Dear Applicant,

Call for EUI – Innovative Actions Panel of Assessors
for the assessment of the EUI – Innovative Actions project proposals submitted in the framework of the 1st Call for Proposals for New European Bauhaus demonstrators

**Application Form**

By filling in and submitting the application form below, you are applying to join the Panel of Assessors for the assessments of project proposals submitted in the framework of the 1st European Urban Initiative – Innovative Actions Call for Proposals for New European Bauhaus demonstrators.

Your application will be reviewed against the assessment criteria outlined in the Call for Applications. The Assessors will be selected by the EUI Permanent Secretariat.

The Call for Applications provides information on the framework for expertise under the European Urban Initiative. You are invited to carefully read this document and check the specific skills required to become an Assessor before filling in the Application Form.

In the Application Form, you will be requested to:

1. Indicate which theme(s)/prompts you are interested in applying for.
2. Indicate if you are applying to become an Assessor and/or a Theme Coordinator.
3. Describe the main skills you would bring to the role and provide evidence of your experience for each of the skills identified. Please ensure you keep to the word limit in each question box.

Please note:

In order to provide examples of projects, reports, achievements that you want to highlight, you can use hyperlinks in the Application Form.

The application form will allow the EUI Permanent Secretariat to assess your skills and how you would fit into the role of Assessor and/or Theme Coordinator. Therefore, the answers included in the application form should be justified and not a repetition of the content of your CV.

All applicants are reminded that in addition to the applications form, a CV must be submitted. Examples of previous works can be included as attachment or hyperlinks. These should be limited to relevant examples to support the knowledge and skills required in the framework of the present Call.

**Applications and a CV should be submitted to the EUI Permanent Secretariat by 30th December 2022 to:** **experts@urban-initiative.eu****.**

The EUI Permanent Secretariat

1. Role in the Panel of Assessors

Please state which role(s) you would like to undertake in the Panel:

[ ]  Assessor

[ ]  Theme Coordinator

[ ]  I would like to be considered for both roles

1. Personal Information

**2.1 Name:**

|  |
| --- |
|  |

**2.2 Surname:**

|  |
| --- |
|  |

**2.3 Gender (man; woman; other; I prefer not to say)**

|  |
| --- |
|  |

**2.4 Nationality/ies:**

|  |
| --- |
|  |

**2.5 Country of residence:**

|  |
| --- |
|  |

**2.6 Email address:**

|  |
| --- |
|  |

**2.7 Phone number with the country code:**

|  |
| --- |
|  |

**2.8 Social Media account(s):**

|  |
| --- |
| *Please indicate if you have a Twitter, Facebook, LinkedIn account for professional purposes.* |

**2.9 Mother tongue(s):**

|  |
| --- |
|  |

**2.10 Foreign languages:**

*Please list languages you know and indicate your proficiency level for each of them using the Common European Framework of Reference for Languages (you can find common reference levels* [*here*](https://www.coe.int/en/web/common-european-framework-reference-languages/table-1-cefr-3.3-common-reference-levels-global-scale) *)*

|  |  |
| --- | --- |
| language  | proficiency level (A1, A2, B1, B2, C1, C2) |
|  |  |
|  |  |
|  |  |
|  |  |

**2.11 Proficiency in English**

|  |
| --- |
| *Please provide evidence of your capacity to communicate fluently in English (oral and written).* *Please note, that C2 level according to the ‘Common European Framework of Reference for Languages’ (please see the link above) is required.*  |

1. Knowledge and experience on sustainable urban development and urban topics

**3.1 Knowledge and experience on urban development, including up to date practice, research, etc.**

|  |
| --- |
| *Please provide clear information on your educational and professional background related to urban development. Please describe the type of activities you have been involved in (as urban researcher or practitioner: research, project/programmes delivery, urban management, teaching, actual contribution to the listed publications, etc.).* *Please note that:**PhD degree in one (or more) of the fields such as: urban studies, spatial planning, local/regional development, geography, environmental studies, sustainability studies, cultural studies, heritage studies, social studies, architecture, housing, revitalisation, urban planning/design, or other relevant for the 1st Call for Proposals topic (New European Bauhaus demonstrators)* ***OR*** *Master degree in one (or more) of the fields and at least 10 years of professional experience.**Max. 500 words.* |

**3.2 Explain your understanding of the New European Bauhaus concept and how its key principles (sustainability, inclusiveness, and aesthetics) can be relevant to urban innovation.**

|  |
| --- |
| *Please present your understanding of the* ***NEB concept*** *and how the key principles apply/are relevant to urban innovation. Give examples on your work relevant to the NEB topic and/or submit relevant papers, works that you produced or list activities you were involved in that demonstrate your understanding of the NEB topic.* *Max. 750 words.* |

**3.3 Preferred themes (prompts) to be involved in**

*Please indicate in which of the four themes (prompts) mentioned in the EUI-IA 1st Call for Proposal you would like to be involved in (you can select more than one):*

[ ]  Construction and renovation in a spirit of circularity and carbon neutrality

[ ]  Preserving and transforming cultural heritage

[ ]  Adapting and transforming buildings for affordable housing solutions

[ ]  Regenerating urban spaces

**3.4 Explain how your knowledge and experiences are relevant to the themes you selected in question 3.3 ( (i) Construction and renovation in a spirit of circularity and carbon neutrality. (ii) Preserving and transforming cultural heritage. (iii) Adapting and transforming buildings for affordable housing solutions. (iv) Regenerating urban spaces)**

|  |
| --- |
| *Please provide information on your educational and/or professional background related to the themes (prompts) of the EUI-IA Call for Proposal you selected under 3.3. Demonstrate your knowledge and experience related to the selected theme(s). Please describe the type of activities you have been involved in (as urban researcher or practitioner: research, project/programmes delivery, urban management, teaching, actual contribution to the listed publications, assessing project proposals, etc.) demonstrating at least 7 years of experience linked to the selected themes (prompts).* Max. 750 words. |

1. Experience relevant for the assessment of European projects

**4.1 Proven track record in assessing applications**

|  |
| --- |
| *Provide at least 1 example on your involvement in assessing applications of urban and/or European projects, applying scoring systems, making recommendations for selection, or similar. Ensure you mention the funding programmes you have worked under.*Max. 500 words. |

**4.2 Awareness of the main developments and knowledge of pre-existing practices of the theme you selected in question 3.3 at national and EU level (if applicable: also worldwide), to benchmark the proposed solutions**

|  |
| --- |
| *Please explain how you keep up to date on the main trends and developments on the theme(s) you have selected under 3.3. Please note that, as part of the assessment entails checking the degree of innovation, excellent knowledge of pre-existing practices is essential. You should demonstrate your knowledge here and how you plan to benchmark proposed solutions in the projects including referencing tools you use or could refer to. Please mention 3 relevant examples.* Max. 500 words. |

**4.3 Ability to write concise and good quality assessments**

|  |
| --- |
| *Provide* ***3 examples*** *of your experience writing assessments of projects you have evaluated. When assessing a EUI-IA project proposal, assessors are asked to justify their comments and scoring using guidelines provided by the Permanent Secretariat.* Max. 500 words*.*  |

**4.4 Experience of working in a committee of experts**

|  |
| --- |
| *Provide* ***3 examples*** *of working in a committee of experts. Please include cases where you have worked in coordination with other experts in the assessment of one project. For EUI-IA project proposals, each one is assessed by two different experts allowing for a cross-analysis and cross-scoring of each proposal (the ‘four-eye approach’). Please indicate if you have experience working in this way.* Max 500 words.  |

***PLEASE ANSWER THE QUESTIONS BELOW ONLY IF YOU ARE APPLYING TO BE A THEME COORDINATOR***

1. Theme Coordinator competences

**5.1 Ability to coordinate and manage a group of experts**

|  |
| --- |
| *Provide at least* ***3 examples*** *of experience where you have managed a group or team of experts.* Max. 500 words. |

**5.2 Ability to reach consensus within a team of experts**

|  |
| --- |
| *Provide* ***1 example*** *how when presented with a disagreement/conflict within a team or group, with an aim to reach a consensus, you have overcome the situation. Explain the tactics and tools used to do so.* Max. 300 words |

**5.3 Ensuring the consistency of comments and scores given by the assessors at the consensus stage**

|  |
| --- |
| *Provide* ***3 examples*** *of how you have ensured the quality of the assessments provided by the assessors managed.* Max. 300 words. |

*“I hereby certify that I do not have any professional relation with actors potentially involved in proposals for EUI-Innovative Actions to be assessed nor any interest in projects that could be developed by urban authorities and other public authorities within the framework of the call for proposals for EUI-Innovative Actions. In case there should be any change in my personal situation with regard the above-mentioned elements, I commit to inform immediately the Director of the Secretariat for the European Urban Initiative.”*

……………………………………………………….…………….

date, name and surname