

“CTE NEXT - TURIN HOUSE OF EMERGING TECHNOLOGIES” PROJECT (CUP C14E20005260006)

PUBLIC NOTICE “SMART LIFE”. - ALLOCATION OF CONTRIBUTIONS TO PROJECTS FOR TESTING INNOVATIVE SOLUTIONS THAT USE AND DEMONSTRATE THE VALIDITY OF 5G AND AT LEAST ONE OF THE EMERGING TECHNOLOGIES (IoT, AI, BLOCKCHAIN) IN RESPONSE TO THE URBAN CHALLENGE REGARDING “INTELLIGENT LIFE STYLES / SMART LIFE”.

With this public notice, the City of Turin intends to launch, via public procedure, a support programme to find Start-ups and SMEs, which wish to test innovative solutions that use 5G and at least one of the emerging technologies (Internet of Things, Artificial Intelligence, Blockchain) and demonstrate the validity thereof in response to the urban challenge regarding “Intelligent life styles / Smart life”.

This notice is part of the “CTE NEXT - Turin House of Emerging Technologies” project framework, which is funded by the Ministry of Economic Development with 2014-2020 FSC funds, in the context of the Emerging Technologies Support Programme of the National Broadband Plan. The project aims to create a diffuse technology transfer centre in Turin for emerging technologies enabled by 5G (IoT, Artificial Intelligence, Blockchain) that is able to promote the acceleration of start-ups and technology transfer to SMEs.

Art. - 1 Definitions

- **SME**: for the definition of an SME, please refer to Commission Recommendation 2003/361/EC(<https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32003H0361&from=FR> to which reference should be made for all details), which specifies that “*The category of micro, small and medium-sized enterprises (SMEs) is made up of enterprises which employ fewer than 250 persons and which have an annual turnover not exceeding EUR 50 million, and/or an annual balance sheet total not exceeding EUR 43 million. Within the SME category,*

a small enterprise is defined as an enterprise which employs fewer than 50 persons and whose annual turnover and/or annual balance sheet total does not exceed EUR 10 million. Within the SME category, a microenterprise is defined as an enterprise which employs fewer than 10 persons and whose annual turnover and/or annual balance sheet total does not exceed EUR 2 million.”

- **Start-up:** companies in the stage of launching operations, or not having been founded for more than sixty months (5 years)
- **Contribution:** a refund for expenses actually incurred for testing activities and pertaining to the list of eligible costs pursuant to the “Emerging Technologies House” Public Notice of the Ministry of Economic Development (c.f. Art. 11).
- **TRL:** Technology readiness levels (https://ec.europa.eu/research/participants/data/ref/h2020/wp/2014_2015/annexes/h2020-wp1415-annex-g-trl_en.pdf), the index that measures the maturity level of technologies, identifying the stages that go from conceptualisation of a new technology to its possible introduction to the market (research and development, reproduction in the laboratory, *testing*, creating prototypes, and *piloting*, up to testing operational production phases). For this Notice, proposals must have a TRL greater or equal to 6 (c.f. Art. 4)
- **Operating site:** the operating site is one of the places where the business activity is carried out. It may be the registered office, or not, and must be duly communicated to the competent Chamber of Commerce (c.f. Art. 5).
- **Regional interest:** economic and research and development interest across the region in the reference sector (reasons, knowledge of local economic-social fabric and/or of the local innovation ecosystem, interest in launching relationships with local actors, interest in settlement, other) (c.f. Art. 5).

Art. 2 - Initiative’s Promoter

The initiative’s promoter is the City of Turin - Innovation Area, European Funds.

Art. 3 - Framework encompassing the initiatives and goals

The initiative is part of the Emerging Technologies House - CTE NEXT framework, a project funded by the Ministry of Economic Development with 2014-2020 FSC funds and is aimed at creating a diffuse technology transfer centre for emerging technologies linked to 5G in Turin - in close collaboration with the universities, research centres, and Turin incubators - in strategic vertical sectors for the region:

- Smart Road (with a focus on self-driving and connected vehicles)
- Urban Air Mobility (UAM)
- Industry 4.0
- Innovative Urban Services and Public Administration

All of this is to create an attractive environment for generating start-ups and SMEs, including those coming from overseas, in the broader framework of “Torino City Lab”, the City of Turin’s innovation policy that, beginning in October 2018, has supported testing innovative solutions proposed by companies in response to urban challenges under real-world conditions in the region.

The CTE Next project makes use of a wide network of partners able to support SMEs and Start-ups in all phases of developing a solution. The following are part of the partnership promoted by the City of Turin: University of Turin, Polytechnic University of Turin, Fondazione LINKS, CIM 4.0, I3P, 2I3T, Digital Magics, CSI Piemonte, 5T, Fondazione Torino Wireless, Talent Garden, and TIM. With this Notice, the City of Turin proposes, among other things, to:

- make the most of previous experience in the context of the smart city and apply its paradigm to the context of “intelligent lifestyles / smart life”, i.e. capable of improving the quality of life in an urban environment in its various dimensions, including with reference to new social and individual habits that emerged with the pandemic and that may be transformed into opportunities for the recovery;

- stimulate, as part of the CTE NEXT project, testing innovative technological solutions with a social and/or environmental impact for the post-pandemic phase, enabled by 5G and by emerging technologies (AI, IoT, Blockchain), including with a view to their subsequent purchase/circulation on the market;

- help attract innovative expertise and entrepreneurship to the city of Turin, through an offering of services, initiatives, and possibilities for growth and networking within the CTE NEXT framework;

- enhance and expand the “Torino City Lab” initiative, aimed at supporting economic operators in co-developing and testing, under real-world conditions, innovative, public-interest solutions at the pre-commercial level according to the “living lab” model. Devised as a place for open innovation centred on the user, the Living Labs are spaces dedicated to open innovation where citizens, companies, and the public administration explore and experiment together with the operation, use, and functionality of innovative products, technologies, and services in a real-world context. The underlying goal concerns the possibility for: expanding the offering of goods and services to respond to urban challenges; testing initiatives, technological solutions, professionalism and forms of innovative entrepreneurship; as well as involving citizens in a process of growth and mutual learning.

Art. 4 Subject of the Notice

The City of Turin wishes to select parties interested in co-developing and testing, under real-world conditions, innovative solutions that use 5G at full capacity and one or more of the emerging technologies (Internet of Things, Artificial Intelligence, Blockchain) and demonstrate the validity thereof in response to the urban challenge regarding “intelligent lifestyles / smart life”, across the four pillars of CTE NEXT (Smart Road, UAM, Industry 4.0, Innovative Urban Services) and which can be applied to areas such as - merely be way of non-limiting example: use of public spaces for sports, recreation, and events; access and use of cultural heritage; promotion, customisation, and management of the tourist experience; safe offering and use of sustainable mobility services (both for transport of people and transport of goods in the urban environment) and other innovative urban services with a social and/or environmental impact, in order to assess the technical feasibility thereof, the potential access and sustainability of the market, as well as the corresponding positive repercussions for the reference communities.

The future scenarios, in the short-medium term, demonstrate the opportunity to use the technology to promote practices for adapting to global, ecological changes, including in response to new needs that emerged after the COVID-19 pandemic. The purpose of this Notice is to support technological proposals that are able to identify solutions that are useful for promoting individual and collective well-being in this phase of change, favouring a human-centred and solution-based approach.

“Innovative solution” means a public-interest solution enabled by 5G and based on at least one of the emerging technologies identified by the “Emerging Technologies House” Public Notice of the Ministry of Economic Development, i.e. AI, IoT, and Blockchain, at the pre-commercial stage, with a high level of technological maturity (i.e. with a so-called TRL greater than or equal to 6), with a demonstrated need for technological, market, or social acceptability testing, and with a degree of innovation to be demonstrated in relation to the European reference market.

The enabling potential of the 5G network may, for example, be used for:

- enabling the distribution and **use, in real time, of streamed content** - merely by way of non-limiting example: innovative solutions that make it possible to expand/multiply the culture offering of the City and users’ methods for exploiting this, for example: innovative solutions for the remote or in-situ use of cultural assets in Virtual or Augmented Reality or innovative solutions for making use of cultural assets in Augmented Reality applied to works of art, works that have deteriorated, or those under restoration or that have changed over the years; innovative solutions for using teaching content or content with a teaching purpose; innovative solutions aimed at the social inclusion of people with disabilities; innovative solutions that make it possible to interact with content, including interactions aimed at data analytics, using privacy-preserving techniques (for example, federated and swarm learning);

- implementing the **dissemination of distributed and mass IoT** - merely by way of non-limiting example: customisation of public parks' sports offerings through intelligent and sensory applications; innovative solutions for data analytics with federated (and/or swarm) learning and privacy-preserving techniques that enable the monitoring of environmental parameters relating to air quality, the weather, the micro-climate, thermal comfort, or vital parameters or those linked to health that enable the customisation, as a result, of sports, cultural, and social activities; new solutions for experiential and proximity tourism; solutions for improving the use, on the user's side, and/or supporting the management of concerts or big events in compliance with maximum capacity and permitted distances; service robotics for safety and for assisting access to guarded and unguarded cultural sites, in particular to assist those with disabilities, solutions for the early prevention of accidents, for example Driver Monitoring Systems that can classify both the cognitive state of the driver and the emotional state and intention that are useful for developing self-driving functions; new solutions for monitoring and managing traffic flows, in order to ensure the use of outdoor/indoor public spaces or safe public transport; solutions for improving road safety on wheels, for cyclists and pedestrians, aimed at users' safety, identifying the presence of pedestrians and cyclists at intersections and determining their position and intentions by analysing body language; data analytics solutions with privacy-preserving methodologies (for example, federated and swarm learning), which optimise the analysis and processing of data, with applications in the areas of citizens' mobility, well-being, and health;
- ensuring **mission critical actions** - merely by way of non-limiting example: monitoring citizens' infrastructure and key assets of the city; smart, self-driving vehicles for public transport that can identify, in real time, flexible routes based on the user; new self-driving vehicles that can ensure distancing; new services that use drones for transporting goods/people or for environmental sustainability and the safety and security of public spaces and/or events; innovative products that can manage and monitor urban mobility from the air and/or ground (ATM/UTM); innovative digital data analytics solutions with privacy-preserving techniques (for example, federated and swarm learning) for monitoring

critical infrastructure, public spaces, and managing city traffic flows (from the air or ground).

Innovative testing will be supported where it can demonstrate the technical feasibility and economic sustainability of the solutions adopted, as well as the social acceptability and impact thereof, validating, in the field, the functionality, performance, and integration capacity of the solutions designed.

Art. 5 - Eligible parties

Start-ups and SMEs (including innovative Start-ups and SMEs), with registered office and/or operating offices in Italy, which show an economic and research and development interest in the region in the reference sector that is the subject of this proposal are considered to be eligible parties pursuant to this Notice.

Holdings in partnerships or associated forms are not eligible, but it will be possible to sub-contract (i.e. purchase goods and services externally) to companies, research bodies, and other organisations, in any case other than CTE NEXT partners.

Parties that constitute a branch of a political party, as well as parties that have outstanding administrative matters in relation to the City or projects that involve the participation of political parties cannot benefit from contributions, sponsorship, or other economic benefits (art. 4(3) of the “Regulations on distributing contributions and other economic benefits” of the City of Turin).

Beneficiary parties must not be in any of the conditions impeding negotiation with the public administration (art. 80 of Legislative Decree 50/2016), and must be in compliance with all the regulations regarding social security, tax, and insurance contributions.

On the date of submitting the contribution application, the applicant must demonstrate that it possesses the following requirements:

- possession of the requirements stipulated by law for eligibility for public contributions;
- compliance with the current provisions regarding construction and urban planning, employment, accident prevention, and environmental protection legislation, and commitment to their compliance, including in relation to activities performed at operating offices;

- entitlement to civil and political rights on the part of the entity's legal representative;
- the entity's legal representative has not received a final sentence or been irrevocably convicted of a criminal offence or received a sentence imposing the penalty requested pursuant to art. 44 of the Italian Criminal Code for one of the offences set forth in Art. 80 of Legislative Decree 50/2016;
- not having any debt in relation to the City of Turin for which a repayment plan has not already been signed, nor having outstanding administrative matters of any kind in relation to the City;
- not being identifiable as a "firm in difficulty" pursuant to art. 2(18) of Regulation (EU) No 651/2014.

Art. 6 - Testing areas

The testing may occur, by priority, in the nodes and stress test areas of the CTE, i.e.:

- indoor nodes: CSE Next, the HPC4AI laboratory at the University of Turin, the pilot lines and laboratories of CIM 4.0, the Fondazione Links laboratories, the CLIK laboratory of the Polytechnic University of Turin;
- outdoor "stress test" areas, i.e. areas dedicated to testing self-driving vehicles (so-called Smart Road area) and drone testing (so-called "Urban Air Mobility" area)

Please refer to the "Services Catalogue" (**annex 4**) for details on the testing areas.

The testing may also be proposed in other areas of the city's region. In any case, in order to enter into the Partnership Agreement (art. 15), the locations proposed will be confirmed in accordance with the CTE NEXT partnership and subject to verification of suitable 5G coverage.

Art. 7 - Duration of testing

The testing projects will have a maximum duration of 6 months, which may be extended for an additional 6 months, upon the request of the beneficiary and in agreement with the city administration and with the CTE NEXT partners who are involved.

The launch of activities must take place following the signing of the *Partnership Agreement* (c.f. annex 2), i.e. the testing contract between the applicant and the City of Turin, which will regulate the testing commitments (c.f. art. 15).

The projects will need to be continuous, without temporal interruption, and will need to be concluded within the time frames established, except in cases of force majeure.

Expenses will need to be completely accounted for by and not beyond 3 months from the date of testing completion.

Art. 8 - Type of financial support:

The allocation of overall resources available for this Call for Testing amounts to € 200,000.00.

Financial assistance is stipulated for the selected proposals, through the distribution of a contribution by way of reimbursement of expenses incurred for demonstrations in the field. The contribution referred to in this Notice is granted on the basis of a ranked assessment procedure (c.f. art. 13).

A single beneficiary may receive a contribution equal, at the most, to 50% of their eligible testing expenses (c.f. art. 11), for a maximum contribution value of € 25,000.

The contribution will be calculated, in fact, as a percentage of eligible maximum expenses of € 50,000 for each test. Any additional costs that exceed the maximum eligible value on which the contribution is calculated will be incurred by the applicant in the form of greater co-funding.

Contributions will be distributed pursuant to the “de minimis” system pursuant to Regulation (EU) 1407/2013. The assistance given to a firm (understood as a “single undertaking” pursuant to art. 2(2) of Regulation (EU) 1407/2013), may be granted within a maximum limit of € 200,000.00 in the course of three financial years. In order to verify compliance with said maximum limit, the applicant is required to submit a special declaration concerning the “de minimis” assistance received in the financial year over the course of and in the two previous years (using the model annex **1.d**). The City of Turin reserves the right to perform accounting checks of the last three financial statements: to this end, self-declarations submitted by candidate parties (annex **1.d**) will be subject to sample checks by the City. The contribution referred to in this Notice is compatible with other state assistance according to the limits laid down in art. 5 of Regulation (EU) No

1407/2013.

The applicant will need to indicate any other funding applications made to public entities, credit institutions, private foundations or firms.

We specify that the non-cumulation funding principle applies to the same expenses/activities.

The administration reserves the right not to fund any project if those presented are not considered to meet the provisions contained in this Notice.

Art. 9 - Other forms of assistance

In addition to the contribution referred to in the previous article (c.f. art. 8), the firms selected through the Call for Testing will be able to use the support services for the so-called “Urban Testing” provided by the CTE partners, pursuant to Annex 4 - Services Catalogue.

In particular, the following are provided for each beneficiary:

- assistance in defining the use case, with the technical and scientific, managerial, and strategic consultancy of the CTE partners, activated on the basis of emerging technologies and the reference application areas for the testing proposed;
- support in testing and monitoring activities;
- evaluation of post-intervention scenarios, in terms of expected impacts, sustainability elements (environmental, economic, and social sustainability) and the analysis of opportunities for reproducing the solution in other application contexts and/or fields;
- involvement in animation, communication, marketing, and scaling-up activities, including at an international level. The proposals will, in addition, be assisted in contacting the reference community as well as in communication activities, again in the context of CTE NEXT, as well as within the wider framework of Torino City Lab;
- facilitation, assistance, and support, by the City, within the limits of its expertise and current regulations, in terms of activating all the authorisation or qualification activities within its remit.

In addition, the parties selected may request to have:

- access to the assets provided by CTE NEXT, for the aspects and functions of interest (c.f.

“Asset” section in the Services Catalogue);

- spaces for work stations and/or for events relating to the presentation of activities that are the subject of development within the CTE NEXT framework and/or the submission of solution demos developed as part of the testing (spaces to be identified, depending on the aims and until availability has been exhausted, among those provided by CTE NEXT at CSI Next, Talent Garden - Fondazione Agnelli and OGR Tech - c.f. “Spaces” section in the Services Catalogue);
- access and hospitality at the other CTE NEXT spaces, i.e. laboratories and stress test areas (spaces to be identified, depending on the aims and until availability has been exhausted - c.f. “Testing Areas” section of the Services Catalogue).

Art. 10 - Methods for distributing the contribution

The contribution will be distributed in tranches to reimburse expenses incurred, paid, and documented as indicated below:

- a first tranche, equal to 50% of the basic contribution, once a minimum of 50% of the overall expenses including co-funding has been reached, properly documented and with receipts, following the submission and validation of the intermediate accounting and report on activities undertaken;
- a second tranche, equal to 50% of the contribution to settle the balance when 100% of the overall expenses including co-funding has been reached, following the final accounting of the expenses incurred and upon submission and validation of the report on activities and, in any case, within 60 days from the closure of the project.

The payment of contributions according to what is specified above is subject:

- to verification of compliance of the services in relation to what is set forth in the project and in the related time schedule, provided during the application, as then approved and detailed in the Partnership agreement and in line with this Notice;
- to verification of having made the proper social security contributions via acquisition of the DURC [single insurance contribution payment certificate].

The terms of payment are indicatively suspended from 10 December of each year until the following 10 January, following the provisions of the Municipal Accounting Regulations.

The City of Turin's responsible offices reserve the right to withdraw the contribution in whole or in part in the case of serious breaches and/or omissions or incomplete accounting.

Art. 11 - Eligible costs

To be considered eligible, the costs must be:

- included in the economic estimate submitted and subsequently supported upon submission of the funding application;
- functional to the implementation of the project;
- generated during the project;
- actually incurred and recorded in compliance with the current legislation by the applicant;
- able to be identified, checked, and proved by supporting documentation invoiced and in the original.

The following costs are eligible:

- expenses relating to human resources (internal and external staff) directly attributable to the testing project, with contractual forms as required by current legislation;
- expenses for the purchase of goods and services, in line with the eligible cost items pursuant to the "Emerging Technologies House" Notice, i.e.:
 1. expenses for the purchase of systems and technological equipment, hardware and software, specialist services and technical consultancy;
 2. expenses for the design, development, and implementation of specific software, necessary for the project;
 3. consultancy expenses and technical and specialist assistance, including training activities;
 4. expenses for communication and promotion (including the production and dissemination of material, including editorial material)
- VAT actually and definitively incurred for the costs referred to in the previous paragraphs, only if it cannot be recovered, in compliance with what is set forth in the current legislation.

Indirect costs linked to the implementation of the project are not eligible.

Art. 12 - Participation methods

This Notice lasts from the date of publication until the closing date of the same, fixed for **6:00 p.m.** of **Friday, 03/12/2021**.

The submission of testing proposals may occur until the closing date of the Notice indicated above (**6:00 p.m.** of **Friday, 03/12/2021**).

The City of Turin reserves the right to extend the Notice deadline for significant and justified grounds.

In order to participate in the Announcement, the applicant must fill in the **funding application**, signed by the legal representative of that party (with a digital or handwritten signature) and **prepared on stamped paper** or ordinary paper for exempt parties, based on the special form (**annex 1**), accompanied by:

- a. **Proposing party profile (Annex 1.a.);**
- b. **Project profile (Annex 1.b)** and corresponding required annexes (CV of the professionals employed, Financial Statements details, time frame for the project);
- c. **Affidavit (annex 1.c)** pursuant to Presidential Decree 445/2000 signed by the legal representative of the applicant, testifying to the possession of the subjective eligibility requirements;
- d. **Affidavit** pursuant to Presidential Decree 445/2000 relating to the applicant's compliance with the maximum public grants that can be awarded in the course of the last three financial years - "de minimis" system (annex 1.d).
- e. **Copy of a valid identity document of the applicant's legal representative.**

The applications, in .pdf, must be **sent by registered email to the following registered email address of the competent service:** fondieuropei@cert.comune.torino.it, specifying, in the subject line: **PUBLIC NOTICE "SMART LIFE - CTE NEXT". - (PROPOSAL TITLE) - (NAME OF APPLICANT).**

All the above-mentioned application documents will be published and downloadable from the City of Turin institutional website: <http://www.comune.torino.it/bandi/> and from the CTE NEXT

project website <https://www.ctenext.it/>.

The applicant is also required to fill in a short personal profile in the online form on the project website (<https://www.ctenext.it/>).

Art. 13 - Verification of eligibility and evaluation of the testing proposals

The contribution referred to in this Notice is granted on the basis of a ranked evaluation procedure. The proposals sent will, first of all, be subject to verification of eligibility by the Innovation Area offices of the European Funds. In this step, we will assess whether an application can be received (sent according to correct ways and times, completeness of documents sent, gaps in documentation that make it impossible to identify the content of the project proposal or of the responsible party), as well as assessing whether it is eligible (economic operator's possession of the necessary subjective requirements and compatibility of the project's features with what is set forth in the tender).

Preliminary assistance is envisaged in order to fill in the gaps of any formal element of the application, according to the provisions referred to in art. 83(9) of Legislative Decree 50/2016.

The proposals deemed eligible will be the subject of a technical evaluation by a technical committee, established with a special management resolution.

The committee will consist of internal experts of the City of Turin who are competent in the subject of the Notice and by external experts, identified from among the technical and research partners of the CTE NEXT project, with a maximum of 5 members.

The evaluation committee will meet on the date that the Administration will be responsible for publicly communicating.

The committee will undertake to assess the merit of the project proposals within 60 days of the expiry of the Notice (except in cases of force majeure), based on a ranked evaluation procedure, attributing a maximum of **100** points according to the following criteria:

- experience and skills of the applicant's team: the heterogeneous nature of the team will be positively assessed, including in terms of the presence of young people and women (**max 10 points**);
- quality of the project proposal in terms of (**max 70 points**):

- alignment with the goals of the Notice and with the aims of the CTE NEXT Project in terms of meeting the “Smart Life” challenge (*max 10 points*);
- technical feasibility of the project proposal (in terms of suitability of the methodological approach in all project phases, from launch to management, of the proposed activities, of the solutions/tools used for its launch and development of testing, as well as the place proposed for the testing activities) (*max 18 points*);
- economic sustainability and business model (congruity of the budget presented with the activities envisaged and the results expected, innovation of the solution proposed in relation to the reference market identified and potential competitors, suitability of the business model, strength of the “unique selling proposition”, number of potential users and/or customers) (*max 12 points*);
- innovation and excellence of the systems, services, solutions, and tools proposed (*max 20 points*);
- ability to be reproduced and potential for dissemination on a wide scale (*max 10 points*);
- social and environmental impact (**max 20 points**): availability of clear impact indicators; capacity for generating positive potential repercussions in the region and for user-citizens of the proposed services/solutions; degree of involvement of the target users.

The evaluations will be conducted at the sole discretion of the examining committee, which may define, within the above-mentioned criteria, specific evaluation grids with any sub-criteria.

In the course of the evaluation, the committee reserves the right to request candidates attend meetings dedicated to learn more and/or, within an appropriate time frame, elements supplementing the documentation supplied.

To be included in the ranking, a proposal must obtain a minimum number of points of **60/100**.

Based on the points assigned, the Innovation Area, European Funds will approve, with an executive decision, the ranking, indicating the projects eligible for funding.

In case all the funding of this Notice is exhausted, and if there are proposals with a score of more than 60/100 deemed of particular interest by the evaluation committee, the City of Turin reserves

the right, in accordance with its CTE NEXT partners, to admit those proposals to testing, though without a financial contribution, in order to multiply the technological value and social impact generated by the solutions in the region. In this case, it will be possible for parties admitted without funding to use the other forms of non-financial assistance provided by the CTE NEXT partnership (c.f. art. 9).

The ranking will be published in the “Calls for Proposals and Tenders” section of the City of Turin institutional website <http://www.comune.torino.it/bandi/> and on the CTE NEXT web page <https://www.ctenext.it/>. All the parties who submitted a funding application will also receive an official communication relating to the outcome of the evaluation procedure.

We specify that the proposals received are not to be considered binding for the entity for the purposes of formalising the Partnership Agreement (c.f. art. 15). In particular, the municipal administration, at its sole discretion, reserves the right not to accept proposals that fall under the cases for exclusion referred to in article 14 below.

Art. 14 - Cases for exclusion

The City of Turin, at its sole discretion, reserves the right to refuse any testing proposal:

- if the proposal does not coincide with the aims of this Notice;
- if the proposal, due to the nature of the testing or the applicant’s activities, is deemed incompatible with the institutional role of the City of Turin;
- if the applicant, or a participant in the project, has a dispute with the municipal administration.

Art. 15 - Rules governing the Partnership Agreement

The collaboration between the City of Turin and the applicant will be governed via a Partnership Agreement defined based on the attached form (c.f. **Annex 2**, “Partnership Agreement Template”), which forms an integral part of this Notice. This agreement defines the mutual commitments between the parties to correctly execute the testing activities.

Entering into the Partnership Agreement is subject to the verification of the winning bidder’s possession of the general order requirements in the ways and terms referred to in art. 80 of

Legislative Decree 50/2016 as amended and supplemented, as well as to the obligations connected to entering into the Agreement.

Art. 16 – Beneficiary's commitments and obligations

The parties selected (beneficiaries) will, generally, be obliged to implement and manage (including administratively) the testing proposal in all of its steps.

Any amendments or supplements that are not substantial to the approved proposal and the precise detail of the commitments of the applicant will be agreed upon by the parties and specified in the context of the Partnership Agreement (c.f. art. 15).

The beneficiaries are liable for the proper execution of the project initiatives according to the standards and in compliance with the City of Turin regulations. The competent offices of the City will, on a case-by-case basis, give useful indications for compliance with the legal obligations depending on the type of activity to be carried out. Any authorisations for occupying public land or for other citizens' services will need, in any case, to be requested by the beneficiary. If city spaces are allocated, the benefits and duties of the parties will be specified, in detail, in the Partnership Agreement (c.f. art. 15).

At the outcome of the tests, the beneficiary is obliged to provide:

- a final report based on the model provided;
- a promotional video on the outcomes of the testing in Italian and English;
- where possible, revealing (in compliance with current legislation) the data relating to the testing of the innovative solution proposed by them, using the technological tools provided by CTE NEXT (which will be specified in detail during the signing of the Partnership Agreement), in order to support the construction of technological synergies and monitoring and evaluation activities linked to the CTE NEXT project.

Art. 17 - Accounting methods

On the date of the request for the first tranche of funding and upon completion of activities (within 60 days from the end of the initiative's complete implementation), the winning bidder must submit a special report¹ to the municipal administration containing the description of the

activities implemented, together with financial accounting comprising the incoming and outgoing items, suitable accounting documents proving the expenses incurred, and documentation relating, in compliance with what is indicated in the project and in the related timetable, to the grounds for any deviations.

If the expenses incurred should be lower than what was estimated, the funding will be proportionally reduced.

If the City of Turin is the creditor, for any reason, in relation to the beneficiary, upon the distribution of funding the corresponding amount will be withheld up to the amount of the entity's credit.

¹ As per the forms that will be provided in the execution phase

The administration reserves the right, in any case, to perform sample checks on the progress of the project and on the consistency of its pursuit with the stipulated goals and expenses incurred. The verification activities and monitoring will be conducted by contact persons in the Innovation Area, European Funds.

As far as regards transactions relating to payments, the beneficiaries undertake to comply with the provisions set forth by art. 3 of Law No 136/2010 as amended and supplemented, regarding the traceability of financial flows.

In order to enable the traceability of expenses that are being funded, the beneficiaries must use a dedicated bank or postal current account, not necessarily an exclusive one, for public contracts. In order to permit the complete traceability of the transactions, all payments will need to be made using the following methods exclusively:

- a) bank transfer (from bank current account held by the beneficiary);
- b) company credit card (held by the beneficiary), with regular invoicing and in compliance with the eligibility rules set forth.

For every payment made, the list of bank transactions must always be attached to the expense receipts and, upon settlement, the bank current account statement must be produced (in electronic form), since the mere provision of the payment does not constitute proof of the actual receipt of the expense.

The accounting documents must be registered in the name of the funding beneficiary.

Minimum documentation to be presented for expense accounting:

1. human resources - internal staff:

- employment contract and assignment letters identifying the activity and commitment (quantified as a percentage of the number of hours stipulated by the contract) required for the project eligible for funding;
- statement of calculation of the hourly cost determined by dividing the most recent gross annual costs (suitably documented) by the contractual hours;

- summary table containing personal data, qualification, hours worked, costs incurred and brief description of the activities carried out;
- time sheet proving the hours worked on the project;
- pay stubs;
- invoiced payments (transfer or other document proving the payment was made);
- receipts for payment of cumulative employer charges (FORM F24), accompanied by a self-declaration of payment of employer charges signed by the legal representative, containing identification of the parties included in the accounting.

2. human resources - external staff:

- letter justifying the use of external staff;
- external consultants' CVs;
- method of selecting external collaborators;
- declaration of absence of incompatibility;
- consultancy agreement/order;
- fee with description of activities carried out released by the external collaborators not subject to VAT and invoice with description of the activities carried out released by the external collaborators subject to VAT;
- postal/bank current account receipt;
- money order and/or bank transfer, properly invoiced;
- declaration of receipt signed by the parties concerned.

3. purchase of goods and services:

- receipt of expense (invoice or other document stipulated according to type of expense);
- invoiced payments (transfer or other document proving the payment was made).

The documentation above must bear the following text: *"PUBLIC NOTICE "SMART LIFE - CTE NEXT" - (PROPOSAL TITLE) - (APPLICANT NAME) – Project CTE NEXT; CUP C14E20005260006; Investment plan for dissemination of ultrabroadband 2014- 2020 FSC"*.

Any additional documents may be requested during the Partnership Agreement.

All the original documentation must be available at the headquarters of the applicant for in-situ verification up to 5 years from the conclusion of activities, and is an integral part of the final documentation that certifies the completion of the transaction.

Art. 18 - Conditions

All the activities proposed must not entail any additional cost or charge for the public administration, as for partners of CTE Next who are involved, without prejudice to what is distributed by way of financial contribution pursuant to the preceding article 8.

In addition, these activities must be performed free of charge for the users in any way involved in the testing, except in specific cases to be agreed upon.

The City does not undertake to purchase any product that is the subject of testing deriving from this Notice.

If the City of Turin wishes, in future, to purchase solutions/systems similar to those that are the subject of testing, the entity itself will observe the current standards that govern the purchase of goods and services by the public administration.

Art. 19 - Ownership

Everything pertaining to ownership in the development, testing, and post-testing phases, will be defined in the Partnership Agreement.

Art. 20 - Indemnities and Guarantees

By participating in this Notice, every applicant expressly declares that the project presented is original and does not breach, in any way, neither in whole nor in part, third-party rights and/or monopolies, henceforth indemnifying the Administration from any responsibility, request for damages, and/or penalty put forward by third parties. By responding to this Notice, in addition, the applicants are bound, until the winning projects are announced, not to license the same projects or parts of them. If this principle is infringed, the applicant will automatically be excluded from the Notice.

Art. 21 - Freedom of use

By participating in this Notice, the applicants authorise the Administration to publish the description of the project and/or the documents submitted on their institutional website and on the CTE NEXT website and to disseminate them according to other institutional forms.

The materials submitted may be used in the context of the CTE NEXT project for communication, animation, and networking activities.

Art. 22 - Publicity

All the communication and promotion materials produced for the projects must be evaluated and authorised in advance by the City of Turin and will need to contain the logos of the City of Turin, CTE NEXT, and of the Ministry of Economic Development, according to the operating guidelines provided in the execution phase.

Art. 23 - Processing of personal data

Pursuant to and in accordance with Legislative Decree No 196/2003, Legislative Decree No 101/2018, and Art. 13 of Regulation (EU) 2016/679 regarding the protection of personal data (General Data Protection Regulation), the data provided regarding the subject of the following procedure will only be used for the purposes of the same.

Granting such data is necessary to carry out the above-mentioned procedure; therefore, if they are not provided, the procedure may not be completed.

Their processing will be performed by parties especially appointed, with the use of procedures, including IT ones, that can protect and ensure the confidentiality of data provided, in the ways and limits necessary for pursuing the above-mentioned purposes. The data themselves may be, in addition, communicated to other public organisations that are concerned, as well as other partners of the CTE NEXT project in order to complete the procedure in question.

The Data Controller is the City of Turin, Piazza Palazzo di Città no. 1, 10122 Turin. In this case, the controller has designated the manager responsible for the AREA INNOVATION, EUROPEAN FUNDS, Resp. Smart City, European planning and Innovation, Elena DEAMBROGIO to process the data. She may be reached at the following address: Corso Ferrucci, 122, POST CODE 10141 - Turin and at the

email address of the project manager: elena.deambrogio@comune.torino.it. The City of Turin has appointed Franco Carcillo as responsible for data protection. He may be reached at the following address: Via Meucci no. 4, Turin and at the email address rpd-privacy@comune.torino.it.

All the 12 project partners are also controllers of shared data, for the purposes and aims of the “Emerging Technologies House” project. For further details, please refer to the “Privacy policy” (**Annex 3**).

For details regarding the processing of personal data, please refer to the “Privacy policy” (**Annex 3**).

Art. 24 - Information on the Notice

The Notice is published on the Municipal Noticeboard and on the municipal website, Tenders section: <http://www.comune.torino.it/bandi/>, as well as on the CTE NEXT website:

<https://www.ctenext.it/>.

All the information and updates will be made available on the website:

<http://www.comune.torino.it/bandi/>, as well as on the CTE NEXT website <https://www.ctenext.it/>.

During the application phase, it will be possible to request clarifications regarding the Notice from the City of Turin - Innovation Area, European Funds ctenext@comune.torino.it.

The response to these individual queries will afterwards be published in the “Frequently Asked Questions” (FAQ) on the websites indicated above.

The manager of the procedure is:

The manager with responsibility for the Smart City, European planning and Innovation Area, **Elena DEAMBROGIO**.

ANNEXES:

ANNEX 1 - Funding application and related supporting documents:

Annex 1.a: Applicant profile

Annex 1.b: Project profile

Annex 1.b: Project profile_Budget details

Annex 1.c: DSAN_eligibility requirements

Annex 1.d: DSAN_ “De Minimis” System Model

ANNEX 2 - Partnership Agreement Template

ANNEX 3 - Privacy policy

ANNEX 4 - Services Catalogue