

EU COMMUNITY

ICT-2013.5.4 ICT for Governance and Policy Modelling



*EU COMMUNITY MERGES ICT AND SOCIAL MEDIA NETWORKING WITH
ESTABLISHED ONLINE MEDIA AND STAKEHOLDER GROUPS TO CULTIVATE
TRANSPARENCY, ENHANCE EFFICIENCY AND STIMULATE*

Deliverable D1.2.1

EU Community Experts Committee activity report (first version)

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Definitions, Acronyms and Abbreviations

Table 1: Definitions, Acronyms and Abbreviations

Acronym	Title
DL	Deliverable Leader
DoW	Description of Work
Dx	Deliverable (<i>where x defines the deliverable identification number e.g. D1.1.1</i>)
EU	European Union
WP	Workpackage

1 Executive Summary

This deliverable provides an overview of the methodology used for widely disseminating and proactively engaging the most relevant stakeholders in sharing their expertise and discussing on the EU Community concept.

The EU Community project has from its beginning undertaken, the necessary steps to engage groups of stakeholders related to EU Community, including high-calibre experts in the domain, policy makers and industry. In this respect and in order to facilitate the objectives set the project has defined the role of an 'EU Community' Expert. These experts come from a multidisciplinary academic education and diverse professional background representing Policy Analysts/Policy Making experts, Application Coordinators and Social Media & Complex Systems Mentors etc. They participate and contribute, to meetings with the EU Community consortium to brainstorm on how to improve knowledge on the present status and needs for effective policy making, on the extraction of requirements, scenarios and on the definition of procedures and the evaluation of existing systems. Furthermore, they provide responses/input to inquiries on specific questions relevant to their expertise.

This deliverable aims to provide an overview of the function the experts have in the project, to highlight the process of selecting the experts and finally to describe the experts' involvement per Workpackage and clarify the tasks where their expertise is/will be used.

2 Introduction

2.1 Purpose and Scope

The aim of the Deliverable 1.2.1 is to describe the methodology used for widely disseminating and proactively engaging the most relevant stakeholders in sharing their expertise and discussing on the EU Community concept.

The EU Community project has from its beginning undertaken, the necessary steps to engage a group of stakeholders related to EU Community, including high-calibre experts in the domain, policy makers and industry representatives.

In order to facilitate the objectives set and in the same time reinforce its outcomes and impacts, the project has defined the role of an “EU Community Expert” via an internal brainstorming session. The identified experts represent different professional fields such as Policy Analysts/Policy Making experts, Application Coordinators and Social Media & Complex Systems Mentors.

The Experts are called to participate in dedicated project meetings after receiving a formal invitation by the consortium members. Some of the experts participated in the creative workshops and their involvement is also foreseen in further EU Community dedicated events, as well as other project activities, a list of which is presented below. The EU Community experts are expected to:

- Participate and contribute, to meetings with the EU Community consortium to improve knowledge on present status and needs elicitation for effective policy making, extraction of requirements, scenarios building and definition of procedures and evaluation of existing systems
- Provide responses to inquiries on specific questions relevant to their expertise
- Attend and actively participate in ‘EU Community’ workshops and in the final evaluation and dissemination event
- Contribute to European norms and Standards in terms of organisation and procedures

The vision is that only with the actual engagement of multiple stakeholders with a diverse background the project can reach a clear understanding of their expectations and develop a community-driven policy modelling framework and platform addressing their actual needs.

Through the process described in detail in the next paragraphs 25 experts have been selected to share their expertise. Three of them will help the project to build pilot communities whereas another twenty-two experts will assist the consortium with matters related to research and innovation in the field of policy making.

2.2 Approach for Work Package and Relation to other Work Packages and Deliverables

The EU Community Experts Committee Activities refers to Task 1.2 EU Community Experts Committee Activities, and is part of Work Package 1 Project Management. The aim of WP1 is to perform the overall project government activities in order to ensure the smooth evolution of the project, the harmonized collaboration among the engaged members (partners, stakeholders, community members, etc.) as well as the most appropriate distribution of resources using specific mechanisms for identifying and resolving problems and risks.

2.3 Structure of the Document

This deliverable is structured as follows: Section 3 discusses the process of establishing the EU Community Experts Committee. Further, Section 4 describes the activities undertaken while Section 5 wraps up the contents of the document.

3 Establishing the EU Community Experts Committee

This chapter begins with the illustration of the importance of the experts Committee to the project and the added value these experts bring to the project. Additionally, the process for the selection of Experts is described.

3.1 EU Community Experts Committee Role

The EU Community project aims to put users in the driving seat. In order to facilitate this process, the project has decided to utilise the know-how of experts. These experts will provide regular and meaningful input and will ensure that the project objectives are broadly understood and the project activities and outcomes are communicated to policy sector stakeholders and decision makers.

The experts that comprise the EU Community's Expert Committee are considered as a sample group of the future users of the EU Community Platform and act as a pilot panel. They also act as internal evaluators and scientific advisors to the project, according to their individual expertise. They do not only provide guidance and answer specific questions but also provide material contribution in the form of data gathering, analysis on sensitive topics and benchmarking with other studies.

More specifically the role of the experts is divided in two main pillars, the theoretical and the practical one. The "theoretical" pillar, concerns input and advice, regarding scientific and technical EU Community objectives and outcomes, and is supported mainly by policy analysts and policy making experts, application coordinators and finally social media & complex systems mentors. The experts interested to become part of this Committee have indicated their high level expertise in one or more of the fields listed below.

- Data mining
- Semantic web
- Sentiment analysis
- Open data
- Serious gaming
- Reputation management
- Visualisation
- Policy modelling
- Community building

In addition to the theoretical pillar described above, there is also the “practical” pillar, which concerns contribution into the planning and participation in the planned Pilot Cases, which are

- Renewable Energy
- Innovation and Entrepreneurship
- Future of EU

The three pilot cases are all hot topics for the 2014-2019 mandates and deep enough to engage specific stakeholders, NGOs and private players. Two topics are more economy and value-driven – Renewable Energy and Innovation & Entrepreneurship, while the third is political: Future of EU.

3.2 Selection Process of the EU community Experts Committee

As already described, the EU Community Experts Committee is an integral part of the success of the project. Therefore, the most relevant stakeholders from the scientific, industrial and policy domains have been invited to become part of the Experts Committee in order to be engaged and to share their expertise, discuss on the EU Community concept and on the key results of the project.

The EU Community experts Committee is composed of 25 external experts selected under the leadership of FONDATION based on the procurement procedure that evaluated their credibility in the domains covered by the project, including its pilot topics. As the project coordinator, INTRA-BE administered and activated the selected experts in consultation with EURACTIV and in coordination with the different Work Package leaders.

In its role as community regulator, FONDATION assessed these experts' credibility using diverse documented parameters to ensure objectivity, independence, transparency, minimum costs, equal opportunity and non-discrimination. Parameters included self-evaluation, organisation reputation, position ranking, and document assessment and peer ratings during physical workshops. The EU Community consortium was involved in the process and informed on the selection

The procurement process upon which the EU community Experts Committee was set-up consisted of nine steps directly inspired from EU funds best practices.

1. Identify the needs (FONDATION): draft the required expert profiles in cooperation with INTRASOFT's legal department and EURACTIV with definition of clear exclusion, selection and award criteria's plus methodologies and strict deadline for application.
2. Contract preparation (INTRA-BE): prepare draft contracts for FONDATION's review including price and monitoring of performance according to identified needs and Commission guidelines.

3. Communicate transparently (FONDATION): promote the call for required expert profiles through multi-country channels to reach at least 15 European countries (Belgium, Bulgaria, France, Germany, Greece, Italy, Lithuania, Netherlands, Poland, Rep. Czech, Romania, Serbia, Slovakia, Spain and United Kingdom) during a period of minimum 2 weeks.
4. Service candidates (FONDATION): answer questions/requests for additional information from candidates. Make answers available to all candidates if such information is of general interest.
5. Select shortlisted candidates (FONDATION): shortlist suitable candidates according to exclusion and selection criteria and send them a qualification questionnaire plus inform unsuccessful candidates.
6. Guarantee impartiality (FONDATION): ask candidates to sign a declaration that they have no conflict of interest with the EU Community project such as collaborating on a competing project.
7. Select final experts (FONDATION, all partners): the names and profiles of experts are communicated to the partners for consultation. The consortium makes final award decisions, inform successful and unsuccessful candidates plus reports on the procedure outcome to the consortium and to the Commission.
8. Contract signature and Expert engagement (INTRA-BE) - (EURACTIV): The contracts with the experts will be signed by INTRASOFT Belgium and FONDATION. The experts will be contacted in group specific levels and will be invited by INTRASOFT and EURACTIV to discuss the next steps and their involvement in the project activities.
9. Expert administration (INTRA-BE): evaluate the performance of the experts and pay their fees and travel expenses according to the Commission expert payment scheme.

The detailed calls for procurement, the first one for the Committee experts and the second one for the Pilot experts are available in Appendix A and Appendix B respectively. Additionally, a short CV of selected experts is available in Appendix C.

4 Expert involvement in the different WP's

This section contains the core output of the deliverable, as it illustrates activities undertaken by experts in the first year of the project and the planned expert involvement per Workpackage for the second year.

4.1 Activities undertaken by experts in Year I

The selected experts collaborate closely with the project consortium and take part in consultation workshops in order to contribute, comment and validate the projects achievements. This involvement has been initiated from the conceptualisation and the requirements analysis workshops and will be continued throughout the design phase and evidently during the demonstration and evaluation phases.

4.1.1 WP2 “Community Requirements & Specifications”

The selected experts have already participated in a series of stakeholder workshops where their opinion was consulted on the EU Community aspects. The vision driving the expert involvement from the very beginning is that, only with the actual engagement of multiple different stakeholders with a different background, the project can reach a clear understanding of their expectations and develop a community-driven policy modelling framework and platform addressing their actual needs. The primary channel of communication is through online consultations and face-to-face meetings and for the first year of the project, such communications took place in the context of the 'EU Community' dissemination events, for example during the CreActiv workshops.

A series of workshops has been organised during the first year with the participation of experts. An example is the workshop CreActiv 12 which focused on Decision-influencers. A selected group of influencers participated in the workshop, representing key organisations in the EU's civil society, business representation, public affairs and other backgrounds in order to exchange views and to gather user requirements. In addition, in the workshop CreActiv 13 that focused on decision-analysts a selected group of analysts participated in the workshop, representing media, research organisations and other organisations involved in promoting and executing the analysis of EU policy making. These workshops represented a very good opportunity to discuss issues and to provide further insights.

An important element for example that came out through experts involvement in these workshops was that there is sensitivity on the methods applied to rank people and documents. This led the project to a structured evaluation of the proposed criteria for this aspect of development. In fact, the structured input from the Stakeholder groups as evaluated at the end of the CreActiv workshops process was integrated into the user requirements and functional specifications of EU Community. In addition to these workshops described above further face-to-face meetings have taken also place during project meetings and dissemination activities.

4.2 Expert Involvement from the Second Year and ahead

As already described in the last section, experts were involved during the first year in the activity of capturing user requirements and indentifying the functional specifications of EU Community. In the second and third Year of the project, this detailed involvement of experts according to their expertise will continue. Experts will be contacted in a group specific level i.e. the ones located in Brussels will be invited by EURACTIV and INTRASOFT in order to discuss the next steps and reinforce the collaboration. The specific envisaged involvement of experts as identified by WP leaders is described in detail below. Some of the activities described have already started and will continue, whereas others will start in Year 2 and will continue also in the third year of the project. The involvement of each expert per WP is presented in Appendix D.

4.2.1 WP3 “Opinion Mining & Reputation Management Component”

Regarding WP3 the involvement of experts is envisaged in the topic modelling, opinion mining and text mining tasks. In the Reputation Management section of WP3 the experts’ involvement is foreseen in order to examine, test and express their opinion. The outcome of this brainstorming is to result with an efficient algorithm for computing one person’s online reputation.

In detail the tasks that will require the experts’ involvement for the second year of the project are:

- Providing Feedback to the first second version of Opinion mining and Sentiment analysis module. This activity relates to task 3.3 where the Opinion mining and Sentiment analysis modules will be tested in order to verify their functionality, performance, and reliability. These test will continue and until all the needed enhancements have been integrated.
- Providing Feedback to the first and second version of the Reputation Management module. This activity relates to task 3.3 where the Reputation Management module will be tested continuously in order to verify its functionality, performance, and reliability and until all the needed enhancements have been integrated.
- Expanding the ranking methodology used

On the subject of Reputation Management & information Crawling for the collection of profile information experts could help to improve on the plan of collecting documents and people profile data by indicating web resources that were not yet taken into account. Furthermore, experts could provide their view on how to estimate the reputation of an organisation.

Feedback to the third version of both the Opinion mining and Sentiment analysis module and of the Reputation Management Module is an activity that will take place in the third year of the project. The third version of these modules will be mainly based on the EU Community experts’ feedback collected during the Initial system integration and the First Integrated Prototype (Deliverable 6.2) and the Creation of the sub-communities and Detailed pilot scenarios (Deliverable 7.2).

4.2.2 WP4 “Policy Modelling and Impact Assessment Component”

WP4 focuses on the policy models and impact assessment components. In this Workpackage the experts’ involvement is foreseen in the activities of Policy Modelling & Policy Formation Process Modelling and Determination.

Specifically, one of the important goals of the project is to inform users of emerging policy formation processes. In these respective experts will be consulted regarding the approach and tools they use for the identification and the follow up of new policy proposals. Additionally, an important element to be asked is how information is shared with the public during the creation of policy proposals. Moreover, the experts will be consulted on the key stages in the creation and subsequent lifecycle of a new policy.

Finally, in relation to the impact assessment task, one of the project activities is the creation of a predictive model. This predictive model will use the collected data about the number of relevant documents per topic per day per category of author (Policy Maker, Influencer, Media Analyst) and using a mathematical model will produce predictions regarding the same kind of data for the following days. The experts will be involved to brainstorm on the potential mathematical models that will be used and on how these models should be processed (in order to take into account also unexpected events that may influence these results).

The tasks in both Year 2 and Year 3 where experts will contribute include:

- Brainstorm in regards to ranking/usability
- Brainstorming for PolicyLine
- Reviewing PolicyLine usability
- Suggestion of data sources and review of data standards and data flow

4.2.3 WP5 “Visualisation Component”

Moving on to WP5 Visualisation Components there are mainly three tasks that experts could be involved in, in the second year of the project. These include:

- Providing feedback to visual design mock-ups. Experts will be presented with the first version of the visualization mock ups in order to receive the necessary user input and rate the user acceptance.
- Providing feedback on the first version of the visualization prototypes. Experts will be presented with the first version of the visualization prototype in order to provide the necessary user input and rate the heuristic usability for the end-user.

Feedback to the second version of the visualization prototypes is an activity that will take place in the third year of the project. This second evaluation will prove the prototypes’ functionalities and induce last fine-tuning steps and final design decisions.

4.2.4 WP6 “Platform Development”

In regards to WP6, the expected expert foreseen involvement is in relation to the first version of the Integrated Prototype including EurActory, which relates to Task 6.2 “Initial System Integration”. During this development period of October/November 2014 for EurActory and June/July 2015 for the Platform Prototype, continuous tests will take place providing to the integrated prototype all the needed enhancements. The platform will include the integration of content and modules from the other technical work packages, as well as the APIs to enable the smooth interaction of the ‘EU Community’ individual modules, in order to perform the foreseen functionalities. The initial version of the integrated ‘EU Community’ platform will offer the capability to the Consortium partners to evaluate the functionalities provided in real life use cases, receive timely feedback from potential stakeholders of the platform and work with the appropriate modifications towards delivering the final prototype.

The tasks where experts will contribute include:

- Evaluation of the EurActory usability
- Evaluation of the Integrated Platform Prototype usability

Feedback to the final version of the Integrated Prototype is an activity that will take place in the third year of the project.

4.2.5 WP7 “Pilots Operation”

WP7 concerns the Pilot operations and thus represents the practical pillar of the project, which concerns contribution into the planning and participation in the planned Pilot Cases, which are

- Renewable Energy
- Innovation and Entrepreneurship
- Future of EU

For the pilot activities three of the experts, each one in his field of specialisation, will provide their expertise and input in the pilots. In the pilot Renewable energy the selected expert is Mr. Jason Anderson who is currently the Head of European Climate Change and Energy Policy at the WWF European Policy Office. For the pilot Innovation and entrepreneurship the expert is Mr. Kumardev Chatterjee an entrepreneurial innovation leader, experienced ICT industry professional and a recognised European Commission appointed Expert. He is currently the Founder and President of the independent, non-profit, European Young Innovators Forum (EYIF www.eyif.eu) and has been awarded in June 2014 as an Innovation Luminary - Young Innovation Champion by the European Commission and Intel. Finally, for the pilot Future of EU, the expert is Ms. Laetitia Veriter who is project and communications officer in the European Movement International (EMI) one of the largest pan and pro-European civil society organisations with currently more than 70 Member Organisations, bringing together representatives from European associations, political parties, enterprises and trade unions.

The pilot cases presented below are all hot topics for the 2014-2019 mandates and deep enough to engage specific stakeholders, NGOs and private players. The two pilots, Renewable Energy and Innovation & Entrepreneurship, are economy and value-driven, whereas the third pilot the Future of EU is more political:

Renewable energy

Renewable Energy has a particular focus on the “Next climate and energy package”, what is often referred to as the “2030 package”, such as the Green 10 (www.green10.org) and Can-Europe (www.climnet.org).

The pilot will work with a broad partnership of EU Policy Stakeholders concerned with “Renewable Energy” and more efficient and transparent policy-making at EU level. Civil society groups, who are currently working together on Climate and Energy issues, notably the Green 10, their national members, and Can-Europe will be targeted. They will be able to comment and share information, documents, multimedia on EU legislation related to the 2020 goals and the 2030 package and better present their information to policy makers (policy options) during face to face meetings and other existing channels.

Innovation and entrepreneurship

Stakeholders focus on policies to support, nurture and foster innovation, particularly on the risk taking for innovation and youth for engagement. The pilot will look at innovation framework aspects of this policy, in particular on Open and Big Data, Space related services, Digital Social Innovation and Smart Cities such as Beta Group, Sandbox network...

Finally, the last pilot which is more political concerns the Future of the EU

Future of EU

Future of EU is a horizontal policy topic focused on options for the next treaty updates. The pilot will work with a broad partnership of EU Policy Stakeholders concerned with the Future of Europe theme and a more efficient and transparent policy-making at EU level.

The tasks to be undertaken by the experts in the three pilots include:

- Review ranking for the topic
- Write topic issues/options
- Select, map and engage stakeholders/moderators
- Implement gaming at pilots

Some of these tasks will start in the second Year of the project and will continue to the Third Year. Especially the selection, mapping and engagement of stakeholders and moderators will be a continuous activity during both periods.

4.2.6 WP8 “Evaluation”

Progressing to WP8 entitled “Evaluation” the experts are expected in the second and third year to:

- provide feedback on the evaluation metrics that will be used by the project to rate the results elicited and to
- Provide comments on the four feedback reports with the interim results of the evaluation, starting from January 2015, and finishing on July 2016.

4.2.7 WP9 “Dissemination & Exploitation”

The activities of this workpackage aim to appropriately setup and coordinate the project communication and dissemination of results. Some of the most important tasks include ensuring that the solution looks attractive to target groups and mainly EU Policy Stakeholders and to end the project with a commercially viable solution and business plan.

In this Workpackage the experts will contribute throughout the second and the third year on the:

- exploitation and enriching of the business plan
- community building and engagement of users in pilots
- the preparation of community engagement tools

5 Conclusions

This Deliverable presented the involvement of the most relevant stakeholders in sharing their expertise and discussing on the EU Community concept.

The process of engaging high-calibre experts, including policy makers, policy influencers, policy analysts and industry has started from the very start of the project. In order to facilitate the objectives set and in the same time reinforce its outcomes and impacts, the project has defined the role of an 'EU Community' Expert. These experts participate to dedicated project meetings and are involved in the work of the project in order to improve knowledge on the present status and on the needs for effective policymaking.

The vision of the project is that only with the actual engagement of multiple different stakeholders with a different background the project can reach a clear understanding of their expectations and develop a community-driven policy modelling framework and platform addressing their actual needs. During the Creativ sessions, organised experts provided their input on topics that are crucial for the development and which have been accounted for in the User requirements.

During the second year of the project, the involvement of experts will be continuous and more focussed on the development of the project modules and the pilots. Experts will be contacted in a group specific level in order to discuss the next steps of their involvement and in order to reinforce the collaboration and the community building. Tasks that will be undertaken by experts in the second year include the provision of feedback for the various modules and prototypes developed in the various workpackages, brainstorming in regards to ranking/usability, the evaluation of the EurActory usability and evaluation of the Integrated Platform Prototype usability. Furthermore, regarding the pilots the experts will select, map and engage stakeholders/moderators and users and implement gaming at pilots. In relation to the evaluation metrics, experts will provide their feedback and comments on the four feedback reports. Finally, the experts will exploit and enrich the business plan.

I. APPENDIX A: Procurement Committee Experts



PROCUREMENT: COMMITTEE EXPERTS

"**EU Community**" is a 3-year FP7 project which started in October 2013 (grant agreement no: 611964) operated by a consortium of 9 organisations:

- Intrasoft International - Belgium,
- Fondation EurActiv PoliTech,
- University of the Aegean,
- EurActiv.com,
- Athens Technology Center,
- I-Europa,
- Fraunhofer IGD,
- Fundacio per a la Universitat Oberta de Catalunya,
- Intrasoft International - Luxembourg.

We are looking for 22 independent experts to assist with research and innovation.

"**EU Community**" aims to lay the foundations for a new era in EU policymaking by providing tools that help identify **credible stakeholders** and **relevant documents**. It builds on the latest developments in online technologies to provide:

- ranking of credible stakeholders,
- filtering of key documents,
- visualisation of the policy process.

"**EU Community**" will be rolled out topic by topic starting just after the European elections in May 2014.

ROLE OF THE EXPERTS

- Act as internal evaluator and future user of "EU Community" (platform).
- Assist with research and innovation assignments including the review of functional specs, the evaluation of targeted deliverables and the monitoring of pilots.
- Provide material contribution in the form of data gathering, analysis on sensitive topics and benchmarking with other studies.
- Give input and advice regarding scientific and technical "EU Community" objectives and outcomes.

We expect an average of 6 working days per expert, carried out remotely and/or in Brussels depending on the area of expertise.

EXPERT PROFILE

You have a chance of being selected as one of the 22 chosen experts if you have a high level expertise in one or more of the fields below.

- Data mining
- Semantic web
- Sentiment analysis
- Open data
- Serious gaming
- Reputation management
- Visualisation
- Policy modelling
- Community building

Selection will be based on the below criteria.

Key skills

- Credible expertise in the selected topic as validated by peers and participation as speaker on reputable conferences;
- Successful past experience on that topic as validated by the number of years working on the field and the participation to policy road mapping exercises;
- Evidence of that knowledge as validated by the impact of contributions and papers on the domain.

Desired skills

- Can be available for occasional, short-term assignments;

- Speak and write fluently English;
- Ability to travel and work independently.

Exclusion criteria

- Candidates that have a conflict of interest with “**EU Community**” such as collaborating on a competing project will not be considered;
- Candidates that do not submit their candidatures within deadline will not be considered.

SELECTION PROCESS

19 Nov 2013 Publication of the call for candidature. The call is circulated in at least 15 European countries: Belgium, Bulgaria, France, Germany, Greece, Italy, Lithuania, Netherlands, Poland, Rep. Czech, Romania, Serbia, Slovakia, Spain and United Kingdom.

Fondation EurActiv PoliTech promotes transparency and is available to answer questions and requests for additional information. Answers of general interest will be made available to all candidates.

06 Dec 2013 Deadline for candidature submission. Submission should be made to Fondation EurActiv PoliTech.

20 Dec 2013 Announcement of selected candidates. Unsuccessful candidates have a three-week cooling period to challenge the selection. Challenges should be sent to Fondation EurActiv PoliTech.

10 Jan 2014 Deadline for challenge from unsuccessful candidate.

31 Jan 2014 Deadline for contracts signature.

SELECTION METHODOLOGY

- Award criteria: the selection criteria described above will be used to evaluate the skills of an individual expert and the project's requirements to match these skills.
- Jury members: Fondation EurActiv PoliTech, in the role of project initiator and community regulator, will assess each candidate and report on the procedure outcome to the consortium and to the Commission. Peers feedback may be requested from other members of the consortium to enrich the evaluation.

TERMS AND CONDITIONS

If selected to serve as an expert, the person will sign a contract with all the terms and conditions (including a declaration on confidentiality and conflicts of interest) before he/she is allowed to start work. Remuneration will be in the form of a payment of €450 per day worked, plus travel and subsistence expenses. Intrasoft International will administer and activate the selected experts, including drafting the contracts and making the payments, in consultation with Fondation EurActiv PoliTech and in coordination with the different Work Package leaders.

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II. APPENDIX B: Procurement Pilot Experts



PROCUREMENT: PILOT EXPERTS

"**EU Community**" is a 3-year FP7 project which started in October 2013 (grant agreement no: 611964) operated by a consortium of 9 organisations:

- Intrasoft International - Belgium,
- Fondation EurActiv PoliTech,
- University of the Aegean,
- EurActiv.com,
- Athens Technology Center,
- I-Europa,
- Fraunhofer IGD,
- Fundacio per a la Universitat Oberta de Catalunya,
- Intrasoft International - Luxembourg.

We are looking for 3 independent experts to build pilot communities.

"**EU Community**" aims to lay the foundations for a new era in EU policymaking by providing tools that help identify **credible stakeholders** and **relevant documents**. It builds on the latest developments in online technologies to provide:

- ranking of credible stakeholders,
- filtering of key documents,
- visualisation of the policy process.

"**EU Community**" will be rolled out topic by topic starting just after the European elections in May 2014.

ROLE OF THE EXPERTS

- Act as internal evaluator and pilot panellists to prepare panel groups.
- Assist with community building and user representation including the review of functional specs, the evaluation of deliverables and the monitoring of pilots.
- Design the planning of a pilot and coordinate its operation with the Pilot WP Leader.

We expect an average of 22.5 working days per expert, carried out remotely and/or in Brussels depending on the area of expertise.

EXPERT PROFILE

You have a chance of being selected as one of the 3 chosen experts if you have a high level expertise in one of the pilot policy topic below.

- Renewable Energy
- Innovation and Entrepreneurship
- Future of EU

Selection will be based on the below criteria.

Key skills

- Credible expertise in the selected topic as validated by peers and participation as speaker on reputable conferences;
- Successful past experience on that topic as validated by the number of years working on the field and the participation to policy road mapping exercises;
- Evidence of that knowledge as validated by the impact of contributions and papers on the domain.

Desired skills

- Can be available for occasional, short-term assignments;
- Speak and write fluently English;
- Ability to travel and work independently.

Exclusion criteria

- Candidates that have a conflict of interest with “**EU Community**” such as collaborating on a competing project will not be considered;
- Candidates that do not submit their candidatures within deadline will not be considered.

SELECTION PROCESS

19 Nov 2013 Publication of the call for candidature. The call is circulated in at least 15 European countries: Belgium, Bulgaria, France, Germany, Greece, Italy, Lithuania, Netherlands, Poland, Rep. Czech, Romania, Serbia, Slovakia, Spain and United Kingdom.

Fondation EurActiv PoliTech promotes transparency and is available to answer questions and requests for additional information. Answers of general interest will be made available to all candidates.

06 Dec 2013 Deadline for candidature submission. Submission should be made to Fondation EurActiv PoliTech.

20 Dec 2013 Announcement of selected candidates. Unsuccessful candidates have a three-week cooling period to challenge the selection. Challenges should be sent to Fondation EurActiv PoliTech.

10 Jan 2014 Deadline for challenge from unsuccessful candidate.

31 Jan 2014 Deadline for contracts signature.

SELECTION METHODOLOGY

- Award criteria: the selection criteria described above will be used to evaluate the skills of an individual expert and the project's requirements to match these skills.
- Jury members: Fondation EurActiv PoliTech, in the role of project initiator and community regulator, will assess each candidate and report on the procedure outcome to the consortium and to the Commission. Peers feedback may be requested from other members of the consortium to enrich the evaluation.

TERMS AND CONDITIONS

If selected to serve as an expert, the person will sign a contract with all the terms and conditions (including a declaration on confidentiality and conflicts of interest) before he/she is allowed to start work. Remuneration will be in the form of a payment of €450 per day worked, plus travel and subsistence expenses. Intrasoft International will administer and activate the selected experts, including drafting the contracts and making the payments, in consultation with Fondation EurActiv PoliTech and in coordination with the different Work Package leaders.

CONTACT DETAILS

Procurement coordination

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III. APPENDIX C: Selected Experts CV's

Christian Braun

Christian Braun is CEO of HobbyDB and brings both sides of corporate development: finance / capital raising / governance (based on MBA, GE Capital etc), and entrepreneurial drive (creates and develops start-ups). Additionally, he has online business experience and cross-border negotiation skills. His specialities include Community Building, Marketplaces, eCommerce, Forums, Collecting & Hobby Markets.

Daniel Guéguen

Daniel Guéguen is founder and Chairman of PACT European Affairs. Additionally, he is Professor of Comitology at the College of Europe, Bruges and Professor at the Institut d'Etudes Européennes (ULB) for the course on EU interest groups and lobbying. Mr Guéguen is also Chairman of Europolitics, Editoralist for the Europolitics' blog and Comitology newsletter and Member of the Supervisory Board of ESL & Network Group

David Price

David Price is the co-founder of DebateGraph. Prior to co-founding DebateGraph, he was a consultant and public policy advisor, and has worked with various public and private sector organizations including: the BBC, the European Commission, CNN, the UK Prime Minister's Office, HM Treasury, Ofcom and Virgin TV. David studied at the University of Cambridge (Ph.D. in organisational learning and environmental policy) and the University of Bath (B.Sc. in Business Administration), and is a Fellow of the Royal Society of Arts.

Deirdre Lee

Deirdre is a Research Associate in the eGovernment unit at INSIGHT-NUIG. Her main research interests include Linked Open Data, eParticipation, Open Government, and Semantic and Social Web technologies. Deirdre is coordinator of the EC CIP ICT-PSP project 'Puzzled by Policy: Helping you be part of the EU', and participates/has participated in many EC projects in the areas of Open Data, data integration, social-media data, eParticipation, public-service provision, etc. She is also very active in the Irish and international Open Data community. Deirdre is a participant in the W3C eGovernment Interest Group and the W3C Government Linked Data Working Group. She has published many papers in scientific journals and conferences and has served as a program committee member for conferences and a technical committee member on standardisation bodies.

Fabien Cazenave

Fabien Cazenave is an expert in community building and in the development of communication strategies with a focus on social networks and community management and engagement.

Francesco Molinari

Francesco Molinari holds an MSc and a MA in public management (Siena University, 2007 & 2005) and a BSc in social and economic disciplines (Milan “L. Bocconi” University, 1990). Currently he is research associate on Human Smart Cities at Politecnico di Milano and engaged on advisory tasks for several Italian Regions on innovation policy, public procurement, Living Labs and smart specialisation strategies. Between 1994 and 2002 Francesco was CFO at a business development agency with 800+ associated SMEs, also responsible subject of a national Territorial Pact. In 2002, he was manager at a local chamber of commerce and between 2003 and 2008 strategic advisor of a middle-sized city mayor. Between 2007 and 2008, he joined the international research unit on eGovernment at Altec SA, Greece, and since 2009 he has been associated to the London based 21C consultancy firm. Since 2012, Francesco has a research collaboration with Alfamicro SA, Portugal, on Open Data, Creativity and eLearning. For EC DG Connect, Francesco led in 2008 a study for the assessment of Living Labs potential in the EU innovation and Future Internet scenario. He has been part of other evaluation study teams on i2010, eAccessibility and impact of FP6 ICT RTD on innovation systems. For DG Research he was contract manager in 2009-2010 of a Feasibility Study for Creating a European University Data Collection System [EUMIDA] on behalf of the University of Pisa. For the Italian Department of Cohesion Policy and the Agency for Innovation in Public Administration, he coordinated in 2010-2012 a State Region Working Group aimed at the establishment of PCP (Pre Commercial Procurement) in the local government practice. For Invitalia and the Department of Cohesion Policy, he is now working at another technical support project to Regional smart specialisation strategies, sponsored by the Ministries of Research and Economic Development.

Hugo Kerschot

Founder and Managing Director of IS-practice (www.is-practice.eu), a program management office for Information Society projects. IS-practice works together with both large international consulting and research organisations such as Capgemini, Deloitte Consulting as with smaller, but highly specialized companies in the field of research, technology and consultancy. IS-practice is following the EU strategy on Information Society issues (eGovernment, eHealth, eParticipation, eInclusion, Open data and Smart Cities) very close by participating in workshops, conferences and writing proposal content and strategic notes. IS-practice offers a profound knowledge on research based consultancy, project and quality management for the public sector, especially in the area of eGovernment

Isabella Lenarduzzi

Isabella Lenarduzzi has been a social entrepreneur, an expert in communication, event and conference organisation for 25 years. Her areas of interest include women empowerment, education, training, entrepreneurship, innovation and European integration (EU advocacy). Isabella manages currently 3 companies, one NGO and a team of 12 persons with offices in Brussels and Paris. She is member of the board of the Regional Society for Investment in Brussels (SRIB) appointed by the Brussels Region Minister for the Economy and Employment.

Ivan Stefunko

Ivan Stefunko is Co-Founder, Board member and Chairman of Neulogy a.s. Ivan has business development experience as a serial entrepreneur and business angel. He has experience in various areas of general management, especially in the publishing industry. Additionally he is consultant and strategic advisor to companies from clean-tech and biotechnology industries and focuses on ICT/TMT market and e-commerce as both entrepreneur and investor and is Strategic business and fundraising advisory for IT start-ups

Jason Anderson

Jason is currently the Head of European Climate Change and Energy Policy at the WWF European Policy Office, managing a team in Brussels, leading EU policy among a network of 18 European offices, and contributing to WWF's Global Climate and Energy Initiative.

Jiri Bouchal

Jiri is Policy analyst and consultant in the field of European eIdentity, eSignature, eGovernment, Open Data and Smart Cities policies. He is Project and Quality Manager of complex EU-co-funded (FP7, CIP programmes) information society projects and works on the development of project ideas, drafting proposals and on progress and financial reports.

John Chudleigh

Managing Partner at Euro-Bid Watch LLP, London (United Kingdom). John Chudleigh founded the business to provide initially a value added service in the provision of information relating to EU public procurement. He has written many articles, spoken at conferences and featured on BBC Radio 4's File on Four. He is responsible for the overall running of the business and thus involved in marketing strategy, social media, account profiling and search command programming, data analysis and accounts. John runs a daily twitter account on international procurement issues and occasional blog in the same subject.

Julia Glidden

Julia Glidden is member of the United Nations Expert Working Group on the 2014 eGovernment Survey and member of the European Commission Expert Group on the Horizon2020 program. She is an internationally recognised expert on ICT trends in government and key note speaker at key EU Ministerial eGovernment Conferences and a Member of Pudong Smart City Research Institute Guest Expert Group in Shanghai. Additionally, Julia is a champion of the importance of Web 2.0, IOT, Open Innovation at the EU level and founder of flagship projects for the European Commission on Smart Cities, Internet of Things and Open Data including the EPIC and Citadel on the Move projects.

Katerina Diamantaki

Katerina Diamantaki has expertise in Communication, Computer-mediated communication, online communities, digital culture, urban sociology, location-based media, political communication, strategic advising and European policy. She is Assistant Professor in Communication and Media at the University of Indianapolis Athens Campus

Kumardev Chatterjee

Kumardev Chatterjee, is an entrepreneurial innovation leader, experienced ICT industry professional and a recognised European Commission appointed Expert. Kumardev has experience in setting up, managing and running, both a for-profit company and Non-Profit Organisations and Groups as well as breadth and depth of competence and experience in management of ICT related Strategy, Innovation, Programmes and Architectures in multiple industry domains. Kumardev has 10+ years of international experience (EU, US, UK, China, India), in both public, private and non-profit sectors. Kumardev has been engaged in both the entrepreneurial world and the ICT industry from the age of 19 when he started his first for-profit company as well as his career in the ICT industry as the youngest team member at Adobe during his Bachelors in Computer Science studies. He is currently the Founder and President of the independent, non-profit, European Young Innovators Forum (EYIF www.eyif.eu), which he setup in 2010 and a Programme Manager for European Research and Innovation and Senior Enterprise Architect at THALES (www.thalesgroup.com) where he is employed since 2005. In addition, Kumardev is a recognised European Commission appointed independent expert for ICT within Framework Programme seven (FP7 - ICT).

Laetitia Veriter

Laetitia Veriter is project and communications officer in the European Movement International (EMI) one of the largest pan and pro-European civil society organisations with currently more than 70 Member Organisations, bringing together representatives from European associations, political parties, enterprises and trade unions. Activities include internal and external communication: Redaction/translation of articles for the newsletter; coordination of political

committees; drafting of questionnaires and creation of « tool boxes » to share good practices, press and institutional relations; content editing for the website, blog and social medias management, contribution to publication of leaflets and reports. Additionally, Laetitia works on the Implementation of citizen campaigns and the European project management. Finally, in partnership with the Charles Léopold Mayer Foundation for Human Progress she is in charge of the communication of the project www.citizensforeurope.eu

Laurent Zibell

Laurent Zibell is policy Adviser for Innovation and for Investment goods industries industriAll European Trade Union. All Europe is the European federation of trade unions in the manufacturing industries, gathering 195 affiliate organisations and 6.9 million members. He defines the policies to be supported by the European trade union movement in his field of responsibilities and support them towards the relevant institutions and social partners.

Patrick Xhonneux

Patrick started his career 20 years ago in the software industry. During his career as consultant, business development and consulting manager at SAS he participated to many projects in the field of business analytics. He focused particularly on data visualization, data mining and social media analytics projects for both public and private sector. Prior to moving to an international role Patrick was Strategy and Marketing Director of SAS Belgium & Luxembourg.

Rimantas Gatautis

Rimantas Gatautis is director of Electronic Business Research Center at Economics and business faculty, Kaunas University of Technology. His specialties include e-business, e-government, internet marketing, innovation management, competitive analysis, knowledge management

Steve Bishop

Steve is first and foremost an applied mathematician who seeks to apply our knowledge to solve problems of practical interest, while at the same time educating others and allowing them to reach their own potential. He joined University College London (UCL) in 1984 and since 2004, he has been in the Mathematics Department as Professor of Nonlinear Dynamics specialising in complex systems. His earlier research interests spanned a broad variety of topics motivated mainly by problems in engineering dynamics. Identifying instabilities in nonlinear dynamical systems formed a running theme with particular emphasis on parametrically excited systems and the interesting phenomena found in non-smooth systems, such as those involving repeated impacts. Previous research areas have included the control of chaos and chaotic synchronisation but additionally the concepts of nonlinear dynamics have been applied to study ship capsizing, the spread of fires in rooms, the stability of electronic phase-locked loops

and other physical problems of practical interest. More recently, after studying a discrete approach to consider the dynamics and morphology of sand dunes, his research has moved more towards social systems where he applies theoretical and computations methods. Steve has a specific interest in how we can use a systems approach to understanding how local and global influences can be incorporated into simple models that can be used in a policy decision making setting.

Sylvia Archmann

Sylvia Archmann is working for the Federal Chancellery in Austria whereas previously she was a Seconded National Expert in the European Institute of Public Administration. Her activities include the development and coordination of programs or projects, managing research and present studies, design, manage and deliver training activities, consultancy in the area of expertise: public administration, organisational development, e-Government, quality management, benchmarking, human resource management. She has also expertise in leadership, performance management, change management and communication and project management, e.g. project leader of the Modinis "Study on Interoperability on local and regional level". She is speaker/member of scientific committees at international conferences on eGovernment and public administration (e.g. Cedem, Metteg)

Thanassis Kountzeris

Thanassis Kountzeris is Administrative Reform Programmes Coordinator at the information Society SA. He is responsible for the design and management of Public Reform and e-Government programmes on behalf of the Greek Government, Ministry of Administrative Reform and e-Government. Activities include the coordination with the parties involved (EU DG Regional Policy, DG IT, TFGR, IMF, OECD, Government Administration and Auditing Authorities, private sector organizations and IT companies), programme Design, RFP preparation and Tender evaluation and project & Change Management (including training) and Setup and monitor internal Organisation and Control (Audit) procedures. Thanassis Kountzeris is currently, member of the Management Committee for the "Public Finance Reform for the Greek General Government" project led by the General Accounting Office (GAO) and assisted by IMF and TFGR representatives.

Tony Venables

Mr. Venables is Director at the European public interest consultancy (EPIC). He is a leading expert on the institutions and decision-making processes of the European Union and on the opportunities and obstacles for citizens to make their voice heard. His main activities and responsibilities are in three areas: Developing European associations in EU member and applicant States, European Citizenship and Free movement of people, and Issues of transparency and governance. The organization has been built up from zero to a turnover of 2 million euro, a staff of 10 and a network of 60 experts.

Pierre Orfinger assisted by Willy De Backer

Pierre Orfinger is an IT senior Consultant working on architecture and development. Willy De Backer is head Communication and Publications Department European Trade Union Institute (ETUI). His activities include leading and coordinating all communication and information activities of the independent European trade union think tank, including print and online publications, events, social media strategy, conferences etc.

IV. APPENDIX D: Experts involvement per WP assigned Days

EU Community Expert Committee		WP3	WP4	WP5	WP6	WP7	WP8	WP9
Expert	Expertise							
Christian Braun	Reputation management, business plan	2 for Reputation management			2			2
Hugo Kerschot	Open data	3				1		2
Jiri Bouchal	Open data	3		1				2
Francesco Molinari	Open data, business plan	1	2		2			1
Deirdre Lee	Visualisation			3	1	1	1	
Julia Glidden	Sentiment analysis, business plan	1 for the landscape			1 for testing the Prototype		1	3
Patrick Xhonneux	Sentiment analysis	3 for Reputation management	1	2				
David Price	Visualisation			6				
Rimantas Gatautis	Serious gaming					3 Prepare engagement tools, Implement gaming at pilots	2	1
Isabella Lenarduzzi	Community building		2		2 Review PolicyLine usability, comments on Prototype	1 Community Building		1
Katerina Diamantaki	Community building	1	1		2 Review PolicyLine usability	2 Community Building		
Laurent Zibell	Community building		1		2 Review PolicyLine usability	3 Community Building		
Tony Venables	Community building		1		2 Review PolicyLine usability	3 Community Building		

EU Community Expert Committee		WP3	WP4	WP5	WP6	WP7	WP8	WP9
Expert	Expertise							
Sylvia Archmann	Community building		2		1	1 Community Building		2
Fabien Cazenave	Community building				2 Review PolicyLine usability	2		2
Ivan Stefunko	Policy modelling		2	1	3			
John Chudleigh	Policy modelling		3	1	2 for Crawlers			
Pierre Orfinger assisted by Willy De Backer	Policy modelling		3		3 Evaluate policy line			
Steve Bishop	Policy modelling		3		2 Evaluate policy line			1
Thanassis Kountzeris	Policy modelling, business plan	1	1		2		1	1
Daniel Guéguen	Policy modelling, business plan		2		2			2
Laetitia Veriter	PILOT Future of EU		4			16	1	1 Community Building
Kumardev Chatterjee	PILOT Innovation & entrepreneurship	2 for Reputation management		1	1 Crawlers	16	1	1 Community Building
Jason Anderson	PILOT Renewable Energy		4			16	1	1

* Due to the withdrawal of an assigned expert, the 6 days that were initially allocated to him will be transferred to other experts. These extra days will be allocated to experts according to their expertise and the needs of the project.