

**ORIENTAÇÕES PARA UMA PROPOSTA  
BEM SUCEDIDA NO HORIZONTE 2020:  
EXPERIÊNCIA DE UM AVALIADOR NO  
CONCURSO 2014**

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# How to become an expert?



## Experts

H2020 ONLINE MANUAL

Join the database of independent experts for European research and innovation.

The European Commission appoints independent experts to assist with research and innovation assignments including the evaluation of proposals, monitoring of projects, and evaluation of programmes, and design of policy.

### New experts

#### Who can be an expert?

You have a chance of being selected as an expert if you:

- have high-level of expertise in the relevant fields of research and innovation ([see call](#) for details on types of expertise).
- can be available for occasional, short-term assignments

[REGISTER AS EXPERT](#)



#### What do expert assignments involve?

Experts, as peer reviewers, assist in the:

- **evaluation** of proposals
- **monitoring** of actions

In addition, experts assist in the :

- **preparation, implementation or evaluation of programmes** and **design of policies**. This includes the Horizon 2020 Advisory Groups.

Assignments mainly concern research and innovation, falling within the Horizon 2020 programme designed to address the challenges Europe is facing through funding excellent science, technology and innovation.

Take a look at the most recently [funded projects](#).

**Business innovation coaches** support SMEs funded via the SME instrument. An expression of interest for experts willing to become Business Innovation Coach for the SME instrument is available [on the EASME](#)

# How to become an expert?



## RESEARCH & INNOVATION

### Participant Portal - Expert Area

LOGOUT

European Commission > Research > Participant Portal

PROGRAMME selection

PERSONAL details

LANGUAGES

EDUCATION

AREA of expertise

PROFESSIONAL experience

## Professional Experience

Please tell us about your career. We are interested in your employment history, experience in assisting the European Commission under its programmes, any evaluation as well as your publications and/or achievements.

**A** Employment History

**B** Experience in Field

**C** Publications & Achievements

**D** Additional Info

## Publications

Please present your most relevant publications (up to 30). If you don't have any, please describe your major achievement(s) below.

#	Title	Date	Authorship	Publication/journal	Keywords	Website link
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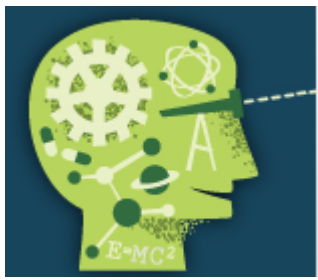
# So, you've been selected...

- Email | Phonecall
- Schedule/ Topic
- Agree...
- (Sign the contract!)



# Why to become an expert?

- Great opportunity to learn - cutting edge science;
- Always good to be an *insider* 😊
- Opportunity to understand how the evaluation process really works;
- Good for your CV;
- \$\$\$



# Negative (less positive) aspects:

- Tremendous amount of work - 100% dedication
- Huge responsibility
- @ Consensus meetings – Long hours...



The EU Framework Programme  
for Research and Innovation

# HORIZON 2020



## Self-evaluation form

**Form 1: Research and innovation actions  
Innovation actions**

**Form 2: Coordination & support actions**

Version 1.2  
10 March 2014

Research and  
Innovation

# The best advice that I can give you is :

- **Follow the description of the call or topic**
  - **Every single aspect!!!!**
  
- **Credibility of the proposed approach!!**
  - *do not try to do the undoable...*



# Evaluation criteria

## Research and Innovation Actions

### 1. Excellence

*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:*

- **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).**

Comments:

If a proposal is only **marginally relevant in terms of its scientific, technological or innovation content relating to the call or topic addressed**, you must reflect this in a lower score for the Excellence criterion

**No matter how excellent the science!**

# Evaluation criteria Research and Innovation Actions

## 2. Impact

*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.

Comments:

If a proposal **does not significantly contribute to the expected impacts** as specified in the WP for that call or topic, you must reflect this in a lower score for the **Impact criterion**

# Evaluation criteria Research and Innovation Actions

## 3. Quality and efficiency of the implementation\*

*Note: The following aspects will be taken into account:*

- 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.

Comments:

If a proposal would require **substantial modifications in terms of implementation** (i.e. change of partners, additional work packages, significant budget or resources cut...), you must reflect this in a lower score for the **“Quality and efficiency of the implementation” criterion**

# Evaluation criteria Research and Innovation Actions

## 3. Quality and efficiency of the implementation\*

\* Experts will also be asked to assess the operational capacity of applicants to carry out the proposed work

- Curriculum Vitae or description of the profile of the applicant
- Relevant publications or achievements
- Relevant previous projects or activities
- Description of any significant infrastructure or any major items of technical equipment

# Scoring

- Scores must be in the **range 0-5**.
- Half marks may be given.
- Evaluators will be asked to score proposals as they were submitted, rather than on their potential if certain changes were to be made.
- When an evaluator identifies significant shortcomings, he or she must reflect this by awarding a lower score for the criterion concerned.

## Thresholds

The **threshold for individual criteria is 3**. The overall threshold, applying to the sum of the three individual scores, is 10.

# INTERPRETATION OF THE SCORES

- 0** → The **proposal fails to address the criterion** or cannot be assessed due to missing or incomplete information.
- 1** → **Poor.** The **criterion is inadequately addressed**, or there are **serious inherent weaknesses**.
- 2** → **Fair.** The proposal **broadly addresses the criterion**, but there are **significant weaknesses**.
- 3** → **Good.** The proposal **addresses the criterion well**, but a **number of shortcomings** are present.
- 4** → **Very Good.** The proposal **addresses the criterion very well**, but a **small number of shortcomings** are present.
- 5** → **Excellent.** The proposal successfully addresses **all relevant aspects of the criterion**. Any shortcomings are minor.

# Again, my best advices are....

- **Follow the description of the call or topic**
  - **Every single aspect!!!!**
  
- **Credibility of the proposed approach!!**
  - *do not try to do the undoable...*
  
- **The Team....**

# Thank you!

