

1. alkalom - Plenáris ülés, Budapest - 2015. augusztus 25. - Képzésen (mindkét időpont)  
leadott szakmai anyagok kivonata

1. előadás

## Pályázati Javaslatértékelők tapasztalatai

(GOP-3.3.4 pályázathoz kapcsolódó H2020 képzés)

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## Rövid bemutatkozás

- Magánember A Sajat Nevében Intézet
- Certified Information Security Manager
- Informatikai igazságügyi szakértő (szüneteltetve)
- EU szakértő 11 éve
- Főállás: Információ Kockázat Menedzser (Pénzintézet)

Schumann photo

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## A javaslatértékelők tapasztalatai

- A javaslatok értékelésének folyamata
- Ki fogja értékelni a javaslatunkat?
  - Az értékelők előzetes kiválasztási folyamata
  - Értékelők tipikus profilja
- Sikeres és sikertelen javaslatok ismérvei
- Az értékelők meggyőzésének legjobb gyakorlatai

ABC photo

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## Lets put in order (and change to English)

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## Selection of experts

- Interest checking letter, sometimes to several hundred experts after pre-selection from expert database based on their expertise (+ availability check)
- Depending on the answers and on the number and area of expertise of the proposals (also considering conflicts of interests) selection of expert team is done (they get an "Appointment letter" as a contract for the work)
- Minimum requirements to be considered by the organizing office, rules of the European Commission: gender, nationality, company background and history etc.
- Nowadays: remote briefing, but also on site briefing (half day)
- After so many years finally arrives: digital administration (Appointment letter, Reading and Evaluating, Reimbursement is paperless)
- Many slides about the required style of evaluation text, expressions to be avoided and introduction of the standard framework (see later)

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## Evaluation of the proposals

- PDF documents in a central tool, overview before reading: accept and declare that no conflict of interest was found
- Important: we evaluate the proposal AS IS (limited Web cross checks, nowadays Internet access is available, personal laptops are accepted, Ctrl+F is a good friend)
- Reading small projects in 4 hours, big ones in 8 hours? Fill in IAR (Individual Assessment Report) by 3 or 5 individual experts (different in Artemis: full remote, 4 evaluator 1-10 scale of scores)
- On site consensus meetings:
  - first meeting of individual experts, 1,5 or 2,5 hours to reach consensus (every score and text has to be substantiated)
  - Positive and negative comments; scores are given to the text and not text to the scores!
  - CR (Consensus Report) created, ready for ranking
- Exceptional situations, voting and involvement of new experts is rare
- Panel: final ranking of the proposals with limited number of experts (at least one from each proposal which is above threshold), this list is forwarded to EC
- In the past there were hearings, but it has no big influence to the final ranking, so it was eliminated

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## Scores

- General rules for scores (half points may be also given)
  - **2: Fair** While the proposal broadly addresses the criterion, there are significant weaknesses.
  - **3: Good** The proposal addresses the criterion well, although improvements would be necessary.
  - **4: Very Good** The proposal addresses the criterion very well, although certain improvements are still possible.
  - **5: Excellent** The proposal successfully addresses all relevant aspects of the criterion in question. Any shortcomings are minor
- Generally there are 3 categories and for each category 3/5 and in sum 10/15 is the threshold, imagine: 2-5-5 = 12 fails, 3-3-3 = 9 also fails!
- Remarks, ethical issues, minutes of meeting recorded into a central tool
- Review by project officers and quality check by head of unit
- Comparing my IAR text and scores with the final result is illuminating, but consensus is not about ego or defending scores or texts, but is about explaining to each other the strengths and weaknesses of the proposal.

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## Who is Your best friend?

*The evaluator may be, help him or her!*


- 1) Good abstract is the first step, not the title or the acronym of the proposal
- 2) No time to read or check everything that is not in the proposal and also no time to read all the references or inserted appendix line by line (e.g. even source code...)
- 3) Long size does not matter (once we had a 70 pages long proposal with 14,5 score after a 40 minutes consensus meeting)
- 4) Write details without long texts and do not explain too much about one idea, because You hide and we loose the important messages in long texts (e.g. one good table saves several explanation pages) and guide the reader through the text by focusing on keywords
- 5) Clearly describe what is going beyond the state to the art and consider that it may be still relevant after 3 or 5 years
- 6) Provide a TLA dictionary (Three Letter Abbreviations) if there are new abbreviations (common and widely used TLAs You do not need to write in brackets every time when You use them)

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## Towards to win

- 7) PDF helps us a lot, but still, avoid pictures or dense diagrams that are visible but not readable even at 800% scale
- 8) Cross references are supported and may be printed into PDF 
- 9) Summaries in effort tables are helpful (both columns and rows) and do a final cross check about the amounts presented in other parts of the document
- 10) Heading row repeat in tables through pages
- 11) Granularity vs. Presentation on the project plan
- 12) Last time I found one of my feedbacks implemented in a call: limit the length of CVs (e.g. even well reputed professors needs only the relevant references)
- 13) Summaries helps, e.g. risk evaluation is appended to each Work Package, please summarize at the end of WPs all the considered risks

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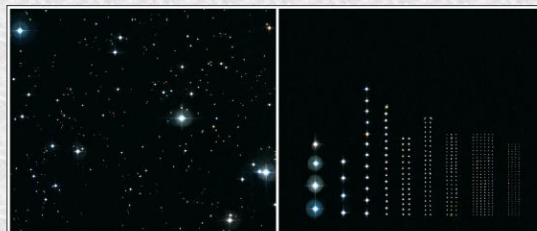


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## Toward, consciousness

- 14) If You miss to consider one significant risk, that will not disappear, but it takes from You at least -0,5 points...
- 15) Avoid ambitious sentences without substantiation (e.g. this idea will solve every problem on the World)
- 16) References from the past and cooperation relations of the consortium are better presented in short and related to the topic of the proposal
- 17) Efforts has to be planned to the tasks and not tasks or imagined shares to be divided to cover the efforts (we do not evaluate the "prices" but the "efforts")
- 18) Balance (avoid gaps and big overlaps, because conscious overlaps helps the risks of effort unavailability!) or reasonable risk handling of lack of efforts is needed in every task of the proposal, e.g.:
  - a) Minor involvement → better to replace and leave partner out
  - b) Huge involvement with no other similar partner → failing risks
  - c) Big overlaps → better with smaller consortium

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## Toward, goals

- 19) Clearly describe the goals, otherwise Your friend will not understand it (quote on a door in SZTAKI: if we would know what we are doing, we would not call it research)
- 20) Need-to-have team and members to substantiate that You will be able to reach the goals
- 21) Not the "big name" matters, but the effort behind that name (e.g. enough PhD Student...)
- 22) Clear "research path", the way to goals, with clear and measurable milestones (not the number of milestones will matter)
- 23) Suitable amount of deliverables (one logo or a project webpage is not a deliverable) with public status, to give chance for possible feedback from outside the consortium
- 24) *Substantiation about who will be interested in using the results, after 3 or 5 years*

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## Finally, dissemination

- 25) Publication forums to be named correctly (sync with deliverables) and separated in different levels (e.g. high impact references from promotional events)
- 26) Intellectual Property and use of results (too much confidentiality rise questions)
- 27) Data protection, see new EU Act in the topic, very important!
- 28) Considering the special needs of disabled people, if it may be the case that the result may be used by such groups
- 29) Use of results in education and research, sustaining the Web server, mailing list, inclusion in a product or creation of a standard, etc.
- 30) Letter of intention is useful for support but also for tests
- 31) Description about statistical data and measuring activities of the dissemination effect (will be useful later also for the periodic reviews)

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## You get the evaluation text

- Jesus said to some Anglicans, "Who do you say that I am?"  
- They replied, "You are the eschatological manifestation of the ground of our being, the kerygma of which we find the ultimate meaning in our interpersonal relationships."  
- And Jesus said, "What?"
- 1) There are some keywords that are used to be on safe side (e.g. the proposal does not substantiate adequately...instead of something "is missing")
  - 2) It is very easy to loose 0.5 or 1 point if several minor or one big element is not explained (imagine, 4 means "very good")
  - 3) No hearing, no questions, moreover: no negotiation phase (new element: a missing point may be solved if there is no negotiation phase?)!
  - 4) Everything is available for the EC from the first IAR through the Minutes of meeting, even the remarks of the officers from the consensus meetings.
  - 5) You may learn from the evaluation text, but sometimes more from an expert who reviews Your proposal (before submission? Generally You will have no time for that...also has to be considered in the conflict of interest checking)

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## What's next?

- Local office: <http://www.ist.hu>
- Expert database, register and participate in the process to see it from inside and it may help You to write successful proposals:  
<http://ec.europa.eu/research/participants/portal/desktop/en/experts/index.html>
- Partner search:  
[http://ec.europa.eu/research/participants/docs/h2020-funding-guide/grants/applying-for-funding/find-partners\\_en.htm](http://ec.europa.eu/research/participants/docs/h2020-funding-guide/grants/applying-for-funding/find-partners_en.htm)
- Participate on partner search events, *because the good consortium is the first step to a successful proposal!* (e.g. ICT Event 2015.10.20-22. Lisbon)
- *Questions?*
- *Bonus session: discussion about evaluation forms, payments, taxes*

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## Criterion 1 - Excellence

Current score: - / 5; Threshold 3; Weight 100% : **Priority 1**

Note: The following aspects will be taken into account, to the extent that the proposed work corresponds to the topic description in the work programme. If a proposal is partly out of scope, this must be reflected in the scoring, and explained in the comments.

- \* Clarity and pertinence of the objectives \*
- \* Credibility of the proposed approach \*
- \* Soundness of the concept, including trans-disciplinary considerations, where relevant \*
- \* Extent that proposed work is ambitious, has innovation potential, and is beyond the state of the art (e.g. ground breaking objectives, novel concepts and approaches) \*

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## Criterion 2 - Impact

Current score: - / 5; Threshold 3; Weight 100% : **Priority 3**

Note: The following aspects will be taken into account, to the extent to which the outputs of the project should contribute at the European and/or international level:

- \* The expected impacts listed in the work programme under the relevant topic \*
- \* Enhancing innovation capacity and integration of new knowledge \*
- \* Strengthening the competitiveness and growth of companies by developing innovations meeting the needs of European and global markets and where relevant, by delivering such innovations to the markets \*
- \* Any other environmental and socially important impacts \*
- \* Effectiveness of the proposed measures to exploit and disseminate the project results (including management of IPR), to communicate the project, and to manage research data where relevant \*

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## Criterion 3: Quality and efficiency of the implementation

Current score: - / 5; Threshold 3; Weight 100% ; Priority 3

\* Coherence and effectiveness of the work plan, including appropriateness of the allocation of tasks and resources \*

\* Complementarity of the participants within the consortium (when relevant) \*

\* Appropriateness of the management structures and procedures, including risk and innovation management \*

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## Operational Capacity

Current status:

Based on the information provided in the proposal, do all the partners in this proposal possess the basic operational capacity to carry out the proposed work? \*

No Yes

If NO, please indicate the partner(s) concerned, and provide a short explanation. In any case, evaluate the full proposal, taking into account all partners and activities.

-Proposal content corresponds, wholly or in part, to the topic description against which it is submitted, in the relevant work programme part

Current status:

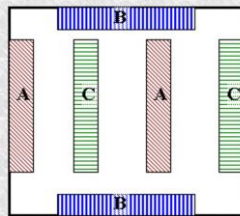
\* I believe this proposal is out of scope because I believe this proposal is in scope because it corresponds, wholly or in part, to the topic description against which it has been submitted

Remarks

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Last but not least...**just do it**, enter in H2020 World!

It seems hard, but can be solved, like this:



Connect *inside* the borders A-A, B-B, C-C buildings, each with 1 line while the 3 lines are crossing **NOTHING!** Stay in 2D!

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