



FAQ FREQUENTLY ASKED QUESTIONS

2nd Call for Offers

to become a member of the

DIH² network



H2020 Innovation Action – This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 824964

Thank you for your interest in the **DIH² 2nd Call for Offers to become a member of the DIH2 network** and welcome to our Frequently Asked Questions (FAQ). We hope these questions can help you solve your doubts about the application and submission process of the Open Call.

This FAQ will be updated based on the questions we receive but, if you cannot find the answer you need here, please submit your question(s) through our Q&A spaces <https://spaces.fundingbox.com/spaces/dih-helpdesk-dih-2nd-open-call> at DIH² Online Community <https://fundingbox.com/c/dih2-2> or to our Helpdesk helpdesk@dih-squared.eu.

This document refers to Second Open Call under the DIH² project, with a launch date of Wednesday 1 September 2021.

Please refer to DIH² website <http://dih-squared.eu/> for more information about the project and to the [Guide for Applicants \(GfA\)](#) for further information about the open call.

TABLE OF CONTENTS

1. GENERAL QUESTIONS RELATED TO DIH²	4
1.1 What is DIH ² ?	4
1.2 What is the purpose of the network?	4
2. QUESTIONS RELATED TO THE 2ND DIH² OPEN CALL FOR OFFERS TO BECOME A MEMBER OF THE DIH² NETWORK	4
2.1 What is the goal of the open call?	4
2.2 What does the DIH ² network membership offer?.....	4
2.3 What is EFFRA?	4
2.4 Who are we looking for?.....	5
2.5 What is the open call process and how do I apply?	5
2.6 What type of activities will be expected?.....	6
2.7 How long does it take to fill in the application?.....	6
2.8 What type of support is available for preparing the application?.....	6
2.9 When is the deadline for my application submission?.....	6
3. QUESTIONS RELATED TO DIH² EVALUATION PROCESS	6
3.1 What happens after my application has been submitted?	6
3.2 How wil my application be evaluated?.....	7
4. QUESTIONS RELATED TO DIH² FUNDING	7
4.1 How is the funding will be provided?	7
5. WHAT TO DO IF YOU HAVE OTHER QUESTIONS?	8

1. GENERAL QUESTIONS RELATED TO DIH²

1.1 What is DIH²?

DIH² is a EU-funded H2020 project led by Teknologian tutkimuskeskus VTT Oy. The goal of the project is to create a sustainable network of DIHs which can support local manufacturing industry especially SMEs in the deployment of latest Robotics and AI technologies. The DIH² project is creating this network as a special group focused on 'Robotics and Artificial Intelligence for manufacturing' under the EFFRA. The main motivation is for the group to be directly linked with the 'Made in Europe' partnership with European Commission. Currently the network already has 25 DIHs as members representing 25 European countries. The goal of this call is to induct new members and increase the reachability of the network to all regions of Europe.

To contact the DIH in your country visit [this link](#).

1.2 What is the purpose of the network?

The goal of Digital Innovation Hubs is to support the business development of manufacturing¹ SMEs by guiding them towards the adoption of modern Automation and Agile Production technologies, which can potentially open new markets and business opportunities for them. DIH² as a network provides support to each of its DIH members by providing a ready and tested set of automation technologies and business development strategies.

2. Questions related to the 2nd DIH² open call for Offers to become a member of the DIH² network

2.1 What is the goal of the open call?

In this call for offers, we will select at least 132 organisations **to join the DIH² network** and receive up to EUR 10,000 for their active participation in the network.

2.2 What does the DIH² network membership offer?

DIH² offers a number of benefits to the selected organisations:

- Access to the experiments funded by DIH²
- Participation in meetings organised by DIH², synchronized with the events of **EFFRA** (European Factories of the Future Research Association).
- Participation in the elaboration of policy documents on robotics and artificial intelligence and in the strategic recommendations set out by industry associations.
- Access to latest Robotics and AI technology, including open IoT platform, ready software components and 3D data visualization tools.
- Access to the DIH² vibrant Community of DIHs providing support and expertise across business, technology and ecosystem services related to robotics industry.
- A chance to collaborate closely with an established member of the DIH² Network.

Invitation to participate in EFFRA/DIH² conventions or events.

2.3 What is EFFRA?

[EFFRA](#) (The European Factories of the Future Research Association) is the representative of the manufacturing research community engaged in the European Union's 'Made in Europe' partnership.

¹ Manufacturing company refers to a company involved in large-scale production of goods that converts raw materials, parts, and components into finished merchandise using manual labour and/or machines in a physical factory.

EFFRA is a strong and growing network of industrial, university, research and related stakeholders with a shared interest in transforming production technologies in Europe. EFFRA was established to shape, promote and support the implementation of the 'Factories of the Future' partnership and the Factories of the Future community.

2.4 Who are we looking for?

DIH² is looking for groups of collaborating entities like:

- DIHs, technology clusters or associations that are eligible as partners in EU funded R&D projects (it is not necessary to be registered in the EU DIH Catalogue).
- Research institutes, universities or other private or public entities active in the field of R&D, research and providing technology services in line with the DIH² project goals and activities, with their representative legal entity registered in one of the eligible countries set in section 3.3 of the Guide for Applicants.
- RTO organisations, technological platforms, innovation organizations, and NGOs active in the field of R&D, research and providing technology services in line with the DIH² project goals and activities, with their representative legal entity registered in one of the eligible countries set in section 3.3 of the Guide for Applicants.

Before signing the Sub-Grant Agreement with the DIH² consortium, all the applicants will be requested to present documentation confirming their status as one of the above-mentioned groups of collaborating entities.

2.5 What is the open call process and how do I apply?

- We will evaluate only proposals submitted through the online form <https://2nd-external-dih.fundingbox.com/>. Upon receipt of each proposal, the system will send you a confirmation of your submission.
- The call will be open continuously until one of the two following events occur:
 - The final deadline of 31 January 2023 is reached.
 - 132 selected proposals are reached.
- A system of cut-off dates will be put in place:
 - 2021: 31 October
 - 2022: 31 January, 30 April, 31 July, 31 October
 - 2023: 31 January
- A selection process will happen after each cut-off date is reached. Results will be announced to the applicants within one month after each cut-off date.
- In case of rejection, the applicant will be able to apply again in the following cut-off dates.
- For any offers submitted, the applicant acts as the main contact between the selected organisation and the DIH² consortium. Applicants are encouraged to submit their proposals a few days prior to the submission deadline to avoid any potential problems during the submission process.
- Only one edition per cut-off date will be allowed.
- The proposal must be written in English in all mandatory parts in order to be eligible. Only parts written in English will be evaluated.
- All mandatory sections of your proposal must be completed. The data provided should be actual, true, complete and should allow assessment of the proposal. Additional material, not specifically requested in the online application form, will not be considered for the evaluation.
- We will take into consideration the existence of potential conflict of interest among you and one or more Consortium partners. Consortium partners, their affiliated entities, employees and permanent collaborators cannot take part in the DIH² programme. All cases of potential conflict of interest will be assessed case by case.
- We don't accept entities that are under liquidation or are an enterprise under difficulty according to the Commission Regulation No 651/2014, art. 2.18, or that are excluded from the possibility of

obtaining EU funding under the provisions of both national and EU law, or by a decision of both national or EU authority.

2.6 What type of activities will be expected?

The external DIH that will enter the DIH² Network will be entitled to receive a lump sum of **10,000 EUR** and required to do the following:

- Registration on Robotics and Automation Marketplace (www.RAMP.eu) as a member of DIH² network.
- Attend a minimum of 4 of the above-mentioned meetings.
- Participate in the elaboration of a minimum of 2 policy documents above mentioned.

2.7 How long does it take to fill in the application?

You will probably need **1-2 days** of writing, but we imagine that your team is composed of members specialized in their area of expertise you can divide and conquer. You will be able to add contributors to your application so that each team member can tackle their application area and you will be done quicker.

Considering specific page limits have been established in each section of the proposal template on the application form, we encourage you to keep your application focused on the requested information.

We also recommend that you to start the submission process quite before the deadline in order to avoid last minute circumstances.

2.8 What type of support is available for preparing the application?

The Guide for Applicants is the main reference document. It provides detailed information about the requirements of the evaluation and selection process.

A Helpdesk service for the Open Call is on hand helpdesk@dih-squared.eu to clear up any doubts you may have relating to the application process (eligibility rules, application form information requests, etc.) and also, at the DIH²'s Online Community <https://fundingbox.com/c/dih2-2>, there will be [Q&A spaces](#) available for such a purpose.

2.9 When is the deadline for my application submission?

- The call will be open continuously until one of the two following events occur:
 - The final deadline of 31 January 2023 is reached.
 - 132 selected proposals are reached.
- A system of cut-off dates will be put in place:
 - 2021: 31 October
 - 2022: 31 January, 30 April, 31 July, 31 October
 - 2023: 31 January

3. QUESTIONS RELATED TO DIH² EVALUATION PROCESS

3.1 What happens after my application has been submitted?

The application will be checked against the eligibility criteria which you can find in section 3 of the [Guide for applicants](#).

A proposal will be considered eligible for evaluation if it meets the following conditions:

- the online proposal template has been completed as required,
- the proposal was submitted by the closing date as stated in the open call text, and

- the eligibility criteria set out in section 3 were met.

Proposals that do not fulfil all conditions will not be considered for evaluation.

3.2 How will my application be evaluated?

External DIH applications will be evaluated internally by the DIH² Committee of Technical Experts, including VTT, European Dynamics, C.R.E.A.T.E., Eurecat, the FIWARE Foundation, with the support of external evaluators from EFFRA.

The proposals will be evaluated on the following criteria:

Relevance

DIH shall describe:

- Its motivation to participate in the DIH² and associated networks and to participate in policy making activities.
- Its regional network and reach out for the industry.
- Its current activities and services for the regional manufacturing SMEs.
- Its competences in the Robotics and Artificial Intelligence technologies.

Implementation

DIH shall describe its capacity to implement the technology transfer activities in the region. It may include regional dissemination events, laboratories, funding sources, etc.

Impact

DIH shall show its capacity and willingness to remain an active member of the DIH² network beyond the period of 2 years. It shall show its capacity to generate benefits for the regional Technology suppliers, start-ups and Manufacturing SMEs.

Each internal evaluator will rank the application assigning a score from 0 to 5 for each criterion and produce an Individual Evaluation Report. The final score will be calculated as the weighted sum of the individual assessments provided by the Evaluators.

See section 4 of the [Guide for Applicants](#) for further details on the evaluation process.

4. QUESTIONS RELATED TO DIH² FUNDING

4.1 How is the funding will be provided?

The selected applicants will receive EUR 10,000 lump sum as a reimbursement of the following costs incurred during the lifetime of the DIH² project (until 30 June 2023):

- Travel costs of the trips to attend organized DIH² /EFFRA's meetings,
- Cost of the activities carried out for policy making.

A Final Report will be required and has to be approved by the DIH² consortium to get the funds. This will include:

- Proof of attendance at meetings.
- Activities carried out according to the plan to become a long-term member of the DIH² network.
- Activities carried out to generate regional impact.

A Request for Payment will be submitted by the selected applicant to DIH²'s coordinator (VTT) when the amount of EUR 10,000 has been achieved, together with the final report. Of course, the costs have to be incurred and the Request for Payment and the Final Report need to be submitted any time before the end of the DIH² project.

5. What to do if you have other questions?

For further information on the Call for Offers, in case of any doubts regarding the eligibility rules, the information that is to be provided in the Application Form, or if you encounter technical issues or problems with the Application Form, please contact DIH² Helpdesk at helpdesk@dih-squared.eu.

When contacting the DIH² Technical Helpdesk, please include the following information in your email message:

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



H2020 Innovation Action – This project has received funding from the European Union’s Horizon 2020 research and innovation programme under grant agreement No 824964