



Terms of Reference

Expert to draft a vade mecum and a working paper

Title	Call for an external expert to draft a vade mecum and a working paper
Work package Lead:	ZSI
Related Work-package:	WP1 – Programme Development and Fine-Tuning
Related Task:	Task 1.3: Working paper and vade mecum preparation/finalisation
Author(s):	Klaus Schuch, ZSI
Funding:	Horizon 2020

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Type of Action: CSA

Acronym: SSH Impact

Number: 814729

Duration: 12 months

Abstract	This is a call for a social scientist to write a vade mecum on <i>'How to facilitate outcomes and impacts by integrating SSH in mission-oriented transformative research'</i> and a <i>'Working Paper on SSH Impact Pathways'</i>
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1 Introduction

The Austrian EU Council Presidency conference on '**Impact of Social Sciences and Humanities for a European Research Agenda - Valuation of SSH research in mission-oriented research**' will take place in Vienna on 28 and 29 November 2018. It aims to have a full-coverage European outreach aiming to engage around 350 experts.

The **overall mission** of the conference is to bring the valuation (i.e. the provision of added value through SSH and arts-based research) and **impact contributions of SSH research to transformative, mission-oriented national and European research and innovation agendas** to the forefront, to openly reflect and structurally discuss the topic in order to make it visible, debatable, verifiable and usable!

In line with this mission, the **objectives** of the conference are

1. to provide a reflecting as well as forward-looking format **to identify and appraise valuation pathways and impact generating processes** within genuine SSH research as well as from inter-disciplinary and trans-disciplinary research activities which include SSH and arts-based research
2. to showcase, learn from and discuss **structures and policies which are beneficial for an enhanced impact-orientation of SSH research** at various levels (e.g. project-level, institutional level, R&I policy-making level)
3. to make a significant **contribution to tracing and assessing** the use and impact of R&D activities from the field of SSH (including arts-based research), to the benefit of a transformative and mission-oriented European research and innovation agenda.

With these objectives the Austrian EU Council Presidency conference on '**Impact of Social Sciences and Humanities for a European Research Agenda - Valuation of SSH research in mission-oriented research**' is taking-up and actively carry on,

- firstly, arguments of the **Lamy-Report**ⁱ that SSH acts as the driver for some missions of the next Framework Programme for R&I (and as contributor to others) and the need to develop adequate impact oriented RTI policy designs,
- secondly, the **Issue Paper** prepared by the European Commission services for the 'High Level Group on maximising the impact of EU research and innovation programmes'ⁱⁱ which highlights the high policy relevance of SSH research, the very different level of integration of certain SSH disciplines and topics in other societal challenges and the uneven geographical participation,
- thirdly, the claim of the **European Parliament** towards a broader and clear definition of impact by raising awareness on societal, cultural and long-term impacts,ⁱⁱⁱ
- fourthly, the argument of the **Estonian EU Council Presidency** to develop a more sophisticated and dynamic approach to impact assessment^{iv},
- and fifthly, **Competitiveness Council conclusions** confirming the demand to increase investments in RTI and recommending to implement a mission-oriented and impact-focused approach in FP9^v (see more about these arguments in section 1.2).

Without the intention to prescribe or foreclose the different outcomes and impacts of SSH and arts-based research for this conference, we follow for the sake of orientation the **definition of scientific, social and political impact** provided by Reale, E. et al. (2017), where it is stated that "*SSH research generates scientific impact when it influences the production of further research outputs following new approaches for analysis or based on new results. Changes related to social impact affect the cultural, economic, and social life of individuals, organizations, and institutions. Political impact*

incorporates the contents of research into political decisions, and motivations and rationales for political action and priority setting."^{vi}

The conference builds on **three pillars**: “Valuation Pathways”, “Structures and Policies” and “Assessing Impact” (see Fig. 1).

Fig. 1: Thematic conference structure



The Conference will address the overarching topic of the conference, namely to increase the outcome and impact of SSH research in transformative, mission-oriented national and European research and innovation agendas, within and across the three pillars with **different dialogue and exchange formats** including

- **Key-notes** to set the agenda and to provide reflective and comprehensive views on the key themes of the conference by eminent academics and SSH research funders.
- **Plenary discussions panels** to provide opportunities to address the whole conference audience. Plenary discussions will be organised in a discursive setting and will include perspectives from different groups (policy makers; philanthropic funders; researchers from SSH and other disciplines; public and private service providers etc.).
- **Thematic sessions along the three main pillars** of the conference (i.e. valuation pathways; structures and policies; assessing impacts). Two times three thematic sessions (six in total) will be organised in parallel. They include paper presentations, selected through a peer-review based call for policy-oriented extended abstracts by the Scientific Committee, from academic, policy and funding practice.
- Three parallel ‘**cluster and mission sessions**’ to discuss and showcase how SSH and arts-based research can potentially contribute to three non-SSH research clusters (societal challenges) and missions, which will be taken from the EC’s proposal for FP9, which should be published in May 2018.
- Throughout the conference space will be reserved to discuss the “**Working Paper on SSH Impact Pathways**” and the “**Vade mecum on How to facilitate outcomes and impacts by**

integrating SSH in mission-oriented transformative research". A permanently manned **booth** will be operated during the conference that acts as drop-in-centre for suggestions and critics. The aim of this working paper and the vade mecum is to develop forward-looking valuation pathways and impact approaches and dimensions of SSH research for transformative, mission-oriented research and innovation agendas, **which can be taken-up in the formulation of calls and actions in FP9 as well as on national level**. This format is the one that falls under this request!

- **Poster and video exhibition** to showcase SSH valuation pathways, policies and support structures for the benefit of SSH usage as well as approaches to measure the impacts of SSH research. The selection process is based on a call for poster and videos, which is quality assured by the Scientific Committee. The videos and posters should show inspiring practices, but can and should also discuss negative outcomes and impacts of SSH and arts-based research results.

The major outputs of the conference will be

- Around *300 to 350 better informed participants from different institutional backgrounds* interested in the topic of valuation and impact generation of SSH in disciplinary, inter-disciplinary and trans-disciplinary mission-oriented research settings
- A two page *vade mecum* on *'How to facilitate outcomes and impacts by integrating SSH in mission-oriented transformative research'* which addresses primarily research funding organisations and policy-makers with policy recommendations (subcontracted by this call!)
- A *'Working Paper on SSH Impact Pathways'* which addresses primarily SSH and arts-based researchers and research organisations with practice-oriented recommendations
- *Proceedings* containing around 10 full papers presented at the conference published in a special issue of the open access *'Journal for Research and Technology Policy Evaluation'* of the Austrian Platform for Research and Technology Policy Evaluation which serve as sustainable reference material for all interested stakeholders
- Several posters and videos, out of which the three most convincing posters and the three most inspiring videos on impact of SSH research will receive an award of recognition.

Detailed information on the event is available at the following website:

<https://www.ssh-impact.eu/>

2 Task Description

This call requests the provision of the following three services:

1. Drafting of a two page “**Vade mecum on How to facilitate outcomes and impacts by integrating SSH in mission-oriented transformative research**” which addresses primarily research funding organisations and policy-makers with policy recommendations on how to take up impact approaches and impact dimensions of SSH research in the formulation of calls for proposals and actions in FP9 and at the national level.
2. Drafting of a “**Working Paper on SSH Impact Pathways**” (around 15-20 pages) to develop forward-looking valuation pathways and impact approaches and dimensions of SSH research for transformative, mission-oriented research and innovation agendas.
3. **On-spot participation in a booth** during the conference to act as drop-in-centre for suggestions and critics which should be reflected when the two documents mentioned above are finalised.

Implementation period

1st May 2018 to 31st January 2019

Tentative Timeline

- Virtual kick-off meeting – Within the first days of May 2018
- A first concept note for the vade mecum and the working paper (including a suggested table of contents and an extensive literature review) has to be delivered by the contractor until 31 May 2018
- The draft vade mecum and the draft working paper have to be delivered to the contracting authority until 31 August 2018 for quality review, which will be done in September 2018.
- The final draft versions have to be delivered until 28 October 2018.
- The two documents will be copied and distributed by the contracting authority to the conference participants. The selected contractor has to reflect and potentially include input from the conference in both documents and deliver a final version of both documents to the contracting authority until 31 December 2018. It is intended to include both documents into the conference proceedings.
- A quality check will be done in the first half of January 2019 and the final version of the two documents has to be ready for print until 31 January 2019.

Funding and Reimbursement

This exercise will be funded by the SSH-IMPACT project¹.

The maximum budget for the above described tasks to be delivered is € 10,000. This maximum budget includes the consultancy fee, travel and daily allowances for the travel to the conference in Vienna as well as VAT and any other taxes and duties.

Delays are not acceptable.

¹ A formal decision of the European Commission for supporting the conference is expected in the last week of March 2018 or the first week of April 2018.

3 Selection and contracting procedure

The expert will be selected upon this call for expert. These Terms of Reference will be published at the SSH-IMPACT website and the website of the project coordinator (www.zsi.at) on 26 March 2018.

Required qualification/skills/experiences of the Team Leader

- The *expert* is an S&T policy analyst experienced in S&T policy advice and policy assessment (5 or more years of experience evidenced by (i) the CV, (ii) details of up to three contact persons for obtaining references and (iii) a comprehensive list of reference projects).
- PhD or equivalent in social sciences or humanities is required.
- Moreover, s/he has to be an expert in the field of European Social Sciences and Humanities policies and be familiar with measurement of S&T, in particular with the impact of SSH.
- The expert has to have a proven publication record and a very good command of English.
- The expert must make him/herself familiar with the aim and mission of the Austrian EU Council Presidency conference on '**Impact of Social Sciences and Humanities for a European Research Agenda - Valuation of SSH research in mission-oriented research.**'
- He/she has to participate in this conference **in Vienna on 28 and 29 November 2018 and be ready to operate a booth** during the conference to act as drop-in-centre for suggestions and critics in terms of finalizing the two documents mentioned above.

Application

An application for the position of the requested expert shall include the following documents:

- a cover letter/e-mail with short description of the motivation;
- a CV, highlighting relevant experience and reference projects;
- up to three personal references which can be contacted by the contracting authority;
- a short implementation plan (2 A4 pages), which shall sketch out the work to be performed, including an assessment of the risks of the exercise
- a literature list (around 2 pages)
- a cost plan including the consultancy days foreseen for the implementation of the requested tasks and the estimated costs for traveling.

Submission of application

Please submit the required documents for the application as *Expert* per e-mail to:
Centre for Social Innovation (ZSI), Austria
c/o Dr. Klaus Schuch
e-mail: schuch@zsi.at

Deadline for the submission of an application is **Monday, 9 April 2018, 11:00 a.m. CET (date of entry of the eMail)**.

Selection

The best value for price principle will be applied. Selection will be done by a small committee under the chairmanship of the conference organiser.

If deemed necessary, telephone interviews with suitable candidates will be held in the second half of April 2018.

The Contractor reserves the right not to place any order. Costs for necessary document preparation by the Applicants to this call for expert will not be reimbursed. This call for expert is not subject to the conditions of the Austrian Public Procurement Law.

Contracting procedure for external expert

The selected expert will be informed until 28 May 2018 on the result of the selection procedure. The contract with the expert will be established shortly after the selection of the expert.

The duration of the contract with the external monitoring expert will last from 1st May 2018 until 31st January 2019.

ⁱ Report of the independent High Level Group on maximising the Impact of EU Research and Innovation Programmes (2017): Lab, Fab, App. Investing in the European future we want. European Commission (the so called 'Lamy-Report').

ⁱⁱ European Commission (2017): Issue papers for the High Level Group on maximising the impact of EU research and innovation programmes. 3 February 2017 (updated 10 February 2017), DG Research and Innovation.

ⁱⁱⁱ European Parliament (2017): Report on the assessment of Horizon 2020 implementation in view of its interim evaluation and the Framework Programme 9 proposal (2016/2147(INI)).

^{iv} Statement of the Estonian Presidency of the Council of the EU (2017): Tallinn Call for Action 2017. Seize the opportunity now: research and innovation matter for the future of Europe.

^v Council of the European Union (2017): OUTCOME OF THE COUNCIL MEETING; 3580th Council meeting Competitiveness (Internal Market, Industry, Research and Space); Brussels, 30 November and 1 December 2017; 15212/17 (OR. en).

^{vi} Reale, E. et al. (2017): A review of literature on evaluating the scientific, social and political impact of social sciences and humanities research. *Research Evaluation* 2017, 1-11, doi: 10.1093/reseval/rvx025.