



European
Commission

RISE

Mid-Term Reviews

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Coordinators day

Brussels, 30 April 2015



- All the projects will undergo a **Mid-Term Review** between:
 - Project Coordinator
 - Scientists in charge
 - Seconded staff member
 - The REA
- Timing: between month **14 and 18** (as agreed during the Grant Agreement Preparation)
- REA Project Officers may be assisted by an **external expert** on *ad hoc* basis



- Review will be based on the **Progress Report** covering the activities of the **first year** of the project
- The REA will assess:
 - Implementation of the **action**
 - Implementation of **secondments**
 - Training** activities
 - Networking** aspects
 - Management/financial/legal/ethics



The Progress Report

It must make **reference to:**

Progress of the project - deliverables update

Implementation of secondments

Networking events

Planned scientific publications and dissemination

As separated **Annexes:**

Other relevant material (e.g. reviewed scientific publications, invited papers, patent descriptions, media coverage, prizes, awards, etc.



Objectives and scopes:

- Constructive **dialogue** between the consortium participants and the REA Project Officer
- To have a **feedback** on the project's **progress**
- To **assess** the proper **implementation** and execution of the Grant Agreement



Organisation:

- **2 months before:** agreement on date, venue and agenda (Coordinators' input in collaboration with the PO as agreed during the GAP)
- In order to gather the **largest number** of participants the meeting may be organised back to back to another networking event (e.g. workshop, seminar, summer school)



Issues to be considered:

1. Scientific

- Scientific progress in line with Annex I?
- Contribution of each team to the project?
- Appropriate exploitation of results?

2. Training, Transfer of Knowledge & Networking

- Training in line with Annex I? By each team?
- Networking events organised regularly?
- Seconded personnel acquiring/transferring knowledge?
- Staff members presenting their work to the public?
- Website/dissemination carried out properly? Also outside the scientific community?



Issues to be considered 2:

3. Staff Members

Staff seconded as foreseen in the Grant Agreement?

Fellow informed sufficiently about their role within the network?

Fellows aware of the secondments conditions?

Fellows aware of the possibilities offered to them?

4. Management

Network experiencing difficulties in secondments? Recovery plans in place?

Consortium properly managed? Is there a partnership agreement? Decision-making structure established?

Participants aware of the basic rules to be followed within the network?



Mid-Term Review Structure

1. **Introduction** by the Coordinator and the REA Project Officer

2. **Coordinator's report** on

Scientific issues (objectives, work highlights, status of scientific deliverables, etc)

Training, Transfer of Knowledge & Networking (secondments implementation, networking events, etc)

Management (financial aspects, ethics, IPR, ethics, etc)

Impact (network collaborations, skills acquisition, career development)



Mid-Term Review Structure 2

3. Partners presentations

Partners' role, planned secondments, expectations, impact of the action on future career

4. Meeting between seconded staff and the REA Project Officer

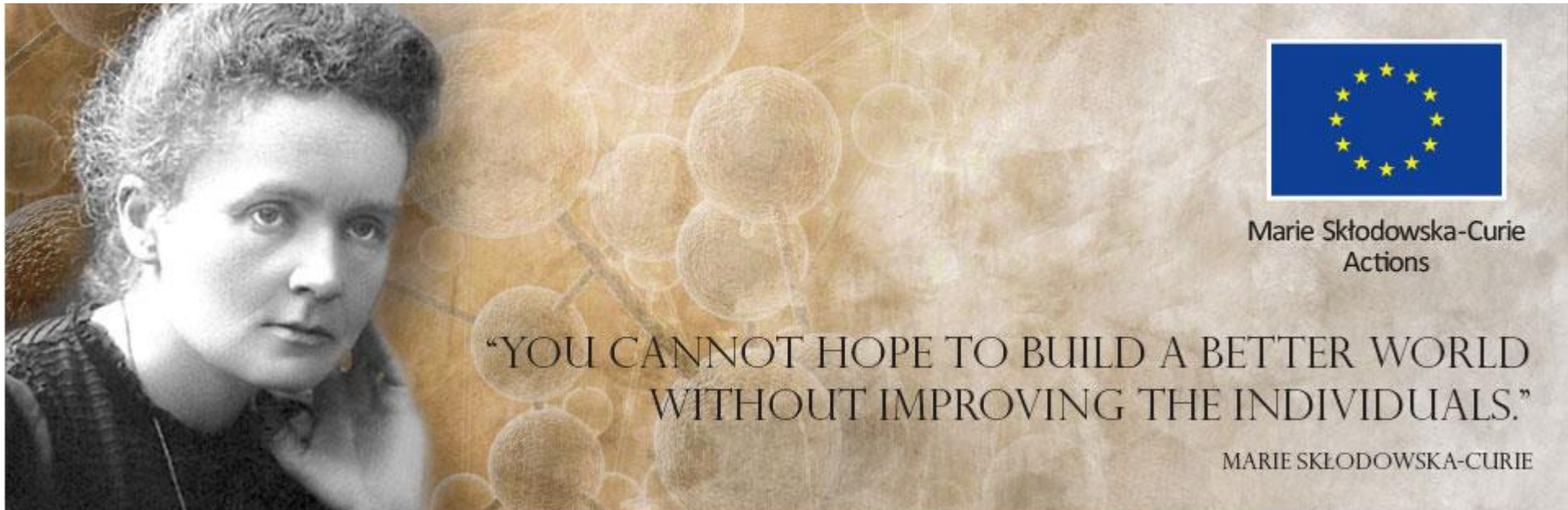
Discussion of possible critical issues, experiences within the network, etc.

5. Open discussion



Follow-up

- The REA Project Officer provides feedback including recommendations for further implementation
- Project Coordinators report on implementation of recommendations via regular reporting



Thank you for your attention