Tips and hints for a successful proposal based on the experience of an evaluator

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European Commission
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Agenda

- eContentplus evaluation process

- Suggestions for a successful proposal

Evaluation Process

Evaluation process

Proposals are evaluated

- By independent experts
- Against pre-defined criteria (award criteria) set out in the work programme

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Evaluation Process – Award Criteria

- Each criterion scored from 1 to 10: max. score 100
    1. Relevance and European dimension (weight = 2)
    2. Content, impact and additional conditions (weight = 4)
    3. Quality of the technical part of the proposal (weight = 2)
    4. Resources and management (weight = 2)

- Proposals scoring less than 6/10 on criterion 1 are not evaluated further

Evaluation process – 1st phase

Individual evaluation

- 3 experts read proposals by themselves (1-2 hours per proposal) and draft the

- Individual Assessment Report

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Evaluation process – 2nd phase

Consensus evaluation

- The 3 experts meet and discuss the proposals to reach consensus on evaluation and comments against criteria

- One expert designated as rapporteur to draft the

- Consensus Report

Evaluation process – 3rd phase

Panel meeting

- All experts meet to compare top proposals of a given action and to agree overall ranking

- Evaluation Summary Report = feedback to proposers on evaluation result

Evaluation Process – Points to keep in mind

- If 3 experts cannot reach consensus, 4th opinion will be sought

- In-built check points ensure fairness of process

- Proposals are evaluated by experts from different backgrounds (users, content providers, R&D, etc.)

- Time for 1st reading is 1-2 hours

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Suggestions for a successful proposal

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Suggestions for a successful proposal

Call documentation

- Read carefully the documentation provided by the Commission
  - Work programme
  - Guidelines for proposers
  - Evaluation criteria

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Suggestions for a successful proposal

Concise proposal - clear objectives

- Organise your proposal according to clearly identified, achievable objectives

- Write the first part of your proposal with particular care (it serves to show relevance and European dimension)

  - Make sure your idea and the relevance of the project are understood

  - Avoid too many technical details, create interest

Suggestions for a successful proposal

Miscellaneous tips and hints ...

- Analyse other projects funded by the Commission
- Highlight points that make your proposal stand out (avoid the "yet another ...")
- Take into account all the award criteria
- Ask a colleague (not directly involved) to evaluate your proposal based on the award criteria (within 1-2 hours) – Result?

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eContentPlus specific

- ## Technology
  - Avoid proposals focused on creation and development of new technologies
  - Detail the technology that is going to be used and how
  - Describe also the weaknesses of the technologies used

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- ## Content

  - Clearly identify the quality and quantity of content to be used

  - Explain why the content used is sufficient (from the user point of view) for achieving the objectives of the project (critical mass)

  - Content must be provided and used by several European countries (European dimension)

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- Users
  - Clearly identify user needs.
  - The proposal should be "user-centric"
  - The analysis of demand should describe who are the users and which are their needs.
  - What is the advantage of having solution at European level?

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Suggestions for a successful proposal

- **Sustainability and use of the project results**
  - How will the project continue after the end of the Community funding?
  - Which are the relations between the project activities and its continuation?
  - How are the relations between the partners going to be managed after the end of the project?
  - Which are the benefits for the partners?
  - Avoid generic statements

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The Evaluation Process

Thank you for your attention!

Good Luck

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