



# EUPHRESCO II

## Deliverable 3.4

### Time inputs for activities

*Times and inputs required for activities available for all three project rounds recorded and analysed.*



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<http://www.euphresco.org>

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## Executive summary

Deliverable (DL) 3.4 reports the outcome of the questionnaire analysis of the time input required for the research initiation and process activities carried out during the three annual project rounds of EUPHRESCO II. The EUPHRESCO II project partners and observers, with special focus on those with additional functions in the project network like PMG, TC, the initiator and reviewer (WP3) (= actors groups), were asked to record and provide data on their required working hours related to the establishing of the rounds of research initiation from 2011 to 2013 in EUPHRESCO II. The results of this evaluation should facilitate the planning of future long-term sustainable network activities after the end of the ERA-Net project by feeding in estimations of required input from the different actors groups.

As the data for the different phases of the 3 research rounds were recorded to different extent, due to the time-frame of the EUPHRESCO project, the data were not fully comparable and therefore allowed only partly a conclusive analysis.

**Return rates** of the questionnaires ranged between 45% and 55% for all 3 years and actors groups, except for the TCs in 2013, which did not complete the questionnaires due to time constraints.

The required input of the **initiator and topic reviewer (WP3)** turned out to reach about **1350** working hours for all three rounds. A steady decline of the required hours per research round from the first round to the following rounds was found, which was mainly due to the application of online procedures and tools that were developed and established mainly in 2011 and 2012. Despite the low number of topics (3) remaining for funding, the workload for WP3 was still high in the 2013 research round, as one of the main tasks of WP3 was the reviewing of the topic suggestions. Thus the required input of working hours turned out to be more dependent on the number of topic suggestions than on the finally decided topics. Analysis of the WP3 data allowed for the assumption that about **6 to 10 working hours per topic suggestion** or about **20 to 60 working hours per finally decided topic** are required from the initiator and topic reviewer in the actual system in which, from a certain phase on, the Funding Consortia take over the responsibility for their topics.

The **Project management group (PMG)** with an overall workload of **700** working hours, was mainly involved in the 2011 round, as in this first round most of the issues had to be clarified and decisions to be taken, which affected the subsequent rounds. In the 2012 and 2013 rounds of research initiation about **5 to 10 working hours per decided topic** were required from the PMG.

In 2011 the input of the **Topic Coordinators (TC)** was estimated below 20 working hours per decided topic. This relatively low figure was due to the fact that the funding mechanisms applied in this round did not require competition in most cases. This changed in 2012 where 7 of the 17 topics used competitive funding mechanisms (mainly mixed but also VP and RP) resulting in a significant increase of required working hours of the Topic Coordinators. Considering the limited pool of data, an extrapolation of the required working hours of TC's would result in **20 to 40 hours per topic for a non-competitive** mechanism, whereas **more than 100 working hours could be necessary** in case of a **competitive funding mode** (especially with open EUPHRESCO Call). This high workload might be one of the reasons

why in the 2013 round the number of partners willing to take over the TC tasks declined to a very low level and resulted in fewer topics which fulfilled the cut-off-criteria to remain in the selection process (50% loss of suggested topics).

The input of partners did not differ over the three rounds in the same way as it did at the other actors groups. Overall a requirement of **40 to 60 working hours per partner per round** was extrapolated. Under the presumption that all partners would have used the same amount of working hours, the total input of all partners (exclusive working hours for other actors groups) would accumulate to about 4600 hours for all three rounds, which would result in **1000 to 2000 hours per round** or **100 to 300 hours per funded topic**. As the total working hours were extrapolations they might be overestimations due to various reasons, which are presented in the detailed description of DL3.4.

Based on figures stated above the workload for **one decided non-competitive topic** within the activities connected to the initiation of annual research rounds, amounts at minimum **150 working hours** and more than **200 hours per topic** with **competitive funding mechanism** (especially with open EUPHRESKO call) for the organizers and other partners.

## Introduction

Detailed information about the tasks of workpackage 3 and the deliverables 3.1, 3.2 and 3.3. can be found in the respective Deliverable Report.

### ***Definition of terms***

Funding Consortium (FC) – Consortium of funders of a specific topic/project (vs. ‘CSC’ as used in EUPHRESKO I which contained all funders of all topics together)

National Call Contact Point (NCCP) – Representatives of the funding organisations on the national level. Can be but need not to be different from the contact person of the Funder(s) of a country

National funding organisation / (Call) Funder – EUPHRESKO partner (or observer) that supports (provide funds for) one (or more) EUPHRESKO project(s)

Partner / Observer – Project partner (or observer) of the ERA-Net Project EUPHRESKO II

PMG – EUPHRESKO II project management group

Project Coordinator (PC) (same as: ‘Research consortium coordinator’) Leader of a research consortium; responsible for the contact with the network and for the delivery of documents

Research Consortium (RC) – Consortium of research providers applying for a topic (applicants) by submitting a proposal and carrying out the tasks of an agreed project

Topic Coordinator (TC) - The TC is one network partner who took over the coordination of a topic in the topic selection phases. The principal role of the TC is to guarantee the lifeline between the research project and the EUPHRESKO network partners

WP1 / WP2 / WP3 / WP4 / WP 5 - EUPHRESKO II work package leaders and co-operators

## Evaluation of time input for activities (DL 3.4)

### *Method, background and notes*

To allow for an estimation of the required time input necessary for regular (annual) research initiation activities WP3 circulated time record tables via e-mail and asked the EUPHRESCO II partners and observers to record their input for the different transnational research initiation rounds and individual phases of the different rounds in EUPHRESCO II.

Tables were provided for the research rounds 2011, 2012 and 2013, respectively. While all tables had the same principle structure, the tables for the research rounds 2012 and 2013 were adapted according to the changed timetables of these rounds and feedback from experiences with the 1<sup>st</sup> questionnaire in 2011. Due to the end of the EUPHRESCO II project, and the variable duration of the research rounds feedback to a different number of phases was requested in the circulated tables. Therefore the questionnaire results **of the different rounds** are not fully comparable. For the evaluation of the research round 2013, the evaluation period ended with the decision phase ("Establishment of Funding Consortia (FC)"). For more information see the 2011 questionnaire template (attachment, table 4).

The results of the analysis of the collected time recording tables were intended to provide both, an overview about the required input for the three established research initiation rounds within EUPHRESCO II and basic information about the potentially required input from the different actors groups of a future long-term sustainable network after the end of the ERA-Net project.

**Please note that for facilitation of the evaluation process, the different phases of the research rounds were clustered** (collected in groups of related phases) **using the following codes:**

**START** = Preparation of initiation & Initial identification of topic suggestions & Merge of topic suggestions

**TOPIC SELECTION** = Joining listed Topic suggestions & Establishment of Long List of Topics & Topic Coordinator (TC) assignment & Production of (short) topic description

**FUNDING DECISION** = Establishment of Funding Consortia (FC) & Agreement and commitment phases

**IMPLEMENTATION** = All phases after agreement and commitment phases, irrespective the funding mechanism in use

*(1PM = 140 working hours)*



## Results

### Return Rate

Replies to the circulated questionnaires could be provided by 31 EUPHRESKO partner organisations from 22 different countries and 12 observer organisations (from 10 different countries; 2 international observers in addition). Some partners could also answer as PMG member and/or Topic Coordinator. Only one partner (AT-AGES) could complete the tables as 'Initiator and topic reviewer' (WP3).

About 40% of partners returned completed tables in 2011 and 2012, however less than 30% in 2013. While about 4-5 out of the nine PMG members returned tables in all three rounds, half of the Topic Coordinators recorded their input in 2011 and 2012 but none provided information from 2013 (figure 1; table 1). This lack of data and the fact that partially data from some TC's were not linked to funding mechanisms which was necessary to obtain meaningful information, limited the value of the returned questionnaires. No observers returned completed time record tables.

Table 1 - DL3.4 - Results - Return Rate

Year of round	2011	2012	2013
Total no. of replies	13	13	8
<i>percentages per actors group</i>			
Partner (31)	42%	42%	29%
Partner country (22)	55%	55%	41%
PMG member (9)	55%	44%	44%
TC (6/8/3)	50%	50%	0%
<i>replying TC's represent</i>			
percentage of topics	50%	35%	0%
topics in figures	5 of 10	6 of 17	0 of 3

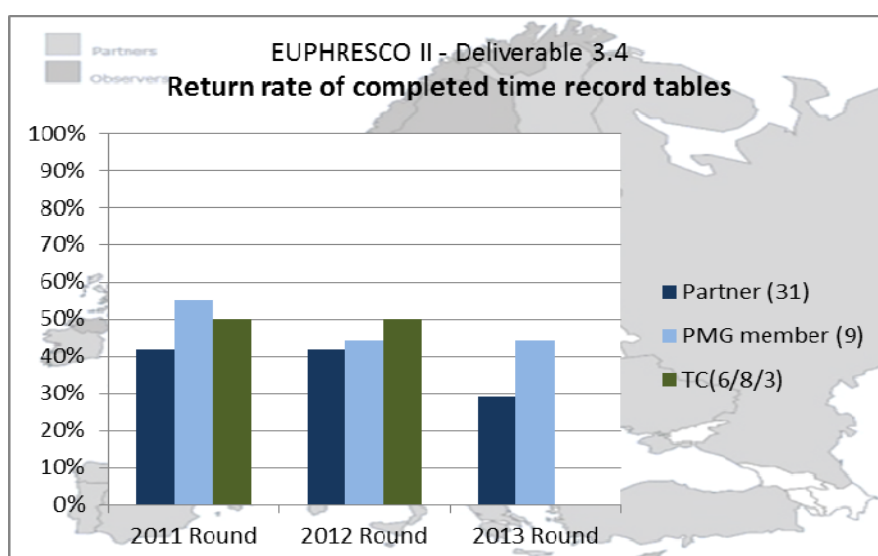


Figure 1 – EUPHRESKO II – Input evaluation - Return rate



### **Total working hours** (extrapolated results)

To establish all three rounds of transnational research initiation, the activities of the initiator and topic reviewer (**WP3**) required about **1350** working hours (9.64 PM). Additionally a total of up to **700** working hours (5 PM; estimation) was provided by the nine project management group members (**PMG**). The 14 Topic Coordinators (**TC's**) needed in total about **1500** working hours (10.71 PM; estimation) to set up the 30 finally remaining and funded topics. Together the three actors groups that mainly **organised** the research initiation in EUPHRESKO II needed **3550 working hours (25.35 PM)** to establish the three rounds (figure 2).

A final reliable estimation of the total of the working hours of all partners and observers is only possible to a limited extent, due to the great differences in the participation of the different organizations in the research rounds and the low number of answers to specific questions which did not allow a complete analysis. However, presuming that all (31) **partners** would have participated with the same input as those partners that completed the record tables, the total required working hours would amount about **4600** for the partners only. This figure does not include working hours which partners have used within one of the above mentioned specific actors groups and it can therefore be considered as a rough and overestimated maximum, as mainly the more active partners returned time record tables.

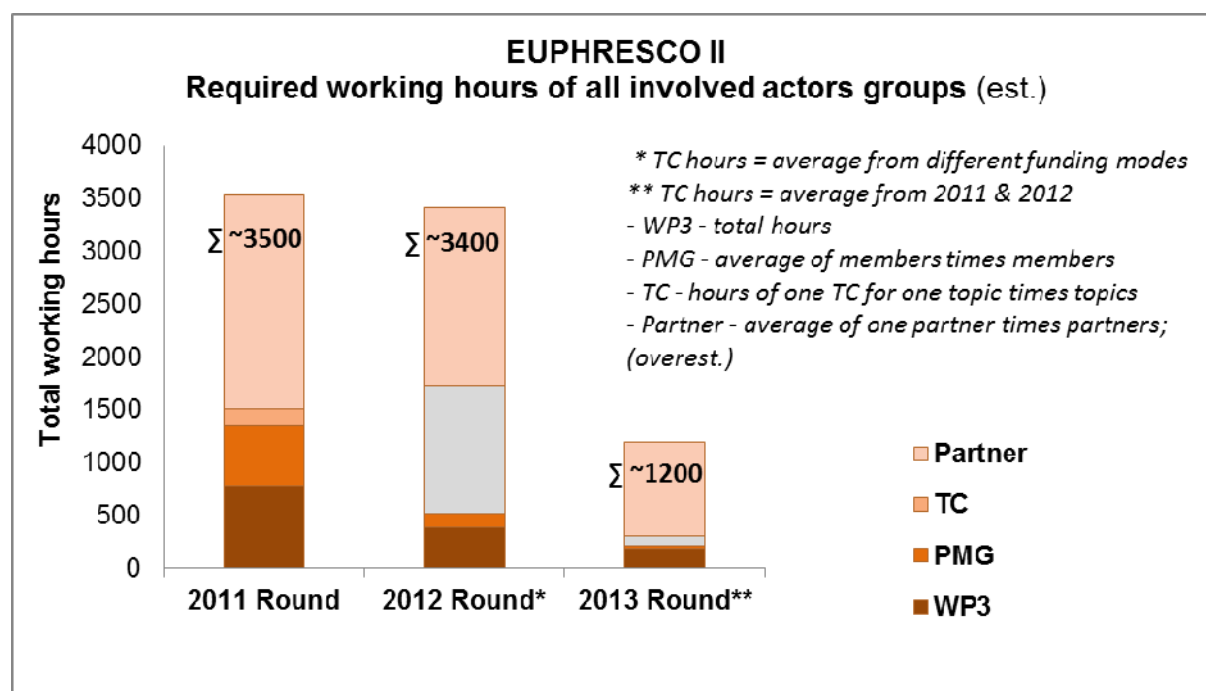


Figure 2 - EUPHRESKO II - Required working hours of all involved actors groups (estimation)

Table 2 presents the overall information on required input for the annual rounds (in total and per funded project) separated for actors groups. **Bold figures** resulted from the analysis and represent the basic numbers for the calculation of all subsequent results. The data basis was variable for different phases and rounds and did not allow for a direct comparison of absolute figures. Especially the implementation phases are lacking underlying data. More detailed information (per round) can be found below (see Attachments).

Table 2 - DL3.4 - Results - Overview

Year of research round	2011	2012	2013
<b>WP3 (Initiator and Reviewer)</b>			
hours per organization	n. a.	n. a.	n. a.
<b>total hours</b>	<b>780</b>	<b>385</b>	<b>186</b>
total PM	5.6	2.8	1.3
<i>hours per topic</i>	<i>78.0</i>	<i>22.6</i>	<i>62.2</i>

<b>PMG (Project management group)</b>			
<b>hours per organization</b>	<b>62.4</b>	<b>14.0</b>	<b>2.8</b>
(potential) total hours (hours x members (9))	561.6	126.0	24.8
(potential) total PM	4.0	0.9	0.2
<i>hours per topic</i>	<i>56.2</i>	<i>7.4</i>	<i>8.3</i>

<b>TC (Topic Coordinators)</b>			
hours per organization	n. a.	n. a.	n. a.
(potential) total hours (average hours per topic x topics)	172	1219.3	92.4
(potential) total PM	1.2	8.7	0.7
<b>hours per topic</b> (aver. hours per topic [non-competitive route]); 2013 = average of 2011 & 2012)	<b>17.2</b>	<b>44.4</b>	30.8
<b>hours per topic</b> (aver. hours per topic [competitive route]); no data for 2011 & 2013)		<b>110.8</b>	
<i>average for all subsequent calculations</i>		<i>71.7</i>	

<b>Input for organizing the round (WP3&amp;PMG&amp;TC's; calculated input based on estimations)</b>			
(potential) total hours (hours per topic x topics)	1514.0	1729.3	303.9
(potential) total PM	10.8	12.4	2.2
<i>hours per topic</i> <i>(all organizers together)</i>	<i>151.4</i>	<i>101.7</i>	<i>101.3</i>

<b>Partner/Observer</b>			
<b>hours per organization</b>	<b>65.0</b>	<b>54.4</b>	<b>28.7</b>

## Results per actors group

### Initiator and topic reviewer (WP3)

The input of the initiator and topic reviewer (WP3) was required in all phases of the start, the topic selection and the funding decision clusters. With the establishment of the Funding Consortia per round the necessary input of WP3 declined and almost none input was required after the agreement and commitment phases (figure 3).

With **780** working hours the highest required input from the initiator and topic reviewer was necessary in the first round (**2011**) of EUPHRESKO II. Especially at the beginning of this round great efforts were necessary to establish the processes and timetables by improving the existing tools and processes from EUPHRESKO I and developing new ones to adapt to the actual situation. Further reasons for the declining of the total required input to **186.5 hours** in the **2013** round were:

- the development and testing of the procedure in 2011 was followed by improvements in the subsequent rounds reducing the necessary effort
- the **online tools were developed and introduced** step by step, substituting parts of the manual work
- EUPHRESKO partner and observer organizations got used to the procedure, resulting in fewer requests, necessary clarifications and reminders.

A **significant amount** of working hours, even after the 2011 round, was required in the phases of the topic selection cluster. Next to the support of the partners in the topic selection procedure, the main reason for this workload was the **review of the topics** which was realised in the phase “Establishment of the Long list of topics” of any year. This important workload strongly depends on the number of suggested topics which is reflected by more **than 200 working hours in 2011 and 2012** with about **60** topic suggestions each, compared to **19** topic suggestions in **2013** resulting in **84.5** working hours.

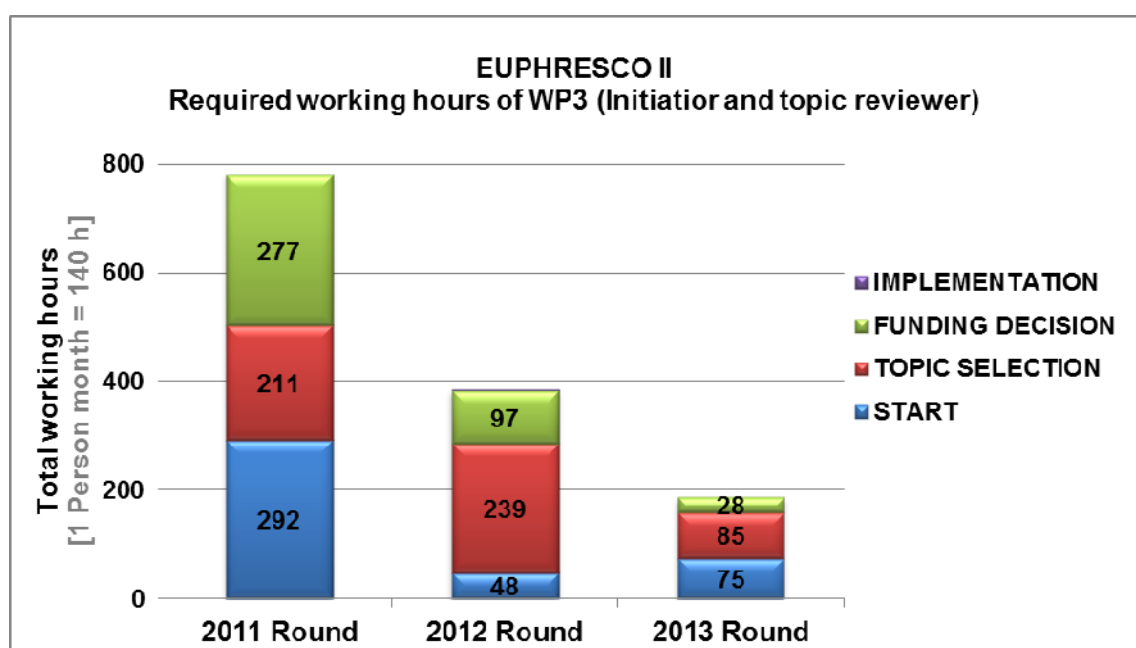


Figure 3 - EUPHRESKO II - Required working hours of WP3

## Project management group (PMG)

Main tasks for the members of the PMG were the discussion and decision on the developed and adapted tools and processes delivered by WP3. However, members of the PMG also initialised the development of new tools and provided basic ideas and templates. As most of the related input was required in **2011 (62.4 hours per member on average; about 560 hours in total)**, the analysed input of PMG declined from the first round to the last to a **minimum of 2.8 hours per member in 2013**. The following graph provides information on the total working hours of the PMG in the three rounds with separation of the required input according to the clusters of phases (figure 4). This figure also reflects that the PMG working hours are not related to the number of topics per round.

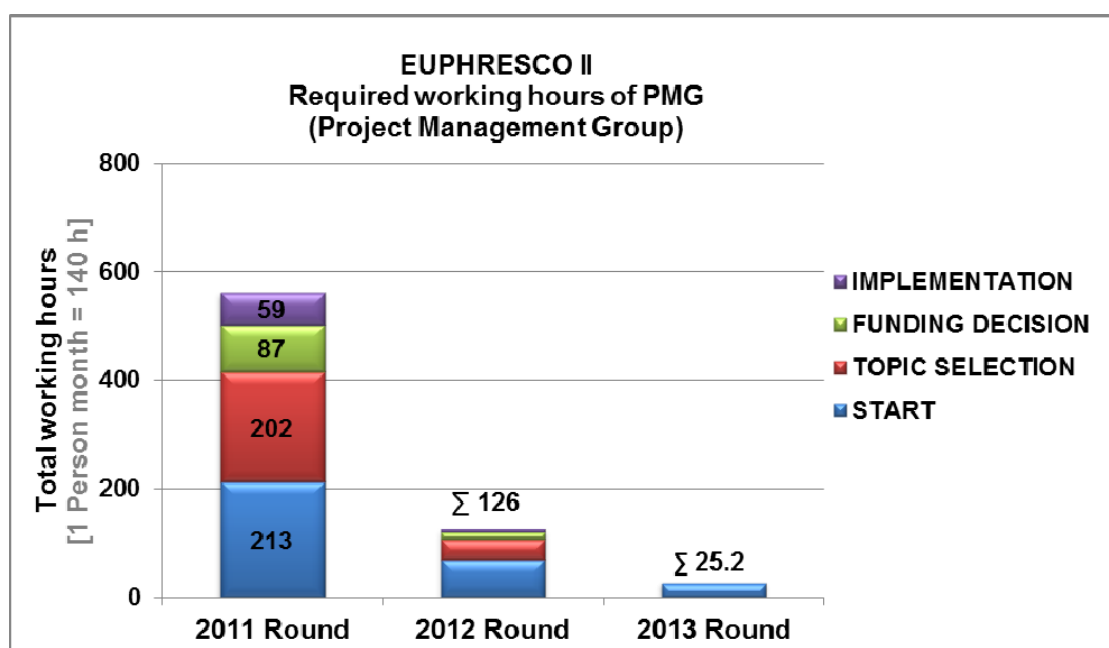


Figure 4 - EUPHRESKO II - Required working hours of PMG

## Topic Coordinator (TC)

The principal role of the Topic Coordinator was to guarantee the lifeline between the research project and the EUPHRESKO network partners. TC's stepped into the process after the phase "Topic Coordinator assignment" of the respective research round, which is the reason **that no TC working hours** were recorded **in the start cluster** of phases.

Main **tasks** of the TC are connected to the phases in the topic selection and the funding decision clusters. The most important task of a TC was the production of a Short Topic Description (STD; main basis for the funding decisions) which is supported by all interested partners (see also the EUPHRESKO toolbox: <http://www.euphresco.org/>).

Unfortunately the **data basis** for the analysis of the TC working hours was **limited**, which is reflected in 50% represented topics of the 2011 round, 35% (6 of 17) represented topics of the 2012 round and no reply of any of the 3 TC's in 2013. **Extrapolations** on the basis of the 2011 and 2012 data were used to calculate potential total working hours of TC's in **2013** (required for overall calculations). Next to this, the available data did not allow for a profound

separation of the working hours of different funding mechanisms which again required extrapolations.

In the **2011** round the average work load of a TC was **17.2 working hours**, resulting in **172** total working hours for all 10 topics. As all these topics used a **non-competitive** (or mixed non-competitive) funding mechanism and no TC working hours were required beyond the cluster of the funding decision phases, it can be assumed that only few input was requested from the TC in the implementation phases in case no competition was required, or when competition was only carried out on a national basis. Data from **2012** (about 10 hours per TC per topic in the implementation phases of none-competitive funded topics) support this conclusion. Estimations on the working hours of the TC's **for non-competitive topics were about 44.4 hours per topic for all phases** together in 2012 resulting in a total of 444 hours for the 10 NC topics in this round. For **competitive topics** a considerably higher amount of required TC hours was recorded. Estimations for competitive topics in the **2012** round were about **110.8 hours** for every of the 7 topics that included competition resulting in **775.6 total hours**. However, this might be an overestimation as only few of the competitive topics used open EUPHRESKO calls which require more TC input than topics in the mixed funding mechanism with competition only on national basis (figure 5), according to the experience of EUPHRESKO I and EUPHRESKO II.

The analysed data support the conclusion that, while the number of total working hours of the topic coordinators depends on the number of topics remaining in the process, the required hours per topic strongly depend on the funding mechanism applied.

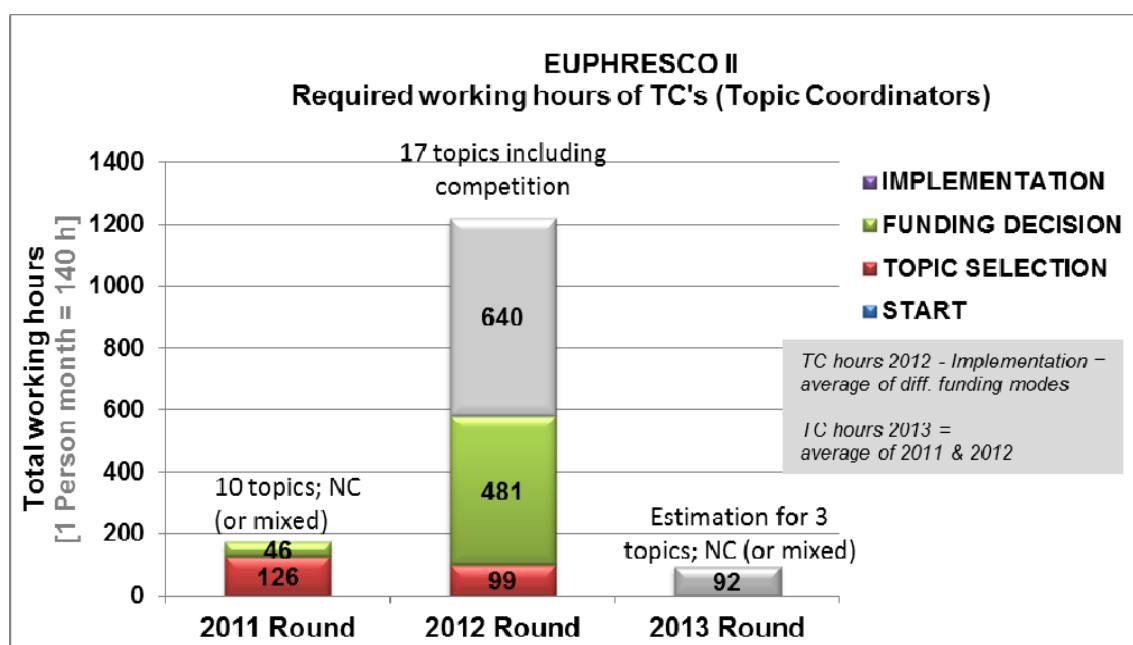


Figure 5 - EUPHRESKO II - Required working hours of Topic Coordinators

## EUPHRESKO partner

The analysis of the provided input **per partner** and annual research round resulted in **65** accumulated working hours in **2011**, **54.4** in **2012** and **28.7** in **2013**, respectively (NOTE: in 2013 no data beyond the phase *Establishment of Funding Consortia* were requested to record, due to the end of EUPHRESKO II). Figure 6 illustrates the proportion of working hours per cluster of phases for all three rounds. While overall there was almost the same input required in every of the phase clusters, the total amount of hours per partner declined from the first to the third round. The main reasons for this decline could have been:

- Partners got used to the established selection procedure due to the experience of the previous round(s)
- National topic identification processes (questionnaires, workshops) might have been easier to realise after the 2011 round as the documents and procedures used in 2011 could be applied again in the subsequent rounds
- Declining interest in participation (especially in 2013 round) as the (for the individual partners) relevant research topics already were discussed/realised during previous rounds (reflected in the declining number of suggested topics: 60 in 2011 and 2012 respectively, but only 19 in 2013)

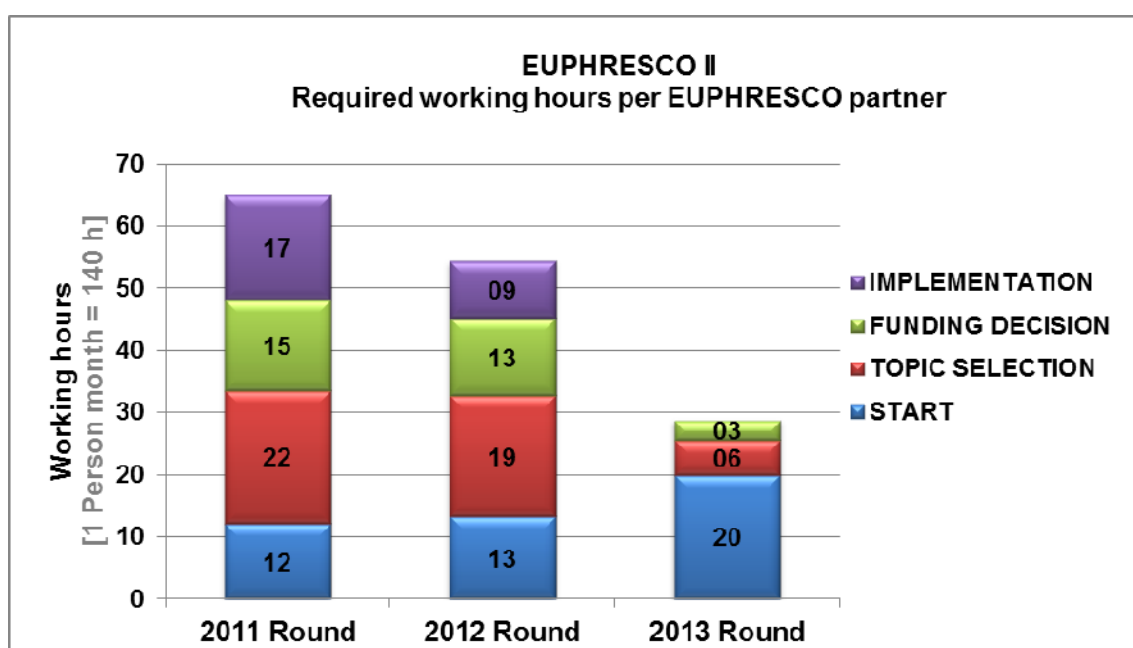


Figure 6 - EUPHRESKO II - Required working hours of partners (per partner)

An estimation of the total amount of the partners working hours is difficult due to the variability in the participation of the different organizations and in the availability of data. However, presuming that all 31 partners would have participated with the same input as those partners that completed the record tables, the total required working hours of this actors group would accumulate to **4600 hours** for all three rounds. From the experience of the three rounds as well as from previous evaluation efforts (e.g. EUPHRESKO I) it is known that mainly the more active partners recorded and returned evaluation tables, which could lead to an **overestimation of inputs** (figure 7).

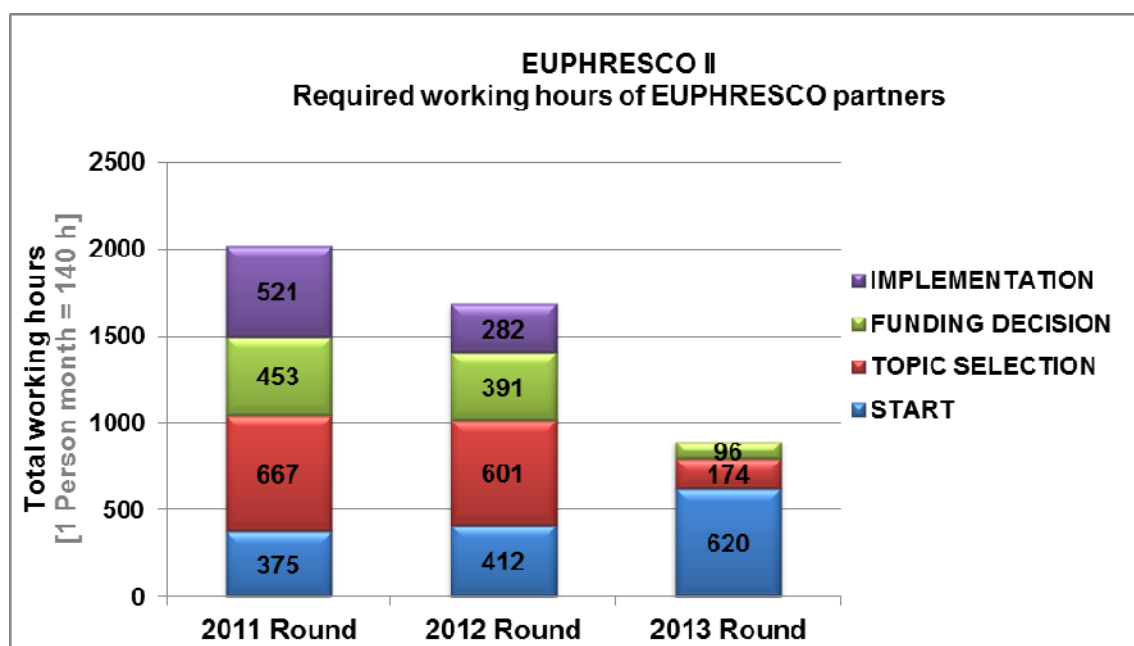


Figure 7 - EUPHRESKO II – Required working hours of partners (total, estimation)

### EUPHRESKO observer

As no completed record tables of observers were received, no separate analysis for this actors group was carried out.

### *Results per (suggested or) funded topic*

Total working hours of **WP3** declined from the first to the third round as described above. This shows that there is only few relation between the required input from the initiator and reviewer and the number of topics that finally were funded (figure 8). An exception to this is the topic review process which was carried out by WP3 as topic **reviewer** and is linked to the the number of topic suggestions. Figure 9 illustrates this fact, as the required input in the cluster of the topic selection phases per topic suggestion is the same in all rounds. About 4 working hours were required per suggested topic from the reviewer in the mentioned phases whereas about about **6 to 10 working hours per suggested topic were required per one round**. Overall the required input of **WP3**, once the basic procedures were established (beyond 2011) was extrapolated with **20 to 60 working hours per funded topic**.

An extrapolation from the data analysis of the **PMG** working hours per funded topic resulted in **5 to 10 working hours per funded topic** for the **whole project management group**.



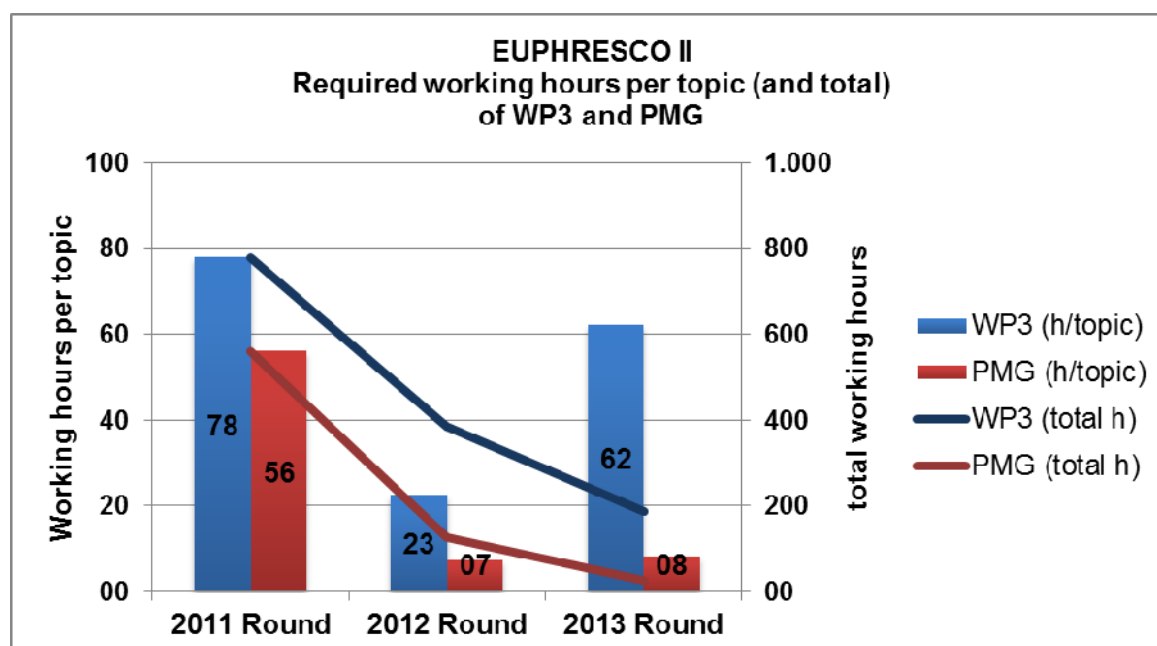


Figure 8 - EUPHRESKO II - Required working hours of WP3 and PMG per funded topic

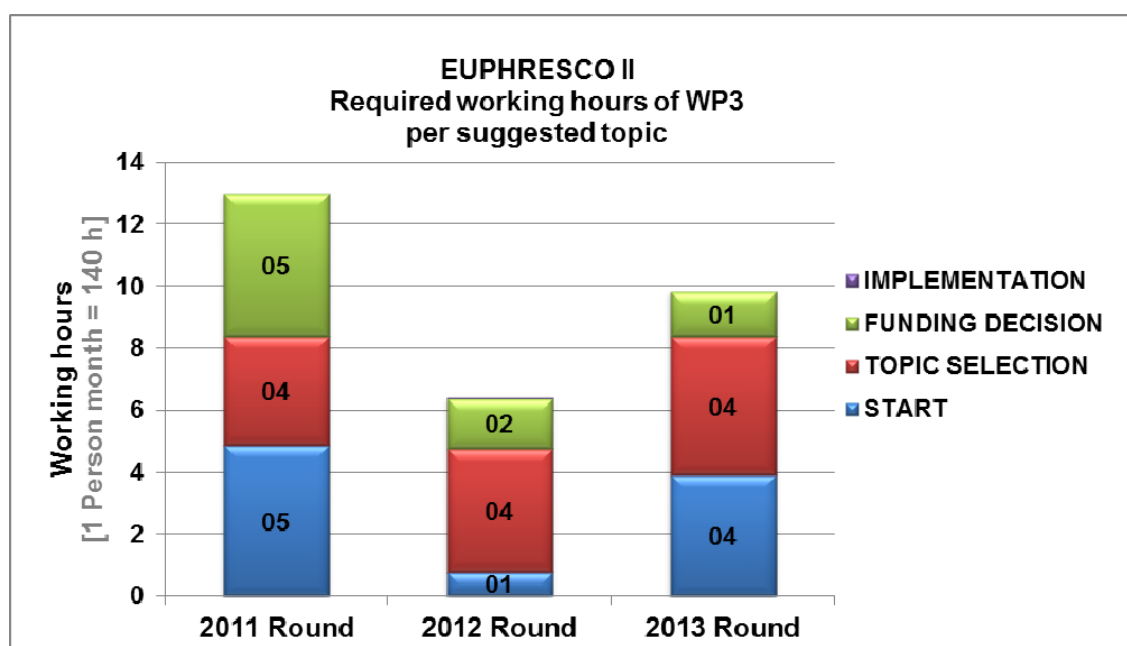


Figure 9 - EUPHRESKO II - Required working hours of WP3 per topic suggestion

**Topic coordinators** required about **18 working hours per topic** in the **2011** round. Due to the necessary competition for some topics in the **2012** round, inclusive open EUPHRESKO calls, the required input per topic rised to an **average** of about **71 hours per topic** in this second round. This figure resulted as an average of the about **44** working hours per topic for topics without and about **110** working hours per topic for topics with competition. The **increase in the required input** in the cluster of the implementation phases can be explained with the **additionally necessary efforts to organise the competition** (figure 10).

The competition furthermore explains the additionally recorded working hours in the cluster of the funding decision phases as the preparation for the competition, e.g. the preparation of agreements for competitive processes, already required additional efforts in the “*agreement and commitment phases*”, which can be found in the funding decision cluster. As no record tables for the 2013 round were returned from TC’s the data presented in the following graph are extrapolations on the basis of the 2011 and 2012 round.

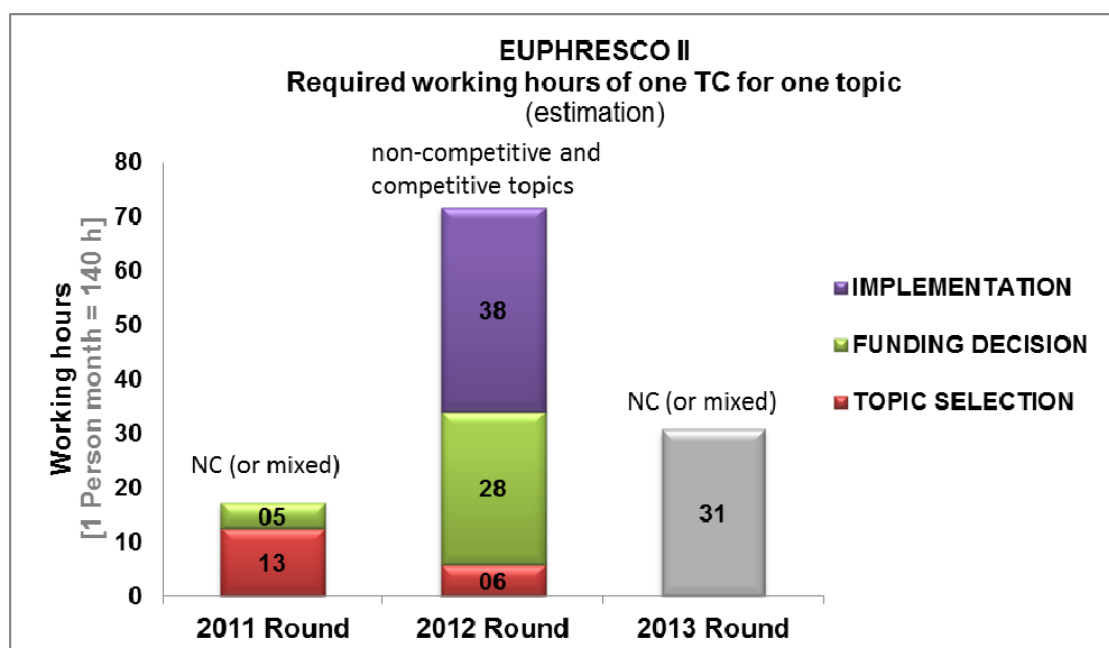


Figure 10 - EUPHRESKO II - Required working hours of one TC per topic

As analysed above, **partners** required **almost the same working hours** in the **2011** and the **2012** round. Main part of this input was required during the start and the topic selection cluster of phases. This was also seen in the 2013 round and allows for the assumption that the input of the partners again was **not directly related to the number of finally funded topics** (table 3).

Table 3 – DL3.4 - Required input of partners per suggested/funded topic

	2011 Round	2012 Round	2013 Round
Working hours per partner	<b>65</b>	<b>54.4</b>	<b>28.7</b>
Working hours per partner per topic suggestion	1.1	0.9	1.5
Working hours per partner per funded topic	6.5	3.2	9.6

## Results per cluster of phases

### START

At the start of each round WP3 and PMG organised the preparation for the subsequent phases. The workload of this task was especially high in the 2011 round and declined in 2012 and 2013.

In the second phase of this cluster, the **initial identification of topic suggestions**, also for **partners** the amount of work was significant as they had to arrange for the **national collection of topic suggestions**.

Furthermore the **workshops** which were organised along with the annual EUPHRESKO II project meetings, required a lot of input from the organisers but also from the participating partners. However, the workshops provided an important opportunity for the partners to discuss on potential topic suggestions which later on were provided via different electronic tools.

The following graph provides an overview of an estimation of the totally required input of all involved actors group in this phases per round (figure 11). (Note: total input of partners might be overestimated; see above).

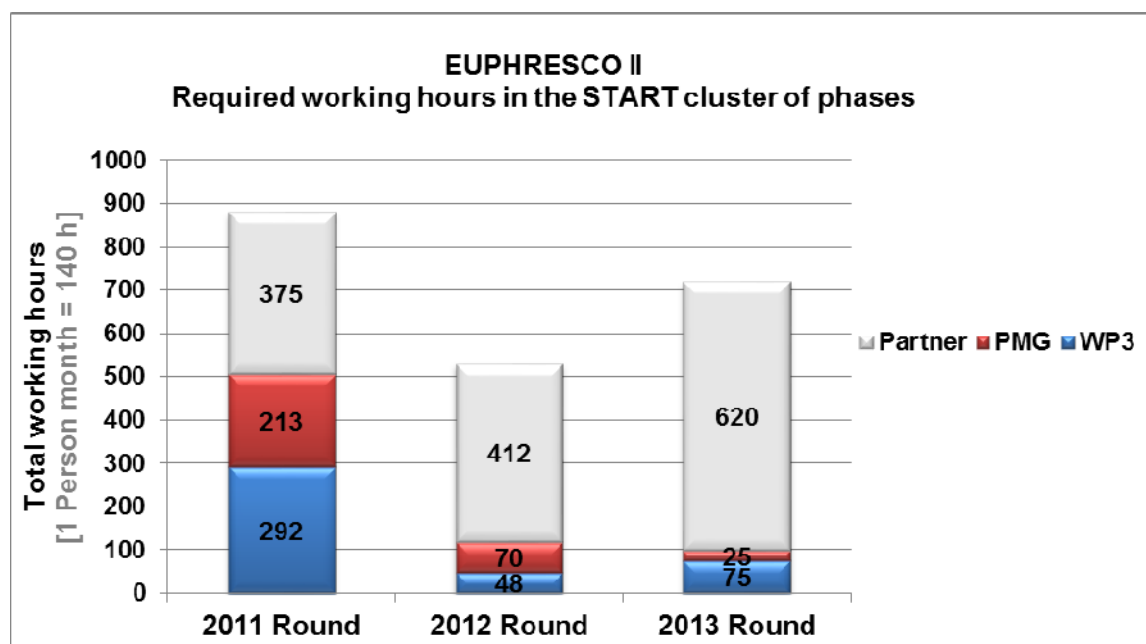


Figure 11 - EUPHRESKO II - Required input in the phases of the cluster START

## TOPIC SELECTION

The total amount of work of all actors groups in these phases declined from the first to the third round for which the reasons were described above (see Results per actors group).

The significant amount of **WP3** input was directly related to the topic review process that required more working hours in 2011 and 2012 compared to 2013, due to fewer topic suggestions in the third round. While it is not possible to separate the **topic review process** from the other tasks completely, the analysis indicates that this process required about **2 to 4 working hours** of the topic reviewer **per topic suggestion**.

Another important task in this cluster of phases was the production of the **short topic descriptions** by the Topic Coordinators. Analysed data from 2011 and 2012 resulted in **6 to 12 working hours per TC per topic** for the production of this description (for 2013 no data available).

As in the start cluster the total input of partners (figure 12) might again be overestimated, partners still provided a considerable amount of working hours which was equally used among the phases of this cluster. The most important and time consuming tasks of the partners were:

- arranging for national clarification on the topic interest (Joining of suggested topics)
- remote discussion and decision on the Topic Coordinator assignment
- provision of information and support at the production of the short topic descriptions.

Especially the third of these tasks might be the reason for the lower required input in the 2013 round, due to fewer topic suggestions.

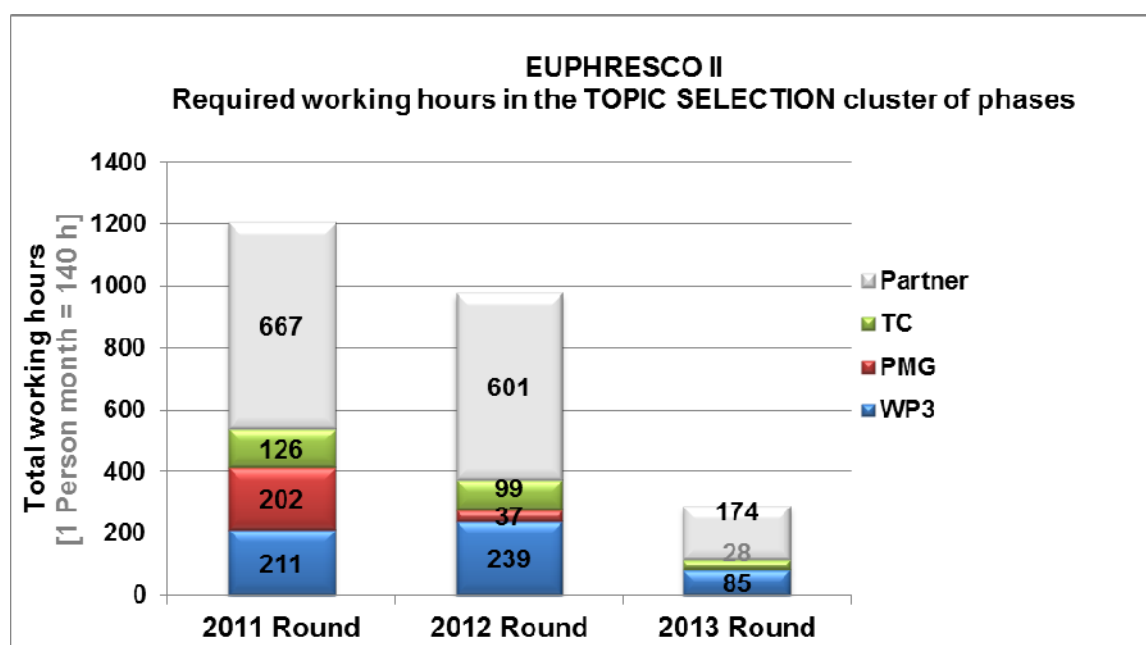


Figure 12 - EUPHRESKO II - Required input in the phases of the cluster TOPIC SELECTION

## FUNDING DECISION

Except of the analysed input of the Topic Coordinators in 2012, the input of all actors groups declined from one round to the next.

**WP3** required about 280 working hours in 2011 which mainly was due to the necessary establishment of a **funding decision procedure** (figure 13). As no online tools were available at that time, a remote procedure was evolved and the collection of all decisions was arranged via e-mail. Response of partners than resulted in a simplification of the process in 2012 which however still required a lot of input from WP3 before, in 2013, the online tool was established and in use for the funding decision procedure.

The great number of working hours of the **Topic Coordinators** in 2012 was caused by a **higher number of topics** remaining in the process and by the **preparation** necessary for topics using a **competitive** funding mode.

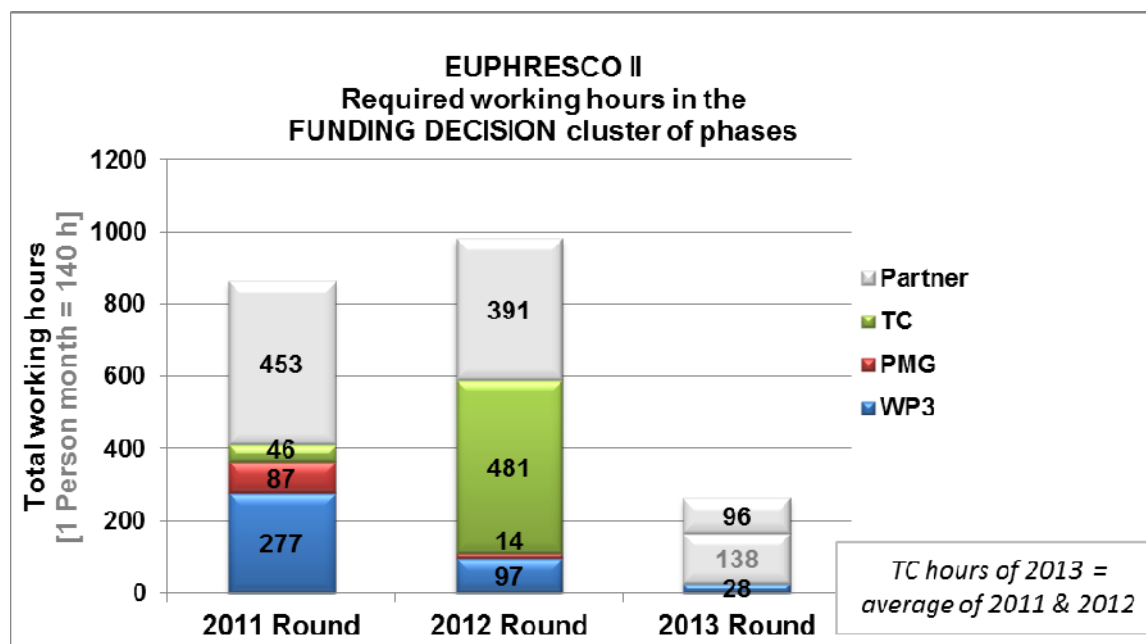


Figure 13 - EUPHRESKO II - Required input in the phases of the cluster FUNDING DECISION

## IMPLEMENTATION

For topics using the **non-competitive mechanism** analysed data of 2011 and 2012 indicated a high input for the phases beyond the phase for agreement and commitment (cluster: Funding decision) of partners (**9 to 17 hours per partner**) and the **Topic coordinators** (about **10** working hours per TC per topic). However, extrapolation of partner's figures cannot provide useful information as not all of the responders were involved in funding the topics of the respective round.

For topics using a **competitive mechanism** only few data were provided and those mainly came from a very limited number of **Topic Coordinators**. Analysing of these figures resulted in **78 working hours per topic** in the implementation phases.

## Attachments

Table 4 – DL3.4 - Questionnaire of 2011 Round

Time input record for EUPHRESKO II Call 1				
Organisation:				
Number of topics/projects you were involved in as	TC			
	FCC			
	Funder			
Phase/step in EUPHRESKO II Call 1	Function/ Position	total working hours	further inputs	(Examples for activities you required the working hours and further inputs for)
<b>Preparation of Call round</b>				
(Jan - Feb 2011; scheduled timetable, steps & phases, criteria, ...)	WP3 (Call initiator)			(preparing of timetable & procedure, administrative issues, ...)
	PMG			(discussion on criteria, ...)
<b>Initial identification of topic suggestions</b>				
(–Mar 2011; national collection of topics, provision of topics, compilation of topics, document provision, ...)	WP3 (Call initiator)			(preparing documents (online spreadsheet, excel file for suggestions, compilation files,...), administrative issues, ...)
	Partner/Observer			(national collection of topic suggestions, providing of topic suggestions via spreadsheet/email/KO meeting, ...)
	PMG			(discussion on documents and procedure,...)
<b>Joining of listed topic suggestions (inclusive: questionnaire on funders and funds)</b>				
(–Apr 2011; provision of documents, national discussion on topics, provision and collection of information, eligibility check,...)	WP3 (Call initiator)			(preparing documents (compilation files, ...), eligibility check of Longlist, administrative issues, ...)
	Partner/Observer			(national collection and provision of information, ...)
	PMG			(discussion on documents and procedure,...)
<b>Pre-selection of topics (assignment of topic coordinators)</b>				
(–May 2011; document provision and collection, information provision on assignment of TC's, ...)	WP3 (Call initiator)			(spread and collection of files, administrative issues,...)
	Partner/Observer			(Provision of TC assignment indications)
	PMG			(discussion on documents and procedure,...)
<b>Production of short topic description</b>				
(– Jun & Jul 2011; provision of documents, collection and compilation of topic and partner information, provision of descriptions, ...)	WP3 (Call initiator)			(spread and collection of documents, administrative issues, ...)
	TC			(information collection, production and provision of description, ...)
	Partner/Observer			(provision of information to TC, adaptation of draft versions, ...)
	PMG			(discussion on documents and procedure,...)
<b>Prioritization of topic choice step</b>				
(–Aug & Sep 2011; production and spread of documents and tools, national decision making, provision of decisions, ...)	WP3 (Call initiator)			(production, spread and collection of documents, compilation of information, administrative issues, ...)
	Partner/Observer			(national decision making, submission of decisions, ...)
	PMG			(discussion on documents and procedure,...)
<b>Decision and Agreement step</b>				
(–Sep & Oct 2011; collection of prioritization decisions, provision and spread of suggested 'final topic list', agreement, ...)	WP3 (Call initiator)			(production, spread and collection of documents, compilation of information, coordination of open issues, provision of suggested and final version of 'Final topic list', administrative issues, ...)
	TC			(coordination of open issues, ...)
	FCC			(coordination of open issues, ...)
	Partner/Observer			(final national decision making on 'Final topic List', submission of decisions)
	PMG			(discussion on documents and procedure,...)

To above table: Questionnaire of 2011 Round

<b>Non-competitive route</b>			
<b>Project management installation &amp; project start</b>			
(~End 2011/Beginn 2012; document prod. and provision; installation of research consortium, ...)	FCC		(preparation, spread & collection of documents, administrative issues, ..)
	Funder		(provision of information, support of Coordinators tasks, ...)
	PMG		(discussion on documents and procedure, ...)
	WP3 (Call initiator)		(support of Funding consortia, ...)
<b>Monitoring of project execution and result dissemination</b>			
(After project start; document provision and collection, review of reports, ...)	FCC		(preparation, spread & collection of documents, administrative issues, ..)
	Funder		(support of Coordinator, ...)
	PMG		(discussion on documents and procedure, ...)
	WP3 (Call initiator)		(support of Funding consortia, ...)
<b>Competitive route</b>			
<b>Call preannouncement</b>			
(Oct (&Nov) 2011; production and spread of preannouncements (nationally, internationally), ...)	FCC		(preparation, spread & collection of documents, administrative issues, ..)
	Funder		(support Coordinator in production and spread of preannouncement, national advertising of call, ...)
	WP1 (coordinator & website provider)		(international call advertising, preparation of homepage,...)
	PMG		(discussion on documents and procedure, ...)
	WP3 (Call initiator)		(support of Funding consortia, ...)
<b>Call application documents</b>			
(Oct 2011 - Jan 2012; applicants forms & guidelines, call text, website preparation,...)	FCC		(preparation, spread and collection of documents, provision to website host, administrative issues, ...)
	Funder		(support of Coordinator, ...)
	WP1 (coordinator & website provider)		(establishing call on website, ...)
	PMG		(discussion on documents and procedure, ...)
	WP3 (Call initiator)		(support of Funding consortia, ...)
<b>Call execution</b>			
(Feb & Mar 2012; helpdesk, collection of proposals, ..)	FCC		(support applicants, collect & spread proposals, admin. issues, ...)
	Funder		(support of Coordinator, ...)
	WP1 (coordinator & website provider)		(maintaining of call on website, ...)
	PMG		(discussion on documents and procedure, ...)
	WP3 (Call initiator)		(support of Funding consortia, ...)
<b>Proposal evaluation, decision, project commissioning</b>			
(Apr - ~Summer/Autumn 2012; eligibility checks, scientific peer review, funder review, decision making process, commissioning, ..)	FCC		(organize eligibility check, scientific peer review, funder evaluation - spread, collection and compilation of documents, organize decision making process and project commissioning, administrative issues, ...)
	Funder		(support of Coordinator, ...)
	WP1 (coordinator & website provider)		(support of Funding consortia, ...)
	PMG		(discussion on documents and procedure, ...)
	WP3 (Call initiator)		(support of Funding consortia, ...)
<b>Monitoring of project execution and result dissemination</b>			
(After project start; document provision and collection, review of reports, ...)	FCC		(preparation, spread and collection of documents, compilation of information, organizes reviews of reports, administrative issues, ...)
	Funder		(support of Coordinator, ...)
	PMG		(discussion on documents and procedure, ...)
	WP3 (Call initiator)		(support of Funding consortia, ...)



Table 5 - DL3.4 - Analysed data

Time input record for EUPHRESKO II - Compilation of analysis						
Research initiation						
Phase	Actor's group	2011 Round	2012 Round	2013 Round	Explanation	Comment/Note
Preparation of initiation	WP3	180.8	17.0	22.0	WP3 (Initiator)	
	PMG	13.5	4.5	1.8	average hours per responding PMG member	
Initial identification of topic suggestions	WP3	111.0	30.5	37.0	WP3 (Initiator)	
	Partner	12.1	13.3	17.9	average hours per responding Partner	
	PMG	10.2	3.3	1.0	average hours per responding PMG member	
Merge of topic suggestions (separate phase since 2013 Round)	WP3			15.5	WP3 (Initiator)	
	Partner			2.1	average hours per responding Partner	
	PMG			0.0	average hours per responding PMG member	
Joining listed Topic suggestions	WP3	136.8	11.0	15.0	WP3 (Initiator)	
	Partner	9.6	7.2	1.9	average hours per responding Partner	
	PMG	12.6	1.0	0.0	average hours per responding PMG member	
Establishment of Long List of Topics	WP3		126.0	21.0	WP3 (Initiator and Reviewer)	
Topic Coordinator (TC) assignment	WP3	47.3	47.5	30.5	WP3 (Initiator)	
	Partner	6.0	1.9	1.3	average hours per responding Partner	
	PMG	7.0	1.3	0.0	average hours per responding PMG member	
Production of (short) topic description	WP3	27.3	54.0	18.0	WP3 (Initiator)	
	TC	12.6	5.8		average hours of responding TC PER TOPIC	
	Partner	5.9	10.3	2.4	average hours per responding Partner	
	PMG	2.8	1.8	0.0	average hours per responding PMG member	
Funding decision phase / Establishment of Funding Consortia (FC)	WP3	172.5	95.0	27.5	WP3 (Initiator)	
	Partner	9.0	3.7	3.1	average hours per responding Partner	
	PMG	5.3	0.5	0.0	average hours per responding PMG member	
Decision, agreement and commitment phases	WP3	104.5	1.5		WP3 (Initiator)	support at amending LoC's an docs in 2011
	TC	4.6	28.3		average hours of responding TC PER TOPIC	FC (esp. TC's) with more responsibility in 2012 Round
	Partner	5.6	8.9		average hours per responding Partner	
	PMG	4.4	1.0		average hours per responding PMG member	

To above table: DL3.4 - Analysed data

**Calculation of Research Initiation only**

Actor	2011 Round	2012 Round	2013 Round	Explanaiton	Comment/Note
WP3	780.0	382.5	186.5	WP3 total hours (one organization) for establishing this round as initiator and reviewer	WP1 did not answer, reduced workload from year to year due to experience, simplification, technical support (website tools)
TC	17.2	34.1		average hours of the responding TC's per TOPIC	no TC answered in 2013; TC workload in 2012 higher because of reduced involvement of WP3 and increasing tasks for topic going a competitive or mixed mechanism
Partner	48.2	45.3	28.7	average hours per responding partner (unconsidered their funding activity) in this round	no observer answered, reduced workload from year to year potentially due to provided online tools, better understanding of the process, reduced interest in the given topics
PMG	55.8	13.3	2.8	average hours per responding PMG member	PMG workload was smaler from year to year due to experience and previous decisions

**End of Research Initiation - Start of Research Implementation**

Phase	Actor's group	2011 Round	2012 Round	2013 Round	Explanaiton	Comment/Note
<b>Non-competitive route</b>						
Project management installation	WP3	0.0	2.5		WP3 (Initiator)	WP3 support in template provision
AND	TC		10.3		average hours of responding TC PER TOPIC	no data for 2011 and 2013 available, main workload: coordination of FC installation of project management
Monitoring of project execution and result dissemination (only for 2011)	Partner	16.8	9.1		average hours per responding partner (unconsidered their funding activity) in this round	no observer answered, reduced workload from 2011 to 2012 due to the template and document establishment in 2011 and better understanding of the process
	PMG	6.6	0.3		average hours per responding PMG member	2011 main workload: discussion and decision on document templates; reduced workload in 2012 ad templates available

**Calculation of Research Initiation AND Research Implementation of NC route only**

Actor	2011 Round	2012 Round	2013 Round	Explanaiton	Comment/Note
WP3	780.0	385.0	186.5	WP3 total hours (one organization) for establishing this round as initiator and reviewer	
TC	17.2	44.4		average hours of the responding TC's per TOPIC	
Partner	65.0	54.4	28.7	average hours per responding partner (unconsidered their funding activity) in this round	
PMG	62.4	13.5	2.8	average hours per responding PMG member	

To above table: DL3.4 - Analysed data

### Competitive route

Data only from 2012 Round and only for TC (& PMG) available/useable!

Call preannouncement / preparation - TC	25.0	average TC hours PER TOPIC that required competition (open EUPHRESKO call or national)
Call preannouncement / preparation - PMG	1.5	average hours per responding PMG member
Call execution - TC	21.9	average TC hours PER TOPIC that required competition (open EUPHRESKO call or national)
Proposal evaluation - TC	5.8	average TC hours PER TOPIC that required competition (open EUPHRESKO call or national)
Funding decision, project commissioning - TC	24.0	average TC hours PER TOPIC that required competition (open EUPHRESKO call or national)
Monitoring of pj. Execution and result diss.		

Calculation of Research Initiation AND Research Implementation of competitive route only - data only for 2012 and only for TC available for competitive part

Actor	2011 Round	2012 Round	2013 Round	Explanation	Comment/Note
WP3				WP3 total hours (one organization) for establishing this round as initiator and reviewer	
TC		110.8		average hours of the responding TC's per TOPIC	
Partner				average hours per responding partner (unconsidered their funding activity) in this round	
PMG		14.8		average hours per responding PMG member	

### OVERALL RESULTS

estimated if necessary (same data as in 'Result Compilation')

Actor	2011 Round	2012 Round	2013 Round	Explanation	Comment/Note
WP3	780.0	385.0	186.5	WP3 total hours (one organization) for establishing this round as initiator and reviewer	
TC - NC topics	17.2	44.4	31.8	average hours of the responding TC's per TOPIC	2013: average between 2011 and 2012
TC - comp. topics		110.8		average hours of the responding TC's per TOPIC	
Partner	65.0	54.4	28.7	average hours per responding partner (unconsidered their funding activity) in this round	
PMG	62.4	14.0	2.8	average hours per responding PMG member	2012: estimation between NC and comp.;