



GUIDE FOR APPLICANTS

First Business-oriented Open Call

Submission starts on Sunday, 1st of March 2020
Submission deadline on Thursday, 30th of April 2020 at 13:00 (CEST)

Version 09/03/2020



eSSIF-Lab is funded by the European Commission, as part of the Horizon 2020 Research and Innovation Programme, under Grant Agreement N° 871932 and it is framed under [Next Generation Internet Initiative](#).

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1 INTRODUCTION

eSSIF-Lab is a project funded by the Horizon 2020 Programme of the European Union and aims at advancing the broad uptake of Self-Sovereign Identities (SSI) as a next generation, open and trusted digital identity solution for faster and safer electronic transactions via the Internet and in real life.

In order to promote the development, integration and adoption of Self-Sovereign Identities (SSI) technologies, eSSIF-Lab will distribute up to 5.6 M€ among 62 projects that will be selected through two types of open calls:

- one infrastructure-oriented open call targeting (20) technical enhancements and extensions of the SSI framework, and
- two business-oriented open calls targeting (42) SSI business and social innovations and applications.

This Guide for Applicants contains relevant information to understand how to successfully take part in the First Business-oriented Open Call of eSSIF-Lab.

The eSSIF-Lab consortium is comprised of:



[TNO](#) (the Netherlands) is the project coordinator and brings in its extensive SSI technical expertise and understanding of innovation processes to the start-up/SME/innovator community targeted by eSSIF-Lab.

FundingBox [Accelerator](#) (Poland) manages the open calls. FundingBox is the European leader in managing Financial Support to Third Parties (cascade funding) and provides tools for community creation, to help innovators meet, interact and collaborate to build growth connections.

[BLUMORPHO](#) (France) is a business accelerator with over 20 years of experience in building and developing successful ecosystems around innovation. It will provide business support to the companies that participate in the open calls to accelerate their SSI-related business.

[GRNET](#) (Greece) is responsible for the ongoing deployment infrastructure in the project. GRNET is the national network, cloud computing and IT e-Infrastructure and services provider. It supports a big number of users in the key areas of Research, Education, Health and Culture.



2 OPEN CALL SUMMARY

This first open call for business-oriented projects will distribute 1.27 M€ among 21 SMEs or start-ups that will develop business-oriented extensions to the eSSIF-Lab basic infrastructure, e.g. business solutions that make it easy for organizations to deploy and/or use Self-Sovereign Identity (SSI) technologies, reduce business risks, facilitate alignment of business information, etc. For concrete examples, see Annex I “Technology Description” of this Guide for Applicants.

The work in this call must be aligned (and integrated where appropriate) with the work that is done in the first infrastructure-oriented call, in which the eSSIF-Lab basic infrastructure components and protocols are being specified, built, tested, and demonstrated.

Solutions must be scalable, interoperable where appropriate and not limited to solving a problem in just a specific domain. They are also expected to be (ideally) in a Technology Readiness Level¹ (TRL) of 6 to 8 and in an Investment Readiness Level² (IRL) from 5 to 7, although proposals in lower levels will still be considered if justified by the type of solution proposed.

More information on the expected technology aspects, examples of these solutions and about eSSIF-Lab framework is in the Annex I “Technology Description” of this Guide for Applicants.

The selected proposals by the first business call will be invited to join an 8-month programme to accelerate SSI-related businesses and social applications, including business and technical support to integrate SSI technology with market propositions. This programme has 3 stages and is competitive (meaning that only the best performing projects will go on into the next phase). Those reaching the end of the programme might get up to **106000€ equity-free funding** (see section 5 “ESSIF-Lab Business-oriented Programme” for more information).

Generic commercial competitive SSI components and services developed as a result of this open call will be applied at a later stage by innovators taking part in eSSIF-Lab in areas such as HealthTech, e-Government, Education or by proposals in generic track of Open Disruptive Innovation.

¹ As per definition is Annex G of the General Annexes of the Work Programme of Horizon 2020: https://ec.europa.eu/research/participants/data/ref/h2020/wp/2014_2015/annexes/h2020-wp1415-annex-g-trl_en.pdf

² For reference, see: <https://blogs.berkeley.edu/2014/07/01/how-investors-make-better-decisions-the-investment-readiness-level/>

The call is open for applications' submission from 1st of March 2020 until 30th April 2020, at 13:00 (CEST), through FundingBox Platform at: <http://essif-lab-first-business-oriented.fundingbox.com>



3 ELIGIBILITY CRITERIA

All applicants will have to abide by all general requirements described in sections from 3.1 to 3.9 of this Guide for Applicants in order to be considered eligible to take part in eSSIF-Lab Business-oriented Programme, benefit from its services and receive funding.

3.1 TYPES OF BENEFICIARIES

Applicants can be single SMEs (including start-ups) legally established in eligible countries as defined in section 3.2.

An SME will be considered as such, if it complies with the Commission Recommendation 2003/361/EC³. As a summary, the criteria which define a SME are:

- 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.

When there is not a constituted legal entity, teams of 3 to 4 natural persons legally established in an eligible country will be required to provide a written commitment during SGA set-up process to set up a legally registered SME if reaching “Use-case integration stage” (Stage 3).

3.2 ELIGIBLE COUNTRIES

Only applicants legally established in any of the following countries (i.e. “Eligible Countries”) will be eligible for ESSIF-Lab Business-oriented Programme:

- The Member States of the European Union⁴;
- The Overseas Countries and Territories (OCT) linked to the Member States⁵; and
- Associated Countries to H2020⁶.

³ Description of this definition can be found at: https://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en

⁴ Please note that based on the Withdrawal Agreement, concluded between the EU and UK, which entered into force on 1 February 2020, the transition period has started. During this period, EU law continues to apply in the United Kingdom until 31 December 2020. It means that till the end of 2020 you can receive financial support for your project within the Horizon 2020 programme. Further funding within the H2020 scheme will be possible only if the EU and UK reach an appropriate agreement. You must take into account the risk of not being able to participate in the project after 31.12.2020 and obtaining further funding. Also, please consider that in special cases the European Commission may refuse to grant co-financing to projects whose implementation period does not exceed 2020.

⁵ Companies from Overseas Countries and Territories (OCT) are eligible for funding under the same conditions as entities from the Member States to which the OCT in question is linked.

3.3 TYPE OF ACTIVITY

Proposals should address the development and implementation of business-oriented extensions to the eSSIF-Lab basic infrastructure, e.g. business solutions that make it easy for organizations to deploy and/or use SSI, reduce business risks, facilitate alignment of business information, etc. For concrete examples, see Annex I “Technology Description” of this Guide for Applicants.

Proposed solutions shall:

- Meet the "SSI" Concept (i.e. technologies that allow individuals to control their electronic identities and to guard their privacy), as explained in Annex I “Technology Description”, and
- Be ready to be applied at a later stage by other innovators taking part in eSSIF-Lab in areas such as HealthTech, e-Government, Education or by proposals in the generic track of Open Disruptive Innovation.

3.4 SUBMISSION LANGUAGE

Proposals must be written in English in all their mandatory parts in order to be eligible. If the mandatory parts of the proposal are in any other language, the entire proposal will be rejected. If only non-mandatory parts of a proposal are submitted in a language different from English, those parts will not be evaluated but the proposal is still eligible.

English is also the only official language during the whole length of eSSIF-Lab Business-oriented Programme and, accordingly, any requested deliverables will be admitted only if submitted in English.

3.5 MULTIPLE SUBMISSIONS

Applicant companies can submit multiple applications, but only one of them can be funded. In case that more than one application from the same applicant will be among the 21 selected proposals, only the one with highest score (i.e. the one which got more points during external evaluation) will be funded. In this situation the reserve list will be used, selecting from the ranking from the Consensus Meeting the next project with more points (see section 5.3).

⁶ Updated information at: https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/3cpart/h2020-hi-list-ac_en.pdf

3.6 DEADLINE

The deadline for the submission of applications for this call is 30th April 2020, at 13:00 CEST/UTC+2 (Brussels local time).

Submitted proposals can be modified until this deadline but, after the call closure, additions or changes to received proposals will not be allowed nor considered.

Only proposals submitted until the deadline will be accepted.

3.7 ONLINE SUBMISSION

Proposals must be submitted online through the eSSIF-Lab microsite for this open call at FundingBox Platform: <http://essif-lab-first-business-oriented.fundingbox.com> before the deadline.

Applications submitted by any other means will not be considered for funding.

3.8 ABSENCE OF CONFLICT OF INTEREST

Each applicant must take all measures to prevent any situation where the impartial and objective evaluation of the proposal and implementation of the action is compromised for reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest ('conflict of interest'). To avoid conflicts of interest, applications will not be accepted from organizations who are partners in the eSSIF-Lab consortium, as well as its affiliated entities and its employees.

All cases of conflict of interest will be assessed case-by-case.

3.9 OTHER REQUIREMENTS

Each applicant must confirm that:

- It is not under liquidation or is not an enterprise under difficulty according to the Commission Regulation No 651/2014, art. 2.18;
- Its project is based on the original works and going forward any foreseen developments are free from third party rights, or they are clearly stated;
- It is not excluded from the possibility of obtaining EU funding under the provisions of both national and EU law, or by a decision of both national or EU authority; and
- All statements embodied in the Declaration of honour have been understood and accepted.



4 PREPARATION AND SUBMISSION OF PROPOSALS

Proposals must be submitted online through the eSSIF-Lab microsite for this open call at FundingBox Platform: <http://essif-lab-first-business-oriented.fundingbox.com> before deadline.

Proposals will be submitted in a one-step process via the online application form which will include:

- Project proposal, divided into:
 - Contact and legal info
 - Project description
 - Excellence (Scored)
 - Impact (Scored)
 - Implementation (Scored)
 - Transversal criteria (Scored)
- Statistical section,
- Informed consent form (Compulsory),
- Declaration of honour – confirmation that the applicant is not in the cases explained in the exclusion criteria and absence of conflict of interest (Compulsory), and
- Processing of personal data – legal requirement related to the processing of the personal data of the Applicants in accordance with the General Data Protection Regulation, EU 2016/679 (Compulsory).

Additional material, which has not been included and specifically requested in the online application form, will not be considered for the evaluation of the proposals and data not included in the proposal will not be considered regardless of the reason for not being included. The applicants are solely responsible for verification of the completeness of the form.

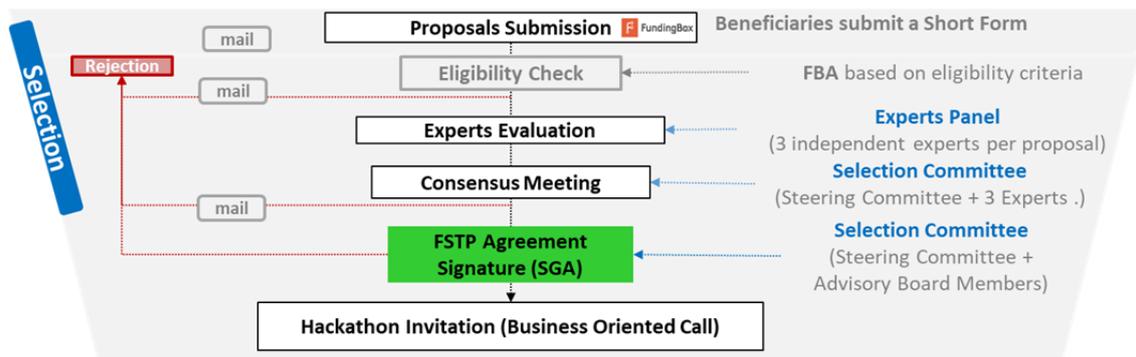
The eSSIF-Lab consortium makes its best effort to keep all provided data confidential; however, for the avoidance of doubt, the applicant is solely responsible to indicate its confidential information as such.

Applicants will be able to edit their submitted application to include any change that they may consider valid, until the deadline of this call. The applicants are 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 extenuating circumstances, will result in rejection of the proposal.



5 SUMMARY OF THE EVALUATION PROCESS

Evaluation of proposals will be done the phases reflected in the following figure:



5.1 ELIGIBILITY CHECK

The ‘List of Applications’ received will be checked according to the “eligibility criteria” in section 3 of this Guide for Applicants and to the “minimum quality criteria” below, and those proposals which do not comply with those criteria will be excluded.

Applicants will also be checked for a minimum quality according to the following **3 criteria**:

1. Have a relevant past performance in developing and running identity solution or related components (as reflected in the field “SSI Expertise” of the “Implementation” section of the application from),
2. Embrace the broad vision of interoperable self-sovereign identity (as reflected in the in the “How is your solution fitting in SSI Concept?” field of the “Project” section of the application form), and
3. Be willing to interact with other eSSIF-Lab participants to further concretize that vision (as per declared by applicants in the field “Contribution to eSSIF-Lab ecosystem and framework” of the “Impact” section of the application form).

MINIMUM QUALITY CRITERIA 1: The past performance will be assessed based on references for, **at least, one out of the following types of activities**:

- 1.1. at least, 5 contributions to SSI standardisation, where a contribution can be:
 - the participation (by providing ideas, objections, observations etc.) in a message thread of a mailing list run by W3C VC or alike organizations,
 - a mention of one or more proposals of you in a meeting minutes,
 - an accepted pull request in a git-repo for a standards document or
 - something similar (references to these should be provided by e.g. the minutes of a meeting and/or mailing lists of standardization bodies such as W3C or DIF).

- 1.2. The contribution to actual SSI technology in an active SSI repository (with, at least, 5 contributors and at least 10 commits per month during the past 9 months) with at least 1 accepted pull request (a link to the announcement should be provided).
- 1.3. a specification of other ways of proving past performance in developing identity solutions/related components, that is endorsed by at least two individuals with different affiliations that have qualified for having relevant past performance on conditions other than providing a specification per this criterion.

MINIMUM QUALITY CRITERIA 2: The embracement of broad vision of eSSIF-Lab interoperable self-sovereign identity will be assessed by the explanation provided by the applicants of one of the following:

- how the proposal fits in the current functional architecture or
- a convincing argument of flaws in this architecture, how they might be fixed, and how the proposal would then fit in that modified architecture.

MINIMUM QUALITY CRITERIA 3: Applicants' commitment to interact with eSSIF-Lab ecosystem will be validated by a **declaration from applicants on their intentions**.

A shortlist of "Eligible Applicants" will be produced as a result of this phase.

5.2 EXTERNAL EVALUATION

Proposals in the list of "Eligible Applicants" will be evaluated by three external and independent experts, on the following criteria:

- **Excellence** will evaluate:
 - **Ambition:** The applicants must demonstrate to what extent that proposed solution is beyond the State of the Art and describe the innovative approach behind it (e.g. ground-breaking objectives, novel concepts and approaches, new services or business and organisational models).
 - **Innovation:** The applicants should provide information about the level of innovation within their market and about the degree of differentiation that this solution will bring.
 - **Soundness of the approach:** The applicants have to demonstrate that their proposal is, or contributes to, the solution of one or more explicitly identified business issues that are related with the transition to and/or the actual use of SSI business, processes or technologies. The proposal should also fit into the eSSIF-Lab vision and functional architecture or makes a convincing case on how that vision/architecture should be modified after which it is demonstrated that the proposal fits that modified vision/architecture.
- **Impact** will analyse:
 - **Market opportunity:** The applicants must demonstrate a clear idea of the results they want to achieve and the market potential of the new/improved solution (e.g. an idea of the business case (costs/benefits) that makes the proposal worth pursuing).
 - **Competition:** The applicants must provide information about the degree of competition for their particular component/service and the ways in which the idea differs from what



others do, and/or is disruptive and breaks the market (i.e. the services to be brought to market can be clearly differentiated from the competition).

- **Commercial Strategy, Interoperability and Scalability:** The applicants have to demonstrate the level of interoperability and scalability of the new/improved solution meaning that it does not attempt to solve a specific problem but is able to be commercialised to solve a structural problem in a specific sector/process/etc.
- **Implementation** will consider:
 - **Team:** The applicants must demonstrate their management and leadership qualities, their ability to take a concept from idea to market, their capacity to carry through their ideas and understand the dynamics of the market they are trying to tap into. Also, the applicants must demonstrate their ability to develop solutions that fit into technical and/or business contexts that are under development by other eSSIF-Lab beneficiaries. The team should be a balanced and cross-functional team, with a strong background and skill base.
 - **Resources:** Demonstrate the quality and effectiveness of the resources assigned in order to get the objectives/deliverables proposed. One important aspect is that applicants make clear in the proposal that what they propose can be developed using the partners' technical solutions.

Each evaluator will rank each application assigning a score from 0 to 5 for each criterion and, based on this, an Individual Evaluation Report will be produced.

The final score on each criterion will be given by the average of the scores and the threshold for individual criteria will be 3. Impact criterion is given a weight of 1.5 to determine the final ranking.

Overall final score will be calculated as an average of the individual assessments provided by the Evaluators, after normalising in order to compensate for scoring bias, and default threshold will be 10.

Transversal criteria such as 'Environment and low carbon economy contribution', 'Equal Opportunities' and 'Social Impact' will also be also considered by evaluators when scoring the proposals.

Ties will be solved using the following criteria, in order:

- Impact score,
- Team score, and
- Date of submission (i.e. earlier submitted proposals go first).

A 'Ranking List' will be elaborated as a result of this phase.

5.3 CONSENSUS MEETING

The "Selection Committee" will check then the best proposals scored in the "Ranking List" produced in the previous phase. Whilst normally the highest scored proposals



will be proposed for next stage, the committee might have reasonable objections to a specific third party (e.g. commercial competition among proposals, multiple submission, redundancy among proposals, etc.). In this case the choice may pass to the next-scored proposal.

The Selection Committee will decide, by consensus based on the awarding criteria described above, the list of finalists to be invited to the Hackathon Event, which will be the first milestone event of the eSSIF-Lab Business-oriented Programme. The exact number of proposals approved will be decided based on the overall quality of the proposals.

As a result of this phase, a 'Provisional List of FSTP recipients' and 'Reserve List' will be produced.

5.4 SUB-GRANT AGREEMENT SETUP PROCESS

After the consensus meeting, but prior to the Hackathon Event, proposals included in the "Provisional List of FSTP Beneficiaries" will be required to go through an "Ethics review" and a "Formal check".

During "Ethics review", the Ethical Committee will review all selected projects and, to check if there are any ethical issues raised. If an ethical issue arises, an applicant may be asked to provide additional information or additional requirements can be imposed for them. In case of any requirement/information requested is not provided by beneficiary, this will directly end the FSTP Agreement setup process and projects inside the "Reserve List" will substitute the failing applicants.

For the "Formal check", applicants included in the "Provisional List of FSTP Beneficiaries" will have to provide all documentation required to prove their compliance with the Eligibility Criteria and fulfilment of the legal requirements.

In case the requested information is not provided in time without clear and reasonable justification, this will directly end the "Sub-Grant Agreement" setup process and projects inside the "Reserve List" will substitute the failing applicants in order of ranking.

Once all these formalities are covered, FundingBox Accelerator (on behalf of the consortium) will sign the "Sub-grant Agreement" with the final beneficiaries of FSTP.

5.5 TENTATIVE TIMELINE

Evaluation process is expected to take place from May to July 2020 and, hence, selected proposals will be communicated and invited to Hackathon Event by the beginning of August 2020. (See section 10 for open call indicative schedule).





6 ESSIF-LAB BUSINESS-ORIENTED PROGRAMME

The selected applicants, after signing the “Sub-grant Agreement” with FBA, will participate in the eSSIF-Lab Business-oriented Programme, which is an 8-month programme articulated as a totally customised service where high level researchers and top business professionals are specifically selected to fit the needs of projects and guide them along the whole Programme.

The programme will follow a competitive approach (funnel approach). This is, only best participants in each stage will go on for the next one: 21 companies will be invited to stage 1, the top 15 will move onto stage 2 and only the 5 best-in-class teams will reach stage 3.

The benefits of the programme include:

- Personalised business mentoring,
- Business case validation,
- Market feasibility assessment,
- Ecosystem consolidation,
- Support access to investors for the 5 best-in-class teams, and
- Invitations to pitching events.

The programme is divided in 3 competitive stages (i.e. only best in each stage will go on for the next one):

- Stage 1. Hackathon + Proof of Concept (1 month, funding up to €15K): 21 companies will be invited to an intensive Hackathon Event which will end with a matching of the team with a technical mentor and a business mentor. As result, a Proof of Concept and Business Roadmap will be defined, as well as an Individual Mentoring Plan.
- Stage 2 - Full functionality (5 months, funding up to €50K). 15 best companies of the ones in the previous stage will focus on developing a mock-up and a Prototype.
- Stage 3 – Customer / Use-case integration (2 months, funding up to €41K). Only the 5 best-in-class teams will reach this stage and focus on testing the MVPs with first early adopters and defining Business models and Exploitation Plan.

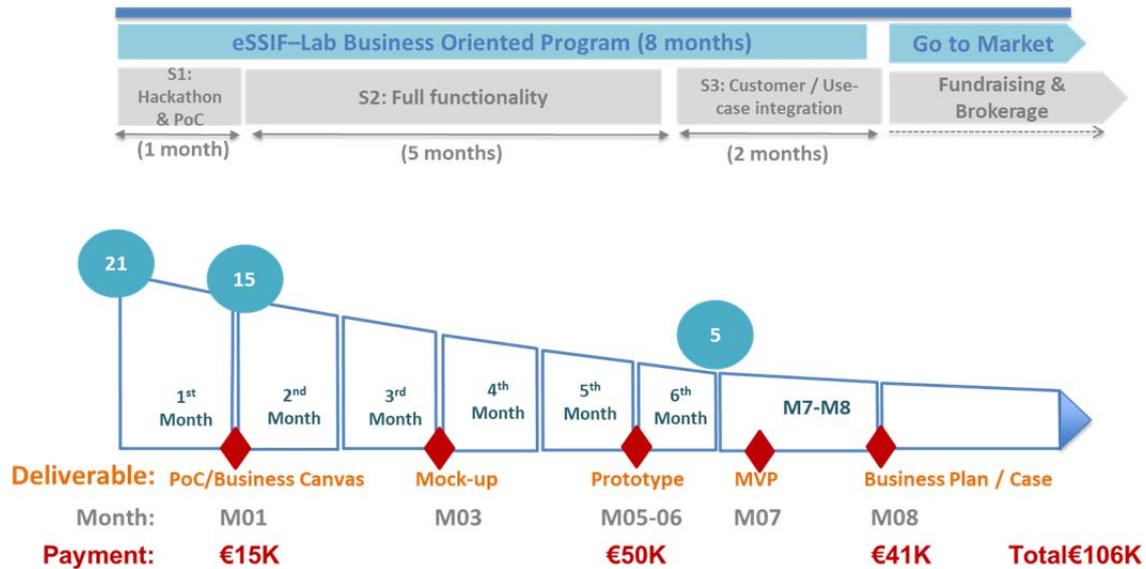
Amount indicated in Stages above is paid as a lump sum based on meet specific deliverables/KPI's included in “Sub-grant Agreement”.

As it will be specified in the Sub-grant Agreement to be signed with beneficiaries, a retention rate of 15% will be applicable to the final tranche of the grant, and the balance will be paid at the end of the project, once the final EC payment will be



received by eSSIF-Lab Consortium. Specific payment dates will be agreed in the Sub-grant agreement with beneficiaries.

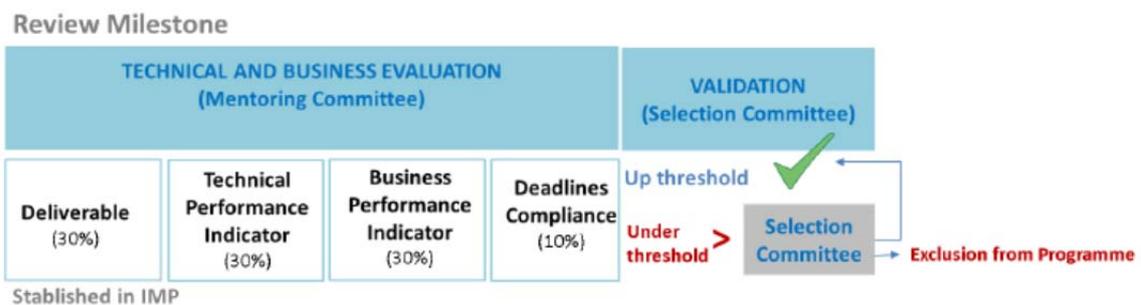
These stages are linked to specific deliverables and payments:



An exhaustive “Review Process” will be implemented in order to do a proper follow up the projects, to select those which are best to progress to the next phase and to deliver payments linked to the achievement of the KPIs/Deliverables established.

The selected projects will define during the first month of the support programme, together with the mentors allocated, an ‘Individual Mentoring Plan (IMP)’, establishing the KPIs and Deliverables that will be considered when ‘Mentoring Committee’ evaluates the projects’ performance at the milestones review (established at the end of stages 2 and 3).

Criteria for this evaluation and corresponding weights are shown in this figure below:



According with this final score:

- Beneficiaries over threshold (7 points) will successfully receive the next payment and be a candidate to continue in the programme.

- Beneficiaries under threshold will be reviewed by the ‘Selection Committee’, who will take a final decision considering all possible objective reasons for underperformance (i.e. external factors which might have influenced the beneficiaries’ performance). Those failing to pass this review won’t receive the next payment and will be invited to leave the Programme.



7 COMMUNICATION FLOW WITH APPLICANTS

7.1 GENERAL COMMUNICATION PROCEDURE

All applicants will receive an email after each step of the evaluation process, indicating if they passed to the next phase or not. In case of rejected applications, this communication will include the reasons for the exclusion.

7.2 APPEAL PROCEDURE

If the applicant considers, at any stage of the evaluation process, that a mistake has been made or that the evaluators have acted unfairly or have failed to comply with the rules of this eSSIF-Lab's 1st Business-oriented Open Call, and that her/his interests have been prejudiced as a result, a complaint can be drawn up in English and submitted by email to info@essif-lab.eu.

Any complaint made should include:

- contact details (including postal and e-mail address),
- the subject of the complaint, and
- information and evidence regarding the alleged breach.

Anonymous complaints will not be reviewed.

Complaints should also be made within 5 (calendar) days since the evaluation results are presented to the Applicants. As a general rule, the eSSIF-Lab team will investigate the complaints with a view to arriving at a decision to issue a formal notice or to close the case within no more than 7 days from the date of reception of the complaint, provided that all required information has been submitted by the complainer.



8 OBLIGATIONS OF FSTP⁷ BENEFICIARIES

Consider that the funds awarded under the Sub-Grant Agreement are provided directly from the funds of the European Project eSSIF-Lab and are therefore funds owned by the European Commission. Management of the eSSIF-Lab funds has been transferred to the project partners in eSSIF-Lab via the European Commission Grant Agreement Number 871932.

The “Sub-Grant Agreement” will include the set of obligations that the Beneficiaries of FSTP have towards the European Commission. It is the task of the Beneficiaries of FSTP to satisfy these obligations and of the eSSIF-Lab consortium partners to inform the Beneficiaries of FSTP about them.

8.1 ORIGINALITY OF THE SUB-GRANTED PROJECTS

The applicants base their proposals on original works and, going forward, any foreseen developments should be free from the third-party rights, or they are clearly stated.

The eSSIF-Lab consortium is not obliged to verify the authenticity of the ownership of the future products and services and any issues arising from third party claims regarding ownership are the sole responsibility of the sub-granted parties.

8.2 IPR OWNERSHIP

The ownership of all IPR created by the FSTP beneficiaries, via the eSSIF-Lab funding, will remain with them as far as results are owned by the Party that generates them.

The Sub-Grant Agreement will introduce provisions concerning joint ownership of the results of the sub-granted projects, if applicable. This will be assessed and negotiated case by case.

8.3 COMMUNICATION OBLIGATIONS

⁷ FSTP is Financial Support to Third Parties. See description in Annex V “Glossary”

There are no IPR obligations toward the European Commission (EC). However, any communication or publication of the FSTP beneficiaries shall clearly indicate that the project has received funding from the European Union through eSSIF-Lab Project under NGI Initiative, therefore displaying the EU and logo on all printed and digital material, including websites and press releases.

Moreover, FSTP beneficiaries will agree that certain information regarding the projects selected for funding can be used by eSSIF-Lab consortium for communication purposes.



9 SUPPORT FOR APPLICANTS

For more information about the eSSIF-Lab 1st Business-oriented Open Call, please check the Frequently Asked Questions (FAQs) document at <http://essif-lab-first-business-oriented.fundingbox.com>

You can also post your questions at the Helpdesk space of eSSIF-Lab Online Community at: <https://spaces.fundingbox.com/spaces/essif-lab-community-helpdesk> or send us a message to info@essif-lab.eu.

In case of any technical issues or problems with the Application Form, please include the following information in your message:

- your username, telephone number and your email address;
- details of the specific problem (error messages you encountered, bugs descriptions, i.e. if a dropdown list isn't working, etc.); and
- screenshots of the problem.

There will also be some online webinars on this open call which will be announced at eSSIF-Lab Online Community, as well as any other events related such as info days.



10 OPEN CALL SCHEDULE

The table below presents the indicative dates during which each phase of the open call, evaluation and eSSIF-Lab 1st Business-oriented Programme will take place:

Milestone description	Indicative date
Launch of the call	1 st March 2020
Deadline for applications' submission	30 th April 2020, at 13:00 (CEST)
Evaluation period	From May to July 2020
Signature of the sub-grant agreement	By the beginning of August 2020
Stage 1 of Business-oriented Programme	September 2020
Stage 2 of Business-oriented Programme	From October 2020 to February 2021
Stage 3 of Business-oriented Programme	During March and April 2021

The schedule is based on estimations according to the expected number of proposals received and the actual timing of the consecutive phases may vary.



11 APPLICABLE LAW

Any matters not covered by these Regulations will be governed by Polish law, in particular, the provisions of the Polish Civil Code and the law of the European Union.



ANNEX I: TECHNOLOGY DESCRIPTION

The purpose of this technology annex is to provide guidance to applicants for eSSIF-Lab open calls about what types of developments are planned and requested.

Applicants are expected to be already active in the SSI field and to be familiar with commonly used terminology, such as “verifiable credential”, “wallet”, “issuer”, “holder” and “verifier”. Applicants are also expected to direct their work so as to realize the various benefits, and counter the risks associated with SSI, as summarized e.g. in the blog “[Self-Sovereign Identity - the good, the bad and the ugly](#)”.

Beneficiaries are expected to work in an ecosystem with other beneficiaries for the purpose of ensuring interoperability at the various levels (technology, processes, business/policy), scalability of solutions, and ensuring that solutions are fit-for-purpose (i.e. can actually be used in practice). This implies that beneficiaries collaborate in the project to maintain a shared vision, functional architecture and specifications of functionalities, API's, ways of working etc. eSSIF-Lab maintains a [Vision and Functional Architecture document](#) in which the (current, draft) vision and functional architecture are described.

Applications for the “Infrastructure-oriented Call” are expected to submit proposals for work in the SSI-Roles layer, and/or work in the SSI Protocols and Crypto layer if that is necessary for establishing/improving interoperability, scalability or features that provide generic business benefits.

Applications for the “First Business-oriented Call” are expected to submit proposals for work that extends the eSSIF-Lab basic infrastructure/architecture with business solutions that makes it easy for organizations to deploy and/or use SSI, reduce business risks, facilitate alignment of business information, etc.

Examples of potential solutions for the first Business-oriented call

Please surprise us!

The following are examples of topics that would be suitable for a potential proposal in the first business-oriented call. Applicants should use these for inspiration, and not take them normatively. Useful ideas and concepts for SSI that are not listed here are also very welcome. In case of doubt, contact to us at info@essif-lab.eu

- Credential catalogue. This is a capability that allows issuers to advertise their credentials and associated metadata, enabling verifiers to decide whether or not to use such a credential for filling in forms associated to a specific business transaction. Credential catalogues are instrumental in making SSI work: they are the ‘shop windows’ that allow issuers to advertise their credentials such that they will be ubiquitously used.



- Yellow pages service. This is a capability that enables verifiers to search for organizations that issue credentials that they may consider using for filling in forms for specific business transactions. This service can be seen as a search engine that knows where to find credential catalogues of many organizations, and knows what kinds of credentials are similar, and which are not.
- Web shop SSI business plug-ins. Technologies like WordPress make it easy for prosumers to open a web shop. There exists a simple solution to integrate inventory control and payments with the web shop. Can you provide a solution that enables an equally simple integration of SSI credential checks (basically building a plugin that has TVE and TRD functionality)?
- Usability solution. Usability is key to adoption of new technology. Providing a consistent user experience between applications is an important part of this. An example is the “folder” metaphor for digital file systems. Users understand that files go into folders, and that folders can go into other folders. What are usable metaphors and elements to rectify SSI concepts like “verifiable credential”, “credential request”, “verified signature” and more? And how could a good user-interface solution be commercialized? Do not just think about ‘users’ (individuals) that have an SSI wallet app, but also think about the kinds of usability that people need as they design forms that need to be filled in, or the various business- and/or SSI-component related policies.
- Barrier to entry. Parties have reasons for bureaucratic walls, e.g. keeping jobs for manual checking or postal administration processes. What could be rationales for organizations to lower this barrier? And what business models could provide the right incentives to the bureaucrats?
- Meta-wallet. What solutions could be conceived for users to seamlessly use multiple SSI wallets/ apps on multiple devices and/or in the cloud?
- GDPR-violator check. Solution to forward signed over-asking credential queries to authority. Or a service that allows for issuing a credential that contains ALL information an organization has about a person, have it revoked/replaced when the information changes, supports users that seek to exercise GDPR rights such as the right to rectification, right to be forgotten etc. How can legal and tech support to ultimate collect fines from violating verifiers be turned into a business?
- Application attestation services. In case of high-value high-risk transactions, (verifier/holder/issuer) agents may want to know that they are dealing with a peer agent whose functionality, integrity, and agency can be trusted to a sufficiently high degree. It is thinkable that such security-properties can be checked by services that are run by parties that specialize in such matters. For example, functionality may be attested to by credentials from an official accreditation agency. Integrity may be attested to by online services that can remotely check the status of apps. Agency may be attested to by ‘multi-factor authentication providers’. All such services may result in credentials that verifiers may ask for as they need the associated assurances.

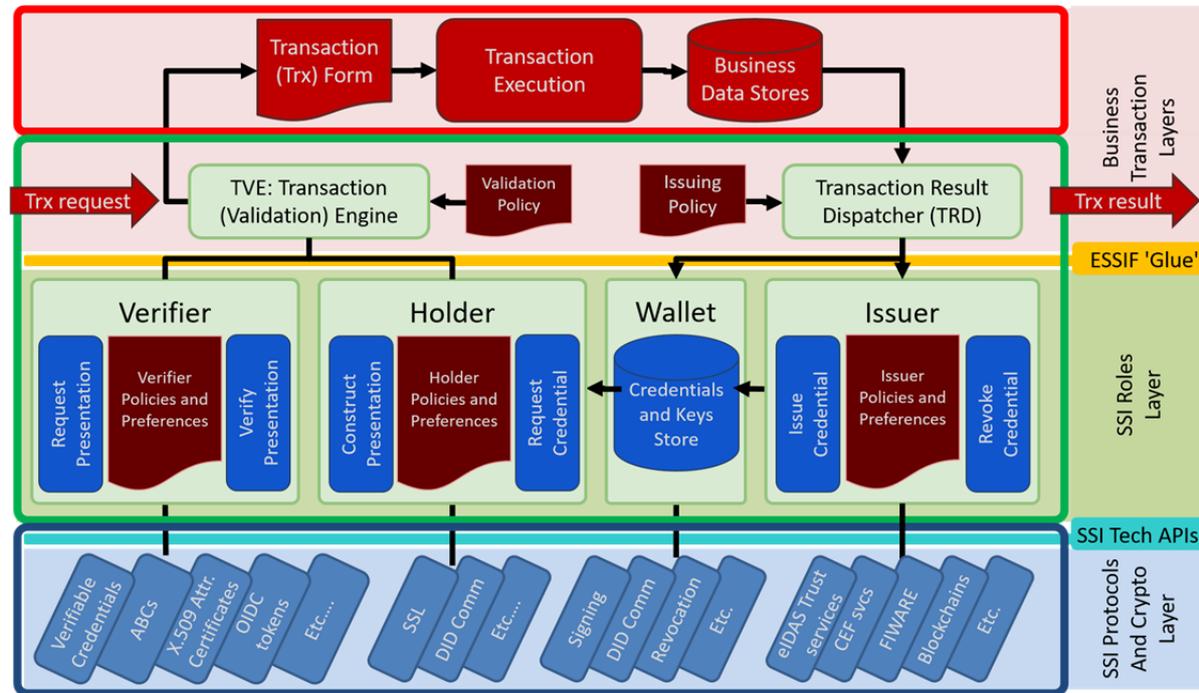
FOCUS OF THE FIRST BUSINESS-ORIENTED CALL

The eSSIF-Lab framework is a software framework that is built upon the extensions provided through its Infrastructure-oriented open call, and is dedicated to the development of generic services that use SSI (to be developed with the support of the eSSIF-Lab 1st



Business-oriented Programme) and SSI-based applications (that will be supported by the eSSIF-Lab 2nd Business-oriented Programme).

This means that all foreseen eSSIF-Lab open calls are directly related to the eSSIF-Lab architecture, see figure below. This architecture will remain work in progress during the whole eSSIF-Lab project in 2020-2022.



eSSIF-Lab architecture

This figure is explained in more detail in the (living) document “[eSSIF-Lab Vision and Functional Architecture](#)”. It sketches the relationship between the Infrastructure Open Call (which focuses on the SSI Roles Layer -green bar-) and the Business Open Calls (which focuses on the Business Transaction Layers (red bar – everything above the yellow ESSIF ‘Glue’-).

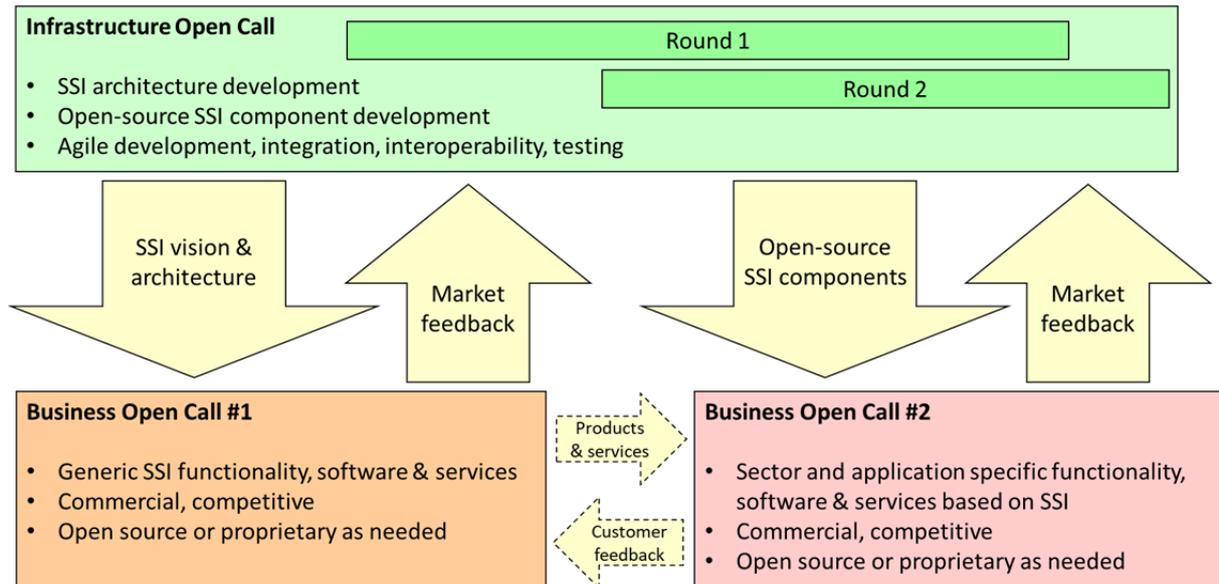


Figure XX: Relationship between eSSIF-Lab open calls

The key requirement to the eSSIF-Lab framework is that it is consistent and integrated, and this is why the eSSIF-Lab framework has an [architecture](#) (work in progress), and why we expect the applicants to form a business ecosystem together under eSSIF-Lab supervision.

The emphasis is on interoperability, i.e. development and implementation of standardized protocols, data models and API's, including contributing to standardization and performing of interoperability tests.

eSSIF-Lab framework will be accessible at GitLab: <https://gitlab.gnnet.gr/essif-lab>

Selected proposals during 1st Business-oriented Open Call of eSSIF-Lab will develop commercial and competitive generic SSI functionality in products and services, in line with the eSSIF-Lab vision and architecture. The developed SSI functionality may be open-source or proprietary, as required by their business. Customers may be any party in the world, which may opportunistically include potential applicants to 2nd Business-oriented Open Call of eSSIF-Lab.

Selected proposals in this open call will provide market feedback on the eSSIF-Lab SSI vision and architecture.

ANNEX II: INFORMED CONSENT FORM

The statements below will be included in the online application form.

By ticking the boxes below, I confirm that I have read and understood the information package and, in particular, have noted that:

1. I have read and understood the information about the project, as provided in the Guide for Applicants.
2. I have been given the opportunity to ask questions about the project and my participation via info@essif-lab.eu.
3. I voluntarily agree to participate in the eSSIF-Lab project.
4. I understand I can withdraw at any time without giving reasons and that I will not be penalised for withdrawing nor will I be questioned on why I have withdrawn.
5. The procedures regarding confidentiality have been clearly explained to me. Only anonymised data will be shared for statistical purposes.
6. The use of the data in research, publications, sharing and archiving has been explained to me.
7. I understand that researchers and European Commission will have access to the anonymised data only if they agree to preserve the confidentiality of the data and if they agree to the terms I have specified in this form.
8. European Commission will have access to the anonymised statistical data collected within the open call.



ANNEX III: PROCESSING OF PERSONAL DATA

CONTROLLER'S IDENTITY AND CONTACT DETAILS

The data controller is FundingBox Accelerator sp. z.o.o. (Al. Jerozolimskie 136, 02-305 Warsaw, Poland). In all matters regarding personal data, you can contact us using the following email address: privacy@fundingbox.com

PROCESSING OBJECTIVES, LEGAL BASIS AND RETENTION

The purpose of processing	Legal basis for processing	Period
To run an Open Call and collect data necessary to evaluate applications submitted in the Open Call	The legal basis for processing is the indispensability to implement the legally justified interest of the data controller, consisting in fulfilling the obligations laid down in the Grant Agreement (Article 6 paragraph 1 point f) GDPR in this respect.	6 years from the end of the year in which the Project ended.
To realize the Project goals described in the Grant Agreement (communication, reporting, collaborating with other project partners)	The legal basis for processing is indispensability to implement the legally justified interest of the data controller, consisting in effectively participating in the project and fulfilling the obligations laid down in the Grant Agreement (Article 6 paragraph 1 point f) GDPR in this respect.	6 years from the end of the year in which the Project ended
In order to consider potential complaints	The legal basis for processing is indispensability to implement the legally justified interest of the data controller fulfilling the obligations laid down in the Grant Agreement (Article 6 paragraph 1 point f) GDPR in this respect.	6 years from the end of the year in which the Project ended
In order to possibly establish and enforce claims or defend against them	The legal basis of the processing is the legitimate interest of the data controller consisting in the protection of its rights (Article 6 paragraph 1 point f) GDPR in this respect.	6 years from the end of the year in which the Project ended
In case your application will be selected to participate in the next stage of ESSIF- Lab:		
For the implementation of contracts for co-financing concluded by Data controller, EC and other eSSIF-Lab Project partners.	The legal basis for processing is the indispensability to implement the legally justified interest of the data controller, consisting in fulfilling the obligations laid down in the Grant Agreement (Article 6, paragraph 1, point f) GDPR in this respect.	6 years after completing the ESSIF-Lab Project



Data controller will transfer personal data only to trusted recipients such as entities belonging to the FundingBox's capital group, evaluators, IT service providers, accountants, law firms, postal and courier companies (who process personal data on the controller's behalf).

To realize the Project data can be transferred also to Project Partners (complete list of the project partners is available at the email address: privacy@fundingbox.com), European Commission and other affiliated entities.

RIGHTS OF DATA SUBJECT

Due to the fact that we process your personal data, you have the right to:

1. request access to your personal data,
2. demand the rectification of their personal data,
3. request to remove or limit the processing of your personal data,
4. data portability with respect to the personal data that you have provided to the controller,
5. complain with the supervisory authority (the President of the Personal Data Protection Office, Warsaw, Poland).

You also have a right to object to the processing of your personal data (according to the Article 21 of GDPR).

INFORMATION ABOUT VOLUNTARY OR OBLIGATORY DATA PROVISION

Providing data is voluntary, although it is necessary to participate in the eSSIF-Lab 1st Business-oriented Open Call. Without providing your data, it is not possible to contact you and evaluate your application.



ANNEX IV: GLOSSARY

Academic Research Group: group consisting of at least 3 individuals related to scientific communities acting on their own behalf or representing a scientific unit (a university or an independent organizational unit of a university) whose scientific activity is focused on the subject described in section 3.3 (TYPE OF ACTIVITY).

Investment Readiness Level (IRL): as per [this post](#) from Steve Blank (lecturer at Haas School of Business) at the UC Berkeley blog on 1st July of 2014, there are 9 Investment Readiness Levels:

- IRL1: Complete first-pass business-model canvas
- IRL2: Market size / Competitive analysis
- IRL3: Problem / Solution validation
- IRL4: Prototype low- fidelity Minimum Viable Product
- IRL5: Validate product / Market fit
- IRL6: Validate revenue model
- IRL7: Prototype high-fidelity Minimum Viable Product
- IRL8: Validate value delivery
- IRL9: Identify and validate metrics that matter.

Financial Support to Third Parties (FSTP): is a mechanism of distributing financial support to beneficiaries (such as SME's or individuals) under the conditions established in Regulation (EU, Euratom) No 1268/2012 and Regulation (EU) No 1268/2012. Detailed rules for granting support are set out in the Grant Agreement concluded between the financial support provider and the European Commission.

Minimum Viable Product (MVP): it refers to a first version of a product or service which includes enough core features for early adopters to test it and to obtain “the maximum amount of validated learning about customers with the least effort”, as per Eric Ries' definition.

Self-Sovereign Identity (SSI): a set of not always consistent ideas that revolve around principles such as those in the Laws of Identity ([Cameron, 2005](#)), or the ten principles of self-sovereign identity in the Path to Self-Sovereign Identity ([Allen, 2016](#)). Within eSSIF-Lab, SSI is understood to be the set of all technologies that are relevant to collect, process, store, and express information in a self-sovereign fashion (i.e. in a way that every person or organization can decide for themselves), and that is useful for supporting them with electronic means as they negotiate, execute and finalize business transactions. See the eSSIF-Lab Vision and Functional Architecture document for details ([Joosten, 2020](#))

Sub-grant Agreement: legal contract signed between FundingBox Accelerator Sp. z o.o. (as responsible for the organization of the Open Calls and management of the funds for third parties) and the applicants selected to enter the 1st Business-oriented



Programme of eSSIF-Lab. The contracts include detailed information about the rules of the grant, obligations and applicable legal requirements. More information can be found in Section 4 of this Guide (Sub Grant Agreement Setup Process).

Technology Readiness Level (TRL): As per European Commission definition (Annex G, General Annexes to Work Programme 2018-2020 of the Horizon 2020 Programme), there are 9 possible levels of technology readiness corresponding to:

- TRL 1 – basic principles observed,
- TRL 2 – technology concept formulated,
- TRL 3 – experimental proof of concept,
- TRL 4 – technology validated in a lab,
- TRL 5 – technology validated in relevant environment (industrially relevant environment in the case of key enabling technologies),
- TRL 6 – technology demonstrated in relevant environment (industrially relevant environment in the case of key enabling technologies),
- TRL 7 – the system prototype demonstration in operational environment,
- TRL 8 – system complete and qualified, and
- TRL 9 – actual system proven in operational environment (competitive manufacturing in the case of key enabling technologies; or in space).

