EUROPEAN LANGUAGE GRID

D6.1
Pilot Calls Setup

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Dissemination Level:	Public
Date:	31-05-2020

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About this document

Project	ELG – European Language Grid
Grant agreement no.	825627 – Horizon 2020, ICT 2018-2020 – Innovation Action
Coordinator	Dr. Georg Rehm (DFKI)
Start date, duration	01-01-2019, 36 months
Deliverable number	D6.1
Deliverable title	Pilot Calls Setup
Type	Report
Number of pages	133
Status and version	Final – Version 1.0
Dissemination level	Public
Date of delivery	Contractual: 31-05-2020 – Actual: 31-05-2020
WP number and title	WP6: Grid Community – Piloting the European Language Grid
Task number and title	Task 6.1: Preparation and organisation of procedures, criteria, logistics, selection committee
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Abstract

The European Language Grid's (ELG) main objective is to address fragmentation in the European Language Technology (LT) business and research space by establishing ELG as the primary platform for Language Technology in Europe. In this deliverable, we describe how to prepare, organize and execute two open calls for ELG pilot projects, which should broaden ELG's portfolio of language technologies and demonstrate the usefulness of the ELG not only as a technology platform but also as a European project and initiative.

The first call was published in March 2020, and the second one will be published in September 2020, both calls have a two months submission period. While the first call reflected the partial completion of the ELG, both calls will share the same objectives and procedures. This document contains a detailed description of organising the submission and evaluation process of the first open call. We also provide suggestions for improvement of the second open call based on the experience with the submission process of the first open call.

At the time of writing, the first call has been closed, and the evaluation process of the submitted proposals is underway. In total, 110 out of the 121 submitted projects have passed the formal requirements check and 48 external reviewers (evaluators) have been recruited. The total budget requested is more than 16 million Euro. The interest in the pilot projects has exceeded our expectations more than four times. While this outcome is, in general, very positive and a sign of great interest in Language Technology and the European Language Grid initiative, it is also challenging for the ELG project and its team.

1 Introduction

To demonstrate the use and advantages of the ELG in providing basic LT for applications or as a basis for more advanced LT-based modules or components useful to industry, the ELG project set up a mechanism for using close to 30% of the overall project budget for small scale demonstrator projects ("pilots") through two open calls. We specified and now implement the open calls based on the ICT-29a call specification using the Financial Support to Third Parties (FSTP) scheme, according to Annex K of the ICT Work Programme 2018–2020. In sum, we provide 1,950,000€ to selected projects as FSTP with an awarded amount of up to 200,000€ per single project. To set up the open calls we have established a lightweight submission procedure and an open and transparent evaluation process, in which external expert evaluators participate as reviewers.

The main objective of the open calls is to attract SMEs and research organizations to either

(a) contribute tools and services to the core ELG platform or

(b) develop applications using language technologies available in the ELG platform.

The project results will be included in the ELG platform to allow for wide dissemination and testing and external evaluation by other entities and/or the public. The ELG project and, later on, the long-term initiative, will also provide further access to promotion and dissemination events.

2 Organization of Pilot Calls

At the beginning of March 2020, the first pre-release of the ELG platform was published[1] as planned, which allowed us to publish the first open call as scheduled, i.e., on 01 March 2020. The call was closed on 30 April 2020. The second open call will be published in September and closed in October 2020. In this document, we focus on summarising our experience preparing the first open call to provide a blueprint for organising pilot projects from the two open calls and also to suggest possible changes for organising the second open call.

The organization of the open call started with the management setup. Next to the management team, a Pilot Board was established to supervise the selection of project proposals and, eventually, pilot projects. A timeline was set up, following the careful preparation of the submission process, including call documentation and related support documents for the applicants. This was followed by the implementation of a submission platform. Alongside, it was also necessary to prepare the evaluation process, hire the independent expert evaluators via a call for evaluators and set up the evaluation criteria and evaluation procedure as a whole.

The submission process started with the open call announcement through email campaigns. Continuous support for potential applicants was provided, including technical support regarding the open calls proposal submission platform. The whole process was monitored.

In early May 2020, after the end of the submission period, the evaluation process started, involving the management team, selected external evaluators, as well as the members of the Pilot Board. At the same time, an analysis of the submitted proposals began, including a brief survey presented to applicants to get feedback on the setup and procedure, to obtain more insight and to prepare the second open call accordingly.

In Section 5, we describe the planned process of executing the selected pilot projects. Descriptions of the selection process and selected projects will be included in Deliverable D6.2.

During the whole process the communication with stakeholders is crucial for a widespread dissemination of information about the ELG and the pilot projects. It included regular updates on the ELG open call website, promoting the open calls within regular communication and dissemination activities provided by consortium members, preparing the survey, and dissemination through the National Competence Centres and social media.

2.1 Management Structure and Organization

The organization of the open calls is a complex procedure requiring close collaboration of three teams (management team, technical team, Pilot Board) with support from a broad panel of external evaluators.

2.1.1 Pilot Board

The Pilot Board (PB) was set up for the supervision of the pilot projects. While the management team takes care of the overall organisation and handling of the open calls and the execution of the pilots, the PB provides a forum so that the ELG project can discuss the progress of the pilots, their intermediate feedback and their results. The PB is meant to be the main technical and strategic interface between the pilot projects and the ELG project proper so that the project can maximise its benefits from supporting the pilots and also to make sure that the pilot projects benefit from the ELG.

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[1] For more details see ELG Deliverable D2.4 ELG platform (first release).

At the beginning of the project, the ELG Steering Committee approved the PB operational procedures (Annex 1) drafted by the management team. Afterwards, in agreement with these operational procedures, seven PB members were nominated and approved: the WP6 lead (responsible for organizing pilots), the Coordinator and five other members nominated by the Steering Committee – the three industrial partners, the WP4 lead responsible for the tools assembled in the platform and the WP5 lead responsible for data resources.

The operational procedures define the main responsibilities of the PB as follows:

- approval of the open calls for pilot project proposals and related documentation;
- selection process of the pilot projects, including (but not limited to):
  - selection of three experts (evaluators) that will evaluate each project proposal;
  - assignment of each project to one member of the Pilot Board (project coach), who will report to the Pilot Board the summary of the evaluation submitted for each project by the evaluators; and
  - final ranking of all submitted projects and final selection of projects to be retained.
- supervision of the selected projects in their execution, including (but not limited to):
  - monitoring of the progress of every project and evaluation of the project results;
  - approval of the phased payments to awardees.

For decision making, the following voting procedures were established:

- The PB shall not deliberate and decide validly unless two-thirds (2/3) of its Members are present or represented (quorum).
- Decisions shall be taken by a majority of two-thirds (2/3) of the votes cast.

2.1.2   External Evaluators

An independent panel of experienced external evaluators is crucial to ensure an open, transparent, and expert-evaluation based selection process.

The external evaluators work remotely via a dedicated web interface (the ELG Open Calls Platform) and are responsible for evaluating the project proposals. The evaluators were selected from the pool ensuring that no conflict of interest exists within their activity. Consequently, evaluators were asked to sign a non-conflict of interest declaration and also a confidentiality agreement before being accepted to perform the task.

2.1.3   Management Team

The management team is responsible for the organisation of the whole process including suggesting criteria, logistics and the selection committee. It prepared all prerequisites and procedures for successfully running the pilots from the call – web content, the Open Calls Platform, materials for prospective participants, forms, contract templates, presentation and reporting forms and templates, submission procedure, hiring and selection of external evaluators, call management structure, internal auditing, and project results evaluation, in line with the Call ICT-29a) specifications, Annex K of the WP and relevant sections of the Rules for Participation.

2.1.4   Technical Team

Another essential task was the selection or creation of the ELG Open Calls Platform for the proposal submission, evaluation and execution process. To customize according to our demands and ensure smooth progress of the process, we decided to use an in-house developed platform running on a subdomain of the ELG website

(https://opencalls.european-language-grid.eu). The technical team is responsible for developing the platform and for technical support during each phase of the whole process.

2.2 Timeline

The implementation of the open calls started with the preparatory phase in which the evaluation and submission procedures were set up. Figure 1 shows the open calls execution timeline. After the call announcement, each call is open for submissions for two months, followed by an approximately two-month-long evaluation procedure. After the contract with the selected projects has been signed, the project execution starts.
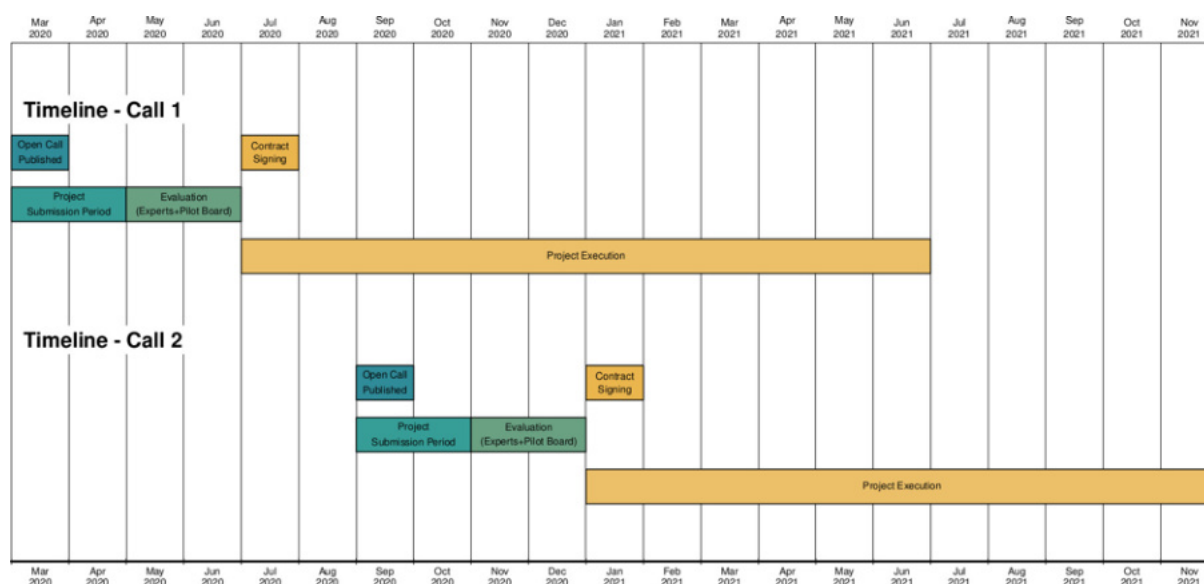
Figure 1: Open calls timeline

2.3 Communication with Stakeholders

Prospective applicants have been targeted through various channels – the open calls website, a survey for stakeholders and other communication and dissemination activities carried out by all consortium members.

2.3.1 Open Calls Website

From the beginning of the project, the open calls page (https://www.european-language-grid.eu/open-calls/) was created as a part of the ELG website (see also Deliverable D8.2). The content has been regularly updated, starting from basic information about the open calls and pilot projects including the timeline and key parameters at the beginning of the project (Figure 2), followed by the call for evaluators on a newly created sub-page (https://www.european-language-grid.eu/open-calls/call-for-evaluators/) (Figure 3) and complete information regarding the Open Call announcement (https://www.european-language-grid.eu/open-calls/call-for-pilot-projects/) (Figure 4). Important updates are always posted in the News section of the ELG website

(https://www.european-language-grid.eu/news/). Currently, with the first open call closed, a basic summary of the submissions to the first open call is published there (to demonstrate the enormous interest in the call).

Figure 2: Open calls web page – basic information about the call for pilot projects

Figure 3: Open calls web page – call for evaluators

Figure 4: Open calls web page – call for pilot projects

2.3.2   Surveys

The first monitoring of interest in the ELG open calls was performed via a survey for potential users of the ELG platform (see Deliverable D3.1), which ran from 27 May 2019 until 24 June 2019. A total of 108 respondents participated. The result of this preliminary exploration showed (Figure 5[2]) significant interest in the open calls and also a high demand for more information.

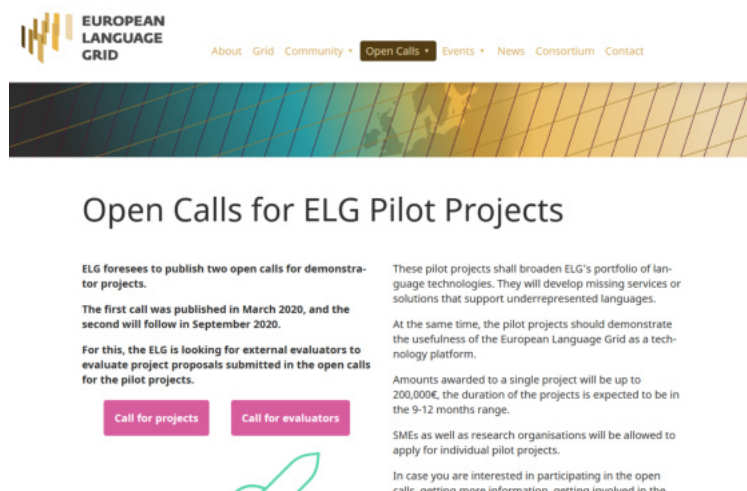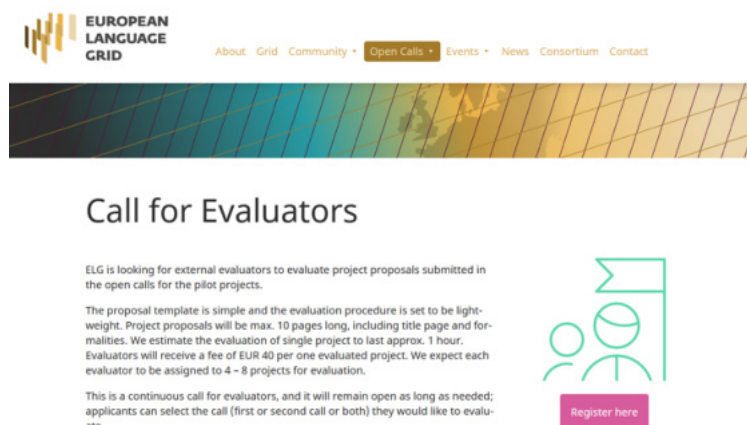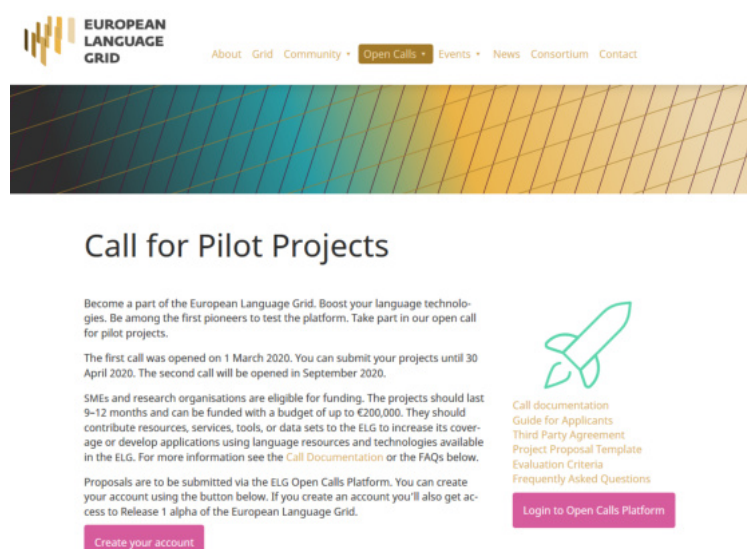Five months before the first call announcement, another survey was prepared for prospective applicants to continue monitoring interest in the ELG and the open calls. We started disseminating this survey during the first annual ELG conference META-FORUM 2019 in October 2019 in Brussels (see Deliverable D7.5 for more details) where the European Language Grid was introduced. The following questions were asked:

- Are you interested in taking part in the open calls for European Language Grid pilot projects?
- In case you are interested in pilot projects, what type of project would you like to submit?
- In case you are interested in launching a pilot project, what would be your goal and project focus?
- In case you are interested in pilot projects, what would be the budget size approximately? (maximum budget size: 200,000€)
- Do you have an interest in evaluating pilot project proposals?
- Who do you represent?
- What is your primary (industry) sector? Please specify.
- What languages do you intend to process? Please specify.
- What is your project's intended technology focus?
- Are you interested in getting more information regarding the pilot calls?

The full set of questions and a detailed analysis of the results is provided in Annex 2.

The survey was open for two months. During this period, we collected answers from 47 respondents (27 research organizations, 11 SMEs, and nine other respondents, including the public sector, a media company, etc.; see Figure 6 in Annex 2).
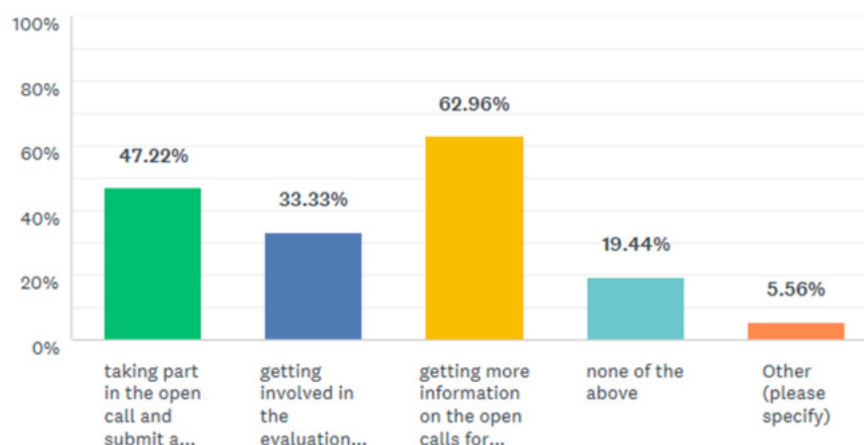

Figure 5: Preliminary interest in taking part in the open call

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[2] The graph is taken from ELG Deliverable D3.1 (Figure 38): "In 2020, ELG will announce two open calls for demonstrator projects, where partial funding for development of innovative applications/technologies will be offered. Would you be interested in (select all that apply)."

According to the survey results (see Annex 2), 84% of respondents expressed an interest in taking part in the open calls (Figure 1 in Annex 2). They have an equal interest in projects that contribute resources, tools, and services to the ELG platform and marketplace (objective A) and projects that develop applications using language resources and technologies available in the ELG (objective B), and 47% of respondents would like to contribute to both types of projects (objectives A and B), see Figure 2 in Annex 2.

The intended projects focused mainly on launching a new product or further developing an existing product (38% of respondents) and on providing or expanding the use of ELG software tools through a commercial platform (30% of respondents), as shown in Figure 3 in Annex 2. The intended projects covered a broad spectrum of technologies (Figure 8 in Annex 2) and a variety of almost 40 languages (Figure 7 in Annex 2).

As expected, 40% of participants have had no clear idea about the project budget yet. Only 9% of respondents would like to ask for a budget under 50,000€ and 28% of respondents would like to ask for a budget above 100,000€ (Figure 4 in Annex 2).

Participants also showed their willingness to evaluate pilot project proposals: 57% of respondents are interested in serving as evaluators (23% definitely, 34% probably), while only 6% stated that they do not want to be involved in the evaluation process (Figure 5 in Annex 2).

2.3.3   Other Communication Channels

The open calls were also promoted through other communication channels, such as social media (Twitter, LinkedIn), the ELG website and ELG newsletter, e-mail distribution lists and the META-FORUM conference, through emails to the NCCs (while asking them to use, in turn, their own dissemination and communication channels and networks) and through other means whenever an opportunity arose.

3   Submission Process

The submission process consists of two phases – the preparatory period and the submission process itself. During the preparatory period, the whole procedure was set up, including the preparation of all related documents and the development or customization of a submission platform for the management of the submissions and the evaluation process. Then followed the submission process. The open call was announced, and applicants had started submitting their project proposals. There was a continuous need for support, mainly answering the participants' questions emailed to a dedicated email address. An overall organizational mechanism for forwarding participants' questions had to be set up, since participants often misdirected their questions to other ELG-related email addresses and recipients.

3.1   Documentation and Support for Applicants

A crucial part of the open call announcement is well-prepared call documentation providing all necessary information for applicants, and a user-friendly submission platform.

3.1.1   Call Documentation and Related Documents

The call documentation was structured as an easy to understand document to keep the submission and evaluation process lightweight. The full version of the call documentation is available in Annex 3 – the Call documentation itself and its annexes: the Guide for Applicants, Third Party Agreement, Project Proposal Template and Evaluation Criteria are attached in Annexes 4 – 7.

The documentation starts with the summary of key parameters and an introduction of the ELG and the open calls, followed by a description of the open calls, including the timeline and applicable law. Also, the Pilot Board, as a supervising body of the pilot projects, is defined.

Then, the eligibility criteria are introduced (type of activities, type of beneficiaries, eligible countries, and definition of a conflict of interest). Particularly, each project must fulfil four phases (activities):

(1) Open call: Submission of proposals (no funding attached).
(2) Experiment: Main development phase towards the objectives A or B.
(3) Integration: Integration of results back into the ELG (objective A) or to the ELG catalogue (objective B).
(4) Dissemination: Dissemination and Promotion activities, in cooperation with the ELG consortium.

All Horizon 2020 cost categories are eligible for funding; subcontracting must be justified and is limited to 25% of the overall budget. Subcontracting is not allowed for Activity (4) (Dissemination) and in the case of subcontracting, solely the applicant will be responsible to the consortium to carry out the pilot project. Up to 25% of the direct cost part of the budget (excluding subcontracting) are allowed for indirect costs as a flat rate attached to every phase of the proposal.

Each funded project will receive up to 200,000€, depending on the proposal and funding appropriation. Projects requesting less than 50,000€ will have to separately justify that all objectives can be met. All projects have to specify and justify the volume of work and funds for the allowed activities (2) – (4) necessary to successfully perform the project and achieve its results and objectives, while observing the following conditions:

- a minimum of 5,000€ and a maximum of 20% of the direct costs requested has to be earmarked for activity (3) (Integration), if the objective corresponds to objective A; or
- a minimum of 5,000€ and a maximum of 5% of the direct costs has to be earmarked for activity (3) (Integration) if the objective corresponds to objective B; and
- a minimum of 5,000€ and a maximum of 20% of the direct costs has to be earmarked for activity (4) (Dissemination).

The section Preparation and Submission of the Proposal provides information about the submission process itself. The link to the Guide for Applicants (Annex 4) points to the detailed description of how to submit a proposal via the submission platform. Another link provides information on how to get access to the ELG platform (Release 1 alpha) to allow applicants to test the platform and browse the catalog of available resources before submitting their proposal. Furthermore, this section contains a link to the proposal template (Annex 6), a copy of which was available on the open calls submission platform, which the applicants were asked to fill in through the submission platform. The subsection "Communication with ELG" provides an email address for the communication of applicants with the management team (pilot-projects@european-language-grid.eu), and finally the subsection on language establishes that project proposals and all related documents should be written in English, and that all communication will also be in English.

The chapter "Summary of the evaluation process" begins with a link to the evaluation criteria (Annex 7), defining eligibility and evaluation criteria including the numerical rating used. The description of the evaluation process and complaint procedure follows.

The execution of selected projects is described in chapter "ELG Pilot Project Execution". It describes the compulsory execution phases (experiment, integration, dissemination), their reporting and evaluation during the execution and the payment procedure. Also, the role of the project coach – a member of the Pilot Board responsible for project supervision – is defined.

The last chapters ("Obligations of Beneficiaries" and "Intellectual Property Rights") point to the Third Party Agreement (Annex 5), which shall be concluded between the applicant and the member of the project consortium responsible for the open calls administration before the execution of the selected project starts. The contract defines conditions under which the project will be executed, including the ownership of results, as well as dissemination, confidentiality and liability requirements.

3.1.2   Support for Applicants

During the submission process, support for applicants was provided. We created a "Guide for Applicants", in which we have shown, step by step and using appropriate screenshots, how to submit a project proposal via the platform, i.e., how to create an applicant account, how to log in, manage the account, how to create a new project proposal, fill in the forms and finally submit the proposal. For any questions we communicated the email address contact@european-language-grid.eu. We also created a list of (expected) Frequently Asked Questions, for example: "Who can apply for a pilot project?", "How much money is allocated for pilot projects?", and "Does Brexit have any implications on eligibility?".

3.1.3   Submission Platform

To successfully execute the submission and evaluation processes and to communicate with pilot projects during their execution, we decided to use a professionally built web-based platform, instead of the originally planned simple solution(s), like email submissions. This decision was based on the feedback received during the initial months of execution of the ELG project, the first META-FORUM 2019 announcement and the following feedback, which has shown much larger interest than originally assumed. This now turns out to be the right decision, since the number of projects submitted exceeded even the increased expectations very substantially (121 project proposals submitted, compared to approx. 30 expected). It would not be feasible to handle such a number of proposals (and consequently, evaluators and reviews) in any other way.

We initially explored several possible submission platforms. After discussing existing third-party options, like the Funding Box platform, the F6F platform, or EasyChair, we eventually decided to develop our own platform, using the open-source Content Management System Drupal as the basis for the development. The main reason is that the CUNI technical team has rich experience with Drupal, and we could formulate all the requirements for the features of the platform, mainly to keep the submission and evaluation process easy and straightforward for the participants, and manageable for the call organizers. Another advantage is that in critical moments like opening the submission process, assigning projects to the evaluators, etc., our technical team can give us "unlimited" support (time-wise) and quick responses in the case of unexpected problems. The cost of the development has been subsumed in part by CUNI, but it has been substantially higher for the whole process than originally expected, including the cost of evaluations, which is now almost four times more than for the originally expected number of reviews.

The platform runs under the ELG domain (https://opencalls.european-language-grid.eu), while physically residing with the technical team to ensure quick reactions to any technical problems (see Figure 6).
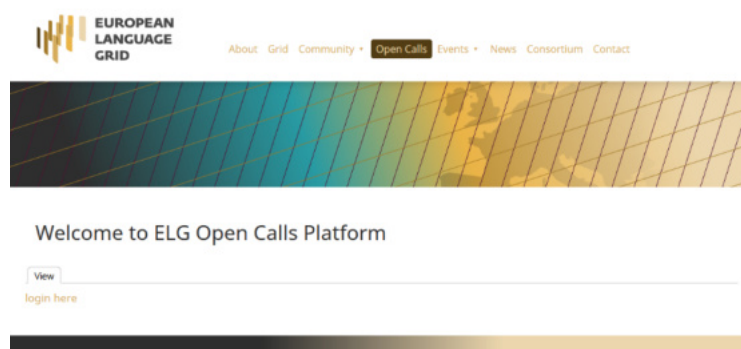
Figure 6: The ELG Open Calls platform homepage

3.2   Execution of the Submission Process

3.2.1   Open Call 1 – Announcement

The first open call was opened on 01 March 2020, and closed on 30 April 2020 (23:59 CEST). We published all relevant documentation on the ELG website (Figure 4), i.e., the call documentation including all annexes described in the previous section, FAQ, and a link allowing applicants to register to the submission platform and to start creating a project proposal. Furthermore, according to the Horizon 2020 rules, we published the first open call on the European Commission Funding & Tender portal[3] (Figure 7).
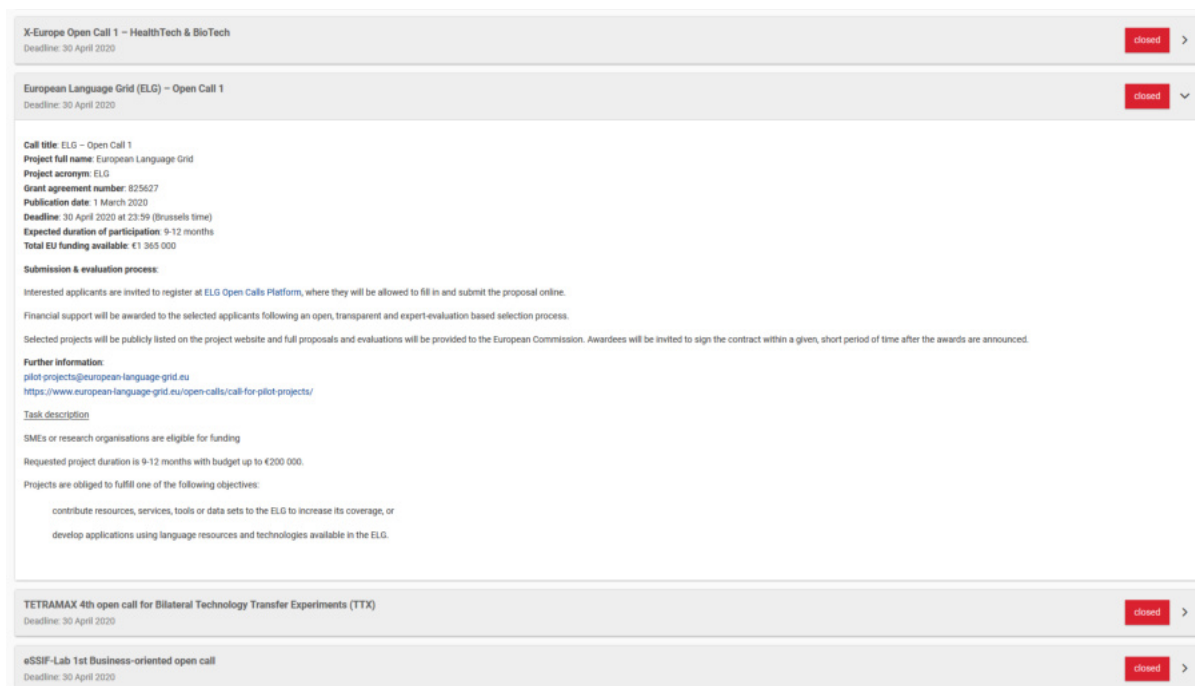
Figure 7: The first ELG Open Call on the EC's Funding & Tender portal

Prospective applicants first registered on the submission platform as project managers, providing necessary contact details. After setting up a password, they could start creating their project proposal.

The project coordinator and all consortium members announced the actual start of the open call through many communication channels (emails to stakeholders, social networks, etc.).

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[3] https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/competitive-calls

3.2.2 Support for Applicants

We provided a contact email address (pilot-projects@european-language-grid.eu) through which the applicants could send in their questions and report any problems. We obtained about 30 questions. We have included the most frequent ones in the FAQ section on the open call website to make them available to other participants as well (see the screenshot in Figure 8).

Frequently Asked Questions

> Who can apply for a pilot project?

> How can I get access to the ELG?

> What is the maximum budget?

> How much money is allocated for pilot projects in total?

> How many calls will you open?

> Can I receive internal feedback on my project proposal?

> How many pilot projects do you expect to select?

> Can we submit more than one proposal?

> Can I submit a project proposal and also register as an evaluator?

> Can we collaborate with partners in our project?

> Can we use the "linked third parties" model?

> For a type A project, how are we supposed to share our services?

> For a type B project, how are we supposed to set up the business model?

> Is my project type A or type B?

> What is meant by "results of your project must be integrated into the ELG"?

> Are there any priority topics in the open call?

> Does Brexit have any implications on eligibility?
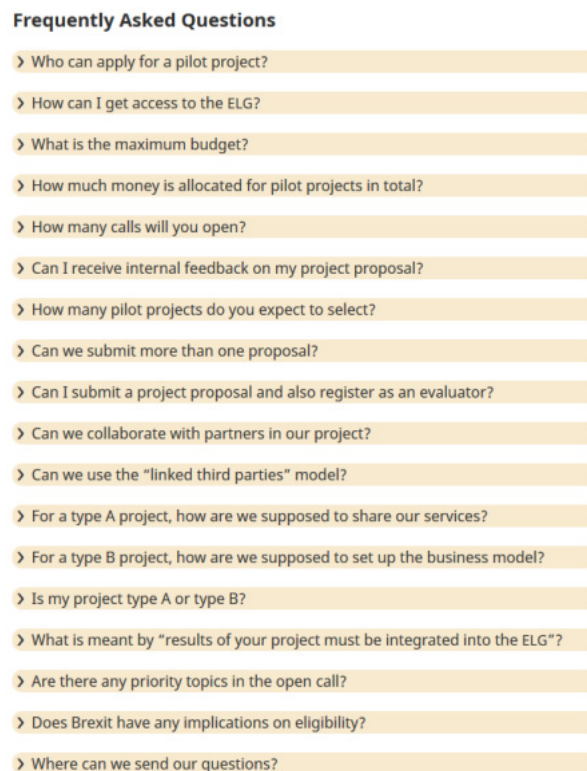
> Where can we send our questions?

Figure 8: Frequently Asked Questions on the open call web page

Some of the questions were easy to answer, since the answers were in fact to be found in the call documentation (e.g., "Can we collaborate with partners?"; "How I can get access to the ELG?"). Most questions were, however, concerned with project focus and outputs (e.g., for type A projects, "How to decide whether the project is of type A or type B?", "Can I receive internal feedback regarding my project proposal?", "How are we supposed to share our services?"; for type B projects, "How are we supposed to set up a business model?"; "Are there any priority topics in the open call?"). It was clear from the questions asked that the applicants were focused on the projects themselves and were not overloaded with formal requirements.

3.2.3 Monitoring of Submissions

With the aim of preventing any problems and also to get some feedback regarding the Covid-19 situation, the submission process was monitored very closely, with statistics collected and plotted on a daily basis: number of registered evaluators and project managers, created and submitted proposals (Figure 9, Figure 10, Figure 11).
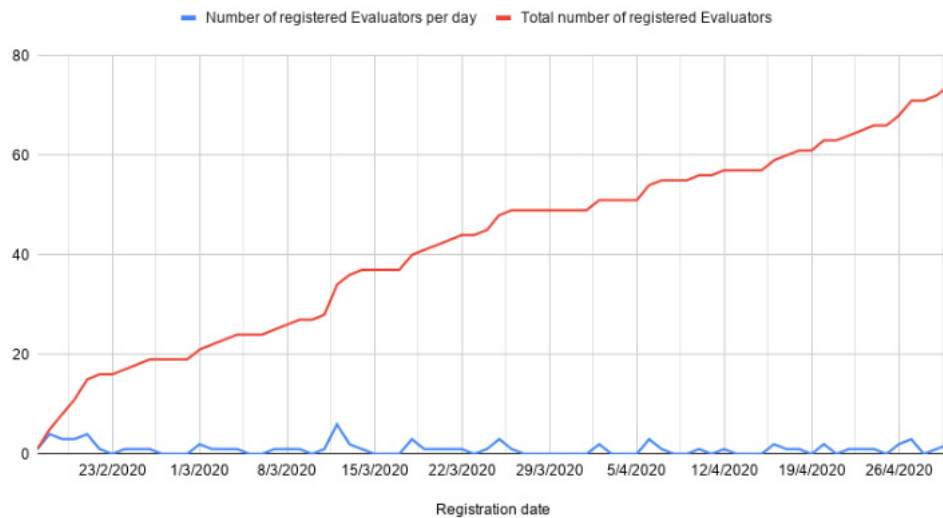
Figure 9: Number of registered evaluators since opening the call for evaluators
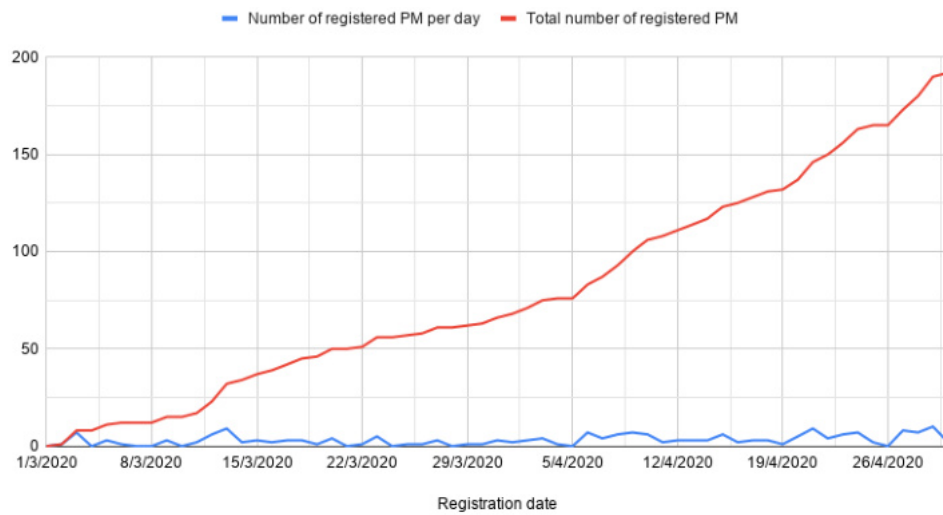

Figure 10: Number of registered project managers during the submission period
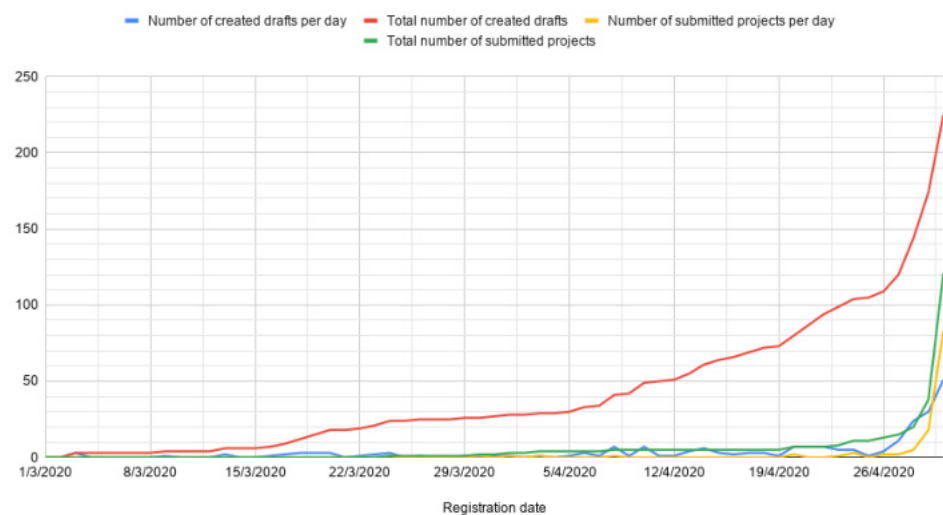

Figure 11: Number of created drafts and submitted project proposals during the submission period

The number of registered evaluators and project managers steadily increased during the submission process, quickly exceeding the expected number of projects significantly. It was concluded that there is no need to postpone the submission deadline due to the Covid-19 pandemic, which would have had a significant negative impact on the evaluation period and would have postponed the start of the project execution phase, jeopardising also the second open call scheduled for Sept. 2020. We, thus, stuck to the original deadline (30 April 2020).

The number of drafts created in the submission platform started to increase significantly in the second half of April. Most proposals were submitted during the last two days of the submission period.

In total, 192 project managers registered within the submission platform; they created 225 drafts, out of which 121 project proposals were submitted.

Some of the submitted proposals were duplicates; eventually, we accepted 110 project proposals for evaluation from 103 applicants:

- 62 proposals were submitted by SMEs (36 of type A, 26 of type B); 57 unique SMEs;
- 48 proposals were submitted by research organizations (43 projects of type A, five of type B); 46 unique research organizations; and
- 7 applicants submitted two proposals (one type A and one type B) – 5 SMEs, 2 research organizations.

Regarding the type of project, 79 submitted proposals were of type A (contribute resources, services, tools or data sets to the ELG to increase its coverage) and 31 project proposals were of type B (develop applications using language resources and technologies available in the ELG).

The applicants were from 29 countries, including eligible countries outside the EU (Iceland, Israel, Norway, Serbia, South Africa, Switzerland, Turkey, United Kingdom).

For the first open call, approximately 1,300,000€ of funding is available. The total amount of financing requested by the submitted projects is 16,900,000€. One project has requested 283,000€ which is over the limit of 200,000€ per project, and the lowest requested amount is 50,000€. The average amount requested per project (Figures 12 and 13) is 153,000€, which would allow us to select and support 7-9 projects (8% success rate).
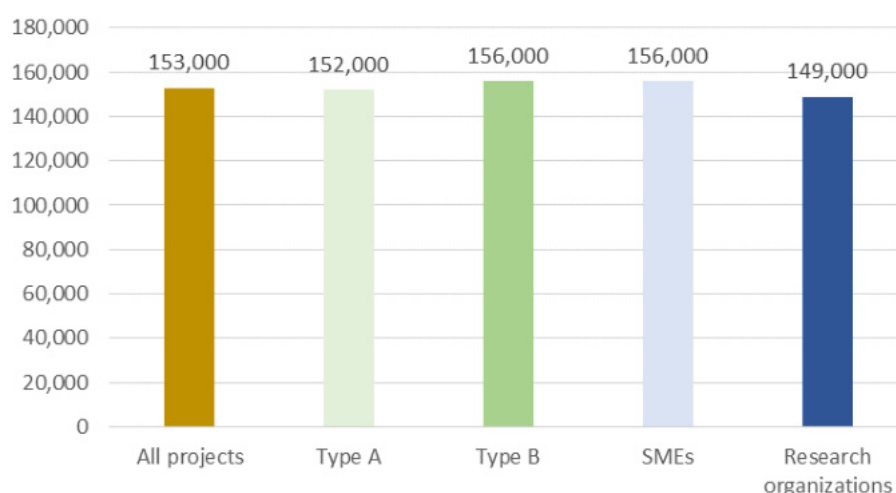

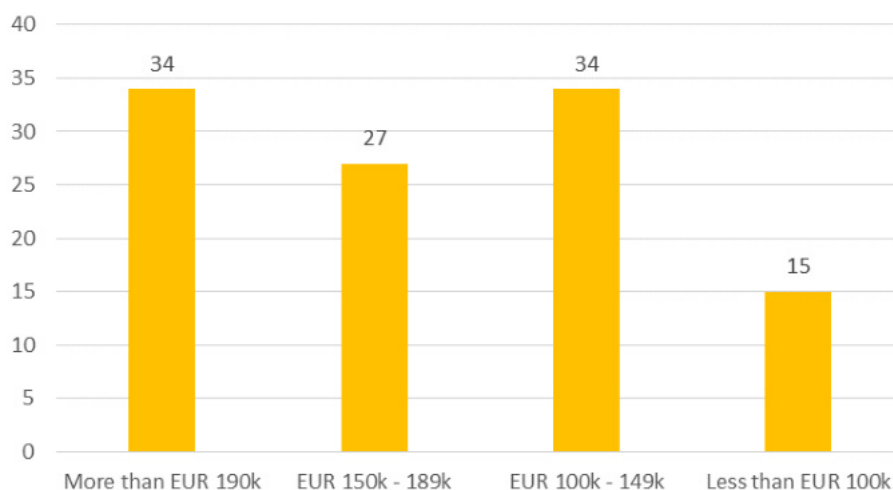Figure 12: Average requested budget of submitted project proposals

Figure 13: Distribution of project proposals by requested budget

3.2.4   Submission Platform: Technical Support

While the technical team was ready to answer and solve any arising technical problem, there were almost no questions regarding the submission platform, with the exception of difficulties some applicants had with registering both as project managers and evaluators; an explanation has been added to the Guide for Applicants.

4   Evaluation Process

The submitted proposals are evaluated by independent experts, which are supervised by the Pilot Board. It ensures that those pilot projects which are the most relevant for the ELG platform are selected.

4.1   Preparation of the Evaluation Process

The most important part of the preparation of the evaluation process was the selection and specification of evaluation criteria that match the objectives to be achieved by the calls. At the same time, the criteria must be clear for the external evaluators evaluating each proposal. In order to find capable evaluators with experience in language technologies and evaluation, a call was published in February 2020. From those who responded, the most suitable evaluators were selected after the submission process had been closed.

4.1.1   Evaluation Criteria

The evaluation criteria for the first open call are defined and described in detail in Annex 7, and they are part of the call documentation.

First, the submitted proposal should fulfill formal requirements (language, submission date, declaration of honor, legal status, eligible country, number of submitted proposals per applicant and no conflict of interest) which was checked before any further evaluation by the management team.

Then three independent evaluators check the eligibility criteria – uniqueness, relevance for the ELG, and whether the project proposal contains all the required phases (experiment, integration, and dissemination of results). These are binary criteria (yes/no). Then come the (graded/ranked) evaluation criteria: objective fit, technical approach, business, integration and dissemination plan, budget adequacy, and team. For each of these graded criteria, the evaluators assign points according to the following scoring scheme:

0 points – Not at all   The proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.

3 points – Limited   The criterion is inadequately addressed or there are significant weaknesses.

7 points – Good   The proposal addresses the criterion well, but some shortcomings are present.

10 points – Excellent   The proposal successfully addresses all relevant aspects of the criterion; any shortcomings are minor.

The points are multiplied by criterion weight. Objective fit: **3** * (max.) 30 points from 3 evaluators; technical approach: **2** * (max.) 30 points; business, integration and dissemination plan: **3** * (max.) 30 points; budget adequacy: **1** * (max.) 30 points; team: **1** * (max.) 30 points. The maximum overall score of a proposal after the evaluation from the three experts is 300 points.

After the proposals are evaluated by the three external experts, the Pilot Board member responsible for a proposal prepares a summary of the three evaluator reports and submits it to the Pilot Board. At its final selection meeting, the PB may change the total number of points assigned to a proposal in the range of at most 30 points (up or down), based on the summary report and recommendations of the responsible PB member.

Type B proposals ("develop applications using LT available in the grid") get 30 bonus points in case the applicant is an SME. The total maximum overall score of a proposal is 360 points: a maximum of 300 points from evaluators + a maximum of 30 points from Pilot Board + 30 points if the applicant is an SME in project type B.

4.1.2   Call for Evaluators

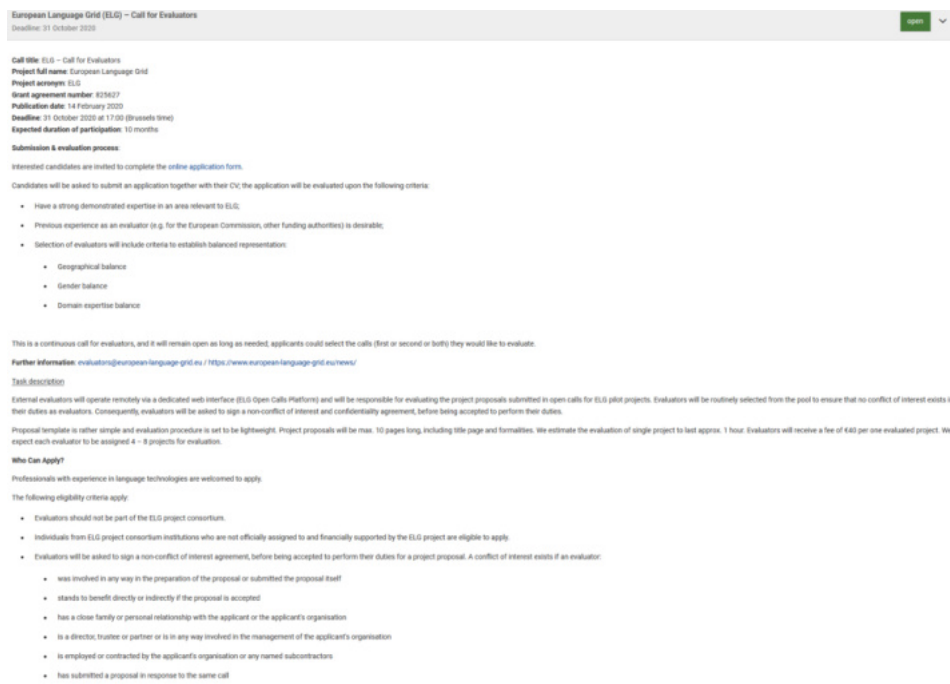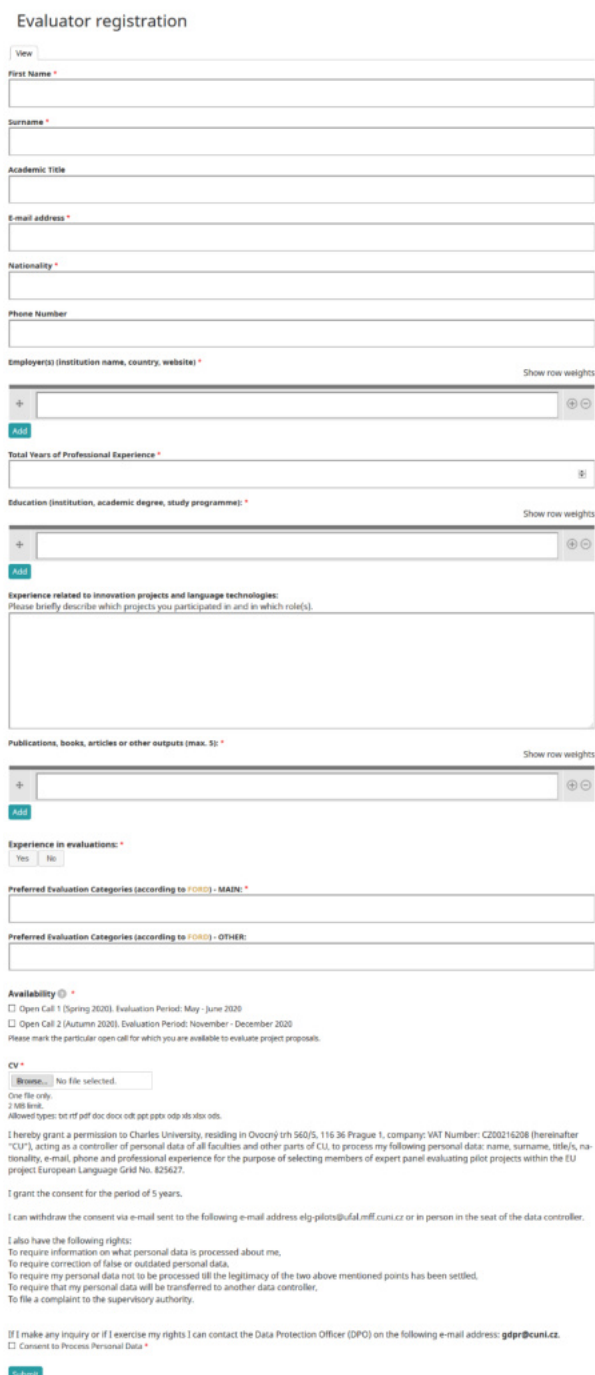Figure 14: Call for Evaluators published on the EC's Funding & Tender portal

To create a pool of evaluators, the call for evaluators was launched in February 2020. All relevant information (description of tasks, eligibility of candidates, selection criteria, contact email for questions, and a link to the registration form on the ELG open call submission platform) was published on the open call website as well as

on the European Commission Funding & Tender portal[4] (Figure 14). In addition, ELG consortium members disseminated the call through various channels. Potential evaluators were asked to fill in a registration form on the Open Calls platform. Through this form (Figure 15), contact information, CV, and professional experience related to evaluation and language technologies were collected. When the first open call closed, 74 evaluators from more than 30 countries with broad experience in the field of language technologies and/or evaluation of project proposals had registered. The group is quite well gender-balanced (30 female, 44 male).

Figure 15: Registration form for evaluators

4.1.3 Selection of Evaluators

After the proposal submission deadline call was closed, a pool of the 48 most appropriate evaluators was created from the 74 registered ones. This selection was done by the management team based on the information the prospective evaluators filled in during registration, i.e., their CV, publications listed, evaluation experience, background and previous projects.

Each of the three core management team members independently judged each registered (potential) evaluator mainly from two points of view: their knowledge of the LT field and their evaluation experience in the past, assigning them three possible labels: Yes, No, or Maybe. Typically, the Maybe label was used in cases when the evaluator had weakness in either LT experience or in evaluation experience, but not in both (then they would be assigned the No label). There was high consistency among the members of the organizing team, and thus no other judges have been called to adjudicate those differences (it never happened that any prospective evaluator would have the Yes and No label simultaneously). None of the 48 evaluators were assigned the No label.

The evaluators were clustered into three groups. The first group consisted of those who had excellent LT background and at the same time extensive evaluation experience. In the second group, while still containing several outstanding evaluators, some have less experience with either LT or evaluation. Those with only minimal experience with LT, but still a good evaluation track record, or vice versa, were assigned the third group. This division was used for the assignment of evaluators to projects (Section 4.2).

4.1.4 Communication with Evaluators

Before assigning projects to evaluators, we sent them an email with instructions regarding the evaluation, i.e.:

- the timeline:
    - projects assigned to evaluators (to be completed by 7 May 2020);
    - acceptance of the evaluation (to be completed by 12 May 2020); and
    - submission deadline for the evaluation report (end of May 2020).
- information how to access the ELG platform;
- reminder to carefully read the Call Documentation, Evaluation Criteria, Frequently Asked Questions;
- reminder to be aware of the strict requirement that under no circumstances can they get in touch with applicants and their project teams;
- reminder to treat all information regarding the submitted project proposals as confidential; and
- information about a webinar for evaluators.

The webinar for evaluators took place online on 19 March 2020, 14.00–16.00 CEST. During the webinar, the evaluation process and evaluation criteria were explained. Participants had the opportunity to ask questions and seek clarification. The webinar was attended by about 50 evaluators. It was recorded and the recording was posted to the ELG website for later access.

4.1.5 Contract with Evaluators

All evaluators signed a contract with the ELG project, represented for the purpose of the open calls by Charles University (CUNI, Annex 11) – the management, technical and administrative team's partner institution.

The contract includes, apart from the usual parts of an "Agreement to complete a job," a statement to keep in strict confidence any technical or business information about the evaluated projects, as well as a no-conflict-of-

interest declaration. The evaluator is entitled to obtain a remuneration of 40€ per evaluated project proposal. Evaluators receive the payment after submitting their evaluation reports to the ELG Open Calls platform.

One evaluator withdrew their registration due to the incompatibility of the contract with their current job obligations and restrictions.

4.2   Execution of the Evaluation Process

The detailed description of the evaluation process is presented in the call documentation (Annex 3, Annex 7). The schema of the whole process is shown in Figure 16.
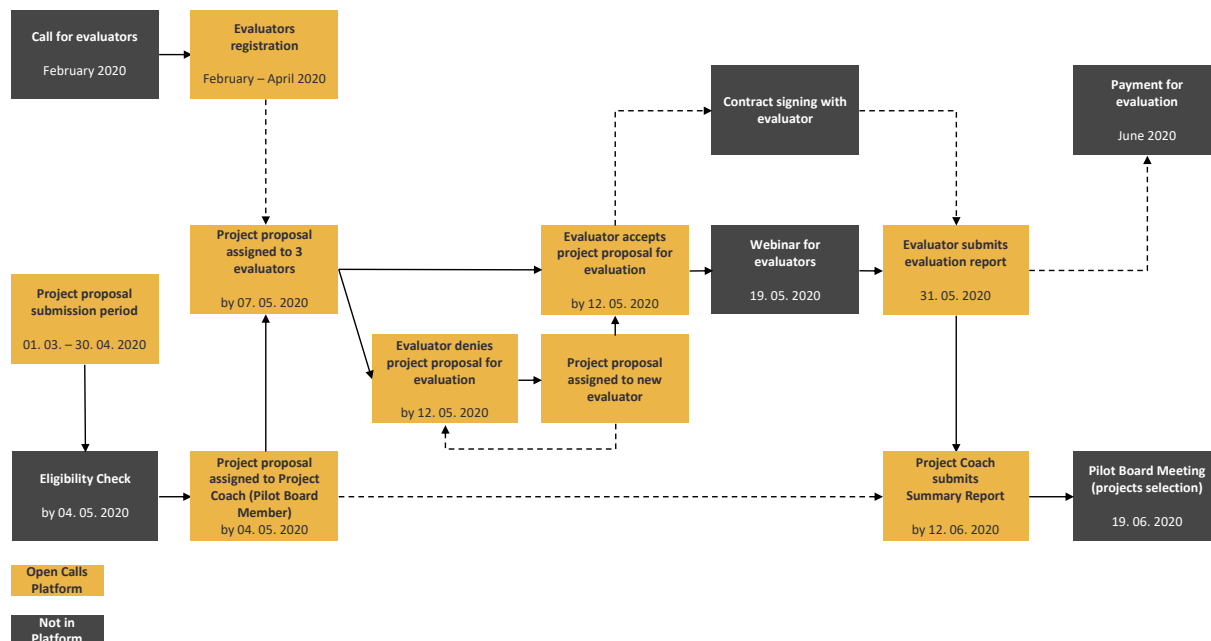
Figure 16: Scheme of the evaluation process

4.2.1   Formal Check and the Assignment of Project Proposals to Evaluators

In the first open call, after rejecting 11 proposals on formal grounds (duplicate submission, budget limits, etc.), 110 project proposals were moved to the next phase and slated for evaluation by external evaluators.

The management team suggested, for each proposal, three evaluators from the pre-selected pool of 48 evaluators, one from each of the three groups as prepared during the evaluator pool preparation (Section 4.1.3), to ensure that the experience and background are appropriately distributed among the three evaluators assigned to any particular proposal. A close eye has been kept also on gender (at least one female evaluator per proposal), and country of residence of the evaluator, avoiding at the same time possible personal or nationality-based conflicts of interest with the proposal. Each evaluator was assigned 5 – 9 proposals.

Furthermore, each proposal was assigned to one of the Pilot Board members (a preliminary or "evaluation" project coach) who checked and then confirmed or rejected the selection of evaluators with special regard to conflict(s) of interest. After the necessary changes in Pilot Board member assignment and/or changes in the evaluators assignment, the evaluators were linked to the proposals in the Open Calls Platform.

4.2.2   External Expert Evaluation

Before being presented with the proposals assigned to them, evaluators were obliged to sign a confidentiality declaration to make sure that the content of proposals remains strictly confidential. Then, the evaluators

checked the assigned projects and accepted or declined them for evaluation, primarily to avoid conflict of interest or gross mismatch in expertise. When declined, the management team replaced the assignment of an evaluator, and the process was repeated. About 40 assignments had to be changed for these reasons.

At the time of writing (May 2020), the evaluators are working on the proposals assigned to them. They are preparing the evaluation report by filling a web-based form on the submission platform. The report includes numerical scores for the evaluation criteria, and Yes/No answers to the eligibility criteria. Each decision is described in a short paragraph of text. The evaluator also fills in a final recommendation and short summary.

After the three evaluators have submitted their reports (end of May 2020), the project coach will provide a summary report for the Pilot Board (Annex 10).

4.2.3 Proposal Ranking and Final Selection

The last step in the evaluation process will be the Pilot Board meeting where the final ranking and selection will be decided. The meeting is planned for 19 June 2020. Its aim is to create a ranked list of project proposals, based on the evaluations and summary reports, possibly adding or subtracting points in cases recommended by the project coach(es). The ranked list is then cut at the maximum available support (approx. 1,365,000€). It is assumed that based on the available funding and the average amount requested by the applicants per project, 7 – 9 projects will be selected in the first call.

5 Project Execution

5.1 Contract Signing

All awardees will sign a third-party agreement (which is part of the Call Documentation – Annex 3) between them and the ELG project represented by Charles University. Rejecting the third-party agreement by the applicant means that the project will be rejected. Based on the ranking, the first non-funded project might be accepted for funding, if it was recommended (but not funded due to lack of funds) by the Pilot Board.

5.2 Project Phases and Progress Evaluation

All selected projects will be offered guidance and supervision by the Pilot Board throughout the lifecycle of the project once the contract is in place and the project has started. Monitoring sessions will be organized (possibly remotely) when projects will have to report progress, any problems, state of completion etc.

5.2.1 Evaluation of the Results of the "(2) Experiment" Phase and access to the "(3) Integration" and "(4) Dissemination" phases
Each selected project will be supervised by one member of the Pilot Board (project coach) appointed by the Pilot Board. The project coach will be responsible for training the awardee's project team, collecting and answering questions from the team during the execution of the project, collecting reports and guiding the project team through all activities (phases), especially through the Integration and Dissemination phases.
The assessment will be coordinated with the ELG project consortium. The project coach will seek technical help from the consortium to evaluate the pilot project results, especially in terms of technical testing to determine if the objectives of the (2) Experiment phase have been met. The project coach will assess the progress of the project and propose to the Pilot Board to approve the second payment to the awardee, or to terminate the project after the (2) Experiment phase.

5.2.2. Evaluation of Final Results

The final evaluation of a project will be performed after the (3) Integration activity by the project coach and if the projects fulfils the (4) Dissemination obligations. The project coach will then prepare a short report (to be made public) and recommend to the PB to approve (or not) the final (third) payment to the project awardee.

After a project is completed, the project team is required to present their results, business plans, secured venture capital for further development and future plans. The Pilot Board will assess the finished projects and evaluate the immediate results. It will also formulate recommendations for sustainability and future operation of the ELG based on the experience of and with the pilot projects.

For type A projects (extending the ELG capabilities), the resource, tool or service has to be integrated into the ELG. A license will be signed between the ELG and the Pilot Project to specify the terms of use. It must be available at least as a demo and/or for research purposes for free. Any commercial use will either be specified in the license agreement, or it will be postponed until the ELG has an established model for commercial exploitation.

For type B projects (developing an application using existing ELG resources, tools or services), the resulting application must be described in the ELG catalogue, pointing to a place where it is available (e.g., a company website), and which acknowledges the ELG funding. Integrating the resulting service is also possible. A service level agreement negotiated during the project execution will be signed between the applicant and the ELG.
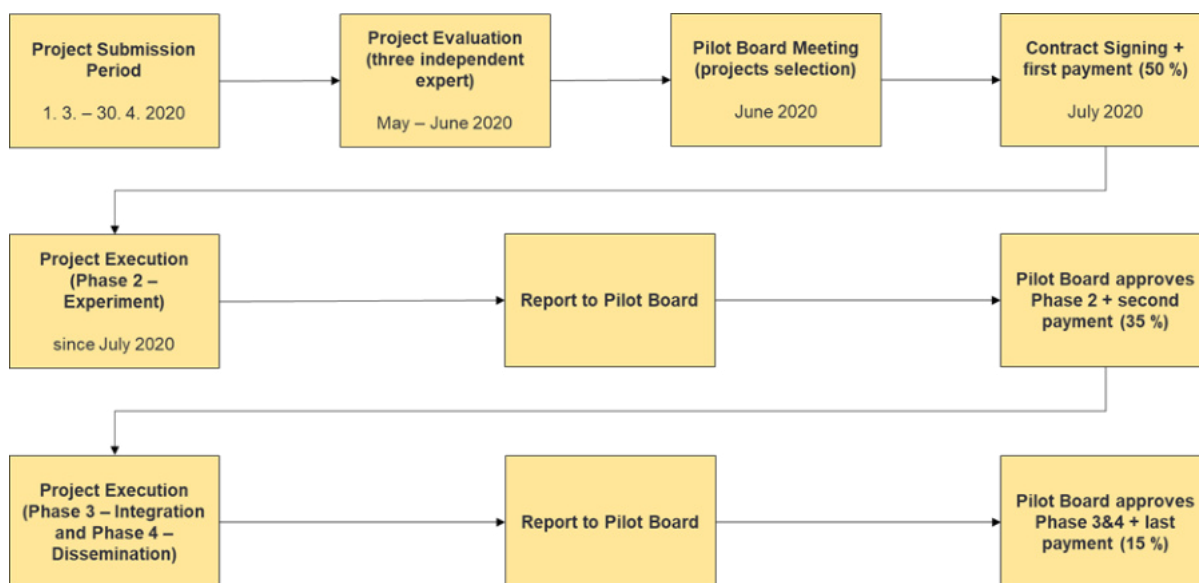
Figure 17: Project execution scheme

5.3 Payments

The financial support will be structured according to the conditions and paid in three instalments:

1. 50% of the amount requested after signing the contract;

2. 35% of the amount requested after demonstrating the results after the end of activity (2) (Experiment); and

3. 15% after completing the activities (3) (Integration) and (4) (Dissemination).

The awardee is requested to file two reports on the project's progress – the first report after phase (2) (Experiment) and the second report after phases (3) (Integration) and (4) (Dissemination). Each instalment has to be

separately approved by the Pilot Board based on the awardee's performance. No guarantee is given with respect to instalments 2 and 3 at the time of the award, as specified in the contract with the awardee (these payments will be made only if the pilot project is executed according to the project proposal).

6   Strategic Analysis of the Results of Open Call 1

The first ELG Open Call was closed on 30 April 2020. Immediately after the submission deadline we started performing an initial analysis of the 110 submitted proposals deemed eligible. Additionally, we prepared and circulated an online survey to the proposers to learn more about their motivation to submit a proposal and their expectations with regard to the European Language Grid. This chapter includes the abovementioned analysis of the 110 proposals (Section 6.1) and an evaluation of the online survey, for which we received a total of 73 responses from organisations who submitted a proposal (Section 6.2).

6.1   Analysis of the Submitted Proposals

Table 1 shows the distribution of the 110 proposals accepted for evaluation by type of proposal and legal form of proposer.[5] In this section, we present an initial analysis of the nature of the proposed projects and of the proposers' expectations towards the ELG platform and initiative. Due to the limited time between the closing of the call and the due date of this Deliverable, the analysis is necessarily cursory, but nevertheless provides some insights that are highly relevant with respect to the goals and the future of ELG.

Submitted by	Type A	Type B	Total
Research centre	43 (39.1%)	5 (4.5%)	48 (43.6%)
SME	36 (32.7%)	26 (23.6%)	62 (56.4%)
Total	79 (71.8%)	31 (28.1%)	110 (100%)

Table 1: Proposals accepted for evaluation

6.1.1   Types of Language Resources and Technologies

With respect to the types of language resources and technologies, type A proposals range from highly focused (e.g., OCR for a specific type of script) to very broad (e.g., a classic NLP pipeline ranging from tokenisation to parsing and also including higher-level tools for, e.g., sentiment analysis and machine translation). Table 2 below shows that classic NLP pipeline components are the most common contribution, followed by components for word and term level text analytics, followed by clause and discourse level text analytics. Also common are machine translation, text augmentation and simplification, and speech recognition and synthesis. Other represented technologies include search, NLG, conversational AI, grammar/spell checking, and, as mentioned, OCR.

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[5] There are 58 unique SMEs among the proposers, only seven of which are listed in the LT-Innovate Directory (http://www.lt-innovate.org/directory). LT-Innovate has 220 members, approx. 99% of which are SMEs (Philippe Wacker, personal communication).

Topic	No.	Perc.
Natural language processing (language detection, sentence splitting, tokenisation, lemmatisation, morphological analysis, part-of-speech tagging, language modeling, multiword expression identification, shallow parsing, parsing etc.)	29	36.7%
Word and term level text analytics (compound analysis, entity linking, keyword extraction, named entity recognition, word sense disambiguation, term extraction, term linking, ontology learning etc.)	23	29.1%
Clause and discourse text analytics (claim detection, information extraction, intent recognition, semantic similarity detection, polarity analysis, sentiment analysis, coreference resolution, argumentation extraction, discourse tagging, inference, question answering, relation extraction, fake news detection, hate speech detection etc.)	21	26.6%
Machine translation	19	24.1%
Text augmentation and simplification (document clustering, document classification, topic segmentation, summarisation etc.)	13	16.5%
Text-to-speech, speech-to-text, text-to-sign-language	10	12.7%
Search	5	6.3%
Natural language generation	3	3.8%
Conversational AI (virtual assistants, chatbots etc.)	3	3.8%
Grammar checking, spell checking, predictive text	3	3.8%
Optical character recognition	1	1.3%

Table 2: Language resources and technologies covered by the proposals (type A)

Type B proposals (Table 3 below) aim to use machine translation and speech recognition/synthesis services, followed by components for classic NLP, word/term level text analytics, clause/discourse level text analytics, and text augmentation/simplification. As with type A proposals, NLG, conversational AI and search rank low in terms of frequency. In the case of conversational AI, this does not mean that proposers are not interested in the topic, but that they seem to prefer to use their own solutions into which they wish to integrate lower-level services. Interestingly, machine translation and speech-related services are most commonly mentioned on the "demand" (type B) side whereas they are outranked by NLP and text analytics services on the "supply" (type A) side. It may make sense to specifically stimulate machine translation and speech-related services in future calls.

Topic	No.	Perc.
Text-to-speech, speech-to-text, text-to-sign-language	9	42.9%
Machine translation	9	42.9%
Natural language processing (language detection, sentence splitting, tokenisation, lemmatisation, morphological analysis, part-of-speech tagging, language modeling, multiword expression identification, shallow parsing, parsing etc.)	8	38.1%
Word and term level text analytics (compound analysis, entity linking, keyword extraction, named entity recognition, word sense disambiguation, term extraction, term linking, ontology learning etc.)	7	33.3%
Clause and discourse level text analytics (claim detection, information extraction, intent recognition, semantic similarity detection, polarity analysis, sentiment analysis, coreference resolution,	4	19.0%

	No.	Perc.
argumentation extraction, discourse tagging, inference, question answering, relation extraction, fake news detection, hate speech detection etc.)		
Text augmentation and simplification (document clustering, document classification, topic segmentation, summarisation etc.)	4	19.0%
Natural language generation	3	14.3%
Conversational AI (virtual assistants etc.)	1	4.8%
Search	1	4.8%
Optical character recognition	0	0%
Grammar checking, spell checking, predictive text	0	0%

Table 3: Language resources and technologies covered by the proposals (type B)

6.1.2 Languages

Type A proposals have diverse aims in terms of the languages that their proposed LRTs target. Some provide a broad range of tools for one specific language, such as Polish or Hungarian. Others provide a more narrow range of tools for both official and unofficial languages spoken in a specific country, such as Spanish, Catalan and Basque. Some aim to provide tools for all 24 official EU languages. Others target a number of geographically and typologically diverse minority languages. Yet other proposals target various sign languages used inside and outside the EU. Table 4 below shows how often all (groups of) languages are mentioned. Although the official EU languages are, unsurprisingly, most strongly represented, the number of proposals targeting regional, partner, and other (African and Asian) languages is also significant. A surprisingly high number (25.3%) of type A proposals does not mention at all which language the proposed LRTs will target.

Language(s)	No.	Perc.
Group A (Official EU Languages)	47	59.5%
English	21	26.6%
German	19	24.1%
French	13	16.5%
Spanish	13	16.5%
Italian	10	12.7%
Finnish	9	11.4%
Swedish	9	11.4%
Danish	8	10.1%
Polish	8	10.1%
Bulgarian	6	7.6%
Dutch	6	7.6%
Greek	6	7.6%
Hungarian	6	7.6%
Latvian	6	7.6%
Romanian	6	7.6%

Czech	5	6.3%
Estonian	5	6.3%
Irish	5	6.3%
Portuguese	5	6.3%
Slovak	5	6.3%
Slovenian	5	6.3%
Croatian	4	5.1%
Lithuanian	4	5.1%
Maltese	2	2.5%
Group B (Other EU languages; languages from EU candidate countries and Free Trade Partners): Austrian Sign Language, Bornholmsk, Czech Sign Language, Frisian, German Sign Language, Icelandic, Kurdish Kurmanji, Kurdish Sorani, Luxembourgish, Spanish Sign Language, Turkish, Welsh, Faroese, Galician, Norwegian Nynorsk, Occitan, Serbian, Basque, Catalan, Norwegian Bokmål	30	38.0%
Group C (Language spoken by EU immigrants; languages of important trade and political partners): American Sign Language, Amharic, Arabic, Avar, Bengali, Berber Kabyle, Burmese, Farsi, Hausa, Igbo, Kabiye, Karakalpak, Kinyarwanda, Kongo, Kyrgyz, Latin, Lezgian, Lingala, Northern Sotho, Pashto, Sami, Shan, Shona, Sindhi, Somali, Southern Ndebele, Southern Sotho, Swahili, Swazi, Tajik, Tsonga, Tswana, Venda, Western Punjabi, Xhosa, Yoruba, Zulu)	38	48.1%
Proposals not explicitly mentioning targeted languages	20	25.3%

Table 4: Focused languages in proposals (type A)

Type B proposals are more strongly focused on the official EU languages (see Table 5 below), with only 9.7% targeting other EU languages and 19.4% targeting other languages. 48.9% do not explicitly mention the targeted languages; often, the plan seems to be to see which languages and suitable services will be available in ELG during the project execution phase.

Language(s)	No.	Perc.
Group A (Official EU Languages)	14	45.2%
English	14	45.2%
French	10	32.3%
German	8	25.8%
Spanish	8	25.8%
Czech	5	16.1%
Italian	4	12.9%
Greek	4	12.9%
Finnish	3	9.7%
Polish	3	9.7%

Bulgarian	3	9.7%
Dutch	3	9.7%
Estonian	3	9.7%
Slovak	3	9.7%
Swedish	2	6.5%
Danish	2	6.5%
Hungarian	2	6.5%
Latvian	2	6.5%
Romanian	2	6.5%
Irish	2	6.5%
Portuguese	2	6.5%
Slovenian	2	6.5%
Croatian	2	6.5%
Lithuanian	2	6.5%
Maltese	2	6.5%
Group B (Other EU languages; languages from EU candidate countries and Free Trade Partners): Austrian Sign Language, Basque, German Sign Language	3	9.7%
Group C (Language spoken by EU immigrants; languages of important trade and political partners): Arabic, Chinese, Hindi, Russian, Yiddish	6	19.4%
Proposals not explicitly mentioning targeted languages	15	48.9%

Table 5: Focused languages in proposals (type B)

6.1.3 Domains and Varieties

Only a few proposals (both type A and type B) explicitly mention specific domains or varieties that the proposed LRTs and applications will deal with. Among the more commonly mentioned domains are healthcare or medicine, finance and news. There are also some proposals explicitly targeting dialects, i.e., spoken non-standard varieties of a language. Tables 6 and 7 show the domains and varieties mentioned in the proposals.

Domain or variety	No.	Perc.
Health, medicine, biomedicine	5	6.3%
Dialects	2	2.5%
Scientific publications	2	2.5%
Online conversations, social media	2	2.5%
Legal text	2	2.5%
Process industry	1	1.3%
Debiased language	1	1.3%

Media, historical media	1	1.3%
Manufacturing, production and process quality tracking	1	1.3%
Greek written in polytonic script	1	1.3%
Historical documents	1	1.3%
Environmental, social, governance, technology (ESGT)	1	1.3%
Weather forecasts	1	1.3%
Patents	1	1.3%
Transport	1	1.3%
Aviation	1	1.3%
Foreign accents	1	1.3%
Email	1	1.3%

Table 6: Specific domains and varieties in proposals (type A)

Domain	No.	Perc.
News	3	9.7%
Health, medical	3	9.7%
Finance	2	6.5%
Procurement offerings, grants, tenders	1	3.2%
Travel	1	3.2%
Training materials	1	3.2%
Aid	1	3.2%

Table 7: Specific domains in proposals (type B)

6.1.4 Expectations towards ELG

We distilled from the proposals some common expectations towards ELG. This was only possible through close reading and hard to do in a systematic way given the time constraints until the submission deadline of the present deliverable. The numbers reported in Tables 8 and 9 should therefore be taken as a very rough indication.

Expectation	No.	Perc.
What ELG should afford		
Provide visibility and new users to organisations and their outputs	22	27.8%
Provide a sales channel for organisations	11	13.9%
Provide access to a large range of language resources	6	7.6%
Make existing language resources more accessible	5	6.3%
Provide technical infrastructure that is otherwise not available	4	5.1%
How ELG needs to be to achieve its goals		
Ensure high coverage in terms of languages, domains, service types etc.	25	31.6%

	No.	Perc.
Ensure interoperability and consistency	7	8.9%
Ensure fairness (debiased resources, etc.)	1	1.3%
What ends ELG should serve		
Facilitate deployment of language technologies (make it easier to develop new products, to improve procedures using language technology etc.)	44	55.7%
Facilitate research	39	49.4%
Have societal impact (preservation of cultural heritage, support for minority languages, privacy, accessibility etc.)	20	25.3%
Strengthen the European language technology community	4	5.1%

Table 8: Expectations towards ELG (type A)

Expectation	No.	Perc.
What ELG should afford		
Provide visibility and new users to organisations and their outputs	16	76.2%
Provide a sales channel for organisations	5	23.8%
Provide access to a large range of language resources	5	23.8%
Make existing language resources more accessible	3	14.3%
Provide technical infrastructure that is otherwise not available	0	0.0%
How ELG needs to be to achieve its goals		
Ensure high coverage in terms of languages, domains, service types etc.	11	52.4%
Ensure interoperability and consistency	2	9.5%
Ensure fairness (debiased resources, etc.)	0	0.0%
What ends ELG should serve		
Facilitate deployment of language technologies (make it easier to develop new products, to improve procedures using language technology etc.)	15	71.4%
Facilitate research	6	28.6%
Have societal impact (preservation of cultural heritage, support for minority languages, privacy, accessibility etc.)	4	19.0%
Strengthen the European language technology community	4	19.0%

Table 9: Expectations towards ELG (type B)

The most common high-level expectations seem to be for ELG to facilitate innovation using LT, and to facilitate research on LT. Another common high-level expectation is that ELG creates some kind of societal impact, e.g., ensuring access to Language Technology for speakers of minority languages and for speakers with disabilities (often referred to as "digital language equality"), improving the privacy of LT users by making in-house solutions more feasible, and facilitating the preservation of cultural heritage.

At a lower level, many proposers (especially type A) expressed the expectation that their organisation and its R&D output will become more visible and accessible to potential users through contributing to ELG. Many proposers (especially type B) expressed the expectation that ELG will provide them with easier access to Language Resources and Language Technologies. An expectation very often expressed and implied is also high coverage in terms of languages, varieties and technologies, often in conjunction with the expectation for consistency and, crucially, interoperability. These seem to be key bottlenecks for proposers who wish to expand the range of languages targeted by their existing products and solutions, and therefore an important selling point for ELG.

6.1.5   Misunderstandings

Around 20-25% of type A proposals seek to create tools that cannot directly be integrated into ELG as services using ELG's APIs. Rather, they seek to create full applications, websites, or APIs, that could be used in combination with ELG. The proposed tools are typically concerned with creating and maintaining language resources, e.g., with crawling the World Wide Web to create new corpora, or with ingesting existing resources and creating new lexical/conceptual resources from them. Some proposals seem to mistakenly assume that such tools could be hosted in the ELG cloud; however, this is, technically, out of scope for ELG as devised and developed in the ELG project. This suggests that there exist some misunderstandings about what kinds of services the ELG platform is (not) designed to host, and that this needs to be communicated more clearly in the future.

6.2   Follow-up Survey

To collect information on the motivation behind submitting a proposal and to get a better idea on the participants' expectations towards ELG, two short surveys were designed for those who submitted a proposal ("proposers survey") and those who uploaded an initial draft but did *not* submit a final version ("non-proposers survey"). Each survey comprised 15 questions, containing a mix of open-ended questions and multiple-choice questions. A complete list of all questions can be found at the end of the annex.

All information was collected anonymously, survey participants were not required to answer all questions. Of the proposers, 73 out of 110 (66.7%) responded and of the non-proposers 6 out of 17 (35%) responded. The collected feedback serves as valuable input for the second ELG open call due to be launched in September 2020 as well as for similar calls planned in the context of other EU projects in the future. This deliverable presents only a short analysis of the main findings of the 73 respondents who submitted a proposal. As for the non-proposers' survey it is important to highlight that 5 out of 6 respondents stated that the reason for not submitting a final proposal was simply a lack of time. A more in-depth analysis of both surveys will be included in D6.2.

6.2.1   Demographics, Languages and Domains

Demographic data provides us with interesting information about the reach of our call. Out of 73 respondents, 32 (43.8%) submitted the proposal on behalf of a research institution and 40 (54.8%) on behalf of an SME. One person chose not to disclose this information. The slightly higher participation of SMEs was expected and desired as the open calls aim to increase, first and foremost, visibility in the LT industry space. The 73 respondents come from 26 different countries (25 EU countries and South Africa), indicating that our call reached a wide audience. The majority of them coming from Germany (14.3%) and Spain (11.4%), followed by Austria (5.7%), France (5.7%), Greece (5.7%), Italy (5.7%), Belgium (4.3%), Bulgaria (4.3%), Portugal (4.3%) and Romania (4.3%). Future calls will aim to reach all EU member states and ideally all European countries.

To get a better idea of the type of Language Technologies the respondents focus on in their research and work, they were asked to provide a list of Language Technologies that have priority for them. 96% answered this

question, resulting in a list of more than 50 technologies. Table 10 below presents the 10 most frequently mentioned technologies which reflect not only the current priorities of SMEs and research centres but also their demand. ELG will work on addressing these demands with the platform.

Type of Language Technology or Language Resource	No.	Perc.
Text Analysis, NER	37	52.9%
Speech Recognition, ASR, TTS	28	40.0%
Machine Translation	17	24.3%
Natural Language Processing	10	14.3%
Conversational AI, Chatbots, Dialogue	7	10.0%
Data Sets	3	4.3%
Natural Language Generation	3	4.3%
Information Extraction	2	2.9%
Machine Learning	2	2.9%
Natural Language Understanding	2	2.9%

Table 10: What types of Language Technology do you specialise in? (Question 11)

Another valuable piece of information in this context is the domains that the respondents specialise in as ELG users will be able to filter and search for domains, sectors, regions, countries, languages, service types, data sets etc. ELG intends to cover a wide spectrum of domains. 18 (33.3%) of the 54 respondents that answered this question clearly stated they were not specifically focused on certain domains. As for the other domains that were listed, Table 11 shows the most frequently mentioned ones**.**

Relevant Domains	No.	Perc.
Health	8	14.8%
Legal	4	7.4%
Media	4	7.4%
Mobility	4	7.4%
Energy	3	5.6%
Linguistics	3	5.6%
News	3	5.6%
Automotive	2	3.7%
Broadcast	2	3.7%
Digital Humanities	2	3.7%

Table 11: Do you specialise in certain domains? (Question 12)

Similarly, the languages the open call participants are interested in give us a good idea of what potential future users will be looking for when working with the ELG platform. Survey participants were encouraged to list up to

five languages. A total of 71 responses were collected for this question. 58 different languages were mentioned with the majority being European languages. Table 12 below displays the top 10 frequent languages.

Relevant Languages	No.	Perc.
English	47	72.3%
German	28	43.1%
French	27	41.5%
Spanish	21	33.8%
Italian	14	21.5%
Polish	7	10.8%
Portuguese	6	9.2%
Dutch	5	9.2%
Bulgarian	5	7.7%
Greek	5	7.7%

Table 12: Please specify up to five languages your organisation is primarily interested in. (Question 13)

Table 13 shows the breakdown of the collected languages by the three groups also used in the ELG Grant Agreement and other ELG-related documents: A (Official EU Languages), B (Other EU languages; languages from EU candidate countries and Free Trade Partners) and C (Language spoken by EU immigrants; languages of important trade and political partners).

Languages by Groups
Group A (Official EU Languages): English, German, French, Spanish, Italian, Polish, Portuguese, Dutch, Bulgarian, Greek, Romanian, Czech, Estonian, Slovak, Croatian, Finnish, Danish, Hungarian, Irish, Lithuanian, Latvian, Maltese, Slovenian, Swedish
Group B (Other EU languages; languages from EU candidate countries and Free Trade Partners): Basque, Catalan, Serbian, Norwegian, Galician, German sign language, Occitaine, Turkish
Group C (Language spoken by EU immigrants; languages of important trade and political partners): Russian, Arabic, Chinese, Swahili, Sanskrit, Sign languages, Ukrainian, Japanese, American Sign language, Latin, Afrikaans, Belarus, Bosnian, Finno-Ugric endangered languages, Global languages, Hebrew, isiXhosa, isiZulu, Korean, Pali, Sesotho sa Leboa, Setswana, Songhay, Vedic, Vietnamese, Yiddish

Table 13: Please specify up to five languages your organisation is primarily interested in. (Question 13)

6.2.2 Motivation and Expectations

One of the survey's key questions was the reason that encouraged research centres and SMEs to prepare and submit a proposal to the ELG open call. This question had nine given answers, multiple answers were allowed. Table 14 shows the answers. What immediately stands out is the responders' interest in a flourishing ELG platform with plenty of services and resources that contributes not only to the ELG community, but also helps develop their own existing projects. Approximately 50% ticked these two answers. This aligns with the idea that is at the heart of the ELG platform, namely to create a powerful and scalable LT platform and grow a vibrant community around it. While financial funding plays an important role (35%), also more long-term goals such as getting more visibility through ELG (31%) and an interest in further developing the platform are mentioned.

Motivation for submitting a proposal	No.	Perc.
Contribute services or resources to the ELG platform to make them available to the emerging ELG community	54	74.0%
Further development of an existing software or data project	48	65.8%
Necessity of financial funding in order to realise a specific project idea	35	47.9%
Get more visibility for my organisation and/or products and/or services through the ELG	31	42.5%
General interest in the further development and progress of the ELG platform and initiative	27	37.0%
Branch out into new markets by means of the ELG platform and initiative	20	27.4%
Make use of the ELG cloud platform to distribute my services (my organisation does not run its own cloud platform)	15	20.5%
General interest in EU-funded innovation actions	12	16.4%
Gather experience with EU-funded open call FSTP (Financial Support for Third Parties) projects	5	6.8%

Table 14: What were the most important reasons for you to submit a proposal to the open call? (Question 1)

The motivation for submitting a proposal clearly aligns with the main expectation that submitters have for the ELG platform (Table 15). More than half of the respondents see access to services and datasets, the growing of a language-centric AI community and more visibility as their major aspirations. What does not seem a high priority at this stage, but might in the future, are the role ELG could play as a matchmaker for buyers and suppliers of LT and as an additional sales channel for companies.

Main expectations towards the ELG platform and initiative	No.	Perc.
That I get access to a large repository of functional services and datasets	40	54.8%
That ELG strengthens the LT and language-centric AI community in Europe as a whole	38	52.1%
That ELG provides increased visibility for my organisation on the European level	36	49.3%
That ELG facilitates collaborations with other developers by establishing a common platform	30	41.1%
That ELG becomes a part of a larger LT/AI platform eco-system in Europe	30	41.1%
That I have an additional channel for the exploitation of my organisation's research results	29	39.7%
That ELG improves interoperability of LT by establishing a common API	25	34.2%
That ELG serves as an information hub and matchmaker for buyers and suppliers of LT	21	28.8%
That I have an additional sales channel for my organisation's commercial services or datasets	20	27.4%

Table 15: What are your main expectations towards the ELG platform and initiative? (Question 3)

Another question linked to the participants' motivation and expectations was the open-ended question on the focus of the ELG platform and initiative in the next 3-5 years. 61 out of 73 participants shared their opinion on this. Around 30% describe that they expect an increased variety and range of services and datasets contributing to a more diverse LT landscape which covers the whole of Europe with all its minority languages. The ELG should be established and recognized as a one-stop shop platform for European LT. Other valuable answers to

this open question highlight the priority of easy access. ELG should focus on creating an easy-to-join and easy-to-use infrastructure, so that everybody with relevant services, resources or needs can join. Standardization of data formats and functionalities for LTs also plays an important role here. As mentioned in the questions regarding motivation and expectations, visibility and credibility are also important as well as the focus on language-centric AI and community building. Also mentioned was the interoperability with non-ELG technologies and the principles of being open and not exclusive. Other European LT initiatives should be connected to the ELG. Another demand is to attract more LT providers and widen the audience by vertical industry experts who can contribute to services and take advantage of technologies. All of these suggestions will be taken into account during the runtime of the ELG project, but will also serve as pillars for the future legal entity.

Looking ahead to the second open call, but also to the set-up of funding opportunities for other project calls, participants were asked about their current ongoing activities and applications for calls. While a majority of more than 90% answered that EU-funded activities dedicated to Language Technology and Language-centric AI are needed, there is also a large percentage (67%) that prefers more agile calls over the typical consortia-based projects (22%). 11% didn't express a preference. Consortia-based projects typically require a long and time-intensive proposal writing phase as well as a complex evaluation process. Agile calls, on the other hand, require comparably short proposals and are much quicker to be evaluated. This trend towards more agile calls that the ELG consortium is currently organising can potentially be applied by future projects in the LT space as well.

6.2.3   Lessons Learned

The overall feedback collected from this open call can be very helpful in making future calls more efficient, user-friendly and targeted towards specific groups. 45 out of 73 respondents answered the open-ended question asking about their experience with the call and how to improve the next call. While many expressed positive feedback, there was also a demand for more detailed documentation (e.g., in the form of a webinar) that allows them to better interpret the strategic goals of the ELG. Also, more details about the API integration for ELG and about the infrastructure for working with data, applications and possibly also workflows were requested. An improvement of the open call platform and its user-friendliness that were requested will be implemented for the second call. The lessons learned from this call based on the submitters' feedback will not only be applied to the next upcoming call, but can surely serve as guidelines for other future open calls. Comments regarding the more general demand for more funding and better support of under-resourced languages have already been discussed in meetings with the NCCs and will be taken into consideration for all future activities.

7   Conclusions and Next Steps

7.1   Conclusions

The first ELG open call was closed on 30 April 2020. In total, 110 project proposals (out of the 121 submitted) were formally accepted for evaluation with applicants from 29 countries. We received slightly more proposals from SMEs (62) than research organisations (48). The majority focuses on contributing resources, services, tools, or data sets to the ELG platform to increase its coverage (type A, 79 submissions), while 31 proposals aim to develop applications using language resources and technologies available in the ELG platform (type B).

We expect to announce the results of the evaluation and selection process by the end of June 2020. The selected projects are slated to start in July 2020.

So far, the results of the first open call demonstrate an *enormous* interest in the European Language Grid and the Language Technology topic in general. Such an interest in the first open call also indicates that the open call setup (including the call documentation, proposal template, open calls platform etc.) was adequately understandable and easy to follow. Also, it was a good decision to develop the open calls platform internally. Among other positives, it provided us with more flexibility, control over deadlines and short response time from the technical team, even though it was developed under intense time pressure due to the needed features.

Overall, we are very satisfied with the open call setup so far. However, there is always room for improvement. By now, we are aware of these issues:

- From the online survey to proposers of the pilot projects we understand that we should explain and describe more profoundly the strategic goals of the ELG, goals of the open call and also the ELG infrastructure as such (including, e.g., what is meant by API integration into the platform, etc.).
- We have established an "online helpdesk"; throughout the project submission period, there were no major issues, all relevant questions were answered within 1–2 working days and also incorporated and published in the FAQ section of the open calls website. However, some of the proposers indicated in the online survey that they would welcome a webinar up front, guiding the prospective proposers through the call documentation and through the process.
- In the ELG project, costs for the open calls platform and for the evaluation of project proposals should have been more carefully planned.

Lessons learnt will be updated once the selection process of the first open call is over.

7.2 Next Steps

In the upcoming months we will perform these activities:

- Finish the evaluation and selection process.
- Communicate the results of the first open call to all applicants and publish the results on the ELG website and through various communication channels.
- Start the execution phase of the projects by signing contracts with successful applicants, process them administratively and provide the first payment to them according to the contract rules.
- Collect feedback from evaluators and Pilot Board members on the selection and evaluation process.
- Document the lessons learnt after the selection process and recommendations for the second call.
- Improve submission platform based on the feedback from the participants and the management team.
- Prepare call documentation and set up selection process for the second open call (to be published in September 2020).

A. Annexes

Document	Description	No. of Pages
1 Pilot Board Operational Procedures	Operational procedures of Pilot board responsible for supervision of pilot projects.	3
2 Survey on Pilot Projects	The survey for prospective applicants in the ELG open calls to monitor interest in the ELG and the open calls.	6
3 Call documentation	The call documentation related to the first open call for ELG pilot projects (opened in March 1, 2020, closed April 30, 2020).	13
4 Guide for Applicants	Guide for applicants to the the first open call for ELG pilot projects.	22
5 Third Party Agreement	The contract between the applicant and the member of the project consortium responsible for the open calls administration. It defines conditions under which the project will be executed, including the ownership of results, as well as dissemination, confidentiality and liability requirements.	23
6 Project Proposal Template	Example proposal template which applicants to the first ELG open call submitted via ELG open calls platform.	5
7 Evaluation Criteria	Evaluation criteria for the first ELG open call.	3
8 Frequently Asked Questions	Frequently asked questions from applicants to the first ELG open call.	3
9 Project evaluation report	Evaluation report form for evaluation of projects proposals in the first ELG open call by external evaluators.	6
10 Project Coach summary report	Project Coach summary report form for evaluation of projects proposals in the first ELG open call by Pilot Board members.	1
11 Contract with evaluators	The contract between the member of the project consortium responsible for the open calls administration and external evaluator including a confidentiality statement, as well as a no-conflict-of-interest declaration.	5
12 Proposal Follow-up Survey	Screenshots of the proposal follow-up online survey	4

Pilot Board: Operational Procedures

March, 19, 2019 – Version 1.0

Responsible: Jan Hajič (hajic@ufal.mff.cuni.cz)

Authors: Lukáš Kačena, Jan Hajič, Georg Rehm

Preamble

The European Language Grid (ELG) is a scalable cloud platform, providing, in an easy-to-integrate way, access to hundreds of commercial and non-commercial Language Technologies (LT) for all European languages, including running tools and services as well as data sets and resources. It will enable the commercial and non-commercial European LT community to deposit and upload their technologies and data sets into the ELG, to deploy them through the grid, and to connect with other resources. The ELG will boost the Multilingual Digital Single Market towards a thriving European LT community, creating new jobs and opportunities. Through open calls, up to 20 pilot projects will be financially supported to demonstrate the usefulness of the ELG and to allow the awardees to get early access to the ELG platform to test their technologies as well as their LT-enabled applications.

1   Pilot Board Members

1.1   Members and Chairing

The Pilot Board shall consist of the Work Package 6 (WP6) Lead, the Coordinator and at least five other members nominated by the Steering Committee of the Project.

The WP6 Lead shall chair all meetings of the Pilot Board, unless decided otherwise in a meeting of the Pilot Board.

1.2   Representation in Meetings

Any Party which is a member of the Pilot Board (hereinafter referred to as "Member"):

• should be present or represented at any meeting;

• may appoint a substitute or proxy to attend and vote at any meeting;

and shall participate in a cooperative manner in the meetings.

2   Pilot Board Responsibility

The overall responsibility of the Pilot Board is supervision of the two open calls and the resulting pilot projects. WP6 takes care of the overall organisation of the open calls including the selection and handling of the pilot projects. The Pilot Board provides a forum for discussion on the progress of the pilots, their intermediate feedback and results. The Pilot Board is the main technical and strategic interface between the pilot projects and the ELG project so that the project can maximise its benefit from supporting the pilots and also to make sure that the pilot projects maximally benefit from the ELG, as described in the preamble.

Particularly, the Pilot Board is mainly responsible for:

• approval of the call for pilot project proposals and related documentation;

- selection process of the pilot projects, including (but not limited to)
    - selection of three experts (evaluators) that will evaluate the project proposals,
    - assignation of each project to one member of the Pilot Board, who will report to the Pilot Board the summary of the evaluation submitted for each project by the evaluators,
    - ranking of all submitted projects and approval for financing;
- supervision of the selected projects in their execution, including (but not limited to)
    - monitoring of project progress and evaluation of the project results,
    - approval of the payments to awardees.

The Pilot Board is supported by the Work Package 6 Lead (by organising the meetings, providing supporting documents etc.). Technical and training support for the projects is provided by USFD and ILSP as part of T6.3, and for projects supplying tools also as part of T4.6. A detailed description of the processes and roles related to the selection of the pilot projects, their execution and completion will be set out in the call for pilot project proposals and related documentation.

3 Organisation of Meetings

3.1 Convening Meetings

The chairperson of the Pilot Board shall convene the meetings. Meetings of the Pilot Board may also be held by teleconference or other telecommunication means.

	Ordinary meeting	**Extraordinary meeting**
Pilot Board	At least every 6 months	At any time upon written request of any Member of the Pilot Board

3.2 Notice of a Meeting

The chairperson of the Pilot Board shall give notice in writing of a meeting to each Member of the Pilot Board as soon as possible and no later than the minimum number of days preceding the meeting as indicated below.

	Ordinary meeting	**Extraordinary meeting**
Pilot Board	14 calendar days	3 calendar days

3.3 Agenda

The chairperson of the Pilot Board shall prepare and send each Member of the Pilot Board a written (original) agenda no later than three calendar days preceding the meeting.

3.3.1 Adding Agenda Items

Any agenda item requiring a decision by the Pilot Board must be identified as such on the agenda.

Any Member of the Pilot Board may add an item to the original agenda by written notification to all of the other Members of the Pilot Board up to one day preceding the meeting.

During a meeting the Members of the Pilot Board present or represented can unanimously agree to add a new item to the original agenda.

3.4 Meeting

3.4.1 Decisions

Decisions will only be binding once the relevant part of the Minutes has been accepted according to Section 3.5.2.

Any decision may also be taken without a meeting if the Chairperson circulates to all Members of the Pilot Board a written document, which is then agreed by the defined majority (see Section 3.5) of all Members of the Pilot Board. Such document shall include the deadline for responses.

Decisions taken without a meeting shall be considered as accepted if, within the period set out in Section 3.5.2, no Member has sent an objection in writing to the chairperson. The decisions will be binding after the chairperson sends to all Members of the Pilot Board a written notification of this acceptance.

3.5 Voting Rules and Quorum

The Pilot Board shall not deliberate and decide validly unless two-thirds (2/3) of its Members are present or represented (quorum). If the quorum is not reached, the chairperson of the Pilot Board shall convene another ordinary meeting within 15 calendar days. If in this meeting the quorum is not reached either, the chairperson shall convene an extraordinary meeting which shall be entitled to decide even if less than the quorum of Members are present or represented.

Each Member of the Pilot Board present or represented in the meeting shall have one vote.

3.5.1 Majority

Decisions shall be taken by a majority of two-thirds (2/3) of the votes cast.

3.5.2 Minutes of Meetings

3.5.2.1

The chairperson of the Pilot Board shall produce written minutes of each meeting which shall be the formal record of all decisions taken. The chairperson shall send the draft minutes to all Members within ten calendar days of the meeting.

3.5.2.2

The minutes shall be considered as accepted if, within ten calendar days from sending, no Member has sent an objection in writing to the chairperson with respect to the accuracy of the draft minutes.

3.5.2.3

The chairperson shall send the accepted minutes to all the Members of the Pilot Board and to the Coordinator, who shall safeguard them. If requested the Coordinator shall provide authenticated duplicates to Parties.

European Language Grid – Survey on Pilot Projects

The survey was prepared for prospective applicants in the ELG open calls to monitor interest in the ELG and the open calls. The dissemination of the survey started during the first annual ELG conference META-FORUM 2019 in October 2019 in Brussels where the European Language Grid was introduced. The survey was open for two months. During this period, we have collected answers from 47 respondents.

Survey Form

European Language Grid will publish two open calls for demonstrator projects. The first call will be published in March 2020, and the second in September 2020. Take part in our survey in order to show your interest and focus of your projects. Outcome of the survey will help us to prepare the open calls accordingly to your needs.

1. Are you interested in taking part in the open calls for European Language Grid pilot projects?

   ○ definitely

   ○ probably, will decide later

   ○ don't know yet

   ○ probably not

   ○ definitely not

2. In case you are interested in pilot projects, what type of project would you like to submit?

   ○ Contribute data sets, tools and/or services to the European Language Grid

   ○ Develop applications using data sets and/or tools and/or services available in the European Language Grid

   ○ Both

3. In case you are interested in launching a pilot project, what would be your goal & project focus?

   ○ Provide or expand use of our software tools through a commercial platform

   ○ Launch new or further develop existing product

   ○ Don't know yet

   ○ [Other]
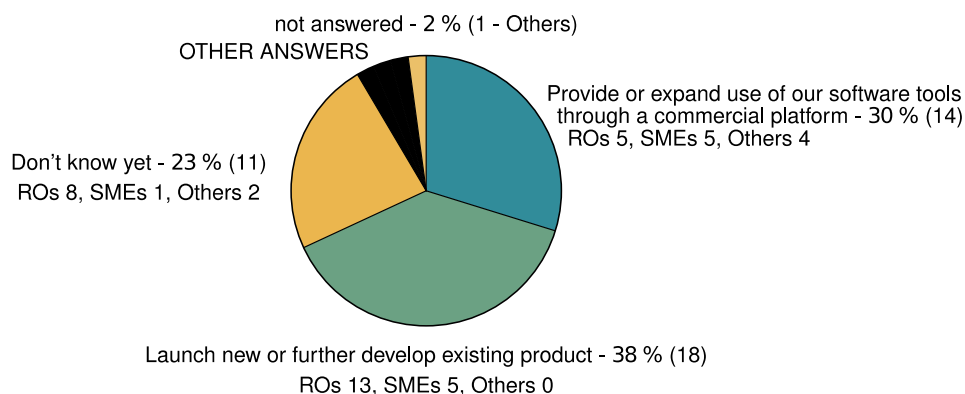
4. In case you are interested in pilot projects, what would be the budget size approximately? (maximum budget size – EUR 200k)
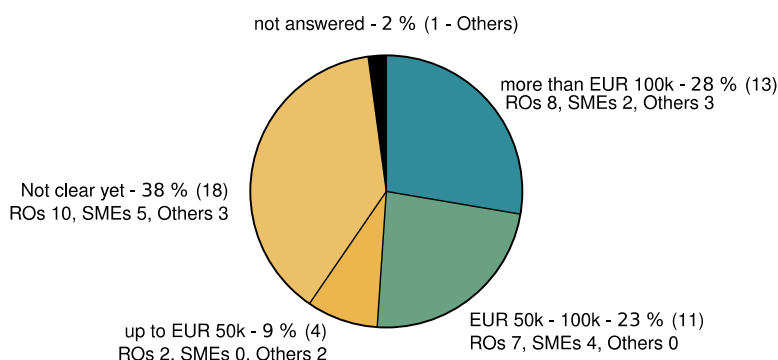
   ○ Up to EUR 50k

   ○ Up to EUR 100k

   ○ More

   ○ Not clear yet

5. We want to make sure that we select the most appropriate project proposals for the pilot phase. Therefore, we are looking for qualified experts to evaluate the project applications (that will be appx. 5–8 pages long). In case you don't want to submit your own pilot project, would you be interested in

being an evaluator for the European Language Grid (expected evaluation period May and/or November 2020)?
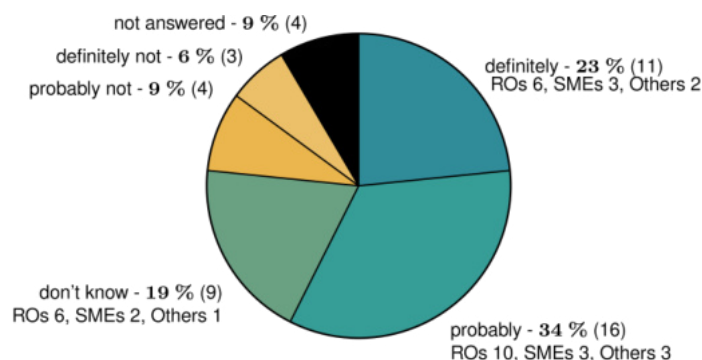
○ definitely

○ probably, will decide later

○ don't know yet

○ probably not

○ definitely not

6. Who do you represent?

○ Small and medium-sized enterprise

○ Research organisation

○ | Other |

7. What is your primary (industry) sector? Please specify:

| enter answer |

8. What languages do you intend to process? Please specify:

| enter answer |

9. What is your project's intented technology focus? (multiple choice)

☐ Translation

☐ Speech

☐ Search

☐ Analytics

☐ Dialogue systems

☐ Resources

☐ | Other |

10. Are you interested in getting more information regarding the pilot calls? (multiple choice)

☐ About the open calls for pilot projects

☐ About the possibility to evaluate project proposals

11. In case of your interest please leave your e-mail address here:

| enter answer |

12. And please provide GDPR consent (note that without giving the consent we cannot contact you even if you have left your email address):

☐ I grant a permission to Charles University, residing in Ovocný trh 560/5, 116 36 Prague 1, company registration No.: 00216208 to process my following personal data: e-mail for the purpose of providing more information about the open calls for pilot projects and possibility to evaluate project proposals within the EU project European Language Grid No. 825627.

Results of the Survey

1. Are you interested in taking part in the open calls for European Language Grid pilot projects?

   The responses in Figure 1 show significant interest in the open calls. 84% of respondents are definitely or probably interested in taking part in the open calls while 15% don't know yet, and only 2% of respondents probably don't want to take part.

probably not - **2** % (1 - Others)

don't know - **15** % (7)
ROs 2, SMEs 2, Others 3

definitely - **51** % (24)
ROs 12, SMEs 8, Others 4

probably - **32** % (15)
ROs 12, SMEs 1, Others 1
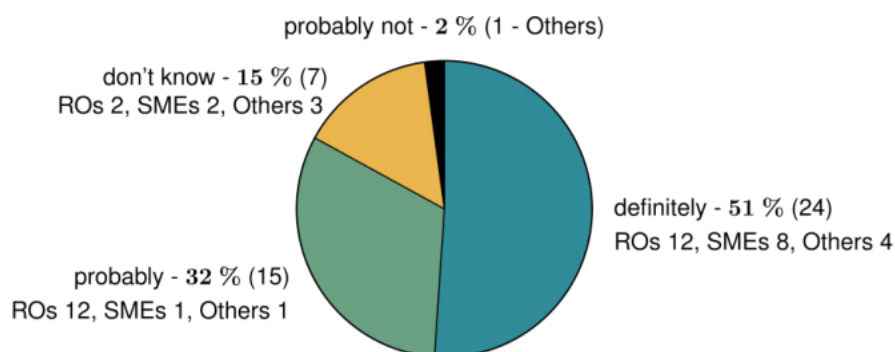
Figure 1: Interest in taking part in the open calls.

2. In case you are interested in pilot projects, what type of project would you like to submit?

   From responses in Figure 2, we see equal interest in submitting applications and LT tools and datasets. Almost half of the respondents (47%) aim to provide both types of project.

not answered - 2 % (1 - Others)

applications - 26 % (12)
ROs 6, SMEs 4, Others 2

both - 47 % (22)
ROs 12, SMEs 5, Others 5

LT tools and data sets - 26 % (12)
ROs 9, SMEs 2, Others 1
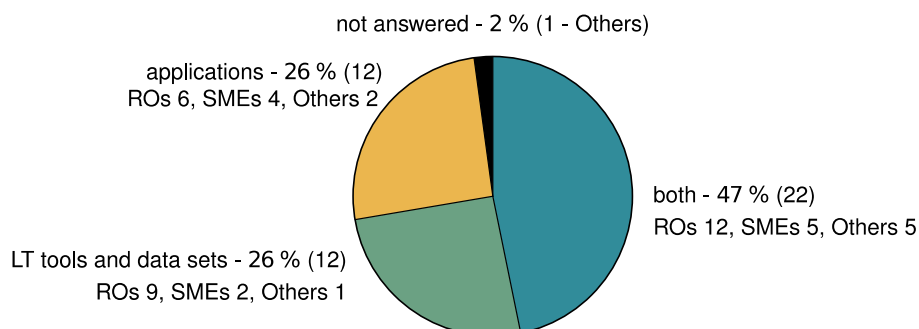
Figure 2: Types of projects.

3. In case you are interested in launching a pilot project, what would be your goal & project focus?

   Only 25% of respondents (of which there was only one SME) don't have a specific idea about project goal & focus (Figure 3). The respondents mostly plan to launch new or further develop existing product (38%) or to provide or expand use of our software tools through a commercial platform (30%). Three respondents provided other answers:

   • Making LT tools available to the general public and wider research/development community (RO)
   • Expand use of services through an open source platform (Others)
   • Contribute to digital fitness of my language community (Others)

⑪ ELG

not answered - 2 % (1 - Others)
OTHER ANSWERS

Provide or expand use of our software tools
through a commercial platform - 30 % (14)
ROs 5, SMEs 5, Others 4

Don't know yet - 23 % (11)
ROs 8, SMEs 1, Others 2

Launch new or further develop existing product - 38 % (18)
ROs 13, SMEs 5, Others 0

Figure 3: Projects focus.

4. In case you are interested in pilot projects, what would be the budget size approximately? (maximum budget size – EUR 200k)

Figure 4 shows that 38% of the prospective applicants don't have a clear idea about the budget size yet. From those who have, they prefer budget over EUR 100k.

not answered - 2 % (1 - Others)

more than EUR 100k - 28 % (13)
ROs 8, SMEs 2, Others 3

Not clear yet - 38 % (18)
ROs 10, SMEs 5, Others 3

up to EUR 50k - 9 % (4)
ROs 2, SMEs 0, Others 2

EUR 50k - 100k - 23 % (11)
ROs 7, SMEs 4, Others 0

Figure 4: Expected budget size.

5. We want to make sure that we select the most appropriate project proposals for the pilot phase. Therefore, we are looking for qualified experts to evaluate the project applications (that will be appx. 5–8 pages long). In case you don't want to submit your own pilot project, would you be interested in being an evaluator for the European Language Grid (expected evaluation period May and/or November 2020)?

not answered - 9 % (4)
definitely not - 6 % (3)
probably not - 9 % (4)

definitely - 23 % (11)
ROs 6, SMEs 3, Others 2

don't know - 19 % (9)
ROs 6, SMEs 2, Others 1

probably - 34 % (16)
ROs 10, SMEs 3, Others 3

Figure 5: Interest in evaluation of the pilot projects.

As shown in Figure 5, more than half of the respondents expressed their interest in the evaluation process. 19% of respondents don't know yet whether they want to take part, while only 24% of respondents seem not to be interested in the evaluation process.

6. Who do you represent?

Among 47 respondents, there were 27 research organizations, 11 SMEs and 9 other institutions, e.g. from the public sector or media company.
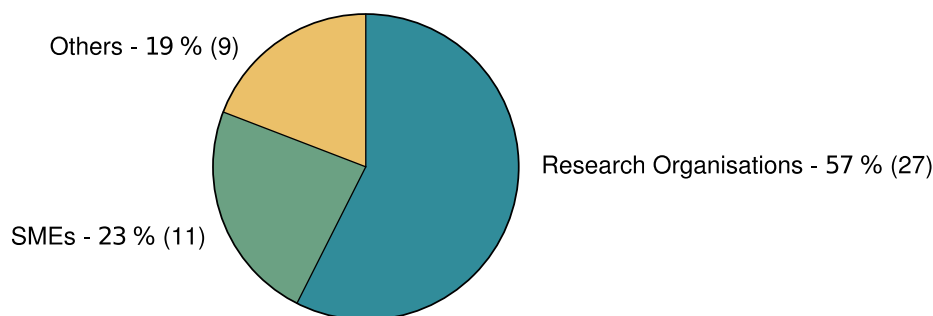
Figure 6: Type of respondents (organizations).

7. What is your primary (industry) sector? Please specify:

Since respondents were allowed to formulate their answers by themselves, we obtained a variety of answers showing a broad spectrum of sectors – e.g. computer science, NLP, language resources, education, research, translation technology, public sector, AI solutions for industry, translation, media and broadcast, news analytics, speech synthesis, voice technology, forensics, linguistics, etc.

8. What languages do you intend to process? Please specify:

As shown in distribution (Figure 7), respondents aim to involve wide spectrum of languages. On top of the European languages, there is also interest in underrepresed as well as non-EU languages.
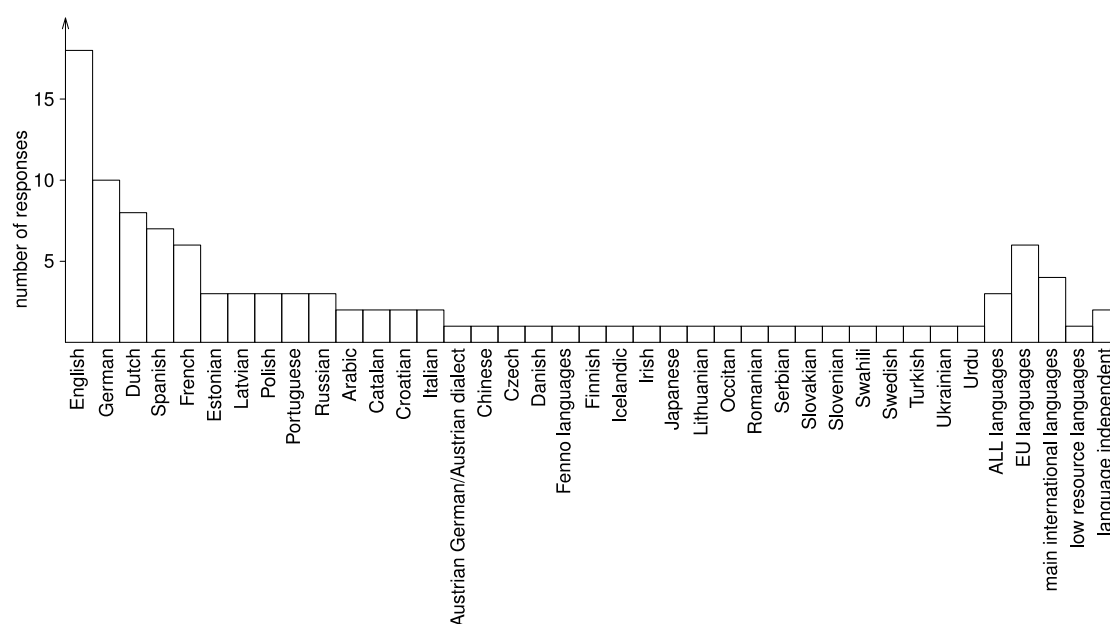
Figure 7: Involved languages.

9. What is your project's intended technology focus? (multiple choice)
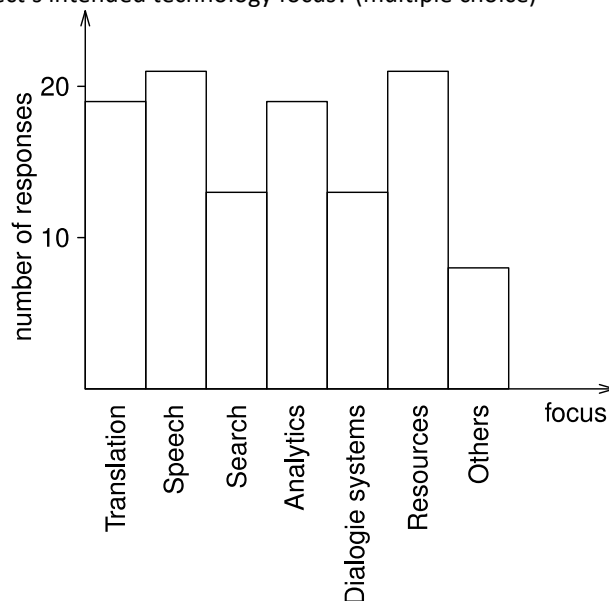
Figure 8: Projects technology focus.

We see from Figure 8 that also the technology focus of prospective projects is wide and equally spread among the asnwers. For the item "Others," respondents entered specific information like semantic enrichment, multilingual and cross-lingual tools, multi-modal generation etc.

10. Are you interested in getting more information regarding the pilot calls? (multiple choice)

In accordance with response to the question 1 "Are you interested in taking part in the open calls for European Language Grid pilot projects?" showing a big interest in the open calls, 42 respondents expressed their interest in more information about open calls. 22 respondents asked for more information about the possibility to evaluate pilot projects (in accordance with the response on question 5 regarding the interest in the evaluation of pilot projects).

11. In case of your interest please leave your e-mail address here:

44 respondents (those who have expressed their interest in further information regarding open calls and/or evaluation process) filled in their email address, so that we could send them additional information in the future.

ELG – European Language Grid

Grant Agreement No. 825627 – H2020, ICT 2018-2020

FSTP – Pilot Projects Open Call 1 Call Documentation

Author:	**ELG Consortium**
Date:	09-03-2020

Table of Contents

1   Document history

Date	Short Description of Changes
9 March 2020	Document history added.
3 March 2020	Section 6.3 Access to ELG Grid Platform added. Some other minor changes.
1 March 2020	Call documentation created and published.

2 Summary – Key Parameters

Pilot Project Objectives	a) Contribute resources, services, tools or data sets to the ELG to increase its coverage. b) Develop applications using language resources and technologies available in the ELG. Results of the projects shall be made available through the ELG.
Budget Allocation	€200,000 (maximum amount per pilot project) Approx. €2,000,000 to be distributed in total
Eligibility	• Only SMEs and research organisations • Horizon 2020 eligible countries • One organisation per project only (i.e. no collaborative multi-party projects) • Two proposals per applicant (one per objective) will be accepted • Resubmission in the second call is allowed
Proposals	• Short proposal (approx. 5 – 10 pages, incl. formalities) • Lightweight submission and evaluation procedure
Evaluation criteria	• Objective fit • Technical approach • Business, Integration and Dissemination ("BID") plan • Budget adequacy • Team
Project execution	Four-phase process, consisting of the following activities: (1) Open call (2) Experiment (3) Integration (4) Dissemination
Schedule	**First call** • published: March 2020 • project submission period: March – April 2020 • project start: July 2020 • project duration: 9 – 12 months **Second call** • published: September 2020 • project submission period: September – October 2020 • project start: January 2021 • project duration: 9 – 11 months
Funding Principle	Lump Sum in three payments: 1. 50 % after signing the contract 2. 35 % after demonstrating the results after the end of activity Experiment 3. 15 % after completing the activities Integration and Dissemination
Contact	pilot-projects@european-language-grid.eu

3 Introduction

Open Calls for ELG Pilot Projects

ELG will publish two open calls for pilot (demonstrator) projects. This documentation relates to the first call (opened in March 2020), the second call will be opened in September 2020 and closed in October 2020.

The pilot projects should demonstrate the usefulness of the European Language Grid as a technology platform. At the same time, the pilot projects shall broaden ELG's portfolio of language technologies. They will develop missing services or solutions that support underrepresented languages.

Amounts awarded to a single project will be up to 200,000€, the duration of the projects is expected to be in the 9-12 months range.

SMEs as well as research organisations are allowed to apply for individual pilot projects.

Outcome of the Pilot Projects

Pilot projects will add their own resources, services, tools or data sets to the ELG itself or realise an innovative application based on language technologies available in the ELG, most likely together with one client or customer. Furthermore, ELG will gain valuable user feedback from the pilot projects that will use actual ELG services.

The pilots will demonstrate the usefulness of the ELG platform especially with regards to its high commercial or societal impact.

Pilot Board

The Pilot Board is set up for the supervision of the pilot projects. It provides a forum so that the ELG project can discuss the progress of the pilots, their intermediate feedback and the results.

The Pilot Board consists of ELG consortium members. It is the main technical and strategic interface between the pilot projects and the ELG project so that the project can maximise its benefit from supporting the pilots and also to make sure that the pilot projects maximally benefit from the European Language Grid.

About the European Language Grid

Find out more about the European Language Grid, the objectives, timeline and consortium at ELG's website. ELG project coordinator is DFKI (Berlin, Germany), Charles University (Prague, Czech Republic) is responsible for open calls administration.

Contact

Website: http://www.european-language-grid.eu/open-calls

E-mail: pilot-projects@european-language-grid.eu

4   ELG Pilot Projects Call

4.1   Basic Description

The objective of the open calls in ELG is to attract proposals that have long-term potential to either

- A. contribute resources, tools and services to the ELG platform and marketplace (objective A) or
- B. develop applications using language resources and technologies available in the ELG (objective B).

These objectives should cover usage of language technologies in specific applications, processes or operations; at the same time, they should demonstrate the usefulness of the ELG as a technology platform.

The results will be available through the ELG in two modalities depending on the type of project. LT tools, resources (data sets) or services will be integrated into the ELG itself and will be generally available under the defined licensing conditions. Any applications (using LT as a component technology) will be included in the application part of the ELG catalogue.

The Maximum Amount of Financial Support

The maximum amount of financial support is €200,000 per project. The financial support will be structured according to the conditions and paid in three instalments:

1. 50 % of the amount requested after signing the contract,
2. 35 % of the amount requested after demonstrating the results after the end of activity (2) (Experiment), and
3. 15 % after completing the activities (3) (Integration) and (4) (Dissemination).

Two reports on the project's progress are requested by the Awardee – first after phase (2) (Experiment) and second after phases (3) (Integration) and (4) (Dissemination). Each instalment has to be separately approved by the Pilot Board based on the Awardee's performance. No guarantee is given with respect to instalments 2 and 3 at the time of the award, as specified in the contract with the Awardee (these payments will be made only if the pilot project is executed accordingly to the project proposal).

Criteria for Calculating the Exact Amount of the Financial Support

Submitted project proposals need to set their own requirements for financial support, including budget structure. The initial proposal evaluation procedure will make sure that these requests for funding are in line with the standard Horizon 2020 budget criteria and the criteria set in this document, in sum as well as in the structure. The financial support will be awarded as a lump sum.

4.2   Timeline

Publication time of the first call:	01 March 2020
Submission deadline:	30 April 2020 (23:59 CET)
Evaluation and selection of projects:	May – June 2020
Contract signing and project start:	July 2020
Project duration:	9 – 12 months

After the selection of winning proposals, ELG will publish the outcome of the call, including a description of the third party (Awardee), the date of the award, duration, and the legal name of the Awardee and its country.

4.3 Applicable Law

Any matters not covered by this document will be governed by Czech law, in particular the provisions of the Civil Code, and any other applicable legislation in the European Union.

5 Eligibility Criteria

5.1 Types of Activities and Funding Conditions

List of Activities that Qualify for Financial Support

The pilots will be based on a four-phase process, consisting of the following activities:

(1) Open call: Submission of proposals (no funding attached).
(2) Experiment: Main development phase towards the objectives A and B as described above.
(3) Integration: Integration of results back into the ELG (objective A) or to the application catalogue (objective B).
(4) Dissemination: Dissemination and Promotion activities, in cooperation with the ELG consortium.

Each project must fulfil all four phases (activities) (1)-(4).

All Horizon 2020 cost categories are eligible for funding; subcontracting must be justified and it is limited to 25 % of the overall budget. Subcontracting is not allowed for Activity (4) (Dissemination). In case of subcontracting, solely the applicant will be responsible to the consortium to carry out the pilot project. Up to 25 % of the direct cost part of the budget (excluding subcontracting) will be allowed for indirect costs as a flat rate attached to every phase of the proposal (e.g. if direct costs are €100,000, indirect costs can be up to €25,000).

Each funded project will receive a maximum of €200,000, depending on the proposal and funding appropriation. Projects requesting less than €50,000 will have to separately justify that all objectives can be met. All projects have to specify and justify which amount of work and budget for the allowed activities (2)-(4) are necessary to successfully perform the project and achieve its results and objectives, while observing the following conditions:

- A minimum of €5000,- and a maximum of 20 % of the direct costs requested has to be earmarked for activity (3) (Integration), if the objective corresponds to objective A, or
- A minimum of €5000,- and a maximum of 5 % of the direct costs has to be earmarked for activity (3) (Integration) if the objective corresponds to objective B.
- A minimum of €5000,- and a maximum of 20 % of the direct costs has to be earmarked for activity (4) (Dissemination).

5.2 Type of Beneficiaries

Definition of Persons or Categories of Persons that May Receive Financial Support

Only SMEs and research organisations (including but not limited to higher education organisations, independent research organisations and NGOs) eligible for EU funding are allowed to apply in individual projects (**one organisation per project only**). The definition of SME is the one by the Commission Recommendation 2003/361/EC. For objective B, SMEs will be preferred (see Annex 4 – Evaluation Criteria).

Partners of the ELG consortium are not eligible. Also, projects based on the outcomes of any of the projects funded under Call ICT-29-2018 (ICT Work programme 2018-2020) submitted by the project partners of the respective projects are not eligible.

Up to two proposals per applicant will be accepted for evaluation, one for objective A and one for objective B (the last proposal submitted for one or the other objective will be evaluated). Others will be discarded. If the project proposal is not accepted in the first call, resubmission to the second call is allowed. No double funding is allowed between the project ELG and/or any other incubator or similar scheme for Financial Support to Third Parties (FSTP).

5.3 Countries

Only beneficiaries legally established in any of the Horizon2020 eligible countries will be eligible to apply for the Pilot Projects. Please check if your country is eligible.[1]

5.4 Conflict of Interest

No conflict of interest is allowed to exist between the applicant and any member of the ELG project's consortium. This is confirmed by the Declaration of Honour signed by the applicant.

External experts (evaluators) evaluating proposals shall not be in conflict of interest with the project they are evaluating. In case of such a conflict, evaluators shall excuse themselves from the evaluation of such project. The same applies to the members of the Pilot Board.

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[1] For British applicants: The Withdrawal Agreement as agreed between the European Union and the United Kingdom entered into force on 1 February 2020. In overall terms, on the basis of the Withdrawal Agreement, the UK-based legal entities will continue to be fully eligible to participate and receive funding in the current 2014-2020 EU programmes, including Horizon 2020, as if the UK were a member state until the closure of these programmes, unless security considerations apply. This means that UK beneficiaries can continue – without interruption – to receive grants awarded under the current and previous MFFs until their end dates, even if these are after 2020.

Source: European Commission

6 Preparation and submission of the proposals

6.1 Proposal submission

Proposals are to be submitted via the ELG project website. For more information on the proposal submission see Annex 1 – Guide for Applicants.

6.2 Proposal Template

See Annex 3 – Proposal Template.

6.3 Access to ELG Grid Platform

Information about the ELG Grid Platform is available here: https://www.european-language-grid.eu/grid/.

ELG Grid Platform (Release 1 alpha) is not accessible for general public yet. However, it is possible for applicants to get access to ELG Grid Platform (Release 1 alpha). For information how to get access to it, please see Annex 1 – Guide for Applicants.

6.4 Communication with ELG

All relevant questions and communication with applicants will be published on the ELG website. For any queries get in touch with us at pilot-projects@european-language-grid.eu.

6.5 Language

Project proposals and all related documents should be written and all communication will be held in English.

7 Summary of the evaluation process

7.1 Eligibility Check

See Annex 4 – Evaluation Criteria.

7.2 Evaluation

Financial support will be awarded to the selected applicants following an open, transparent and expert-evaluation based selection process. Match to the overall business objectives will be the main content-related evaluation criterion. Proposals will further be awarded based on criteria of excellence and innovativeness, impact, applicant's team, and reasonability and appropriateness of the budget.

Remote evaluation: Three experts from the field (the "evaluators"), selected by the Pilot Board, will evaluate each proposal against the following criteria:

- (a) Objective fit
- (b) Technical approach
- (c) Business, Integration and Dissemination ("BID") plan
- (d) Budget adequacy
- (e) Team

The criteria descriptions, points awarded, and weights of the individual criteria are specified in detail in Annex 4 – Evaluation Criteria.

Each project will be assigned to one member of the Pilot Board, who will report to the Pilot Board the summary of the evaluation provided by evaluators. The Pilot Board will rank all submitted projects and decide how many projects will be accepted for funding. It is expected that 6-15 projects will be selected in Call 1 and 4-15 projects in Call 2, up to the maximum funding available. A minimum budget of 30 % of the available funding (approx. €2,000,000 for both calls), will be left for Call 2 (approx. €600,000).

Budget. The requested budget for the projects might be reduced based on the evaluation results, item (d) "Budget Adequacy". If changes are proposed by the evaluators and accepted by the Pilot Board, they will be communicated to the applicant, who can accept or reject them. Rejecting the recommended reduction of the requested budget by the applicant means that the project will be rejected. Based on the ranking, the first non-funded project might be accepted for funding.

Final Selection and Contracting. Selected projects will be publicly listed on the project website and full proposals and evaluations will be provided to the European Commission. Awardees will be invited to sign the contract within a given, short period of time after the awards are announced. All Awardees will sign a sub-grantee agreement (see Annex 2) between them and the ELG (represented by Charles University). The Awardees are obligated to allow the European Commission, the European Anti-fraud Office (OLAF) and the Court of Auditors to exercise their powers of control on documents, information, even stored on electronic media, or on the final recipient's premises.

7.3   Complaint Procedure

If, at any stage of the evaluation process, the applicant considers that a mistake has been made or that the evaluators have acted unfairly or have failed to comply with the rules of this ELG Open Call, and that her/his interests have been prejudiced as a result, the following appeal procedures are available.

A complaint should be drawn up in English and submitted by e-mail to the ELG Coordinator Georg Rehm (georg.rehm@dfki.de). Any complaint made should include:

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

Anonymous complaints will not be reviewed. Complaints should be made within five (calendar) days after the evaluation results have been presented to the Applicants.

As a general rule, the ELG Coordinator (DFKI) 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 seven days from the date of reception of the complaint, provided that all required information has been submitted by the complainant.

8   ELG Pilot Projects Execution

Selected projects will be offered guidance and supervision throughout the lifecycle of the project once the contract is in place and the project has started. Control days will be organized (possibly remotely) when projects will have to report progress, any problems, state of completion etc.

Evaluation of the results of the "(2) Experiment" Phase and access to the "(3) Integration" and "(4) Dissemination" phases

Each selected project will be supervised by one member of the Pilot Board ("Project Coach") appointed by the Pilot Board. The Project Coach will be responsible for training the Awardee's project team, collecting and answering questions from the team during the execution of the project, collecting reports and guiding the project team through all activities (phases), especially through the Integration and Dissemination phases (if the project is allowed to progress to them). The assessment will be coordinated with the ELG project consortium; the Project Coach will seek especially technical help from the consortium to evaluate the pilot project results, especially in terms of technical testing to determine if the objectives of the (2) Experiment phase have been met. The Project Coach will assess the progress of the project and propose to the Pilot Board to approve the second payment to the Awardee, or to terminate the project after the (2) Experiment phase.

Evaluation of the final results

The final evaluation of a project will be performed after the (3) Integration activity by the Project Coach and if the projects fulfils the (4) Dissemination obligations. The Project Coach will then prepare a short report (to be made public) and recommend to the Pilot Board to approve (or not) the final (third) payment to the project Awardee.

After a project has finished, the project team is required to present their results, business plans, secured venture capital for further development and future plans. The Pilot Board will assess the finished projects and evaluate the immediate results. It will also formulate recommendations for sustainability and future operation of the ELG based on the experience of and with the pilot projects.
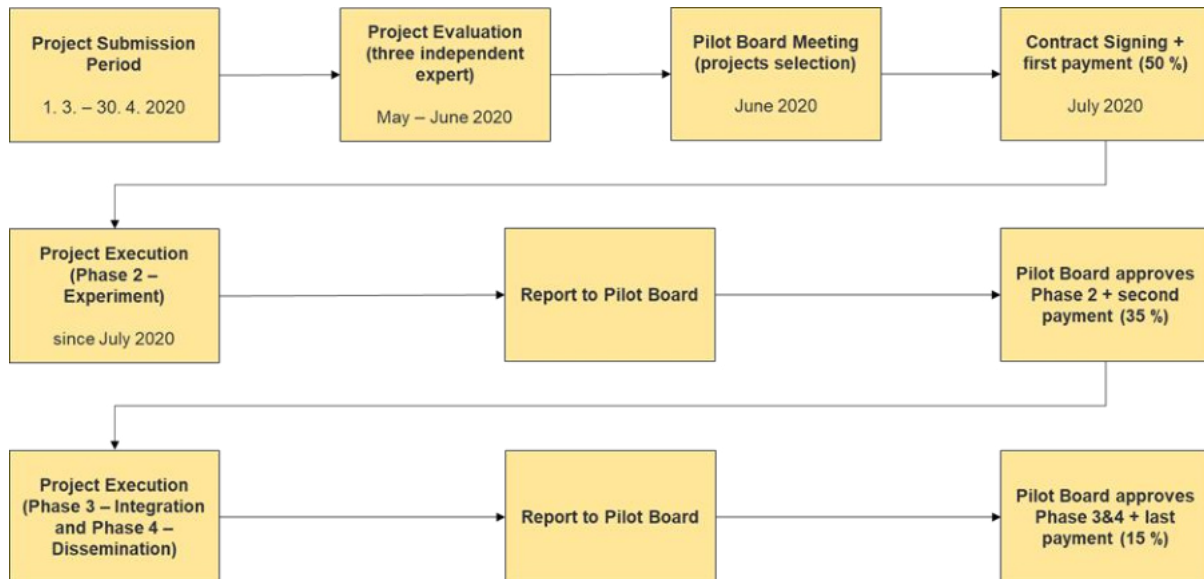
9 Obligations of Beneficiaries

Obligations of Awardees are specified in Annex 2 – Third Party Agreement.

10 Intellectual property rights

Intellectual property rights are specified in Annex 2 – Third Party Agreement.

11   Annex 1 Guide for Applicants

This annex is available at ELG website:

https://www.european-language-grid.eu/open-calls/call-for-pilot-projects/

12   Annex 2 Third Party Agreement

This annex is available at ELG website:

https://www.european-language-grid.eu/open-calls/call-for-pilot-projects/

13   Annex 3 Project Proposal Template

This annex is available at ELG website:

https://www.european-language-grid.eu/open-calls/call-for-pilot-projects/

14   Annex 4 Evaluation Criteria

This annex is available at ELG website:

https://www.european-language-grid.eu/open-calls/call-for-pilot-projects/

ELG – FSTP – Pilot Projects Open Call 1

Call Documentation – Annex 1 – Guide for Applicants

Table of Contents

Document history

Date	Short Description of Changes
9 April 2020	Sections no. 10-11 added.
3 March 2020	Section no. 9 added.
1 March 2020	Document created.

1. How to submit a project proposal

Proposals are to be submitted via the ELG Open Calls platform. Firstly, you need to create your own account. Then you can add new project proposal or more proposals. You can finalise and submit your proposal by 30 April 2020, 23.59 CET.

2. How to create an account

You can create your account here: https://opencalls.european-language-grid.eu/form/project-manager-registration
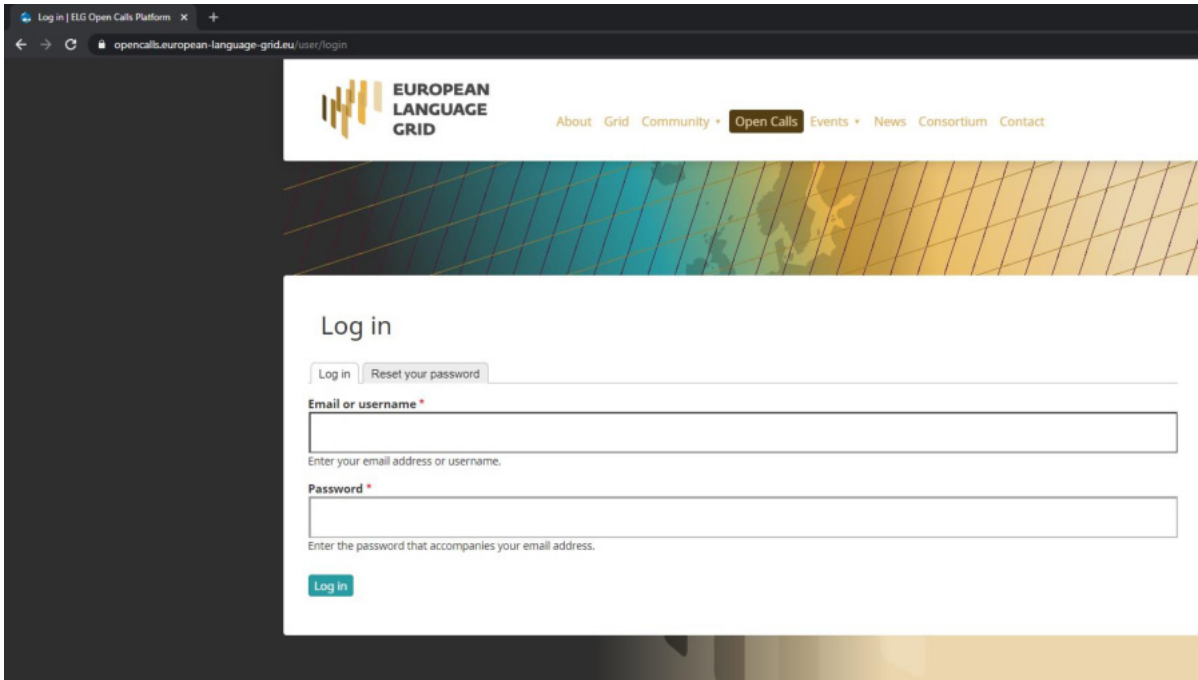
After you do the project manager registration, you will receive an e-mail. You will be asked to finish the project manager registration. Click on the unique link and set your own password.

ELG
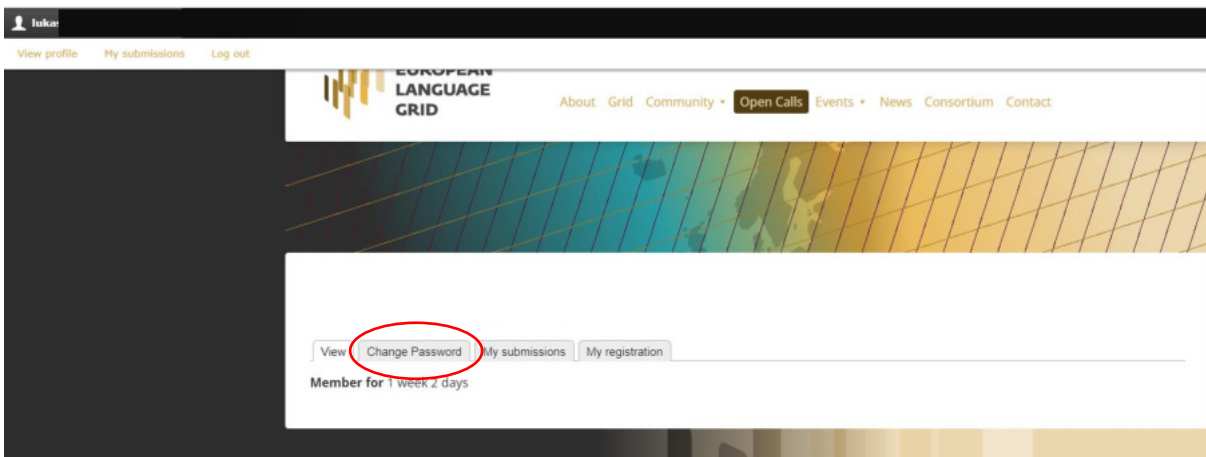
3. How to login and manage your account

You can login here: https://opencalls.european-language-grid.eu/user

After login, you will be able to change your password by clicking "Change Password".

You can change information about the project manager by clicking "My registration".
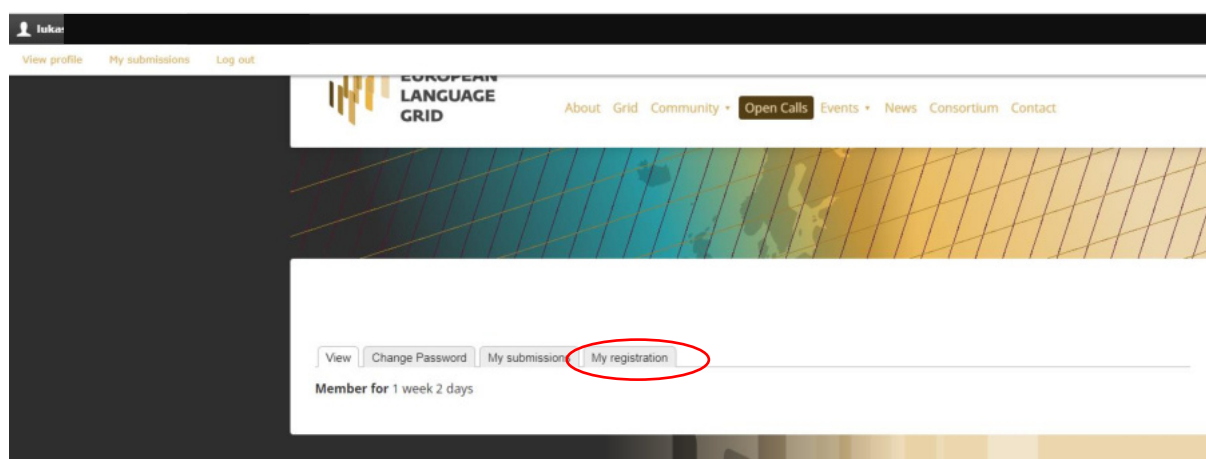
You can log out by clicking on your login name on the top of the site.

ELG
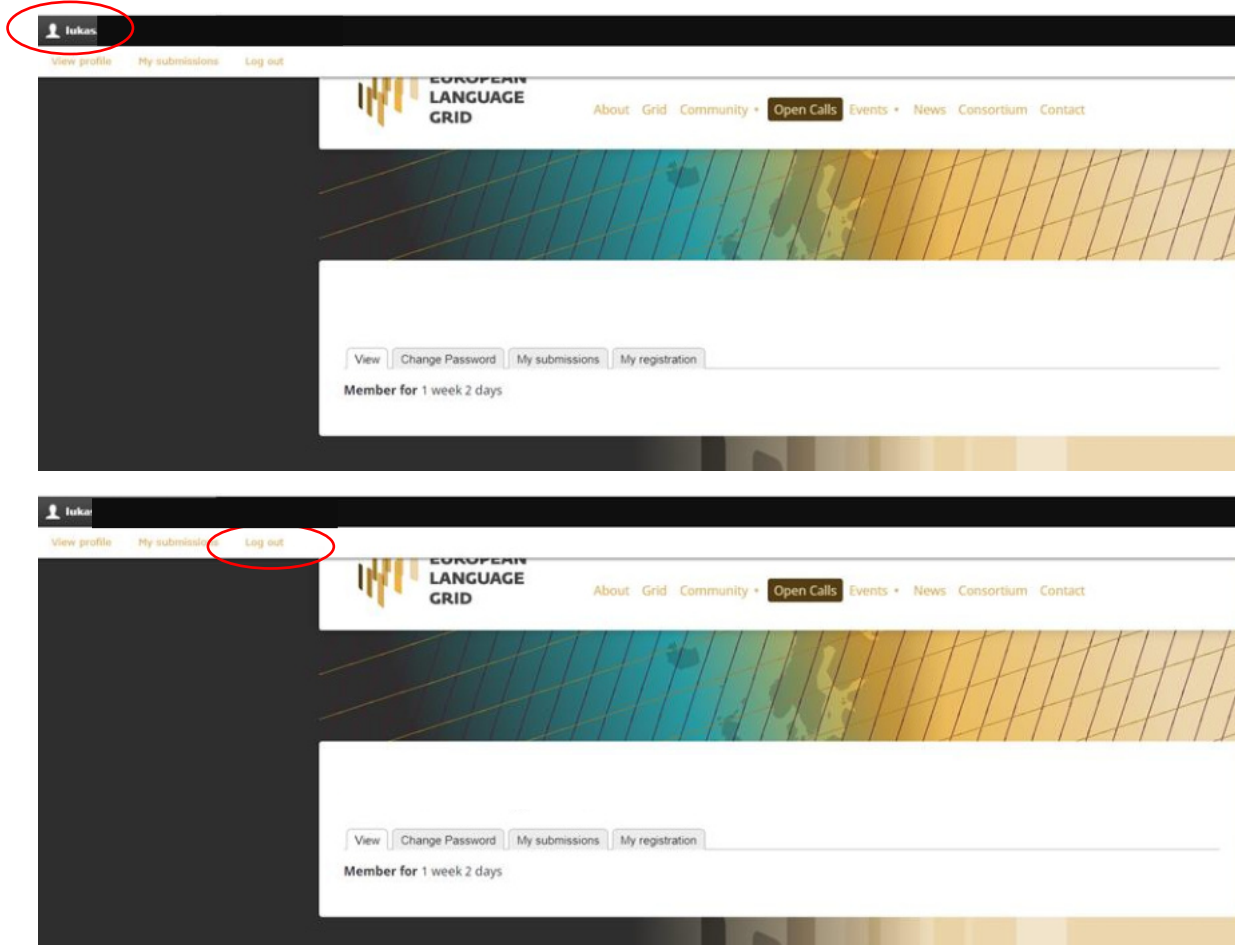
You can always get back to this start page by clicking "view profile".

‖‖‖ ELG
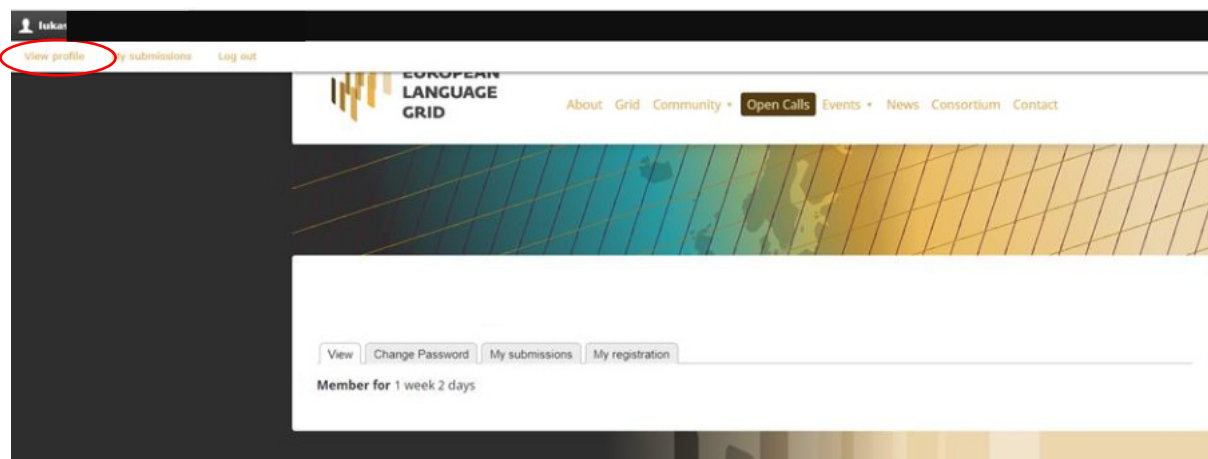
4. How to add new project proposal

7/22

Click on "My submissions".
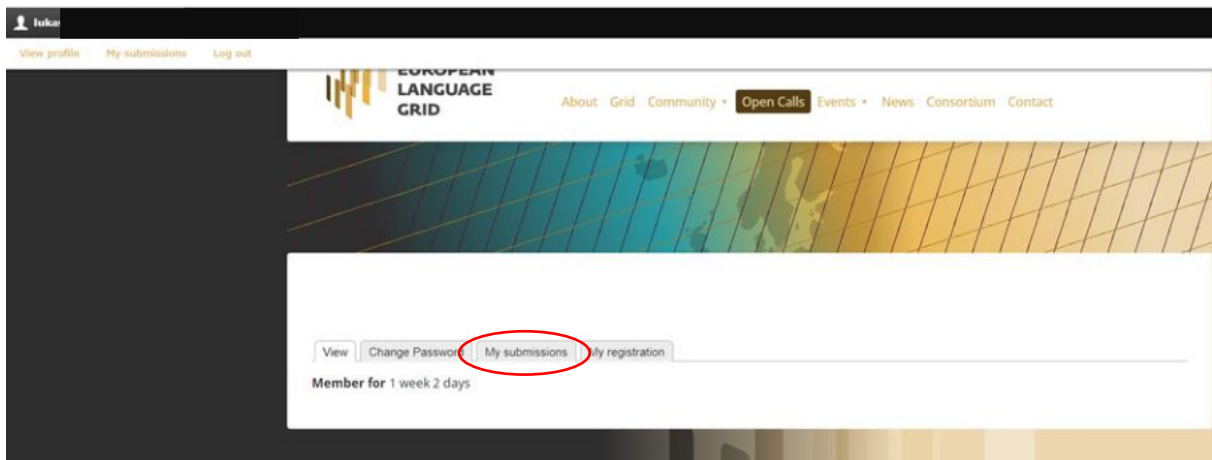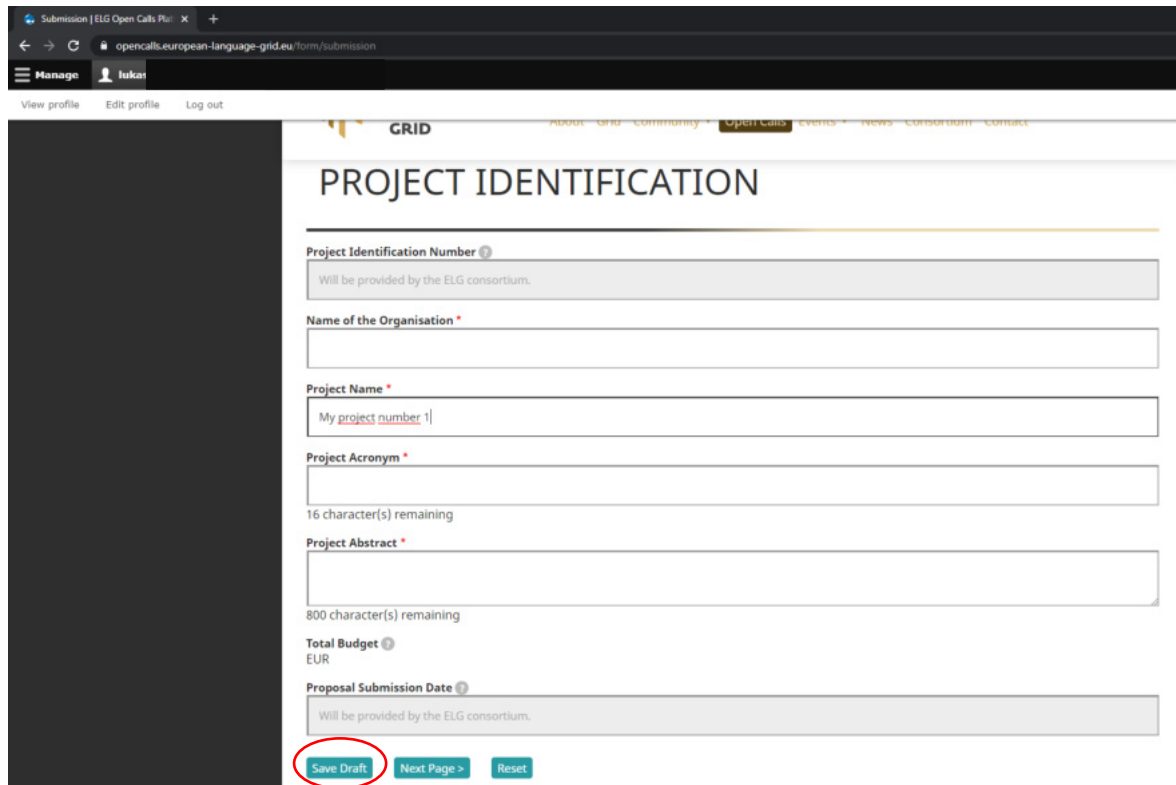
Then click on "Add a new project submission"
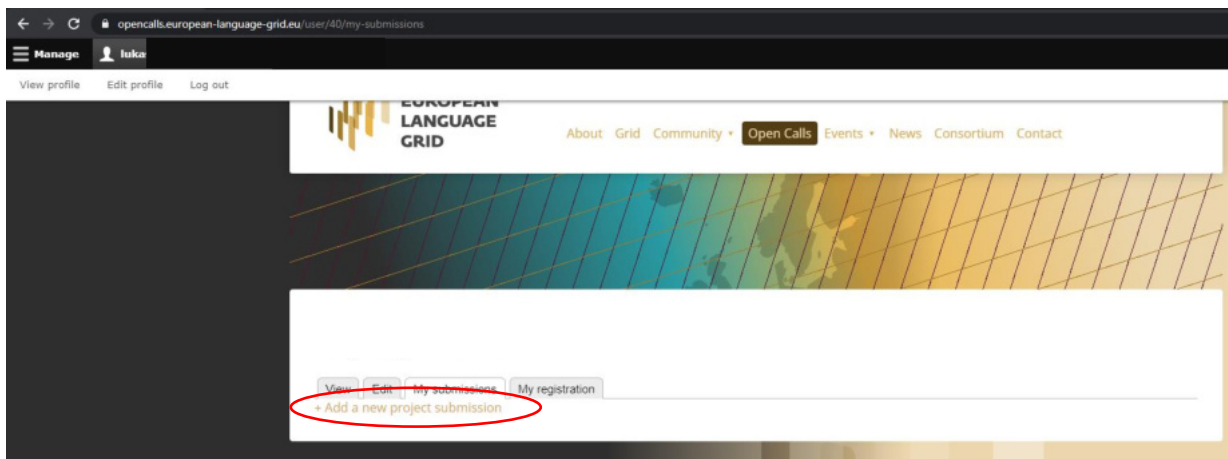
5. How to fill in the project proposal template

You can start preparation of the project proposal. You can save your work anytime by clicking "Save Draft".
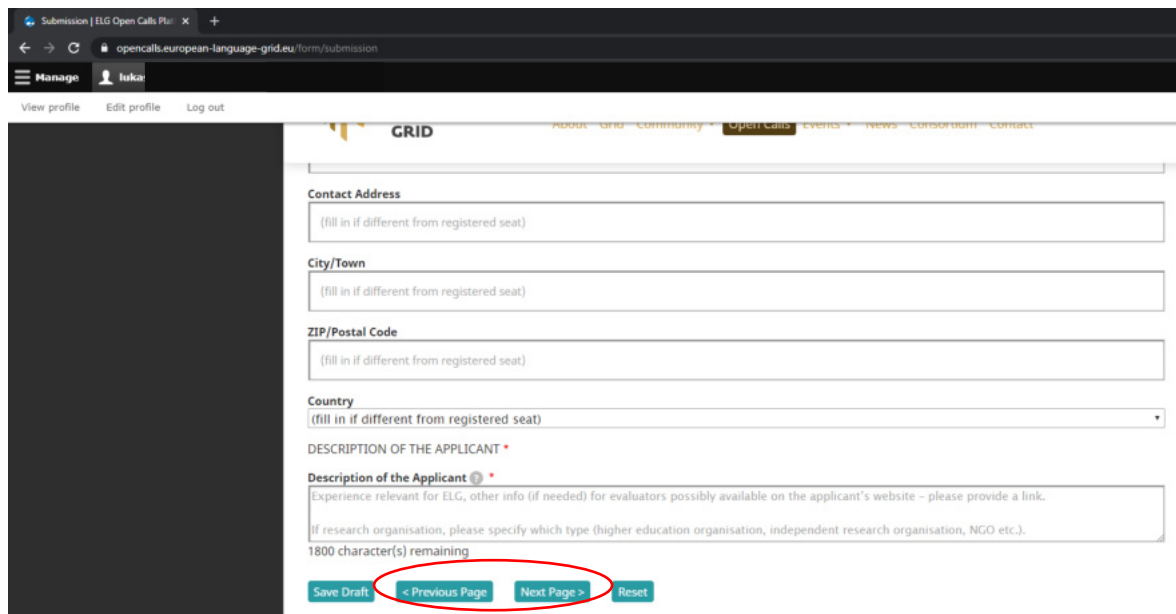
You can move to other sections of the proposal template by clicking "Next Page" or "Previous Page" at the bottom.

You can also move to other sections using the Navigation Pane.

Fields that are marked with red star must be filled in.
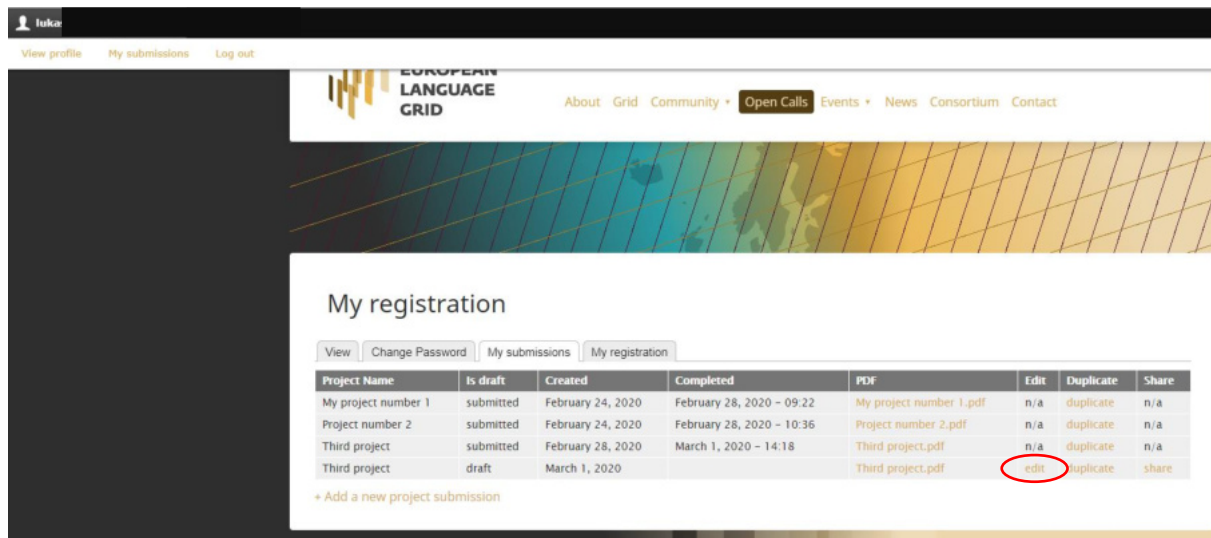
6. How to edit your project proposal

You can see all your project proposals by clicking "View profile" and then "My submissions".
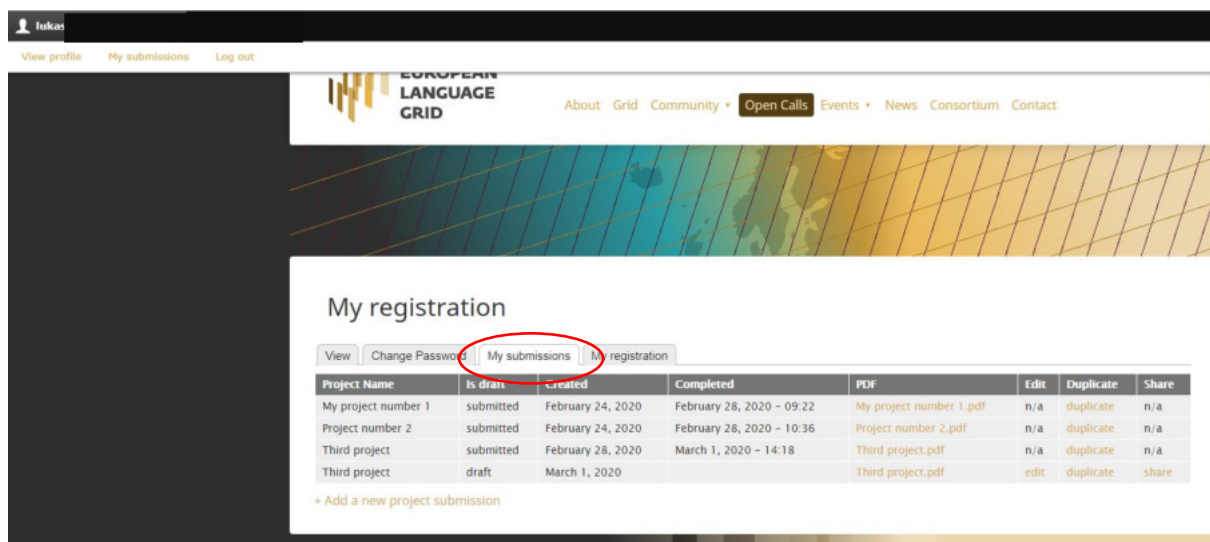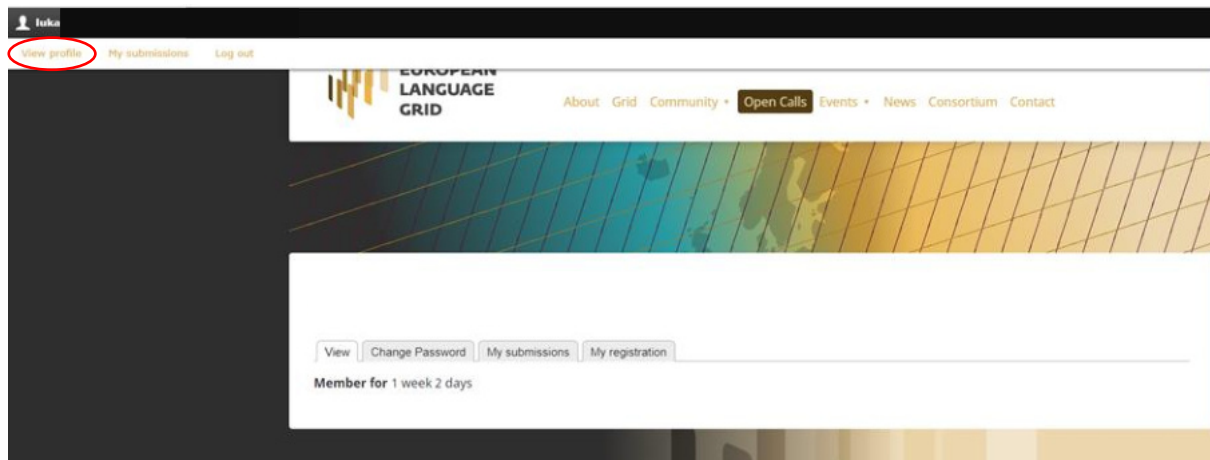
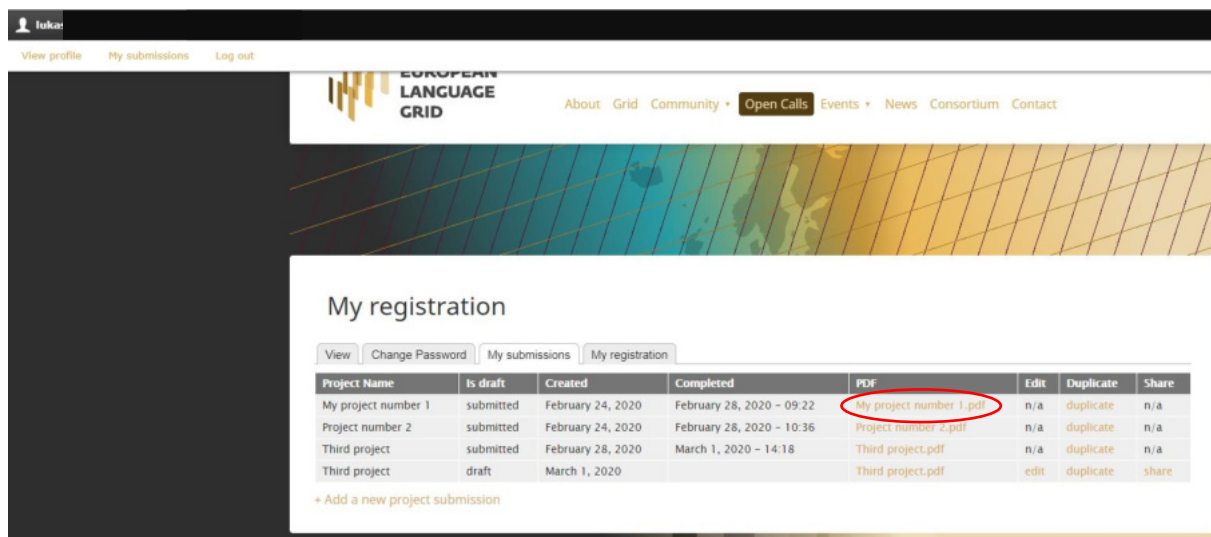You can start editing your draft version of the project proposal by clicking "edit".

You can download your draft version of the project proposal or submitted proposal by clicking on the PDF file.

You can delete your project by clicking "Reset".

7. How to submit your project proposal

After filling in all the sections and obligatory fields, you can submit your project by clicking "SUBMIT PROJECT" in the "Preview" section. You can submit your project by 30 April 2020, 23.59 CET.

Once the project is submitted, it cannot be reopened, edited or deleted. You can check the status of the project proposal in "My submissions".

If you need to edit the project that has been submitted, you can duplicate the project. This new duplicated project is draft that must be saved while work in progress. Once the editing is done, you should submit the project proposal.

Note the submission deadline 30 April 2020, 23.59. Also, see the Call documentation, section 4.2: "*Up to two proposals per applicant will be accepted for evaluation, one for objective A and one for objective B (the last proposal submitted for one or the other objective will be evaluated).*"

If you want to withdraw your submitted project, please send us e-mail to pilot-projects@european-language-grid.eu.
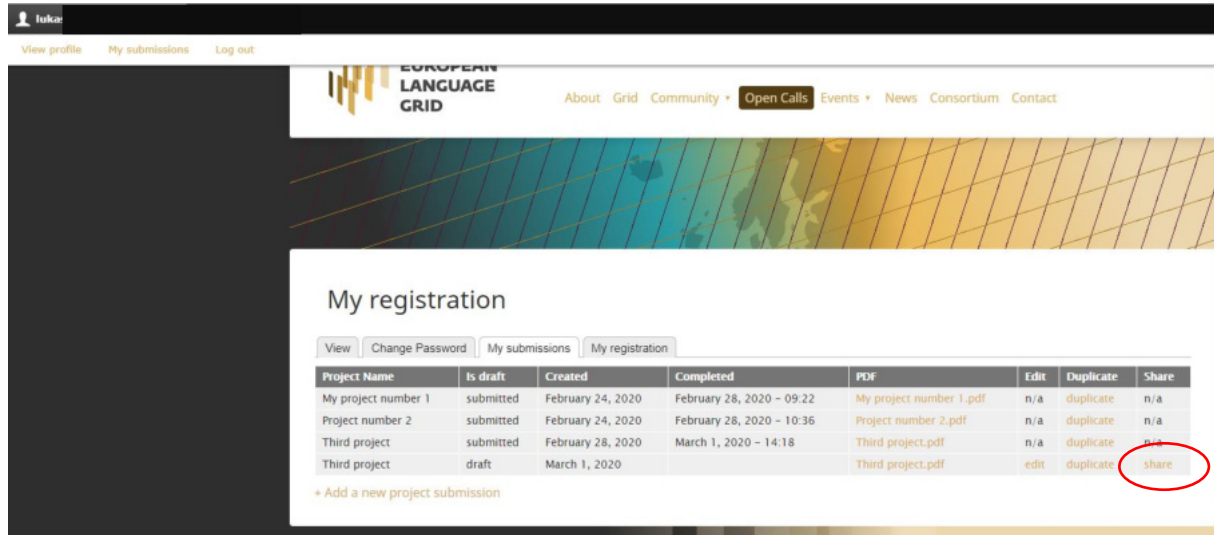
8. How to share the access to the project proposal

If you want to share the access to one of your project proposals, you can get the link by clicking "share". The project proposal can be edited by using this link, there is no need to create new account (register as a new project manager).

Please keep this link safe and share it only with trusted persons. Beware that anyone in the possession of the secret token can edit or delete your draft.

9. How to get access to ELG Grid Platform

- ELG Grid Platform (Release 1 alpha) is not accessible for general public yet. However, it is possible for applicants to get access to ELG Grid Platform (Release 1 alpha).

- After you create your account at ELG Open Calls Platform, you are entitled to get access to ELG Grid Platform (Release 1 alpha). Within 2 working days after you register at ELG Open Calls Platform, you will receive an e-mail describing how to access ELG Grid Platform (Release 1 alpha).

- In case you have any questions related to ELG Grid Platform (Release 1 alpha), please send them to contact@european-language-grid.eu.

10. What to do if you have any questions

- Go through the call documentation and its annexes.
- If you do not find the answer there, see the FAQ.
- Check the webpage related to this open call at https://www.european-language-grid.eu/open-calls/call-for-pilot-projects/
- If you have not found the correct answer, contact us at pilot-projects@european-language-grid.eu

11. How an Evaluator registered on the Open Calls Platform can submit a project proposal

In the case that you are registered on the Open Calls Platform as an Evaluator, and you also want to submit a proposal as the PI in the name of your organization, you have to register as a Project Manager as well (and fill the appropriate form), in order to be allowed to submit a proposal. This can be done only while you are logged in as an Evaluator. The procedure is the following:

Log in to the Open Calls Platform https://opencalls.european-language-grid.eu/user/login as an Evaluator. From the menu next to the ELG logo choose „Open Calls":

Click the magenta button „Call for projects":

Scroll down and click the magenta button „Create your account":

Then fill in and submit the Project manager registration:

Click the „View profile":

Choose the tab „Project proposals", which allows you to start creating a new project proposal (follow the instructions in sec. 4. How to add a new project proposal).
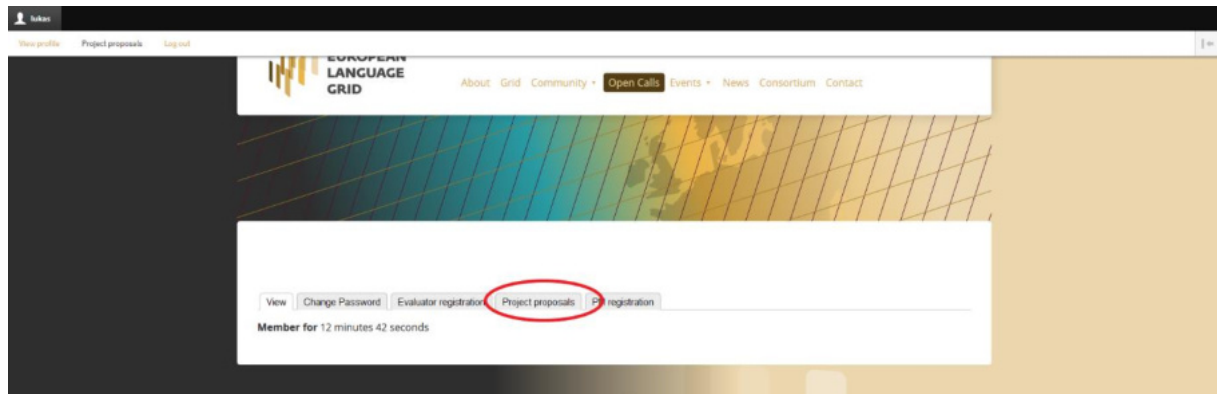
12. How a Project manager registered on the Open Calls Platform can register himself as an Evaluator

In the case you are already registered on the Open Calls Platform as a Project Manager and you also want to be considered to be an evaluator (using the same registration email address and login), you have to fill the Evaluator registration form while you are logged in as a Project Manager. The procedure is the following:

Log in to the Open Calls Platform https://opencalls.european-language-grid.eu/user/login as a Project Manager. From the menu next to the ELG logo choose „Open Calls":
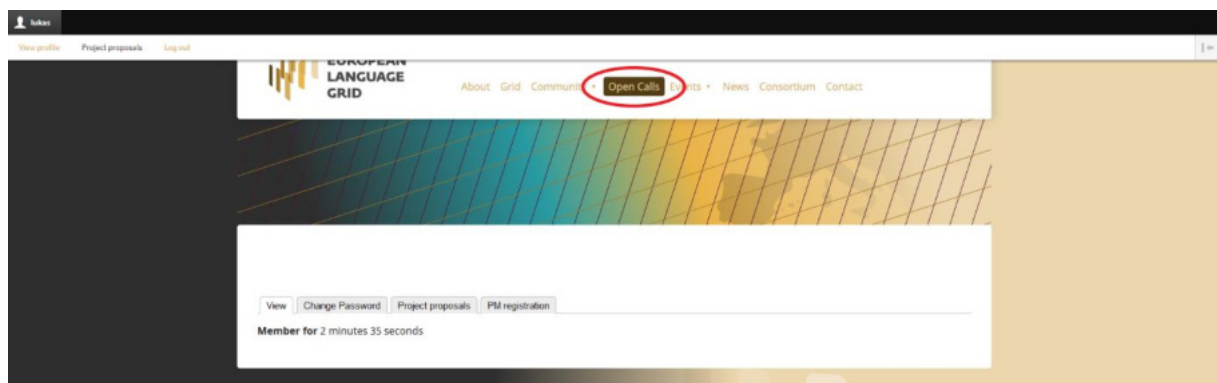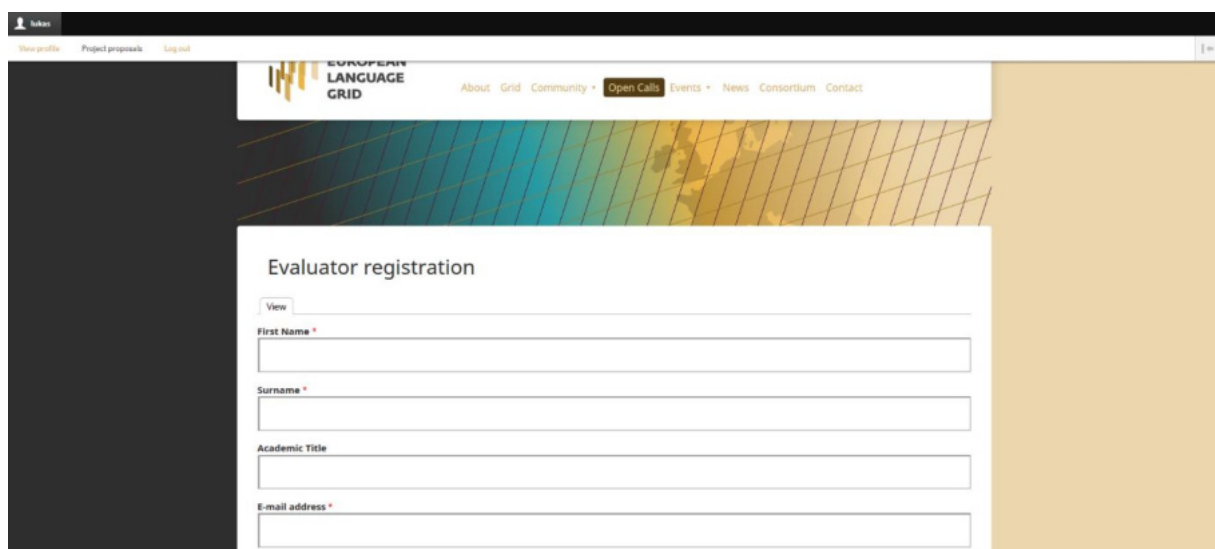
Click the magenta button „Call for evaluators":
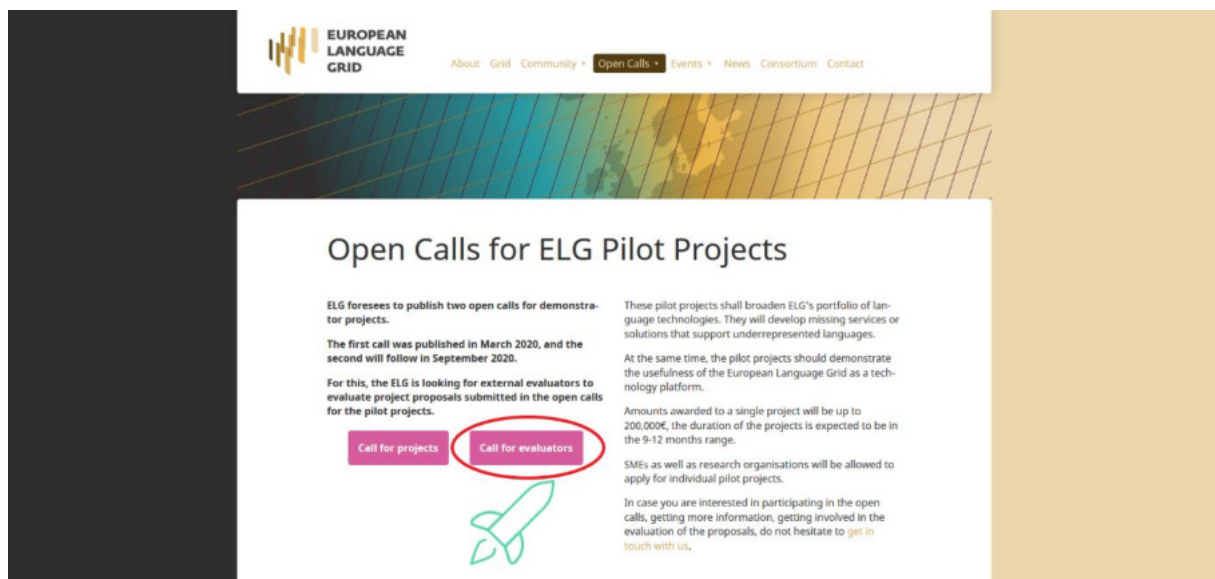
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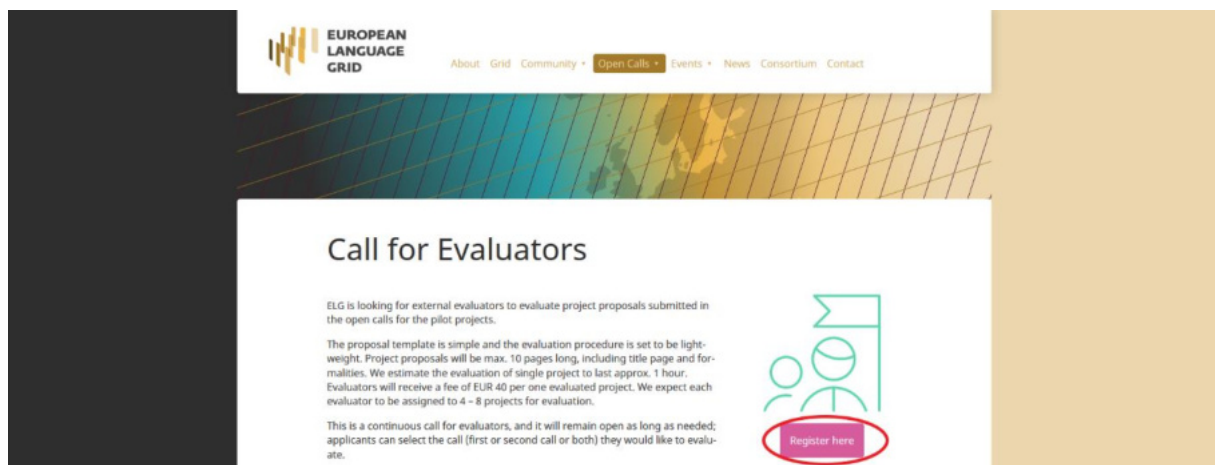
Then fill in and submit the Evaluator registration. Use the same email as in the case of your Project Manager registration.

Now you are successfully registered as Evaluator. To see and edit your evaluator registration details, click the „View profile":
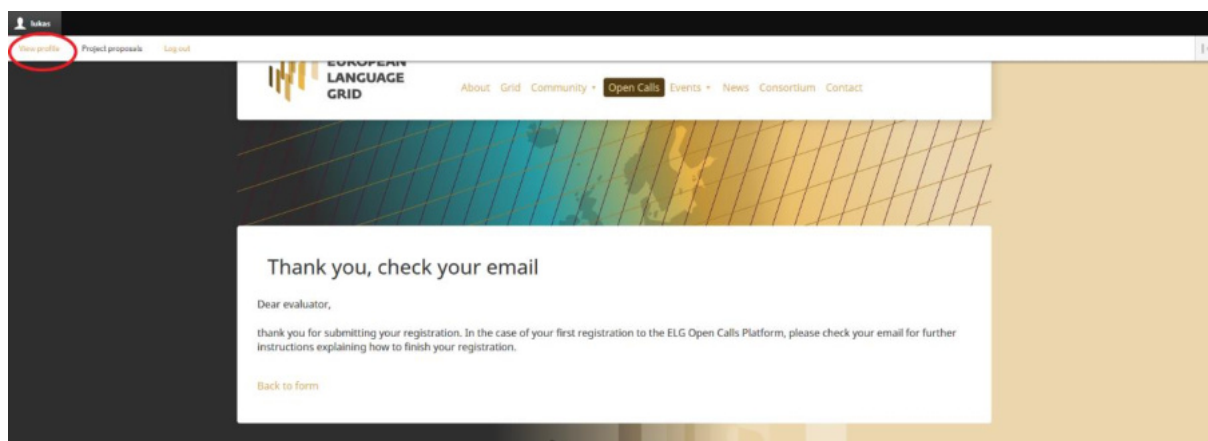
And then click the (new) tab „Evaluator registration":
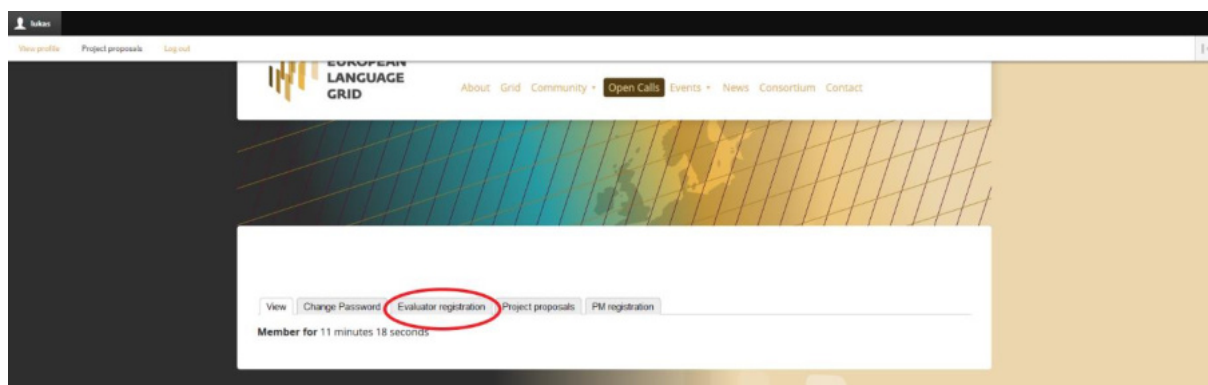
ELG – European Language Grid

THIRD PARTY AGREEMENT

for Provision of Financial Resources from the ELG project to third party

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This Third Party Agreement, hereinafter the "Third Party Agreement", shall be valid from 1 July 2020 ("Effective Date").

BETWEEN:

Charles University, with registered office at Ovocný trh 5, 116 36 Praha 1, Czech Republic, registration no. 00216208 (hereinafter referred to as "Charles University");

and

Name, Seat, Registration no., Bank Account (IBAN)

hereinafter referred to as "Third Party";

Hereinafter all contracting parties of this Agreement jointly or individually, referred to as "Parties" or "Party";

WHEREAS:

Together with other Beneficiaries, Charles University has been awarded a Grant Agreement by the European Commission (Funding Authority) no. 825627 entitled »ELG«, hereinafter referred to as the "Grant Agreement". From this Grant Agreement including its Annexes certain rights and obligations result between the Funding Authority, Charles University and the other ELG project consortium members. The Grant Agreement states that third parties will be selected and financially supported for executing pilot projects.

Charles University is acting on behalf of the ELG consortium. Charles University will provide financial support to the Third Party according to the provisions of the Grant Agreement for the Financial Support to Third Parties. Under the Grant Agreement, the ELG Beneficiaries are required to ensure that the ELG Project is implemented in compliance with the provisions of the Grant Agreement; and the Parties shall comply with this in implementation of their tasks. The ELG Beneficiaries furthermore are entering into a Consortium Agreement by which they have obligations towards each other. The Third Party shall not do anything or omit to do anything which renders Charles University or the other ELG project consortium members in breach of the Grant Agreement or the Consortium Agreement.

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1   Definitions

Words beginning with a capital letter shall have the meaning defined either herein or in the Rules of Participation for Horizon 2020 or in the Grant Agreement or Consortium Agreement, including their respective Appendixes.

2   Subject

2.1 The Third Party will perform the work as defined in this Third Party Agreement, the Grant Agreement, the Call Documentation (attached to this Third Party Agreement as Appendix 3) and Third Party's project proposal as finally agreed with ELG. The project proposal of the Third Party is attached to this Third Party Agreement as Appendix 1.

2.2 The Third Party shall be responsible for ensuring that the work is carried out and complies with accepted technical, scientific and professional standards, is undertaken by appropriate personnel and carried out in accordance with the schedule laid down in Article 3 and the financial provisions laid down in Article 4.

2.3 The Third Party assumes all responsibility towards Charles University and ELG Consortium for all tasks contracted to it by this Third Party Agreement and shall indemnify and hold harmless Charles University and the ELG Consortium in case of breach of its obligations.

2.4 Additionally, the Third Party recognizes that Charles University and the other members of the ELG project consortium are bound by certain obligations arising out of the Grant Agreement and the ELG Consortium Agreement. Herewith, the Third Party agrees to comply with all obligations arising out of the Grant Agreement and the ELG Consortium Agreement to the extent that Charles University and the other members of the ELG project consortium are enabled to comply with all their obligations under those agreements.

2.5 The Third Party accepts the Terms and Conditions of the Grant Agreement and of the ELG Consortium Agreement insofar as they relate to the tasks which are contracted to it hereby. The principal Terms and Conditions of the Grant Agreement are attached as Appendix 2 to this Third Party Agreement.

3   Duration

3.1 The ELG Project has started on 1 January 2019 with a duration of 36 months. This Third Party Agreement will be effective from the Effective Date first mentioned above and will be valid as long as the Grant Agreement. Should the period of validity of the Grant Agreement be amended, this Third Party Agreement shall be deemed automatically changed accordingly.

3.2 The Third Party(ies) shall commence to perform their activities according to Annex 1 on 1 July 2020 and shall have completed it no longer than after 12 months. By that date, all results and reports shall have been delivered to Charles University.

3.3 The Third Party shall notify Charles University in writing without undue delay if it becomes apparent that it might be unable to keep the schedule.

3.4 Charles University can terminate this Agreement with immediate effect through written notice to the Third Party:

- if the Third Party is in breach of any of its material obligations under this Third Party Agreement, which breach is not remediable, or, if remediable, has not been remedied within thirty (30) days after written notice to that effect from Charles University,

- if, to the extent permitted by law, the Third Party is declared bankrupt, is being wound up, is having its affairs administered by the courts, has entered into an arrangement with its creditors, has suspended business activities, or is the subject of any other similar proceeding concerning those matters, or

- if the Third Party is subject to an event of Force Majeure (in accordance with how that term is defined under Article 51 of the Grant Agreement), which prevents the Third Party from correct performance of its obligations hereunder and such circumstances have lasted, or can reasonably be expected to last more than six (6) weeks.

4 Financial Provisions

4.1 The financial support allocated to the Third Party is EUR _____ and is set as a lump sum.

The financial support will be paid to the Third Party in three instalments according to the Call Documentation, as follows:

1. 50 % of the amount requested after signing this agreement,

2. 35 % of the amount requested after demonstrating the results after the end of activity (2) (Experiment) according to Appendix 1 and approval of the interim report and

3. 15 % after completing the activities (3) (Integration) and (4) (Dissemination) according to Appendix 1 and approval of the final report.

These payments will be made only if the project is executed accordingly and properly to the project proposal.

At the time a payment request is submitted, written documentation must be provided to Charles University for the completion and proper implementation of the project's corresponding deliverable and/or progress report as specified in Call Documentation and Project proposal.

4.2 Charles University is entitled to withhold any payments due to a Third Party

(a) identified by the members of the ELG project consortium to be in breach of its obligations under this Agreement and its Appendices, or

(b) who has not yet signed this Third Party Agreement.

Charles University is entitled to recover any payments already paid to a defaulting Third Party.

Charles University is equally entitled to withhold payments to a Third Party when this is suggested by or agreed with the Funding Authority or if Charles University itself do not receives payment from the Funding Authority.

5 Organisation and Performance of the Work

5.1 Technical and Financial Responsibility

The Third Party shall provide all personnel, facilities, equipment and materials necessary for the proper performance of this Third Party Agreement and shall assume the technical and financial responsibility for the work specified in Appendix 1. The Third Party undertakes to indemnify Charles University and/or other members of ELG project consortium against any failure on its part to discharge its aforementioned responsibilities.

5.2 Technical and Financial Control, Verification, Audits

The Third Party undertakes to supply Charles University and/or other members of the ELG project consortium without delay with any information which the latter may request concerning the implementation of this Third Party Agreement. In particular, upon request the Third Party shall make available to Charles University, the other members of the ELG project consortium and to their auditors the technical and financial documents verifying the costs and that the work is being or has been carried out. The Third Party acknowledges and accepts the rights of the Funding Authority relating to controls and audits laid down in Articles 22 and 23 of the Grant Agreement.

The Third Party undertakes to give the representatives of Charles University reasonable access to the premises where the work is being carried out and to all documents concerning the work programme and/or necessary to verify the compliance with the obligations arising from this Third Party Agreement and of the Grant Agreement including its Annexes. Additionally, the Third Party acknowledges and accepts the rights of the EC, the European Anti-fraud Office (OLAF) and the Court of Auditors to exercise their powers of control on documents, information, even stored on electronic media, or on the Third Party's premises.

5.3 The Third Party fully accepts the provisions of Articles 35, 36, 38 and 46 of the Grant Agreement, as attached.

6 Results

6.1 Ownership of Results

Results are owned by the Party that generates them. Result(s) of the project are specified in the Project Proposal and are to be integrated into ELG in phase 3 of the project.

It is envisaged that service level agreement will be signed between the Third Party and ELG (or entity running ELG) specifying details of future operation mode. Results of the projects shall be made available through the ELG in accordance with the Call Documentation.

6.2 Joint ownership

Where Results are generated from work carried out jointly by the Parties to this Third Party Agreement or by the Third Party and ELG project consortium member(s) and it is not possible to separate such joint invention, design or work for the purpose of applying for, obtaining and/or maintaining the relevant patent protection or any other intellectual property right, the Parties or the Third Party and the ELG project consortium member(s) shall have joint ownership of this work. The joint owners shall, within a six (6) month period as from the date of the generation of such Results, establish a written separate joint ownership agreement regarding the allocation of ownership and terms of exercising, protecting, the division of related costs and exploiting such jointly owned Results on a case by case basis. However, until the time a joint ownership agreement has been concluded and as long as such rights are in force, such Results shall be jointly owned in shares according to their share of contribution (such share to be determined by taking into account in particular, but not limited to, the contribution of a joint owner to an inventive step, the person months or costs spent on the respective work etc.) to the Results by the joint owners concerned.

Unless otherwise agreed:

- each of the joint owners shall be entitled to use their jointly owned Results for non-commercial research activities on a royalty-free basis,

and

- each of the joint owners shall be entitled to otherwise exploit the jointly owned Results and to grant non-exclusive licenses to third parties (without any right to sub-license), if the other joint owners are given:

(a) at least 45 calendar days advance notice; and

(b) compensation under Fair and Reasonable conditions.

The joint owners shall agree on all protection measures and the division of related cost in advance.

6.3 The Third Party shall use all reasonable endeavours to ensure the accuracy of all information and data provided by it to Charles University and/or the other members of the ELG project consortium under this Third Party Agreement, whether they are Third Party Results or not and whether they are protected by intellectual property rights or not, and warrants its right to disclose such information. In the event of any error or omission in the Third Party Results being brought to the attention of the Third Party by Charles University or the other members of the ELG project consortium, the Third Party undertakes to correct such error or rectify such omission promptly, during which time Charles University shall be entitled to withhold payment of any sums due to the Third Party.

The Third Party warrants that the Results and any information provided by it under this Third Party Agreement shall not infringe the intellectual property rights of any third party, and shall indemnify Charles University and the other members of the ELG project consortium fully and effectively from any and all liabilities, costs expenses, howsoever arising from breach of this warranty.

7 Dissemination

The Third Party agrees that any dissemination activity by the Third Party (including publications, presentations etc.) other than specified in the project proposal is subject to the prior written approval of Charles University and the other members of the ELG project consortium.

Charles University and the other members of the ELG project consortium are entitled to include the main issues and information regarding the Third Party' work in their reporting towards the European Commission.

8 Confidentiality

All information in whatever form or mode of communication, which is disclosed by a Party (the "Disclosing Party") to any other Party (the "Recipient") in connection with this Third Party Agreement and the tasks of the Third Party and which has been explicitly marked as "confidential" at the time of disclosure, or when disclosed orally has been identified as confidential at the time of disclosure and has been confirmed and designated in writing within 15 calendar days from oral disclosure at the latest as confidential information by the Disclosing Party, is "Confidential Information".

The Recipients hereby undertake for a period of 4 years after the termination of this Third Party Agreement:

- not to use Confidential Information otherwise than for the purpose for which it was disclosed;

- not to disclose Confidential Information without the prior written consent by the Disclosing Party;

- to ensure that internal distribution of Confidential Information by a Recipient shall take place on a strict need-to-know basis; and

- to return to the Disclosing Party, or destroy, on request all Confidential Information that has been disclosed to the Recipients including all copies thereof and to delete all information stored in a machine readable form to the extent practically possible. The Recipients may keep a copy to the extent it is required to keep, archive or store such Confidential Information because of compliance with applicable laws and regulations or for the proof of on-going obligations provided that the Recipient comply with the confidentiality obligations herein contained with respect to such copy for as long as the copy is retained.

The Recipients shall be responsible for the fulfilment of the above obligations on the part of their employees or third parties involved in implementing the tasks and shall ensure that they remain so obliged, as far as legally possible, during and after the end of this Third Party Agreement and/or after the termination of the contractual relationship with the employee or third party.

The above shall not apply for disclosure or use of Confidential Information, if and in so far as the Recipient can show that:

- the Confidential Information has become or becomes publicly available by means other than a breach of the Recipient's confidentiality obligations;

- the Disclosing Party subsequently informs the Recipient that the Confidential Information is no longer confidential;

- the Confidential Information is communicated to the Recipient without any obligation of confidentiality by a third party who is to the best knowledge of the Recipient in lawful possession thereof and under no obligation of confidentiality to the Disclosing Party;

- the disclosure or communication of the Confidential Information is foreseen by provisions of the Grant Agreement;

- the Confidential Information, at any time, was developed by the Recipient completely independently of any such disclosure by the Disclosing Party;

- the Confidential Information was already known to the Recipient prior to disclosure, or

- the Recipient is required to disclose the Confidential Information in order to comply with applicable laws or regulations or with a court or administrative order. If a Party becomes aware that it will be required, or is likely to be required, to disclose Confidential Information in order to comply with applicable laws or regulations or with a court or administrative order, it shall, to the extent it is lawfully able to do so, prior to any such disclosure notify the Disclosing Party, and comply with the Disclosing Party's reasonable instructions to protect the confidentiality of the information.

The Recipient shall apply the same degree of care with regard to the disclosed Confidential Information as with its own confidential and/or proprietary information, but in no case less than reasonable care.

Each Party shall promptly advise the other Party in writing of any unauthorised disclosure, misappropriation or misuse of Confidential Information after it becomes aware of such unauthorised disclosure, misappropriation or misuse.

The same obligations on confidentiality apply to the Third Party who is receiving Confidential Information by the other members of the ELG project consortium.

9   Reports and Deliverables

9.1 The Third Party agrees to submit progress reports to Charles University as specified in Call Documentation.

9.2 The contents and format of the various reports required will be defined by Charles University.

10 Liability

10.1 Charles University´s liability

The contractual liability of Charles University under this Third Party Agreement shall in any case be limited to the amount of the financial support provided or to be provided to the Third Party hereunder. Charles University shall not in any case be liable for any indirect or consequential damages such as:

- loss of profits, interest, savings, shelf-space, production and business opportunities;

- lost contracts, goodwill, and anticipated savings;

- loss of or damage to reputation or to data;

- costs of recall of products; or

- any other type of indirect, incidental, punitive, special or consequential loss or damage.

This limitation of liability shall not apply in cases of wilful act or gross negligence.

10.2 Liability between Third Party, Charles University and the other members of the ELG project consortium

The Third Party shall fully and exclusively bear the risks in connection with the work provided by it and for which financial support is granted and forwarded by Charles University. The Third Party shall indemnify Charles University and the other members of the ELG project consortium for all damages, penalties, costs and expenses which Charles University or the other members of the ELG project consortium as a result thereof would incur or have to pay to the European Commission or to any third parties with respect to the Third Party's work financially supported and/or for any damage in general which Charles University or the other members of the ELG project consortium incur as a result thereof.

In addition, should the European Commission have a right to recovery against Charles University regarding the financial support granted under this Third Party Agreement, the Third Party shall pay the sums in question in the terms and the date specified by Charles University.

Moreover, the Third Party shall indemnify and hold Charles University and the other members of the ELG project consortium, their respective officers, directors, employees and agents harmless from and against all repayments, loss, liability, costs, charges, claims or damages that result from or arising out of any such recovery action by the European Commission.

11 Miscellaneous

11.1 Attachments, inconsistencies and severability

In case the terms of this Agreement are in conflict with the terms of the Grant Agreement, the terms of the latter shall prevail.

Should any provision of this Agreement become invalid, illegal or unenforceable, it shall not affect the validity of the remaining provisions of this Agreement. In such a case, the Parties concerned shall be entitled to request that a valid and practicable provision be negotiated which fulfils the purpose of the original provision.

The Clauses 6, 7, 9, 11 remain valid also after expiration or termination of this Third Party Agreement.

11.2 No representation, partnership or agency

No Party shall be entitled to act or to make legally binding declarations on behalf of any other Party. Furthermore, a Third Party shall not be entitled to act or to make legally binding declarations on behalf of any of the ELG project consortium members. Nothing in this Agreement shall be deemed to constitute a joint venture, agency, partnership, interest grouping or any other kind of formal business grouping or entity between the Parties.

11.3 Mandatory national law

Nothing in this Agreement shall be deemed to require a Party to breach any mandatory statutory law under which the Party is operating.

11.4 Language

This Agreement is drawn up in English, which language shall govern all documents, notices, meetings, arbitral proceedings and processes relative thereto.

11.5 Applicable law and settlement of disputes

Any matters not covered by this document will be governed by Czech law, in particular the provisions of the Civil Code, and any other applicable legislation in the European Union.

The Parties shall endeavour to settle their disputes amicably. If the Parties mutually agree, by mediation.

Signatures

AS WITNESS:

The Parties have caused this Agreement to be duly signed by the undersigned authorised representatives.

Charles University on behalf of ELG Project Consortium

Signature(s)

Name

Title

Date

Third Party

Signature(s)

Name

Title

Date

12   Appendix 1 – Project proposal of the Third Party

13   Appendix 2 – Excerpts from the Grant Agreement – principal Terms and Conditions

ARTICLE 22 — CHECKS, REVIEWS, AUDITS AND INVESTIGATIONS — EXTENSION OF FINDINGS

22.1 Checks, reviews and audits by the Commission

22.1.1 Right to carry out checks

The Commission will — during the implementation of the action or afterwards — check the proper implementation of the action and compliance with the obligations under the Agreement, including assessing deliverables and reports.

For this purpose the Commission may be assisted by external persons or bodies.

The Commission may also request additional information in accordance with Article 17. The Commission may request beneficiaries to provide such information to it directly.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

22.1.2 Right to carry out reviews

The Commission may — during the implementation of the action or afterwards — carry out reviews on the proper implementation of the action (including assessment of deliverables and reports), compliance with the obligations under the Agreement and continued scientific or technological relevance of the action.

Reviews may be started up to two years after the payment of the balance. They will be formally notified to the coordinator or beneficiary concerned and will be considered to have started on the date of the formal notification.

If the review is carried out on a third party (see Articles 10 to 16), the beneficiary concerned must inform the third party.

The Commission may carry out reviews directly (using its own staff) or indirectly (using external persons or bodies appointed to do so). It will inform the coordinator or beneficiary concerned of the identity of the external persons or bodies. They have the right to object to the appointment on grounds of commercial confidentiality.

The coordinator or beneficiary concerned must provide — within the deadline requested — any information and data in addition to deliverables and reports already submitted (including information on the use of resources). The Commission may request beneficiaries to provide such information to it directly.

The coordinator or beneficiary concerned may be requested to participate in meetings, including with external experts.

For on-the-spot reviews, the beneficiaries must allow access to their sites and premises, including to external persons or bodies, and must ensure that information requested is readily available.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

On the basis of the review findings, a 'review report' will be drawn up.

The Commission will formally notify the review report to the coordinator or beneficiary concerned, which has 30 days to formally notify observations ('contradictory review procedure').

Reviews (including review reports) are in the language of the Agreement.

22.1.3 Right to carry out audits

The Commission may — during the implementation of the action or afterwards — carry out audits on the proper implementation of the action and compliance with the obligations under the Agreement.

Audits may be started up to two years after the payment of the balance. They will be formally notified to the coordinator or beneficiary concerned and will be considered to have started on the date of the formal notification.

If the audit is carried out on a third party (see Articles 10 to 16), the beneficiary concerned must inform the third party.

The Commission may carry out audits directly (using its own staff) or indirectly (using external persons or bodies appointed to do so). It will inform the coordinator or beneficiary concerned of the identity of the external persons or bodies. They have the right to object to the appointment on grounds of commercial confidentiality.

The coordinator or beneficiary concerned must provide — within the deadline requested — any information (including complete accounts, individual salary statements or other personal data) to verify compliance with the Agreement. The Commission may request beneficiaries to provide such information to it directly.

For on-the-spot audits, the beneficiaries must allow access to their sites and premises, including to external persons or bodies, and must ensure that information requested is readily available.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

On the basis of the audit findings, a 'draft audit report' will be drawn up.

The Commission will formally notify the draft audit report to the coordinator or beneficiary concerned, which has 30 days to formally notify observations ('contradictory audit procedure'). This period may be extended by the Commission in justified cases.

The 'final audit report' will take into account observations by the coordinator or beneficiary concerned. The report will be formally notified to it.

Audits (including audit reports) are in the language of the Agreement.

The Commission may also access the beneficiaries' statutory records for the periodical assessment of unit costs or flat-rate amounts.

22.2 Investigations by the European Anti-Fraud Office (OLAF)

Under Regulations No 883/201316 and No 2185/9617 (and in accordance with their provisions and procedures), the European Anti-Fraud Office (OLAF) may — at any moment during implementation of the action or afterwards — carry out investigations, including on-the-spot checks and inspections, to establish whether there has been fraud, corruption or any other illegal activity affecting the financial interests of the EU.

22.3 Checks and audits by the European Court of Auditors (ECA)

Under Article 287 of the Treaty on the Functioning of the European Union (TFEU) and Article 161 of the Financial Regulation No 966/201218, the European Court of Auditors (ECA) may — at any moment during implementation of the action or afterwards — carry out audits.

The ECA has the right of access for the purpose of checks and audits.

22.4 Checks, reviews, audits and investigations for international organisations

Not applicable

22.5 Consequences of findings in checks, reviews, audits and investigations — Extension of

findings

22.5.1 Findings in this grant

Findings in checks, reviews, audits or investigations carried out in the context of this grant may lead to the rejection of ineligible costs (see Article 42), reduction of the grant (see Article 43), recovery of undue amounts (see Article 44) or to any of the other measures described in Chapter 6.

Rejection of costs or reduction of the grant after the payment of the balance will lead to a revised final grant amount (see Article 5.4).

Findings in checks, reviews, audits or investigations may lead to a request for amendment for the modification of Annex 1 (see Article 55).

Checks, reviews, audits or investigations that find systemic or recurrent errors, irregularities, fraud or breach of obligations may also lead to consequences in other EU or Euratom grants awarded under similar conditions ('extension of findings from this grant to other grants').

Moreover, findings arising from an OLAF investigation may lead to criminal prosecution under national law.

22.5.2 Findings in other grants

The Commission may extend findings from other grants to this grant ('extension of findings from other grants to this grant'), if:

> (a) the beneficiary concerned is found, in other EU or Euratom grants awarded under similar conditions, to have committed systemic or recurrent errors, irregularities, fraud or breach of obligations that have a material impact on this grant and

> (b) those findings are formally notified to the beneficiary concerned — together with the list of grants affected by the findings — no later than two years after the payment of the balance of this grant.

The extension of findings may lead to the rejection of costs (see Article 42), reduction of the grant (see Article 43), recovery of undue amounts (see Article 44), suspension of payments (see Article 48), suspension of the action implementation (see Article 49) or termination (see Article 50).

22.5.3 Procedure

The Commission will formally notify the beneficiary concerned the systemic or recurrent errors and its intention to extend these audit findings, together with the list of grants affected.

22.5.3.1 If the findings concern eligibility of costs: the formal notification will include:

> (a) an invitation to submit observations on the list of grants affected by the findings;

> (b) the request to submit revised financial statements for all grants affected;

> (c) the correction rate for extrapolation established by the Commission on the basis of the systemic or recurrent errors, to calculate the amounts to be rejected if the beneficiary concerned:

>> (i) considers that the submission of revised financial statements is not possible or practicable

>> or

>> (ii) does not submit revised financial statements.

The beneficiary concerned has 90 days from receiving notification to submit observations, revised financial statements or to propose a duly substantiated alternative correction method. This period may be extended by the Commission in justified cases.

The Commission may then start a rejection procedure in accordance with Article 42, on the basis of:

> - the revised financial statements, if approved;

> - the proposed alternative correction method, if accepted

or

> - the initially notified correction rate for extrapolation, if it does not receive any observations or re-vised financial statements, does not accept the observations or the proposed alternative correction method or does not approve the revised financial statements.

22.5.3.2 If the findings concern substantial errors, irregularities or fraud or serious breach of obligations: the formal notification will include:

> (a) an invitation to submit observations on the list of grants affected by the findings and

> (b) the flat-rate the Commission intends to apply according to the principle of proportionality.

The beneficiary concerned has 90 days from receiving notification to submit observations or to propose a duly substantiated alternative flat-rate.

The Commission may then start a reduction procedure in accordance with Article 43, on the basis of:

> - the proposed alternative flat-rate, if accepted

> - the initially notified flat-rate, if it does not receive any observations or does not accept the observations or the proposed alternative flat-rate.

22.6 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, any insufficiently substantiated costs will be ineligible (see Article 6) and will be rejected (see Article 42).

Such breaches may also lead to any of the other measures described in Chapter 6.

ARTICLE 23 — EVALUATION OF THE IMPACT OF THE ACTION

23.1 Right to evaluate the impact of the action

The Commission may carry out interim and final evaluations of the impact of the action measured against the objective of the EU programme.

Evaluations may be started during implementation of the action and up to five years after the payment of the balance. The evaluation is considered to start on the date of the formal notification to the coordinator or bene-ficiaries.

The Commission may make these evaluations directly (using its own staff) or indirectly (using external bodies or persons it has authorised to do so).

The coordinator or beneficiaries must provide any information relevant to evaluate the impact of the action, including information in electronic format.

23.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the Commission may apply the measures described in Chapter 6.

ARTICLE 35 — CONFLICT OF INTERESTS

35.1 Obligation to avoid a conflict of interests

The beneficiaries must take all measures to prevent any situation where the impartial and objective 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 interests').

They must formally notify to the Commission without delay any situation constituting or likely to lead to a conflict of interests and immediately take all the necessary steps to rectify this situation.

The Commission may verify that the measures taken are appropriate and may require additional measures to be taken by a specified deadline.

35.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 43) and the Agreement or participation of the beneficiary may be terminated (see Article 50).

Such breaches may also lead to any of the other measures described in Chapter 6.

ARTICLE 36 — CONFIDENTIALITY

36.1 General obligation to maintain confidentiality

During implementation of the action and for four years after the period set out in Article 3, the parties must keep confidential any data, documents or other material (in any form) that is identified as confidential at the time it is disclosed ('confidential information').

If a beneficiary requests, the Commission may agree to keep such information confidential for an additional period beyond the initial four years.

If information has been identified as confidential only orally, it will be considered to be confidential only if this is 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 beneficiaries may disclose confidential information to their personnel or third parties involved in the action only if they:

> (a) need to know to implement the Agreement and

> (b) are bound by an obligation of confidentiality.

This does not change the security obligations in Article 37, which still apply.

The Commission may disclose confidential information to its staff, other EU institutions and bodies. It may disclose confidential information to third parties, if:

> (a) this is necessary to implement the Agreement or safeguard the EU's financial interests and

> (b) the recipients of the information are bound by an obligation of confidentiality.

Under the conditions set out in Article 4 of the Rules for Participation Regulation No 1290/201325, the Commission must moreover make available information on the results to other EU institutions, bodies, offices or agencies as well as Member States or associated countries.

The confidentiality obligations no longer apply if:

> (a) the disclosing party agrees to release the other party;

> (b) the information was already known by the recipient or is given to him without obligation of confidentiality by a third party that was not bound by any obligation of confidentiality;

> (c) the recipient proves that the information was developed without the use of confidential information;

> (d) the information becomes generally and publicly available, without breaching any confidentiality obligation, or

> (e) the disclosure of the information is required by EU or national law.

36.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 43).

Such breaches may also lead to any of the other measures described in Chapter 6.

ARTICLE 38 — PROMOTING THE ACTION — VISIBILITY OF EU FUNDING

38.1 Communication activities by beneficiaries

38.1.1 Obligation to promote the action and its results

The beneficiaries must promote the action and its results, by providing targeted information to multiple audiences (including the media and the public) in a strategic and effective manner.

This does not change the dissemination obligations in Article 29, the confidentiality obligations in Article 36 or the security obligations in Article 37, all of which still apply.

Before engaging in a communication activity expected to have a major media impact, the beneficiaries must inform the Commission (see Article 52).

38.1.2 Information on EU funding — Obligation and right to use the EU emblem

Unless the Commission requests or agrees otherwise or unless it is impossible, any communication activity related to the action (including in electronic form, via social media, etc.) and any infrastructure, equipment and major results funded by the grant must:

> (a) display the EU emblem and

> (b) include the following text:

For communication activities:

"This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 825627".

For infrastructure, equipment and major results:

"This [infrastructure][equipment][insert type of result] is part of a project that has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 825627".

When displayed together with another logo, the EU emblem must have appropriate prominence.

For the purposes of their obligations under this Article, the beneficiaries may use the EU emblem without first obtaining approval from the Commission.

This does not, however, give them the right to exclusive use.

Moreover, they may not appropriate the EU emblem or any similar trademark or logo, either by registration or by any other means.

38.1.3 Disclaimer excluding Commission responsibility

Any communication activity related to the action must indicate that it reflects only the author's view and that the Commission is not responsible for any use that may be made of the information it contains.

38.2 Communication activities by the Commission

38.2.1 Right to use beneficiaries' materials, documents or information

The Commission may use, for its communication and publicising activities, information relating to the action, documents notably summaries for publication and public deliverables as well as any other material, such as pictures or audio-visual material received from any beneficiary (including in electronic form).

This does not change the confidentiality obligations in Article 36 and the security obligations in Article 37, all of which still apply.

If the Commission's use of these materials, documents or information would risk compromising legitimate interests, the beneficiary concerned may request the Commission not to use it (see Article 52).

The right to use a beneficiary's materials, documents and information includes:

(a) use for its own purposes (in particular, making them available to persons working for the Commission or any other EU institution, body, office or agency or body or institutions in EU Member States; and copying or reproducing them in whole or in part, in unlimited numbers);

(b) distribution to the public (in particular, publication as hard copies and in electronic or digital format, publication on the internet, as a downloadable or non-downloadable file, broadcasting by any channel, public display or presentation, communicating through press information services, or inclusion in widely accessible databases or indexes);

(c) editing or redrafting for communication and publicising activities (including shortening, summarising, inserting other elements (such as meta-data, legends, other graphic, visual, audio or text elements), extracting parts (e.g. audio or video files), dividing into parts, use in a compilation);

(d) translation;

(e) giving access in response to individual requests under Regulation No 1049/200127, without the right to reproduce or exploit;

(f) storage in paper, electronic or other form;

(g) archiving, in line with applicable document-management rules, and

(h) the right to authorise third parties to act on its behalf or sub-license the modes of use set out in Points (b), (c), (d) and (f) to third parties if needed for the communication and publicising activities of the Commission.

If the right of use is subject to rights of a third party (including personnel of the beneficiary), the beneficiary must ensure that it complies with its obligations under this Agreement (in particular, by obtaining the necessary approval from the third parties concerned).

Where applicable (and if provided by the beneficiaries), the Commission will insert the following information:

> "© – [year] – [name of the copyright owner]. All rights reserved. Licensed to the European Union (EU) under conditions."

38.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 43).

Such breaches may also lead to any of the other measures described in Chapter 6.

ARTICLE 46 — LIABILITY FOR DAMAGES

46.1 Liability of the Commission

The Commission cannot be held liable for any damage caused to the beneficiaries or to third parties as a consequence of implementing the Agreement, including for gross negligence.

The Commission cannot be held liable for any damage caused by any of the beneficiaries or third parties involved in the action, as a consequence of implementing the Agreement.

46.2 Liability of the beneficiaries

Except in case of force majeure (see Article 51), the beneficiaries must compensate the Commission for any damage it sustains as a result of the implementation of the action or because the action was not implemented in full compliance with the Agreement.

14 Appendix 3 – Call Documentation

ELG – FSTP – Pilot Projects Open Call 1

Call Documentation – Annex 3 – Project Proposal Template

Please note that the actual project proposals are to be submitted via the ELG Open Calls platform. This template has information purpose only. Please see [Annex 1 – Guide for Applicants](#).

PROJECT IDENTIFICATION	
Project Identification Number	Will be provided by the ELG consortium.
Name of the Organisation	Text (max. 100 characters)
Project Name	Text (max. 100 characters)
Project Acronym	Text (max. 16 characters)
Project Abstract	Text (max. 800 characters)
Total Budget	Total financial support requested (in EUR) (max. EUR 200,000)
Proposal Submission Date	Date and time (Will be provided by the ELG consortium.)

APPLICANT IDENTIFICATION	
Organisation	Text (max. 100 characters) (Name of the organisation)
National VAT Number	Text (max. 100 characters)
Year of Foundation	Text (max. 100 characters)
Number of Employees	Text (max. 100 characters)
Legal Form	Selection Entry (SME or Research Organisation)
Turnover of last fiscal year	Text (max. 100 characters) (For SMEs only)
Website	Text (max. 100 characters)

REGISTERED SEAT

Address	Text (max. 100 characters)
City/Town	Text (max. 100 characters)
ZIP/Postal Code	Text (max. 100 characters)

APPLICANT IDENTIFICATION

Country	Selection Entry

CONTACT DETAILS

Name	Text (max. 100 characters)
E-mail	Text (max. 100 characters)
Phone	Text (max. 100 characters)
Contact Address	Text (max. 100 characters) (fill in if different from registered seat)
City/Town	Text (max. 100 characters) (fill in if different from registered seat)
ZIP/Postal Code	Text (max. 100 characters) (fill in if different from registered seat)
Country	Selection Entry (fill in if different from registered seat)

DESCRIPTION OF THE APPLICANT

Description of the Applicant	Text (max. 1 800 characters)
	Experience relevant for ELG, other info (if needed) for evaluators possibly available on the applicant's website – please provide a link.
	If research organisation, please specify which type (higher education organisation, independent research organisation, NGO etc.)

PROJECT DESCRIPTION

Project type	Selection Entry
	a. contributes resources, services, tools or data sets to ELG
	b. develops applications using language resources and technologies available in the ELG
What do you want to do?	Text (max. 1 800 characters)
	What are your project goals? What do you want to achieve? What are the project's outputs and outcomes?
	(Evaluation Criterion: Objective Fit)

PROJECT DESCRIPTION	
Business, Integration and Dissemination Plan	Text (max. 3 600 characters) Why are you applying for this project? What is the reason for you to do it? What is your vision? What is the desired impact? What are the benefits for you and for ELG? How are you going to integrate the results of your project into ELG? How are you going to disseminate and promote the results? **(Evaluation Criterion: Business, Integration and Dissemination Plan)**
How are you going to do it?	Text (max. 3 600 characters) How are you going to achieve the project goals? What are the methods and activities (describe the three phases: Experiment, Integration, Dissemination)? **(Evaluation Criterion: Technical Approach)**
Project Schedule	Text (max. 1 000 characters) Basic description of the project schedule (what is done and when) including milestones (plan in the three phases: Experiment, Integration, Dissemination)
Project Keywords	Text (max. 100 characters)

PROJECT TEAM	
Project Team	Text Entry (max. 1 800 characters) Basic description of team (project leader, key members, their roles, responsibilities and experience). Other info about team (if needed) for evaluators possibly available on the applicant's website – please provide a link. **(Evaluation Criterion: Team)**

BUDGET	
Budget	Text & Number Entry
Comment	Text (max. 1 000 characters) **(Evaluation Criterion: Budget Adequacy)**
Low Budget Justification	Text (max. 1 000 characters) Projects requesting less than €50,000 will have to separately justify that all objectives can be met.

CONSENT TO PROCESS PERSONAL DATA

We hereby grant a permission to Charles University, residing in Ovocný trh 560/5, 116 36 Prague 1, company: VAT Number: CZ00216208 (hereinafter "CUNI"), acting as a controller of personal data of all faculties and other parts of CUNI, to process the personal data filled in this submission form for the purpose of selecting pilot projects and providing the financial support for the selected projects within the EU project European Language Grid No. 825627.

We grant the consent for the period of 5 years.

We can withdraw the consent via e-mail sent to the following e-mail address elg-pilots@ufal.mff.cuni.cz or in person in the seat of the data controller.

We also have the following rights:

- To require information on what personal data is processed about us,
- To require correction of false or outdated personal data,
- To require our personal data not to be processed till the legitimacy of the two above mentioned points has been settled,
- To require that our personal data will be transferred to another data controller,
- To file a complaint to the supervisory authority.

If we make any inquiry or if we exercise our rights we can contact the Data Protection Officer (DPO) on the following e-mail address: **gdpr@cuni.cz**.

☐ Consent to Process Personal Data

DECLARATION OF HONOUR

We hereby declare and confirm the following:

·We have read and understood the open call details and requirements.
·We have had the opportunity to ask questions about ELG and the open call during the proposal preparation phase by sending an email to: pilot-project@european-language-grid.eu
·We can withdraw the proposal at any time, and we will not be penalised for withdrawing.
·The information provided in the proposal is true, correct and complete.
·We have or will have the necessary stable and sufficient resources to implement the project.
·Our organisation is not in any situation, which would exclude us from receiving financial support.
·Our organisation is not subject to a conflict of interest in connection with the financial support.

☐   We hereby declare and confirm the above mentioned

ELG – FSTP – Pilot Projects Open Call 1

Call Documentation – Annex 4 – Evaluation Criteria

Eligibility Criteria

Formal Requirements

Criterion	Evaluation	
Language	Proposal is in English in all required parts.	Yes / No
Submission	Proposal delivered on time.	Yes / No
Declaration of Honour	Declaration of Honour is signed.	Yes / No
Legal Status	Applicant is an SME or research organisation (incl., but not limited to, higher education organisations, independent research organisations and NGOs).	Yes / No
Country	Applicant is legally established in an Horizon2020 eligible country.	Yes / No
Number of Proposals	Maximum of two proposals per applicant, one for objective (a) and one for objective (b).	Yes / No
Conflict of Interest	No conflict of interest.	Yes / No

Formal requirements check is the first step in the evaluation process. It will be checked prior to further evaluation. If one of the formal requirements is not fulfilled, the proposal is rejected. Formal requirements are described in full detail in the call documentation.

Eligibility criteria

Criterion	Evaluation	
Uniqueness	No similar project, technology or application exists.	Yes / No
Relevance for ELG	Match of the actual proposal to the objective (a) or (b).	Yes / No
Project Phases	Proposal includes all required phases (Experiment, Integration, Dissemination)	Yes / No

Eligibility criteria are checked by all three evaluators. If the evaluation of these criteria differ, the Pilot Board decides. If one of the eligibility criteria is not fulfilled, the proposal is rejected.

Evaluation Criteria

Criterion	Evaluation	Weight	Points
Objective fit	Are the project goals and planned achievements in line with the overall objectives of ELG? Is it likely that the project will deliver added value to ELG? Will the project contribute services, tools or data sets to ELG or develop applications using language technologies available in ELG? Will the project demonstrate the usefulness of ELG as a technology platform?	3	0 / 3 / 7 / 10 points
Technical approach	Are the planned technical solutions viable? Does the technical approach fit the project goals and planned achievements? Are the planned activities feasible and facilitate the achievement of project outputs? Is the approach innovative?	2	0 / 3 / 7 / 10 points
Business, Integration and Dissemination plan	Is the business plan reasonable and ambitious? Is the desired impact and benefit of the project relevant for both ELG and the applicant? How well is the integration of project outputs planned? Are the dissemination and promotion activities planned adequately?	3	0 / 3 / 7 / 10 points
Budget adequacy[1]	Does the budget correspond to all planned activities and outputs?[2]	1	0 / 3 / 7 / 10 points
Team	Is the applicant's team capable of executing the project and delivering its outputs (in required time, quality and with estimated budget)?	1	0 / 3 / 7 / 10 points

---

[1] The Pilot Board will separately check if the budget fulfils all the budget requirements set out in the Call documentation.

[2] Evaluators can propose budget changes.

Rating Scale – Criteria fulfilment	
0 points	**Not at all** The proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.
3 points	**Limited** The criterion is inadequately addressed or there are significant weaknesses.
7 points	**Good** The proposal addresses the criterion well, but some shortcomings are present.
10 points	**Excellent** The proposal successfully addresses all relevant aspects of the criterion, any shortcomings are minor.

All project proposals are evaluated by three independent experts (evaluators). Each evaluator will evaluate all individual criteria and assign points. The points from all evaluators are then summed up by criterion. Points by criterion are then multiplied by the criterion's weight and summed up in order to get the proposal's overall score.

*Example: Proposal XY gets from each evaluator full points in all criteria (10 * 3 = 30 point per criterion). The points by criteria are then multiplied by the criterion's weight (objective fit: 30 points * 3, technical approach: 30 points * 2, business, integration and dissemination plan: 30 points * 3, budget adequacy: 30 points * 1, team: 30 points * 1). The overall score of proposal XY after the evaluation from experts is 300 points.*

The Pilot Board can change the total number of points assigned to a proposal in the range of at most 30 points (up or down) of all the points the proposal received from the evaluators.

Proposals that choose project type *"(b) develop applications using language technologies available in the grid"* will get 30 bonus points in case the applicant is an SME.

The total overall score of an individual proposal is 360 points: maximum 300 points from evaluators + maximum 30 points from Pilot Board + 30 points if the applicant is an SME in project type (b).

ELG – FSTP – Pilot Projects Open Call 1

Frequently Asked Questions

Document history

Date	Short Description of Changes
27 April 2020	Order of questions changed. Some minor stylistic adjustments. Question no. 11 added.
9 April 2020	Questions no. 10 – 14 added.
3 March 2020	Question no. 9 added.
1 March 2020	FAQ created and published.

1. Who can apply for pilot project?

SMEs and research organisations. Only beneficiaries legally established in any of the Horizon2020 eligible countries will be eligible to apply for the Pilot Projects. Please check if your country is eligible.

2. How can I get access to ELG Grid Platform?

ELG Grid Platform (Release 1 alpha) is not accessible for general public yet. However, it is possible for applicants to get access to ELG Grid Platform (Release 1 alpha).

After you create your account at ELG Open Calls Platform, you are entitled to get access to ELG Grid Platform (Release 1 alpha). Within 2 working days after you register at ELG Open Calls Platform, you will receive an e-mail describing how to access ELG Grid Platform (Release 1 alpha).

In case you have any questions related to ELG Grid Platform (Release 1 alpha), please send them to contact@european-language-grid.eu.

3. What is the maximum budget?

Maximum amount per project is €200,000.

4. How much money is allocated for pilot projects?

Approx. €1,950,000 to be distributed in total in two open calls.

5. How many calls will you open?

There will be two open calls. First was opened in March 2020, second will be open in September 2020.

6. Can I receive internal feedback on my project proposal?

All project proposals are going to be evaluated by three independent evaluators and the Pilot Board using the evaluation criteria specified in the Call Documentation. Please note that we cannot help you with the content of your project as we need to maintain equal access to information for all applicants (i.e., no individual consultations are possible).

We would like to point your attention to Call documentation, FAQ and other documents we have published on our website: https://www.european-language-grid.eu/open-calls/call-for-pilot-projects/

7. How many pilot projects do you expect to select?

We expect that 6-15 projects will be selected in Call 1 and 4-15 projects in Call 2, up to the maximum funding available. A minimum budget of 30 % of the available funding will be left for Call 2 (approx. €600,000).

8. Can we submit more than one proposal?

Yes. Up to two proposals per applicant will be accepted for evaluation, one for objective A and one for objective B (see Call Documentation). Others will be discarded. If the project proposal is not accepted in the first call, resubmission to the second call is allowed.

9. Can I submit a project proposal and register as an evaluator at the same time?

Yes, you can. It is specified on our website who can apply to become the evaluator of project proposals. Please follow the instructions in Guide for Applicants how to register to the ELG Open Calls Platform for both roles at once.

10. Can we collaborate with partners in our project?

No. You are allowed to apply as an individual project only, i.e. one organisation per project only.

11. Can we use the "linked third parties" model?

No. We do not have a "linked third party" clause/rule in the framework specifications of our open call. In other words, the "linked third party" concept doesn't exist in our Open Call specifications.

12. For a type A project, how are we supposed to share our services?

You will share your services via ELG (see examples in the grid). For type A projects (extending the ELG capabilities), the resource, tool or service has to be integrated into ELG. A license will be signed between ELG and the Pilot Project to specify the terms of use. It must be available at least as a demo and/or for research purposes for free. Any commercial use will either be specified in the license agreement, or it will be postponed until the ELG will have an established model for full commercial exploitation.

Regarding the IP rights – please see the Third Party Agreement Model (https://www.european-language-grid.eu/wp-content/uploads/2020/03/ELG_Annex-2_THIRD-PARTY-agreement-model-1.pdf), section 6.

13. For a type B project, how are we supposed to set up the business model?

For type B projects (developing an application using the existing ELG resources, tools or services), the resulting application must be described in the ELG catalogue, pointing to a place where it is available (e.g., a company website), and which acknowledges the ELG Open Call funding. The integration of the resulting service is also possible. A service level agreement negotiated during the execution of the project will be signed between the Third Party and ELG.

Please see the Third Party Agreement Model (https://www.european-language-grid.eu/wp-content/uploads/2020/03/ELG_Annex-2_THIRD-PARTY-agreement-model-1.pdf)

14. Is my project type A or type B?

Sometimes there is no sharp line between the two. We recommend to describe and explain your project idea well in your proposal. The categorization of your project might be changed during the evaluation process. This does not have any impact on the chance of acceptance. Please see the Call Documentation for more information.

15. What is meant by "results of your project must be integrated into the ELG"?

Your resulting services, tools and resources will be shared via the ELG platform. The ELG Technical Team will guide you through the integration process.

16. Are there any priority topics in the open call?

There are no priorities. We want to select the best projects based on the evaluation of three independent experts and the Pilot Board. It is yet to be decided if there are any priorities for the Second Call that will be published in September 2020.

17. Does Brexit have any implications on eligibility?

No. The Withdrawal Agreement as agreed between the European Union and the United Kingdom entered into force on 1 February 2020. In overall terms, on the basis of the Withdrawal Agreement, the UK-based legal entities will continue to be fully eligible to participate and receive funding in the current 2014-2020 EU programmes, including Horizon 2020, as if the UK were a member state until the closure of these programmes, unless security considerations apply. This means that UK beneficiaries can continue – without interruption – to receive grants awarded under the current and previous MFFs until their end dates, even if these are after 2020.

Source: European Commission

18. Where can we send our questions?

You can contact us at pilot-projects@european-language-grid.eu.

ELG – FSTP – Pilot Projects Open Call 1

Project Evaluation Report

Eligibility Criteria

Formal Requirements – checked by Charles University

Criterion	Evaluation		Comments
Language	Proposal is in English in all required parts.	Yes / No	
Submission	Proposal delivered on time.	Yes / No	
Declaration of Honour	Declaration of Honour is signed.	Yes / No	
Legal Status	Applicant is an SME or research organisation (incl., but not limited to, higher education organisations, independent research organisations and NGOs).	Yes / No	
Country	Applicant is legally established in an Horizon2020 eligible country.	Yes / No	
Number of Proposals	Maximum of two proposals per applicant, one for objective (a) and one for objective (b).	Yes / No	
Conflict of Interest	No conflict of interest.	Yes / No	

Formal requirements check is the first step in the evaluation process. It will be checked prior to further evaluation. If one of the formal requirements is not fulfilled, the proposal is rejected. Formal requirements are described in full detail in the call documentation.

Eligibility criteria – three independent evaluators

Criterion	Evaluation		Comments
Uniqueness	No similar project, technology or application exists.	Yes / No	Please explain your evaluation. Min. 60 characters, max. 800 characters.
Relevance for ELG	Match of the actual proposal to the objective (a) or (b). Please note that sometimes there is no sharp line between the two. The categorization of the submitted project might be changed during the evaluation process. This does not have any impact on the chance of acceptance. On the other hand, every project proposal must meet either objective (a), objective (b) or both.	Yes / No	Please explain your evaluation. Min. 60 characters, max. 800 characters.
Project Phases	Proposal includes all required phases (Experiment, Integration, Dissemination) These project phases should be described in the project proposal. They don't necessarily need to be named the same (Experiment, Integration, Dissemination) and also the project proposal can have different number of phases. At the same time, it must be clear that the project proposal includes Experiment, Integration and Dissemination phase.	Yes / No	Please explain your evaluation. Min. 60 characters, max. 800 characters.

Eligibility criteria are checked by all three evaluators. If the evaluation of these criteria differ, the Pilot Board decides. If one of the eligibility criteria is not fulfilled, the proposal is rejected.

Evaluation Criteria – three independent evaluators

Criterion	Evaluation	Weight	Points	Comments
Objective fit	Are the project goals and planned achievements in line with the overall objectives of ELG? Is it likely that the project will deliver added value to ELG? Will the project contribute services, tools or data sets to ELG or develop applications using language technologies available in ELG? Will the project demonstrate the usefulness of ELG as a technology platform?	3	0 / 3 / 7 / 10 points	Please explain your evaluation. Min. 100 characters, max. 800 characters.
Technical approach	Are the planned technical solutions viable? Does the technical approach fit the project goals and planned achievements? Are the planned activities feasible and facilitate the achievement of project outputs? Is the approach innovative?	2	0 / 3 / 7 / 10 points	Please explain your evaluation. Min. 100 characters, max. 800 characters.
Business, Integration and Dissemination plan	Is the business plan reasonable and ambitious? Business plan does not mean that the project outputs must be commercialized. In business plan, the applicant should describe how they plan to use the outcome of the project and what will be the next steps after the project ends.	3	0 / 3 / 7 / 10 points	Please explain your evaluation. Min. 100 characters, max. 800 characters.

Criterion	Evaluation	Weight	Points	Comments
	Applicant were informed that: For the (a) type of project, i.e., extending the ELG capabilities, the resource, tool or service has to be included in the ELG. In such a case, there will be a license signed between ELG and the pilot project under which circumstances it is available. It must be available at least as a demo and/or for research purposes for free. Any commercial use will either be specified in the license agreement, or it will be postponed until the ELG will have an established model for full commercial exploitation. For the (b) type of project, i.e., developing an application using the existing ELG resources, tools or services, the resulting application must be described in the ELG catalogue, pointing to a place (like the developer's company web) where it is available, and which acknowledges the ELG Open Call funding in developing it. It also depends on the type of the application - if it is a service, tool for download, smartphone app, etc. - of course it can also be made part of ELG, if it is mutually beneficial once the full commercial usage of the ELG is in place. Is the desired impact and benefit of the project relevant for both ELG and the applicant? How well is the integration of project outputs planned? Are the dissemination and promotion activities planned adequately?			

Criterion	Evaluation	Weight	Points	Comments
Budget adequacy[1]	Does the budget correspond to all planned activities and outputs? Do you propose changes to the budget? Why? What changes do you suggest (please specify)?	1	0 / 3 / 7 / 10 points	Please explain your evaluation. Min. 100 characters, max. 800 characters.
Team	Is the applicant's team capable of executing the project and delivering its outputs (in required time, quality and with estimated budget)?	1	0 / 3 / 7 / 10 points	Please explain your evaluation. Min. 100 characters, max. 800 characters.
SUMMARY	**Do you recommend this project proposal for financing and execution?**	**YES / NO**		Please explain your evaluation. Min. 100 characters, max. 800 characters.

---

[1] The Pilot Board will separately check if the budget fulfils all the budget requirements set out in the Call documentation.

Rating Scale – Criteria fulfilment	
0 points	**Not at all** The proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.
3 points	**Limited** The criterion is inadequately addressed or there are significant weaknesses.
7 points	**Good** The proposal addresses the criterion well, but some shortcomings are present.
10 points	**Excellent** The proposal successfully addresses all relevant aspects of the criterion, any shortcomings are minor.

All project proposals are evaluated by three independent experts (evaluators). Each evaluator will evaluate all individual criteria and assign points. The points from all evaluators are then summed up by criterion. Points by criterion are then multiplied by the criterion's weight and summed up in order to get the proposal's overall score.

Example: Proposal XY gets from each evaluator full points in all criteria (10 * 3 = 30 point per criterion). The points by criteria are then multiplied by the criterion's weight (objective fit: 30 points * 3, technical approach: 30 points * 2, business, integration and dissemination plan: 30 points * 3, budget adequacy: 30 points * 1, team: 30 points * 1). The overall score of proposal XY after the evaluation from experts is 300 points.

The Pilot Board can change the total number of points assigned to a proposal in the range of at most 30 points (up or down) of all the points the proposal received from the evaluators.

Proposals that choose project type *"(b) develop applications using language technologies available in the grid"* will get 30 bonus points in case the applicant is an SME.

The total overall score of an individual proposal is 360 points: maximum 300 points from evaluators + maximum 30 points from Pilot Board + 30 points if the applicant is an SME in project type (b).

Summary Evaluation Report – Pilot Board Member

Category	Description		Comments
Summary of evaluations	Please sum up the evaluation of the project proposal performed by the three evaluators.	Number of points	Min. 200 characters, max. 800 characters.
Project proposal assessment	How do you evaluate the project proposal? What are its strengths and weaknesses?		Please explain. Min. 200 characters, max. 800 characters.
SUMMARY	**Do you recommend this project proposal for financing and execution?**	**YES / NO**	Please explain. Min. 200 characters, max. 800 characters.
Budget	Do you propose amending the budget?	Yes / No	Please explain. Min. 200 characters, max. 800 characters.
Points awarded	Do you suggest changing the number of points this project proposal got from evaluators? The Pilot Board can change the total number of points assigned to a proposal in the range of at most 30 points (up or down) of all the points the proposal received from the evaluators.	Number of points	Please explain. Min. 100 characters, max. 800 characters.
Bonus points	Proposals that choose project type "(b) develop applications using language technologies available in the grid" will get 30 bonus points in case the applicant is an SME.	0 / 30 points	
Total Number of Points			

Agreement to Complete a Job
Consulting

Between:

Univerzita Karlova
Matematicko-fyzikální fakulta
Ústav formální a aplikované lingvistiky
se sídlem: Ke Karlovu 2027/3, 121 16 Praha 2
IČ: 00216208
(Charles University, Faculty of Mathematics and Physics, The Institute of Formal and Applied
Linguistics, a Czech Republic Company number 00216208, having its address at Ke Karlovu
2027/3, 12116 Praha 2, Czech Republic)
Represented by prof. RNDr. Jan Kratochvíl, CSc., acting as Dean

hereinafter called "**CUNI**"

and

First name: ....
Surname ....
Nationality ....
Passport number: ....
Date of birth: ....
Place of birth: ....
Permanent address: ....
Contact address: ....

hereinafter called "**the Consultant**"

individually referred to as a Party or collectively as the Parties.

**This Agreement is governed by the provisions of Section 74 et seq. of Act No. 262/2006 Coll.,
the Labor Code, in the legal order of the Czech Republic.**

CONSIDERING THAT

1. CUNI is one of the participants in the project entitled EUROPEAN LANGUAGE GRID within
    "Horizon 2020 — the Framework Programme for Research and Innovation (2014 - 2020)"
    (hereinafter "the Project");

2. The Consultant is leading expert in Language Technologies and/or related scientific
    disciplines and CUNI is interested in his consultation within the Project;

3. The Parties have agreed to execute consultations within the Project under the conditions
    set out in this Agreement.

I. Basic principles of execution and forms of the consulting

1. The Consultant undertakes, under the conditions set forth in this Agreement, to provide CUNI with consulting in the form of the evaluation of proposals submitted to the Open Calls as defined in the GRANT AGREEMENT of the Project (hereinafter "the consulting").

2. The Consultant hereby agrees to provide the consulting to CUNI according to the CUNI's instructions (orders) and in person.

3. The Consultant shall use his best efforts to perform the consulting such that the results are satisfactory to CUNI, i.e. the Consultant undertakes to perform work with due professional care, skills and in accordance with the ethical principles of the Project.

4. The Consultant declares that he/she is aware of the principles of the Project and knows the relevant GRANT AGREEMENT of the Project and Call documentation of the Project.

5. The consulting will be executed through participation in meetings, telephone, e-mail communications, writing reports and documents and other forms of direct communication, always at the instructions of the CUNI. The Consultant cannot refuse the consulting without a serious reason (obstacles to work on the employee side mentioned in the Labor Code).

6. The delivery of the results of the consulting, shall be done usually in electronic form (by means of submission platform run by CUNI), or, if directed by CUNI in case of platform malfunction, by means of electronic communication, always according to CUNI instructions.

7. The Consultant is aware that he/she does hereby assign to CUNI all right and title in to the results of the consulting.

8. The CUNI's point(s) of contact with respect to giving instructions, the delivery and receipt of the results of the consulting in the frame of this Agreement will be:

Name: Jana Hamrlová

Tel.: +420 951 554 252

Email: elg-pilots@ufal.mff.cuni.cz

II. Remuneration pursuant to an Agreement

1. The Consultant is entitled to receive remuneration of EUR 40 (forty) for one consulting (i.e. one evaluated project proposal) provided under this Agreement.

2. All payments will be made on the basis of the remuneration standards in CUNI, cashless and on the Consultant's account:

Account holder: ……………………………………………………………………………………………………….

Bank name, address: ……………………………………………………………………………………………….

Bank account: ……………………………………………………………………………………………………….

SWIFT: ……

IBAN: ……

in the form of a bank transfer in euro.

3. The report of work done will be submitted by Consultant after each completion of the assigned consulting, before the remuneration is paid.

4. In the event that this Agreement is terminated by CUNI prior to completion of the consulting but where the consulting have been partially performed, the Consultant will be entitled to pro rata payment to the date of termination. All provided that there has been no breach of the Agreement by the Consultant.

III. Performing the consulting by the Consultant

1. The Consultant works independently, in a personal capacity (not to delegate the work to another person or not to be replaced by any other person) and not on behalf of any organization.

2. The Consultant shall

   - evaluate each proposal in a confidential and fair way, in accordance with the Call documentation of the Project in particular Eligibility and Evaluation Criteria;

   - follow any instructions and time-schedules given by the CUNI and deliver consistently high quality work.

3. The Consultant declares that he/she will not have any links (neither current nor past) with the subject or any activity under evaluation when performing the consulting. The Consultant is obliged to inform CUNI immediately about the arising of such the situation and stop performing the consulting at the same time.

4. The Consultant declares that he/she will not have any other conflict of interest when performing the consulting such as economic interest, political or national affinity, family or emotional ties etc. The Consultant is obliged to inform CUNI immediately about the arising of such the situation and stop performing the consulting at the same time.

5. The Consultant acknowledges and agrees that he/she may process certain information relating to individuals engaged by CUNI in the performance the consulting under this Agreement. The Consultant will take appropriate technical and organizational measures to protect such personal data against any security breaches and shall securely delete it once no longer required for the purpose for which it is processed. The use of personal data will always be in accordance with the applicable data protection legislation in EU.

6. The Consultant hereto agrees to comply with the regulations of its own country including but not limited to combating corruptibility and bribery of domestic and foreign public officials, protection of international human rights and environmental responsibility. The Consultant recognises that violation of such principles will be considered a breach of this Agreement.

7. If the Consultant fails to comply with the provisions of this Agreement in an especially gross manner CUNI will be entitled to immediately terminate this Agreement.

IV. Confidentiality

1. The Consultant shall keep in strict confidence any technical or business information about the Project which can be considered as confidential (including without limitation to trade secrets, know-how, inventions, technical data, processes, algorithms, software programs, schematics, software source documents, contracts, financial information, sales and marketing plans and business plans of a proprietary and/or confidential nature related to the consulting or the Project and identified as such by the disclosing Party, whether

disclosed orally, in documentary form, by demonstration or otherwise), for the duration of the Project and five years after the termination of the Project, and shall not disclose such information to third parties without the prior written consent of CUNI.

2. The Consultant is obliged to protect and keep in strict confidence all received confidential information. Confidential information shall be treated and safeguarded by the Consultant with the same degree of care which he/she treats its own confidential information, but in no case any less than reasonable care.

3. The confidentiality obligation shall not apply to any information which is:

   - proven to have been known to the Consultant prior to its receipt under this Agreement; or
   - in the public domain at the time of disclosure to the Consultant or thereafter enters the public domain without breach of the terms of this Agreement; or
   - lawfully acquired by the Consultant from an independent source which has a bona fide right to disclose the same; or
   - independently developed by the Consultant without breach of the Confidentiality covered by this Agreement.

4. The Consultant undertakes to observe strict confidentiality in relation to his/her performing the consulting, explicitly, the Consultant shall not discuss any part of the consulting with any third party.

5. If CUNI makes documents or information available electronically for remote work, the Consultant is responsible for ensuring adequate protection and for returning, erasing or destroying all confidential documents or files upon completing the consulting as instructed.

6. All relevant documents, data, samples, records etc. CUNI has delivered to the Consultant are to exclusively remain the property of CUNI.

7. The Consultant explicitly agrees that where any novel solutions are proposed by CUNI or other participant of the Project during the Project, then these solutions are to be considered as Intellectual Property of CUNI or other participant of the Project and the Consultant must obtain prior written consent from the CUNI before making any public mention of them.

8. Nothing in this arrangement should be deemed to give the Consultant any right or license to use or ownership in any information disclosed hereunder or any patent, patent application, trademark, copyright or trade secret regarding the information of CUNI.

V. No Warranties

The Consultant takes note that CUNI shall not be liable for the correctness of the information communicated during the Project.

VI. Duration / Termination

1. This Agreement shall enter into force and effect after the date of signature by both Parties.

2. The term of this Agreement will remain in full force and effect no later than the end of the Project, subject to earlier termination as provided in this Agreement.

3. CUNI is entitled to terminate this Agreement by giving notice of termination (given for any reason or without reason) with a 15-day notice period commencing on the date on which the notice was delivered to the Consultant.

4. In the event of the termination of the Agreement, obligations according to Section IV. (Confidentiality) shall remain unaffected.

VII. Governing Law and Settlement of Disputes

All disputes arising in connection with the interpretation or implementation of this Agreement shall be primarily settled amicably. This Agreement shall be governed by the laws of Czech Republic especially according to the provisions of the law No. 262/2006 Coll., Labor Code. Court proceedings shall take place in Prague, Czech Republic, in Czech language.

VIII. Final Provisions

1. This Agreement constitutes the entire agreement among the Parties with respect to confidentiality and it supersedes and replaces any prior written or oral agreement, representation, understanding or commitment thereon. Modifications or amendments shall only be valid if made in writing and signed by the Parties themselves or their duly authorized representatives.

2. If any term of this Agreement shall be held to be illegal, invalid or unenforceable by a court of competent jurisdiction, it is the intention of the Parties that the remaining terms hereof shall constitute their Agreement with respect to the subject matter hereof and all such remaining terms shall remain in full force and effect.

3. Done and signed in 2 (two) original copies in the English language, one for each Party to this Agreement.

IN WITNESS WHEREOF, the Parties have duly affixed their signatures under hand.

For CUNI

_____
Place and Date   **prof. RNDr. Jan Kratochvíl, CSc.**
                                  Dean

_____
Place and Date   **name**

Proposal Follow-up Survey

Figure 1: Proposal follow-up survey – introduction

Figure 2: Proposal follow-up survey – motivation

Are you interested in ELG primarily because of the (functional) services or because of the datasets? *

○ (Functional) services

○ Datasets

○ Both services and datasets

○ No opinion

Figure 3: Proposal follow-up survey – interest in ELG

What are your main expectations towards the ELG platform and initiative? Please choose up to three options. *

☐ That ELG provides increased visibility for my organisation on the European level.

☐ That I have an additional channel for the exploitation of my organisation's research results.

☐ That I have an additional sales channel for my organisation's commercial services or datasets.

☐ That I get access to a large repository of functional services and datasets.

☐ That ELG strengthens the LT and language-centric AI community in Europe as a whole.

☐ That ELG improves interoperability of LT by establishing a common API.

☐ That ELG facilitates future collaborations with other developers by establishing a common platform.

☐ That ELG serves as an information hub and matchmaker for buyers and suppliers of LT.

☐ That ELG becomes a part of a larger LT/AI platform eco-system in Europe.

☐ Other:

Figure 4: Proposal follow-up survey – main expectations in ELG

What should be the focus of the ELG platform and initiative in the next 3-5 years?

Your answer

Back   Next

Figure 5: Proposal follow-up survey – focus of the ELG platform and initiative

Project Proposals

In a typical year, how many agile project proposals (i.e., short proposal, quick evaluation, rather short project runtime, e.g., the Financial Support for Third Party setup like the ELG Open Calls) does your organisation, department or team participate in? *

Your answer

Figure 6: Proposal follow-up survey – number of agile project proposals submitted

In a typical year, how many consortia-based project proposals (i.e., typical EU Horizon 2020 project proposals) does your organisation, department or team participate in? *

Your answer

Figure 7: Proposal follow-up survey – number of consortia-based project proposals submitted

The first ELG open call was very popular. Do you think more EU-funded activities dedicated to Language Technology and Language-centric AI are needed? *

○ Yes

○ No

○ No opinion

Figure 8: Proposal follow-up survey – more EU-funded activities needed for LT

Does your organisation have a preference for smaller, more agile calls like the ELG open call or for complex, consortia-based projects? *

○ Agile calls (short proposals, quick evaluation, 9-12 months project runtime)

○ Consortia-based projects (long proposals, complex evaluation, 24-36 months runtime)

○ No preference

Figure 9: Proposal follow-up survey – preference for agile or consortia-based projects

Do you have feedback for us how we can, based on your own experience, improve the second ELG Open Call, which will be launched in September 2020?

Your answer

Figure 10: Proposal follow-up survey – feedback for improvement of the second open call

Your Organisation

Did you submit the proposal on behalf of a SME or a research institution? *

○ SME

○ Research institution

○ Prefer not to say

Figure 11: Proposal follow-up survey – SME or research organisation

What types of Language Technology do you specialise in, for example, Machine Translation, Text Analytics, Speech Recognition etc.? Please provide a comma-separated list of technologies.

Your answer

Figure 12: Proposal follow-up survey – LT specialisation of applicant

Do you specialise in certain domains, for example, energy, health, mobility? Please provide a comma-separated list of domains.

Your answer

Figure 13: Proposal follow-up survey – domain specialisation of applicant

Please specify up to five languages your organisation is primarily interested in. Please state the name of the languages in full, separated with a comma, e.g.: Maltese, Hungarian, French.

Your answer

Figure 14: Proposal follow-up survey – languages the applicant is interested in

Please specify the country in which your organisation is based.

Your answer

Figure 15: Proposal follow-up survey – country of the applicant

Do you have any other comments or suggestions you would like to share?

Your answer

Figure 16: Proposal follow-up survey – any other comments