

## EOSC Gravity - Open Call for Evaluators

### Guidelines for Evaluators

**Call id:** EOSC Gravity –Evaluators Call

**Call description:** The objective of the call is to find evaluators for the selection of the EOSC Gravity funded projects

**Call opening:** 1/12/2025

**Call deadline:** 30/01/2026

**Funding body:** ESF

**Weblink for further information:** <https://eosc.eu/eosc-about/calls-grants/>

**Contact:** [EOSC-Gravity-grants@esf.org](mailto:EOSC-Gravity-grants@esf.org)

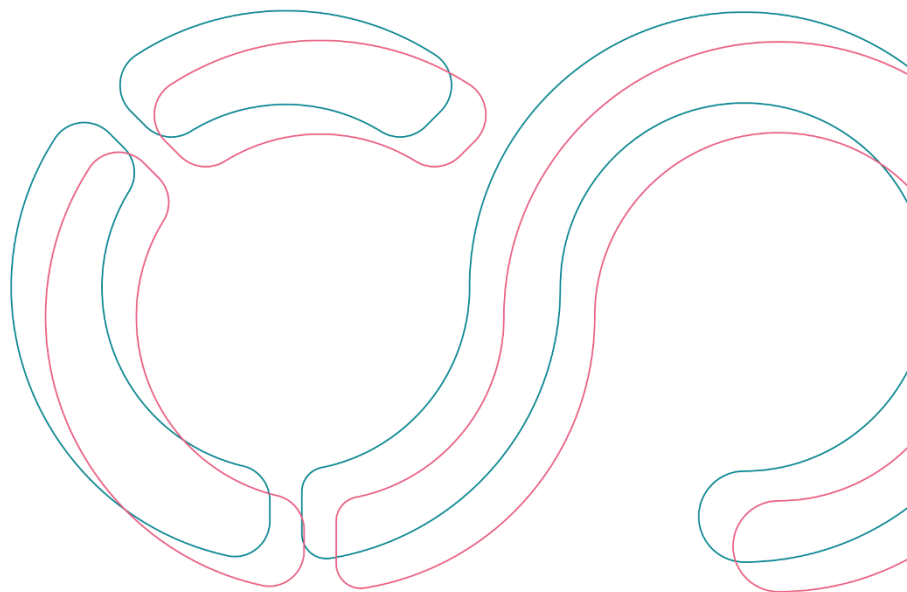
**Open Call platform:** for a first connection: [ESF platform](#) (for the first connection and creation of profile). For subsequent connections: <https://esf.smartsimple.ie>

**All the Open Call documents and templates available for download at:** <https://eosc.eu/eosc-about/calls-grants/>



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## 2. Call Introduction

The purpose of this document is to provide instructions to applicants submitting their application for **the EUROPEAN OPEN SCIENCE CLOUD (EOSC) Gravity Evaluator Open Call 1** organised by the EOSC Gravity project.

These guidelines contain information about the timeline, the eligibility criteria, the evaluation procedure, and the submission requirements of this specific call.

The information presented in this document may not apply to subsequent or parallel calls for evaluators related to EOSC.

These guidelines are provided for information purposes only and are not intended to replace the **Consultancy contract** (available in Annex 3), which defines the framework of rights and obligations of the Contracting Parties for this particular call.

### The EOSC Federation and the role of the EOSC Gravity Project

The EOSC Federation is a collaborative and interoperable ecosystem of EOSC Nodes, data and service providers, research infrastructures, and other stakeholders. It aims to provide a unified and seamless access to research data, tools, and services across Europe, enabling researchers to easily share, access, and analyse data and resources. The EOSC Federation will promote the development of common standards, policies, and interfaces to ensure the interoperability and sustainability of the EOSC services.

The EOSC Federation is envisioned as a federation of distributed systems, combined into a system of systems, consisting of multiple 'EOSC Nodes' that are interconnected and can collaborate to share and manage information and resources within and across thematic and geographical research communities. Nodes provide entry points for users to access the full EOSC Federation and to resources beyond those found in their usual environment. Establishing a Node allows a community to formalise its role as an entry point to the EOSC Federation. Initiatives (European, national, regional, institutional or thematic) may join the EOSC Federation and become EOSC Nodes when they meet the requirements and share resources in compliance with the EOSC Interoperability Framework and EOSC policies.

EOSC has been granted special status as a Horizon Europe co-programmed European Partnership. The Partnership brings together institutional, national and European initiatives and engages all relevant stakeholders to co-design and deploy a European Research Data Commons where data are Findable, Accessible, Interoperable and Reusable (FAIR). The Partnership includes the European Commission and the EOSC Association (EOSC-A).

Through open calls, the EOSC Gravity project will provide funding to **support the EOSC Federation** by encouraging the creation of EOSC Nodes and developing new use cases or onboarding new resources into existing EOSC Nodes.

The EOSC Academy will ensure an informed community has the expertise to foster EOSC-related activities at national and institution levels by mutual learning and knowledge sharing.

The EOSC Gravity consortium is led by the EOSC-A, which coordinates key stakeholders in the European research environment and provide insights on overarching themes important for the realisation of EOSC.

The other eight consortium partners are the following: TU GRAZ, ESF, EGI, NCN, ATHENA, TRUST-IT, PRO-M and SWITCH.

The European Science Foundation (ESF) oversees the management of Cascading Grants and Open Calls for EOSC Gravity.

### The EOSC Gravity Grants

The EOSC Gravity project will provide financial support to third parties (FSTP) through three open calls for grants. All EOSC Gravity calls will adhere to EU principles of transparency, equal treatment, avoidance of conflict of interest, and confidentiality, ensuring an objective and clear selection procedure.

Two kinds of grants will be delivered by EOSC Gravity: Preparatory Grants and Inter-Projects Grants.

- ⇒ Preparatory Grants main objective is to provide support for preparatory work for potential future Candidate EOSC Nodes<sup>1</sup> (national, multinational, thematic, or e-infrastructure). The main deliverable of the applicants will be a Project Charter<sup>2</sup>.

The call will support at least 16 projects. Each project will last 6 months and may receive up to 50.000 €.

- ⇒ Inter-Project Grants main objective is to provide support to expand services offered through the Federation. The granted projects must deliver one of the following as their primary output: a) deployment of a Scientific Use Case or b) the Onboarding of a new service in the existing EOSC Nodes as their main deliverable.

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<sup>1</sup> The Federation is currently under construction. We currently have 13 'candidate Nodes' (the list is available [here](#)) and the EU Node in contributing to the build-up phase of the EOSC Federation. As such, they join as 'candidate Nodes', with the aim to become EOSC Nodes when the EOSC Federation becomes operational.

<sup>2</sup> The Project Charter Template is available on the Federation Call annexes: <https://eosc.eu/eosc-about/calls-grants/>

The first Inter-Project Grants Call will support at least 8 projects. The projects will last 6 months and will be granted a maximum of 50.000 €.

A second call for inter-projects is planned for the second half of 2026.

### 3. Rules and conditions

#### 3.1. Evaluators profile

EOSC Gravity is looking for independent evaluators who can assess the quality of the received applications within the two calls launched by EOSC Gravity: [Preparatory Grants and Inter-Project Grants Call 1](#).

EOSC Gravity may draw from the pool of applications submitted under this call for other EOSC Federation-related assessments, such as the Enrolment call of the EOSC Tripartite Governance or the second inter-project call under EOSC Gravity planned for the second half of 2026. More details are available on Annex 5, and a confirmation of interest from the applicant will be requested on the Application template (Annex 3).

The evaluators must meet the following mandatory criteria:

- Understanding of the EOSC Federation ecosystem and its build-up process (the reader can find more details in the EOSC Federation Handbook).
- Broad knowledge regarding the activities and initiatives of EOSC-A, as well as of Open Science principles and practices.
- Understanding of the training and skills development needs of the EOSC Federation
- Familiarity with ICT technologies, software development processes, or service management systems.
- European, legally established/resident in any of the following countries:
  - Member States (MS) of the European Union (EU), including their outermost regions;
  - Although Hungary is a MS of the EU, according to Council Implementing Decision 2022/2506, no legal commitments should be entered into with any public interest trust established based on the Hungarian Law IX of 2021 or with any entity maintained by said public interest trust;
  - Overseas Countries and Territories (OCT) linked to the MS;
  - Horizon Europe associated countries at the time the EOSC Gravity grant entered into force (October 2024), (except from those only associated to Pillar II<sup>3</sup>) which are: Albania, Armenia, Bosnia and Herzegovina, the Faroe Islands, Georgia, Iceland, Israel, Kosovo, Moldova, Montenegro, North Macedonia, Norway, Serbia, Tunisia, Türkiye, Ukraine, United Kingdom and potentially Egypt, Morocco and Switzerland (if

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<sup>3</sup> [list-3rd-country-participation\\_horizon-euratom\\_en.pdf](#)

association agreements start producing legal effects). Other associated countries not included in this list, are not eligible.

- Ability to work as a consultant and generate invoices/debit note following the regulation of their own country.

Optional criteria:

- Experience in evaluating proposals for the European Commission or similar experience is a plus.

The evaluators will be responsible for providing an impartial and unbiased review of the received applications, generally focusing on, but not limited to, the following aspects:

- Quality and relevance of the project scope and objectives.
- Integration and knowledge with the EOSC training programmes, lessons learned and educational resources.
- Alignment with the objectives and focus areas of the EOSC Federation (the reader can find more details in the EOSC Federation Handbook).
- Potential impact and scalability of the proposed solution.
- Evaluation of the applicant's expertise, track record, and capacity to execute the project.
- Financial viability and sustainability of the proposed project.
- Contribution to fostering collaboration and partnerships within the EOSC ecosystem.

It is important to note that the number of applications per evaluator depends on various factors:

- The evaluators availability.
- The number of applications submitted.
- The alignment between application subject areas and evaluators' expertise.

### 3.2.Conflict of interest

An evaluator must not work for an organisation **that aims to participate in the Open Calls** of EOSC Gravity or for an organisation that is **currently involved** in the EOSC Gravity consortium.

There is an exception if the evaluator is selected only for EOSC related Open Calls (See Annex 5)

All selected evaluators will have to sign a **declaration of no conflict of interest** prior to the start of each evaluation confirming the above statement.

They must also notify the consortium if such a conflict arises in any of the applications to which they have been allocated.

When an evaluator reports a potential conflict of interest (by sending an email to the Call Coordinator – ESF, or by notifying on the ESF evaluation platform) or it is brought to the project consortium's attention in any way, the project consortium will assess the circumstances and any objective aspects of information available. If the consortium determines that there is a conflict of

interest, the evaluator will be removed from the application's evaluation and a new evaluator will be appointed by ESF.

All potential conflicts of interest will be thoroughly investigated by ESF.

### 3.3. Confidentiality

All information connected to the evaluation process is confidential, thus evaluators are bound by secrecy. They are not permitted to reveal any information regarding the applications submitted, as well as the outcomes of the assessment and selection, to anyone. They are also not permitted to use the application's concepts for their own purposes.

### 3.4. Additional Rules

By applying to this call, the expert

- understands that submitting an application (registration) does not guarantee selection as an evaluator for any of the Gravity Open Calls.
- understands that they will need to sign a consultancy contract with ESF (or with EOSC-A in the case of the evaluation of EOSC Nodes proposals), along with any other requested documents, if selected to serve as an evaluator for a specific open call.
- confirms their availability to perform the evaluation within the specified timeframe for the given open call (See section 7. Timeline).
- confirm their availability to attend the Onboarding Session on the 25<sup>th</sup> of February 2026: This session will remind the evaluation process, the rules for the evaluation of the EOSC Gravity Applications, help the evaluators to navigate through the ESF platform, and remind the schedule for payments.
- confirm their availability for the panel meeting within the specified timeframe (See section 7. Timeline).
- confirms interest in being informed about future opportunities to act as an evaluator in ongoing and upcoming open calls.
- ensures that they will only evaluate applications from applicants with whom they have no Conflict of Interest.
- Certify to have the right to provide the service mentioned in the Consultancy contract and invoice ESF for this service (in compliance with its country legal requirements and tax obligations).

### 3.5. Language

English is the only official language for this programme.

Submissions in any language other than English will not be eligible and will not be assessed. All the communication and materials will be in English, and all documents and deliverables will only be accepted if in English during the whole process.

## 4. Evaluators selection process

Evaluators will be selected by the ESF based on their competences and needs for the EOSC Gravity calls: Preparatory Grants and Inter-Project Grants Call 1.

Please refer to section 3.1 for the selection criteria.

- ⇒ CV: The CV of a candidate for evaluator should contain relevant information and should allow corroboration of the information entered in the form. See application form on Annex 3
- ⇒ Quality: This criterion evaluates the descriptions of all declared areas of expertise. It also takes into account previous evaluation experience of a candidate.

In the event that the applications do not ensure the adequate pool of expertise and profiles, ESF will independently identify additional experts.

## 5. Evaluators tasks

The Evaluator will have to evaluate the applications that will be assigned to them, following the determined evaluation process:

- Participation to the onboarding session
- Pre-assessment of the applications
- Participation to a panel meeting to determine a ranked list of applications
- Consensus report of the application: a summary of the pre-assessments and the discussions of the panel, that will be sent to each applicant.

The full process is detailed in Annex 1, "Evaluation procedure for EOSC Gravity Grants ". The Evaluation Form, which must be completed for each application evaluated, is available in Annex 4.

## 6. Payment conditions

In the case of EOSC Gravity, evaluators will receive compensation per evaluation properly completed and validated by ESF (from the pre-assessment to the consensus report for each application, including the panel day.)

ACTION	Amount/Action
Evaluation	100€



The Panel Chair, selected by ESF among the evaluators, will get 200€ extra for the Panel day.

Each evaluator will sign a contract for evaluating the proposals with ESF, in charge of the cascading calls for EOSC Gravity. This contract enters into force from the beginning of the evaluation process and will continue one month after EOSC Gravity makes the evaluation results public.

The evaluator will have to prepare an invoice or a debit note<sup>4</sup> and forward it to ESF. The submission of the invoice/debit note will be done through the ESF platform.

ESF will pay the invoice/debit note through a bank transfer, strictly in Euros.

The transfer should be made to the indicated bank account within 60 days of receiving the invoice.

The invoice/debit note can only be dispatched once the evaluation submission deadline has passed, and no later than one month following the evaluation submission deadline.

All invoices will be generated excluding local VAT with Reverse charge. Evaluators with a French billing address will be able to charge French VAT, depending on their status.

Note that evaluators are not forced to have a VAT number, neither a National Identification Number. This will depend on the regulation/legislation of their own country.

In the event that evaluators are employees of a different organisation, they should be permitted to apply as individuals: submit their reviews and receive payment accordingly.

## 7. Timeline

### 7.1. Call open for Evaluators Applications

- Opening: 01/12/25
- Deadline for submission: 30/01/26, 14:00 Brussels time/14:00 CET.\*

\* The deadline for submission is as stated in this Guidelines document. Please note that the platform for submission's time depends on the user's configured time zone and may or may not coincide with the correct time (this depends on the user, not the platform for submission). Any discrepancies in system time will not be grounds for deadline extension.

### 7.2. Administrative issues

- Evaluators selection and contract signature: 30-01/26 - 25/02/26

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<sup>4</sup> A debit note is an accounting document used for financial settlements between counterparties. They must contain the date of issue, information of the counterparties (issuer and recipient), description of the action, amount, bank details of the issuer. No Identification Number neither VAT are needed on this document.

- Evaluators onboarding session: 25/02/26

### 7.3. Evaluation of EOSC Gravity applications

- Evaluation period: 25/02/26 - 18/03/26
- Panel meeting(s): 26/03/26 – 31/03/2026 (evaluator will participate to one remote panel meeting within this timeframe)
- Consensus Reports: 26/03/26 – 7/04/26

## 8. Contact information

EOSC Gravity offers a support channel available for this Evaluator Open Call. Please contact [EOSC-Gravity-grants@esf.org](mailto:EOSC-Gravity-grants@esf.org) for any question you might have, starting your email title by "Evaluator Call".

## 9. Annexes

Annex 1: Evaluation procedure for EOSC Gravity Grants

Annex 2: Evaluator's consultancy contract

Annex 3: Evaluator's Application Form

Annex 4: EOSC Gravity Open Call for Applicants - Evaluation Form

Annex 5: EOSC related Open Calls

## EOSC Gravity - Open Call for Evaluators

### Annex 1: Evaluation procedure for EOSC Gravity Grants

This annex describes the full evaluation process of the EOSC Gravity Grants.

#### 1. Evaluation process of the application submitted to the Open Calls Evaluation period: 25/02/26 - 18/03/26

##### 1.1. Eligibility check and formal requirements

ESF will check each proposal for formal requirements, eligibility criteria (as defined in the Guidelines for applicants), and the completeness of the application.

##### 1.2. Pre-assessment

Applications that have successfully passed the eligibility check may proceed to the pre-assessment stage.

The Evaluator will review each application assigned to them, answering questions and scoring them based on 3 different evaluation criteria: Excellence, Impact and Implementation. **Please refer to Annex 4 to see the Evaluation Form adapted for each Call.**

The evaluators will score each award criterion on a scale from 0 to 5

Score	Definition
5 - Excellent	The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.
4 – Very Good	The proposal addresses the criterion very well, but a small number of shortcomings are present.

3 - Good	The proposal addresses the criterion well, but a number of shortcomings are present.
2 - Fair	The proposal broadly addresses the criterion, but there are significant weaknesses.
1 - Poor	The criterion is inadequately addressed or there are serious inherent weaknesses.
0 – Cannot be assessed	Proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.

TABLE 1. CRITERIA SCORE DEFINITION

Each proposal will receive a total overall score between 0 and 15 points.

The total score will be calculated as a sum of the score of the three different criteria.

Each Proposal will be evaluated by two evaluators: one Lead Evaluator and one Secondary Evaluator. The assignation of the proposals to each evaluator (Lead and Secondary) will be done by ESF.

The evaluators will have no access to the evaluation made in parallel by the other evaluator, to avoid one evaluator conditioning the other until both reviews are submitted.

The evaluators will sign a declaration of confidentiality concerning the contents of the proposals they review. The evaluation form carries a declaration of avoidance from conflict of interest which they agree to by signing it.

## 2. Review Panel: 26/03/26 – 31/03/2026

The evaluators will meet in a remote review panel meeting to discuss the different proposals and establish a ranked list.

The review panel will be composed of the evaluators, a panel chair, and ESF staff to support the admin/technical side of the meeting.

The panel chair will be selected by ESF among the evaluators. The role of chair consists of:

- conducting the meeting, with the assistance of the ESF staff, ensuring respect of timeline and agenda;
- ensuring fair treatment of all applications in respect of the assessment criteria and process, and arbitrating sensitive discussions;
- keeping track of decisions with the assistance of the ESF staff.

All the evaluations will be made available to each evaluator a few days before the meeting in order to allow the evaluators sufficient time to review them.

Depending on the number of applications received, one or several topical panel meetings may be organised. Evaluators are only expected to participate to one panel meeting.

During the review panel meetings, each application will be presented by their evaluators and discussed by the full panel.

The review panel will then agree on an overall mark for each application and produce a ranked list of applications.

**Threshold conditions:** The threshold for each criterion will be three (3). The overall score threshold, applying to the sum of the three individual scores, will be ten (10).

Proposals that pass the individual threshold AND the overall threshold will be considered for funding, within the limits of the available call budget. Other proposals will be rejected.

In case of proposals in the same position, priority will be given to proposals that have higher score on the Excellence award criterion.

If that does not resolve the issue, the secondary priority criterion will be the score of the Impact section. If this also does not resolve the situation, the panel Chair will call for a panel vote on how to position the two applications relative to each other.

## Panel Chairs meeting (if needed)

If several panel meetings are organised, a panel chair meeting will be organised.

During this meeting (teleconference), chairs of the topical panels bring results of their respective topical panels together. They will agree on the overall ranking (i.e., rankings from each panel) and make final selection decisions.

## 3. Consensus Report: 26/03/26 – 7/04/26

The panel members will then produce a consensus report for each application, summarising the panel discussions. Narrative comments (no scores) from the consensus reports will be communicated to the applicants.

The overall evaluation process will follow a single-blind review, meaning that applicants will not know the identities of the evaluators.

# CONSULTANCY AGREEMENT

Contract: EOSC GRAVITY-2026-1

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Between:

The European Science Foundation (ESF)<sup>1</sup>

1 quai Lezay-Marnésia

67080 Strasbourg Cedex

France

Partner of the EOSC Gravity programme (Horizon Europe project No. 101188045)

represented by Mr Nicolas Walter, Chief Executive,

hereinafter known as **'ESF'**

on the one hand

and

hereinafter known as **'the Consultant'**

on the other hand.

Each is designated individually as 'the party', or collectively as 'the parties'.

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<sup>1</sup> Local non-profit association registered at URSSAF du Bas-Rhin under n° 427000000300042481 (SIRET N° 30249398600012 / NAF code 7219Z)

## **Introduction**

### *About the EOSC Gravity project*

The EOSC Federation will be a collaborative and interoperable ecosystem of EOSC Nodes, data and service providers, research infrastructures, and other stakeholders. It aims to provide unified and seamless access to research data, tools, and services across Europe, enabling researchers to easily share, access, and analyse data and resources. The EOSC Federation will promote the development of common standards, policies, and interfaces to ensure the interoperability and sustainability of the EOSC services.

The EOSC Federation is envisioned as a federation of distributed systems, combined into a system of systems, consisting of multiple 'EOSC Nodes' that are interconnected and can collaborate to share and manage information and resources within and across thematic and geographical research communities. Nodes provide entry points for users to access the full EOSC Federation, and via the Federation to access resources beyond those found in their usual environment. Establishing a Node allows a community to formalise its role as an entry point to the EOSC Federation. Initiatives (European, national, regional, institutional or thematic) may join the EOSC Federation and become EOSC Nodes when they meet the requirements and share resources in compliance with the EOSC Interoperability Framework and EOSC policies.

EOSC has been granted special status as a Horizon Europe co-programmed European Partnership. The Partnership brings together institutional, national and European initiatives and engages all relevant stakeholders to co-design and deploy a European Research Data Commons where data are Findable, Accessible, Interoperable and Reusable (FAIR). The Partnership includes the European Commission and the EOSC Association.

### *About the Open Call*

The EOSC Gravity project will provide two types of funded cascading grants to **support the EOSC Federation**. One type provides support to the preparatory work for future EOSC Nodes (Preparatory Grants). The other type targets projects wanting to onboard new services to the EOSC Federation or deploy scientific use cases for existing EOSC Nodes (Inter-project Grants). The EOSC Academy will ensure an informed community has the expertise to foster EOSC-related activities at national and institution levels by mutual learning and knowledge sharing.

The EOSC Gravity consortium is led by the EOSC Association (EOSC-A), which coordinates key stakeholders in the European research environment and provides insights on overarching themes important for the realisation of EOSC.

The other eight consortium partners are the following: Graz University of Technology (TU GRAZ), European Science Foundation (ESF), EGI Foundation (EGI), National Science Centre Poland (NCN), ATHENA Research Center, TRUST-IT Services, Commpla, Professional Mobile and Network Service Provider (Pro-M) and SWITCH.

The European Science Foundation (ESF) oversees the management of Cascading Grants and Open Calls.

*Mission of the Consultant*

The Consultant will deliver services related to the assessment of the submitted applications within the stated deadlines.

This agreement lays down the rights and obligations of the parties in the performance of the agreed services.

All communication between the EOSC Gravity Project and the consultant shall be in English.



**Both parties thus agree as follows:**

## **ARTICLE 1. – PURPOSE OF THE CONTRACT**

The scope of the Evaluation in the frame of the EOSC Gravity project is to provide an evaluation of the applications that have been submitted in response to the Preparatory Grants and Inter-Project Grants Calls, in the timeline given by ESF. The details of the evaluation procedure are available in Annex 1, and the timeline in Annex 2.

The Consultant's work will be controlled and validated by ESF for both quality and timely completion of all required deliverables.

The Agreement shall enter into force on the date on which the last Party signs it.

The confidentiality, intellectual property and data protection obligations shall continue after the termination of the Agreement.

The consultant will deliver the following services:

- The pre-assessment of up to 10 applications submitted in the frame of Horizon Europe N° 101188045 EOSC Gravity Open Calls
- Participation to a remote expert panel meeting to prepare the ranking list of applications
- The preparation of a consensus report for up to 10 applications.

Those actions should be completed within the timeframe indicated in Annex 2.

### **Deliverables**

The deliverables to be provided by the Consultant in the frame of this contract are the required number of quality-checked and validated evaluation and consensus reports per application submitted to the ESF Platform SmartSimple, as well as the participation in the remote panel meeting, within the given deadlines. The entire process will be administered through SmartSimple, the peer review platform used by ESF.

***Note:** Prior approval by the authorised ESF representative is required for any activity undertaken within the above tasks that would engage ESF scientifically, financially or in terms of ESF staff.*

The Consultant's work (number of projects to be assessed, the timeline to execute it) will be specified by ESF and will be addressed via a Purchase Order sent to the consultant via the SmartSimple Platform.

The present document is a consultancy contract. It is expressly agreed that it implies no obligation whatsoever on the part ESF to place an order with the consultant within the timeframe covered.

Since evaluations are assigned based on the Consultant's skills, experience, and knowledge relevant to each application's field, this agreement cannot guarantee a minimum number of evaluation sessions.

## **ARTICLE 2. – DURATION OF THE SERVICE**

The present contract is signed for a duration of 3 months, covering activity to be undertaken over the period from **25<sup>th</sup> February to 25<sup>th</sup> May 2026**. The timeline may be subject to revision and the agreement may therefore be extended to match the real activity period via a written *Addendum* to the present agreement (*cf. Article 9 – Changes to the Mission*). The timeline of activities is available in Annex 2.

## **ARTICLE 3. - PROVISION OF THE SERVICES**

### **3.1 – Availability**

The Consultant certifies that he/she is free to undertake the present contract as defined in Article 1 and that he/she is not bound by any conflicting obligation to a third party, nor by any prohibition, exclusivity or non-competition clause at the time of signing this contract.

### **3.2- Independence of the parties**

The parties declare that they are, and will remain throughout the term of the contract, professional and independent partners.

The performance of the services does not involve any hierarchical relationship. The Consultant is neither an agent, nor an associate or representative or employee nor related to ESF in any other capacity and is not mandated to act as such by or in the name of ESF; his/her role is solely that of an independent consultant.

As an independent service provider, the Consultant is fully responsible for any taxes, charges or deductions of any kind for which it is liable in respect of the fees and expenses received in payment of the services as laid down by this contract.

### **3.3- Loyal behaviour**

The parties mutually commit to acting loyally and in good faith, bringing to the notice of the other party without delay any conflict, difference of opinion or difficulty encountered in the performance of the present contract.

**ARTICLE 4. – PROFESSIONAL FEES AND EXPENSES & PAYMENT SCHEDULE**

In payment of the services as described under Article 1, the Consultant will be entitled to fees based on a rate per action:

Action	Amount/Action
Evaluation (pre-assessment, panel and consensus report)	100€

The exact number of quality-checked and validated evaluations to be provided by the consultant will be defined by ESF.

The aforementioned consultancy fee is payable upon completion/ validation of work agreed and upon receipt of the corresponding invoice/debit note<sup>2</sup>.

The invoice can only be sent to ESF via the SmartSimple platform once the evaluation submission deadline has passed (April 7<sup>th</sup> 2026), and the quality of the work has been validated by ESF.

Please be aware that the invoice/debit note must be sent by the 7<sup>th</sup> of May 2026 at the latest.

Each invoice/debit note submitted by the Consultant must clearly list:

- The reference of the contract
- The number of evaluations, the panel day, and price
- The consultant bank details
- The French VAT number of ESF (i.e. FR22302493986)
- The Tax Number (e.g. VAT number) of the consultant (if applicable)
- The following reference: “Articles 44 and 196 of the Council Directive 2006/112/EC of 28 November 2006 - Reverse-Charge”.

ESF will pay the invoice through a bank transfer, strictly in Euros on banking accounts that accept Euros. The transfer should be made to the consultant’s personal account within 60 days of receiving the invoice.

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<sup>2</sup> A debit note is an accounting document used for financial settlements between counterparties. They must contain the date of issue, information of the counterparties (issuer and recipient), description of the action, amount, bank details of the issuer. No Identification Number neither VAT are needed on this document.

**ARTICLE 5. - OBLIGATIONS OF THE CONSULTANT**

The Consultant agrees to provide the services described in Article 1 above with full care and attention, and with respect to the mission - specific requirements and timeline as specified in the Annexes.

The Consultant will apply his/her know-how, technical ability and competency to the provision of the agreed services as he/she sees fit and to the best of his/her ability.

The Consultant may consult the documents, records and reports made available to him/her by EOSC Gravity consortium for the purposes of this mission and as covered by the terms of this contract.

The Consultant declares that he/she is free of Conflict of Interest in relation to the application(s) he/she evaluates (including any personal, professional, or financial interests) and commits to immediately informing ESF of any potential Conflict of Interest arising during the mission.

**ARTICLE 6. COMMUNICATION AND PUBLICATIONS****6.1- *Publications***

No publication of any kind may be made by the Consultant concerning the services or any related information without the prior written agreement of ESF. ESF must reply to a request to publish within 30 (thirty) days of its receipt. In the absence of a reply from ESF within this period, the request must be considered as being refused.

Any plan on the part of the Consultant to publish or issue a communication directly related to the mission will thus be conditional on the prior agreement of ESF, which will have the right to modify any details whose disclosure could prejudice information held by ESF or the proper use of the results of the mission in its scientific, technical, industrial or commercial application. Such modifications should not, however, be detrimental to the scientific value of the publication.

**6.2- *Confidentiality***

The parties to the present contract consider the mission and any knowledge or information received directly or indirectly from the other party during the mission, as confidential. The Consultant is therefore not authorised to divulge any such knowledge or information to any person whatsoever and by any means whatsoever without the prior agreement of ESF.

**GDPR**

EOSC Gravity requires access to Personal and Entity Data to process and evaluate applications. As open call coordinator, ESF will act as the Data Processor for all data submitted through the SmartSimple platform for this purpose. To ensure the safety and security of this data, the SmartSimple platform has been designed and operates under strict compliance with The General Data Protection Regulation (EU) 2016/679 (GDPR). Therefore, all applicants are required to accept the SmartSimple Platform terms to ensure full coverage. For more information regarding the data privacy policy and security measures implemented by SmartSimple, please refer to their [website](#).

## **ARTICLE 7. - OWNERSHIP, APPLICATION AND USE OF RESULTS**

### **7.1- *Ownership of the Results***

The present contract being one of provision of services, ESF will be the owner of all results, information and deliverables, hereinafter known as 'Results', whether patentable or not, obtained during the mission. Ownership of the Results is not, however, conclusive until after payment of invoiced fees and expenses.

The methodology and know-how applied or developed by the Consultant in carrying out the mission remain the property of the Consultant, who will be free to use, share, protect, publish and freely exploit them.

### **7.2- *Use of the Results***

ESF will be entirely free to decide on the use and application of the Results. The Consultant will be allowed to use the Results free of charge for the purposes of his/her own research, as long as this does not conflict with their obligation for confidentiality.

## **ARTICLE 8.- USE OF NAMES AND OTHER MEANS OF IDENTIFICATION**

The parties will define together the rules for the use of their respective names or other means of identification before any communication related to the mission is made.

## **ARTICLE 9.- CHANGES TO THE MISSION**

The parties may negotiate in writing any modification to the nature, extent and duration of the mission, or of any other clause in the present contract.

Any change in the content of the mission during the operation of the present contract, and/or the length of its term, will entail the prior agreement of the parties in the form of a written and signed *Addendum*, as an integral part of the contract.

#### **ARTICLE 10.- EARLY TERMINATION**

The present contract may be automatically terminated by one of the parties in the case of failure to fulfil any of the obligations contained in its clauses on the part of the other party.

This termination will become effective 30 days after the issue of a registered letter with proof of receipt to describe the default, unless the party concerned fulfils its obligations or provides proof of the failure through *force majeure*<sup>3</sup> within this period.

Exercise of the right to terminate the contract does not exempt the defaulting party from fulfilling its contractual obligations up to the new date of termination of the contract.

The provisions contained in the articles 'Communication and Publications', 'Ownership, application and use of results', 'Applicable law' and 'Disputes' will remain in force despite termination or cancellation of the present contract.

In the event of early termination, for whatever reason, the fees due to the Consultant will be calculated according to the services rendered in line with the terms of the contract up until its termination, and, if applicable, to include those services necessary to complete the work in hand (which must be agreed by both parties).

#### **ARTICLE 11.- SEVERABILITY CLAUSE**

Should any of the clauses of the present contract become obsolete, invalid or void according to the law or a settlement or a final court decision, such clause will be deemed unwritten and will not affect the enforceability of the contract as a whole.

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<sup>3</sup> Neither party shall incur any liability to the other in the event that it is delayed in the performance of its obligations under the contract solely by *force majeure*, where "force majeure" shall mean any cause of delay beyond the reasonable control of the party liable to perform unless conclusive evidence to the contrary is provided.

The parties will do their utmost to reach agreement on the replacement of such a clause by an equivalent provision respecting the spirit and economics governing the signature of the present contract.

#### **ARTICLE 12.- APPLICABLE LAW**

It is specifically agreed between the parties that the present contract is governed by French law.

#### **ARTICLE 13.- DISPUTES**

In case of any disputes arising from the present contract regarding its validity, interpretation, performance, termination, and subsequent consequences or outcomes, the parties will first attempt to resolve the dispute in good faith, out of court.

In the case that no solution can be found, the parties agree to submit the case to the exclusive jurisdiction of the French courts, the contract being governed by and construed in accordance with French Law. The tribunal of Strasbourg shall have jurisdiction to hear any dispute under this agreement.

#### **ARTICLE 14.- VARIOUS**

The provisions of the present contract cancel and replace all declarations, negotiations, commitments, oral or written communications, assumptions, prior agreements and understandings between the parties on the measures concerned by the contract or for which it provides.

*Signatures*

**For ESF**

**Nicolas Walter**, ESF Chief Executive

**The Consultant**

Date:

Date:

Signature

Signature

**ESF contact for the mission:**

Mariette Desmartin  
Mission Coordinator  
EOSC-Gravity-grants@esf.org

Hélène Schaffner  
Administrator  
EOSC-Gravity-grants@esf.org



# Annex 1 : Evaluation procedure

## Step 1: Online evaluation

All activities will be carried out individually on the ESF platform. The evaluation process will start with a brief informational session on the evaluation procedure, with special attention to the evaluation criteria. Each proposal will then be assigned to 2 evaluators, and consequently, 2 individual evaluation reports will be prepared for each proposal, which should be based on the assessment of 3 main criteria:

- Excellence
- Impact
- Implementation

Each evaluator will score a proposal without knowing the evaluation of their colleague, thus preventing one evaluator from influencing the other. Therefore, the same evaluation can receive very different scores.

## Step 2: Panel

The evaluators will meet in a panel meeting to discuss the different proposals and establish a ranked list.

During the review panel meetings (teleconference), each application will be presented by their evaluators and discussed by the full panel.

The review panel will then agree on an overall mark for each application and produce a ranked list of applications.

## Step 3: Consensus Report

The panel members will then produce a consensus report for each application, summarising the panel discussions. Narrative comments (not scores) from the consensus reports will be communicated to the applicants.

## Annex 2: Timeline of Activities

**Contracting with selected evaluators:** 30/01/26 - 25/02/26

**Evaluation period:** 25/02/26 - 18/03/26

**Panel meetings:** 26/03/26 – 31/03/26

**Consensus Reports:** 26/03/26 – 7/04/26

**Purchase Order:** 7/04/26 - 14/04/26, Submitted by ESF to the consultant

**Invoice submission:** After Purchase Order reception, and until 7/05/2026. Payment within 60 days after invoice reception.

## Annex 3 - Application Template for Evaluator

### Preliminary information:

- Title
- First Name
- Last name/Surname
- Email address
- Affiliation
- Country of domiciliation

Are you affiliated with any of those entities?

*An Affiliated Entity is a legal entity with a legal or capital link to another entity. This legal or capital link may involve relationships such as parent, subsidiary, or sister companies, or ongoing collaboration agreements (but beyond the case of a specific Horizon Europe related project).*

- ☐ [EOSC Association](#) (EOSC-A), Coordinator | Belgium
- ☐ [Graz University of Technology](#) (TU Graz) | Austria
- ☐ [European Science Foundation](#) (ESF) | France
- ☐ [Athena Research Centre](#) (ATHENA) | Greece
- ☐ [Professional Mobile and Network Service Provider](#) (Pro-M) | Hungary
- ☐ [Trust-IT Services](#) | Italy
- ☐ [Commpla Srl](#) (controlled by TRUST-IT) | Italy
- ☐ [EGI Foundation](#) (EGI) | Netherlands
- ☐ [National Science Centre](#) (NCN) | Poland
- ☐ [Switch](#) | Switzerland

Do you currently operate within the wider EOSC landscape, i.e., are you affiliated with any of the following?

- ☐ EOSC-related projects [Please select all that apply]
- ☐ EOSC-A Task Forces [Please select all that apply]
- ☐ Opportunity Area Expert Groups [Please select all that apply]
- ☐ Candidate Nodes/Build-up Group Members [Please specify]
- ☐ The wider RI Landscape [please specify]
- ☐ None of the above [please specify]

Your expertise in brief (300 words max)

Have you already evaluated EC proposals
<input type="checkbox"/> Yes [if Yes, please specify] <input type="checkbox"/> No

Are you willing to be considered as a potential evaluator for other related EOSC calls - see Annex 5 of the guidelines for more details (select all that apply)
<input type="checkbox"/> EOSC Federation – Second wave of EOSC Nodes enrolment call <input type="checkbox"/> EOSC Gravity Inter-Project Call 2 (second half of 2026) <input type="checkbox"/> No

☐ I hereby certify that I have the right to provide the service mentioned in the Consultancy contract and invoice/send a debit note to ESF for this service (in compliance with my country legal requirements and tax obligations)

Upload your CV [upload document option]

## Annex 4: EOSC Gravity Open Call for Applicants - Evaluation Form

### 1.1.Evaluator Assessment Form - EOSC Gravity Preparatory Grants

Evaluators will assess the proposals considering three criteria, i.e., Excellence, Impact and Implementation.

Criteria will bear an equal weight in the assessment, and each criterion will be qualitatively assessed following the scoring scales provided in the table below.

#### Scoring grid

Score	Definition
5 - Excellent	The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.
4 – Very Good	The proposal addresses the criterion very well, but a small number of shortcomings are present.
3 - Good	The proposal addresses the criterion well, but a number of shortcomings are present.
2 - Fair	The proposal broadly addresses the criterion, but there are significant weaknesses.
1 - Poor	The criterion is inadequately addressed or there are serious inherent weaknesses.
0 – Cannot be assessed	Proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.

Half marks (0,5) are not allowed.

Each proposal will receive a total overall score between 0 and 15 points.

The total score will be calculated as a sum of the score of the three different criteria.

The threshold for each criterion will be three (3), while the overall score threshold will be ten (10). That means if a proposal receives less than 3 in one criterion or less than 10 overall score, will not be recommended for funding by the evaluators.

Every proposal will be commented during the panel meeting, even if they are under the threshold.

## Evaluation

### 1. Excellence

Projects must demonstrate high quality and present a clear set of objectives aligned with the EOSC Federation build-up process. In particular, they should aim to **deliver a project charter** as a key output, supporting a future application for the creation of a node (national, multi-country, thematic, or e-infrastructure). (See [EOSC Federation Handbook](#), section 3.2).

Additionally, the Excellence is evaluated according to the following criteria:

- Alignment with EOSC objectives
- Clarity of the project scope, i.e. the specific outputs the project will deliver
- Value proposition of the project in the context of contributing to the EOSC Federation
- Description of potential use cases to be delivered to researchers and participating organisations in the EOSC Federation
- Demonstration of how the organisation or consortium plans to meet the minimum requirements to become a node
- Showcasing integration and knowledge with the EOSC training programmes, lessons learned and educational resources, including the sharing of materials, experiences, practices, and use cases.

Score: /5

Comments – min. 80 words

### 2. Impact

Projects must clearly identify the expected impact, define a robust strategy to maximise the achievement of their objectives, and ensure effective stakeholder engagement throughout the project lifecycle. For preparatory projects specifically, the Impact section is evaluated according to the following criteria:

- Success criteria and key performance indicators (KPIs) that are measurable, realistic, and aligned with the project's objectives, demonstrating how impact will be monitored and evaluated

- Potential to enhance the FAIRness of data and services
- Stakeholder engagement strategy, including identification and analysis of key stakeholder groups, their roles and interests, and a dissemination and communication plan that ensures broad outreach to relevant communities
- Alignment with EU policies and strategies
- Societal relevance, outlining how the outcomes will generate value for targeted stakeholders (e.g., research communities, end-users, public authorities)
- Scalability and sustainability of impact, describing how the project's results can be scaled, sustained and promoted beyond the project's lifetime.

**Score:** /5

**Comments** – min. 80 words

### 3. Implementation

The implementation section must clearly demonstrate the project's operational readiness and is assessed according to the following criteria:

- Organisational structure of the project team, including the identification of roles, responsibilities of team members, and work processes.
- Project management, including resource planning, key milestones, and defined deliverable(s)
- Feasibility, quality, and relevance of the workplan to develop a project charter, notably with the budget breakdown provided, illustrating how the organisation and/or consortium is preparing for enrolment into the EOSC Federation
- Describe how the proposed node will learn from the current wave of nodes to implement the node mandatory requirements
- Risk assessment, identifying potential risks and limitations that may impact project execution
- Quality management approach, outlining how quality will be assured and maintained throughout the project lifecycle.

**Score:** /5

**Comments** – min. 80 words

**Total Score:** /15

## Final Comment

### Overall assessment

Comments – *min. 80 words*



## 1.2.Evaluator Assessment Form - EOSC Gravity Inter-Projects Grants

Evaluators will assess the proposals considering three criteria, i.e., Excellence, Impact and Implementation.

Criteria will bear an equal weight in the assessment, and each criterion will be qualitatively assessed following the scoring scales provided in the table below.

### Scoring grid

Score	Definition
5 – Excellent	The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.
4 – Very Good	The proposal addresses the criterion very well, but a small number of shortcomings are present.
3 – Good	The proposal addresses the criterion well, but several shortcomings are present.
2 – Fair	The proposal broadly addresses the criterion, but there are significant weaknesses.
1 – Poor	The criterion is inadequately addressed or there are serious weaknesses.
0 – Cannot be assessed	Proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.

Half marks (0,5) are not allowed.

Each proposal will receive a total overall score between 0 and 15 points.

The total score will be calculated as a sum of the score of the three different criteria.

The threshold for each criterion will be three (3), while the threshold for the overall score will be ten (10). This means that if a proposal receives less than 3 points in any criterion or less than 10 points in total, it will not be recommended for funding by the evaluators.

All proposals will be commented during the panel meeting, even if they are below the threshold.

### Evaluation

#### 4. Excellence

Projects must demonstrate high quality and present a clear set of objectives aligned with the EOSC Federation build-up process. In particular, they should aim to deliver at least one of the following types of key outputs: 1) deploying a scientific use case demonstrating the benefits of the EOSC Federation, and/or 2) piloting how to onboard a service into the EOSC Federation/at least one of the Nodes (see the [EOSC Federation Handbook](#), section 3.2, for details).

Additionally, Excellence is evaluated according to the following criteria:

- Alignment with the objectives of the EOSC Federation<sup>1</sup>
- Clarity of the project scope, i.e., the specific outputs the project will deliver
- Value proposition of the project in the context of contributing to the EOSC Federation
- Expected use cases to be delivered to researchers and participating organisations in the EOSC Federation
- Showcasing integration and knowledge with the EOSC training programmes, lessons learned and educational resources, including the sharing of materials, experiences, practices, and use cases.

Score: /5

Comments – min. 80 words

#### 5. Impact

Projects must clearly identify the expected impact, define a robust strategy to maximise the achievement of their objectives, and ensure effective stakeholder engagement throughout the project lifecycle. For inter-project grants specifically, the Impact section is evaluated according to the following criteria:

- Success criteria and key performance indicators (KPIs) that are measurable, realistic, and aligned with the project's objectives, demonstrating how impact will be monitored and evaluated
- Potential to enhance the FAIRness of data and services
- Stakeholder engagement strategy and a dissemination and communication plan that ensures broad outreach to relevant communities
- Adoption: Demonstrated support from at least one of the Nodes
- Alignment with relevant EU policies and strategies

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<sup>1</sup> For details on the objectives and purpose of the EOSC Federation, please refer to the EOSC Federation Handbook: EOSC Association. (2025). EOSC Federation Handbook. Zenodo. <https://doi.org/10.5281/zenodo.14999577>.

- Societal relevance, outlining how the outcomes will generate value for targeted stakeholders (e.g., research communities, end-users, public authorities)
- Scalability and sustainability, describing how the project's results can be scaled, sustained and promoted beyond the project's lifetime.

Score: /5

Comments – min. 80 words

## 6. Implementation

The implementation section must clearly demonstrate the project's operational readiness and is assessed according to the following criteria:

- Organisational structure of the project team, including the identification of roles, responsibilities of team members, and work processes
- Project management, including resource planning, key milestones, and defined deliverable(s)
- Feasibility, quality, and relevance of the work plan, notably with the budget breakdown provided, to deploy use cases that will benefit the EOSC Federation
- Strategy to ensure service reusability and reproducibility by a wide range of stakeholders (developers, Node operators, end users), e.g., technical documentation
- Risk assessment, identifying potential risks and limitations that may impact project execution
- Quality management approach, outlining how quality will be assured and against which standards, and how quality will be maintained throughout the project lifecycle.

Score: /5

Comments – min. 80 words

Total Score: /15

Final Comment

Overall assessment

Comments – *min. 80 words*

## Annex 5: EOSC related Open Calls

### 1. EOSC Federation – Second wave of EOSC Nodes enrolment call

The EOSC Federation is currently being built in a **succession of waves**. A first wave of candidate EOSC Nodes joined the build-up phase of the EOSC Federation in March 2025. Based on the experiences of the first wave, a selection procedure was set up by the **EOSC Tripartite Governance**, which currently provides the overall strategic steering of the build-up phase of the EOSC Federation, to assess the capacity of further candidates and to prepare **the second wave of candidate EOSC Nodes**.

Call for Application opening: 3rd November 2025

Call for Application deadline: 18th February 2026, 17:00 CET

Evaluation Period: March-April 2026

ESF is responsible for organising and managing the evaluation process of the Application submitted to this second wave and will submit a ranked list of applications to the Federation Tripartite Governance, who will take the final decision on the selected nodes.

The Evaluators main task will be to review the Project Charter submitted by the Candidate Nodes (The Project Charter Template is available on the Federation Call annexes: <https://eosc.eu/eosc-about/calls-grants/>. Examples of validated Project Charters for Candidate Nodes are available via the website (<https://eosc.eu/building-the-eosc-federation/>) under the status and timeline tab for each node.), provide a pre-assessment on the application according to the criteria defined, participate to a panel meeting and provide a consensus report after the panel. The timeline is similar as for the EOSC Gravity Calls:

- period: 25/02/26 - 18/03/26
- Panel meeting(s): 26/03/26 – 31/03/2026 (evaluator will participate to one remote panel meeting within this timeframe)
- Consensus Reports: 26/03/26 – 7/04/26

#### Remuneration:

Evaluators will receive compensation of 100€ per evaluation properly completed and validated by ESF (from the pre-assessment to the consensus report, including the panel)

Panel Chair will receive 200€ extra and will be selected by ESF.

#### Contract and Invoice:

Evaluators will sign a contract with ESF and will be paid via the submission of an invoice/debit note to ESF at the end of the process.

No contract neither invoice will be needed in the following situation:

- If evaluators are doing less than 3 reviews (300€),
- Will not participate to the evaluation of subsequent calls
- answers "No" to all of the statements below:
  - o **Registered** – Are you registered for the provided activity as an individual professional? Is the service provided to ESF included in the activity you are registered for? If yes, can you provide your registration number?
  - o **VAT registration** – Are you registered for VAT? If yes, can you provide your VAT id?
  - o Are you providing this service **regularly** (such services are provided within the same year) and independently (not within a company)?
  - o Are you **associate** of the entity that will provide services to ESF? If so, can you provide the VAT & registration number?

#### Profile:

The Profile of evaluators is the same as described in the Guidelines for Evaluators of the EOSC Gravity calls.

- ⇒ It is possible for an Evaluator to be matched for the second wave of EOSC Nodes Enrolment Call only, and not for the EOSC Gravity Calls.

## 2. EOSC Gravity Inter-Project Call 2 (second half of 2026)

Inter-Project Grants main objective is to provide support to expand services offered through the Federation. The First Inter-Project Grants Call is currently open for application. A **second call** for inter-projects is planned for the second half of **2026**.

Some slight changes may be applied on the Evaluation Form depending on the evolution of the project and the lessons learned from the previous call, but the conditions for the Evaluators will be the same.

The evaluation period will be end of 2026 beginning of 2027. Exact dates to be confirmed.