



Call for Experimenters

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FEderated interoperable SmarT ICT services deVelopment And testing pLatforms

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1. Call for Experimenters description

1.1. Call for Experimenters objectives

The purpose of the FESTIVAL Call for Experimenters is to open the federation of test-beds to experimenters beyond the project consortium and to create a broad community of experimenters. **The resources provided in the platform will be of four types, all of them covered by the FESTIVAL EaaS¹ platform: Open data, IoT sensors, IT resources and Living Lab resources.**

The FESTIVAL project wants external experimenters to benefit from the set of resources gathered by the project in a uniform and federated way. This Call for Experimenters aims to reach experimenters who will use, compose and extend the resources in close to real-life conditions **in a multi-device, multi-protocol and multi-cultural environment.**

The Call for Experimenters is opened on February 15th 2017.

1.2. Call for Experimenters information

The information about the Call for Experimenters is published on FESTIVAL website. It includes the instructions to apply to become a new experimenter and to get access to the EaaS Platform, the Experimentation portal and the EaaS API.

The content of the call will be regularly updated with the latest functionalities of the platform, including all the possible releases that might be appearing in the forthcoming months.

A “**Kit for Experimenters**” is available on the **FESTIVAL website** and **Experimentation Portal**. It includes:

- The **Call for Experimenters section** on the website
- The present **Call for Experimenters text** and FESTIVAL platform’s **User Guide**
- A detailed list of the available ‘**Resources**’ provided on the platform;
- A detailed list of available **APIs** to access to the resources provided by the platform;
- ‘**Frequently Asked Question**’ (FAQ) & ‘**Helpdesk**’ sections dedicated to Experimentation issues
- An **online form**, available through the ‘**Join us**’ button, to be filled by the Experimenter to ensure the conformity of the experimentation idea with the platform. The requested information is to be provided by the Experimenter before creating his / her account on the Experimentation Portal to access the resources of the FESTIVAL Platform.

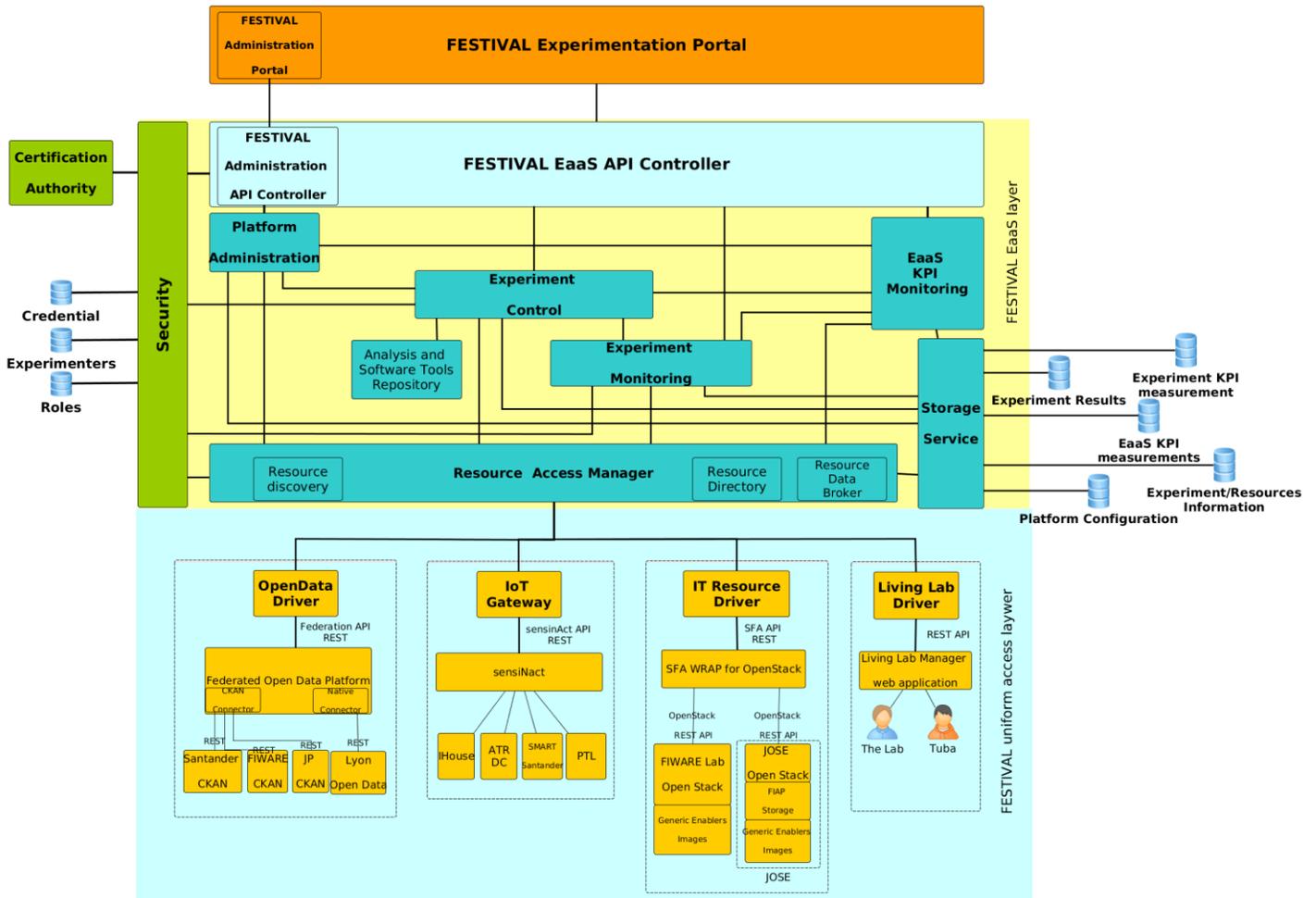
The language used in the platform, APIs and in the proposal submission will be English. Therefore, all the submissions must be performed **in English.**

¹ Experimentation As A Service

Additionally, the information will be extended once the experimenter has access to the platform, where it will be possible to test and use the existing EaaS APIs and the portal.

1.3. Resources information

The Experimentation **Portal's architecture** is segmented as follow :



- **Uniform Access Layer** aims at individually federating the same type of resources under a resource type specific “**driver APIs**”;
- Experimentation as a Service Layer aims at federating the different resource types under a **common EaaS API**;
- **Experimentation Portal Layer** provides a unique point of access to the federated set of FESTIVAL resources;
- Security Layer, which is transversal across all layers to provide an end-to-end secure access and control of the FESTIVAL resources.

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2. Application process

The call for experimenters is open to businesses, research institutes, universities, associations, innovators, developers, etc. Proposers must be eligible for participation in EC H2020 projects. Conditions for participation are those of the H2020 Framework Programme for Research and Innovation, as defined in Regulation (EC) No 1290/2013 of the European Parliament and of the Council of 11 December 2013 laying down the rules participation and dissemination in "Horizon 2020 - the Framework Programme for Research and Innovation (2014-2020)". The Regulation is available at this link:

https://ec.europa.eu/research/participants/data/ref/h2020/legal_basis/rules_participation/h2020-rules-participation_en.pdf

2.1. Eligibility criteria

The FESTIVAL Open Call does not consider financial support for applicants and does not have strict and restrictive requirements. However, experiments have to meet a minimum set of requirements:

- **Experimentation feasibility:** first of all, the experiments will be analysed in order to know if they can be performed on top of the platform. In that sense, the experiment description must be accurate enough to consider if the platform is well suited for the experiment goals.
- **Privacy and ethical limitations:** the experiments applying for the platform will have to be respectful with privacy and ethical issues. Therefore, the applicants will need to consider this before the submission.
- The experiments that applies to the platform will not be allowed to try to harm the FESTIVAL EaaS platform or the federated testbeds in any possible way. Therefore, experiments that have as objective to test or stress the platform will not be accepted, as long as other experiments are running in the platform. Additionally, if other experiments are affected by the resource usage of one specific experiment, either it is intended or not, the platform administrator could stop the experiment so as to guarantee the correct behaviour of the FESTIVAL EaaS platform.
- Finally, although the platform is not limited to a certain number of domains, the experiments that are aligned with the FESTIVAL main domains (Smart Energy, Smart building, Smart Shopping and Smart Cities) will be also considered as more suitable for the call.

If the previous requirements are met by several applicants, and there are not available resources to allow the access to all of them concurrently, the criteria will be based in a first come first serve basis. Besides, if there are free timeslots for the experiments that requires specific resources, an alternative will be offered to the applicants through the platform.

2.2. Registration process & follow-up

The registration of an idea for experimentation is done on FESTIVAL website.

- STEP 1 : Register as experimenter – “Join us”

An Experimenter requests the access to the Experimentation Portal by clicking on the “Join us” button available on the Call for Experimenter ‘Home’ (http://www.festival-project.eu/en/?page_id=941), filling the webform with basic contact details and his / her idea for an experiment. This idea for an experiment will be assessed by FESTIVAL Committee based on the eligibility criteria described in this document.

- STEP 2 : Access FESTIVAL Experimentation Portal

Once an Experimenter filled the “Join us” webform, limited access to FESTIVAL Experimentation Portal is automatically granted. Experimentation Portal URL is notified by e-mail.

The Experimenter access the Experimentation Portal through the URL provided. Once on the Experimentation Portal registration page, the Experimenter is asked to provide the same name / e-mail than the ones indicated on the webform. Once this registration is done, the Experimenter can access the Portal.

More information on the Portal is available in the User Guide available here: http://www.festival-project.eu/wp-content/uploads/2016/11/Userguide_v1.1.pdf

At this stage, the Experimenter is granted the ‘basic’ status. The ‘basic’ status enable Experimenter to browse, search for and identify resources. The ‘basic’ status does not provide the Experimenter to book, contact, nor use resources.

While the Experimenter can discover the Experimentation Portal and browse among the resources, API, etc. The idea for an experiment submitted through the webform is assessed by FESTIVAL Committee (see 'Notification of approval to the experimenters' section below).

- STEP 3 : Access FESTIVAL resources

If the idea for an experimentation fits with FESTIVAL eligibility criteria, the status of the Experimenter on the Experimentation Portal is upgraded from ‘basic’ to ‘expert’ status.

Once the Experimenter is notified its ‘expert’ status and granted full access to the platform. The Experimenter is authorized to book resources, contact testbeds, use resources, etc.

- STEP 4 : Feedback

Once Experimenter ran his / her experiment, gathered information, etc. the experimentation is finished.

The Experimenter will be asked to fill a survey on his / her experience.

2.3. Notification of approval to the experimenters

The possibility to access the platform after having filled in the questionnaire will be done in a one-stage process and new applicants will be selected each week by the FESTIVAL consortium.

The experimenters will be notified by e-mail and can be asked to provide more information to the consortium before starting their experiment on the platform (e.g. to verify the conformity, the ethic and privacy issue, etc.).

The switch of the status of the Experimenter from 'basic' to 'expert' status will also be notified by e-mail). This approval processes should be of max. 10 days after registration.

2.4. Privacy impact assessment

The Privacy Impact Assessment is a process designed to evaluate the potential privacy impacts and data security risks of an experiment. The PIA should be conducted throughout the lifespan of an experiment, from its early design phase to its deployment, help to identify potential impact on the fundamental rights of individuals, and be publicly available to the experiment's participants.

An Experimenter is requested to fill & provide FESTIVAL with his / her Privacy Impact Assessment. This request will be notified to the Experimenter by e-mail.

Principal of FESTIVAL related to the Privacy Impact Assessment:

- One Privacy Impact Assessment (PIA) for each project experiment
- Rapid self-evaluation of risks by the experimenters
- Peer reviewed within the project to detect issues requiring additional supervision
- Results published openly and presented to the experiment's participants and/or end-users

More information are available here:

Privacy Impact Assessment Factsheet: http://www.festival-project.eu/en/?page_id=689

Privacy Impact Assessment Form: http://www.festival-project.eu/wp-content/uploads/2015/07/PIA-Table_EN.docx

2.5. Privacy concerns

Ethics and Privacy issues will be checked for all applications which can therefore be rejected for ethical and privacy reason only.

Given the number and the complexity of privacy and ethics concerns in the deployment of future connected applications a strong focus is put on the protection of the users experimenting on the platform.

In this respect, FESTIVAL has set a list of principals when dealing with Personal Data in experiments:

- Gather informed consent of the concerned persons;
- Provide rights to access, rectify and delete collected data;
- Protect the rights of individuals;
- Ensure control and protection of these data by an independent national authority.

In this respect, several factsheets have been published on the FESTIVAL website in the section “Experimentation Documents”. The objective of these factsheets is to provide the latest legal, but also ethical training materials for increasing the experimenters’ awareness on the privacy, data protection and ethical issues to the FESTIVAL resources (open data, IoT...). Regarding the Video Experiments, they require much more precaution in both Europe and Japan notably because of the face and voice recognition matters.

Factsheets on personal data protection, privacy impact assessment, video data and also related to the informed consent are available on the website:

http://www.festival-project.eu/en/?page_id=424

Furthermore, a letter of consent is downloadable ensuring the experimenter’s full understanding of his data processing on the trial.