





RÈGLES ET PRINCIPES DE BASE POUR TOUS LES EXPERTS

- **Independence**

- ◆ You are evaluating in a personal capacity
- ◆ You represent neither your employer, nor your country!

- **Impartiality**

- ◆ You must treat all proposals equally and evaluate them impartially on their merits, irrespective of their origin or the identity of the applicants

- **Objectivity**

- ◆ You evaluate each proposal as submitted; meaning on its own merit, not its potential if certain changes were to be made

- **Accuracy**

- ◆ You make your judgment against the official evaluation criteria and the call or topic the proposal addresses, and nothing else

- **Consistency**

- ◆ You apply the same standard of judgment to all proposals

RESPONSABILITÉ DES EXPERTS ÉVALUATEURS

- Evaluate proposals submitted in response to a given call
 - Read 'your' topic in the work programme carefully!
- Carry out the evaluation of the proposals
 - delegate the work to another person not allowed
- Close reports in the electronic system within a given deadline
- Significant funding decisions will be made on the basis of the assessment

H2020 ≠ FP7

- No grant negotiation phase
 - Evaluate each proposal as submitted, **not on its potential if certain changes** were to be made
 - Explain shortcomings and lower score, but **do not make recommendations**
- Overall more emphasis on impact, innovation, exploitation and dissemination
- Pay attention to the implementation aspects
 - Are the resources sufficient to do the work and are they adequately distributed among partners

COMMENT SONT SÉLECTIONNÉS LES EXPERTS ?

- First contact often months in advance: expertise/role, interest, availability, no conflict of interest
- Around and after call deadline: missing specialists, sufficient expert capacity in function of proposals received
 - ◆ Scientific discipline/technology domain, business, procurement, ethics, ...
 - ◆ Profile must be updated in the expert database
- Balance (very strict): geography, organisation type, gender
- After call deadline: Verification of absence of conflict of interest
- Contract
- Allocation of proposals to experts, relevant expertise mix
- Before starting the work: Expert training
 - ◆ Web-streaming/video, written briefing, oral briefing

DEUX PARTIES À ÉVALUER

Part A

- The general Information and the Abstract
- Information on participants and point of contacts
- The Budget
- An Ethics questionnaire (which you do not need to assess)
- Call specific questions – Open Research Data Pilot (which is not part of the evaluation)

Part B divided into 5 sections

- Single doc on SEP {
 - Section 1: Excellence (objectives; relation to WP; concept & approach; ambition)
 - Section 2: Impact (expected impacts; measures to maximize impact which include dissemination & exploitation of results and communication activities)
 - Section 3: Implementation (work plan; management structure & procedures; consortium; resources)
- Single doc on SEP {
 - Section 4: Members of the consortium (operational capacity of the beneficiaries)
 - Section 5: Ethics and security

Section	Title	Index
1	General information	
2	Participants and contacts	
3	Budget	
4	Ethics	
5	Call-specific questions	

LIMITE DE LA TAILLE DES PROPOSITIONS

- Pages beyond 70-page (for RIA, IA) and 90 pages (for PCP) limit are watermarked and should be ignored
- ◆ Section 4 (Members of the consortium) and Section 5 (Ethics and Security) are outside the page limits
- ◆ Any information belonging to other sections of the proposal but placed in sections 4-5 should be ignored
- ◆ There are for example often letters of support etc. placed in sections 4-5 to avoid page limitations. However, the supporting organizations should be mentioned and adequately explained in the section 1-3 in order to be taken into consideration.

TYPES D'ACTION

Call	Topics	Type of Action
EO	EO-1-2016: Downstream applications	IA
	EO-2-2016: Downstream services for public authorities	PCP
	EO-3-2016: Evolution of Copernicus services	RIA
COMPET	COMPET-1-2016: Technologies for European non-dependence and competitiveness	RIA
	COMPET-2-2016: Maturing satellite communication technologies	RIA
	COMPET-3-2016-a: SRC - In-space electrical propulsion and station keeping – Incremental Technologies	IA
	COMPET-3-2016-b: SRC - In-space electrical propulsion and station keeping – Disruptive Technologies	RIA
	COMPET-4-2016: Space Robotics Technologies	RIA
	COMPET-5-2016: Scientific Instrumentation	RIA

PARTICIPATION DE PAYS TIERS ET ORGANISATIONS INTERNATIONALES

- **Eligible for funding only exceptionally if the Commission deems participation of the entity essential for carrying out the action**

- ◆ International organisations (UNESCO etc.)
- ◆ Other third countries (USA, Canada, Japan...)
- ◆ Switzerland is not an Associated country in H2020 Space

➔ Need opinion
from experts in
individual reports

- **Automatically eligible for funding**

- ◆ EU Member States
- ◆ Associated Countries: Iceland, Norway, Albania, Bosnia and Herzegovina, the former Yugoslav Republic of Macedonia, Montenegro, Serbia, Turkey, Israel, Moldova, Faroe Islands, Ukraine, (Tunisia*, Georgia*)
- ◆ International organisations of European interest: the majority of members are Member States or H2020 Associated Countries & principal objective is to promote scientific and technological cooperation in Europe (ECMWF, SatGen...)
- ◆ Certain developing countries (see list in Annex A, General Annexes)

Moderators will assist the
experts in Consensus Meetings

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PROCÉDURE D'ÉVALUATION



- **Admissibility** checked by REA

- ◆ Submitted via SEP (Electronic Proposal Submission application module) before the deadline
- ◆ Readable, accessible and printable
- ◆ Completeness of proposal, presence of all requested forms + proposal description + supporting documents

- **Eligibility** checked by REA

- ◆ Minimum number of partners and other criteria as set out in the call conditions
 - » RIA, IA: min 3 independent legal entities from 3 different EU Member States or associated countries
 - » PCP: Same, plus: 2 of the entities must be public procurers
- ◆ At least partly in scope
 - » Slightly out of scope proposals are ranked down in relevant criterion

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EVALUATION INDIVIDUELLE

Avant de commencer à renseigner les critères de sélection

- **Evaluation of operational capacity** : participant's experience, expertise, availability of infrastructure, equipment, human resources etc. to carry out proposed activity based on the information provided
 - » Curriculum Vitae or description of the profile of the applicant, recruitment plan if relevant
 - » Relevant publications or achievements
 - » Relevant previous projects or activities
 - » Description of any significant infrastructure or any major items of technical equipment
- 1. **Flagging the issue as part of the Individual Evaluation**: view on whether each applicant has the necessary basic operational capacity
- 2. **Dealing with the issue at the Consensus Meeting**: consider whether an applicant lacks basic operational capacity. If yes, make comments and score the proposal without taking into account this applicant and its associated activity(ies).

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NOTATION

Below Threshold	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 .
Above Threshold	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 .

- Score between 0 and 5 to each criterion. **Whole range to be used, with steps of 0,5**
 - ✦ **No negotiation in H2020** → weaknesses and shortcomings should be scored down, no "if only..."
 - ✦ Individual **threshold for funding by criteria is 3** and the **total threshold for funding is 10**. Proposal with any individual score under 3 or a total score for 10 cannot be considered for funding

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CRITÈRES DE SÉLECTION RIA/IA

Excellence

1. Clarity and pertinence of the objectives
2. Soundness of the concept, and credibility of the proposed methodology
3. Extent that proposed work is beyond the state of the art, and demonstrates innovation potential (e.g. ground-breaking objectives, novel concepts and approaches...)
4. Appropriate consideration of interdisciplinary approaches and use of stakeholder knowledge

Impact

1. The expected impacts listed in the work programme under the relevant topic
2. Any substantial impacts not mentioned in the WP, that would enhance innovation capacity; create new market opportunities, strengthen competitiveness and growth of companies, address issues related to climate change or the environment, or bring other important benefits for society
3. Quality of proposed measures to exploit and disseminate project results (including IPR, manage research data where relevant); communicate the project activities to different target audiences

Implementation

1. Quality and effectiveness of the work plan, including extent to which resources assigned in work packages are in line with objectives/deliverables
2. Appropriateness of management structures and procedures, including risk and innovation management
3. Complementarity of the participants which the consortium as a whole brings together expertise
4. Appropriateness of allocation of tasks, ensuring that all participants have a valid role and adequate resources in the project to fulfill that role

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CONSENSUS MEETINGS

Do NOT write: 'we think' 'we suppose' 'perhaps' 'seems' 'might'...

Good language for CR

Because, specifically, for example, ...

'Poor': Insufficient, minimal, fails to describe, unacceptable, inadequate, very generic, not evident, unfocused, very weak, bad, does not meet requirements, no information, inappropriate, limited, unclear, not sound enough, not specified, no significant impact, not been followed, unjustified, overestimated, does not fit profile...

'Excellent': Extremely relevant, credible, very clear, precisely specified, realistic, very innovative, extremely well-suited, very good, timely, convincing, comprehensive, high quality, justified, very well identified, strong, highly effective, thoughtful, very promising, evidence, well-formulated, carefully-prepared, very professionally prepared, fully in line, sound, very convincingly integrated, clearly articulated, coherent, well-balanced, very plausible, ambitious, clear advances, well above average ...

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QUELQUES CONSEILS...

- Respecter à la lettre les consignes de la Commission
 - ◆ Cohérence avec le Work Programme
 - ◆ *Guidance document* sur les critères qui serviront à évaluer les propositions
- Ne pas hésiter à consulter la Commission (éventuellement via le PCN) en avance de phase pour vérifier la démarche et les objectifs
- Inutile de remplir le document de schémas compliqués et de textes blablateurs...
- La rédaction doit être fluide, concise et logique : les experts n'ont pas beaucoup de temps pour évaluer !
- Mais ne pas miser sur l'aléa des experts (compétence, connaissances, temps...), ils font leur job ! Ne jamais oublier que 3 experts font l'évaluation : les moindres failles sont très vite détectées...



Research and Innovation Actions (RIA)
 Innovation Actions (IA)
 Administrative forms (Part A)
 Research proposal (Part B)

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Disclaimer:
 This document is aimed at informing potential applicants for Horizon 2020 funding. It serves only as an example. The actual RIA forms and templates, provided in the online proposal submission system under the Participant RIA, might differ from this example. Proposals must be prepared and submitted via the online proposal submission system under the Participant RIA.



http://ec.europa.eu/rea/pages/2016_h2020_compet_eo_space_research_en.htm



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Merci pour votre attention !

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