



# Establishment of the Nigerian National Contact Point Network for Horizon Europe and ERASMUS Plus

Lot 4 Consortium led by ICON-INSTITUT public Sector GmbH  
Implemented by ICON and Europe Ltd.

SIEA-2018-21317

## Transversal Topics

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Project Coordinator and R&I Expert

Workshop on Writing Proposals IV  
Remote - 6 March 2024

# Content

1. How to search for **partners** and offer ones' participation in a project proposal

Questions and Answers

2. Proposal **evaluation** criteria, process, types of involved experts and implications for proposal writing

Questions and Answers

## Partnering

**To partner or not to partner?**

**With whom?**

### **Conditions of participation**

Mono or multi beneficiary applications

Legal status of beneficiaries

Geographic origin of beneficiaries

Mission of beneficiaries



# Partnering

**Who to look for?**

- **Project Coordinator?**
- **Project Partners?**

**Depending on the role you can credibly take!**



# Role of Coordinator

- Represents and leads the project consortium
- Acts as intermediary between European Commission and partners
- Leads preparation and submits the project application
- **Responsible for the effective & efficient implementation of the project if approved**



# Role of Partners

- Liaise with the Coordinator for the good management of the project
- Give the Coordinator all necessary information for project application and later implementation reporting
- **Implement the project**
- **Lead specific parts / aspects of the project**



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# Know your Call of interest!

European Commission | Funding & tender opportunities  
Single Electronic Data Interchange Area (SEDIA)

HOME SEARCH FUNDING & TENDERS HOW TO PARTICIPATE PROJECTS & RESULTS WORK AS AN EXPERT SUPPORT

Strengthen the bilateral cooperation on research infrastructures with Africa  
HORIZON-INFRA-2024-DEV-01-02

Topic Call for proposals

Budget overview

Topic	Budget (EUR) - Year : 2024	Stages	Opening date	Deadline	Contributions	Indicative number of grants
HORIZON-INFRA-2024-DEV-01-03 - HORIZON-RIA HORIZON Research and Innovation Actions	8 000 000	single-stage	06 December 2023	12 March 2024	2000000 to 4000000	2
HORIZON-INFRA-2024-DEV-01-01 - HORIZON-RIA HORIZON Research and Innovation Actions	12 000 000	single-stage	06 December 2023	12 March 2024	1000000 to 3000000	5
HORIZON-INFRA-2024-DEV-01-02 - HORIZON-CSA HORIZON Coordination and Support Actions	3 000 000	single-stage	06 December 2023	12 March 2024	around 1500000	2

Internal navigation: General information, Topic description, Destination, Conditions and documents, Partner search and selection, Start submission

single-stage 06 December 2023 12 March 2024 17:00:00 Brussels time



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# Know your Call of interest!

## New tools, technologies and approaches for vector control in sub-Saharan Africa

HORIZON-JU-GH-EDCTP3-2024-01-05-two-stage

Topic Call for proposal

Internal navigation <

- General information
- Topic description
- Conditions and documents
- Partner search announcements
- Start submission
- Topic related FAQ
- Get support

General information		
<b>Programme</b> Horizon Europe Framework Programme (HORIZON)		<a href="#">€ Budget overview</a>
<b>Call</b> Research and Innovation actions supporting the Global Health EDCTP3 Joint Undertaking (HORIZON-JU-GH-EDCTP3-2024-01-two-stage)		
<b>Type of action</b> HORIZON-JU-RIA HORIZON JU Research and Innovation Actions	<b>Type of MGA</b> HORIZON Action Grant Budget-Based [HORIZON-AG]	<a href="#">Open for submission</a>
<b>Deadline model</b> two-stage	<b>Opening date</b> 18 January 2024	<b>Deadline dates</b> 04 April 2024 17:00:00 Brussels time 17 September 2024 17:00:00 Brussels time





# Expression of Interest / Partner Search

1. Who are you and your organization?
2. What Call for proposals and specific topic interests you?
3. Are you looking for a Coordinator or Partners?
4. What do you bring to the project? – expertise, experience, infrastructure, access to specific data-sets, sites and environments, future users?
5. What role can you take in the project? – research performer, technology developer, tester/validator of approaches & ideas, prototyping & demonstration, buyer of results, project management, communication, dissemination & engagement, contributor of social sciences and/or humanities dimensions
6. What type of partners and roles are you looking for?



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# Dedicated search platform

← → ↻ 🏠 <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/partner-search>

 **European Commission** | **Funding & tender opportunities**  
Single Electronic Data Interchange Area (SEDIA)

[HOME](#) [SEARCH FUNDING & TENDERS](#) [HOW TO PARTICIPATE](#) [PROJECTS & RESULTS](#) [WORK AS AN EXPERT](#) [SUPPORT](#)

## Partner search

🔍 Search by keyword, name... [Search](#)

Organisations  Persons [Advanced search ^](#)

**Programme / Topic**

Programme:  [▼](#)      Topic:  [▼](#)

**Location**

Country:  [▼](#)      City <sup>?</sup>:

**Organisation**

Organisation type:  [▼](#)

**Person profile**

Professional profile:  [▼](#)



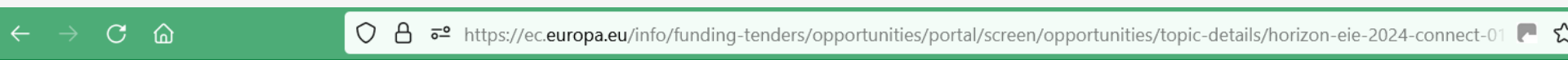
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# Dedicated search platform



## The African Union-European Union Innovation Platform

HORIZON-EIE-2024-CONNECT-01-01

Topic Call for proposal

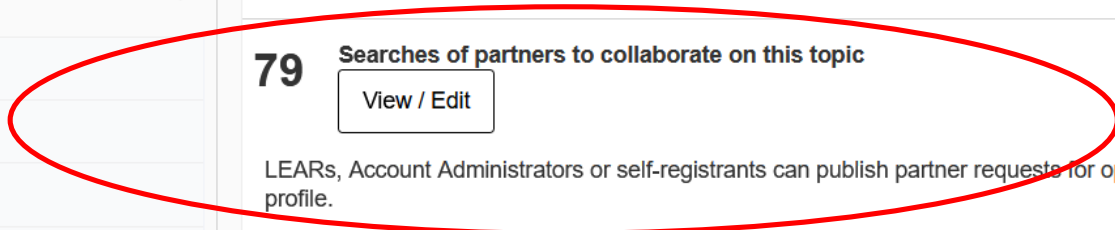
Internal navigation
General information
Topic description
Destination

Partner search announcements

**79** Searches of partners to collaborate on this topic

[View / Edit](#)

LEARs, Account Administrators or self-registrants can publish partner requests for open and forthcoming topics after logging into this Portal profile.





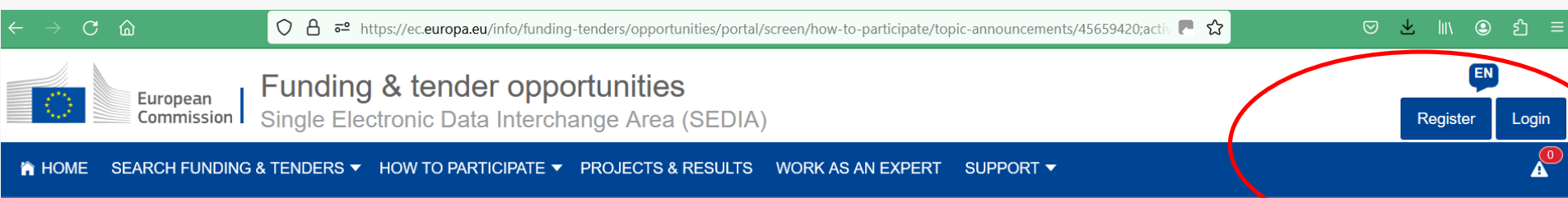
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# Dedicated search platform



## Partner search announcements for the topic

**Topic information**

Topic  
The African Union-European Union Innovation Platform  
ID  
HORIZON-EIE-2024-CONNECT-01-02  
Expertise offers  
104  
Expertise requests  
3

[Go back](#)

**Published**

Search by name, description... Expertise request, Expertise offer

107 item(s) found

**MINDS & SPARKS GMBH**

M&S is an experienced project partner with a skilled team of researchers, engineers, developers and creatives offering APPLIED RESEARCH: Stakeholder Analysis, User Surveys, Requirements Engineering. DEVELOPMENT: Conception, Web Applications, Interface Design, Data Visualization, Piloting, Validation. DISSEMINATION & EXPLOITATION: Websites, Communication, Innovation and Technology Marketing, Solution Assessments, Market Analysis, Exploitation Planning. OUR PROFILE: <http://bit.ly/mindsandsparks>

<b>Organisation type</b>	Research Organisation	<b>Type of request</b>	Expertise offer
<b>Country</b>	Austria	<b>Request date</b>	06 Jul 2023
<b>Status</b>	Published		



Implemented by:



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# Databases of past project & beneficiaries

https://cordis.europa.eu/search?q=(%2Farticle%2Frelations%2Fcategories%2Fcollection%2Fcode%3D'brief' OR (%2Fresult%2Frel...

European Commission | **CORDIS** | EU research results

English **EN**

Search

HOME THEMATIC PACKS PROJECTS & RESULTS VIDEOS & PODCASTS NEWS DATALAB ABOUT US **SEARCH** LOG IN

Save search My saved searches Download search results RSS feed My booklet

Search terms [x] [Q] [Help]

Edit query

Filters

Collection: Results in Brief [x] Collection: Project Deliverables [x] Collection: Project Publications [x] Collection: Projects [x]

Language: English [x]

[x] Clear all filters

Include archived content [i]

728 228 results found



Implemented by:



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# Databases of past project & beneficiaries

The screenshot displays the COST Actions website interface. The top navigation bar includes the COST logo (EUROPEAN COOPERATION IN SCIENCE & TECHNOLOGY), 'COST Actions' and 'Funding' dropdown menus, and utility icons for search, e-COST, and MENU. A prominent green banner reads 'Open call Fund your network'. Below the navigation, a breadcrumb trail shows 'Home > COST Actions > Browse Actions'. A search bar is present with the placeholder text 'Action or Innovators Grant number or text' and an orange 'Search' button. A checkbox for 'Search in Title Only' is located below the search bar. At the bottom right, there are controls for 'Show: 10' and 'Order by: Approval Date' with a sort icon.



## **NCPs Network**

- Know the Nigerian NCPs focused on your areas of work
- Engage with them, and through them with other NCPs across Europe and Africa

## **Your previous collaborators & Nigerian diaspora**

- Share with them your Expression of Interest / Partner Search

## **Info Days & match-making events**

- Actively prepare for and participate



# Questions?

You can also send them later to us on the emails below:

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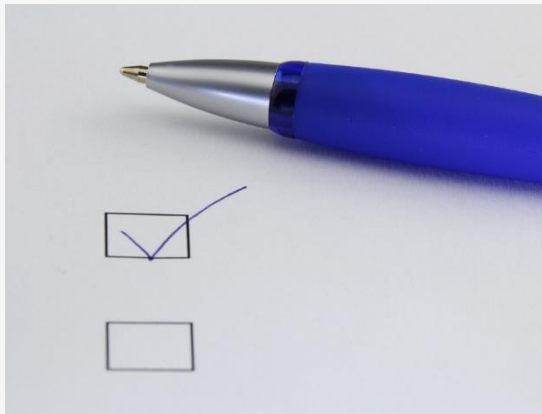




# Evaluation

- Criteria
- Process
- Involved experts
- Implications for proposal writing

# Evaluation criteria & process



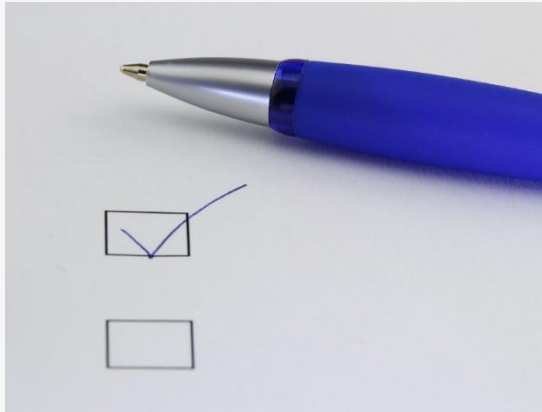
1. Eligibility
2. Exclusion
3. Selection

- In-house
- External
- Mix



4. Award

# Eligibility criteria



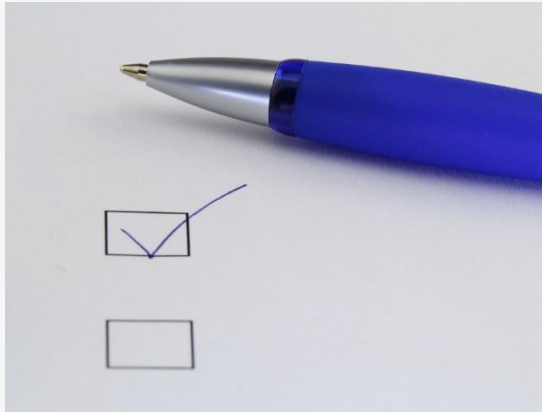
Relates to:

- The applicant
- Budget
- The submission formalities

Formal criteria to determine which proposals are eligible or not

- Answer by YES or NO
- Establish a list of eligible proposals

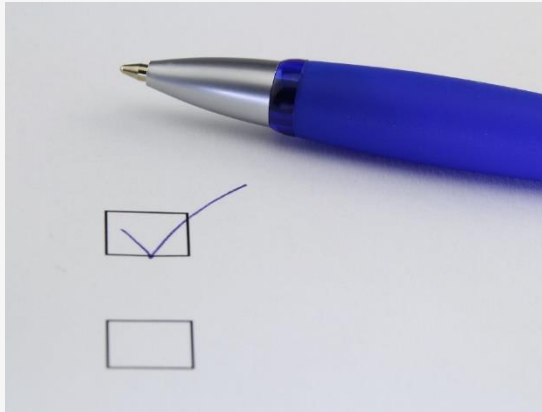
## Exclusion criteria



Relates to the applicant, when:

- Bankruptcy procedure
- Conviction of an offence
- Serious professional misconduct
- Non-fulfilment social security or tax obligations
- Fraud, corruption
- Serious breach of contract

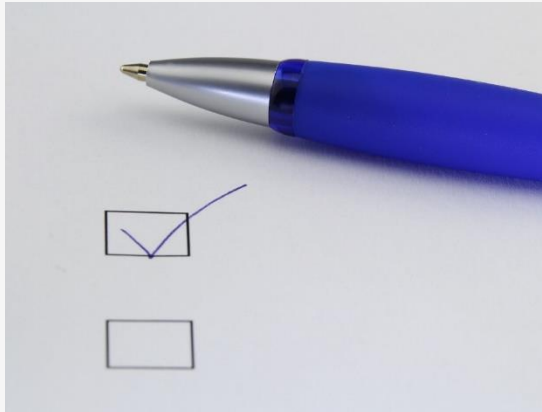
## Selection criteria



Relates to evaluating the capacity of the applicants to implement the project

- Operational capacity
- Financial capacity

## Selection criteria



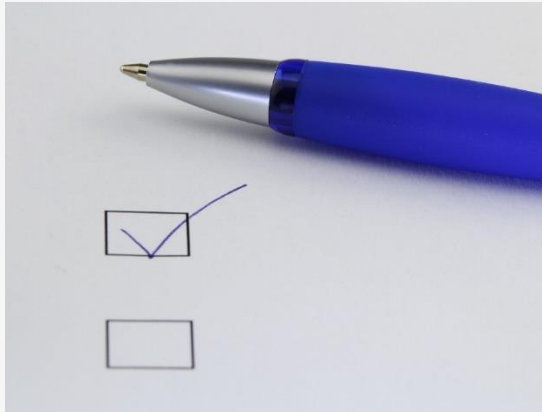
Financial capacity

- undertaken by EC Services

*Not necessary for public bodies,  
international organisations!*

- Budget / annual turnover
- External audit reports
- Subcontracting?
- Financial statements – last 2 financial years

## Selection criteria



Operational capacity

- Experience in the Call topic
- Experience in project management / implementation of specific roles

- List of past projects, publications, other achievements
- Description of background of organisations and staff involved

## Award criteria



To evaluate the quality of proposals and award funding to the best ones

- assessed by independent evaluators, in teams
- in one-stage or two-stage process

1. Excellence
2. Impact
3. Implementation

- Scoring
- Thresholds
- Weighting

**Know the Evaluation Form!**





# Award criteria

## Scoring:


Scoring must be in the range from 0-5. Half-marks may be given.

- 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.

## Thresholds & weighting:

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

# Award criteria

 Specific calls or topics may have different rules regarding thresholds and weighting.


## Specific cases:

### Two-stage calls

For stage 1 proposals, only the criteria Excellence and Impact will be evaluated and within those criteria only the aspects indicated in bold in General Annex of the Main Work Programme. The threshold for each of the two individual criteria is 4.

After the evaluation, the call coordinator will then fix an overall threshold, to limit the proposals that will be invited to stage 2. (This overall threshold will be set at a level which ensures that the total requested budget of proposals admitted to stage 2 is as close as possible to three times the available budget, and in any case, not less than 2.5 the available budget. The actual level will therefore depend on the volume of proposals received. The threshold is expected to normally be around 8 or 8.5.)

 Applications **must be evaluated as they were submitted**, NOT on their potential if certain changes were made.

 If an application is partly out of scope, this should be reflected in the scoring and explained in the comments.



# Excellence evaluation

 Applications **must be evaluated as they were submitted**, NOT on their potential if certain changes were made.

## 1. Excellence

The following aspects will be taken into account, to the extent that the proposed work corresponds to the description in the work programme:

- Clarity and pertinence of the project's objectives.
- Quality of the proposed coordination and/or support measures including soundness of methodology.

Comments:

Score 1 (0-5):

Threshold: 3/5



# Excellence evaluation

Follow **closely** the Application Form guidance!

*Excellence – aspects to be taken into account.*

- Clarity and pertinence of the project's objectives
- Quality of the proposed coordination and/or support measures including soundness of methodology.

*scope of the work programme topic.*

## 1.1 Objectives #@PRJ-OBJ-PO@# [e.g. 1 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?

#§PRJ-OBJ-PO§#

## 1.2 Coordination and/or support measures and methodology #@CON-MET-CM@# #@COM-PL-CP@# [e.g. 6 pages]

- Describe and explain the coordination and/or support measures and 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 challenges you may have identified in the chosen methodology and how you intend to overcome them. [e.g. 4.5 pages]



# Impact evaluation

## *Impact – aspects to be taken into account.*

- Credibility of the pathways to achieve the expected outcomes and impacts specified in the work programme, and the likely scale and significance of the contributions due to the project.
- Suitability and quality of the measures to maximise expected outcomes and impacts, as set out in the dissemination and exploitation plan, including communication activities.

*The results of your project should make a contribution to the expected outcomes set out for the work programme topic over the medium term, and to the wider expected impacts set out in the 'destination' over the longer term.*

*In this section you should show how your project could contribute to the outcomes and impacts described in the work programme, the likely scale and significance of this contribution, and the measures to maximise these impacts.*

## **2.1 Project's pathways towards impact [e.g. 4 pages]**

- Provide a **narrative** explaining how the project's results are expected to make a difference in terms of impact, beyond the immediate scope and duration of the project. The narrative should include the components below, tailored to your project.
  - (a) Describe the unique contribution your project results would make towards (1) the **outcomes** specified in this topic, and (2) the **wider impacts**, in the longer term, specified in the respective destinations in the work programme.



# Implementation evaluation

## *Quality and efficiency of the implementation – aspects to be taken into account*

- *Quality and effectiveness of the work plan, assessment of risks, and appropriateness of the effort assigned to work packages, and the resources overall.*
- *Capacity and role of each participant, and extent to which the consortium as a whole brings together the necessary expertise.*

### **3.1 Work plan and resources** [e.g. 10 pages (13 pages for topics using lump sum funding) – including tables]

Please provide the following:

- brief presentation of the overall structure of the work plan;
- timing of the different work packages and their components (Gantt chart or similar);
- graphical presentation of the components showing how they inter-relate (Pert chart or similar).
- detailed work description, i.e.:
  - a list of work packages (table 3.1a);
  - a description of each work package (table 3.1b);
  - a list of deliverables (table 3.1c);



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