



# Innovation and Capacity building

in Agricultural Environmental and Rural UAV Services



# ICAERUS

## **D5.4: Open Call Plan & Monitoring Report** Version A

**WP5: Ecosystem Building, Open Calls & Business and  
Governance Modelling**

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## 1. Introduction

ICAERUS project aims to build upon the existing network through the issue and promotion of two (2) types of Open Calls (PUSH/PULL) providing financial support to third parties, as a mechanism to harvest ideas and datasets from the ecosystem and accelerate the formation of a European network for the effective and efficient adoption of drone technologies. The Open Calls will include:

- 1) 2 PUSH Open Calls for Innovation Development (M10 & M20), to attract drone manufacturers, SMEs and start-ups exploiting (big) data, AI and IoT companies and research institutes and
- 2) 2 PULL Open Calls for Farming, Forestry and Rural Challenges (M15 & M25), targeted to attract end-users (rural communities, environmental agencies, cooperatives, etc.)

The main purpose of the deliverable D5.4 Open Call Plan and Monitoring Report (A) is to provide an overview of each of the Open Calls, the necessary documents developed for successfully managing each process and the planned actions.

## 2. ICAERUS PUSH Open Call 1 for Innovation Development (ID)

ICAERUS PULL Open Call Kit contains the following set of documents:

1. PULL Open Call text,
2. PULL Applicants' guide,
3. PULL Proposal template,
4. PULL Declaration of Honour (DoH),
5. PULL Declaration of conducting business,
6. PULL Bank account information,
7. PULL Model sub-grant agreement.

These documents will be available for download on the ICAERUS Open Call page on the ICAERUS website: <https://icaerus.eu/open-calls/>

***Please note that the actual publishing date of the PUSH Open Call may differ. ICAERUS is respecting the importance of following the European Commission's process for advertising the Open Call on the Funding and Tenders portal. Therefore, we are currently awaiting the review and validation of the Open Call kit before proceeding with the publishing process.***

***For the actual starting date, please refer to the PUSH Open Call Kit that will be published on the ICAERUS webpage, in compliance with the requests from the European Commission.***

### 2.1 Open Call text

This document summarizes the basic information of the ICAERUS PUSH Open Call 1 for Innovation Development (ID) and provides necessary information for applying in the framework of the ICAERUS project. This document contains information such as:

- Short description of the ICAERUS project,
- General Information about PUSH Open Call 1 for Innovation Development (ID),
- Timeline and important dates,
- Topics,
- Eligibility criteria,
- Submission procedure,
- Origin of the funds,



- Points of contact.

The full document is enclosed as Annex 1 of this deliverable.

## 2.2 Applicants' Guide

This document is essential administrative support to the applicants during the process of application. It introduced the Open Calls, explaining in detail all the points of the application. This document contains:

- **Introduction** (background information about ICAERUS project, its approach, and Open Call funding mechanism),
- Overview of the **PUSH Open Call 1 for Innovation Development (ID)** (general information and timeline for the Open Call, topics, submission procedure, language, documentation format and origin of the funds),
- Information about **proposal submission and selection** (specific information regarding the publication of the Open Call, eligibility criteria, application and evaluation process),
- Information about for the **implementation of selected applications** (timeline, activities, deliverables and funding),
- **Responsibilities** of selected applicants (confidentiality, promotion of visibility and EU funding and data protection, etc.),
- **Checklist** of necessary application steps,
- **Points of contact.**

The full document is enclosed as Annex 2 of this deliverable.

## 2.3 Proposal template

This document is a comprehensive application form that applicants need to fill in and submit in a pdf format. As part of the template, applicants will describe their idea in detail including information about its technical aspects, business model and potential, sustainability, geographical impact and budget needed.

The full document is enclosed as Annex 3 of this deliverable.

## 2.4 Declaration of Honour (DoH)

This document presents a form where applicants must declare on exclusion criteria and absence of conflict of interest. Additionally, applicants by signing declare that they enter the application process respecting the given guidelines.

The full document is enclosed as Annex 4 of this deliverable.

## 2.5 Declaration of Conducting Business

This document is a form that follows guidelines set by the European Commission which evaluates the status of the entity applying for the PUSH Open Call 1 for Innovation Development (ID). By submitting this document applicants declare they fulfil the eligibility criteria of being officially registered in business registry and having the status of "legal entity".

The full document is enclosed as Annex 5.

## 2.6 Bank Account information

This document follows the guidelines set by the European Commission for acquiring bank account information that will be used to release payments to selected applicants and based on the payment scheme.

The full document is enclosed as Annex 6.

## 2.7 Model Sub-grant Agreement

This document presents the model of the sub-grant agreement that is planned to be used during the contracting phase with the winners of the Open Call. It is important to note that this document is for informative purposes only, subject to possible changes suggested by EC or the legal team of FSH, thus cannot be treated as legally binding.

The full document is enclosed as Annex 7.

# 3. ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC)

ICAERUS PULL Open Call Kit contains the following set of documents:

8. PULL Open Call text,
9. PULL Applicants' guide,
10. PULL Proposal template,
11. PULL Declaration of Honour (DoH),
12. PULL Declaration of conducting business,
13. PULL Bank account information,
14. PULL Model sub-grant agreement.

**It is important to note that the current PULL Kit might be updated prior to the Open Call launch in September 2023.**

## 3.1 Open Call text

This document summarizes the basic information of the ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) and provides necessary information for applying in the framework of the ICAERUS project. This document contains information such as:

- Short description of the ICAERUS project,
- General Information about PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC),
- Timeline and important dates,
- Topics,
- Eligibility criteria,
- Submission procedure,
- Origin of the funds,
- Points of contact.

The full document is enclosed as Annex 8.



### 3.2 Applicants' Guide

This document is essential administrative support to the applicants during the process of application. It introduced the Open Call, explaining in detail all the points of the application. This document contains:

- **Introduction** (background information about ICAERUS project, its approach and Open Call funding mechanism),
- Overview of the **PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC)** (general information and timeline for the Open Call, topics, submission procedure, language, documentation format and origin of the funds),
- Information about **proposal submission and selection** (specific information regarding the publication of the Open Call, eligibility criteria, application and evaluation process),
- Information about for the **implementation of selected applications** (timeline, activities, deliverables and funding),
- **Responsibilities** of selected applicants (confidentiality, promotion of visibility and EU funding and data protection, etc.),
- **Checklist** of necessary application steps,
- **Points of contact**.

The full document is enclosed as Annex 9.

### 3.3 Proposal template

This document is a comprehensive application form that applicants need to fill in and submit in a pdf format. As part of the template, applicants will describe their idea in detail including information about its technical aspects, business model and potential, sustainability, geographical impact and budget needed.

The full document is enclosed as Annex 10.

### 3.4 Declaration of Honour (DoH)

This document presents a form where applicants must declare on exclusion criteria and absence of conflict of interest. Additionally, applicants by signing declare that they enter the application process respecting the given guidelines.

The full document is enclosed as Annex 11.

### 3.5 Declaration of Conducting Business

This document is a form that follows guidelines set by the European Commission which evaluates the status of the entity applying for the PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC). By submitting this document applicants declare they fulfil the eligibility criteria of being officially registered in business registry and having the status of "legal entity".

The full document is enclosed as Annex 12.

### 3.6 Bank Account Information

This document follows the guidelines set by the European Commission for acquiring bank account information that will be used to release payments to selected applicants and based on the payment scheme.

The full document is enclosed as Annex 13.

### **3.7 Model Sub-grant Agreement**

This document presents the model of the sub-grant agreement that is planned to be used during the contracting phase with the winners of the Open Call. It is important to note that this document is for informative purposes only, subject to possible changes suggested by EC or the legal team of FSH, thus cannot be treated as legally binding.

The full document is enclosed as Annex 14.

## 4. Conclusions

This deliverable gives an overview of the work done and documentation prepared for the 2 types of ICAERUS Open Calls, namely:

- PUSH Open Call 1 for Innovation Development (ID), and
- PULL Open Call 1 Farming, Forestry and Rural Challenges (FFRC).

This material is expected to guide all potential applicants (SMEs, start-ups, Research institutes, rural communities, etc.) in preparation of both types of the Open Calls. It provides the most important information such as eligibility criteria, financial support and services, payment modalities, evaluation process etc.

**Please note that the actual publishing date of the PUSH 1 Open Call might differ, due to the requests of the European Commission. For actual starting date, please refer to the PUSH Open Call Kit published on the ICAERUS webpage.**

**In addition, it is important to note that ICAERUS PULL 1 Open Call Kit might be updated before the launch of the Call in September.**

All the original documents can be found in Annexes.

## Annexes

Below is the list of Annexes:

- Annex 1: ICAERUS PUSH Open Call 1 for Innovation Development (ID) – Open Call text (Call Fiche)
- Annex 2: ICAERUS PUSH Open Call 1 for Innovation Development (ID) – Applicants' Guide
- Annex 3: ICAERUS PUSH Open Call 1 for Innovation Development (ID) – Proposal/application template
- Annex 4: ICAERUS PUSH Open Call 1 for Innovation Development (ID) – Declaration of Honour (DoH)
- Annex 5: ICAERUS PUSH Open Call 1 for Innovation Development (ID) – Declaration of Conducting Business
- Annex 6: ICAERUS PUSH Open Call 1 for Innovation Development (ID) – Bank Account information
- Annex 7: ICAERUS PUSH Open Call 1 for Innovation Development (ID) – Model Sub-grant Agreement
- Annex 8: ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) – Open Call text
- Annex 9: ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) – Applicants' Guide
- Annex 10: ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) – Proposal template
- Annex 11: ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) – Declaration of Honour (DoH)
- Annex 12: ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) – Declaration of Conducting Business
- Annex 13: ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) – Bank Account Information
- Annex 14: ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) – Model Sub-grant Agreement

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## **Annex 1: ICAERUS PUSH Open Call 1 for Innovation Development (ID) – Open Call text (Call Fiche)**



# Innovation and Capacity building

in Agricultural Environmental and Rural UAV Services



# ICAERUS

## **PUSH Open Call for Innovation Development (ID)**

**Open Call text**



**Funded by  
the European Union**

Grant agreement N° 101060643



# 1. Introduction

This document provides guidance information regarding the ICAERUS Open Calls, with a focus on PUSH Open Calls for Innovation Development (ID), including the eligibility and evaluation criteria. The document in its entirety and all associated Annexes must be read carefully for the submission of an application.

## 1.1 About ICAERUS



Drones are an efficient, flexible digital technology that can perform increasingly complex tasks without damaging the environment, however their widespread adoption across the agri-food sector has been limited by costs, knowledge gaps, regulatory and safety restrictions.

ICAERUS aims to tackle these challenges by **supporting and showcasing the effective, efficient, and safe deployment of drones in applicable settings** and to **identify risks and added values associated with their use**. The ICAERUS vision is to explore drone-based opportunities and provide a more complete and interconnected account of their potential and impacts as multi-purpose vehicles in EU agriculture, forestry and rural areas.

ICAERUS will utilize an **application-oriented approach** to explore multi-purpose drone use in 5 specific drone applications, representing the most important sectoral and societal drone usage purposes in Europe. ICAERUS also plans to use **research, technology optimization, demonstration, and drone education** to create an efficient, trusted, and safe environment for the **EU drone service market** to flourish contributing to the achievement of the EU's decarbonization, digitalization and resilience. ICAERUS will also produce several exploitable results that will offer extensive positive impact including the ICAERUS platform.

ICAERUS Use Cases are large-scale multi-actor experiments and demonstration events aiming to optimise, test and demonstrate drone technology and showcase multiple drone applications while assessing and reducing their associated risks. Use Cases will take place in 5 countries and span across the 5 most important sectoral and societal drone usage purposes:

- 1) **Crop Monitoring UC (Spain):** a) **Demonstrate** the capacity of drones in disease and plant stress identification and weed detection in vineyards; b) **assess** drones as a 3D canopy reconstruction tool in vineyards, using aerial (top) with ground (side) image acquisition; c) **Develop** a user-friendly dashboard as a decision support system (DSS), for drone data analysis, visualisation and actions recommendations.
- 2) **Drone Spraying UC (Greece):** a) **Test and assess** spraying configurations for optimal drone spraying applications in field conditions; b) **compare** the efficiency and environmental impact of existing conventional spraying to drone spraying practices; c) **Identify** risks and develop mitigation strategies related to drone-based plant protection applications.
- 3) **Livestock Monitoring UC (France):** a) **Evaluate** drone solutions for monitoring different grazing cattle and sheep systems, building on existing and implemented solutions and avoiding duplication of effort; b) **assess** their labour-reduction capabilities for drone-based herd monitoring; c) **Examine** governance models and drone adoption barriers and drivers.
- 4) **Forestry and Biodiversity UC (Lithuania):** a) **Monitor** forest tree health through the use of drones, satellites and data science; b) **identify and inspect** areas of potentially high fire risk; c) **Monitor ecosystems** and assess biodiversity and wildlife populations; d) **Evaluate** the capacity of drones to manage or prevent the expansion of infectious diseases affecting both feral and domestic animals.

- 5) **Rural Logistics UC (Greece & N. Macedonia):** a) **Design and develop** an innovative drone-delivery fleet management system; b) **Automate** drone navigation operations by integrating state-of-the-art technologies; c) **Assess** three types of drones on delivery parcel size/weight and distance; d) **Implement** Drone as a Service (DAAS) model principles.



Figure 1: ICAERUS use cases

## 1.2 ICAERUS Open Calls

ICAERUS will build upon the existing network through the issue and promotion of two (2) types of Open Calls (PUSH/PULL) providing financial support to third parties, as a **mechanism to harvest ideas** and datasets from the ecosystem and **accelerate the formation of a European network** for the effective and efficient adoption of drone technologies. The Open Calls will include:

- a) PUSH Open Calls for Innovation Development (ID) and
- b) PULL Open Calls for Farming, Forestry and Rural Challenges (FFRC)

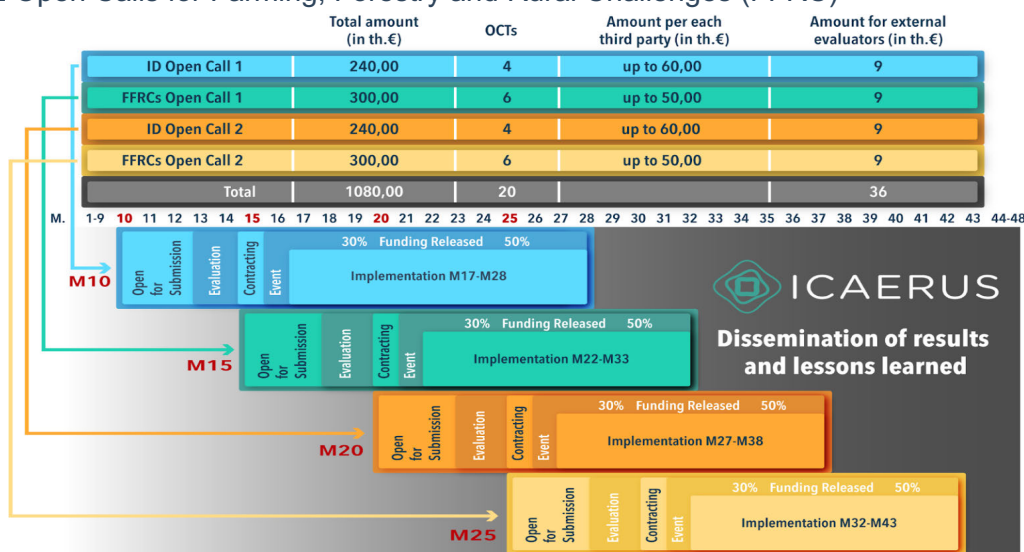


Figure 2 Graphical overview of Open calls

Both types of the Open Calls will have two release dates. In total, a **1,080,000 €** budget is allocated for financial support to third parties. The Open Calls will result in **8 PUSH Innovation Development winners** (480,000 € for ID - up to 60,000 € for each third party) and **12 PULL Farming, Forestry and Rural Challenges winners** (600,000 € for FFRC - up to 50,000 € for each third party). Each sub-project accepted will last for **12 months** and be divided into 3 phases: Design, Development and Market.

## 2. PUSH Open Call for Innovation Development (ID)

### 2.1 General Information

ICAERUS PUSH Open Calls for Innovation Development (ID) aim to attract **research and technology stakeholders (e.g., drone manufacturers, start-ups and SMEs exploiting innovative drone services and technologies, AI and IoT companies, research institutes)**, who can **either deliver and exploit drone-related data sets** which allow the assessment of technical and non-technical hypotheses or **develop ideas, concepts and prototypes**, which can then be introduced to the market.

The 2 PUSH ID calls will be initiated on M10 and M20 of the ICAERUS project respectively and after proposal submission and evaluation, the selected stakeholders will implement their idea between M17-M28 and M27-M38 respectively. The PUSH Open Calls will result in **8 Innovation Development winners**. A total sum of **480,000 €** is dedicated to iterations of this type of open call, 240,000 € per iteration. Each winner may ask for up to 60,000 €.

The **PUSH 1 Open Call for Innovation Development (ID)** will be published on **April 3<sup>rd</sup>, 2023<sup>1</sup>**. It is planned to finance **4 winners** in this call. The total sum for this iteration of the PUSH Open Call is **240,000 €**, and each winner may ask for up to **60,000 €**.

Table 1 PUSH 1 Open Call – application and selection timeline

|                           | Activity                              | Date                                                        |
|---------------------------|---------------------------------------|-------------------------------------------------------------|
| Application and selection | Launch of the PUSH 1 Open Call        | April 3 <sup>rd</sup> , 2023 <sup>1</sup>                   |
|                           | Deadline for submitting the proposals | June 30 <sup>th</sup> , 2023                                |
|                           | Eligibility check                     | July 1 <sup>st</sup> – July 20 <sup>th</sup> , 2023         |
|                           | Evaluation and selection              | August 21 <sup>st</sup> – September 30 <sup>th</sup> , 2023 |
|                           | Evaluation results and contracting    | October 2023                                                |

Table 2 PUSH 1 Open Call – implementation timeline

|                | Activity          | Date                                                        |
|----------------|-------------------|-------------------------------------------------------------|
| Implementation | Phase 1 - Design  | November 1 <sup>st</sup> - December 31 <sup>st</sup> , 2023 |
|                | Phase 2 - Develop | January 1 <sup>st</sup> – July 31 <sup>st</sup> , 2024      |
|                | Phase 3 - Market  | August 1 <sup>st</sup> – October 31 <sup>st</sup> , 2024    |

<sup>1</sup> Please note that the actual publishing date of the PUSH Open Call might differ, due to the requests of the European Commission. For actual starting date, please refer to the PUSH Open Call Kit published on the ICAERUS webpage.

## 2.2 Topics

Within ICAERUS PUSH Open Call for Innovation Development (ID), the following types of applications/solutions (but not limited to) are expected to be funded, while more details can be found in the ICAERUS PUSH Open Call Applicants' Guide:

- **Innovative ideas that leverage drone technology and data sets** to address real-world problems and create value for society related to the use of drone technology and associated data sets.
- **Drone hardware and software development:** developing new hardware and software solutions to increase drone performance, extend flight time and improve data collection and analysis.
- **Data analysis and processing:** Developing new algorithms and techniques to process and analyse the data collected by drones, such as image recognition, machine learning and artificial intelligence.
- **Drone-based services:** developing new services that use drone technology, such as aerial photography, surveying, and inspection services.
- **Drone-based applications:** Developing new applications for drones, e.g., environmental monitoring, precision agriculture, disaster relief, infrastructure inspection, logistics and delivery, and security and surveillance.
- **Standards and regulations:** developing new standards and regulations for the safe and responsible use of drone technology, including privacy and security considerations.

It is important to note that the list above is only indicative and that the applicants are encouraged to submit proposals based on their own ideas related to the topic of ICAERUS PUSH Open Calls. In order to be eligible, proposals need to address challenges in Rural Areas.

## 2.3 Eligibility criteria

ICAERUS PUSH 1 Open Call is aimed at (but not limited to) European drone manufacturers, SMEs and start-ups exploiting (big) data, AI and IoT companies, research institutes. Detailed eligibility criteria are described in ICAERUS PUSH Open Call Applicants' Guide, Section 3.2 Eligibility criteria. Overall eligibility criteria for the ICAERUS PUSH Open Calls are:

- Applicants need to be either an SME or Research Institute (see 3.2.1 and 3.2.2 of the ICAERUS PUSH Open Call for Innovation Development Applicants' Guide)
- The applicant must have a valid VAT number.
- Existing consortium members of ICAERUS project are not eligible for the Open Calls of ICAERUS.
- The proposal is delivered before the defined deadline, applying the requested submission procedure.
- Proposals shall only ask for funding for that part of the work that is not yet accomplished and will be carried out after having been selected for funding. Of course, this does not exclude the usage of e.g., results, IP, infrastructures or approaches already held by the applicants.
- Only one proposal per applicant can be selected for funding. Applicants that receive funding within one Open Call are not eligible to apply for additional funding in other ICAERUS Open Calls. In case an applicant submits more than one proposal within the same call and both (all) of them are shortlisted for funding, only the one with the highest score can be selected.

## 2.4 Submission procedure

The entry point for submitting of all proposals for ICAERUS Open Calls is the ICAERUS website, <https://icaerus.eu/open-calls/>.

Submissions received through any other channel will be automatically discarded.

Documents required in subsequent phases will be submitted via dedicated channels, which will be indicated by the ICAERUS consortium in the contracting phase.

In case multiple versions of the same application are submitted, only the last version will be evaluated.

## **2.5 Origin of funds**

The funds provided through the Open Calls come directly from the funds of the Horizon Europe Project ICAERUS, which is funded by the European Commission under Grant Agreement Number 101060643.

In order to receive funding, any selected proposer will sign a dedicated Sub-Grant Agreement with the ICAERUS consortium.

More details on obligations of beneficiaries can be found in Chapter 5 of the PUSH Open Call Applicants' Guide.

## **3. Points of contact**

For all the information related to ICAERUS Open Calls please state your question on FAQ section on the Open Call Hub/ICAERUS PUSH 1 OC Tab, <https://opencallhub.eu/>, or contact us at [icaerus@opencallhub.eu](mailto:icaerus@opencallhub.eu).

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## **Annex 2: ICAERUS PUSH Open Call 1 for Innovation Development (ID) – Applicants' Guide**





# Innovation and Capacity building

in Agricultural Environmental and Rural UAV Services



# ICAERUS

## **PUSH Open Call for Innovation Development (ID)**

**Applicants' Guide**



**Funded by  
the European Union**

Grant agreement N° 101060643



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## 1. Introduction

This document provides guidance information regarding the ICAERUS Open Calls, with a focus on PUSH Open Calls for Innovation Development (ID), including the eligibility and evaluation criteria. The document in its entirety and all associated Annexes must be read carefully for the submission of an application.

### 1.1 About ICAERUS



Drones are an efficient, flexible digital technology that can perform increasingly complex tasks without damaging the environment, however their widespread adoption across the agri-food sector has been limited by costs, knowledge gaps, regulatory and safety restrictions.

ICAERUS aims to tackle these challenges by **supporting and showcasing the effective, efficient, and safe deployment of drones in applicable settings** and to **identify risks and added values associated with their use**. The ICAERUS vision is to explore drone-based opportunities and provide a more complete and interconnected account of their potential and impacts as multi-purpose vehicles in EU agriculture, forestry and rural areas.

ICAERUS will utilize an **application-oriented approach** to explore multi-purpose drone use in 5 specific drone applications, representing the most important sectoral and societal drone usage purposes in Europe. ICAERUS also plans to use **research, technology optimization, demonstration, and drone education** to create an efficient, trusted, and safe environment for the **EU drone service market** to flourish contributing to the achievement of the EU's decarbonization, digitalization and resilience. ICAERUS will also produce several exploitable results that will offer extensive positive impact including the ICAERUS platform.

ICAERUS Use Cases are large-scale multi-actor experiments and demonstration events aiming to optimise, test and demonstrate drone technology and showcase multiple drone applications while assessing and reducing their associated risks. Use Cases will take place in 5 countries and span across the 5 most important sectoral and societal drone usage purposes:

- 1) **Crop Monitoring UC (Spain):** a) **Demonstrate** the capacity of drones in disease and plant stress identification and weed detection in vineyards; b) **assess** drones as a 3D canopy reconstruction tool in vineyards, using aerial (top) with ground (side) image acquisition; c) **Develop** a user-friendly dashboard as a decision support system (DSS), for drone data analysis, visualisation and actions recommendations.
- 2) **Drone Spraying UC (Greece):** a) **Test and assess** spraying configurations for optimal drone spraying applications in field conditions; b) **compare** the efficiency and environmental impact of existing conventional spraying to drone spraying practices; c) **Identify** risks and develop mitigation strategies related to drone-based plant protection applications.
- 3) **Livestock Monitoring UC (France):** a) **Evaluate** drone solutions for monitoring different grazing cattle and sheep systems, building on existing and implemented solutions and avoiding duplication of effort; b) **assess** their labour-reduction capabilities for drone-based herd monitoring; c) **Examine** governance models and drone adoption barriers and drivers.
- 4) **Forestry and Biodiversity UC (Lithuania):** a) **Monitor** forest tree health through the use of drones, satellites and data science; b) **identify and inspect** areas of potentially high fire risk; c) **Monitor ecosystems** and assess biodiversity and wildlife populations; d) **Evaluate** the capacity of drones to manage or prevent the expansion of infectious diseases affecting both feral and domestic animals.

- 5) **Rural Logistics UC (Greece & N. Macedonia):** a) **Design and develop** an innovative drone-delivery fleet management system; b) **Automate** drone navigation operations by integrating state-of-the-art technologies; c) **Assess** three types of drones on delivery parcel size/weight and distance; d) **Implement** Drone as a Service (DAAS) model principles.



Figure 1: ICAERUS use cases

## 1.2 ICAERUS Approach

In order to achieve its vision, ICAERUS project will “rise up” by advancing existing software technology and knowledge in regard to drones, and scale-up through research, technology optimisation, demonstration and education. Along with the ICAERUS platform, being the heart of the project, the following six major elements are in supporting the effective, efficient and safe incorporation of drones in the EU:

- **The ICAERUS Platform** - A one-stop web-based interactive platform to be used as the central node for information dissemination, communication and collaboration to increase the use of drones for sectoral and societal purposes.
- **Drone Market Landscape** - An inventory of current drone market intelligence, including actors, needs and innovations, standards, regulations, and risks.
- **Drone Data Analytics Library** - An open-access repository of the most significant existing and emerging drone data analytics models and algorithms according to the requirements of the end-users
- **ICAERUS Use Cases and Open Call Trials** - large-scale multi-actor experiments and demonstration events where drone technology (hardware and software systems) will be optimised, tested and demonstrated, to showcase multiple ways in which drones can be applied, whilst assessing and reducing associated risks.
- **Socio-economic and Environmental Impact Assessment (SEIA) Results** - An assessment of the factors influencing the decision-making process for adopting drone technologies, the economic benefits of the multi-purpose use of drones, and the environmental impacts associated with their uptake.
- **Inclusive Business and Governance Models** - Develop and make accessible, inclusive business and governance models that empower people to explore the opportunities of using drones and facilitate better informed decision-making processes, as well as helping to shape future policy design.

- **ICAERUS Academy** - The capacity building element of the ICAERUS Platform offering: i) A free, open access online training course, ii) Onsite learning workshops, and iii) Value-added services for Open Calls beneficiaries.

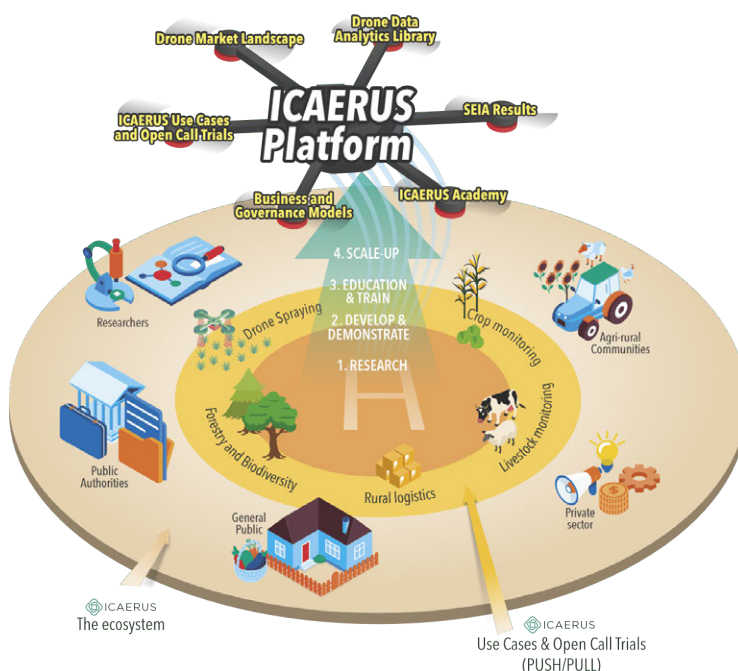


Figure 2 ICAERUS concept

### 1.3 ICAERUS Open Calls

ICAERUS will build upon the existing network through the issue and promotion of two (2) types of Open Calls (PUSH/PULL) providing financial support to third parties, as a **mechanism to harvest ideas** and datasets from the ecosystem and **accelerate the formation of a European network** for the effective and efficient adoption of drone technologies. The Open Calls will include:

- PUSH Open Calls for Innovation Development (ID) and
- PULL Open Calls for Farming, Forestry and Rural Challenges (FFRC)

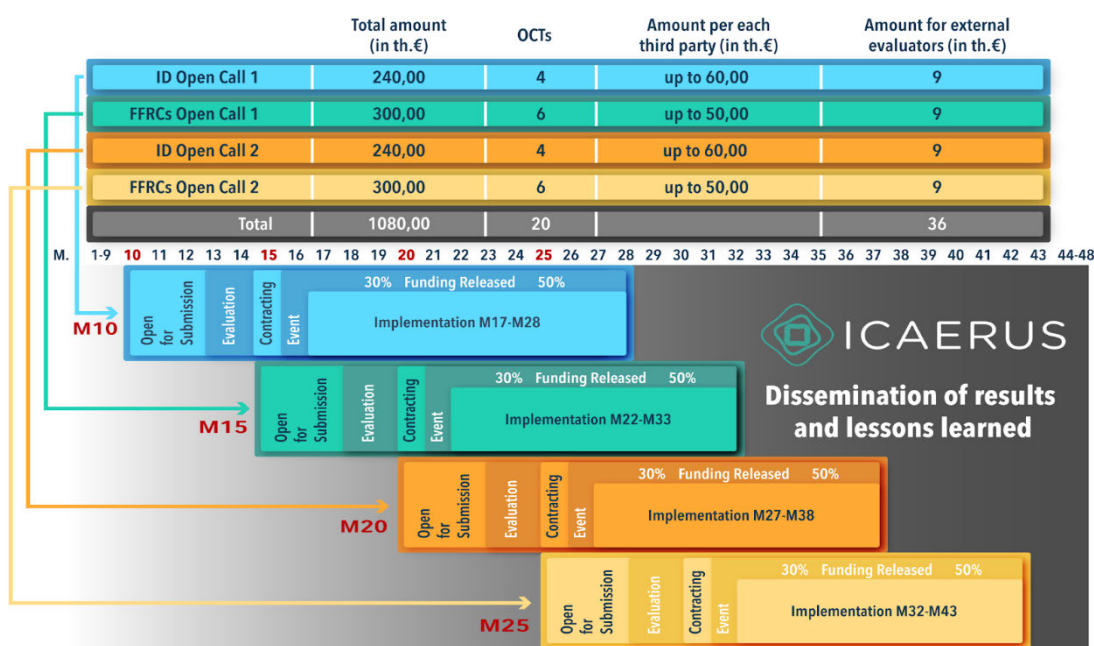


Figure 3 Graphical overview of Open calls



Both types of the Open Calls will have two release dates. In total, a **1,080,000 €** budget is allocated for financial support to third parties. The Open Calls will result in **8 PUSH Innovation Development winners** (480,000 € for ID - up to 60,000 € for each third party) and **12 PULL Farming, Forestry and Rural Challenges winners** (600,000 € for FFRC - up to 50,000 € for each third party). Each sub-project accepted will last for **12 months** and be divided into 3 phases: Design, Development and Market.

## 2. PUSH Open Call for Innovation Development (ID)

### 2.1 General Information

ICAERUS PUSH Open Calls for Innovation Development (ID) aim to attract **research and technology stakeholders (e.g., drone manufacturers, start-ups and SMEs exploiting innovative drone services and technologies, AI and IoT companies, research institutes)**, who can **either deliver and exploit drone-related data sets** which allow the assessment of technical and non-technical hypotheses or **develop ideas, concepts and prototypes**, which can then be introduced to the market.

The 2 PUSH ID calls are planned to be initiated on M10 (April 2023) and M20 (February 2024) respectively and after proposal submission and evaluation, the selected winners will implement their idea between M17-M28 and M27-M38 respectively. The PUSH Open Calls will result in **8 Innovation Development winners**. A total sum of **480,000 €** is dedicated to iterations of this type of open call, 240,000 € per iteration. Each winner may ask for **up to 60,000 €**.

The **PUSH 1 Open Call for Innovation Development (ID)** will be published on **April 3<sup>rd</sup>, 2023<sup>1</sup>**. It is planned to finance **4 winners** in this call. The total sum for this iteration of the PUSH Open Call is **240,000 €**, and each winner may request for up to **60,000 €**.

### 2.2 Topics for Industrial Development (ID)

Within ICAERUS PUSH Open Call for Innovation Development (ID), the following types of applications/solutions (but not limited to) are expected to be funded:

- **Innovative ideas** that leverage drone technology and data sets to address real-world problems and create value for society related to the use of drone technology and associated data sets.
- **Drone hardware and software development:** developing new hardware and software solutions to increase drone performance, extend flight time and improve data collection and analysis.
- **Data analysis and processing:** Developing new algorithms and techniques to process and analyse the data collected by drones, such as image recognition, machine learning and artificial intelligence.
- **Drone-based services:** developing new services that use drone technology, such as aerial photography, surveying, and inspection services.
- **Drone-based applications:** Developing new applications for drones, e.g., environmental monitoring, precision agriculture, disaster relief, infrastructure inspection, logistics and delivery, and security and surveillance.
- **Standards and regulations:** developing new standards and regulations for the safe and responsible use of drone technology, including privacy and security considerations.

Examples of applications eligible for funding:

- **Agriculture:** Drones can be used to monitor crop growth and health, soil quality and weather patterns, providing farmers with real-time data to optimise their operations.

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<sup>1</sup> Please note that the actual publishing date of the PUSH Open Call might differ, due to the requests of the European Commission. For actual starting date, please refer to the PUSH Open Call Kit published on the ICAERUS webpage.

- **Monitoring the environment:** *Using drones to collect data on air, water and soil quality, as well as the health of flora and fauna, can help monitor and manage the environment.*
- **Disaster response:** *Drones can be used to quickly assess damage and provide real-time data to first responders so they can make informed decisions and save lives.*
- **Infrastructure inspection:** *Drones can be used to inspect and maintain infrastructure such as bridges, buildings and power lines, reducing the need for people to undertake dangerous tasks.*
- **Logistics and delivery:** *Drones can be used to transport goods and products in remote or hard-to-reach areas, reducing transport costs and shortening delivery times.*
- **Security and surveillance:** *Drones can be used to monitor and protect critical infrastructure such as airports and power plants, and to assist law enforcement agencies with surveillance and investigation.*

It is important to note that the list above is only indicative and that the applicants are encouraged to submit proposals based on their own ideas related to the topic of ICAERUS PUSH Open Calls. In order to be eligible, proposals need to address challenges in Rural Areas.

## 2.3 Submission procedure

The entry point for submitting of all proposals for ICAERUS Open Calls is the ICAERUS website, <https://icaerus.eu/open-calls/>.

Submissions received through any other channel will be automatically discarded.

Documents required in subsequent phases will be submitted via dedicated channels, which will be indicated by the ICAERUS consortium in the contracting phase.

## 2.4 Language

English is the official language for ICAERUS Open Calls. Applications submitted in any other language will not be evaluated. English is also the only official language throughout the whole execution of the ICAERUS project. This means all requested contributions must be submitted in English to be eligible.

## 2.5 Documentation format

Any document requested in any of the phases must be submitted electronically in PDF format without restrictions for printing. When filling in the proposal template, make sure to keep provided set formatting of the document, including margins, font size and do not exceed the defined maximum of 10 pages.

## 2.6 Origin of the funds

All sub-grantees will sign a dedicated Sub-grant Agreement with the ICAERUS consortium. The funds provided to the Sub-grant Agreement come directly from the funds of the European Project ICAERUS funded itself by the European Commission under Grant Agreement Number 101060643, and remain therefore, property of the EU until the balance is paid, whose management rights have been transferred to the project partners in ICAERUS. This relation between the sub-grantees and the European Commission through ICAERUS project carries a set of obligations to the sub-grantees with the European Commission. It is the responsibility of the sub-grantees to fulfil these, and of the ICAERUS consortium partners to inform them on these.

More details on obligations of sub-grantees can be found in Chapter 5.



### 3. Proposal Submission and Selection

In the first iteration of the PUSH Open Call for Innovation Development (ID), ICAERUS will select 4 Innovation Development solutions. All Open Call winners must meet the eligibility criteria outlined in this Section and sign and submit the same documents. At the time of application, all applicants must submit the following: Annex 4 (Declaration of Honour) and Annex 5 (Declaration of Conducting Business for SMEs or Research Institutes).

During the contracting phase, winners of the ICAERUS PUSH 1 Open Call for Innovation Development (ID) must also provide: Annex 6 (Bank account information) and three signed copies of the Sub-grant Agreement for ICAERUS Open Call winners (indicative model given as an Annex 7), which will be given to them upon being declared a winning applicant. Figure 4 below presents the provisional timeline during which each relevant phase of the ICAERUS PUSH 1 Open Call for Innovation Development (ID) will take place. The dates may change due to unforeseen events and situations. Therefore, these are an indication of what is initially expected; the dates are to be confirmed by the ICAERUS team along the process and in agreement with the EC and are not legally binding.

An initial timeline for PUSH 1 Open Call for Innovation Development (ID) can be seen below:

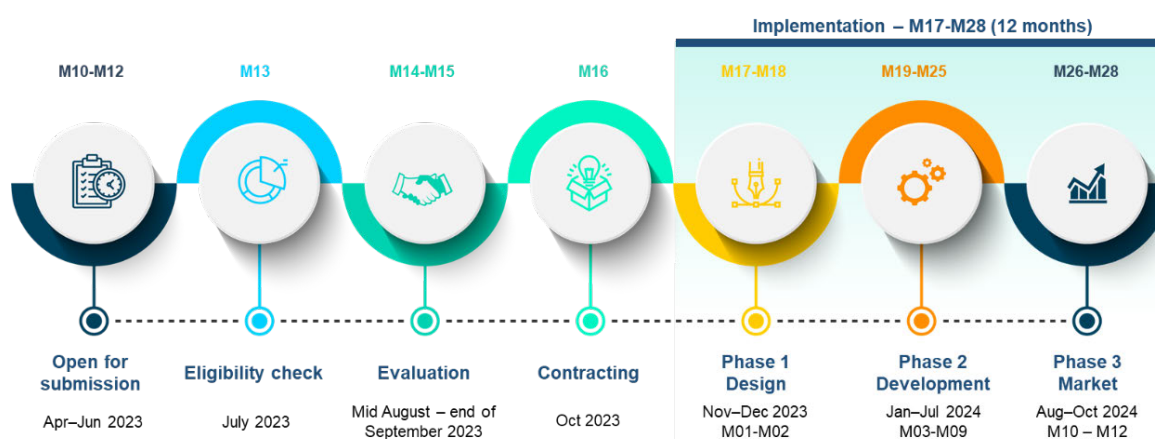


Figure 4 Timeline of the activities in PUSH 1 Open Call for Innovation Development (ID)

#### 3.1 Open Call Publication

ICAERUS PUSH 1 Open Call for Innovation Development (ID) will be published on the ICAERUS website, <https://icaerus.eu/open-calls/>, and Funding & Tenders Portal on **April 3<sup>rd</sup>, 2023<sup>1</sup>** and it will remain open until **June 30<sup>th</sup>, 2023**. The publication will be supported by the Open Call Kit, which includes the following documents:

1. Open Call text, which provides the scope and objectives of the open call.
2. Applicants' Guide, this document.
3. Proposal template, word document to be submitted as a PDF in the application phase.
4. Declaration of Honour (DoH), which declares that all conditions of the Open Call are accepted by an SME/RI legal representative.
5. Declaration of conducting business, which declares that the applicant is an SME according to EC standards. In case of Research Institutes (RI), a confirmation from responsible authority/registry (e.g., Commercial court or similar) should be submitted.
6. Bank account information, which collects information on the applicant's bank account where the ICAERUS payments will be transferred to (only for winners of the Open Call).
7. Indicative Model sub-grant agreement, for information purposes only.

8. Frequently asked questions & answers published at the community feed of the specially dedicated channel for ICAERUS Project and Open Calls on the Open Call Hub Platform/ICAERUS PUSH 1 OC tab, link: <https://opencallhub.eu/>

### 3.2 Eligibility Criteria

ICAERUS PUSH 1 Open Call is aimed at (but not limited to) European drone manufacturers, SMEs and start-ups exploiting (big) data, AI and IoT companies, research institutes. Detailed eligibility criteria are described in this section. Overall eligibility criteria for the ICAERUS PUSH Open Calls are:

- Applicants need to be either an SME or Research Institute (see 3.2.1 and 3.2.2)
- The applicant must have a valid VAT number.
- Existing consortium members of ICAERUS project are not eligible for the Open Calls of ICAERUS.
- The proposal is delivered before the defined deadline, applying the requested submission procedure.
- Proposals shall only ask for funding for that part of the work that is not yet accomplished and will be carried out after having been selected for funding. Of course, this does not exclude the usage of e.g., results, IP, infrastructures or approaches already held by the applicants.
- Only one proposal per applicant can be selected for funding. Applicants that receive funding within one Open Call are not eligible to apply for additional funding in other ICAERUS Open Calls. In case an applicant submits more than one proposal within the same call and both (all) of them are shortlisted for funding, only the one with the highest score can be selected.

#### 3.2.1 Definition of an SME eligible for ICAERUS Open Calls

An SME is considered as such if it complies with the European Commission Recommendation 2003/361/EC<sup>2</sup>, and the SME user guide<sup>3</sup>. As a summary, the criteria which define an SME are the following:

- Independent, partner or linked enterprises, with financial and staff figures calculated in accordance with instructions given by Recommendation 2003/361/EC<sup>4</sup>.
- It is a legal entity established and based in one of the EU Member States or an HE Associated country as defined in HE rules for participation<sup>5</sup> (see section 3.2.3).
- Headcount in Annual Work Unit (AWU) less than 500.
- Annual turnover less or equal to €100 million.

If applicants are not sure whether they comply with the SME criteria, an online SME self-assessment questionnaire is provided by the EC, for these purposes, on this link: [SME self-assessment questionnaire](#).

#### 3.2.2 Definition of a Research Institute for ICAERUS Open Call

**Research Institute (organization)** - a legal entity that is established as a non-profit organisation and whose main objective is carrying out research or technological development. Research Institutes/organizations must provide confirmation of registration from a respective business registry such as the Commercial Court in order to participate in the ICAERUS Open Call.

#### 3.2.3 Definition of eligible countries

Association with Horizon Europe is governed by the Horizon Europe Regulation 2021/6951. Legal entities from associated countries can participate under the same conditions as legal entities from the EU Member States, unless specific restrictions or conditions are set in the work programme and/or call/topic text. Such measures could include the limitation of participation in certain actions to legal entities established only in

<sup>2</sup> European Commission Recommendation 2003/361/EC.

<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2003:124:0036:0041:en:PDF>

<sup>3</sup> SME definition: <https://op.europa.eu/s/ouL1>

<sup>4</sup> <https://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2003:124:0036:0041:en:PDF>

<sup>5</sup> Eligible countries: [https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation-horizon-euratom\\_en.pdf](https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation-horizon-euratom_en.pdf)

the EU, or in the EU and specified non-EU countries, in order to safeguard the EU's strategic assets, interests, autonomy or security.

According to the *EU Grants: List of participating countries (HE): V2.4 – 15.01.2023*<sup>5</sup>, besides the **EU Member States** (including their outermost regions, as well as **Overseas Countries and Territories (OCT)** linked to EU Member), the following **Horizon Europe associated countries** are eligible to receive funding through ICAERUS Open Calls (listed in alphabetical order): Albania, Armenia, Bosnia and Herzegovina, Faroe Islands, Georgia, Iceland, Israel, Kosovo<sup>6</sup>, Moldova, Montenegro, North Macedonia, Norway, Serbia, Tunisia, Turkey, and Ukraine.

Additional countries that are eligible for funding are:

1. Morocco (applicable for the entire Programme)
2. United Kingdom (applicable for the entire Programme<sup>7</sup>)
3. Switzerland (funded through its own funding programme and budget).

Participants (other third countries) from the following low- to middle-income countries are **automatically eligible** for funding, according to the List of Participating Countries in Horizon Europe<sup>5</sup>, as of January 15<sup>th</sup>, 2023:

Participants from the following low- to middle-income countries are automatically eligible for funding:

- Afghanistan, Algeria, Angola, Argentina, Azerbaijan
- Bangladesh, Belarus, Belize, Benin, Bhutan, Bolivia, Botswana, Burkina Faso, Burundi
- Cabo Verde, Cambodia, Cameroon, Central African Republic, Chad, Colombia, Comoros, Congo (Democratic Republic), Congo (Republic), Costa Rica, Côte d'Ivoire, Cuba
- Djibouti, Dominica, Dominican Republic
- Ecuador, Egypt (Arab Republic), El Salvador, Equatorial Guinea, Eritrea, Eswatini, Ethiopia
- Fiji
- Gabon, Gambia, Ghana, Grenada, Guatemala, Guinea, Guinea-Bissau, Guyana
- Haiti, Honduras
- Indonesia, Iran (Islamic Republic), Iraq
- Jamaica, Jordan
- Kazakhstan, Kenya, Kiribati, Korea (Democratic People's Republic), Kyrgyz Republic
- Lao (People's Democratic Republic), Lebanon, Lesotho, Liberia, Libya
- Madagascar, Malawi, Malaysia, Maldives, Mali, Marshall Islands, Mauritania, Mauritius, Micronesia (Federated States), Mongolia, Morocco, Mozambique, Myanmar
- Namibia, Nepal, Nicaragua, Niger, Nigeria
- Pakistan, Palestine<sup>6</sup>, Papua New Guinea, Paraguay, Peru, Philippines
- Rwanda
- Samoa, São Tomé and Príncipe, Senegal, Sierra Leone, Solomon Islands, Somalia, South Africa, South Sudan, Sri Lanka, St. Lucia, St. Vincent and the Grenadines, Sudan, Suriname, Syrian Arab Republic
- Tajikistan, Tanzania, Thailand, Timor-Leste, Togo, Tonga, Tunisia, Turkmenistan, Tuvalu
- Uganda, Ukraine, Uzbekistan
- Vanuatu, Venezuela (Bolivarian Republic), Vietnam
- Yemen Republic
- Zambia, Zimbabwe.

<sup>6</sup> This designation is without prejudice to positions on status, and is in line with UNSCR 1244/1999 and the ICJ Opinion on the Kosovo declaration of independence.

<sup>7</sup> The UK will participate in all parts of the Horizon Europe programme with the only exception of the EIC Fund

### 3.3 Eligible costs

ICAERUS projects follow the guidelines of the European Commission in terms of cost eligible for financing within its open calls. According to the *EU Grants: AGA — Annotated Model Grant Agreement: V0.2 DRAFT– 30.11.2021*<sup>8</sup>, the following cost categories are considered eligible:

1. **Personnel costs** – Costs of the personnel realizing the work and preparing the deliverables/reports after each of the 3 phases. Calculate personnel costs according to the rules and regulations of your country and real labour market data regarding the relevant positions. For the proposal template, only the final amount allocated to personnel costs is necessary. Personnel costs are considered direct costs and can't be managed as indirect cost.
2. **Travel costs** – Travel costs necessary for the execution of the sub-project.
3. **Equipment costs** – Borrowing or loaning of the necessary equipment is not eligible, only depreciation costs for purchased equipment are eligible.
4. **Other goods & services** – Other goods and services include, for instance, consumables and supplies, dissemination (including open access), protection of results, certificates on the methodology, translations and publications.
5. **Subcontracting** - Subcontracting should be clearly justified. Costs must be reasonable and comply with the principle of sound financial management. Coordination tasks cannot be subcontracted. You should ensure that there are sufficient details for: the action tasks, the estimated budget, the procedure that will be followed to ensure best value-for-money. Any kind of organization could be subcontracted, provided that they are not part of the ICAERUS consortium. The evaluators will assess the scope and value-for-money aspects of subcontracting and their assessment will be reflected in the score of each proposal. Subcontracting is allowed for up to maximum of 25% of the proposed budget when properly justified. When submitting the proposal applicants should only write the total amount for subcontracting. Selected applicants should follow the standards for subcontracting set by the European Commission, ensuring best value for money and absence of conflict of interest, during the project implementation. Procurement should be done according to the national and European regulation that is applied to your institution.
6. **Indirect costs** - Indirect costs (overheads) could be up to 25% of the direct cost. Subcontracting is not included in indirect cost calculation.

### 3.4 Application process

#### 3.4.1 Applicants' registration

Interested applicants should register at the ICAERUS PUSH 1 Open Call page on the [Open Call Hub](#). This will be the central interface for managing the proposal applications for the remainder of the Open Call.

The ICAERUS PUSH Open Call for Innovation Development (ID) will also be available at the specially dedicated page of the ICAERUS website, <https://icaerus.eu/open-calls/>, as well as the Funding & Tenders Portal.

It is important to note that only individuals registered on the Open Call Hub platform will be in position to apply for the ICAERUS Open Call, but also to submit questions on the dedicated FAQ section on the Open Call Hub platform.

#### 3.4.2 Application preparation

Please follow the steps:

1. Please register to the platform prior to the submission of your proposal.

<sup>8</sup> [https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/aga\\_en.pdf](https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/aga_en.pdf)

2. For the application preparation, the applicants are requested to apply online and provide all necessary information. Applicants must submit all requested documents on this application platform.
3. Applicants that do not accept the terms and conditions and do not sign and upload to the platform the completed Declaration of Honour (Annex 4) and the Declaration of Conducting Business (Annex 5), both in PDF format, will not be able to submit the application. Later submissions of these documents will not be accepted.
4. In case applicants have any technical difficulties, they should contact the FSH support team at [icaerus@opencallhub.eu](mailto:icaerus@opencallhub.eu) until June 28th at 17:00 CET (48 hours prior to the deadline).

**It is strongly recommended not to wait until the last minute to submit the application. Failure of the application to arrive in time for any reason, including network communications delays or working from multiple browsers or multiple browser windows, is not acceptable as an extenuating circumstance. The time of receipt of the application as recorded by the submission system will be definitive.**

Technical issues may occur with large documents in different formats. ICAERUS project does not bear responsibility for technical problems at any stage. Make sure to check and test upload on time. If technical issues do arise, applicants may contact ICAERUS team for support, via email: [icaerus@opencallhub.eu](mailto:icaerus@opencallhub.eu), until June 28th at 17:00 CET (48 hours prior to the deadline).

### 3.4.3 The application reception

Submissions will ONLY be done via the OCH platform/ICAERUS PUSH 1 tab on <https://opencallhub.eu/>. A full list of applicants will be drafted containing their basic information for statistical purposes and clarity (which will be also shared with the EC for transparency). **An application reception will close at 17:00 CET (Brussels time) on June 30<sup>th</sup>, 2023.**

## 3.5 Evaluation process

### 3.5.1 Eligibility check

Once the Open Call for Innovation Development Proposals has been closed (June 30<sup>th</sup>, 2023), an eligibility check process will be carried out in order to discard non-eligible applications. The eligibility check will be carried out by ICAERUS Advisory Board, consisting of representatives from domain experts (AUA); drone specialists (GS); models experts (WU); and business and governance model experts (FSH), in July 2023. Please note that only complete applications will be considered, those with missing or incomplete information will be discarded.

This procedural part of the evaluation will verify:

- i) alignment with the Open Calls' objectives,
- ii) address of challenges in rural areas
- iii) eligible legal entity in eligible HE country,
- iv) proposal not pre-submitted in the other open calls,
- v) proposed work to be carried out after the selection process,
- vi) all required documents are correctly submitted,
- vii) timely and in accordance with the rules, submission.

During the eligibility check the applicants might be requested to provide additional explanations if their application raises questions such as, but not limited to, ambiguity of the information, inconsistencies which are obvious error, among others. In that case, applicants may be given 3 working days from the day of notification to correct or provide additional documents to complete their initial application. If the requested



corrections are not provided in the time specified, their application will be discarded as non-eligible and will not continue to evaluation.

### 3.5.2 Remote Evaluation

The evaluation will be done by a carefully selected pool of external reviewers. Each proposal will be reviewed by two different reviewers, with specific technical and/or business expertise related to the topics of the call. Remote evaluation will be performed from August 21<sup>st</sup>, 2023 to September 30<sup>th</sup>, 2023.

### 3.5.3 Key points for evaluation

All eligible proposals will be assessed by two expert evaluators against the following **award criteria**:

- i) concept and feasibility – 30%,
- ii) technology readiness and innovation development – 30%,
- iii) impact and exploitation – 20%,
- iv) organisational capacity, sufficiency in the applicant's background and allocation of resources – 20%.

Each criterion can be scored from 1 to 5 with a threshold of 3 points in each category and 12 points in total.

Some specific cases might require the organization of **remote (online) consensus meetings** between the evaluators in order to align evaluation reports (i.e., in case of large discrepancies between the marks given by the evaluators, or similar).

In case consensus is not reached after the remote evaluation by external experts, **an interview of the applicant** by the Advisory Board will be conducted. The following weighted criteria are to be evaluated:

- a) confirmation of proposed targets/technology 40%),
- b) viability of proposed business model (30%),
- c) reliability to reach exploitation milestones (30%).

### 3.5.4 Redress procedure

Within five working days of the delivery of a rejection letter considering the application as noneligible or an Evaluation Summary Report that ranks the application below the selection threshold, the applicants may submit a request for redress to the ICAERUS Advisory Board via the following mail: [icaerus@opencallhub.eu](mailto:icaerus@opencallhub.eu) if they believe there has been a procedural shortcoming in the way their application has been evaluated or if they believe that the results of the eligibility checks are incorrect.

The redress may address the eligibility check and/or evaluation procedural activity of the application. The request for redress must clearly explain the redress points and elaborate on every stated point. Request must be:

- Related to the evaluation procedural process or eligibility checks, for example errors like a freelancer (with a registered VAT number) being discarded as ineligible by accident,
- Clearly describing the complaint,
- Received within the time limit (five working days) from the reception of a rejection letter considering the application as non-eligible or an Evaluation Summary Report that ranks the application below the selection borderline,
- Sent by the SME legal representative, or the SME representative that has submitted the application.

In this case, ICAERUS Advisory Board will examine the request for redress within two working days and decide whether the application in question will be re-evaluated or the request for redress will be rejected.



If there is clear evidence of a shortcoming that could affect the eventual decision to select an applicant as a winning beneficiary of the Open Call, it is possible that all or part of the application will be re-evaluated. The ICAERUS Advisory Board's role is to ensure a coherent interpretation of such requests and equal treatment of applicants.

Please note:

- This procedure is concerned only with the evaluation procedural activities and/or eligibility checking process. The ICAERUS Advisory Board will not call into question the business or technical judgement of appropriately qualified experts.
- Any redress request that calls into question the technical/business judgement of appropriately qualified experts will automatically be rejected.
- A re-evaluation will only be carried out if there is evidence of a shortcoming that affects the final decision on whether to select the applicant as a winning beneficiary or not. This means, for example, that a problem relating to one evaluation criterion will not lead to a re-evaluation if an application has failed anyway on other criteria.
- The evaluation score following any re-evaluation will be regarded as definitive. It may be lower than the original score.

Only one request for redress per application will be considered by the committee. If more requests for redress are submitted, only the first request sent will be taken into consideration. The application that is approved for re-evaluation will be re-evaluated timely and prior to the contract preparation phase. In case an application under the redress procedure is re-evaluated and the new evaluation score is higher, it will be included in the final overall ranking. In case the application under the redress procedure ranks higher than the last application on the initial list set to receive funding, then the application under the redress procedure will be determined the winner.

### 3.5.5 Contracting

After the Open Call evaluation conclusion and projects selection, the ICAERUS Open Call Manager and Treasurer (FSH), assisted by the project Coordinator (AUA) will start the contract preparation in collaboration with the winning applications' representatives. Contract preparation will go via an administrative and financial checking. On a case-by-case approach, a phone call or teleconference may be needed for clarification.

The objective of the contract preparation is fulfilling the legal requirements between the ICAERUS consortium and every beneficiary of the call. The items covered will be:

- To validate the status information of the SME, the following documents will be required:
  - **Legal existence:** Company Register, Official Gazette or other official document per country showing the name of the organisation, the legal address and registration number and a copy of a document proving VAT registration (in case the VAT number does not show on the registration extract or its equivalent).
  - Legal proof that the applicant's organization is not under liquidation or has filed for bankruptcy.
- **Bank Account Information:** The account where the funds will be transferred will be indicated via a form signed by the legal representative and the bank representative. The account should be a business bank account of the beneficiary. The financial information should not be older than three months.

The Subgrantee assumes full responsibility on the bank account info they provide through *Annex 6 – Bank account information*. For instance, if they provide a wrong IBAN, and the ICAERUS team proceeds with the transfer to that account, they will assume any costs related to the transfer (expenses with the return of

the amount from the wrong bank account and/or expenses with the new transfer will be deducted from their grant transfer). Ultimately, in a worst-case scenario, if the ICAERUS team does not manage to recover the amount transferred to the wrong bank account, the beneficiary who provided a wrong IBAN will not be able to claim that payment.

The request, by the ICAERUS consortium, of the above documentation will be done within designated deadlines. The sub-project contract negotiations will be carried out during October 2023. In case negotiations have not been concluded within the above period, the application is automatically rejected and the next application in the reserve list is invited.

The Sub-grant agreement will be signed between the ICAERUS consortium represented by the Treasurer (FSH) and the winning beneficiary.

## 4. Implementation of PUSH Innovation Development winners

### 4.1 Implementation timeline and activities

The implementation will be divided in 3 phases: **Phase.1 - Design** (M1-M2), **Phase.2 - Development** (M3-M9), and **Phase.3 - Market** (M10-M12 months). Each of the 3 phases will be completed with submission of deliverable, which summarized the work done during that phase, namely an Activity plan resulting from Phase 1, Results demonstration as a result of Phase 2, and a Report on market associated activities as a result of Phase 3.



Figure 5 Implementation timeline and activities

### 4.2 Reviews

The review process will be followed each phase of the implementation and will be conducted by the ICAERUS Open Call Advisory Board, chaired by ICAERUS project coordinator. Once the deliverable is received, it will be assessed by the ICAERUS Open Call Advisory Board members. A request for the deliverable's update may occur with specific requirements for what should be modified. When the deliverable is officially accepted, the Chair of the AB will inform the Treasurer and the payment will be released.

Based on the results of the review and acceptance of respected deliverables, payment will be made towards the subgrantees in the following modalities:

**Phase 1 - Design** (M02), Deliverable: Activity plan - Payment of **30%** of the total fund.

**Phase 2 - Development** (M09), Deliverable: Results demonstration - Payment of **50%** of the total fund.

**Phase 3 - Market** (M12), Deliverable: Report on market associated activities - Payment of **final 20%** of the total fund.

## 5. Applicants' responsibility

The selected Subgrantees are indirect beneficiaries of European Commission funding. As such, they are responsible for the proper use of the funding and ensure that the beneficiaries comply with the obligations set out in HE specific requirements as described in [HORIZON.2.6 - Food, Bioeconomy Natural Resources, Agriculture and Environment](#). The obligations that are applicable to the beneficiaries include (but are not limited to):

### 5.1 Conflict of interest

The Subgrantee representative must take all measures to prevent any situation where the impartial and objective implementation of the subproject is compromised for reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest ('conflict of interests'). At the same time, applicants cannot be affiliated with consortium partners, nor can they be employees of the consortium partners. All potential conflicts of interest will be assessed carefully. Please see more info [HERE](#).

They must formally notify to the ICAERUS consortium without delay of any situation constituting or likely to lead to a conflict of interests and immediately take all the necessary steps to rectify this situation. The ICAERUS consortium may verify that the measures taken are appropriate and may require additional measures to be taken by a specified deadline.

If the Subgrantee representative breaches any of its obligations, the Sub-grant agreement may be automatically terminated. Moreover, if the Sub-grant Agreement is terminated due to a breach made by the Subgrantee, the ICAERUS consortium reserves the right to suspend further payments to the Subgrantee and claim the Subgrantee the full refund of all payments made to the Subgrantee up to date.

### 5.2 Linked applicants

In the case of applications submitted by linked applicants<sup>9</sup>, all must clearly state the differences between them including but not limited to, technical aspects, market strategy and team composition, so that no doubt remains that there is no risk of double funding. In order to properly assess these concerns ICAERUS may assign all applications to the same set of evaluators and, should any doubt remain after the completion of evaluation process for eligible applications, exclude all applications.

### 5.3 Ethics, Data Protection & Confidentiality

During implementation of the sub-project and for five years after the end of the sub-project, the parties must keep confidential any data, documents or other material (in any form) that is identified as confidential at subcontract signing time ('confidential information').

If a Subgrantee SME requests, the Commission and the ICAERUS consortium may agree to keep such information confidential for an additional period beyond the initial five years. This will be explicitly stated in the Sub-grant Agreement. If information has been identified as confidential during the subproject execution

<sup>9</sup> User guide to the SME Definition: <https://op.europa.eu/en/publication-detail/-/publication/79c0ce87-f4dc-11e6-8a35-01aa75ed71a1>

or only orally, it will be considered confidential only if this is accepted by the ICAERUS Coordinator and confirmed in writing within 15 days of the oral disclosure. Unless otherwise agreed between the parties, they may use confidential information only to implement the Agreement.

The Subgrantee representative(s) may disclose confidential information to the ICAERUS consortium and to the selected reviewers, who will be bounded by a specific Non-Disclosure Agreement.

Applicants must confirm that all proposed services, including the means of their delivery and upkeep, have been reviewed to ensure compliance with all relevant legislation on data protection, privacy, and fundamental rights.

## 5.4 Promoting the action and giving visibility to the EU funding

The Subgrantees must promote the sub-project, the ICAERUS project and its results, by providing the description of their project upon request from the ICAERUS Consortium and highlight the financial support of the EC.

Unless the European Commission or the ICAERUS coordinator requests or agrees otherwise or unless it is impossible, any communication activity related to the action (including in electronic form, via social media, etc.), any publicity, including at a conference or seminar or any type of information or promotional material (brochure, leaflet, poster, presentation etc.), and any infrastructure, equipment and major results funded by the grant must:

- a. display the EU emblem,
- b. display the ICAERUS logo, and
- c. include the following text:

*For communication activities: "This project has indirectly received funding from the European Union's Horizon Europe research and innovation programme under project ICAERUS (grant agreement No 101060643)".*

When displayed in association with a logo, the European emblem should be given appropriate prominence. This obligation to use the European emblem in respect of projects to which the EC contributes implies no right of exclusive use. It is subject to general third-party use restrictions which do not permit the appropriation of the emblem, or of any similar trademark or logo, whether by registration or by any other means. Under these conditions, the Subgrantee is exempted from the obligation to obtain prior permission from the EC to use the emblem. Further detailed information on the EU emblem can be found on the Europa web page.

Any publicity made by the Subgrantee with respect to the project, in whatever form and on or by whatever medium, must specify that it reflects only the author's views and that the EC or ICAERUS consortium are not liable for any use that may be made of the information contained therein.

The EC and the ICAERUS consortium shall be authorised to publish, in whatever form and on or by whatever medium, the following information:

- the name of the Subgrantee,
- contact address of the Subgrantee,
- the general purpose of the sub-project,
- the amount of the financial contribution foreseen for the subproject; after the final payment, and the amount of the financial contribution actually received,
- the geographic location of the activities carried out,
- the list of dissemination activities and/or of patent (applications) relating to foreground,

- the details/references and the abstracts of scientific publications relating to foreground and, if funded within the subproject, the published version or the final manuscript accepted for publication,
- the publishable reports submitted to ICAERUS,
- any picture or any audio-visual or web material provided to the EC and ICAERUS in the framework of the sub-project.

The Subgrantee shall ensure that all necessary authorisations for such publication have been obtained and that the publication of the information by the EC and ICAERUS does not infringe any rights of third parties.

Upon a duly substantiated request by the Subgrantee representative, the ICAERUS consortium, if such permission is provided by the EC, may agree to forego such publicity if disclosure of the information indicated above would risk compromising the beneficiary's security, academic or commercial interests.

## 5.5 Financial audit and controls

The European Commission (EC) will monitor that ICAERUS beneficiaries and the Subgrantees comply with the conditions for financial support to third parties set out in Annex 1 of the ICAERUS grant agreement and may take any action foreseen by the grant agreement in case of noncompliance vis à vis the beneficiary concerned.

Moreover, the EC may at any time during the implementation of the ICAERUS project and up to 5 (five) years after the end of the ICAERUS project, arrange for financial audits to be carried out, by external auditors, or by the EC services themselves including the European Anti-Fraud office (OLAF). The audit procedure shall be deemed to be initiated on the date of receipt of the relevant letter sent by the EC. Such audits may cover financial, systemic and other aspects (such as accounting and management principles) relating to the proper execution of the grant agreement. They shall be carried out on a confidential basis.

The Subgrantee shall make available directly to the EC all detailed information and data that may be requested by the EC or any representative authorised by it, with a view to verifying that the grant agreement is properly managed and performed in accordance with its provisions and that costs have been charged in compliance with it. This information and data must be precise, complete and effective.

The Subgrantee shall keep all sub-project deliverables and the originals or, in exceptional cases, duly authenticated copies – including electronic copies – of all documents relating to the sub-project contract for up to five years from the end of the project. These shall be made available to the EC when requested during any audit under the grant agreement.

In order to carry out these audits, the Subgrantee shall ensure that the EC's services and any external body(ies) authorised by it have on-the-spot access at all reasonable times, notably to the sub-project applicant offices, to its computer data, to its accounting data and to all the information needed to carry out those audits, including information on individual salaries of persons involved in the sub-project. They shall ensure that the information is readily available on the spot at the moment of the audit and, if so requested, that data be handed over in an appropriate form.

On the basis of the findings made during the financial audit, a provisional report shall be drawn up. It shall be sent by the EC or its authorised representative to the Subgrantee concerned, which may make observations thereon within one month of receiving it. The Commission may decide not to take into account observations conveyed or documents sent after that deadline. The final report shall be sent to the beneficiary concerned within two months of expiry of the aforesaid deadline.



On the basis of the conclusions of the audit, the EC shall take all appropriate measures which it considers necessary, including the issuing of recovery orders regarding all or part of the payments made by it and the application of any applicable sanction.

The European Court of Auditors shall have the same rights as the EC, notably right of access, for the purpose of checks and audits, without prejudice to its own rules.

In addition, the EC may carry out on-the-spot checks and inspections in accordance with Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities.

## 5.6 Sub-project Communication

The Subgrantee representative should:

- Provide any notices in writing to the ICAERUS consortium.
- Notify the ICAERUS coordinator immediately of any change of persons or contact details. The address list shall be accessible to all concerned.

## 5.7 Originality of the sub-granted projects

It is required that applications submitted are based on original works by the applicants and that their foreseen developments are free from third party rights. ICAERUS consortium is not obliged to verify the authenticity of the ownership of the foreseen products/services. Any issues delivered from third party claims that arise as a result of the sub-granted projects are on the sole responsibility of the applicant.

## 5.8 IPR Ownership of the sub-granted projects

Each Subgrantee that generates results owns the attached Intellectual Property Rights (IPRs) generated during the development process and will own results that are not IPRs. Each contractor is responsible for the management and protection of its IPRs and bears the costs associated with this.

The Subgrantees funded within ICAERUS project will be the unique owners of the technologies created within the framework of their sub-granted projects. Parts of their works will be requested to be public for ICAERUS dissemination purposes.

## 5.9 Liability

ICAERUS consortium and the European Commission cannot be held liable for any acts or omission of the applicant in relation to the selected sub-granted project implemented by the Subgrantee. The ICAERUS consortium shall not be liable for any defaults of any products, processes or services created in the sub-granted project. Including, for instance, anomalies in the functioning or performance thereof.

In case any damage is caused to a third party by the Subgrantee, the Subgrantee will assume full responsibility for the damage caused. In no way will the ICAERUS Consortium be responsible for any damages caused by the Subgrantee. Subgrantees shall bear sole responsibility for ensuring that their acts within the framework of their sub-granted projects do not infringe third parties right.



## 5.10 Do Not Significant Harm (DNSH)

Subgrantees must always respect the 'Do Not Significant Harm Principle'. The Commission Communication on the European Green Deal introduced the green oath to 'do no harm'. The 'Do not Significant Harm' (DNSH) principle has been further specified in the EU Regulation on the establishment of a framework to facilitate sustainable investments, commonly defined as the 'EU Taxonomy Regulation'. Six environmental objectives are listed in Article 913 of the EU Taxonomy and Article 17 specifies what can constitute a 'significant harm' for these objectives. Thus, the regulation provides that no measure should lead to significant harm to any of the six environmental objectives within the meaning of Article 17 of the Taxonomy Regulation.

## 5.11 ICAERUS platform

The Open Call Trials will connect with the ICAERUS platform, which will collect, host and disseminate drone-related information. The platform will consist of six main components, including a drone market landscape, a drone data analytics library, ICAERUS Use Cases and Open Call Trials, socio-economic and environmental impact assessment results, inclusive business and governance models, and the ICAERUS Academy capacity building programme. The Drone Data Analysis Library will be constantly updated with information from ongoing research and the Open Call Trials. The PUSH OCTs will optimise the models within the library, while the PULL OCTs will test, evaluate and validate the optimised models. These models will be scaled up to be used in new settings, to respond to additional challenges and to be applied to new cases.

## 6. Checklist

- 1) **Does your planned work fit with ICAERUS PUSH Open Call for Innovation Development (ID)?** Check that your proposed work does indeed address one of the topics open in this call and addresses rural areas?.
- 2) **Does your proposal address usage of drones in various sectors, such as agriculture, livestock monitoring, forestry and biodiversity, logistics in rural areas, etc.?** Check that your proposed work does indeed address drones' technologies in the target sector.
- 3) **Is your proposal eligible?** The eligibility criteria are given in chapter 3 "Proposal Submission and Selection". Make sure that you satisfy the minimum participation requirements (entity from eligible countries).
- 4) **Is your proposal complete?** Have you completed all mandatory questions?
- 5) **Have you checked all technical details related to submission?** Difficulties with application and submission arising from technical aspects will not be taken into consideration by ICAERUS project. Applicants should do test rounds and make sure to submit everything on time.
- 6) **Does your proposal fulfil questions requests/comments?** Proposals should be precise, concise and must answer to requested questions, which are designed to correspond to the applied evaluation. Omitting requested information will almost certainly lead to lower scores and possible rejection.
- 7) **Have you maximised your chances?** There will be strong competition. Therefore, edit your proposal tightly, strengthen or eliminate weak points.
- 8) **Have you submitted your proposal before the deadline?** It is strongly recommended not to wait until the last minute to submit the proposal. Failure of the proposal to arrive in time for any reason, including network communications delays, is not acceptable as an extenuating circumstance. The time of receipt of the message as recorded by the submission system will be definitive.
- 9) Have you provided the necessary annexes?

- 10) **Do you need further advice and support?** You can reach out to the ICAERUS Open Call team via [icaerus@opencallhub.com](mailto:icaerus@opencallhub.com). Technical team can provide assistance to the extent possible, **up to June 28th at 17:00 CET (48h prior to the deadline)**.

## 7. Points of contact

For all the information related to ICAERUS Open Calls please state your question on FAQ section on the Open Call Hub/ICAERUS PUSH 1 OC Tab, <https://opencallhub.eu/>, or contact us at [icaerus@opencallhub.eu](mailto:icaerus@opencallhub.eu).

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## **Annex 3: ICAERUS PUSH Open Call 1 for Innovation Development (ID) – Proposal/application template**



# Innovation and Capacity building

in Agricultural Environmental and Rural UAV Services



# ICAERUS

## **PUSH Open Call for Innovation Development (ID)**

**Proposal template**



**Funded by  
the European Union**

Grant agreement N° 101060643

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## 1. Executive Summary

Please provide a brief overview of the proposal (objectives and expected outcomes).

## 2. General information

This information is mandatory and will be used by the evaluation committee to assess the suitability and expertise of the applicants.

### General details

|                  |  |
|------------------|--|
| Proposal title   |  |
| Proposal Acronym |  |

### Applicant's details

|                           |  |
|---------------------------|--|
| Company/Organization name |  |
| Sector                    |  |
| Full address              |  |
| VAT                       |  |
| SME/Research institution  |  |
| Legal representative      |  |
| email                     |  |
| Contact phone             |  |

## 3. Proposal description

**IMPORTANT:** The allowed font type is "Arial" and the minimum font size is 11 points, the paragraph spacing 6pt and the line spacing single. The page size is A4, and all margins (top, bottom, left and right) must be at least 15 mm (not including any footers or headers). Proposals that do not comply with these requirements will be excluded from evaluation as non-eligible.

The total length of the entire proposal, including the tables on Costs justification and funding (paragraph 6), must not be more than **10 pages**. Removing explanatory text in the proposal template, located below the paragraph sub-titles is allowed. External evaluators are instructed to dismiss the pages after the **10<sup>th</sup> page** from the evaluation.

### 3.1 Type of applicant

Please tick the boxes to select the sector/drone related competences of your company. Multiple selection is allowed.



|                                                                          |                          |
|--------------------------------------------------------------------------|--------------------------|
| Drone manufacturers                                                      | <input type="checkbox"/> |
| AI and IoT companies                                                     | <input type="checkbox"/> |
| Research institutes (RI)                                                 | <input type="checkbox"/> |
| Start-ups and SMEs exploiting innovative drone services and technologies | <input type="checkbox"/> |

## 3.2 General description

Briefly describe the background of your *application* (the question to solve) and how the proposed solution addresses the topics of the PUSH Open Call for Innovation Development (ID).

## 3.3 Objectives

Write the key objectives of the proposed solution.

## 3.4 Work plan and activities

Draft the workplan and key activities of the proposed solution including a clear timeline. This workplan should address 3 key phases of implementation plan – Design, Development, Market – as stated in the Applicants' Guide.

Please add a timeline or Gantt chart to illustrate the proposed work plan.

## 3.5 Team

Please present your team members and provide information on their education, experience, and skills.

## 3.6 Expected results and deliverables

Describe the key expected results and deliverables that the proposal will achieve and deliver. Propose SMART indicators, where appropriate, to make the main objectives and expected results measurable.

Please keep in mind that there are already 3 mandatory deliverables, summarizing each of the phase of the implementation and are tied with the payment. However, you can add additional deliverable in each of the implementation phase if you wish.

# 4. Business impact

## 4.1 Business challenge

Describe the business challenge and business potential. Demonstrate how the proposed solution will reach the end-users and state the estimated number of end-users in rural areas.

Special attention should be paid to the following elements:

- *Business model:* describe which business model(s) is proposed and what are the financial projections for the next 3 years;
- Describe how the project will develop the value proposition and KPIs. A first glance of these issues should be included in the proposal.
- Substantiate your business model by relating it to a general business model, for example the Business Model Canvas (BMC). To learn more, visit [www.BusinessModelGeneration.com](http://www.BusinessModelGeneration.com) and [www.BusinessModelGeneration.com/book](http://www.BusinessModelGeneration.com/book).
- *Scalability:* describe how the proposed business case will be able to scale in the European and international markets; formulate a few important KPIs, with which the business impact can be measured.

- *Business innovation: clearly describe the innovative elements of the product and its business model.*

## 5. Technology impact

### 5.1 Description of applied technology

*Please describe the technology you will be using in your solution. What are the benefits comparing to other technologies?*

### 5.2 Graphical overview

*If applicable, please provide visual presentation of your solution.*

### 5.3 Technology Readiness Level

*Please describe the starting Technology Readiness Level of the proposed solution in accordance with the [EU TRL scale](#) and the target Technology Readiness Level.*

## 6. Other aspects

### 6.1 Sustainability impact

*Describe the environmental and other sustainability impacts of the Innovation Development in the agri-food sector. Formulate a few important KPIs, with which the impact could be measured.*

### 6.2 Impact on rural areas

*Describe how your project will address challenges of rural areas in your region/ country and beyond. Describe how your project is aligned with regional/ national and European policies about rural areas. Refer to the RIS3 strategy of your region if applicable.*

### 6.3 Financial impact

*Describe any relevant implication and support from public or private entities. Explain additional financial support you received from public or private resources for the development of this solution, and your approach to further fundraising in the future.*

### 6.4 Multi-actors' involvement

*Describe to what extent the different actors of the agri-food chain/end-users are involved in the proposed solution.*

### 6.5 Ethical issues

*Describe how you will comply with European Union ethical rules/principles by following an “ethics by design”-way of working, whereby ethical and legal principles, on the basis of GDPR, competition law compliance, absence of data bias are implemented since the beginning of the design process. When defining the operational requirements, it is also important to take into account the interactions between humans and drone usage, in accordance with the Commission Delegated Regulation (EU) 2020/1058.*

## **6.6 Additional video material (optional)**

*If you wish to support your application with additional video material, please provide a valid YouTube or Vimeo link, (public or unlisted) without restrictions for viewing, not longer than 5 minutes. Evaluators may choose not to take this optional video material into account during evaluation and this material will not carry additional points.*

## 7. Costs justification and funding

### 7.1 Deliverables List

| No                             | Deliverable Name/Description                                                                                                                 | Type           | Delivery Date | Phase       | Overall Cost (€) <sup>1</sup> | Note                                                 |
|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------|-------------|-------------------------------|------------------------------------------------------|
| 1                              | DESIGN - a report/deliverable that summarizes the plan for the implementation of the sub-project                                             | R <sup>2</sup> | M02           | DESIGN      |                               | Cannot exceed 30% of the overall budget <sup>3</sup> |
| 2                              | DEVELOPMENT - a report/deliverable that summarizes the results of the experiment development.                                                | R              | M09           | DEVELOPMENT |                               | Cannot exceed 50% of the overall budget <sup>4</sup> |
| 3                              | MARKET - a report/deliverable that summarizes the market associated activities (even the ones performed along the sub-project's development) | R              | M12           | MARKET      |                               | Cannot exceed 20% of the overall budget <sup>5</sup> |
| <b>Total Deliverables Cost</b> |                                                                                                                                              |                |               |             |                               | 100%                                                 |

<sup>1</sup> It includes the overall costs associated with the respective deliverable (personnel, travel, equipment, other, subcontracting and indirect costs) in EUR

<sup>2</sup> R - report

<sup>3</sup> The overall cost of Deliverable No. 1 DESIGN can be up to 18,000 EUR.

<sup>4</sup> The overall cost of Deliverable No. 2 DEVELOPMENT can be up to 30,000 EUR.

<sup>5</sup> The overall cost of Deliverable No. 3 MARKET can be up to 12,000 EUR.

## 7.2 Budget and cost justification

Note that all costs must be entered in EUR currency, in the full amount, e.g., 60,000.00 EUR. VAT is not eligible per Horizon Europe rules.

| Budget                            | Applicant |
|-----------------------------------|-----------|
| Personnel Cost <sup>6</sup>       |           |
| Travel Cost <sup>7</sup>          |           |
| Equipment Cost <sup>8</sup>       |           |
| Other goods/services              |           |
| Subcontracting costs <sup>9</sup> |           |
| Indirect costs <sup>10</sup>      |           |
| Total Cost <sup>11</sup>          |           |

<sup>6</sup> Cost of the personnel realizing the work and/or preparing the reports/deliverables.

<sup>7</sup> Travel costs necessary for the execution of the sub-project.

<sup>8</sup> Only the depreciation cost of the equipment should be included.

<sup>9</sup> Subcontracting is allowed for up to maximum of 25% of the proposed budget and this should be clearly justified.

<sup>10</sup> Indirect costs (overheads) could be up to 25% of the direct cost. **Subcontracting is not included in indirect cost calculation.**

<sup>11</sup> Winning proposal may have a total cost less or equal to €60,000. Total cost should be equal to total deliverables cost.

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## **Annex 4: ICAERUS PUSH Open Call 1 for Innovation Development (ID) – Declaration of Honour (DoH)**



## Declaration of Honour

By signing this document, I declare that

- 1) I am authorised to legally bind the legal entity named below, to the conditions stated in this form.
- 2) I and the business entity that I legally represent are fully aware and duly accept all rules and conditions as expressed in the documents related to ICAERUS PUSH Open Call for Innovation Development (ID) and all Annexes and will fully respect any evaluation decision and application selection under ICAERUS PUSH Open Call for Innovation Development (ID).
- 3) All information provided in this declaration is true and legally binding.

### Applying Business Entity Legal Representative Contact Information:

|                                     |  |
|-------------------------------------|--|
| Title (Mr., Mrs., Dr.)              |  |
| Name                                |  |
| Surname                             |  |
| Position in the entity              |  |
| Full address                        |  |
| Country                             |  |
| Email address                       |  |
| (Mobile) Telephone                  |  |
| Signature and stamp (if applicable) |  |

**Declaration of Honour on exclusion criteria and absence of conflict of interest**

By signing this declaration of honour, I declare that all provided information below is true and legally binding both for me and for the business entity that I legally represent:

1. I declare that the mentioned business entity is not in one of the following situations:
  - a) it is bankrupt or being wound up, is having its affairs administered by the courts, has entered into an arrangement with creditors, has suspended business activities, is the subject of proceedings concerning those matters, or is in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
  - b) it or persons having powers of representation, decision making or control over it have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata;
  - c) it has been guilty of grave professional misconduct proven by any means which the contracting authority can justify including by decisions of the European Investment Bank and international organizations;
  - d) it is not in compliance with its obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which it is established or with those of the country of the contracting authority or those of the country where the contract is to be performed, to be proved by the deliverance of official documents issued by the local authorities, according to the local applicable rules;
  - e) it or persons having powers of representation, decision making or control over it have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity, where such illegal activity is detrimental to the Union's financial interests;
  - f) is subject to an administrative penalty for being guilty of misrepresenting the information required by the contracting authority as a condition of participation in a grant award procedure or another procurement procedure or failing to supply this information or having been declared to be in serious breach of its obligations under contracts or grants covered by the Union's budget.
2. I declare that the natural persons with power of representation, decision-making or control over the above-mentioned business entity are not in the situations referred to in a) to f) above;
3. I declare that:
  - a) Neither any person nor I that I know is subject to a ICAERUS conflict of interest;
  - b) I have not made false declarations in supplying the information required by participation in the Open Call of ICAERUS Project or have failed to supply the information required;
  - c) I am not in one of the situations of exclusion, referred to in the abovementioned sub-points a) to f) within the point 1.
  - d) I am aware and fully accept all ICAERUS conditions and rules as expressed in ICAERUS PUSH Open Call for Innovation Development (ID), namely in: Applicants' Guide, Declaration of conducting business, Bank account information.
4. I certify that the business entity that I represent:
  - is committed to participating in the ICAERUS PUSH Open Call sub-project, should my application get selected for funding;
  - has stable and sufficient sources of funding to maintain its activity throughout its participation in the ICAERUS PUSH Open Call sub-project and to provide any counterpart funding necessary;
  - has or will have the necessary resources as and when needed to carry out its involvement in the ICAERUS Open Call sub-project.
5. I confirm that all proposed services, including the means of their delivery and upkeep, have been reviewed to ensure compliance with all relevant legislation on data protection, privacy, and fundamental rights.
6. I declare that the solution I am presenting in my application for the ICAERUS PUSH Open Call for Innovation Development is not being funded by any other source from the budget of the European Union and that should my application be selected for funding in this Open Call, it will not be used to apply for other EU grants.

|                                                                                                                                                                                                    |                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| Full name: <span style="background-color: black; color: black;">[REDACTED]</span>                                                                                                                  | Signature and stamp (if applicable) |
| On behalf of Business entity: <span style="background-color: black; color: black;">[REDACTED]</span>                                                                                               |                                     |
| Done at (place) <span style="background-color: black; color: black;">[REDACTED]</span> the (day) <span style="background-color: black; color: black;">[REDACTED]</span> (month) <u>2023</u> (year) |                                     |

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## **Annex 5: ICAERUS PUSH Open Call 1 for Innovation Development (ID) – Declaration of Conducting Business**

## Glossary

**Research Institute (organization)** - a legal entity established as a non-profit organisation and whose main objective is carrying out research or technological development. Research Institutes/organizations must provide confirmation of registration from a appropriate business registry such as the Commercial Court in order to participate in the ICAERUS Open Call.

**SME** – an entity that complies with the following European Commission Recommendation 2003/361/EC criteria:

- Headcount in Annual Work Unit (AWU) less than 250.
- Annual turnover less or equal to €50 million OR annual balance sheet total less or equal to €43 million

**Dominant influence** – An influence that can be exercised over a company to achieve the operating and financial policies desired by the holder of the influence, notwithstanding the rights or influence of any other party. If one organization exerts such a dominant influence over a company, this company should be treated as a subsidiary of the organization and consolidated into the group accounts of the organization – in other words, it should be treated as a linked entity.

**Holding** – share of capital or voting rights, whichever is higher.

**Partner enterprises** - If holdings with other enterprises rise to at least 25% but not more than 50%, the enterprises in questions are treated as partner enterprises.

**Linked enterprises** – If holdings with other enterprises exceed the 50% threshold, these enterprises are considered linked enterprises.

**Autonomous enterprise** – If the enterprise is either completely independent or has one or more minority partnerships (each less than 25%) with other enterprises, it is considered an autonomous enterprise. These are also some cases where an enterprise is considered autonomous even if the holding thresholds of 25% and 50% are exceeded – if that percentage is held by the following categories of investors:

- I. Public investment corporations, venture capital companies, individuals or group of individuals with a regular venture capital investment activity who invest equity capital in unquoted businesses ("business angels"), provided the total investment of those business angels in the same enterprise is less than 1,250,000€,
- II. Universities or non-profit research centres,
- III. Institutional investors, including regional development funds,
- IV. Autonomous local authorities with an annual budget of less than EUR 10 million and less than 5,000 inhabitants

**Consolidation** – to consolidate means to combine assets, liabilities and other financial items of two or more entities into one. In the context of financial accounting, the term consolidate often refers to the consolidation of financial statements wherein all subsidiaries report under the umbrella of a parent company. In case an enterprise draws up consolidated accounts voluntarily, without being required to do so under the Seventh Directive (Council Directive 83/349/EEC), the enterprise is not necessarily linked and can be considered only a partner.

**Headcount** – The number of people who are employed by a company.

**AWU (Annual Working Unit)** - One AWU corresponds to one person who worked full-time in the enterprise in question or on its behalf during the entire reference year. The headcount is expressed in AWUs.

**VAT Number** – A unique number that identifies a taxable person (business) or non-taxable legal entity that is registered for VAT. Every country issues its own national VAT number.

**Principal director** – Chairman, CEO, Director-General or equivalent.

## Declaration on information on the Legal Entity Status

### Precise identification of the applicant enterprise

Business name .....

Address (of registered office) .....

Registration / VAT number .....

Names and titles of the principal director(s) .....

**Type of applicant** (see explanatory note)

Tick to indicate which case(s) applies to the applicant enterprise:

|                                                                                     |                                                                                                                                                        |
|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="radio"/> Autonomous enterprise                                         | In this case the data filled in the box below result from the accounts of the applicant enterprise only. Fill in the declaration only, without annex.  |
| <input type="radio"/> Partner enterprise<br><input type="radio"/> Linked enterprise | Fill in and attach the annex (and any additional sheets), then complete the declaration by copying the results of the calculations into the box below. |
| <input type="radio"/> Research institute                                            | In this case the data filled in the box below result from the accounts of the applicant Institute only. Fill in the declaration only, without annex.   |

**Data used to determine the category of enterprise**

Calculated according to Article 6 of the Annex to the Commission Recommendation 2003/361/EC on the SME definition:

| Reference period (*)                                                                                                                                                                                                                                                                                                     |                      |                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|--------------------------|
| Headcount (AWU)                                                                                                                                                                                                                                                                                                          | Annual turnover (**) | Balance sheet total (**) |
|                                                                                                                                                                                                                                                                                                                          |                      |                          |
| (*) All data must be relating to the last approved accounting period and calculated on an annual basis. In the case of newly established enterprises whose accounts have not yet been approved, the data to apply shall be derived from a reliable estimate made in the course of the financial year.<br>(**) EUR 1,000. |                      |                          |

|                                                                                                                                                                                                                              |                                                                                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Important:</b><br>Compared to the previous accounting period there is a change regarding the data, which could result in a change of category of the applicant enterprise (micro, small, medium-sized or big enterprise). | <input type="radio"/> No<br><br><input type="radio"/> Yes (in this case fill in and attach a declaration regarding the previous accounting period). |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|

**Signature**

Name and position of the signatory, being authorised to represent the enterprise:

.....

I declare on my honour the accuracy of this declaration and of any annexes thereto.

Done at

.....

Signature

## EXPLANATORY NOTE ON THE TYPES OF ENTERPRISES TAKEN INTO ACCOUNT FOR CALCULATING THE HEADCOUNT AND THE FINANCIAL AMOUNTS

### I ENTERPRISES

The definition of an SME<sup>1</sup> distinguishes three types of enterprise, according to their relationship with other enterprises in terms of holdings of capital or voting rights or the right to exercise a dominant influence<sup>2</sup>.

#### **Type 1: Autonomous Enterprise**

This is by far the most common type of enterprise.

It applies to all enterprises which are not one of the two other types of enterprise (partner or linked).

An applicant enterprise is autonomous if it:

- does not have a holding of 25%<sup>3</sup> or more in any other enterprise,
- and is not 25%<sup>3</sup> or more owned by any enterprise or public body or jointly by several linked enterprises or public bodies, apart from some exceptions<sup>4</sup>,
- and does not draw up consolidated accounts and is not included in the accounts of an enterprise which draws up consolidated accounts and is thus not a linked enterprise<sup>5</sup>.

#### **Type 2: Partner Enterprise**

This type represents the situation of enterprises which establish major financial partnerships with other enterprises, without the one exercising effective direct or indirect control over the other. Partners are enterprises which are not autonomous, but which are not linked to one another.

The applicant enterprise is a partner of another enterprise if:

- it has a holding or voting rights equal to or greater than 25% in the other enterprise, or the other enterprise has a holding or voting rights equal to or greater than 25% in the applicant enterprise,
- the enterprises are not linked enterprises within the meaning defined below, which means, among other things, that the voting rights of one in the other do not exceed 50%,
- and the applicant enterprise does not draw up consolidated accounts which include the other enterprise by consolidation, and is not included by consolidation in the accounts of the other enterprise or of an enterprise linked to it<sup>5</sup>.

---

<sup>1</sup> Henceforth in the text, the term "Definition" refers to the Annex to Commission Recommendation 2003/361/EC on the definition of SMEs.

<sup>2</sup> Definition, Article 3

<sup>3</sup> In terms of the share of the capital or voting rights, whichever is higher is applied. To this percentage should be added the holding in that same enterprise of each enterprise, which is linked to the holding company (Definition, Article 3 paragraph 2)

<sup>4</sup> An enterprise may continue being considered as autonomous when this 25% threshold is reached or exceeded, if that percentage is held by the following categories of investors (provided that those are not linked with the applicant enterprise):

- a) public investment corporations, venture capital companies, individuals or groups of individuals with a regular venture capital investment activity who invest equity capital in unquoted businesses ("business angels"), provided the total investment of those business angels in the same enterprise is less than EUR 1 250 000,
- b) universities or non-profit research centres,
- c) institutional investors, including regional development funds,
- d) autonomous local authorities with an annual budget of less than EUR 10 million and less than 5000 inhabitants

<sup>5</sup> If the registered office of the enterprise is situated in a Member State which has provided for an exception to the requirement to draw up such accounts pursuant to the Seventh Council Directive 83/349/EEC of 13 June 1983, the enterprise should nevertheless check specifically whether it does not meet one or other of the conditions laid down in Article 3 paragraph 3 of the Definition.

- There are also some very rare cases in which an enterprise may be considered linked to another enterprise through a person or a group of natural persons acting jointly (Definition, Article 3 paragraph 3).

- Conversely, there are very few cases of enterprises drawing up consolidated accounts voluntarily, without being required to do so under the Seventh Directive. In that case, the enterprise is not necessarily linked and can consider itself only a partner. To determine whether the enterprise is linked or not, in each of the three situations it should be checked whether or not the enterprise meets one or other of the conditions laid down in Article 3 paragraph 3 of the Definition, where applicable through a natural person or group of natural persons acting jointly.



### Type 3: Linked Enterprise

This type corresponds to the economic situation of enterprises which form a group through the direct or indirect **control of the majority of the voting rights** (including through agreements or, in certain cases, through natural persons as shareholders), or through the ability to exercise a dominant influence on an enterprise. Such cases are thus less frequent than the two preceding types.

In order to avoid difficulties of interpretation for enterprises, the Commission has defined this type of enterprise by taking over – wherever they are suitable for the purposes of the Definition – the conditions set out in Article 1 of Council Directive 83/349/EEC on consolidated accounts<sup>6</sup>, which has been applied for many years.

An enterprise thus generally knows immediately that it is linked, since it is already **required** under that Directive to **draw up consolidated accounts** or is included by consolidation in the accounts of an enterprise which is required to draw up such consolidated accounts.

The only two cases, which are however not very frequent, in which an enterprise can be considered linked although it is not already required to draw up consolidated accounts, are described in the first two indents of endnote 5 of this explanatory note. In those cases, the enterprise should check whether it meets one or other of the conditions set out in Article 3 paragraph 3 of the Definition.

## II. THE HEADCOUNT AND THE ANNUAL WORK UNITS<sup>7</sup>

The headcount of an enterprise corresponds to the number of annual work units (AWU).

### Who is included in the headcount?

- The employees of the applicant enterprise,
- persons working for the enterprise being subordinate to it and considered to be employees under national law,
- owner-managers,
- partners engaging in a regular activity in the enterprise and benefiting from financial advantages from the enterprise.

Apprentices or students engaged in vocational training with an apprenticeship or vocational training contract are not taken into account in the headcount.

### How is the headcount calculated?

One AWU corresponds to one person who worked full-time in the enterprise in question or on its behalf during the entire reference year. The headcount is expressed in AWUs.

The work of persons, who did not work the entire year, or who worked part-time - regardless of its duration - and seasonal work is counted as fractions of AWU.

The duration of maternity or parental leaves is not counted.

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<sup>6</sup> Seventh Council Directive 83/349/EEC of 13 June 1983, based on Article 54(3)(g) of the Treaty and concerning consolidated accounts (OJ L 193, 18/7/1983, p. 1), as last amended by Directive 2001/65/EC of the European Parliament and of the Council (OJ L 283, 27/10/01, p. 28).

<sup>7</sup> Definition, Article 5.

## ANNEX TO THE DECLARATION CALCULATION FOR THE PARTNER OR LINKED TYPE OF ENTREPRISE

### Annexes to be enclosed if necessary:

- **Annex A** if the applicant enterprise has at least one **partner** enterprise (and any additional sheets)
- **Annex B** if the applicant enterprise has at least one **linked** enterprise (and any additional sheets)

### Calculation for the partner or linked type of enterprise (see explanatory note):

| Reference period <sup>8</sup> :                                                                                                       |                 |                     |                         |
|---------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------|-------------------------|
|                                                                                                                                       | Headcount (AWU) | Annual turnover (*) | Balance sheet total (*) |
| 1. Data <sup>9</sup> of the applicant enterprise or consolidated accounts (copy data from box B (1) in annex B)                       |                 |                     |                         |
| 2. Proportionally aggregated data of all partner enterprises (if any) (copy data from box A in annex A)                               |                 |                     |                         |
| 3. Added up data of all linked enterprises (if any) – if not included by consolidation in line 1 (copy data from box B(2) in annex B) |                 |                     |                         |
| TOTAL                                                                                                                                 |                 |                     |                         |
| (*) EUR 1,000                                                                                                                         |                 |                     |                         |

The data entered in the “Total” row of the above table should be entered in the box “Data used to determine the category of enterprise” in the declaration.

<sup>8</sup> All data must be relating to the last approved accounting period and calculated on an annual basis. In the case of newly established enterprises whose accounts have not yet been approved, the data to apply shall be derived from a reliable estimate made in the course of the financial year.

<sup>9</sup> The data of the enterprise, including the headcount, are determined on the basis of the accounts and other data of the enterprise or, where they exist, the consolidated accounts of the enterprise, or the consolidated accounts in which the enterprise is included through consolidation.

## ANNEX A - Partner enterprises

For each enterprise for which a 'partnership sheet' has been completed (one sheet for each partner enterprise of the applicant enterprise and for any partner enterprises of any linked enterprise, of which the data is not yet included in the consolidated accounts of that linked enterprise), the data in the 'partnership box' in question should be entered in the summary table below:

**BOX A**

| Partner enterprise<br>(name/identification) | Headcount (AWU) | Annual turnover (*) | Balance sheet total (*) |
|---------------------------------------------|-----------------|---------------------|-------------------------|
| 1.                                          |                 |                     |                         |
| 2.                                          |                 |                     |                         |
| 3.                                          |                 |                     |                         |
| 4.                                          |                 |                     |                         |
| 5.                                          |                 |                     |                         |
| <b>TOTAL</b>                                |                 |                     |                         |
| (*) EUR 1,000                               |                 |                     |                         |

(attach sheets or expand the present table, if necessary)

### Reminder:

This data is the result of a proportional calculation done on the 'partnership sheet' for each direct or indirect partner enterprise.

The data entered in the "Total" row of the above table should be entered in line 2 (regarding partner enterprises) of the table in the Annex to the declaration.

# PARTNERSHIP SHEET

## 1. Precise identification of the applicant enterprise

Business name .....

Address (of registered office) .....

Registration/VAT number .....

Names and titles of the principal director(s).....

## 2. Raw data regarding that partner enterprise

| Reference period |                 |                     |                         |
|------------------|-----------------|---------------------|-------------------------|
|                  | Headcount (AWU) | Annual turnover (*) | Balance sheet total (*) |
| Raw data         |                 |                     |                         |
| (*) EUR 1,000    |                 |                     |                         |

**Reminder:** These raw data are derived from the accounts and other data of the partner enterprise, consolidated if they exist. To them are added 100% of the data of enterprises which are linked to this partner enterprise, unless the accounts data of those linked enterprises are already included through consolidation in the accounts of the partner enterprise. If necessary, add "linkage sheets" for the enterprises which are not yet included through consolidation.

## 3. Proportional calculation

a) Indicate precisely the holding of the enterprise drawing up the declaration (or of the linked enterprise via which the relation to the partner enterprise is established) in the partner enterprise to which this sheet relates:

.....  
Indicate also the holding of the partner enterprise to which this sheet relates in the enterprise drawing up the declaration (or in the linked enterprise):

.....  
b) The higher of these two holding percentages should be applied to the raw data entered in the previous box. The results of this proportional calculation should be given in the following table:

**'Partnership box'**

| Percentage:          | Headcount (AWU) | Annual turnover (*) | Balance sheet total (*) |
|----------------------|-----------------|---------------------|-------------------------|
| Proportional results |                 |                     |                         |
| (*) EUR 1,000        |                 |                     |                         |

These data should be entered in Box A in Annex A.

## ANNEX B - Linked enterprises

### DETERMINE THE CASE APPLICABLE TO THE APPLICANT ENTERPRISE:

|                                     |                                                                                                                                                                        |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="radio"/> <b>Case 1</b> | The applicant enterprise draws up consolidated accounts or is included by consolidation in the consolidated accounts of another enterprise. (Box B(1))                 |
| <input type="radio"/> <b>Case 2</b> | The applicant enterprise or one or more of the linked enterprises do not establish consolidated accounts or are not included in the consolidated accounts. (Box B(2)). |

**Please note:** The data of the enterprises, which are linked to the applicant enterprise, are derived from their accounts and their other data, consolidated if they exist. To them are aggregated proportionally the data of any possible partner enterprise of that linked enterprise, situated immediately upstream or downstream from it, unless it has already been included through consolidation.

### CALCULATION METHODS FOR EACH CASE:

**In case 1:** The consolidated accounts serve as the basis for the calculation. Fill in Box B(1) below.

| Box B(1)                                                                                                                                                                              |               |                      |                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----------------------|--------------------------|
|                                                                                                                                                                                       | Headcount (*) | Annual turnover (**) | Balance sheet total (**) |
| <b>Total</b>                                                                                                                                                                          |               |                      |                          |
| (*) Where in the consolidated accounts no headcount data appears, the calculation of it is done by adding the data from the enterprises to which the enterprise in question is linked |               |                      |                          |
| (**) EUR 1,000                                                                                                                                                                        |               |                      |                          |

The data entered in the "Total" row of the above table should be entered in line 1 of the table in the Annex to the declaration.

| Identification of the enterprises included through consolidation |                                |                               |                                                    |
|------------------------------------------------------------------|--------------------------------|-------------------------------|----------------------------------------------------|
| Linked enterprise (name / identification)                        | Address (of registered office) | Registration / VAT number (*) | Names and titles of the principal director(s) (**) |
| 1.                                                               |                                |                               |                                                    |
| 2.                                                               |                                |                               |                                                    |
| 3.                                                               |                                |                               |                                                    |
| 4.                                                               |                                |                               |                                                    |
| 5.                                                               |                                |                               |                                                    |
| 6.                                                               |                                |                               |                                                    |
| <b>Total</b>                                                     |                                |                               |                                                    |
| (*) To be determined by the Member State according to its needs  |                                |                               |                                                    |
| (**) Chairman (CEO), Director-General or equivalent.             |                                |                               |                                                    |

**Important:** Partner enterprises of such a linked enterprise, which are not yet included through consolidation, are treated like direct partners of the applicant enterprise. Their data and a 'partnership sheet' should therefore be added in Annex A.

**In case 2:** For each linked enterprise (including links via other linked enterprises), complete a "linkage sheet" and simply add together the accounts of all the linked enterprises by filling in Box B(2) below.

| <b>Box B(2)</b>                               |                        |                             |                                 |
|-----------------------------------------------|------------------------|-----------------------------|---------------------------------|
| <b>Enterprise No.:</b>                        | <b>Headcount (AWU)</b> | <b>Annual turnover (**)</b> | <b>Balance sheet total (**)</b> |
| 1 (*)                                         |                        |                             |                                 |
| 2 (*)                                         |                        |                             |                                 |
| 3 (*)                                         |                        |                             |                                 |
| <b>Total</b>                                  |                        |                             |                                 |
| (*) attach one "linkage sheet" per enterprise |                        |                             |                                 |
| (**) EUR 1 000.                               |                        |                             |                                 |

The data entered in the "Total" row of the above table should be entered in line 3 (regarding linked enterprises) of the table in the Annex to the declaration.



## LINKAGE SHEET

(only for linked enterprises not included by consolidation in Box B)

### 1. Precise identification of the applicant enterprise

Name or Business name .....

Address (of registered office) .....

Registration/VAT number .....

Names and titles of the principal director(s) .....

### 2. Data on enterprise

| Reference period |                 |                     |                          |
|------------------|-----------------|---------------------|--------------------------|
|                  | Headcount (AWU) | Annual turnover (*) | Balance sheet total (**) |
| <b>Total</b>     |                 |                     |                          |
| (*) EUR 1,000    |                 |                     |                          |

These data should be entered in Box B(2) in Annex B.

Important: The data of the enterprises, which are linked to the applicant enterprise, are derived from their accounts and their other data, consolidated if they exist. To them are aggregated proportionally the data of any possible partner enterprise of that linked enterprise, situated immediately upstream or downstream from it, unless it has already been included through consolidation.

Such partner enterprises are treated like direct partner enterprises of the applicant enterprise. Their data and a 'partnership sheet' have therefore to be added in Annex A.

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## **Annex 6: ICAERUS PUSH Open Call 1 for Innovation Development (ID) – Bank Account information**

## Bank account information form

## ACCOUNT HOLDER INFORMATION

|                                                                                                                                  |  |
|----------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Account Name Holder</b><br>The name or title under which the account has been opened and NOT the name of the authorized agent |  |
| <b>Holder's Address</b>                                                                                                          |  |
| <b>Postcode</b>                                                                                                                  |  |
| <b>Town/City</b>                                                                                                                 |  |
| <b>Country</b>                                                                                                                   |  |

|                                             |  |
|---------------------------------------------|--|
| Contact Person                              |  |
| It does not need to be an authorised agent. |  |
| Telephone                                   |  |

## BANK ACCOUNT INFORMATION

|                                               |  |
|-----------------------------------------------|--|
| Bank Name                                     |  |
| Branch Address                                |  |
| Postcode                                      |  |
| Town/City                                     |  |
| Country                                       |  |
| IBAN number / Account number                  |  |
| Format example: ES76 2077 0024 0031 0257 5766 |  |
| SWIFT code                                    |  |
| 8 to 11 characters                            |  |

|                                                                                                                                                |                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| <p><b>BANK STAMP + SIGNATURE OF BANK REPRESENTATIVE</b></p>                                                                                    | <p><b>DATE + SIGNATURE OF ACCOUNT HOLDER (<b>OBLIGATORY</b>)</b></p> |
| <p>The bank stamp + signature of bank representative can be substituted by the attachment of a recent bank statement (less than 2 months).</p> |                                                                      |

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## **Annex 7: ICAERUS PUSH Open Call 1 for Innovation Development (ID) – Model Sub-grant Agreement**



# Innovation and Capacity building

in Agricultural Environmental and Rural UAV Services



# ICAERUS

## Model

## Sub-grant Agreement

- For informative purposes only -

**Important note: This document is for informative purposes only, subject to possible changes suggested by EC or the legal team of FSH, thus cannot be treated as legally binding**



**Funded by  
the European Union**

Grant agreement N° 101060643

## Contracting parties

FOODSCALE HUB GREECE ASSOCIATION FOR ENTREPREUNERSHIP AND INNOVATION ASTIKI MI KERDOSKOPIKI ETA (FSH), LEONTOS SOFOU 20, po box: 000 570 01, THERMI THESSALONIKI Greece, represented for the purpose of signing the Sub-grant Agreement by Manager, Grigorios Chatzikostas, legal representative of FSH  
Hereinafter referred as the “**Treasurer**”

Of the one part,

*[NAME OF THE BENEFICIARY, SME ORGANIZED UNDER THE LAWS OF BENEFICIARY'S COUNTRY, ESTABLISHED IN ADDRESS, REPRESENTED BY THE LEGAL REPRESENTATIVE OF THE BENEFICIARY]*

Hereinafter referred as the “**Subgrantee**”

Hereinafter collectively referred as the “Contracting Parties”

HAVE AGREED to the following terms and conditions including those in the ICAERUS Open Call Annexes, which form an integral part of this ICAERUS Sub-grant Agreement for PUSH Open Call for Innovation Development (ID), (hereinafter referred as the “Contract”).

## General provisions

The European Commission (hereinafter referred as the “EC”) and the Project Coordinator of the ICAERUS consortium, have signed the Grant Agreement no 101060643 for the implementation of the project “Innovation and Capacity building in Agricultural Environmental and Rural UAV Services” (Acronym: ICAERUS) within the framework of the Programme HORIZON-CL6-2021-GOVERNANCE-01-2.

The Subgrantee has received the favourable resolution by the evaluators and therefore is entitled to receive funding and support according to the terms and conditions set out under this Sub-grant Agreement and in accordance with the Annex 2: ICAERUS PUSH Open Call Applicants' Guide. The ICAERUS partner(s) responsible for the provision of said support in the ICAERUS project will make themselves available to the Subgrantees.

This Contract aims at defining the framework of rights and obligations of the Contracting Parties.

The funding received by the Subgrantee is the property of the EC. The Project Coordinator and Treasurer are mere holders and managers of the funds.

## Article 1 - Entry into force and Termination of the contract

### 1.1 Entry into force

This contract shall enter into force on 01.11.2023, subject to its signature by the last Contracting Party. The Project Coordinator and Treasurer shall sign this contract, only after the following documents have been received from the Subgrantee:

- The original signed Declaration of Honour (as given in Annex 4 of this Contract)
- Declaration of Conducting Business (as given in Annex 5 of this Contract)
- Copy of ID-card or Passport of legal representative(s) of the SME
- Copy of the original Extract of SME registration



- Proof of VAT registration
- Bank Information Form (as given in Annex 6 of this contract)

All Contracting parties must sign this document no later than 31.10.2023.

Besides the hard copies that will arrive by mail, in order to ease the process, the Treasurer might opt to sign this Sub-grant agreement via *Validated ID or similar online platform*.

The original documents will be sent to the Project Coordinator for the signature of the legal representative. Afterwards, the Project Coordinator will send these documents to the Treasurer for the signature of the legal representative. The original documents will be archived at the Treasurer's office.

All documents shall be sent to the ICAERUS Consortium first via email to the following address: [icaerus@opencallhub.eu](mailto:icaerus@opencallhub.eu), while the Annexes 4, 5 and this Contract will also be sent as originals, via regular mail, to the following address:

FOODSCALE HUB GREECE ASSOCIATION FOR ENTREPREUNERSHIP AND INNOVATION ASTIKI  
MI KerdoskopiKI ETA (FSH),  
LEONTOS SOFOU 20,  
po box: 000 570 01,  
THERMI THESSALONIKI  
Greece  
Attn: ICAERUS team

The Subgrantee is solely responsible for the accuracy of all data provided to the ICAERUS consortium.

## 1.2 Contract termination

This contract terminates in the event of unjustified withdraw by the Beneficiary of the current fulfilment of its Contract obligations. "Unjustified withdraw" covers any situation out of "Force Majeure" qualification which determines the absence of performance of the Subgrantee's contractual obligations. In this particular case, it entitles the ICAERUS consortium the right to claim the Subgrantee the full refund of all payments made to the Subgrantee up to date.

## Article 2 - Obligations and Responsibilities of the Subgrantee

The obligations and responsibilities of the Subgrantee are defined in detail in the Annex 2 – PUSH Open Call for Innovation Development (ID) Applicants' Guide.

In order to receive the funding from the ICAERUS consortium, the Subgrantee that have been selected for funding through the PUSH Open Call for Innovation Development (ID) must submit the relevant deliverables. Only after the acceptance of the deliverables from the ICAERUS consortium, shall they be entitled to the funding from the ICAERUS consortium. Respected deliverables will be reviewed by the ICAERUS Open Call Advisory Board (AB) members. Upon final acceptance of their deliverables by the ICAERUS AB, the Subgrantee must send the Request for Payment and a Certificate of Tax Residence to the Treasurer in order to receive the funding.

Additionally, the Subgrantee shall take every necessary precaution to avoid any risk of conflict of interest relating to economic interests, political or national affinities, personal or any other interests liable to influence the impartial and objective performance of the subproject. In case the Subgrantee is involved in a conflict of interest or is in a risk of conflict of interest, the Subgrantee must formally notify the ICAERUS

Consortium Partners about this situation without delay and immediately take all necessary steps to rectify this situation.

## Article 3 – Breach of Contractual obligations

In the event of the breach of the contractual obligations by the Subgrantee, the ICAERUS consortium reserves the right to claim the full refund of all payments made to the Subgrantee up to date. The breach of the contractual obligations by the Subgrantee shall be determined by the ICAERUS Consortium. The provision of false or misleading declarations by the Subgrantee or any unsolved situation of conflict of interest constitute a non-exhaustive example of a breach of contractual obligations by the Subgrantee.

## Article 4 - Financial contribution and financial provisions

### 4.1 Maximum financial contribution

The maximum financial contribution to be granted by the ICAERUS consortium to the Subgrantee shall not exceed the amount of Sixty Thousand Euros (60,000€). This financial contribution will be given in three instalments.

### 4.2 Distribution of financial contribution

The financial contribution to be granted to the Subgrantee shall be distributed in accordance with the provisions of the Annex 2: PUSH Open Call Applicants' Guide.

In any case, the financial grant to be paid will always be subject to:

- Reception of the relevant deliverable(s),
- A favourable resolution by the evaluators and ICAERUS partner responsible for assessing the subproject execution, namely the acceptance of deliverable(s),
- Reception of the Request for Payment and Certificate of Tax Residence (both electronically and in hard copy),
- The Subgrantee's Bank Account (Annex 6) matches the Instructions for payment issued by the bank of the Subgrantee,
- Payments to the Subgrantee will be made by the Treasurer. In particular:
  - The Treasurer reserves the right to withhold the payments in case the Subgrantee does not fulfil its obligations and tasks as per Annex 2 – PUSH Open Call Applicants' Guide,
  - Banking and transaction costs charged by any of the banks related to the handling of any financial resources made available to the Subgrantee by the Treasurer shall be covered by the holder of the bank account which originated the cost. This means that the Treasurer bears the cost of transfers charged by their bank and the Subgrantee bears the costs of transfers charged by the bank of the Subgrantee,
- Payments will be released by the Treasurer no later than ten working days after the notification by the Project Coordinator,
- The Subgrantee is responsible for complying with any tax and legal obligations that might be attached to this financial contribution.

### 4.3 Payment schedule

The payment schedule is directly linked to the relevant stage of the Subgrantee's subproject as per Annex 2: PUSH Open Call Applicants' Guide.

## Article 5 – Liability of the Subgrantee

Neither the Project Coordinator, the Treasurer nor the EC can be held liable for any acts or omissions of the Subgrantee in relation to this Contract. At the same time, the Subgrantee is responsible for any act or omission that causes damage to the Coordinator, the Treasurer, and/or the EC in relation to this Contract. The Subgrantee is also solely responsible for any damages that might come to third parties as a result of the Subgrantee's activities.

The Subgrantee shall bear sole responsibility for ensuring that their acts within the framework of this Contract do not infringe third parties' rights. There is no joint liability between the Contracting Parties.

## Article 6 – Confidentiality

With respect to all information of whatever nature or form as is disclosed between the Contracting Parties in connection with the subproject and identified in writing as confidential, the terms of this Article shall apply.

The Contracting Parties agree that such information is communicated on a confidential basis and its disclosure may be prejudicial to the owner of information.

## Article 7 – Force Majeure

"Force Majeure" shall mean, any unforeseeable exceptional situation or event beyond the Contracting Parties control, which prevents either of them from fulfilling any of their obligations under the Agreement, which was not attributed to error or negligence on their part, and which proves to be inevitable in spite of exercising all due diligence.

Any default of a service, defect in equipment or material or delays in making them available, unless they stem directly from a relevant case of force majeure, as well as labour disputes, strikes or financial difficulties cannot be invoked as force majeure.

The Contracting Parties shall take the necessary measures to limit any damage due to force majeure. They shall do their best to resume the implementation of the action as soon as possible.

No contracting party shall be considered to be in breach of its obligations and tasks if such breach is caused by Force Majeure. A Contracting Party will notify the other Contracting Parties of any Force Majeure as soon as possible. In case the Subgrantee is not able to overcome the consequences of Force Majeure within 10 (ten) days after such notification, the ICAERUS Consortium will decide accordingly, including the termination of the Contract.

## Article 8 – Information and communication

The Subgrantees must promote the subproject, the ICAERUS project and its results, by providing the description of their project upon request from the ICAERUS Consortium and highlight the financial support of the EC.

Unless the European Commission or the ICAERUS coordinator requests or agrees otherwise or unless it is impossible, any communication activity related to the action (including in electronic form, via social

media, etc.), any publicity, including at a conference or seminar or any type of information or promotional material (brochure, leaflet, poster, presentation etc.), and any infrastructure, equipment and major results funded by the grant must:

- (a) display the EU emblem,
- (b) display the ICAERUS logo, and
- (c) include the following text:

*For communication activities: "This sub-project has received funding from the project ICAERUS (grant agreement No 101060643) through its Open Call, funded by the European Union's Horizon Europe research and innovation programme".*

When displayed in association with a logo, the European emblem should be given appropriate prominence. This obligation to use the European emblem in respect of projects to which the EC contributes implies no right of exclusive use. It is subject to general third-party use restrictions which do not permit the appropriation of the emblem, or of any similar trademark or logo, whether by registration or by any other means. Under these conditions, the Subgrantee is exempted from the obligation to obtain prior permission from the EC to use the emblem. Further detailed information on the EU emblem can be found on the Europa web page.

Any publicity made by the Subgrantee in respect of the subproject, in whatever form and on or by whatever medium, must specify that it reflects only the author's views and that the EC or ICAERUS project is not liable for any use that may be made of the information contained therein.

The EC and the ICAERUS consortium shall be authorised to publish, in whatever form and on or by whatever medium, the following information:

- the official name of the Subgrantee,
- contact address of the Subgrantee,
- the general purpose of the subproject,
- the amount of the financial contribution foreseen for the subproject; after the final payment, and the amount of the financial contribution actually received,
- the geographic location of the activities carried out,
- the list of dissemination activities and/or of patent (applications) relating to foreground,
- the details/references and the abstracts of scientific publications relating to foreground and, if funded within the subproject, the published version or the final manuscript accepted for publication,
- the publishable reports submitted to ICAERUS,
- any picture or any audio-visual or web material provided to the EC and ICAERUS in the framework of the subproject.

The Subgrantee shall ensure that all necessary authorisations for such publication have been obtained and that the publication of the information by the EC and ICAERUS does not infringe any rights of third parties.

Upon a duly substantiated request by the subproject representative, the ICAERUS consortium, if such permission is provided by the EC, may agree to forego such publicity if disclosure of the information indicated above would risk compromising the Subgrantee's security, academic or commercial interests.

Any publicity made by the Subgrantee in respect of the subproject accepted by the ICAERUS consortium, in whatever form and on or by whatever medium, must specify that it reflects only the author's views and that the Project Coordinator, ICAERUS consortium or EC are not liable for any use that may be made of the information contained therein.

ICAERUS consortium and EC shall be authorized to publish, in whatever form and on or by whatever medium the following information:

- The legal name of the Subgrantee,
- Contact address of the Subgrantee,
- The general purpose of the project,
- The amount of financial contribution of the EC.

The Subgrantee shall ensure that all necessary authorizations for such publication have been obtained and that the publication of the information by the Project Coordinator, ICAERUS consortium or EC does not infringe any rights of third parties.

Upon a duly substantiated request by the Project Coordinator on the behalf of the Subgrantee, the EC may agree to forego such publicity if disclosure of the information indicated above would risk compromising the Subgrantee's security, academic or commercial interests.

## Article 9 – Data protection

### 9.1 Data protection obligation

The contracting parties have the obligation to abide by the Regulation (EU) 2016/679 (General Data Protection Regulation - GDPR) of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data.

The processing of personal data shall be carried out lawfully, fairly and in a transparent manner, collected for specified purposes and adequate, relevant and limited to what is necessary in relation to the purposes for which it is processed.

The Subgrantee might use and process the data only for the purposes of this Contract and during the length of the Contract. Any unauthorised use is forbidden. In any event, neither the ICAERUS Project coordinator nor the Treasurer will be held responsible for any abusive use of data incurred into by the Subgrantee.

The Subgrantee shall not try to re-identify anonymised data. If re-identification occurs, the Subgrantee commits not to use such data. The Subgrantee shall delete, at the end of this Contract, the data to which the Subgrantee has been granted access during the incubation process, except where an agreement is entered into with the Data Provider.

### 9.2 New data produced

The Subgrantee acknowledges that they will be the "data controller" of any new dataset of personal information that the Subgrantee may produce in the course of the ICAERUS project.

## Article 10 – Financial audit and controls

The EC may, at any time during the implementation of the Project and up to five years after the end of the ICAERUS project (foreseen for 30 June 2026), arrange for financial audits to be carried out, by external auditors, or by the EC services themselves including in the European Anti-Fraud office (OLAF), on the Subgrantee. The audit procedure shall be deemed to be initiated on the date of receipt of the relevant letter sent by the EC. Such audits may cover financial, systemic and other aspects (such as accounting and management principles) relating to the proper execution of the Grant Agreement. They shall be carried out on a confidential basis.



The Subgrantee shall make available directly to the EC all detailed information and data that may be requested by the EC or any representative authorised by it, with a view to verifying that the Grant Agreement is properly managed and performed in accordance with its provisions and that costs have been charged in compliance with it. The information and data must be precise, complete and effective.

The Subgrantee shall keep the originals or, in exceptional cases, duly authenticated copies – including electronic copies – of all documents relating to the Contract until 2031. These shall be made available to the EC when requested during any audit under the Grant Agreement.

In order to carry out these audits, the Subgrantee shall ensure that the EC's services and any external body(ies) authorised by it have on-the-spot access at all reasonable times, notably to the Subgrantee's offices, to its computer data, to its accounting data and to all the information needed to carry out those audits, including information on individual salaries of persons involved in the subproject. They shall ensure that the information is readily available on the spot at the moment of audit and, if so requested, the data be handed over in an appropriate form.

On the basis of the findings made during the financial audit, a provisional report shall be drawn up. It shall be sent by the EC or its authorized representative to the Subgrantee concerned, which may make observations thereon within one month of receiving it. The EC may decide not to take into account observations conveyed or documents sent after that deadline. The final report shall be sent to the Subgrantee concerned within two months of expiry of the aforesaid deadline.

On the basis of the conclusions of the audit, the EC shall take all appropriate measures which it considers necessary, including the issuing of recovery orders regarding all or part of the payments made by it and the application of any applicable sanction.

The European Court of Auditors shall have the same rights as the EC, notably right of access, for the purpose of checks and audits, without prejudice to its own rules. In addition, the EC may carry out on-the-spot checks and inspections in accordance with Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the EC in order to protect the European Communities' financial interests against fraud and other irregularities.

## **Article 11 – Amendments**

Amendments or changes to this Contract shall be made in writing and signed by the duly authorized representative of the Contracting Parties. Nevertheless, in the event the EC modifies the conditions, the ICAERUS Consortium partners will amend the Contract accordingly.

## **Article 12 – Language**

The contract is drawn up in English language, which shall govern all documents, notices, meetings and processes relative thereto.

## **Article 13 – Applicable law**

This Contract shall be construed in accordance with and governed by the laws of Belgium.

## Article 14 – Settlement of disputes

If the Contracting Parties are unable to resolve a dispute amicably, such dispute will be finally settled under the Rules of Arbitration of the International Chamber of Commerce by three (3) arbitrators in Brussels.

Each of the Contracting Parties to the dispute shall appoint one (1) arbitrator, and the three (3) arbitrators so appointed shall elect the presiding arbitrator. Should a Party to the dispute, which should appoint an arbitrator, fails to do so within fourteen (14) days of the delivery of the written notice, to do so from the other Party to the dispute or should the appointed arbitrators fail to reach agreement on the presiding arbitrator within fourteen (14) days after their appointment, such arbitrator shall be appointed in accordance with the Rules upon request of any of the Parties to the dispute.

The seat of arbitration shall be Brussels.

The Contracting Parties agree that the language of the arbitration, including oral hearings, written evidence and correspondence, shall be English.

A duly rendered arbitration award shall be final and binding on the Contracting Parties to the dispute. Each Contracting Parties to the arbitration conducted in accordance with this section hereof shall bear its own expenses incurred in connection with such arbitration, including fees of its legal counsels. All other costs and expenses shall be apportioned between the Contracting Parties to the arbitration in accordance with the decision of the arbitrators.

Nothing in this Contract shall limit the Contracting Parties' right to seek injunctive relief or enforce an arbitration award in any applicable competent court of law.

## Article 15 – Originality of the sub-granted projects

It is required that applications submitted are based on original works by the applicants and that their foreseen developments are free from third party rights. ICAERUS consortium is not obliged to verify the authenticity of the ownership of the foreseen products/ services. Any issues delivered from third party claims that arise a result of the sub-granted projects are on the sole responsibility of the applicant.

## Article 16 – IPRs

Each subgrantee that generates results owns the attached Intellectual Property Rights (IPRs) generated during the development process and will own results that are not IPRs. Each contractor is responsible for the management and protection of its IPRs and bears the costs associated with this.

The Subgrantees funded within ICAERUS project will be the unique owners of the technologies created within the framework of their sub-granted projects. Parts of their works will be requested to be public for ICAERUS dissemination purposes.

## Article 17 – Do Not Significant Harm

Subgrantees must always respect the "Do Not Significant Harm Principle". The Commission Communication on the European Green Deal introduced the green oath to 'do no harm'. The 'Do not Significant Harm' (DNSH) principle has been further specified in the EU Regulation on the establishment



of a framework to facilitate sustainable investments, commonly defined as the ‘EU Taxonomy Regulation’. Six environmental objectives are listed in Article 913 of the EU Taxonomy and Article 17 specifies what can constitute a ‘significant harm’ for these objectives. Thus, the regulation provides that no measure should lead to significant harm to any of the six environmental objectives within the meaning of Article 17 of the Taxonomy Regulation.

|                                                                                                                                  |                                                                                                                                   |
|----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <p>For FSH (the Treasurer)<br/>Mr Grigorios Chatzikostas<br/>Manager<br/>Signature</p> <p>Done at Thessaloniki on DD/MM/YYYY</p> | <p>For [SME] (the Subgrantee)<br/>Mr/Ms [NAME SURNAME]<br/>[POSITION_IN_COMPANY]<br/>Signature</p> <p>Done at _ on DD/MM/YYYY</p> |
|----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|

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## **Annex 8: ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) – Open Call text**



# Innovation and Capacity building

in Agricultural Environmental and Rural UAV Services



# ICAERUS

## PULL Open Call for Farming, Forestry and Rural Challenges (FFRC)

Open Call text

**Note: ICAERUS PULL 1 Open Call Kit might be updated before the launch of the Call in September**



**Funded by  
the European Union**

Grant agreement N° 101060643

# 1. Introduction

This document provides information regarding the ICAERUS Open Calls, with a focus on PULL Open Calls for Farming, Forestry and Rural Challenges (FFRC), including the eligibility and evaluation criteria. The document in its entirety and all associated Annexes must be read carefully for the submission of an application.

## 1.1 About ICAERUS



Drones are an efficient, flexible digital technology that can perform increasingly complex tasks without damaging the environment, however their widespread adoption across the agri-food sector has been limited by costs, knowledge gaps, regulatory and safety restrictions.

ICAERUS aims to tackle these challenges by **supporting and showcasing the effective, efficient, and safe deployment of drones in applicable settings** and to **identify risks and added values associated with their use**. The ICAERUS vision is to explore drone-based opportunities and provide a more complete and interconnected account of their potential and impacts as multi-purpose vehicles in EU agriculture, forestry and rural areas.

ICAERUS will utilize an **application-oriented approach** to explore multi-purpose drone use in 5 specific drone applications, representing the most important sectoral and societal drone usage purposes in Europe. ICAERUS also plans to use **research, technology optimization, demonstration, and drone education** to create an efficient, trusted, and safe environment for the **EU drone service market** to flourish contributing to the achievement of the EU's decarbonization, digitalization and resilience. ICAERUS will also produce several exploitable results that will offer extensive positive impact including the ICAERUS platform.

ICAERUS Use Cases are large-scale multi-actor experiments and demonstration events aiming to optimise, test and demonstrate drone technology and showcase multiple drone applications while assessing and reducing their associated risks. Use Cases will take place in 5 countries and span across the 5 most important sectoral and societal drone usage purposes:

- 1) **Crop Monitoring UC (Spain):** a) **Demonstrate** the capacity of drones in disease and plant stress identification and weed detection in vineyards; b) **assess** drones as a 3D canopy reconstruction tool in vineyards, using aerial (top) with ground (side) image acquisition; c) **Develop** a user-friendly dashboard as a decision support system (DSS), for drone data analysis, visualisation and actions recommendations.
- 2) **Drone Spraying UC (Greece):** a) **Test and assess** spraying configurations for optimal drone spraying applications in field conditions; b) **compare** the efficiency and environmental impact of existing conventional spraying to drone spraying practices; c) **Identify** risks and develop mitigation strategies related to drone-based plant protection applications.
- 3) **Livestock Monitoring UC (France):** a) **Evaluate** drone solutions for monitoring different grazing cattle and sheep systems, building on existing and implemented solutions and avoiding duplication of effort; b) **assess** their labour-reduction capabilities for drone-based herd monitoring; c) **Examine** governance models and drone adoption barriers and drivers.
- 4) **Forestry and Biodiversity UC (Lithuania):** a) **Monitor** forest tree health through the use of drones, satellites and data science; b) **identify and inspect** areas of potentially high fire risk; c) **Monitor ecosystems** and assess biodiversity and wildlife populations; d) **Evaluate** the capacity of drones to manage or prevent the expansion of infectious diseases affecting both feral and domestic animals.

- 5) **Rural Logistics UC (Greece & N. Macedonia):** a) **Design and develop** an innovative drone-delivery fleet management system; b) **Automate** drone navigation operations by integrating state-of-the-art technologies; c) **Assess** three types of drones on delivery parcel size/weight and distance; d) **Implement** Drone as a Service (DAAS) model principles.



Figure 1: ICAERUS use cases

## 1.2 ICAERUS Open Calls

ICAERUS will build upon the existing network through the issue and promotion of two (2) types of Open Calls (PUSH/PULL) providing financial support to third parties, as a **mechanism to harvest ideas** and datasets from the ecosystem and **accelerate the formation of a European network** for the effective and efficient adoption of drone technologies. The Open Calls will include:

- PUSH Open Calls for Innovation Development (ID) and
- PULL Open Calls for Farming, Forestry and Rural Challenges (FFRC)

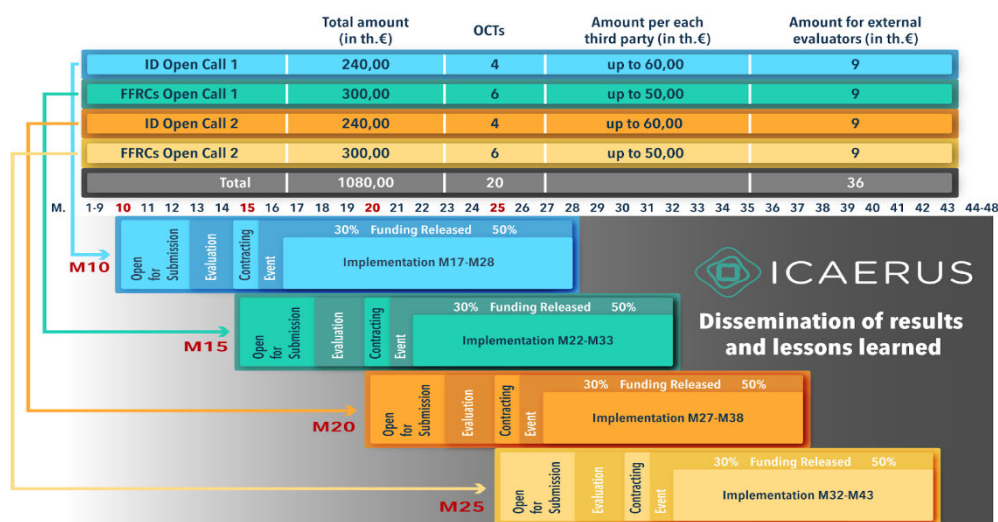


Figure 2 Graphical overview of Open calls

Both types of the Open Calls will have two release dates. In total, a **1,080,000 €** budget is allocated for financial support to third parties. The Open Calls will result in **8 PUSH Innovation Development winners**



(480,000 € for ID - up to 60,000 € for each third party) and **12 PULL Farming, Forestry and Rural Challenges winners** (600,000 € for FFRC - up to 50,000 € for each third party). Each sub-project accepted will last for **12 months** and be divided into 3 phases: Design, Development and Market.

## 2. PULL Open Call for Farming, Forestry and Rural Challenges (FFRC)

### 2.1 General Information

ICAERUS PULL Open Calls for Farming, Forestry and Rural Challenges (FFRC) aim to attract **end-users (agri-food producers, environmental monitoring entities and rural communities)** to utilize drones and services built around them for **individual commercial needs** (e.g., crop production, early warning systems...) and/or **community-related issues** (e.g., disaster risk reduction, forest/wildlife conservation, etc.).

The 2 PULL Open Calls for Farming, Forestry and Rural Challenges (FFRC) will be initiated on **M15** and **M25** of the ICAERUS project respectively and after proposal submission and evaluation, the selected stakeholders will apply the ICAERUS outputs to address their challenges between **M22-M33** and **M32-M43** respectively. The PULL Open Calls will result **12 FFRCs winners**. A total sum of **600,000 €** is dedicated to iterations of this type of open call, 300,000 € per iteration. Each winner may ask for up to 50,000 €.

The **PULL 1 Open Call for Farming, Forestry and Rural Challenges (FFRC)** will be published on **September 1<sup>st</sup>, 2023**. It is planned to finance **6 winners** in this call. The total sum for this iteration of the PULL Open Call is **300,000 €**, and each winner may ask for up to **50,000 €**.

Table 1 PULL 1 Open Call – application and selection timeline

|                           | Activity                              | Date                             |
|---------------------------|---------------------------------------|----------------------------------|
| Application and selection | Launch of the PULL 1 Open Call        | September 1 <sup>st</sup> , 2023 |
|                           | Deadline for submitting the proposals | November 30 <sup>th</sup> , 2023 |
|                           | Eligibility check                     | December 2023                    |
|                           | Evaluation and selection              | December 2023 - January 2024     |
|                           | Evaluation results and contracting    | February – March 2024            |

Table 2 PULL 1 Open Call – implementation timeline

|                | Activity          | Date                 |
|----------------|-------------------|----------------------|
| Implementation | Phase 1 - Design  | April – May 2024     |
|                | Phase 2 – Develop | June – December 2024 |
|                | Phase 3 - Market  | January – March 2025 |



## 2.2 Topics

Within ICAERUS PULL Open Call for Farming, Forestry and Rural Challenges (FFRC), the following types of applications/solutions (but not limited to) are expected to be funded, while more details can be found in the ICAERUS PULL Open Call Applicants' Guide:

- **Applying innovative solutions** that leverage drone technology to address specific challenges faced by farmers, foresters, and rural communities.
- **Sustainable agriculture**, e.g., using drones to support regenerative farming methods, reduce the use of pesticides and fertilisers, and improve soil health.
- **Logistics and supply chain management**, e.g., for transporting goods and deliveries to remote areas, managing inventory and distribution, and monitoring supply chain operations using drones.
- **Infrastructure monitoring and maintenance**, e.g., using drones to inspect and maintain roads, bridges and other critical infrastructure in rural areas.
- **Energy management**, e.g., using drones to monitor and optimise renewable energy systems such as wind turbines and solar panels (agrivoltaics).
- **Water management**, such as the use of drones to monitor and manage water resources, including dams, reservoirs and irrigation systems.
- **Public safety**, such as the use of drones for crime prevention and law enforcement, disaster relief and response, and emergency medical services.

It is important to note that the list above is only indicative and that the applicants are encouraged to submit proposals based on their own ideas related to the topic of ICAERUS PULL Open Calls. In order to be eligible, proposals need to address challenges in Rural Areas.

## 2.3 Eligibility criteria

ICAERUS PULL 1 Open Call is aimed at (but not limited to) European **agri-food producers, environmental monitoring entities and rural communities/cooperatives**. Detailed eligibility criteria are described in ICAERUS PULL Open Call Guidelines for applicants, Section 3.2 Eligibility criteria. Overall eligibility criteria for the ICAERUS PULL Open Calls are:

- Applicants need to be either an SME or rural community/cooperative (see 3.2.1 and 3.2.2 of the ICAERUS PULL Open Call for FFRC Guidelines for Applicants)
- The applicant must have a valid VAT number.
- Existing consortium members of ICAERUS project are not eligible for the Open Calls of ICAERUS.
- The proposal is delivered before the defined deadline, applying the requested submission procedure.
- Proposals shall only ask for funding for that part of the work that is not yet accomplished and will be carried out after having been selected for funding. Of course, this does not exclude the usage of e.g., results, IP, infrastructures or approaches already held by the applicants.
- Only one proposal per applicant can be selected for funding. Applicants that receive funding within one Open Call are not eligible to apply for additional funding in other ICAERUS Open Calls. In case an applicant submits more than one proposal within the same call and both (all) of them are shortlisted for funding, only the one with the highest score can be selected.

## 2.4 Submission procedure

The entry point for submitting of all proposals for ICAERUS Open Calls is the ICAERUS website, <https://icaerus.eu/open-calls/>.

Submissions received through any other channel will be automatically discarded.

Documents required in subsequent phases will be submitted via dedicated channels, which will be indicated by the ICAERUS consortium in the contracting phase.

In case multiple versions of an application are submitted, only the last version will be evaluated.

## **2.5 Origin of funds**

The funds provided through the Open Calls come directly from the funds of the Horizon Europe Project ICAERUS, which is funded by the European Commission under Grant Agreement Number 101060643.

In order to receive funding, any selected proposer will sign a dedicated Sub-Grant Agreement with the ICAERUS consortium.

More details on obligations of beneficiaries can be found in Chapter 5 of the PULL Open Call Applicants' Guide.

## **3. Points of contact**

For all the information related to ICAERUS Open Calls please state your question on FAQ section on the Open Call Hub/ICAERUS PULL 1 OC Tab, <https://opencallhub.eu/>, or contact us at [icaerus@opencallhub.eu](mailto:icaerus@opencallhub.eu).

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## **Annex 9: ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) – Applicants' Guide**



# Innovation and Capacity building

in Agricultural Environmental and Rural UAV Services



# ICAERUS

## **PULL Open Call for Farming, Forestry and Rural Challenges (FFRC)**

**Applicants' Guide**

**Note: ICAERUS PULL 1 Open Call Kit might be updated before the launch of the Call in September**



**Funded by  
the European Union**

Grant agreement N° 101060643

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## 1. Introduction

This document provides information regarding the ICAERUS Open Calls, with a focus on PULL Open Calls for Farming, Forestry and Rural Challenges (FFRC), including the eligibility and evaluation criteria. The document in its entirety and all associated Annexes must be read carefully for the submission of an application.

### 1.1 About ICAERUS



Drones are an efficient, flexible digital technology that can perform increasingly complex tasks without damaging the environment, however their widespread adoption across the agri-food sector has been limited by costs, knowledge gaps, regulatory and safety restrictions.

ICAERUS aims to tackle these challenges by **supporting and showcasing the effective, efficient, and safe deployment of drones in applicable settings** and to **identify risks and added values associated with their use**. The ICAERUS vision is to explore drone-based opportunities and provide a more complete and interconnected account of their potential and impacts as multi-purpose vehicles in EU agriculture, forestry and rural areas.

ICAERUS will utilize an **application-oriented approach** to explore multi-purpose drone use in 5 specific drone applications, representing the most important sectoral and societal drone usage purposes in Europe. ICAERUS also plans to use **research, technology optimization, demonstration, and drone education** to create an efficient, trusted, and safe environment for the **EU drone service market** to flourish contributing to the achievement of the EU's decarbonization, digitalization and resilience. ICAERUS will also produce several exploitable results that will offer extensive positive impact including the ICAERUS platform.

ICAERUS Use Cases are large-scale multi-actor experiments and demonstration events aiming to optimise, test and demonstrate drone technology and showcase multiple drone applications while assessing and reducing their associated risks. Use Cases will take place in 5 countries and span across the 5 most important sectoral and societal drone usage purposes:

- 1) **Crop Monitoring UC (Spain):** a) **Demonstrate** the capacity of drones in disease and plant stress identification and weed detection in vineyards; b) **assess** drones as a 3D canopy reconstruction tool in vineyards, using aerial (top) with ground (side) image acquisition; c) **Develop** a user-friendly dashboard as a decision support system (DSS), for drone data analysis, visualisation and actions recommendations.
- 2) **Drone Spraying UC (Greece):** a) **Test and assess** spraying configurations for optimal drone spraying applications in field conditions; b) **compare** the efficiency and environmental impact of existing conventional spraying to drone spraying practices; c) **Identify** risks and develop mitigation strategies related to drone-based plant protection applications.
- 3) **Livestock Monitoring UC (France):** a) **Evaluate** drone solutions for monitoring different grazing cattle and sheep systems, building on existing and implemented solutions and avoiding duplication of effort; b) **assess** their labour-reduction capabilities for drone-based herd monitoring; c) **Examine** governance models and drone adoption barriers and drivers.
- 4) **Forestry and Biodiversity UC (Lithuania):** a) **Monitor** forest tree health through the use of drones, satellites and data science; b) **identify and inspect** areas of potentially high fire risk; c) **Monitor ecosystems** and assess biodiversity and wildlife populations; d) **Evaluate** the capacity of drones to manage or prevent the expansion of infectious diseases affecting both feral and domestic animals.



- 5) **Rural Logistics UC (Greece & N. Macedonia):** a) **Design and develop** an innovative drone-delivery fleet management system; b) **Automate** drone navigation operations by integrating state-of-the-art technologies; c) **Assess** three types of drones on delivery parcel size/weight and distance; d) **Implement** Drone as a Service (DAAS) model principles.



Figure 1 ICAERUS use cases

## 1.2 ICAERUS Approach

In order to achieve its vision, ICAERUS project will “rise up” by advancing existing drone software technology and knowledge, and utilize research to optimise and demonstrate technology and educate stakeholders. scale-up, technology optimisation, demonstration and education. Along with the ICAERUS platform, which is central to the project the following six major results will support the effective, efficient and safe incorporation of drones in the EU:

- The **ICAERUS Platform** - A one-stop web-based interactive platform to be used as the central node for information dissemination, communication and collaboration to increase the use of drones for sectoral and societal purposes.
- **Drone Market Landscape** - An inventory of current drone market intelligence, including actors, needs and innovations, standards, regulations, and risks.
- **Drone Data Analytics Library** - An open-access repository of the most significant existing and emerging drone data analytics models and algorithms according to the requirements of the end-users
- **ICAERUS Use Cases and Open Call Trials** - large-scale multi-actor experiments and demonstration events where drone technology (hardware and software systems) will be optimised, tested and demonstrated, to showcase multiple ways in which drones can be applied, whilst assessing and reducing associated risks.
- **Socio-economic and Environmental Impact Assessment (SEIA) Results** - An assessment of the factors influencing the decision-making process for adopting drone technologies, the economic benefits of the multi-purpose use of drones, and the environmental impacts associated with their uptake.
- **Inclusive Business and Governance Models** - A set of inclusive business and governance models that empower people to explore the opportunities of using drones and facilitate better informed decision-making processes, as well as helping to shape future policy design.

- **ICAERUS Academy** - The capacity building element of the ICAERUS Platform offering: i) A free, open access online training course, ii) Onsite learning workshops, and iii) Value-added services for Open Calls beneficiaries.

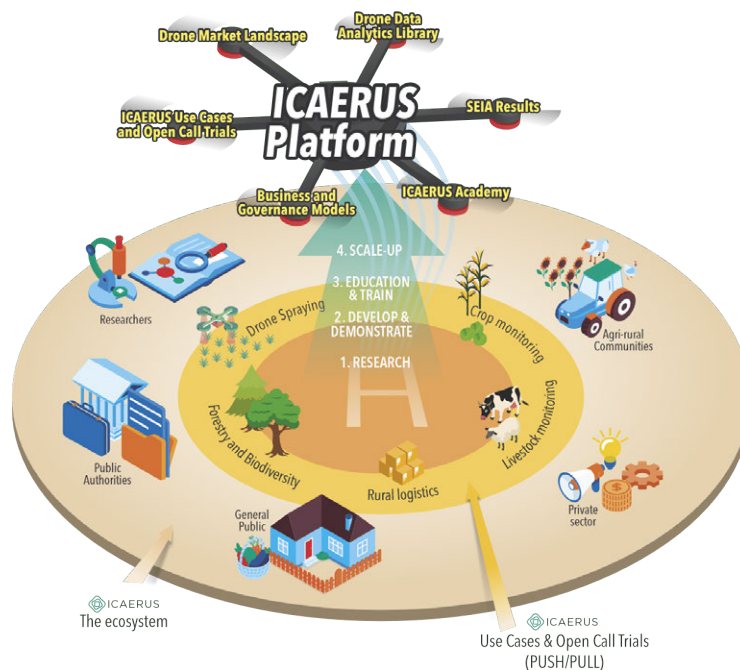


Figure 2 ICAERUS concept

### 1.3 ICAERUS Open Calls

ICAERUS will build upon the existing network through the issue and promotion of two (2) types of Open Calls (PUSH/PULL) providing financial support to third parties, as a **mechanism to harvest ideas** and datasets from the ecosystem and **accelerate the formation of a European network** for the effective and efficient adoption of drone technologies. The Open Calls will include:

- PUSH Open Calls for Innovation Development (ID) and
- PULL Open Calls for Farming, Forestry and Rural Challenges (FFRC)

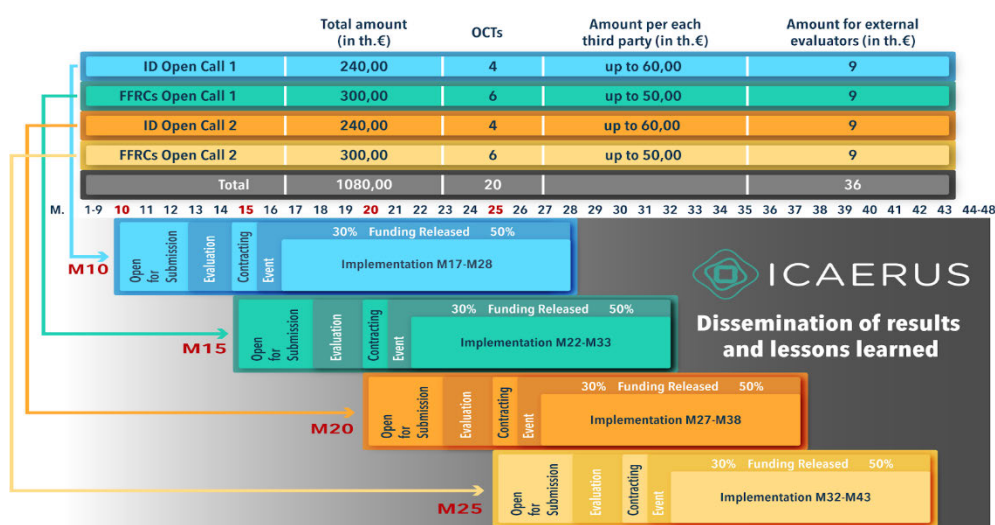


Figure 3 Graphical overview of Open calls

Both types of the Open Calls will have two release dates. In total, a **1,080,000 €** budget is allocated for financial support to third parties. The Open Calls will result in **8 PUSH Innovation Development winners** (480,000 € for ID - up to 60,000 € for each third party) and **12 PULL Farming, Forestry and Rural**

**Challenges winners** (600,000 € for FFRC - up to 50,000 € for each third party). Each sub-project accepted will last for **12 months** and be divided into 3 phases: Design, Development and Market.

## 2. PULL Open Call for Farming, Forestry and Rural Challenges (FFRC)

### 2.1 General Information

ICAERUS PULL Open Calls for Farming, Forestry and Rural Challenges (FFRC) aim to attract **end-users (agri-food producers, environmental monitoring entities and rural communities)** to utilize drones and services built around them for **individual commercial needs** (e.g., crop production, early warning systems...) and/or **community-related issues** (e.g., disaster risk reduction, forest/wildlife conservation, etc.).

The 2 PULL Open Calls for Farming, Forestry and Rural Challenges (FFRC) will be initiated on **M15** and **M25** respectively and after proposal submission and evaluation, the selected stakeholders will apply the ICAERUS outputs to address their challenges between **M22-M33** and **M32-M43** respectively. The PULL Open Calls will result **12 FFRCs winners**. A total sum of **600,000 €** is dedicated to iterations of this type of open call, 300,000 € per iteration. Each winner may ask for up to 50,000 €.

The PULL 1 Open Call for Farming, Forestry and Rural Challenges (FFRC) will be published on **September 1<sup>st</sup>, 2023**. It is planned to finance **6 winners** in this call. The total sum for this iteration of the PULL Open Call is 300,000 €, and each winner may ask for up to 50,000 €.

### 2.2 Topics for Farming, Forestry and Rural Challenges (FFRC)

Within ICAERUS PULL Open Call for Farming, Forestry and Rural Challenges (FFRC), the following types of applications/solutions (but not limited to) are expected to be funded:

- **Applying innovative solutions** that leverage drone technology to address specific challenges faced by farmers, foresters, and rural communities.
- **Sustainable agriculture**, e.g. using drones to support regenerative farming methods, reduce the use of pesticides and fertilisers, and improve soil health.
- **Logistics and supply chain management**, e.g. for transporting goods and deliveries to remote areas, managing inventory and distribution, and monitoring supply chain operations using drones.
- **Infrastructure monitoring and maintenance**, e.g. using drones to inspect and maintain roads, bridges and other critical infrastructure in rural areas.
- **Energy management**, e.g. using drones to monitor and optimise renewable energy systems such as wind turbines and solar panels (agrivoltaics).
- **Water management**, such as the use of drones to monitor and manage water resources, including dams, reservoirs and irrigation systems.
- **Public safety**, such as the use of drones for crime prevention and law enforcement, disaster relief and response, and emergency medical services.

Examples of applications eligible for funding:

- **Crop monitoring and analysis using drones:** Applying software and hardware solutions for the use of drones to collect and analyse data on crops, such as growth rates, yield estimates and pest infestations.

- **Precision agriculture with drones:** Applying drone-based systems for precision agriculture, e.g., for mapping soil moisture, applying fertilisers and pesticides and managing irrigation systems.
- **Monitoring forests and wildlife with drones:** Applying drone systems for forest and wildlife monitoring, including habitat mapping, animal tracking and forest fire detection.
- **Disaster management and risk reduction using drones:** Apply drone-based systems for disaster management, e.g., for search and rescue missions, delivery of medical supplies and providing situational awareness in disaster scenarios.
- **Environmental monitoring with drones:** Applying drone-based systems for environmental monitoring, e.g., for mapping water quality, measuring air pollution and tracking changes in land use.
- **Rural connectivity through drones:** Applying drone-based solutions for rural community connectivity, e.g., for providing internet access or communication during natural disasters.

It is important to note that the list above is only indicative and that the applicants are encouraged to submit proposals based on their own ideas related to the topic of ICAERUS PULL Open Calls. In order to be eligible, proposals need to address challenges in Rural Areas.

## 2.3 Submission procedure

The entry point for submitting of all proposals for ICAERUS Open Calls is the ICAERUS website, <https://icaerus.eu/open-calls/>.

Submissions received through any other channel will be automatically discarded.

Documents required in subsequent phases will be submitted via dedicated channels, which will be indicated by the ICAERUS consortium in the contracting phase.

## 2.4 Language

English is the official language for ICAERUS Open Calls. Applications submitted in any other language will not be evaluated. English is also the only official language throughout the whole execution of the ICAERUS project. This means all requested contributions must be submitted in English to be eligible.

## 2.5 Documentation format

Any document requested in any of the phases must be submitted electronically in PDF format without restrictions for printing. When filling in the proposal template, make sure to keep provided set formatting of the document, including margins, font size and do not exceed the defined maximum of 10 pages.

## 2.6 Origin of the funds

All sub-grantees will sign a dedicated sub-grant Agreement with the ICAERUS consortium. The funds provided to the sub-grantee Agreement come directly from the funds of the European Project ICAERUS funded itself by the European Commission under Grant Agreement Number 101060643, and remain therefore, property of the EU until the balance is paid, whose management rights have been transferred to the project partners in ICAERUS. This relation between the sub-grantees and the European Commission through ICAERUS project carries a set of obligations to the sub-grantees with the European Commission. It is the responsibility of the sub-grantees to fulfil these, and of the ICAERUS consortium partners to inform them of these.

More details on obligations of sub-grantees can be found in Chapter 5.



### 3. Proposal submission and Selection

In the first iteration of the PULL Open Call for Farming, Forestry and Rural Challenges (FFRC), ICAERUS will select 6 FFRC solutions. All Open Call winners must meet the eligibility criteria outlined in this Section and sign and submit the same documents. At the time of application, all applicants must submit the following: Annex 4 (Declaration of Honour) and Annex 5 (Declaration of Conducting Business/SME Declaration/Business Activity Statement or equivalent document/Declaration for Rural Communities/Cooperatives).

During the contracting phase, winners of the Call for Farming, Forestry and Rural Challenges (FFRC) must also provide: Annex 6 (Bank account information) and three signed copies of the Sub-grant Agreement for ICAERUS Open Call winners, which will be given to them upon being declared a winning applicant. Figure 4 below presents the provisional timeline during which each relevant phase for the applying to the ICAERUS PULL 1 Open Call for Farming, Forestry and Rural Challenges (FFRC) will take place. The dates may change due to unforeseen events and situations. Therefore, these are an indication of what is initially expected; the dates are to be confirmed by the ICAERUS team along the process and are not binding.

During the contracting phase, winners of the ICAERUS PULL 1 Open Call for Farming, Forestry and Rural Challenges (FFRC) must also provide: Annex 6 (Bank account information) and three signed copies of Sub-grant Agreement for ICAERUS Open Call winners (indicative model given as an Annex 7), which will be given to them upon being declared the winning applicant. Figure below presents the provisional timeline during which each relevant phase of the ICAERUS PULL 1 Open Call for Farming, Forestry and Rural Challenges (FFRC) will take place. The dates may change due to unforeseen events and situations. Therefore, these are an indication of what is initially expected; the dates are to be confirmed by the ICAERUS team along the process and in agreement with the EC and are not legally binding.

An initial timeline for PULL 1 Open Call for FFRC can be seen below:

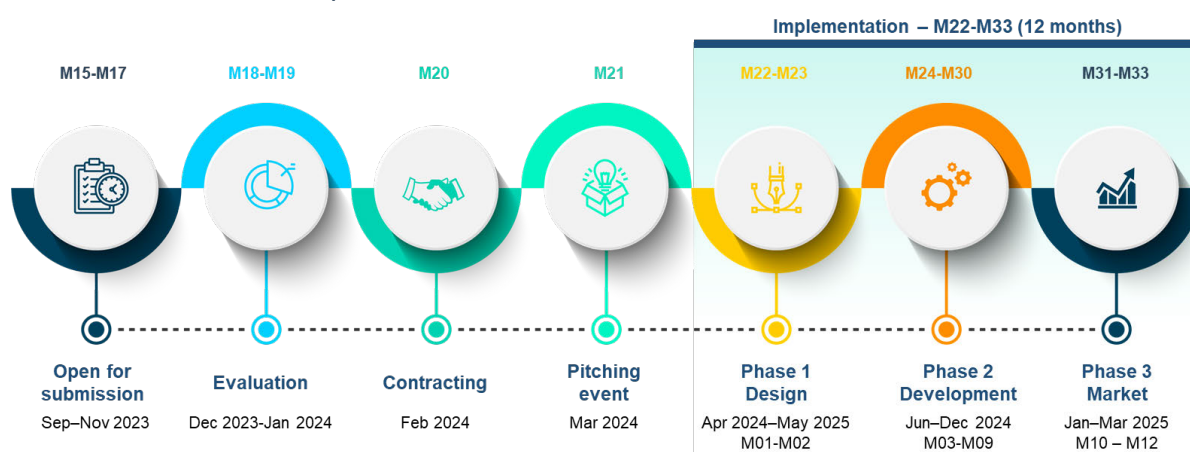


Figure 4 Timeline of the activities in PULL 1 Open Call for Farming, Forestry and Rural Challenges (FFRC)

#### 3.1 Open Call Publication

ICAERUS PULL 1 Open Call for Farming, Forestry and Rural Challenges (FFRC) will be published on the ICAERUS website, <https://icaerus.eu/open-calls/>, and Funding & Tenders Portal on **September 1<sup>st</sup>, 2023** and it will remain open until **November 30<sup>th</sup>, 2023**. The publication will be supported by the Open Call Kit, which includes the following documents:

1. Open Call text, which provides the scope and objectives of the open call.

2. Applicants' Guide, this document.
3. Proposal template, word document to be submitted as a PDF in the application phase.
4. Declaration of Honour (DoH), which declares that all conditions of the Open Call are accepted by an SME/cooperative legal representative.
5. Declaration of conducting business, which declares that the applicant is an SME according to EC standards. In case of Rural communities/cooperatives, a confirmation from responsible authority/registry (e.g., Commercial court or similar) should be uploaded.
6. Bank account information, which collects information on the applicant's bank account where the ICAERUS payments will be transferred to (only for winners of the Open Call).
7. Indicative Model sub-grant agreement, for information purposes only.
8. Frequently asked questions & answers published at the community feed of the specially dedicated channel for ICAERUS Project and Open Calls on the Open Call Hub Platform/ICAERUS PUSH 1 OC tab, <https://opencallhub.eu/>

## 3.2 Eligibility Criteria

ICAERUS PULL 1 Open Call is aimed at (but not limited to) European **agri-food producers, environmental monitoring entities and rural communities/cooperatives**. Detailed eligibility criteria are described in this section. Overall eligibility criteria for the ICAERUS PULL Open Calls are:

- Applicants need to be either an SME or rural community/cooperative (see 3.2.1 and 3.2.2)
- The applicant must have a valid VAT number.
- Existing consortium members of ICAERUS project are not eligible for the Open Calls of ICAERUS.
- The proposal is delivered before the defined deadline, applying the requested submission procedure.
- Proposals shall only ask for funding for that part of the work that is not yet accomplished and will be carried out after having been selected for funding. Of course, this does not exclude the usage of e.g., results, IP, infrastructures or approaches already held by the applicants.
- Only one proposal per applicant can be selected for funding. SMEs that receive funding within one Open Call are not eligible to apply for additional funding in other ICAERUS Open Calls. In case an applicant submits more than one proposal and both (all) of them are shortlisted for funding, only the one with the highest score can be selected.

### 3.2.1 Definition of an SME eligible for ICAERUS Open Calls

An SME is considered as such if it complies with the European Commission Recommendation 2003/361/EC<sup>1</sup>, and the SME user guide<sup>2</sup>. In summary, the criteria which define an SME are the following:

- Independent, partner or linked enterprises, with financial and staff figures calculated in accordance with instructions given by Recommendation 2003/361/EC<sup>3</sup>.
- It is a legal entity established and based in one of the EU Member States or an HE Associated country as defined in HE rules for participation<sup>4</sup> (see section 3.2.2).
- Headcount in Annual Work Unit (AWU) less than 500.
- Annual turnover less or equal to €100 million.

If applicants are not sure whether they comply with the SME criteria, an online SME self-assessment questionnaire is provided by the EC, for these purposes, on this link: [SME self-assessment questionnaire](#).

<sup>1</sup> European Commission Recommendation 2003/361/EC.

<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2003:124:0036:0041:en:PDF>

<sup>2</sup> SME definition: <https://op.europa.eu/s/ouL1>

<sup>3</sup> <https://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2003:124:0036:0041:en:PDF>

<sup>4</sup> [https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation-horizon-euratom\\_en.pdf](https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation-horizon-euratom_en.pdf)



### 3.2.2 Definition of a Rural Community/cooperative for ICAERUS Open Call

A **rural community/cooperative** is a group of people in a rural area who form an organisation to address common challenges, based on democratic decision-making, equality and mutual support. The cooperative does not need to be an SME but must provide confirmation of registration from a business registry such as the Commercial Court in order to participate in the ICAERUS Open Call.

### 3.2.3 Definition of eligible countries

Association with Horizon Europe is governed by the Horizon Europe Regulation 2021/6951. Legal entities from associated countries can participate under the same conditions as legal entities from the EU Member States, unless specific restrictions or conditions are set in the work programme and/or call/topic text. Such measures could include the limitation of participation in certain actions to legal entities established only in the EU, or in the EU and specified non-EU countries, in order to safeguard the EU's strategic assets, interests, autonomy or security.

According to the *EU Grants: List of Participating Countries (HE): V2.4 – 15.01.2023<sup>4</sup>*, besides the **EU Member States** (including their outermost regions, as well as **Overseas Countries and Territories (OCT)** linked to EU Member), the following **Horizon Europe associated countries** are eligible to receive funding through ICAERUS Open Calls (listed in alphabetical order): Albania, Armenia, Bosnia and Herzegovina, Faroe Islands, Georgia, Iceland, Israel, Kosovo<sup>5</sup>, Moldova, Montenegro, North Macedonia, Norway, Serbia, Tunisia, Turkey, and Ukraine.

Additional countries that are eligible for funding are:

1. Morocco (applicable for the entire Programme)
2. United Kingdom (applicable for the entire Programme<sup>6</sup>)
3. Switzerland (funded through its own funding programme and budget).

Participants (other third countries) from the following low- to middle-income countries are **automatically eligible** for funding according to the List of Participating Countries in Horizon Europe<sup>Error! Bookmark not defined.</sup>, as of January 15<sup>th</sup>, 2023:

Participants from the following low- to middle-income countries are automatically eligible for funding:

- Afghanistan, Algeria, Angola, Argentina, Azerbaijan
- Bangladesh, Belarus, Belize, Benin, Bhutan, Bolivia, Botswana, Burkina Faso, Burundi
- Cabo Verde, Cambodia, Cameroon, Central African Republic, Chad, Colombia, Comoros, Congo (Democratic Republic), Congo (Republic), Costa Rica, Côte d'Ivoire, Cuba
- Djibouti, Dominica, Dominican Republic
- Ecuador, Egypt (Arab Republic), El Salvador, Equatorial Guinea, Eritrea, Eswatini, Ethiopia
- Fiji
- Gabon, Gambia, Ghana, Grenada, Guatemala, Guinea, Guinea-Bissau, Guyana
- Haiti, Honduras
- Indonesia, Iran (Islamic Republic), Iraq
- Jamaica, Jordan
- Kazakhstan, Kenya, Kiribati, Korea (Democratic People's Republic), Kyrgyz Republic
- Lao (People's Democratic Republic), Lebanon, Lesotho, Liberia, Libya
- Madagascar, Malawi, Malaysia, Maldives, Mali, Marshall Islands, Mauritania, Mauritius, Micronesia (Federated States), Mongolia, Morocco, Mozambique, Myanmar
- Namibia, Nepal, Nicaragua, Niger, Nigeria

<sup>5</sup> This designation is without prejudice to positions on status, and is in line with UNSCR 1244/1999 and the ICJ Opinion on the Kosovo declaration of independence.

<sup>6</sup> The UK will participate in all parts of the Horizon Europe programme with the only exception of the EIC Fund

- Pakistan, Palestine<sup>6</sup>, Papua New Guinea, Paraguay, Peru, Philippines
- Rwanda
- Samoa, São Tomé and Príncipe, Senegal, Sierra Leone, Solomon Islands, Somalia, South Africa, South Sudan, Sri Lanka, St. Lucia, St. Vincent and the Grenadines, Sudan, Suriname, Syrian Arab Republic
- Tajikistan, Tanzania, Thailand, Timor-Leste, Togo, Tonga, Tunisia, Turkmenistan, Tuvalu
- Uganda, Ukraine, Uzbekistan
- Vanuatu, Venezuela (Bolivarian Republic), Vietnam
- Yemen Republic
- Zambia, Zimbabwe.

### 3.3 Eligible costs

ICAERUS projects follows the guidelines of the European Commission in terms of cost eligible for financing within its open calls. According to the *EU Grants: AGA — Annotated Model Grant Agreement: V0.2 DRAFT– 30.11.2021*<sup>7</sup>, the following cost categories are considered eligible:

1. **Personnel costs** – Costs of the personnel realizing the work and preparing the deliverables/reports after each of the 3 phases. Calculate personnel costs according to the rules and regulations of your country and real labour market data regarding the relevant positions. For the proposal template, only the final amount allocated to personnel costs is necessary. Personnel costs are considered direct costs and can't be managed as indirect cost.
2. **Travel costs** – Travel costs necessary for the execution of the sub-project.
3. **Equipment costs** – Borrowing or loaning of the necessary equipment is not eligible, only depreciation costs for purchased equipment are eligible.
4. **Other goods & services** – Other goods and services include, for instance, consumables and supplies, dissemination (including open access), protection of results, certificates on the methodology, translations and publications.
5. **Subcontracting** - Subcontracting should be clearly justified. Costs must be reasonable and comply with the principle of sound financial management. Coordination tasks cannot be subcontracted. You should ensure that there are sufficient details for: the action tasks, the estimated budget, the procedure that will be followed to ensure best value-for-money. Any kind of organization could be subcontracted, provided that they are not part of the ICAERUS consortium. The evaluators will assess the scope and value-for-money aspects of subcontracting and their assessment will be reflected in the score of each proposal. Subcontracting is allowed for up to maximum of 60% of the proposed budget when properly justified. When submitting the proposal applicants should only write the total amount for subcontracting. Selected applicants should follow the standards for subcontracting set by the European Commission, ensuring best value for money and absence of conflict of interest, during the project implementation. Procurement should be done according to the national and European regulation that is applied to your institution.
6. **Indirect costs** - Indirect costs (overheads) could be up to 25% of the direct cost. Subcontracting is not included in indirect cost calculation.

### 3.4 Application process

#### 3.4.1 Applicants' registration

Interested applicants should register at the ICAERUS PULL 1 Open Call page on the [Open Call Hub](#). This will be the central interface for managing the proposal applications for the remainder of the Open Call.

<sup>7</sup> [https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/aga\\_en.pdf](https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/aga_en.pdf)

The information on ICAERUS PULL Open Call for FFRC will also be available at the specially dedicated page of the ICAERUS website, <https://icaerus.eu/open-calls/>, as well as the Funding & Tenders Portal.

It is important to note that only individuals registered on the Open Call Hub platform will be in position to apply for the ICAERUS Open Call, but also to submit questions on the dedicated FAQ section on the Open Call Hub platform.

### 3.4.2 Application preparation

Please follow the steps:

1. Please register to the platform prior to the submission of your proposal.
2. For the application preparation, the applicants are requested to apply online and provide all necessary information. Applicants must submit all requested documents on this application platform.
3. Applicants that do not accept the terms and conditions and do not sign and upload to the platform the completed Declaration of Honour (Annex 4) and the Declaration of Conducting Business (Annex 5), both in PDF format, will not be able to submit the application. Later submissions of these documents will not be accepted.
4. In case applicants have any technical difficulties, they should contact the FSH support team at [icaerus@opencallhub.eu](mailto:icaerus@opencallhub.eu).

**It is strongly recommended not to wait until the last minute to submit the application. Failure of the application to arrive in time for any reason, including network communications delays or working from multiple browsers or multiple browser windows, is not acceptable as an extenuating circumstance. The time of receipt of the application as recorded by the submission system will be definitive.**

Technical issues may occur with large documents in different formats. ICAERUS project does not bear responsibility for technical problems at any stage. Make sure to check and test upload on time. If technical issues do arise, applicants may contact ICAERUS team for support, via email: [icaerus@opencallhub.eu](mailto:icaerus@opencallhub.eu), until November 28th at 17:00 CET (48 hours prior to the deadline).

### 3.4.3 The application reception

Submissions will **ONLY** be done via the OCH platform/ICAERUS PUSH 1 tab on <https://opencallhub.eu/>. A full list of applicants will be drafted containing their basic information for statistical purposes and clarity (which will be also shared with the EC for transparency). **The application reception will close at 17:00 CET (Brussels time) on November 30<sup>th</sup>, 2023.**

## 3.5 Evaluation process

### 3.5.1 Eligibility check

Once the Open Call for PULL trials has been closed (November 30<sup>th</sup>, 2023), an eligibility check will be carried out in order to discard non-eligible applications. The eligibility check will be carried out by ICAERUS Advisory Board, consisting of representatives from domain experts (AUA); drone specialists (GS); models experts (WU); and business and governance model experts (FSH), in December 2023. Please note that only complete applications will be considered, those with missing or incomplete information will be discarded.

This procedural part of the evaluation will verify if:

- i) alignment with the Open Calls' objectives,
- ii) address of challenges in rural areas,
- iii) eligible legal entity in eligible HE country,

- iv) proposal not pre-submitted in the other open calls,
- v) proposed work to be carried out after the selection process,
- vi) all required documents are correctly submitted,
- vii) timely and in accordance with the rules, submission.

During the eligibility check the applicants might be requested to provide additional explanations if their application raises questions such as, but not limited to, ambiguity of the information, inconsistencies which are obvious error, among others. In that case, applicants may be given 3 working days from the day of notification to correct or provide additional documents to complete their initial application. If the requested corrections are not provided in the time specified, their application will be discarded and will not continue to evaluation.

### 3.5.2 Remote Evaluation

The evaluation will be done by a carefully selected pool of external reviewers. Each proposal will be reviewed by two different reviewers, with specific technical and/or business expertise related to the topics of the call. Remote evaluation will be performed during January 2024.

### 3.5.3 Key points for evaluation

All eligible proposals will be assessed by two expert evaluators against the following **award criteria**:

- i) concept and feasibility – 30%,
- ii) technology readiness and innovation development – 20%,
- iii) impact and exploitation – 30%,
- iv) organisational capacity, sufficiency in the applicant's background and allocation of resources – 20%.

Each criterion can be scored from 1 to 5 with a threshold of 3 points in each category and 12 points in total.

Some specific cases might require the organization of **remote (online) consensus meetings** between the evaluators in order to align evaluation reports (i.e., in case of large discrepancies between the marks given by the evaluators, or similar).

In case consensus is not reached after the remote evaluation by external experts, **an interview of the applicant** by the Advisory Board will be conducted. The following weighted criteria are to be evaluated:

- a) confirmation of proposed targets/technology 40%),
- b) viability of proposed business model (30%),
- c) reliability to reach exploitation milestones (30%).

### 3.5.4 Redress procedure

Within five working days of the delivery of a rejection letter considering the application as noneligible or an Evaluation Summary Report that ranks the application below the selection threshold, the applicants may submit a request for redress to the ICAERUS Advisory Board via the following mail: [icaerus@opencallhub.eu](mailto:icaerus@opencallhub.eu) if they believe there has been a procedural shortcoming in the way their application has been evaluated or if they believe that the results of the eligibility checks are incorrect.

The redress may address the eligibility check and/or evaluation procedural activity of the application. The request for redress must clearly explain the redress points and elaborate on every stated point. Request must be:

- Related to the evaluation procedural process or eligibility checks, for example errors like a freelancer (with a registered VAT number) being discarded as ineligible by accident,

- Clearly describing the complaint,
- Received within the time limit (five working days) from the reception of a rejection letter considering the application as non-eligible or an Evaluation Summary Report that ranks the application below the selection borderline,
- Sent by the SME legal representative, or the SME representative that has submitted the application.

In this case, ICAERUS Advisory Board will examine the request for redress within two working days and decide whether the application in question will be re-evaluated or the request for redress will be rejected. If there is clear evidence of a shortcoming that could affect the eventual decision to select an applicant as a winning entity of the Open Call, it is possible that all or part of the application will be re-evaluated. The ICAERUS Advisory Board's role is to ensure a coherent interpretation of such requests and equal treatment of applicants.

Please note:

- This procedure is concerned only with the evaluation procedural activities and/or eligibility checking process. The ICAERUS Advisory Board will not call into question the business or technical judgement of appropriately qualified experts.
- Any redress request that calls into question the technical/business judgement of appropriately qualified experts will automatically be rejected.
- A re-evaluation will only be carried out if there is evidence of a shortcoming that affects the final decision on whether to select the applicant as a winning entity or not. This means, for example, that a problem relating to one evaluation criterion will not lead to a re-evaluation if an application has failed anyway on other criteria.
- The evaluation score following any re-evaluation will be regarded as definitive. It may be lower than the original score.

Only one request for redress per application will be considered by the committee. If more requests for redress are submitted, only the first request sent will be taken into consideration. The application that is approved for re-evaluation will be re-evaluated timely and prior to the contract preparation phase. In case an application under the redress procedure is re-evaluated and the new evaluation score is higher, it will be included in the final overall ranking. In case the application under the redress procedure ranks higher than the last application on the initial list set to receive funding, then the application under the redress procedure will be determined the winner.

### 3.5.5 Contracting

After the Open Call evaluation conclusion and projects selection, the ICAERUS Open Call Manager and Treasurer (FSH), assisted by the project Coordinator (AUA) will start the contract preparation in collaboration with the winning applications' representatives. Contract preparation will go via an administrative and financial checking. On a case-by-case approach, a phone call or teleconference may be needed for clarification.

The objective of the contract preparation is fulfilling the legal requirements between the ICAERUS consortium and every beneficiary of the call. The items covered will be:

- To validate the status information of the SME, the following documents will be required:
  - **Legal existence:** Company Register, Official Gazette or other official document per country showing the name of the organisation, the legal address and registration number and a copy of a document proving VAT registration (in case the VAT number does not show on the registration extract or its equivalent).



- Legal proof that the applicant's organization is not under liquidation or has filed for bankruptcy.
- **Bank Account Information:** The account where the funds will be transferred will be indicated via a form signed by the legal representative and the bank representative. The account should be a business bank account of the winning entity. The financial information should not be older than three months.

The Subgrantee assumes full responsibility on the bank account info they provide through *Annex 6 – Bank account information*. For instance, if they provide a wrong IBAN, and the ICAERUS team proceeds with the transfer to that account, they will assume any costs related to the transfer (expenses with the return of the amount from the wrong bank account and/or expenses with the new transfer will be deducted from their grant transfer). Ultimately, in a worst-case scenario, if the ICAERUS team does not manage to recover the amount transferred to the wrong bank account, the winning entity who provided a wrong IBAN will not be able to claim that payment.

The request, by the ICAERUS consortium, of the above documentation will be done within designated deadlines. The sub-project contract negotiations will be carried out during February/March 2024.

In case negotiations have not been concluded within the above period, the application is automatically rejected and the next application in the reserve list is invited.

The Sub-grant agreement will be signed between the ICAERUS consortium represented by the Treasurer (FSH) and the winning entity.

## 4. Implementation of PULL 1 winners for FFCR

### 4.1 Implementation timeline and activities

The implementation will be divided in 3 phases: **Phase.1 - Design** (M1-M2), **Phase.2 - Development** (M3-M9), and **Phase.3 - Market** (M10-M12 months). Each of the 3 phases will be completed with submission of deliverable, which summarized the work done during that phase, namely an Activity plan resulting from Phase 1, Results demonstration as a result of Phase 2, and Report on market associated activities as a result of Phase 3.



Figure 5 Implementation timeline and activities



## 4.2 Reviews

The review process will be followed for each phase of the implementation and will be conducted by the ICAERUS Open Call Advisory Board, chaired by ICAERUS project coordinator. Once the deliverable is received, it will be assessed by the ICAERUS Open Call Advisory Board members. A request for the deliverable's update may occur with specific requirements for what should be modified. When the deliverable is officially accepted, the Chair of the AB will inform the Treasurer and the payment will be released.

Based on the results of the review and acceptance of respected deliverables, payment will be made towards the subgrantees in the following modalities:

**Phase 1 - Design** (M02), Deliverable: Activity plan - Payment of **30%** of the total fund.

**Phase 2 - Development** (M09), Deliverable: Results demonstration - Payment of **50%** of the total fund.

**Phase 3 - Market** (M12), Deliverable: Report on market associated activities - Payment of **final 20%** of the total fund.

## 5. Applicants' responsibility

The selected Subgrantees are indirect beneficiaries of European Commission funding. As such, they are responsible for the proper use of the funding and ensure that the beneficiaries comply with the obligations set out in HE specific requirements as described in [HORIZON.2.6 - Food, Bioeconomy Natural Resources, Agriculture and Environment](#). The obligations that are applicable to the beneficiaries include (but are not limited to):

### 5.1 Conflict of interest

The Subgrantee representative must take all measures to prevent any situation where the impartial and objective implementation of the subproject is compromised for reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest ('conflict of interests'). At the same time, applicants cannot be affiliated with consortium partners, nor can they be employees of the consortium partners. All potential conflicts of interest will be assessed carefully. Please see more info [HERE](#).

They must formally notify to the ICAERUS consortium without delay of any situation constituting or likely to lead to a conflict of interests and immediately take all the necessary steps to rectify this situation. The ICAERUS consortium may verify that the measures taken are appropriate and may require additional measures to be taken by a specified deadline.

If the Subgrantee representative breaches any of its obligations, the Sub-grant agreement may be automatically terminated. Moreover, if the Sub-grant Agreement is terminated due to a breach made by the Subgrantee, the ICAERUS consortium reserves the right to suspend further payments to the Subgrantee and claim the Subgrantee the full refund of all payments made to the Subgrantee up to date.

### 5.2 Linked applicants

In the case of applications submitted by linked applicants<sup>8</sup>, all must clearly state the differences between them including but not limited to, technical aspects, market strategy and team composition, so that no doubt remains that there is no risk of double funding. In order to properly assess these concerns ICAERUS

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<sup>8</sup> User guide to the SME Definition: <https://op.europa.eu/en/publication-detail/-/publication/79c0ce87-f4dc-11e6-8a35-01aa75ed71a1>

may assign all applications to the same set of evaluators and, should any doubt remain after the completion of evaluation process for eligible applications, exclude all applications.

### 5.3 Ethics, Data Protection & Confidentiality

During implementation of the sub-project and for five years after the end of the sub-project, the parties must keep confidential any data, documents or other material (in any form) that is identified as confidential at subcontract signing time ('confidential information').

If a Subgrantee SME requests, the Commission and the ICAERUS consortium may agree to keep such information confidential for an additional period beyond the initial five years. This will be explicitly stated in the Sub-grant Agreement. If information has been identified as confidential during the subproject execution or only orally, it will be considered confidential only if this is accepted by the ICAERUS Coordinator and confirmed in writing within 15 days of the oral disclosure. Unless otherwise agreed between the parties, they may use confidential information only to implement the Agreement.

The Subgrantee representative(s) may disclose confidential information to the ICAERUS consortium and to the selected reviewers, who will be bounded by a specific Non-Disclosure Agreement.

Applicants must confirm that all proposed services, including the means of their delivery and upkeep, have been reviewed to ensure compliance with all relevant legislation on data protection, privacy, and fundamental rights.

### 5.4 Promoting the action and giving visibility to the EU funding

The Subgrantees must promote the sub-project, the ICAERUS project and its results, by providing the description of their project upon request from the ICAERUS Consortium and highlight the financial support of the EC.

Unless the European Commission or the ICAERUS coordinator requests or agrees otherwise or unless it is impossible, any communication activity related to the action (including in electronic form, via social media, etc.), any publicity, including at a conference or seminar or any type of information or promotional material (brochure, leaflet, poster, presentation etc.), and any infrastructure, equipment and major results funded by the grant must:

- a. display the EU emblem,
- b. display the ICAERUS logo, and
- c. include the following text:

*For communication activities: "This project has indirectly received funding from the European Union's Horizon Europe research and innovation programme under project ICAERUS (grant agreement No 101060643)".*

When displayed in association with a logo, the European emblem should be given appropriate prominence. This obligation to use the European emblem in respect of projects to which the EC contributes implies no right of exclusive use. It is subject to general third-party use restrictions which do not permit the appropriation of the emblem, or of any similar trademark or logo, whether by registration or by any other means. Under these conditions, the Subgrantee is exempted from the obligation to obtain prior permission from the EC to use the emblem. Further detailed information on the EU emblem can be found on the Europa web page.

Any publicity made by the Subgrantee with respect to the project, in whatever form and on or by whatever medium, must specify that it reflects only the author's views and that the EC or ICAERUS consortium are not liable for any use that may be made of the information contained therein.

The EC and the ICAERUS consortium shall be authorised to publish, in whatever form and on or by whatever medium, the following information:

- the name of the Subgrantee,
- contact address of the Subgrantee,
- the general purpose of the sub-project,
- the amount of the financial contribution foreseen for the subproject; after the final payment, and the amount of the financial contribution actually received,
- the geographic location of the activities carried out,
- the list of dissemination activities and/or of patent (applications) relating to foreground,
- the details/references and the abstracts of scientific publications relating to foreground and, if funded within the subproject, the published version or the final manuscript accepted for publication,
- the publishable reports submitted to ICAERUS,
- any picture or any audio-visual or web material provided to the EC and ICAERUS in the framework of the sub-project.

The Subgrantee shall ensure that all necessary authorisations for such publication have been obtained and that the publication of the information by the EC and ICAERUS does not infringe any rights of third parties.

Upon a duly substantiated request by the Subgrantee representative, the ICAERUS consortium, if such permission is provided by the EC, may agree to forego such publicity if disclosure of the information indicated above would risk compromising the beneficiary's security, academic or commercial interests.

## 5.5 Financial audit and controls

The European Commission (EC) will monitor that ICAERUS beneficiaries and the Subgrantees comply with the conditions for financial support to third parties set out in Annex 1 of the ICAERUS grant agreement and may take any action foreseen by the grant agreement in case of noncompliance vis à vis the beneficiary concerned.

Moreover, the EC may at any time during the implementation of the ICAERUS project and up to 5 (five) years after the end of the ICAERUS project, arrange for financial audits to be carried out, by external auditors, or by the EC services themselves including the European Anti-Fraud office (OLAF). The audit procedure shall be deemed to be initiated on the date of receipt of the relevant letter sent by the EC. Such audits may cover financial, systemic and other aspects (such as accounting and management principles) relating to the proper execution of the grant agreement. They shall be carried out on a confidential basis.

The Subgrantee shall make available directly to the EC all detailed information and data that may be requested by the EC or any representative authorised by it, with a view to verifying that the grant agreement is properly managed and performed in accordance with its provisions and that costs have been charged in compliance with it. This information and data must be precise, complete and effective.

The Subgrantee shall keep all sub-project deliverables and the originals or, in exceptional cases, duly authenticated copies – including electronic copies – of all documents relating to the sub-project contract for up to five years from the end of the project. These shall be made available to the EC when requested during any audit under the grant agreement.

In order to carry out these audits, the Subgrantee shall ensure that the EC's services and any external body(ies) authorised by it have on-the-spot access at all reasonable times, notably to the sub-project

applicant offices, to its computer data, to its accounting data and to all the information needed to carry out those audits, including information on individual salaries of persons involved in the sub-project. They shall ensure that the information is readily available on the spot at the moment of the audit and, if so requested, that data be handed over in an appropriate form.

On the basis of the findings made during the financial audit, a provisional report shall be drawn up. It shall be sent by the EC or its authorised representative to the Subgrantee concerned, which may make observations thereon within one month of receiving it. The Commission may decide not to take into account observations conveyed or documents sent after that deadline. The final report shall be sent to the beneficiary concerned within two months of expiry of the aforesaid deadline.

On the basis of the conclusions of the audit, the EC shall take all appropriate measures which it considers necessary, including the issuing of recovery orders regarding all or part of the payments made by it and the application of any applicable sanction.

The European Court of Auditors shall have the same rights as the EC, notably right of access, for the purpose of checks and audits, without prejudice to its own rules.

In addition, the EC may carry out on-the-spot checks and inspections in accordance with Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities.

## 5.6 Sub-project Communication

The Subgrantee representative should:

- Provide any notices in writing to the ICAERUS consortium.
- Notify the ICAERUS coordinator immediately of any change of persons or contact details. The address list shall be accessible to all concerned.

## 5.7 Originality of the sub-granted projects

It is required that applications submitted are based on original works by the applicants and that their foreseen developments are free from third party rights. ICAERUS consortium is not obliged to verify the authenticity of the ownership of the foreseen products/services. Any issues delivered from third party claims that arise as a result of the sub-granted projects are on the sole responsibility of the applicant.

## 5.8 IPR Ownership of the sub-granted projects

Each Subgrantee that generates results owns the attached Intellectual Property Rights (IPRs) generated during the development process and will own results that are not IPRs. Each contractor is responsible for the management and protection of its IPRs and bears the costs associated with this.

The Subgrantees funded within ICAERUS project will be the unique owners of the technologies created within the framework of their sub-granted projects. Parts of their works will be requested to be public for ICAERUS dissemination purposes.

## 5.9 Liability

ICAERUS consortium and the European Commission cannot be held liable for any acts or omission of the applicant in relation to the selected sub-granted project implemented by the Subgrantee. The ICAERUS consortium shall not be liable for any defaults of any products, processes or services created in the sub-granted project. Including, for instance, anomalies in the functioning or performance thereof.

In case any damage is caused to a third party by the Subgrantee, the Subgrantee will assume full responsibility for the damage caused. In no way will the ICAERUS Consortium be responsible for any damages caused by the Subgrantee. Subgrantees shall bear sole responsibility for ensuring that their acts within the framework of their sub-granted projects do not infringe third parties right.

## 5.10 Do Not Significant Harm (DNSH)

Subgrantees must always respect the 'Do Not Significant Harm Principle'. The Commission Communication on the European Green Deal introduced the green oath to 'do no harm'. The 'Do not Significant Harm' (DNSH) principle has been further specified in the EU Regulation on the establishment of a framework to facilitate sustainable investments, commonly defined as the 'EU Taxonomy Regulation'. Six environmental objectives are listed in Article 913 of the EU Taxonomy and Article 17 specifies what can constitute a 'significant harm' for these objectives. Thus, the regulation provides that no measure should lead to significant harm to any of the six environmental objectives within the meaning of Article 17 of the Taxonomy Regulation.

## 5.11 ICAERUS platform

The Open Call Trials will connect with the ICAERUS platform, which will collect, host and disseminate drone-related information. The platform will consist of six main components, including a drone market landscape, a drone data analytics library, ICAERUS Use Cases and Open Call Trials, socio-economic and environmental impact assessment results, inclusive business and governance models, and the ICAERUS Academy capacity building programme. The Drone Data Analysis Library will be constantly updated with information from ongoing research and the Open Call Trials. The PUSH OCTs will optimise the models within the library, while the PULL OCTs will test, evaluate and validate the optimised models. These models will be scaled up to be used in new settings, to respond to additional challenges and to be applied to new cases.

## 6. Checklist

- 1) **Does your planned work fit with ICAERUS PULL Open Call for Farming, Forestry and Rural Challenges (FFRC)?** Check that your proposed work does indeed address one of the topics open in this call and addresses rural areas?
- 2) **Does your proposal address usage of drones in various sectors, such as agriculture, livestock monitoring, forestry and biodiversity, logistics in rural areas, etc.?** Check that your proposed work does indeed address drones' technologies in the target sector.
- 3) **Is your proposal eligible?** The eligibility criteria are given in chapter 3 "Proposal Submission and Selection". Make sure that you satisfy the minimum participation requirements (entity from eligible countries).
- 4) **Is your proposal complete?** Have you completed all mandatory questions?
- 5) **Have you checked all technical details related to submission?** Difficulties with application and submission arising from technical aspects will not be taken into consideration by ICAERUS project. Applicants should do test rounds and make sure to submit everything on time.
- 6) **Does your proposal fulfil questions requests/comments?** Proposals should be precise, concise and must answer to requested questions, which are designed to correspond to the applied

evaluation. Omitting requested information will almost certainly lead to lower scores and possible rejection.

- 7) **Have you maximised your chances?** There will be strong competition. Therefore, edit your proposal tightly, strengthen or eliminate weak points.
- 8) **Have you submitted your proposal before the deadline?** It is strongly recommended not to wait until the last minute to submit the proposal. Failure of the proposal to arrive in time for any reason, including network communications delays, is not acceptable as an extenuating circumstance. The time of receipt of the message as recorded by the submission system will be definitive.
- 9) Have you provided the necessary annexes?
- 10) **Do you need further advice and support?** You can reach out to the ICAERUS Open Call team via [icaerus@opencallhub.com](mailto:icaerus@opencallhub.com). Technical team can provide assistance to the extent possible, **until November 28th at 17:00 CET (48h prior to the deadline)**.

## 7. Points of contact

For all the information related to ICAERUS Open Calls please state your question on FAQ section on the Open Call Hub/ICAERUS PULL 1 OC Tab, <https://opencallhub.eu/>, or contact us at [icaerus@opencallhub.eu](mailto:icaerus@opencallhub.eu).



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## **Annex 10: ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) – Proposal template**



# Innovation and Capacity building

in Agricultural Environmental and Rural UAV Services



# ICAERUS

## PULL Open Call for Farming, Forestry and Rural Challenges (FFRC)

Proposal template

**Note: ICAERUS PULL 1 Open Call Kit might be updated before the launch of the Call in September**



**Funded by  
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Grant agreement N° 101060643

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## 1. Executive Summary

Please provide a brief overview of the proposal (objectives and expected outcomes).

## 2. General information

This information is mandatory and will be used by the evaluation committee to assess the suitability and expertise of the applicants.

### General details

|                  |  |
|------------------|--|
| Proposal title   |  |
| Proposal Acronym |  |

### Applicant's details

|                                                                       |  |
|-----------------------------------------------------------------------|--|
| Company/Organization name                                             |  |
| Sector                                                                |  |
| Full address                                                          |  |
| VAT                                                                   |  |
| SME/ Food producer/<br>Environmental monitoring/<br>Rural cooperative |  |
| Legal representative                                                  |  |
| email                                                                 |  |
| Contact phone                                                         |  |

## 3. Proposal description

**IMPORTANT:** The allowed font type is "Arial" and the minimum font size is 11 points, the paragraph spacing 6pt and the line spacing single. The page size is A4, and all margins (top, bottom, left and right) must be at least 15 mm (not including any footers or headers). Proposals that do not comply with these requirements will be excluded from evaluation as non-eligible.

The total length of the entire proposal, including the tables on Costs justification and funding (paragraph 6), must not be more than **10 pages**. Removing explanatory text in the proposal template, located below the paragraph sub-titles is allowed. External evaluators are instructed to dismiss the pages after the **10<sup>th</sup> page** from the evaluation.

### 3.1 Type of applicant

Please tick the boxes to select the sector/drone related competences of your company. Multiple selection is allowed.

|                                   |                          |
|-----------------------------------|--------------------------|
| Agri-food producer                | <input type="checkbox"/> |
| Environmental monitoring entities | <input type="checkbox"/> |
| Rural community/cooperative       | <input type="checkbox"/> |

### 3.2 General description

Briefly describe the background of your **application** (the question to solve) and how the proposed solution addresses the topics of the PULL Open Call for Farming, Forestry and Rural Challenges (FFRC).

### 3.3 Objectives

Write the key objectives of the proposed solution.

### 3.4 Work plan and activities

Draft the workplan and key activities of the proposed solution including a clear timeline. This workplan should address 3 key phases of implementation plan – Design, Development, Market – as stated in the Applicants' Guide.

Please add a timeline or Gantt chart to illustrate the proposed work plan.

### 3.5 Team

Please present your team members and provide information on their education, experience, and skills.

### 3.6 Expected results and deliverables

Describe the key expected results and deliverables that the proposal will achieve and deliver. Propose SMART indicators, where appropriate, to make the main objectives and expected results measurable.

Please keep in mind that there are already 3 mandatory deliverables, summarizing each of the phase of the implementation and are tied with the payment. However, you can add additional deliverable in each of the implementation phase if you wish.

## 4. Business and societal impact

### 4.1 Business challenge

Describe the business challenge and business potential. Demonstrate how the proposed solution will reach the end-users and state the estimated number of end-users.

Special attention should be paid to the following elements:

- **Business model:** describe which business model(s) is proposed and what are the financial projections for the next 3 years;
- Describe how the project will develop the value proposition and KPIs. A first glance of these issues should be included in the proposal.

- *Substantiate your business model by relating it to a general business model, for example the Business Model Canvas (BMC). To learn more, visit [www.BusinessModelGeneration.com](http://www.BusinessModelGeneration.com) and [www.BusinessModelGeneration.com/book](http://www.BusinessModelGeneration.com/book).*
- *Scalability: describe how the proposed business case will be able to scale in the European and international markets; formulate a few important KPIs, with which the business impact can be measured.*
- *Business innovation: clearly describe the innovative elements of the product and its business model.*

## 4.2 Societal challenge

*Describe the societal challenge and how your proposed solution will tackle it. Describe the Societal Readiness Level (SRL) of your proposed solution. Provide an assessment of societal adaptation of your proposed solution in terms of how your technology/ product/ process/ intervention, or innovation (whether social or technical) will be integrated into the targeted rural community. Provide socio-economic evidence to support your arguments and (if applicable) provide special reference to vulnerable/ socially marginalized groups.*

## 5. Technology impact

### 5.1 Description of applied technology

*Please describe the technology you will be using in your solution. What are the benefits comparing to other technologies?*

### 5.2 Graphical overview

*If applicable, please provide visual presentation of your solution.*

### 5.3 Technology Readiness Level

*Please describe the starting Technology Readiness Level of the proposed solution in accordance with the [EU TRL scale](#) and the target Technology Readiness Level.*

## 6. Other aspects

### 6.1 Sustainability impact

*Describe the environmental and other sustainability impacts of the Innovation Development in the agri-food sector. Formulate a few important KPIs, with which the impact could be measured.*

### 6.2 Impact on rural areas

*Describe how your project will address challenges of rural areas in your region/ country and beyond. Describe how your project is aligned with regional/ national and European policies about rural areas. Refer to the RIS3 strategy of your region if applicable.*



### **6.3 Financial impact**

*Describe any relevant implication and support from public or private entities. Explain additional financial support you received from public or private resources for the development of this solution, and your approach to further fundraising in the future.*

### **6.4 Multi-actors' involvement**

*Describe to what extent the different actors of the agri-food chain/end-users are involved in the proposed solution.*

### **6.5 Ethical issues**

*Describe how you will comply with European Union ethical rules/principles by following an “ethics by design”-way of working, whereby ethical and legal principles, on the basis of GDPR, competition law compliance, absence of data bias are implemented since the beginning of the design process. When defining the operational requirements, it is also important to take into account the interactions between humans and drone usage, in accordance with the Commission Delegated Regulation (EU) 2020/1058.*

### **6.6 Additional video material (optional)**

*If you wish to support your application with additional video material, please provide a valid YouTube or Vimeo link, (public or unlisted) without restrictions for viewing, not longer than 5 minutes. Evaluators may choose not to take this optional video material into account during evaluation and this material will not carry additional points.*

## 7. Costs justification and funding

### 7.1 Deliverables List

| No                             | Deliverable Name/Description                                                                                                                 | Type           | Delivery Date | Phase       | Overall Cost (€) <sup>1</sup> | Note                                                 |
|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------|-------------|-------------------------------|------------------------------------------------------|
| 1                              | DESIGN - a report/deliverable that summarizes the plan for the implementation of the sub-project                                             | R <sup>2</sup> | M02           | DESIGN      |                               | Cannot exceed 30% of the overall budget <sup>3</sup> |
| 2                              | DEVELOPMENT - a report/deliverable that summarizes the results of the experiment development.                                                | R              | M09           | DEVELOPMENT |                               | Cannot exceed 50% of the overall budget <sup>4</sup> |
| 3                              | MARKET - a report/deliverable that summarizes the market associated activities (even the ones performed along the sub-project's development) | R              | M12           | MARKET      |                               | Cannot exceed 20% of the overall budget <sup>5</sup> |
| <b>Total Deliverables Cost</b> |                                                                                                                                              |                |               |             |                               | 100%                                                 |

<sup>1</sup> It includes the overall costs associated with the respective deliverable (personnel, travel, equipment, other, subcontracting and indirect costs) in Euros

<sup>2</sup> R - report

<sup>3</sup> The overall cost of Deliverable No. 1 DESIGN can be up to 15,000 EUR.

<sup>4</sup> The overall cost of Deliverable No. 2 DEVELOPMENT can be up to 25,000 EUR.

<sup>5</sup> The overall cost of Deliverable No. 3 MARKET can be up to 10,000 EUR.

## 7.2 Budget and cost justification

Note that all costs must be entered in EUR currency, in the full amount, e.g., 50,000.00 EUR. VAT is not eligible per Horizon Europe rules.

| Budget                       | Applicant |
|------------------------------|-----------|
| Personnel Cost <sup>6</sup>  |           |
| Travel Cost <sup>7</sup>     |           |
| Equipment Cost <sup>8</sup>  |           |
| Other goods/services         |           |
| Subcontracting <sup>9</sup>  |           |
| Indirect costs <sup>10</sup> |           |
| Total Cost <sup>11</sup>     |           |

<sup>6</sup> Cost of the personnel realizing the deliverables.

<sup>7</sup> Travel costs necessary for the execution of the sub-project.

<sup>8</sup> Only the depreciation cost of the equipment should be included.

<sup>9</sup> In case of subcontracting this should be clearly justified.

<sup>10</sup> Indirect costs (overheads) could be up to 60% of the direct cost. **Subcontracting is not included in indirect cost calculation.**

<sup>11</sup> Winning proposal may have a total cost less or equal to €50,000. Total cost should be equal to total deliverables cost.

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## **Annex 11: ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) – Declaration of Honour (DoH)**

## Declaration of Honour

By signing this document, I declare that:

- 1) I am authorised to legally bind the legal entity named below, to the conditions stated in this form.
- 2) I and the business entity that I legally represent are fully aware and duly accept all rules and conditions as expressed in the documents related to PULL Open Call for Farming, Forestry and Rural Challenges (FFRC) and all Annexes and will fully respect any evaluation decision and application selection under ICAERUS PULL Open Call for Farming, Forestry and Rural Challenges (FFRC)
- 3) All information provided in this declaration is true and legally binding.

### Applying Business Entity Legal Representative Contact Information:

|                                     |  |
|-------------------------------------|--|
| Title (Mr., Mrs., Dr.)              |  |
| Name                                |  |
| Surname                             |  |
| Position in the entity              |  |
| Full address                        |  |
| Country                             |  |
| Email address                       |  |
| (Mobile) Telephone                  |  |
| Signature and stamp (if applicable) |  |

**Declaration of Honour on exclusion criteria and absence of conflict of interest**

By signing this declaration of honour, I declare that all provided information below is true and legally binding both for me and for the business entity that I legally represent:

1. I declare that the mentioned business entity is not in one of the following situations:
  - a) it is bankrupt or being wound up, is having its affairs administered by the courts, has entered into an arrangement with creditors, has suspended business activities, is the subject of proceedings concerning those matters, or is in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
  - b) it or persons having powers of representation, decision making or control over it have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata;
  - c) it has been guilty of grave professional misconduct proven by any means which the contracting authority can justify including by decisions of the European Investment Bank and international organizations;
  - d) it is not in compliance with its obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which it is established or with those of the country of the contracting authority or those of the country where the contract is to be performed, to be proved by the deliverance of official documents issued by the local authorities, according to the local applicable rules;
  - e) it or persons having powers of representation, decision making or control over it have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity, where such illegal activity is detrimental to the Union's financial interests;
  - f) is subject to an administrative penalty for being guilty of misrepresenting the information required by the contracting authority as a condition of participation in a grant award procedure or another procurement procedure or failing to supply this information or having been declared to be in serious breach of its obligations under contracts or grants covered by the Union's budget.
2. I declare that the natural persons with power of representation, decision-making or control over the above-mentioned business entity are not in the situations referred to in a) to f) above;
3. I declare that:
  - a) Neither any person nor I that I know is subject to a ICAERUS conflict of interest;
  - b) I have not made false declarations in supplying the information required by participation in the Open Call of ICAERUS Project or have failed to supply the information required;
  - c) I am not in one of the situations of exclusion, referred to in the abovementioned sub-points a) to f) within the point 1.
  - d) I am aware and fully accept all ICAERUS conditions and rules as expressed in ICAERUS PULL Open Call for Farming, Forestry and Rural Challenges (FFRC), namely in: Applicants' Guide, Declaration of conducting business, Bank account information.
4. I certify that the business entity that I represent:
  - is committed to participating in the ICAERUS PULL Open Call sub-project, should my application get selected for funding;
  - has stable and sufficient sources of funding to maintain its activity throughout its participation in the ICAERUS PULL Open Call sub-project and to provide any counterpart funding necessary;
  - has or will have the necessary resources as and when needed to carry out its involvement in the ICAERUS Open Call sub-project.
5. I confirm that all proposed services, including the means of their delivery and upkeep, have been reviewed to ensure compliance with all relevant legislation on data protection, privacy, and fundamental rights.
6. I declare that the solution I am presenting in my application for the ICAERUS PULL Open Call for Farming, Forestry and Rural Challenges (FFRC) is not being funded by any other source from the budget of the European Union and that should my application be selected for funding in this Open Call, it will not be used to apply for other EU grants.

|                                                                                                |                                     |
|------------------------------------------------------------------------------------------------|-------------------------------------|
| Full name: <input type="text"/>                                                                | Signature and stamp (if applicable) |
| On behalf of Business entity: <input type="text"/>                                             |                                     |
| Done at (place) <input type="text"/> the (day) <input type="text"/> (month) <u>2023</u> (year) |                                     |



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## **Annex 12: ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) – Declaration of Conducting Business**

## Glossary

**Rural community/cooperative** - a group of people in a rural area who form an organisation to address common challenges, based on democratic decision-making, equality and mutual support. The cooperative does not need to be an SME, but must provide confirmation of registration from an appropriate business registry such as the Commercial Court in order to participate in the ICAERUS Open Call.

**SME** – an entity that complies with the following European Commission Recommendation 2003/361/EC criteria:

- Headcount in Annual Work Unit (AWU) less than 250.
- Annual turnover less or equal to €50 million OR annual balance sheet total less or equal to €43 million

**Dominant influence** – An influence that can be exercised over a company to achieve the operating and financial policies desired by the holder of the influence, notwithstanding the rights or influence of any other party. If one organization exerts such a dominant influence over a company, this company should be treated as a subsidiary of the organization and consolidated into the group accounts of the organization – in other words, it should be treated as a linked entity.

**Holding** – share of capital or voting rights, whichever is higher.

**Partner enterprises** - If holdings with other enterprises rise to at least 25% but not more than 50%, the enterprises in questions are treated as partner enterprises.

**Linked enterprises** – If holdings with other enterprises exceed the 50% threshold, these enterprises are considered linked enterprises.

**Autonomous enterprise** – If the enterprise is either completely independent or has one or more minority partnerships (each less than 25%) with other enterprises, it is considered an autonomous enterprise. These are also some cases where an enterprise is considered autonomous even if the holding thresholds of 25% and 50% are exceeded – if that percentage is held by the following categories of investors:

- I. Public investment corporations, venture capital companies, individuals or group of individuals with a regular venture capital investment activity who invest equity capital in unquoted businesses ("business angels"), provided the total investment of those business angels in the same enterprise is less than 1,250,000€,
- II. Universities or non-profit research centres,
- III. Institutional investors, including regional development funds,
- IV. Autonomous local authorities with an annual budget of less than EUR 10 million and less than 5,000 inhabitants

**Consolidation** – to consolidate means to combine assets, liabilities and other financial items of two or more entities into one. In the context of financial accounting, the term consolidate often refers to the consolidation of financial statements wherein all subsidiaries report under the umbrella of a parent company. In case an enterprise draws up consolidated accounts voluntarily, without being required to do so under the Seventh Directive (Council Directive 83/349/EEC), the enterprise is not necessarily linked and can be considered only a partner.

**Headcount** – The number of people who are employed by a company.

**AWU (Annual Working Unit)** - One AWU corresponds to one person who worked full-time in the enterprise in question or on its behalf during the entire reference year. The headcount is expressed in AWUs.

**VAT Number** – A unique number that identifies a taxable person (business) or non-taxable legal entity that is registered for VAT. Every country issues its own national VAT number.

**Principal director** – Chairman, CEO, Director-General or equivalent.

## Declaration on information on the Legal Entity Status

### Precise identification of the applicant enterprise

Business name .....

Address (of registered office) .....

Registration / VAT number .....

Names and titles of the principal director(s) .....

**Type of applicant** (see explanatory note)

Tick to indicate which case(s) applies to the applicant enterprise:

|                                                                                     |                                                                                                                                                        |
|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="radio"/> Autonomous enterprise                                         | In this case the data filled in the box below result from the accounts of the applicant enterprise only. Fill in the declaration only, without annex.  |
| <input type="radio"/> Partner enterprise<br><input type="radio"/> Linked enterprise | Fill in and attach the annex (and any additional sheets), then complete the declaration by copying the results of the calculations into the box below. |
| <input type="radio"/> Rural community/<br>cooperative                               | In this case the data filled in the box below result from the accounts of the applicant enterprise only. Fill in the declaration only, without annex.  |

**Data used to determine the category of enterprise**

Calculated according to Article 6 of the Annex to the Commission Recommendation 2003/361/EC on the SME definition:

| Reference period (*) |                      |                          |
|----------------------|----------------------|--------------------------|
| Headcount (AWU)      | Annual turnover (**) | Balance sheet total (**) |
|                      |                      |                          |

(\*) All data must be relating to the last approved accounting period and calculated on an annual basis. In the case of newly established enterprises whose accounts have not yet been approved, the data to apply shall be derived from a reliable estimate made in the course of the financial year.

(\*\*) EUR 1,000.

|                                                                                                                                                                                                                              |                                                                                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Important:</b><br>Compared to the previous accounting period there is a change regarding the data, which could result in a change of category of the applicant enterprise (micro, small, medium-sized or big enterprise). | <input type="radio"/> No<br><br><input type="radio"/> Yes (in this case fill in and attach a declaration regarding the previous accounting period). |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|

**Signature**

Name and position of the signatory, being authorised to represent the enterprise:

.....

I declare on my honour the accuracy of this declaration and of any annexes thereto.

Done at

.....

Signature

## EXPLANATORY NOTE ON THE TYPES OF ENTERPRISES TAKEN INTO ACCOUNT FOR CALCULATING THE HEADCOUNT AND THE FINANCIAL AMOUNTS

### I ENTERPRISES

The definition of an SME<sup>1</sup> distinguishes three types of enterprise, according to their relationship with other enterprises in terms of holdings of capital or voting rights or the right to exercise a dominant influence<sup>2</sup>.

#### **Type 1: Autonomous Enterprise**

This is by far the most common type of enterprise.

It applies to all enterprises which are not one of the two other types of enterprise (partner or linked).

An applicant enterprise is autonomous if it:

- does not have a holding of 25%<sup>3</sup> or more in any other enterprise,
- and is not 25%<sup>3</sup> or more owned by any enterprise or public body or jointly by several linked enterprises or public bodies, apart from some exceptions<sup>4</sup>,
- and does not draw up consolidated accounts and is not included in the accounts of an enterprise which draws up consolidated accounts and is thus not a linked enterprise<sup>5</sup>.

#### **Type 2: Partner Enterprise**

This type represents the situation of enterprises which establish major financial partnerships with other enterprises, without the one exercising effective direct or indirect control over the other. Partners are enterprises which are not autonomous, but which are not linked to one another.

The applicant enterprise is a partner of another enterprise if:

- it has a holding or voting rights equal to or greater than 25% in the other enterprise, or the other enterprise has a holding or voting rights equal to or greater than 25% in the applicant enterprise,
- the enterprises are not linked enterprises within the meaning defined below, which means, among other things, that the voting rights of one in the other do not exceed 50%,
- and the applicant enterprise does not draw up consolidated accounts which include the other enterprise by consolidation, and is not included by consolidation in the accounts of the other enterprise or of an enterprise linked to it<sup>5</sup>.

#### **Type 3: Linked Enterprise**

---

<sup>1</sup> Henceforth in the text, the term "Definition" refers to the Annex to Commission Recommendation 2003/361/EC on the definition of SMEs.

<sup>2</sup> Definition, Article 3

<sup>3</sup> In terms of the share of the capital or voting rights, whichever is higher is applied. To this percentage should be added the holding in that same enterprise of each enterprise, which is linked to the holding company (Definition, Article 3 paragraph 2)

<sup>4</sup> An enterprise may continue being considered as autonomous when this 25% threshold is reached or exceeded, if that percentage is held by the following categories of investors (provided that those are not linked with the applicant enterprise):

- a) public investment corporations, venture capital companies, individuals or groups of individuals with a regular venture capital investment activity who invest equity capital in unquoted businesses ("business angels"), provided the total investment of those business angels in the same enterprise is less than EUR 1 250 000,
- b) universities or non-profit research centres,
- c) institutional investors, including regional development funds,
- d) autonomous local authorities with an annual budget of less than EUR 10 million and less than 5000 inhabitants

<sup>5</sup> If the registered office of the enterprise is situated in a Member State which has provided for an exception to the requirement to draw up such accounts pursuant to the Seventh Council Directive 83/349/EEC of 13 June 1983, the enterprise should nevertheless check specifically whether it does not meet one or other of the conditions laid down in Article 3 paragraph 3 of the Definition.

- There are also some very rare cases in which an enterprise may be considered linked to another enterprise through a person or a group of natural persons acting jointly (Definition, Article 3 paragraph 3).

- Conversely, there are very few cases of enterprises drawing up consolidated accounts voluntarily, without being required to do so under the Seventh Directive. In that case, the enterprise is not necessarily linked and can consider itself only a partner. To determine whether the enterprise is linked or not, in each of the three situations it should be checked whether or not the enterprise meets one or other of the conditions laid down in Article 3 paragraph 3 of the Definition, where applicable through a natural person or group of natural persons acting jointly.

This type corresponds to the economic situation of enterprises which form a group through the direct or indirect **control of the majority of the voting rights** (including through agreements or, in certain cases, through natural persons as shareholders), or through the ability to exercise a dominant influence on an enterprise. Such cases are thus less frequent than the two preceding types.

In order to avoid difficulties of interpretation for enterprises, the Commission has defined this type of enterprise by taking over – wherever they are suitable for the purposes of the Definition – the conditions set out in Article 1 of Council Directive 83/349/EEC on consolidated accounts<sup>6</sup>, which has been applied for many years.

An enterprise thus generally knows immediately that it is linked, since it is already **required** under that Directive to **draw up consolidated accounts** or is included by consolidation in the accounts of an enterprise which is required to draw up such consolidated accounts.

The only two cases, which are however not very frequent, in which an enterprise can be considered linked although it is not already required to draw up consolidated accounts, are described in the first two indents of endnote 5 of this explanatory note. In those cases, the enterprise should check whether it meets one or other of the conditions set out in Article 3 paragraph 3 of the Definition.

## II. THE HEADCOUNT AND THE ANNUAL WORK UNITS<sup>7</sup>

The headcount of an enterprise corresponds to the number of annual work units (AWU).

### Who is included in the headcount?

- The employees of the applicant enterprise,
- persons working for the enterprise being subordinate to it and considered to be employees under national law,
- owner-managers,
- partners engaging in a regular activity in the enterprise and benefiting from financial advantages from the enterprise.

Apprentices or students engaged in vocational training with an apprenticeship or vocational training contract are not taken into account in the headcount.

### How is the headcount calculated?

One AWU corresponds to one person who worked full-time in the enterprise in question or on its behalf during the entire reference year. The headcount is expressed in AWUs.

The work of persons, who did not work the entire year, or who worked part-time - regardless of its duration - and seasonal work is counted as fractions of AWU.

The duration of maternity or parental leaves is not counted.

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<sup>6</sup> Seventh Council Directive 83/349/EEC of 13 June 1983, based on Article 54(3)(g) of the Treaty and concerning consolidated accounts (OJ L 193, 18/7/1983, p. 1), as last amended by Directive 2001/65/EC of the European Parliament and of the Council (OJ L 283, 27/10/01, p. 28).

<sup>7</sup> Definition, Article 5.

## ANNEX TO THE DECLARATION CALCULATION FOR THE PARTNER OR LINKED TYPE OF ENTREPRISE

### Annexes to be enclosed if necessary:

- **Annex A** if the applicant enterprise has at least one **partner** enterprise (and any additional sheets)
- **Annex B** if the applicant enterprise has at least one **linked** enterprise (and any additional sheets)

### Calculation for the partner or linked type of enterprise (see explanatory note):

| Reference period <sup>8</sup> :                                                                                                       |                 |                     |                         |
|---------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------|-------------------------|
|                                                                                                                                       | Headcount (AWU) | Annual turnover (*) | Balance sheet total (*) |
| 1. Data <sup>9</sup> of the applicant enterprise or consolidated accounts (copy data from box B (1) in annex B)                       |                 |                     |                         |
| 2. Proportionally aggregated data of all partner enterprises (if any) (copy data from box A in annex A)                               |                 |                     |                         |
| 3. Added up data of all linked enterprises (if any) – if not included by consolidation in line 1 (copy data from box B(2) in annex B) |                 |                     |                         |
| TOTAL                                                                                                                                 |                 |                     |                         |
| (*) EUR 1,000                                                                                                                         |                 |                     |                         |

The data entered in the "Total" row of the above table should be entered in the box "Data used to determine the category of enterprise" in the declaration.

<sup>8</sup> All data must be relating to the last approved accounting period and calculated on an annual basis. In the case of newly established enterprises whose accounts have not yet been approved, the data to apply shall be derived from a reliable estimate made in the course of the financial year.

<sup>9</sup> The data of the enterprise, including the headcount, are determined on the basis of the accounts and other data of the enterprise or, where they exist, the consolidated accounts of the enterprise, or the consolidated accounts in which the enterprise is included through consolidation.



## ANNEX A - Partner enterprises

For each enterprise for which a 'partnership sheet' has been completed (one sheet for each partner enterprise of the applicant enterprise and for any partner enterprises of any linked enterprise, of which the data is not yet included in the consolidated accounts of that linked enterprise), the data in the 'partnership box' in question should be entered in the summary table below:

**BOX A**

| Partner enterprise<br>(name/identification) | Headcount (AWU) | Annual turnover (*) | Balance sheet total (*) |
|---------------------------------------------|-----------------|---------------------|-------------------------|
| 1.                                          |                 |                     |                         |
| 2.                                          |                 |                     |                         |
| 3.                                          |                 |                     |                         |
| 4.                                          |                 |                     |                         |
| 5.                                          |                 |                     |                         |
| <b>TOTAL</b>                                |                 |                     |                         |
| (*) EUR 1,000                               |                 |                     |                         |

(attach sheets or expand the present table, if necessary)

### Reminder:

This data is the result of a proportional calculation done on the 'partnership sheet' for each direct or indirect partner enterprise.

The data entered in the "Total" row of the above table should be entered in line 2 (regarding partner enterprises) of the table in the Annex to the declaration.

## PARTNERSHIP SHEET

### 1. Precise identification of the applicant enterprise

Business name .....

Address (of registered office) .....

Registration/VAT number .....

Names and titles of the principal director(s).....

### 2. Raw data regarding that partner enterprise

| Reference period |                 |                     |                         |
|------------------|-----------------|---------------------|-------------------------|
|                  | Headcount (AWU) | Annual turnover (*) | Balance sheet total (*) |
| Raw data         |                 |                     |                         |
| (*) EUR 1,000    |                 |                     |                         |

**Reminder:** These raw data are derived from the accounts and other data of the partner enterprise, consolidated if they exist. To them are added 100% of the data of enterprises which are linked to this partner enterprise, unless the accounts data of those linked enterprises are already included through consolidation in the accounts of the partner enterprise. If necessary, add "linkage sheets" for the enterprises which are not yet included through consolidation.

### 3. Proportional calculation

a) Indicate precisely the holding of the enterprise drawing up the declaration (or of the linked enterprise via which the relation to the partner enterprise is established) in the partner enterprise to which this sheet relates:

.....

Indicate also the holding of the partner enterprise to which this sheet relates in the enterprise drawing up the declaration (or in the linked enterprise):

.....

b) The higher of these two holding percentages should be applied to the raw data entered in the previous box. The results of this proportional calculation should be given in the following table:

**'Partnership box'**

| Percentage:          | Headcount (AWU) | Annual turnover (*) | Balance sheet total (*) |
|----------------------|-----------------|---------------------|-------------------------|
| Proportional results |                 |                     |                         |
| (*) EUR 1,000        |                 |                     |                         |

These data should be entered in Box A in Annex A.

## ANNEX B - Linked enterprises

### DETERMINE THE CASE APPLICABLE TO THE APPLICANT ENTERPRISE:

|                                     |                                                                                                                                                                        |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="radio"/> <b>Case 1</b> | The applicant enterprise draws up consolidated accounts or is included by consolidation in the consolidated accounts of another enterprise. (Box B(1))                 |
| <input type="radio"/> <b>Case 2</b> | The applicant enterprise or one or more of the linked enterprises do not establish consolidated accounts or are not included in the consolidated accounts. (Box B(2)). |

**Please note:** The data of the enterprises, which are linked to the applicant enterprise, are derived from their accounts and their other data, consolidated if they exist. To them are aggregated proportionally the data of any possible partner enterprise of that linked enterprise, situated immediately upstream or downstream from it, unless it has already been included through consolidation.

### CALCULATION METHODS FOR EACH CASE:

**In case 1:** The consolidated accounts serve as the basis for the calculation. Fill in Box B(1) below.

| Box B(1)                                                                                                                                                                              |               |                      |                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----------------------|--------------------------|
|                                                                                                                                                                                       | Headcount (*) | Annual turnover (**) | Balance sheet total (**) |
| <b>Total</b>                                                                                                                                                                          |               |                      |                          |
| (*) Where in the consolidated accounts no headcount data appears, the calculation of it is done by adding the data from the enterprises to which the enterprise in question is linked |               |                      |                          |
| (**) EUR 1,000                                                                                                                                                                        |               |                      |                          |

The data entered in the "Total" row of the above table should be entered in line 1 of the table in the Annex to the declaration.

| Identification of the enterprises included through consolidation |                                |                               |                                                    |
|------------------------------------------------------------------|--------------------------------|-------------------------------|----------------------------------------------------|
| Linked enterprise (name / identification)                        | Address (of registered office) | Registration / VAT number (*) | Names and titles of the principal director(s) (**) |
| 1.                                                               |                                |                               |                                                    |
| 2.                                                               |                                |                               |                                                    |
| 3.                                                               |                                |                               |                                                    |
| 4.                                                               |                                |                               |                                                    |
| 5.                                                               |                                |                               |                                                    |
| 6.                                                               |                                |                               |                                                    |
| <b>Total</b>                                                     |                                |                               |                                                    |
| (*) To be determined by the Member State according to its needs  |                                |                               |                                                    |
| (**) Chairman (CEO), Director-General or equivalent.             |                                |                               |                                                    |

**Important:** Partner enterprises of such a linked enterprise, which are not yet included through consolidation, are treated like direct partners of the applicant enterprise. Their data and a 'partnership sheet' should therefore be added in Annex A.

**In case 2:** For each linked enterprise (including links via other linked enterprises), complete a "linkage sheet" and simply add together the accounts of all the linked enterprises by filling in Box B(2) below.

| Box B(2)                                                         |                 |                      |                          |
|------------------------------------------------------------------|-----------------|----------------------|--------------------------|
| Enterprise No.:                                                  | Headcount (AWU) | Annual turnover (**) | Balance sheet total (**) |
| 1 (*)                                                            |                 |                      |                          |
| 2 (*)                                                            |                 |                      |                          |
| 3 (*)                                                            |                 |                      |                          |
| Total                                                            |                 |                      |                          |
| (*) attach one "linkage sheet" per enterprise<br>(**) EUR 1 000. |                 |                      |                          |

The data entered in the "Total" row of the above table should be entered in line 3 (regarding linked enterprises) of the table in the Annex to the declaration.

## LINKAGE SHEET

(only for linked enterprises not included by consolidation in Box B)

### 1. Precise identification of the applicant enterprise

Name or Business name .....

Address (of registered office) .....

Registration/VAT number .....

Names and titles of the principal director(s) .....

### 2. Data on enterprise

| Reference period |                 |                     |                          |
|------------------|-----------------|---------------------|--------------------------|
|                  | Headcount (AWU) | Annual turnover (*) | Balance sheet total (**) |
| <b>Total</b>     |                 |                     |                          |
| (*) EUR 1,000    |                 |                     |                          |

These data should be entered in Box B(2) in Annex B.

Important: The data of the enterprises, which are linked to the applicant enterprise, are derived from their accounts and their other data, consolidated if they exist. To them are aggregated proportionally the data of any possible partner enterprise of that linked enterprise, situated immediately upstream or downstream from it, unless it has already been included through consolidation.

Such partner enterprises are treated like direct partner enterprises of the applicant enterprise. Their data and a 'partnership sheet' have therefore to be added in Annex A.

---

## **Annex 13: ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) – Bank Account Information**



## Bank account information form

## ACCOUNT HOLDER INFORMATION

|                                                                                                                                  |  |
|----------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Account Name Holder</b><br>The name or title under which the account has been opened and NOT the name of the authorized agent |  |
| <b>Holder's Address</b>                                                                                                          |  |
| <b>Postcode</b>                                                                                                                  |  |
| <b>Town/City</b>                                                                                                                 |  |
| <b>Country</b>                                                                                                                   |  |

|                                             |  |
|---------------------------------------------|--|
| Contact Person                              |  |
| It does not need to be an authorised agent. |  |
| Telephone                                   |  |

## BANK ACCOUNT INFORMATION

|                                               |  |
|-----------------------------------------------|--|
| Bank Name                                     |  |
| Branch Address                                |  |
| Postcode                                      |  |
| Town/City                                     |  |
| Country                                       |  |
| IBAN number / Account number                  |  |
| Format example: ES76 2077 0024 0031 0257 5766 |  |
| SWIFT code                                    |  |
| 8 to 11 characters                            |  |

| BANK STAMP + SIGNATURE OF BANK REPRESENTATIVE                                                                                                  | DATE + SIGNATURE OF ACCOUNT HOLDER ( <b>OBLIGATORY</b> ) |
|------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <p>The bank stamp + signature of bank representative can be substituted by the attachment of a recent bank statement (less than 2 months).</p> |                                                          |

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## **Annex 14: ICAERUS PULL Open Call 1 for Farming, Forestry and Rural Challenges (FFRC) – Model Sub-grant Agreement**



# Innovation and Capacity building

in Agricultural Environmental and Rural UAV Services



# ICAERUS

## Model

## Sub-grant Agreement

- For informative purposes only -

**Important note: This document is for informative purposes only, subject to possible changes suggested by EC or the legal team of FSH, thus cannot be treated as legally binding**



**Funded by  
the European Union**

Grant agreement N° 101060643



## Contracting parties

FOODSCALE HUB GREECE ASSOCIATION FOR ENTREPREUNERSHIP AND INNOVATION ASTIKI MI KERDOSKOPIKI ETA (FSH), LEONTOS SOFOU 20, po box: 000 570 01, THERMI THESSALONIKI Greece, represented for the purpose of signing the Sub-grant Agreement by Manager, Grigorios Chatzikostas, legal representative of FSH  
Hereinafter referred as the “**Treasurer**”

Of the one part,

*[NAME OF THE BENEFICIARY, SME ORGANIZED UNDER THE LAWS OF BENEFICIARY'S COUNTRY, ESTABLISHED IN ADDRESS, REPRESENTED BY THE LEGAL REPRESENTATIVE OF THE BENEFICIARY]*

Hereinafter referred as the “**Subgrantee**”

Hereinafter collectively referred as the “Contracting Parties”

HAVE AGREED to the following terms and conditions including those in the ICAERUS Open Call Annexes, which form an integral part of this ICAERUS Sub-grant Agreement for PULL Open Call for Farming, Forestry and Rural Challenges (FFRC), (hereinafter referred as the “Contract”).

## General provisions

The European Commission (hereinafter referred as the “EC”) and the Project Coordinator of the ICAERUS consortium, have signed the Grant Agreement no 101060643 for the implementation of the project “Innovation and Capacity building in Agricultural Environmental and Rural UAV Services” (Acronym: ICAERUS) within the framework of the Programme HORIZON-CL6-2021-GOVERNANCE-01-2.

The Subgrantee has received the favourable resolution by the evaluators and therefore is entitled to receive funding and support according to the terms and conditions set out under this Sub-grant Agreement and in accordance with the Annex 2: ICAERUS PULL Open Call Applicants' Guide. The ICAERUS partner(s) responsible for the provision of said support in the ICAERUS project will make themselves available to the Subgrantees.

This Contract aims at defining the framework of rights and obligations of the Contracting Parties.

The funding received by the Subgrantee is the property of the EC. The Project Coordinator and Treasurer are mere holders and managers of the funds.

## Article 1 - Entry into force and Termination of the contract

### 1.1 Entry into force

This contract shall enter into force on 01.11.2023, subject to its signature by the last Contracting Party. The Project Coordinator and Treasurer shall sign this contract, only after the following documents have been received from the Subgrantee:

- The original signed Declaration of Honour (as given in Annex 4 of this Contract)
- Declaration of Conducting Business (as given in Annex 5 of this Contract)
- Copy of ID-card or Passport of legal representative(s) of the SME
- Copy of the original Extract of SME registration



- Proof of VAT registration
- Bank Information Form (as given in Annex 6 of this contract)

All Contracting parties must sign this document no later than 31.10.2023.

Besides the hard copies that will arrive by mail, in order to ease the process, the Treasurer might opt to sign this Sub-grant agreement via *Validated ID or similar online platform*.

The original documents will be sent to the Project Coordinator for the signature of the legal representative. Afterwards, the Project Coordinator will send these documents to the Treasurer for the signature of the legal representative. The original documents will be archived at the Treasurer's office.

All documents shall be sent to the ICAERUS Consortium first via email to the following address: [icaerus@opencallhub.eu](mailto:icaerus@opencallhub.eu), while the Annexes 4, 5 and this Contract will also be sent as originals, via regular mail, to the following address:

FOODSCALE HUB GREECE ASSOCIATION FOR ENTREPREUNERSHIP AND INNOVATION ASTIKI  
MI KERDOSKOPIKI ETA (FSH),  
LEONTOS SOFOU 20,  
po box: 000 570 01,  
THERMI THESSALONIKI  
Greece  
Attn: ICAERUS team

The Subgrantee is solely responsible for the accuracy of all data provided to the ICAERUS consortium.

## 1.2 Contract termination

This contract terminates in the event of unjustified withdraw by the Beneficiary of the current fulfilment of its Contract obligations. "Unjustified withdraw" covers any situation out of "Force Majeure" qualification which determines the absence of performance of the Subgrantee's contractual obligations. In this particular case, it entitles the ICAERUS consortium the right to claim the Subgrantee the full refund of all payments made to the Subgrantee up to date.

## Article 2 - Obligations and Responsibilities of the Subgrantee

The obligations and responsibilities of the Subgrantee are defined in detail in the Annex 2 – PULL Open Call for Farming, Forestry and Rural Challenges (FFRC) Applicants' Guide.

In order to receive the funding from the ICAERUS consortium, the Subgrantee that have been selected for funding through the PULL Open Call for Farming, Forestry and Rural Challenges (FFRC) must submit the relevant deliverables. Only after the acceptance of the deliverables from the ICAERUS consortium, shall they be entitled to the funding from the ICAERUS consortium. Respected deliverables will be reviewed by the ICAERUS Open Call Advisory Board (AB) members. Upon final acceptance of their deliverables by the ICAERUS AB, the Subgrantee must send the Request for Payment and a Certificate of Tax Residence to the Treasurer in order to receive the funding.

Additionally, the Subgrantee shall take every necessary precaution to avoid any risk of conflict of interest relating to economic interests, political or national affinities, personal or any other interests liable to influence the impartial and objective performance of the subproject. In case the Subgrantee is involved in



a conflict of interest or is in a risk of conflict of interest, the Subgrantee must formally notify the ICAERUS Consortium Partners about this situation without delay and immediately take all necessary steps to rectify this situation.

## **Article 3 – Breach of Contractual obligations**

In the event of the breach of the contractual obligations by the Subgrantee, the ICAERUS consortium reserves the right to claim the full refund of all payments made to the Subgrantee up to date. The breach of the contractual obligations by the Subgrantee shall be determined by the ICAERUS Consortium. The provision of false or misleading declarations by the Subgrantee or any unsolved situation of conflict of interest constitute a non-exhaustive example of a breach of contractual obligations by the Subgrantee.

## **Article 4 - Financial contribution and financial provisions**

### **4.1 Maximum financial contribution**

The maximum financial contribution to be granted by the ICAERUS consortium to the Subgrantee shall not exceed the amount of Sixty Thousand Euros (60,000€). This financial contribution will be given in three instalments.

### **4.2 Distribution of financial contribution**

The financial contribution to be granted to the Subgrantee shall be distributed in accordance with the provisions of the Annex 2: PULL Open Call Applicants' Guide.

In any case, the financial grant to be paid will always be subject to:

- Reception of the relevant deliverable(s),
- A favourable resolution by the evaluators and ICAERUS partner responsible for assessing the subproject execution, namely the acceptance of deliverable(s),
- Reception of the Request for Payment and Certificate of Tax Residence (both electronically and in hard copy),
- The Subgrantee's Bank Account (Annex 6) matches the Instructions for payment issued by the bank of the Subgrantee,
- Payments to the Subgrantee will be made by the Treasurer. In particular:
  - The Treasurer reserves the right to withhold the payments in case the Subgrantee does not fulfil its obligations and tasks as per Annex 2 – PULL Open Call Applicants' Guide,
  - Banking and transaction costs charged by any of the banks related to the handling of any financial resources made available to the Subgrantee by the Treasurer shall be covered by the holder of the bank account which originated the cost. This means that the Treasurer bears the cost of transfers charged by their bank and the Subgrantee bears the costs of transfers charged by the bank of the Subgrantee,
- Payments will be released by the Treasurer no later than ten working days after the notification by the Project Coordinator,
- The Subgrantee is responsible for complying with any tax and legal obligations that might be attached to this financial contribution.

### **4.3 Payment schedule**

The payment schedule is directly linked to the relevant stage of the Subgrantee's subproject as per Annex 2: PULL Open Call Applicants' Guide.



## Article 5 – Liability of the Subgrantee

Neither the Project Coordinator, the Treasurer nor the EC can be held liable for any acts or omissions of the Subgrantee in relation to this Contract. At the same time, the Subgrantee is responsible for any act or omission that causes damage to the Coordinator, the Treasurer, and/or the EC in relation to this Contract. The Subgrantee is also solely responsible for any damages that might come to third parties as a result of the Subgrantee's activities.

The Subgrantee shall bear sole responsibility for ensuring that their acts within the framework of this Contract do not infringe third parties' rights. There is no joint liability between the Contracting Parties.

## Article 6 – Confidentiality

With respect to all information of whatever nature or form as is disclosed between the Contracting Parties in connection with the subproject and identified in writing as confidential, the terms of this Article shall apply.

The Contracting Parties agree that such information is communicated on a confidential basis and its disclosure may be prejudicial to the owner of information.

## Article 7 – Force Majeure

"Force Majeure" shall mean, any unforeseeable exceptional situation or event beyond the Contracting Parties control, which prevents either of them from fulfilling any of their obligations under the Agreement, which was not attributed to error or negligence on their part, and which proves to be inevitable in spite of exercising all due diligence.

Any default of a service, defect in equipment or material or delays in making them available, unless they stem directly from a relevant case of force majeure, as well as labour disputes, strikes or financial difficulties cannot be invoked as force majeure.

The Contracting Parties shall take the necessary measures to limit any damage due to force majeure. They shall do their best to resume the implementation of the action as soon as possible.

No contracting party shall be considered to be in breach of its obligations and tasks if such breach is caused by Force Majeure. A Contracting Party will notify the other Contracting Parties of any Force Majeure as soon as possible. In case the Subgrantee is not able to overcome the consequences of Force Majeure within 10 (ten) days after such notification, the ICAERUS Consortium will decide accordingly, including the termination of the Contract.

## Article 8 – Information and communication

The Subgrantees must promote the subproject, the ICAERUS project and its results, by providing the description of their project upon request from the ICAERUS Consortium and highlight the financial support of the EC.



Unless the European Commission or the ICAERUS coordinator requests or agrees otherwise or unless it is impossible, any communication activity related to the action (including in electronic form, via social media, etc.), any publicity, including at a conference or seminar or any type of information or promotional material (brochure, leaflet, poster, presentation etc.), and any infrastructure, equipment and major results funded by the grant must:

- (a) display the EU emblem,
- (b) display the ICAERUS logo, and
- (c) include the following text:

*For communication activities: “This sub-project has received funding from the project ICAERUS (grant agreement No 101060643) through its Open Call, funded by the European Union’s Horizon Europe research and innovation programme”.*

When displayed in association with a logo, the European emblem should be given appropriate prominence. This obligation to use the European emblem in respect of projects to which the EC contributes implies no right of exclusive use. It is subject to general third-party use restrictions which do not permit the appropriation of the emblem, or of any similar trademark or logo, whether by registration or by any other means. Under these conditions, the Subgrantee is exempted from the obligation to obtain prior permission from the EC to use the emblem. Further detailed information on the EU emblem can be found on the Europa web page.

Any publicity made by the Subgrantee in respect of the subproject, in whatever form and on or by whatever medium, must specify that it reflects only the author’s views and that the EC or ICAERUS project is not liable for any use that may be made of the information contained therein.

The EC and the ICAERUS consortium shall be authorised to publish, in whatever form and on or by whatever medium, the following information:

- the official name of the Subgrantee,
- contact address of the Subgrantee,
- the general purpose of the subproject,
- the amount of the financial contribution foreseen for the subproject; after the final payment, and the amount of the financial contribution actually received,
- the geographic location of the activities carried out,
- the list of dissemination activities and/or of patent (applications) relating to foreground,
- the details/references and the abstracts of scientific publications relating to foreground and, if funded within the subproject, the published version or the final manuscript accepted for publication,
- the publishable reports submitted to ICAERUS,
- any picture or any audio-visual or web material provided to the EC and ICAERUS in the framework of the subproject.

The Subgrantee shall ensure that all necessary authorisations for such publication have been obtained and that the publication of the information by the EC and ICAERUS does not infringe any rights of third parties.

Upon a duly substantiated request by the subproject representative, the ICAERUS consortium, if such permission is provided by the EC, may agree to forego such publicity if disclosure of the information indicated above would risk compromising the Subgrantee’s security, academic or commercial interests.

Any publicity made by the Subgrantee in respect of the subproject accepted by the ICAERUS consortium, in whatever form and on or by whatever medium, must specify that it reflects only the author’s views and that the Project Coordinator, ICAERUS consortium or EC are not liable for any use that may be made of the information contained therein.



ICAERUS consortium and EC shall be authorized to publish, in whatever form and on or by whatever medium the following information:

- The legal name of the Subgrantee,
- Contact address of the Subgrantee,
- The general purpose of the project,
- The amount of financial contribution of the EC.

The Subgrantee shall ensure that all necessary authorizations for such publication have been obtained and that the publication of the information by the Project Coordinator, ICAERUS consortium or EC does not infringe any rights of third parties.

Upon a duly substantiated request by the Project Coordinator on the behalf of the Subgrantee, the EC may agree to forego such publicity if disclosure of the information indicated above would risk compromising the Subgrantee's security, academic or commercial interests.

## **Article 9 – Data protection**

### **9.1 Data protection obligation**

The contracting parties have the obligation to abide by the Regulation (EU) 2016/679 (General Data Protection Regulation - GDPR) of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data.

The processing of personal data shall be carried out lawfully, fairly and in a transparent manner, collected for specified purposes and adequate, relevant and limited to what is necessary in relation to the purposes for which it is processed.

The Subgrantee might use and process the data only for the purposes of this Contract and during the length of the Contract. Any unauthorised use is forbidden. In any event, neither the ICAERUS Project coordinator nor the Treasurer will be held responsible for any abusive use of data incurred into by the Subgrantee.

The Subgrantee shall not try to re-identify anonymised data. If re-identification occurs, the Subgrantee commits not to use such data. The Subgrantee shall delete, at the end of this Contract, the data to which the Subgrantee has been granted access during the incubation process, except where an agreement is entered into with the Data Provider.

### **9.2 New data produced**

The Subgrantee acknowledges that they will be the “data controller” of any new dataset of personal information that the Subgrantee may produce in the course of the ICAERUS project.

## **Article 10 – Financial audit and controls**

The EC may, at any time during the implementation of the Project and up to five years after the end of the ICAERUS project (foreseen for 30 June 2026), arrange for financial audits to be carried out, by external auditors, or by the EC services themselves including in the European Anti-Fraud office (OLAF), on the Subgrantee. The audit procedure shall be deemed to be initiated on the date of receipt of the relevant letter sent by the EC. Such audits may cover financial, systemic and other aspects (such as accounting



and management principles) relating to the proper execution of the Grant Agreement. They shall be carried out on a confidential basis.

The Subgrantee shall make available directly to the EC all detailed information and data that may be requested by the EC or any representative authorised by it, with a view to verifying that the Grant Agreement is properly managed and performed in accordance with its provisions and that costs have been charged in compliance with it. The information and data must be precise, complete and effective.

The Subgrantee shall keep the originals or, in exceptional cases, duly authenticated copies – including electronic copies – of all documents relating to the Contract until 2031. These shall be made available to the EC when requested during any audit under the Grant Agreement.

In order to carry out these audits, the Subgrantee shall ensure that the EC's services and any external body(ies) authorised by it have on-the-spot access at all reasonable times, notably to the Subgrantee's offices, to its computer data, to its accounting data and to all the information needed to carry out those audits, including information on individual salaries of persons involved in the subproject. They shall ensure that the information is readily available on the spot at the moment of audit and, if so requested, the data be handed over in an appropriate form.

On the basis of the findings made during the financial audit, a provisional report shall be drawn up. It shall be sent by the EC or its authorized representative to the Subgrantee concerned, which may make observations thereon within one month of receiving it. The EC may decide not to take into account observations conveyed or documents sent after that deadline. The final report shall be sent to the Subgrantee concerned within two months of expiry of the aforesaid deadline.

On the basis of the conclusions of the audit, the EC shall take all appropriate measures which it considers necessary, including the issuing of recovery orders regarding all or part of the payments made by it and the application of any applicable sanction.

The European Court of Auditors shall have the same rights as the EC, notably right of access, for the purpose of checks and audits, without prejudice to its own rules. In addition, the EC may carry out on-the-spot checks and inspections in accordance with Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the EC in order to protect the European Communities' financial interests against fraud and other irregularities.

## **Article 11 – Amendments**

Amendments or changes to this Contract shall be made in writing and signed by the duly authorized representative of the Contracting Parties. Nevertheless, in the event the EC modifies the conditions, the ICAERUS Consortium partners will amend the Contract accordingly.

## **Article 12 – Language**

The contract is drawn up in English language, which shall govern all documents, notices, meetings and processes relative thereto.

## **Article 13 – Applicable law**

This Contract shall be construed in accordance with and governed by the laws of Belgium.

## Article 14 – Settlement of disputes

If the Contracting Parties are unable to resolve a dispute amicably, such dispute will be finally settled under the Rules of Arbitration of the International Chamber of Commerce by three (3) arbitrators in Brussels.

Each of the Contracting Parties to the dispute shall appoint one (1) arbitrator, and the three (3) arbitrators so appointed shall elect the presiding arbitrator. Should a Party to the dispute, which should appoint an arbitrator, fails to do so within fourteen (14) days of the delivery of the written notice, to do so from the other Party to the dispute or should the appointed arbitrators fail to reach agreement on the presiding arbitrator within fourteen (14) days after their appointment, such arbitrator shall be appointed in accordance with the Rules upon request of any of the Parties to the dispute.

The seat of arbitration shall be Brussels.

The Contracting Parties agree that the language of the arbitration, including oral hearings, written evidence and correspondence, shall be English.

A duly rendered arbitration award shall be final and binding on the Contracting Parties to the dispute. Each Contracting Parties to the arbitration conducted in accordance with this section hereof shall bear its own expenses incurred in connection with such arbitration, including fees of its legal counsels. All other costs and expenses shall be apportioned between the Contracting Parties to the arbitration in accordance with the decision of the arbitrators.

Nothing in this Contract shall limit the Contracting Parties' right to seek injunctive relief or enforce an arbitration award in any applicable competent court of law.

## Article 15 – Originality of the sub-granted projects

It is required that applications submitted are based on original works by the applicants and that their foreseen developments are free from third party rights. ICAERUS consortium is not obliged to verify the authenticity of the ownership of the foreseen products/ services. Any issues delivered from third party claims that arise a result of the sub-granted projects are on the sole responsibility of the applicant.

## Article 16 – IPRs

Each subgrantee that generates results owns the attached Intellectual Property Rights (IPRs) generated during the development process and will own results that are not IPRs. Each contractor is responsible for the management and protection of its IPRs and bears the costs associated with this.

The Subgrantees funded within ICAERUS project will be the unique owners of the technologies created within the framework of their sub-granted projects. Parts of their works will be requested to be public for ICAERUS dissemination purposes.

## Article 17 – Do Not Significant Harm

Subgrantees must always respect the “Do Not Significant Harm Principle”. The Commission Communication on the European Green Deal introduced the green oath to ‘do no harm’. The ‘Do not Significant Harm’ (DNSH) principle has been further specified in the EU Regulation on the establishment of a framework to facilitate sustainable investments, commonly defined as the ‘EU Taxonomy Regulation’. Six environmental objectives are listed in Article 913 of the EU Taxonomy and Article 17 specifies what can constitute a ‘significant harm’ for these objectives. Thus, the regulation provides that no measure should lead to significant harm to any of the six environmental objectives within the meaning of Article 17 of the Taxonomy Regulation.

|                                                                                                 |                                                                                                             |
|-------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| <p>For FSH (the Treasurer)</p> <p>Mr Grigorios Chatzikostas</p> <p>Manager</p> <p>Signature</p> | <p>For [SME] (the Subgrantee)</p> <p>Mr/Ms [NAME SURNAME]</p> <p>[POSITION_IN_COMPANY]</p> <p>Signature</p> |
| <p>Done at Thessaloniki on DD/MM/YYYY</p>                                                       | <p>Done at _ on DD/MM/YYYY</p>                                                                              |



**END OF DOCUMENT**