

## Open Call for agile Smart City Pilots

### Application form

Applicants must complete all parts of this form and submit the form by 7 April 2025, 23:59 CET. This also includes a 1-minute 'elevator pitch' video in which the applicant and their project are presented.

If you have any questions, please contact the main person responsible for the Open Call in Germany: Johannes Röder, [j.roeder@digitaleentwicklung.de](mailto:j.roeder@digitaleentwicklung.de), +49 (0)7363 9604-39.

By submitting this form, you consent to your data being processed by the PilotInnCities project partners and the appointed jurors for the purposes of application evaluation and project implementation.

This application process does not create any contractual obligations for any of the parties involved. All costs incurred in connection with the preparation or submission of the application are the sole responsibility of the applicant.

### PART 1 – IDENTIFIERS AND CONTACT DETAILS

*Please provide identification and contact information of your company. If you do not have an answer for a particular field please write "not available" or "not relevant" or provide a brief explanation.*

*If your proposal is selected by the jury from among the winners, documents including extracts from the commercial/trade register and extracts from the criminal record may be requested before the contract is awarded. The existence of a company is a prerequisite for the award of the contract. Applications from non-companies or companies that do not fulfil the award criteria are permitted, provided that the establishment of a company that fulfils the criteria can be guaranteed for the implementation of the pilot.*

Company name / Applicant \_\_\_\_\_

Tax ID \_\_\_\_\_

Confirmation of the SME status (less than 250 employees, max. EUR 50 million annual turnover). YES: \_\_\_\_\_

Headquarters

- City \_\_\_\_\_

• Region \_\_\_\_\_

• Country \_\_\_\_\_

Website \_\_\_\_\_

Social media links (primary LinkedIn)

Main project management contact for piloting

• Name \_\_\_\_\_

• Position \_\_\_\_\_

• Telephone \_\_\_\_\_

• Email \_\_\_\_\_

## PART 2 – BUSINESS INTRODUCTION

*Please help us to understand the focus and stage of development of your company. If you are applying as a non-company, please outline your vision for the future company that will be established if you are successful in the competition. If you do not have an answer to a particular field, please write 'not available' or 'not relevant' or provide a brief explanation.*

Short profile of the company (max. 500 characters)

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Main business area (please tick, multiple selection possible)

- Digital services, data and communication
- Energy efficiency
- mobility
- Circular economy
- Blue and green infrastructure
- Health
- Other (please specify) \_\_\_\_\_

Date of foundation \_\_\_\_\_

Turnover of the last full financial period (2023 or 2024 if fully available) \_\_\_\_\_

Number of full-time employees\_\_\_\_\_

Key partners with references

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Current target markets / radius of action of the company

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Primary business model (sales, licensing, leasing...)

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### **PART 3 – SOLUTION SPECIFICATION AND BENEFITS**

*First, briefly introduce your solution and its maturity on a general level. Then provide details about the solution and its potential deployment as an agile pilot – this segment of the form copies the structure of five evaluation criteria: INNOVATION, IMPACT, FEASIBILITY, SCALABILITY and BUDGET. Follow the guiding questions to provide relevant and competitive answers. It is not mandatory to directly address every guiding question but you should make sure that the jury will not be left in doubt by your description in important matters. Underlined requirements are key for the evaluation. Do not write wordy descriptions, keep it concise. We strongly advise you to prepare and save your texts in a separate file to prevent losing your progress.*

Description of your solution (max. 1 000 characters)

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Current readiness level (please select from the list)

- Idea
- Prototype
- Proof of concept
- Real-world validated solution
- Deployment/scaling
- Standard application

## INNOVATION

Weight 15% = 15 points

(max. 2.500 characters)

- *What novel features and added value does your solution offer compared to the market standard?*
- *Does your solution involve any cutting-edge technology or breakthrough idea?*
- *Do you have direct or indirect competition? If yes, how does your solution stand out?*
- *Has your solution (or a similar one) already been implemented? If yes, what would be the main benefits of running another pilot?*

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## IMPACT

Weight 25 % = 25 points

(max. 2.500 characters)

- *What change in the quality of life does your solution bring to citizens?*
- *Does your solution contribute to sustainability and how?*
- *How significant is the share of citizens your solution affects in one city?*
- *How many users/citizens can be impacted globally in 5 years?*
- *How do you plan to measure/monitor the effect of your pilot and gather feedback from users? Please propose suitable KPIs and co-creation methods.*

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## FEASIBILITY

Weight 25 % = 25 points  
(max. 2.500 characters)

- *Is the 3-6 month time frame of the pilot realistic, given your solution's current readiness level? Please submit a work plan to demonstrate this.*
- *How many people are in your piloting team? What are their qualifications and what will be their roles?*
- *Do you plan to involve any external partners (e.g. researchers) that can increase the quality of your project?*
- *Do you see any major barriers or risks for the implementation of your pilot? If yes, how do you plan to resolve them?*

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## SCALABILITY

Weight 20 % = 20 points

(max. 2.500 characters)

- *How easy will it be to roll-out your pilot into a long-term solution on the city level and further replicate to more cities?*
- *Does your solution have a realistic potential for mass market use on the national, EU and global level?*
- *Will you use the pilot to validate your business model (including distribution, service, and maintenance)?*
- *What role does the pilot run and the reference you gain from it play in your expansion plan?*
- *What are your major go to markets and when do you plan to enter them?*

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## BUDGET

Weight 15 % = 15 points  
(max. 2.500 characters)

- Indicate the total amount of costs to be financed by the PilotInnCities project. The maximum allocation per project and organisation is between EUR 5,000 and EUR 10,000 including VAT, depending on the project. The planned budget can be found in the project profiles.
- What is your planned budget structure? Please break down the costs into individual categories to demonstrate cost efficiency. The basic cost categories include: 1. personnel costs, 2. purchase and rental of equipment, 3. operation and maintenance, 4. external expertise and reasonable costs incurred by local stakeholders (it is recommended to spend at least 10-20% of the budget on external collaboration), 5. travel costs, 6. meetings and co-creation activities, 7. public relations. Other cost categories can be proposed if they are necessary or useful for the proposed solution.
- Does your project include a co-investment in financial or non-financial form (e.g. human resources, free subscriptions or rentals, marketing activities or organisation of local workshops) from your own or municipal resources?

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*In the event of insufficient funds, the organizer reserves the right to reduce the proposed budget by up to 25%. Additionally, the organizer will not cover costs that cannot be justified within the scope of the specific agile pilot.*

## PART 4 – VIDEO

*Kindly provide a link to download your video. Make sure the video does not exceed the length of 1 minute. And take it easy... We are not expecting professional camera work. Just let us know who you really are and why your proposal stands out.*

LINK: \_\_\_\_\_

Thank you for your application. We look forward to learning more about your innovative solution. We plan to contact you during the week of 21-25 April 2025 to let you know the results of the first round of evaluation. When planning your schedule, please take into account that you may be invited to give a pitch presentation to the jury in the second evaluation round in calendar weeks 18 or 19.

ATTENTION: In addition to this completed form and the video, the self-declaration of aptitude must be completed and submitted with the application.