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# Call for External Evaluators



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## *Disclaimer*

*Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or European Research Executive Agency (REA). Neither the European Union nor the granting authority can be held responsible for them.*

Within the framework of the PoliRuralPlus project, funded under the Horizon Europe programme, a series of four open calls are anticipated. These calls are designed to attract and fund innovative proposals that align with the project's overarching aims. The primary objective of these calls is to extend the impact of the PoliRuralPlus initiative, exploring new methodologies, technologies, and strategies for rural-urban development across nine key EU regions. More information on the project and open calls can be found at <https://www.poliruralplus.eu/open-calls/>.

## Call for External Evaluators

The PoliRuralPlus project is seeking qualified **external evaluators** to assess proposals submitted under these open calls:

1. **Outreach Call: Foster Grassroots Innovation in Rural-Urban Interactions**
  - a. Objective - uncover and support unique ideas that redefine rural-urban interactions, demonstrating a deep dive into regional intricacies and fostering grassroots innovations.
  - b. Funding: 9 proposals to be funded, up to 5,000 EUR each
  - c. Evaluation expected: **September 2024**
2. **Mobilise Call: Leverage AI for Community-Driven Innovation**
  - a. Objective - mobilise local stakeholders, IT experts, and regional advisors, leveraging AI/DL tools to illuminate their potential in transforming rural-urban interactions, and fostering community-driven innovations.
  - b. Funding: 9 proposals to be funded, up to 10,000 EUR each
  - c. Evaluation expected - **March 2025**
3. **Develop Call: Showcase Scalable Solutions for Rural-Urban Dynamics**
  - a. Objective - curate and support innovative solutions that address the unique challenges and opportunities within rural-urban dynamics, showcasing the adaptability and applicability of these solutions across the EU.
  - b. Funding: 5-15 proposals to be funded, from 30,000 to 100,000 EUR each
  - c. Evaluation expected - **July 2025**
4. **Enhance Call: Advance Rural-Urban Models through Innovation**
  - a. Objective - refine and augment existing models of rural-urban interactions with new, innovative approaches that address specific challenges, ensuring continuous improvement and sustainability.
  - b. Funding: 7-15 proposals to be funded, up to 25,000 EUR each
  - c. Evaluation expected - **July 2025**

## Requirements for Evaluators – Evaluation Criteria

The following criteria will be evaluated. Each criterion is rated on a scale of 1-5, where 5 represents the highest level. The scoring scale is as follows: 1=does not meet at all, 2=rather does not meet, 3=partially meets, 4=rather meets, 5=completely meets. Minimum of 10 points should be obtained, maximum of 15 points can be obtained.

External evaluators should possess:

- **Expertise in rural development, sustainable urban planning, innovation management, technological innovation or related fields (number of months/years of experience):**
  - less than 3 years – 1 point
  - from 3 to 5,9 years – 2 points
  - from 6 to 7,9 years – 3 points
  - from 8 to 10 years – 4 points
  - more than 10 years – 5 points

- **Experience in evaluating proposals or projects, preferably within EU-funded programmes (number of months/years of experience):**
  - up to 6 months – 1 point
  - from 7 to 12 months – 2 points
  - from 13 to 18 months – 3 points
  - from 19 to 24 months – 4 points
  - more than 24 months – 5 points
  
- **Strong analytical skills and the ability to provide constructive feedback – working as a Project Manager, Director, Head of department/section/..., Specialist, Analyst, Researcher or similar position requiring leadership or management skills (number of working months at the position):**
  - up to 12 months – 1 point
  - from 13 to 24 months – 2 points
  - from 25 to 36 months – 3 points
  - from 37 to 48 months – 4 points
  - more than 48 months – 5 points

Evaluators are required to commit to impartiality and confidentiality throughout the evaluation process.

Evaluators meeting the required criteria (minimum 10 points) will be selected by lot to evaluate the calls (Outreach, Mobilise, Develop, Enhance). Each project submitted to the call will be evaluated by at least one external evaluator. The selected evaluator should not evaluate a project from his/her country of residence, in which case another evaluator will be selected by lot.

### **Scope of Work for Evaluators**

Evaluators will play a crucial role in ensuring the transparency, fairness, and quality of the proposal selection process. They will be responsible for the detailed assessment of proposals based on predefined criteria, providing scores, and offering constructive feedback to applicants.

### **Evaluation Criteria**

The evaluation of proposals is based on the same principles as established by the European Commission (EC) for Horizon Europe proposal evaluation, tailored to assess the relevance, impact, innovation, and feasibility of the proposed activities. These criteria ensure that selected projects are aligned with the overall goals of the PoliRuralPlus project and the broader Horizon Europe framework.

### **Evaluator Fee**

Evaluators will receive a fee for their participation in the evaluation process. The total fee of 2,400 EUR is structured as follows:

1. **Outreach Call:** Evaluators will receive a lump sum of **400 EUR** for the evaluation. With an expected evaluation period in August 2024. The maximum number of days for evaluating project proposals shall not exceed 2 days.
2. **Mobilise Call:** Evaluators will receive a lump sum of **400 EUR** for the evaluation. Scheduled for evaluation in March 2025. The maximum number of days for evaluating project proposals shall not exceed 2 days.
3. **Develop Call:** Evaluators will receive a lump sum of **800 EUR** for the evaluation. Expected to be evaluated in July 2025. The maximum number of days for evaluating project proposals shall not exceed 3 days.
4. **Enhance Call:** Evaluators will receive a lump sum of **800 EUR** for the evaluation. Also expected in July 2025. The maximum number of days for evaluating project proposals shall not exceed 3 days.

Payments will be processed on the basis of a concluded agreement upon the completion of the evaluation period and submission of evaluation reports.

### **Agreement with the Project Coordinator**

Each selected external evaluator will enter into an agreement with the project coordinator, the Czech Technical University in Prague (CVUT). This agreement will outline the terms and conditions of the evaluation process, including the scope of work and confidentiality requirements and the payment terms.

### **Application Form**

Please send the following details to [poliruralplus@fit.cvut.cz](mailto:poliruralplus@fit.cvut.cz) by **19.09.2024**

- Name:
- Surname:
- Title:
- Date of birth:
- Nationality:
- Organisation and address:
- Email:
- Your trade register number (if applicable):
- Short bio highlighting the required expertise and references:
- Linked-In or other online professional profile (if applicable):
- **For evaluation criteria, please fill in the Microsoft form**

By sending this application, you agree with processing of your data according to the [CTU GDPR Policy](#).

Annex 1

Application Form – External Evaluators



# Application Form - External Evaluators - PoliRuralPlus

Please complete the data for the evaluation criteria as appropriate. Indicate only one option for each question. The information should also be supported by your professional CV.

\* Povinné

1. Name, Surname \*

2. Email \*

3. Expertise in rural development, sustainable urban planning, innovation management, technological innovation or related fields (number of months/years of experience). \*

- less than 3 years
- from 3 to 5,9 years
- from 6 to 7,9 years
- from 8 to 10 years
- more than 10 years

4. Experience in evaluating proposals or projects, preferably within EU-funded programmes (number of months/years of experience). \*

- up to 6 months
- from 7 to 12 months
- from 13 to 18 months
- from 19 to 24 months
- more than 24 months

5. Strong analytical skills and the ability to provide constructive feedback – working as a Project Manager, Director, Head of department/section/..., Specialist, Analyst, Researcher or similar position requiring leadership or management skills (number of working years at the position). \*

- up to 12 months
- from 13 to 24 months
- from 25 to 36 months
- from 37 to 48 months
- more than 48 months

6. **GDPR consent:** The project PoliRuralPlus, GA 101136910 is a consortium of 20 organizations, led by the Faculty of Information Technology at the Czech Technical University in Prague. The PoliRuralPlus project will collect and process your personal data in relation to the evaluation and creation of a database of external evaluators of cascade funding calls under the PoliRuralPlus project. Personal data will be processed exclusively for the purposes of the PoliRuralPlus project, for the duration of its implementation. By submitting this registration form, I confirm that the PoliRuralPlus consortium may use the information from my curriculum vitae for the organisation and evaluation of my participation in the external evaluator selection process. For further information, please see our Privacy Policy CTU in Prague. \*

- I agree

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Microsoft tento obsah nevytvořil ani neschválil. Data, která odešlete, se pošlou vlastníkovvi formuláře.