



European GNSS Supervisory Authority

Seventh Framework Programme of the European Community for Research, Technological Development and Demonstration Activities (2007 to 2013)

'Cooperation' Specific Programme

Theme: Transport (including Aeronautics)

Sub-theme: Support to the European Global Navigation Satellite System (Galileo) and EGNOS

Activity: 7.4.4 Supporting Infrastructure Evolution

Area 7.4.4.1 User needs and mission evolution

Funding Scheme: Coordination and Support Action (Coordination Type)

DESCRIPTION OF TOPIC Galileo.2011.4.1-1:

Networks for universities and research institutes, and user fora

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Caveat: Final availability of budget for this Call is subject to Commission Decision to delegate the management of the Call to GSA. Whilst this is considered a technical formality, potential applicants are informed that, in the absence of such a Decision, the GSA will not be in a position to award any grant. Therefore, the potential applicants are kindly requested to take this into account in the assessment of their investment in any preparatory work. The GSA expects to get notified of the Commission Decision early next year. As soon as this is the case, a notice of information will be published on the Cordis and Participant Portal websites.

I. INTRODUCTION

I.1. Context

The objective of this topic is to strengthen scientific and technological excellence in the domain of satellite navigation in the EU.

Europe is already home to a large number of regional initiatives, with over 50 regions claiming to be actively involved in supporting GNSS activities. This includes regions with a history in the development of aerospace technologies as well as regions with a strong presence in GNSS user segments such as agriculture, telecommunication, ICT, logistics, railways, maritime and tourism. In addition to a strong presence of leading industrial players, successful regions often have matching scientific and educational institutions. There are also initiatives on national and European level in support of GNSS.

This topic is intended to strengthen these initiatives by creating cooperation opportunities at European level around concrete activities. Proposals can take the view of universities and research institutions "Networks of universities and research institutions" or the view of the user industry "user fora".

I.2. Special conditions

- € Networks of universities and research institutions: the coordinator of the consortium should be a university or research institution and these types of organisations should perform at least 60% of the activities¹.
- € User fora: the consortium should include at least one high profile representative body such as a standardisation organisation or industry federation and these representative bodies should perform at least 30% of the activities².
- € Mixed proposals (addressing both objectives): the consortium should fulfil both criteria mentioned above pro-rata the focus on each objective. For example, in case both objectives are addressed equally $50\% \times 60\% = 30\%$ of the activities should be implemented by universities and research institutions, while $50\% \times 30\% = 15\%$ of the activities should be implemented by high profile representative bodies.

I.3. List of Acronyms

AWU	Annual Working Units
CSA-C	Coordination and Support Actions – Coordination Type
EC	European Commission
EDAS	EGNOS Data Access System
EGNOS	European Geostationary Navigation Overlay Service
ESA	European Space Agency
FP6, FP7	6 th , 7 th Research Framework Programmes
GKMF	Galileo Knowledge Management Facility
GNSS	Global Navigation Satellite System
GSA	European GNSS Supervisory Authority

¹ Based on either projects budget or human resources committed (e.g., person months).

² Based on either projects budget or human resources committed (e.g., person months).

LBS	Location Based Services
RTD	Research and Technological Development
SME	Small or Medium Enterprise ³

I.4. Note on terms used

The word *shall* is used to indicate mandatory requirements strictly to be followed in order to conform to the standard and from which no deviation is permitted (*shall equals is required to*). The word *should* is used to indicate that among several possibilities one is recommended as particularly suitable, without mentioning or excluding others; or that a certain course of action is preferred but not necessarily required; or that (in the negative form) a certain course of action is deprecated but not prohibited (*should equals is recommended that*). The word *may* is used to indicate a course of action permissible within the limits of the standard (*may equals is permitted to*).

³ Please note that the new European SME definition (Commission Recommendation 2003/361/EC) is the legal basis for this topic in order to define an eligible SME. The new European definition of an SME came into force on 1 January 2005 raising the financial ceiling above which a company is no longer classified as SME. To qualify as an SME, a company has to meet four requirements: 1. be an organisation or enterprise engaged in economic activity; 2. have fewer than 250 employees, calculated as annual working units (AWU); 3. have an annual turnover of €50 million or less, or have a balance sheet not exceeding €43 million; and 4. be autonomous in terms of managerial independence and the ownership of its equity. This requirement entails several conditions. Full details of the EU definition can be found at: http://ec.europa.eu/enterprise/policies/sme/facts-figures-analysis/sme-definition/index_en.htm.

II. TOPIC DESCRIPTION

II.1. Scope

This topic is aimed at 2 objectives:

- € Supporting networks of universities and research institutions.
- € Supporting the development of user fora.

The proposal should clearly indicate which of these 2 objectives (or both) is pursued.

II.1.1. Networks of universities and research institutions

The main aim of projects addressing this objective should be to support building and managing networks of universities and research institutions gathering private and public institutions around satellite navigation technologies, applications, and services (possibly together with GMES). The expected networks should help in developing pan-European cooperation between research centres and universities of different regions in the EU and associated countries.

Activities of these networks shall be centred on concrete actions based on concrete and measurable objectives. It is not the intention for this topic to support generic symposia and workshops.

Examples

- € Research
 - Coordination and strengthening of GNSS and GMES research programmes e.g., exchange of information, researcher exchange programmes.
 - Coordination and strengthening of GNSS indoor and outdoor testing and simulation facilities.
- € Education
 - Support of joint GNSS courses e.g., degree courses, professional training or summer schools.
 - Support of PhD scholarships, international conference attendance.
 - Creation of distance and e-learning tools for GNSS.
- € Initiatives to foster cooperation between research and business
 - Coordination and support of technology transfer and business incubation programmes.
 - Joint awareness programmes.

II.1.2. User fora

The aim of a user forum is to present and defend the needs of its community (e.g., aviation community, agricultural community, maritime sector) in the development of applications of the European GNSS, the evolution of the systems as well as to promote the commercial use of European GNSS. The fora should also foster entrepreneurs and small businesses.

The user fora should be established around a work programme focusing on concrete and measurable objectives, a working structure, regular meetings, and websites hosted by the EGNOS portal and the future Galileo portal.

User communities should be represented by high profile representative bodies such as standardisation organisations and industry federations. In order to maximise support to commercial user needs and market development, user fora would preferably be connected to business clusters and incubation centres. Consortia are encouraged to liaise with European networks gathering industrial and public institutions and users communities as to better coordinate operations.

Activities of the user fora could include

- € Formulate technical user requirements with respect to EU GNSS programmes, ideally based on surveys/market research and technical analysis.
- € Provide advice to the European Commission on specific sector related issues e.g., definition of a new standard, implementation of a new policy.
- € Set up or strengthen activities to promote innovation e.g., technology transfer, patent filing, start-up finance training, coaching, incubation, idea contests.
- € Organise awareness campaigns for end users and dissemination events on the European GNSS programmes targeted towards businesses related to the user community.

11.1.3. Funding mechanisms

For this topic the funding mechanism Coordination and Support Actions – Coordination Type (CSA-C) is foreseen.

11.2. Requirements

Participants should take into account the following requirements to the extent possible. Note that not all of these are relevant to both objectives.

- [1] Participants should preferably focus on only one of the 2 objectives of this topic, although mixed proposals will not be ruled out.
- [2] Participants should collaborate with or be part of *existing initiatives*; a relevant track record of participants is a major asset.
- [3] Participants should seek *funding* from other sources such as European initiatives, international organisations (e.g., ESA), national and regional initiatives to the extent feasible. In order to avoid double funding, applicants shall explain how activities they are proposing will complement with existing initiatives.
- [4] The project should focus on *implementation* as opposed to analysis. The project should directly reach out to target communities such as SMEs, PhD students, GNSS researchers and GNSS users.
- [5] The proposal should define clear and *measurable objectives* that are quantified as much as possible e.g., number of SMEs reached, number of workshops organised and attendance per workshop, number of students trained, joint research projects set-up, standards developed.
- [6] Consortia would preferably be liaised with an already legally established European network of *cluster organizations* gathering industrial and public institutions and users communities as to better coordinate operations.
- [7] The consortium may employ *PhD students* to carry out RTD and other activities.

11.3. Deliverables

The project should provide at least the following outputs during its lifetime.

Nr.	Description	Status ⁴	Dissemination ⁵
1	Detailed project plan including team organisation, contacts;	M	C
2	Quarterly progress reports based on a template to be supplied by the GSA;	M	C
3	Meeting minutes of all review meetings;	M	C
4	Presentation/slide show, report, poster and animated audiovisual presentation on project outcomes that can be disseminated to the general public. These deliverables should be provided in electronic format. Furthermore a project website should be established and gather all public project outcomes. ;	M	P
5	Dissemination plan containing an overview of all events, conferences and exhibitions that will be attended as well as workshops and presentations that will be organised. For each of these the consortium should indicate the relevance of the event, activity of the consortium at the event, target audience and the objectives to be achieved.	M	P
6	Final report based on GSA template. It should cover all project activities including RTD and exploitation activities; activities related to dissemination, knowledge contribution, FP7 coordination and user fora. The report should include an executive summary.	M	M
7	Source code and related documentation of main developments	R	P

II.4. Schedule and milestones

The total duration of the project shall be less than 36 months. The project shall be split in several phases and several milestones shall be identified.

As a minimum, the following milestones shall be foreseen:

- Kick-off meeting: this shall cover at least deliverable 1;
- Interim review: this may cover deliverables 3-5;
- Final review: this may cover deliverables 6-7.

II.5. Interaction with GSA and the European Commission

The consortium shall appoint one person to be the single point of contact towards the GSA. The consortium should report to GSA whenever requested. The consortium is responsible for organising meetings. Any deviations from the workplan should be communicated to GSA as soon as possible.

The GSA will appoint one or more external experts as project reviewers. One person in the GSA will act as Project Officer and be the first point of contact for technical and general matters. The GSA Contracts Officer will be responsible for administrative, financial and legal aspects of the grant agreement.

The GSA and the European Commission or their experts may also provide assistance in the following areas:

⁴ M: Mandatory, R: Recommended, O: optional

⁵ P: Public, C: confidential - internal to consortium and GSA, M: mixed – contains both a confidential and a public part

- € Technical support in e.g. review of project deliverables, provision of Galileo and EGNOS documentation;
- € Support in networking with other SMEs and participants in other projects of the Galileo Calls;
- € Access to GNSS documentation via GSA's GKMF. The GKMF is the Galileo Knowledge Management Facility that is hosted by the GSA. It contains documents and results from the research activities on Galileo, and allows users to search and retrieve public information on GNSS. The GKMF may also serve as documentation management system and dissemination tool for the projects funded under the Galileo FP7;
- € Facilitating access to GNSS simulators.



III. RECOMMENDATIONS FOR WRITING THE PROPOSAL

Proposals should follow the guidelines as they are explained in the Guide for Applicants (make sure the correct version is used - it is related to the funding scheme CSA-C). Consortia are expected to complete both a part A with administrative and financial information and a part B with the technical proposal. The guide for applicants has clear instructions on both part A and part B.

For this topic we propose some additional recommendations for part B that should be followed as well.

- € Consortia are encouraged to write in a concise and factual style and keep within the page limits mentioned in the guide for applicants.
- € Section 1.1 – the objectives refer to the project objectives and should be included in sufficient level of detail. These project objectives should be measurable and verifiable. In case the proposal builds on existing initiatives, the objectives should relate to the incremental impact. Note that this section is critical for the evaluation.
- € Section 1.2 – describe existing initiatives in this area, especially if the proposal builds on an existing initiative.
- € Section 3 - In case the proposal builds on existing initiatives, the impact should relate to the incremental impact of the proposal.