**Please note that both the EoI and Full Proposal will be submitted via an online form with text fields, without the option to upload a file. Access to the EoI form will be provided from 06-04-2023 onwards by the CoARA secretariat to your Point of Contact. Same procedure for the Full Proposal form at a later date.**

Annex I - Application template – Call for Working Groups

*Please note: Fields marked with an asterisk (1-13) need to be completed at the Call for Expression of Interest stage. The remaining fields will need to be completed for full proposals.*

*Please note: Number of character limits are counted with space*

|  |  |
| --- | --- |
| *Only for full proposals: Title of the submitted Expression(s) of Interest related to this proposal* |  |
| 1. Working Group title \*: |  |
| 1. Issues to be addressed\*:   *330 characters max.* |  |
| 1. Main keyword\*: | *Please select one among the following:*   * *Assessment of research organisations* * *Careers* * *Assessment of research proposals* * *Changing culture* * *CVs and Narrative* * *Disciplines and inter, trans and multidisciplinary* * *Diversity* * *Equity* * *Ethics and integrity* * *Impact* * *Language* * *Metrics and indicators* * *Open Science* * *Peer-review* * *Quality and excellence* * *Raising awareness and engagement* * *Rankings* * *Sharing good practices* * *Sustainability (e.g. costs, over-assessment, reviewer fatigue)* * *Team science* * *Transparency* * *Other: please specify:* |
| 1. Second keyword (optional): | *Please select one among the following:*   * *Assessment of research organisations* * *Careers* * *Assessment of research proposals* * *Changing culture* * *CVs and Narrative* * *Disciplines and inter, trans and multidisciplinary* * *Diversity* * *Equity* * *Ethics and integrity* * *Impact* * *Language* * *Metrics and indicators* * *Open Science* * *Peer-review* * *Quality and excellence* * *Raising awareness and engagement* * *Rankings* * *Sharing good practices* * *Sustainability (e.g. costs, over-assessment, reviewer fatigue)* * *Team science* * *Transparency* * *Other: please specify:* |
| 1. Contact details of the lead scientific proposer (can be different from the organisation’s designated Point of Contact) | Name, department, and e-mail |
| 1. I confirm that my organisation is a member of CoARA and that I have the authority to submit the proposal on behalf of my organisation and on behalf of the organisations mentioned in point 7 below\*: | * Yes * No |
| 1. List of at least 3 (EoIs)/5 (full proposals) member organisations proposing the Working Group\*: | Drop Down |
| 1. Short description of the mission and objectives of the group, and of how it fits with the overall CoARA vision\*:   *1300 characters max.* |  |
| 1. Agreement core commitment(s) the implementation of which is supported by the group\*: | *Please select one or more among the following:*   1. *Recognise the diversity of contributions to, and careers in research according to the needs and the nature of the research* 2. *Base research assessment primarily on qualitative evaluation for which peer-review is central, supported by responsible use of quantitative indicators* 3. *Abandon inappropriate uses in research assessment of journal- and publication-based metrics, in particular inappropriate uses of journal impact factor (JIF) and h-index* 4. *Avoid the use of rankings of research organisations in research assessment* |
| 1. Agreement supporting commitment(s) the implementation of which is supported by the group (optional): | *Please select one or more among the following:*   1. *Commit resources to reforming research assessment as is needed to achieve the organisational changes committed to* 2. *Review and develop research assessment criteria, tools and processes*     1. *With the direct involvement of research organisations and researchers at all career stages, review and develop criteria for assessing research units and research performing organisations, while promoting interoperability*    2. *With the direct involvement of researchers at all career stages, review and develop criteria, tools and processes for the assessment of research projects, research teams and researchers that are adapted to their context of application* 3. *Raise awareness of research assessment reform and provide transparent communication, guidance, and training on assessment criteria and processes as well as their use* 4. *Exchange practices and experiences to enable mutual learning within and beyond the Coalition* 5. *Communicate progress made on adherence to the Principles and implementation of the Commitments* 6. *Evaluate practices, criteria and tools based on solid evidence and the state-of-the-art in research on research, and make data openly available for evidence gathering and research* |
| 1. Type of group\*: | *Please select one among the following:*   * *Interest community* * *Discipline community* * *Institution community* |
| 1. Expected impact notably expected adoption and implementation scenarios\*:   *2000 characters max.* |  |
| 1. Added value of the Working Group over and above what is currently being done within the community\*:   *2000 characters max.* |  |
| 1. Work plan and outputs / deliverables, that can be accomplished within the timeline proposed (max. 2 years)\*:   *4000 characters max.* |  |
| 1. Proposed membership structure, involving organisations of different types and sizes, and from different geographical areas, and include a wide range of experience levels\*:   *2000 characters max.* |  |
| 1. Envisaged co-chairs leading the Working Group, representing different types of organisations and countries/regions\*: |  |
| 1. Mechanisms to ensure that a broader range of CoARA member organisations, including from outside Europe, contribute to and benefit from the Working Group work\*:   *1600 characters max.* |  |
| 1. Envisaged support needed from the Secretariat and resources expected to be provided in-kind by Working Group members:   *100 words max*  *Please note: this will be provided for information only and will not be evaluated by the CoARA Steering Board.* |  |