



ANNEX 8 FREQUENTLY ASKED QUESTIONS

SEPTEMBER 2024



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INTRODUCTION

The objective of this Frequently Asked Questions (FAQ) document is to provide the XR2LEARN Open Call potential applicants with answers and complementary information to some of the possible questions that may arise when preparing a proposal.

Although this document provides summary information to the listed questions, applicants are advised to consult all annexes and the XR2LEARN F6S blog for detailed information.

This FAQ document is a living document and may be regularly updated with questions and answers that emerge while the open call is running.

1 GENERAL AND ELIGIBILITY QUESTIONS

1.1 When is the open call submission deadline?

The XR2LEARN Open Call is announced on 1st September 2024 and it is open for applications from the 27th of September 2024 till Friday 27th of December 2024 at 17:00 CET (Brussels time).

1.2 Can a University or a Research Centre lead a proposal?

No. A proposal may be submitted by an individual SME or by a small consortium of up to 3 members, having an SME as leader. However, a university or a research centre or a training/educational organization may participate as member of the consortium.

1.3 Can an industrial partner not SME lead a proposal?

No. A proposal may be submitted by an individual SME or by a small consortium of up to 3 members, having an SME as leader. However, an industrial partner may participate as member of the consortium.

1.4 Can a proposal be submitted by a consortium?

Yes. A proposal may be submitted by an individual SME or by a small consortium of up to 3 members, having an SME as leader. All partners of the consortium should be eligible under Horizon Europe framework.

1.5 Can a start-up apply for the open call?

A start-up may apply for the open call given that comply with the financial capacity assessment criterion.

1.6 Is Financial Stability mandatory?

Yes. Any entity SME or start-up should sign and submit the Annex 6: SME Financial Stability Declaration properly completed and signed, showcasing the SME financial stability and capacity.¹

1.7 Is the funding provided as lump sum?

Yes. The selected applicants will receive vouchers as the successfully complete each phase or sub-phase.

1.8 Is there any equity on XR2LEARN funding?

No. The funds to the selected applicants come directly from the funds of the European Project XR2LEARN, which is funded itself by the European Health And Digital Executive Agency (HADEA), and remain therefore, property of the EU until the payment of the balance, whose management rights have been transferred to the XR2LEARN project coordinator via European Commission Grant Agreement Number 101092851.

1.9 I represent an SME/start-up, which does not have a valid VAT number or PIC number. Can I submit a proposal?

The European Commission Participant Identification Code (PIC) is quite easily issued² and it is mandatory for submitting a proposal. The VAT is mandatory for signing the sub-project contract with the XR2LEARN

¹ Please refer to https://ec.europa.eu/research/participants/docs/h2020-funding-guide/grants/applying-for-funding/register-an-organisation/financial-capacity-check_en.htm

² <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/participant-register>

project coordinator. Failure to provide a valid VAT number at sub-contract signature time will result in application rejection and replacement from the first one in the reserve list. Moreover, any SME/start-up needs to prove its financial stability (please look question 2.6 above).

1.10 I had issues with my internet connection and was not able to submit my proposal by the deadline. Can I submit after the 27th of December 2024?

No. The deadline for proposal submission is 27th of December 2024 at 17:00 CET (Brussels time). No extensions will be granted for any reason, unless a significant problem is identified related to the F6S platform that is unrelated to the applicant. If you experience problems with the F6S platform, report your problem to support@f6s.com. It is highly recommended that you submit your proposal well before the 27th of December 2024.

2 SUBMISSION AND EVALUATION

2.1 How do I submit a proposal?

To submit a proposal, you must be registered on F6S (www.f6s.com) and then complete the relevant on-line form accompanied with all required Annexes.

2.2 I am not very fluent in English. Can I submit the proposal in another official European Union Language?

No. For transparency reasons all proposals must be written in the English language. Yet, the language capacity is not an evaluation criterion, given that the proposal is readable, and the experts are able to clearly understand the content of the proposal.

2.3 I have many innovative ideas in XR domain. Can I submit multiple proposals?

No. Each applicant may submit only one (1) proposal. Multiple submissions is a disqualify factor. In case an entity submits more than one proposal, either as an individual entity or via multiple consortia, all proposals that they have submitted or participated will be automatically excluded from the evaluation process. Moreover, it is considered as Conflict of Interest and the relevant proposals will be automatically considered not eligible, in case an individual participates, controls, submits or is associated in any way with more than one proposal. Please check thoroughly the eligibility criteria of Annex 2: “Guide for Applicants”.

2.4 What documentation should I include and submit with my proposal?

All documentation must be included as part of the proposal that must be submitted using the XR2LEARN – Open Call #2 F6S page.

It is mandatory to correctly complete and upload

- (1) Annex 4. “Consortium Declaration” completed and signed by ALL consortium members.
- (2) A single file of Annex 5. “Declaration of Honour” completed and signed by ALL consortium members. The relevant pages should be replicated and signed by each consortium partner.
- (3) A single file of Annex 6. “SME Financial Stability” completed and signed by ALL SMEs consortium members. The relevant pages should be replicated and signed by each SME consortium partner.
- (4) A well completed version of Annex 3.1 “Open Call Proposal Supplement”. Please respect the formatting rules and page limit as identified in the template.

All annexes must be uploaded in PDF format.

2.5 What are the different evaluation criteria?

All proposals will be evaluated against four criteria, namely:

- Criterion 1: Concept and Innovation
- Criterion 2: Technology
- Criterion 3: Impact
- Criterion 4: Applicant Entity/Team

Please refer to Annex 2: “Guide for Applicants” Chapter 4 for more details.

2.6 I have an idea on XR technology that is not related to XR2LEARN. How will my proposal be evaluated?

The XR2LEARN considers XR technology in educational scenarios, which is a quite broad scope. Yet, it is open to further innovative ideas and technologies on the XR domain given that a) it is feasible to implement, integrate, test and validate that idea within the XR2LEARN project lifetime, b) has a European Dimension and c) there are no security, dual use or ethical issues associated with the proposal.

2.7 My proposal scored maximum points (10) on three criterion and four (4) points on one. Is this sufficient to be awarded?

No. The threshold for each criterion is six (6), while the overall score threshold is twenty-six (26). That means if a proposal receives less than 6 in one criterion or less than 26 overall score it is automatically rejected.

2.8 I believe there was an error in the evaluation of my proposal. Can I request for a re-evaluation?

Yes. You can request for a redress on items solely related to the evaluation or eligibility verification process. A re-evaluation will not call into question the scientific, technical or impact judgement of appropriately qualified experts, but only if there is evidence of a procedural shortcoming that affects the final decision of the proposal. This means, for example, that a problem relating to one evaluation criterion will not lead to a re-evaluation if a proposal has failed anyway on another criterion. Please refer to Annex 2: "Guide for Applicants" Chapter 4.2.5 for more details.

3 PROJECT EXECUTION

3.1 I received notification that my proposal was awarded. Do I automatically start implementing my sub-project?

No. Additional steps are required before starting the project execution. After applicants are notified of being awarded, the XR2LEARN coordinator will contact the selected applicants to review and finalize the technical, financial and legal requirements of the application.

Then XR2LEARN coordinator will inform the European Commission and get the permission to start the sub-contract preparation.

It is expected that the sub-project contract will be signed by 31st of March 2025, so that the new sub-project may start on 1st of April 2025.

3.2 Do I have any obligations during the project execution?

A non-exhaustive list of benefits and obligations of the selected consortia members include:

- The applicants selected from the Open Call will be published to the XR2LEARN web portal.
- All impact creation and dissemination/standardization activities will be included in the XR2LEARN web portal.
- Applicants may participate in XR2LEARN activities, including consortium/WP meetings and phone calls, pilot and dissemination activities, reviews from the EC.

Please refer to Annex 2: “Guide for Applicants” section 6 for more detailed list of applicant responsibilities

3.2.1 Do I have any obligations after the project execution?

The EC may at any time during the implementation of the XR2LEARN project and up to 5 (five) years after the end of the XR2LEARN 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 beneficiary 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.

Please refer to Annex 2: “Guide for Applicants” section 6 for more detailed list of applicant responsibilities.