



FARMTOPIA

Call for Subcontractors



This project has received funding from the European Union's Horizon Europe research and innovation programme under grant agreement No 101083541

Contents

1. Introduction	3
2. SIP5 Need/Problem	4
3. Scope of the Call for Applications	4
3.1 Definition of a small/medium farm	5
3.2 Language	5
3.3 Timeline	6
3.4 Financial Framework	6
3.5 Ethics and safety	6
3.6 Applicant Eligibility Criteria	7
3.7 Selection process	7
4. How to apply	8
ETHICS GUIDELINES	9
Information Sheet	13
WP3 Consent statement	17



1. Introduction

[Farmtopia](#) is a Horizon Europe project co-funded by the European Union under grant agreement No. 101083541 and spanning three years, from September 2023 to August 2026. The overall objective of the Farmtopia project is to democratize digital farming by creating a paradigm shift in the way Agricultural Digital Solutions (ADSs) for small farms are created, deployed, and paid for. This will be achieved by a) fostering co-creation of ADSs to ensure they will solve real problems and fit the needs of small farms; and b) lowering the cost for both farmers and ADSs providers, by creating a set of reusable software modules, viable business and governance models, and identifying public provision of infrastructure that can enable scale-out of ADSs. Using a multi-actor approach, Farmtopia will engage farmers, ADSs providers, farm advisors, scientists, policy makers, AKIS actors and other relevant stakeholders in eighteen (18) Sustainable Innovation Pilots (SIPs) in ≥fifteen (15) countries across Europe, and guide them in co-creating, deploying, and piloting a range innovative ADSs for small farms, while designing and validating appropriate business and governance models to support them. The focus will be mainly on specific crops and livestock for which current ADS provision is inadequate but also on crops that are of regional importance, strengthening resilience, sustainability, and food security across Europe. Farmtopia comprises 22 partners, representing ADS providers and software developers, farmers and farmers' organisations, universities, research institutes, DIHs, farm advisors and food brand owners. This multi-actor approach is essential to bring together all the related stakeholders and engage them in developing and piloting appropriate ADSs for small farms and the respective business and governance models for enabling their uptake across Europe.

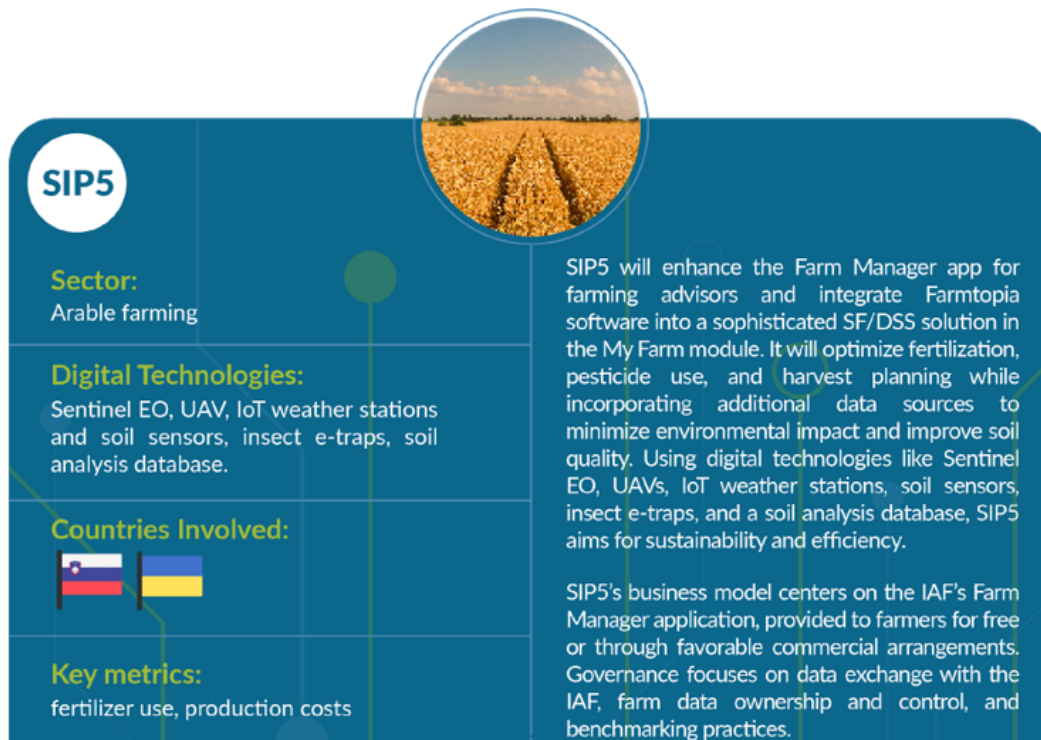
One of the objectives for FARMTOPIA is to include a Ukrainian farm to pilot digital solutions developed under Sustainable Innovation Pilot 5 (SIP5). This initiative focuses on smart farming, specifically the creation of targeted fertilization plans and the evaluation of tools like the farm fieldbook to track farming activities.

[ITC Murska Sobota](#), a non-profit Business Support Organization located in the North-Eastern part of Slovenia is a partner in the **FARMTOPIA** project responsible for SIP5 execution.



2. SIP5 Need/Problem

The goal of SIP5 is to optimize agricultural production by reducing fertilization costs and enhancing food resilience.



The infographic is a blue-themed graphic with a circular image of a cornfield at the top center. It is divided into several sections:

- SIP5** (in a white circle)
- Sector:** Arable farming
- Digital Technologies:** Sentinel EO, UAV, IoT weather stations and soil sensors, insect e-traps, soil analysis database.
- Countries Involved:** (with flags of Romania and Ukraine)
- Key metrics:** fertilizer use, production costs
- Project Description:** SIP5 will enhance the Farm Manager app for farming advisors and integrate Farmtopia software into a sophisticated SF/DSS solution in the My Farm module. It will optimize fertilization, pesticide use, and harvest planning while incorporating additional data sources to minimize environmental impact and improve soil quality. Using digital technologies like Sentinel EO, UAVs, IoT weather stations, soil sensors, insect e-traps, and a soil analysis database, SIP5 aims for sustainability and efficiency.
- Business Model:** SIP5's business model centers on the IAF's Farm Manager application, provided to farmers for free or through favorable commercial arrangements. Governance focuses on data exchange with the IAF, farm data ownership and control, and benchmarking practices.

Agricultural Digital Technologies (ADT) Used:

The project builds on the MyFarm application, developed in collaboration with the national farm advisory service, and incorporates Farmtopia software components. The proposed solution is a Smart Farming/Decision Support System (SF/DSS) that optimizes fertilization with mineral fertilizers, targets pesticide use, and integrates a farm fieldbook. This solution leverages free data sources to reduce environmental impact and improve soil quality over time.

3. Scope of the Call for Applications

ITC will subcontract an organization in Ukraine to engage a local small/medium farm in piloting the Decision Support System (DSS) for arable crops like cereals, oilseeds and similar. The subcontractor will be responsible for leading the work in Ukraine under the task "Coordination, Monitoring & Evaluation."

Specific responsibilities of subcontractor include:

- Identifying a small/medium farm in Ukraine that aligns with project needs and is willing to participate in the pilot.
- Serving as the primary contact with the Ukrainian farmers, managing all communications on behalf of ITC, and translating Farmtopia materials as needed.
- Supporting the farm in implementing the DSS in real-world conditions to evaluate its effectiveness.
- Liaising with ITC and, if necessary, the Ethics Advisor, with a particular focus on safety concerns.



3.1 Definition of a small/medium farm

The Farmtopia project strategically focuses on small and medium-sized farms (SMF), seeking to address the challenges associated with the low uptake of agricultural digital solutions and provide solutions that are tailored to their unique needs and attributes, essentially contributing to the advancement of digitalization as well as the democratization of digital farming in the European agricultural ecosystem.

Farming in the EU is broadly characterized by three distinct groups: (i) subsistence farming, where the focus is on growing most of the food to feed farmers and their families (ii) small and medium-sized holdings that are generally family-run businesses and (iii) large agricultural enterprises.

Eurostat doesn't provide a specific categorization for small and medium sized farms (SMFs) based on farm size, due to significant variability largely affected by country, sector, value chains and product/crop specific factors. For instance, in France, farms have an average size of 69 hectares, which is relatively large compared to the EU average farm size of 17.4 hectares. Conversely, in Slovenia, agricultural holdings average around 7 hectares.

Eurostat categorizes farms based on their economic size, offering insight into the scale of farm operations (small farms have a Standard Output (SO) between €2,000 and €25,000 and are typically less than 5 hectares, while medium farms have an SO between €25,000 and €250,000 and range from 5 to 49 hectares). Similarly, the European Parliamentary Research Service uses a hybrid approach combining size and financial output variables in their statistical analyses.

Given the lack of a universal, standardized classification (as outlined above), Farmtopia has opted to employ a multifactorial, case-to-case analysis approach to determine participating farmers' identification as small and medium sized agricultural holdings. Every case will be evaluated against the following characteristics: surface size, income, quantity of production, number of employees (workforce size), ownership status, market power, profit margins and presence at different stages in the value chain. In all cases, the categorisation shall remain contingent on contextual and country-specific parameters.

3.2 Language

Applications must be done only in the English language. Submissions done in other languages will be considered ineligible and will be discarded in the Eligibility check phase.

The official language of the Project is English and all process documents in the proposal submission stage are also created in English.

The deliverables and other documents and data that the winning applicant will submit to the SIP5 Partner and Farmtopia consortium must also be completed in English.

Relevant ethics guidelines for the execution of activities in Ukraine have been drafted to ensure compliance with applicable laws and ethical standards (attached at the end of this document). An Information Sheet and a Consent Statement have also been prepared to ensure voluntary participation of the farmers and processing of personal data based on their consent (also attached at the end of this document). These documents have been drafted in English and must be translated to the local language by the applicant.



3.3 Timeline

- **01.02.2025:** subcontractor selection start
- **14.03.2025:** deadline for submitting applications
- **31.03.2025:** selection of applications concluded
- **30.04.2025:** subcontractor selected and contract signed
- **31.08.2025:** the farm selection by subcontractor to be completed
- **01.09.2025 - 31.01.2026:** online meetings with selected farm, training, ADS integration and all other activities to be prepared for testing; conditions for Payment 1 meet
- **01.02.2026 - 30.06.2026:** Testing of SIP5 solution on farm for the 2026 growing seasons
- **01.07.2026 – 31.07.2026:** collection of testing feedback and preparation of testing report
- **31.08.2027 –** Project end, potential additional clarifications to be performed, and final payment initiated.

The dates may change due to unforeseen events and situations (e.g. Farmtopia project extension or similar) and upon agreement of all parties.

3.4 Financial Framework

The maximum total financial compensation for the costs of subcontractor including the costs of the farm is up to 20.000,00€.

The funding from this application is deliverable based, first 50% installment to be distributed upon successful selection of farm and finalization of preparatory work for testing that shall be finalised by the latest 31.12.2025.

Remaining 50% are to be distributed after submission of the relevant results from piloting season 2026 latest by 31.07.2026 and its positive review and approval by the SIP5 responsible partner ITC Murska Sobota.

The subcontractor shall send a payment request to ITC Murska Sobota, the payments are to be made within 15 days after receiving the request and conditions for payment are met.

3.5 Ethics and safety

The Farmtopia project engaged an External Ethics Advisor to support the project with respect to compliance with ethical guidelines (attached at the end of this document). The ethics guidelines must be read and taken into consideration by the applicant and the farmers prior to their participation in the project.

Due to the current situation in Ukraine, the pilot will be carried out with the involvement of local participants only.

The Information Sheet (attached at the end of this document) needs to be read and understood by all participants before they sign the Consent Statement. The Consent Statement (attached at the end of this document) needs to be signed by all participants prior to their participation in the project. The signed Consent Statements will be collected by the applicant and scanned copies will be sent to the SIP5 Leader.



3.6 Applicant Eligibility Criteria

For all applicants, the following grant eligibility criteria include:

- The applicant is an SME or other legal entity legally established and based in Ukraine and is able to present the inclusion of a small/medium farm located in Ukraine.
- The applicant's proposal is in line with the definitions presented in this document.

3.7 Selection process

Step 1: Eligibility check

After the applications have been received, a filtering process will be carried out in order to discard non-eligible applications. This procedural part of the evaluation will verify if:

- The applicant is a registered SME or other legal entity
- The applicant is able to present the inclusion of small/medium farm located in Ukraine [Y/N]
- Is the proposal written in English language [Y/N]?
- The proposal is aligned with the project's ethics requirements [Y/N]?
- Is all required data provided – as described in »How to apply« section

Please note that in case of missing information or missing answers ITC Murska Sobota reserves the right to ask for additional information from the applicant.

Step 2: Evaluation

Each application will be evaluated by at least two members of ITC Murska Sobota on following criteria:

- **Alignment with Farmtopia SIP5 objectives and expected results** – alignment with the overarching goals and expected outcomes of the Farmtopia initiative.
- **Experience in cooperation with farmers or farming organisations in arable farming sector.**
- **Farm-level challenges/problems addressed through ADS application** – relevance of the challenge that the ADS application addresses.
- **Team composition** – technical and business expertise of the team members.
- **Significance** – wider long-term effects of the region where the solution will be implemented, including economic, societal, and environmental impact.

Step 3: Online Interviews

Up to 5 most ranked eligible applicants will be invited to online interviews where they can present their organization and proposed way of work according to requirements defined in this document. The interviews may also include presentation of competence and capability as evaluated in »Step 2« of this document.

Step 4: Notification

Upon concluding all of the evaluation and interview activities (planned for the beginning of December, 2024), the final ranking list will be created and the selected applicant will be notified accordingly.

Step 5: Contract Preparation

A contract will be provided to the selected applicant that has to be returned signed in order to confirm the assignment of subcontract.



The selected applicant assumes full responsibility on the bank account info they provide. For instance, if they provide a wrong IBAN, and the ITC Murska Sobota team proceeds with the transfer to that account, they will assume any costs related to the transfer (expenses with the return of the amount from the wrong bank account and/or expenses with the new transfer will be deducted from their grant transfer). Ultimately, in a worst-case scenario, if the ITC Murska Sobota team does not manage to recover the amount transferred to the wrong bank account, the beneficiary who provided a wrong IBAN will not be able to claim that payment.

4. How to apply

Please send your application by e-mail to tomaz.bokan@itc-cluster.com

Final date for submission of your application: 14.03.2025 by end of day.

The application shall include at least following:

- Organisation legal name, adress, tax number, court registration number and legal representative (if available please also attach extract from court registration)
- Company profile, Webpage link or other materials presenting the applicant organization
- Relevant experience on field of arable farming
- Offered price of the services in EUR excluding VAT – please note that the maximum amount is limited to 20.000,00€
- Description of previous cooperation with farms in Ukraine
- Proposal for including a farm in Ukraine – indicative, actual selection of farm can be done in later phase if applicant is selected

Additional questions or information needed?

Please send your question by e-mail to tomaz.bokan@itc-cluster.com

Attachments:

- Ethics guidelines (included in this document)
- Information Sheet (included in this document)
- WP3 Consent statement (included in this document)
- Subcontractor Agreement (separate document)



ETHICS GUIDELINES

for the organisations and farms from Ukraine participating in SIP5

General

This document has been drafted by the External Ethics Advisor of the Farmtopia project. Its aim is to provide guidance to the WP3 Leader and the SIP Leaders **but also to the subcontractor responsible for involving a farm from Ukraine that is acting in the same role as the SIP5 leader and needs to comply with all statements in this document referring to SIP leaders**. Its content needs to be carefully read and understood. It is highly recommended that a hard copy is kept at each pilot site for the SIP Leaders to be able to consult it whenever needed.

The WP3 Leader and the SIP Leaders are advised to promptly contact the External Ethics Advisor (georgia.melenikou@gmail.com) and the Coordinator in case of questions or concerns relating to the information found below. The subcontractor responsible for involving a farm from Ukraine is advised to contact the External Ethics Advisor and the SIP5 Leader (tomaz.bokan@itc-cluster.com).

A representative from each SIP Leader will be present at the pilot sites to answer any questions asked by the participants and facilitate the exercise of their rights (*exemption: SIP5 in Ukraine where this role will be taken by the subcontractor selected by the SIP5 Leader*).

Human Participation *applicable to all SIPs*

Participation in the SIPs shall be **on a voluntary basis**. Nobody should feel obligated or coerced to participate.

This applies to the following natural persons:

- (a) **internal participants:** participants from the Farmtopia beneficiaries and from third parties formally involved in the project through third-party agreements or as contractors and
- (b) **external participants:** participants from third parties and from stakeholders that neither belong to the Farmtopia beneficiaries nor are directly associated/affiliated with the project through third-party agreements or as contractors.

All participants shall have the **right to abstain** from a research activity before the start of the SIPs or **withdraw their consent** during the implementation of the SIPs **without facing consequences**. These rights will be exercised by the participants by contacting the WP3 Leader and the responsible SIP Leader.

(Exemption: Some farmers are participating in the SIPs as third parties and have signed specific agreements. These participants are bound by the agreement to carry out specific tasks, hence the exercise of the aforementioned rights is limited and may mean termination of the agreement.)

No exclusion and no discrimination will be applied based on the following grounds: race, gender, sexual orientation, or any other personal sensitive information.

The **health, safety and wellbeing** of participants must be prioritized and ensured in all cases. SIP Leaders need to ensure the safety of all participants by taking all necessary measures, in collaboration with local actors where needed.

All participants shall be selected by the SIP Leaders based on **(inclusion criteria)**:

- Their age, i.e., legal age required, only adults are eligible to participate
- Their ability to give consent and their free will to participate

Additional inclusion criteria may need to be taken into consideration for the successful implementation of the SIPs, such as: demonstrated experience in the agrifood domain, relevance of



profile and knowledge background, representation of different value chain stages, tech savviness and innovation orientation, etc.

The SIP Leaders shall not recruit (**exclusion criteria**):

- Any person under the age of 18
- Any person that is unable to give consent, has not expressed their free will to participate, or has withdrawn their consent at any time

An **informed consent procedure** will be implemented as follows:

- **T3.1 ‘Launch of Sustainable Innovation Pilots’ & T3.2 ‘Coordination, Monitoring & Evaluation of SIPs’**: Only external participants will follow a written informed consent procedure, while internal participants will give their consent orally.
- **T3.3 ‘Knowledge Transfer and Exchange of Experiences’**: All participants will follow a written informed consent procedure.

The written informed consent procedure consists of an Information Sheet and a Consent Statement.

The documents include information about both participation and processing of personal data (see next section ‘Personal Data Protection’).

The WP3 Leader along with each SIP Leader will be responsible for the **prompt finalisation** of the Information Sheet and Consent Statement **prior to the start of the SIPs that involve human participants**. It is advisable that the documents are sent to the External Ethics Advisor for review.

The language of the documents will be **English**. The need for **translation** needs to be assessed early before the start of each SIP. The Information Sheet and Consent Statement shall be translated in the native language of the participants in case they are not familiar with the English language.

The **Information Sheet** will be given to the participants **prior to the Consent Statement**.

The Information Sheet **will include** necessary information about the SIP activity, its voluntary character, the right of the participants to withdraw their consent at any time and the contact details of the contact persons on behalf of the WP3 Leader and each SIP Leader.

The **Consent Statement** will be signed by the participants **prior to their participation**.

The personal information on the Consent Statement will be processed in compliance with the GDPR. **The Consent Statement will be stored securely for 5 years after the completion of the Farmtopia project for reasons of accountability** towards the Granting Authority in accordance with the Farmtopia Grant Agreement (see Data Sheet, Section 6, ‘Record-keeping’).

With respect to SIP5 in Ukraine, the Consent Statements (scanned copies) will be sent by the subcontractor via email to the SIP5 Leader who will keep them for 5 years as explained above. After confirmation of receipt by the SIP5 Leader, the hard copies will be destroyed by the subcontractor.

Personal Data Protection *applicable to all SIPs*

The processing of personal data by the WP3 Leader, the SIP Leaders and the Dissemination Leader (data controllers) during the SIPs will be carried out in accordance with the **General Data Protection Regulation (GDPR) and the national data protection laws**.

The commitment of the legal entities resulting from the signature of the Farmtopia Consortium Agreement, Grant Agreement or other specific agreements cannot and must not be considered binding for the natural persons.

The processing of personal data during the implementation of the SIPs will be based on the participants’ (data subjects’) **consent** according to Article 6(1)(a) GDPR.

Same as for human participation, this applies to the following natural persons:



(a) **internal participants:** participants from the Farmtopia beneficiaries and from third parties formally involved in the project through third-party agreements or as contractors and

(b) **external participants:** participants from third parties and from stakeholders that neither belong to the Farmtopia beneficiaries nor are directly associated/affiliated with the project through third-party agreements or as contractors.

An **informed consent procedure** will be implemented as follows:

- **T3.1 ‘Launch of Sustainable Innovation Pilots’ & T3.2 ‘Coordination, Monitoring & Evaluation of SIPs’:** Only external participants will follow a written informed consent procedure, while internal participants will give their consent orally.
- **T3.3 ‘Knowledge Transfer and Exchange of Experiences’:** All participants will follow a written informed consent procedure.

The written informed consent procedure consists of an **Information Sheet** and a **Consent Statement**. The documents include information about both personal data processing and participation (see previous section ‘Human Participation’).

The WP3 Leader along with each SIP Leader and the Dissemination Leader will be responsible for the **prompt finalisation** of the Information Sheet and Consent Statement **prior to the start of the SIPs that involve human participants (data subjects)**. It is advisable that the documents are sent to the External Ethics Advisor for review.

The language of the documents will be **English**. The need for **translation** needs to be assessed early before the start of each SIP. The Information Sheet and Consent Statement shall be translated in the native language of the participants in case they are not familiar with the English language.

The **Information Sheet** will be given to the participants **prior to the Consent Statement**.

The Information Sheet (see the template) **shall include** the information required to be provided to the data subjects according to **Article 13 GDPR**: e.g., types of data, purposes of processing, lawful basis (consent), storage period, any data transfers, data protection rights, incl. the right to withdraw consent at any time without consequences, the contact details of the contact persons on behalf of each data controller as well as the contact details of the designated Data Protection Officers (the latter only if applicable).

As mentioned above, the Information Sheet will also include **the contact details of the Data Protection Officer (DPO)** appointed within each data controller, for the data subjects to be able to ask any relevant questions and exercise their data protection rights as enshrined in Art.7(3), Art.15-20 and Art.77 GDPR. In the absence of a DPO, the data subjects will be given through the Information Sheet **the contact details of a contact person on behalf of each data controller**.

In case of a data protection-related query, the data controllers will **seek consultation** from the DPO that has been designated in their entity and from the External Ethics Advisor.

In the absence of a DPO, the data controllers will seek consultation from the External Ethics Advisor.

As a rule, personal data of the participants **will not be transferred outside the EU or to international organisations**. However, if this is deemed necessary, information about the data transfer based on Chapter V GDPR will be expressly provided through the Information Sheet.

The **Consent Statement** will be signed by the participants **prior to their participation and, consequently, before the relevant processing of their personal data is carried out**.

Through the Consent Statement, the participants must be given the right to **consent to one, more or all data processing operations** by ticking the relevant check boxes. This means that they may wish to consent to the processing of their personal data for one purpose but not for another.



The personal information on the Consent Statement will be processed in compliance with the GDPR. **The Consent Statement will be stored securely by the WP3 Leader and the responsible SIP Leader (data controllers) for 5 years after the completion of the Farmtopia project for reasons of accountability** towards the Granting Authority in accordance with the Farmtopia Grant Agreement (see Data Sheet, Section 6, 'Record-keeping').

With respect to SIP5 in Ukraine, the Consent Statements (scanned copies) will be sent by the subcontractor via email to the SIP5 Leader who will keep them for 5 years as explained above. After confirmation of receipt by the SIP5 Leader, the hard copies will be destroyed by the subcontractor.

Incidental Findings *applicable to all SIPs*

An incidental finding could be a **potential criminal activity** witnessed or uncovered during the SIPs. Such an activity must be **reported** to the responsible and appropriate national authorities, even if this means overriding commitments to participants to maintain confidentiality and anonymity.

The Farmtopia Consortium will follow the **"Law of the Land approach"** – i.e., applicable is the legislation in the country in which the research activity is carried out and a criminal activity is witnessed.

Health and Safety

Drones will not fly in Ukraine due to the current situation in the country. Any other decision on that matter can be taken only if a relevant authorisation is acquired by the competent national authority or if the situation in the country changes in the meantime.

Non-EU Countries *applicable to SIP5 in Ukraine*

The SIP Leader, who is also the subcontracting party, will be in **close and constant communication with the subcontractor (Ukrainian entity) and indirectly with the Ukrainian farm** that will be selected by the subcontractor for the proper preparation of the pilot. The subcontractor will maintain direct communication with the Ukrainian farm and report back to the SIP Leader on the status of the SIP implementation. The SIP Leader will **inform the External Ethics Advisor** accordingly, especially with respect to any health and safety concerns or other difficulties.

Due to the current situation in Ukraine, the pilot will be carried out with the **involvement of local participants only**.

Risk management plans and safety measures should be elaborated in collaboration with local coordinators before the initiation of the SIPs.

Local participants need to be **informed in advance** by the subcontractor **about the monetary and non-monetary benefits** expected to derive from their involvement in the SIPs (the benefits can be found in deliverable D6.1 that will be provided to the subcontractor after signing the agreement).

Local participants need to be **informed in advance** by the subcontractor **about the potential risks and the mitigating measures** that will be implemented (the risk assessment and precautionary measures can be found in deliverable D6.1 that will be provided to the subcontractor after signing the agreement).

Local participants need to **undergo training** before engaging in the SIPs.

The **Information Sheet and the Consent Statement** will be **translated in the Ukrainian language** for the local participants to be able to read and comprehend the information before deciding to take part.

The **present document needs to be translated in the Ukrainian language and circulated to the local participants** since, for health and safety reasons, the pilot will be carried out with the involvement of local actors only without any representatives from the SIP Leader present at the site.

Cultural sensitivities and local ethics requirements need to be taken into consideration during the implementation of the pilot in Ukraine.



Farmtopia – Democratizing digital farming through smart solutions for small farms

WP3 - Piloting in Real Conditions

Information Sheet

Dear Reader,

THE PROJECT

Farmtopia is a Horizon Europe project, launched on September 23, that brings together 22 partners from 12 European countries with the mission to democratise digital farming, stimulating a paradigm shift in the way Agricultural Digital Solutions (ADSs) are created, deployed, and financed. To this end, Farmtopia pioneers a farmer-driven approach that fosters the co-creation of cost-effective ADSs tailored to the distinctive needs and attributes of small-scale farms, via enhanced collaboration between farmers, ADSs providers and AKIS stakeholders. Farmtopia will also lower the costs for both farmers and ADSs providers, by creating a suite of reusable software modules, viable business and governance models, and leveraging public provision of infrastructure to support the widespread adoption of ADSs.

The project comprises 18 Sustainable Innovation Pilots (SIPs). Of these, 9 pilots have already been pre-selected, while the remaining 9 will be awarded through an Open Call. The selected SIPs primarily target specific crops and livestock in 12 different European countries and focus on:

- Avocados, Organic
- Oyster Mushrooms, Organic Production
- Dairy Sheep, Both Organic and Conventional
- Industrial Hemp, Crop Farming
- Cereals and Oilseed Crops, Crop Farming
- Carrots, Vegetable Farming
- Traditional Cow Products, Meat and Dairy
- Maize and Wheat, Crop Farming
- Field and Fodder Crops, Grape, Mixed Farming of Arable and Fruit

Sustainable innovation pilots (SIPs) will be undertaken to co-develop and pilot ADSs covering both organic and conventional farms. Farmtopia designated ADSs cover a wide range of technologies including: Connected agricultural machines, Earth Observation (EO), Internet of Things (IoT), sensor networks, hyperspectral sensors, Artificial Intelligence (AI), Decision Support Systems (DSS). An indicative list of actions that farmers might undertake by participating in the SIPs related activities, along with the types of data they may need to provide are presented below.



ACTIONS TO BE UNDERTAKEN

- Adopting New Practices by implementing innovative cultivation techniques, such as precision agriculture, conservation tillage, or integrated pest management, to improve sustainability.
- Technology Deployment by Installing and using new technologies, such as sensors for soil moisture monitoring, drones for field surveillance, or software for farm management.
- Training and Education by participating in workshops, webinars, and training sessions to learn about sustainable practices, technologies, and their benefits.
- Data Collection and Sharing by systematically collecting data on farm operations and sharing it with the pilot organizers for analysis.
- Participation in Surveys and Interviews by engaging in surveys and interviews to provide qualitative feedback on the implementation and outcomes of new practices.
- Collaboration and Networking by working with other farmers, researchers, and stakeholders in knowledge exchange forums or cooperative projects.
- Monitoring and reporting by regularly monitoring the impacts of adopted practices on farm productivity, resource use, and environmental outcomes, and reporting these impacts.

DATA PROVISION

- Personal Data: Basic demographic information, including education level and farming experience, to contextualize research findings.
- Farm Characteristics: Information about the farm size, location, soil types, and existing infrastructure relevant to the pilot's focus.
- Cultivation Practices: Detailed records of cropping patterns, planting and harvesting dates, input use (e.g., types and amounts of fertilizers and pesticides), and irrigation practices.
- Technology Use: Information on the adoption and usage of farming technologies, including any changes made during the pilot.
- Economic Data: Financial records related to farm operations, including costs of inputs, labor, and any investments made in new technologies or practices, as well as revenue from crop sales.
- Environmental Impact Data: Data on outcomes related to sustainability goals, such as water usage, soil health indicators, greenhouse gas emissions, and biodiversity impacts.
- Social Impact Data: Information on the social outcomes of implementing sustainable practices, such as changes in labour requirements, community engagement, and farmer well-being.

WHY HAVE YOU BEEN INVITED TO TAKE PART

You have been invited to participate in the SIPs related activities, which includes co-developing and piloting ADSs and associated business models tailored to your farm specific conditions. Your insights and knowledge are valuable and can feed back into the research (and innovation) being conducted within the project. This will help us all reach a better understanding of how successful sustainable innovation can take place through multi-actor collaboration.

POTENTIAL BENEFITS

Your participation will help us to better understand the range of available business models for adoption of technology (i.e., extending beyond purchase or lease, to cooperative, pay-as-you-go, performance based and other types of collaborative models), in order to facilitate the adoption of ADSs by small farmers. A detailed understanding of the different types of collaboration and how the collaborative business model fits within the wider context of the value chain and takes into account the needs and wishes of smallholder farmers, ADS developers and other actors will enable far richer and better tailored business models to be designed. Moreover, the main outcomes from SIPs related activities proceedings will be presented nationally and internationally, thus making sure that the knowledge and expertise of the participants will be useful to others. As a participating stakeholder, you will have access to this public information before any other interested entity.

PERSONAL DATA PROTECTION

Data controllers: 1. <partner/legal person responsible for the SIP> <address>, 2. <partner/legal person responsible for the dissemination of the project> <address>

Data Protection Officers: 1. <email address> <tel. number>, 2. <email address> <tel. number>

Types of data: As part of the SIP <add>, <add> as well as image and voice will be collected.

Purposes: The personal data will be collected by <partner responsible for the SIP> for the execution of the research activity (<add>) and by <dissemination leader> for dissemination and communication purposes (image captured through photographs/image and voice captured through video recordings).

Lawful basis: The processing of personal data will be carried out based on your consent in accordance with Article 6(1)(a) GDPR.

Storage period: The personal data and the personal information provided through the informed consent form will be retained by the controllers for five years after the end of the project in accordance with the Farmtopia Grant Agreement (mandatory record-keeping). However, the photos that will be uploaded on the Farmtopia website or social media accounts will be retained for the period the website and the SM accounts operate.

Transfer: The personal data will not be transferred outside the EU or to international organisations. In case of a transfer, this will be in accordance with the Chapter V GDPR and you will be notified accordingly.

CONFIDENTIALITY AND DATA PROTECTION RIGHTS

In line with the EU GDPR (General Data Protection Regulation) policy, stakeholders and participants will retain the right to withdraw their consent (Article 7(3) GDPR), the right to access their personal data and inquire about their use (Article 15), the right to request rectification of their personal data (Article 16), the right to request the restriction of the processing (Article 18), the right to obtain a portable copy of the stored data (Article 20), the right to request the erasure of their data (Article 17) and the right to lodge a complaint with a supervisory authority (Article 77). Any data provided will be used solely for the purposes of the Farmtopia project and will not be subject to any form of marketing.

Data Management Considerations:

- Privacy and Security by ensuring the protection of personal and sensitive farm-level data through secure data management practices.



- Consent and Transparency just by obtaining explicit consent from participants for the collection and use of their data, with clear communication about how the data will be used and who will have access to it.
- Data Sharing and Access by establishing protocols for data sharing among participants, researchers, and other stakeholders, balancing transparency with privacy concerns.

If you have any questions related to data protection, or you wish to exercise your data protection rights, please contact the DPO of the controllers by using the contact details provided above.

HOW TO CONFIRM PARTICIPATION

Participation in the SIPs related activities is on the clear understanding that your participation is voluntary and can be withdrawn at any time. A consent form accompanies this participant information sheet. You are required to sign a copy of the consent form should you agree to participate in these activities and consent to the processing of your personal data and to return it to me. Thank you for considering taking part in these activities.

If you have any questions about this study, or should you have any query about your role or rights as a research participant, or would like to register a complaint about this study, please contact me at the address below:

Name: Matas Budriūnas

Email: matas@agrifood.lt

Telephone: +3706159236

Address: Mokslininkų st. 2a, Vilnius, 08412, Lithuania



Farmtopia – “Democratizing digital farming through smart solutions for small farms”

WP3 Consent statement

Name and organisation of lead researcher (controller): ITC Murska Sobota

Name of participant:

Organisation name (if applicable):

Contact details (email and phone number):

I have been informed that:

1. Data is being collected as part of the HE Farmtopia project.
2. Data will be used for scientific analysis and publication within the project and for no other purpose.
3. Data will be analysed by members of the Farmtopia project, and in some cases may be analysed by project members other than the interviewer/facilitator.
4. Participation is voluntary.
5. Consent can be withdrawn at any time without reason with no consequences or justification of the participant.
6. Participants can exercise their data protection rights at any time without reason.
7. Data will be anonymised if possible. In cases where the data cannot be anonymised, any publications will be shown to participants who are identifiable in the report for further consent for publication.

I have read and understood the terms set out in this form and in the information sheet.

I have received a copy of the information sheet.

Procedures for the protection of personal data:

The Farmtopia consortium takes full responsibility to protect the personal data collected through the registration process, and during the execution of relevant activities. To this end, the consortium has established a specific procedure to address ethical standards in the protection of personal data. All stakeholders who register their interest through this consent form become part of the list of interested participants. This list may be used by Farmtopia WP Leaders to engage with the subscribed stakeholders, providing opportunities for participation. Stakeholders’ contact information is to remain confidential and only accessible to the members of the Farmtopia consortium. Stakeholders retain the right to access, rectify, or delete their personal data by contacting Farmtopia.



By signing this document,

- I express my wish to participate and consent to the processing of my personal data for the execution of this research activity.
- I consent to the processing of my image/voice through photographs/videos for dissemination purposes.
- I consent to the use of my contact details for information purposes related to Farmtopia.

Name of Participant

Date

Signature