



Procedure for submission and evaluation of market-driven proposals

1. Submission of proposals

A dedicated public portal at the EU Science Hub will be set-up to manage the Access to all JRC Research Infrastructures (RI). Each JRC RI, or pool of RIs, will announce the possibility for submitting, on a continuous basis, market-driven proposals. The JRC portal will include the following information:

- Description of the Research Infrastructure(s)
- Definition of an Access Unit(s)
- Estimated 'full' costs per Access Unit
- Maximum duration of the User Access Project
- Eligibility criteria, including list of international organisations where relevant
- Allocation of intellectual property rights
- Option for operating the Research Infrastructure
- Instructions for the submission of proposals

The portal will also provide the following documents:

- Framework of access to JRC physical Research Infrastructures ("Framework") and all its annexes
- Intellectual Property Rights
- Proposal submission Form
- Research Infrastructure Access Agreement template (RIAA)
- User Access Agreement template (UAA)
- Data Protection Record
- Privacy statement – open access to JRC physical RIs
- Privacy statement – collection of audio-visual material

Proposals must be submitted using the Proposal Submission Form annexed in the call. The Lead User¹ must submit a PDF file of the Proposal Submission Form to the functional mailbox listed in the call for proposals for the RI to which access is asked for.

The Lead User is encouraged to contact the RI(s) during preparation of the proposals, in order to assess cost and feasibility aspects. The Lead User is notified by e-mail for the receipt of the proposal.

2. Eligibility check of proposals

Submitted proposals are first checked for eligibility by the Scientific Development Unit of the JRC. Eligibility consists of the following criteria:

- For non-nuclear RIs, the Lead User Institution and User Institutions must be from an EU Member State, or country associated to the Horizon Europe programme. For nuclear RIs, the Lead User Institution and User Institutions must be from an EU Member State, or country associated to the Euratom research programme².
- Ethical considerations in accordance with EU Law, in particular Art. 19 of Regulation

¹ The 'Lead User' is a User from the User Institution responsible for the preparation and submission of the proposal for access. The Lead User acts as main point of contact with the JRC.

² https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation-horizon-euratom_en.pdf and https://ec.europa.eu/info/news/updates-association-third-countries-horizon-europe_en



(EU) 2021/695, and applicable laws and regulations in the EU Member States.

- The proposal submission form is complete and complies with the instructions.

The Scientific Development Unit of the JRC will communicate the Lead User of its decision on non-eligible proposals within three (3) weeks after submission of the proposal.

3. Evaluation of proposals – Selection criteria

Proposals are graded on a first-come basis by the relevant RI(s) for the selection criteria listed in Table 1.

Proposals that do not meet a minimum of 30 points for the criteria of “Scientific Implementation”, and a minimum total (considering all criteria) of 60 points, are rejected. The selection criterion on “Strategic relevance to the JRC” will be evaluated by the JRC but will not be part of the proposal submission form.

Table 1

Criterion for selection	Points
<u>Scientific Implementation</u>	
Scientific and technical value	10
Description of work	10
Originality and innovation	10
Exploitation plan	10
Quality of the proposing team	10
<u>Collaboration and access to new Users</u>	
Uniqueness and availability of similar facilities and expertise in any of the Users Institution's countries	10
Previous use of the RI by any User or User Institution	5
Participation of SMEs	5
<u>Strategic relevance</u>	
Relevance to European priorities, regulations and directives	10
Value for the research performed at the JRC RI	10
Importance for European standardisation and harmonisation	10
	100

In addition, the JRC will evaluate the cost and feasibility according to the Research Infrastructure. Proposals that cannot be carried out in terms of cost and feasibility will be rejected. Alternatively, the JRC may propose re-dimensioning the experimental campaign to fit the capacity of the RI while not substantially changing the scope of the proposal.

A proposal evaluation form is released by the JRC. The evaluation forms are kept at the JRC. In case several proposals are submitted at the same time, the JRC establishes a shortlist, composed of the selected proposals, ranked according to their final grade.

The JRC will prepare a qualitative evaluation of each proposal. Indicatively, the qualitative evaluation will be sent by the Scientific Development Unit of the JRC to the Lead User two (2) months after the submission of the proposal. Selected proposals enter into negotiation for signature of a Research Infrastructure Access Agreement.



4. Selection criteria

In the following is provided a description of each of the selection criteria:

Scientific Implementation

Scientific and technical value

Description of the objectives of the proposed project, the way these objectives will be fulfilled through the proposed work, as well as indications on the expected outcome and the fundamental scientific and technical value and interest of the proposal.

Description of work

Test program at the JRC: Type (size, scale, materials) and number of specimens, and where relevant, indicative drawings. Number of tests to be carried out and their sequence, input quantities or needed characterisation, the (output) response quantities to be measured and the required instrumentation.

Preparatory activities: Delivery to the premises of the JRC RI(s) of (any) specimens, instrumentation, testing rigs and components, equipment, or any other material or in-kind contribution needed for the proposed project.

Complementary testing outside the JRC: provision of complementary testing carried out in other research infrastructures outside the JRC.

Special requirements: for equipment, safety measures, etc.

Assessment of risks: regarding the fulfilment of the project, as well as the means to mitigate such risks.

Estimated time schedule: for the proposed work and tentative starting date.

These aspects will be discussed with the RI in case of approval of the proposal and will be specified in the Research Infrastructure Access Agreement to be signed between the JRC and the User Institutions.

Originality and innovation

The proposal should demonstrate the originality and innovation of the proposed work with the state-of-the-art and the impact the expected results will have on current and future research or practice.

Exploitation plan

Strategy and concrete actions related to exploitation of the project results. Utilisation of results in further research activities other than those covered by the action concerned, or in developing, creating and marketing a product or process, or in creating and providing a service.

Quality of the proposing team

Assessed through the CVs of the team of Users annexed at the end of the proposal.

Access to SMEs and new users

Uniqueness and availability of similar facilities and expertise in any of the Users Institution's countries

Justification of why the specified JRC RI is essential for carrying out the proposed project, on the grounds, for example, of the test set-up, testing method, equipment, past experience in relevant subjects, expertise of the JRC, etc.

If the concerned JRC RI exists in the countries of the users, the proposal should explain why recourse is made to the JRC for the use of this type of facility.

Higher grading for this criterion will be given to proposals from User Institutions in countries that do not possess similar RIs to those of the JRC, where such RIs are fully booked or not



available for access, or where the type of expertise of the JRC RI is essential for achieving the aims of the proposal.

Previous use of the RI by any User or User Institution

Use of the JRC RI in the past five years. This includes inter alia the physical, remote and virtual access to machine time, computing resources, software, data, sample preparation, archives, the set-up, execution and dismantling of experiments, education and training, expert support and analytical services.

Higher grading for this criterion will be given to proposals with Users and User Institutions that have not accessed the concerned JRC RI in the past five years.

Participation of SMEs

Higher grading for this criterion will be given to proposals with User Institutions from SMEs.

Strategic relevance

Relevance to European priorities, regulation and directives

How the proposed work is relevant to European priorities, such as the Digital and Green Transition, and to the implementation of EU Regulations and Directives. Note: The evaluation for this criterion will be made based on the information provide in the "Scientific Implementation" – the Lead User does not provide input for this criterion in the proposal.

Value for the research performed at the JRC RI

How the proposed work is relevant to the JRC Work Programme. Note: The evaluation for this criterion will be made based on the information provide in the "Scientific Implementation" – the Lead User does not provide input for this criterion in the proposal.

Importance for European standardisation and harmonisation

Contribution of the proposal to the development of standards at European and International level, such as pre-normative research, drafting of standardisation guidelines, contribution to databases, promotion of regulatory standards and best practices, and scientific and technical support to CEN standardisation deliverables (i.e. European Standards, CEN Workshop Agreements, Technical Specifications, Technical Reports, CEN Guides).

The proposal may also contribute to harmonisation work such as: development and validation of harmonised testing, measurement and calibration methods, certification, measurement, reference materials.

5. Contact Point

A member of the JRC staff from the concerned RI is designated as the local scientific contact with the Lead User of the successful user team. In case of calls addressing a pool of RIs, the call will identify one of the RIs as main contact point. He/she is the first contact point during the assessment of the project technical details and negotiation of the Research Infrastructure Access Agreement, and is in charge of the user team during their stay at the RI. The local contact functions as liaison between the RI operators and the JRC administration.