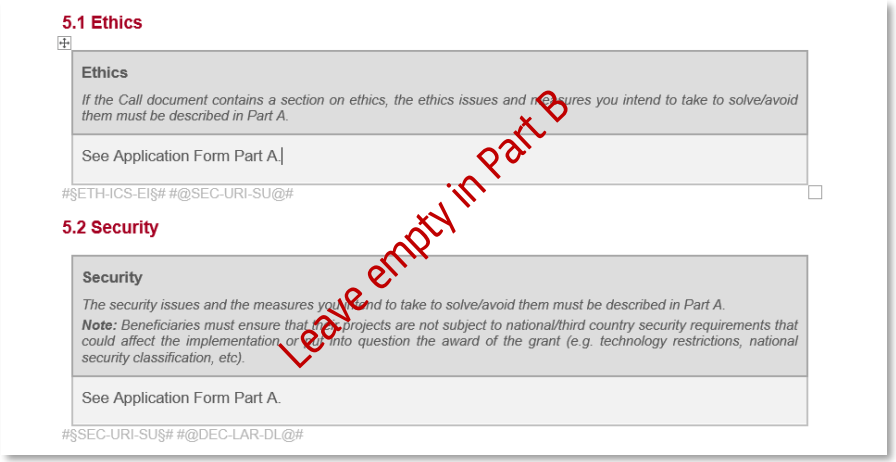
| Part B – technical description | |
|---|---|
| **Section 1 – Relevance**<br>In line with Award Criteria 1 | 1.1 Objectives and activities<br>1.2 Contribution to long-term policy objectives, policies and strategies — Synergies<br>*1.3 Digital technology supply chain**<br>*1.4 Financial obstacles** |
| **Section 2 – Implementation**<br>In line with Award Criteria 2 | 2.1 Maturity<br>2.2 Implementation plan and efficient use of resources<br>2.3 Capacity to carry out the proposed work |
| **Section 3 – Impact**<br>In line with Award Criteria 3 | 3.1 Expected outcomes and deliverables – dissemination and communication<br>3.2 Competitiveness and benefits for society<br>*3.3 Environmental sustainability and contribution to European Green Deal goals** |

Part B Sections **1.3, 1.4 and 3.3** are **NOT APPLICABLE** for this topic (See Section 2 of the Call). Leave them empty in Part B.

# Part B of the proposal

*Use Part B template and upload it as a pdf to the Submission System*

| Part B – technical description | |
|---|---|
| **Section 4 – WORK PLAN** | Work plan, Work Packages, Staff effort, Subcontracting, Purchases and equipment, Other cost categories, Timing (Gantt) |
| **Section 5 - OTHER** | Ethics, Security – leave empty in Part B; fill in tables in Part A |
| **Section 6 - DECLARATIONS** | Information concerning other EU grants – must be completed<br>Financial support to third parties – not eligible in this call |
| **ANNEXES** | List of previous projects (annex 4 to Part B) – mandatory annex |

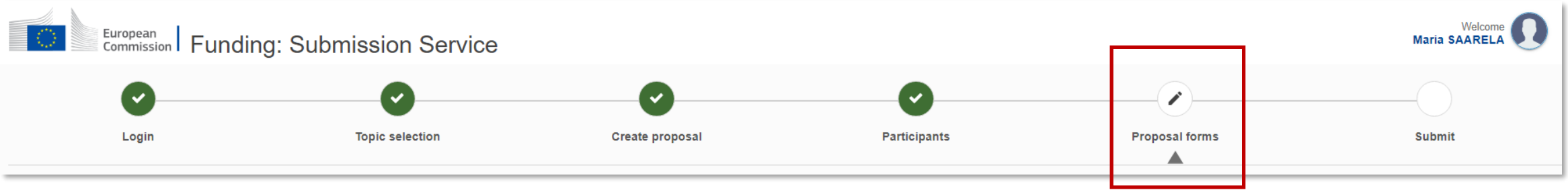



Part B Page limit: **70 pages**

Annexes do not count towards the page limit.

# Submission service – Part B and Annexes

## Part B and Annexes




**Part B and Annexes**

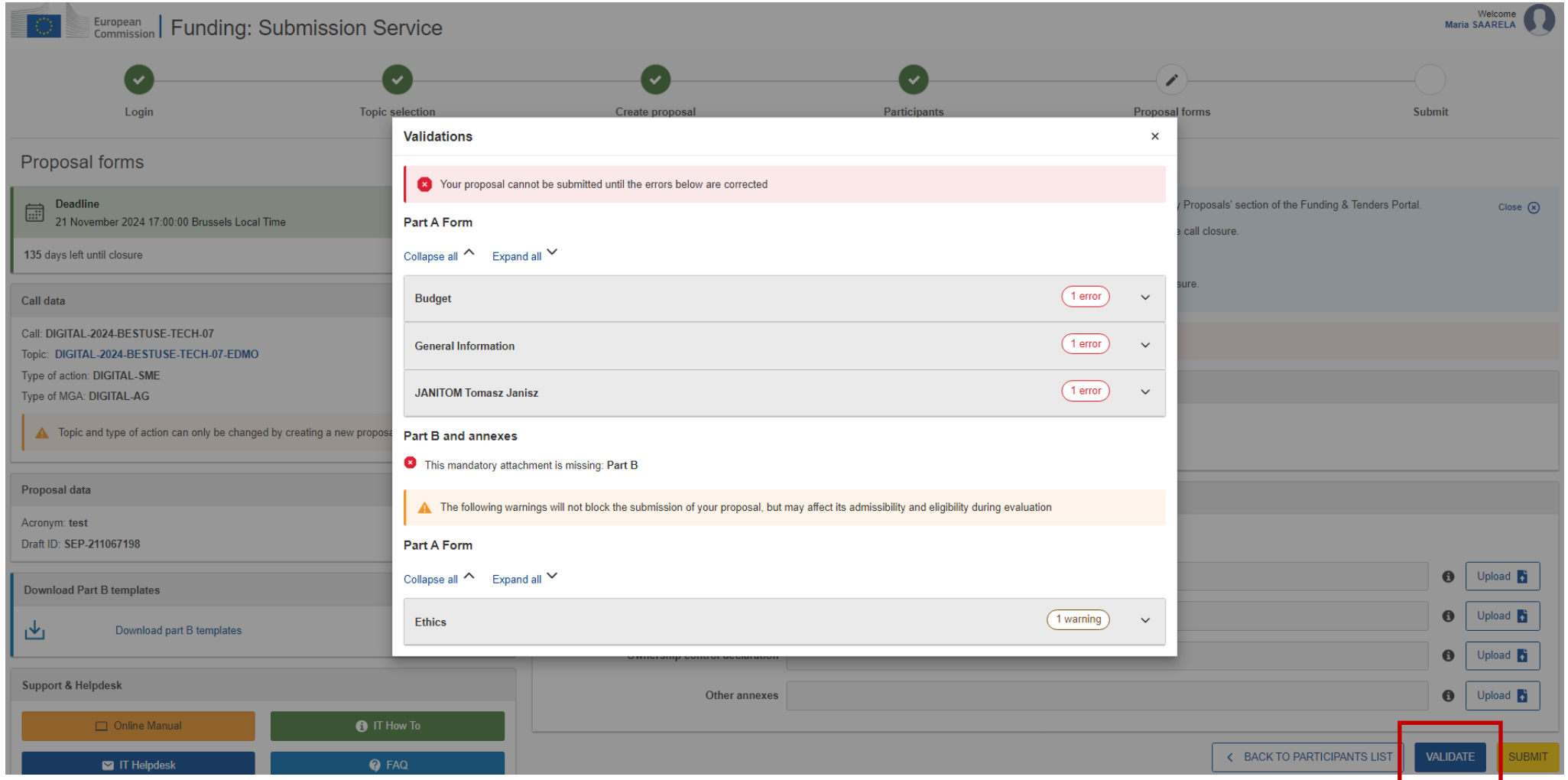
In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments.

| | | |
|---|---|---|
| Part B * | **Part B** – Mandatory (upload as pdf) | Upload |
| List of previous projects | **List of previous projects** – Annex 4 to Part B, upload as pdf | Upload |
| Ownership control declaration | ***Ownership control declaration – Not applicable*** | Upload |
| Other annexes | | Upload |

BACK TO PARTICIPANTS LIST | VALIDATE | SUBMIT

# Submission service – Validate

## Validating and Warnings:




Before submitting the application **Validate** and ***address warnings*** **!!!**

# Award criteria

# Award criteria

Award criteria and sub-criteria are in line with the Part B sections

| 1. RELEVANCE | 2. IMPLEMENTATION | 3. IMPACT |
|---|---|---|
| 1.1 Alignment with the objectives and activities as described in section 2<br><br>1.2 Contribution to long-term policy objectives, relevant policies and strategies, and synergies with activities at European and national level<br><br>*1.3 Extent to which the project would reinforce and secure the digital technology **supply chain** in the EU**<br><br>*1.4 Extent to which the project can overcome **financial obstacles** such as the lack of market finance** | 2.1 Maturity of the project<br><br>2.2 Soundness of the implementation plan and efficient use of resources<br><br>2.3 Capacity of the applicants, and when applicable the consortium as a whole, to carry out the proposed work | 3.1 Extent to which the project will achieve the expected outcomes and deliverables referred to in the call for proposals and, where relevant, the plans to disseminate and communicate project achievements<br><br>3.2 Extent to which the project will strengthen competitiveness and bring important benefits for society<br><br>*3.3 Extent to which the project addresses environmental sustainability and the European Green Deal goals, in terms of direct effects and/or in awareness of environmental effects* |

* Sub-criteria 1.3 , 1.4 and 3.3 are **NOT APPLICABLE** for this topic

# Award thresholds

| Award criteria | Minimum pass score per criterion | Minimum pass score per proposal | Maximum score per criterion | Maximum score per proposal |
|---|---|---|---|---|
| **Relevance** | 3 | 10 | 5 | 15 |
| **Implementation** | 3 | | 5 | |
| **Impact** | 3 | | 5 | |

For a proposal to be considered for funding, it **MUST**:

- ✓ Pass the individual award criteria threshold for **all criteria**: **3**

**AND**

- ✓ Obtain an **overall score** of or above: **10**

- All proposals that are scored *below* these thresholds will be rejected.
- Only proposals *above* these thresholds and within the limits of the *available call budget*, can be funded.
- For further details, please refer to the Call Document Section 9 – *Award Criteria*

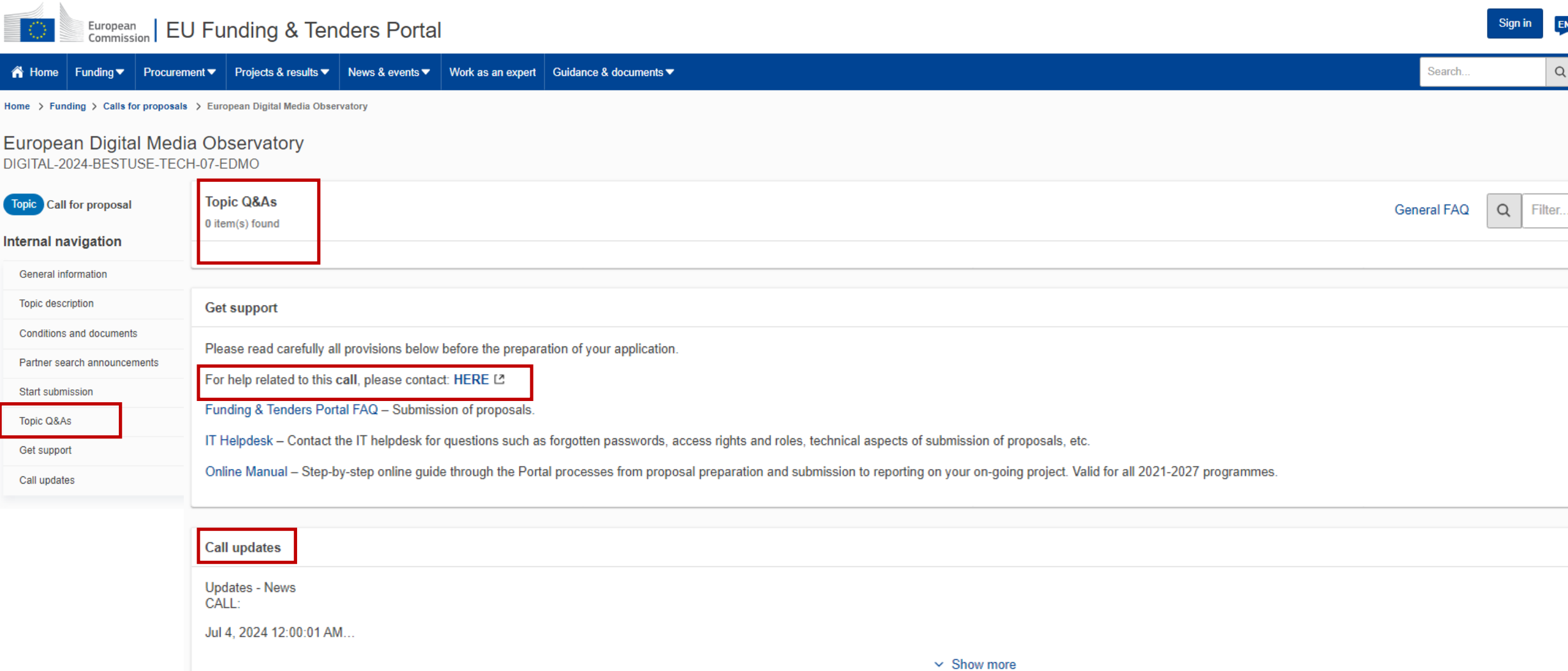
# Topic specific Questions and Answers

# How to contact us

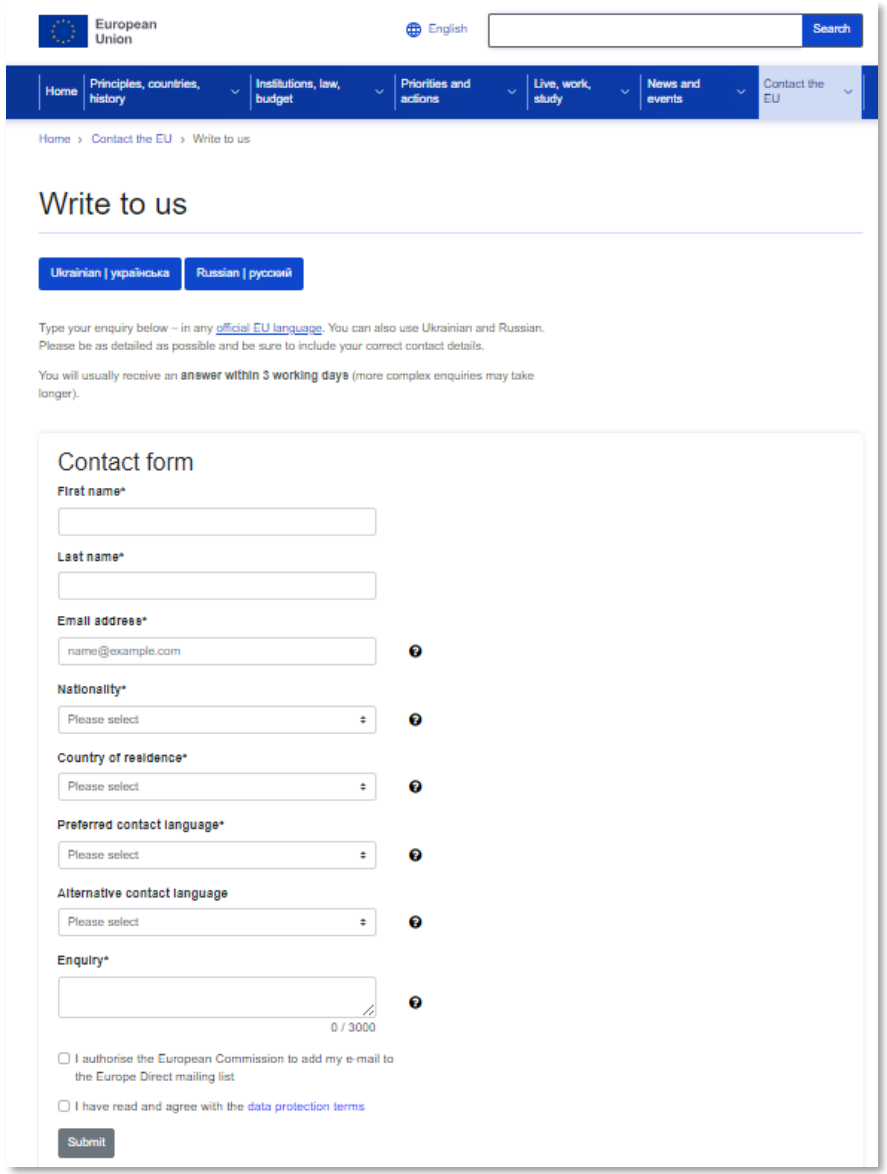
# Guidance & Manuals

# Topic related Question & Answers, Get support

## Call page:



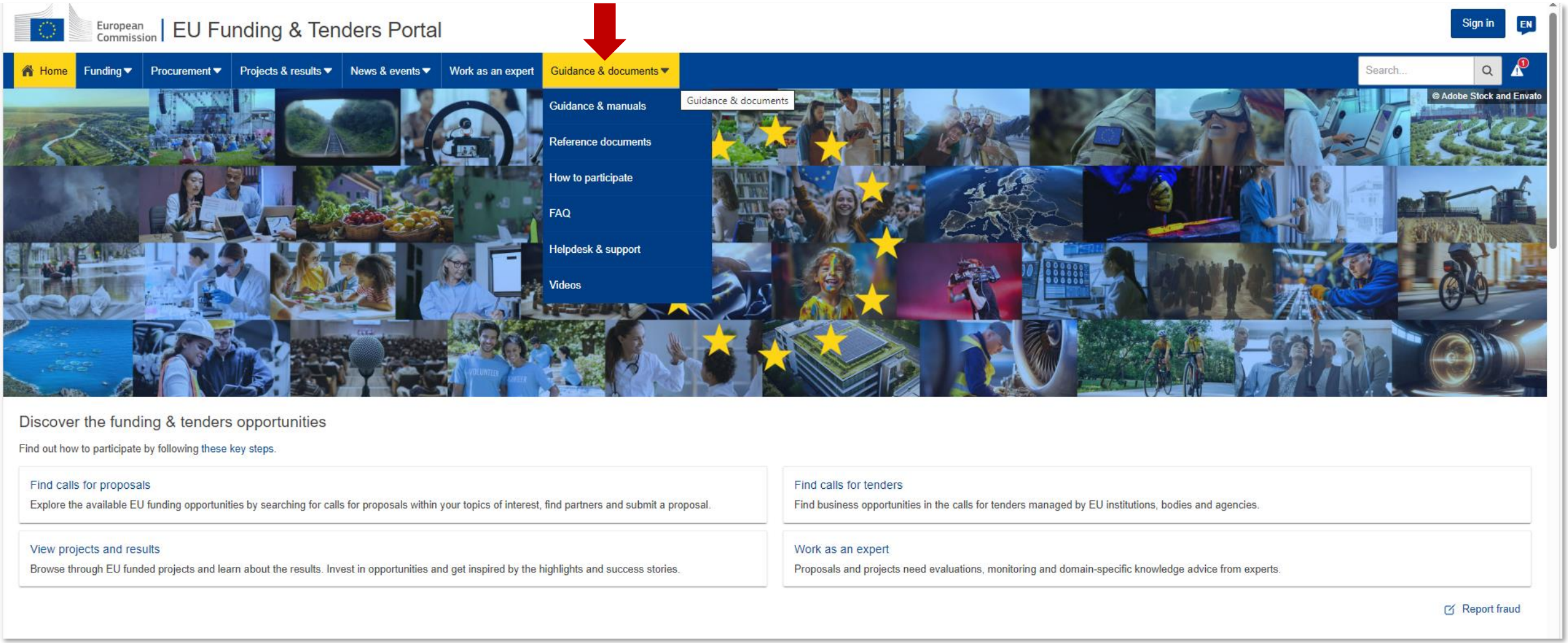
# Get support – How to contact us




https://european-union.europa.eu/contact-eu/write-us_en

# Guidance and Manuals

https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/support

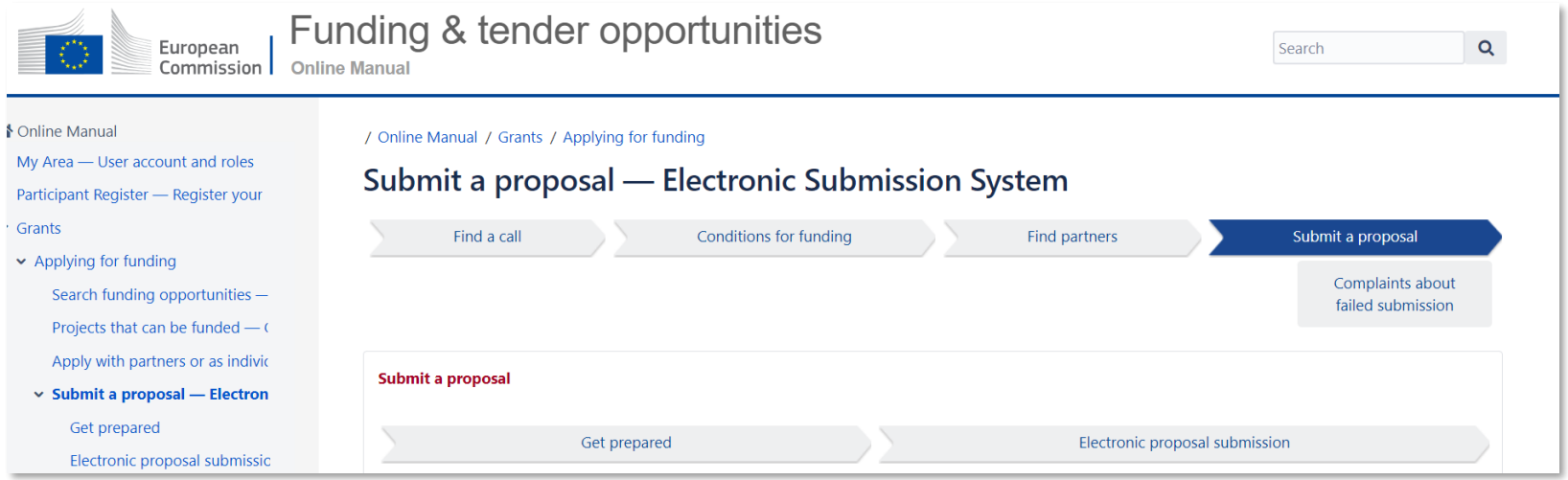


# Guidance and Manuals

**Online Manual**

[Submit a proposal](#)

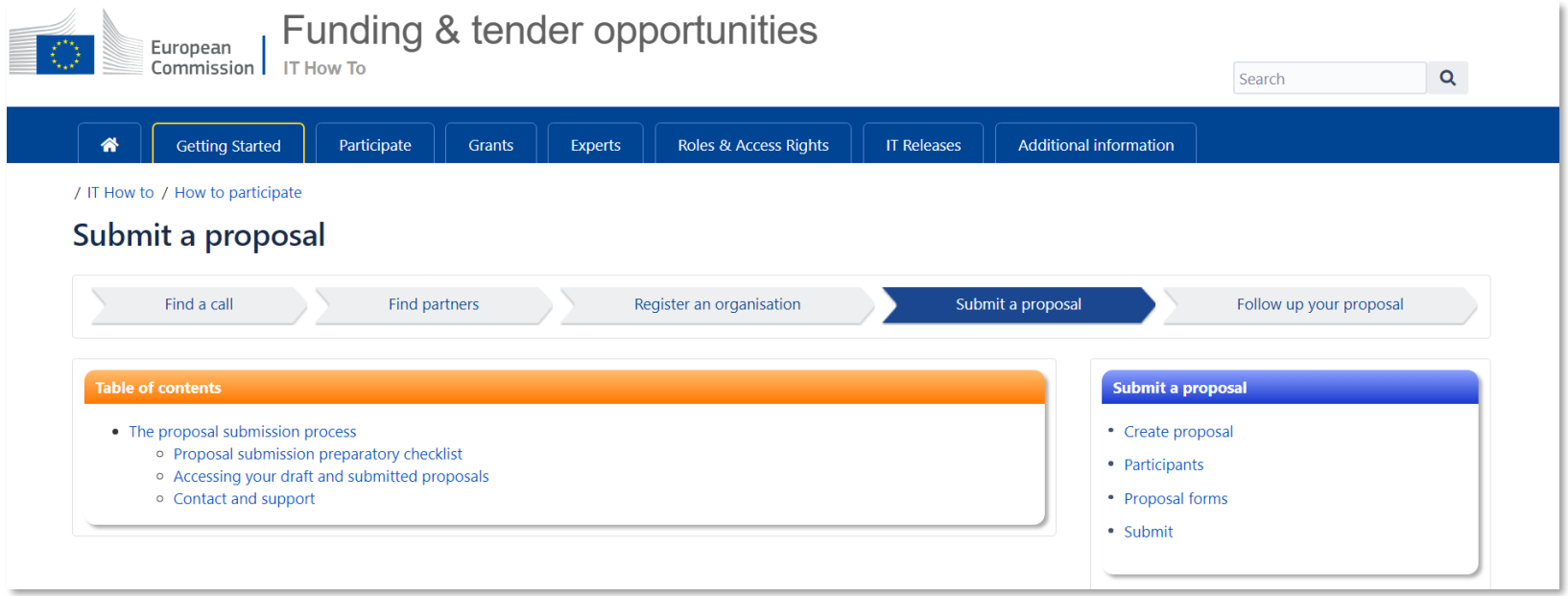
*Description of the process*




HOW TO

[Submit a proposal](#)

*Detailed instructions with screenshots*



# Final tips for applicants

- **Admissibility requirements:**
  - Application form **is readable** – before uploading Part B, check that it has been correctly converted to PDF and that there are no missing parts or missing tables.
  - Always use the **standard template Part B** downloaded from the Submission System (not an old copy or own format).
  - **List of previous projects** – mandatory Annex (see template in Part B)

- **Eligibility requirement:**
  - **Consortium composition compliance is a must** – Read carefully Section 6 of the call document and section *Targeted Stakeholders*.

# Final tips for applicants

- **Ethics & Security issues tables in Part A:**
  - Security: Applicable (fill in the table in Part A)
  - Ethics: Applicable (fill in the table in Part A)
  - Mark with great attention the **relevant Ethics & Security issues** when applicable
  - When marking any ethics or security issues, include the corresponding **proposal Part B page** in the table

- **Award Criteria:**
  - Take into account the **award criteria** as detailed in the Call document and follow that logic in your application to provide all necessary information.

# Final tips for applicants

- **Part B page Limit:**
  - **70 pages.** Any additional pages will not be taken into account.

- **Deadline:**
  - **Do not submit your proposal on the last day** to avoid last minute or technical problems! Resubmission before the deadline is possible.

- **Overlaps/double funding risk:**
  - The system detects similarities between proposals. This has serious legal implications.
  - Reply relevant questions in Part A carefully.

- **Updates to the Call/Topics:**
  - Please regularly check Funding & Tenders Portal for possible updates to the call or topics.

# Thanks for your attention

For any questions after today's session please submit them through the form in the F&T Portal
https://european-union.europa.eu/contact-eu/write-us_en

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