
Call for Expression of Interest
CEI - 2016 - 902114008 – 001- Research Grant Experts

EUROPEAN SPALLATION SOURCE ERIC



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1. INTRODUCTION

1.1 Introduction to ESS

The European Spallation Source (ESS) is one of the largest science infrastructure projects being built in Europe today. Designed to generate neutron beams for science, ESS will benefit a broad range of research, from life science to engineering materials, from heritage conservation to magnetism.

Organised as a European Research Infrastructure Consortium, or ERIC, with Member Countries throughout Europe, this next-generation research facility is being built through the collective global effort of hundreds of scientists and engineers. Together, they have developed and specified a technical design of the facility, including the Accelerator, the Target Station, and instrument concepts. This collaboration resulted in the 2013 delivery of the ESS Technical Design Report and Project Specification. The construction of ESS formally began with the Groundbreaking Ceremony on September 2, 2014.

The facility is being built in Lund, Sweden, next to the world-leading synchrotron light source, MAX IV, and with the Data Management & Software Centre (DMSC) located in nearby Copenhagen. It is anticipated that two to three thousand guest researchers from universities, institutes and industry will participate in the ESS user program each year, making use of the facility's broad range of neutron instruments to answer their scientific questions.

Scientists, engineers, project managers, and builders are well into the construction of the most powerful neutron source in the world. ESS will provide the tools for analysis that will enable the next important discoveries in nanotechnology, life science, pharmaceuticals, materials engineering, and experimental physics. It is understood that ESS, both through the research that will be performed there and the establishment of the facility itself, will serve as an economic driver for all of Europe.

ESS is expected to deliver its first neutrons by the end of the decade, with the user program to follow in 2023.



1.2 Background information for CEI

The European Spallation Source ERIC (ESS) is actively participating in EU and national funding schemes – such as Horizon 2020 (Research and Innovation), EU Structural Funds (Cohesion Policy), Erasmus+ (Education and Training), VR and Vinnova grants – to facilitate partnership building with the scientific community and our In-Kind Contribution Partners.

Participation in grants is of strategic importance to ESS as it enables the organisation to: draw more resources to our partner organisations – which directly or indirectly supports the construction of ESS; support capacity building to expand future ESS user communities in Europe and Partner Countries in particular; and support outreach activities for science, innovation & collaboration with industry to anchor ESS as a world-class research infrastructure.

Participation in EU and national grants shall aim to maximize the scientific impact and productivity of ESS, the resources for construction and the collaborative activities with other (neutron) facilities. At the same time, it shall aim to minimize the additional in-house resources required for implementation, the risk of over-exposure and negative feedback from the European Commission and national funding bodies, as well as distraction from the implementation of the ESS construction project.

This shall be accomplished by establishing, implementing, maintaining and continually improving a Grant Management Process and a set of grant implementation procedures based on requirements from grant providers and solutions required for the special context in which ESS operate. The External Relations & EU Projects Group owns this process and provides tailored support and assistance to scientists and engineers at ESS in developing, writing and submitting applications for national, but mostly European research funding. The Group is also in charge of administrating all awarded grants at ESS, which includes the grant set-up, the financial reporting throughout the implementation phase as well as the closing-out of the project including the facilitation of audits.

1.3 Description of the Call for Expression of Interest (CEI)

A call for expression of interest (CEI) invites experts to put themselves forward as candidates in advance of a public procurement contract. Interested natural or legal persons are invited to submit an application in accordance with the provisions stated in these terms of reference.

ESS will draw up a list of candidates meeting the criteria outlined in section 2.4 below. The list will be updated as necessary throughout the validity of the CEI, for a period of 3 (three) years.

The compiled list will remain valid for 3 years from the date of dispatch of the notice for publication. Applications may be submitted at any time during this period ***with the exception of the last three months from the date of publication (2nd September 2016).***

Each time the ESS intends to conclude a contract relating to one or more of the tasks described in section 1.5 below, a selection, based on objective and non-discriminatory criteria, of all or some of the candidates on the list will be made, followed by an invitation to the selected candidates to submit their proposal in accordance with the tender documents for a particular future contract. Contracts may vary in duration and will typically cover a list of

tasks to be executed over a determined period. The maximum number of candidates that will be invited to submit a tender for a given contract will be 10 (ten).

1.4 Purpose of this CEI and Scope of work

The purpose of this CEI is to establish a roster of experts with proven track record in developing and writing international research proposals, who can support ESS on-demand with their specific expertise. ESS is actively participating in the EU framework programmes for Research and Innovation Horizon 2020, for Higher Education Programme ERASMUS+, the COST Action and various national funding schemes.

1.5 Scope of the Work

The specific tasks of the contracted experts will be directly linked to the individual needs of each grant application at any stage of the proposal development cycle. Such tasks could include but are not limited to:

Call identification / initiation

- Developing a new project idea and adapting it to a suitable funding scheme
- Assessment of projects for grant potential
- Actively work with colleagues from the science and engineering teams and ESS In-kind partners to identify and develop excellent project ideas, funding sources and research and innovation opportunities

Proposal set-up and review

- Support ESS scientists and engineers in writing research proposals
- Review of drafts and discussion of results with researchers of all levels and external partners in order to identify key messages to highlight for scientific audiences

1.6 Indication of relevant profiles for this CEI

All relevant profiles should have the following required qualifications:

- Academic degree in subject relevant to the portfolio of the tasks. A background in a natural science discipline will be an asset.
- Proven knowledge of EU framework programmes, in particular Horizon 2020 and requirements of evaluations
- Have a minimum of five years of experience in proposal writing, with a track record of success
- Excellent writing and communication skills in English (native speaker level)
- **Profile 1 – General Horizon2020 experts**, able to support ESS with co-developing the content of breakthrough project ideas, identifying funding opportunities and reviewing application in all pillars of the Horizon2020 programme (in particular Excellent Science, but also Industrial Leadership and Societal Challenges). Proven

experience of at least 5 years in developing and writing successful proposals to EC Framework Programme calls and a track record of collaborating with Research Infrastructure are required. Experience as an evaluator of FP7 and Horizon 2020 calls are considered an asset.

- **Profile 2 – Marie Skłodowska-Curie experts**, or experts in bottom-up research funding, able to support ESS in writing and reviewing proposals for MSCA and create strategic partnerships with leading universities, research institutions and industry worldwide. Experts must have proven experience of at least 5 years in developing and writing MSCA proposals with at least 2 successful projects in the last 3 years.
- **Profile 3 – European Research Council application experts**, with proven track record of supporting, writing or reviewing successful applications for Starting, Consolidator, Advanced or Proof of Concept grants. Experts must have a background or affiliation with Physics through at least 5 years of experience with ERC proposals and at least one successful ERC project in the last 2 years.
- **Profile 4 – Other relevant funding schemes experts**, able to support ESS with development of project ideas and identify suitable funding opportunities in other European or relevant national funding schemes (Erasmus+, European Cooperation in Science and Technology, Interreg, Nordforsk or Vetenskapsrådet among others). Proven track record in setting-up successful consortia with international and national university, research facilities and industrial actors.
- **Profile 5 – Research & development impact experts**, to support ESS in the use of indicators at the proposal stage that aim to capture results and impacts, as the emphasis under Horizon 2020 is to assess its impact on Europe's scientific and technological performance and research capacity and more widely on the European economy and society

1.7 Volume of the contract

The estimated value of each individual contract is 10.000 Euro. The estimated number of assignments over the duration of the list is 20 assignments.

2. INSTRUCTIONS ON HOW TO SUBMIT AN APPLICATION

If you are interested in participating in this CEI, you are requested to submit your application as follows:

Your CV (in Europass format) + Cover letter and all supporting documents must reach:

External Relations and EU Projects Group
Ute Gunsenheimer
e-mail: euprojects@esss.se

In your e-mail, in the subject line, you must include the reference: *CEI-2016-902114008-001 Research Grant Expert.*

2.1 Communication

All communications concerning this CEI, including requests for clarification, must be made in writing to the following e-mail address: euprojects@esss.se.

2.2 Validity of list

The compiled list will remain valid for 3 years from the date of dispatch (1st September 2016) of the notice for publication. Applications may be submitted at any time during this period **with the exception of the last three months**. Applications sent after this date will not be considered.

2.3 Exclusion criteria

Applicants shall provide a declaration on honour (see Annex 2), duly signed and dated, including a statement that they are not in any of the situations listed there in.

In addition to the submission of the signed declaration, the applicant undertakes to inform ESS, without delay, of any changes to his situation in this regard.

Applicants may be excluded from participation in the present CEI if they are found to be in one of the situations for exclusion or fail to submit the above-mentioned declaration.

2.4 Selection criteria

Applications will be retained on the list only if they meet all selection criteria as listed below:

2.4.1 Legal Capacity

Criterion	Applicants are required to prove that they are authorised to perform a contract under national law, as evidenced by inclusion in a trade or professional register, or a sworn declaration or certificate, membership of a specific organisation, express authorisation, or entry in the VAT register
Evidence	Each applicant (including any member of a consortium if it is the case) is required to submit a copy of inscription in trade register and/or a copy of inscription in VAT register, where applicable. Natural persons shall provide a copy of their identity card or, failing that, of their passport or equivalent

2.4.2 Financial and economic standing

Criterion	Sufficient financial and economic standing
Evidence	<ul style="list-style-type: none"> - Appropriate statements from banks or evidence of professional risk indemnity insurance; or - Balance sheet or extracts from balance sheets for at least the last 2 (two) years for which accounts have been closed, where publication of the balance sheet is required under the company law of the country in which the candidate is established; or - A statement of overall turnover during the last 3 (three) financial years.

2.4.3 Technical & Professional capacity

Criterion 1	Proven Technical & Professional capacity
Evidence	<ul style="list-style-type: none"> - CVs detailing the educational and professional qualifications of the applicant documenting a minimum of 3 (three) years of professional experience in relation to the tasks listed under section 1.5 above and including information on language skills; - A list with 3 major projects led by and/or executed by applicants, and/or contracts awarded to the applicants relevant to the services required by the ESS under the past 5 years, indicating the value and brief description of the services undertaken.

3. CONTENT OF YOUR APPLICATION

Your application shall consist in the following documents submitted in pdf format, via e-mail:

1. Copy of your Professional Registration Certificate
2. Declaration on honour (duly completed dated and signed) - Annex 1
3. Applicant Identification Form (duly completed, dated and signed) – Annex 2
4. Your CV (Europass model) – Annex 3
5. Cover letter (maximum 2 pages)

When a need for an expert arises, ESS will undergo a selection process and will pre-select candidates on the basis of exclusion and selection criteria and put them on specific lists and sub-lists. ESS will notify candidates that they have been or not included on the list within reasonable time from the evaluation.

The applicants are requested to send in the latest administrative information, updated CV, balance sheets or the latest statements from the bank.