



D1.1 FAIR GAME PROJECT MANAGEMENT HANDBOOK

FAIR GAME

Rubén García Vidal
Universitat Jaume I



DOCUMENT DESCRIPTION:

Abbreviation	Description
Due date of deliverable	28/02/2026
Submission date	24/03/2026
File name	D1.1 FAIR GAME PROJECT MANAGEMENT HANDBOOK
Linked Task	T.1.1 Coordination of Consortium Activities and Governance
Author(s)	Rubén García Vidal
Deliverable responsible	Universitat Jaume I
Reviewer(s)	All partners
Revision number	02
Status	Final
Dissemination level	PU
Key words	Management, Procedures, Video Games, Digital rights, Well-being, Awareness, Inclusion

REVISION HISTORY:

Version	Date	Reviewer (s)	Comment(s)
1.0	13/03/2026	All partners	Additional information and revisions.
2.0	24/03/2026	All partners	Feedback added: <ul style="list-style-type: none"> - Typo corrections - Concrete 8DG Roles - Risk alignment with proposal - Final Deliverable review by UJI

LIST OF PARTNERS:

No	Partner	Country	Acronym
P1	UNIVERSITAT JAUME I DE CASTELLON	Spain	UJI
P2	ALL DIGITAL AISBL	Belgium	AD
P3	8D RESEARCH DESIGN IMPACT BV	Netherlands	8DG
P4	CIIM INNOVATIONS LTD	Cyprus	UoL
P5	PELASTAKAA LAPSET RY RUOTSIKSI RADDA BARNEN RF	Finland	SCF



LIST OF ABRIVIATIONS:

Abbreviation	Description
CDS	Communication and Dissemination Strategy
EC	European Commission
EU	European Union
GA	Grant Agreement
CA	Consortium Agreement
GDPR	General Data Protection Regulation
WP	Work Package
IPR	Intellectual Property Rights
SC	Steering Committee
DoA	Description of Action
GDPR	General Data Protection Regulation





Table of Contents

Document description:	1
Revision history:	1
List of partners:	2
List of abriviations:	3
1. Introduction	6
2. Project Overview	6
2.1 Project Objectives.....	7
3. Governance Structures	7
3.1 Coordinator – Universitat Jaume I de Castellón (UJI)	7
3.2 Steering Committee	7
3.3 Work Package Leaders Group.....	7
3.4 Ethics Committee.....	8
4. Work Packages Overview	8
5. Responsibilities of Project Partners	8
5.1 Universitat Jaume I (UJI)	8
5.2 Save the Children Finland (SCF).....	9
5.3 8D Research Design Impact (8DG).....	10
5.4 University of Limassol (UoL).....	11
5.5 ALL DIGITAL (ADA).....	11
6. Quality Management and Risk Monitoring.....	12
6.1 Key Performance Indicators (KPIs).....	16
7. Deliverables & Milestones.....	18
8. Financial Management	19
9. Ethical Framework.....	20
9.1. Core Ethical Principles	20
9.2. Ethical Approvals and Institutional Responsibility	21
9.3. Informed Consent and Protection of Participants	21
9.4. Data Protection and Confidentiality	22





9.5. Establishment of the Ethical Committee.....	22
9.6. Ethics Plan.....	22
10. Conflict Resolution.....	23
11. Publications & IPR.....	24



Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Education and Culture Executive Agency (EACEA). Neither the European Union nor the granting authority can be held responsible for them.

1. INTRODUCTION

This Project Management Handbook establishes the operational framework for the implementation of the FAIR GAME project. It is designed as a practical and accessible reference document for all consortium partners, ensuring a shared understanding of roles, responsibilities, workflows, and decision-making processes.

The handbook operationalises the Grant Agreement (GA) and the Consortium Agreement (CA) by translating contractual obligations into concrete implementation procedures. While the GA and CA remain the legally binding documents, this handbook supports partners in day-to-day execution and coordination.

The handbook is a living document. Updates may be proposed by the Coordinator and approved by the Steering Committee when adjustments are required due to project evolution, external factors, or recommendations from the granting authority.

2. PROJECT OVERVIEW

FAIR GAME responds to the growing importance of online gaming in children's everyday lives and the increasing risks associated with these environments. While gaming can foster creativity, social interaction, and learning, it can also expose children to harmful content, cyberbullying, manipulative monetisation practices, and mental health stressors.

Despite existing regulatory frameworks, children's rights are often insufficiently operationalised within gaming ecosystems. FAIR GAME addresses this gap by combining digital literacy, meaningful and ethical child participation, industry engagement, and advocacy actions.

The project aligns with key EU policy frameworks, including:

- EU Strategy on the Rights of the Child
- Better Internet for Kids (BIK+) Strategy
- Digital Services Act (DSA)
- EU Mental Health Initiative

By embedding children as active rights-holders and co-creators, FAIR GAME contributes to safer, more inclusive, and rights-respecting digital gaming environments across Europe.

2.1 Project Objectives

1. To co-design and deliver participatory digital literacy modules that equip children with the skills to navigate online gaming environments safely and critically.
2. To develop embedded awareness tools and voluntary rights-based standards for gaming platforms to ensure inclusive, age-appropriate environments for children
3. To promote mental well-being in online gaming through peer-led support mechanisms and reflective digital campaigns targeting.
4. To ensure equitable access to all project outputs for all children including those less represented in video game environments, vulnerable ones, children with disabilities, and those from disadvantaged backgrounds.
5. To support the long-term uptake of FAIR GAME's tools, educational resources, and co-designed standards by institutions and industry actors across Europe.

3. GOVERNANCE STRUCTURES

FAIR GAME is governed through a clear, transparent, and participatory structure designed to ensure effective decision-making and ethical oversight.

3.1 Coordinator – Universitat Jaume I de Castellón (UJI)

UJI acts as the Coordinator and is legally responsible for the overall implementation of the project. UJI serves as the single point of contact with the European Education and Culture Executive Agency (EACEA) and ensures compliance with the Grant Agreement.

3.2 Steering Committee

The Steering Committee (SC) is the highest decision-making body. It includes one representative per partner and is responsible for strategic decisions, approval of major changes, risk mitigation actions, and conflict resolution.

3.3 Work Package Leaders Group

The Work Package Leaders Group ensures operational coordination across work packages, monitors progress, reviews deliverables, and supports coherence between activities.

- WP1 – UJI
- WP2 – Save the Children Finland (SCF)
- WP3 – 8D Games (8DG)
- WP4 – University of Limassol (UoL)
- WP5 – ALL DIGITAL (ADA)

3.4 Ethics Committee

The Ethics Committee oversees all ethical, safeguarding, and data protection aspects of the project, with special attention to child participation, informed consent, GDPR compliance, and responsible engagement with industry stakeholders.

It is made up of one member from each partner, expert in the topic.

4. WORK PACKAGES OVERVIEW

FAIR GAME is structured into five interconnected Work Packages (WPs):

- WP1 – Project Coordination and Management. Ethical Framework (Lead: UJI)
- WP2 – Digital Literacy Actions for Children, Parents and Professionals (Lead: Save the Children Finland)
- WP3 – Building a Child-Centered and Rights-Respecting Video Game Industry (Lead: 8D | Research Design Impact)
- WP4 – Empowering Young Ambassadors for Digital Rights in Gaming (Lead: University of Limassol)
- WP5 – Communication, Dissemination and Sustainable Impact (Lead: ALL DIGITAL)

5. RESPONSIBILITIES OF PROJECT PARTNERS

FAIR GAME is implemented by a multidisciplinary consortium bringing together complementary expertise in child rights, education, gaming industry engagement, youth participation, research, and European-level dissemination.

5.1 Universitat Jaume I (UJI)

Universitat Jaume I (UJI) acts as Project Coordinator and leads WP1 – Project Coordination and Ethical Framework, ensuring the overall strategic, administrative, and financial coherence of FAIR GAME. UJI guarantees that the project is implemented in full compliance with CERV standards, EU child rights policies, and the Grant Agreement, while maintaining a balanced, transparent, and efficient governance structure.

In this role, UJI:

- Ensures effective project governance and decision-making, coordinating the Steering Committee and WP Leaders.
- Oversees financial management and budget monitoring, ensuring proportional implementation and compliance with CERV eligibility rules.

- Maintains alignment with key EU policy frameworks, including the Digital Services Act (DSA), the BIK+ Strategy, and the EU Strategy on the Rights of the Child.
- Establishes and supervises the project's ethical and safeguarding framework, guaranteeing GDPR compliance and responsible child participation.
- Implements a structured risk management and quality assurance system, including periodic internal monitoring and corrective measures.
- Consolidates technical and financial reporting to the European Commission.
- Ensures coherence across WPs, preventing fragmentation between digital literacy actions, industry engagement, youth empowerment, and communication activities.
- Oversees strategic positioning and policy-level visibility of FAIR GAME at national and European levels.
- Implements, at national level in Spain, the activities foreseen under the different Work Packages (WP2, WP3, WP4, and WP5), including digital literacy actions, industry dialogue, youth ambassador engagement, and dissemination activities, ensuring consistency between European-level coordination and local impact.

5.2 Save the Children Finland (SCF)

Save the Children Finland (SCF) leads WP2 – Enhancing Digital Literacy in Video Games, ensuring that all educational actions are firmly rooted in a child-rights-based approach and reflect the lived realities of children in online gaming environments. SCF guarantees that the development and delivery of materials, activities, and capacity-building actions are inclusive, participatory, and fully aligned with safeguarding standards.

In this role, SCF:

- Designs and coordinates digital literacy actions tailored to children (aged 10–18), parents, and professionals, ensuring age-appropriate differentiation.
- Embeds the UN Convention on the Rights of the Child (UNCRC) and EU child protection frameworks into all WP2 outputs.
- Applies inclusive methodologies that address diversity, vulnerability, and accessibility.
- Ensures that all educational materials promote critical thinking, online safety, well-being, and rights awareness in gaming contexts.
- Establishes and monitors strong child safeguarding and ethical participation procedures.

- Integrates feedback from children and families through structured co-design processes.
- Collaborates closely with WP3 and WP4 to ensure consistency between digital literacy actions, industry dialogue, and youth ambassador empowerment.
- Also, contributes to promote the project and its results according to WP5 strategy.

5.3 8D | Research Design Impact (8DG)

8D Games contributes technical and industry expertise to FAIR GAME, supporting the development of child-rights-aligned approaches within gaming environments and ensuring that project outputs are realistic, applicable, and relevant to the video game ecosystem. In addition to its European-level contribution, 8D Games is responsible for implementing project activities at national level in its country, ensuring practical engagement with local industry and youth stakeholders.

In this role, 8D Games:

- Provides industry insight into game design, moderation systems, and monetisation practices, ensuring that project recommendations are technically feasible and sector-informed.
- Coordinates the participation of game industry in the project by facilitating and supporting dialogue between children and developers through co-creation labs and industry roundtables.
- Coordinates the drafting and refinement of the Child Rights in Gaming Pledge, ensuring commitments are realistic and implementable across different types of studios.
- Facilitates connections with national game studios, developers, and digital stakeholders to support structured engagement.
- Tests and reflects on the applicability of child-rights-based design principles within real production contexts.
- Implements at national level activities related to industry dialogue, co-creation sessions, dissemination events, and stakeholder engagement, ensuring that European-level recommendations are grounded in local practice.
- Acts as a national implementing partner across all Work Packages, ensuring the coherent deployment of FAIR GAME activities in the Netherlands.

5.4 University of Limassol (UoL)

The University of Limassol (UoL) leads WP4 – Empowering Young Ambassadors for Digital Rights in Gaming, coordinating the design and implementation of the Youth Ambassador Programme across partner countries. UoL ensures that children and adolescents are not only beneficiaries of FAIR GAME, but active rights-holders and meaningful contributors to dialogue with industry and policymakers.

In this role, UoL:

- Designs and coordinates the Youth Ambassador Programme, including selection procedures, training modules, mentoring structures, and advocacy pathways.
- Ensures youth participation follows meaningful, ethical, and non-tokenistic standards in line with the UN Convention on the Rights of the Child (UNCRC) and EU child rights frameworks.
- Develops structured training sessions focused on digital rights awareness, critical engagement with gaming environments, advocacy skills, and well-being.
- Supervises youth-led campaigns, participation in policy forums, and cross-country ambassador exchanges.
- Establishes monitoring mechanisms to assess learning outcomes, engagement levels, and well-being safeguards.
- Ensures strong safeguarding, supervision, and GDPR compliance in all youth-related activities.
- Acts as a national implementing partner across all Work Packages, ensuring the coherent deployment of FAIR GAME activities in Cyprus.

5.5 ALL DIGITAL (ADA)

All Digital leads WP5 and supports dissemination, communication, and ecosystem engagement efforts within FAIR GAME, ensuring wide European visibility and multi-stakeholder outreach.

In this role, All Digital:

- Contributes to WP5 by supporting the implementation of the project's communication and dissemination strategy.
- Mobilises its extensive European network of digital competence centres, NGOs, and civil society organisations.
- Promotes FAIR GAME outputs through European-level campaigns, webinars, and stakeholder events.

- Facilitates cross-sector dialogue with digital education actors beyond the core consortium.
- Supports policy-level outreach and alignment with European digital literacy frameworks.
- Ensures that project results reach diverse audiences, including educators, civil society, policymakers, and digital rights advocates.

6. QUALITY MANAGEMENT AND RISK MONITORING



Quality assurance in FAIR GAME is embedded throughout the entire project lifecycle and is structurally linked to its rights-based and child-centred philosophy. Given the project’s focus on children’s digital rights in online gaming environments, quality is not limited to technical excellence or timely delivery; it also encompasses ethical compliance, safeguarding standards, participatory integrity, and alignment with EU policy frameworks (Digital Services Act, BIK+ Strategy, EU Strategy on the Rights of the Child).

Quality management operates through a **multi-layered control system** involving Work Package (WP) Leaders, the Coordinator (UJI), the Steering Committee (SC), and the Ethical Oversight structure established under WP1.

The FAIR GAME quality system follows four sequential and complementary control levels:

2.1. Work Package Control (Operational Level)

- Each Partner is responsible for the quality and completeness of its own contributions.

- Draft deliverables are prepared by the responsible partner and internally reviewed within the WP.
- The **WP Leader conducts a technical and methodological review**, ensuring:
 - Alignment with the Description of Action (DoA)

- Consistency with FAIR GAME terminology and objectives
- Integration of children's rights and safeguarding principles
- A **peer-review mechanism** is applied when relevant, particularly for strategic outputs. No deliverable is transmitted to the Coordinator without prior WP-level validation.

2.2. Coordinator Check (Compliance & Coherence Level)

Once the partner responsible for the deliverable has fully incorporated all the recommendations, the Coordinator (Universitat Jaume I – UJI) performs a final quality check before the presentation or publication of all deliverables.

This review verifies:

- Formal compliance with CERV requirements
- Consistency across WPs
- Logical coherence and cross-referencing
- KPI alignment
- Budget consistency
- Operational feasibility
- Clear EU digital children rights-based framing

If required, the Coordinator may request revisions before validation.

2.3. Steering Committee Oversight (Strategic Monitoring Level)

The Steering Committee meets quarterly to:

- Review progress against work plans and milestones
- Assess deliverable status
- Monitor KPIs
- Evaluate cross-WP coherence
- Review emerging risks and mitigation measures

The SC ensures that implementation remains aligned with FAIR GAME's strategic objectives and that corrective actions are taken when necessary.

Meeting minutes include:

- Status of deliverables
- Identified deviations
- Agreed corrective measures

- Updated risk assessment

2.4. Ethical Control (Safeguarding & Child Protection Level)

Given FAIR GAME's direct engagement with children aged 10–18, ethical quality is a central pillar.

The Coordinator, supported by the Ethical Framework structure under WP1, verifies:

- Compliance with child safeguarding protocols
- Data protection compliance (GDPR)
- Ethical AI principles (transparency, bias mitigation)
- Informed consent procedures
- Safe participatory methodologies in co-creation labs and ambassador activities

No child-related output is validated without ethical clearance.

Confidentiality obligations and publication rules follow the Grant Agreement and Consortium Agreement provisions.

3. Monitoring Tools

FAIR GAME uses structured tools to operationalise quality assurance:

- Standardised deliverable templates
- Internal submission deadlines (minimum 2 weeks before EC deadline)
- Peer-review checklist
- Quarterly internal progress reports using predefined forms that are mandatory for all partners.
- Shared Risk Register
- KPI monitoring dashboard
- Version control and document tracking system

All documents are stored in a shared repository with controlled access rights.

4. Risk Monitoring Framework (Likelihood × Impact Approach)

Risk management is integrated into quality management and follows a structured matrix based on:

- **Likelihood of occurrence** (Very Low / Low / Medium / High /Very high)
- **Impact on the project** (Very Low / Low / Medium / High /Very high)

Each identified risk is classified: Risk Table Excel File

Risks are reviewed quarterly by the Steering Committee and updated when necessary.

Special attention is given to:

- Delays in deliverables
- Ineffective communication across consortium
- Turnover of key personnel in partner organisations
- Inconsistent quality of deliverables across countries
- Failure to meet impact KPIs due to unforeseen external conditions
- Children feel excluded from genuine influence in project decisions
- Gaming sector actors (e.g. developers, moderators) show limited interest
- Stigma or discomfort around mental health topics limits participation
- Risk of reinforcing exclusion for children with disabilities or from minority/migrant backgrounds
- Children exposed to unintended harm during participatory activities

Other relevant risks to be considered are:

- Low stakeholder engagement
- Ethical or safeguarding concerns
- Reputational risks
- Policy misalignment

High-impact/high-likelihood risks trigger immediate corrective action coordinated by UJI.



FAIR GAME CONSORTIUM
RISK MONITORING PROCEDURE

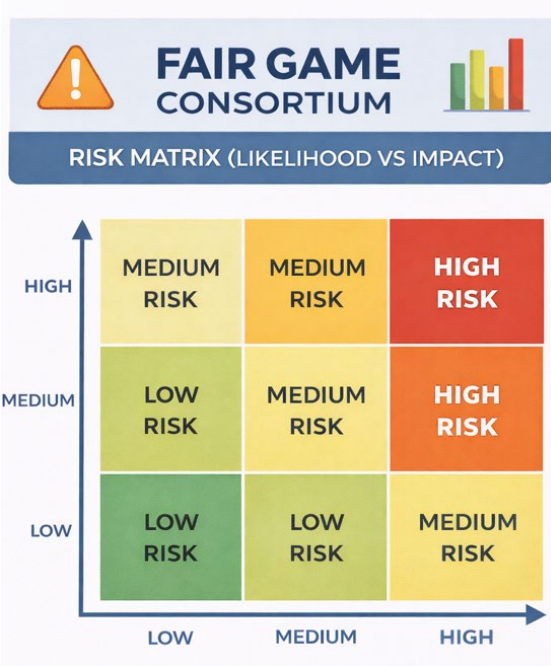
- RISK IDENTIFICATION**
All partners report risks, WP Leader collects new risks
- RISK ASSESSMENT**
WP Leader + UJI assess risks using Likelihood - Impact matrix
- RESPONSIBILITY ALLOCATION**
Risk Level + Responsible + Strategy Body

Risk Level	Responsible Body	Strategy
LOW	WP Leader	Monitor
MEDIUM	WP Leader + UJI	Mitigate
HIGH	UJI	Corrective Action
CRITICAL	Steering Committee	Strategic Intervention

- MONITORING & REVIEW**
Register reviewed monthly (WP), quarterly (Committee)

Governance summary

Stage	Responsible Body	Action
Identification	All Partners	Deliver
Assessment	WP Leader + UJI	Mitigate
High Risks	WP Leader + UJI	Seer
CRITICAL	UJI + Steering Committee	Strategic Intervention



6.1 Key Performance Indicators (KPIs)

KPIs combine quantitative outputs and qualitative impact measures.

#	KPI Description	Measurement Unit	Means of Verification	Baseline	Target ¹	WP
1	Physical PM Meetings	No. of Meetings	Participation lists	0	3	WP1
2	Online PM Meetings	No. of Meetings	e-participation list	0	10	WP1
3	Management and QA Framework	No. of Reports	Upload on project website (Draft: M6; Final: M24)	0	2	WP1
4	PSC Log Report	No. of Reports	Upload on project website (Draft: M6; Final: M24)	0	2	WP1
5	Financial Reports	No. of Reports	Upload on EC platform (M:12; M:24)	0	2	WP1
6	Ethics Plan	No. of Reports	Published online (M:6; M:12; M:24)	0	3	WP2
7	Ethics Committee Meetings	No. of Meetings	Minutes of the minutes (M:6; M:12; M:18; M:24)	0	4	WP2
8	Workshop pilots with children	No. of pilots	Workshop reports, feedback forms	0	8	WP2
9	Digital literacy modules co-created with children	No. of modules	Workshop reports, co-design notes	0	3	WP2
10	Educational material outreach	No. of people reached	Download data, dissemination stats	0	200+	WP2
11	Educational material packages developed	No. of educational material packages	Material in partner languages, online	0	5	WP2

¹ The numbers signify the total values to be achieved by the partnership.

12	Online parents' evenings	No. of online parents' evenings	Attendance records, event reports	0	4	WP2
13	Teachers reached	No. of teachers	Participant forms, feedback survey	0	60+	WP2
14	Roundtables with children and industry	No. of roundtables	Roundtable reports, participation lists	0	4	WP2
15	Educational resources	No. of resources	Website repository	0	6	WP2
16	Industry stakeholders engaged	No. of stakeholders	Stakeholder engagement report	0	25+	WP3
17	Co-Creation Labs organised	No. of labs	Reports per country, participant lists	0	5	WP3
18	Industry roundtables and webinars	No. of events	Event documentation and media files	0	10	WP3
19	Child Rights in Gaming Pledge	Yes/No	Publicly available document	0	1	WP3
20	Industry actors signing the Pledge	No. of industry actors	Signature records, partner follow-up logs	0	5+	WP3
21	Policy recommendations published	No. of policy docs	Published report	0	1	WP3
22	Child ambassadors trained	No. of ambassadors	Training completion records	0	30	WP4
23	Ambassador-led campaigns launched	No. of campaigns	Campaign posts, visuals, advocacy outputs	0	3	WP4
24	Child Ambassadors Advisory Board established	Yes/No	Member list, Board report	0	1	WP4
25	Stakeholder meetings with child ambassadors	No. of meetings	Meeting minutes, feedback reports	0	5	WP4
26	Advocacy outputs created by ambassadors	No. of outputs	Media artefacts, blogs, posters	0	10+	WP4
27	Communication and dissemination strategy	Yes/No	Document published online	0	1	WP5
28	Visual identity/promotional assets created	No. of assets	Toolkit published, visual files online	0	10+	WP5
29	National/EU awareness campaigns launched	No. of campaigns	Campaign documentation, social media metrics	0	4	WP5
30	Social media reach of awareness campaigns	No. of impressions/views	Analytics reports from social platforms	0	10,000+	WP5
31	Final conference in Brussels	Yes/No	Conference report, media coverage	0	1	WP5
32	Sustainability and uptake strategy	Yes/No	Strategy document published	0	1	WP5
33	Stakeholders reached via dissemination events	No. of stakeholders	Event attendance records, dissemination reports	0	300	WP5

Table 6: FAIR GAME KPIs

7. DELIVERABLES & MILESTONES

Deliverables and milestones constitute the primary instruments for monitoring the progress, quality, and strategic coherence of FAIR GAME. Deliverables represent the concrete outputs produced under each Work Package, while milestones mark key control points that confirm the completion of critical phases or the achievement of significant implementation steps. Each deliverable is assigned to a responsible entity and follows a structured internal review process prior to submission, including peer validation, ethical compliance verification (where relevant), and consistency checks against the Grant Agreement and CERV objectives. Milestones are monitored quarterly by WP leaders that will inform the Coordinator, they will be discussed on the Steering Committee meetings to ensure that implementation remains aligned with timelines, budget execution, and impact targets.

Table of Deliverables:

Deliverable	Title	WP	Due Month	Responsible Entity
D1.1	Project Handbook (incl. DMP)	WP1	1	UJI
D2.1	Ethics Plan	WP2	3	UJI
D5.1	FAIR GAME Communication & Dissemination Strategy and Visual Identity	WP5	3	ALL DIGITAL
D2.2	Report on Workshops Execution: Co-development & Pilots	WP2	8	SCF
D1.3	Progress Report	WP1	13	UJI
D3.1	Report on Co-Creation Labs	WP3	13	8DG
D2.3	Material Packages for Professionals and Parents	WP2	14	SCF
D4.1	Training Materials for Ambassadors	WP4	15	UoL
D3.2	Child Rights in Gaming Pledge	WP3	17	8DG
D2.4	Report of Round Table Discussions	WP2	20	SCF
D4.2	Ambassador Advocacy Campaigns and Outputs	WP4	20	UoL
D5.2	Sustainability and Uptake Strategy	WP5	23	ALL DIGITAL
D1.2	Internal Reports	WP1	24	UJI
D3.3	Policy Recommendations for the Industry	WP3	24	ALL DIGITAL
D4.3	Young Ambassadors Advisory Board Report	WP4	24	UoL
D5.3	FAIR GAME Final Conference Report	WP5	24	ALL DIGITAL

Table of Milestones

Number	Name	WP	RESP	Mean of Verification	Due date_0	Due date
1	Kick-off meeting	WP1	UJI	Minutes of the Kick Off meeting (Castellón – Spain)	31/01/26	28/02/2026
2	Establishment of the Ethics Committee	WP2	UJI	Participant list	31/03/26	30/04/2026

3	Launch of FAIR GAME Communication and Dissemination Strategy	WP5	ALL DIGITAL	Strategy uploaded to website of the project	31/03/26	30/04/2026
4	Completion of First European Awareness Campaign on Children's Rights in Gaming	WP5	ALL DIGITAL	Posts and media elements of the first campaign	30/06/26	30/07/2026
5	e-platform installed	WP5	UJI	e-platform accessible via web	30/06/26	30/07/2026
6	Workshop for children piloted	WP2	SCF	Participant list, Report of workshop co-development	30/09/26	30/10/2026
7	First Roundtable Conducted with Industry Stakeholders	WP3	8DG	Report with the conclusions and photos and videos of the roundtable.	31/10/26	30/11/2026
8	Completion of First Co-Creation Lab with Children and Developers	WP3	8DG	List of participants and description of co-created results.	31/12/26	31/01/2027
9	Launch of the Young Ambassadors Program	WP4	UoL	Document with the requirements to be part of the program.	31/01/27	28/02/2027
10	Learning Materials	WP2	SCF	Material package for professionals on online gaming, available online with open access	28/02/27	28/03/2027
11	First Ambassador-Led Campaign	WP4	UoL	Media posts to recruit members	31/03/27	30/04/2027
12	Creation of the Young Ambassadors Advisory Board	WP4	UoL	List of members	31/05/27	30/06/2027
13	Parents evenings	WP2	SCF	Participant list, feedback survey	31/08/27	30/09/2027
14	Round table discussion with children and gaming industry stakeholders held	WP2	SCF	Participant list, Report of round table discussion	31/08/27	30/09/2027
15	Internal Reports submitted	WP1	UJI	Reports submitted to the EC.	31/12/27	31/01/2028
16	Submission of the Child Rights in Gaming Pledge by at least 5 industry actors	WP3	8DG	The submission of the will signify the beginning of a cultural shift within the gaming industry, demonstrating a commitment to children's rights and ethical gaming practices.	31/12/27	31/01/2028
17	Final Conference in Brussels with Presentation of FAIR GAME Results	WP5	ALL DIGITAL	Report of the Final Conference and media evidence.	31/12/27	31/01/2028

8. FINANCIAL MANAGEMENT

FAIR GAME is funded under a lump sum model. In Annex XX the budget distribution is detailed.

Upon entry into force of the Grant Agreement, Universitat Jaume I (UJI), acting as Project Coordinator, received 80% of the total approved project budget as prefinancing from the European Commission. In line with the Consortium Agreement and the internal financial implementation rules of FAIR GAME, UJI will transfer 60% of each partner’s allocated lump sum contribution once the Consortium Agreement has been signed by all beneficiaries and the necessary administrative validations (including bank account registration) have been completed. The remaining 40% of the prefinancing will be transferred following the positive evaluation of the interim report by the European Commission and confirmation of satisfactory progress in the implementation of the relevant work packages. The final 20% of the total approved budget will be distributed after UJI receives the final payment from the European Commission, subject to the positive assessment of the final report and the approved completion of the work packages:

Partner	Total budget	Prefinancing (80%)	Transfer 1 (60%)	Transfer 2 (40%)	Final Payment
UJI	210.694,77 €	168.555,82 €	101.133,49 €	67.422,33 €	42.138,95 €
ALL DIGITAL	191.502,18 €	153.201,74 €	91.921,04 €	61.280,70 €	38.300,44 €
8D GAMES	190.991,79 €	152.793,43 €	91.676,06 €	61.117,37 €	38.198,36 €
UoL	191.925,90 €	153.540,72 €	92.124,43 €	61.416,29 €	38.385,18 €
SCF	206.351,64 €	165.081,31 €	99.048,79 €	66.032,52 €	41.270,33 €
TOTAL	991.466,28 €	793.173,02 €	475.903,81 €	317.269,21 €	198.293,26 €

To ensure transparent and efficient financial management, UJI has appointed a dedicated Financial Officer who will serve as the primary contact point for any financial, administrative, or eligibility-related questions that may arise during project implementation. This structure aims to provide partners with clear guidance while maintaining compliance with CERV rules and the provisions of the Grant Agreement and Consortium Agreement.

9. ETHICAL FRAMEWORK

FAIR GAME is grounded in a rights-based, child-centred, and ethically responsible approach, fully aligned with the EU Strategy on the Rights of the Child, the Digital Services Act, the Better Internet for Kids (BIK+) Strategy, and applicable national and European data protection regulations (including GDPR). Given that the project directly engages children and adolescents aged 10–18 in online gaming environments, ethics is not a peripheral consideration but a structural pillar of project governance.

9.1. Core Ethical Principles

The project will be implemented according to the following principles:

- Respect for the dignity and autonomy of children as rights-holders
- Best interest of the child as a primary consideration
- Informed participation and meaningful inclusion
- Data protection, privacy, and confidentiality
- Non-discrimination and inclusivity
- Do no harm and safeguarding of well-being, including mental well-being

All participatory activities—including co-creation labs, workshops, surveys, focus groups, ambassador activities, and stakeholder consultations—will be designed to ensure safe, inclusive, and empowering environments.

9.2. Ethical Approvals and Institutional Responsibility

Each partner organisation is fully responsible for obtaining the necessary ethical approvals and institutional authorisations required under their national legislation and internal procedures before implementing activities involving human participants.

Where required:

- Approval from institutional ethics boards or review committees must be secured.
- Compliance with national regulations concerning research with minors must be ensured.
- Documentation of ethical clearance must be retained for audit and reporting purposes.

The Project Coordinator will monitor compliance, but the legal and procedural responsibility remains with each individual partner.

9.3. Informed Consent and Protection of Participants

All project activities involving human participants will require a formal **informed consent process**.

This includes:

- Clear, age-appropriate information sheets explaining:
 - The purpose of the activity
 - Voluntary nature of participation
 - Data processing procedures
 - Right to withdraw at any time without consequences
- Signed consent forms prior to participation.

For activities involving:

- **Minors (under 18 years old)**
- **Participants with special educational needs or disabilities**

A legal representative (parent or guardian) must sign the consent form when required by national legislation. In addition, children's assent will always be sought in an age-appropriate manner, ensuring they understand their participation and rights.

No personal data will be collected or processed without explicit consent and clear specification of purpose and storage conditions.

9.4. Data Protection and Confidentiality

All data collection and processing activities will comply with the General Data Protection Regulation (GDPR) and national data protection frameworks. Specific measures include:

- Data minimisation (collecting only necessary data)
- Pseudonymisation or anonymisation where possible
- Secure storage systems with restricted access
- Defined data retention periods
- Clear internal data management procedures

Particular care will be taken when analysing gaming environments or online behaviours to ensure no profiling or unintended harm occurs.

9.5. Establishment of the Ethical Committee

An **Ethical Committee** will be formally established at the beginning of the project.

- It will include **one representative from each partner organisation**.
- The Committee will operate as an advisory and supervisory body.
- It will oversee ethical compliance across all Work Packages.

The Ethical Committee will:

- Develop and approve a comprehensive **Ethics Plan** at the start of the project.
- Monitor the implementation of ethical safeguards.
- Review emerging risks related to children's participation, digital environments, AI use, and mental well-being.
- Provide guidance in case of ethical incidents or dilemmas.
- Update the Ethics Plan whenever necessary, particularly if new methodologies, tools, or risks arise during implementation.

9.6. Ethics Plan

The Ethics Plan will serve as a living document and will include:

- Risk identification and mitigation strategies
- Safeguarding protocols for children
- AI transparency and bias mitigation measures (where applicable)
- Complaint and incident reporting mechanisms
- Procedures for withdrawal and data deletion
- Guidelines for communication and dissemination involving minors

The Plan will be reviewed periodically and updated to reflect evolving legal, technological, or contextual circumstances.

10. CONFLICT RESOLUTION

FAIR GAME follows a structured and proportionate conflict resolution mechanism to ensure that disagreements are handled efficiently and without disrupting project implementation.

In case of a disagreement:

1. the issue will first be addressed informally between the concerned partners and the relevant Work Package Leader.
2. If no solution is reached, the matter will be escalated to the Steering Committee for discussion and formal decision in accordance with the voting rules established in the Consortium Agreement.
3. Where a breach of obligations is identified, a formal notification will be issued, granting the concerned partner a defined period to remedy the situation.
4. Persistent or serious breaches may lead to the declaration of a Defaulting Party and corresponding measures.
5. If internal resolution is not successful, the consortium will seek mediation under the WIPO Mediation Rules. Should mediation fail, the dispute may proceed to arbitration or, where applicable, to the competent courts of Belgium, as defined in the Consortium Agreement.



11. PUBLICATIONS & IPR

All publications produced within FAIR GAME, including scientific articles, policy briefs, reports, and conference papers, must comply with the provisions established in the Grant Agreement and the Consortium Agreement. Prior to any dissemination of results, the authoring partner must provide written notice to all consortium members at least 45 calendar days before the planned publication. Consortium partners then have 30 calendar days to raise a justified objection, particularly where the protection of results, background intellectual property, or confidential information may be affected. Where duly justified, publication may be delayed for a maximum of 90 calendar days to allow for appropriate protection measures. All publications must comply with Open Access requirements as defined in the Grant Agreement. Furthermore, confidentiality obligations remain binding for five years after the final payment by the European Commission, and no confidential information may be disclosed without prior written consent from the concerned partner.

