

OPEN CALL 2

Application submission starts on:

15 September 2022, 00:00 CET

Submission deadline:

15 November 2022, 17:00 CET

[www.hosmartai.eu](https://www.hosmartai.eu/)

Annex 3.1

Description of Work

# INSTRUCTIONS

HosmartAI Open Call #2 – EXPERIMENT Call for Pilots

Please use this template to prepare your proposal. It has been organised to ensure that the important aspects of your planned work are clearly measurable with respect to the evaluation criteria. Sections 1 to 5 each correspond to an evaluation criterion (see the Guidelines for Applicants document for details: <https://www.hosmartai.eu/opencalls/>

The structure of this template must be followed when preparing your proposal. Applicants using other kind of template/ document structure will be automatically ineligible.

Only proposals that successfully address all the required aspects will have a chance of being funded.

Please take advantage of the different communication instruments offered by the HosmartAI Consortium (i.e. info webinars, help-desk, online Q&A, and FAQ section in the website) to receive feedback on any questions you may have before submitting your proposal.

The **page limit for full proposal is 12 pages** (Not including cover page, table of content page and the Ethical/Security Checklist). Please also respect the limits indicated in each section. All tables and eventual figures must be included within this limit. The allowed font type is “Tw Cen MT” alternatively “Calibri” and the minimum font size is 11 points. The page size is A4, and all margins (top, bottom, left, right) should be at least 15 mm.

If you attempt to upload a proposal longer than the specified limit, **excess pages will be made invisible**, and will not be taken into consideration by the evaluators.

*!Please delete this page when submitting the proposal!*

*!Delete the* guidance text in blue *in each section!*

**ENGLISH is the only eligible language of the proposal**

# HosmartAI Open Call #2 – EXPERIMENT Call for Pilot

Acronym of your proposal

Full title of your proposal

|  |  |  |
| --- | --- | --- |
| **Coordinating Organisation**   Name, Last name,  position in the organisation  E-mail: | Name of the healthcare entity  Name, Last name,  position in the organisation | Name of the partner org.  Name, Lastname,  position in the organisation  please remove this column if the consortium does not have a 3rd partner |
| Participant short name | Participant short name | Participant short name |
| Logo, if applicable | Logo, if applicable | Logo, if applicable |
| website | website | website |

Date of submission:

Country/city

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1. Overview of the proposal (maximum 1 page)

Indicate in the table below who are the member of the consortium and their corresponding roles

Table 1: Consortium composition.

|  |  |  |  |
| --- | --- | --- | --- |
| **Consortium partner** | **Entity name** | **Entity type**  (SME; Healthcare entity; Research institute; Other not-for profit research entity) | **Entity role**  (Tech provider/ integrator; Tech adopter/ End-user; Competence centre - optional)  (The proposal must cover minum the first two roles)) |
| Partner #1 (Coordinator)  Must be a for-profit SME/Start-up |  |  |  |
| Partner #2 (healthcare entity) |  |  |  |
| Partner #3 (optional) |  |  |  |

## Executive summary

Justify your selection briefly and describe your proposal. Describe an overview of your pilot, main goal, where will it be implemented, who will be involved, challenges to address, objectives to meet and potential impact.

Maximum 350 words

Text style to be used

1. Excellence & Innovation (maximum 3 pages + 1 page for image(s))

|  |
| --- |
| **Current scenario** |
| -Describe the challenge scenario to be addressed by the pilot, explaining the how does the current situation looks like, what are the end-users’ pains and struggles. Identify the technical challenges and barriers. Whenever possible quantify the aspects involved.  Text style to be used |

|  |
| --- |
| **Envisioned scenario** |
| -Describe the aim of the pilot, how a future scenario looks like, healthcare sector involved, objectives in a credible and clear way, addressing the Open call topic.  -Include the alignment to the HosmartAI’s vision and objectives and the way the proposed solution intends to be integrated in HosmartAI’s platform.  Text style to be used |

|  |
| --- |
| **Technical approach** |
| - Describe how you will reach the envisioned scenario.  - Describe your technical approach including the identification of the platforms/technologies required to be integrated/developed, the applicable standards to be used and/or updated, data to be captured for decision support systems, validation methodologies.  - Identify the HosmartAI technical components to be used.  - Identify the technical challenges and barriers expected to be solved.  - Identify the technology readiness level of the proposed solution and its benefits for end-users.  Text style to be used |

|  |
| --- |
| **Engagement with the healthcare entity** |
| - Describe how you will engage with healthcare entity to identify and gather their needs that will feed the development of technical requirements and continuous improvement of the pilot’s activities.  -Identify the list stakeholders to engage and how they will be involved.  Text style to be used |
| **Gender approach** |
| - Describe how your proposal will ensure gender equality approach at every stage of the pilot.  - Address sex and gender design, and analysis.  - A pilot methodology must ensure a balanced sampling of human participants as part of the services design, considering gender and diversity by balancing involved workers and stakeholders.  Text style to be used |

Images/schemes

1. IMPACT & EXPLOITATION (Maximum 2 pages)

|  |
| --- |
| **Expected benefits** |
| -What will change and how much with the piloting solution you are targeting?  - What are the longer-term goals and how this first successful proof-of-concept will lead to there.  -Describe expected benefits of the pilot for its partners, healthcare industry, and other stakeholders involved.  -Justify your project outcomes (which should be clear, measurable, and realistic) and how they will generate added-value with respect to HosmartAI vision and objectives.  -Define the potential socio-economic impact of your solution  Text style to be used |

|  |
| --- |
| **Exploitation potential** |
| -What are the main exploitable results you expect to achieve with this pilot?  -Please explain how you will exploit the results.  -What are the means you will use to publish and market your achievements?  - How do you foresee the exploitation of your project through HosmartAI?  - Describe product concept; market & competition  -Identify the scaling opportunities and replication possibilities in Europe.  -Identify commercial milestones  -When do you expect the commercialization to start?  -Describe investment & next steps  Text style to be used |

|  |  |
| --- | --- |
| **Contribution to HosmartAI KPIs** | |
| KPI | Value at the end of implementation |
| Number of healthcare professionals involved in this pilot? |  |
| Number of patients involved in this pilot? |  |
| Number of HosmartAI tech implemented |  |

* What are the Key Performance Indicators you will use to measure your project’s success?

|  |  |
| --- | --- |
| Additional Pilot specific KPIs | Value at the end of implementation |
|  |  |
|  |  |
|  |  |
|  |  |

Add rows as needed

1. Expertise and excellence of the team (max. 2 pages)

Summarise the Consortium team involved in the project in the table below. Notice that the people included in the proposal must be later involved in the execution.

Table 3: Proposed Team

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Entity | Name of the person | Role in the project | Link to LinkedIn profile or equivalent | Gender |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Add lines as required

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

Describe #1 partner - consortium leader

Please describe the competences of the company and in particular the team which will realise the results. Include:

* Company description and main products/services
* Business and technical competences and
* Participating team members competences/ skills

Describe #2 partner

Please describe the role of the healthcare entity involved and the team of experts that will represent this partner. Include:

* Entity description and main healthcare services
* Technical competences
* participating team members competences/ skills

Describe #3 partner (if exists)

Please describe the competences of the company/competence centre (CC) and the team which will realise the results. Include:

* company profile and main expertise/products/services if relevant,
* role
* competences adequate to the expected role
* participating team members competences/ skills
* Explain the value of fusion as a consortium and how you will be structured as a sole team
* Identify synergies, trans-disciplinary competences, cross-border dimension if exists.

Text style to be used

1. Project planning and value for money (maximum 3 pages)

Notice that EXPERIMENT activities have three phases of 2-month, 6-months, and 4-months, to progress with your pilot execution. Take this into account to align this with your planning.

## Main activities of the project

Describe the activities that will take place in your project from the technical point of view. Break down your work into each of the 3 phases (1-Design; 2-Develop, Deploy, Operate; 3-Assess), list tasks and provide timing of the different activities and components. This section should answer the question “how are we going to implement the project to reach the defined objectives?”

|  |  |  |  |
| --- | --- | --- | --- |
| **Pilot Title:** | | | |
| **Participant short name** | #1 | #2 | #3, if exists |
| **Role** |  |  |  |
| **Description:**  The main aim of this work.... | | | |
| **WORKPLAN 1ST PHASE - DESIGN**  **Task 1:  name & period of execution M=month (Mx-Mx)**  Clear objective of the task  Clear description of the task  Clear contribution to the task of the consortium partners  Expected outcome(s)  ***Deliverable****:  xxx.*  **Task 2:  name & period of execution (Mx-Mx)**  Clear objective of the task  Clear description of the task  Clear contribution to the task of the consortium partners  Expected outcome(s)  ***Deliverable****:  xxx.*    **Task 3:  name & period of execution (Mx-Mx)**  Clear objective of the task  Clear description of the task  Clear contribution to the task of the consortium partners  Expected outcome(s)  ***Deliverable****:  xxx.* | | | |
| **Impact and Outputs of the 1st phase**  List main Milestones:  List main KPIs | | | |
| **WORKPLAN 2ND PHASE - DEVELOP, DEPLOY, OPERATE**  **Task 1: name & period of execution (Mx-Mx)**  Clear objective of the task  Clear description of the task  Clear contribution to the task of the consortium partners  Expected outcome(s)  ***Deliverable:  xxx.***  **Task 2: name & period of execution  (Mx-Mx)**  Clear objective of the task  Clear description of the task  Clear contribution to the task of the consortium partners  Expected outcome(s)  ***Deliverable:  xxx.***    **Task 3: name & period of execution (Mx-Mx)**  Clear objective of the task  Clear description of the task  Clear contribution to the task of the consortium partners  Expected outcome(s)  ***Deliverable:  xxx.*** | | | |
| **Impact and Outputs of the 2nd phase**  List main Milestones:  List main KPIs: | | | |
| **WORKPLAN 3RD PHASE - ASSESS**  **Task 1: name & period of execution (Mx-Mx)**  Clear objective of the task  Clear description of the task  Clear contribution to the task of the consortium partners  Expected outcome(s)  **Deliverable:  xxx.**  **Task 2: name & period of execution  (Mx-Mx)**  Clear objective of the task  Clear description of the task  Clear contribution to the task of the consortium partners  Expected outcome(s)  **Deliverable:  xxx.**    **Task 3: name & period of execution (Mx-Mx)**  Clear objective of the task  Clear description of the task  Clear contribution to the task of the consortium partners  Expected outcome(s)  **Deliverable:  xxx.** | | | |
| **Impact and Outputs of the 3rd phase**  List main Milestones:  List main KPIs: | | | |

## Value for money

Please indicate the number of person-months (full-time equivalent) of people involved in the project in the table below for the 12 months of project:

Table 5: Person-month and Personnel costs

|  |  |  |  |
| --- | --- | --- | --- |
| Name of the person | Person-month  (PM) | Monthly rate in €  (MR)  (Actual cost only) | Direct personnel costs  (PMxMR) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total |  |  |  |

Add lines as required

Notice that a PM is a metric for expressing the effort of a person dedicated full time in one month.

Provide a description of expected costs and the requested total contribution using the table.

Table 6: Total budget

|  |  |
| --- | --- |
| Item | Amount (€) |
| Direct personnel costs (a) |  |
| Other direct cost (Equipment) (b)  (Depreciation cost only) |  |
| Other direct cost (Software licenses) (c) |  |
| Other direct cost (Travel expenses) (d) |  |
| Other direct cost (Others) (e) |  |
| Indirect costs (0,25 x (a +b +c +d+e)) |  |
| Total |  |

#### Note: Subcontracting is not allowed, unless strong justification is provided and that applies only for minor parts. Selected SME is accountable to execute the core activities of the project.

1. Annex: Ethical/Security Checklist

Table 7: Ethical issues

|  |  |
| --- | --- |
|  | **YES/NO** |
| **Informed Consent** |  |
| * Does the proposal involve children? |  |
| * Does the proposal involve patients or persons not able to give consent? |  |
| * Does the proposal involve adult healthy volunteers? |  |
| * Does the proposal involve Human Genetic Material? |  |
| * Does the proposal involve Human biological samples? |  |
| * Does the proposal involve Human data collection? |  |
| **Research on Human embryo/foetus** |  |
| * Does the proposal involve Human Embryos? |  |
| * Does the proposal involve Human Foetal Tissue / Cells? |  |
| * Does the proposal involve Human Embryonic Stem Cells? |  |
| **Privacy** |  |
| * Does the proposal involve processing of genetic information or personal data (e.g. health, sexual lifestyle, ethnicity, political opinion, religious or philosophical conviction) |  |
| * Does the proposal involve tracking the location or observation of people? |  |
| **Research on Animals** |  |
| * Does the proposal involve research on animals? |  |
| * Are those animals transgenic small laboratory animals? |  |
| * Are those animals transgenic farm animals? |  |
| * Are those animals cloned farm animals? |  |
| * Are those animals nonhuman primates? |  |
| **Research Involving Developing Countries** |  |
| * Use of local resources (genetic, animal, plant etc) |  |
| * Benefit to local community (capacity building i.e. access to healthcare, education etc) |  |
| **Dual Use** |  |
| * Research having direct military application |  |
| * Research having the potential for terrorist abuse |  |
| **ICT Implants** |  |
| * Does the proposal involve clinical trials of ICT implants? |  |
| **I CONFIRM THAT NONE OF THE ABOVE ISSUES APPLY TO MY PROPOSAL** | YES/NO |

Ethics

If you have entered any ethics issues in the ethical issue table, once selected for funding you will need to have ready to submit:

* an ethics self-assessment, which:
  + describes how the proposal meets the national legal and ethical requirements of the country or countries where the tasks raising ethical issues are to be carried out;
  + explains in detail how you intend to address the issues in the ethical issues table, in particular as regards:
    - research objectives (e.g. study of vulnerable populations, dual use, etc.)
    - research methodology (e.g. clinical trials, involvement of children and related consent procedures, protection of any data collected, etc.)
    - the potential impact of the research (e.g. dual use issues, environmental damage, stigmatization of particular social groups, political or financial retaliation, benefit-sharing, malevolent use, etc.).
* the documents that you need under national law (if you already have them), e.g.:
  + an ethics committee opinion;
  + the document notifying activities raising ethical issues or authorizing such activities

page63image24565024 *If these documents are not in English, you must also submit an English summary of them (containing, if available, the conclusions of the committee or authority concerned).*

page63image24565024*If you plan to request these documents specifically for the project you are proposing, your request must contain*

Security

**Please indicate if your project will involve:**

* Activities or results raising security issues: ……………..(YES/NO)
* 'EU-classified information' as background or results: Any potential “dual use” of results: …………………(YES/NO)
* Any potential “dual use” of results: ………………(YES/NO)