

Annex 3: Amendment of Delivery Agreement Work Plan Task 'CESSDA Widening Activities 2019'

According to the decision of the CESSDA Training Working Group and CESSDA Main Office, and according to the proposal for *"Additional activity in Widening Activities 2019: Organisation of local events in CESSDA non-member countries"*, as from **02 Dec 2019**, additional budget has been allocated to Work Plan Task 'CESSDA Widening Activities 2019'. The purpose of this allocation is to introduce 2nd event in the Work Plan Task, to be held in Poland, identified as priority.

The Parties agree to amend the Delivery agreement as follows ('Amendment'):

1. Additional budget allocated for Work plan task –

The total budget of 10,388 EUR has been added to the Work Plan Task. Partners, as listed in the proposal (Annex 4) will have additional funds that are to be claimed together with the final report.

2. Extension of project duration –

Work Plan Task 'CESSDA Widening Activities 2019' is to be extended until 31 March 2020 in order to complete the additional activity.

This implies the following changes to the Delivery Agreement:

- **9. Time schedule and milestones**

The Delivery Partnership shall comply with the following milestones:

- Delivery of final report: 31 April 2020
- Final review: 31 May 2020
- Issue of a final recommendation: 15 June 2020

- **11. Finance**

The budget for the completion of the Work Plan Tasks and delivery of the Deliverables under this Agreement is EUR **90.803,63** in total.

Annex 4: Proposal for additional activity

Proposal: Additional activity to the CESSDA WP on Widening Activities 2019: Organisation of local events in CESSDA non-member countries

**Submission date 21 Nov 2019 by «Widening Activities 2019» lead partner CSDA
Approval by MO 2 Dec 2019**

We suggest that CESSDA will support a national event in selected non-member country. The event will be organised by the local SP in cooperation with the CESSDA WP Widening Activities 2019 (WA2019) team. CESSDA will support the event by participation of CESSDA MO representative(s) and selected CESSDA expert(s). The event will target both, (1) researchers and (potential) users of data services in the country and (2) important national stakeholders (funders, university/academy, research infrastructures, etc.). The intention is to promote the development of local data services, possible membership and collaboration with CESSDA and the data sharing culture in general and increase CESSDA visibility.

Poland was identified as a priority country by both, CESSDA MO and WA2019 team. The Polish SP have been contacted and it welcomes the opportunity to organize a national event. The local organisers will be the University of Warsaw and the Institut of Philosophy and Sociology of the Polish Academy of Sciences. These two institutions are jointly hosting the Polish Social Data Archive (ADS). Due to the late start of this project and the 2019 schedule crowded by other events we propose to start the preparatory phase in 2019 and organise the event in February or March 2020. The project will be completed in March 2020.

The programme of the local event will be constituted of a core part and additional modules that can be included or not based upon the local needs and stakeholders availability. The core programme include presentations of CESSDA and the local SP as well as a roundtable. This roundtable is the most important part of the programme and should include high level representatives from local SP, CESSDA MO, local research community, local funders, and/or any stakeholders (universities, academy, research institutes...) who can significantly help in developing and institutionalising the data service.

Additional modules could be in one hand presentations regarding benefits from data sharing, EU Open Access policies, FAIR data, EOSC, etc. In the other hand, additional modules can also include presentation(s) of the Data Management Expert Guide or its parts or some popular topics related to data management (e.g., GDPR, data discovery) to make the event more attractive to the local research community. Additional modules may also contribute to objectives of projects organised by the CESSDA Training WG. The programme and other details will be drafted in cooperation in between WA team, local organiser and CESSDA MO.

The core part should be organised over a half-day (e.g. morning session) and additional modules can then take place during the other part of the day. The core part should be a public conference facilitating researchers and students attendance, while the additional modules could target smaller groups. Ideally, the events should be organised in an university. The definitive programme will be developed in close collaboration with the local SP and tailored to local conditions.

Furthermore, the events will provide an opportunity to organize side-meetings between CESSDA and local SP and eventually also with local funders.

Team: FORS will lead the subtask and will be supported by CSDA.

Budget description:

- 0.5 PMs for the organisation of the event, WA2019 contributions into the programme and reporting;
- 0.25 PMs for management;
- 2*800 EUR for travels to the event
- 2800 EUR local organisation including possible travels/costs of participation of local stakeholders (allocated at CSDA to be provided to the Polish partner);

Allocated at CESSDA MO:

800 EUR travel of expert from outside of the team and CESSDA MO.

Participants	Person Month efforts	Personnel costs including OH	Travel costs (type of event, travel costs, subsistence, accommodation)	Other costs (organisation costs, materials, supplies, consumables)
FORS	█	█	█	
CSDA	0.25	1,188	700	
CESSDA MO				█
Sum per category	█	█	█	█
Total cost	10,388			

