Excellence Section for RIA and IA proposals

Jennifer McClung
NCP for Cluster 2 (SSH)

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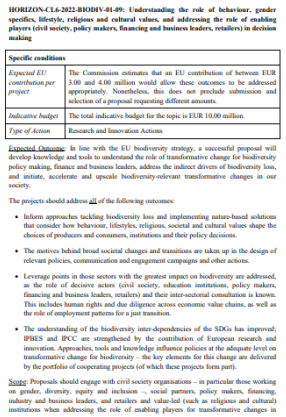
3 Main Rules for Proposal Writing

Fit to the topic criteria



HORIZON-CL6-2022-BIODIV-01-09: Understanding the role of behaviour, gender specifics, lifestyle, religious and cultural values, and addressing the role of enabling players (civil society, policy makers, financing and business leaders, retailers) in decision making

Specific conditions	
Expected EU contribution per project	The Commission estimates that an EU contribution of between EUR 3.00 and 4.00 million would allow these outcomes to be addressed appropriately. Nonetheless, this does not preclude submission and selection of a proposal requesting different amounts.
Indicative budget	The total indicative budget for the topic is EUR 10.00 million.
Type of Action	Research and Innovation Actions

Expected Outcome: In line with the EU biodiversity strategy, a successful proposal will develop knowledge and tools to understand the role of transformative change for biodiversity policy making, finance and business leaders, address the indirect drivers of biodiversity loss, and initiate, accelerate and upscale biodiversity-relevant transformative changes in our society.

The projects should address all of the following outcomes:

- Inform approaches tackling biodiversity loss and implementing nature-based solutions that consider how behaviour, lifestyles, religious, societal and cultural values shape the choices of producers and consumers, institutions and their policy decisions.
- The motives behind broad societal changes and transitions are taken up in the design of relevant policies, communication and engagement campaigns and other actions.
- Leverage points in those sectors with the greatest impact on biodiversity are addressed, as the role of decisive actors (civil society, education institutions, policy makers, financing and business leaders, retailers) and their inter-sectorial consultation is known. This includes human rights and due diligence across economic value chains, as well as the role of employment patterns for a just transition.
- The understanding of the biodiversity inter-dependencies of the SDGs has improved; IPBES and IPCC are strengthened by the contribution of European research and innovation. Approaches, tools and knowledge influence policies at the adequate level on transformative change for biodiversity – the key elements for this change are delivered by the portfolio of cooperating projects (of which these projects form part).

Scope: Proposals should engage with civil society organisations – in particular those working on gender, diversity, equity and inclusion –, social partners, policy makers, financing, industry and business leaders, and retailers and value-led (such as religious and cultural) institutions when addressing the role of enabling players for transformative changes in

Follow the proposal template

Horizon Europe Programme

Standard Application Form (RIA, IA)

Application form (Part A)
Project proposal – Technical description (Part B)

Version 2.0
22 April 2021

Adress evaluation criteria

Topic Criteria – online and in the work programme

Proposed project, its outcomes, and deliverables must be within the **scope** of a work programme topic

Structure of a Topic

TOPIC IDENTIFIER: TOPIC TITLE

Specific Conditions
Expected EU contribution per project
Indicative budget
Type of Action
Eligibility conditions

Expected Outcome
Projects/Activities/Deliverables…

Scope
Description of background
Projects should explore/develop/improve…

Research Proposal Template /Award Criteria

1. Excellence

2. Impact

3. Quality and efficiency of the implementation

Research Proposal Template /Award Criteria

1. Excellence

Excellence – aspects to be taken into account.

- Clarity and pertinence of the project's objectives, and the extent to which the proposed work is ambitious, and goes beyond the state of the art.
- Soundness of the proposed methodology, including the underlying concepts, models, assumptions, interdisciplinary approaches, appropriate consideration of the gender dimension in research and innovation content, and the quality of open science practices, including sharing and management of research outputs and engagement of citizens, civil society and end users where appropriate.

2. Impact

3. Quality and efficiency of the implementation

Application Form – Part B structure

1. EXCELLENCE	2. IMPACT	3. IMPLEMENTATION
What What is the project about?	Why Why should we do the project? What evidence do we collect and measure in the project to demonstrate the projects value?	How How to achieve the objectives?

Proposal Template - Excellence

1. Excellence

⚠ *The following aspects will be taken into account only to the extent that the proposed work is within the scope of the work programme topic.*

1.1 Objectives and ambition *[e.g. 4 pages]*

- Briefly describe the objectives of your proposed work. Why are they pertinent to the work programme topic? Are they measurable and verifiable? Are they realistically achievable?
- Describe how your project goes beyond the state-of-the-art, and the extent the proposed work is ambitious. Indicate any exceptional ground-breaking R&I, novel concepts and approaches, new products, services or business and organisational models. Where relevant, illustrate the advance by referring to products and services already available on the market. Refer to any patent or publication search carried out.
- Describe where the proposed work is positioned in terms of R&I maturity (i.e. where it is situated in the spectrum from 'idea to application', or from 'lab to market'). Where applicable, provide an indication of the Technology Readiness Level, if possible distinguishing the start and by the end of the project.

⚠ *Please bear in mind that advances beyond the state of the art must be interpreted in the light of the positioning of the project. Expectations will not be the same for RIAs at lower TRL, compared with Innovation Actions at high TRLs.*

1.2 Methodology *[e.g. 15 pages]*

- Describe and explain the overall methodology, including the concepts, models and assumptions that underpin your work. Explain how this will enable you to deliver your project's objectives. Refer to any important challenges you may have identified in the chosen methodology and how you intend to overcome them. *[e.g. 10 pages]*

⚠ *This section should be presented as a narrative. The detailed tasks and work packages are described below under 'Implementation'.*

⚠ *Where relevant, include how the project methodology complies with the 'do no significant harm' principle as per Article 17 of Regulation (EU) No 2020/852 on the establishment of a framework to facilitate sustainable investment (i.e. the so-called 'EU Taxonomy Regulation'). This means that the methodology is designed in a way it is not significantly harming any of the six environmental objectives of the EU Taxonomy Regulation.*

- Describe any national or international research and innovation activities whose results will feed into the project, and how that link will be established; *[e.g. 1 pages]*
- Explain how expertise and methods from different disciplines will be brought together and integrated in pursuit of your objectives. If you consider that an inter-disciplinary approach is unnecessary in the context of the proposed work, please provide a justification. *[e.g. 1/2 page]*
- For topics where the work programme indicates the need for the integration of social sciences and humanities, show the role of these disciplines in the project or provide a justification if you consider that these disciplines are not relevant to your proposed project. *[e.g. 1/2 page]*
- Describe how the gender dimension (i.e. sex and/or gender analysis) is taken into account in the project's research and innovation content *[e.g. 1 page]*. If you do not consider such a gender dimension to be relevant in your project, please provide a justification.

⚠ *Note: This section is mandatory except for topics which have been identified in the work programme as not requiring the integration of the gender dimension into R&I content.*

⚠ *Remember that that this question relates to the content of the planned research and innovation activities, and not to gender balance in the teams in charge of carrying out the project.*

⚠ *Sex and gender analysis refers to biological characteristics and social/cultural factors respectively. For guidance on methods of sex / gender analysis and the issues to be taken into account, please refer to http://ec.europa.eu/research/swafs/gendered-innovations/index_en.cfm?pg=home*

- Describe how appropriate open science practices are implemented as an integral part of the proposed methodology. Show how the choice of practices and their implementation are adapted to the nature of your work, in a way that will increase the chances of the project delivering on its objectives *[e.g. 1 page]*. If you believe that none of these practices are appropriate for your project, please provide a justification here.

⚠ *Open science is an approach based on open cooperative work and systematic sharing of knowledge and tools as early and widely as possible in the process. Open science practices include early and open sharing of research (for example through preregistration, registered reports, pre-prints, or crowd-sourcing); research output management; measures to ensure reproducibility of research outputs; providing open access to research outputs (such as publications, data, software*

- Research **data management and management of other research outputs:** Applicants generating/collecting data and/or other research outputs (except for publications) during the project must provide maximum 1 page on how the data/ research outputs will be managed in line with the FAIR principles (Findable, Accessible, Interoperable, Reusable), addressing the following (the description should be specific to your project): *[1 page]*

Types of data/research outputs (e.g. experimental, observational, images, text, numerical) and their estimated size; if applicable, combination with, and provenance of, existing data.

Findability of data/research outputs: Types of persistent and unique identifiers (e.g. digital object identifiers) and trusted repositories that will be used.

Accessibility of data/research outputs: IPR considerations and timeline for open access (if open access not provided, explain why); provisions for access to restricted data for verification purposes.

Interoperability of data/research outputs: Standards, formats and vocabularies for data and metadata.

Reusability of data/research outputs: Licenses for data sharing and re-use (e.g. Creative Commons, Open Data Commons); availability of tools/software/models for data generation and validation/interpretation /re-use.

Curation and storage/preservation costs; person/team responsible for data management and quality assurance.

⚠ *Proposals selected for funding under Horizon Europe will need to develop a detailed data management plan (DMP) for making their data/research outputs findable, accessible, interoperable and reusable (FAIR) as a deliverable by month 6 and revised towards the end of a project's lifetime.*

⚠ *For guidance on open science practices and research data management, please refer to the relevant section of the HE Programme Guide on the Funding & Tenders Portal.*

Evaluation Criteria for Excellence (RIA/IA)

Clarity and pertinence of the **project's objectives**, and the extent to which the proposed work is **ambitious**, and goes **beyond the state-of-the-art**.

Soundness of the proposed **methodology**, including the underlying concepts, models, assumptions, inter-disciplinary approaches, appropriate consideration of the **gender dimension** in research and innovation content, and the quality of **open science practices** including sharing and management of research outputs and engagement of citizens, civil society and end users where appropriate.

Score = 0 to 5

Key Aspects for the Excellence Section

Proposed project = within the **scope** of a work programme topic

Your idea = **ambitious** and go **beyond the state of the art**

Excellence sub-sections =

1.1 Objectives and Ambition
1.2 Methodology

Topic Scope in the Excellence Section

Proposed project must be within the **scope** of a work programme topic

Structure of a Topic

TOPIC IDENTIFIER: TOPIC TITLE

Specific Conditions
Expected EU contribution per project
Indicative budget
Type of Action
Eligibility conditions

Expected Outcome
Projects/Activities will contribute to…

Scope
Description of background
Specific societal problems that should be addressed
Projects should explore/develop/improve…

State of the Art: Going Beyond

Purpose: explaining how the expected outcomes of the project go beyond current innovations and scientific and/or technical quality.

- Describe how your project goes beyond the state-of-the-art, and the extent the proposed work is ambitious. Indicate any exceptional ground-breaking R&I, novel concepts and approaches, new products, services or business and organisational models. Where relevant, illustrate the advance by referring to products and services already available on the market. Refer to any patent or publication search carried out.

screen **existing project** landscape
e.g. cordis database

examine **existing scientific literature**

search in **patent databases**
e.g. European patent database

Sub-sections in the Excellence Section

1.1

Objectives and Ambition *e.g. 4 pages*

1.2

Methodology *e.g. 15 pages*

Sub-sections in the Excellence Section

1.1

Objectives and Ambition *e.g. 4 pages*

- Objectives (relevant, measurable and verifiable, and achievable)
- Beyond state-of-the-art
- R&I maturity (TRL levels)

1.2

Methodology *e.g. 15 pages*

Tip: **Highlight** the main objectives of your proposal in a clear way so that is easy to find for evaluators
THEN – structure your project (sections, work packages, etc) around your objectives

Objectives Need to Be SMART

Specific

Measurable

Achievable

Relevant/Realistic

Time-bound

Sub-sections in the Excellence Section

1.1

Objectives and Ambition *e.g. 4 pages*

Tip: Structure – clear, logical
Detail – enough to convince reviewers

Tip: Include links and synergies to other EU programmes, but always highlight the added value of your project compared to those.

Tip: factsheet on good SSH integration practices – good practices examples

1.2

Methodology *e.g. 15 pages*

- Methodology (concepts, models, specific methods)
- Links to other national and international R&I activities
- Interdisciplinary approach
- Integration of SSH
- Gender dimension
- Open science practices
- Research data management (FAIR principle)

To address in the Methodology section

Open Science Practices

Do no significant harm principle (DNSH)

Gender dimension in R&I content

Open Science

early and open sharing of research

e.g. through preregistration, registered reports, pre-prints, or crowd-sourcing

OA to research outputs through deposition in trusted repositories

e.g. publications, data, software, models, algorithms, and workflows

research output management including research data management

participation in **open peer-review**

measures to ensure **reproducibility** of research outputs

involving all relevant knowledge actors in the co-creation of R&I agendas and contents

Open Access

MANDATORY: Open Access of peer-reviewed scientific publications relating to their results.
Publication fees are **reimbursable** only if publishing venue is full open access.

ARTICLES

Deposition in a trusted repository at the latest upon publication

License:
CC BY or equivalent
CC BY-NC/CC BY-ND are allowed for long-text formats

VALIDATION

Information via the repository about any research output / tools / instruments needed to validate the conclusions of the scientific publication

METADATA

Open Access in line with the FAIR principles, providing information about the licensing terms and persistent identifiers

License:
CC 0 or equivalent

FAIR Principle

Findable	Sufficient meta data
Accessible	Ensure data availability
Interoperable	Formats that enable cross-referencing
Reusable	Faciliate re-use via information on data origin/limits

- Data sharing «As open as possible, as closed as necessary»

→ Up to 1 page to describe research data/output management under chapter 1.2 Methodology

Research Data Management

Responsible management of the digital research data generated in the project, in line with the FAIR principles.

Data Management Plan

regularly updated for generated and/or collected data

submitted by month 6 of project

in proposal or latest by Grant Agreement signature in cases of Public Emergency

EC Template available!

DEPOSIT

asap and according to the DMP

as open as possible as closed as necessary

in a trusted repository (EOSC if required in the call conditions)

License:
CC BY
CC 0 or equivalent (also metadata)

DATA REUSE

provide information via the repository about any research output/tools/instruments needed to re-use or validate the data

Do No Significant Harm Principle (DNSH)

In line with the European Green Deal objectives, the research and innovation activities should not do significant harm **to any of the six environmental objectives** (EU Taxonomy Regulation)

- **Climate change mitigation**
- **Climate change adaptation**
- **Sustainable use & protection of water & marine resources**
- **Transition to a circular economy**
- **Pollution prevention & control**
- **Protection and restoration of biodiversity & ecosystems**

The DNSH principle needs to be taken into consideration in the **scientific methodology** and **impact** of the project.

Gender Dimension in Research & Innovation

MANDATORY: explaining how the gender dimension relates to the content of the planned research and innovation activities - **not** to gender balance in the team carrying out the project.

- Describe how the gender dimension (i.e. sex and/or gender analysis) is taken into account in the project's research and innovation content *[e.g. 1 page]. If* you do not consider such a gender dimension to be relevant in your project, please provide a justification._

SEX

biological characteristics distinguish between male, female, and intersex

GENDER

socio-cultural norms, identities and relations defining *feminine & masculine*

INTERSECTIONAL FACTORS

e.g. racial or ethnic origin, age, socioeconomic status, sexual orientation, or disability

Gender Dimension in Research & Innovation

COMMON MISTAKES

- using gender stereotypes
- sex/gender taken as BINARY categories
- not considering other categories of possible influence (intersectionality)
- assigning differences automatically to sex (taking sex for gender)
- over accentuation of sex and/or gender differences without having proof of their role in the researched topic
- overlooking proofs of minimal or no differences (sex and/or gender)

Jennifer McClung
National Contact Point for Social Sciences and the Humanities
jennifer.mcclung@euresearch.ch

Micol Nantiat
National Contact Point for Legal and Financial Issues
micol.nantiat@euresearch.ch

www.euresearch.ch

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Swiss guide to European research and innovation