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Ilidža, May 30, 2023

## CALL FOR EXPERTS

affiliated with a university in the European Union to facilitate the development of project proposals for Horizon Europe's Built4People Partnership active calls for proposals, as a part of the Project Development Facility (PDF)

### About the Project

This project, funded by the European Union through its Instrument for Pre-Accession Assistance, is implemented by International Burch University in Sarajevo, Bosnia and Herzegovina and the University of Applied Sciences in Burgenland, Austria. The overall objective thereof is to contribute to an increase in the participation of universities from BiH in the European Union's research programmes, including specifically COST, Eureka, and Horizon Europe. To this end, a series of webinars about project proposal development for BiH academic staff will be developed and a series of workshops using a learning-by-doing learning method will be conducted with 100 academic staff from universities in Bosnia and Herzegovina to fully develop 40 project proposals.

### Tasks of the Consultant

- develop a detailed teaching and proposal development plan for an introductory online meeting and a five-day workshop, subject to the approval of the Implementing Authority prior to the beginning of the workshop;
- develop an initial concept of the five project proposals under the Built4People Partnership, in close consultation and collaboration with local universities / workshop participants, including specifically 1.1. objectives, 1.3. concept and approach, 1.4. ambition, and 2.1. expected impacts as well as consortium development;
- deliver a five-day workshop, supporting up to 12 workshop participants in the full development of five project proposals under Horizon Europe's Built4People Partnership; and
- conduct follow up with workshop participants in the conclusion of the development of the project proposals, including budget development and proposal finalization, totalling not more than 16 hours per project proposal.

### Application Process and Selection Criteria

Interested persons should submit a detailed CV, consisting of a review of experience in project proposal development for Horizon Europe / Horizon 2020 calls for proposals (and other relevant experience) and evidence of subject-matter expertise (e.g., published research). In addition, interested persons should submit a brief teaching and proposal development plan of up to 500 words outlining their approach to the workshop and considerations on the Built4People Partnership. Submissions should be made from a university email address, demonstrating their affiliation to a university in the European Union. Interested persons should also submit a financial offer per the attached template, excluding travel, accommodation, and board expenses. Offers should be submitted by June 13, 2023 by email to [pdf@ibu.edu.ba](mailto:pdf@ibu.edu.ba). An online interview will be conducted with the short-listed candidates on June 14 and/or June 15, depending on mutual availability, so candidates should also indicate their preferred time(s) for an online interview in the submission.

Interested persons' CV and brief teaching and proposal development plan shall be counted for 30% of the total score, each, while an online interview and the financial offer will account for 20% of the total score, each. A final decision shall be made by June 16 and communicated to all interested parties. The workshop is expected to start on June 26.