

Evaluation Process in IS GRANT

Network Login

Step 1:

An assesor will sign in to the EGRANT network via

<https://vyskumnaagentura-planobnovy.egrant.sk/?lang=en>

by entering an email address and password assigned to him/her by the programme administrator.

The password can be changed by clicking on the link below „Forgotten Password,, or in the „Change your Profile“ section when logged in.



Login to application



e-mail ·

Password ·

The List of Applications for Evaluation

Step 2:

Once logged in, an assessor will be able to see the List of Applications assigned to him/her for evaluation.

The first column indicates a call/grant programme and enables selection between different programs in which the applications were allocated.

Use the „**Assessment**“ button to open the application and its evaluation criteria.



Assessment | Assessment archive | Documents

List of applications for assessment

Refresh list | Send assessments for marked applications

10 | 25 | 50 | 100 | All

The program	Number	Project	Applicant	Amount requested	Own resources	Actual score	Is complete	Actions
No filter applied								
<input type="checkbox"/> Large projects for excellent researchers	1	09/03-03-V03	Technical University			0	NO	

Set up visibility of table columns



Evaluation of a Single Application

Step 3:

Click the “**Assessment**” button to open the particular application.

- On the left side, you can find the basic information on the application as well as the documentation necessary for the evaluation.
- A “**Notice**” provides you with a possibility to take down the notes.
- During the process of evaluation you can „**SAVE PROGRESS**” your assessment or „**SEND ASSESSMENT**” the final report when completed.

The screenshot shows the 'Application assessment' interface of the VÝSKUMNÁ AGENTÚRA. At the top, there is a navigation bar with 'Assessment', 'Assessment archive', and 'Documents'. Below this, the 'Application assessment' section contains three buttons: 'CLOSE', 'SAVE PROGRESS', and 'SEND ASSESSMENT'. A 'Notice' box is visible below the buttons. The main content area displays the following information:

- Program: Large projects for excellent researchers
- Project: 09I03-03-V03
- Application internal number: 1
- points (sum): 0

Below this information, there are two links: 'Download all attachments as ZIP' and 'Download application as PDF'. At the bottom, there is a 'General information' section with a table of details:

General information	
Call code	09I03-03-V03
Call title	Large projects for excellent researchers
Proposal code	09I03-03-V03
Title of the project	Development and research
Acronym project	Cen
Applicant	Technical University
Total eligible costs	2 999 772.25 €
Requested financial contribution	2 999 772.25 €

Evaluation of a Single Application

Step 4:

- Find an Individual Evaluation Report including evaluation criteria on the right side.
- Criteria are divided into individual aspects and those require your answers.
- Each aspect has an „Information“ symbol containing questions that should be answered briefly.
- An allocation of exact points on the scale of 0 – 5 is requested for each criteria (Excellence, Impact, Implementation). Please indicate the score at the end of your assessment statement (half a point in scoring can be used).

Individual evaluation report
Individual evaluation report of the application for provision of the funds of the Faculty
Component 5
More efficient governance and strengthening RDI funding
Call: Large project for excellent researchers
Code of the call: 09103-05-V03

EVALUATION CRITERIA

Excellence

Relevance of the project and its linkage and contribution to the objectives and areas targeted by the call:

Relevance of the problems/needs at which the project is aimed:

The project goes beyond the currently available technical solutions, procedures, products, etc. ("beyond the state of the art"):

EVALUATION RESULT

Overall score:

Justification:

Strengths:

Weaknesses:

ADDITIONAL QUESTIONS

Have you identified areas or activities of the project that could potentially conflict with the DNSH principle (do no significant harm)?

If yes, please specify:

Is the researcher/principal investigator from the R3-R4 category?

If no, please specify:

Evaluation of a Single Application

Step 4:

- Final statement of either **approved** or **rejected** needs to be selected from the scrolling menu in the „Evaluation Result“ section. This should be done according to the scores reached in an individual criteria assessment as well as according to the overall score result. *A score result must exceed the individual thresholds (minimum of 3 points in each criteria) as well as an overall threshold of 10 points, otherwise the application cannot be considered as approved.*
- An incomplete evaluation report will be returned to the assessor for further processing. This is likely to happen if the assessor's statement is significantly incompatible with a score result, or an incorrect statement occurs within the overall evaluation following the final score. Also any missing information in the mandatory columns will be requested for completion. All information about the irregularities or gaps in the assessment will be stated in the request by the Research agency.

EVALUATION RESULT

Overall score: select an option ▼

Justification:

Application assessment

Notice

Returned Assessment Notice Final statement is not compatible with the score result

Submitting of the Assessment



Assessment | Assessment archive | Documents

List of applications for assessment

Refresh list | **Send assessments for marked applications**

10 | 25 | 50 | 100 | All

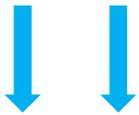
	The program	Number	Project	Applicant	Amount requested	Own resources	Actual score	Is complete	Actions
<input type="checkbox"/>	No filter applied								
<input type="checkbox"/>	Large projects for excellent researchers	1	09103-03-V03	Technical University			0	NO	Assessment

[Set up visualization of table columns](#)

You can submit all the assessments at once through **“Send assessments for marked applications”**.
The application must be selected in order to be sent out.

The List of Applications for Evaluation

- After each submission of a single application assessment („**SEND ASSESSMENT**"), your List of Applications will be updated. Only unsubmitted assessments will stay shown in your „**Assessment**“ section.
- You can still view the submitted assessments under „**Assessment archive**".



Assessment **Assessment archive** Documents

List of applications for assessment

Refresh list Send assessments for marked applications

10 | 25 | 50 | 100 | All

The program	Number	Project	Applicant	Amount requested	Own resources	Actual score	Is complete	Actions
<input type="checkbox"/> No filter applied								
<input type="checkbox"/> Large projects for excellent researchers	1	09/03-03-V03	Technical University			0	NO	Assessment

[Set up visualization of table columns](#)